

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

TUESDAY

DECEMBER 2, 2014

8:30 A.M.

(The regular afternoon session commences at 2:00 p.m.)

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Vacant	Fourth District		
Efren Carrillo	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 Board of Directors of the Northern Sonoma County Air Pollution Control 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, 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 or the public request specific items be discussed and/or removed from the Consent Calendar.

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. 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, and generally may only listen.

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. BOARD MEMBER ANNOUNCEMENTS

III. CONSENT CALENDAR

(Items 1 through 16)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 2)

PRESENTATIONS AT THE BOARD MEETING

1. Adopt a Gold Resolution recognizing December 2014 as Drive Sober Month.(Third District)
2. Adopt a Gold Resolution recognizing Credit Unions upon reaching 100 million members nationwide in 2014. (Fifth District)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

3. Authorize the General Manager to execute an amendment to an existing agreement with the Sonoma County Trails Council to perform the initial phase of trail construction for the East Slope Trail Project, which adds \$4,000 to the contract for a total contract of \$13,500. (First District)

COUNTY CLERK-RECORDER-ASSESSOR

4. Adopt a Resolution adopting the Official Canvass of the Vote for the November 4, 2014, Consolidated General Election.

FIRE AND EMERGENCY SERVICES

5. Adopt a 30 day extension of the Resolution proclaiming a drought emergency in Sonoma County.

CONSENT CALENDAR (Continued)

HEALTH SERVICES

6. Dental Health Consultation and Education –
- (A) Authorize the Director of Health Services to execute a grant agreement with DentaQuest Foundation to accept \$162,725 in revenue to increase access to dental health services, for the term December 1, 2014 through November 30, 2015.
 - (B) Authorize the Director of Health Services to execute an agreement with California Dental Association Foundation for consultation and dental health education services for the term January 1, 2015 to June 30, 2016, in an amount not-to-exceed \$145,000.
 - (C) Authorize the Director of Health Services to execute an agreement with MWH Americas, Inc. to update the water fluoridation Preliminary Engineering Design report to incorporate comments from the Sonoma County Public Health Officer, community partners, and other County Departments for the term August 29, 2014 to June 30, 2015, in an amount not-to-exceed \$10,000.

HUMAN SERVICES

7. Caltrans-MTC 5310 Transportation Grant Proposal –
Adopt a Resolution of Authority allowing the Director of Human Services to sign the grant proposal application and proposal attachments on behalf of the Area Agency on Aging to receive Section 5310 formula grants funding for the Enhanced Mobility of Seniors and Individuals with Disabilities for the Bay Area’s Large Urbanized Areas Call for Projects required by Caltrans prior to the grant award.
8. Authorize the Director of Human Services to execute agreements with:
- (A) Catholic Charities for \$224,200 to provide housing support to SonomaWORKS clients, and
 - (B) Community Development Commission for \$85,283 to administer payments to landlords as part of the SonomaWORKS Housing Support Program. The term for both agreements will be December 3, 2014 through June 30, 2015.

REGIONAL PARKS

9. Authorize the Chair to amend the Professional Services Agreement with Moore Iacofano Goltsman, Inc. (MIG) to provide additional consulting services for the Tolay Lake Regional Park Master Plan in the amount not-to-exceed \$100,000, for a new contract maximum of \$777,357, and to extend the contract term for nine months to December 11, 2015.
(First and Second Districts)
10. Authorize the Chair to execute a change order for construction of improvements to the Coastal Prairie Trail Phase 1C project and accessible parking and path of travel associated with the Bodega Bay Community Association and Nicholas Green Memorial Bell Tower agreement in the amount of \$49,280. (Fifth District)

SHERIFF

11. Authorize the Sheriff-Coroner to execute the agreement with NMS Labs for Forensic Toxicology Laboratory Services for the term of January 1, 2015 to December 30, 2016 for an amount not-to-exceed \$110,000, and to extend the agreement for an additional one-year term.

CONSENT CALENDAR (Continued)

12. Authorize the Sheriff to execute Agreements for Psychological Evaluation Services with both Law Enforcement Psychological Services, Inc. and Dr. Mark Clementi for the term January 1, 2015 through December 31, 2017. The total cost for each contract is not expected to exceed \$45,000 per provider.

TRANSPORTATION AND PUBLIC WORKS

13. Adopt an Airport Ordinance Revising Article I, General, and adding Article IV, Commercial Vehicle Operations, to Chapter 3, Airport, of the Sonoma County Code.(Second Reading – Ready for Adoption) (Fourth District)
14. Ratify the agreement between Sonoma and Napa Counties for disaster assistance related to the August 24, 2014 Napa Earthquake with a term ending December 31, 2014 as executed by the County Administrator, and authorize the County Administrator to execute necessary amendments for a not-to-exceed total of \$15,000.

MISCELLANEOUS

15. Approve the Minutes of the Meeting of November 14, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Sonoma County Water Agency, and Board of Supervisors; and Approve the Minutes of the Meeting of November 14, 2014 for the Sonoma Valley County Sanitation District.

APPOINTMENTS/REAPPOINTMENTS

(Item 16)

16. Child Care Planning Council of Sonoma County –
 - (A) Appoint Ulla Mast, John Paul, Soledad Cardona, Megan Sirna, Yolanda Garcia and Lisa Grocott to the Child Care Planning Council of Sonoma County, for two-year terms beginning January 1, 2015 and ending December 31, 2016.
 - (B) Re-appoint Kathleen Kelley, Terry Ziegler, Teri Clark, Teri Porter, Debbie Blanton, Marianne Schwarz-Kesling, Melanie Dodson, Gloria Leifried, Amy Howder-Thompson and Stephen Zollman to the Child Care Planning Council of Sonoma County for two-year terms beginning January 1, 2015 and ending December 31, 2016.
 - (C) Authorize the Director of Human Services to sign the required Certification Statement Regarding Composition of Local Planning Council Membership. (Human Services)

IV. REGULAR CALENDAR

(Items 17 through 21)

BOARD OF SUPERVISORS

17. **9:00 A.M.** - Accept Sonoma County Superintendent of Schools Report on Williams Lawsuit Settlement findings for Fiscal Year 2014-2015.

HEALTH SERVICES

18. **9:30 A.M.** - Health Action Update and Early Care and Education Needs in Sonoma County –
(A) Accept the Health Action Update report;
(B) Accept a report on the gaps in access to quality preschool and provide direction on next steps towards developing a model of universal quality preschool in Sonoma County.

COMMUNITY DEVELOPMENT COMMISSION

(Commissioners: Gorin, Rabbitt, Zane, McGuire, Carrillo)

19. County Fund for Housing Loans and Project Based Rental Assistance –
(A) Award County Fund for Housing loans to Burbank Housing Development Corporation for the Roseland Crossroads Apartments (\$1,640,000) and to MidPen Housing for the Sonoma Springs Family Apartments (\$1,150,000) affordable housing projects, and make a finding that expenditure of Low- and Moderate-Income Housing Funds for the Springs Family Apartments is of benefit to the Sonoma Valley region, including the City of Sonoma.
(B) Conditionally award a County Fund for Housing loan to California Human Development/Phoenix Development Co. for the Larkfield Ortiz Plaza (\$510,000) affordable housing project, subject to receipt of County Design Review Committee conditional approval by February 15, 2015.
(C) Authorize Community Development Commission staff to rescind the \$510,000 award to California Human Development/Phoenix Development Co. in the event the project does not receive County Design Review Committee conditional approval by February 15, 2015, and instead award to Community Housing Sonoma County for their Robinson Road Transitional affordable housing project near Sebastopol (\$510,000).
(D) Authorize the Executive Director of the Community Development Commission to execute Funding Agreements, promissory notes, deeds of trusts, and other related loan documents, and subsequent amendments, subordinations, and other modifications to said Agreements and loan documents, consistent with the Community Development Commission Loan Policies, in conjunction with these County Fund for Housing awards.
(E) Amend the Fiscal Year 2014-15 Public Housing Authority Annual Plan to expand the Project-Based Voucher program to five percent of the Sonoma County Housing Authority's total Housing Choice Voucher units, to provide project-based rental assistance for up to 141 units. (First, Fourth, and Fifth Districts)

HEALTH SERVICES

20. Pursuant to Government Code §7522.56, approve the appointment of Henry Hallowell as a Patient Care Analyst Retiree Extra-Help in order to fill a critically needed position within 180 days of his retirement, with an appointment date as early as December 2, 2014.

REGULAR CALENDAR (Continued)

COUNTY ADMINISTRATOR

21. Accept the County Administrator's update report on community engagement efforts and planning, and provide direction to staff on the Community Engagement Framework.

V. CLOSED SESSION CALENDAR

(Items 22 through 27)

22. The Board of Supervisors will consider the following in closed session: Public Employee Appointment of Interim Human Resources Director. (Gov't. Code Section 54957(b)(1)).
23. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Economic Development Board Director. (Gov't. Code Section 54957(b)(1)).
24. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Chief Probation Officer (Gov't. Code Section 54957(b)(1)).
25. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Initiation of Litigation pursuant Government Code Section 54956.9(d)(4), Dry Creek Rancheria Band of Pomo Indians.
26. The Board of Supervisors will consider the following in closed session: Conference with legal Counsel – Existing Litigation – Friends of Lafferty Park, et al v. Pikachu II, LLC, et al; Sonoma County Superior Court Case No. SCV-253148. (Gov't. Code Section 54956.9(d)(1)).
27. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation – Renewed Efforts of Neighbors Against Landfill Expansion (“RENALE”) an unincorporated association vs. County of Sonoma, a political subdivision of the State of California; Sonoma Compost Company, a corporation; Sonoma County Waste Management Agency, a public agency, U.S. District Court-Northern District Case No.: 3:14-cv-03804 TEH. (Gov't. Code Section 54956.9(d)(1)).

VI. REGULAR AFTERNOON CALENDAR

(Items 28 through 33)

2:00 P.M. - RECONVENE FROM CLOSED SESSION

28. Report on Closed Session.
29. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA** (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. 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, and generally may only listen.)
30. Permit and Resource Management Department: Review and possible action on the following:
- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
 - b) Acts and Determinations of Project Review and Advisory Committee
 - c) Acts and Determinations of Design Review Committee
 - d) Acts and Determinations of Landmarks Commission
 - e) Administrative Determinations of the Director of Permit and Resource Management
31. **2:10 P.M. – GPA13-0009** - Formal Adoption of the 2014 General Plan Housing Element (Countywide)
- a) APPLICANT: N/A
 - b) LOCATION: N/A
 - c) ASSESSOR'S PARCEL NO.: N/A
 - d) ENVIRONMENTAL DOCUMENT: Negative Declaration
 - e) REQUEST: Conduct a Public Hearing and Adopt a Resolution adopting the Subsequent Negative Declaration and 2014 General Plan Housing Element, with incorporation of minor changes as requested by the State Department of Housing and Community Development.
32. **2:10 P.M. – ZCE13-0017** - Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district (Fifth District)
- a) APPLICANT: Bard Henry, for Maria Christina Iannuzzi, owner
 - b) LOCATION: 8872 Bodega Highway, Sebastopol
 - c) ASSESSOR'S PARCEL NO.: 077-140-030
 - d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
 - e) REQUEST: Conduct a Public Hearing and Adopt an Ordinance to rezone a 5.02 acre parcel to remove the Z (Second Dwelling Unit Exclusion) combining district for property.

33. **ADJOURNMENTS**

NOTE: The next regular meeting will be held on December 9, 2014.

Upcoming Hearings (All dates tentative until each agenda is finalized)

1. December 9th (PM) - Riparian Corridor Zoning Amendments, ORD 13-0002.
2. December 9th (PM) - Third General Plan Amendment Package for 2014; PLP11-0040.
3. December 9th (PM) - Expansion of an Agricultural Preserve 2-335 and a new Land Conservation (Williamson) Act Contract; 640 Carmody Rd, Petaluma; AGP14-0188.
4. December 9th (PM) - Expansion of an Agricultural Preserve (1-249) and a new Land Conservation (Williamson) Act Contract; 2340 Napa Road, Sonoma; AGP14-0174.
5. December 9th (PM) - Expansion of an Agricultural Preserve (2-510) and a new Land Conservation (Williamson) Act Contract; 3645 Roblar Road, Petaluma; AGP14-0184.
6. December 9th (PM) - Land Conservation Act Contract Replacement; Richard Idell for Nuns Canyon, LLC; AGP13-0016.
7. December 9th (PM) - Scenic Landscape Unit designation and Scenic Resource zoning; ZCE13-0003.
8. December 9th (PM) - Agricultural Preserve Expansion and New Land Conservation Contract; George and Loretta Gajdos, Brumdale Road; AGP13-0007.



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: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Shirlee Zane
(707) 565-2241

Supervisorial District(s):

Third District

Title: Gold Resolution

Recommended Actions:

Gold Resolution Recognizing December 2014 as Drive Sober Month

Executive Summary:

Prior Board Actions:

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

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

--

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

State of California

Date: December 2, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Recognizing December 2014 as Drive Sober Month

WHEREAS, Community Action Partnership of Sonoma County is funded by the California Department of Health Care Services Prevention Services Branch to be the lead agency in a community-wide effort to reduce excessive drinking among 12 to 25 olds, with priority given to those who create the greatest risk to the community; and

WHEREAS, Community Action Partnership administers the Santa Rosa Safe Community Initiative to implement evidenced-based prevention strategies in collaboration with the Santa Rosa Police Department, local businesses, the Sonoma County Department of Health Services, and others to reduce problems associated with high-risk drinking including drunk driving; and

WHEREAS, the Sonoma County Sheriff's Office, California Highway Patrol, Santa Rosa Police Department and law enforcement agencies across the county participate in the "Avoid the 13" with activities that specifically target those who get behind the wheel after drinking too much or using drugs by jointly staffing DUI Checkpoints and DUI saturation patrols; and

WHEREAS, drunk and drugged driving remains the number one killer on our roadways, with 802 DUI deaths and nearly 24,000 Alcohol Involved Injuries reported statewide; and

WHEREAS, research has shown that high-visibility law enforcement activities such as the National Drive Sober or Get Pulled Over Campaign, DUI Checkpoints and DUI saturation patrols reduce drunk driving fatalities by as much as 20 percent; and

WHEREAS, Community Action Partnership wants to remind everyone that getting behind the wheel drunk or buzzed impairs the ability to operate a vehicle safely, impairs judgment, puts lives at risk, increases the likelihood of arrest, and brings a wide range of negative consequences; and

WHEREAS, starting in mid-December through New Year's Day local law enforcement agencies will be out in force as part of the national crackdown on drunk driving; and

WHEREAS, we wish to promote the responsible option of always driving sober, designating a driver, or calling a taxi; drunk driving is never worth the risk.

NOW, THEREFORE, BE IT RESOLVED, that the Sonoma County Board of Supervisors do hereby recognize December 2014 as Drive Sober Month.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

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

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Efren Carrillo 707-565-2241

Supervisorial District(s):

Fifth

Title: Gold Resolution

Recommended Actions:

Approve Gold Resolution recognizing Credit Unions reaching 100 million members nationwide in 2014.
(Fifth District)

Executive Summary:

None.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
None.			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: December 2, 2014

Item Number: _____

Resolution Number: _____



4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Recognizing Credit Unions Reaching 100 Million Members Nationwide In 2014

Whereas, Credit Unions were established in the United States to empower people to work collaboratively towards economic advancement, which is at the core of their philosophy, “People Helping People”, They are independent member-owned financial institutions that unite people and improve their economic futures by providing access, options, and counseling that will better their member-owner’s lives; and

Whereas, there are more than 100 million Credit Union Members in the United states, and 10 million of them in California, with 180,657 in the County of Sonoma who rely on their guidance and finance service, which is a true testament to their business structure; and

Whereas, Credit Unions are continually at the forefront of responsible lending and provide communities with financial literacy education in order to alleviate the current economic challenges; and

Whereas, the influence credit unions have on the entire financial system saves all consumers money with higher returns on savings, lower rates on loans, and fewer, lower fees – no matter where they bank; and

Whereas, Redwood Credit Union was established in 1950 as Sonoma County Employees Credit Union by 7 County employees who pooled their funds to provide affordable loans to one another, and grew over the years to a 2.3 billion financial services organization, serving over 232,000 consumers and businesses in the North Bay and San Francisco; and

Whereas, Community First Credit Union was established in 1961 by 7 teachers who contributed \$10 each to register the original charter as the Sonoma county Schools Credit Union, growing slowly over the years to become the community institution that it is today; and

Whereas, Sonoma County residents and farmers are also served by American Ag Credit Union, Sonoma County Grange Credit Union, and Sonoma Federal Credit Union.

Now, Therefore, Be It Resolved, that the Board of Supervisors of the County of Sonoma hereby recognizes the 100 million member milestone, honoring Credit Unions in the United States and the contributions and great benefits they have provided throughout the world.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

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: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Agricultural Preservation and Open Space District

Staff Name and Phone Number:

Alex Roa, Assistant Planner, 565-7263
Sheri Emerson, Program Manager, 565-7358
Amy Ricard, Community Relations, 565-7261

Supervisorial District(s):

District 1

Title: East Slope Segment Sonoma Mountain Ridge Trail Construction Contract Amendment

Recommended Actions:

Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District ("District") to execute an amendment to an existing Agreement with the Sonoma County Trails Council to perform the initial phase of trail construction for the East Slope Trail Project, which adds \$4,000 to the contract for a contract total of \$13,500.

Executive Summary:

BACKGROUND

This item addresses an agreement in support of the East Slope Trail Project (Project). District staff seek approval of an amendment to a Construction Services Agreement between the District and the Sonoma County Trails Council (S.C.T.C.) to allow for additional work on the Project due to unforeseen delays which have necessitated additional work. The Project consists of two phases of construction. Phase I involved a licensed contractor using mechanized equipment (i.e. a small bulldozer) to cut the trail into the ground. Phase II is primarily concerned with "finishing" the trail, the process by which the trail is cleared of rocks, roots, drainages are cleared and armored). In addition Phase II includes some "pre-work" for Phase I, principally clearing vegetation from the trail alignment in preparation for the mechanized equipment to be used in Phase I. Phase I was completed in October 2014. Phase II is currently underway, and is expected to be completed in Winter 2015.

The District originally entered into a contract with the S.C.T.C. for Phase II of the project on September 24th, 2013 for \$9,500. At the time, the estimated capital construction cost for the work subject to the S.C.T.C contract was \$36,816, if implemented using a paid trail construction crew. As a result, the contract for this phase of the work would ordinarily be subject to procurement by competitive bidding (Public Resources Code §5594.). However, staff recommended and the Board approved a waiver from the competitive bid process because this work can be performed by volunteers, resulting in substantial savings to the District. Specifically, the Board, through Resolution No. 13-0379, determined that use of

volunteers for this work would save more than \$27,000, or almost seventy-five percent (75%) of the cost and therefore a waiver of competitive bidding was appropriate (*Graydon v. Pasadena*, 104 Cal.App.3d 631.). Because the original contract for Phase II was awarded by the Board using the abovementioned case law exemption from competitive bidding, any subsequent modifications to the monetary value of the contract must be approved by the Board. The proposed contract amendment increases the contract by \$4,000 for additional work. Because of the volunteer labor force, and the unique structuring of this construction project, the revised contract total is approximately 63% of the estimated cost for a paid trail construction crew, a savings of \$23,316.

SONOMA COUNTY TRAILS COUNCIL AMENDMENT

Several factors have caused delays in the project and necessitated additional work in the “pre-work” portion of Phase II. The original timeline provided by the State for access to the Project site was significantly shorter than the actual process, causing delays to both Phase I and Phase II of the Project. In addition, a preliminary round of construction bids for Phase I of the Project had to be discarded due to errors in all packets submitted by bidders, which required Staff to re-bid the project. These two causes for delay resulted in approximately one year passing before work was able to continue on the Project, based upon the original anticipated start date.

S.C.T.C began work immediately after being awarded the contract in September 2013, completing the “pre-work” portion in following months. This work included clearing the trail alignment of fallen organic material such as leaves, tree branches, grass, and overgrown vegetation. However, as a result of the delays mentioned above, Phase I work was halted for approximately one year. During this time, organic material continued to fall and grow on the trail alignment. Therefore, a portion of the trail alignment originally cleared by S.C.T.C. in the fall of 2013 needed to be cleared again by S.C.T.C in the fall of 2014.

In addition to the re-clearing work, in the weeks before the start of Phase I, two large oak trees fell across the trail corridor and needed to be removed in order for the mechanized-equipment to gain access to the work site. The work completed by S.C.T.C. included cutting the sections of the trees blocking passage into manageable lengths, and moving those lengths off the trail corridor.

The additional work required of S.C.T.C. to address unforeseen circumstances means that an additional four days of work will be required to finish Phase II of the project (predominantly “pre-work” for Phase I). S.C.T.C. determines the cost for the service they provide on a “per day” basis, and charges \$1,000 per day. This \$1,000 daily rate is broken into the following components, based on S.C.T.C.’s hourly rate of \$50 per hour for services performed by its Executive Director:

Amount	Item	Description
\$100	Overhead	Insurance, office supplies, PO Box, etc.
\$200	Work Day Costs	Volunteer food and beverages, trail tool rental, fabric, rock, fuel, etc.
\$200	Staff Time	Four (4) hours for pre-work, site visit, and volunteer recruitment
\$100	Staff Time	Two (2) hours for work day tool and equipment preparation
\$300	Staff Time	Six (6) hours for work day management
\$100	Staff Time	Two (2) hours for tool cleanup, return, repair, etc.

A total of fourteen hours of work by S.C.T.C.’s Executive Director is required for each volunteer work

day, often spread out between the day before the event, the day of the event, and the day after the event.

Therefore, the District recommends approving a \$4,000 amendment to the current contract with the S.C.T.C. to support the four additional days of work required to complete the preparation of the East Slope Trail Project.

Prior Board Actions:

On September 24th, 2013, the Board approved a contract for construction of Phase II to Sonoma County Trails Council, for an amount not-to-exceed \$9,500, to be used with a \$10,000 grant from Recreational Equipment, Inc. (R.E.I.) for the construction of Phase II of the East Slope Trail Project. The Board determined that use of volunteers for this work would save a large percentage of the cost were the project to go through a competitive bidding process, therefore a waiver of competitive bidding was appropriate.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The project will result in a recreational backcountry trail connected to Jack London State Park, and completes a segment of the Bay Area Ridge Trail. The trail will be maintained through an agreement with the Valley of the Moon Natural History Association, in a manner consistent with the management of the Park. Trail users will be able to enjoy expansive views of the County from the East Slope of Sonoma Mountain.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 4,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 4,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 4,000	Total Sources	\$ 4,000

Narrative Explanation of Fiscal Impacts (If Required):

The additional \$4,000 for this project are budgeted and will come from District sales tax revenue. This expenditure will be reimbursed from the District's Initial Public Access, Operation and Maintenance Reserve Fund. Upon approval of this amendment, the total contribution of the District will be \$13,500. The estimated cost of this utilizing the public bidding process was determined to be \$36,816. Despite the additional costs associated with this amendment, this phase of the project remains a low-cost solution, with \$23,316 in savings from the original project estimated cost.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
1. S.C.T.C. First Amendment to Agreement			
Related Items “On File” with the Clerk of the Board:			
S.C.T.C. Agreement			

FIRST AMENDMENT
TO
AGREEMENT FOR CONSTRUCTION SERVICES

This First Amendment ("Amendment") is by and between the Sonoma County Agricultural Preservation and Open Space District (hereinafter "District"), and Sonoma County Trails Council (hereinafter "Contractor") and shall be effective upon the date of execution by the District's General Manager ("Effective Date").

R E C I T A L S

WHEREAS, District and Contractor entered into that certain Agreement for Services No. 787 dated as of September 24, 2013, ("Agreement") whereby Contractor agreed to provide construction assistance and volunteer supervision related to planning and building the East Slope Ridge Trail (Phase II);

WHEREAS, District and County desire to amend the Agreement in order to (1) complete unforeseen additional work for an additional Four Thousand Dollars (\$4,000.00) for a total contract amount of Thirteen Thousand Five Hundred Dollars (\$13,500) and (2) extend the contract term to June 30, 2015;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

A G R E E M E N T

1. Article 1.1 of the Agreement is hereby deleted and hereby replaced with the following language:

"1.1 Scope of Work. Contractor will perform the services described in Exhibits A and A1, attached hereto and incorporated herein by this reference (hereinafter the "Work"). In the event of a conflict between the body of this Agreement and Exhibits A and A1, the provisions in the body of this Agreement shall control."

2. Exhibit A1, attached hereto, shall be added to and incorporated into the Agreement.

3. The first sentence of Article 2 of the Agreement is hereby deleted and replaced with the following language:

"For all services and incidental costs required hereunder, Consultant shall be paid in accordance with the following terms:

Contractor shall be paid in accordance with the budget set forth in Exhibits A and A1; provided, however that total payment to Contractor shall not exceed Thirteen Thousand Five Hundred Dollars (\$13,500.00) without the prior written approval of District."

4. Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement, together with exhibits is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be construed to modify, invalidate, or otherwise affect any provision of the Agreement or any right of District arising thereunder.

5. This Amendment shall be governed by and construed under the internal laws of the State of California, and any action to enforce the terms of this Amendment or for the breach thereof shall be brought and tried in the County of Sonoma.

DISTRICT AND CONTRACTOR HAVE CAREFULLY READ AND REVIEWED THIS AMENDMENT AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS AMENDMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

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

CONTRACTOR:

DISTRICT:

Sonoma County Trails Council

Sonoma County Agricultural
Preservation and Open Space District

By: 
Ken Wells, Executive Director

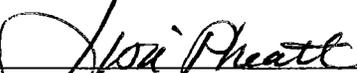
By: _____
William J. Keene, General Manager

Date: 11/13/14

Date: _____

Approved as to Form for District:

Approved as to Substance for District:

By: 
Lisa A. Pheatt
Deputy County Counsel

By: 
Sheri Emerson
Program Manager-Stewardship

Date: 11/13/14

Date: 11/12/14

Certificate of Insurance On File with District:

By: 
Sue Jackson, Administrative Aide

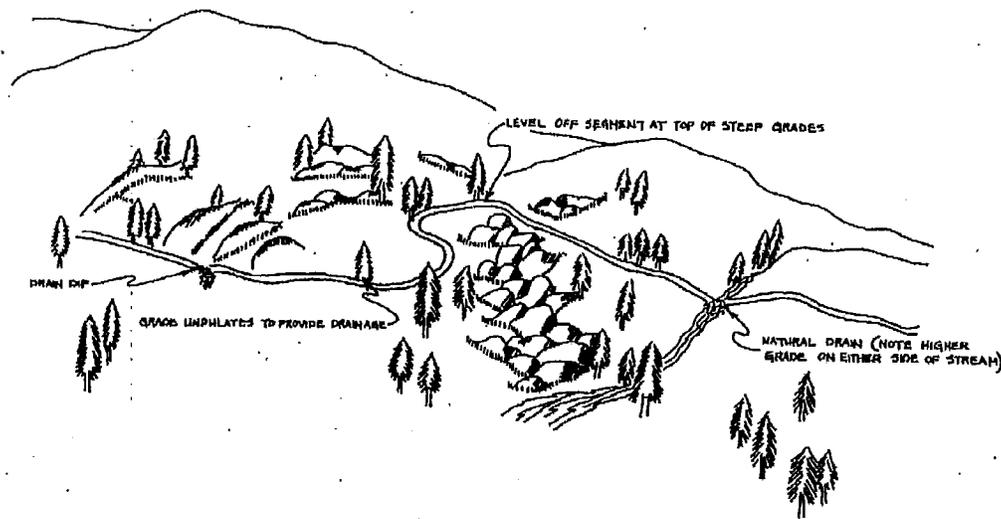
Date: 11/12/14

EXHIBIT A



SONOMA COUNTY
TRAILS COUNCIL
SHARE • ADVOCATE • STEWARD

SCOPE OF WORK
FOR
PHASE 2 CONSTRUCTION
OF THE
EAST SLOPE SONOMA MOUNTAIN TRAIL



July 2013

Section I Project Approach

We understand that the East Slope Ridge Trail is being constructed in two phases, with two separate contracts with the Sonoma County Agricultural Preservation and Open Space District (District). In Phase 1 the trail will be rough-cut by a licensed General Contractor selected through competitive bidding. In this phase the contractor, using a motorized trail tractor, will rough-cut the trail tread and lay back cut banks to a stable angle. When this rough-cut trail work is finished, Phase 2 will begin, and this will involve the more time-consuming hand labor needed to finish the trail and make it ready for use.

The trail work proposed herein for the Phase 2 finish work and the Eliot Loop portion of the overall East Slope Ridge Trail project will be performed as further described and detailed in the Trail Design Document for the East Slope segment of the Sonoma Ridge Trail (East Slope Ridge Trail).

The Phase 2 work will be performed by volunteer crews supervised by trained Sonoma County Trails Council crew leaders. The entire East Slope Ridge Trail across the District, Arbit and Eliot properties as described in the Trail Design document is included in this proposal for the Phase 2 work.

The Trails Council has demonstrated experience in successfully working with volunteers and a diversity of partners to plan and build sustainable trails in Sonoma County. Our approach for the East Slope Sonoma Mountain Trail Phase 2 construction project, using an engaged volunteer and non-profit community led by trail building professionals, will serve as a model for community involvement and cost-effective trail construction on other District lands.

The specifications for the East Slope Ridge Trail are based on the trail construction standards in the California State Parks Trail Handbook. Reflecting the physical nature of the land and the wishes of the landowners, the specifications for the Eliot Loop are different and have been modified to leave less of an impact on the land.

Phase 2 work includes:

- o raking loose organic material away from the trail cut zone,
- o raking the overburden soil from Phase 1 rough cut to the natural angle of repose,
- o returning and spreading the duff over it to accelerate natural revegetation,
- o building rock support walls where shown in the design documents or as requested by District,
- o finishing the switchbacks,
- o armoring the trail with native rock at drainage crossings,
- o smoothing and compacting the trail tread,
- o installing erosion control measures as specified in the design documents or as requested by District,

o and trimming brush as needed.

Phase 2 work requires some small mechanized equipment, including a powered barrow to haul rock and a soil compactor, but it will be primarily accomplished by hand labor.

Section II Scope of Work - Construction Details

The Phase 2 work will be performed by the Trails Council for the District, including recruiting the volunteers, managing volunteer workdays, and providing the hand tools and trained crew leaders to supervise and work with the volunteers. The hand tools needed include McLeods, pick/mattocks, shovels, rock bars, rakes and pruning saws. At completion of Phase 2 work the trail will be ready for use.

Phase 2a of the work will be done in accordance with the following trail construction details, which are excerpted from the Trail Design Document for East Slope segment of the Sonoma Ridge Trail – East Slope Ridge Trail Phase 2a Arbit Parcel Work Details.

Item	Begin Ft	End ft	East Slope Ridge Trail Phase 2a Work Details Numbers indicate distance in feet from a zero point marker on the Eliot property (see Figure 4.2 Index Sheet).
2.0	0	700	Entire trail: Rake away loose organic debris along downhill side of trail before trail dozer work to ease later distribution of overburden from trail cut.
2.1	155	175	Harvest rocks locally and build 20-foot long rock retaining wall along downhill side of trail.
2.2	605	625	Trail crosses a small depression, build armored crossing.
2.3	0	700	Entire trail: Smooth and tamp trail tread. Broadcast and hide overburden left over from rough grading. The overburden will be raked to the natural angle of repose to allow for accelerated natural revegetation. Check outslope of trail tread and correct as necessary.
2.4	0	700	Entire trail: Check for adequate vertical and horizontal clearance and do additional pruning as necessary.
2.5	0	700	Entire trail: Spread straw or duff as needed to protect bare soil from erosion.

Phase 2b of the work will be done in accordance with the following trail construction details, which are excerpted from the Trail Design Document for East Slope segment of the Sonoma Ridge Trail – East Slope Ridge Trail Phase 2b Trail Parcel Work Details.

Item	Begin ft	End ft	East Slope Ridge Trail Phase 2b Work Details Numbers indicate distance in feet from a zero point marker on the Eliot property (see Figure 4.2 Index Sheet).
2.6	700	6080	Entire trail: Rake away loose organic debris along downhill side of trail before trail dozer work to ease later distribution of overburden from trail cut.
2.7	1210	1222	Harvest rocks locally and build a 12-foot long retaining wall on downhill side of trail.
2.8	2641	2784	Place logs between legs of sweeping turn to discourage shortcuts.
2.9	3098	3098	Switchback 1. Harvest rocks locally and build a 20-foot long rock

			retaining wall along downhill side of lower leg of switchback. Place log and branches between legs of switchback.
2.10	3407	3407	Repair existing armored crossing of a seasonal drainage. Add rock below the crossing to dissipate energy and prevent erosion.
2.11	3457	3530	Repair existing rock retaining wall.
2.12	3664	3674	Switchback 2. The trail leaves the existing trail at the switchback and begins a new alignment. Obscure the abandoned portion of the existing trail with logs and branches and build a 10-foot long rock retaining wall on outside edge of lower leg of switchback.
2.13	3876	3891	Switchback 3. Harvest rocks locally and build a 15-foot long rock retaining wall along the outside edge of the lower leg of the newly constructed switchback.
2.14	4187	4187	Repair existing armored crossing of a seasonal drainage. Add rock below the crossing to dissipate energy and prevent erosion.
2.15	4231	4231	Repair existing armored crossing of a seasonal drainage. Add rock below the crossing to dissipate energy and prevent erosion.
2.16	4377	4390	The trail crosses two drainages here. Repair the existing armored crossing. Add rock below the crossing to dissipate energy and prevent erosion.
2.17	4390	4690	Install bio-wattles along contour downhill from trail to prevent soil from entering drainage.
2.18	4590	4590	Repair existing armored crossing of a seasonal drainage. Add rock below the crossing to dissipate energy and prevent erosion.
2.19	4799	4799	Switchback 4. Clean out and restore the drainage.
2.20	5180	5180	Switchback 5. Clean out and restore the drainage. Place logs between legs of the switchback.
2.21	700	6080	Entire trail: Smooth and tamp trail tread. Broadcast and hide overburden left over from rough grading. The overburden will be raked to the natural angle of repose to allow for accelerated natural revegetation. Check outslope of trail tread and correct as necessary.
2.22	700	6080	Entire trail: Check for adequate vertical and horizontal clearance and do additional pruning as necessary.
2.23	700	6080	Entire trail: Spread straw or duff as needed to protect bare soil from erosion.

The Eliot Loop work will be done in accordance with the following trail construction details, which are excerpted from the Trail Design Document for East Slope segment of the Sonoma Ridge Trail – Eliot Loop Trail Work Details.

Item	Begin ft	End ft	Eliot Loop Trail Work Details for tentative alignment Numbers indicate estimated distance in feet from a zero point marker on the Eliot property.
1	0	25	Beginning at marker, build new trail to existing Eliot trail. Use hand tools only, build trail to a width of 4 feet.
2	25	275	Beginning at intersection with existing Eliot trail and going clockwise around loop, clean existing trail using hand tools only. Continue around small loop, constructing new trail with hand tools and matching existing trail width.

Contractor acknowledges that the District prepared a Mitigated Negative Declaration (“MND”) for this Project pursuant to the California Environmental

Quality Act. Contractor has reviewed the MND and understands that the following mitigations measures apply to the work to be performed hereunder, including:

AES-2: To prevent the potential spread of sudden oak death pathogens, all equipment and tools entering the site must be thoroughly cleaned beforehand to remove all soil and debris that could contain weed seed and pathogens. Tools and equipment must also be cleaned before transporting them away from the project site. No cut wood may be removed from the site.

AES-3: Any soil removed from the trail must be broadcast without leaving windrows or piles. Any cut logs, branches, or brush must be scattered away from the trail, without leaving obvious and unnatural appearing piles.

BIO-1: The District will require Contractor to prune trees and trim and remove shrubs and other vegetation between August 31 and February 15 to avoid bird-nesting season. If it is not feasible to remove vegetation outside of bird nesting season, the District will:

- a. Conduct a bird-nesting survey three days prior to ground-disturbing activities in a specific construction work area, including vegetation removal. The area to be surveyed will encompass all construction activity areas for which vegetation removal is required, including staging areas, to a buffer of 150 feet outside the boundary of the area to be cleared. Survey results will remain valid for a period of 7 days.
- b. If an active nest is found, the District will establish a 50-foot buffer zone for small songbirds and 200 feet for larger species (e.g., raptors) using fencing, pin flags, yellow caution tape, or other CDFW-approved material. Vegetation clearing and construction activities will be postponed within the buffer zone; no construction-related activity will be allowed to occur within this area until it is determined that the young have fledged, the nest is vacated, and there is no evidence of second nesting attempts. The District will engage a qualified biologist to regularly monitor the buffer area during construction activities to evaluate the nest(s).
- c. If an active nest is found after completion of the pre-construction surveys and after construction activities have begun, all construction activities will cease immediately until a qualified biologist has evaluated the nest and a CDFW-approved buffer zone has been created. If establishment of a buffer zone is not feasible, the District will contact CDFW for further avoidance and impact minimization guidelines.

BIO-2: The following measures will be taken to avoid potential impacts on CRLF:

a. District will arrange for a qualified biologist to conduct a training session for all persons employed or otherwise working on the project site before work is started. Contractor will ensure that all volunteers who plan to work at the project site attend this training session. The training session will consist of a discussion of the remote potential for CRLF to present, legal protections and penalties for violations of these protections, and specific guidance to avoid impacts on CRLF. A fact sheet with photos will be prepared and distributed by the project biologist.

b. If at any time a CRLF is encountered during work on the project, Contractor will halt activities in the area until the CRLF moves away on its own accord.

CUL-1: District will arrange for a pre-construction training to educate crew members about prehistoric or historic-period materials that may be encountered. Prehistoric materials may include obsidian and chert flaked-stone tools (e.g., projectile points, knives, scraping implements) or tool-making debris; culturally darkened soil ("midden") containing heat-affected rocks, shellfish remains; and stone milling equipment (e.g., mortars, pestles, handstones, milling slabs). Historic-era materials might include stone and concrete footings and walls; building materials or other remains with cut nails; artifact-filled wells or privies; and other deposits of metal, glass, and/or ceramic artifacts. (ASC 2013)

CUL-2: If concentrations of prehistoric or historic-period materials are encountered, all work in the immediate vicinity must halt until a qualified archaeologist can evaluate the materials and make recommendations to ensure no damage occurs to any unique archaeological resource, or if such damage cannot be avoided, that mitigation measures are undertaken in accordance with Public Resources Code § 21083.2.

CUL-3: Since the possibility of encountering human remains cannot be entirely discounted given the reported presence of prehistoric sites in the area, if human graves are encountered, Contractor will halt work in the vicinity, and the County Coroner will be notified. At the same time, an archaeologist will be contacted to evaluate the situation. If human remains are of Native American origin, the Coroner will notify the Native American Heritage Commission (NAHC) within 24 hours of this identification.

HWQ-1: Soil excavated by the trail-building equipment must be sidecast and spread evenly on the downhill side of the trail. Where practical, the soil must be covered with native duff. Where this is not practical straw must be spread on exposed soil; if straw is used for erosion control only certified weed-free straw must be used.

HWQ-2: Where the trail will cross a swale, additional measures, such as biodegradable straw wattles, must be installed as needed to prevent soil from entering the swale during construction.

HWQ-3: Where the trail will cross a swale, it must be armored with native rocks to prevent erosion and will be monitored as described in AES-3.

HWQ-4: Measures to protect water quality at construction staging areas:

- No containers of flammable or toxic materials may be stored overnight.
- Equipment must be parked in open areas outside the driplines of trees.
- Any imported soil or crushed rock must be stockpiled in open areas and placed on tarps.
- All extra materials and equipment must be removed at project completion.
- Trash must be contained and removed at project completion.

Contractor represents and warrants that all work will be performed in accordance with the foregoing mitigation measures.

Section III Community Involvement

A significant advantage of this approach to the project over traditional trail construction contracts is the partnership with the Trails Council for volunteer involvement. This approach includes the local community in all aspects of the trail, from planning, to fundraising, through construction and ongoing maintenance.

The Phase 2 construction work will be performed by volunteer crews supervised by trained Sonoma County Trails Council crew leaders. The Trails Council has an extensive volunteer pool available to provide the necessary human resources to complete the trail construction.

An email list of trail stakeholders and supporters will be used to keep people informed on the progress of the trail project. The Jack London Park and Trails Council websites will also be used to inform the community on progress and opportunities to participate in the project.

Section IV Organizational Information

The Sonoma County Trails Council works in partnership with others to advocate, plan, build, and maintain a network of sustainable, shared-use public trails for non-motorized recreation throughout Sonoma County, California.

The Trails Council is a volunteer powered non-profit 501(c)3 organization, and our Tax ID is #94-2882416.

Street address

Sonoma County Trails Council
750 Mendocino Ave., Suite #6
Santa Rosa, CA 95401

Mailing address:

Sonoma County Trails Council
PO Box 14483
Santa Rosa, CA 95402

Website:

www.sonomatrails.org

Ken Wells is the Sonoma County Trails Council's Executive Director and is authorized to execute the proposed contract.

He can be reached by phone at 707-538-9389 or by email at kenwells@sonic.net

References - Contacts at Client Agencies

John Larroque, Park Maintenance Supervisor
California State Parks Diablo Vista District
845 Casa Grande Road
Petaluma, CA 94954
707-538-4987
jlarroque@parks.ca.gov

John Ryan, Volunteer Coordinator
Sonoma County Parks
2300 County Center Drive, Suite 120A
Santa Rosa, CA 95403
707-565-3356
john.ryan@sonoma-county.org

Shanti Wright, Stewardship Project Manager
Sonoma Land Trust
966 Sonoma Avenue
Santa Rosa, CA 95404
707-544-5614 ext. 2
shanti@sonomalandtrust.org

Theo Michaels, Resource Ecologist
Audubon Canyon Ranch - Bouverie Preserve
PO Box 1195
Glen Ellen, CA 95442
707-938-4554
theo.michaels@egret.org

Section V Qualifications and Experience

The Sonoma County Trails Council is a 45 year-old volunteer based non-profit organization, led by an Executive Director with over 25 years of trail work experience. The Trails Council is the only organization in Sonoma County providing regular opportunities for volunteers to directly 'give back' to their parks and trails in a direct, on-the-ground way.

Within the past two years the Trails Council has planned, designed, built and maintained trails for California State Parks, Sonoma County Parks, the Sonoma Land Trust, and the Audubon Canyon Ranch - Bouverie Preserve, among others.

The Trails Council schedules, organizes, provides tools, training, and leads workdays for volunteers at Annadel, Jack London and Sugarloaf Ridge State Parks to build and maintain the trails under the new operating agreements for those parks.

Ken Wells, Executive Director of the Trails Council, will lead the East Slope Sonoma Mountain Trail Phase 2 construction project with support from Tim Mayer, a Trails Council Board member and trained crew leader.

Qualifications for each of these team members are provided below.

Ken Wells

Ken Wells has been working on trails since 1985, with training from California State Parks, Tahoe Rim Trail Association, and the International Mountain Bicycling Association. He has been on the Board of the Sonoma County Trails Council since 1992, taking on the role of Executive Director in 2010. He also brings to this position his professional experience as the Executive Director of the Sonoma County Waste Management Agency from 1992 through his retirement in 2008.

Tim Mayer

Tim Mayer has 8 years experience building and maintaining trails in Sonoma County. He has been trained as a volunteer trail construction group leader from the California Department of Parks and Recreation and completed the Tahoe Rim Trail Association Trails and Outdoor Leadership Training courses in 2008 and 2009. He has 25 years experience with CEQA review for Sonoma County, including 5 years as Environmental Review Manager for PRMD. This included review or preparation of environmental documents for public and private projects, large and small.

EXHIBIT A-1

East Slope Segment Sonoma Ridge Trail Project

Phase II: Volunteer Coordination

SCOPE OF WORK

AGREEMENT #787 AMENDMENT

PROJECT BACKGROUND

The East Slope Trail Project (Project) has been an ongoing effort by the Sonoma County Agricultural Preservation and Open Space District, to build approximately 1.3 miles of trail, leading south from Jack London State Historic Park. The project has been divided into two phases: Phase I and Phase II. Phase I is complete, and encapsulated the rough cut of the trail, utilizing mechanized equipment. Phase II is underway, coordinated by the Sonoma County Trails Council (SCTC). In this phase, volunteer labor is used to complete the finish work of the trail, as well as to complete the pre-work required before the Phase I contractor could begin.

TASKS

Work authorized under the current agreement includes:

1. Coordination of volunteers
2. Logistics for volunteer workdays
3. Clearing the trail corridor of vegetation
4. Additional tasks as needed to complete the trail for public access per the Trail Plan approved Sept 2013.

This work will be completed for each section of the trail, paid according to the terms below.

IMPACTS OF UNFORSEEN CIRCUMSTANCES

This contract amendment is intended to address four additional work days that were required to complete the pre-work portion of Phase II. All of the additional work below was a result of unforeseen changes to the project timeline or a result of changed site conditions.

- The trail corridor was cleared of all organics in November of 2013. This was completed in preparation for trail construction to be completed in early Spring 2014. Due to a delay in the project, trail construction did not begin until late Fall 2014, and much of the organics had regrown. This material needed to be removed prior to Phase I commencing.
- In the few weeks prior to the start of Phase I, two large oak trees fell across the trail corridor. This work was required prior to Phase I commencing (equipment would not be able to travel the corridor if not cleared). Due to the short amount of time before the scheduled start of Phase I and the SCTC's ability to complete the work quickly and cost effectively using volunteers, the District requested SCTC to complete the work ASAP.

EXHIBIT A-1

East Slope Segment Sonoma Ridge Trail Project

Phase II: Volunteer Coordination

SCOPE OF WORK

AGREEMENT #787 AMENDMENT

These unforeseen circumstances resulted in the need for four additional workdays to complete all of the required finish work for the trail, in preparation for a March 2015 dedication and opening.

PAYMENT TERMS

Four additional days of volunteer labor are required. The SCTC operates on a "per day" basis, charging \$1,000 per day. This \$1,000 daily rate is broken into the following components, based on SCTC's hourly rate of \$50 per hour for services performed by its Executive Director:

Amount	Item	Description
\$100	Overhead	Insurance, office supplies, PO Box, etc.
\$200	Work Day Costs	Volunteer food and beverages, trail tool rental, fabric, rock, fuel, etc.
\$200	Staff Time	Four (4) hours for pre-work, site visit, and volunteer recruitment
\$100	Staff Time	Two (2) hours for work day tool and equipment preparation
\$300	Staff Time	Six (6) hours for work day management
\$100	Staff Time	Two (2) hours for tool cleanup, return, repair, etc.

The original agreement for work on the East Slope Trial Project by the SCTC indicates payments are to be made in "Phases," as sections of the trail are completed on a parcel-by-parcel basis. The four days associated with this amendment will be paid in a similar fashion, two (2) days upon completion of the Arbit Parcel (Phase 2a), and two (2) days upon completion of the District Parcel (Phase 2b).



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: Sonoma County Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): County Clerk-Recorder-Assessor

Staff Name and Phone Number:

William F. Rousseau, 707-565-1877

Supervisorial District(s):

All

Title: Consolidated General Election Official Canvass.

Recommended Actions:

Adopt a Resolution adopting the Official Canvass of the Vote for the November 4, 2014, Consolidated General Election.

Executive Summary:

Pursuant to Elections Code §1000 and §1001, the Consolidated General Election was held on November 4, 2014. The results thereof have been certified by the County Clerk, and the certification must be adopted by the Board of Supervisors as the governing body. Elections Code §15372 provides that the Clerk shall canvass (provide an official tally of votes for the election) the returns and certify results to the Secretary of State's Office within 28 days following the election. Following certification of the official results, Elections Code §15302 requires the Clerk to submit a certified statement of the results to the governing body (the Board of Supervisors) for adoption. The canvass has been completed, and the Statement of the Votes Cast (on file with the Clerk of the Board) is submitted to the Board for adoption as provided by law, with a Summary of Official Results included as an attachment to this item. The Board shall, pursuant to Elections Code §15400, declare elected to each office voted on at each election under its jurisdiction, the person having the highest number of votes for that office, or the person who was elected or nominated under the exceptions noted in Elections Code §15452. The Board shall also declare the results of each election under its jurisdiction as to each measure. In addition, those incumbent candidates for judicial office whose names did not appear on the ballot in either the Primary or the General Election, due to insufficient nominees and the lack of a write-in campaign, shall be declared elected by the elections official (County Clerk) as of the date of the General Election.

Prior to the newly elected officeholders assuming office, the elections official shall issue and deliver certificates of election to those candidates so declared. The official canvass is also transmitted to the appropriate cities, as well as to school and special districts, for adoption by their governing bodies. Additionally, final results have been reported to the Secretary of State as required for state-certified elections.

Prior Board Actions:			
Resolution 14-0350, dated September 9, 2014, authorized consolidation of elections to be held in conjunction with the November 4, 2014, General Election. Resolution 14-0349, dated September 9, 2014, approved appointment of nominees for Director to their respective offices			
Strategic Plan Alignment Goal 4: Civic Services and Engagement			
The Board's adoption of the Official Canvass of the Vote and declaration of the results of the election are, by law, necessary to put into effect the votes cast at the election.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0
Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
1) Resolution; 2) Resolution Exhibit A: Summary of Official Results.			
Related Items "On File" with the Clerk of the Board:			
Statement of the Vote.			



County of Sonoma
State of California

Date: December 2, 2014

Item Number: _____

Resolution Number: _____



4/5 Vote Required

Resolution of the Board of Supervisors of the County of Sonoma, State of California, Adopting the Official Canvass of the Vote for the November 4, 2014, Consolidated General Election.

Whereas, the Consolidated General Election was held on November 4, 2014; and

Whereas, the County Clerk is directed to canvass the returns of said election pursuant to Elections Code Sections 15301, 15302, and 15372; and

Whereas, the County Clerk has completed the canvass of said election and submitted to the Board of Supervisors the Official Statement of the Vote;

Now, Therefore, Be It Resolved that the official canvass of votes cast at the Consolidated General Election held on November 4, 2014, is hereby adopted in accordance with law, and the results of each election under the jurisdiction of the County of Sonoma as to each office and each measure are hereby declared. A copy of the Statement of the Vote is provided herewith.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



OFFICIAL RESULTS
Cumulative Totals

<p><i>Governor</i></p> <p>Complete Precincts: 417 of 417</p> <p>Edmund G. Brown 107,328 74.8% Neel Kashkari 36,249 25.2%</p>	<p><i>Attorney General</i></p> <p>Complete Precincts: 417 of 417</p> <p>Kamala D Harris 97,891 70.0% Ronald Gold 41,904 30.0%</p>	<p><i>State Senator 2nd District</i></p> <p>Complete Precincts: 326 of 326</p> <p>Mike McGuire 73,091 73.9% Lawrence R Wiesner 25,803 26.1%</p>
<p><i>Lieutenant Governor</i></p> <p>Complete Precincts: 417 of 417</p> <p>Gavin Newsom 102,242 72.0% Ron Nehring 39,723 28.0%</p>	<p><i>Insurance Commissioner</i></p> <p>Complete Precincts: 417 of 417</p> <p>Dave Jones 96,638 70.6% Ted Gaines 40,296 29.4%</p>	<p><i>Member of Assembly 2nd District</i></p> <p>Complete Precincts: 196 of 196</p> <p>Jim Wood 42,629 69.7% Matt Heath 18,542 30.3%</p>
<p><i>Secretary of State</i></p> <p>Complete Precincts: 417 of 417</p> <p>Alex Padilla 92,369 66.8% Pete Peterson 45,913 33.2%</p>	<p><i>Member, State Board of Equalization 2nd Dist</i></p> <p>Complete Precincts: 417 of 417</p> <p>Fiona Ma 94,917 70.4% James E Theis 39,934 29.6%</p>	<p><i>Member of Assembly 4th District</i></p> <p>Complete Precincts: 60 of 60</p> <p>Bill Dodd 11,164 67.1% Charlie Schaupp 5,486 32.9%</p>
<p><i>Controller</i></p> <p>Complete Precincts: 417 of 417</p> <p>Betty T Yee 95,107 68.8% Ashley Swearingin 43,047 31.2%</p>	<p><i>U S Representative 2nd District</i></p> <p>Complete Precincts: 183 of 183</p> <p>Jared Huffman 46,829 75.7% Dale K Mensing 15,042 24.3%</p>	<p><i>Member of Assembly 10th District</i></p> <p>Complete Precincts: 161 of 161</p> <p>Marc Levine 42,192 72.6% Gregory Allen 15,941 27.4%</p>
<p><i>Treasurer</i></p> <p>Complete Precincts: 417 of 417</p> <p>John Chiang 96,953 70.1% Greg Conlon 41,448 29.9%</p>	<p><i>U S Representative 5th District</i></p> <p>Complete Precincts: 234 of 234</p> <p>Mike Thompson 57,060 75.8% James Hinton 18,190 24.2%</p>	<p><i>Associate Justice of the Supreme Court</i></p> <p>Complete Precincts: 417 of 417</p> <p>Goodwin Liu Yes 71,867 72.5% Goodwin Liu No 27,268 27.5%</p>



OFFICIAL RESULTS
Cumulative Totals

<p><i>Associate Justice of the Supreme Court</i></p> <p>Complete Precincts: 417 of 417</p> <p>Mariano-Tino Cuellar Yes 76,353 75.5% Mariano-Tino Cuellar No 24,803 24.5%</p>	<p><i>Assoc Justice, Ct Appeal 1st Dist Div 2</i></p> <p>Complete Precincts: 417 of 417</p> <p>Therese M Stewart Yes 70,787 74.7% Therese M Stewart No 23,939 25.3%</p>	<p><i>Assoc Justice, Ct Appeal 1st Dist Div 5</i></p> <p>Complete Precincts: 417 of 417</p> <p>Terence L Bruiniers Yes 67,616 73.6% Terence L Bruiniers No 24,215 26.4%</p>
<p><i>Associate Justice of the Supreme Court</i></p> <p>Complete Precincts: 417 of 417</p> <p>Kathryn M Werdegar Yes 73,951 75.3% Kathryn M Werdegar No 24,296 24.7%</p>	<p><i>Assoc Justice, Ct Appeal 1st Dist Div 3</i></p> <p>Complete Precincts: 417 of 417</p> <p>Martin J Jenkins Yes 69,402 75.0% Martin J Jenkins No 23,092 25.0%</p>	<p><i>State Superintendent of Public Instruction</i></p> <p>Complete Precincts: 417 of 417</p> <p>Tom Torlakson 78,083 64.7% Marshall Tuck 41,442 34.4% Write-in candidate(s) 1,113 0.9%</p>
<p><i>Pres Justice, Ct Appeal 1st Dist Div 1</i></p> <p>Complete Precincts: 417 of 417</p> <p>Jim Humes Yes 70,476 73.4% Jim Humes No 25,549 26.6%</p>	<p><i>Assoc Justice, Ct Appeal 1st Dist Div 3</i></p> <p>Complete Precincts: 417 of 417</p> <p>Stuart R Pollak Yes 66,664 71.7% Stuart R Pollak No 26,301 28.3%</p>	<p><i>Sonoma County Board of Education Area 2</i></p> <p>Complete Precincts: 78 of 78</p> <p>Peter S Kostas 19,535 83.5% Daniel A Drummond 3,781 16.2% Write-in candidate(s) 80 0.3%</p>
<p><i>Assoc Justice, Ct Appeal 1st Dist Div 1</i></p> <p>Complete Precincts: 417 of 417</p> <p>Kathleen M Banke Yes 74,458 76.9% Kathleen M Banke No 22,359 23.1%</p>	<p><i>Pres Justice, Ct Appeal 1st Dist Div 4</i></p> <p>Complete Precincts: 417 of 417</p> <p>Ignazio John Ruvolo Yes 66,743 71.6% Ignazio John Ruvolo No 26,538 28.4%</p>	<p><i>Sonoma Co Jr College District Analy Area</i></p> <p>Complete Precincts: 93 of 93</p> <p>Jordan Burns 11,267 54.7% B Robert Burdo 9,235 44.9% Write-in candidate(s) 79 0.4%</p>
<p><i>Pres Justice, Ct Appeal 1st Dist Div 2</i></p> <p>Complete Precincts: 417 of 417</p> <p>J Anthony Kline Yes 69,112 73.1% J Anthony Kline No 25,376 26.9%</p>	<p><i>Assoc Justice, Ct Appeal 1st Dist Div 5</i></p> <p>Complete Precincts: 417 of 417</p> <p>Mark B Simons Yes 70,027 75.9% Mark B Simons No 22,279 24.1%</p>	<p><i>Sonoma Co Jr College District Petaluma Area</i></p> <p>Complete Precincts: 50 of 50</p> <p>Maggie Fishman 11,356 57.0% Kathleen Doyle 8,529 42.8% Write-in candidate(s) 43 0.2%</p>



OFFICIAL RESULTS
Cumulative Totals

<i>Sonoma Co Jr College</i> <i>District Santa Rosa Area</i>		
Complete Precincts:	129 of 129	
Dorothy Battenfeld	24,147	55.7%
Don Zumwalt	19,061	44.0%
Write-in candidate(s)	115	0.3%

<i>Petaluma Jt Union</i> <i>High School District</i>		
Number To Vote For:	3	
Complete Precincts:	55 of 55	
Michael J Baddeley	11,020	22.1%
Sheri Chlebowski	10,778	21.6%
Phoebe Ellis	10,637	21.4%
Steven Cozza	10,565	21.2%
Gonzaio Romo	6,729	13.5%
Write-in candidate(s)	74	0.1%

<i>Bellevue Union</i> <i>School District</i>		
Number To Vote For:	3	
Complete Precincts:	25 of 25	
Stephanie Merrida-Grant	1,460	21.1%
Victor Ayala	1,246	18.0%
Lisa A Reyes	1,180	17.1%
Adele Walker	1,140	16.5%
Kathleen A Mullins	932	13.5%
Carol L Montoya	931	13.5%
Write-in candidate(s)	24	0.3%

<i>Cotati-Rohnert Park</i> <i>Unified School District</i>		
Number To Vote For:	3	
Complete Precincts:	23 of 23	
Marc Orloff	5,986	26.2%
Leffier Brown	5,801	25.4%
Tracy Farrell	5,647	24.7%
Andrew Longmire	5,349	23.4%
Write-in candidate(s)	77	0.3%

<i>City of Santa Rosa</i> <i>High School District</i>		
Number To Vote For:	3	
Complete Precincts:	171 of 171	
Frank Pugh	26,926	23.4%
Bill Carle	26,920	23.4%
Ron Kristof	23,167	20.1%
Omar A Medina	19,865	17.3%
Mike Kallhoff	18,018	15.7%
Write-in candidate(s)	209	0.2%

<i>Kashia School</i> <i>District F/T</i>		
Number To Vote For:	2	
Complete Precincts:	1 of 1	
Maxine Barboza	14	48.3%
Leah Belmontez	11	37.9%
Debbi Duncan	3	10.3%
Write-in candidate(s)	1	3.4%

<i>Healdsburg Unified</i> <i>School District</i>		
Number To Vote For:	2	
Complete Precincts:	21 of 21	
Vincent Dougherty	3,208	36.4%
Donna Del Rey	2,869	32.6%
Tina Guerrero	2,708	30.8%
Write-in candidate(s)	20	0.2%

<i>West Sonoma County Union</i> <i>High School District</i>		
Number To Vote For:	3	
Complete Precincts:	68 of 68	
Kellie Noe	9,995	31.2%
Lori Bruhner	8,393	26.2%
David Stecher	6,839	21.3%
Eric Kirchmann	6,801	21.2%
Write-in candidate(s)	48	0.1%

<i>Kashia School</i> <i>District S/T</i>		
Complete Precincts:	1 of 1	
Martina C Morgan	10	66.7%
Athena Marrufo	5	33.3%
Write-in candidate(s)	0	0.0%

<i>Windsor Unified</i> <i>School District</i>		
Number To Vote For:	3	
Complete Precincts:	19 of 19	
Eric Heitz	5,124	29.9%
Sandra L Dobbins	3,713	21.7%
William Forrest	3,010	17.6%
Cheryl L Scholar	2,877	16.8%
George A Horwedel	2,397	14.0%
Write-in candidate(s)	27	0.2%

<i>Monte Rio Union</i> <i>School District</i>		
Complete Precincts:	4 of 4	
Ross Bickford	423	71.8%
Peter Andrews	163	27.7%
Write-in candidate(s)	3	0.5%



OFFICIAL RESULTS
Cumulative Totals

Oak Grove Union School District
Number To Vote For: 3

Complete Precincts: 6 of 6

Torrey Olson	830	26.5%
Ted Young	823	26.3%
Matthew A Schondel	762	24.3%
Steve Dick	709	22.7%
Write-in candidate(s)	6	0.2%

Waugh School District
Number To Vote For: 3

Complete Precincts: 6 of 6

Christie Shern	897	23.3%
Christine D Pieper	893	23.2%
Matthew R Thomas	828	21.5%
John N Paun	635	16.5%
Scott Rostoni	590	15.3%
Write-in candidate(s)	8	0.2%

County Supervisor 4th District

Complete Precincts: 94 of 94

James Gore	15,724	58.3%
Deb Fudge	11,118	41.2%
Write-in candidate(s)	124	0.5%

Member, City Council Santa Rosa
Number To Vote For: 3

Complete Precincts: 74 of 74

Chris Coursey	21,047	19.6%
John Sawyer	16,555	15.4%
Tom Schwedheim	16,291	15.1%
Ashle Crocker	15,534	14.4%
Curtis Byrd	13,271	12.3%
Lee Pierce	11,833	11.0%
Colleen Shea Fernald	5,237	4.9%
Chuck E Sims, II	3,830	3.6%
Keith Rhinehart	3,815	3.5%
Write-in candidate(s)	126	0.1%

Member, City Council Cloverdale
Number To Vote For: 3

Complete Precincts: 3 of 3

Joseph Paila	1,460	24.0%
Carol Russell	1,359	22.3%
Gus Wolter	1,196	19.6%
Michele P Winterbottom	1,067	17.5%
Jude Gibson-Byers	990	16.2%
Write-in candidate(s)	22	0.4%

City Treasurer Cloverdale

Complete Precincts: 3 of 3

Robert P Dailey	1,871	97.0%
Write-in candidate(s)	57	3.0%

Member, City Council Cotati
Number To Vote For: 2

Complete Precincts: 3 of 3

Mark Landman	1,406	41.7%
John Moore	1,166	34.5%
George Barich	797	23.6%
Write-in candidate(s)	6	0.2%

Member, City Council Healdsburg
Number To Vote For: 2

Complete Precincts: 5 of 5

Eric A Ziedrich	2,276	33.0%
Brigette Mansell	1,761	25.5%
Jeff Civian	1,721	24.9%
Tim Meinken	1,138	16.5%
Write-in candidate(s)	3	0.0%

Mayor Petaluma

Complete Precincts: 23 of 23

David Glass	9,228	50.1%
Mike Harris	9,144	49.6%
Write-in candidate(s)	48	0.3%

Member, City Council Petaluma
Number To Vote For: 3

Complete Precincts: 23 of 23

Dave King	10,658	23.9%
Teresa Barrett	10,037	22.5%
Chris Albertson	8,435	18.9%
Ken Quinto	7,948	17.8%
Janice Cader-Thompson	7,400	16.6%
Write-in candidate(s)	70	0.2%



OFFICIAL RESULTS
Cumulative Totals

Member, City Council
Rohnert Park
Number To Vote For: 2

Complete Precincts: 15 of 15

Pam Stafford	5,685	39.7%
Amy O Ahanotu	5,063	35.4%
David Grundman	3,511	24.5%
Write-in candidate(s)	49	0.3%

Member, City Council
Sebastopol
Number To Vote For: 3

Complete Precincts: 3 of 3

Sarah Glade Gurney	2,208	30.3%
Una J M Glass	2,022	27.7%
Patrick Slayter	1,932	26.5%
Jonathan Greenberg	1,100	15.1%
Write-in candidate(s)	27	0.4%

Member, City Council
Sonoma
Number To Vote For: 3

Complete Precincts: 8 of 8

Gary Edwards	2,007	18.6%
Madolyn Agrimonti	1,911	17.8%
Rachel Hundley	1,793	16.7%
Ken Brown	1,590	14.8%
Andrew Sawicki	1,270	11.8%
Cameron Stuckey	1,056	9.8%
Jack Wagner	773	7.2%
Lynda Corrado	356	3.3%
Write-in candidate(s)	7	0.1%

Member, Town Council
Windsor
Number To Vote For: 3

Complete Precincts: 11 of 11

Sam Salmon	4,534	27.1%
Dominic Foppoli	4,242	25.4%
Mark Millan	3,938	23.6%
Evan Zelig	2,015	12.1%
Frank DiMassa	1,950	11.7%
Write-in candidate(s)	25	0.1%

Russian River Fire
Protection District

Complete Precincts: 4 of 4

Kyle O'Connor	1,248	79.5%
Linda E Payne	317	20.2%
Write-in candidate(s)	4	0.3%

Palm Drive Health
Care District
Number To Vote For: 2

Complete Precincts: 71 of 71

Richard E Powers	13,033	46.7%
Dennis E Colthurst	8,439	30.2%
Jim Horn	6,357	22.8%
Write-in candidate(s)	92	0.3%

PROP 1 - Water Bond,
Supply & Infrastructure

Complete Precincts: 417 of 417

Yes	90,462	64.1%
No	50,621	35.9%

PROP 2 - State Budget
Stabilization Account

Complete Precincts: 417 of 417

Yes	96,773	69.9%
No	41,727	30.1%

PROP 45 - Healthcare
Insurance Rate Changes

Complete Precincts: 417 of 417

Yes	57,789	41.8%
No	80,559	58.2%

PROP 46 - Drug & Alcohol
Testing of Doctors.

Complete Precincts: 417 of 417

Yes	41,713	29.8%
No	98,421	70.2%

PROP 47 - Criminal Sent
Misdemeanor Penalties

Complete Precincts: 417 of 417

Yes	96,957	69.6%
No	42,277	30.4%

PROP 48 - Referendum to
Overturn Indian Gaming

Complete Precincts: 417 of 417

Yes	45,159	33.6%
No	89,338	66.4%



OFFICIAL RESULTS
Cumulative Totals

<p><i>Measure E - Napa Vly Com College Dist 55% Bond</i></p> <p>Complete Precincts: 4 of 4</p> <p>Bonds Yes 116 63.7% Bonds No 66 36.3%</p>	<p><i>Measure L - City of SR Elem Schl Dist 55% Bond</i></p> <p>Complete Precincts: 37 of 37</p> <p>Bonds Yes 11,000 69.1% Bonds No 4,919 30.9%</p>	<p><i>Measure Q - Petaluma Transactions and Use Tax</i></p> <p>Complete Precincts: 23 of 23</p> <p>Yes 8,091 43.3% No 10,606 56.7%</p>
<p><i>Measure H - Sonoma Co Jr College Dist 55% Bond</i></p> <p>Complete Precincts: 413 of 413</p> <p>Bonds Yes 86,827 63.1% Bonds No 50,774 36.9%</p>	<p><i>Measure M - Sonoma Co Library Improvement Tax</i></p> <p>Complete Precincts: 417 of 417</p> <p>Yes 88,534 63.3% No 51,406 36.7%</p>	<p><i>Measure R - Sebastopol Utility User Tax Amend</i></p> <p>Complete Precincts: 3 of 3</p> <p>Yes 1,910 62.3% No 1,156 37.7%</p>
<p><i>Measure I - City of SR High Schl Dist 55% Bond</i></p> <p>Complete Precincts: 171 of 171</p> <p>Bonds Yes 34,086 64.0% Bonds No 19,149 36.0%</p>	<p><i>Measure N - City of SR Utility User Tax Amend</i></p> <p>Complete Precincts: 74 of 74</p> <p>Yes 18,937 46.1% No 22,123 53.9%</p>	<p><i>Measure S - Monte Rio Fire Dist-Special Tax</i></p> <p>Complete Precincts: 8 of 8</p> <p>Yes 509 65.5% No 268 34.5%</p>
<p><i>Measure J - Cinnabar School District 55% Bond</i></p> <p>Complete Precincts: 4 of 4</p> <p>Bonds Yes 494 61.1% Bonds No 314 38.9%</p>	<p><i>Measure O - Cloverdale Utility User Tax</i></p> <p>Complete Precincts: 3 of 3</p> <p>Yes 1,279 51.1% No 1,224 48.9%</p>	<p><i>Registration and Turnout Total</i></p> <p>Complete Precincts: 417 of 417</p> <p>Total Registered Voters 244,556 Precinct Registration 244,556 Precinct Ballots Cast 34,870 14.3% Absentee Ballots Cast 111,757 45.7% Total Ballots Cast 146,627 60.0%</p>
<p><i>Measure K - Oak Grove Un School District 55% Bond</i></p> <p>Complete Precincts: 6 of 6</p> <p>Bonds Yes 1,174 63.6% Bonds No 672 36.4%</p>	<p><i>Measure P - Healdsburg Water Fluoridation</i></p> <p>Complete Precincts: 5 of 5</p> <p>Yes 2,650 64.4% No 1,467 35.6%</p>	



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: Board of Supervisors, County of Sonoma

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Fire and Emergency Services

Staff Name and Phone Number:

Al Terrell / 565-1152

Supervisorial District(s):

All Districts

Title: Extension of Proclamation of Local Emergency Due to Drought Conditions

Recommended Actions:

Adopt a 30 Day extension of the Resolution proclaiming a drought emergency in Sonoma County.

Executive Summary:

The Board of Supervisors proclaimed a local emergency due to drought conditions at the February 25, 2014, Board meeting. That resolution covers the entire Sonoma County (County) Operational Area, including all nine cities and special districts. Subsequent 30 day extensions were approved on March 25, April 22, May 20, June 17, June 24, July 22, August 19, September 16, October 14, and November 4, 2014. Drought conditions still persist throughout the County. The Director of Emergency Services recommends that the Board approve the proclamation extending the local emergency for another 30 days. This is the maximum period allowed by law that an emergency can be extended. It is likely that an additional extension renewal will be submitted again within 30 days, unless conditions improve markedly, using the objective measurement outlined in this Board item. Should conditions improve, Fire and Emergency Services (FES) will request the Board formally terminate the emergency.

Drought

Most of Sonoma County continues to be listed as "Exceptional Drought", the highest of the four drought ratings used by the U.S. Drought Monitor published by U.S. Department of Agriculture. National Weather Service (NWS) is now predicting **Above Normal** precipitation for the entire state for the month of December. This welcome news will help to ease drought conditions statewide. They are also predicting that for the winter season as a whole (December – February), **Above Normal** precipitation is favored for Central and Southern California. This prediction is consistent with an El Niño. Current estimates suggest it is becoming more likely that the drought conditions may ease through our 2014/2015 rainy season. However, NWS does not expect that the deficits experienced over 2012/2013/2014 across California will be completely erased in one season. Drought conditions are very likely to persist through the Winter Season despite the development of a weak El Niño and these recent, more optimistic forecasts.

The Water Agency reports that regional water supply reservoirs remain well below average water supply capacities, with Lake Sonoma at 56 percent, and Lake Mendocino at 41 percent.

Since we have entered the rainy season and are hoping that drought conditions improve, we have consulted

with Cal OES, NWS and the SCWA for objective recommendations to evaluate when it would be appropriate to terminate our local emergency. We plan to evaluate these five conditions for considering future extensions to the drought emergency proclamation:

1. What is the status of Sonoma County and California on the U.S. Drought Monitor?
2. What is the status of the Governor's drought proclamation?
3. What is the status of the local emergency proclamations within the Operational Area (Cloverdale and Healdsburg)?
4. What is the status of the Water Agency's Temporary Urgency Change Order? The current order expires in February 2015.
5. What is the status of Lake Sonoma and Lake Mendocino reservoir storage levels? Ideally in this rainy season, levels will increase to near the top of the winter water supply pool.

The answer to these conditions will determine the need for future extensions.

The proclamation extending the existence of a local emergency will enable the County to receive disaster related assistance from the State and Federal governments. There are several State and Federal grant programs available to an assortment of departments, agencies, special districts, and individuals affected by the drought conditions. Currently available through the California Disaster Assistance Act (CDAA) are funds to provide temporary water supplies to households without water for drinking and/or sanitation purposes. The County has enacted financial measures to track response costs that would allow for reimbursement should it become available in the future.

Prior Board Actions:

11/04/2014: 30 Day extension of proclamation.
10/14/2014: 30 Day extension of proclamation.
09/16/2014: 30 Day extension of proclamation.
08/19/2014: 30 Day extension of proclamation.
07/22/2014: 30 Day extension of proclamation.
06/24/2014: 30 Day extension of proclamation.
06/17/2014: 30 Day extension of proclamation.
05/20/2014: 30 Day extension of proclamation.
04/22/2014: 30 Day extension of proclamation.
03/25/2014: 30 Day extension of proclamation.
02/25/2014: Proclamation of a local emergency due to drought conditions.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The recommended actions support the conservation of vital resources necessary for the health, safety, and continued economic growth of the County and its citizens.

Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ -0-	County General Fund	\$ -0-
Add Appropriations Req'd.	\$ -0-	State/Federal	\$ -0-
	\$	Fees/Other	\$ -0-
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ -0-	Total Sources	\$ -0-
Narrative Explanation of Fiscal Impacts (If Required):			
No specific budget action is requested through this item. Costs associated with emergency response planning and activity, including costs associated with staffing the Emergency Operations Center, requesting mutual aid, and other necessary measures are being tracked through the County's financial system.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Resolution (A1); NOAA Weather Service Drought Monitor Update (A2)			
Related Items "On File" with the Clerk of the Board:			
None.			

S:\BOS AGENDA\Emergency Management\DROUGHT\12-02-2014 FES Ext Proc Em Drt\12-02-2014 FES Ext Proc Em Drt_summ.docm



County of Sonoma

State of California

Date: December 2, 2014

Item Number: _____

Resolution Number: _____

Santa Rosa, CA 95403

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Extending A Proclamation Of Local Emergency Due To Drought Conditions In The County Of Sonoma And Requesting Immediate State and Federal Assistance. (All Districts)

Whereas, the State of California is experiencing one of the driest winters in recorded history; and

Whereas, on January 17, 2014, the Governor of the State of California proclaimed a State of Emergency for the State of California due to drought conditions; and

Whereas, on January 24, 2014, the United States Department of Agriculture designated the County of Sonoma, along with many other California counties, a natural disaster area due to drought; and

Whereas, the adverse environmental, economic, health, welfare and social impacts of the drought pose an imminent threat of disaster and threaten to cause widespread potential harm to people, businesses, agriculture, property, communities, wildlife and recreation in the County of Sonoma; and

Whereas, Section 8630, Article 14 of the California Emergency Services Act requires that Board of Supervisors of the County of Sonoma review, at least every 30 days until such local emergency is terminated, the need for continuing the local emergency; and

Whereas, a period of local emergency presently exists in the County of Sonoma in accordance with the proclamation thereof by the Board of Supervisors on the 25th day of February, 2014, as a result of persistent drought conditions; and

Whereas, the Board of Supervisors of the County of Sonoma has reviewed the need to continue the existence of this local emergency.

Now, Therefore, Be It Resolved by Board of Supervisors of the County of Sonoma, State of California, as follows:

It Is Proclaimed and Ordered, pursuant to Government Code section 8558 and Chapter 10 of the Sonoma County Code, that a local emergency has existed throughout the County of Sonoma because of drought conditions since January 17, 2014; and

It Is Further Proclaimed and Ordered, that during the existence of this local emergency, the powers, functions and duties of the Director of Emergency Services and the emergency management organization of the Sonoma County Operational Area shall be those prescribed by Federal law; State law; by ordinances, resolutions and the Code of the County of Sonoma; and by the Sonoma County/Operational Area Emergency Operations Plan approved the Board of Supervisors; and

It Is Requested that the Governor of the State of California waive regulations that may hinder response and recovery efforts, make available California Disaster Assistance Act funding for the State of Emergency proclaimed on January 17, 2014, and seek all available forms of Federal disaster assistance and relief programs, to include a Presidential Declaration of Emergency; and

Be It Further Resolved pursuant to Government Code section 8630, the Board of Supervisors shall review the need for continuing this local emergency at least once every 30 days until the Board of Supervisors terminates the local emergency; and

Be It Further Resolved that a copy of this extension of the emergency proclamation be forwarded to the State Director of the Office of Emergency Services and all State and Federal legislators representing the County of Sonoma.

Supervisors:

Gorin:	Zane:	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes	Absent:	Abstain:	

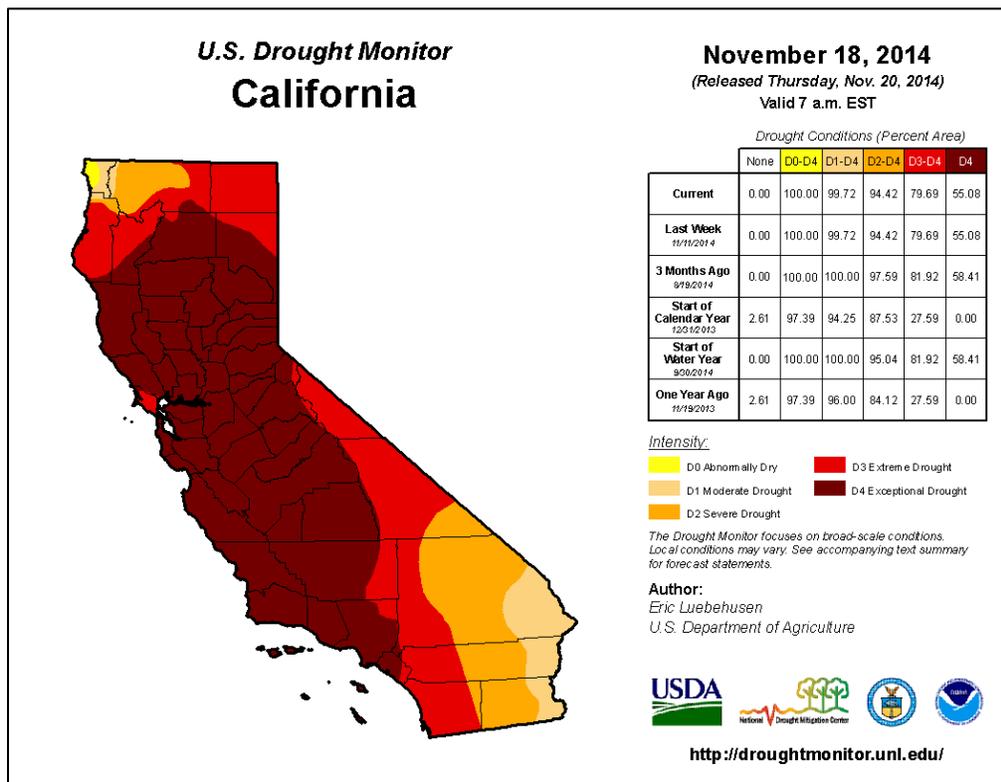
So Ordered.




NOAA – National Weather Service
San Francisco Bay Area – Monterey, CA
 831.656.1717 www.weather.gov/sanfrancisco
 @nwsbayarea

November 20 Weather and Climate Updates

Drought Monitor (Weekly Update)



The weekly update of the Drought Monitor product shows that no changes to our drought status have occurred in the past week. Over 55% of the state of California remains in D4 – Exceptional Drought, including nearly all of the San Francisco Bay Area (except Marin County). While we have experienced a multi-year rainfall deficit across much of the state, this map is not just based on lack of rainfall. It also incorporates impacts: on stream/river levels, groundwater, mountain snowpack, reservoir levels, soil moisture, fire danger, and societal impacts that have been observed. The map updates weekly on Thursdays and you may find the latest map at: <http://droughtmonitor.unl.edu/> and click on California to see more detailed info for the state.

  **NOAA – National Weather Service**
San Francisco Bay Area – Monterey, CA
831.656.1717 www.weather.gov/sanfrancisco
@nwsbayarea

Locally in the Bay Area, conditions look like the below image:

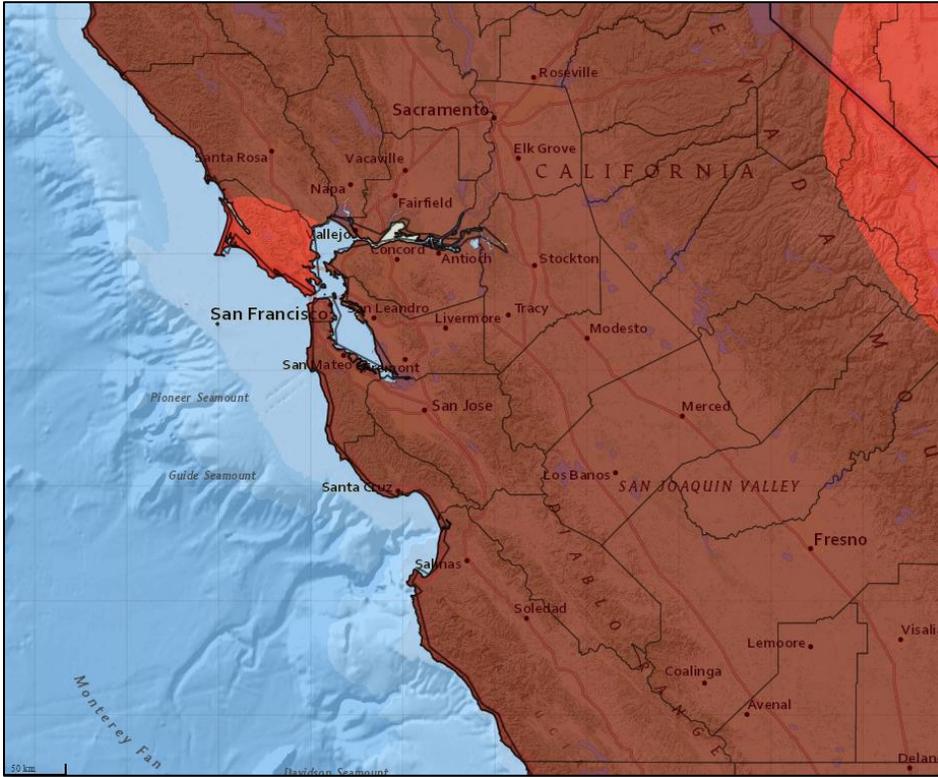


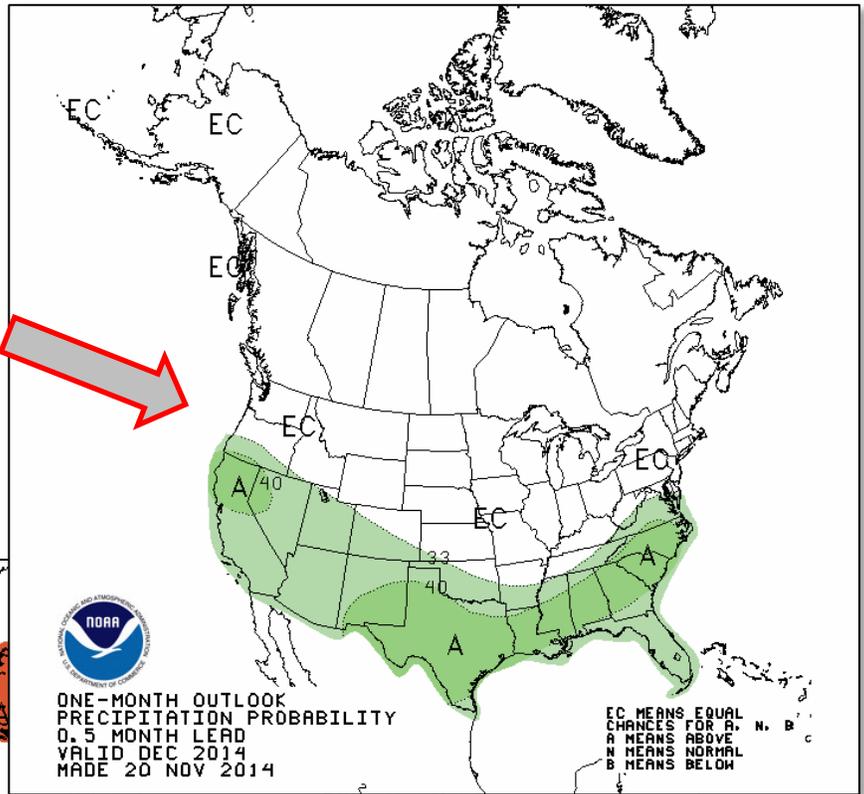
Image above created using <http://preview.weather.gov/edd/> <http://go.usa.gov/sAQ4>

NWS Monterey Drought Resource Page: <http://www.wrh.noaa.gov/mtr/droughtmtr.php>

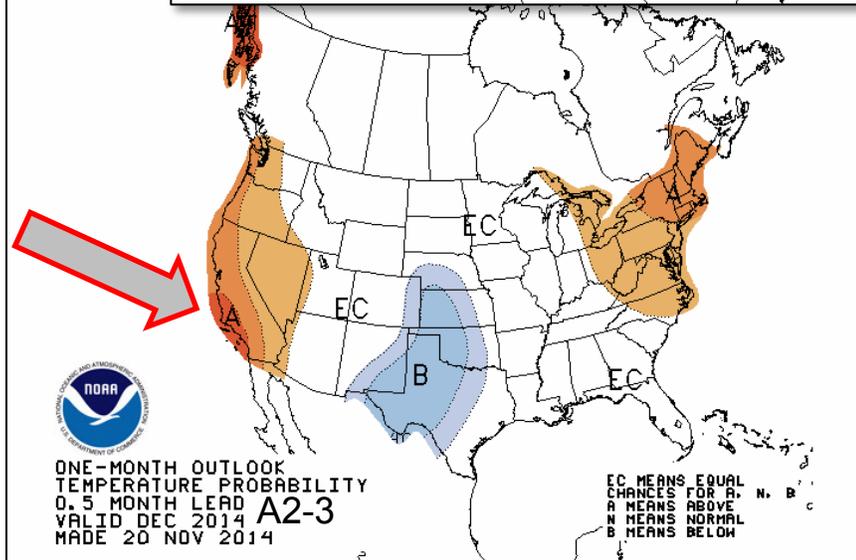
Long Term Temperature and Precipitation Outlook Update (Monthly Update)

The latest update of the monthly and winter season (December-February) Temperatures and precipitation outlook has been issued today from the Climate Prediction Center. Of particular note is the updated outlook for December 2014.

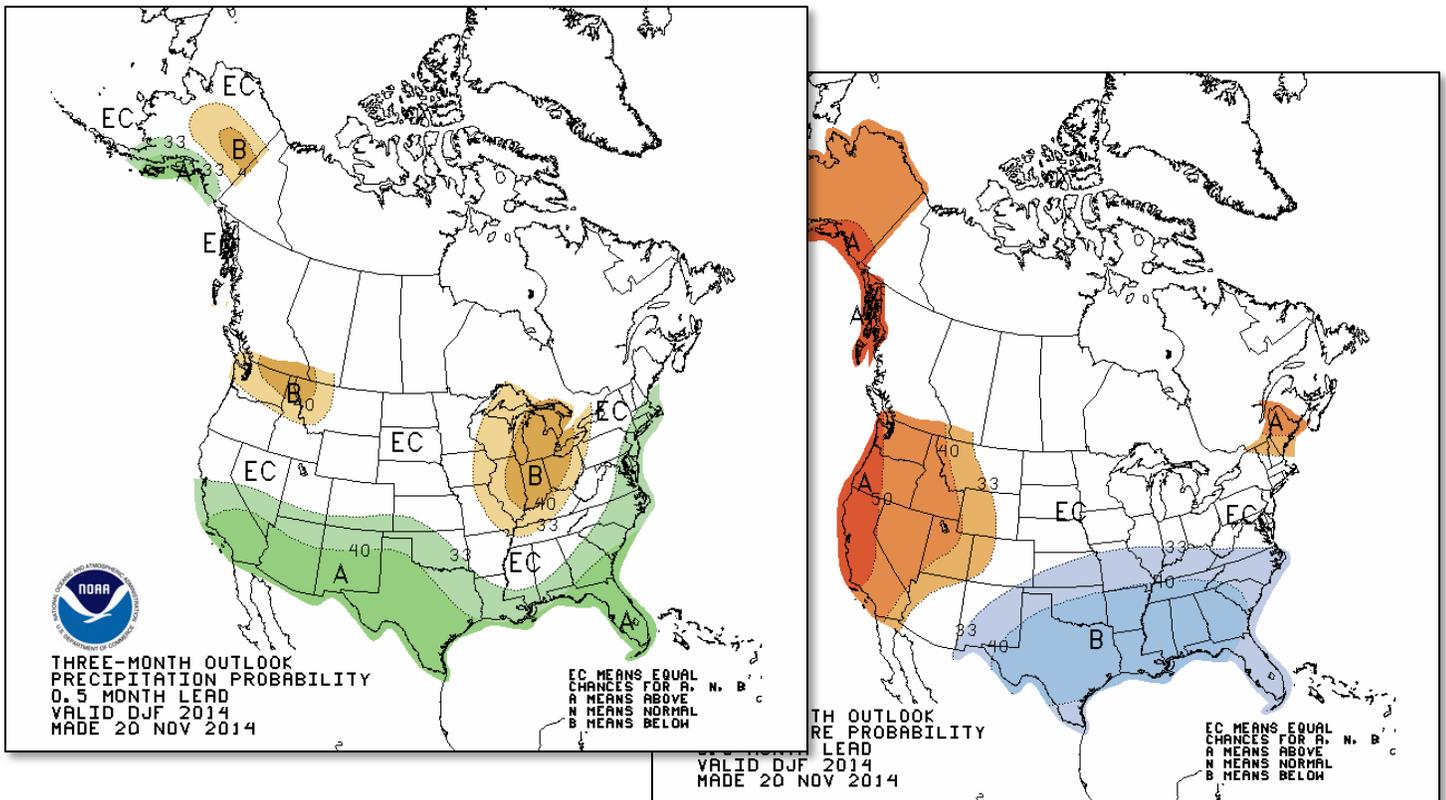
Above normal precipitation is now expected for the entire state of California for the month of December. This is very welcome news and will help to ease the drought conditions statewide.



Temperatures during the month of December are also expected to be above normal for the entire state of California – continuing the recent trend of this year being one of the warmest on record for many locations in the state.



Seasonal (December-February) Outlook Update (Monthly Update)



Shown above are the **Seasonal (December-February) outlooks**. Note that for the **winter season** as a whole, Above Normal precipitation is favored for Central and Southern California. **This is a change from the previous forecast.**

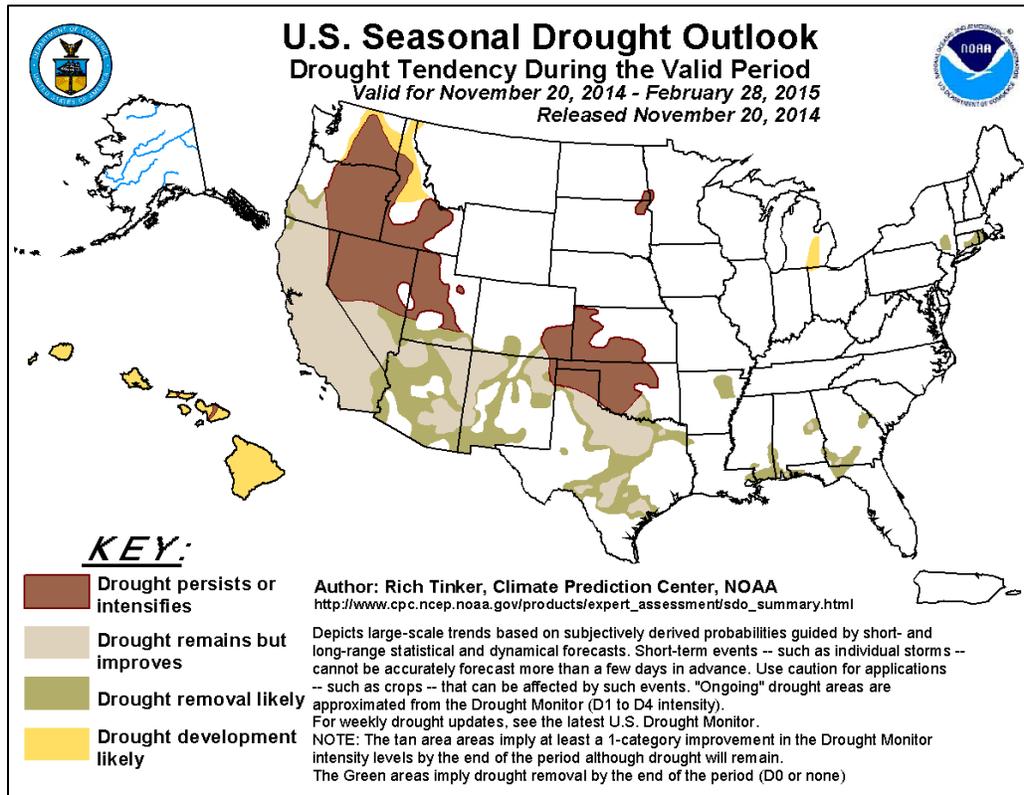
An **Equal Chance** forecast is expected for the remainder of the state. This means that there is an equal likelihood of near, above, or below normal precipitation over the course of the entire **winter season**. There is not a clear signal for forecasting rainfall amounts, and so all outcomes remain equally possible for the upcoming winter season.

For temperatures, the most likely outcome this **winter season** will be warmer than normal.

All images are from <http://www.cpc.ncep.noaa.gov/products/predictions/>

Seasonal Drought Outlook (Monthly Update)

Of particular importance is the expectation for changes to drought conditions over the upcoming winter season. The image below depicts the updated outlook:



The new update shows that the drought is expected to remain this winter season – but improvement is expected across the whole state of California. Following such significantly dry winter seasons, any rainfall that approaches normal this year will be much welcome and will help to improve drought conditions. This image is also available at

http://www.cpc.ncep.noaa.gov/products/expert_assessment/sdo_summary.html



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 6
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: Dental Health Consultation and Education

Recommended Actions:

Authorize the Director of Health Services to execute a grant agreement with DentaQuest Foundation to accept \$162,725 in revenue to increase access to dental health services, for the term December 1, 2014 through November 30, 2015.

Authorize the Director of Health Services to execute an agreement with California Dental Association Foundation for consultation and dental health education services for the term January 1, 2015 to June 30, 2016, in an amount not to exceed \$145,000.

Authorize the Director of Health Services to execute an agreement with MWH Americas, Inc. to update the water fluoridation Preliminary Engineering Design report to incorporate comments from the Sonoma County Public Health Officer, community partners, and other County Departments for the term August 29, 2014 to June 30, 2015, in an amount not to exceed \$10,000.

Executive Summary:

On October 6, 2014 the Department of Health Services (DHS) submitted to DentaQuest Foundation, a non-profit that collaborates with communities across the United States to improve dental health, a grant application requesting funding to develop a dental health collaborative in Sonoma County consisting of non-profit agencies, schools, dentists, physicians, health centers, and other community representatives. The collaborative will focus on the five pillars of dental health, mapping of the community dental health system, increasing access to dental health services, and the design and implementation of Dental Health Summit. On November 20, 2014 the Department was notified by DentaQuest that it had been awarded \$162,725 in funding to develop the dental collaborative. The Department requests authorization to execute the grant agreement with the grant revenue being added to the FY 14-15 budget through the second quarter consolidated budget process.

In February 2012, DHS provided the Board with a dental health update which included a timeline to provide the Board with a Sonoma County Fluoridation Assessment Report. In February 2013, DHS provided the Board with a draft Sonoma County Fluoridation Assessment Report, outlining the

prevalence and severity of dental disease in Sonoma County; summarizing the scientific evidence to support fluoridation as a safe and effective public health strategy; and identifying the five basic pillars to prevent dental disease including the use of fluoride varnishes, dental sealants, expansion of access to dental care and education on personal dental hygiene and dietary habits. The Board directed staff to continue efforts related to oral health and to analyze the potential of fluoridation in Sonoma County.

The Department requests authorization to execute an agreement with California Dental Association Foundation (CDAF) to provide consultation and dental health education services, including the benefits of fluoridation in the prevention of dental disease. The agreement scope of work requires CDAF to implement an education plan to include: training for dental health professionals on how to engage the public and patients regarding the benefits of fluoridation; and incorporating oral health education into current pediatric education practices, as well consulting with DHS to review and revise existing communication materials related to dental health. CDAF is approved as a single-source vendor by the Purchasing Agent and was selected to carry out this work based on the positive performance evaluations of two previous agreements.

In February 2013 the Board approved an agreement with MWH Americas, Inc. to develop a Preliminary Engineering Design report for fluoridation of Sonoma County Water Agency's drinking water supply in the amount of \$102,970. The term of this agreement ended on June 30, 2014. The Department requests authorization to execute a new agreement with MWH Americas, Inc. for the period of August 29, 2014 to June 30, 2015, in an amount not to exceed \$10,000. Under the terms of the agreement, MWH Americas, Inc. will update the draft Preliminary Engineering Design report to incorporate comments from the Sonoma County Public Health Officer, community partners, and other County Departments.

Prior Board Actions:

On May 13, 2008 the Board accepted a report on the Community Health Needs Assessment for 2008-2011. On January 12, 2010 the Board authorized an agreement for a fluoridation assessment for Sonoma County. On February 28, 2012 the Board accepted a status report on Dental Health in Sonoma County. On February 26, 2013 the Board accepted a draft Fluoridation Assessment report and approved an agreement with MWH Americas, Inc. to develop a Preliminary Engineering Design Report for fluoridation of Sonoma County Water Agency's drinking water supply.

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

This action supports overall health, including the healthy development of children, by reducing the burden of dental disease at all ages, one of the most preventable conditions causing suffering in the nation. Dental Health Education, dental sealants, fluoride varnishes and water fluoridation aim to prevent tooth decay (dental caries), one of the most prevalent chronic diseases worldwide. These activities will have the greatest effect on improving the quality of life of children, particularly those of low socioeconomic status, and will reduce the striking health disparities in this area.

Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 60,000	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 162,725	State/Federal	\$ 60,000
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$	Grant	\$ 162,725
Total Expenditure	\$ 222,725	Total Sources	\$ 222,725
Narrative Explanation of Fiscal Impacts (If Required):			
<p>Realignment funding of \$60,000 is budgeted for the CDAF and MWH Americas, Inc. agreements in FY 14-15. An additional \$95,000 of Realignment funding for the CDAF agreement will be included in the FY 15-16 budget. The \$162,725 in grant appropriations will be added through the second quarter Consolidated Budget Adjustments process.</p>			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
Agreements with DentaQuest Foundation, California Dental Association Foundation, and MWH Americas, Inc.			
Related Items "On File" with the Clerk of the Board:			
None			



Oral Health 2020

TERMS AND CONDITIONS

DENTAQUEST FOUNDATION CONTACT

Please contact Trenae Simpson, Grants and Programs Associate, with all inquiries related to this grant.

Email: trenae.simpson@dentaquestfoundation.org

Phone: 617-886-1787

The following terms and conditions (the "Terms and Conditions") apply to the 2014 grants made by the DentaQuest Foundation as part of its Oral Health 2020 Initiative. As used in this document, the recipient of a grant is referred to as "grantee" or "you."

GRANTEE'S TAX STATUS

You represent that **Department of Health Services-County of Sonoma** is currently either (i) a tax exempt organization described in Section 501(c)(3) of the Internal Revenue Code (IRC) and either (a) not a private foundation and not a Type III supporting organization described in Section 509(a)(3)(B)(iii) of the IRC; or (b) a tax exempt operating foundation described in Section 4940(d)(2) of the IRC; or (ii) an organization described in Section 170(c)(1) or Section 511(a)(2)(B) of the IRC. You must notify us at once if you cease to be exempt from federal income taxation as an organization described in Section 501(c)(3), or your status as not a private foundation under Section 509(a) or not a Type III supporting organization under Section 509(a)(3)(B)(iii), as an exempt operating foundation described in Section 4940(d)(2) or as a Section 170(c)(1) or Section 511(a)(2)(B) organization changes. If your exempt status changes, the Foundation reserves the right to have all unexpended grant funds immediately returned.

EXPENDITURE OF FUNDS

The duration of this Grant is one year, commencing December 1, 2014 and ending November 30, 2015.

You will directly administer the program being supported by the Grant. The Grant is not transferable by you to any other entity or person. The Grant funds of **\$162,725** must be spent as specified in the Foundation approved budget for your final approved proposal. Any material changes in the program or the budget may only be made with prior written approval by the Foundation (see Budget Reallocation or Project Revision). The Foundation's approval of this Grant does not obligate the Foundation to approve or provide any future grant funds.

No part of the Grant may be used to carry on propaganda or otherwise attempt to influence legislation within the meaning of Section 4945(d)(1) of the IRC.

No part of the Grant may be used to attempt to influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive within the meaning of Section 4945(d)(2) of the IRC.

No part of the Grant may be used to provide a grant to an individual for travel, study or similar purpose within the meaning of Section 4945(d)(3) of the IRC without prior written approval of the Foundation. Payment of salaries, other compensation or expense reimbursement to your employees within the scope of their employment do not constitute grants for these purposes and are not subject to these restrictions.



No part of the Grant may be used for purposes other than charitable purposes within the meaning of Section 170(c)(2)(B) of the IRC. If any portion of the Grant is used for other purposes, you will be required to repay to the Foundation that portion of the Grant and any additional amount in excess of such portion necessary to effect a correction under Section 4945 of the IRC.

You shall also be required to repay to the Foundation any portion of the Grant which for any reason is not used exclusively for purposes of the Grant.

GRANT PAYMENTS

The Foundation intends to disburse the Grant as follows: a check payable to the Grantee, representing the full amount of approved expenses as set forth in the approved budget will be forwarded once the Foundation has received the original executed Terms and Conditions.

MEDIA

Department of Health Services-County of Sonoma will acknowledge the financial support of the Foundation in all public announcements with respect to the program funded by this Grant, whether oral or written, and in all official reports and financial statements. You are required to discuss public communications with respect to the Grant and your program under the Grant with the Foundation in advance with the exception of communications made in connection with carrying out the purposes of the Grant. Please contact Trenae Simpson with any questions.

BUDGET REALLOCATION OR PROJECT REVISION

This Grant has been awarded based upon the project budget and program description presented in your final approved proposal. The grant funds must be spent as specified in the Foundation approved budget. Grant award reallocation or revision may be requested if the revision is within the scope of the award. Requests to substantially revise the scope of an award for activities not originally proposed, or inconsistent with the award's intent, will not be granted. If a reallocation is necessary to complete the project intent, it must be approved in writing by the Foundation prior to incurring any expenses that are not consistent with the approved budget.

UNSPENT FUNDS

Any Grant funds not used or committed for the specific purpose of this Grant must be returned to the Foundation with the final report, unless otherwise authorized in writing in advance by the Foundation. **Department of Health Services-County of Sonoma** may request to use unspent grant funds if there is a balance of funds after all components of the project plan have been accomplished. Approval by the Foundation must be received prior to incurring any expenses to be charged against unspent funds.

REPORTING REQUIREMENTS

The DentaQuest Foundation, and its contracted evaluators, will require your participation in project evaluation, project reporting, and data collection ("reporting requests") during the grant period. The DentaQuest Foundation will provide you with ample notice and timelines for "reporting requests". Your Grant is conditioned upon compliance with these "reporting requests" and the deadlines established by the DentaQuest Foundation for each and every "reporting request".

ACCOUNTING AND AUDIT

You are required to establish a separate account on your books of account for the Grant and systematically maintain an accounting record of the receipt and disbursement of funds from that



account. Substantiating documents such as bills, invoices, cancelled checks and receipts must be retained in your files for at least six (6) years after expiration of the Grant. You agree to provide a copy of your accounting records and supporting documentation related to the Grant to the Foundation promptly upon its request and to make such accounting records and supporting documentation available for audit by the Foundation at reasonable times.

INTELLECTUAL PROPERTY RIGHTS

As between you and the Foundation, you may claim an interest in any intellectual property rights that may exist in the work created by your activities pursuant to the Grant. However, as a condition of the Grant, the Foundation requires you to make such products available to the public upon request in furtherance of the charitable purposes of the Grant.

TERMINATION

The Foundation may terminate the Grant at any time and in its sole discretion if there is a change in your tax exempt status, you become unable to carry out the purposes of the Grant, cease to be an appropriate means of accomplishing the purposes of the Grant or fail to comply with your obligations in connection with the Grant. Upon termination, all unexpended Grant funds must be immediately returned to the Foundation.

AUTHORITY; COMPLIANCE WITH LAWS

You represent and warrant that you have full power and authority to agree to accept the Grant in accordance with these Terms and Conditions and that you will comply with all applicable federal and state laws and regulations in performing your obligations and carrying out the program contemplated by the Grant and these Terms and Conditions.

If these Terms and Conditions are acceptable, please mail the signed original of this document **within ten (10) days of receipt** (keep a copy for your records) to the **DentaQuest Foundation, 465 Medford Street, Boston, MA 02129**.

On behalf of **Department of Health Services-County of Sonoma**, I have reviewed, understand and agree to accept all conditions of this Grant award as stated herein and comply with the requirements of the DentaQuest Foundation.

Signature: _____

Name: _____

Title: _____

Date: _____

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version)

This agreement ("Agreement"), dated as of _____, 20_____, ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and the California Dental Association Foundation (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is a duly qualified oral health and fluoridation educator, experienced in educating others about oral health, fluoridation, and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Contractor to educate health professional about oral health, fluoridation, and related services;

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

AGREEMENT

1. Scope of Services

1.1. Contractor's Specified Services

Contractor shall perform the services described in Exhibit A (Scope of Work and Budget), attached hereto and incorporated herein by this reference (hereinafter "Exhibit A"), within the times or by the dates provided for in Exhibit A and pursuant to 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

Contractor shall cooperate with County and County staff in the performance of all work hereunder.

1.3. Performance Standard

Contractor 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 Contractor's profession. County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor 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 Contractor'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 Contractor to meet with County to review the quality of the work and resolve matters of concern; (b) require Contractor to repeat the work at no

additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4 (Termination); or (d) pursue any and all other remedies at law or in equity.

1.4. Assigned Personnel

- a. Contractor 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 Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto 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. Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.

1.5. Contract Exhibits

This Agreement includes the following exhibits, which are hereby incorporated by reference as though fully set forth herein:

- Exhibit A. Scope of Work and Budget
- Exhibit B. County's Insurance Requirements of Contractor

2. Payment

For all services and incidental costs required hereunder, Contractor shall be paid in accordance with the following terms:

2.1. Payment for Services

Contractor shall be paid on a time-and-material/expense basis in accordance with the budget set forth in Exhibit A. Any remaining balance at the end of a fiscal year of this Agreement shall automatically be carried forward to the subsequent fiscal year of this Agreement, but not beyond the termination date of this Agreement. Contractor shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of 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(s) of the person(s) performing the task(s), and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

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 County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by County.

2.2. Maximum Payment Obligation

In no event shall County be obligated to pay Contractor more than the total sum of \$145,000 under the terms and conditions of this Agreement.

2.3. California Franchise Tax Withhold

Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, County shall withhold seven percent of the income paid to Contractor for services performed within the State of California under this agreement for payment and reporting to the California Franchise Tax Board if Contractor does not qualify as any of the following: (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 Contractor does not qualify, County requires that a completed and signed California Form 587 be provided by Contractor in order for payments to be made. If Contractor does qualify, then County requires a completed California Form 590. California Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in their facts. By signing either form, Contractor agrees to promptly notify County of any changes in the facts. Forms should be sent to County pursuant to Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments). To reduce the amount withheld, Contractor has the option to provide County with either a full or partial waiver from the State of California.

2.4. Overpayment

If County overpays Contractor for any reason, Contractor agrees to return the amount of such overpayment to County, or at County's option, permit County to offset the amount of such overpayment against future payments owed to Contractor under this Agreement or any other agreement.

2.5. Federal Funding

This Section 2.5 is applicable if all or part of this Agreement will be paid with Federal awards.

2.5.1. Required Information.

As a pass-through entity, County is required to provide certain information regarding Federal award(s) to Contractor as a subrecipient. In signing this Agreement, Contractor acknowledges receipt of the following information regarding Federal award(s) that will be used to pay this Agreement:

- a. CFDA Number:
- b. CFDA Title:
- c. Federal Agency:
- d. Award Name:
- e. Federal Award(s) Amount:

2.5.2. OMB Circular A-133.

As a subrecipient of Federal awards, Contractor is subject to the provisions of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (hereinafter "OMB Circular A-133"). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of OMB Circular A-133. One provision of OMB Circular A-133 requires a subrecipient that expends \$500,000 in Federal awards during its fiscal year to have an audit performed in accordance with OMB Circular A-133. If such an audit is required, Contractor agrees to provide County with a copy of the audit report within 9 months of Contractor's fiscal year-end. Questions regarding OMB Circular A-133 can be directed to the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office – General Accounting Division.

2.5.3. Audits

Contractor agrees that all expenditures of State and Federal funds furnished to the Contractor pursuant to this Agreement are subject to audit by County, State agencies, and/or Federal agencies. Contractor warrants that it shall comply with the audit requirements as set forth in Office of Management and Budget (OMB) Circular A-133 entitled "Audits of States, Local Governments, and Non-Profit Organizations". County agrees to provide 14-days notice of intent of County to audit Contractor. Contractors subject to the Single Audit Act of 1984 and Single Audit Act Amendments of 1996 shall annually submit an independent audit conforming to OMB Circular A-133, which applies to non-profit organizations.

2.5.4. Copy of Audit

Contractor agrees that a copy of audits performed shall be submitted to County no later than 30 days after completion of the audit report, or no later than 9 months after the end of Contractor's fiscal year, whichever comes first. The Contractor's agreement(s) with audit firms shall have a clause to permit access by County, State agencies, and/or Federal agencies to the working papers of the external independent auditor.

2.5.5. Retention of Audit Report

Contractor agrees that audit reports and work papers shall be retained for a minimum of 7 years from the date of the audit report, unless the auditor is notified in writing by County, a State agency, and/or a Federal agency to extend the retention period.

2.5.6. Repayment

Contractor is responsible for the repayment of all audit exceptions and disallowances taken by County, State agencies, and/or Federal agencies related to services provided by Contractor under this Agreement. Where allowable costs have been claimed and reimbursed, they will be refunded to the program that reimbursed the unallowable cost either by cash refund or by offset to subsequent claims.

3. Term of Agreement

The term of this Agreement shall be from January 1, 2015 to June 30, 2016 unless terminated earlier in accordance with the provisions of Article 4 (Termination) 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 business days' advance written notice to Contractor.

4.2. Termination for Cause

Notwithstanding any other provision of this Agreement, should Contractor 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 Contractor 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, Contractor, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product), 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, Contractor shall be entitled to receive, as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Contractor 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, Contractor 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 (Termination for Cause), County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Contractor.

4.5. Authority to Terminate

The Board of Supervisors has the authority to terminate this Agreement on behalf of County. In addition, the Purchasing Agent or Health Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of County.

4.6. Obligations After Termination

The following shall remain in full force and effect after termination of this Agreement: (1) Section 2.5 (Federal Funding), (2) Article 5 (Indemnification), (3) Section 9.5 (Records Maintenance), (4) Section 9.5.1 (Right to Audit, Inspect, and Copy Records), (5) Section 9.15 (Confidentiality), and (6) Section 13.5 (Applicable Law and Forum).

4.7. Change in Funding

Contractor understands and agrees that County shall have the right to terminate this Agreement immediately upon written notice to Contractor in the event that any State and/or

Federal agency and/or other funder(s) reduce, withhold, or terminate funding which County anticipated using to pay Contractor for services provided under this Agreement, or in the event that County has exhausted all funds legally available for payments due under this Agreement.

5. Indemnification

Contractor 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 Contractor, that arise out of, pertain to, or relate to Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor's obligations under this Article apply whether or not there is concurrent 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 Contractor's expense, subject to Contractor'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 Contractor 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, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described in Exhibit B (County's Insurance Requirements of Contractor), which is attached hereto and incorporated herein by this reference (hereinafter "Exhibit B").

7. Prosecution of Work

The execution of this Agreement shall constitute Contractor'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 Contractor's performance of this Agreement shall be extended by a number of days equal to the number of days Contractor has been delayed.

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. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules, may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Sections 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Contractor 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 Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor

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 County.

9. Representations of Contractor

9.1. Standard of Care

County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor 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 Contractor's work by County shall not operate as a waiver or release.

9.2. Status of Contractor

The parties intend that Contractor, 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. Contractor is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits that County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4 (Termination), Contractor 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

Contractor 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. Contractor 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 Nonprocurement Programs" issued by the General Services Administration. If Contractor becomes debarred, Contractor has the obligation to inform County.

9.4. Taxes

Contractor 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. Contractor 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 Contractor'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, Contractor agrees to furnish County with proof of payment of taxes on these earnings.

9.5. Records Maintenance

Contractor 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. Contractor shall maintain such records for a period of 7 years following completion of work hereunder.

9.5.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized State or Federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

9.6. Conflict of Interest

Contractor 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. Contractor 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, Contractor 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 Contractor's or such other person's financial interests.

9.7. Statutory Compliance

Contractor agrees to comply with all applicable Federal, State, and local laws, regulations, statutes, and policies 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.

9.8. Nondiscrimination

Without limiting any other provision hereunder, Contractor 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 County's Nondiscrimination 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

Contractor 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

Contractor assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, and right to ideas in and to all versions of the plans and specifications, if any, now or later, prepared by Contractor in connection with this Agreement. Contractor 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. Contractor'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. Contractor shall not use or permit another party 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 Contractor or Contractor's subcontractors, contractors, 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, Contractor 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. Contractor 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 Contractor.

9.13. Sanctioned Employee

Contractor agrees that it shall not employ in any capacity, or retain as a subcontractor in any capacity, any individual or entity that is listed on any list published by the Federal Office of Inspector General regarding the sanctioning, suspension, or exclusion of individuals or entities from the Federal Medicare and Medicaid programs. Contractor agrees to periodically review said State and Federal lists to confirm the status of current employees, subcontractors, and contractors. In the event Contractor does employ such individual(s) or entity(ies), Contractor agrees to assume full liability for any associated penalties, sanctions, loss, or damage that may be imposed on County by the Medicare or Medicaid programs.

9.14. Compliance with County Policies and Procedures

Contractor agrees to comply with all County policies and procedures as they may relate to services provided hereunder.

9.15. Confidentiality

Contractor agrees to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations. This Section 9.15 shall survive termination of this Agreement.

9.16. Lobbying

If any Federal funds are to be used to pay for any services under this Agreement, Contractor shall fully comply with all certifications and disclosure requirements prescribed by Section 319

of the Public Law 101-121 (31 United States Code Section 1352) and any implementing regulations, and shall ensure that each of its subcontractors receiving funds under this Agreement also fully complies with all such certification and disclosure requirements.

9.17. Subcontractors

Contractor agrees that any employees or agents of Contractor that assist Contractor in the provision of services shall also satisfy the requirements of this Agreement. In this regard, Contractor understands and agrees that all obligations and prohibitions imposed on Contractor pursuant to this Agreement are equally applicable to each and every individual providing services through Contractor under this Agreement, and Contractor shall assure that such individuals agree to comply with such obligations and prohibitions.

9.18. Licensure

Contractor shall obtain and maintain in effect during the term of this Agreement all licenses, permits, registrations, accreditations, and certificates as required by all Federal, State, and local laws, ordinances, rules, regulations, manuals, guidelines, and directives, which are applicable to Contractor's services under this Agreement. Contractor shall further ensure that all of its officers, employees, and agents, who perform services hereunder, shall obtain and maintain in effect during the term of this Agreement all licenses, permits, registrations, accreditations, and certificates which are applicable to their performance hereunder. A copy of each such license, permit, registration, accreditation, and certificate shall be retained, and current updates of such documents shall be maintained, and made available upon request, not to exceed 3 business days after the initial request, for inspection, review, and/or audit by authorized representatives and designees of County, State, and/or Federal governments during the term of this Agreement and for the applicable records retention period.

10. Demand for Assurance

Each party to this Agreement undertakes the obligation that the other party'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 party 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 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 (Termination).

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 party, 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:

Kim Caldewey
Health Program Manager
County of Sonoma – Department of Health Services
490 Mendocino Avenue
Santa Rosa CA 65404
707-565-4837
kim.caldewey@sonoma-county.org

TO CONTRACTOR:

Cathy Mudge
Executive Director
California Dental Association Foundation
1201 K Street, Ste 1511
Sacramento, CA 94814
916-554-4905
cathy.mudge@cda.org

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 Article 12.

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. Contractor 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 party. Contractor 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. Counterparts and Electronic Copies

The parties agree that, where applicable, this Agreement may be executed in counterparts, together which when executed by the requisite parties shall be deemed to be a complete original agreement. An electronic copy, including facsimile copy, email, or scanned copy of the executed Agreement or counterpart, shall be deemed, and shall have the same legal force and effect as, an original document.

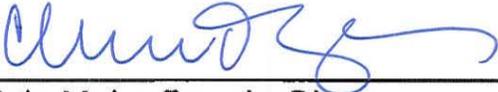
13.10. Time of Essence

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

§ The remainder of this page has intentionally been left blank. §

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

CONTRACTOR:



Cathy Mudge, Executive Director
California Dental Association Foundation

11/10/14

Dated

COUNTY OF SONOMA:

Certificate of Insurance on File with County:

Rita Scardaci, MPH, Director
Department of Health Services

Dated

Approved as to Substance:



Division Director or Designee

11/10/14

Dated

Exhibit A. Scope of Work and Budget

Strategies/Activities	Measurable Deliverables	Lead Person/People	Timeline	Budget
Goal: Educate the Public on the Safety and Benefits of Fluoridation				
<p>Contractor consultants, in conjunction with local stakeholders, are developing an Education Plan for Health Professionals in the communities served by the Sonoma County Water Agency (SCWA). The strategies and activities below are anticipated to be key elements of the plan.</p>	<p>Education Plan for SCWA Service Area</p> <ul style="list-style-type: none"> • Audiences • Key messages • Dissemination Plan • Training schedule • Outreach calendar <p>The primary focus will be to provide education and training for health professionals on how to dialogue with their patients about the safety and benefits of fluoridation.</p>	<p>Marjorie Stocks Dr. Howard Pollick Stakeholders</p>	<p>January 1, 2015 through June 30, 2016.</p>	
<p>1. <u>Speakers Trainings for Health Professionals</u></p> <p>Contractor will partner with the local dental society and American Dental Association (ADA) to develop and conduct speaker training for dentists, dental hygienists, and other interested persons. Speaker trainings will be invitation only. The immediate goal will be to prepare clinicians to conduct trainings in their communities for fellow practitioners on how to create a dialogue with their patients on fluoridation. Also, the speakers will be trained to ultimately present before small groups, e.g., the Rotary, and take questions from the media when appropriate.</p>	<p>Plan, recruit attendees, and deliver minimum of 2 speaker trainings for dentists, hygienists, and others led by the ADA.</p>	<p>Marjorie Stocks, Dr. Howard Pollick</p>	<p>Schedule ASAP. Plan for training by end of March 2015.</p>	<p>2a) MS and HP; Plan, recruit, implement: \$8,400. 2b) Travel, equipment, food, etc.: \$5,000.</p> <p>Total: \$13,400</p>

Strategies/Activities	Measurable Deliverables	Lead Person/People	Timeline	Budget
<p>2. <u>Speaker Trainings for Others</u></p> <p>In collaboration with local leadership, select agencies and existing networks of professionals will be identified and invitation-only small-group trainings will be held for practitioners: dentists, dental hygienists, pediatricians, family practitioners, nurses, community health workers, <i>promotoras</i>, and other disciplines. Preferably led by a local practitioner, the intent is for local health leaders to become engaged and conversant on the topic of oral health education in their community with an emphasis on fluoridation. Contractor consultant(s) will develop the sessions and assist.</p>	<p>Up to 7 small-group trainings. Create local networks for sharing and dissemination of educational methods and materials. Follow-up will be required.</p> <p>2a) Organization, outreach to gather interest in the topic, planning and coordination with speakers previously trained. (See activity 1).</p> <p>2b) Delivery the training and follow-up with trainees after training sessions.</p>	<p>Marjorie Stocks Dr. Howard Pollick</p>	<p>Begin planning in January. Implement following speaker training.</p>	<p>Approximately 7 trainings in the communities served by Sonoma County Water Agency (SCWA).</p> <p>2a) Organization, outreach and delivery of 7 training sessions: \$60,200.</p> <p>2b) Follow-up on implementation of training goals, dissemination of materials, etc.: \$18,900.</p> <p>Total: \$79,100</p>

Strategies/Activities	Measurable Deliverables	Lead Person/People	Timeline	Budget
<p>3. <u>Incorporate oral health education into current pediatric education practices, including the benefits of fluoridation</u></p> <p>Contact will be made with pediatricians, family practice MDs, and pediatric dentists through their respective organizations, e.g., American Academy of Pediatrics, Sonoma County Medical Association.</p>	<p>Pediatricians, pediatric dentists, family practice MDs, and nurse practitioners will be encouraged to include fluoridation information into their practitioner/patient dialogue.</p>	<p>Marjorie Stocks Dr. Howard Pollick</p>	<p>July 2015 and ongoing.</p>	<p>Total: \$7,350</p>
<p>4. <u>Recommendations for print and electronic communications with professionals and their organizations.</u></p> <p>Clinics, private-practice dentists, and other private practitioners will be encouraged to include information about fluoridation on their practice websites. Best practices from the Pew/AAP oral health initiative will be employed.</p>	<p>Provide and track recommendations for practitioners. Reference Pew and AAP best practices.</p>	<p>Marjorie Stocks Dr. Howard Pollick</p>	<p>Ongoing.</p>	<p>MS and HP:\$4,200 Web consultant: \$3,000. Total: \$7,200.</p>
<p>5. <u>Review and Revise Existing Communication Materials</u></p> <p>Materials have been created by local agencies and DHS referring to or directly focusing on the benefits of water fluoridation. Print and other materials will be returned to maintain message accuracy and consistency.</p>	<p>Using key messages developed with partners, FB, website, and print materials will be recalibrated. If translations are required, the agencies will be responsible for that service.</p>	<p>Marjorie Stocks Dr. Howard Pollick</p>	<p>January 2015 and ongoing if needed.</p>	<p>List of materials that have been reviewed, recommendations made, and creation of revised materials either completed or calendared. Total: \$6,450</p>

Strategies/Activities	Measurable Deliverables	Lead Person/People	Timeline	Budget
<p>6. <u>Respond to Questions from the Community</u> In order to maintain a set of common messages, both accurate and of appropriate literacy level, Contractor will draft responses to scientific inquiries for delivery by local residents and practitioners. Up to 30 hours.</p>	<p>Contractor will review and prepare written responses to questions and concerns of a scientific nature for dental health partners, in coordination with DHS.</p>	<p>Marjorie Stocks Dr. Pollick</p>	<p>Throughout grant period</p>	<p>Tracking tool displaying questions and written responses, this will serve as a reference for the partners. Total: \$5,400</p>
<p>Travel</p>				<p>\$7,187</p>
<p>Subtotal</p>				<p>\$126,087</p>
<p>Administrative/overhead (15%) Oversight/project management/reporting</p>		<p>Cathy Mudge, CDAF Executive Director</p>		<p>\$18,913</p>
<p>Budget Total</p>				<p>\$145,000</p>

Exhibit B. County's Insurance Requirements of Contractor
(Template 3 – Rev 2014 Aug 5)

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a Waiver of Insurance Requirements. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance

- a. Required if Contractor has employees as defined by the Labor Code of the State of California.
- b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. Required Evidence of Insurance: Certificate of Insurance.
- e. If Contractor currently has no employees as defined by the Labor Code of the State of California, Contractor agrees to obtain the above-specified Workers Compensation and Employers Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

- d. **"County of Sonoma, its Officers, Agents, and Employees"** shall be **additional insureds** for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement.
- e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
- f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the "f" definition of insured contract in ISO form CG 00 01, or equivalent).
- g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a "separation of insureds" or "severability" clause which treats each insured separately.
- h. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.

3. Automobile Liability Insurance

- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limit may be provided by a combination of Automobile Liability Insurance and Commercial Excess or Umbrella Liability Insurance.
- b. Insurance shall cover all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
- c. Insurance shall cover hired and non-owned autos.
- d. Required Evidence of Insurance: Certificate of Insurance.

4. Standards for Insurance Companies

Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

5. Documentation

- a. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in Sections 1, 2 or 3 above.
- b. The name and **address** for Additional Insured endorsements and Certificates of Insurance is:

**County of Sonoma (DHS)
Contract & Board Item Development Unit
3313 Chanate Road
Santa Rosa CA 95404**

- c. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
- d. Contractor shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- e. Upon written request, certified copies of required insurance policies must be provided within thirty (30) days.

6. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

7. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version)

This agreement ("Agreement"), dated as of _____, 20_____, ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and MWH Americas, Inc. (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is a duly qualified and licensed engineering firm, experienced in the development of engineering and cost estimates and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Contractor to develop preliminary engineering and a cost estimate for community water fluoridation;

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

AGREEMENT

1. Scope of Services

1.1. Contractor's Specified Services

Contractor shall perform the services described in Exhibit A (Scope of Work and Budget), attached hereto and incorporated herein by this reference (hereinafter "Exhibit A"), within the times or by the dates provided for in Exhibit A and pursuant to 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

Contractor shall cooperate with County and County staff in the performance of all work hereunder.

1.3. Performance Standard

Contractor 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 Contractor's profession. County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor 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 Contractor'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 Contractor to meet with County to review the quality of the work and resolve matters of concern; (b) require Contractor to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4 (Termination); or (d) pursue any and all other remedies at law or in equity.

1.4. Assigned Personnel

- a. Contractor 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 Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto 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. Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.

1.5. Contract Exhibits

This Agreement includes the following exhibits, which are hereby incorporated by reference as though fully set forth herein:

Exhibit A. Scope of Work and Budget

Exhibit B. County's Insurance Requirements of Contractor

2. Payment

For all services and incidental costs required hereunder, Contractor shall be paid in accordance with the following terms:

2.1. Payment for Services

Contractor shall be paid on a time-and-material/expense basis in accordance with the budget set forth in Exhibit A. Contractor shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of 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(s) of the person(s) performing the task(s), and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

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 County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by County.

2.2. Maximum Payment Obligation

In no event shall County be obligated to pay Contractor more than the total sum of \$10,000 under the terms and conditions of this Agreement.

2.3. California Franchise Tax Withhold

Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, County shall withhold seven percent of the income paid to Contractor for services performed within the State of California under this agreement for payment and reporting to the California Franchise Tax Board if Contractor does not qualify as any of the following: (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 Contractor does not qualify, County requires that a completed and signed California Form 587 be provided by Contractor in order for payments to be made. If Contractor does qualify, then County requires a completed California Form 590. California Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in their facts. By signing either form, Contractor agrees to promptly notify County of any changes in the facts. Forms should be sent to County pursuant to Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments). To reduce the amount withheld, Contractor has the option to provide County with either a full or partial waiver from the State of California.

2.4. Overpayment

If County overpays Contractor for any reason, Contractor agrees to return the amount of such overpayment to County, or at County's option, permit County to offset the amount of such overpayment against future payments owed to Contractor under this Agreement or any other agreement.

2.5. Federal Funding

This Section 2.5 is applicable if all or part of this Agreement will be paid with Federal awards.

2.5.1. Required Information.

As a pass-through entity, County is required to provide certain information regarding Federal award(s) to Contractor as a subrecipient. In signing this Agreement, Contractor acknowledges receipt of the following information regarding Federal award(s) that will be used to pay this Agreement:

- a. CFDA Number:
- b. CFDA Title:
- c. Federal Agency:
- d. Award Name:
- e. Federal Award(s) Amount:

2.5.2. OMB Circular A-133.

As a subrecipient of Federal awards, Contractor is subject to the provisions of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (hereinafter "OMB Circular A-133"). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of OMB Circular A-133. One provision of OMB Circular A-133 requires a subrecipient that expends

\$500,000 in Federal awards during its fiscal year to have an audit performed in accordance with OMB Circular A-133. If such an audit is required, Contractor agrees to provide County with a copy of the audit report within 9 months of Contractor's fiscal year-end. Questions regarding OMB Circular A-133 can be directed to the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office – General Accounting Division.

2.5.3. Audits

Contractor agrees that all expenditures of State and Federal funds furnished to the Contractor pursuant to this Agreement are subject to audit by County, State agencies, and/or Federal agencies. Contractor warrants that it shall comply with the audit requirements as set forth in Office of Management and Budget (OMB) Circular A-133 entitled "Audits of States, Local Governments, and Non-Profit Organizations". County agrees to provide 14-days notice of intent of County to audit Contractor. Contractors subject to the Single Audit Act of 1984 and Single Audit Act Amendments of 1996 shall annually submit an independent audit conforming to OMB Circular A-133, which applies to non-profit organizations.

2.5.4. Copy of Audit

Contractor agrees that a copy of audits performed shall be submitted to County no later than 30 days after completion of the audit report, or no later than 9 months after the end of Contractor's fiscal year, whichever comes first. The Contractor's agreement(s) with audit firms shall have a clause to permit access by County, State agencies, and/or Federal agencies to the working papers of the external independent auditor.

2.5.5. Retention of Audit Report

Contractor agrees that audit reports and work papers shall be retained for a minimum of 7 years from the date of the audit report, unless the auditor is notified in writing by County, a State agency, and/or a Federal agency to extend the retention period.

2.5.6. Repayment

Contractor is responsible for the repayment of all audit exceptions and disallowances taken by County, State agencies, and/or Federal agencies related to services provided by Contractor under this Agreement. Where allowable costs have been claimed and reimbursed, they will be refunded to the program that reimbursed the unallowable cost either by cash refund or by offset to subsequent claims.

3. Term of Agreement

The term of this Agreement shall be from August 29, 2014 to June 30, 2015 unless terminated earlier in accordance with the provisions of Article 4 (Termination) 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 business days' advance written notice to Contractor.

4.2. Termination for Cause

Notwithstanding any other provision of this Agreement, should Contractor 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 Contractor 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, Contractor, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product), 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, Contractor shall be entitled to receive, as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Contractor 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, Contractor 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 (Termination for Cause), County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Contractor.

4.5. Authority to Terminate

The Board of Supervisors has the authority to terminate this Agreement on behalf of County. In addition, the Purchasing Agent or Health Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of County.

4.6. Obligations After Termination

The following shall remain in full force and effect after termination of this Agreement: (1) Section 2.5 (Federal Funding), (2) Article 5 (Indemnification), (3) Section 9.5 (Records Maintenance), (4) Section 9.5.1 (Right to Audit, Inspect, and Copy Records), (5) Section 9.15 (Confidentiality), and (6) Section 13.5 (Applicable Law and Forum).

4.7. Change in Funding

Contractor understands and agrees that County shall have the right to terminate this Agreement immediately upon written notice to Contractor in the event that any State and/or Federal agency and/or other funder(s) reduce, withhold, or terminate funding which County anticipated using to pay Contractor for services provided under this Agreement, or in the event that County has exhausted all funds legally available for payments due under this Agreement.

5. Indemnification

Contractor 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 Contractor, that arise out of, pertain to, or relate to Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor's obligations under this Article apply whether or not there is concurrent 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 Contractor's expense, subject to Contractor'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 Contractor 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, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described in Exhibit B (County's Insurance Requirements of Contractor), which is attached hereto and incorporated herein by this reference (hereinafter "Exhibit B").

7. Prosecution of Work

The execution of this Agreement shall constitute Contractor'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 Contractor's performance of this Agreement shall be extended by a number of days equal to the number of days Contractor has been delayed.

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. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules, may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Sections 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Contractor 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 Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor 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 County.

9. Representations of Contractor

9.1. Standard of Care

County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor 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 Contractor's work by County shall not operate as a waiver or release.

9.2. Status of Contractor

The parties intend that Contractor, 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. Contractor is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits that County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4 (Termination), Contractor 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

Contractor 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. Contractor 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 Nonprocurement Programs" issued by the General Services Administration. If Contractor becomes debarred, Contractor has the obligation to inform County.

9.4. Taxes

Contractor 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. Contractor 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 Contractor'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, Contractor agrees to furnish County with proof of payment of taxes on these earnings.

9.5. Records Maintenance

Contractor 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. Contractor shall maintain such records for a period of 7 years following completion of work hereunder.

9.5.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized State or Federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the

services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

9.6. Conflict of Interest

Contractor 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. Contractor 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, Contractor 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 Contractor's or such other person's financial interests.

9.7. Statutory Compliance

Contractor agrees to comply with all applicable Federal, State, and local laws, regulations, statutes, and policies 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.

9.8. Nondiscrimination

Without limiting any other provision hereunder, Contractor 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 County's Nondiscrimination 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

Contractor 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

Contractor assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, and right to ideas in and to all versions of the plans and specifications, if any, now or later, prepared by Contractor in connection with this Agreement. Contractor 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. Contractor'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. Contractor shall not use or permit another party 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 Contractor or Contractor's subcontractors, contractors, 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, Contractor 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. Contractor 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 Contractor.

9.13. Sanctioned Employee

Contractor agrees that it shall not employ in any capacity, or retain as a subcontractor in any capacity, any individual or entity that is listed on any list published by the Federal Office of Inspector General regarding the sanctioning, suspension, or exclusion of individuals or entities from the Federal Medicare and Medicaid programs. Contractor agrees to periodically review said State and Federal lists to confirm the status of current employees, subcontractors, and contractors. In the event Contractor does employ such individual(s) or entity(ies), Contractor agrees to assume full liability for any associated penalties, sanctions, loss, or damage that may be imposed on County by the Medicare or Medicaid programs.

9.14. Compliance with County Policies and Procedures

Contractor agrees to comply with all County policies and procedures as they may relate to services provided hereunder.

9.15. Confidentiality

Contractor agrees to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations. This Section 9.15 shall survive termination of this Agreement.

9.16. Lobbying

If any Federal funds are to be used to pay for any services under this Agreement, Contractor shall fully comply with all certifications and disclosure requirements prescribed by Section 319 of the Public Law 101-121 (31 United States Code Section 1352) and any implementing regulations, and shall ensure that each of its subcontractors receiving funds under this Agreement also fully complies with all such certification and disclosure requirements.

9.17. Subcontractors

Contractor agrees that any employees or agents of Contractor that assist Contractor in the provision of services shall also satisfy the requirements of this Agreement. In this regard, Contractor understands and agrees that all obligations and prohibitions imposed on Contractor pursuant to this Agreement are equally applicable to each and every individual providing services through Contractor under this Agreement, and Contractor shall assure that such individuals agree to comply with such obligations and prohibitions.

9.18. Licensure

Contractor shall obtain and maintain in effect during the term of this Agreement all licenses, permits, registrations, accreditations, and certificates as required by all Federal, State, and local laws, ordinances, rules, regulations, manuals, guidelines, and directives, which are applicable to Contractor's services under this Agreement. Contractor shall further ensure that all of its officers, employees, and agents, who perform services hereunder, shall obtain and maintain in effect during the term of this Agreement all licenses, permits, registrations, accreditations, and certificates which are applicable to their performance hereunder. A copy of each such license, permit, registration, accreditation, and certificate shall be retained, and current updates of such documents shall be maintained, and made available upon request, not to exceed 3 business days after the initial request, for inspection, review, and/or audit by authorized representatives and designees of County, State, and/or Federal governments during the term of this Agreement and for the applicable records retention period.

10. Demand for Assurance

Each party to this Agreement undertakes the obligation that the other party'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 party 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 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 (Termination).

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 party, 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:

Kim Caldewey
Health Program Manager
County of Sonoma – Department of Health Services - HPPE
490 Mendocino Avenue, Suite 101
Santa Rosa CA 95401
707-565-6671
kim.caldewey@sonoma-county.org

TO CONTRACTOR:

Matthew Holt
Contract Manager
MWH Americas, Inc.
1212 N. California Blvd., Ste. 600
Walnut Creek CA 94956
925-627-4728
matthew.holt@mwhglobal.com

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 Article 12.

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. Contractor 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 party. Contractor 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. Counterparts and Electronic Copies

The parties agree that, where applicable, this Agreement may be executed in counterparts, together which when executed by the requisite parties shall be deemed to be a complete original agreement. An electronic copy, including facsimile copy, email, or scanned copy of the executed Agreement or counterpart, shall be deemed, and shall have the same legal force and effect as, an original document.

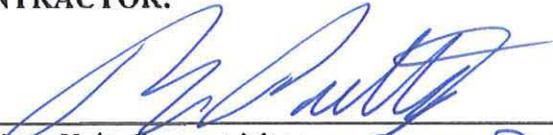
13.10. Time of Essence

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

§ The remainder of this page has intentionally been left blank. §

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

CONTRACTOR:



Matthew Holt, Contract Manager
MWH Americas, Inc.

Riger Putty
Project Management and Commercial Leader

11/7/14

Dated

COUNTY OF SONOMA:

Certificate of Insurance on File with County:

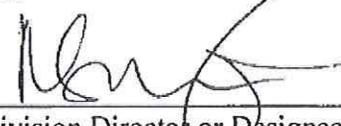
Rita Scardaci, MPH, Director
Department of Health Services

Dated

Sonoma County Purchasing Agent

Dated

Approved as to Substance:



Division Director or Designee

11.5.14

Dated

Exhibit A. Scope of Work and Budget

Task 1

Consultant to revise the completed draft Preliminary Engineering Design report following review and incorporation of comments from key stakeholders.

Task 2

Consultant to attend and present the final Preliminary Engineering Design report to the following bodies:

- Fluoridation Advisory Committee, December 8, 2014
- Sonoma County Board of Supervisors, TBD, Spring 2015

Budget Summary			
Title	Hourly Rate (\$/Hour)	Hours	Total (\$)
Project Manager	275	10	2,750
Professional Engineer	180	20	3,600
Senior Designer	120	10	1,200
Administration	75	5	375
Printing			2,075
Total			10,000

Exhibit B. County's Insurance Requirements of Contractor
(Template 5 – Rev 2014 Aug 5)

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a Waiver of Insurance Requirements. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance

- a. Required if Contractor has employees as defined by the Labor Code of the State of California.
- b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. Required Evidence of Insurance: Certificate of Insurance.

If Contractor currently has no employees as defined by the Labor Code of the State of California, Contractor agrees to obtain the above-specified Workers Compensation and Employers Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

-
- d. **"County of Sonoma, its Officers, Agents, and Employees"** shall be **additional insureds** for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement.
 - e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
 - f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the "f" definition of insured contract in ISO form CG 00 01, or equivalent).
 - g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a "separation of insureds" or "severability" clause which treats each insured separately.
 - h. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.
3. Automobile Liability Insurance
- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limits may be provided by a combination of Automobile Liability Insurance and Commercial Excess or Umbrella Liability Insurance.
 - b. Insurance shall cover all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
 - c. Insurance shall cover hired and non-owned autos.
 - d. Required Evidence of Insurance: Certificate of Insurance.
4. Professional Liability/Errors and Omissions Insurance
- a. Minimum Limit: \$1,000,000 per claim or per occurrence.
 - b. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County.
 - c. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
 - d. Coverage applicable to the work performed under this Agreement shall be continued for two (2) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
 - e. Required Evidence of Insurance: Certificate of Insurance.
-

5. Standards for Insurance Companies

Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

6. Documentation

- a. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in Sections 1 – 4 above.
- b. The name and **address** for Additional Insured endorsements and Certificates of Insurance is:

County of Sonoma (DHS)
Contract & Board Item Development Unit
3313 Chanate Road
Santa Rosa CA 95404
- c. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
- d. Contractor shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- e. Upon written request, certified copies of required insurance policies must be provided within thirty (30) days.

7. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

8. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 7
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services

Staff Name and Phone Number:

Diane Kaljian- 565-5950
Tracy Repp- 565-5982

Supervisorial District(s):

All

Title: Caltrans-MTC 5310 Transportation Grant Proposal

Recommended Actions:

Execute a Resolution of Authority allowing the Director of Human Services to sign grant proposal application and proposal attachments on behalf of the Area Agency on Aging to receive Section 5310 Formula Grants funding for the Enhanced Mobility of Seniors and Individuals with Disabilities for the Bay Area's Large Urbanized Areas Call for Projects required by Caltrans before grant award.

Executive Summary:

The Adult and Aging Division and the Area Agency on Aging (AAA) have identified "accessible, reliable transportation" as either the greatest or one of the greatest unmet needs for seniors, adults with disabilities, and non-English speaking persons. The Healthy Aging Collaborative is a community initiative led by the Health Services and Human Services Departments to improve health and quality of life across the lifespan. The Healthy Aging Collaborative goal areas include the availability of transportation alternatives to connect to community life and have access to the resources and support needs by seniors to thrive and achieve their life potential in Sonoma County. These at-risk populations, often low income and living in rural areas, are especially isolated and in critical need of transportation services. Yet, if they live outside the primary bus routes, they cannot access employment, education, medical, or social services in Santa Rosa and other areas of the County. Traditional forms of transit and paratransit also do not meet the needs of many older adults who have stopped or reduced driving. Low-cost, senior-friendly alternative transportation for those who are unable to use public transportation to get to work, medical appointments, shopping, and other services is a critical identified need.

In response to this need, the Human Services Department, Adult & Aging Division, AAA program submitted a proposal on November 6, 2014 to request \$451,975 of grant funding released by Caltrans with the Metropolitan Transportation Commission (MTC) being responsible for conducting the competitive project selection process. This funding is made possible through Section 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities for the Bay Area's Large Urbanized Areas. This program provides a mix of capital and operating funding, with \$451,975

apportioned specifically for the Santa Rosa Large Urbanized Area region. The term of the grant is anticipated to be from July 1, 2016 to June 30, 2018.

With this funding, the AAA and county non-profit partners plan to coordinate transportation options, expand volunteer driver programs, and create a travel voucher program to assist seniors and individuals with disabilities get where they need to go in ways that meet their individual needs, that is appropriate for their situation, and is cost effective. Planned projects include activities that exceed Americans with Disabilities Act (ADA) requirements, improve access to fixed-route bus services, decrease paratransit utilization, and provide alternatives to public transportation for those that are too frail to walk, choose not to drive, or assist when public transportation is not able to take them where they need to go.

As a condition of the application, Caltrans and MTC require a Resolution of Authority from the Sonoma County Board of Supervisors giving authority to the Director of Human Services to sign all grant proposal documents on behalf of the Area Agency on Aging.

Prior Board Actions:

1. 10/07/2008-National Center on Senior Transportation
2. 12/09/2008-JARC 5316 and New Freedom Cycle 3-5317
3. 09/29/2009-JARC 5316 and New Freedom Cycle 4-5317
4. 9/23/2014-New Freedom Cycle 5

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

Transportation for seniors and individuals with disabilities improves quality of life by giving access to medical appointments, social events, and remaining independent at home.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

If awarded, funding will be included in proposed FY 2015-16 Budget.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Resolution			
Related Items "On File" with the Clerk of the Board:			
2014 5310 Grant Application			



County of Sonoma
State of California

Date: December 2, 2014

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 Human Services to sign grant proposal application and proposal attachments on behalf of the Area Agency on Aging to receive Section 5310 Formula Grants funding for the Enhanced Mobility of Seniors and Individuals with Disabilities for the Bay Area's Large Urbanized Areas Call for Projects required by Caltrans before grant award.

Whereas, the Adult and Aging Division will submit an application for grant funding from the California Department of Transportation, Division of Mass Transit (Caltrans), to coordinate mobility management and transportation programs for the elderly, and disabled, and

Whereas, as part of the grant application process, Caltrans requires a Resolution of Authority from the Sonoma County Board of Supervisors, before receiving notice of grant award, giving authority to the Director of Human Services to sign grant proposal application and attachments on behalf of the Area Agency on Aging.

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma authorizes Director of Human Services to sign grant proposal application and proposal attachments on behalf of the Area Agency on Aging to receive Section 5310 Formula Grants funding for the Enhanced Mobility of Seniors and Individuals with Disabilities for the Bay Area's Large Urbanized Areas Call for Projects required by Caltrans before grant award for project activities occurring during the grant cycle anticipated to be from July 1, 2016 to June 30, 2018 in the amount to be determined after the grant funding is awarded.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

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: 8
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors and Board of Commissioners

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Sherry Alderman, 565-8501

Supervisorial District(s):

County-wide

Title: SonomaWORKS Housing Support Program

Recommended Actions:

Authorize the Director of Human Services to execute agreements with 1) Catholic Charities for \$224,200 to provide housing support to SonomaWORKS clients and 2) Community Development Commission for \$85,283 to administer payments to landlords as part of the SonomaWORKS Housing Support Program. The term for both agreements will be December 3, 2014 through June 30, 2015.

Executive Summary:

Background

This item requests authority to execute agreements associated with the SonomaWORKS Housing Support Program. On November 14, 2014, your Board accepted \$878,033 in new grant funding from the California Department of Social Services Housing Support Program. The execution of these contracts totaling \$309,483, combined with \$568,550 earmarked for direct housing payments will allow for implementation of this important program that is anticipated to serve 85 families with housing assistance and financial literacy for an additional 48 families.

The California Legislature and the Governor, recognizing the critical importance of stable housing, appropriated \$20 million from the General Fund to address homelessness and housing instability in the CalWORKs program as part of the 2014-15 State Budget. This money was issued through a competitive procurement process and intended to be used to support projects using evidence-based models including those reflected in the Department of Housing and Urban Development's Homelessness Prevention and Rapid Rehousing Program at the county level.

On July 18, 2014, the California Department of Social Services (CDSS) issued an All County Welfare Directors Letter announcing a competitive procurement process to allocate the available funding for a housing support program for CalWORKs clients. This Letter acknowledged that homelessness and housing instability in the CalWORKs program is a significant challenge that impacts children's well-being and parents' ability to engage in employment. CalWORKs in Sonoma County is known as the SonomaWORKS program.

SonomaWORKS intake data from early 2014 reveals that approximately 12% of 2,960 clients reported

lacking a fixed, regular, and adequate nighttime residence. In response to the procurement announcement, the Sonoma County Human Services Department (HSD) submitted a grant application for the SonomaWORKS Housing Support Program. On September 5, 2014, HSD received notification that it had been awarded \$878,033, the full amount requested for the program. This funding is being provided for fiscal year 2014-15 only; it is unknown if additional funding will be provided in subsequent years.

SonomaWORKS Housing Support Program

The SonomaWORKS Housing Support Program utilizes a rapid-rehousing model to immediately address the housing needs of SonomaWORKS clients along with providing financial literacy instruction to clients in order to prevent future housing instability. The program is comprised of a unique partnership between the Sonoma County Human Services Department, the Sonoma County Community Development Commission, and Catholic Charities as the selected Contractor.

The Sonoma County Human Services Department (HSD), as the local administrator of the SonomaWORKS program, will be responsible for overall case management, evaluation, and referrals to the Housing Support Program. All services provided by HSD are in-kind contributions to the SonomaWORKS Housing Support Program.

Sonoma County Community Development Commission (CDC) Memorandum of Understanding

The Sonoma County Community Development Commission (CDC), as the lead agency for homeless and housing programs and the administrator of the Homeless Management Information System (HMIS), will process payments for rent, deposits, and incentives to landlords and will also provide program evaluation assistance via the Homeless Management Information System (HMIS). The CDC will be reimbursed \$85,283 for the administrative expense of processing \$568,550 in direct financial assistance payments to landlords. The term of the MOU is December 3, 2014 through June 30, 2015.

Catholic Charities Contract

Catholic Charities, as the selected Contractor, will provide housing locator services, housing-related case management, financial literacy education, and housing retention services, budgeted at \$224,200. It is anticipated that 85 families will receive housing financial assistance as well as wraparound support that will include financial literacy instruction while an additional 48 families will receive financial literacy education only. The term of the contract is December 3, 2014 through June 30, 2015.

Recommendation Resulting from Request for Proposals (RFP) Process

In September 2014, the Human Services Department issued an RFP to procure a service provider for the SonomaWORKS Housing Support Program. Two proposals were received, one from Catholic Charities and one from Community Action Partnership of Sonoma County. A Proposal Review Committee consisting of a representative from First 5 Sonoma County, the Sonoma County Workforce Investment Board, and the Family, Youth, and Children's Services Division, reviewed and ranked the proposals and recommends that funding be awarded to Catholic Charities. The Review Committee determined that the Catholic Charities' proposal more clearly described the program design and included the use of evidenced-based curriculum and a partnership with Committee On The Shelterless (COTS). The proposal demonstrated that the agency has the infrastructure in place to augment its current Rapid Rehousing program and immediately start serving SonomaWORKS clients. The procurement allows for an agreement in the initial program year for which it occurs, and up to two subsequent program years if funding is available and contractor's performance is satisfactory. The term of the agreement is December 3, 2014 through June 30, 2015, for a total amount of \$224,200.

Prior Board Actions:			
The Board accepted the \$878,033 in grant funding from the California Department of Social Services for the SonomaWORKS Housing Support Program on November 14, 2014 as part of the Human Services Department 2014/15 budget adjustments.			
Strategic Plan Alignment Goal 3: Invest in the Future			
This agreement provides essential housing support and education to assist SonomaWORKS participants in their transition to self-sufficiency.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 878,033		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 878,033
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 878,033	Total Sources	\$ 878,033
Narrative Explanation of Fiscal Impacts (If Required):			
The grant funding for this program was included in the Human Services Department 2014/15 budget adjustments approved by the Board of Supervisors on November 14, 2014. Funding is received from the California Department of Social Services (CDSS) Housing Support Program (HSP) grant authorized by Senate Bill 855. Catholic Charities will receive \$224,200 and the Community Development Commission will receive \$85,283 to administer payments. The remaining \$568,550 is reserved for client housing support payments to landlords.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
None			
Related Items "On File" with the Clerk of the Board:			
Service agreements with Catholic Charities and Community Development Commission			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 9
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Regional Parks

Staff Name and Phone Number:

Steve Ehret 565-1107

Supervisorial District(s):

1st, 2nd

Title: Tolay Lake Regional Park Master Plan Professional Services Agreement Amendment

Recommended Actions:

Authorize the Chair to amend the Professional Services Agreement with Moore Iacofano Goltsman, Inc. (MIG) to provide additional consulting services for the Tolay Lake Regional Park Master Plan in the amount not to exceed \$100,000, for a new contract maximum of \$777,357, and to extend the contract term for nine (9) months to December 11, 2015.

Executive Summary:

Recommendation

The Regional Parks Director recommends the Board Chair be authorized to amend the Professional Services Agreement with Moore Iacofano Goltsman, Inc. (MIG) to provide additional consulting services for the Tolay Lake Regional Park Master Plan in the amount not to exceed \$100,000, for a new contract maximum of \$777,357, and to extend the contract term for nine (9) months to December 11, 2015.

The consultant team consists of MIG and the following sub-consultants: Archeological Resources Group, Wetland Resource Associates, Kennedy Jenks, Fall Creek Engineering, B.K.F Engineering, Fehr & Peers, Loki Interpretive, and Garcia and Associates. The scope of work includes: site assessment, historic structure report, groundwater availability, waste disposal options analysis, public outreach and participation process, conceptual site plans, resource management plan, master plan, environmental document, and project management. The overall contract is approximately 70% complete. The site assessment, historic structure report, waste disposal options analysis, public outreach, conceptual plans, resource management plan, master plan are either complete or in an advanced stage while the groundwater availability and environmental document have significant steps remaining. Additional funds and time are required relating to five specific tasks. The proposed amended scope of work amends the following tasks: groundwater availability, public outreach and participation, conceptual site plan and lake restoration, and the environmental document.

The scope of park development is dependent on the availability of groundwater to support visitor use. Potable water is currently not provided to visitors as the only source of water is surface-influenced springs. Initial well drilling efforts by did not yield groundwater. The amended scope for the groundwater availability task for the sub-consultants Kennedy-Jenks includes well drilling of up to four (4) 100-foot deep test holes, and for constructing a well up to 200-feet in depth in one of the successful test hole, for up to \$40,000.

The community interest and sensitive nature of the site's natural and agricultural resources has necessitated greater public outreach than originally budgeted for. Presentation materials and coordination with stakeholders, neighbors and their consultants, and the Federated Indians of Graton Rancheria in preparation for the public meetings has required an additional \$18,000.

During the sub-consultant's application of the County's Traffic Impact Study guidelines, the Sonoma County Department of Transportation and Public Works requested additional traffic counts and analysis for the proposed Park entrance on Highway 121, beyond the three study area intersections within the existing scope of work. The original scope of work was based on the sub-consultant's interpretation of the County's Traffic Impact Study guidelines, whereas the proposed scope of work is a more robust interpretation of the same guidelines. Given the importance of the traffic study, Regional Parks supports the broader analysis. An additional \$12,000 is required to complete this work.

Lake restoration is challenging because of biological and regulatory issues, extreme archaeological sensitivities, and the potential for the lake hydrology to affect five adjacent property owners. These factors led to the use of two scientific peer reviewers to clarify achievable restoration goals and evaluate the efficacy of four proposed alternatives. The additional peer review work is essential to confidently evaluate complex scientific data sets for the alternatives. An additional \$9,000 is required for this work.

The duration of the project and need additional coordination with project partners has increased project management time. An additional \$21,000 is required to manage completion of the Master Plan and Environmental Document. An additional nine (9) months from March 12, 2015 through December 11, 2015 is required for the additional various tasks and to complete the Master Plan.

Initial funding for this professional services agreement came from a State Coastal Conservancy grant and the Federated Indians of Graton Rancheria. The funding for the proposed scope amendment is Area 5 Park Mitigation Fees, as identified in the 2014-2019 Capital Project Plan.

Prior Board Actions:

May 20, 2014, Board recommended the County of Sonoma Capital Project Plan 2014-2019, which identified Tolay Lake Regional Park Master Plan and funds. September 11, 2012, Board authorizes the Regional Parks Director to enter into a Professional Services Agreement with M.I.G. to develop the Tolay Lake Regional Park Master Plan. August 9, 2011, Board approved a cooperating agency agreement between the County and the Federated Indians of Graton Rancheria (FIGR), and the grant of \$500,000 from the FIGR for the Master Plan. March 1, 2011 the Board approved \$300,000 grant of funds from the State Coastal conservancy for the Tolay Lake Regional Park Master Plan. October 26, 2010, Board approved the Memorandum of Agreement with FIGR for the Tolay Lake Regional Park Interim Plan.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship			
The approval of the amendment to the Tolay Lake Regional Park Master Plan Professional Services Agreement supports parks, public lands, & open space systems that promote recreation, health, protects the watersheds, invests in local jobs, preserves agricultural resources, and contributes to the economic vitality.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 100,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 100,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 100,000	Total Sources	\$ 100,000
Narrative Explanation of Fiscal Impacts (If Required):			
The amendment is funded from Area 5 Park Mitigation Fees. Regional Parks will return to the Board with an appropriation request as part of the 2 nd Quarter Consolidated Budget Adjustment for \$100,000 in Area 5 Park Mitigation Fees.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
none			
Attachments:			
none			
Related Items "On File" with the Clerk of the Board:			
Original Professional Services Agreement and Amendment with MIG (4)			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 10
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Regional Parks

Staff Name and Phone Number:

Steve Ehret 565-1107 / Mark Cleveland 565-3349

Supervisorial District(s):

5th

Title: Coastal Prairie Trail Phase 1C Change Order 1

Recommended Actions:

Authorize the Chair of the Board to execute a change order for construction of improvements to the Coastal Prairie Trail Phase 1C project and accessible parking and path of travel associated with the Bodega Bay Community Association and Nicholas Green Memorial Bell Tower agreement in the amount of \$49,279.82.

Executive Summary:

The construction of the Coastal Prairie Trail will provide a critical link of the California Coastal Trail and a safe route for bicyclists and pedestrians travelling along Highway 1 through the town of Bodega Bay. The project includes approximately half a mile of multiple use trail, parking, two boardwalks, and habitat enhancements. The trail will traverse scenic coastal prairie within State and County parkland (see Attachment 2, Map) and connect locally and regionally important destinations.

The Bodega Bay Trail is being completed in phases as funding becomes available. Cheney Creek Bridge and Trail Project was completed in 2008, connecting Doran Beach Regional Park with Bird Walk Coastal Access. The current Coastal Prairie Trail Phase 1C project will connect the Bodega Bay Community Center and the Nicholas Green Bell Tower with the Bodega Dunes Campground driveway.

The Board awarded the bid for the Coastal Prairie Trail Phase 1C project to Siri Grading & Paving Inc. on August 19, 2014 in the amount of \$361,125. Construction of the project began on September 2, 2014 and is nearing completion. Accessibility issues were identified at the Nicholas Green Memorial Bell Tower, and Regional Parks requested a proposal from the contractor for additional work associated with these improvements. The scope of the additional work includes a new van accessible parking stall and loading area, and a 700 foot long accessible path of travel that connected the accessible parking to the existing monuments, bench seating and bell tower. The \$49,280 cost of these improvements exceed the allowable change order authority of the Regional Parks Director, so we are seeking approval of the change order from the Board.

These improvements are funded by \$50,000 allocated through the Self-Evaluation & Transition Plan (SETP) barrier removal capital improvement project budget.

Prior Board Actions:

August 19, 2014 Awarded the bid and authorized the Chair to execute a contract for construction for the Coastal Prairie Trail Phase 1C project to Siri Grading & Paving, Inc. in the amount of \$361,125.00. May 20, 2014 approved County of Sonoma Capital Project Plan 2014 – 2019, including Bodega Bay Bike & Pedestrian Trail – Coastal Prairie. June 19, 2012 by Reso. 12-0343 approved the Coastal Development Permit for the project. April 25, 2014 by Reso. 14-0107 request MTC allocation of Transportation Development Act Article 3 funding. June 22, 2011 by Reso. No. 11-0346 adopted the Mitigated Negative Declaration for the Coastal Prairie Trail and approved the project.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The approval of the Coastal Prairie Trail Phase 1 change order supports the County’s commitment to providing accessible programs and facilities, protection and maintenance of parks, public lands & open space systems that promote recreation, health, protects watersheds and contributes to the economic vitality.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 50,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 50,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 50,000	Total Sources	\$ 50,000

Narrative Explanation of Fiscal Impacts (If Required):

Funding sources for the change order are: \$50,000 from the SETP Barrier Removal Capital Project Budget.

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:
Change Order 1 between the County and Siri Grading & Paving, Inc. (5 copies)



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 11
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Yvonne Shu, 565-3922

Supervisorial District(s):

All Supervisorial Districts

Title: Agreement for Forensic Toxicology Laboratory Services

Recommended Actions:

Authorize the Sheriff-Coroner to execute the Agreement with NMS Labs (NMS) for Forensic Toxicology Laboratory Services for the term of January 1, 2015 to December 30, 2016 for an amount not to exceed \$110,000, and to extend the Agreement for an additional one-year term.

Executive Summary:

The Sheriff's Office requests the Board's authorization for the Sheriff to execute the Agreement for Forensic Toxicology Laboratory Services with NMS Labs (NMS) for the term of January 1, 2015 to December 30, 2016, with an option to extend the Agreement for a third year. The estimated cost of services to be provided in FY 14-15 is \$27,645, which represents six months of service.

Forensic toxicology tests measure drug and/or alcohol levels in a deceased person at the time of death. This information is critical for the completion of the "cause of death" investigation. The Sheriff's Coroner's Bureau contracts for forensic toxicology testing services because the Bureau does not have the facilities, equipment, or qualified professionals needed to conduct forensic toxicology testing.

The Sheriff's Office Coroner's Bureau has used NMS for toxicology testing services since July 1, 2011 and has been satisfied with the vendor's performance. The current Agreement with NMS expires on December 31, 2014. The proposed Agreement is a renewal contract with NMS. NMS was chosen as the result of "piggybacking" a recent Request for Proposal (RFP) issued by Kern County. The County Purchasing Agent approved the Sheriff's Office use of the Kern County RFP process, which was completed May 2014. The scope and requirements outlined in the RFP are the same as those required by Sonoma County, including a requirement that the vendor be accredited by the American Board of Forensic Toxicology (ABFT).

The proposed Agreement covers the two-year term of January 1, 2015 through December 31, 2016, with an option to extend the Agreement for a third year. NMS typically imposes price increases after each

year of service but has agreed to hold prices at the proposed rates for two years. Laboratory testing prices occasionally decrease as testing volume increases or improvements in technology become available. Therefore, the Agreement contains an option to extend for a third year if pricing and performance levels remain satisfactory to both parties.

Prior Board Actions:

06/22/2010 – Board approved Agreement with NMS Labs, Inc. for Toxicology Services
 06/12/2012 – Board approved Amendment No. 1 to the Agreement with NMS Labs, Inc. for Toxicology Services
 06/24/2014 – Board approved Amendment No. 2 to the Agreement with NMS Labs, Inc. for Toxicology Services

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

Approving the proposed Agreement ensures continued services for toxicology testing for continued operation of the Sheriff’s Office Coroner’s Bureau.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 27,645	County General Fund	\$ 27,645
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 27,645	Total Sources	\$ 27,645

Narrative Explanation of Fiscal Impacts (If Required):

Forensic toxicology testing is an annual Coroner operating cost. The FY 14-15 adopted budget includes \$55,290 for toxicology testing, which is based on the three-year historical average. Actual expenditures vary based upon the number of decedents requiring testing, the types and quantity of tests needed, and the Contractor’s test rates. Total net cost for these services are expected to be within the budgeted amount for FY 14-15. No additional funding is requested at this time.

The FY 14-15 adopted budget includes \$55,290 for toxicology testing, which is based on the three-year historical average. The amount listed in the chart above depicts six months of services provided under the proposed Agreement in FY 14-15.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
Exhibit A: Scope of Work Exhibit B: Pricing			
Related Items "On File" with the Clerk of the Board:			
Agreement for Forensic Toxicology Laboratory Services Agreement for Forensic Toxicology, Kern County			

**NMS LABS
EXHIBIT A**

SCOPE OF WORK

Services of Contractor

During the term of this Agreement, Contractor shall provide the following laboratory toxicology testing services to County upon the request of the Sonoma County Sheriff-Coroner:

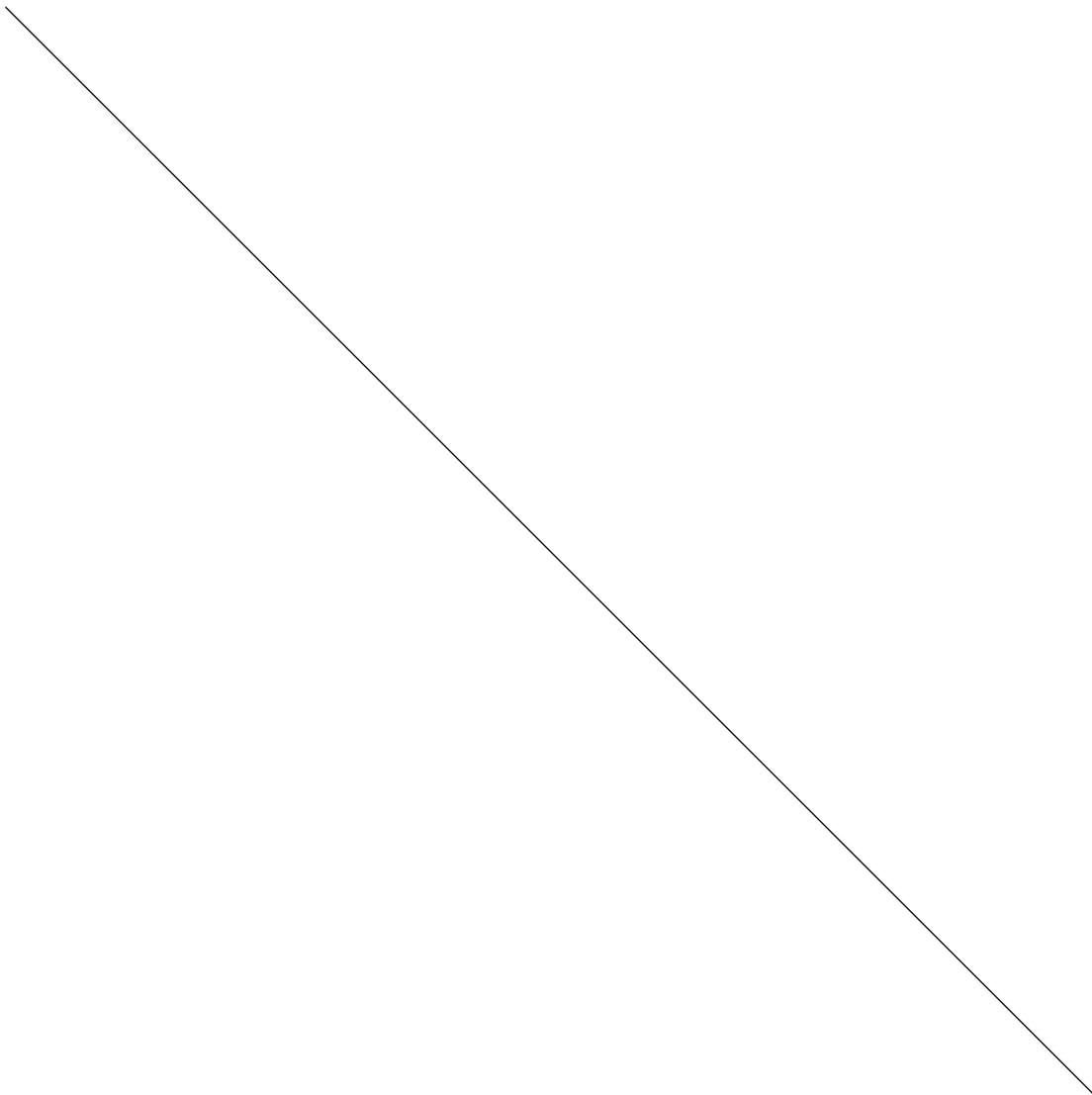
1. Testing: Contractor shall have the ability to test body fluids and tissue for the drugs listed in the Contractor's test catalog. Contractor shall provide communication on cases where analytes found outside of the requested scope of analysis may require additional testing or directed analysis.
2. Collection and Transport of Specimens: Contractor shall provide all packing and shipping materials needed for Coroner staff to send specimens from County facilities and transport them to Contractor's facilities for testing. Specimens will be picked up from the Coroner's office via mail courier of Contractor's choosing.
 - A. Contractor shall provide all containers and supplies necessary for specimen collection, identification, storage, and transportation.
 - B. Contractor shall supply pre-printed forms for Coroner's staff to request and identify the testing services needed, as well as to document chain of custody and control of each specimen.
3. Laboratory Reports: Contractor shall provide for each case:
 - A. A typewritten or computer generated report that fully documents the toxicological tests or other laboratory analysis performed, as well as the results obtained.
 - i. Each report must contain, at a minimum, the following information:
 - Name of individual tested and County case number
 - Sheriff's unit authorizing the work
 - Date specimen received and date report released
 - Specific test(s) requested and performed
 - Complete description of results obtained
 - Statement of negative findings
 - ii. All test reports shall be signed by a forensic toxicologist.

- iii. Contractor shall maintain complete chain of custody records for all cases. Such records shall be retained as identified in the body of the agreement.
- 4. Retention and Disposal: Contractor shall provide all specimen retention and disposal services. Specimens shall be retained for a period of two years unless Coroner staff explicitly requests either a longer retention period or that specimens be returned to the County. County shall pay for shipping expenses related to such requests.
- 5. Consultation Services: Contractor shall consult with the Sheriff-Coroner or designee regarding testing results or reports, at no additional cost.
 - A. Hours of availability: Contractor shall have a dedicated Forensic Client Support team available via phone Monday through Friday, 5:00 am to 5:30 pm Pacific Standard Time or via email at forensics@nmslabs.com. This mailbox is checked every half hour during routine business hours.
- 6. Expert Testimony: Contractor shall, if requested, provide expert testimony relative to the work performed, at the following rates:
 - A. Toxicologist or Certifying Scientist (deposition, testimony, case review, trial or case prep) - \$350 per hour
 - B. Senior Toxicologist review - \$400 per hour
 - C. Administrative staff or lab analyst (deposition, testimony) - \$200 per hour
 - D. Other
 - i. Travel time for all staff is charged at 50% of deposition/testimony rate and is door to door
 - ii. County is responsible for all travel-related expenses
 - iii. County is responsible for arranging transportation and lodging when located >150 miles from Willow Grove, PA
 - iv. All fees are calculated on an hourly basis; one-hour minimum applies
 - v. Other terms and conditions may apply
 - E. Litigation Packet Preparation - \$75 per hour; \$250 minimum fee applies
 - F. File Preparation (plus cost of supplies) - \$75 per hour

Responsibilities of County

County shall:

1. Place specimen in secured container provided by Contractor and label each container with Contractor's control number labels affixed to the "Postmortem Toxicology" form;
2. Complete a "Postmortem Toxicology" form and include said documentation with specimen.
3. Ship specimens to vendor in pre-paid mailing supplies provided by vendor.



**NMS LABS
EXHIBIT B**

PRICING

Account Number(s): 10325
 Price Code Number: SONO
 Pricing Effective Date: 7/1/2014
 Pricing Expiration Date: 12/31/2016

The following tests will be discounted from NMS Labs Current List Price Fee Schedule.
 Discounts are based upon the volume listed below:

Acode	Description	Projected Volume	List Price (v12)	Discount Price
0165B	Albuterol, Blood		\$216.00	\$189.00
1002B	Carbon Monoxide Exposure Biouptake Screen, Blood	10	\$62.00	\$46.00
1044B	Chloral Hydrate, Blood		\$89.00	\$78.00
1919FL	Electrolytes and Glucose Panel (Vitreous), Fluid (Forensic)	28	\$78.00	\$71.00
7542B	Ethanol - Title 17, Blood	18	\$62.00	\$34.00
2413B	Inhalants Panel, Solvents and Gases, Blood		\$267.00	\$229.00
2520B	Lithium, Blood	1	\$39.00	\$34.00
2693B	Metals/Metalloids Acute Poisoning Panel, Blood		\$304.00	\$261.00
2693U	Metals/Metalloids Acute Poisoning Panel, Urine		\$304.00	\$261.00
8061B	Postmortem Toxicology - Basic w/o Alcohol, Blood (Forensic)	9	\$169.00	\$111.00
8061U	Postmortem Toxicology - Basic w/o Alcohol, Urine (Forensic)		\$169.00	\$111.00
8051B	Postmortem Toxicology - Basic, Blood (Forensic)	78	\$205.00	\$120.00
8051FL	Postmortem Toxicology - Basic, Fluid (Forensic)	1	\$314.00	\$239.00
8051SP	Postmortem Toxicology - Basic, Serum/Plasma (Forensic)		\$205.00	\$120.00
8051TI	Postmortem Toxicology - Basic, Tissue (Forensic)	2	\$368.00	\$281.00
8051U	Postmortem Toxicology - Basic, Urine (Forensic)	1	\$205.00	\$120.00
8062B	Postmortem Toxicology - Expanded w/o Alcohol, Blood (Forensic)	1	\$264.00	\$162.00
8062U	Postmortem Toxicology - Expanded w/o Alcohol, Urine (Forensic)		\$264.00	\$162.00
8052B	Postmortem Toxicology - Expanded, Blood (Forensic)	120	\$300.00	\$187.00

8052FL	Postmortem Toxicology - Expanded, Fluid (Forensic)	1	\$492.00	\$375.00
8052SP	Postmortem Toxicology - Expanded, Serum/Plasma (Forensic)		\$300.00	\$187.00
8052TI	Postmortem Toxicology - Expanded, Tissue (Forensic)	6	\$546.00	\$416.00
8052U	Postmortem Toxicology - Expanded, Urine (Forensic)	2	\$300.00	\$187.00
4105B	Risperidone and Metabolite, Blood		\$115.00	\$102.00
4757B	Valproic Acid, Blood	1	\$111.00	\$98.00

All other testing ordered during this effective period will be billed at 2015 List Price Fees. Prepaid federal express air bills will be provided for shipping samples to NMS Labs for testing. All samples will be retained for a period of 24 months and then discarded.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 12
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Yvonne Shu, 565-3922

Supervisorial District(s):

All Supervisorial Districts

Title: Agreement for Psychological Evaluation Services

Recommended Actions:

Authorize the Sheriff to execute Agreements for Psychological Evaluation Services with both Law Enforcement Psychological Services, Inc. and Dr. Mark Clementi for the term January 1, 2015 through December 31, 2017. The total cost for each contract is not expected to exceed \$45,000 per provider.

Executive Summary:

The Sheriff's Office requests that the Board authorize the Sheriff to execute the Agreements for Psychological Evaluation Services with both Law Enforcement Psychological Services, Inc., and Dr. Mark Clementi for the term from January 1, 2015 through December 31, 2017. The total cost for each contract is not expected to exceed \$45,000 per provider.

Background. Following the departure of 88 employees in FY 12-13 and 48 employees in FY 13-14, the Sheriff's Office initiated an intensive hiring effort. Deputy Sheriff, Dispatcher, and Correctional Deputy candidates must undergo psychological evaluations as part of the background investigation process. With the ongoing hiring push, the number of psychological evaluations conducted has increased considerably. In FY 11-12, 10 evaluations were conducted. In FY 12-13, 33 evaluations were conducted, and 66 evaluations were conducted in FY 13-14. In the first quarter of FY 14-15, 21 evaluations have been conducted.

The Sheriff's Office has awarded Law Enforcement Psychological Services psychological testing contracts through RFP processes since 1991. Given Law Enforcement Psychological Services' typical three to six-week waiting period for an appointment and the urgency of the Sheriff's hiring effort, the County Purchasing Agent also approved a short-term psychological evaluation services agreement with a secondary provider, Dr. Mark Clementi.

Request for Proposal (RFP). The most recent agreement with Law Enforcement Psychological Services was executed for the term of July 1, 2012 through June 30, 2015; however, a new RFP for psychological

evaluation services was issued in September 2014 with an effective date of January 1, 2015 to account for the expiration of Dr. Clementi's short-term Agreement on December 31, 2014.

Only the two incumbent vendors, Law Enforcement Psychological Services and Dr. Clementi, submitted proposals in response to the RFP. Operational staff believes that Law Enforcement Psychological Services provides reliable, high quality psychological evaluation services and offers a good value to the County. However, since Law Enforcement Psychological Services' offices are located in Los Gatos, California, local candidates must travel to the South Bay to be evaluated.

Dr. Mark Clementi is a psychologist and sole proprietor whose office is located in Santa Rosa. His clients include the Mendocino County Sheriff's Office and the Marin County Sheriff's Office. In addition to having a location advantage, Dr. Clementi can usually schedule most appointments within a week of request. Dr. Clementi's cost per evaluation, however, is 60% higher than Law Enforcement Psychological Services. For this reason, the majority of the psychological evaluations will continue to be directed to Law Enforcement Psychological Services, despite the distance and inconvenience to candidates.

The Sheriff's Office requests that the Board approve long-term contracts with both providers, as the Sheriff's Office has found it to be beneficial to have additional service capacity to meet hiring needs.

Prior Board Actions:

Approved agreements and amendments with Law Enforcement Psychological Services since 1991.

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

Increasing the value of the current psychological testing services contract will help ensure that vacant positions will be filled in a timely fashion so that the Sheriff's Office can maintain baseline law enforcement, detention, and support services to County residents.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 36,801	County General Fund	\$ 36,801
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 36,801	Total Sources	\$ 36,801

Narrative Explanation of Fiscal Impacts (If Required):

Total FY 13-14 expenditures for psychological evaluation services was \$28,875. FY 14-15 expenditures are expected to be higher than FY 13-14 given the higher rates for Dr. Clementi's services, though as vacancies are filled and the hiring effort scales back, the level may decrease over the length of the three-year contract. In FY 14-15, \$36,801 is budgeted in Sheriff's Administration (30010100) for psychological

evaluations. The FY 13-14 baseline budget for these services was increased during the FY 14-15 supplemental budget adjustment process.

In FY 14-15, \$36,801 is budgeted in Sheriff's Administration (30010101) for psychological evaluations. No additional appropriations are being requested at this time.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Law Enforcement Psychological Services: Exhibit A – Scope of Work
 Law Enforcement Psychological Services: Exhibit B – Service Rates
 Dr. Mark Clementi: Exhibit A – Scope of Work
 Dr. Mark Clementi: Exhibit B – Service Rates

Related Items "On File" with the Clerk of the Board:

Agreement for Psychological Evaluation Services with Law Enforcement Psychological Services, Inc.
 Agreement for Psychological Evaluation Services with Dr. Mark Clementi

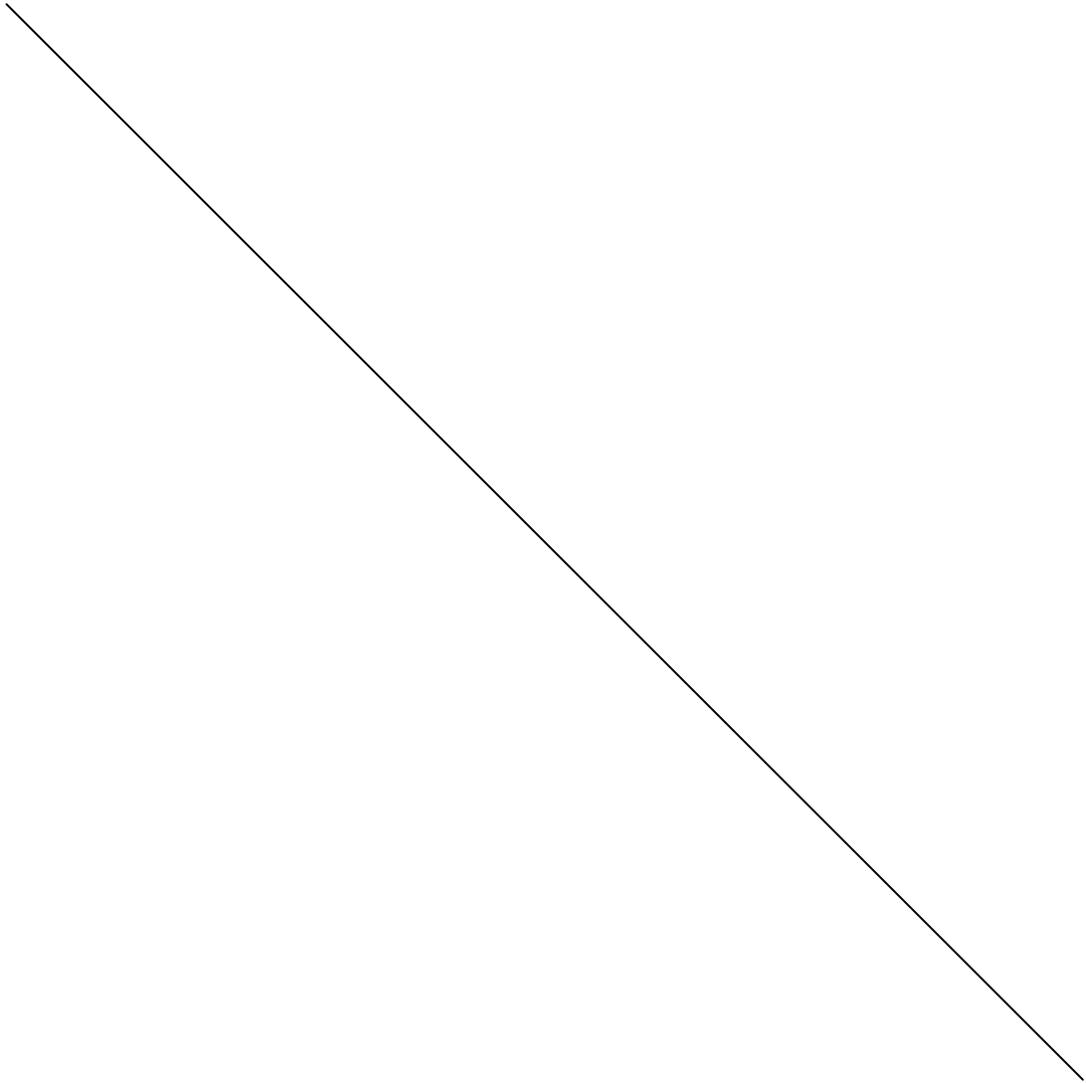
Law Enforcement Psychological Services, Inc.
Exhibit A

Scope of Work

1. Contractor's Responsibilities. During the term of this Agreement, Contractor shall provide a board certified clinical psychologist to perform the following services to County upon the request of the Sheriff's Office. Board certified psychologists must be used to perform the services under this agreement.
 - a. Pre-employment Psychological Assessment and Evaluation: Upon request of an authorized representative of the Sheriff's Office, Contractor shall conduct psychological assessment and evaluation of candidates seeking employment within the Sheriff's Office as Deputy Sheriff, Dispatcher, Correctional Deputy, or other positions determined by the Sheriff's Office to require such assessment. The psychological assessment and evaluation of all candidates shall be consistent with applicable laws, guidelines and professional standards.
 - i. The psychological assessment of candidates for sworn law enforcement positions shall be in full compliance with California Government Code Section 1031(f) and Peace Officer Standards and Training (POST) guidelines and procedures for conducting physical and psychological suitability 91 Examinations (POST Administrative Manual Procedure C-2).
 - ii. The assessment of candidates for correctional positions shall comply with any applicable guidelines established by the State of California, Board of Corrections, Standards and Training for Corrections programs.
 - iii. The assessment of candidates for Dispatcher positions shall comply with all laws and applicable POST guidelines.
 - b. Written Report: The assessment and evaluation shall be documented in a written report, which shall include test and interview results and a written recommendation as to the mental suitability or appropriateness of the candidate for the position in question.
 - c. Miscellaneous Psychological Consulting Services: Upon the written request of an authorized representative of the Sheriff's Office, Contractor may provide miscellaneous psychological consulting services (e.g., fitness-for-duty examinations, post-trauma stress counseling) to the Sheriff's Office.
 - d. Retention of Applicant Pre-Employment Assessment Records: Contractor shall retain records relating to services performed for the Sheriff's Office as proscribed in the record retention policy, Attachment C: "Law Enforcement

Psychological Services, Inc., Policy Regarding Retention of Applicant Pre-employment Assessment Records,” attached hereto and incorporated herein.

- e. Contractor must be available to provide expert testimony in the event of litigation or appeals by rejected applicants.



Law Enforcement Psychological Services, Inc.
Exhibit B

Psychological Evaluation Services Rates

1. Rates. The following rates shall apply for the term of this Agreement:

Pre-Employment Psychological Assessment

Psychological screening of deputy sheriff, dispatcher and corrections applicants	\$375
Testing fee for applicants who are tested but neither interviewed nor evaluated	\$40

Miscellaneous Psychological Consulting Services

Psychological screening of management and supervisory staff candidates	\$750
Fitness-for-duty evaluations of incumbents	\$5,000
Review of appeals cases by Dr. Roberts	\$125
Hourly fee charged for all services other than psychological screening of deputy sheriff, dispatcher and corrections candidates	No more than \$150/hr

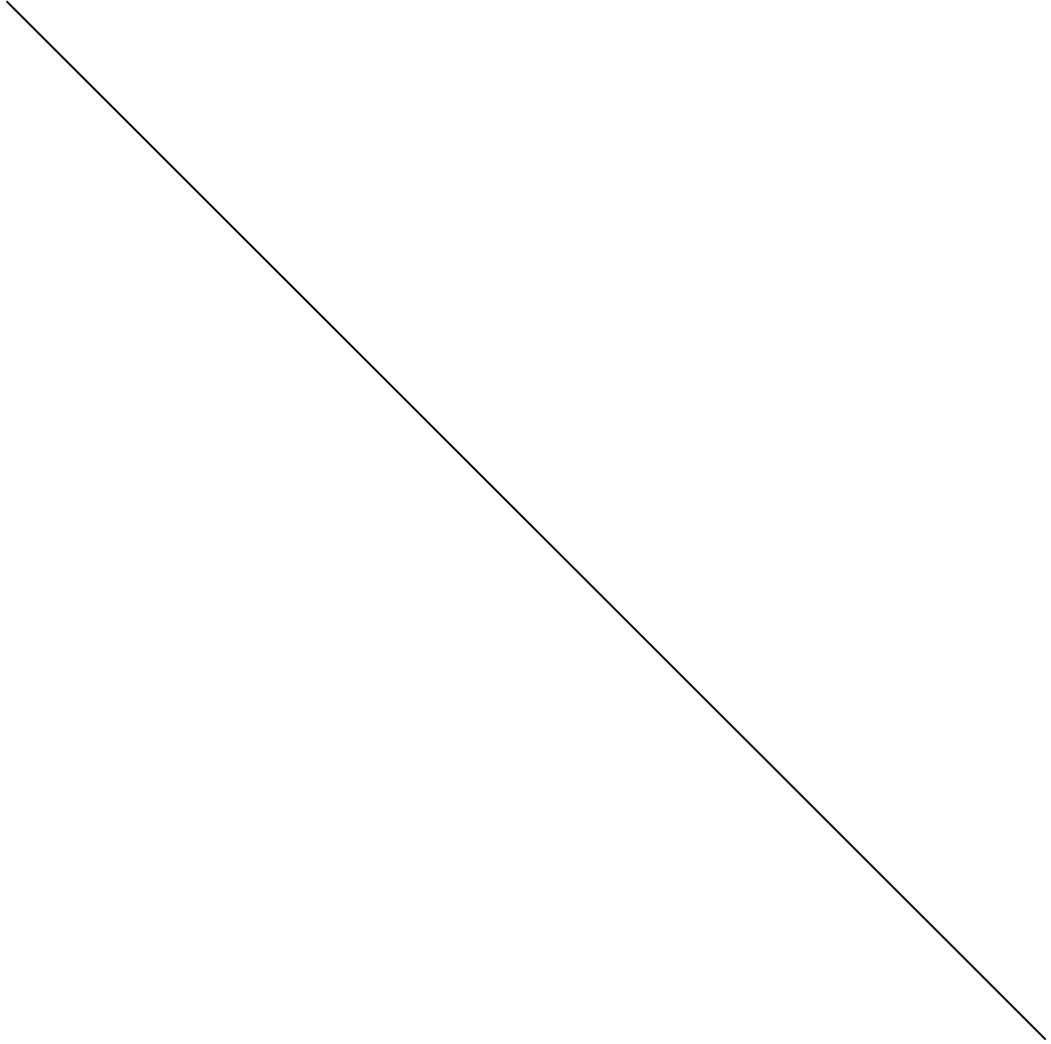
Contractor shall not be entitled to any additional payment for any expenses incurred in completion of the services.

Dr. Mark Clementi
Exhibit A

Scope of Work

1. Contractor's Responsibilities. During the term of this Agreement, Contractor shall provide a board certified clinical psychologist to perform the following services to County upon the request of the Sheriff's Office. Board certified psychologists must be used to perform the services under this agreement.
 - a. Pre-employment Psychological Assessment and Evaluation: Upon request of an authorized representative of the Sheriff's Office, Contractor shall conduct psychological assessment and evaluation of candidates seeking employment within the Sheriff's Office as Deputy Sheriff, Dispatcher, Correctional Deputy, or other positions determined by the Sheriff's Office to require such assessment. The psychological assessment and evaluation of all candidates shall be consistent with applicable laws, guidelines and professional standards.
 - i. The psychological assessment of candidates for sworn law enforcement positions shall be in full compliance with California Government Code Section 1031(f) and Peace Officer Standards and Training (POST) guidelines and procedures for conducting physical and psychological suitability 91 Examinations (POST Administrative Manual Procedure C-2).
 - ii. The assessment of candidates for correctional positions shall comply with any applicable guidelines established by the State of California, Board of Corrections, Standards and Training for Corrections programs.
 - iii. The assessment of candidates for Dispatcher positions shall comply with all laws and applicable POST guidelines.
 - b. Written Report: The assessment and evaluation shall be documented in a written report, which shall include test and interview results and a written recommendation as to the mental suitability or appropriateness of the candidate for the position in question.
 - c. Miscellaneous Psychological Consulting Services: Upon the written request of an authorized representative of the Sheriff's Office, Contractor may provide miscellaneous psychological consulting services (e.g., fitness-for-duty examinations, post-trauma stress counseling) to the Sheriff's Office.
 - d. Retention of Applicant Pre-Employment Assessment Records: Contractor shall retain records relating to services performed for the Sheriff's Office for the period of seven (7) years in paper form.

- e. Contractor must be available to provide expert testimony in the event of litigation or appeals by rejected applicants.



Dr. Mark Clementi
Exhibit B

Psychological Evaluation Services Rates

1. Rates. The following rates shall apply for the term of this Agreement:

Pre-Employment Psychological Assessment

	Years 1 and 2 of contract	Year 3
Pre-employment psychological evaluation	\$625	\$685

Miscellaneous Psychological Consulting Services

	Years 1 and 2 of contract	Year 3
Fitness-for-duty psychological evaluations	\$785	\$845
Critical incident debriefing, counseling	\$165 per hour	\$185 per hour

Contractor shall not be entitled to any additional payment for any expenses incurred in completion of the services.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 13
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number:

Susan Klassen (707) 565-2231

Supervisorial District(s):

Fourth

Title: Adopt an Airport Ordinance Revising Article I, General, and adding Article IV, Commercial Vehicle Operations, to Chapter 3, Airport, of the Sonoma County Code.

Recommended Actions:

Adopt an ordinance to revise Article I, General, and adding Article IV, Commercial Vehicle Operations, to Chapter 3, Airport, of the Sonoma County Code.

Executive Summary:

On November 24, 2014, the Board adopted a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance revising Article I, General, and adding Article IV, Commercial Vehicle Operations, to Chapter 3, Airport, of the Sonoma County Code. Today's action is requesting formal adoption of this Ordinance.

Charles M. Schulz- Sonoma County Airport ("Airport") is the gateway to Sonoma County for many visitors, and has undergone many changes in the almost 50 years since its governing ordinance, codified as Chapter 3 of the Sonoma County Code, was adopted. Since the resumption of commercial flights from the Airport in 2007, staff has been working to modernize the governing ordinance to serve several important functions. First, revisions are needed to reflect changes in federal law and regulation, and bring the ordinance into compliance with standard practices in the industry. Second, additions to the ordinance are needed to allow for effective regulation of the businesses that offer ground transportation to air travelers, both in order to maintain orderly operations of the Airport and to ensure that the operators, who often form a traveler's first impression of Sonoma County, are maintaining standards appropriate to a world-class tourist destination. Third, in light of limited resources and competing demands upon County law enforcement officials, an administrative citation procedure is needed to allow Airport personnel to ensure compliance with the applicable regulations without requiring law enforcement personnel to issue routine citations.

The updated Chapter 3 will properly govern current Airport operations, and is intended to remain flexible and relevant as the Airport, and the aviation community generally, continues to modernize. The

proposed revisions will appear in Article I of Chapter 3 of the Sonoma County Code, as well as in the addition of Article IV thereof. Articles II and III of Chapter 3 will remain unchanged.

Changes to Article I

The following is a more detailed summary of the proposed changes to Article I:

- Section 3-1 - Adds and updates definitions to current standards, including updating the name of the airport.
- Section 3-2 - Adds Airport Manager's authority and responsibilities.
- Re-number Section 3-3 Liability of County, etc. (formerly Section 3-15) - updates language.
- Re-number Section 3-4 General Rules of Conduct (formerly Section 3-2) - adding rules, including "No Smoking" rule.
- Re-number Section 3-5 Restricted areas (formerly Section 3-3) - adding new security area language.
- Re-number and re-title Section 3-6 Use of Airport Facilities (formerly Section 3-4, Use of Roads and Walks) and Conduct of Business or Commercial Activity (formerly Section 3-5, Conduct of business) - adding language regarding restricted areas and updates language regarding permission to conduct business on Airport property.
- Re-number Section 3-7 Soliciting (formerly Section 3-6) - language update to current standards. Re-number and re-title Section 3-8 Advertising (formerly Section 3-7 Advertisements, etc.) - adds language regarding Airport Advertising Policy. Re-numbering Section 3-9 Animals (formerly Section 3-8) - adds language regarding service-animals and trained-animals related to law enforcement activities. Re-number and re-title Section 3-10 Aircraft Operations - Flying Activity (formerly 3-9 General Conduct of Plane Operators and Owners and Section 3-13 Air Rules) - Deletes language regarding activities now included in Airport Minimum Standards and requires conformance with those standards and FAA regulations. Re-number and re-title Section 3-11 Fire Hazards (formerly Section 3-10 Fire Hazards Generally) - updates language regarding flammable substances. Re-number Section 3-12 Fueling Operations (formerly Section 3-11) - Deletes language regarding activities now included in Airport Minimum Standards and requires conformance to those standards. Re-number and re-title Section 3-13 Land Transportation - Motor Vehicles (formerly Section 3-12 Land Transportation and Traffic Regulations Generally) - Updates language to include requirement to meet applicable state and federal vehicle regulations. Deletes the original Section 3-13 Air rules – Per FAA regulations, these activities cannot be regulated by the Airport. Re-title Section 3-14 Firearms and Dangerous Weapons (formerly Firearms, etc.) - Adds language regarding TSA regulations and detailing applicability of County ordinance 19-14 on Airport property. Re-number Section 3-15 Rates and Charges (formerly Section 3-16) - No language change. Re-number Section 3-16 Violations and Penalties (formerly Section 3-17) - Update language to current standards. Add a new Section 3-17 Administrative Remedies: Administrative Citations - This section provides for administrative citations as authorized by Government Code section 53069.4 and shall only apply to violations that occur on the Airport premises. The section also establishes processes for: issuance of citations; setting rates for fines; payment of fines; contesting of citations; establishment of Administrative Review Committee (ARC); review hearings; ARC decisions; noticing, and rights to judicial review.

Addition of Article IV

In addition to the changes requested for Article I, the Airport is requesting to add a new article to Chapter 3. The proposed Article IV addresses regulation of commercial vehicle use on Airport property.

On April 23, 2013, the Board approved the Taxicab Ordinance (#6029), which added Article IX - Taxicab to Chapter 18 - Motor Vehicles and Traffic of the Sonoma County Municipal Code. The code regulates taxi services within the unincorporated areas of Sonoma County.

At the time Ordinance #6029 was presented, it was determined that the Airport should update Sonoma County Municipal Code - Chapter 3 – Airport, to include the additional Airport specific requirements for all commercial vehicles operating on Airport property. The Airport ordinance was done separately because a) it includes regulations for limos, shuttles, courtesy vehicles, etc., as well as taxicabs, b) it addresses the unique situation and requirements at the Airport, and c) it makes it easier for applicants to understand the specific requirements to operate at the Airport.

The main aspects of the proposed article include the following:

- Taxicab operators must first meet regulations within Ordinance #6029 (Taxicab Ordinance) before applying for an Airport Commercial Vehicle Operations permit.
- Requires most Commercial Vehicle Operators to obtain Staging Permits prior to operating at the Airport.
- Requires visual inspection of vehicles to determine compliance with the requirements of the Article.
- Sets requirements regarding: registration of vehicles with the Airport; record keeping; appearance of vehicles and drivers; expected behavior of drivers; and no smoking in vehicles.
- Establishes that regulations shall be applied to commercial vehicle service companies and each driver for that enterprise.
- Establishes the Airport Managers ability to designate areas within Airport property for passenger pickup/drop off, vehicle staging and commercial vehicle parking.
- Establishes an enforcement process, fines and penalties for non-compliance.

Upon the full implementation of the Commercial Vehicle Operations ordinance, the Airport will rescind the current Temporary Taxicab Registration and Operating Agreement Program.

Prior Board Actions:

November 24, 2014, Board adopted a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance revising Article I, General, and adding Article IV, Commercial Vehicle Operations, to Chapter 3, Airport, of the Sonoma County Code. April 23, 2013, Board approved Ordinance #6029 establishing Article IX – Taxicabs of Chapter 18 – Motor Vehicles and Traffic of the Sonoma County Municipal Code; 06/16/1966: Board approved Ordinance 971 establishing Chapter 3 – Airport of the Sonoma County Code.

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

This ordinance will encourage safe, effective and efficient use of the Airport and maintain a high level of Airport safety and customer service.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

None. The fees collectable under Article IV of the proposed ordinance are similar to as those collected under the current program.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Ordinance

Related Items "On File" with the Clerk of the Board:

Temporary Taxicab Registration and Operating Agreement Program; Ordinance 971; Ordinance 6029; Redlined Article I

**ORDINANCE REVISING ARTICLE 1, GENERAL, AND ADDING ARTICLE IV, COMMERCIAL
VEHICLE OPERATIONS REGULATIONS, TO CHAPTER 3, AIRPORT, OF THE SONOMA
COUNTY CODE**

ORDINANCE NO. ____

ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, REVISING ARTICLE I (GENERAL), AND ESTABLISHING ARTICLE IV (COMMERCIAL VEHICLE OPERATIONS) AT THE CHARLES M. SCHULZ – SONOMA COUNTY AIRPORT, CHAPTER 3 (AIRPORT) OF THE SONOMA COUNTY CODE

The Board of Supervisors of the County of Sonoma, State of California, ordains as follows:

SECTION I. General

Revise Article I, General, to Chapter 3, Airport, of the Sonoma County Code, as set forth in Exhibit A, incorporated herein by this reference. Add Article IV, Commercial Vehicle Operations Regulations to Chapter 3, Airport, of the Sonoma County Code, as set forth in Exhibit B, incorporated herein by this reference.

SECTION II. Severability

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof, is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The Board of Supervisors of the County of Sonoma hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more of the sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared invalid.

SECTION III. Effective Date

This Ordinance shall be and the same is hereby declared to be in full force and effect ninety (90) days from the date of its passage and shall be published as follow: either (1) once in its entirety before the expiration of fifteen (15) days after said passage, or (2) a summary shall be published once at least five (5) days before proposed date of passage and a summary published once within fifteen (15) days after the date of passage. All publications shall include the names of the Board of Supervisors voting for or against the same. And shall be in newspaper of general circulation, published in the County of Sonoma, State of California, and the Clerk of the Board shall post in the office of the Clerk, a certified copy of the full text of this Ordinance along with the names of the Supervisors voting for or against the Ordinance.

In regular session of the Sonoma County Board of Supervisors, introduced on November 25, 2014, passed and adopted this 2nd day of December, 2014, on regular roll call of the members of said Board by the following vote:

Supervisors:

Gorin:	Zane:	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes:	Absent:		Abstain:

So Ordered.

EXHIBIT A

ARTICLE I – GENERAL

Sec. 3-1 Definitions.

For purpose of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

- (a) “Administrative Citation” means a written citation on a form approved by the Airport Manager, issued to any person or entity responsible for a violation of the provisions of the County Code, when the Agent of the County determines that a violation has occurred.
- (b) “Administrative Review Committee” means a three (3) member subcommittee of the County Aviation Advisory Commission appointed by the Chairman of the Commission to hear appeals filed by persons contesting the issuance of administrative citations.
- (c) “Agent of County” means any County employee or agent of the County, including Airport staff, County employees designated by the Airport Manager, Sheriff’s employee, or designated Airport contractor, charged with the authority to implement or enforce any provision of the County Code and the Airport Rules and Regulations.
- (d) “Air Traffic Control Tower (ATCT)” means the facility operated by the FAA to provide air traffic control services to aircraft operating on or in the vicinity of the Airport.
- (e) “Aircraft” means a device that is used or intended to be used for flight in the air. Aircraft includes, but is not limited to, airplanes, airships, balloons, dirigibles, rockets, helicopters, gliders, sailplanes, amphibians, unmanned aerial vehicles (UAV), zeppelins, and seaplanes.
- (f) “Airport” means the Charles M. Schulz-Sonoma County Airport.
- (g) “Airport Development Standards” means the standards adopted by the County to establish the development requirements that must be met by all persons or entities desiring to construct or make improvements to buildings and facilities at the Airport. The Development Standards apply to proposed new construction, including proposed alterations or improvements to existing buildings or facilities.
- (h) “Airport Manager” means the manager of the Charles M. Schulz-Sonoma County Airport or his or her duly authorized representative.
- (i) “Airport Operations Area (AOA)” means any fenced area of the Airport that is used, or intended to be used, for landing, takeoff, or surface maneuvering of an aircraft. The AOA includes paved and unpaved surfaces that are intended to be used in addition to the associated runway, taxiway, or apron. Only persons holding appropriate credentials, or persons escorted by persons holding appropriate credentials, may access the AOA.
- (j) “Airport Premises” means the entire Airport property including all public roadways, commercial vehicle hold areas, parking lots, terminal building curbside areas, and any other areas within Airport control.

- (k) "Airport Rules and Regulations" means the Airport Rules and Regulations adopted by the County to govern the general conduct of the public, tenants, employees, and commercial users of the Airport in the interest of safety and efficiency.
- (l) "Airport Security Program (ASP)" means a security program approved by the Transportation Security Administration (TSA) under Section 1542.101 of 49 CFR Chapter XII. The ASP is classified as Security Sensitive Information by TSA.
- (m) "Aviation Commission" means the Sonoma County Aviation Commission, whose members are appointed by the Board of Supervisors.
- (n) "Board of Supervisors" means the Sonoma County Board of Supervisors.
- (o) "Commercial Activity" means any activity conducted on the Airport Premises for the purpose of obtaining revenue, earnings, income, and/or compensation of any kind, including the exchange of goods or services for goods or services (barter), whether or not such objectives are accomplished.
- (p) "Commercial Passenger Terminal" means any facilities designated by the Airport Manager for use by airline or ground transportation passengers for ticketing, baggage handling, security screening, waiting, and/or gate access, and associated activities.
- (q) "County" means County of Sonoma.
- (r) "FAA" means the Federal Aviation Administration.
- (s) "Minimum Standards" means the Charles M. Schulz-Sonoma County Airport Minimum Standards for Aeronautical Service Providers, as may be amended from time to time.
- (t) "Person" means any individual, entity, firm, partnership, corporation, limited liability company, company, association, joint stock association, or body politic; and includes any trustee, receiver, assignee, or other similar representative.
- (u) "Ramp" (or "Apron") means that part of the Airport where aircraft are parked, unloaded or loaded, refueled, or boarded.
- (v) "Rates and Charges Resolution" means a resolution of the Board of Supervisors establishing rates, fees, charges and fines applicable to the conduct of business and operations on the Airport Premises and to the enforcement of the provisions of the County Code.
- (w) "Responsible Person" means any individual who is the owner or occupant of real property, owner or authorized agent for any business, company, or entity, or any person as defined in Chapter 1 Section 1-2 of the County Code, who has caused or maintains a violation of the County Code, the Airport Rules and Regulations, or any applicable federal or state law or regulation.
- (x) "Restricted Area" means the portions of the Airport closed to the general public.
- (y) "SIDA" means the Security Identification Display Area. The SIDA is a portion of the Airport, specified in the Airport Security Program, which is a secure area. The SIDA is identified by a bold red line painted on the ground. All Persons are prohibited from entering the SIDA at all times,

unless they have been issued a SIDA badge that allows them access into the area for work related purposes or are properly escorted by a Person having a valid SIDA badge.

(z) "Taxiway" means a path on an airport connecting runways with ramps, hangars, terminals and other facilities.

(aa) "TSA" means the Transportation Security Administration of the Department of Homeland Security, or any successor organization or agency.

Sec. 3-2 Airport Manager – Authority, responsibility.

(a) The Airport Manager shall represent the County regarding all Airport matters and shall also have the following authority and responsibility with respect to the provisions of this Chapter, and shall at all times have authority to take such actions as may be deemed necessary to safeguard the public at the Airport, consistent with applicable California and federal law;

(b) The Airport Manager may suspend or restrict any or all operations or activities on the Airport Premises whenever such action is deemed necessary in the interest of safety or the efficient operation of the Airport;

(c) If necessary to safeguard the Airport and/or the public, the Airport Manager may suspend or restrict the privilege of any Person to use the Airport and its facilities for failing or refusing to comply with the provisions of this Chapter, the Airport Minimum Standards, the Airport Rules and Regulations, and/or any other applicable law or regulation;

(d) The Airport Manager shall have the duty and the authority to prescribe reasonable Rules and Regulations relating to the use of the Airport. Any such Rules and Regulations shall first be submitted for approval by the Board of Supervisors before taking effect;

(e) The Airport Manager shall have the authority to conduct inspections within all buildings on the Airport Premises to enforce compliance with this Chapter, other provisions of the County Code the Airport Rules and Regulations, Minimum Standards, Development Standards and all other Airport rules and regulations approved by resolution of the Board of Supervisors.

(f) The Airport Manager shall have the authority to adopt and implement operating procedures necessary to insure the safe orderly operation of the Airport and its facilities and to address specific needs relating to Airport operations, facilities, safety, and security, consistent with applicable California and federal law.

Sec. 3-3 Liability of County, etc.

The County, and its agents and employees, assumes no responsibility for damage to property stored on the Airport or any property of Persons using the Airport facilities, by reason of fire, theft, vandalism, windstorm, flood, earthquake or collision, nor does County assume any liability by reason of injury to Persons while on the Airport Premises or while using Airport facilities.

Sec. 3-4 General rules of conduct.

(a) Use of the Airport, or any of its facilities in any manner, shall create the obligation and the implied agreement of the user to obey all applicable provisions contained in this chapter and all applicable Airport Rules and Regulations.

(b) Smoking is prohibited anywhere on the Airport Premises, except in areas specifically designated by the Airport Manager, in writing, as a "Smoking Area". Smoking is never permitted in the SIDA or AOA.

(c) No Person shall alter, improve, raze, or disturb in any way any building, sign, equipment, marker or any shrub, tree, flower, lawn or other property on the Airport Premises without first obtaining written permission of the Airport Manager. Any proposed construction, improvement or alteration of any structure anywhere on the Airport Premises 1) shall be approved in advance, in writing, by the Airport Manager, and 2) shall be in compliance with the Airport Minimum Standards and with the Airport Development Standards.

(d) No person shall commit any obscene, disorderly, indecent or unlawful act, or commit any nuisance anywhere on the Airport Premises.

(e) No Person shall place, dump or abandon any waste, refuse, personal belongings, or any other material anywhere on the Airport Premises.

(f) No Person shall conduct any polls or surveys on the Airport Premises without the prior written permission of the Airport Manager, and at no time shall these activities be conducted in a manner that would disrupt the operations and activities of the Airport.

(g) No Person shall take still, video or motion pictures and/or sound recordings of voices or people on the Airport Premises for commercial purposes without the prior written permission of the Airport Manager. This section does not apply to bona fide coverage by the news media conducting business in areas authorized by the Airport Manager.

Sec. 3-5 Restricted areas.

(a) No person shall enter any restricted area including the AOA, SIDA, or any other areas of the Airport Premises that are posted as closed to the public, except:

(1) Persons in possession of a valid security badge issued by the Airport that specifically authorizes access to the area, or Persons escorted by a properly badged individual.

(2) Persons authorized, in writing, by the Airport Manager; and

(3) Persons under appropriate supervision entering the SIDA for the purposes of enplaning and deplaning from aircraft.

(b) It shall be unlawful for any Person to pass, throw, or carry any object into a restricted area, except objects that are carried through a designated entrance or exit by a person in possession of a valid security badge issued by the Airport Manager that specifically authorizes access to the area or by a person under Airport-authorized escort.

Sec. 3-6 Use of Airport facilities.

(a) No Person shall use the roads, walkways, or any other areas of the Airport Premises including landing areas or restricted areas in any manner that could hinder or obstruct their intended use without first obtaining written permission from the Airport Manager.

(b) No Person shall operate any type of vehicle, machinery or device of any kind on roads, walkways or any other areas of the Airport Premises without first obtaining permission from the Airport Manager.

(c) No Person shall engage in any business or commercial activity of any nature on the Airport Premises unless authorized to do so in advance, in writing, by the Airport Manager.

(d) For purposes of this Section 3-6, any person using Airport facilities pursuant to the permission of the Airport Manager shall be in compliance with any and all terms upon which such permission is granted, including applicable rules, regulations, and standards for conduct. Any use of the Airport that is not in compliance with the terms of such permission by the Airport Manager shall be deemed an unauthorized use.

Sec. 3-7 Soliciting.

No Person shall solicit for any purpose anywhere on the Airport Premises without the prior written permission of the Airport Manager.

Sec. 3-8 Advertising.

(a) No Person shall post, distribute or display signs, advertisements, circulars or printed or written matter anywhere on the Airport Premises except with the prior written permission of the Airport Manager or a representative designated by the Airport Manager.

(b) No sign or structure containing advertising or business identification material shall be erected, altered or relocated on the Airport Premises without the prior written permission of the Airport Manager.

(c) All approved advertising shall be in compliance with the Airport Advertising Policy, adopted by the Board of Supervisors.

Sec. 3-9 Animals.

(a) No Person, other than a disabled Person with a Service Animal, as defined in the Americans with Disabilities Act of 1990, or any successor legislation, a law enforcement officer with a specially trained animal or dog used for law enforcement purposes, or a Person who is training an animal or dog with the prior permission of the Airport Manager, shall enter the Airport Premises or adjacent areas of the Airport Premises with an animal unless such animal is confined within a cage or restrained by a leash so that such person retains complete control of the animal.

(b) No Person shall, either willfully or through failure to exercise due care, permit an animal to urinate or defecate upon the sidewalks of the Airport or within the Airport's Commercial Passenger Terminal, parking facilities, or roadways, including the Airport's designated Pet Relief Area, without promptly removing evidence of the event.

Sec. 3-10 Aircraft operations - Flying activity.

No aircraft operations or flying activity of any kind shall be conducted at the Airport except in conformance with current Federal Aviation Regulations and procedures, and other applicable federal, state and local law, regulations, and guidance.

Sec. 3-11 Fire hazards.

(a) No activity, including but not limited to, painting, doping and cleaning of aircraft or aircraft components, shall be conducted on Airport Premises with any flammable substances having a flash point below two hundred (200) degrees Fahrenheit, unless the activity and the manner in which it is to be conducted have been approved in advance, in writing, by the Airport Manager.

(b) No Person shall keep, store or discard any flammable liquids, gases, signal flares, oily rags or any other combustible material in hangars or in any buildings on the Airport without the prior written approval of the Airport Manager concerning the location and manner of conducting such storage or disposal operations.

(c) Flammable liquids shall not be used in connection with the cleaning of aircraft, aircraft engines, propellers and appliances except in specific locations and consistent with procedures approved in advance by the Airport Manager for conducting such cleaning operations.

(d) All Persons renting or leasing hangars or aircraft tie-downs on the Airport Premises shall keep their hangars, tie-downs, and all areas adjacent thereto free and clear of waste material, rubbish, flammable material and any material that could pose a hazard to the operation of aircraft and/or aircraft engines.

(e) Hangar entrances shall be kept clear at all times for ingress and egress of aircraft.

Sec. 3-12 Fueling operations.

(a) All aircraft fueling and de-fueling operations shall be conducted in compliance with applicable federal, state and local law, regulations, and guidance, the Airport Rules and Regulations and the Airport Minimum Standards.

(b) Fuels and lubricants of any kind shall not be sold or dispensed into any aircraft or any other vehicles or containers on the Airport except in such a manner and under such terms and conditions as may be prescribed, in writing, by the Airport Manager.

Sec. 3-13 Land transportation – Motor vehicles.

(a) Every Person who operates any motor vehicle or mobile equipment on the Airport Premises shall comply with all applicable provisions of California law, the County Code and all applicable Airport Rules and Regulations. The California Vehicle Code shall be strictly enforced on the Airport Premises.

(b) Vehicles shall not be parked on the Airport Premises other than in the manner and at locations designated by the Airport Manager and/or as posted on official Airport signs. The Airport Manager shall have the authority to remove vehicles that are parked in such places and in any manner that may interfere with or constitute a danger to any Airport operation. The Airport Manager shall have the authority to tow vehicles away at the vehicle owner's expense.

(c) No Commercial Vehicle, as defined in Article IV of the County Code, shall operate on the Airport Premises without first obtaining the required permits from the Airport Manager. This does not apply to public transit agency vehicles operating scheduled routes or activities.

(d) Motor vehicles shall be operated in strict compliance with speed limits prescribed by the Airport Manager or State or local law as indicated on posted traffic signs, and in no event shall be in excess of twenty (20) miles per hour or a safe speed under the prevailing conditions.

(e) No Person shall operate any vehicle on any of the aircraft taxiing or landing areas unless authorized to do so by the Airport Manager and, if applicable, by the FAA Air Traffic Control Tower.

Sec. 3-14 Firearms and dangerous weapons.

(a) Except as authorized by the provisions of Section 19-14 of the Sonoma County Code, no Person shall carry or possess a firearm with a cartridge in any portion of the mechanism (except any federal, state, county, or municipal officer in the performance of his or her official duties) or any other dangerous weapon, as defined by the TSA, the County Code, or state law, or any other device or object that, in the judgment of the TSA, any law enforcement officer, or the Airport Manager, could pose a danger to persons or property, anywhere in the Commercial Passenger Terminal.

(1) The provisions of Subsections (a) shall not apply to prohibit a Person from possessing a dangerous weapon or firearm that is unloaded and properly encased for transshipment by air in accordance with TSA and Airport regulations.

(b) The provisions of Section 19-14(a) of the Sonoma County Code shall not apply to prohibit a Person from possessing a firearm that is unloaded and properly encased for transshipment by air in accordance with TSA and Airport regulations while upon Airport Premises.

(c) Nothing in this Section 3-14 shall authorize any person to carry a firearm or dangerous weapon when in or entering into any Secure Sensitive Area or when the TSA screening process for that person has begun.

(d) No Person shall discharge across, in, or into, any portion of the Airport Premises, any firearm, bow and arrow, any air or gas weapon, or any other weapon capable of injuring or killing a person or animal, or damaging or destroying public or private property.

Sec. 3-15 Rates and Charges.

The Rates and Charges for the use of land and facilities of the Airport shall be those established from time to time by resolution of the Board of Supervisors.

Sec. 3-16 Violations and Penalties.

(a) Any Person operating or handling any aircraft, vehicle, equipment or apparatus or using the Airport or any of its facilities in violation of the provisions of this article, the Airport Minimum Standards, the Airport Rules and Regulations, the Airport Development Standards, any operating rules and procedures adopted pursuant to this article, or any provision of law incorporated herein, or refusing to comply therewith, may be promptly removed from the Airport.

(b) For cause, any Person may be deprived of and refused the further use of the Airport and its facilities by the Airport Manager, for such time as may be required to insure the safeguarding of the Airport and of the public.

(c) Any Person who shall violate or refuse to abide by any of the provisions of this Article, or any of the Rules and Regulations established pursuant to this article, or any of the provisions of law incorporated herein, shall be guilty of a misdemeanor and upon conviction thereof shall be punishable as provided in Chapter 1, Section 1-7 of this Code.

Sec. 3-17 Administrative Remedies: Administrative Citations.

Sec. 3-17-1. Applicability.

(a) This Section provides for Administrative Citations, which are in addition to all other legal remedies, criminal or civil, which may be pursued by the County to address any violation of the County Code.

(b) Use of this Section shall be at the sole discretion of the County.

(c) This Section shall only apply to violations of the Airport Ordinance that occur on the Airport Premises.

(d) This Section is adopted pursuant to California Government Code Section 53069.4 and any successor section thereto.

(e) This Section does not apply to citations issued by an agency of the United States government. Failure to pay fines assessed by an agency of the United States government may constitute a violation of the County Code, and may subject the recipient of the fine to an Administrative Citation.

Sec. 3-17-2. Administrative Citation Authority & Service Procedures.

(a) Whenever an Agent of County, which for the purposes of this Article shall mean the Airport Manager, any Sheriff's Officer, any Traffic Enforcement Officer, any Airport employee, or any person so designated in writing by the Airport Manager and charged with the enforcement of any provision of the County Code, determines that a violation of such provision has occurred, the Agent of County shall have the authority to issue an Administrative Citation to any Responsible Person for the violation.

(b) An Administrative Citation on a form approved by the County may be issued to the Responsible Person by the Agent of County for violations of the Chapter 3 of the County Code, in the following manner:

(1) Personal Service. In any case where an Administrative Citation is issued, the Agent of County shall attempt to locate and personally serve the Responsible Person, and obtain the signature of the Responsible Person on the Administrative Citation.

(i) Any Agent of County issuing an Administrative Citation shall be authorized to request that the recipient of the citation produce adequate identification and sign the Administrative Citation.

(ii) Failure or refusal to sign the Administrative Citation by the Responsible Person shall not affect the validity of the Administrative Citation or of subsequent proceedings.

(2) Service of Administrative Citation by Mail. If the Agent of County is unable to locate the Responsible Person, the Administrative Citation may be mailed to the Responsible Person by first class mail.

(3) Service of Administrative Citation by Posting. The Agent of County may post an Administrative Citation on any real property within the County in which the County has knowledge that the Responsible Person has a legal interest. For parking violations, the Agent of County may place an Administrative Citation on any vehicle owned or operated by the Responsible Person, and such posting shall be deemed effective service. The Agent of County shall first attempt personal service to the Responsible Party before posting the Administrative Citation on real property. Posting an Administrative Citation may also be used in the event service by mail has failed.

Sec. 3-17-3. Administrative citation contents.

To the extent practicable, each Administrative Citation shall contain the following information:

- (a) The date and time of the violation;
- (b) Name, address and phone number of the Responsible Person;
- (c) The address or a definite description of the location where the violation occurred;
- (d) The section of the County Code of ordinances that was violated and a description of the violation;
- (e) The amount of the fine for the code violation;
- (f) A description of the fine payment process, including a statement of the time within which, and the location where, the fine shall be paid;
- (g) An order prohibiting the continuation or repeated occurrence of the violation described in the Administrative Citation;
- (h) A description of the Administrative Citation appeal process, including the time within which the Administrative Citation may be appealed and the place from which a Request for Hearing Form to appeal the Administrative Citation may be obtained; and
- (i) The name and signature of the citing Agent of County.

Sec. 3-17-4. Amount of fines.

(a) The fine for a violation imposed pursuant to this Section 3-17 shall be one hundred dollars (\$100) for a first violation of this Ordinance; two hundred dollars (\$200) for a second violation of this Ordinance within one year; and five hundred dollars (\$500) for each additional violation within one year. If the maximum assessable fines for violations of this Article are increased or decreased by operation of Government Code section 53069.4, the fines set forth herein shall automatically be

adjusted to equal the maximum assessable fines.

(b) The Rates and Charges resolution shall specify the amount of any late payment charges imposed for the payment of a fine after its due date.

Sec. 3-17-5. Payment of the fine.

(a) The fine shall be paid to the Airport administrative office within twenty-one (21) days from the date of the Administrative Citation.

(b) Payment of a fine under this Article shall not excuse or discharge any continuation or repeated occurrence of the violation that is the subject of the Administrative Citation.

Sec. 3-17-6. Contesting Administrative Citation - Hearing request.

(a) Any recipient of an Administrative Citation may contest that there was a violation of the County Code, or that he or she is not the Responsible Person by completing a request for hearing Form and returning it to the Airport administrative office within ten (10) calendar days from the date the Administrative Citation is served.

(b) A request for hearing must be in writing on a form provided by the Airport administrative office.

(c) The person requesting the hearing shall indicate if they choose to appear in person for the hearing or have the written appeal be submitted for review by the Administrative Review Committee.

(d) As soon as practicable, after receiving the written request for hearing, the Airport administrative office shall review it for sufficiency. If found to be complete and in conformance with this section, the Airport administrative office shall fix a date, time and place for hearing by the Administrative Review Committee. Written notice of the time and place for the hearing may be served by personal service, or first class mail, to the address provided by the responsible party on the request for hearing form.

(e) If the Agent of County submits an additional written report concerning the Administrative Citation to the Administrative Review Committee for consideration at the hearing, then a copy of this report also shall be served, mailed, or provided to the Person requesting the hearing at least five (5) days prior to the date of the hearing.

Sec. 3-17-7. Administrative review committee.

The Chairman of the Aviation Advisory Commission shall appoint an Administrative Review Committee consisting of three (3) of the Airport Advisory Commissioners for the Administrative Citation Hearing.

Sec. 3-17-8. Hearing procedure.

(a) A hearing before the Administrative Review Committee shall be set for a date that is not less than fifteen (15) days and not more than sixty (60) days from the date that the request for hearing is

filed in accordance with the provisions of this Article.

(b) At the hearing, the party contesting the Administrative Citation shall be given the opportunity to testify and to present evidence concerning the Administrative Citation.

(c) If the recipient(s) of an Administrative Citation requests a hearing, and notifies the Airport administrative office that they choose to appear in person for the hearing, their failure to appear in person, or to submit their written appeal for review at the Administrative Review Committee hearing, without notifying the Airport administrative office at least twenty four (24) hours in advance, shall constitute a forfeiture of any fine that has been paid and shall constitute a failure to exhaust their administrative remedies.

(d) The Administrative Citation and any additional report submitted by the Agent of County shall constitute prima facie evidence of the respective facts contained in those documents. No other proof concerning the violation shall be required to sustain a finding of conviction, provided, however, that the Administrative Review Committee may, in its discretion, consider such other relevant evidence at the hearing.

(e) The Administrative Review Committee may continue the hearing and request additional information from the Agent of County or the recipient of the Administrative Citation prior to issuing a written decision.

Sec. 3-17-9. Administrative Review Committee's decision.

(a) After considering all of the testimony and evidence submitted at the hearing, the Administrative Review Committee shall issue a written decision to either uphold or cancel the Administrative Citation and shall list in the decision the reason for that decision.

(b) If the Administrative Review Committee determines that the Administrative Citation should be upheld, the Administrative Review Committee shall set forth in the decision a payment schedule for the fine.

(c) The recipient of the Administrative Citation shall be served with a copy of the Administrative Review Committee's written decision. The Administrative Review Committee's decision shall also include appeal rights pursuant to California Government Code Section 53069.4 (b) (1).

(d) The employment, performance evaluation, compensation and benefits of the Administrative Review Committee, if applicable, shall not be directly or indirectly conditioned upon the amount of Administrative Citation fines upheld by the Administrative Review Committee.

Sec. 3-17-10. Late payment charges.

Any Person who fails to pay to the County any fine imposed pursuant to the provisions of this Section on or before the date that fine is due shall also be liable for the payment of any applicable late payment charges set forth in the Rates and Charges resolution.

Sec. 3-17-11. Recovery of Administrative Citation fines and costs.

The County may collect any past due Administrative Citation fine or late payment charge by use of all available legal means.

Sec. 3-17-12. Notices.

(a) The Administrative Citation and all notices required to be given by this Section shall be served on the responsible party in accordance with the provisions of Section 3-17-2. Administrative Citation Authority & Service Procedures.

(b) Failure to receive any notice specified in this Article does not affect the validity of proceedings conducted hereunder.

Sec. 3-17-13. Right to judicial review.

Any Person aggrieved by an administrative decision of the Administrative Review Committee on an Administrative Citation may obtain review of the administrative decision by filing a petition for review with the Superior Court in Sonoma County in accordance with the timeliness and other provisions set forth in California Government Code Section 53069.4.

Exhibit B

ARTICLE IV. COMMERCIAL VEHICLE OPERATIONS

Sec. 3-47 Title.

This article governs the operation of Commercial Vehicles at the Charles M. Schulz – Sonoma County Airport.

Sec. 3-48 Purposes.

(a) The County owns, operates and maintains Charles M. Schulz – Sonoma County Airport (Airport) for the use and benefit of the public.

(b) The purpose of the provisions established in this article is to encourage safe, effective and efficient use of the Airport roadways and transportation infrastructure and to maintain a high level of Airport safety and customer service.

(c) It is County policy that the cost of operating, maintaining and developing the Airport shall be paid from Airport revenues, in order to keep the Airport financially self-supporting. In furtherance of this policy, and in accordance with the authority and responsibilities conferred upon the County by state and federal law, the Sonoma County Board of Supervisors will establish fees with periodic adjustments for ground transportation service providers operating at the Airport.

(d) This article also authorizes the Airport Manager to identify approved loading and unloading areas for certain categories or subcategories of ground transportation services, to facilitate safe and efficient ground transportation on the Airport and to enforce the provisions of this article.

(e) All commercial vehicles and the owners, operators and drivers of all commercial vehicles transporting or offering to transport passengers at the Airport shall operate in compliance with all applicable provisions of this article, with all directives issued by the Airport Manager, and with any applicable federal or state law, ordinance or regulation.

Sec. 3-49 Definitions

For the purpose of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

(a) “Agent of the County” means any County employee or agent of the County, including Airport staff, County employees designated by the Airport Manager, Sheriff’s employee, or designated Airport contractor, charged with the authority to implement or enforce any provision of the County Code and the Airport Rules and Regulations.

(b) “Airport” means the Charles M. Schulz – Sonoma County Airport.

(c) “Airport Manager” means the manager of the Charles M. Schulz – Sonoma County Airport or his or her duly authorized representative.

(d) “Airport Operations Area” “(AOA)” means any fenced area of the Airport that is used or intended to be used for landing, takeoff, or surface maneuvering of an aircraft. The AOA includes paved and unpaved surfaces that are intended to be used in addition to the associated runway, taxiway, or

apron. Only persons holding appropriate credentials, or persons escorted by persons holding appropriate credentials, may access the AOA.

(e) "Airport Parking Operator" means an employee designated by Republic Parking, or its successor, charged with carrying out the responsibilities of an Airport Parking Operator referenced in this article.

(f) "Airport Premises" means the entire Airport property including all public roadways, commercial vehicle hold areas, parking lots, Commercial Passenger Terminal, curbside areas and any other areas within Airport control.

(g) "Airport Staging Permit" means a preprinted permit purchased from the Airport by authorized Commercial Vehicle Operators and Commercial Vehicle Drivers that authorizes a Commercial Vehicle Driver to enter the Airport Premises for the purpose of making a passenger pickup on the date and at the time the Permit is endorsed as required by the provisions of this article.

(h) "Aviation Commission" means the Sonoma County Aviation Commission, whose members are appointed by the Board of Supervisors.

(i) "Board of Supervisors" means the Sonoma County Board of Supervisors.

(j) "Commercial Passenger Terminal" means any facilities designated by the Airport Manager for use by airline or ground transportation passengers for ticketing, baggage handling, security screening, waiting, and/or gate access, and associated activities.

(k) "Commercial Vehicle" means any motor vehicle operated for hire on the Airport Premises.

(l) "Commercial Vehicle Driver" means any individual who drives a Commercial Vehicle while the vehicle is being used to provide ground transportation services on the Airport Premises.

(m) "Commercial Vehicle Operator" means any person or entity providing vehicles for hire for the purpose of carrying passengers. Any person or entity that provides transportation using Online-enabled Apps, smartphone technology, other forms of technology, or any other means to provide transportation or to facilitate ride sharing, is considered a Commercial Vehicle Operator. A Commercial Vehicle Operator who also drives a Commercial Vehicle is also a Commercial Vehicle Driver.

(n) "Commercial Vehicle Operator Permit" means any permit that may be required by the Airport Manager, in his or her discretion, to operate a Commercial Vehicle upon the Airport Premises while performing ground transportation services.

(o) "County" means the County of Sonoma, California.

(p) "Double Parking" means to park alongside another vehicle that is already parked parallel to a curb.

(q) "DOT" means the United States Department of Transportation or any successor agency or organization.

(r) "CPUC" means the California Public Utilities Commission.

(s) "FBO" means a business providing aeronautical services at the Airport and referred to as a "Fixed Based Operator".

(t) "Hotel Shuttles, Courtesy Vehicles, Messenger Service Vehicles" means those ground transportation services that are provided by one or more businesses that arrange for transportation which is only incidental to the business entities' primary business or activities or is provided for the exclusive use of the officers, agents, employees, customers or invitees of the business. Vehicles used exclusively as Courtesy Vehicles or Messenger Service Vehicles are not considered to be Commercial Vehicles.

(u) "Online-enabled Platform, Mobile Device, or Application ("App")" means the device, technology or other online method used by drivers and prospective passengers to arrange for passenger transportation in a motor vehicle, including the driver's personal vehicle.

(v) "Passenger Stage Corporation (PSC)" means a passenger stage corporation as set forth in Section 226 of the California Public Utilities Code, as that section may be Amended from time to time.

(w) "Person" means any person, firm, association, organization, partnership, joint venture, business trust, corporation or company.

(x) "Pre-Arranged Pick-Up" means passenger pick-ups that are arranged in advance with an authorized Commercial Vehicle Operator before a Commercial Vehicle drives on the Airport Premises to pick up a passenger at any location on the Airport Premises.

(y) "Radio Frequency Identification (RFID) tag" means any automatic vehicle identification device issued by the Airport Manager for the purpose of automatically identifying and tracking Commercial Vehicles on the Airport Premises.

(z) "Ridesharing" means two or more persons traveling by any mode, including, but not limited to, carpooling and vanpooling. Ridesharing by persons traveling between home and work locations, by persons having a common work related trip, or when the ridesharing is incidental to another purpose of the driver and is not provided by the driver for the purpose of obtaining compensation of any kind, is not considered a Commercial Vehicle operation.

(aa) "Roadway Access Fee" ("Trip Fee") means a fee charged to Commercial Vehicle Operators each time a Commercial Vehicle drives onto the Airport and/or exits off of the Airport while conducting business.

(bb) "Sheriff" or "Sheriff's Office" means the Office of the Sheriff-Coroner of the County and employees of the Sheriff-Coroner's office.

(cc) "SIDA" means the Security Identification Display Area. The SIDA is a portion of the Airport specified in the Airport Security Program, which is a secure area. The SIDA is identified by a bold red line painted on the ground. All Commercial Vehicles are prohibited from operating in the SIDA at all times.

(dd) "Solicitation" means the uninvited initiation of a conversation by a driver, representative, employee or agent of a Commercial Vehicle Operator with any potential customer for the purpose of persuading or urging any potential customer to use or hire the Commercial Vehicle Operator.

Solicitation includes the placement of business cards, flyers, or other materials in the Commercial Passenger Terminal telephone booth, kiosks, restrooms, or any other place on the Airport Premises without the prior written permission of the Airport Manager. Solicitation also includes handing business cards to any person on the Airport Premises or greeting any person for the purpose of soliciting a customer.

(ee) "Staging" means parking or waiting in a Commercial Vehicle anywhere on the Airport Premises while waiting for passengers, whether the passenger is a Pre-Arranged Passenger or not.

(ff) "Staging Area" means a location or locations on the Airport Premises that are designated by the Airport Manager for temporary parking of authorized Commercial Vehicles while waiting for passengers.

(gg) "Taxicab" means a motor vehicle, as that term is defined in Vehicle Code section 415 and in Article 18 of the County Code, designed for carrying not more than eight persons, excluding the driver, and used to carry passengers for hire.

(hh) "Taximeter" means an instrument, or device, attached to a Taxicab that mechanically or electronically, calculates a fare on the basis of distance traveled or waiting time, or a combination thereof, and displays the fare in figures of dollars and cents

(ii) "Transportation Charter Party (TCP)" means those carriers defined by California Public Utilities Commission (CPUC) General Order 157-D, including limousines, vans, SUVs and buses. A TCP carrier operates on a prearranged basis with the party arranging the transportation and fares are charged on a vehicle mileage or time basis, not on an individual basis.

(jj) "Transportation Network Company" ("TNC") means a company or an organization, whether a corporation, partnership, sole proprietor, or other form, operating in California pursuant to a CPUC TNC Permit, that provides transportation services using an Online-Enabled Platform, Mobile Device or App (such as smart phone Apps) to connect passengers with drivers using their personal vehicles; or as the term may subsequently be defined in California Law or by the CPUC.

(kk) "Transportation Network Company (TNC) Driver" means an individual who has been approved by a TNC to use his/her privately owned vehicle to transport passengers whose rides are arranged through the TNC's online-enabled application. The term "TNC Driver" applies at all times that a TNC's driver is on the Airport Premises by reason of the TNC Driver's relationship with the TNC, regardless of whether the TNC Vehicle is carrying a passenger.

(ll) "Transportation Network Company (TNC) Vehicle" means the personal, privately-owned vehicle used by a TNC Driver, which vehicle has passed the 19-point safety inspection referenced in the CPUC's September 23, 2013 decision regulating TNCs and is insured by the vehicle's owner and covered by the TNCs commercial liability insurance policy.

(mm) "Transportation Network Company (TNC) Trade Dress" means distinctive symbols, signage or a display on a TNC vehicle that is sufficiently large and color-contrasted as to be readable at a distance of 50 feet. The Trade Dress must be sufficient to allow a passenger, government official, or member of the public to associate a vehicle with a particular TNC Company. The Airport Manager shall approve trade Dress and location.

(nn) "TSA" means the United States Transportation Security Administration of the Department of Homeland Security, or any successor agency or organization.

(oo) "Trip" means an entrance to and an exit from the Airport Premises by a Commercial Vehicle for the purpose of making a passenger or a package pick-up, whether pre-arranged or not.

(pp) "Vehicle Identification Decal" means a decal, issued by the Airport to be placed, on or in each Commercial Vehicle by Airport staff, for the purpose of identifying vehicles that are registered and permitted to operate on Airport Premises.

(qq) "Vehicle Inspection" means 1) a Safety Inspection pursuant to Section 3-6-1 of this article and/or 2) a Visual Inspection pursuant to Section 3-6-2 of this article.

(rr) "Waybill" means a document prepared in advance of a Commercial Vehicle's arrival at the Airport stating the name of the Commercial Vehicle Operator, their Transportation Charter Party (TCP) or Transportation Network Company (TNC) certificate number, their vehicle's license plate number, the name and address of the person requesting the charter or transportation and the name of the passenger(s) if different, the date and time the charter or transportation was arranged, the number of persons in the party, the location of the customer pickup, the time of the scheduled customer pickup, the airline and flight number on which the customer is scheduled to arrive, and the points of origin and destination of the charter or transportation. Waybills may be kept and presented in hardcopy or electronic format.

Sec. 3-50 Provisions applicable to all commercial vehicle operators

3-50-1 Regulatory provisions

(a) All Commercial Vehicle Operators doing business on the Airport shall comply fully with all applicable federal, state, and local laws and regulations that may be in effect or may come into effect after the effective date of this article, and all directives and notices issued by the Airport Manager.

(b) All Commercial Vehicle Operators doing business on the Airport are responsible for knowing and informing their drivers, employees, and agents of all laws, rules and regulations that apply to their operations on the Airport.

(c) Nothing in this article shall be construed as granting any Commercial Vehicle Operator the right to operate on the Airport Premises without first registering with the Airport Manager and paying the fees or charges established by the Airport, the County or other applicable agencies.

(d) The Airport Manager may temporarily suspend or modify any of the rights and privileges granted pursuant to this article as necessary to comply with direction from the United States Department of Transportation (DOT) or the Transportation Security Administration (TSA) of the Department of Homeland Security, or any successor organizations, or as warranted by unforeseen or exigent circumstances.

(e) No smoking shall be permitted in any Commercial Vehicle at any time, either by Commercial Vehicle Drivers or their passengers.

(f) If an interpretation of any provisions of this article is required, the Airport Manager shall render an interpretation, and his or her determination shall be final.

3-50-2 Commercial vehicle driver registration and conduct

(a) Commercial vehicle drivers shall register with the Airport and obtain the required permit before operating on the Airport Premises.

(b) Commercial vehicle drivers shall comply with rules of conduct established by the Airport Manager.

Sec. 3-51 Commercial vehicle and operator registration and fees/staging permits

3-51-1 Registration and fees

(a) Prior to providing any ground transportation service at the Airport, every Commercial Vehicle Operator, including Taxicab Operators, Charter Party Carriers (TCPs), Passenger Stage Carriers (PSCs), and Transportation Network Companies (TNCs) desiring to provide Commercial ground transportation services at the Airport shall:

Complete and submit an Airport Registration form to the Airport Manager pursuant to Section 3-13 of this article;

Provide proof of required local, state, and federal permits and licenses;

Obtain all permits and licenses required by this article including an Airport Vehicle Identification Decal;

Pay all required fees; and

Provide physical copies of all required information and documents at their own cost and expense.

(b) Commercial Vehicle Operators shall, at their own cost and expense, obtain from all federal, state, and/or local agencies having jurisdiction, all licenses, permits, consents, approvals, and authorizations that may be necessary for providing commercial ground transportation services at the Airport. Such documentation shall be produced for examination immediately upon request of the Airport Manager.

(c) Messenger Service Vehicles are not required to register with the Airport or obtain Airport vehicle identification decal.

(d) The Airport Manager, at his or her discretion, may implement a program and procedures for charging Airport Roadway Access fees for the use of the Airport roadways and facilities by Commercial Vehicle Operators conducting business on Airport Premises.

3-51-2 Airport staging permits required

(a) All Commercial Vehicles, except Hotel Shuttles, Courtesy Vehicles, Messenger Service Vehicles and PSCs operating pursuant to an agreement with the Airport, shall have an

Airport Staging Permit before entering the Airport Premises for purposes of picking up a passenger.

- (b) Commercial Vehicles, except Hotel Shuttles, Courtesy Vehicles, and Messenger Service Vehicles shall not stage or pick up passengers at any location on the Airport Premises unless an Airport Staging Permit, purchased from the Airport and endorsed by the Airport Parking Operator or other Person designated by the Airport Manager, is clearly displayed on the Commercial Vehicle's dashboard.
- (c) Registered Commercial Vehicles may purchase Airport Staging Permits from the Airport at a cost established by the Airport Manager. Each Airport Staging Permit authorizes the Commercial Vehicle Operator or Driver to make one (1) passenger pickup at the Airport on the date and at the time the permit is endorsed by the Airport Parking Operator. Airport Staging Permits shall be required for all passenger pick-ups, including Pre-Arranged Passenger Pick-Ups, at the Airport.
- (d) Airport Staging Permits shall only be used by Commercial Vehicle Drivers who are individually registered with the Airport or identified on an approved operator's list.
- (e) Airport Staging Permits shall be displayed on the vehicle's dashboard so that they are clearly visible from the front of the Commercial Vehicle.
- (f) Airport Staging Permits are good for one (1) trip and are not transferable, replaceable, or refundable.
- (g) An Airport Staging Permit is required whether or not a Commercial Vehicle makes a passenger pick up at the Airport.
- (h) All Staging Permits are, and shall remain the property of the Airport.

3-51-2-1 Passenger pick-ups at Commercial Passenger Terminal

An Airport Staging Permit is required before making a passenger pick-up on the Airport Premises. Before a pick-up is made, the Airport Staging Permit will be presented to the Airport Parking Agent or, if a Parking Agent is not present, shall be endorsed using a date/time stamp machine provided by the Airport. After the Staging Permit has been endorsed, Part A of the Permit shall either be retained by the Airport Parking Agent or deposited in the box provided. Part B of the Permit shall be clearly displayed on the vehicle's dashboard before a passenger pick-up and shall remain on the vehicle's dashboard until the vehicle leaves the Airport Premises.

3-51-2-2 Passenger pick-ups at FBOs

An Airport Staging Permit is required before making a passenger pick-up at an FBO. The Airport Staging Permit will be presented to an FBO representative before a pick-up is made. The FBO representative will date stamp or will write the date and time on the Permit, and sign the Permit,

then detach and retain Part A of the Permit. Part B of the Permit shall be clearly displayed on the vehicle's dashboard until the vehicle leaves the Airport Premises.

3-51-2-3 Passenger pick-ups from Airport Express or other buses

An Airport Staging Permit is required before making a passenger pick-up from any Airport Express vehicle or from any bus or other similar airport transportation service on the Airport Premises. The Airport Staging Permit will be presented to the Airport Express or other similar airport transportation service driver before a pick-up is made. The Airport Express driver or other driver will endorse the Airport Staging Permit with a date stamp or will write the date and time on the Permit, and sign the Permit, then detach and retain Part A of the Permit. Part B of the Permit shall be clearly displayed on the vehicle's dashboard until the vehicle leaves the Airport Premises.

Sec. 3-52 Vehicle inspections – all commercial vehicles

Every Commercial Vehicle operating at the Airport shall be subject to safety and visual inspections. Commercial Vehicle operators are responsible for all costs associated with obtaining the required inspections.

3-52-1 Safety inspections – all commercial vehicles

(a) Within thirty (30) days prior to registering with the Airport pursuant to this article, and every twelve (12) months thereafter, every Commercial Vehicle used at the Airport shall be inspected by a State of California licensed automobile repair facility, utilizing a Vehicle Inspection Checklist provided by the Airport unless exempt from the requirement pursuant to Section 3-52-1-2.

(b) Vehicles failing to pass any portion of the safety inspection may be prohibited from picking up passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction.

3-52-1-1 Exemption from safety inspection requirement

Commercial Vehicles that have a current certificate evidencing the successful completion of an annual safety inspection conducted or approved by one or more of the agencies listed in Section 3-52-1-2 are exempt from the Safety Inspection requirement in Section 3-52-1. Commercial Vehicle Operators shall provide written documentation, acceptable to the Airport, of the successful completion of an annual safety inspection and shall also provide the name and telephone number of a contact person at the inspecting agency who can verify that the inspection was successfully completed. Safety Inspections are valid for a twelve (12) month period from the date of the original inspection and must be current in order to operate at the Airport.

3-52-1-2 Acceptable inspecting agencies

Safety Inspections conducted or approved by the following agencies will be accepted to meet the requirement of Section 3-52-1:

The County of Sonoma

Cities in Sonoma County

California Highway Patrol or Sonoma County Sheriff-Coroner

Bay Area Commercial Air Carrier Airport (San Francisco International, Oakland International, San Jose International, and/or Sacramento International)

3-52-2 Visual inspections

- (a) Prior to registering a Commercial Vehicle and every twelve (12) months thereafter, every Commercial Vehicle shall be visually inspected by the Airport to verify compliance with the requirements of this article.
- (b) Failure to pass any portion of the visual inspection may result in the Commercial Vehicle being prohibited from picking up passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction. If a Commercial vehicle fails a Visual Inspection, all identified discrepancies shall be corrected and the vehicle shall be submitted for a re-inspection.
- (c) The Airport will charge a fee for every required Visual Inspection, including re-inspections, based upon the rates and charges established annually by Resolution of the Board of Supervisors.

3-52-2-1 Exemption from visual inspection requirement

- (a) The Airport Manager in his or her sole discretion may exempt Commercial Vehicles from the visual inspection requirement if it is determined that the vehicle has received a visual inspection pursuant to the requirements of another agency, that meets the intent and requirements of the Airport's visual inspection.
- (b) Commercial Vehicles that are less than two (2) years old, based upon the "Model Year" of the vehicle, as stated on the taxicab's current State of California vehicle registration, are exempt from the visual inspection requirement unless the Airport receives a complaint about the condition of the vehicle. If a complaint is received, the Airport Manager, in his or her sole discretion, may require the vehicle to undergo a visual inspection, including payment of any applicable inspection fee(s).

3-52-2-2 Acceptable inspecting agencies

Visual Inspections conducted by the following agencies will be accepted to meet the requirement of Section 3-52-2:

The County

Cities within the County

California Highway Patrol or County Sheriff-Coroner

The following Bay Area Commercial Air Carrier Airports: San Francisco International, Oakland International, San Jose International, and/or Sacramento International

Sec. 3-53 Driver requirements – all commercial vehicle drivers

Every Commercial Vehicle driver shall meet the following criteria and shall operate in conformance with the following standards. Every Commercial Vehicle drive shall be:

In possession of a valid California driver's license as required by the California Vehicle Code;

A Commercial Vehicle Driver listed on a roster of drivers provided to the Airport by a Commercial Vehicle Operator;

Required to have knowledge and understanding of this article and applicable Airport Regulations;

Knowledgeable of local geography and/or able to use maps, GPS or other similar resources necessary to efficiently transport passengers to desired locations within Sonoma County;

Able to communicate satisfactorily with passengers; and

Cooperative and communicative with Airport personnel and shall not be verbally or physically abusive toward any Airport representative, any customer, or another ground transportation driver or representative.

Sec. 3-54 Taxicab services

3-54-1 Requirements for taxicab service

(a) Only Taxicab Operators and Taxicab Drivers that are in full compliance with the County Taxicab Regulations in Article 18 of the County Code shall be permitted to operate on the Airport Premises.

(b) Prior to providing any ground transportation service at the Airport, every Taxicab Operator shall comply with provisions of this article that are applicable to all Commercial Vehicle Operators, and shall:

- (1) Obtain a Taxicab Vehicle Permit, a Taxicab Driver's permit, and/or a Certificate of Exemption issued by the County of Sonoma, and be in full compliance with all applicable provisions of the County Taxicab Regulations;
- (2) Register with the Airport as required by this article;
- (3) Provide required certificates of insurance;
- (4) Provide proof of required local, state, and federal permits and licenses;
- (5) After receiving written approval from Airport, obtain an Airport Vehicle Identification Decal;
- (6) Have a valid, County issued driver identification badge;
- (7) Purchase and use Airport Staging Permits from Airport;
- (8) Provide an executed Statement and Indemnification using the form provided by the Airport;
and
- (9) Comply with applicable rules of conduct established by the Airport Manager.

3-54-2 Taxicab driver appearance

(a) Professional Appearance. While operating at the Airport, Taxicab Drivers shall maintain a professional look and appearance (e.g., clean shirt with collar and long pants, shoes, and socks).

(b) Identification Badge. Taxicab Drivers shall display a picture identification badge provided by the County that includes the driver's name and photograph, and the name of the driver's company. The identification badge shall be clearly visible to passengers in the taxicab

3-54-3 Passenger loading and unloading

3-54-3-1 Use of loading zone

Taxicabs may drop off passengers in the designated Loading Zone in front of the Commercial Passenger Terminal, but must then move to the designated Taxicab Parking Area to wait for new passengers. Any Taxicab left unattended in a Loading Zone in front of the Commercial Passenger Terminal for any reason will be ticketed and may be towed at the Taxicab operator's expense.

3-54-3-2 Passenger pick-up

(a) Taxicab Operators shall only receive passengers for hire at the Airport from designated taxicab parking or pick-up spaces identified on a Terminal Area Map issued by the Airport and other areas that may be designated by the Airport Manager.

(b) Picking up passenger(s) for hire after or while dropping off passengers and prior to taking position at the rear of the line in the designated Taxicab parking area is strictly prohibited.

(c) Taxicabs may not refuse a passenger for any reason unless the vehicle is already in service, the person seeking transportation is unruly, boisterous, or intoxicated, or the person seeking transportation is known to the driver to have been unruly or created problems of a confrontational nature in the past.

(d) Taxicab Drivers shall receive passengers only in the order in which their Taxicabs are parked unless a passenger selects a Taxicab that is not first in line. A passenger may board the Taxicab of the passenger's choice regardless of the position the Taxicab occupies in the designated Taxicab Loading Zone.

3-54-4 Parking or stopping

(a) Taxicabs shall only park in the designated Taxicab Parking Areas. Taxicabs may not park in the designated Taxicab Parking Area for longer than 30 minutes at any time.

(b) Only authorized Taxicabs shall use the Designated Taxicab Parking Area for parking while waiting for passengers.

(c) After discharging passengers at the Airport, each Taxicab shall immediately leave the Airport (no loitering) or, if authorized to operate at the Airport and in possession of an Airport Staging Permit, proceed by the most direct route to the Designated Taxicab Parking Area or such other location as may be designated from time to time by the Airport Manager.

(d) Taxicabs shall not be parked, staged, or stopped in such a manner as to interfere with vehicular or pedestrian traffic and shall only park, stage, or stop in areas designated by the Airport Manager.

(e) Taxicabs shall not be parked overnight in the designated Taxicab Parking Area. If a Taxicab is left overnight in the designated Taxicab Parking Area or in any other unauthorized area on the Airport, it will be ticketed and may be towed at the Taxicab owner's expense.

(f) Taxicabs shall not double park in front of the Commercial Passenger Terminal or anywhere on the Airport Premises under any circumstances.

(g) Taxicabs may not park in front of the Commercial Passenger Terminal to wait for arriving passengers or for any other reason except briefly to drop off passengers.

(i) Taxicabs shall not park or stage in designated public parking spaces, including disabled parking spaces and the Short-Term Parking Lot, or from public roadways on the Airport Premises.

3-54-5 Posting rates/passenger receipts/credit and debit cards

(a) Taxicabs shall prominently display, both inside and outside the vehicle, the rates of fare charged for carrying passengers. Any additional fees that may be applicable, such as bridge toll fees, shall also be posted inside the vehicle. Rates of fare and additional fees charged to passengers must not exceed the posted rates or the rates provided to the County as part of the application for a taxicab vehicle permit or certificate of exemption.

(b) All Taxicab Operators and drivers shall accept cash, credit cards, and debit cards as payment for their services. The types of credit cards accepted shall be clearly posted, in a permanent manner, and readable on the outside and on the inside of all Taxicabs.

(c) All taxicab drivers shall have passenger receipts in all of their taxicabs that are imprinted with the name, address, and telephone number of the taxicab owner or business. The receipt shall provide space for the taxicab driver's name, date and time of service, and the fare charged. Each customer shall be offered a receipt following payment.

(d) The Board of Supervisors may, by resolution, establish a schedule of maximum rates that may be charged by Taxicab Operators. In such case, Taxicab Operators' rates may not exceed such schedule. In the absence of an adopted schedule, Taxicab Drivers may not charge rates that exceed the schedule adopted by the City of Santa Rosa for Taxicab fares.

3-54-6 Taxicab vehicle equipment and condition

(a) All Taxicabs shall be kept in good physical and operating condition with no broken windows, no dents on vehicle body, and no torn or soiled seats. The exterior of each vehicle shall be clean with a clear and visible taxi company designation. The vehicle interior and trunk area shall be neat and clean. All taxicabs shall be professionally painted, lettered, and numbered. All Taxicabs operating on the Airport shall have a unique color scheme and logos and insignia that are not used by any other Taxicab Operator and cannot be confused with any other Taxicab Operator operating at the Airport.

(b) Each Taxicab operated at the Airport shall be subject to inspection by the Airport Manager, or any official having jurisdiction, at any time to determine compliance with the provisions of this article. Failure to pass any portion of the inspection may result in the Taxicab being prohibited from picking up and/or dropping off passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction.

(c) Taxicabs shall not be cleaned, repaired, or maintained while on Airport Premises, except as may be required to remove the Taxicab from the Airport Premises for repair.

3-54-7 Taxicabs not permitted on the AOA unless escorted

(a) Taxicabs shall only enter the AOA through a full service FBO's vehicle gate while under escort by a member of the FBOs staff who possesses a valid AOA or SIDA badge, and shall only enter the AOA to deliver or pick-up passengers and/or baggage on the FBO's ramp. The AOA shall not be entered through any other vehicle gate.

(b) Taxicabs shall not enter or operate within the SIDA under any circumstances.

Sec. 3-55 Transportation charter party (TCP) services

3-55-1 Requirements for transportation charter party (TCP)

(a) Only Transportation Charter Party (TCP) operators in full compliance with State law and CPUC requirements shall be permitted to operate on the Airport Premises.

(b) Prior to providing any ground transportation service at the Airport, every TCP Operator and driver shall comply with provisions of this article that are applicable to all Commercial Vehicle Operators, and shall:

- (1) Obtain all permits and licenses required by this article, including an Airport Vehicle Identification Decal and Airport Staging Permits;
- (2) Provide required certificates of insurance;
- (3) Provide proof of required local, state, and federal permits and licenses;
- (4) Provide an executed Statement and Indemnification using the form provided by the Airport; and
- (5) Comply with applicable rules of conduct established by the Airport Manager.

3-55-2 TCP vehicle driver appearance

(a) Professional Appearance. While operating at the Airport, TCP Vehicle Drivers shall maintain a professional look and appearance (i.e., clean shirt with collar and long pants, shoes, and socks).

(b) Identification Badge. TCP Vehicle Drivers shall display a company-issued identification badge, visible to all passengers, that includes the name and a photograph of the driver and the name of the driver's company.

3-55-3 Passenger loading and unloading

TCP Operators shall only receive passengers for hire at the Airport from designated TCP parking or pick-up spaces identified on a Terminal Area Map issued by the Airport and other areas that may be designated by the Airport Manager.

3-55-4 Waybill required

TCP drivers are required to have a waybill for each passenger for whom they are providing ground transportation services and, upon demand, this waybill shall be presented to any Sheriff, traffic enforcement officer, or person authorized by the Airport Manager to demand presentation of a waybill. A fine will be issued for TCP providers who do not possess a waybill before making a passenger

pick-up. The fines issued shall be those established from time to time by Resolution of the Board of Supervisors.

3-55-5 Parking or stopping

(a) TCP Vehicles shall park in the designated TCP Vehicle Parking Area while waiting for passengers. TCP Vehicles may not park in a designated TCP Vehicle Parking Area for longer than 30 minutes at any time.

(b) Only authorized TCP Vehicles shall use the designated TCP Vehicle Parking Area for parking while waiting for passengers.

(c) After discharging passengers at the Airport, each TCP Vehicle shall immediately leave the Airport (no loitering) or, if authorized to operate at the Airport and in possession of both a waybill and an Airport Staging Permit, proceed by the most direct route to the designated TCP Vehicle Parking Area.

(d) TCP Vehicles shall not be parked, staged, or stopped in such a manner as to interfere with vehicular or pedestrian traffic and shall only park, stage, or stop in areas designated by the Airport Manager.

(e) Any TCP Vehicle left unattended in any designated Loading Zone will be ticketed and may be towed at the vehicle owner's expense.

(f) TCP Vehicles shall not be parked overnight in the designated TCP Vehicle Parking Area. If a TCP Vehicle is left overnight in the designated TCP Vehicle Parking Area or in any other unauthorized area on the Airport Premises, it will be ticketed and may be towed at the TCP Vehicle owner's expense.

(g) TCP Vehicles shall not double park in front of the Commercial Passenger Terminal under any circumstances.

(h) TCP Vehicles may not park in front of the Commercial Passenger Terminal or anywhere else on the Airport Premises to wait for arriving passengers or for any other reason except to drop off passengers.

(i) TCP Vehicles shall not park or stage in designated public parking spaces, including disabled parking spaces and the Short-Term Parking Lot, while operating at the Airport.

3-55-6 Vehicle equipment and condition

(a) All TCP vehicles shall be kept in good operating condition. The exterior of each vehicle shall be clean with clear and visible company designation and TCP numbers. The vehicle interior and trunk area shall be neat and clean.

(b) Each TCP vehicle operated at the Airport shall be subject to inspection by the Airport Manager, or any official having jurisdiction, at any time to determine compliance with the provisions of this article. Failure to pass any portion of the inspection may result in the TCP Vehicle being prohibited from picking up and/or dropping off passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction.

(c) TCP vehicles, shall not be cleaned, repaired, or maintained while on the Airport Premises.

3-55-7 TCP vehicles not permitted on the AOA unless escorted

(a) TCPs shall only enter the AOA through a full service FBO's vehicle gate while under escort by a member of the FBOs staff who possesses a valid AOA or SIDA badge, and shall only enter the AOA to deliver or pick-up passengers and/or baggage on the FBO's ramp. The AOA shall not be entered through any other vehicle gate.

(b) TCP vehicles shall not enter or operate within the SIDA under any circumstances.

Sec. 3-56 Transportation network company (TNC) services

3-56-1 Requirements for transportation network company (TNC)

(a) Only Transportation Network Company (TNC) operators in full compliance with State law and CPUC requirements shall be permitted to operate on the Airport Premises.

(b) All TNC operators desiring to operate on the Airport Premises understand and agree that

(1) the CPUC may modify its decisions relating to TNC operations, and/or local, state or federal statutes or regulations may be enacted that affect the requirements for TNC operation in California, and

(2) the terms and provisions of any permit or authorization issued by the Airport Manager pursuant to this article, including insurance provisions, shall be modified to be consistent with all such modified CPUC decisions, and/or local, state or federal statutes or regulations, and all such modifications shall be self-executing.

(c) Prior to dropping off or picking up passengers at the Airport, every TNC Operator and driver shall comply with provisions of this article that are applicable to all Commercial Vehicle Operators, and shall:

(1) Obtain all permits and licenses required by this article, including an Airport Vehicle Identification Decal and Airport Staging Permits;

(2) Provide required certificates of insurance;

(3) Provide proof of required local, state, and federal permits and licenses;

(4) Provide an executed Statement and Indemnification using the form provided by the Airport; and

(5) Comply with applicable rules of conduct established by the Airport Manager.

3-56-2 TNC Vehicle driver appearance

(a) Professional Appearance. While operating at the Airport, TNC Vehicle Drivers shall maintain a professional look and appearance (i.e., clean shirt with collar and long pants, shoes, and socks).

(b) Identification Badge. TNC Vehicle Drivers shall display a company-issued identification badge, visible to all passengers, that includes the name and a photograph of the driver and the name of the driver's company.

3-56-3 Passenger loading and unloading

TNC Operators shall only receive passengers for hire at the Airport from designated TNC parking or pick-up spaces identified on a Terminal Area Map issued by the Airport and other areas that may be designated by the Airport Manager.

3-56-4 Waybill required

(a) TNC drivers are required to have a waybill in either written or electronic form for each passenger for whom they are providing ground transportation services and, upon demand, this waybill shall be presented to any Sheriff, traffic enforcement officer, or person authorized by the Airport Manager to demand presentation of a waybill. A fine will be issued for TNC providers who do not possess a waybill before making a passenger pick-up. The fines issued shall be those established from time to time by Resolution of the Board of Supervisors.

3-56-5 Parking or stopping

(a) TNC Vehicles shall park in the designated TNC Vehicle Parking Area while waiting for passengers. TNC Vehicles may not park in a designated TNC Vehicle Parking Area for longer than 30 minutes at any time.

(b) Only authorized TNC Vehicles shall use the designated TNC Vehicle Parking Area for parking while waiting for passengers.

(c) After discharging passengers at the Airport, each TNC Vehicle shall immediately leave the Airport (no loitering) or, if authorized to operate at the Airport and in possession of both a waybill and an Airport Staging Permit, proceed by the most direct route to the designated TNC Vehicle Parking Area.

(d) TNC Vehicles shall not park, stage, or stop in such a manner as to interfere with vehicular or pedestrian traffic and shall only park, stage, or stop in areas designated by the Airport Manager.

(e) Any TNC Vehicle left unattended in any designated Loading Zone will be ticketed and may be towed at the vehicle owner's expense.

(f) TNC Vehicles shall not park overnight in the designated TNC Vehicle Parking Area. If a TNC Vehicle is left overnight in the designated TNC Vehicle Parking Area or in any other unauthorized area on the Airport Premises, it will be ticketed and may be towed at the TNC Vehicle owner's expense.

(g) TNC Vehicles shall not double park in front of the Commercial Passenger Terminal under any circumstances.

(h) TNC Vehicles may not park in front of the Commercial Passenger Terminal or anywhere else on the Airport Premises to wait for arriving passengers or for any other reason except to drop off passengers.

(i) TNC Vehicles shall not park or stage in designated public parking spaces, including disabled parking spaces and the Short-Term Parking Lot, while operating at the Airport.

3-56-6 Vehicle equipment and condition

(a) All TNC vehicles shall be kept in good operating condition. The exterior of each vehicle shall be clean with clearly visible Trade Dress and an Airport Vehicle Identification Decal. The vehicle interior and trunk area shall be neat and clean.

(b) Each TNC vehicle operated at the Airport shall be subject to inspection by the Airport Manager, or any official having jurisdiction, at any time to determine compliance with the provisions of this article. Failure to pass any portion of the inspection may result in the TNC Vehicle being prohibited from picking up and/or dropping off passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction.

(c) TNC vehicles, shall not be cleaned, repaired, or maintained while on the Airport Premises.

3-56-7 TNC vehicles not permitted on the AOA

(a) TNC vehicles shall not enter the AOA.

(b) TNC vehicles shall not enter or operate within the SIDA under any circumstances.

Sec. 3-57 Scheduled or on-call van services / passenger stage corporations (PSC) services

3-57-1 Requirements for PSC service

(a) Only Passenger Stage Corporation (PSC) operators in full compliance with State law and CPUC requirements shall be permitted to operate on the Airport Premises.

(b) Prior to providing any ground transportation service at the Airport, every PSC operator and driver is required to comply with provisions of this article that are applicable to all Commercial Vehicle Operators, and shall:

- (1) Obtain all permits and licenses required by this article, including an Airport Vehicle Identification Decal and Airport Staging Permits;
- (2) Provide certificates of required insurance;
- (3) Provide proof of required local, state, and federal permits and licenses;
- (4) Provide an executed Statement and Indemnification using the form provided by the Airport; and
- (5) Comply with applicable rules of conduct established by the Airport Manager.

3-57-2 PSC vehicle driver appearance

(a) Professional Appearance. While operating at the Airport, PSC Vehicle Drivers shall maintain a professional look and appearance (e.g., clean shirt with collar and long pants, shoes, and socks).

(b) Identification Badge. PSC Vehicle Drivers shall display a company-issued identification badge, visible to all passengers, that includes the name and a photograph of the driver and the name of the driver's company.

3-57-3 Passenger loading and unloading

PSC Operators shall only receive passengers for hire at the Airport from Commercial Vehicle spaces that may be designated by the Airport Manager on a Terminal Area Map.

3-57-4 Parking (or stopping)

(a) PSC Vehicles shall park in the designated PSC Vehicle Parking Area while waiting for passengers. PSC Vehicles may not park in the designated PSC Vehicle Parking Area for longer than 30 minutes at any time.

(b) While waiting for passengers, authorized PSC Vehicles shall use the designated PSC Vehicle Parking Area for parking.

(c) After discharging passengers at the Airport, each PSC Vehicle shall immediately leave the Airport (no loitering) or, if authorized to operate at the Airport and in possession of an Airport Staging Permit, proceed by the most direct route to the designated PSC Vehicle Parking Area.

(d) PSC Vehicles shall not be parked, staged, or stopped in such a manner as to interfere with vehicular or pedestrian traffic and shall only park, stage, or stop in areas designated by the Airport Manager.

(e) Any PSC Vehicle left unattended in any designated Loading Zone will be ticketed and may be towed at the vehicle owner's expense.

(f) PSC Vehicles shall not be parked overnight in the designated PSC Vehicle Parking Area. If a PSC Vehicle is left overnight in the designated PSC Vehicle Parking Area or in any other unauthorized area on the Airport, it will be ticketed and may be towed at the PSC Vehicle owner's expense.

(g) PSC Vehicles shall not double park in front of the Commercial Passenger Terminal or anywhere on the Airport Premises under any circumstances.

(h) PSC Vehicles may not park in front of the Commercial Passenger Terminal to wait for arriving passengers or for any other reason.

(i) PSC Vehicles shall not park or stage in designated public parking spaces, including disabled parking spaces, while operating at the Airport.

3-57-5 Staging permits required

PSCs shall not stage or pick-up passengers on the Airport Premises without first obtaining and displaying an Airport Staging Permit pursuant to Section 3-51-2 of this article.

3-57-6 Vehicle equipment and condition

(a) All PSC vehicles shall be kept in good operating condition. The exterior of each vehicle shall be clean with a clear and visible PSC company designation. The vehicle interior and trunk area shall be neat and clean.

(b) Each PSC vehicle operated at the Airport shall be subject to inspection by the Airport Manager, or any official having jurisdiction, at any time to determine compliance with this article. Failure to pass any portion of the inspection may result in the PSC vehicle being prohibited from picking up and/or dropping off passengers at the Airport until the discrepancies have been corrected to the satisfaction of the Airport Manager or any official having jurisdiction.

(c) PSC vehicles shall not be cleaned, repaired, or maintained while on Airport Premises.

3-57-7 PSC vehicles not permitted on the AOA unless escorted

(a) PSC Vehicles shall only enter the AOA through a full service FBO's vehicle gate while under escort by a member of the FBO's staff, who possesses a valid AOA or SIDA badge, and shall only enter the AOA to deliver or pick-up passengers and/or baggage on the FBO's ramp. The AOA shall not be entered through any other vehicle gate.

(b) PSC vehicles shall not enter or operate within the SIDA under any circumstances.

Sec.3-58 Hotel Shuttles, Courtesy Vehicles, Messenger Service

3-58-1 Requirements for Hotel Shuttles, Courtesy Vehicles, Messenger Service

(a) Prior to providing any ground transportation service at the Airport, every Hotel Shuttle operator, which shall be defined as any entity that on behalf of a hotel makes scheduled trips to transport guests of that hotel between the Airport and the hotel, shall comply with provisions of this article that are applicable to all Commercial Vehicle Operators, and shall:

- (1) Obtain all permits and licenses required by this article, including an Airport Vehicle Identification Decal;
- (2) Provide required certificates of insurance;
- (3) Provide proof of required local, state, and federal permits and licenses;
- (4) Provide an executed Statement and Indemnification using the form provided by the Airport; and
- (5) Comply with applicable rules of conduct established by the Airport Manager.

(b) Vehicles used exclusively as Courtesy Vehicles or Messenger Service Vehicles are not considered to be Commercial Vehicle and are not required to register with the Airport.

(c) If, for any reason, a Taxicab, a TCP, a TNC, or a PSC is used to perform the function of a Hotel Shuttle anywhere on the Airport Premises, the Taxicab, TCP, TNC, or PSC shall first be registered with the Airport and shall comply with all provisions of this article, including, if applicable, the requirement to purchase and display an Airport Staging Permit.

3-58-2 Passenger loading and unloading

Hotel and Courtesy Vehicle Operators shall only receive passengers at the Airport from areas that are designated by the Airport Manager on a Terminal Area Map issued by the Airport.

3-58-3 Parking or stopping

- (a) Only authorized Hotel Shuttle Vehicles shall use the designated Hotel Shuttle Vehicle Parking Area for parking while waiting for passengers.
- (b) After discharging passengers at the Airport, each Hotel Shuttle Vehicle shall immediately leave the Airport (no loitering) or proceed by the most direct route to an area that is designated for Hotel Shuttle Vehicles by the Airport Manager.
- (c) Hotel Shuttle Vehicles shall not be parked, staged, or stopped in such a manner as to interfere with vehicular or pedestrian traffic and shall only park, stage, or stop in areas designated by the Airport Manager.
- (d) Any Hotel Shuttle Vehicle left unattended in any designated Loading Zone will be ticketed and may be towed at the vehicle owner's expense.
- (e) Commercial Vehicles, including Hotel Shuttle Vehicles, shall not be cleaned, repaired, or maintained while on Airport Premises.

3-58-4 Hotel Shuttle Vehicles on the AOA

- (a) Hotel Shuttle Vehicles shall only enter the AOA through a full service FBO's vehicle gate while under escort by a member of the FBO's staff, who possesses a valid AOA or SIDA badge, and shall only enter the AOA to deliver or pick-up passengers and/or baggage on the FBO's ramp. The AOA shall not be entered through any other vehicle gate.
- (b) Hotel Shuttle Vehicles shall not enter or operate within the SIDA under any circumstances.

Sec. 3-59 Commercial vehicle operator registration and insurance

3-59-1 Commercial vehicle operator airport registration

Every Commercial Vehicle Operator desiring to provide services on the Airport must be registered with the Airport and shall comply with the requirements of this article.

3-59-2 Registration of commercial vehicle operators

- (a) Each Commercial Vehicle Operator will be charged an annual fee per vehicle for the cost of registering and inspecting a vehicle. The fee will be collected by the Airport upon acceptance of a completed registration and before performing any required vehicle inspection. The fees charged shall be those fees established from time to time in the rates and charges established by Resolution of the Board of Supervisors and listed in the Airport Rates and Charges.
- (b) Registration of Commercial Vehicle Operators shall be initiated using forms provided by the Airport Administrative Office. Applications shall be subject to such terms and conditions as the Airport Manager determines to be necessary for the protection of the safety, convenience, and welfare of the County and the general public. All Commercial Vehicle Operators desiring to register

must provide all information required by the Airport Manager, including, but not limited to, the following information:

Commercial Vehicle Operator's business name, business (street) address, mailing address, telephone number, fax number, e-mail address (if available), and a color copy of the applicant's valid California driver's license;

Business/operating entity name, if different than Commercial Vehicle Operator's name;

Type of commercial vehicle business as described in Section 3-49 of this article;

For each vehicle to be permitted, the vehicle description, license number, VIN Number, Taximeter Number (if applicable), year, make, body type, and number of passenger seats;

Detailed and complete description of the commercial service(s) to be provided and rates to be charged by the operator;

Copy of applicable approvals (e.g., TCP, TNC or PSC permit and/or certificate or County Taxicab Vehicle Permit, if applicable) for each vehicle to be permitted;

Any applicant that is a Commercial Vehicle Operator seeking permission for multiple drivers operating his/her vehicles or operating any vehicle while doing business under his/her company name must provide a current list of drivers together with a color copy of each driver's current, valid California driver's license;

Certificates of current and valid insurance in the minimum amounts and types required by County Risk Management as amended from time to time;

Written information regarding the Commercial Vehicle Operator's procedures for accommodating passengers with disabilities; and

Taxicab Operators shall provide a copy of their County Taxicab Permit or Certificate of Exemption issued by the Sheriff.

(c) The Airport will only accept hard copies of required registration information and documents hand delivered by employees or by representatives designated in advance, in writing by the Commercial Vehicle Operator Company owner. Information and documents will not be accepted from Commercial Vehicle Drivers unless they are designated representatives of a Commercial Vehicle Operator. Required registration information and documents will not be accepted in any other manner unless prior written permission has been received from the Airport Manager.

3-59-3 Commercial vehicle records

(a) Every Commercial Vehicle Operator is responsible for maintaining current information on file with the Airport on each vehicle and driver. This information shall include, but is not limited, to the following:

(1) Copy of certificate of title, current vehicle registration, or other evidence of vehicle ownership or, for a leased vehicle, a copy of the vehicle lease indicating the name of the owner of the vehicle, the vehicle license plate number and vehicle identification number;

- (2) License plate number;
- (3) Operator(s) associated with vehicle;
- (4) Certificates of insurance as required by this article;
- (5) All applicable operating permits including CPUC permits and/or certificates, and County Taxicab Vehicle or Driver Permits for each driver on approved roster of drivers;
- (6) Copy of applicable regulatory approvals, including County Taxicab Permits or Certificates of Exemption;
- (7) Roster of drivers authorized to operate on behalf of Commercial Vehicle Operator;
- (8) Color photographs demonstrating compliance with vehicle appearance and information posting requirements, and, if applicable, documenting the operator's, distinctive Trade Dress;
- (9) Executed Statement and Indemnification using the form provided by the Airport; and
- (10) Any additional information or document required by the Airport Manager.

(b) Driver rosters and required supporting information, including color copies of each driver's current, valid California driver's license shall be updated and filed with the Airport *annually or whenever changes occur*.

Sec. 3-60 Enforcement and penalties

3-60-1 Violations

Violations of this article may lead to the temporary suspension or permanent revocation of an operator's Airport Commercial Vehicle Operator Permit and its driver's right to operate on the Airport Premises criminal fines and prosecution, or issuance of administrative fines under Section 3-17 of this Chapter.

3-60-2 Administrative fines and penalties

(a) The Airport Manager may impose, increase, or decrease suspensions or institute revocation of privileges to operate at the Airport depending upon the gravity, the number or the severity of violations, and the Commercial Vehicle Operator's response. Repeat violators shall be put on probation and may have their privileges to operate at the Airport revoked.

(b) The Airport Manager may, in his or her discretion, reinstate a Commercial Vehicle Operator's permit to operate at the Airport after the violations or other causes giving rise to the suspension have been corrected or otherwise remedied to the satisfaction of the Airport Manager.

(c) Penalties may be imposed against a Commercial Vehicle Operator and against a driver, if the driver is a different person than the Commercial Vehicle Operator.

3-60-3 Responsibility for drivers, agents, employees or other representatives

Each Commercial Vehicle Operator shall be held responsible for the failure of its drivers, agents, employees or other representatives to comply with the provisions of this article and any other applicable law or regulation.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 14
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number:

Susan Klassen (707) 565-2231

Supervisorial District(s):

All

Title: Earthquake Recovery Assistance to Napa County

Recommended Actions:

Ratify agreement between Sonoma and Napa counties for disaster assistance related to the August 24, 2014 Napa Earthquake with a term ending December 31, 2014 as executed by the County Administrator and authorize the County Administrator to execute necessary amendments for a not-to-exceed total of \$15,000.

Executive Summary:

Napa County is still recovering from the 6.1 magnitude earthquake that occurred on August 24, 2014. Several bridges were significantly damaged during the event closing some roads to public access. In response, Napa County purchased a temporary replacement bridge structure known as a Bailey Bridge to install on Partrick Lane in order to reopen this corridor. Due to their experience with type of structure, Sonoma County's Transportation and Public Works Bridge Maintenance staff was asked for assistance with the installation. Original agreement estimated work at 3 days at a cost of \$7,548.20. Additional time was required for the installation so an amendment is being prepared by Napa County to authorize the additional payment to Sonoma County, the County Administrator will execute this amendment per authority requested in current item.

In an effort to expedite the process and provide Napa County the services they were requesting to re-open the roadway once the bridge was delivered, the County Administrator executed the original agreement on November 17th and installation was completed November 25th.

Prior Board Actions:

None.

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

This agreement assists a neighboring County in their efforts to maintain a functioning transportation network. Fosters goodwill between the agencies for the future mutual aid needs.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 15,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 15,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 15,000	Total Sources	\$ 15,000

Narrative Explanation of Fiscal Impacts (If Required):

All expenses associated with Sonoma County's Transportation and Public Works Bridge Maintenance staff assisting Napa County as a result of this agreement will be reimbursed by Napa County. Appropriations are available within the FY 14-15 Road Maintenance budget.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

Related Items "On File" with the Clerk of the Board:

Napa County Agreement.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 15
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors (707) 565-2241

Supervisorial District(s):

Title: Minutes of November 14, 2014

Recommended Actions:

Approval.

Executive Summary:

Approval of Minutes:

- (A) Minutes of the Meeting of November 14, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors, and
- (B) Minutes of the Meeting of November 14, 2014 for the following: Sonoma Valley County Sanitation District.

Prior Board Actions:

None.

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

N/A

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Minutes

Related Items "On File" with the Clerk of the Board:

None

ACTION SUMMARY
BOARD OF SUPERVISORS
SONOMA COUNTY
575 ADMINISTRATION DRIVE, ROOM 102A
SANTA ROSA, CA 95403

FRIDAY

NOVEMBER 14, 2014

1:00 P.M.

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	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 Board of Directors of the Northern Sonoma County Air Pollution Control District, and as the governing board of all special districts having business on the agenda to be heard this date.

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, 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, 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 or the public request specific items be discussed and/or removed from the Consent Calendar.

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. Closed session items may be added prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. 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, and generally may only listen.

1:00 P.M. CALL TO ORDER

1:00 P.M. Chairman Rabbitt called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

Absent: Susan Gorin

Staff Present: Veronica A. Ferguson, County Administrator and Bruce Goldstein, County Counsel

Chairman Rabbitt presiding.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA (Items may be added or withdrawn from the agenda consistent with State law)

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Rabbitt congratulated Senator-elect Mike McGuire and Supervisor-elect James Gore upon their successful elections.

Supervisor McGuire thanked the Board and everyone for their support. He attended the ground breaking ceremony at the Westside Environmental Education Center this morning. He thanked the Health Department and Rita Scardaci for their hard work on the Portrait of Sonoma. He announced a townhall meeting on new approach paths to the airport occurring 6:30 p.m., November 24, 2014 in Windsor.

Supervisor Zane shared there was a celebration for volunteers at operation access for medical procedures and laser surgeries for those who otherwise couldn't afford them. She helped to host Yolo County officials on a tour of the Family Justice Center. She was the Rohnert Park Veteran's Day ceremony Master of Ceremonies. She enjoyed hearing the summary of what the Board has accomplished in the last year during Chair Rabbitt's speech to the Chamber of Commerce. She requested that the issue of prescription drug safe disposal be reviewed by the County Administrator and return to the Board, possibly as an ordinance specific to the County.

Supervisor Carrillo shared that issue of prescription drug disposal could be included in the Boards' 2015 priorities. He also attended the successful groundbreaking ceremony of the Westside Environmental Education Center this morning, which will help youth to examine the science of water issues, including drought. He attended a Local agency formation commission (LAFCO) discussion on Zone 6 fire study in the northeast end of the County. Chris Thomas and Chief Al Terrell and staff were thanked for taking these meetings on tour throughout the many communities. He attended a community action partnership engagement meeting that looked at the Portrait of Sonoma, and a Sonoma Clean Power meeting, where many of the initial milestones are being reached. Ratepayers are anticipated to save \$6 million.

BOARD MEMBER ANNOUNCEMENTS (Continued)

Supervisor Rabbitt attended the successful Petaluma Veteran's Day parade. Veteran Herb Loudon died that day, and he will be missed by all. He attended a AAA Rescuer of the Year event for Paul Bradley of Henry 1 for his successful rescue in Crescent City. Friends of Henry 1 assist with many of their expenses. He attended a Golden Gate Bridge meeting this morning which is working on the movable medium barrier and a future suicide barrier, with a bid out in March. He announced that the Petaluma COTS group initiative goal is to tackle the issue of Veteran's and family homelessness with grants available through the Veteran's Affairs organization.

III. CONSENT CALENDAR (Items 1 through 23)

PRESENTATIONS/GOLD RESOLUTIONS (Item 1)

PRESENTATION AT THE BOARD MEETING

1. Adopt a Gold Resolution commending Barbara Lee for 20 years of service to the Northern Sonoma County Air Pollution Control District and the Department of Transportation and Public Works. (Transportation and Public Works)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolution 14-0461

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

2. Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to enter into an agreement with the Conservation Biology Institute for the production of a land conservation and management decision support tool for \$115,866 for one year from the date of execution.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

TRANSPORTATION AND PUBLIC WORKS

3. Urban Footprint Climate Scenario Modeling Tool Development - (A) Authorize the General Manager of the Agricultural Preservation and Open Space District to enter into an agreement with Calthorpe Associates in the amount of \$250,000 to develop the climate scenario modeling tool Urban Footprint. (B) Ratify the Memorandum of Understanding between Transportation and Public Works and the Open Space District to distribute grant funds to the Open Space District for implementation of the Urban Footprint.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

CONSENT CALENDAR (Continued)

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

4. Mirabel Fish Screen and Fish Ladder Replacement Change Order - Authorize the General Manager to execute Change Order No. 3 to a contract with F&H Construction, Inc. totaling \$142,000 for additional work required to maintain minimum in-stream flows and to complete a rock fish passage. (Fifth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

5. Authorize the Chair to execute the second amended agreement with Dina Luvishis for as-needed database and web development services, increasing the consultant's rate by \$5 per hour to \$70 per hour and the not-to-exceed amount by \$90,000, and extending the agreement term by two years for a new agreement total not-to-exceed \$170,000 and an end date of December 31, 2016.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

6. Authorize the Chair to execute an agreement with Vistrionix, LLC, for remote website hosting and services for IBM® Maximo® asset management software for the amount of \$139,000; agreement terminates on July 31, 2016.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse, Alternate McGuire)

7. Sonoma Valley Trunk Main Replacement Project Geotechnical and Environmental Site Assessment - (A) Authorize the Chair to execute a first amended agreement with Kleinfelder, Inc. increasing the amount payable by \$11,472 and expanding the scope of work to include additional geotechnical borings, for a new not-to-exceed agreement total of \$187,438 and retaining the same end date of March 31, 2017. (B) Authorize the Chair to execute a first amended agreement with ERM-West, Inc. increasing the amount payable by \$2,500 and expanding the scope of work for the Phase 2 Environmental Site Assessment to include additional field work for more borings, for a new not-to-exceed agreement total of \$36,085 and retaining the same end date of July 31, 2015. (First District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt; Alternate, Mike McGuire

ABSENT: Mayor Rouse

CONSENT CALENDAR (Continued)

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

8. Accept the Sonoma County Economic Development Board and Sonoma County Economic Development Foundation Internal Audit Report for the period July 1, 2011 through June 30, 2013.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

COUNTY ADMINISTRATOR

9. Approve an agreement between Sonoma County Fair and Exposition, Inc., the County of Sonoma, and Tawny Tesconi regarding employment services for Interim Director of the Department of General Services from November 17, 2014 through August 31, 2015.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

10. Long Term Road Plan Outreach Effort and Contract Amendment - (A) Approve the outline for the Long Term Road Plan public education and outreach effort. (B) Authorize the County Administrator to approve the first amendment to an agreement with Fairbanks, Maslin, Maullin, Metz & Associates (FM3), in an amount not-to-exceed \$100,000, expanding the scope of work to include additional surveys and facilitation services, and extending the contract term, for a new not-to-exceed contract total of \$200,000 and end date of November 30, 2015.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

DISTRICT ATTORNEY/HUMAN SERVICES

11. U.S. Department of Justice, Office on Violence Against Women Abuse in Later Life (OVW/AILL) Program - Authorize the Director of Human Services Department to sign and execute agreements with the Council on Aging for a grant of \$54,900 and with Legal Aid of Sonoma County for \$38,625. Through a Memorandum of Understanding, Human Services is the lead agency collaborating with the Office of the District Attorney to administer these contracts. The contract period will be November 3, 2014 through April 30, 2016.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

ECONOMIC DEVELOPMENT BOARD

12. Approve a Revised Joint Powers Agreement with the County of Mendocino for the formation of the Sonoma Mendocino Economic Development District.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

CONSENT CALENDAR (Continued)

FAIRGROUNDS

13. Ratify the County Administrator's action executing an emergency contract with American Technologies, Inc. (ATI) for immediate fire remediation services under the authority of Ordinance No. 4851 on the Grace Pavilion for an amount not-to-exceed \$300,000.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

FIRE AND EMERGENCY SERVICES

14. Adopt a Resolution approving the 2014 update to the Sonoma County Operational Area Hazardous Materials Incident Response Plan.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolution 14-0462

15. Adopt a Resolution extending the proclamation of a local state of emergency in the Sonoma County Operational Area due to damage arising from the August 24, 2014, South Napa Earthquake.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolution 14-0463

GENERAL SERVICES/ECONOMIC DEVELOPMENT BOARD

16. Authorize the General Services Director to execute a lease amendment with Hilltop Medical Center, LLC, successor-in-interest to Madalyn, LLC, for the Economic Development Board / Creative Sonoma Arts Program, the Workforce Investment Board Business Services Program, and the Bilingual Business Assistance Program, for approximately 1,747 sq. ft., in the building located at 141 Stony Circle, Santa Rosa, for an additional \$2,533 per month, or an additional \$30,398 per year, for a term to expire on October 31, 2017, with options to extend the term through October 31, 2021, concurrent with the existing lease.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

GENERAL SERVICES/HUMAN SERVICES

17. Authorize the Clerk to publish a notice, declaring the Board's intent to enter into a lease with Cornerstone Properties II S, LLC, for approximately 5,252 rentable sq. ft. of office space, in Building H located at 3645 Westwind Boulevard, Santa Rosa, for an initial rental rate of \$1.70 per sq. ft. per month (\$8,928 per month or \$107,140 per year), subject to adjustment as described in said lease, for an initial 2 and one-half year term to expire on May 31, 2017.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

CONSENT CALENDAR (Continued)

HUMAN RESOURCES

AND

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

COMMUNITY DEVELOPMENT COMMISSION

(Commissioners: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

18. Miscellaneous Classification and Compensation Changes –

- (A) Approve a concurrent Resolution amending the Salary Resolution No. 95-0926, Appendix A - Salary Tables, to reflect the retitling of the classification of Assistant Registrar of Voters to Chief Deputy Registrar of Voters; amending the Memorandum of Understanding between the County and SEIU Local 1021, Appendix A - Salary Table Scales, to reflect the re-titling of the classification of Supervising Child Support Officer to Child Support Services Supervisor; and to establish the new classification and salary of Refuse Enforcement Specialist, effective November 14, 2014.
- (B) Approve a Resolution amending the Department Allocation List for the Department of Child Support Services to reflect the deletion of 1.0 Full-Time Equivalent (F.T.E.) Child Support Financial Supervisor and 3.0 F.T.E. Legal Staff Supervisor allocations, and the addition of 4.0 F.T.E. Child Support Services Supervisor allocations; amending the Department Allocation List for the Department of Transportation and Public Works to add 1.0 F.T.E. Refuse Enforcement Specialist allocation; and amending the Department Allocation List for Fire and Emergency Services to delete 1.0 F.T.E. Account Clerk II and to add 1.0 F.T.E. Senior Account Clerk allocations, effective November 14, 2014.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolutions 14-0464 and 14-0465

TRANSPORTATION AND PUBLIC WORKS

- 19. Authorize the Chair to execute an agreement with Russian Riverkeeper, totaling \$173,880 for five years from the agreement execution date, for creek bank restoration and riparian habitat enhancement as mitigation relating to the Charles M. Schulz - Sonoma County Airport Runway Safety Improvement Project. (Fourth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

CONSENT CALENDAR (Continued)

20. Authorize the Chair to execute the third amendment to the second amended agreement for Professional Services with Mead & Hunt, Inc. in the amount of \$560,579 for a total agreement amount not-to-exceed \$8,053,095 for construction management services relating to the Airport Runway Safety Area Project and design services relating to the terminal remodel. (Fourth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

TRANSPORTATION AND PUBLIC WORKS

AND

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

21. Adopt a Resolution authorizing the Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District to:
- (A) Execute a Funding Agreement for electric vehicle charging stations, in a form approved by County Counsel, with the Best Western Dry Creek Inn in Healdsburg for the amount of \$17,623 to fund the purchase and installation of two electric vehicle chargers, one dual-unit and one single-unit; and
 - (B) Amend the agreement, in a form approved by County Counsel, provided there is no increase in the funding amount.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolution 14-0466

MISCELLANEOUS

22. Approve the Minutes of the Meeting of October 21, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Sonoma County Water Agency, and Board of Supervisors; and Approve the Minutes of the Meeting of October 21, 2014 for the Sonoma Valley County Sanitation District.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

APPOINTMENTS/REAPPOINTMENTS

(Item 23)

23. Approve the appointment of Carol Eber to the Sonoma County Regional Parks Foundation for a term of two years, beginning November 14, 2014 through November 14, 2016. (Second District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

IV. REGULAR CALENDAR (Items 24 through 26)

COUNTY ADMINISTRATOR

24. Fiscal Year 2014-15 Advertising Program Category A5 Grant Awards –
- (A) Approve Fiscal Year 2014-15 Advertising Program Category A5 - Visitor Way Finding and Signage grant awards and authorize the County Administrator to execute contracts.
 - (B) Approve an allocation in the amount of \$200,000 to the Sonoma County Fair Foundation for the construction of the Saralee and Richard's Barn agricultural education center, granting a one year contribution of \$100,000, and pledging \$100,000 in matching funds toward the fundraising campaign.

Presenters:

Michelle Arellano, Administrative Analyst, County Administrator's Office
Tawny Tesconi, Fair Manager

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

COUNTY ADMINISTRATOR

AND

COMMUNITY DEVELOPMENT COMMISSION

(Commissioners: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

RUSSIAN RIVER COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

OCCIDENTIAL COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

SOUTH PARK COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse, Alternate McGuire)

25. Fiscal Year 2014-15 1st Quarter Budget Update –
- (A) Receive Fiscal Year 2014-15 Budget Information.
 - (B) Adopt a Concurrent Resolution of the Board of Supervisors, the Community Development Commission, the Northern Sonoma County Air Pollution Control District, the Agricultural Preservation & Open Space District, the Russian River County

REGULAR CALENDAR (Continued)

Item #25 Continued

Sanitation District, the Occidental County Sanitation District, the South Park County Sanitation District, and the Sonoma County Water Agency adjusting Fiscal Year 2014-15 Budget Appropriations and Position Allocations.

- (C) Adopt a Resolution of the Sonoma Valley County Sanitation District, adjusting the Fiscal Year 2014-15 Budget. (4/5 vote required)

Presenter:

Christina Rivera, Deputy County Administrator, County Administrator's Office

Public Comments:

Peter Tschernoff

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo

ABSENT: Susan Gorin

Approved by Resolutions 14-0467 and 14-0468

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Alternate Mike McGuire

ABSENT: Mayor Rouse

TRANSPORTATION AND PUBLIC WORKS

AND

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

- 26. Northern Sonoma County Air Pollution Control District Rule Changes to Meet Environmental Protection Agency and State Implementation Plan Requirements - Conduct a Public Hearing and Adopt a Resolution of the Board of Directors of the Northern Sonoma County Air Pollution Control District to:
 - (A) Amend the following District rules to meet new requirements of the EPA for approval as part of the State Implementation Plan (SIP): a. Regulation 1, Rule 130 - Definitions b. Regulation 1, Rule 200 - Permitting Requirements c. Regulation 1, Rule 220 - New Source Review d. Regulation 1, Rule 230 - Action on Applications;
 - (B) Direct the Air Pollution Control Officer to submit the amended rules for inclusion in the SIP and request that the EPA find the rules to be equivalent to, or more stringent than, the provisions of New Source Review Reform of 2002;
 - (C) Direct the Air Pollution Control Officer to withdraw the following rules from the SIP: a. Regulation 1, Rule 160 - Ambient Air Quality Standards b. Regulation 1, Rule 455 - Geothermal Emission Standards c. Regulation 1, Rule 494 - Rule to Limit Potential to Emit d. Regulation 1, Rule 500 - Enforcement;
 - (D) Direct the Air Pollution Control Officer to replace the table in Regulation 1, Rule 160 (Ambient Air Quality Standards) with regulatory references; and

REGULAR CALENDAR (Continued)

Item #26 Continued

- (E) Direct the Air Pollution Control Officer to file a notice of exemption pursuant to the California Environmental Quality Act.

Presenter:

Barbara Lee, Air Pollution Control Officer, Transportation and Public Works Department

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Susan Gorin

3:40 P.M. The Board awarded a Gold Resolution to Barbara Lee.

27. PERMIT AND RESOURCE MANAGEMENT DEPARTMENT: REVIEW AND POSSIBLE ACTION ON THE FOLLOWING:

- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
- b) Acts and Determinations of Project Review and Advisory Committee
- c) Acts and Determinations of Design Review Committee
- d) Acts and Determinations of Landmarks Commission
- e) Administrative Determinations of the Director of Permit and Resource Management

3:47 P.M.

Board Action: Accept Acts and Determinations

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

ABSENT: Shirlee Zane, Susan Gorin

Recess: 3:48 P.M.

Reconvene: 4:00 P.M.

Supervisors Present: David Rabbitt, Mike McGuire, Efren Carrillo Supervisors

Absent: Shirlee Zane, Susan Gorin

Staff Present: Veronica Ferguson, County Administrator and Bruce Goldstein, County Counsel

28. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. 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, and generally may only listen.)

4:00 P.M. Public Comment Opened.

Public Speakers:

Marlene Lily
Mary Morisson
Richard Hannon
Chris Gibbons
Rachel Lamm
John Jenkel
Moral Powers
Karen Henson
Jim Stoops
Guy Erdman
Diana Nasser
John Channey
Karen Perry
Jerry Abreim

4:46 P.M. Public Comment Closed

4:46 P.M. Recessed to Closed Session

V. CLOSED SESSION CALENDAR (Item 29)

5:57 P.M. Counsel Goldstein reported on Closed Session Item #29.

Supervisors Present: David Rabbitt, Mike McGuire, Efren Carrillo

Supervisors Absent: Shirlee Zane, Susan Gorin

Staff Present: Veronica Ferguson, County Administrator and Bruce Goldstein, County Counsel

29. The Board of Supervisors will consider the following in closed session: Potential initiation of litigation - Lytton Band of Pomo Indians (Gov't. Code Section 54956.9(d)(4)).

Direction Given to Staff.

30. ADJOURNMENTS

5:58 P.M. The Board adjourned the meeting in memory of Dr. Leonard Swenson, Elaine Book, Herbert S. Loudon, Helen Libeau, Sam Garcia, David Costa, Jesse Langley, Christine Puetz and Orion Strong. The meeting was adjourned to November 24, 2014 at 8:30 A.M.

Respectfully submitted,

Roxanne Epstein,
Chief Deputy 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: 16
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services

Staff Name and Phone Number:

Sherry Alderman, 565-8501

Supervisorial District(s):

All

Title: Child Care Planning Council of Sonoma County

Recommended Actions:

1. Appoint Ulla Mast, John Paul, Soledad Cardona, Megan Sirna, Yolanda Garcia and Lisa Grocott to the Child Care Planning Council of Sonoma County, for terms beginning January 1, 2015 and ending December 31, 2016.
2. Re-appoint Kathleen Kelley, Terry Ziegler, Teri Clark, Teri Porter, Debbie Blanton, Marianne Schwarz-Kesling, Melanie Dodson, Gloria Leifried, Amy Howder-Thompson and Stephen Zollman to the Child Care Planning Council of Sonoma County for two-year terms beginning January 1, 2015 and ending December 31, 2016.
3. Authorize the Director of Human Services to sign the required Certification Statement Regarding Composition of Local Planning Council Membership.

Executive Summary:

Role of the Board of Supervisors with the Child Care Planning Council of Sonoma County

The Board of Supervisors originally established the Sonoma County Child Care Planning Council on October 20, 1992, to meet the requirements mandated by the passage of AB 2141, which created local child care and development planning councils to identify local priorities for child care and state preschool expansion funds.

Subsequently, with the passage of AB 1542 in 1997, which established the CalWORKs program, the Board was required to designate a local child care planning council to establish priorities for state-funded child care and development services and to develop a comprehensive countywide plan for child care. On September 29, 1998, the Board of Supervisors designated the initial Sonoma County Child Care Planning Council, established under AB 2141, as the local council required under the AB 1542 legislation.

The mission of the Child Care Planning Council of Sonoma County is to convene and inspire the community through collaboration, leadership, and advocacy to promote and plan for quality child care and development services for the benefit of all children (birth to 18), their families, and Sonoma County.

Membership Appointments

The Board of Supervisors is requested to appoint Ulla Mast, John Paul, Megan Sirna, and Yolanda Garcia to Public Agency Seats, and Soledad Cardona and Lisa Grocott to Discretionary Seats, for terms beginning January 1, 2015

and ending December 31, 2016.

The Board of Supervisors is also requested to reappoint 10 members: Melanie Dodson and Kathleen Kelley in Child Care Consumer Seats; Terry Ziegler, Teri Clark and Teri Porter in Child Care Provider Seats; Amy Howder-Thompson, Marianne Schwarz-Kesling and Stephen Zollman in Community Seats; Gloria Leifried in a Discretionary Seat; and Debbie Blanton in a Public Agency Seat; on the Child Care Planning Council of Sonoma County for 2-year terms beginning January 1, 2015 and ending December 31, 2016.

The Council recommends the appointment of members that meet the legislated membership requirements. Under the law, the Board of Supervisors and the County Superintendent of Schools are to jointly appoint members to the local child care planning council in 5 categories of membership: 1) Consumers, 2) Child Care Providers, 3) Public Agency representatives, 4) Community Representatives, and 5) Discretionary appointees of the Board and the Superintendent. These appointment recommendations have been made to and approved by the County Superintendent of Schools. These actions will fill required membership, and enable compliance with state reporting requirements.

The Child Care Planning Council bylaws allow up to 35 members. As required, the Child Care Planning Council makes every effort to assure that the ethnic, racial and geographic composition is reflective of the county. Current membership is 29 members. Members are appointed for two-year terms ending on December 31st; half of the members' terms expire each year.

The Council will have 5 openings for additional members after these appointments; these openings are posted on the CCPC website and the County Boards and Commissions website. Additionally, community recruitment efforts are made on an ongoing basis via press releases, flyers and individual outreach.

Recommended Actions:

1. Appoint Ulla Mast, John Paul, Soledad Cardona, Megan Sirna, Yolanda Garcia and Lisa Grocott to the Child Care Planning Council of Sonoma County, for terms beginning January 1, 2015 and ending December 31, 2016.
2. Re-appoint Kathleen Kelley, Terry Ziegler, Teri Clark, Teri Porter, Debbie Blanton, Marianne Schwarz-Kesling, Melanie Dodson, Gloria Leifried, Amy Howder-Thompson and Stephen Zollman to the Child Care Planning Council of Sonoma County for two-year terms beginning January 1, 2015 and ending December 31, 2016.
3. Authorize the Director of Human Services to sign the required Certification Statement Regarding Composition of Local Planning Council Membership.

Prior Board Actions:

April 13, 2010 - April 10, 2012: Passed resolutions recognizing Week of the Young Child

April 13, 2010, October 25, 2011 and December 10, 2013: Approved the Child Care Planning Council of Sonoma County Advocacy Priorities.

March 21, 2000 - June 25, 2013: Approved the Sonoma County Child Care Planning Council's Funding Priorities by Zip Code.

September 21, 1999 – January 14, 2014: Appointed/reappointed members of the Sonoma County Child Care Planning Council and approved by-laws which established term of membership.

September 29, 1998: Designated the Sonoma County Child Care Planning Council as the local child care planning council required under AB 1542 (CalWORKs).

October 20, 1992: Established the Sonoma County Child Care Planning Council as a standing committee representing the Board of Supervisors by Resolution No. 92-1583.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
The mission of the Child Care Planning Council of Sonoma County is to convene and inspire the community through collaboration, leadership and advocacy to promote and plan for quality child care and development for the benefit of all children (birth to 18), their families and Sonoma County.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0
Narrative Explanation of Fiscal Impacts (If Required):			
None.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
Certification Statement Regarding Composition of LPC Membership			
Related Items "On File" with the Clerk of the Board:			
None			

CERTIFICATION STATEMENT
REGARDING COMPOSITION OF LPC MEMBERSHIP

Return to:
 California Department of Education
 Child Development Division
 Local Planning Council Team
 1430 N Street, Suite 3410
 Sacramento, CA 95814

Due Date:
 Annually on January 20

Please complete all information requested below:

County Name: Sonoma		County Coordinator Name and Telephone Number: Carol Simmons, (707) 524-2792
Membership Categories		
20% Consumers (Defined as a parent or person who receives, or who has received within the past 36 months, child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Kathleen Kelley	311 Professional Center Dr. Rohnert Park, CA 94928 (707) 591-0170	Seat Appointed January 1, 2015 Expires December 31, 2016
Debb Reece	70 W. Hedding St, W. Wing San Jose, CA 95110-1705 (408) 792-2732	Seat Appointed January 1, 2014 Expires December 31, 2015
Kellie Noe	490 Mendocino Ave, Suite 202 Santa Rosa, CA 95401 (707) 565-6615	Seat Appointed January 1, 2014 Expires December 31, 2015
Melanie Dodson	131-A Stony Cir., #300 Santa Rosa, CA 95401 (707) 522-1413x130	Seat Appointed January 1, 2015 Expires December 31, 2016
Rebecca Hachmyer	37 Aveye Way Petaluma, CA 94952 (707) 321-2320	Seat Appointed January 1, 2014 Expires December 31, 2015
Katie Welch	2244 Challenger Way, Ste #101 Santa Rosa, CA 95401 (707) 528-7977 x 111	Seat Appointed January 1, 2014 Expires December 31, 2015
20% Child Care providers (Defined as a person who provides child care services or represents persons who provide child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Terry Zeigler	190 Arlen Drive Rohnert Park, CA 94928 (707) 793-9020	Seat Appointed January 1, 2015 Expires December 31, 2016
Cathy Vaughn	P.O. Box 760 Sonoma, CA 95476 (707) 996-2422	Seat Appointed January 1, 2014 Expires December 31, 2015
Missy Danneberg	1745 Copperhill Parkway #5 Santa Rosa, CA 95403 (707) 545-2402	Seat Appointed January 1, 2014 Expires December 31, 2015
Teri Porter	1128 Edwards Ave Santa Rosa, CA 95401 (707) 303-3547	Seat Appointed January 1, 2015 Expires December 31, 2016

Teri Clark	405 S. McDowell Blvd. Petaluma, CA 94954 (707) 763-2000	Seat Appointed January 1, 2015 Expires December 31, 2016
Nicole "Noel" Mitchell	599 Tomales Rd. Petaluma, CA 94952 (707) 765-7334	Seat Appointed January 1, 2014 Expires December 31, 2015
20% Public Agency Representative (Defined as a person who represents a city, county, or local education agency.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Debbie Blanton	8511 Limon Way Rohnert Park, CA 94928 (707) 522-3272	Seat Appointed January 1, 2015 Expires December 31, 2016
John Paul	2227 Challenger Way Santa Rosa, CA 95407 (707) 565-5592	Seat Appointed January 1, 2014 Expires December 31, 2015
Ulla Mast	625 5th Street Santa Rosa, CA 95404 (707) 565-4479	Seat Appointed January 1, 2015 Expires December 31, 2016
Yolanda Garcia	1501 Mendocino Ave Santa Rosa, CA 95401 (707) 527-4671	Seat Appointed January 1, 2015 Expires December 31, 2015
Susan Harvey	c/o CCPC, 5340 Skylane Blvd. Santa Rosa, CA 95401 (707) 795-0637	Seat Appointed January 1, 2013 Expires December 31, 2015
Megan Sirna	490 Mendocino Ave. Santa Rosa, CA 95401 (707) 565-5836	Seat Appointed January 1, 2015 Expires December 31, 2016
20% Community Representative (Defined as a person who represents an agency or business that provides private funding for child care services, or who advocates for child care services through participation in civic or community-based organizations but is not a child care provider or CDE funded agency representative.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Carrie Anabo	120 Eleventh Street Santa Rosa, CA 95401 (707) 528-4946	Seat Appointed January 1, 2014 Expires December 31, 2015
Marianne Schwarz-Kesling	1501 Mendocino Ave Santa Rosa, CA 95401 (707) 522-8806	Seat Appointed January 1, 2014 Expires December 31, 2016
Stephen Zollman	c/o CCPC, 5340 Skylane Blvd. Santa Rosa, CA 95401 (415) 218-9835	Seat Appointed January 1, 2014 Expires December 31, 2016
Amy Howder-Thompson	1243 Ripley St. Santa Rosa, CA 95401 (707) 343-6078	Seat Appointed January 1, 2014 Expires December 31, 2016
Heather Sweet-Krikac	900 Hopper St Petaluma, CA 94952 (707) 542-3432	Seat Appointed January 1, 2014 Expires December 31, 2015
20% Discretionary Appointees (Appointed from any of the above categories or outside of these categories at the discretion of the appointing agencies.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Margie Vondrak	1436 Mathias Place Rohnert Park, CA 94928 (707) 795-1977	Seat Appointed January 1, 2014 Expires December 31, 2015
Gloria Liefried	c/o CCPC, 5340 Skylane Blvd. Santa Rosa, CA 95401 (707) 332-4363	Seat Appointed January 1, 2014 Expires December 31, 2015

Cheryl Scholar	c/o CCPC, 5340 Skylane Blvd. Santa Rosa, CA 95401 (707) 584-2005	Seat Appointed January 1, 2014 Expires December 31, 2015
Jynx Lopez	PO Box 16 Guerneville, CA 95446 (707) 869-3613 x111	Seat Appointed January 1, 2014 Expires December 31, 2015
Lisa Grocott	1300 North Dutton Ave. Santa Rosa, CA 95401 (707) 544-6911x1056	Seat Appointed January 1, 2015 Expires December 31, 2016

Authorized Signatures

We hereby verify as the authorized representatives of the county board of supervisors (CBS), the county superintendent of schools (CSS), and the Local Child Care and Development Planning Council (LPC) chairperson that as of December 2013, the above identified individuals meet the council representation categories as mandated in AB 1542 (Chapter 270, Statutes 1997; California *Education Code* Section 8499.3).
(Date)
Further, the CBS, CSS, and LPC chairperson verify that a good faith effort has been made by the appointing agencies to ensure that the ethnic, racial, and geographic composition of the LPC is reflective of the population of the county.

Authorized Representative - County Board of Supervisors	Telephone Number	Date
Authorized Representative - County Superintendent of Schools	Telephone Number	Date
Local Child Care Planning Council Chairperson	Telephone Number	Date



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 17
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Office of Education

Staff Name and Phone Number:

Steven Herrington, PhD

Supervisorial District(s):

All

Title: Sonoma County Williams Act Settlement Annual Report of Findings

Recommended Actions:

Accept Sonoma County Superintendent of Schools Report on Williams Lawsuit Settlement findings for Fiscal Year 2014-2015.

Executive Summary:

In August 2004, the Governor facilitated a settlement of the Williams lawsuit with specific legislation (CA Education Code Section 1240) designed to identify and correct deficiencies, which may be impediments to student academic success. This legislation stemmed from a lawsuit by the American Civil Liberties Union (ACLU) that the State of California failed to provide poor and underprivileged students with equal educational opportunities. Specific elements in the suit included inadequate school facilities, insufficient educational materials, and a lack of fully credentialed teachers.

Pursuant to the Williams Settlement, the County Superintendent of Schools is required to report to the Board of Supervisors the results of finding related to those elements or conditions of Sonoma County schools. Attached is the report summarizing the June 2014 audit and visitation findings of the first four weeks of the 2014-2015 school year.

Sonoma County Office of Education Superintendent Steve Harrington will be presenting the Report.

The Board is requested to accept the Report.

Prior Board Actions:

Annual Williams Act presentations

Strategic Plan Alignment Goal 3: Invest in the Future

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

--

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:

--

AMENDED

***Annual Reporting of Findings
Pursuant to Williams Lawsuit Settlement
Annual Report for Fiscal Year 2014-15***

Findings of Visits and Reviews:

Instructional Materials:

Visitation of twenty-two schools during August and September 2014, validated the presence of sufficient, current, standards based instructional materials in all twenty-two districts visited. Sonoma County districts are to be commended for their efforts to ensure that students have sufficient materials for use in class and at home.

Facilities Maintenance:

There were no findings at the twenty-two sites that qualified as one of the “eight emergency repair situations that poses an emergency or urgent threat to the health or safety of students or staff” as identified under Williams legislation.

Note: To date, emergency funding is still not available but districts have been encouraged to add their names to the list of districts looking for this funding so that when it does become available they are already in the pool.

School Accountability Report Card/Teacher Qualifications

The SARC for all twenty-two schools will be received and reviewed in March 2015. We found 4 teachers have “misassignments” for the (2013-14) school year. Review of credentials will occur in May 2015.

Valenzuela:

Documentation reviews were not conducted during this audit. The SRCS district has opted to exercise flexibility.

Quality of Education Act (QEIA)

One out of the two sites monitored during the 2014 Williams Visitations did not meet the QEIA requirements. Lincoln (Abraham) Elementary School did not meet their API Growth Target.

AMENDED
Williams Lawsuit Schools 2014-15 Sonoma County
Report to the Sonoma County Board of Education and the County Board of Supervisors

District	School	Current Decile	Level	Sufficient instructional Materials	In Good Repair No Extreme Deficiencies	Received SARC's	2013-14 Teacher Misassignments	Used instructional Material Funds Appropriately	Unanswered complaints in relation to the Uniform Complaint Procedure	Base	QEIA Met All Targets
Bellevue Union School District	Bellevue Elementary	2	Elementary	yes	yes	yes	none	yes	0	2009	
Bellevue Union School District	Kawana School	1	Elementary	yes	yes	yes	none	yes	0	2009	
Bellevue Union School District	Taylor Mountain Elementary	2	Elementary	yes	yes	yes	None	yes	0	2009	
Cloverdale Unified School District	Jefferson Elementary	3	Elementary	yes	yes	yes	None	yes	0	2009	
Cotati-Rohnert Park Unified	Waldo Rohnert Elementary	3	Elementary	yes	yes	yes	none	yes	0	2009	
Cotati-Rohnert Park Unified	John Reed Elementary	3	Elementary	yes	yes	yes	none	yes	0	2009	
Healdsburg Unified	Healdsburg Elem. HES Camp	2	Elementary	yes	yes	yes	none	yes	0	2009	
Healdsburg Unified	Fitch Mountain Campus (4-5)	2	Elementary	yes	yes	yes	none	yes	0	2009	
Petaluma City School District	McDowell School	2	Elementary	yes	yes	yes	none	yes	0	2009	
Petaluma City School District	McKinley School	2	Elementary	yes	yes	yes	none	yes	0	2009	yes
Roseland School District	Roseland Elementary School	3	Elementary	yes	yes	yes	none	yes	0	2009	
Santa Rosa City School District	Brook Hill Elementary	3	Elementary	yes	yes	yes	RSP	yes	0	2009	
Santa Rosa City School District	Comstock Middle School	3	Middle School	yes	yes	yes	none	yes	0	2009	
Santa Rosa City School District	Cook (Lawrence) Middle School	1	Middle School	yes	yes	yes	none	yes	0	2009	
Santa Rosa City School District	Elsie Allen High	2	High School	yes	yes	yes	none	yes	0	2009	
Santa Rosa City School District	Lincoln (Abraham) School	2	Elementary	yes	yes	yes	RSP	yes	0	2009	No
Santa Rosa City School District	Monroe (James) School	3	Elementary	yes	yes	yes	SDC	yes	0	2009	
Santa Rosa City School District	Steele Lane School	2	Elementary	yes	yes	yes	none	yes	0	2009	
Santa Rosa City School District	Piner High	3	High School	yes	yes	yes	none	yes	0	2009	
Sonoma Valley Unified SD	El Verano School	2	Elementary	yes	yes	yes	none	yes	0	2009	
Sonoma Valley Unified SD	Flowery School	1	Elementary	yes	yes	yes	none	yes	0	2009	
Sonoma Valley Unified SD	Sassarini Elementary	3	Elementary	yes	yes	yes	None	yes	0	2009	
Sonoma Valley Unified SD	Altimira Middle	3	Middle School	yes	yes	yes	English	yes	0	2009	
Sonoma Valley Unified SD	Dunbar Elementary	2	Elementary	yes	yes	yes	none	yes	0	2009	



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 18
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services and Human Services Department

Staff Name and Phone Number:

Rita Scardaci, 565-7876; Jerry Dunn, 565-5750

Supervisorial District(s):

Countywide

Title: Health Action Update and Early Care and Education Needs in Sonoma County

Recommended Actions:

- (1) Accept the Health Action Update report
- (2) Accept a report on the gaps in access to quality preschool and provide direction on next steps towards developing a model of universal quality preschool in Sonoma County

Executive Summary:

Sonoma Health Action

Health Action is a partnership of local leaders, organizations, and individuals committed to creating a healthier community through collective action. In 2007, the Sonoma County Board of Supervisors directed the Department of Health Services (DHS) to convene a community health care planning process and in turn Health Action was created as a catalyst to improve the overall health of the County.

Health Action establishes our community's vision and strategy to be the healthiest county in California. To this end, Health Action established ten broad goal areas, with particular attention to the non-medical social determinants of health and wellbeing.

Health Action is comprised of a 47 member Health Action Council made up of local representatives from the health professions, insurers, hospitals and clinics, city and county government, social service agencies, educators, employers and labor, workers, and consumers. The Health Action Council provides leadership and guidance to the efforts of three Health Action workgroups: [1] Committee for Health Care Improvement, established in 2011 to address improvements in local health systems; [2] Cradle To Career, established in 2012 to focus on bridging opportunity gaps in educational attainment for all Sonoma County residents 0-24 years old; and [3] Economic Wellness workgroup, established in 2014 to focus on exploring options for improving the economic wellness of vulnerable populations in the County. These workgroups align with the key priority areas of health, education, and income identified in the *Health Action: Action Plan 2013-2016* and the 2014 *A Portrait of Sonoma County* disparities report.

In addition to the council and workgroups, Health Action also supports six local Health Action Chapters across the County. These chapter groups carry the Health Action goals to the local level where they

initiate and support policy, system, and environmental improvements in their areas.

DHS provides backbone support for Health Action and ensures that efforts are integrated with other local initiatives including the Human Services Department's Upstream Investments initiative, which provides a portfolio of evidence-informed practices to be utilized to reach Health Action's goals.

Committee for Health Care Improvement (CHI)

The Committee for Health Care Improvement includes representatives from all of the major local hospitals, local clinic systems, medical groups, payers, community-based organizations, and DHS. To date, CHI has focused its efforts on improving advanced care planning and addressing hypertension control.

Efforts to improve advanced-care planning and end-of-life care include:

- Testing pilot projects within primary care practices to engage patients in end-of-life care planning
- Establishing a palliative care collaborative to identify gaps and best practices in end-of-life care
- Launching a community awareness initiative aimed at shifting public attitudes as well as health system approaches toward death and dying

More recently, CHI is focused on addressing hypertension and smoking cessation in primary care settings through the system-wide implementation of the U.S. Department of Health and Human Services *Million Hearts* initiative. The Million Hearts campaign was selected by CHI because of its proven effectiveness and potential for impact.

Cardiovascular disease accounts for more than 30 percent of deaths in Sonoma County and cardiovascular disease risk reduction is a recommended priority of the 2013-2016 Sonoma County Health Needs Assessment. The goal of this work is to increase the local health system's upstream, preventive efforts to screen and treat hypertension and smoking, to improve patient diet and exercise levels, and to raise community awareness to reach people currently in care and those not yet in care.

CHI is building on the success of the Kaiser Permanente Northern California's ALL/PHASE initiative that successfully increased the rate of blood pressure control among adult members with diagnosed hypertension from 43 percent to over 80 percent over an eight year period, with a corresponding reduction in death from cardiovascular disease of 30 percent. The Million Hearts Initiative will now expand to include primary care medical groups and clinics across CHI partner institutions.

For additional information, please see the attached Committee for Health Care Improvement overview.

Cradle to Career (C2C)

Cradle to Career is comprised of representatives and stakeholders from across the educational spectrum, including United Way of the Wine Country, Sonoma State University, Sonoma County Office of Education, Community Foundation Sonoma County, Sonoma Valley Unified School District, Chop's Teen Club, John Muir Charter School, Community Action Partnership, John Jordan Foundation, Santa Rosa Chamber of Commerce, Sonoma County Human Services Department, Social Advocates for Youth, and the Boys and Girls Club of Central Sonoma County.

C2C aims to improve the educational outcomes of all Sonoma County residents by addressing five broad goals that span the educational continuum. C2C is currently focused on their Goal 1, ensuring that every child enters kindergarten ready to succeed. This goal aligns with *A Portrait of Sonoma County*, which identifies improvement of the early childcare education system as the single biggest opportunity to

decrease disparities in the County and the biggest potential for return on investments.

Current efforts of the C2C operations team around Goal 1 are focused on improvements to:

- Family Systems through the development of a reading initiative/campaign
- Community Systems through the increasing of access to quality preschool
- Early Childhood Education (ECE) Systems through the increasing of professional development opportunities
- K-3 Systems through the adoption of a common kindergarten readiness assessment

The above work includes an analysis of the current gap in ECE programs, cost analysis of universal preschool, and an analysis of ECE professional development opportunities, as included in this report. The specific actions related to the four focus areas will be implemented over the next year.

For additional information, please see the attached Cradle to Career overview.

Economic Wellness (EW)

The Economic Wellness operations team, which operates as an ad-hoc workgroup of Health Action, is comprised of a cross-sector group of leaders in business, labor, housing, and economic development sectors. The group advances promising program and policy options for improving the economic wellness of vulnerable populations in the County.

The EW workgroup has identified three key priorities to drive their efforts: (1) Housing, (2) Jobs, and (3) Income Protection and Asset Building.

In addition to investigating promising practices and policy options, the EW workgroup has also facilitated work to address income protection and asset building through the successful collaboration between Health Action and United Way of the Wine Country's *Earn It! Keep It! Save It! (EKS)* free tax preparation program, bundling consumer friendly financial services, benefits, and resources to expand the economic benefit of EKS to low-income families. The Bundled Services approach, which incorporates financial empowerment strategies into free tax services, has been adopted by the EKS Coalition universally at all EKS sites in Sonoma County as a result of the successful pilot last year. EW's work builds off of years of County support to increase the Earned Income Tax Credit utilization through the EKS Coalition, which is comprised of over 25 local non -profits, public and private organizations that have been serving low to moderate income household for the past six years with significant financial support from the Human Services Department.

Additionally, in response to client and provider requests for support and training, the EW operations team developed a pilot program comprised of an evidence-informed curriculum, entitled "Money Matters," alongside a training program and evaluation. This pilot program will be delivered to staff of DHS' visiting nurse programs, WIC and the Workforce Development Board in order to provide client-friendly economic empowerment strategies and resources to at-risk families that receive services. The EW workgroup is also contributing to discussions on living wage, creative affordable housing financing, debt reduction strategies, and other programs and policies that hold promise for addressing poverty.

For additional information, please see the attached Economic Wellness Initiative overview.

Health Action Next Steps

The next steps for the County's support of Health Action include:

- Continue to consider and incorporate of findings of the report *A Portrait of Sonoma County* in Health

Action and DHS planning and activities.

- Continued alignment of DHS efforts around the Health Action goals and priority areas.
- Enhancement of the partnership and collaboration between Health Action and the Upstream Investments initiative.
- Support the Committee for Health Care Improvement's implementation of the *Million Hearts* initiative in local hospitals and clinics.
- Support the Economic Wellness operations team in the development of a plan to improve opportunities and utilize best practices to increase the economic wellness of vulnerable populations and to achieve subcommittee status within Health Action.
- Support C2C efforts to improve educational attainment across the continuum of youth ages 0-24, with immediate attention focused on developing and implementing clear policies, strategies, and programs to improve access and quality to early childhood educational opportunities to ensure all children enter kindergarten ready to succeed.

While significant Health Action efforts continue to progress, many opportunities to improve the health of the community remain. With the continued commitment from a wide cross-sector of the community, Health Action continues to move closer towards our shared vision of Sonoma County being the healthiest county in the state to live, work, and play.

Making Universal Quality Preschool a Reality

On May 20, 2014 the Board accepted the community health assessment report *A Portrait of Sonoma County*, which provides an in-depth look at disparities in three fundamental areas of well-being: health, access to knowledge, and living standards; core priority areas of Health Action. The report examines these topics through the lens of race, ethnicity, gender, and neighborhood.

A Portrait of Sonoma County also includes an Agenda for Action, key evidence-based recommendations for reducing disparities in the County. Within the recommendations, the report authors identify "making universal preschool a reality" as one of the single most effective and proven interventions for reducing disparities in human development and well-being. This recommendation is in alignment with First 5 Sonoma's overarching goal and Health Action's Cradle to Career initiative Goal #1, both of which are "To Ensure Every Child Enters Kindergarten Ready To Succeed."

Upon the release of *A Portrait of Sonoma County*, and with guidance from County leadership and collaboration with C2C and First 5, DHS updated a 2006 report commissioned by First 5 Sonoma County to "assess viability, cost, and opportunities to create high-quality preschool for our youth and families." This update has been completed and forms the basis for the analysis of universal quality preschool presented in this Board report.

The Need for High-Quality Child Care and Preschool in Sonoma County:

In addition to being a solution to social and health disparities, providing universal quality preschool has been proven to be sound fiscal policy with a proven high return on investment. The work of Nobel Laureate James Heckman shows that high-quality child care and preschool can influence long-term socio-economic conditions by closing the opportunity gap for at-risk children, increasing academic performance for all young children, increasing high school graduation rates, and doubling the chances of enrollment in a 4-year college. The return on investment is great: for every \$1 spent on high-quality services for low-income children, as much as \$7 can be gained in economic growth and savings on preventing the downstream costs of welfare, poor health, special education, criminal justice, and other

social expenses.

There are over 10,500 three and four-year old children in Sonoma County with fewer than 6,700 available slots in licensed care facilities. Accounting for capacity in Family Child Care Homes, there is likely an unmet need in licensed care facilities for roughly 2,000 families.

One of the considerations for increasing capacity includes the need for center-based care in geographic areas of high need. It is extremely costly to open a licensed child care/preschool center. If supported, a new or renovated facility could draw down state and federal contracts for providing child care and preschool services, but the high cost of facility development puts this option out of reach for local providers. Additionally, if the number of slots were increased, there would also be added need to ensure that teacher and caregiver training and supports are in place to provide the high quality of care and education that research indicates is crucial to early success.

In addition to the gap in the overall number of available slots in the County, there are pronounced disparities in availability and access to high-quality preschool in low-income and less populated areas due to additional barriers of affordability and transportation.

The Financial Cost of Universal Preschool in Sonoma County:

The average annual cost of center-based preschool in the County per child per year is \$9,888. In Sonoma County, bridging to gap to make quality preschool available for all three and four-year old children would cost approximately \$19.2 million per year for staff and materials. The cost to expand system capacity would be approximately \$48.8 million to create 98 new classrooms.

Opportunities for Immediate Action to Bridge the Opportunity Gap in Quality Preschool:

There are several opportunities to mitigate the shortage of high-quality early care and education opportunities in Sonoma County. The Department of Health Services and the Human Services Department are seeking direction from the Board on the following opportunities:

- To work with the Community Development Commission (CDC) and other County Departments, local jurisdictions, and community stakeholders to develop approaches to encouraging and planning on-site early care and education in new developments of affordable housing, near transit related housing, and large commercial developments.
- To address the critical shortage in early care facilities by contributing to a facilities capital fund. This action would join and align with the First 5 Commission's strategic decision to seek out opportunities in supporting early quality care and education through the leveraging of additional funding, and contributing to a sustainable effort to increase access to preschool. Increasing facilities allows local community agencies to expand and retain state and federally subsidized preschool slots that can be sustained with minimal local dollars. Direct DHS to seek out additional sources to collateralize the fund and return as soon as possible on a proposal for action.
- Direct DHS and HSD, in collaboration with community partners, to explore and analyze options for financing the increase in access to quality preschool for all County residents and return with a detailed report in six months. The analysis will explore opportunities for leveraging local resources to increase access and utilization of state and federal funds, and will examine the feasibility and benefits of innovative local financing opportunities such as social impact/pay for success bonds, wellness trusts, capture and reinvest models, as well as local revenue opportunities for bridging the opportunity gap in quality preschool.

Prior Board Actions:			
<p>On 5/20/2014 the Board accepted the Sonoma County community health assessment report: <i>A Portrait of Sonoma County</i>.</p> <p>On 4/13/2010 the Board accepted a report from the Department of Health Services regarding Health Action's accomplishments and next steps.</p>			
Strategic Plan Alignment		Goal 1: Safe, Healthy, and Caring Community	
<p>This item serves to provide a safe, healthy, and caring community by supporting overall health through the healthy development of children and by promoting improved quality of life. Universal quality preschool is an investment in the future; leading to reduced poverty, increased opportunities for quality education, and better health.</p> <p>This item aligns with the <i>Agenda for Action</i> within <i>A Portrait of Sonoma County</i> in supporting universal preschool as a population-based intervention. Evidence shows that disadvantaged children who benefit from a high-quality preschool experience are less likely to repeat grades and more likely to graduate from high school and college, marry, earn more, and be healthier as adults than those who do not.</p> <p>In addition, this item aligns with 1) Sonoma County <i>Health Action: Action Plan 2013 - 2016</i> and the Community Health Needs Assessment, 2013-2016 by working to reduce disparities in education and improve educational attainment; 2) Upstream Investments as an early and wise investment; 3) Cradle to Career efforts to help students be successful; and 4) First 5 in promoting, supporting, and improving the early development of children from the prenatal stage through age five.</p>			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0
Narrative Explanation of Fiscal Impacts (If Required):			
There are no fiscal impacts associated with this item.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):
N/A
Attachments:
Overviews for Committee for Healthcare Improvement, Cradle to Career, and Economic Wellness Initiative; Universal Preschool in Sonoma County - Needs and Costs
Related Items “On File” with the Clerk of the Board:
<i>Health Action: Action Plan 2013-2016, A Portrait of Sonoma County, and Sonoma County Healthy and Sustainable Food Action Plan</i>



COMMITTEE FOR HEALTHCARE IMPROVEMENT

HEALTH ACTION GOAL:

Connect all residents with a trusted source of prevention-focused primary care that coordinates patient care across the continuum of health care and community-based services.

The Committee for Healthcare Improvement is a coalition of healthcare providers and key community stakeholders who aim to optimize systems of healthcare delivery in Sonoma County to achieve better care for individuals, better health for populations, and lower costs.

Our Mission: To unite and achieve high-value, well-coordinated patient-centered care for all Sonoma County residents.

Our Vision: Ensure healthcare that works well for all.

How will we achieve our Vision?

CHI meets regularly to identify and address areas of healthcare delivery where collaborative work and collective action benefits stakeholder organizations far beyond their isolated efforts by leading to greater coordination of care, better cost efficiencies, and improved population health.

Initiatives and Projects:

In 2012, CHI focused on improving end-of-life care, conducting pilot projects to make improvements within primary care practices, foster collaboration and best practices among organizations providing palliative care within the local health system, and ultimately launching an advance care planning community awareness initiative aimed at shifting community attitudes and health system approaches toward death and dying. All of these efforts are ongoing in partnership with community-based organizations, other public agencies, and health system champions.

More recently, CHI has launched a countywide Million Hearts Initiative, aligned with the CDC/CMS national Million Hearts campaign, to prevent heart attacks and strokes by reducing the risk of cardiovascular disease, a leading cause of death in Sonoma County. The local initiative proposes a two-pronged strategy:

- Collaborate and activate the healthcare delivery system and community-based healthcare partners around proven primary care and team-based care interventions, specifically improved identification and management of hypertension and more consistent screening for tobacco use coupled with more robust, evidence-based smoking cessation support.
- Engage the community to increase public awareness of cardiovascular disease risk factors including smoking, alcohol consumption, sedentary lifestyle, being overweight or obese, and diet.

Because shared measurement is a core tenet of collective impact, measuring and reporting on the local health system's performance through shared metrics is another major project of CHI. Using identified key indicators based on top health issues that most impact Sonoma County residents, CHI collects data to produce the annual Sonoma County Healthcare Indicators Report. The intent is to encourage stakeholder alignment around strengthening prevention-focused primary care through continued monitoring of local health system performance improvement.



CRADLE TO CAREER

HEALTH ACTION GOAL:

Youth graduate from high school on time.

Cradle to Career is a historic partnership that connects all segments of the educational continuum—early childhood, K-12, college/technical training, careers—with broad community support to improve the educational, economic, and health outcomes for all Sonoma County youth.

Our Vision: Strong Families...Successful Students...World-class Workforce...Thriving Economy...Healthy Community.

How will we achieve our Vision?

- Facilitate the development of a common agenda, goals and indicators that support the Health Action goals.
- Build commitment to the common agenda: Encourage organizations to align their work to common goals and indicators. Engage parents, families, businesses, local government, and broader community.
- Align funding: Align private and public investments with shared goals, indicators and priority strategies.
- Measure and report results: Compile and transparently report indicator data and progress toward goals. Identify what is working and share best practices throughout the county.

Cradle to Career employs evidence-based recommendations to address the leading barriers to educational attainment and workforce development in order to achieve these 5 goals:

- **Goal 1:** Every child enters kindergarten ready to succeed.
 - **Goal 2:** Every child succeeds academically
 - **Goal 3:** Every child is supported in and out of school
- **Goal 4:** Every young adult is prepared to achieve their life and career goals
- **Goal 5:** Every young adult thrives and becomes a contributing member of the community

Initiatives and Projects:

Current Initiatives to Address Goal 1

- Family System – Reading Initiative/Campaign
- Community System – Access to Quality Preschool
- ECE System –Professional Development Opportunities
- K-3 System –Common Kindergarten Readiness Assessment

Measures Used to Track Progress

- % of parents or other family member reading to children every day
- % of 3 and 4 year old children enrolled in nursery or preschool
- % of providers participating in professional development
- % of schools completing a common assessment

READY (Road to the Early Achievement and Development of Youth) is a cross-sector partnership which garners local support for increasing the quality of early childhood education and facilitating the transition of young learners from early childhood education to kindergarten by employing three strategies to meet its ultimate goal of closing the achievement gap: 1) Coaching for early childhood educators; 2) Place-based READY teams; and 3) A standard kindergarten readiness assessment.



ECONOMIC WELLNESS INITIATIVE

HEALTH ACTION GOAL:

Sonoma County families have the economic resources to makes ends meet and lead a long and healthy life

Why?

For Sonoma County to become the healthiest county in California, we must address the vital role that financial well-being plays in community health outcomes. With over half of Sonoma County families living paycheck to paycheck, our community's well-being is at risk. Now is the time to act.

How?

The Economic Wellness Operations Team leads these efforts in coordination with the Health Action Coalition.

The Operations Team is a cross sector group of business, community and agency leaders that coordinate the agenda, action plan, strategies and partnerships to advance economic wellness in Sonoma County, as they:

- **Support neighborhood initiatives** that address economic root causes of health inequities.
- **Address and advocate for policies and resources** that impact income, wealth and health inequities
- **Foster institutional change** by connecting government, business and community programs and services to these efforts
- **Support the work with data and research**

Initiatives:

- **Expand benefits of the Government's largest poverty fighting initiative, the Earned Income Tax Credit**
Support the expansion of the United Way's Earn It! Keep It! Save It! free tax preparation program and provide financial education and resource coaching support to tax preparation sites.
- **Integrate Economic Empowerment Strategies and Tools into Existing Services**
 - Financial Resource Coach Training for Community Partners
 - Home Visitors "**Money Matters**" Pilot Project – Maternal, Child, Adolescent Health
 - "**Taking Charge**" –Women, Infant, Children (WIC) Pilot Project

In Development:

Future efforts will include assessing partnerships, policies and resources needed to take action on:

- **Affordable Housing**
- **Increasing and Retaining Quality Jobs**
- **Addressing gaps in Public Infrastructure**
- **Financial Education & Asset Building**
- **Youth Employment**
- **Growing the local business sector**

Partners Include:

- Ag Innovations Network
- Alliance Medical Clinic
- BEST
- Catholic Charities
- CAP & CAFÉ
- Economic Dev. Board
- Dept. of Human Services
- Empire College
- KRCB
- La Luz
- Maternal, Child, Adolescent Programs
- Operating Engineers Local 3
- Petaluma People SC
- Sonoma County Alliance
- Sonoma State
- United Way
- UC Coop Extension
- West Co Comm. Services
- WIC
- YWCA

Costs to bridge gaps in preschool for Sonoma County children

This briefing answers the following questions:

Scenario 1: All Sonoma County children

- A. How many additional slots are needed to provide space for all three- and four-year olds?
- B. What is the cost associated with these additional slots?

Scenario 2: Low income Sonoma County children

- A. How many three- and four-year olds that are eligible for subsidized care are not enrolled in subsidized care?
- B. What is the likely cost associated with filling this gap using full-day full-year preschool?

Scenario 3: Portrait of Sonoma Priority Area children

- A. How many three- and four-year olds living in the five Portrait of Sonoma priority areas are not enrolled in any type of care?
- B. What is the likely cost associated with filling this gap using full-day full-year preschool?

	Scenario 1	Scenario 2	Scenario 3
Population	10,834	4,846	2,366
Unmet need	1,951	1,089	764
Annual Cost (Million \$)	\$19.3	\$10.8	\$7.6
Facility Cost (Million \$)	\$48.8	\$27.2	\$19.1

Preschool and Child Care Assumptions:

- Preschool is provided for two years of care prior to kindergarten, and is estimated using data on 3- and 4-year olds.
- Preschool is a full-day, full-year program for all children.
- Preschool a need for all children (regardless of parent participation in the workforce).
- Both Center-based Child Care/Preschool and Family Child Care Homes are included in this analysis. The perceived needs of children currently in Family Child Care Homes are considered met. The needs of children unenrolled in any type of formal care would be met based upon the cost structure of Center-based Child Care/Preschool.

Cost Assumptions:

- The current per-year, per-child cost of enrollment in child development centers is \$9,888.¹
- The one-time fixed cost of a new classroom that serves 20 students is estimated at \$500,000, and is based upon the 2006 Sonoma County Preschool Feasibility Study.²

Scenario 1: How many additional slots are necessary to provide enough available space for all three- and four-year olds? What is the cost associated with these new slots?

Using the information presented in Table 1 below, the unmet need for spaces is roughly 1,951. In other words, if all slots were filled to capacity, a remaining 1,951 children would be without a child care/preschool option.

Table 1. Additional costs of providing slots for all

Population [a]	10,834
Child Care Center Supply [b]	6,666
Family Child Care Home Supply [c]	1,917
Total Capacity	8,583
Spaces in Centers Specifically Serving Children with Exceptional/Special Needs [d]	300
Unmet need for space	1,951
Annual cost of unmet need [e]	\$19,291,488
One-time fixed cost of facility expansion [f]	\$48,775,000

[a] Based on population for 2014 from the CA Dept of Finance. Taken from 2014 Sonoma County Child Care Needs Assessment 2014 Update (SC CCNA), Table 17.

[b] Table 17, SC CCNA. Includes child care center supply and other license-exempt programs in centers.

[c] Table 17, SC CCNA

[d] Table 17, SC CCNA. Not included in total supply, as these are for children with specific needs. These numbers reflect current enrollment and not capacity.

[e] \$9,888 annual cost per full-day student

[f] \$500,000 one-time fixed cost per 20-child facility

¹ Sonoma County Child Care Trends, Spring 2014. <http://www.scoe.org/files/ccpc-child-care-trends-2014.pdf>

² This study assumed 50% of new classrooms would be portable, 25% would be new permanent facilities, and 25% would be renovations of existing non-preschool permanent facilities.

The cost of providing center-based care/preschool to the additional 1,951 children would be approximately \$19 million dollars per year. Annual costs include direct service costs that are both personnel and non-personnel related. The current per-year, per-child cost of enrollment in child development centers is \$9,888.

The one-time fixed cost of building up capacity to reach the additional 1,951 children is approximately \$49 million dollars, based upon each 20-child space costing \$500,000.

Note that the annual cost figure is strictly for the additional 1,951 children that would be served under an expansion and does not include any costs that may be required to fill existing, underutilized slots. Often, these slots remain unused by families due to excessive costs, location, etc. While an annual cost figure would be higher with this extra component, the one-time fixed facility cost would not.

Scenario 2: How many three- and four-year olds eligible for subsidized care are not enrolled in subsidized care? Assuming an 85% utilization rate, what is the cost associated with filling the gap using full-day full-year preschool?

The unmet need for subsidized spaces is roughly 1,089 under a likely target of 85% enrollment.

An estimated 4,846 (46%) of children belong to households that fall below 70% of the State Median Income (SMI), an eligibility cutoff.³ For a family of four, the 2013 income level is \$46,896.

Current full-time enrollment⁴ in subsidized programs is estimated at 2,148.⁵ The programs include the following, and are assumed to be designed for the two years prior to kindergarten.

- California State Preschool Program (CSPP)
- Family Child Care Home Education Network (FCCHEN)
- Alternative Payment
- CalWORKS Stages 1-3
- Head Start.

46% of children are part of subsidy-eligible families, so a rough estimation of the number of subsidy-eligible children in Family Child Care Homes (FCCHs) is 46% of the total number of FCCH slots.

³ Sonoma County Child Care Needs Assessment Update (SC CCNA), Table 11 and 12. The 46% rate for 3-5 year olds is assumed to hold for the 3-4 year old subset.

⁴ Enrollment is used instead of capacity, as many programs do not delineate which slots are open to subsidy-eligible children and which slots are not.

⁵ SC CCNA, Table 15. Sources: Community Child Care Council of Sonoma County (4Cs); River to Coast Children's Services; California Department of Social Services; Community Action Partnership of Sonoma; Nilsson Consulting.

Universal Preschool Cost Estimates

With a target of 100%, the unmet need for subsidy-eligible preschool is 1,816. However, a more realistic goal, given that many families opt out of free formal care for personal reasons, is 85%⁶. With a target of 85%, the unmet need for subsidy-eligible preschool is 1,089.

The cost of providing center-based care/preschool to an additional 1,089 children would be approximately \$11 million dollars per year.

The one-time fixed cost of building up capacity to reach the additional 1,089 children is approximately \$27 million dollars, and is based upon a cost of \$500,000 for each 20-child space. These facility costs would be substantially lower when utilizing preexisting excess slots that aren't currently available to subsidized programs.

Table 2. Additional costs of providing preschool to subsidy-eligible children not currently enrolled in subsidy programs

Subsidy-eligible three- and four-year olds [a]	4,846
Child Care Center Supply [b]	2,148
Family Child Care Home Supply [c]	882
Total Capacity	3,030
Unmet need for subsidy-eligible preschool (100% utilization)	1,816
Unmet need for subsidy-eligible preschool (85% utilization)	1,089
Annual cost of unmet need [d]	\$10,769,021
One-time fixed cost of facility expansion [e]	\$27,227,500

[a] SC CCNA, Table 11 and 12.

[b] SC CCNA, Table 15.

[c] 46% of total FCCH slots.

[d] \$9,888 annual cost per full-day student

[e] \$500,000 one-time fixed cost per 20-child facility

Scenario 3: How many three- and four-year olds living in the five Portrait of Sonoma priority areas are not enrolled in any type of care? Assuming an 85% utilization rate, what is the cost associated with filling this gap with full-day full-year preschool?

⁶ SC CCNA, page 29.

Using the information presented in Table 3, the unmet need for preschool in Portrait of Sonoma priority areas is roughly 764 under a target of 85% enrollment.

Table 3. Additional costs of providing preschool to unenrolled children in Portrait priority areas

Three- and four-year olds in Portrait Census tracts [a]	2,366
Child Care Center Supply [b]	828
Family Child Care Home Supply [c]	419
Total Capacity	1,247
Unmet need for preschool in priority areas (100% utilization)	1,119
Unmet need for preschool in priority areas (85% utilization)	764
Annual cost of unmet need [d]	\$7,555,421
One-time fixed cost of facility expansion [e]	\$19,102,500

[a] 2008-2012 ACS 5-year estimates, US Census Bureau.

[b] 2006 Preschool Feasibility Study and Phase-In Plan. 35% estimated enrollment.

[c] 21% of total FCCH slots (21% of all 3-4 year olds reside in priority areas).

[d] \$9,888 annual cost per full-day student

[e] \$500,000 one-time fixed cost per 20-child facility

An estimated 2,366 children ages 3 and 4 are in households in the Portrait of Sonoma priority areas.⁷

The 2006 Preschool Feasibility Study & Phase-In Plan states that “...in three of the most populous, high-need neighborhoods, only 31 to 35 percent of four-year-olds are enrolled”. For this analysis, 35% is the assumed attendance rate in the priority areas.

Approximately 21% of 3-4 year olds across Sonoma County reside in the priority areas. Lacking more specific data, it is estimated that 21% of all Family Child Care Home spaces in Sonoma County are located in the priority areas. 21% of the total FCCH slots is 419.

While unmet need is estimated at 1,119 under a goal of 100% participation, a more likely target is 85% due to families opting out due to personal preferences. Subtracting the current center-based enrollment and the current FCCH capacity from the “realistic” goal yields 764 as the likely unmet need.

The cost of providing center-based care/preschool to an additional 764 children would be approximately \$7.6 million dollars per year.

⁷ 2008-2012 ACS 5 year Estimates, US Census.

The one-time fixed cost of building up capacity to reach the additional 764 children is approximately \$19 million dollars, and is based upon a cost of \$500,000 for each 20-child classroom. The total facility costs would be substantially lower if unserved children were to be placed in current excess capacity.

Additional Notes:

1. The numbers in this exercise reflect full-time capacity, and also make no distinctions on the *quality* of available spots.
2. Half days: As the call to action is for universal *full-day* preschool, each current slot is assumed to be inhabited by a single student in the future. In reality, some current slots may be filled by two students, one in the morning and one in the afternoon.
3. Note that these cost estimations represent the entirety of additional costs, and do not distinguish by entity incurring the costs (county, state, parents, etc.). The estimates presented herein are necessarily broad. Costs may be lower or higher depending on a number of factors, including:
 - a. Factors that increase costs:
 - Upgrading quality. Costs were determined based on the current Sonoma County average. An additional premium would be required to address insufficient quality and/or lax standards.
 - Paying for children already in preschool. Presently, many children attend preschool that is paid for by their parents. With universal preschool, these parents would also be eligible for publicly-funded preschool, adding to the total cost of such a program.
 - Extended care/wrap-around services.
 - Workforce investment
 - b. Factors that decrease costs:
 - Offering universal preschool for a single year rather than two years.
 - Offering universal preschool for half-days rather than full days, and/or assuming that a certain percentage of parents would voluntarily choose half days rather than full days.
 - Assuming that all or a portion of children currently in half-day care would remain in half-day care under a universal preschool program.
 - In addition to child care centers, providing a structured, curricula-based care in more FCCHs.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 19
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors and Board of Commissioners

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Community Development Commission

Staff Name and Phone Number:

John D. Haig, Jr. (707) 565-7508

Supervisorial District(s):

1, 4, and 5

Title: County Fund for Housing Loans and Project Based Rental Assistance

Recommended Actions:

1. Award County Fund for Housing loans to: 1) Burbank Housing Development Corporation for the Roseland Crossroads Apartments (\$1,640,000); 2) MidPen Housing for the Sonoma Springs Family Apartments (\$1,150,000), and make a finding that expenditure of Low- and Moderate-Income Housing Funds for the project is of benefit to the Sonoma Valley region, including the City of Sonoma; and 3) California Human Development/Phoenix Development Co. for the Larkfield Ortiz Plaza (\$510,000) project, subject to receipt of County Design Review Committee conditional approval by February 15, 2015.
2. Authorize CDC staff to rescind the award to California Human Development/Phoenix Development Co. in the event the project does not receive County Design Review Committee conditional approval by February 15, 2015, and instead award County Fund for Housing loan to Community Housing Sonoma County for the Robinson Road Transitional Housing project near Sebastopol (\$510,000).
3. Authorize the Executive Director of the Sonoma County Community Development Commission (CDC) to execute Funding Agreements, promissory notes, deeds of trusts, and other related loan documents, and subsequent amendments, subordinations, and other modifications to said Agreements and loan documents, consistent with the Community Development Commission Loan Policies, in conjunction with these County Fund for Housing awards.
4. Amend the FY 2014-2015 Public Housing Authority Annual Plan to expand the Project-Based Voucher program to five percent (5%) of the Sonoma County Housing Authority's total Housing Choice Voucher units, to provide project-based rental assistance for up to 141 units.

Executive Summary:

County Fund for Housing Loans

This item requests approval of several actions associated with the County Fund for Housing (CFH)

program. The attached CFH Annual Report details past usage of program funds. On June 30, 2014, the Sonoma County Community Development Commission (CDC) issued a Notice of Funding Availability (NOFA) for \$3.3 million from the CFH, comprised of \$2.8 million from developer fees, loan repayments, and interest revenue, and \$500,000 of Low- and Moderate-Income Housing Asset Fund (LMIHAF) revenues from the former Sonoma Valley Springs (\$250,000) and Sonoma City (\$250,000) project areas. Eight applications were submitted in response to the NOFA; after one application was subsequently withdrawn by the applicant, the seven remaining applications requested a combined total of \$8.31 million.

The seven projects vary in the extent to which they meet the CFH Guiding Principles and Funding Priorities, as shown in the CFH Funding Analysis chart (Attachment 1). CDC staff made funding recommendations to the Community Development Committee (Committee) primarily on the basis of the 1) number of permanent housing units to be provided, 2) average affordability levels, 3) total per-unit CDC subsidy, 4) leveraging of other funds, 5) readiness to proceed, and 6) extent to which CDC funds have already been invested in prior years and are potentially at risk until and unless those projects were able to amass sufficient additional funding to move forward to completion.

The Committee held a public hearing on October 14th, and made funding recommendations based on their assessment of which projects best meet the CFH funding criteria. The Committee adopted CDC staff recommendations for funding three projects, as follows (see location maps and site plans in Attachment 2).

Crossroads Apartments– Burbank Housing Development Corp. requested \$2 million to develop 79 multifamily affordable rental units in the unincorporated area of Roseland, including 24 units for extremely low-income households with incomes below 30% of area median income (AMI), 32 units for very low-income households (50% AMI) and 22 units for low-income households (80% AMI) plus 1 unit reserved for the resident manager. This project has previously received \$2,802,522 in loan awards from the CDC. The Committee recommended an additional \$1,640,000 for this project.

Sonoma Springs Family Apartments – MidPen Housing Corp. requested \$1.5 million to develop 60 units in the unincorporated Sonoma Valley Springs area, including 6 units for extremely low-income households (30% AMI), 53 units restricted to very low-income households (50% AMI) and 1 unit reserved for the resident manager. This project has previously received \$1,441,573 in loan awards from the CDC. The Committee recommended an additional \$1,150,000 for this project. The LMIHAF revenues from Sonoma Valley Springs and Sonoma City project areas would be used for this project. A finding of your Board is required to declare that use of the Sonoma City funds for development of apartments in Sonoma Valley would be of benefit to the City project area. This finding can be made because the proposed project is within 2 miles of the Sonoma City limits, well within the housing market serving the City; the Springs Family Apartments may well house residents employed in City businesses or providing other City services, alleviating the shortage of workforce housing in the City limits.

Larkfield Ortiz Plaza – California Human Development and Phoenix Development Co. requested \$510,000 to develop 30 units of farm worker housing in the unincorporated Larkfield area, including 10 units for extremely low-income households (30% AMI) and 19 units for very low-income households (50% AMI) plus 1 unit reserved for the resident manager. This project has not been previously funded by

the CDC. The Committee recommended full funding of \$510,000 for this project, contingent upon the project receiving County Design Review Committee conditional approval by February 15, 2015. If this condition is not met, the Committee recommended the \$510,000 funding would be rescinded from the Ortiz Plaza project and awarded instead to Community Housing Sonoma County for the Robinson Road Transitional affordable housing project near Sebastopol. The Committee felt that Design Review Committee conditional approval represented the most vulnerable point in the public approval process for this project to succeed in a timely manner, and a mid-February due date provided sufficient time for the sponsors to achieve conditional Design Review Committee conditional approval. If the sponsors are unsuccessful, the February 15th deadline would allow enough time for the Robinson Road project to make use of the CFH funds, as described below.

Robinson Road Transitional Housing – Community Housing Sonoma County (CHSC) requested \$700,000 to acquire and rehabilitate property at 778 Robinson Road outside the Sebastopol city limits to create 14 beds of transitional housing for unaccompanied adults who are experiencing homelessness after exiting drug and alcohol treatment and/or the criminal justice system, with a preference for veterans. 7 beds will be affordable to people living at or below 30% AMI. This project has not received any CDC funding in the past. CHSC is currently in contract to purchase the property. As noted above, the CD Committee recommended this project for \$510,000 if the Ortiz Plaza project is not able to meet the recommended Design Review conditional approval condition by 2/15/15.

In compliance with the CDC Loan Policies, 30-year, deferred-payment loans with 3% interest rate would be secured by deeds of trust against the properties on which the projects are being developed. Each project developer is required to provide an appraisal to demonstrate that the loan would be fully secured by the value of the property. Pursuant to the CDC Loan Policies, CFH funds may be disbursed for acquisition and predevelopment costs based on the “as is” value of the property. CFH funds for construction costs can be disbursed based on the “after construction” value of the property, after receipt of written commitment of all financing needed to complete the development. All assisted units will be restricted at affordable rents for 55 years. Upon your Board’s approval of the CFH loan awards, CDC staff will work with the borrowers to comply with all applicable requirements of the CFH and CDC Loan Policies prior to executing Funding Agreements and related loan documents.

Staff asks your Board approve the CFH awards recommended by the Committee, make a finding that use of Sonoma City LMIHAF revenues for the Sonoma Springs Family Apartments project will benefit the City project area due to the close proximity of the Apartments to the City, and authorize the Executive Director of the CDC to enter into all agreements related to securing the financing and assuring the required affordability of these projects. Disbursement of loan funds by the CDC for these projects is contingent upon the applicants' satisfaction of all existing requirements of the CDC Loan Policies.

Project Based Vouchers – Amendment to Public Housing Authority Annual Plan

This agenda item also requests your Board to approve a revisions to the Sonoma County Housing Authority’s FY 2014-15 Annual Plan to allow use of 5% of the agency’s Housing Choice Voucher (aka Section 8) program vouchers for project-based rental assistance, which would help the Crossroads and Springs Family Apartments projects to meet their financing needs.

As noted above, the CDC has previously committed a combined \$4.25 million for development of the Crossroads and Springs Family Apartments projects. Both have been unsuccessful in securing an

allocation of Low-Income Housing Tax Credits needed to move forward to construction, largely due to having an insufficient level of approved local funding included in their project budgets. Providing on-going rental subsidies to these projects through a commitment of Project-Based Vouchers (PBVs), could both reduce the amount of up-front development financing required and increase their competitiveness for an allocation from the California Tax Credit Allocation Committee (TCAC).

Because both of these projects have received a funding award in one of the CDC's competitive funding processes, they are eligible to receive a non-competitive award of PBVs from the Sonoma County Housing Authority for up to 25% of the units in their projects, for a combined total of 34 PBVs. However, as part of its FY 2014-2015 Public Housing Authority Annual Plan (PHA Plan) approved by the U.S. Department of Housing and Urban Development (HUD), the Housing Authority can only provide 75 PBVs, all of which are already under contract. In order to increase the number of PBVs so that these two and other projects could receive this assistance, the PHA Plan would need to be amended to raise that cap.

PBVs can constitute no more than 20% of a housing authority's Housing Choice Voucher program. The Housing Authority seeks authority to expand its PBV program to 5% of its total 2,820 HCVs, allowing up to 141 PBV units, an increase of 66 units. This would allow the CDC to provide this assistance to the Crossroads and Springs Family projects, and leave 32 PBVs available for future developments.

Staff asks your Board to approve amending the FY 2014-2015 PHA Plan to expand the Project-Based Voucher program to five percent (5%) of the PHA's total Housing Choice Voucher units, for a total of 141 units.

Prior Board Actions:

- 8/19/2014 - Board of Supervisors and the revised County Fund for Housing Funding Policies, and the Community Development Commission Loan Policies.
- 4/8/2014 - Board of Commissioners approved Sonoma County Public Housing Authority Annual Plan for FY 2014-15.
- 11/12/2013 - Board of Supervisors and Board of Commissioners approved County Fund for Housing awards for FY 2013-14 projects.
- 9/10/2013 - Board of Supervisors and Board of Commissioners approved the revised County Fund for Housing Funding Policies, and the Community Development Commission Loan Policies.
- 11/13/2012 - Board of Supervisors and Board of Commissioners approved County Fund for Housing awards for FY 2013-14 projects.
- 4/06/10 – Board of Commissions approved Resolution No. 10-0280 approving current PHA 5-year Plan.

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

Providing financial assistance for the development and preservation of housing that is available, accessible, and affordable for lower-income households promotes safe, healthy, and secure living environments for these Sonoma County residents, many of whom have special needs or cannot otherwise find or afford market-rate housing.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0		\$
Add Appropriations Req'd.	\$ 3,300,000	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	CFH & LMIHAF	\$ 3,300,000
Total Expenditure	\$ 3,300,000	Total Sources	\$ 3,300,000

Narrative Explanation of Fiscal Impacts (If Required):

The required \$3,300,000 loan funds are unencumbered and available in current CFH (\$2,800,000) and LMIHAF (\$500,000) fund balances. Staff will evaluate available appropriations and bring back any necessary adjustments based on executed agreements as part of quarterly consolidated budget adjustment process.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

1. County Fund for Housing Annual Report - FY 2013-14
2. Summary of FY 2014-15 CFH Loan Applications
3. Project Location and Site Maps

Related Items "On File" with the Clerk of the Board:

None.



Sonoma County Community Development Commission
 Sonoma County Housing Authority
 1440 Guerneville Road, Santa Rosa, CA 95403-4107

Members of the Commission

David Rabbitt
Chair

Susan Gorin
Vice Chair

Shirlee Zane
Mike McGuire
Efren Carrillo

Kathleen H. Kane
Executive Director

County Fund for Housing 2013-14 Annual Report

The County Fund for Housing (CFH) is a local housing trust fund comprised of a portfolio of financial resources used to provide loans for the creation and preservation of affordable housing in the unincorporated areas of Sonoma County. The CFH was first established by the Board of Supervisors in 2003 with an initial deposit of \$1.1 million in County General Funds, \$1 million from the State Local Housing Trust Fund (LHTF) matching grant program, and \$750,000 from the State HELP program. Since October 2005, the CFH has received a regular stream of revenue from Workforce and Inclusionary Housing In-lieu fees, loan processing fees, and interest earnings.

CFH loans are approved by the Board of Supervisors and administered by Sonoma County Community Development Commission (CDC) staff. The following report provides an update on the status of the CFH from its inception through June 30, 2014. Prior reports were based on the calendar year, with the last report covering 2012. Changing to fiscal year reporting for this year resulted in an 18-month reporting period including January 2013 – June 2014.

SUMMARY OF REVENUES

Sources	Activity through 12/31/12	Activity 1/1/13 – 6/30/14	Total as of 6/30/14
County General Fund	\$1,100,000		\$1,100,000
State Local Housing Trust Fund (LHTF) Matching Grant	\$1,000,000		\$1,000,000
¹ State HELP Loan	\$750,000		\$750,000
Inclusionary/Workforce Housing In-Lieu Fees	\$8,024,923	\$2,310,326	\$10,335,249
Transient Occupancy Tax Transfer		\$62,934	\$62,934
Loan Processing Fees	\$106,806	\$5,048	\$111,854
Interest Earned (pooled cash & loan interest received)	\$742,057	\$214,847	\$956,904
Reinvestment and Revitalization Funds		\$250,000	\$250,000
Loan Repayments			
¹ Springs Village HELP Loan	\$750,000		\$750,000
¹ Fife Creek Commons HELP Loan	\$750,000		\$750,000
Cummings CFH Loan (Partial)		\$111,789	\$111,789
Fife Creek CFH Loan (Partial)		\$221,281	\$221,281
Total Revenues	\$13,223,786	\$3,176,225	\$16,400,011

¹ The State HELP loan was a 10-year loan from the California Housing Finance Agency to the CDC to be used for short term funding to projects. It was loaned out and repaid to CDC twice prior to being repaid to the State in February 2013.



SUMMARY OF LOAN ACTIVITY

Uses	Activity through 12/31/2012	Activity 1/1/13 – 6/30/14	Total as of 6/30/14
Loans Committed or Funded			
Sea Ranch 14 Rental Housing	\$394,000		\$394,000
¹ Springs Village Rental Housing (HELP)	\$750,000		\$750,000
Fife Creek Commons Rental Housing	\$2,575,000		\$2,575,000
¹ Fife Creek Commons Rental Housing (HELP)	\$750,000		\$750,000
Las Palmas Ownership Subdivision	\$1,018,770		\$1,018,770
Cummings Ownership Subdivision	\$175,000		\$175,000
West Hearn Ave. Veterans Transitional Housing	\$1,400,000		\$1,400,000
Mill Street Permanent Supported Housing	\$350,000		\$350,000
Sonoma Gardens Rental Housing	\$1,125,000		\$1,125,000
Blue Spruce Mobilehome Park Acquisition	\$903,000		\$903,000
Crossroads Rental Housing – Loan 1	\$1,088,200		\$1,088,200
Moorland Ave Apartments	\$500,000		\$500,000
Riverside Apartments	\$200,000		\$200,000
Springs Family Apartments		\$750,000	\$750,000
Crossroads Rental Housing – Loan 2		\$750,000	\$750,000
¹ Repayment to HCD of HELP Loan (includes interest)		\$948,673	\$948,673
Administration Costs			
² CDC and PRMD	\$800,372	\$132,064	\$932,436
Total Uses	\$12,029,342	\$2,580,737	\$14,610,079
Available Funding at Fiscal Year End	\$1,194,444		\$1,789,932

FY 2013-14 COUNTY FUND FOR HOUSING ACTIVITY

The Summary of Loan Activity above shows new commitments made during the 18-month period from 1/1/2013 to 6/30/2014. Due to the lengthy nature of housing development work, actual cash flow during the year may involve expenditure of funds related to commitments from previous years, and may not include expenditure of all funds committed during the year. The charts accurately portray the total volume of income and loan activity throughout the life of the County Fund for Housing.

¹ The State HELP loan was a 10-year loan from the California Housing Finance Agency to the CDC to be used for short term funding to projects. It was loaned out and repaid to CDC twice prior to being repaid to the State in February 2013.

² Administrative costs for CDC and PRMD have averaged \$88,057 annually.

During this 18-month reporting period, the CFH received \$ 2,310,326 in Inclusionary and Workforce Housing in-lieu fees; the 12-month average represents a 230% increase over 2012 and approaches the amount of fees that were collected in 2007 and 2008, before the decline of economic activity in the County. The CFH also received \$250,000 from the County Reinvestment and Revitalization Fund and \$62,934 from Transient Occupancy Tax (TOT). At the end of FY 2013-14, the CFH had available uncommitted funds in the amount of \$1,789,932.

1) Fife Creek Commons (FCC) is a 48-unit affordable housing project developed by Burbank Housing Development Corporation (BHDC) on 1.59 acres in Guerneville. In prior years, the CDC funded and disbursed \$3,325,000 in CFH loans to BHDC for this project, inclusive of a \$750,000 HELP loan that was repaid when permanent financing for the project closed. Fife Creek received its certificate of occupancy early in 2012 and was fully rented up by April. The project also received Russian River Redevelopment Housing Set-Aside funds, and FY 09-10 and FY 10-11 HOME funds in the combined amount of \$2,462,969. Thanks to new provisions in CDC loan documents, we were able to capture partial repayments on the CFH loans, possible because of construction cost savings and surplus cash from the first year of operations. The CDC received \$402,240 during this report period, applied to accrued interest first, then principal reduction. Those funds were received in time for the CFH funding round in Fall 2013 and allowed larger awards than would have been possible otherwise.

2) Moorland Avenue Apartments is a proposal for the creation of 4 new, 2-bedroom manufactured units on property owned by the developer, Dennis Judd. There are 4 existing units on the property with room for the additional units. The project was approved for a \$500,000 loan in the initial competitive funding cycle for the CFH in November 2012. The developer has had difficulty in obtaining a Utility Certificate from the City of Santa Rosa, and was also stalled in applying for building permits. He has secured conditional Design Review approval, but he has very little time remaining under CFH Policies to complete the project. CDC and PRMD staff are trying to work through the outstanding issues with him. As of November 21, 2014, no funds have been disbursed for this project.

3) Riverside Apartments involves the rehabilitation of 3 units in an existing 6-unit complex, proposed by Burton (Skip) Allyn, the owner. The subject units have been identified by PRMD as substandard, and without adequate rehabilitation they would have to be abated, removing 3 units from the Sonoma Valley affordable housing stock. The owner has been under a court ordered stipulated judgment to correct these conditions and pay penalties and fees to PRMD, with which he has been in non-compliance. The loan activity chart above does not reflect post FY 2013-14 action taken in regards to this loan. On November 1, 2014, the CDC rescinded the \$200,000 of CFH funds awarded in 2012 pursuant to CFH Policies' timeliness provisions, and made those funds available for awards in the Fall 2014 application cycle.

4) In Fall 2013, the CFH made an award of \$750,000 to the 80-unit Roseland Crossroads Apartment project by Burbank Housing Development Corporation. Crossroads has all planning entitlements that it requires both from the City of Santa Rosa and from PRMD; both jurisdictions are involved, since the project is in a County "island" within the City's utility service area. BHDC continues to seek the additional financing needed to enable the project to proceed to construction.

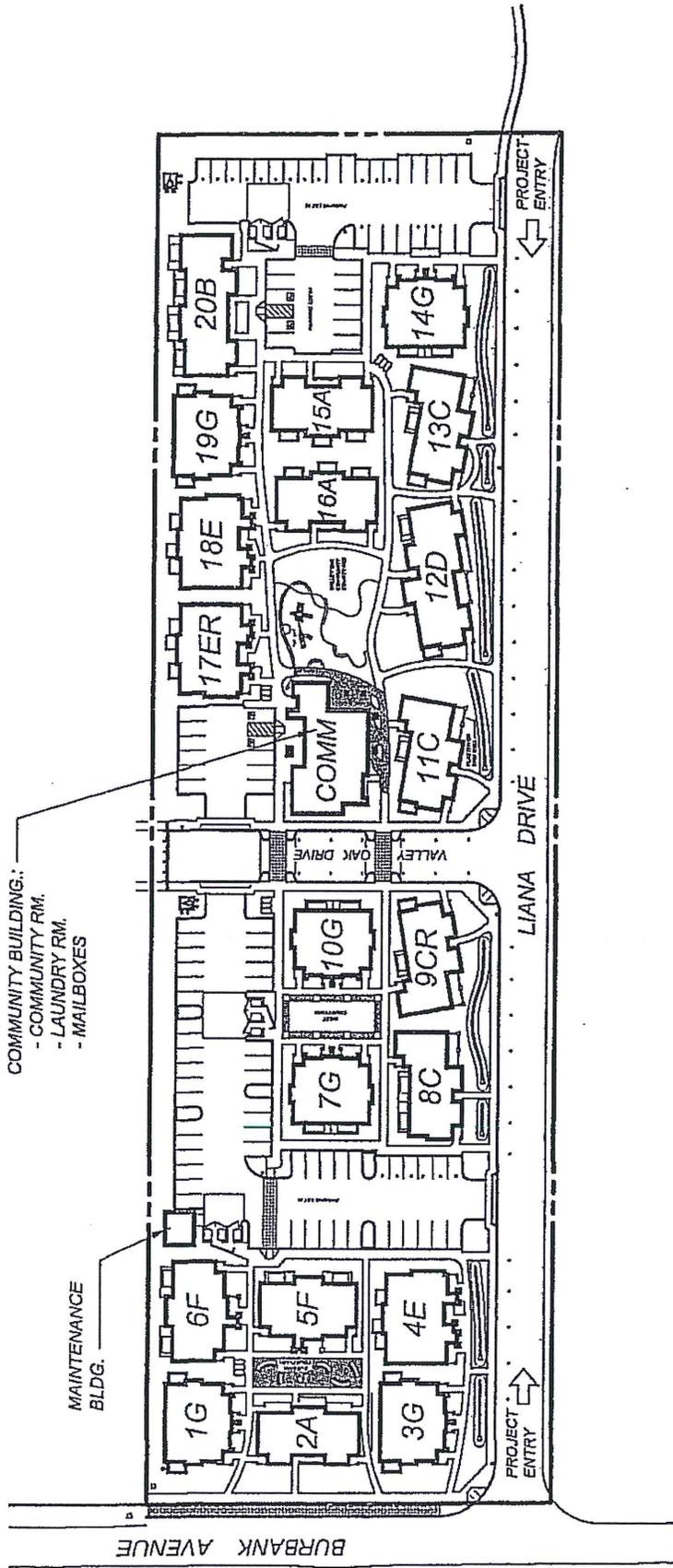
5) In Fall 2013, the CFH also made an award of \$750,000 to the 60-unit Sonoma Valley Springs Family Apartment project by MidPen. This project has received all required planning entitlements from PRMD. MidPen continues to seek the additional financing needed to enable the project to proceed to construction.

ISSUES RELATED TO USE OF CFH FUNDS

It appears that there has been a substantial recovery in the revenue received from payment of Inclusionary and Workforce Housing In-Lieu Fees during the past year. In-Lieu Fee revenue has increased by 230% to a 12-month average of \$1,552,560 from just \$670,562 in 2012. Unfortunately, this increase does not fully offset the loss of other sources of funding for affordable housing, particularly state programs that have now depleted their bond financed funds, federal funds experiencing budget cuts and sequestration, and the dissolution of redevelopment agencies. The scarcity of public sources of financing has placed an increased demand on CDC-sponsored financing for those projects that are able to move forward. In the FY 2013-14 CFH application round there were 5 applications requesting a total of \$6,900,000 with only \$1,500,000 available.

Applicants for CFH funding have cited the difficulty in competing successfully for state and 9% federal Low Income Housing Tax Credits as the primary obstacle in being able to construct affordable rental projects. Winning the competitive allocation process requires having substantial local public funds committed to a project, difficult in an era of shrinking local public resources.

Staff continues to explore ways the CDC can expand the resources available to affordable housing developers to advance beyond the financial stalemate that has frustrated project development over the past several years.



COMMUNITY BUILDING:
 - COMMUNITY RM.
 - LAUNDRY RM.
 - MAILBOXES

MAINTENANCE
 BLDG.

PROJECT DATA

A.P. #'s: 125-421-01B & 019
 SITE AREA: 4.85 ACRES
 JURISDICTION: COUNTY OF SONOMA
 EXISTING ZONING: RRB6
 PROPOSED ZONING: RRB6-AH (Affordable Housing Overlay)
 SANTA ROSA GENERAL PLAN DESIGNATION: MEDIUM DENSITY RESIDENTIAL (P-18 UNITS/ACRE)
 PROPOSED DENSITY: 16.3 UNITS/ACRE

UNIT MIX

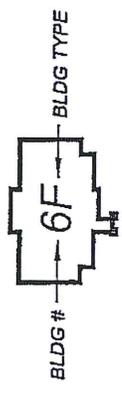
22 - 1 BEDROOM
 24 - 2 BEDROOM
 33 - 3 BEDROOM
 79 UNITS TOTAL

PARKING PROVIDED

82 ON-SITE STANDARD PARKING
 21 ON-SITE COMPACT PARKING
 33 ON-STREET PARKING
 136 PARKING SPACES TOTAL
 PARKING RATIO: 1.72 SPACES / UNIT

UNIT ACCESSIBILITY

A ADAPTABLE FLAT AT GROUND FLOOR
 R ADAPTABLE FLAT WITH ROLL-IN SHOWER
 T TOWNHOUSE WITH ADAPTABLE GROUND FLOOR



CROSSROADS APARTMENTS
 A BURBANK HOUSING DEVELOPMENT CORPORATION COMMUNITY
 SANTA ROSA, CALIFORNIA

SITE PLAN

SCALE: 1" = 100'-0"
 0 100' 200'

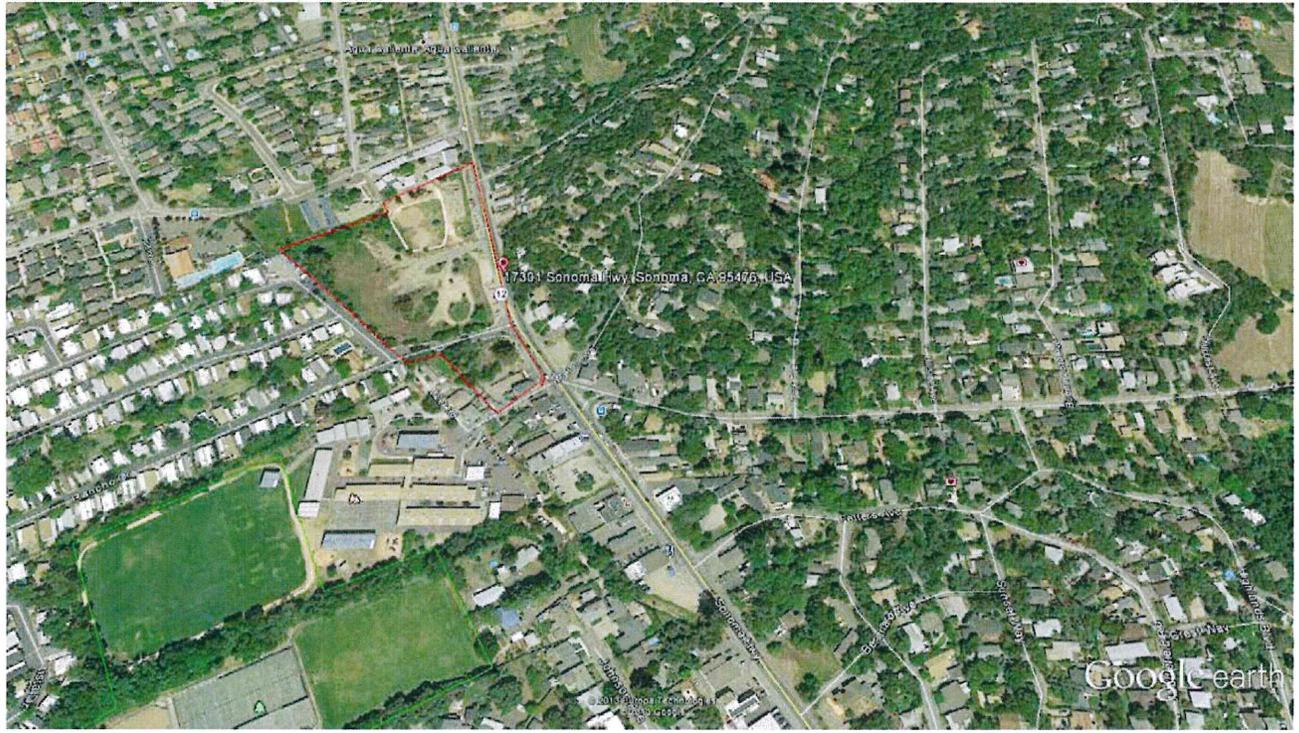


TIERNEY/FIGUEIREDO
 ARCHITECTS AIA

Attachment K – Site Location Map and Property Characteristics

Appl Checklist Item 8

Site Location Map



Area Context

The 2.96 acre subject property is situated in the unincorporated Sonoma Valley area known as “The Springs”, along the west side of the Hwy 12 Scenic Corridor and within the community of Fetters Hot Springs/Agua Caliente, approximately 1.5 miles northwest of the City of Sonoma. The 2.96 acre Family Housing parcel is a piece of a larger 3-parcel assembly consisting of a total 6.76 acres, situated in the heart of The Springs community.

The Springs is identified and recognized through a number of County, Regional, and State reports and programs as an area for prioritized and targeted public investment. Among these, it is worth highlighting the following:

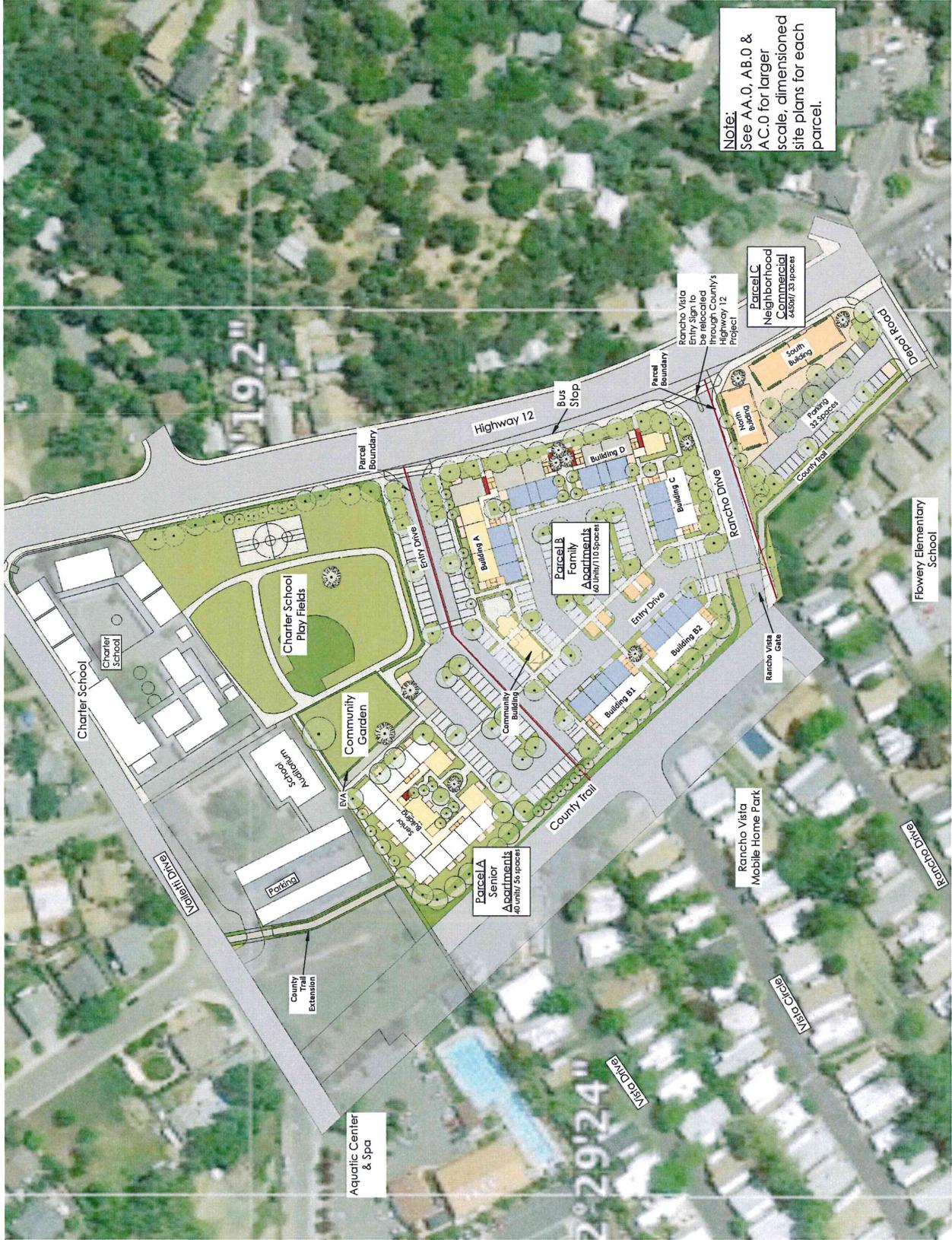
- The recently completed 2014 “*Portrait of Sonoma County*” study found the Fetters Hot Springs/Agua Caliente census-tract to have the fourth greatest overall disparity in the quality of health, education, and living standard when measured against the balance of the County.
- In 2012, The Springs become one of the first areas designated through the Association of Bay Area Government’s *Priority Development Area* program as a “*Rural Communities Investment Area*”. Consistent with the State-adopted *Sustainable Communities* strategies for reductions in



Sonoma Springs
Precise
Development Plan

Site Development
Plan
1:50

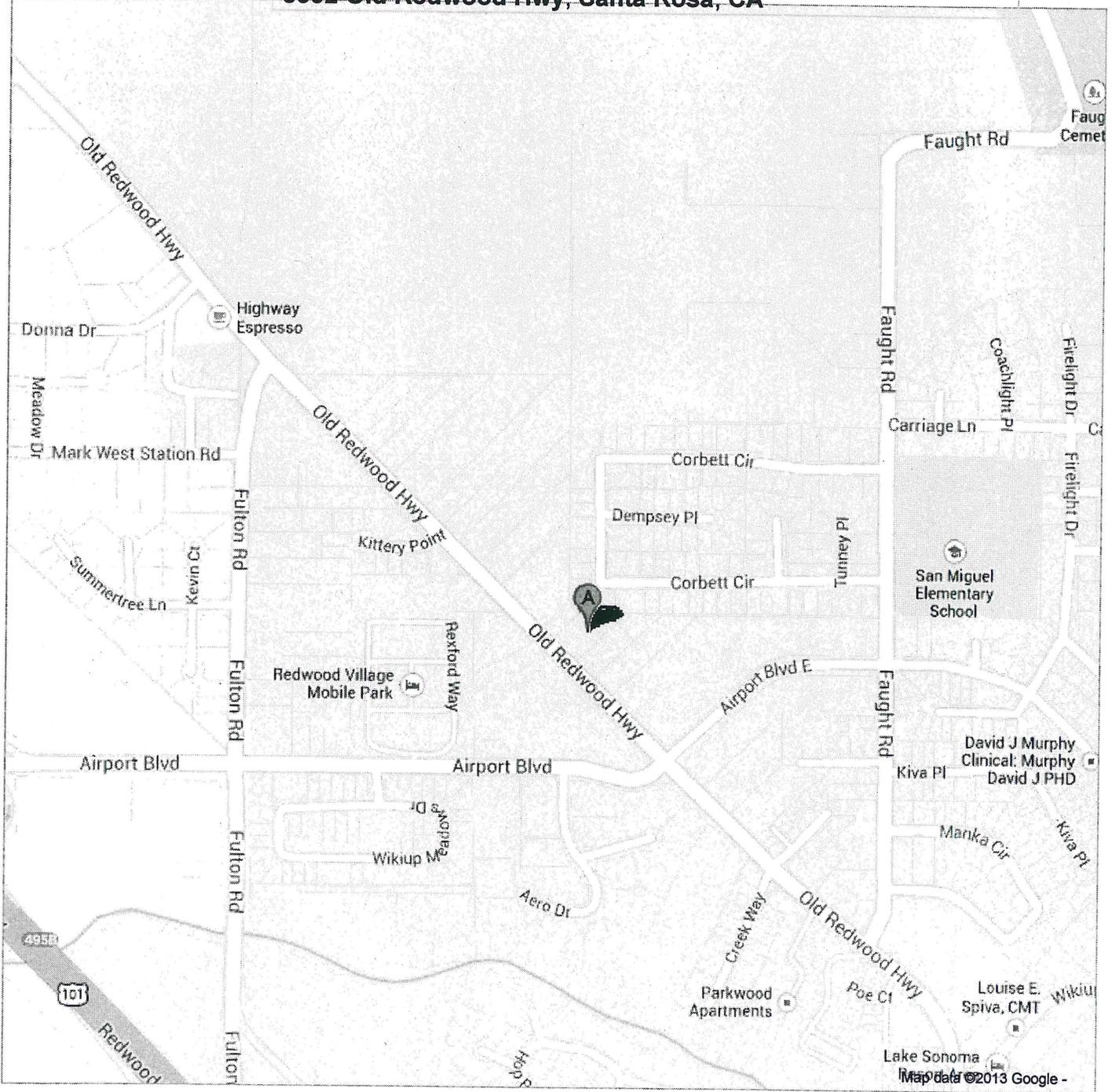
A0.5
4/22/14

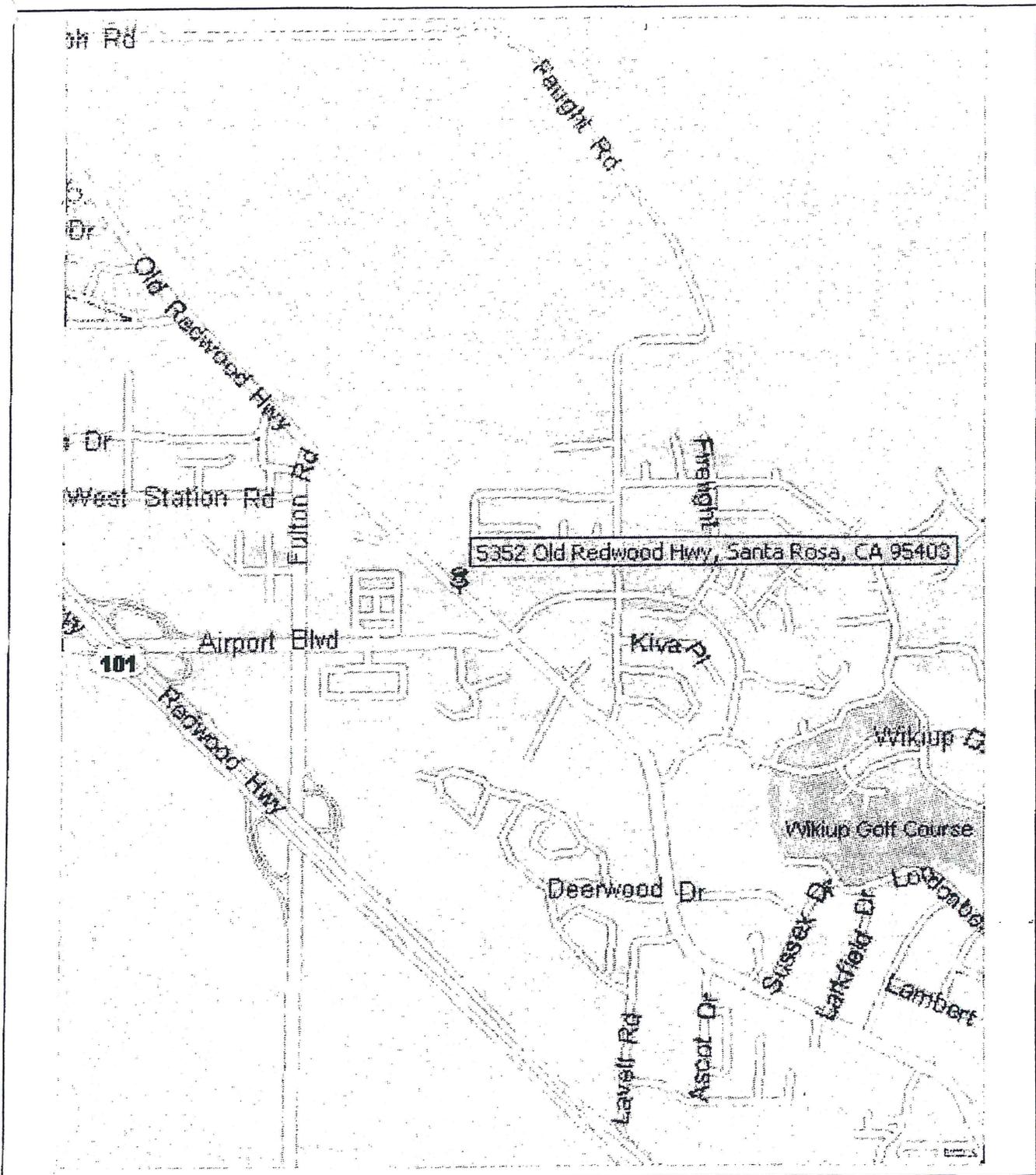




To see all the details that are visible on the screen, use the "Print" link next to the map.

5352 Old Redwood Hwy, Santa Rosa, CA





TRANS TECH CONSULTANTS

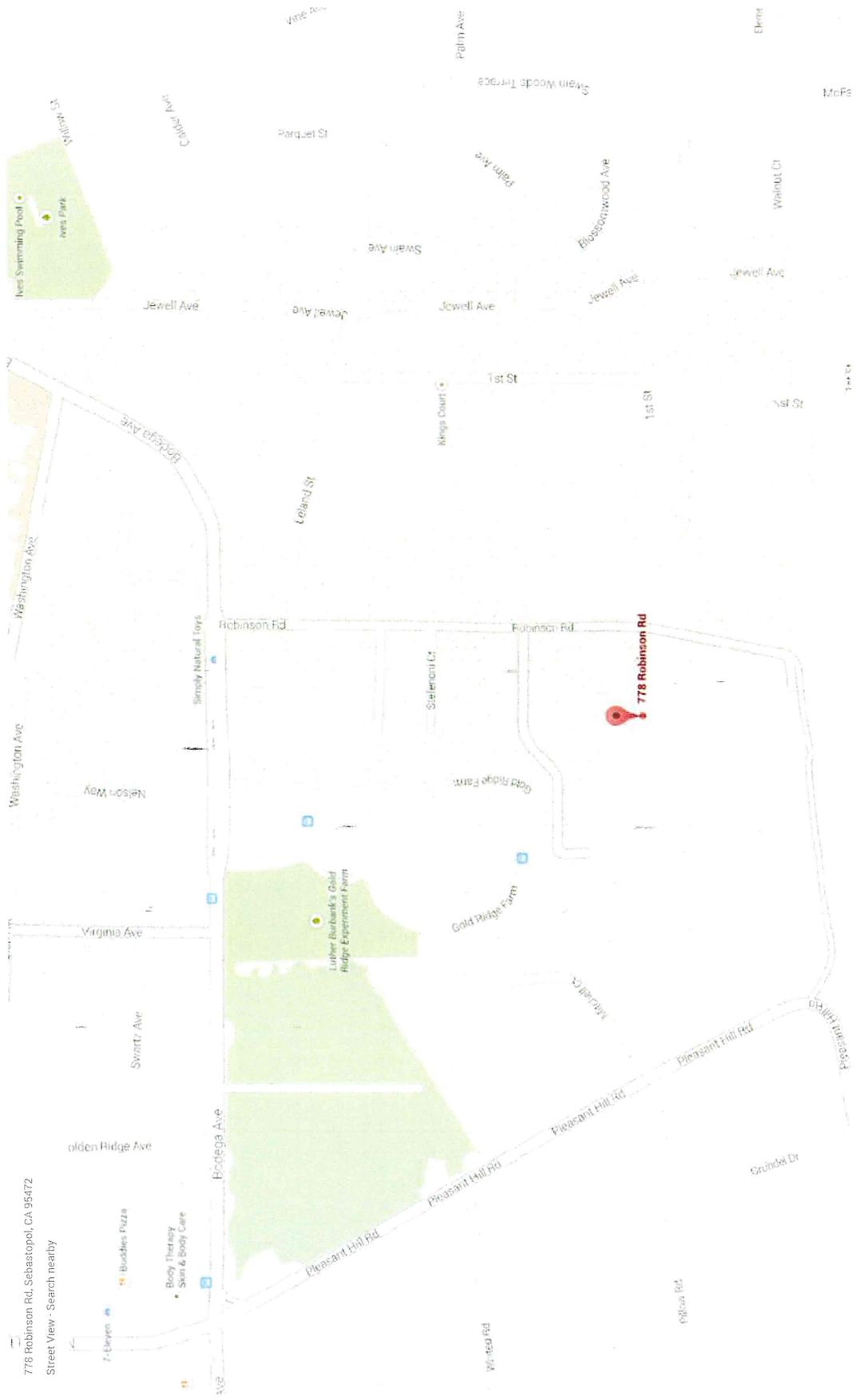
930 SHILOH RD., BLDG 44, SUITE J
 WINDSOR, CA 95492
 PHONE: 707-575-8622 FAX: 707-837-7334

SITE LOCATION MAP

CLYDE GRECO
 5352 OLD REDWOOD HIGHWAY
 SANTA ROSA, CALIFORNIA

PLATE:
 1

DRAWN BY: PSC	DWG NAME: 1520.01 SLM	APPR. BY: BRH	JOB NUMBER: 1520.01	W.O. NUMBER: A-335	REVISIONS:	DATE: 12/10/03
-------------------------	---------------------------------	-------------------------	-------------------------------	------------------------------	-------------------	--------------------------



778 Robinson Rd, Sebastopol, CA 95472

Street View - Search nearby

- 7-Eleven
- Buddies Pizzeria
- Body Therapy & Skin & Body Care

Map data ©2014 Google 200 ft



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 20
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: Health Services Appointment of Retiree Extra-Help

Recommended Actions:

Pursuant to Government Code §7522.56, approve the appointment of Henry Hallowell as a Patient Care Analyst Retiree Extra-Help in order to fill critically needed position within 180 days of his retirement, with an appointment date as early as December 2, 2014.

Executive Summary:

Pursuant to the California Public Employees' Pension Reform Act (PEPRA), Government Code §7522.56, an exception can be made to reappoint a retiree as extra-help provided the governing body certifies that the appointment is necessary to fill a critically needed position, in those circumstances where 180 days from the date of retirement has not yet passed. This approval must be in a noticed public meeting and not on a consent calendar. PEPRA includes other requirements in order for a retiree to be eligible for an Extra-Help appointment, such as not having accepted a retirement incentive and not having accepted unemployment arising out of prior public appointment. The individual and delegated department staff will complete the Retiree Extra-Help Compliance Form certifying the appropriateness of the appointment.

Henry Hallowell, Patient Care Analyst (PCA), retired on September 1, 2014. He started on May 1, 1990, and worked in the Department's Behavioral Health Division as a PCA for 24 years. Mr. Hallowell possesses critical skills related to the statutory requirement to provide due process hearings for clients detained involuntarily in an LPS (Lanterman-Petris-Short Act) evaluation and treatment facility.

By California state law and regulation, county mental health agencies are required to provide patients' rights advocacy services. The PCA serves as a patients' rights advocate by assisting clients, their families, and community members in accessing services, dealing with complaints, and ensuring that patients' rights are protected. This includes representing individuals hospitalized involuntarily for mental health evaluation and treatment. The PCA supports individuals and represents them in Riese and probable cause hearings (involuntary hospitalization). These hearings are largely conducted at Aurora Psychiatric Hospital.

Aurora is opening up additional units, resulting in an increased census and an increase in the number of mandated hearings. The staffing required by the increase in the number of scheduled hearings exceeds the available time of the Behavioral Health Clinical Specialist who is currently providing coverage on an interim basis. The appointment of Mr. Hollowell as a retiree extra-help employee is critical in covering these mandated hearings. The Department is anticipating the need for additional staffing resources to handle the increased workload resulting from the changes at Aurora and is working with Human Resources to address staffing needs. Additional full-time staff will be paid for by Mental Health Services Act, Federal Financial Participation, and Realignment funding, along with fees paid through a contract with Aurora for out-of-county patients. The Department anticipates that these staffing changes will be completed before Mr. Hollowell's departure.

The Department has consulted with the Human Resources Department which is supportive of the recommended action.

In accordance with Government Code Section 7522.56, the Department of Health Services requests the Board certify as follows:

- Mr. Hollowell's appointment is necessary to fill a critically needed position within 180 days of his retirement date.
- Mr. Hollowell did not accept retirement incentive upon his retirement.
- Mr. Hollowell's appointment shall not exceed 960 hours per fiscal year.

If the Board of Supervisors makes the foregoing certifications, Mr. Hollowell will be hired as early as December 2, 2014 as a Patient Care Analyst Retiree Extra-Help. It is anticipated that Mr. Hollowell will work approximately 16 hours per week, for an 8 to 12-week period.

Prior Board Actions:

None

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

The certification of this request will allow the Department of Health Services to meet its statutory obligations in the area of mental health patients' rights.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

The cost for this Patient Care Analyst Retiree Extra-Help will be \$49.09 per hour. This retiree extra-help will work 16 hours per week for 8 to 12 weeks resulting in total costs between \$6,283.52 and \$9,425.28. Through a contract, Aurora Psychiatric Hospital pays \$165 per hour to cover the costs of the PCA and hearing officer for hearings for out-of-county patients. About 70% of the clients are from out of Sonoma County. As a result, the Department will receive revenues between \$4,398 and \$6,598 for the PCA's services to out-of-county clients. Salary savings will cover the remainder of the costs.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Patient Care Analyst Extra-Help	\$7,023 - \$8,538		

Narrative Explanation of Staffing Impacts (If Required):

This is a Retiree Extra-Help appointment; no permanent allocations are being added.

Attachments:

None

Related Items "On File" with the Clerk of the Board:

None



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 21
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

Department or Agency Name(s): County Administrator

Staff Name and Phone Number:

Veronica Ferguson

Supervisorial District(s):

All

Title: Community Engagement Report

Recommended Actions:

Accept the County Administrator's update report on community engagement efforts and planning, and provide direction to staff on the Community Engagement Framework.

Executive Summary:

The County of Sonoma recognizes the importance of involving residents in the development of policy, programs, and services. The County's Strategic Plan places an emphasis on community engagement for the organization overall, representing a desire for the County to be more connected with the community and to support the community in addressing key issues, and the Board included the development of a Community Engagement Plan as a 2014 Work Priority.

Sonoma County is currently implementing many promising practices in community engagement through the Board of Supervisors, County initiatives, and individual staff efforts, a selected inventory of which is attached (Attachment 1). Building on these successful efforts, there are opportunities for the County to more comprehensively and uniformly institutionalize community engagement practices. In doing so, the County can increase the effectiveness of services and support the well-being of the broader community. This agenda item provides a long term target for enhancing the County's community engagement, based on the Community Engagement Framework (Attachment 2).

Community Engagement Framework

The proposed Community Engagement Framework helps to organize an overall approach to community engagement around three primary goals. The first goal, building an institutional foundation for successful engagement, focuses on developing a deep understanding of the community and building and sustaining strategic community partnerships. The second goal, providing the necessary tools and support for effective engagement, concentrates on the initial and ongoing training and activities and support required to carry out successful engagement activities. The third goal outlines the policies and

infrastructure support needed to sustain and prioritize a culture of community engagement. Each of these three goals have more specific objectives and a series of proposed supporting actions that are designed to focus and direct engagement efforts.

Proposed Supporting Objectives and Actions

While Sonoma County carries out numerous community engagement efforts, enhancing these efforts and building a culture of engagement will necessarily take time and additional resources. Moreover, as specific activities are implemented, there must be the flexibility to have community members and partner organizations provide input and influence the ultimate direction of the County’s efforts. Because of this, the objectives and actions provided to the Board in this update (Attachment 3) are proposed over a number of years and are subject to Board direction as well as factors that arise over time but are not known today.

In total, there are 6 objectives and 22 proposed supporting actions that will help the organization institutionalize engagement practices. Further development of these actions will be led by the County Administrator’s Office with input from your Board and in partnership with all County Departments. Because the development and implementation of each action should include a level of public and internal engagement, specific costs or budgets are not associated with the actions today, but will be developed with the finalization of a Community Engagement Program.

Next Steps

Based on Board direction, the County Administrator’s Office will develop and implement a Community Engagement Program that builds a greater culture of engagement within the County. Specific roles for staff and your Board, resources needed for implementation and organizational impacts will be identified as part of the County’s 2015-2016 Budget process.

Staff recommends the Board accept the County Administrator’s update report on community engagement efforts and planning, and provide direction to staff on the Community Engagement Framework.

Prior Board Actions:

2014 Board Work Priorities adoption

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:
 Inventory of existing engagement efforts
 Community Engagement Framework
 Potential Supporting Actions

Related Items "On File" with the Clerk of the Board:

Attachment 1

Over the last year, Sonoma County has undertaken significant community engagement efforts. As just a few examples, starting in January, the Community and Local Law Enforcement Task Force initiated at least one, and typically multiple, community meetings per week. Board members hosted numerous Town Hall meetings to share information with constituents as well as seek input on a broad array of key issues. The County Administrator carried out a community survey to identify service priorities and help guide planning around key services. In partnership with community organizations, State Officials, and county staff, the Board of Supervisors hosted community meetings related to the implementation of AB 60. Health Services with Community Action Partnership organized an engagement effort – the Community Transformation Project – in the Moorland neighborhood. And, in late summer, County staff organized a series of community meetings in partnership with local fire agencies throughout the County. In total, the County hosted or supported in excess of 200 community meetings on various topics, providing information to residents, and soliciting input on critical issues.

Community meetings represent a foundational component of engagement, and are all carried out above and beyond ongoing engagement initiatives through programs like Health Action, the Mental Health Services Act, Upstream Initiatives, and Parks planning, among others. In fact, Sonoma County has numerous programs and initiatives carried out through the Board of Supervisors, staff, and with community partners. A selected inventory of existing engagement activities were identified through a survey of County departments. The inventory is not comprehensive; however it provides an overview of the types and range of engagement activities that occur within Sonoma County on a daily basis.

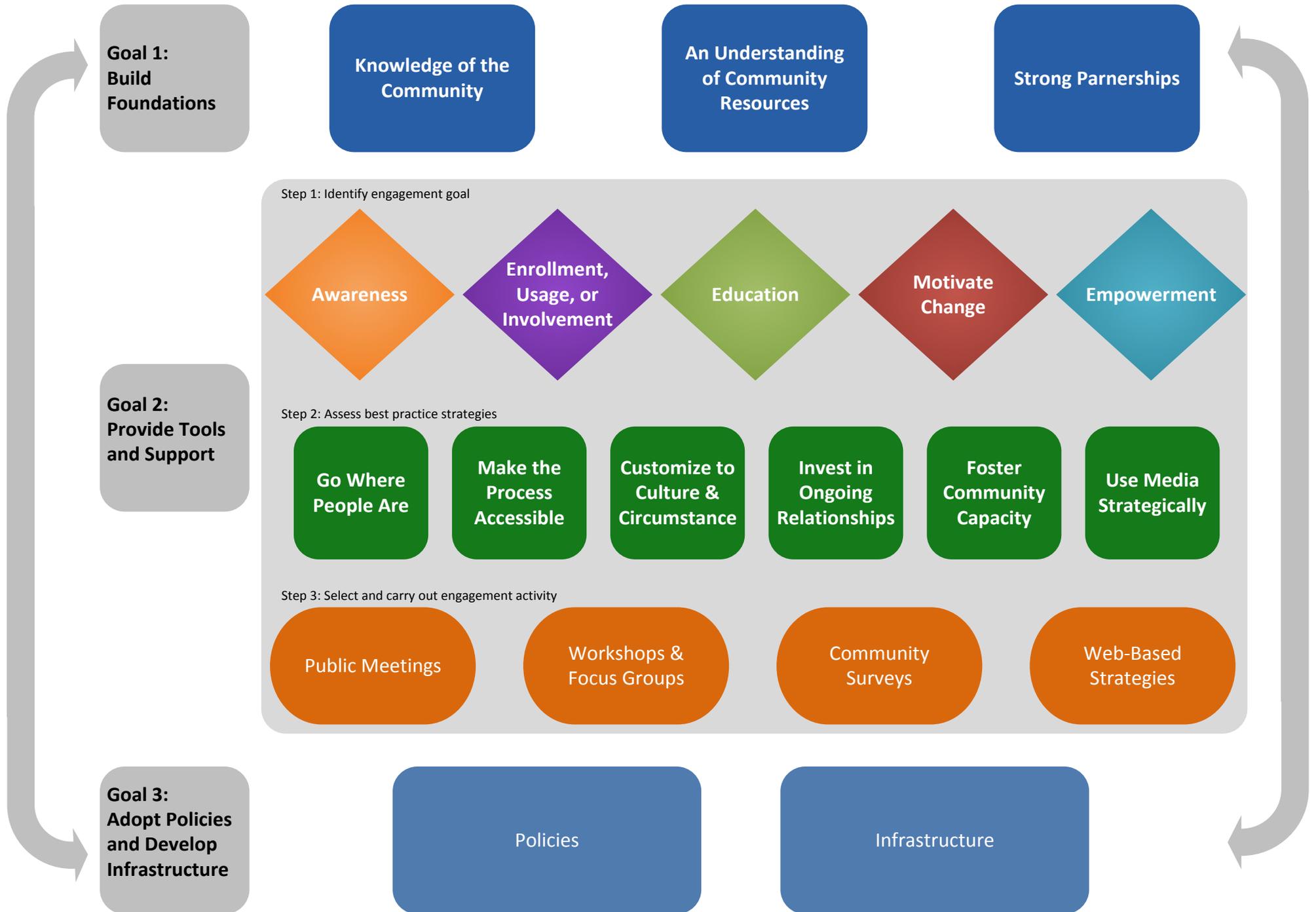
1. ***Application Assistance***: in order to aid residents with language or literacy obstacles in completing applications without requiring them to ask for help, the county always fills out the application for them.
2. ***System Navigators***: provide help connecting to mental health services, transportation, resources, and referral services to individuals and families throughout the county. Navigators are available via telephone, in a centralized office, or at off-site community service locations.
3. ***Health Fairs***: events created so that local residents can connect with community resources. Can include free health services, informational booths, entertainment, and prizes. Can be organized by non-county actors, held at various locations, and targeted to a range of communities.

4. **Farmers' Market:** county can have a booth at or host a Farmers' Market with the intent to create an interest in or opportunity for healthy eating or model cooking more healthful foods.
5. **Dia de Los Ninos or other Ethnic Celebrations:** an appropriate Latino community celebratory day for entertainment and education.
6. **Presentations to "captive" audiences:** included educational presentations, e.g. to school children at after school and day camps, enrollees in CalWORKs or at senior centers.
7. **Presence at government and community service providers:** included having staff at Section 8 housing workshops, senior centers, mobile pantry sites, soup kitchens, food banks, church events, and community centers
8. **Bringing services to community sites:** the county brings services such as immunizations, health screenings, and employment resources to areas where the community congregates.
9. **Bringing information to community sites:** includes having presentations or events at senior housing facilities, at senior group events, apartment complexes, shopping centers, and at agricultural work sites. An example is a 1 am farm workers breakfast.
10. **Continued presence at community sites:** means that the county invests in providing repeated outreach to the same community sites in order to establish a continued presence. For example, having outreach workers stationed at senior centers at certain times.
11. **Going Door to Door:** generally used hand out information and invite to events. Can be done partnered with community members - or expanded to include repeat home visits.
12. **Displays and Materials at Community Sites:** displaying posters, information, and applications in public areas where the community receives health or social services including medical facilities, pharmacies, senior centers, churches, markets, food banks, community centers, soup kitchens, and schools.
13. **Direct Access to Partner's Consumers:** the county gains direct access to residents that are seen by their partners. For example, a department sends out informational inserts in mailings from social service agencies or information is sent home with students at public schools.
14. **Outreach to Other Providers:** information on eligibility and programs (perhaps including applications) is delivered to professionals such as doctors, teachers, and ministers or to organizations such as libraries, Head Start, Hospice, CBOs, and other county departments. The hope is that they will work on the county's behalf when interacting with the community.
15. **Peer trainers:** using well-trained community members to undertake informal or organized educational activities with their peers (those similar to themselves in age, background or interests) to develop their knowledge, attitudes, beliefs, and skills.
16. **Community Health Workers (Promotoras):** community health aides selected, trained and working in the communities from which they come. These workers provide culturally

appropriate health education, information, and outreach in community-based setting; provide direct services; and helps residents access the services they need.

17. **Ads in Public Spaces:** ads can be targeted to specific communities or used in a general awareness campaign. An example of this outreach are posters on public transportation.
18. **Print media:** Ads, articles, or op-eds in newspapers and magazines.
19. **Radio Ads:** Public service announcements or short programming on local radio stations.
20. **Radio Programming:** Educational/lifestyle programming on local radio stations, ideally with local community leaders and members.
21. **Spanish-language TV:** Public service announcements or short programming on Spanish-language channels.
22. **Community Action Model (similar to the Moorland Community Transformation effort):** a 5-step process designed to address the social determinants of health disparities through grassroots policy development. The steps are (1) skill-based training, in which community advocates select an area of focus; (2) action research, in which advocates define, design, and conduct a community diagnosis; (3) analysis, in which advocates assess the results of the community diagnosis and prepare findings; (4) policy development, in which advocates select, plan, and implement an environmental change action and educational activities intended to support it; and (5) implementation, in which advocates seek to ensure that the policy outcome is enforced and maintained. The model is implemented through funding CBOs that, in turn, work with community members.
23. **Funding Community-Based Coalitions:** allocating funding to community coalitions that address community-specific issues as well as training and technical assistance to the coalitions on using data to identify relevant community problems, and evidence-based strategies, including policy, media and enforcement, to address the issues.
24. **Subcontracting to Provide Community-Driven Services:** the county contracts with CBOs that respond to community-driven desires and connects them to county resources when appropriate.

Attachment 2



Attachment 3: Objectives and Supporting Actions

Objective 1: Develop knowledge of the community.

Goal 1: Build an institutional foundation for successful engagement. Effectively implementing community engagement strategies depends on the organization having the institutional commitment to and capacity for tailoring the strategies to the needs and capabilities of the local communities of interest.

Developing a deep understanding of the concerns, values, cultures, habits, and demographic characteristics of the community is a key foundational element of effective engagement. Another critical element is to know the community organizations and leaders that serve and interact with the members of those communities.

Action 1: Carry out ongoing community asset mapping.

Action 2: Utilize reports that provide a comprehensive demographic data for all Sonoma County populations.

Action 3: Implement formal community surveys and focus groups.

Action 4: Provide training to share resource, demographic, and other community information to develop staff's knowledge of the community and enhance their cultural competency.

Action 5: Make it easier for departments to develop cultural competency by providing a countywide translation support resource.

Objective 2: Build and sustain strategic community partnerships.

Having the institutional capacity to build and sustain strategic partnerships is one of the fundamental cornerstones to effective community engagement. While there is widespread acknowledgement of the need to ally with community-based partners, many of the existing relationships are established through contracts for service. In addition to these important relationships, partnerships need to be established as strategic issue allies, which may not necessarily include contracting for services. These community-based partnership help build a greater understanding of community priorities, needs, assets, and resources. In addition, creating these networks enhances the resiliency of neighborhoods, leveraging limited resources, targeting services to match need, and empowering communities to address issues without reliance of programs or services.

Action 6: Host an ongoing annual convening of community-based organizations.

Action 7: Leverage existing networks to build a greater reach for County-community issues.

Goal 2: Provide the necessary tools and support for effective engagement. Individual engagement events should be planned and designed considering the target population and the goal of engagement. Training in various engagement tools and strategies and the development of intra-county infrastructure to support engagement activities will provide the necessary internal capacity to carryout effective engagement.

Objective 3: Build staff competency in conducting community engagement activities.

Once staff have developed an understanding of the community they wish to engage, they need to have knowledge of the goals of engagement, design strategies, specific activities that are effective with their target population. Goals of engagement include increasing awareness of issues, services and opportunities; increasing the use of programs; educating residents on issues and/or involve them in decision-making; motivating a change in behavior; and empowering communities to identify and address their own issues and opportunities). Best practice design strategies include going where the people are, making the process accessible, customizing to culture and circumstance, investing in ongoing relationships, fostering community capacity, and using media strategically. Training in community engagement tools and strategies, as well as the creation of an ongoing learning community, will provide departments with the internal capacity to successfully engage with different groups of Sonoma County residents.

Action 9: Create an ongoing training on the importance and successful practices of community engagement.

Action 10: Establish an ongoing community engagement advisory committee (CEAC).

Objective 4: Foster intra-county collaboration.

Developing relationships within the county is also key to successful community engagement, allowing departments to share insights, skills, and resources. Establishing mechanisms to collaborate within the county is beneficial in getting to know communities of interest, building partnerships to reach them effectively, and creating a culture where community engagement is viewed as the purview of the entire organization.

Action 11: Create an annual forum for County departments to meet and discuss community engagement issues.

Action 12: Host and maintain an intra-County website where information about community engagement can be posted, shared, and discussed.

Action 13: Carry out a staff survey every second year to identify staff morale, sentiment, and successful practices that are in place to effectively engage staff and residents.

Goal 3: Adopt policies and develop infrastructure that establish a culture of community engagement. A culture of community engagement helps county departments work across boundaries to improve community outcomes. The county can move beyond simply launching a culture of community engagement to intentionally sustaining such a culture by choosing to incorporate engagement into each department's planning, goal setting, and performance measures, and by supporting departmental efforts with countywide engagement policy and infrastructure.

Objective 5: Adopt policies and plans that support a sustained commitment to community engagement.

The adoption of community engagement policies and plans, as well as the associated resources needed for development and implementation, demonstrates a strong commitment to sustaining a culture of community engagement. In addition to this countywide community engagement plan, all departments will be encouraged to initiate or continue developing individual engagement plans tailored to the specific needs of the populations they serve.

Action 14: Adopt and resource a countywide community engagement plan.

Action 15: Develop departmental engagement and outreach planning.

Action 16: Support policies and programs that embody community engagement.

Objective 6: Establish countywide infrastructure to enhance departmental capacity for and sustainability of community engagement efforts.

While there have been many reported examples of successful community engagement activities taking place across county departments, some departmental staff have been somewhat discouraged by their engagement efforts, indicating that they lack both the resources and expertise to be successful. Developing a countywide infrastructure to encourage and support engagement efforts, along with staff training to develop their knowledge of the community and of specific engagement strategies, will greatly increase the likelihood of success and contribute to the adoption of a culture of community engagement.

Action 17: Create a specific classification responsible for leading and coordinating community engagement efforts.

Action 18: Develop a cadre of community ambassadors, established throughout Sonoma County.

Action 19: Establish "store fronts" in neighborhoods throughout Sonoma County.

Action 20: Provide web-based community engagement infrastructure for utilization by departments.

Action 21: Establish a frequent and routine local media presence.

Action 22: Enhance outreach and hiring practices to create a workforce reflective of the County's demographics.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 31
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Jane Riley 565-7388

Supervisorial District(s):

All

Title: Formal Adoption of the 2014 General Plan Housing Element; GPA13-0009

Recommended Actions:

Adopt a Resolution adopting the Subsequent Negative Declaration and 2014 General Plan Housing Element, with incorporation of minor changes as requested by the State Department of Housing and Community Development.

Executive Summary:

On August 5, 2014, the Board adopted a resolution considering the Subsequent Negative Declaration and approving the Draft 2014 Housing Element for transmittal to the State Department of Housing & Community Development ("State") for compliance review. The State has requested a number of clarifications and changes to the document in order to ensure that all statutory requirements are met; however, the changes are neither substantive, nor require environmental review. Further review by the Planning Commission is not required.

On October 15, 2014, the State issued a letter finding the County's Draft Housing Element, as amended to address their comments, to be in substantial compliance with state law. The incorporated changes to the 2014 General Plan Housing Element are summarized below:

Type A and Type C Housing Opportunity Programs – Text has been added to clarify that the densities allowed by these Programs are considered "allowable densities" rather than density bonuses, as long as the affordability requirements of each program are met (pages 22 and 37).

New Table 3-1b "Table of Housing Types Allowed by Zone" – This feature has been added at the end of the Sites Inventory analysis indicating what zones allow each different type of housing – ie., mobile homes, factory-built housing, multifamily, transitional, homeless shelters, and so on (pages 63 and 64).

Public Participation - Text has been added to Section 1 to name the groups that were invited to participate in the Housing Element Update, and to reference the outreach efforts at farm labor centers (page 4).

Special Needs Analysis – Text has been added within the Technical Background Report to provide an analysis of the housing needs of special needs populations (page 43 of Background Report).

Program Implementation Review & Revise – A new column was added to Table 1-2 to specify how each 2009 Housing Element program was implemented during this most recent Housing Element period (pages 10-24).

At-Risk Units (page 25 of Housing Element & page 30 of Background Report)

- Clarified West Avenue units – These 40 units were saved from conversion during the last housing element cycle, and the at-risk tables were revised to reflect this outcome.
- At-Risk units that expired during previous housing element cycle – staff fixed the table and clarified what was done by the county to try and preserve the units at risk of conversion to market rate
- New At-Risk units – staff added a new column to show the assessment of risk of conversion to market (high risk= private developer, no interest, etc; low = non-profit likely to renew).
- Sweat-equity ownership units – after consultation with the State, staff removed these types of units from the At-Risk table and added an at-risk rental project (12 units) that we had missed. Staff added text for low and high risk – high is actually only 5 units for the next 10-year period.

General Plan Policies that support infrastructure to housing sites – These policies were re-listed as shown in the 2009 Housing Element at the request of the State (pages 69-71).

Changes to Housing Element Implementation Programs. Overall, staff replaced “would” with “will.” The notes below specify changes made to individual programs:

- Program 2 – Retention of Affordable Units - modified to add specificity;
- Program 4 – Retention of Existing Housing Stock (Condominium Conversion Ordinance) - modified to read that the County will consider ordinance to codify the condominium conversion policy;
- Program 7 – Summary of Housing Sites - not an ongoing program; revised and added implementation date;
- Program 11 – Additional Sites for Housing - dropped the “continue” language; rephrased to clarify intent to identify new sites in priority development area(s), with dates;
- Program 14 – Growth Management Programs – changed wording to simplify;
- Program 16 – Review “Z” Combining District – shortened and clarified that on a parcel-by-parcel basis, the county will continue to process Z removal requests;
- Program 25 – Community Land Trust Model –Staff re-worded program to add specific action and date;
- Program 29- Tiered Fee Structure (former) –Staff replaced this Program referencing a tiered fee structure, and added wording to clarify that the County does not control other departments, but will encourage their efforts;
- Program 39 – Transitional and Supportive Housing - staff added back in the portion of this 2009 program that is not yet fully implemented; and
- Program 41 (new) – Pilot Program to Consider Non-traditional Structures for Housing – switch Policy HE-6i from a policy into a program; remove Policy HE-6i.

Prior Board Actions:			
On August 5, 2014, the Board adopted a resolution considering the Subsequent Negative Declaration and approving the 2014 Housing Element for transmittal to the State HCD.			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
The 2014 General Plan Housing Element furthers the County's goals to provide safe, decent, accessible and affordable housing for all members of the community, including seniors, farm workers, the homeless, and those with disabilities.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (If Required):			
None.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Draft Board of Supervisors Resolution Exhibit A: Letter to Tennis Wick from the State HCD dated October 15, 2014 Exhibit B: 2014 Housing Element Exhibit C: Technical Background Report Exhibit B Subsequent Negative Declaration			

Related Items “On File” with the Clerk of the Board:
2014 Housing Element with incorporated changes requested by State shown in legislative review style



County of Sonoma
State of California

Date: December 2, 2014

Item Number: _____

Resolution Number: _____

GPA13-0009 Jane Riley

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of
California, Adopting The Subsequent Negative Declaration And The 2014
General Plan Housing Element**

Whereas, California law requires each county to prepare and adopt a Housing Element of the General Plan, and to update the Housing Element on a regular basis; and

Whereas, Section 65588 of the California Government Code requires the fifth revision of Sonoma County's Housing Element be adopted by December 31, 2014; and

Whereas, the County held a series of public workshops including: (1) A joint public workshop with the county and its cities on July 10, 2013 to commence the Housing Element Update process and to identify key issues to be covered in the Update; (2) A second public workshop on February 13, 2014 to review and receive input on the technical data collected to date, and to brainstorm ideas for new policies to address new or changed housing needs related to each of the six major housing goals; and (3) A third public workshop on April 28, 2014 to review and take comment on the initial housing site inventory, and to take input on the Draft Housing Strategy which sets forth the Housing Element's six major housing goals along with objectives, policies and programs; and

Whereas, following the three public workshops and after consideration of the recommended changes staff prepared a Draft 2014 General Plan Housing Element ("Draft Housing Element"), which was made available for public review and comment on May 15, 2014; and

Whereas, Staff prepared a Subsequent Negative Declaration for the Draft Housing Element, according to California Environmental Quality Act ("CEQA") Guidelines, based on an Initial Study dated May 12, 2014, which was also made available on May 15, 2014 for public review; and

Whereas, Notice of the County's intent to adopt the Subsequent Negative Declaration was published on May 15, 2014; and

Whereas, on June 5, 2014, the Planning Commission held a public hearing on the Subsequent Negative Declaration and the Draft Housing Element, at which all interested persons were given an opportunity to be heard; and

Whereas, at the conclusion of the public hearing, the Planning Commission adopted Resolution No. 14-011 recommending that the Board of Supervisors consider the Subsequent Negative Declaration dated May 12, 2014, and the 2014 Draft Housing Element for submission to the State Department of Housing and Community Development for review and certification; and

Whereas, on June 16, 2014, the public review period for the Subsequent Negative Declaration closed and no written or oral comments were received; and

Whereas, in accordance with the provisions of law the Board of Supervisors held a public hearing on August 5, 2014, on the Subsequent Negative Declaration and the Draft Housing Element, at which time all interested persons were given an opportunity to be heard; and

Whereas, on August 5, 2014, the Board of Supervisors considered the Subsequent Negative Declaration, and approved the Draft Housing Element for transmittal to the State Department of Housing and Community Development for compliance review; and

Whereas, on October 15, 2014, the State Department of Housing and Community Development found the 2014 Draft Housing Element to be in compliance with the statutory requirements of state law, subject to certain minor changes; and

Whereas, on December 2, 2014, the Sonoma County Board of Supervisors held an additional public hearing on the Subsequent Negative Declaration and the General Plan Housing Element, with incorporation of changes as requested by the State Department of Housing and Community Development, at which all interested persons were given an opportunity to be heard; and

Now, Therefore, Be It Resolved that the Board of Supervisors makes the following findings:

1. The preceding recitals are true and correct and are incorporated herein by reference.
2. The 2014 General Plan Housing Element is an update of the County's existing Housing Element and was prepared in accordance with the California Planning and Zoning laws.
3. A Subsequent Negative Declaration has been prepared for the project in compliance with State, County, and CEQA guidelines. The Board of Supervisors

has reviewed and approved the Initial Study and Subsequent Negative Declaration and the information contained therein, which determined the project would not have a significant effect on the environment. The proposed changes to the adopted Housing Element are non-substantive in nature. None of the conditions in CEQA Guidelines 15162 requiring a subsequent or supplemental Negative Declaration are present and no new significant effects will result from the proposed revisions to the Housing Element.

4. The 2014 General Plan Housing Element complies with all applicable provisions of California Law governing Housing Element content, including a review of progress in implementing the prior housing element; quantification and update of population data, employment and housing data; update to housing needs, policies, and programs including special housing needs and the developmentally disabled; an assessment and provision for units at risk of conversion to market rate; analysis of potential governmental and non-governmental constraints to housing; inclusion of a detailed housing sites inventory and analysis; provisions for adequate sites to meet the County's Regional Housing Need and its Quantified Objectives; and provision for an update of housing for low and moderate incomes within the Coastal Zone.
5. The 2014 General Plan Housing Element is consistent with the Land Use Element and other elements of the County's General Plan. The 2014 Housing Element reflects existing land use policy, and would not change the location, character, timing or amount of new development planned for the unincorporated area. It is consistent with the Land Use Element, as no changes in land use or land use densities are proposed. It provides consistency with the Open Space and Resource Conservation Element by encouraging housing development to be more energy-efficient, and it recognizes the constraints and importance of city-centered growth by focusing on urban sites. This focus on urban lands for future development is also consistent with the Agricultural Resources and Water Resources Elements. The focus on higher-density sites located close to transit provides consistency with the Circulation and Transit Element. The 2014 Housing Element is in harmony with the balance of the Sonoma County General Plan.
6. The changes to the Draft 2014 Housing Element that have been made in response to comments and requests from the State Department of Housing and Community Development are minor and non-substantive in nature, and do not require further environmental review under CEQA nor further consideration by the Planning Commission.

Be It Further Resolved, based on the findings set forth in this Resolution and the evidence contained in the record for this matter, that the Board of Supervisors hereby adopts the Subsequent Negative Declaration and the 2014 General Plan Housing Element submitted

herewith.

Be It Further Resolved that the Board of Supervisors designates the Clerk of the Board as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Clerk of the Board, 575 Administration Drive, Room 100-A, Santa Rosa, California 95403.

Passed and adopted this 2nd day of December, 2014, by the Board of Supervisors of the County of Sonoma by the following vote:

Supervisors:

Gorin:	Zane:	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes:	Absent:	Abstain:	

So Ordered.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



October 15, 2014

Mr. Tennis Wick, Director
Permit and Resource Management Department
County of Sonoma
2550 Ventura Avenue
Santa Rosa, CA 95403

Dear Mr. Wick:

RE: County of Sonoma's 5th Cycle (2015-2023) Draft Housing Element

Thank you for submitting the County of Sonoma's draft housing element update which was received for review on August 20, 2014, along with additional revisions received on October 6, 13, and 15, 2014. Pursuant to Government Code (GC) Section 65585(b), the Department is reporting the results of its review. Our review was facilitated by telephone conversations with Ms. Jane Riley, Housing Planner.

The revised draft element meets the statutory requirements of State housing element law. The element will comply with State housing element law (GC, Article 10.6) when the revised draft element is adopted and submitted to the Department, in accordance with GC Section 65585(g). The Department conducted a streamlined review of the draft housing element based on the County meeting all eligibility criteria detailed in the Department's Housing Element Update Guidance. The County also utilized ABAG's pre-approved housing element data.

To remain on an eight year planning cycle, pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) the County must adopt its housing element within 120 calendar days from the statutory due date of January 31, 2015 for ABAG localities. If adopted after this date, GC Section 65588(e)(4) requires the housing element be revised every four years until adopting at least two consecutive revisions by the statutory deadline. For more information on housing element adoption requirements, please visit our website at: http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_adoptionsteps110812.pdf.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the County must continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate.

HCD Review of Sonoma County's Housing Element

October 15, 2014

Page 2 of 2

The Department appreciates the hard work and dedication of Ms. Riley in preparation of the housing element and looks forward to receiving Sonoma County's adopted housing element. If you have any questions or need additional technical assistance, please contact Melinda Coy, of our staff, at (916) 263-7425.

Sincerely,



Glen A. Campora

Assistant Deputy Director

Sonoma County General Plan Housing Element

Board of Supervisors Version with HCD changes
December 2, 2014

County of Sonoma
Permit & Resource Management Department
2550 Ventura Avenue
Santa Rosa, CA 95403

Table of Contents

1.1	INTRODUCTION.....	1
1.2	DEFINITION AND PURPOSE.....	1
1.3	CONSISTENCY WITH OTHER GENERAL PLAN ELEMENTS	1
1.4	LOW AND MODERATE INCOME HOUSING WITHIN THE COASTAL ZONE	2
1.5	PUBLIC PARTICIPATION	3
1.6	ORGANIZATION OF THE HOUSING ELEMENT	4
1.7	DEFINITION OF TERMS.....	4
1.8	CHANGING HOUSING NEEDS AND DEMOGRAPHICS	5
	Population Demographics.....	5
	Special Needs Populations.....	5
	Employment.....	6
	Household Incomes and Housing Affordability	6
1.9	2009 SONOMA COUNTY HOUSING ELEMENT REVIEW.....	7
1.10	COUNTY’S PROGRESS IN MEETING ITS QUANTIFIED OBJECTIVES	8
1.11	PROGRAM CHANGES IN 2014 HOUSING ELEMENT	9
	Table 1-3 Update Of At-Risk Units From 2009 Housing Element	25
2.1	HOUSING GOALS, OBJECTIVES AND POLICIES	21
	Goal 1: Sustain Existing Affordable Housing Programs and Affordable Units.....	21
	Goal 2: Promote the Use of Available Sites for Affordable Housing Construction and Provide Adequate Infrastructure	25
	Goal 3: Promote Production of Affordable Housing Units	27
	Goal 4: Maintain Funding for Affordable Housing.....	29
	Goal 5: Promote Production of Housing Units for Special Needs.....	31
	Goal 6: Improve Conservation of Energy and Natural Resources.....	34
2.2	HOUSING ELEMENT IMPLEMENTATION PROGRAMS	36
2.3	QUANTIFIED OBJECTIVES.....	49
	2.3.1 QUANTIFIED OBJECTIVES CONSISTENT WITH RHNA	49
	2.3.2 QUANTIFIED OBJECTIVES FOR SPECIAL HOUSING NEEDS.....	49
	Table 2-1 Quantified Objectives 2015 - 2023.....	51
	Table 2-2 Quantified Objectives 2015-2023 (Shared/non-RHNA).....	52
3.1	OVERVIEW OF SITES FOR HOUSING.....	59
	Table 3-1a Urban Sites with Appropriate Zoning to Address Housing Needs.....	59
3.2	CAPACITY OF URBAN SITES ZONED FOR HOUSING.....	60
3.3	OTHER URBAN SITES WHICH ALLOW HOUSING.....	61
3.4	CAPACITY OF RURAL HOUSING SITES	62
3.5	AVAILABLE SITES ADEQUATE TO MEET RHNA	63
3.6	GENERAL DISCUSSION OF ENVIRONMENTAL CONSTRAINTS	64
	Flooding	64
	Steep Slopes and Septic Suitability.....	65
	California Tiger Salamander (CTS).....	65
3.7	GENERAL DISCUSSION OF INFRASTRUCTURE	66
3.8	GENERAL PLAN POLICIES TO ENSURE ADEQUATE SERVICES.....	69

Table 3-2 Potential Housing Sites: Type A Multi-family.....	73
Table 3-3 Potential Housing Sites: Type C.....	75
Table 3-4 Potential Housing Sites: Mixed Use.....	77
Table 3-5 Potential Housing Sites: Work/Live Development	78
Table 3-6 Potential Housing Sites: Single Room Occupancy (SRO).....	79
Table 3-7 Potential Housing Sites: Affordable Housing Overlay	80

HOUSING ELEMENT

SECTION I

1.1 INTRODUCTION

This section of the Sonoma County General Plan presents goals, objectives, policies, and supporting information related to the provision of housing for existing and future residents of the County. The purpose of the Housing Element is twofold: 1) to present specific policies and actions for housing development in the context of the Land Use Element of the County's General Plan; and 2) to meet regional standards and achieve State certification, pursuant to statutory requirements, which in turn will help the County qualify for State and federal housing aids and grants.

1.2 DEFINITION AND PURPOSE

The Housing Element of the County General Plan is a detailed statement of housing goals, objectives, policies, and programs for the unincorporated areas of Sonoma County. The Element is based on a comprehensive technical assessment of existing housing policies and programs, current and projected housing needs, especially related to low income households and special needs populations, an inventory of sites available for housing construction, an analysis of market, environmental, governmental, and other factors which constrain housing production, and an assessment of new programs and policies that can enhance housing production in the County.

The purpose of the Housing Element is to guide decision-making by elected and appointed officials, in the context of broader General Plan policy and time frame, regarding housing. Specifically, the Housing Element sets forth how the County will address the need for housing, especially by low and moderate income families and special needs families and individuals. The Housing Element also provides housing-related data and information to the public on housing in the County.

1.3 CONSISTENCY WITH OTHER GENERAL PLAN ELEMENTS

Government Code Section 65580 declares that local and state governments have a responsibility to use their vested powers to facilitate housing development and to make "adequate provision for the housing needs of all economic segments of the community." Furthermore, the Legislature acknowledges the need for jurisdictions to consider "economic, environmental, and fiscal factors and community goals set forth in the General Plan."

The Housing Element is consistent with the Land Use, Public Facilities, Open Space, and Agricultural Resources Elements of the General Plan. Housing Element policies promote

housing consistent with the various designations set forth in the Land Use Element. Possibilities for farm family and farmworker housing are also provided in accordance with the Agricultural Resources Element. However, in some instances, programs calling for further study of specific housing issues may lead to future recommendations for policy change that cannot be assessed for consistency at this time. Consistency determinations on such recommendations will be made on a case-by-case basis in conjunction with the review of specific program proposals

1.4 LOW AND MODERATE INCOME HOUSING WITHIN THE COASTAL ZONE

Government Code Section 65590 et seq. requires documentation of affordable housing in the Coastal Zone. This area is regulated by the County's Local Coastal Plan (LCP), in addition to its General Plan, Zoning Ordinance, and other land use and building regulations. Pursuant to policy contained in the County's LCP, there have been no conversions or demolition of existing housing units occupied by persons or families of low or moderate income during the past decade that have not been replaced in some fashion.

Table 1-1 *Housing in the Coastal Zone* documents building permit activity in the Coastal Zone since 2000. Overall, there has been a gain of 574 residential units in the Coastal Zone, primarily single family units in Sea Ranch and other coastal Urban Service Areas. Since 2000, 28 affordable units have been added as part of the Harbor View development. These units are reserved for low income rental tenants.

Table 1-1 Housing in the Coastal Zone

Year	Units Constructed (Permits Issued) within Coastal Zone							Net Gain
	SFDs	2nd Units	Manu Home	2-4 Unit	5+Unit	Ag Empl	DEM0d	
2000	41							41
2001	51							51
2002	38							38
2003	47							47
2004	43							43
2005	32							32
2006	37				28			65
2007	22	1						23
2008	90							90
2009	17							17
2010	13							13
2011	78							78
2012	9							9
2013	9						1	8
2014	5					1	1	5
Totals	532	1	0	28	0	1	2	574

1.5 PUBLIC PARTICIPATION

Sonoma County has conducted an extensive public outreach program for the 2014 Housing Element Update:

- A "joint" public workshop with the county, each of its cities and HCD staff was held on July 10, 2013 to kick off the Housing Element Update process. The first half of the workshop was geared toward planners charged with updating the Elements, and featured a presentation and Q&A session with HCD staff. The second half of the workshop drew additional public participants, and introduced key staff and stakeholders involved in the update process. Issues were identified to be covered in each community's respective Updates.
- A Planning Agency meeting was held on August 29, 2013 to introduce the Housing Element update process, schedule, and opportunities for public input.
- A second public workshop was held on February 13, 2014 to review and receive input on the technical data collected to date, and to brainstorm ideas for new policies to address new or changed housing needs. This workshop featured break-out groups of attendees tasked with providing input for changes under each of the 2009 Housing Element's six major goals.
- Based on input received to date, the Draft Housing Strategy (a compilation of the proposed housing element goals, policies, objectives and programs) was released for public review on April 15, 2014, with a May 2nd deadline for public comment.
- A third public workshop was held on April 28, 2014 to review and take comment on the Draft Housing Strategy. The Draft sites inventory and maps were also presented and reviewed at this workshop.
- The Draft Housing Element was released for public comment on May 14, 2014, with a public comment period through the June 5th Planning Commission meeting. The Planning Commission staff report and Negative Declaration were released on May 21, 2014.
- A public hearing on the Draft Housing Element was held before the Sonoma County Planning Commission on June 5, 2014.
- A public hearing on the Draft Housing Element was held by the Sonoma County Board of Supervisors on August 5, 2014.

Throughout the process of preparing the Housing Element, there were ongoing technical consultations among County staff, service providers, nonprofit groups, other local jurisdictions, and various advocacy groups regarding housing needs and data available to be used in the Element. Newspaper display ads and a 100+ person e-mailing list were used to notify interested members of the public and to solicit input. In addition to local for-profit and non-profit developers of housing, invitations to participate also included representatives from the North Bay Association of Realtors, Chambers of Commerce, Social Advocates for Youth,

Community Support Network, the Continuum of Care group, the Sonoma County Land Trust, Greenbelt Alliance, Sonoma County Conservation Action, the North Coast Builders Exchange, the Sonoma County Housing Coalition, the Farm Bureau, United Winegrowers, veterans and special needs organizations, and other interested parties. Additional outreach was performed at local day labor centers in order to assess local farmworker needs. A 2014 Housing Element Update website was also developed. and has been continually updated to provide information related to housing elements, including links to HCD materials, questionnaire in both English and Spanish, upcoming meetings and workshops, draft materials for public review, and the like. See http://www.sonoma-county.org/prmd/docs/housing_update/index.htm

1.6 ORGANIZATION OF THE HOUSING ELEMENT

The Housing Element is organized into four main sections. **Section I** provides an introduction to the overall Housing Element update effort, as well as a review of the effectiveness of the 2009 Housing Element and the County's progress in its implementation. **Section II** sets forth the County's Housing Goals, Objectives, Policies and Action Programs. The County's Quantified Objectives are also included in Section 2. **Section III** presents a detailed housing site inventory, including a discussion of the availability of services, and compares this inventory to the County's projected housing needs. **Section IV**, the Technical Background Report, provides statutorily required data including an assessment of housing needs & programs, an analysis of non-governmental and governmental constraints to affordable housing provision, and a discussion of special needs populations.

1.7 DEFINITION OF TERMS

Throughout this Housing Element, a variety of technical terms are used in describing and quantifying conditions and objectives. The definitions of these terms follow:

Affordable Housing -- Housing which costs no more than 30 percent of a low-, very low-, or extremely-low income household's gross monthly income. For rental housing, the residents can pay up to 30 percent of gross income on rent plus tenant-paid utilities. For homeownership, residents can pay up to 30 percent on the combination of mortgage payments, taxes, insurance, and Homeowners' dues.

Area Median Income (AMI) -- The income figure representing the middle point of all Sonoma County household incomes. Fifty percent of households earn more than or equal to this figure and 50 percent earn less than or equal to this figure. The AMI varies according to the size of the household. For the year 2013, the AMI for a four-person household in Sonoma County was \$74,900.

Extremely Low Income Households (ELI) -- Households earning not more than 30 percent of the Sonoma County AMI.

Very Low Income Households (VLI) -- Households earning between 31 and 50 percent of the Sonoma County AMI.

Low Income Households -- Households earning between 51 and 80 percent of the Sonoma County AMI.

Moderate Income Households -- Households earning 81 to 120 percent of the Sonoma County AMI.

Above Moderate Income Households -- Households earning not less than 120 percent of the Sonoma County AMI.

1.8 CHANGING HOUSING NEEDS AND DEMOGRAPHICS

Demographic data provided by the Association of Bay Area Governments (ABAG) is utilized in the 2014 Housing Element Update, and is supplemented with data from the 2010 census, the American Community Survey (ACS), the Community Development Commission, the Economic Development Board, the North Bay Regional Center, and service providers. Demographic highlights are summarized below, with a comprehensive analysis and referenced figures and tables provided in the Technical Background Report (Section IV).

Population Demographics

Unincorporated Sonoma County experienced a 3.6-percent decrease in its overall population from 2000 - 2010. This growth rate is much lower than that of the State as a whole, which experienced a 10 percent increase. Countywide population increased 8 percent during that 10-year period.

The population change data include a marked decrease (23.1%) in school-aged children 5 – 14. The population age ranges of 55 - 64 and 65 - 74 saw the largest increases from 2000 – 2010 at 61 percent and 34 percent respectively (Table 4-1 in Section IV). The unincorporated County also saw a 41% increase in number of residents with Bachelor's degrees between 2000 and 2010, and the number of residents with graduate or professional degrees increased by more than 62 percent. However, the data also indicate a sharp decrease in the number of people with lower than a 9th-grade education.

Unincorporated Sonoma County has seen a significant increase in the percentage of individuals who classify themselves as Hispanic and of mixed race, from 18 percent in 2000 to 33 percent in 2010. Other non-white categories made up a small but growing proportion of the population in 2000 and 2010 (Figure 4-1 in Section IV).

Special Needs Populations

In addition to the significant increase in the senior population, the demographics of other special needs populations have also changed. While the number of homeless families appears to

have decreased, during 2013 it is estimated that 9,749 individuals experienced homelessness countywide. This is a number equivalent to 2 percent of the County's overall population.

The data for farmworkers also indicates a changing demographics. The Office of Education reports that in the 2012/2013 school year there were 2,672 children from migrant families in the school system countywide, with the largest concentrations in the north county (Windsor, Healdsburg, Cloverdale), in the Sonoma Valley, and in the Bellevue/Roseland area. A growing number of migrant workers do not leave California during the non-farm season, but instead stay in the area and perform other farm work or construction and odd jobs.

Senate Bill 812 requires an accounting of the special housing needs of persons living with one or more developmental disabilities. According to the North Bay Regional Center, one of 21 regional centers in California that provide point-of-entry services for people with developmental disabilities, there are 3,477 persons with developmental disabilities living in Sonoma County (Table 4-29 in Section IV; see also Section 2).

Employment

Job losses in the unincorporated county between 2000 and 2011 were significant at 5,646 jobs, nearly half of which occurred in the manufacturing sector in the manufacturing sector (Table 4-3 in Section IV). Wholesale trade was the only sector showing a significant gain (8.6 percent) during that time. However, according to the Economic Development Board (EDB), the County's economic recovery solidified near the end of 2013. The unemployment rate fell below 6 percent in early 2014, the lowest rate since 2008. Nearly all sectors experienced job growth between 2012 and 2013 with Professional and Business Services increasing at the highest rate, while Construction and Manufacturing decreased slightly.

Household Incomes and Housing Affordability

Median household income fell in the unincorporated county from \$60,821 in 2006 to \$59,941 in 2012 (Table 4-5), and housing values remain far below 2006 levels. Home sales prices have decreased sharply from a peak in 2005, when the median sales price for a single-family home had climbed to \$595,000. In 2013, that same home could be purchased for \$431,500. This sales price, however, is still out of reach for most households. According to a calculation by the Sonoma County Community Development Commission, the current County median income will allow for a home purchase of price of \$271,116 including property taxes and utilities.

In 2006, a household earning the County median could not expect to afford a condominium or townhome in the County. By 2012, condominiums and townhomes were within the reach of median income earners, while less dense single family homes continued to be unaffordable despite the significant drop in housing prices. These consumers must rely on the rental housing market, which is experiencing an extreme shortage during 2014. According to the Cassidy Turley Sonoma County Rental Survey for Fall 2013, Sonoma County has the North Bay's most limited rental market with a vacancy rate of just 1.5%. The fair market rent (FMR) for a 2-bedroom unit jumped 47.4% between 2000 and 2010, going from \$886 to \$1306. With the current minimum wage, in 2013 the Fair Market Rent required a household with at least three full-time workers.

1.9 2009 SONOMA COUNTY HOUSING ELEMENT REVIEW

The 2009 Housing Element of the Sonoma County General Plan set forth a number of policies and programs for the furtherance of housing development. This section summarizes the content of the 2009 Housing Element, and describes both the effectiveness of those programs and their applicability to this 2014 Housing Element.

The overarching goal of the 2009 Housing Element was to provide affordable housing options in the County at all socioeconomic levels. Toward that end, the County designed a variety of more specific goals, objectives, policies, and programs that would contribute to the provision of affordable housing. A program-by-program status report for the 2009 Housing Element implementation programs is provided on the following pages. The 2009 Housing Element objectives were carried out through a series of actions, including several Zoning Code Amendments undertaken during the last Housing Element period:

- Completed removal of the "J" combining zone county-wide (2009)
- SB2 changes for homeless shelters and transitional housing (2010)
- Updated AH fee (2010)
- Adopted a vacation rental program to prevent loss of affordable housing units and sites (2011)
- Adopted zoning code changes to allow SROs in R2 and R3 zones (2012)
- Adopted a new "X" Mixed Occupancy combining zone, which allows permanent residential use on "K" sites zoned for temporary occupancy only (2013)
- Zoning Code changes underway during 2014 include provisions for Universal Design

Other efforts undertaken during the last Housing Element period which are ongoing in this 2014 Housing Element Update include the following:

- Affordable Housing Information. Developed and maintained a public information center at PRMD to provide a wide range of affordable housing referrals, resources, and information.
- Housing Sites Information. PRMD compiled and distributed housing sites "data sheets" for all Urban Residential sites in the County's inventory. Data sheets are available upon request and as handouts, and include site-specific information such as the availability of water and sewer and any known constraints such as slope, flooding, and the potential presence of special status species that might require additional biotic study.
- Staff Assistance to Developers. PRMD continued to provide dedicated staff assistance to developers interested in developing housing on any of the County's Urban residential parcels. Assistance included meetings with interested parties, dissemination of site-specific parcel information for all Urban Residential parcels in the County's Sites Inventory, and referrals for possible funding for affordable projects.

- Fast-Tracking of Affordable Housing Projects. Continued to fast-track applications for development projects with an affordable housing component, achieving processing time reductions of up to one-half the normal processing time.
- Affordable Housing Week. Adopted Resolutions proclaiming Affordable Housing Week throughout Sonoma County on an annual basis, and continued participation in community outreach efforts and educational tours of successful affordable and special needs housing projects.
- Maintain County Fund for Housing. Between the effective date (October 1, 2005) of the Affordable Housing Program and the end of calendar year 2013, the County had collected over \$10 million for its County Fund for Housing (CFH). The funds have been utilized for site acquisition and development costs for a wide variety of affordable housing projects. Examples of recent projects funded with CFH monies are the West Hearn Avenue Transitional Housing for Homeless Veterans project; the Vailetti Springs seniors + families mixed-use project in Sonoma Valley; Sonoma Gardens Apartment on Santa Rosa Avenue; and the Fife Creek Commons rental housing project in Guerneville.

A program-by-program listing of the County's status in implementing each program in its 2009 Housing Element is provided in Table 1-2, *2009 Housing Program Evaluation*.

1.10 COUNTY'S PROGRESS IN MEETING ITS QUANTIFIED OBJECTIVES

The County projected that programs outlined in the 2009 Housing Element would result in the production of 1,364 new units over five years. The prescribed affordability mix anticipated 160 units for extremely low income, 159 units for very low income, 217 units for low income, and 264 units for moderate income. This quantified objective was consistent with the number of units called for to meet the County's Regional Housing Need Allocation (RHNA).

Since the date of the last Housing Element (2009) and through the end of 2013, 1,364 housing units were permitted in the unincorporated areas of the County. This number includes 40 units for very low, 127 units for low, and 208 units for moderate income households. Land use entitlements for an additional 80 affordable units have been granted, but permits have not yet been issued.

The County did not meet its objective of retaining all 145 units that were listed as at-risk during the previous housing element cycle. Of the 145 units listed, 105 were lost from the County's restricted inventory, and 40 have been retained with affordability restrictions extended until 2030. For 48 of the 105 "lost" units, the affordability restrictions expired but tenant-based assistance was made available to all residents of the 48 units so that they could either remain in their homes or find more suitable housing elsewhere. (see Table 1-3).

1.11 PROGRAM CHANGES IN 2014 HOUSING ELEMENT

The 2014 Housing Element update is not a comprehensive "new" housing element, but rather an update of the 2009 Housing Element. The focus of the update process has been to "keep what works, and fix what doesn't." The same six goals and many of the objectives of the existing 2009 Housing Element have been maintained, with new additional policies and programs proposed to meet changing needs. Most ongoing policies and programs were highly successful and are continued in the Housing Element update. Limited-term programs that were accomplished have not been carried forward and are shown to be deleted.

The 2014 Housing Element updates housing numbers related to RHNA, outlines public participation, lists goals achieved since 2009, and makes limited changes in programs that do not commit the County to any land use changes. A brief summary of the proposed policy recommendations, changes and additions are listed by Goal below:

Goal 1: Sustain Existing Affordable Housing Programs and Affordable Units

- Existing programs work well and should be retained
- 35 affordable rental units at risk of converting to market rate should be retained
- SB 510 (mobile home park conversions and resident support requirements) should be implemented to protect park residents
- The existing Vacation Rental program should be reviewed to determine if revisions are needed to limit the conversion of housing stock

Goal 2: Promote the Use of Available Sites for Affordable Housing Construction and Provide Adequate Infrastructure

- Better promote sites in housing inventory & provide more info to developers
- The existing Vacation Rental program should be reviewed to determine if revisions are needed to avoid the loss of urban residential lands.
- Include infrastructure needs analysis for Disadvantaged Unincorporated Communities (DUCs) and Roseland in the Land Use Element (not a part of Housing Element)

Goal 3: Promote Production of Affordable Housing Units

- Consider new shared and community housing models
- Review the Growth Management programs for obsolescence
- Promote safety in group homes and congregate housing
- Review the potential use of park model homes for long-term occupancy
- Consider the use of standards other than Level-of-Service ("LOS") for assessing potential traffic impacts
- Consider Special Occupancy Parks for year-round use with "X" Combining Zone

Goal 4: Continue to Provide Funding for Affordable Housing

- Continue County Fund for Housing, which has provided over \$10 million to date
- Consider new methodology for fees based on "sliding scale" for small, affordable units based on actual impacts, if supported by a study to determine actual impacts
- New annual commitment from Reinvestment and Revitalization (R&R) funds to replace Redevelopment funds

Goal 5: Promote Production of Housing Units for Special Needs

- Continue to permit transitional and permanent supportive housing on all residential lands
- Continue to allow small homeless shelters as permitted uses in C3, LC and M1 Zones
- Continue to allow emergency shelters as a permitted use in M1 and PF zones
- New models of shared & community housing to be explored
- Continue quantified objectives for special needs

Goal 6: Improve Conservation of Energy and Natural Resources

- Better encourage the use of alternative building materials such as straw bale, rammed earth and other energy-efficient construction methods
- Continue to develop and promote green building and energy conservation measures
- Consider a pilot program to develop and monitor different types of small, energy-efficient structures that can house people

Table 1-2: Status of 2009 Housing Element Program Implementation

Program Description	Responsibility	Implementation	Continue/Modify/Delete
Goal H-1: SUSTAIN EXISTING AFFORDABLE HOUSING PROGRAMS AND AFFORDABLE UNITS			
Housing Element Program 1: Sustain Existing Housing Production and Programs that Create Permanent Affordable Housing.			
Support CDC's activities and strategies outlined in the Consolidated Plan and Continuum of Care. Require that at least 30% of the units assisted with CFH funds be affordable to extremely-low income households.	CDC	Ongoing. Projects continue to require 30% ELI to be funded by County Fund for Housing (CFH).	Continue

**Housing Element Program 2:
Retain Existing Affordable Units**

Inventory and monitor at-risk affordable units in unincorporated area of county on an ongoing basis. Contact owners of these units at least one year prior to the expiration of affordability restrictions to gauge their interest in continuing affordability restrictions. Work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures. Assist qualified entities and developers with the acquisition of these properties or the extension of affordability restrictions.

CDC

Ongoing. Owners were contacted. HUD opted out of FAHA Manor in August 2012. Redevelopment had just been dissolved by the State as of February 2012, and \$4M in housing funds had to be sent back to State. Agency staffing was also reduced by 25%, making it impossible to further pursue retention of these units. County continues to give preference to non-profits in order to avoid repeating these losses in future.

Continue

**Housing Element Program 3:
Regulate the Conversion of Rental
Housing Stock**

Advocate for state legislation to address mobile home park conversions. Continue to implement state law. Draft condominium conversion ordinance.

PRMD & CDC

Partially Completed, SB 510 was signed into law in Sep, 2013. The Board adopted an ordinance but had to repeal because it was invalidated by the Courts. This is now implemented by state law but will be reconsidered.

Modify & Continue

**Housing Element Program 4:
Density Bonus Programs**

Evaluate & Continue Density Bonus Programs.	PRMD	Completed & Ongoing, The density bonus program is in being implemented and monitored for effectiveness annually. It is used as an incentive to encourage other requirements such as Universal Design.	Continue
Housing Element Program 5: Incentives and Constraint Removal			
Update the Zoning Code to provide compliance with Government Code 65915 provisions related to incentives and development standards for affordable density bonus projects.	PRMD	Completed & Ongoing, The Board adopted an ordinance on March 20, 2010 but further incentives are being investigated for possible adoption.	Deleted. Program completed; see Policy HE-1c.
Housing Element Program 6: Criteria for Vacation Rentals and Time Shares			
Limit the loss of these residential lands and certain types of residential uses to visitor-serving uses.	PRMD	Completed & Ongoing, The Board adopted a vacation rental ordinance in Nov, 2010 but has since directed staff to revise the ordinance in order to reduce neighborhood compatibility issues, protect agricultural land, and retain existing housing stock.	Deleted. Program completed; see Policy HE-1k.
Goal H-2: PROMOTE USE OF AVAILABLE SITES FOR AFFORDABLE HOUSING & PROVIDE INFRASTRUCTURE			
Housing Element Program 7: Summary of Housing Sites & Site Data Sheets			

<p>Publish a list summary of available housing sites and sites for mixed-use projects. Update list annually and make available both in printed form and on the Internet. Establish and maintain site data sheets for inventoried sites.</p>	<p>PRMD & CDC</p>	<p>Ongoing, the summary list is available at the PRMD office and is updated annually. Work is underway to publish this list on the PRMD webpage.</p>	<p>Modify & Continue.</p>
---	-----------------------	---	-------------------------------

Housing Element Program 8: Information about Affordable Housing

<p>Provide, maintain and distribute informational materials about its affordable housing programs, as well as materials to educate the public about the need for affordable housing and the importance of good design for housing and conservation.</p>	<p>CDC, PRMD</p>	<p>Ongoing, Staff from PRMD and CDC provide pre-application assistance to potential affordable housing developers on an ongoing basis. A public class (PRMD Citizens' Academy) is being developed to help inform the general public.</p>	<p>Continue</p>
---	------------------	---	-----------------

Housing Element Program 9: Priority Processing for Affordable Housing

<p>Require all Departments to provide priority processing for affordable and farmworker housing.</p>	<p>PRMD, other County permitting agencies</p>	<p>Ongoing, PRMD, CDC, Public Works, and Regional Parks work cooperatively to streamline affordable and farmworker housing on a regular and ongoing basis.</p>	<p>Continue</p>
--	---	---	-----------------

Housing Element Program 10: Staff for Housing Implementation & Processing

<p>Provide funding for staffing needed to implement the programs outlined in this Housing Element. Provide fast-track processing for affordable housing projects.</p>	<p>CDC, PRMD</p>	<p>Ongoing, Transient Occupancy Funds have been allocated to staff affordable housing programs. Additional funds are being sought.</p>	<p>Continue</p>
---	------------------	---	-----------------

Housing Element Program 11: Additional Sites for Housing

<p>Work with developers and service providers to identify additional sites within and adjacent to Urban Service Areas that might be appropriately re-designated for higher-density, affordable, and special needs housing.</p>	<p>CDC, PRMD</p>	<p>Partially Completed, In addition to the sites rezoned in conjunction with the 2008 GP update, the Affordable Housing overlay zone has been added to two commercial sites. Additional opportunities are being explored.</p>	<p>Modify & Continue.</p>
--	------------------	--	-------------------------------

Housing Element Program 12: Continued Mitigation Opportunities for Housing Sites

<p>Participate in regional sensitive habitat and endangered species conservation efforts.</p>	<p>PRMD</p>	<p>Ongoing, conservation efforts are ongoing through state and local resource agencies.</p>	<p>Continue</p>
---	-------------	--	-----------------

Housing Element Program 13: Utility Providers Responsibility to Prioritize Service

<p>Notify all public sewer and water providers of their responsibility under State law to give affordable housing projects priority for existing service capacity. Distribute the General Plan Housing Element, and any amendments thereto, within 60 days of its adoption. Encourage providers to retain adequate water and/or sewer service capacities to serve developments which provide affordable units.</p>	<p>PRMD</p>	<p>Ongoing, implemented with the adoption of the 2009 Housing Element and continues to be in effect and implemented.</p>	<p>Continue</p>
--	-------------	---	-----------------

GOAL H-3: PROMOTE PRODUCTION OF AFFORDABLE HOUSING UNITS

Housing Element Program 14: Growth Management Programs

<p>Review and revise currently implemented growth control programs in the Sonoma Valley and Sebastopol environs, if necessary, to ensure that they do not become an unnecessary constraint to the development of housing.</p>	<p>PRMD</p>	<p>Partially Completed with adoption of General Plan 2020. Program no longer being carried out and will be removed from Code to provide GP Consistency.</p>	<p>Modify & Continue</p>
---	-------------	--	------------------------------

Housing Element Program 15: Review LOS and Noise Standards			
Review General Plan standards such as Level of Service (LOS) standards and maximum outdoor noise standards for urban projects, and consider revising them if they are shown to constitute a constraint to the production of affordable housing.	PRMD	Partially Completed & Ongoing , the current Noise Guidelines are in the process of being updated. Level of Service within CEQA is being revised by the State in 2015 and local Traffic Guidelines and General Plan language will be changed to reflect the new standards.	Noise: Deleted; see Policy HE-3a. LOS: Modify & Continue
Housing Element Program 16: "J" Combining District			
Eliminate the "J" (Mobile Home Exclusion) Combining District in order to allow manufactured homes on any residential lot.	PRMD	Completed , Program was implemented with an ordinance approved on March 30, 2010 to remove the J combining district.	Deleted. Program Completed; see Policy HE-3b.
Housing Element Program 17: Review "Z" Combining District			
Review the "Z" (Second Dwelling Unit Exclusion) Combining District restrictions on lots of less than 10 acres county-wide, and consider removing the restrictions where they are not necessary.	PRMD	Partially Completed , The Board has provided direction that this program be implemented on a case by case basis. Many property owners have requested and been rezoned to remove the Z overlay.	Modify & Continue. Program essentially implemented; BOS adopted this policy to be applied on a case-by-case basis. See Policy HE-3c.
Housing Element Program 18: Type C Housing Program Expansion			
Expand current Type C (100% density bonus) program to also allow Type C projects on UR sites with mapped densities of 2 to 3 units per acre.	PRMD	Considered , This program is not a priority given the market conditions in Sonoma County.	Deleted. Focus is now on rental housing & this program no longer requested or necessary.
Housing Element Program 19: Homeless Shelters as Use-by-Right			

Amend the Zoning Code to remove the use permit requirement and establish standards for small-scale homeless shelters (up to 10 beds) in the C3, LC and M1 zoning districts. Remove the use permit requirement and establish standards for emergency homeless shelters (no limit on beds) in the M1 and PF zoning districts.

PRMD

Completed & Ongoing,
An ordinance implementing this program was approved on March 30, 2010. Further opportunities are being explored.

Deleted. See Policy HE-3e.

**Housing Element Program 20:
Regulations for Farmworker
Housing**

Review the existing Zoning Code provisions governing agricultural employee and farm family housing in order to identify any potential changes that would result in greater production of affordable housing units.

PRMD

Completed & Ongoing, a review and ordinance was completed on March 20, 2010.

Deleted. See Policy HE-3f.

**Housing Element Program 21:
Single Room Occupancy**

Provide additional incentives and programs to encourage the preservation of existing SRO housing and the creation of new SRO housing.

PRMD

Partially Completed, an ordinance was adopted in March 2012.

Modify & Continue.

**Housing Element Program 23:
Long Term Residency in
Campgrounds**

Consider amending its zoning ordinance to allow long-term residential occupancy of travel trailers and recreational vehicles in existing campgrounds as part of a pilot program

PRMD

Partially Completed, A pilot program was implemented and on June 25, 2013 the Board adopted the Mixed Combining zone that may be applied to the K zoning district to address long term occupancy of campgrounds and recreational vehicle parks.

Modify & Continue.

Housing Element Program 24: Flexible Development Standards for Infill Projects			
Amend the subdivision ordinance to reduce regulatory impediments and development costs to new residential development on infill parcels unable to meet current subdivision criteria .	PRMD	Completed , the subdivision ordinance was amended March 20, 2010.	Deleted. Completed without changes to subdivision ordinance and tied to affordability; see Policy HE-3j.
Housing Element Program 25: Minimum Residential Densities			
Require that all discretionary projects on Urban Residential lands achieve, at a minimum, the densities established by the General Plan and Zoning.	PRMD	Completed & Ongoing , continued staff training is being developed.	Deleted. see Policy HE-3k.
Housing Element Program 26: Additional -AH Sites for Housing			
Extend the Affordable Housing Combining District program to allow additional multi-family affordable housing projects in light industrial and/or commercial zones.	PRMD	Partially Completed , Affordable Housing overlay zones are considered on a case by case basis and have been added to several sites.	Modify & Continue.
Goal H-4: Continue to Provide Funding for Affordable Housing			
Housing Element Program 27: RDA Set Aside to Increase Permanent Housing Stock			
The Redevelopment Agency (RDA) currently generates tax increment through its three Redevelopment Areas. By law, a minimum of 20 percent of this increment is required to be set-aside for housing production programs. The County would devote its housing set-aside funds specifically to the production of new permanent affordable units and/or the rehabilitation of existing units which would be added to the permanent affordable stock through affordability restrictions. Funds would also be used to provide rehabilitation assistance to single-family and mobile homes that are owned and occupied by low- and moderate-income households to enable them to retain safe and affordable housing. Further, the County would consider increasing the 20 percent set-aside.	PRMD	Ongoing , Redevelopment has been dissolved and there are no more set aside funds. CFH funds continue to be devoted to permanent affordable housing. This program is being reevaluated.	Modify and Continue.
Housing Element Program 28: Tiered Fee Structure			

Create a tiered fee structure of with two or more levels.	PRMD, CAO	Not Started, Collaboration between multiple departments is being pursued for implementation of this program.	Modify & Continue.
---	--------------	--	--------------------

Housing Element Program 29: County-Owned Land for Affordable Housing

Lease land for affordable and farmworker housing on a limited basis, in order to reduce the cost of affordable housing construction through low land lease rates.	CAO, General Services	Ongoing, the County Administrator’s Office conducted a survey of county-owned lands for possible leave and coordinated with various departments and non-profit groups. No sites were determined to be feasible at this time.	Continue
---	--------------------------	---	----------

Housing Element Program 30: Conversion of Market-Rate Mobile Home Parks

Assist in the purchase of existing mobile home parks in order to increase affordability. Provide staff resources to non-profits and residents when funding and staffing levels permit.	PRMD, CDC, local on profits	Ongoing, priority and funding to be determined by the Board in the upcoming Work Plan for the Comprehensive Planning Team.	Continue
--	-----------------------------------	---	----------

Housing Element Program 31: Funding Preference to Non-profits

Promote unit affordability by giving discretionary funding preference to nonprofit developers when it is practicable to do so.	CDC	Ongoing, CFH funding policies have been adopted by the Board and give preference to projects that have the greatest potential to achieve the quantified objectives. Most nonprofit projects provide 100% affordability making them the most competitive.	Continue
--	-----	---	----------

Housing Element Program 32: Community Land Trust Model

Create perpetually affordable housing units using the community land trust (CLT) model.	PRMD, CDC	Ongoing , CLTs would be considered on a case by case basis. This program will be reevaluated if necessary.	Continue
Housing Element Program 33: Predevelopment Funding			
Use CDBG, RDA and CFH funds, and consider use of any other funding sources created pursuant to the policies of the Element, for financing predevelopment activities for affordable and special needs housing projects.	CDC	Ongoing , Redevelopment funding is no longer available. CFH funds are being used and others are being pursued.	Modify & Continue.
Housing Element Program 34: Recreation and Visitor-Serving Uses			
Increase opportunities for recreation and visitor-serving uses.	PRMD	Ongoing , General Plan criteria for these sites was adopted in 2008. Sites are reviewed for additional designation on a case by case basis.	Modify & Continue
Housing Element Program 35: County Employee Housing Assistance Programs			
Continue to offer these programs, and to increase them as opportunities permit.	CDC	Ongoing , this program is ongoing although portions have been suspended due to funding constraints.	Continue
Housing Element Program 36: Long-Term Affordability Mechanism			
Change long-term affordability mechanism for ownership units to a "below market rate" restricted sales price approach.	PRMD, CDC	Underway , this program was adopted on December 5, 2013.	Deleted. Program underway; see ORD12-0005.
Housing Element Program 37: Funding Priorities for Rental and Ownership Projects			
Set CFH funding priorities for rental and ownership affordable housing projects.	CDC	Completed & Ongoing , CFH funding policies have been adopted by the Board and give highest priority to rental projects for lower income households.	Deleted. Program completed; see Funding Guidelines.
Goal H-5: Promote Production of Housing Units for Special Needs			

**Housing Element Program 38:
Group Homes & Transitional
Housing**

Amend zoning ordinance to reduce constraints on group homes and licensed residential and healthcare facilities, and to remove constraints on transitional housing and permanent supportive housing

PRMD

Partially Completed. This program was approved in March, 2010. Additional amendments are needed to clarify that transitional and supportive housing are residential uses and not subject to different standards than other residential uses in a Zoning District.

Modify & Continue

**Housing Element Program 39:
Inter-Jurisdictional Housing
Committee**

Support an inter-jurisdictional housing coordinating committee to facilitate affordable and special needs housing projects.

CAO, CDC

Ongoing, the County participates in a monthly Planning Directors meeting monthly to coordinate housing efforts.

Continue

**Housing Element Program 40:
Homeless Shelters**

Amend Zoning Code to specify that any standards imposed on a homeless shelter shall not constrain, but shall encourage and facilitate the development and operation of the shelter.

PRMD

Completed & Ongoing, this program was approved March 16, 2010.

Deleted; see Policy HE-5e.

**Housing Element Program 41:
Homeless Survey**

Participate with other jurisdictions in funding a comprehensive survey of the homeless in Sonoma County.

CDC

Ongoing, A survey is conducted every two years as required by the Dept of Housing and Urban Development.

Continue

**Housing Element Program 42:
Transitional, Supportive Housing
By-right**

Amend Zoning Code to allow transitional and permanent supportive housing in all residential land use categories.	PRMD	Completed , Completed March 16, 2010	Deleted; see Policy HE-5g.
Housing Element Program 43: Existing Group Homes			
Consider amending Zoning Code or providing incentives or other considerations as needed to sustain these existing facilities and to develop additional facilities.	PRMD, CDC	Partially Completed , New code was adopted in 2011 to encourage more group homes. The state does an annual survey to aide in implementation of local programs such as this.	Modify & Continue.
Housing Element Program 44: Reasonable Accommodations			
Provide reasonable accommodations through implementation of Reasonable Accommodations Ordinance ("Article 93")	PRMD	Ongoing , A reasonable accommodations ordinance was adopted in 2004 and further encouragement is being explored.	Continue
Housing Element Program 45: Funding for Fair Housing Program			
Fund operation of a fair housing program.	CDC	Ongoing . CDC provides funds every year for Fair Housing Sonoma County.	Continue
Housing Element Program 46: Fair Housing Information & Referrals			
Provide referrals to nonprofit Fair Housing programs. Make information available to customers at a wide range of public locations throughout the County.	PRMD, CDC	Ongoing . Staff continue to provide referrals to FHSC and to distribute informational materials in public areas.	Continue
Housing Element Program 47: Inventory & Encourage Farmworker Housing			

The County would inventory existing farmworker housing units, including privately-provided bunkhouses and ag employee units, housing for farmworker families, and housing for other types of migrant workers. The County would then consider amending its Zoning Code to increase opportunities for these types of housing where needed, and to ensure that any code enforcement activities related to farmworker housing units would be intended to abate unsafe conditions and facilitate continued occupancy and availability.

PRMD

Partially Completed, Code revisions were adopted with an updated Agricultural Resources ordinance in Jan, 2012. Inventory incomplete.

Modify & Continue

**Housing Element Program 48:
Consider Assessment for
Farmworker Housing**

Work with growers to consider support for an assessment district on a per acre basis.

CAO, CDC, PRMD

Not Started, this program requires inter-agency collaboration. This program should be revisited and given priority.

Continue

**Housing Element Program 49:
Revised Standards for
Farmworker Housing**

Amend Zoning Code to revise standards such as to allow a longer period of occupancy for seasonal farmworker bunkhouses, and to allow a larger number of residents during peak harvest seasons.

PRMD

Partially Completed, Code revisions were adopted with an updated Agricultural Resources ordinance in Jan, 2012.

Continue

**Housing Element Program 50:
Farmworker Housing Task Force**

Create a Task Force to work with community partners to further identify and address farmworker housing needs.

CAO, CDC, PRMD

Not Started, a work plan needs to be developed for collaboration and implementation.

Continue

**Housing Element Program 51:
Universal Design**

Adopt a Universal Design Ordinance for new residential construction.

PRMD

Completed, Code provisions encouraging Universal Design were adopted by the Board in Oct, 2014.

Deleted. Program underway; see ORD11-0005.

Goal H-6: Improve Conservation of Energy and Natural Resources

**Housing Element Program 52:
Weatherization & Rehabilitation Assistance**

Administer programs that provide loans, grants, and matching funds for rehabilitation and retrofitting, which can include energy efficient improvements.

PRMD, CDC

Ongoing, PACE financing through the Sonoma County Energy Independence Program is available to finance energy and water conservation retrofits. Other opportunities for program expansion are being explored.

Continue

**Housing Element Program 53:
Energy & Water Conservation & Efficiency**

Provide a variety of material related to energy and water conservation, energy efficiency, green building, and recycling.

PRMD

Ongoing, green building displays have been erected in the PRMD lobby and in other County departments.

Continue

**Housing Element Program 54:
Priority to Energy & Water Efficient & Green Projects**

Prioritize the award of CFH monies to include affordable housing projects which provide cost-effective energy and water efficiency measures that exceed State standards. Consider other criteria that reduce GHG, such as the use of recycled and green building materials, in establishing funding priorities.

PRMD, CDC

Completed, CFH funding policy adopted by the Board of Supervisors includes priority for housing projects incorporating energy and water efficiency measures.

Continue

**Housing Element Program 55:
Residential Construction Site Waste Recycling**

<p>Adopt a construction site waste reduction and recycling ordinance that would be applicable to new residential or mixed use developments over a certain size.</p>	<p>PRMD</p>	<p>Completed, Construction waste recycling was included in the CalGreen ordinance adopted by the Board in 2011.</p>	<p>Deleted. Program completed; see Green Building Code.</p>
<p>Housing Element Program 56: Green Building Ordinance</p>			
<p>Adopt a Green Building Ordinance.</p>	<p>PRMD</p>	<p>Completed, the CalGreen ordinance was adopted by the Board in 2011.</p>	<p>Deleted. Program completed; see Green Building Code.</p>
<p>Housing Element Program 57: Checklists for Residential Developers</p>			
<p>Provide checklists to implement new housing element policies</p>	<p>PRMD</p>	<p>Partially Completed, a new checklist is under development for implementation of this program.</p>	<p>Continue</p>

Table 1-3 Update Of At-Risk Units From 2009 Housing Element

Development Name	Address	Total Affordable Units	Status as of 2014
Newmark Apts.	3214 Newmark Dr.	13	Expired 2010
Meadowview Apts.	326 Butterfly Ln.	8	Expired 2012
Parkwood Court Apts.	5217 Old Redwood Hwy.	4	Expired 2011
Quail Knoll Apts. No.	5270 Old Redwood Hwy.	1	Expired 2011
Quail Knoll Apts. So.	5240 Old Redwood Hwy.	2	Expired 2011
West Avenue Apts.	1400 West Ave.	40	Renewed until 2030
Willow Gardens	1363 & 1371 West Ave.	5	Expired 2010
Casablanca Apts.	106, 124, 132 Boyes Blvd.	14	Expiring 2014
Oak Tree Apts.	16914 Sonoma Hwy.	6	Expired 2012
Verano Avenue	805 Verano Ave.	3	Expired 2014
FAHA Manor	Sonoma Valley	48	Expired but tenant assistance provided*
Lomita Avenue Apts.	Sonoma Valley	1	Expired 2007
TOTAL UNITS LOST		105	

*Although FAHA Manor's units converted to market rate, each existing tenant was issued a tenant-based assistance voucher from HUD.

Source: Sonoma County CDC, 2014

Fifty-seven apartments converted to market rate during the great recession as owners sought higher rents. Although the ownership home market collapsed with severe drops in housing prices, the rental market saw dramatically increased rents with historically low vacancy rates. Another 48 units were lost from inventory when HUD abated its Section 8 Housing Assistance Payment Contract with the property. However, HUD provided tenant-based assistance vouchers to all 48 units, therefore avoiding displacement.

While non-profit developers/owners of affordable rental units are likely to renew affordability covenants, private for-profit developers with properties under affordability covenants arising purely from entitlement concessions such as density bonuses will probably choose to convert their properties to market rate rents upon the expiration of the initial terms of those covenants.

This page intentionally left blank

HOUSING ELEMENT

SECTION II

2.1 HOUSING GOALS, OBJECTIVES AND POLICIES

Government Code Section 65583(b)(1) requires that Housing Elements contain "a statement of the community's goals, quantified objectives, and policies relative to the maintenance, preservation, improvement, and development of housing." This Section provides the goals, objectives, and policies for Sonoma County. The policy framework sets forth six overarching housing goals. Subordinate to each of these goals are objectives that more clearly state the expected results, including quantified objectives where appropriate. Individual policies, linked to the objectives, express how the objectives will be achieved.

Goal 1: Sustain Existing Affordable Housing Programs and Affordable Units

Discussion: Most of the County's existing housing programs have been successful, and should continue as the basis of the County's affordable housing programs. Additionally, it is important to retain the County's existing affordable and assisted housing units, and to continue rehabilitation programs. Without efforts to retain expiring affordability restrictions, and to continue to rehabilitate deteriorating housing units, affordable units will be lost from the housing stock. Within the next 10 years,, up to 35 affordable units may be lost from the housing stock if measures are not taken to preserve them.

The loss of rental housing units, both in apartments being converted to condominiums and in mobile home parks being converted to subdivisions, continues to be of concern. Continued effort is needed to ensure that such conversions of rental housing stock to ownership opportunities are of benefit to the residents, and that the residents are afforded all protections provided by law.

Sonoma County may also be experiencing an increase in the use of permanent residential units and lands for vacation uses, such as when single-family homes and condominiums are removed from the housing stock to be utilized as vacation rentals. This trend could lead to a loss of residential lands to visitor-serving uses.. . Many vacation homes are purchased as second homes for later retirement, and rented as furnished vacation rentals when not used by the owner. Census data show that the number of homes countywide that are used for seasonal or recreational use increased from 5,324 (3.13% of housing stock) in 2000 to 8,247 units (4.05% of housing stock) in 2010 (see Table 4-11 in Section 4). However, in the unincorporated county the amount of housing stock used for this purpose increase by only a fraction of a percent, from 9.39% in 2000 to 9.40% in 2010. The County adopted a Vacation Rental ordinance in 2011 to regulate the use of homes as vacation rentals, and has since issued permits for over 500 vacation rentals, the majority of which were already operating. The County's Vacation Rental Program should continue to be used and monitored, with a portion of the Transient Occupancy

Tax (TOT) collected continuing to be dedicated to affordable housing programs consistent with the policy direction of the Board of Supervisors. Periodic review of the Vacation Rental Program will be necessary to ensure that the existing housing stock is protected.

The "Type A" Rental Housing Opportunity Program has been very successful, and has been utilized by both non-profit and for-profit developers to produce more than 300 affordable housing units. Similar to a density bonus program, the Type A Rental Housing Opportunity Program provides by-right densities of between 12 and 30 units per acre subject to affordability levels being met - at least 40% of total units as affordable to low or very-low income households. Sites eligible for the Type A Rental Housing Opportunity Program are defined as those which have a medium or high density residential general plan designation (UR6 through UR15) and are zoned R2 (Medium Density Residential) or R3 (High Density Residential). Rental housing projects that meet the density and design standards are a permitted use in these zones, allowing projects to move quickly through the permitting process. Development Standards used for rental housing projects allow increased height, reduced parking requirements, and less stringent setbacks so long as privacy is maintained. Incentives are also available pursuant to Government Code Section 65915 (Density Bonus Law).

The "Type C" Ownership Housing Opportunity Program, although still desired by non-profit providers for their sweat-equity (self-help) housing programs, has decreased in popularity during the most recent planning period due to changed housing market conditions. Developers have instead utilized the State and County density bonus programs to achieve a higher level of affordability in their projects. Similar to the Type A Program, the Type C Program allows a density of 11 units per acre for ownership housing projects so long as affordability levels are met - in this case, 20% affordable to low-income households and 80% affordable to moderate-income households.

The State Density Bonus Program has also been successful with for-profit developers of for-sale housing. Under this program, the County provides a density bonus of up to 35% and the granting of up to three (3) incentives for projects that agree to provide a percentage of their units as affordable. The County supplemental density bonus program provides an even greater density bonus (up to 50%) if deeper levels of affordability are provided, and also incentivizes projects utilizing renewable energy to reduce utility costs.

Public input received during the 2014 Housing Element Update included concerns regarding Regional Housing Needs Allocation (RHNA) numbers being inadequate to address all of the County's current housing needs, including special needs. The state-mandated RHNA considers only new units that a jurisdiction must plan for, and does not set forth specific numbers of special needs housing rooms or beds that are needed within a jurisdiction. Possible ways to address these special (non-RHNA) housing needs include development of shared or community housing types, including group homes, Single Room Occupancy (SRO) rooms, and shared housing.

Another issue to be addressed in the 2014 Housing Element Update is the retention of existing affordable housing units, including mobile homes within mobilehome parks. There is also

constant need to preserve the county's inventory of affordable units "At-Risk" from conversion to market-rate housing. Public input suggested the County might consider investing in some of these properties, either through acquisition partnerships or by using purchase of long-term affordability restrictions in perpetuity. The Community Development Commission (CDC) reports that there are 35 units at risk of conversion to market rate between 2015 and 2025. County objectives to retain long-term affordability of At-Risk units should continue, and new programs could be explored.

Objective HE-1.1: Continue existing County and Community Development Commission efforts and programs with the objective of producing at least 507 new affordable units [110 extremely low; 110 very low; 127 low; and 160 moderate income units] between 2015 and 2023.

Objective HE-1.2: Strive to maintain the affordable status of 35 existing subsidized housing units in the unincorporated area that are at risk of losing their affordable status between 2015 and 2025

Objective HE-1.3: Continue existing Community Development Commission efforts and programs, as specified in the Sonoma County Consolidated Plan, to use CDBG, dedicated redevelopment Reinvestment and Revitalization (R&R) Funds, and/or other sources to provide comprehensive rehabilitation loans, to complete flood and earthquake hazard mitigation measures, to eliminate health hazards by connecting properties to public water and/or sewer systems, and to perform access modifications for units occupied by persons with disabilities, when those units are owned and/or occupied by extremely-low, very low- and low-income households. Funding may be provided for conventional single- and multifamily housing, for mobile homes, and for special needs and/or accessible housing units.

Objective HE-1.4: Retain existing rental units to serve lower-income and special needs households, including seniors, farmworkers and their families, single-parent households, transitional and supportive housing, residential care facilities and group homes.

Objective HE-1.5: Limit the loss of existing housing stock to visitor-serving uses.

Objective HE-1.6: Retain existing affordable housing stock located in mobile home parks.

➤ **The following policies shall be used to accomplish the above objectives:**

Policy HE-1a: Continue all existing County and CDC sponsored funding programs, including but not limited to Community Development Block Grant (CDBG), HOME, Low/Moderate Income Housing Asset Funds (LMIHAF), and County Fund for Housing (CFH) funding programs. Continue to require that at least 30% of the units assisted with CFH funds be affordable to extremely-low income households. Evaluate these existing programs in view of changing housing needs and policies, and seek opportunities for program expansion and more efficient use of limited resources.

Policy HE-1b: Continue the County's existing density bonus programs, including the state density bonus program and the County's programs. Continue to evaluate these programs in

view of changing housing needs and policies, and expand or modify as needed to increase opportunities for housing

Policy HE-1c: Ensure that design review, development standards, and conditions of approval for affordable housing projects do not result in a reduction of allowable project density, or in the number of affordable units, unless the project as proposed would result in one or more specific adverse impacts on public health or safety, and there is no other feasible method to mitigate the adverse impact(s).

Policy HE-1d: Conserve the existing affordable housing stock by providing funding through the Community Development Commission to nonprofit organizations to subsidize the acquisition of at-risk properties where those units will be restricted to long-term occupancy by low, very-low and extremely-low income households.

Policy HE-1e: Consider increasing funding priority for the acquisition of affordable units or subsidies.

Policy HE-1f: Encourage retention and further construction of small rental units such as granny units, rental studios, and SRO units, as well as large rental units with more than 3 bedrooms.

Policy HE-1g: Continue to administer the County's Mobile Home Rent Stabilization Ordinance.

Policy HE-1h: Continue to apply state law to Mobile Home Park Conversions to Resident Ownership, including implementation of SB 510 (Jackson 2013), in order to ensure that residents are afforded full consideration and all protections under the law.

Policy HE-1i: Continue to prioritize the retention of rental units. Pursuant to State law, the following criteria will be considered when evaluating an application for condominium conversion:

1. The surplus of vacant multifamily residential units offered for rent or lease must be in excess of 5 percent of the available multifamily rental stock in the community in which the proposed project is located, not including areas within cities.
2. At least 30 percent of the units included in the proposed condominium conversion must be reserved for sale to low and very low income households by means of a Housing Agreement to insure that such units remain affordable to very low and low income households for the maximum period allowed by law.
3. Tenants must be granted the right of first refusal concerning the purchase of the units. Tenants who are 60 years or older should be offered lifetime leases. Tenants not qualifying for lifetime leases must be offered a 10-year lease. The subdivider must provide a plan to assist in relocating tenants displaced by the conversion to comparable rental housing.

Policy HE-1j: Avoid the loss of residential land in urban land-use designations for vacation or time-share uses.

Policy HE-1k: Continue to regulate the use of existing residences on residential lands for vacation rentals.

Policy HE-1l. Prohibit the use of Second Dwelling Units for vacation rentals.

Policy HE-1m. Continue to enforce Section 26-92-090 (or successor) of the County Code regarding the conversion, closure or cessation of use of mobile home parks.

Goal 2: Promote the Use of Available Sites for Affordable Housing Construction and Provide Adequate Infrastructure

Discussion: While the Housing Site Inventory effort has identified an adequate number of sites to meet the (RHNA) housing sites identification requirement, policies are needed to enhance the opportunities for affordable housing production on these sites and to ensure that infrastructure is in place to support residential development. Policies are needed to enhance opportunities for affordable housing production on all suitable sites with adequate infrastructure and proximity to services.

The need to develop more rental housing throughout Sonoma County and its cities is acute. According to the Cassidy Turley Sonoma County Rental Survey for Fall 2013, Sonoma County has the North Bay's most limited rental market with a vacancy rate of just 1.5%. This figure reflects an extreme rental housing shortage in the region, particularly when it comes to affordable housing. The fair market rent (FMR) for a 2-bedroom unit jumped 47.4% between 2000 and 2010, going from \$886 to \$1306. Strong policies to support the development and retention of rental housing units throughout the county and its cities are needed.

SB244 (Wolk, 2011) required policies addressing infrastructure needs in underserved communities ("Disadvantaged Unincorporated Communities") to be added to the General Plan Land Use Elements in order to address the myriad of issues that can contribute to social inequalities and infrastructure deficits in these communities. This analysis has been added to the Land Use Element of the General Plan and is summarized below.

Unincorporated Sonoma County contains seven Disadvantaged Unincorporated Communities that meet the definitions set forth in SB244, and one additional community (Roseland) which meets the intent of the legislation but not all of the designation criteria. The analysis contained within the General Plan Land Use Element provides information for all eight communities.

In addition to concerns about the availability and adequacy of infrastructure to serve residential development within the Disadvantaged Unincorporated Communities and Roseland, there is a

question of timing for the development of sites within the Roseland area. This unincorporated area lies within the City of Santa Rosa's Urban Growth Boundary and Urban Service Area, and is served with sewer and water under a 1982 Agreement between the City and the County; parcels within this area could be developed prior to annexation under current County and LAFCO policies. LAFCO policy requires that prior to the Commission's consideration of a change of organization involving annexation of territory to a city, the applicant must provide a plan for services including written evidence that the city has the physical and fiscal capability to adequately serve the subject territory. The City of Santa Rosa has introduced a new plan that would result in the annexation of the majority of Roseland parcels no earlier than 2017, within the planning period covered by this Housing Element. There are a number of listed Housing Sites within this area that will remain in the County's housing site inventory until the area is annexed into the City, at which time the RHNA would be adjusted for both jurisdictions and the housing sites could be added to the City's housing site inventory.

Objective HE-2.1: Assist developers and other interested parties in locating available sites and accessing programs for the development of affordable housing, especially rental housing.

Objective HE-2.2: Provide ongoing, dedicated PRMD and CDC staff support for Housing Element implementation programs, and to coordinate all County departments involved in the permitting and review of affordable housing projects.

Objective HE-2.3: Enhance opportunities for affordable housing production on all appropriate sites with adequate infrastructure and proximity to services.

Objective-HE-2.4: Strive to ensure that service providers plan for and maintain adequate infrastructure capacity for housing, pursuant to Government Code Section 65589.7.

➤ **The following policies shall be used to accomplish the above objectives:**

Policy HE-2a: Publish a popular summary that identifies available housing opportunity sites in the unincorporated County. Provide site-specific development information and support for development proposals whenever possible in order to reduce up-front costs for interested housing developers.

Policy HE-2b: Maintain a public information program regarding the County's housing programs.

Policy HE-2c: Prepare design guidelines and conservation checklists for new residential development.

Policy HE-2d: Provide priority permit processing for affordable housing projects and units. Expand the current policy utilized by PRMD to other county departments that participate in permit review.

Policy HE-2e: Continue to assign dedicated staffing from PRMD and CDC to be responsible

for planning functions associated with implementation of the Housing Element, including affordable housing project approvals.

Policy HE-2f: Consider a variety of sites for higher-density and affordable housing when the following criteria are met:

- site is located within or adjacent to an Urban Service Area (USA);
- adequate utilities are available;
- site is located within 1/2 mile to goods, services and transit; and
- project is consistent with the land use policies of the General Plan.

Policy HE-2g: Continue to participate in regional sensitive habitat and endangered species conservation efforts to ensure that mitigation opportunities are available to maintain adequate sites at appropriate densities to accommodate the County's remaining share of the regional housing need.

Policy HE-2h: In accordance with General Plan Policy PF-1f, consider sewer and water district annexations or out-of-service-area agreements on properties adjoining urban service boundaries for moderate or lower-income housing projects, including farmworker housing.

Policy HE-2i: Encourage service providers to retain adequate sewer and water service capacities for housing units affordable to moderate and lower-income households.

Policy HE-2j: Prevent the loss of urban housing sites to visitor-serving uses.

Goal 3: Promote Production of Affordable Housing Units

Discussion: In order to increase the available opportunities for housing, it is essential that the County actively promote affordable housing production. Such promotion has occurred and will continue to occur primarily through implementation of the County's existing programs, as well as through changes in programs and zoning regulations as necessary to meet a full range of housing needs in a changing housing market. Included in this Goal are the elimination of unnecessary regulatory constraints on housing production, and the promotion of the availability of the County's many housing programs.

Public input during the 2014 Housing Element Update included suggestions that the promotion of single room occupancy (SRO) housing may help to increase the affordable housing stock, along with other types of community housing with a shared kitchen. Sonoma County adopted provisions for SROs in commercial zones in 2005, and in the medium and high-density residential zones in 2012. However, only one application has been received since that time. Further efforts to encourage SROs and other forms of shared housing are needed. Impact fee reductions for SROs and for affordable and second dwelling units were suggested as one way to help promote construction or conversion of this type of housing.

Objective HE-3.1: Eliminate unneeded regulatory constraints to the production of affordable housing.

Objective HE-3.2: Review and revise housing programs to address changing needs, including needs that may not be met by traditional housing units. Consider the use of new community housing models and innovative types of structures and building materials to meet a wide variety of housing needs while protecting the public health and safety.

Objective HE-3.3: Increase opportunities for the production of affordable housing.

➤ **The following policies shall be used to accomplish the above objectives:**

Policy HE-3a: Review Growth Management programs for obsolescence.

Policy HE-3b: Continue to allow manufactured homes on any residential lot, in compliance with state law and subject to all other County Codes.

Policy HE-3c: Review "Z" (Second Dwelling Unit Exclusion) Combining District restrictions on agricultural parcels of less than 10 acres county-wide, and consider removing the restrictions where appropriate.

Policy HE-3d: Continue to review and revise the County's density bonus programs in order to encourage builders and developers to take full advantage of such provisions.

Policy HE-3e: Continue to allow small-scale homeless shelters (10 persons or less) in the C3, LC and M1 districts as a permitted use, subject to the adopted standards (26.88.127, Homeless Shelters).

Policy HE-3f: Continue to allow emergency homeless shelters (more than 10 persons) in the M1 and PF zoning districts as a permitted use, subject to the adopted standards (26.88.127, Homeless Shelters).

Policy HE-3g: Expand the supply of housing for farmworkers by continuing the current priority processing of farmworker housing projects.

Policy HE-3h: Develop additional incentives and programs that would encourage new Single Room Occupancy (SRO) development, rehabilitate existing motel rooms for SRO occupancy and sustain the housing units provided.

Policy HE-3i: Promote the construction and retention of shared housing such as group homes, congregate care facilities and residential community care facilities while ensuring the health and safety of residents and ensuring land use compatibility for neighbors.

Policy HE-3j: Evaluate potential changes that could be made to county regulations to accommodate long-term occupancy of Park Model homes and similar recreational vehicles, where sewer or septic services and neighborhood compatibility are provided.

Policy HE-3j: Continue to encourage affordable "infill" projects on underutilized sites within Urban Service Areas by allowing flexibility in development standards pursuant to state density bonus law (Government Code 65915).

Policy HE-3k: Continue to apply the minimum residential density policy to all Urban Residential parcels.

Policy HE-3l: Continue to consider adding the Affordable Housing (-AH) Combining Zone to sites in light industrial and/or commercial zones where the following conditions are met:

- (1) Site is located within or adjacent to a designated Urban Service Area, and adequate sewer and water services exist.
- (2) Site is located near transit; neighborhood-serving commercial land use, such as a community market; and an elementary or secondary school.
- (3) The site must be located a safe distance from major roadways as determined by the Bay Area Air Quality Management District's Highway Screening Analysis Tool.
- (4) Development must be multi-family rental units with a density of up to 24 units per acre, and must provide 100% of units as affordable to lower-income households, including at least 30% of units as affordable to extremely-low income households.

Policy HE-3m: Review existing General Plan Circulation Element standards for Level of Service (LOS) for urban projects, and consider revising them in consultation with the Department of Transportation and Public Works.

Policy HE-3n: Continue to use indoor noise standards for mixed use and urban infill residential development, including but not limited to Single Room Occupancy, Work-Live, Mixed Use Projects, and Caretaker Units in compliance with Noise Element Policy NE-1b.

Policy HE-3o: Consider applying the X (Mixed Occupancy Combining Zone) to allow year-round occupancy of travel trailers, recreational vehicles and park model trailers in campgrounds or Special Occupancy Parks, subject to HCD review and demonstration of adequate septic or sewer capacity. Special Occupancy Parks are defined and permitted by the State HCD, and may include recreational vehicles, camping cabins, and similar facilities designed for temporary or seasonal uses.

Goal 4: Maintain Funding for Affordable Housing

Discussion: Continuing production of affordable housing units requires ongoing sources of

funding and subsidy programs, as well as cooperative efforts with other agencies and private entities. This goal includes decreasing the costs of affordable housing. New funding programs and structures should also be explored.

Objective HE-4.1: Maintain and, where feasible, increase the public revenue base that can be utilized to accomplish Housing Element programs.

Objective HE-4.2: Actively seek additional public/private partnerships to increase the funding available for building affordable housing.

Objective HE-4.3: Consider making surplus County land available for housing programs and projects as a way of decreasing housing costs.

Objective HE-4.4: Preserve existing mobile home parks to provide permanent affordable housing for low and very low income households.

Objective HE-4.5: Subsidize development impact fees applied to affordable housing units where other sources of funds are available.

The following policies shall be used to accomplish the above objectives:

Policy HE-4a: Continue to support affordable housing by making a quantifiable annual commitment (either on a percentage basis, or as a dollar amount) from the Revitalization and Recovery ("R & R") Funds. Funds would be devoted to housing programs that directly produce new permanent affordable units, rehabilitate and sustain existing units, or support non-unit housing objectives including homeless or transitional housing. These units should be affordable to extremely low, very low and low income individuals and households.

Policy HE-4b: Continue using County Fund for Housing (CFH) monies to subsidize impact fees for multifamily housing projects where the units are affordable to extremely-low, very-low and low income households. Continue to allow fee deferrals for affordable housing projects.

Policy HE-4c: Consider fee waivers/subsidies for multifamily housing projects where the units are affordable to extremely-low, very low and low income households. Fee waivers or subsidies must be limited to a total amount that does not compromise the ability of the County or local special districts to provide adequate and safe services and infrastructure for affected residents and businesses of the County. Consider using a "sliding scale" waiver depending upon the size of the unit and/or the income level served.

Policy HE-4d: Identify County-owned lands suitable for housing and consider leasing such land to developers or nonprofit housing entities for the production of affordable housing. In cases where surplus county land is available, consider making lands available for affordable or special needs housing and associated services, including transitional and farmworker housing.

Policy HE-4e: Assist nonprofit organizations in the purchase of existing mobile home parks, where desired by the residents, in order to maintain long-term affordability of mobile homes.

Policy HE-4f: Give funding priority for affordable housing projects to nonprofit organizations in order to increase the likelihood that units will remain affordable for a longer period of time.

Policy HE-4g: Consider ways in which the County, acting in cooperation with a nonprofit organization, could assist in the creation of perpetually affordable housing using the community land trust model.

Policy HE-4h: Continue to use CDBG funds, and consider use of any other funding sources created pursuant to the policies of the Element (e.g., Housing Trust, housing bonds, workforce impact fees, in-lieu fees) for financing predevelopment activities for affordable or special needs housing projects.

Policy HE-4i: Strive to increase opportunities for recreational and visitor-serving uses, thus increasing County Transient Occupancy Tax (TOT) revenues. Allocate funds from these increased visitor-based revenue sources to a broad array of Housing Element programs that address needs identified in this Element.

Policy HE-4j: Continue the County employee housing programs: First Time Homebuyer Loan Program, the Rehabilitation Loan Program, and the Rental/Mortgage Assistance Program.

Goal 5: Promote Production of Housing Units for Special Needs

Discussion: While some special needs housing will be provided as a part of the affordable housing unit production targets, there are a number of special housing types that require specific effort, especially housing for the elderly, developmentally or physically disabled persons, the mentally ill, farmworkers, and homeless persons. Some non-unit types of housing for special needs populations may not be reflected in the RHNA, but are reflected in the County's Quantified Objectives.

According to the Sonoma County Point-in-time count there were 4,280 homeless individuals on January 25, 2013. Of these individuals, only 451 represented family households, which is a decrease in the number of homeless families from the last Point-in-time count. Table 4-34 in Section 4 reflects these totals.

It is important to acknowledge that this data provides only a snapshot of a single point in time. These numbers do not actually reflect the number of people experiencing homelessness during a year. An annual estimation formula used to extrapolate the number of individuals experiencing homelessness in the County throughout the year calculated 9,749 individuals who experienced homelessness during 2013, a number equivalent to 2 percent of the County's overall population.

Due to recent and upcoming closures of treatment facilities, better treatments and survival rates, and increased longevity, many households have a family member who now has, or will have, special needs. There has been an increase in the numbers of patients living independently with traumatic brain injuries and other disabilities, as well as an increase in the number of disabled veterans returning from war. Public input during the 2014 Housing Element Update included concern for individuals that may have special needs related to chronic diseases like Lyme Disease and HIV/AIDS. It was suggested that many of these special needs might be addressed through shared or supportive housing. Small independent living units such as "Tiny Homes" were suggested as one possible housing solution for some of the County's increasing special needs and senior population. Congregate housing types were also suggested, as well as the use of shared housing and property to promote social interaction and avoid loneliness for specific groups.

The need for a wide variety of housing types for special needs will only continue to increase. Universally Designed housing and the provision of units that are accessible or fully adaptable have become increasingly important.

One of the largest special needs challenges facing the County is the threatened closure of the Sonoma Developmental Center (SDC) in the Sonoma Valley. With 454 residential clients, the SDC is the largest remaining Developmental Center in the state and provides residential care, treatment and supportive services to the most severely disabled individuals. As the state moves to close this and all other Developmental Centers, state law and policy encourage patients to move out into community based services. It will be imperative that new residential care models and facilities be put into place to provide care to this most vulnerable population. In its January 2014 report, the Task Force on the Future of Developmental Centers notes that Developmental Centers like the SDC need to transition from a large congregate 24-hour nursing and care facility to a new model of community-based homes and services. The Task Force's recommendations include repurposing/reuse of Developmental Center buildings and using public/private partnerships to provide community integrated services on these existing State lands. Ongoing support for these efforts must be provided, as must support for new models of community-based housing and services. Future re-use of the SDC should include affordable housing in accordance with General Plan Land Use Policy LU-20ff or any subsequent Specific Plan adopted by the Board of Supervisors.

Housing for the changing needs of farmworkers also continues to be an important need in Sonoma County. A growing number of migrant workers do not leave California during the non-farm season, but instead stay in the area and perform other farm work or construction and odd jobs. The Office of Education reports that there are 2,672 children from migrant families in the school system countywide, with the largest concentrations in the north county (Windsor, Healdsburg, Cloverdale), in the Sonoma Valley, and in the Bellevue/Roseland area. The housing needs of these farmworkers are best addressed by year-round housing units, but additional migrant units or an extended season for existing seasonal farmworker units should be explored.

Objective HE-5.1: Create an additional supply of housing for special needs populations,

including but not limited to group care homes, transitional housing, permanent supportive housing, and homeless shelters.

Objective HE-5.2: Continue to support efforts to attract funding for homeless programs.

Objective HE-5.3: In cooperation with social service entities, sustain and expand group home facilities for foster children and other children in need of special care.

Objective HE-5.4: Promote Fair Housing.

Objective HE-5.6: Increase the supply of housing for farmworkers and other migrant workers.

Objective HE-5.7: Strive to ensure that at least 15 percent of the affordable housing units produced are available to persons with special housing needs.

The following policies shall be used to accomplish the above objectives:

Policy HE-5a: Periodically review and revise zoning regulations for group homes, transitional housing, permanent support housing, and the full range of licensed healthcare programs and facilities to encourage additional use of residences or construction of new facilities for these purposes.

Policy HE-5b: Support an interjurisdictional affordable housing coordinating committee to facilitate affordable and special needs housing projects in both the County and cities.

Policy HE-5c: Continue to encourage small-scale homeless shelters (10 persons or less) in the C3, LC and M1 districts.

Policy HE-5d: Continue to encourage emergency homeless shelters (more than 10 persons) in the M1 and PF zoning districts.

Policy HE-5e: Ensure that any development or operational standards imposed on a homeless shelter apply to the shelter rather than to the residents. Standards should encourage and facilitate the development and operation of the shelter in a manner consistent with the public health and safety.

Policy HE-5f: Continue to participate with other jurisdictions in comprehensive surveys of the County's homeless population in order to establish the need for homeless facilities.

Policy HE-5g: Continue to permit transitional and permanent supportive housing in all residential land use categories. The construction of new dwellings for such purposes shall conform to the General Plan densities and to all other applicable provisions of the Sonoma County Code. No standards shall be applied to transitional or supportive housing that do not also apply to other dwelling units within the same zoning district.

Policy HE-5h: Develop programs to sustain existing group home facilities and develop additional facilities to meet the County's needs. Advocate for modification of State and Federal reimbursement rates in a manner that recognizes the high costs of operating licensed healthcare facilities and programs in Sonoma County.

Policy HE-5i: Continue to provide reasonable accommodation through implementation of Article 93 (Reasonable Accommodations).

Policy HE-5j: Continue to support efforts by Fair Housing of Sonoma County to enforce anti-discrimination laws through mediation of disputes and provision of assistance in filing discrimination complaints.

Policy HE-5k: Encourage construction of new housing for occupancy by:

- 1) farmworkers and their families;
- 2) year-round housing for unaccompanied farmworkers and other migrant workers; and
- 3) seasonal housing for unaccompanied farmworkers.

Policy HE-5l: Affordable and farmworker housing code enforcement activities shall be primarily intended to abate unsafe conditions and to expedite, where practicable, the rehabilitation and continued availability of lawfully-constructed housing units.

Policy HE-5m: Work with winegrape growers to seek new opportunities to provide and fund farmworker housing, such as with a new program assessing wine grape acreage similar to that used in Napa County.

Policy HE-5n: Housing intended for occupancy by farmworkers should be permitted in rural locations which are accessible to agricultural lands, pursuant to the farmworker housing ordinance ("bunkhouse ordinance"). Where feasible and close to services, allow more bunks and longer periods of farmworker housing occupancy in order to address the non-farm migrant worker housing need in the off-season.

Policy HE-5o: Promote Universal Design principles in new residential construction.

Policy HE-5p: Pursue quantified objectives for special needs populations. (Examples: farmworker bunks, shelter beds)

Goal 6: Improve Conservation of Energy and Natural Resources

Discussion: Housing is a considerable source of demand for energy, water, and other natural resources. While existing regulations (e.g. Title 24, Cal Green) impose rigorous energy and water conservation measures on new housing, additional effort and promotion may yield

additional energy and resource savings.

Objective HE-6.1: Promote conservation of energy, water, and other natural resources as a cost-saving measure in existing residential development.

Objective HE-6.2: Promote energy and water conservation and energy efficiency in new residential and mixed-use construction projects.

Objective HE-6.3: Promote solid waste reduction, reuse, and recycling opportunities in residential and mixed-use construction

The following policies shall be used to accomplish the above objectives:

Policy HE-6a: Encourage improvements that result in conservation of energy, water, and other natural resources in existing residential development, particularly in renter-occupied units by offering workshops, individual consultations, and financial assistance for weatherization and other conservation measures. Support and expand existing programs administered by the Community Development Commission.

Policy HE-6b: Continue to provide funding through the Community Development Commission for retrofits of existing affordable housing units that result in conservation of energy, water, or other natural resources.

Policy HE-6c: Encourage residents and developers to increase energy conservation and improve energy efficiency. Continue to support education programs that promote energy conservation and energy efficiency

Policy HE-6d: Support project applicants in incorporating cost-effective energy efficiency that exceeds State standards.

Policy HE-6e: Promote the use of straw bale, rammed-earth, and other energy-efficient types of construction methods. Encourage use of the County's Alternative Building Materials review process by publishing educational and promotional materials.

Policy HE-6f: Reduce the generation of solid waste in residential construction, and increase solid waste reuse and recycling.

Policy HE-6g: Continue to support education programs related to solid waste reduction, reuse, and recycling opportunities

Policy HE-6h: Continue to review and develop energy conservation, green building, and energy efficient design programs for new residential and mixed-use development.

2.2 HOUSING ELEMENT IMPLEMENTATION PROGRAMS

Housing Element Program 1: Continuation of Housing Production and Programs

Program Description: Currently the County provides funding assistance to affordable housing developments through CDBG, HOME, and LMIHAF funds. These funds are awarded and distributed by the County Community Development Commission (CDC) to developers who are then able to provide safe, affordable housing to households in a range of income groups. These funds can be used to construct new affordable housing as well as to rehabilitate existing units, which can be added to the permanent affordable stock through affordability restrictions. The County will continue its support of the CDC's activities and strategies outlined in the Consolidated Plan and Continuum of Care to ensure that existing production levels are maintained, and will continue to require that at least 30% of the units assisted with CFH funds be affordable to extremely-low income households. (Policy reference: HE-1a, -1d, -1g)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 2: Retention of Affordable Units

Program Description: Currently the unincorporated area of the county has up to 35 affordable units that may be lost from the affordable housing supply within the next ten years due to expiring affordability restrictions. The Community Development Commission will continue to inventory and monitor these units on an ongoing basis. Owners will be contacted at least one year prior to the expiration of affordability restrictions to gauge their interest in continuing affordability restrictions. The County will work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures. The County will continue to assist qualified entities and developers with the acquisition of these properties or the extension of affordability restrictions using CDBG, HOME, and CFH funds. The County will strive to preserve as many "at-risk" units as feasible, subject to the availability of funds. (Policy reference: HE-1d, -1e, -1f)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 3: Mobile Home Parks

Description: The County will continue to implement state law related to the conversion of mobile home parks to resident ownership, including SB510 (2013) to afford full consideration and protections to mobile home park residents. (Policy reference: HE-ih)

Agency: Permit & Resource Management Dept., Community Development Commission

Implementation: Ongoing

Housing Element Program 4: Retention of Rental Housing Stock

Description: The County will consider codification of its Condominium Conversion Policy. (Policy reference: HE-1f, -1i)

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 5: Density Bonus and Housing Opportunity Programs

Program Description: The County currently administers two density bonus programs, including the state density bonus program and the county supplemental density bonus program as well as the Type A and Type C Housing Opportunity Programs. These programs will be continued. Additionally, the County will evaluate the programs and determine if the programs can be expanded or modified to create additional opportunities for housing. (Policy reference: HE-1b)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 6: Review Vacation Rental Ordinance

Program Description: The County will review and consider revisions to the vacation rental ordinance to limit conversion of permanent housing stock and make vacation rental uses more compatible, and to facilitate enforcement when necessary.

Agency: Permit & Resource Management Department

Implementation: FY 14/15

Housing Element Program 7: Summary of Housing Sites & Site Data Sheets

Program Description: The County will continue to publish a list summary of available housing sites and sites for mixed-use projects. The County will establish and maintain site data sheets

for inventoried sites. The listing will be updated annually and made available both in printed form and on the Internet. Site-specific development and constraint information should be provided whenever possible in order to reduce up-front costs for interested housing developers (Policy reference: HE-2a, -2g)

Agency: Permit & Resource Management Dept.

Implementation: Updated FY 14/15, then ongoing

Housing Element Program 8: Information about Affordable Housing

Program Description: The County will continue to provide, maintain and distribute informational materials about its affordable housing programs, as well as materials to educate the public about the need for affordable housing and the importance of good design for housing and conservation. (Policy reference: HE-2b, -2c)

Agency: Community Development Commission, Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 9: Priority Processing for Affordable Housing

Program Description: The County will continue to require all Departments to provide priority processing for affordable and farmworker housing. (Policy reference: HE-2d)

Agency: Permit & Resource Management Dept.; other County permitting agencies

Implementation: Ongoing

Housing Element Program 10: Staff for Housing Implementation & Processing

Program Description: The County will provide funding for staffing needed to implement the programs outlined in this Housing Element, and to provide fast-track processing for affordable housing projects. (Policy reference: He-2d, 2e)

Agency: Permit & Resource Management Dept., Community Development Commission

Implementation: Ongoing

Housing Element Program 11: Additional Sites for Housing

Program Description: The County will work with developers and service providers to identify

additional sites for housing located within and adjacent to priority development areas. . Sites so considered should be located near support services, goods, and transit. (Policy reference: HE-2f, -2h; PF-1f)

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 12: Continued Mitigation Opportunities for Housing Sites

Program Description: The County will continue to participate in regional sensitive habitat and endangered species conservation efforts to ensure that mitigation opportunities are available to maintain adequate sites at appropriate densities to accommodate the County's remaining share of the regional housing need. (Policy reference: HE-2g)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 13: Utility Providers Responsibility to Prioritize Service

Program Description: The County will notify all public sewer and water providers of their responsibility under State law to give affordable housing projects priority for existing service capacity. The General Plan Housing Element, and any amendments thereto, shall be distributed to providers within 60 days of its adoption. Providers will be encouraged to retain adequate water and/or sewer service capacities to serve developments which provide affordable units. (Policy reference: HE-2i)

Agency: Permit & Resource Management Dept.

Implementation: Distribution of Housing Element within 60 days; thereafter ongoing.

Housing Element Program 14: Growth Management Programs

Program Description: To ensure consistency with General Plan 2020, the County will review the growth control programs in the Sonoma Valley and in the Sebastopol environs for obsolescence.. (Policy reference HE-3a)

Agency: Permit & Resource Management Dept.

Implementation: FY 14/15

Housing Element Program 15: Review LOS Standards

Program Description: The County will review General Plan standards such as Level of Service (LOS) standards for urban projects, and consider revising them if they are shown to constitute a constraint to the production of affordable housing so long as the public health and safety are not threatened. If necessary, the General Plan Circulation Element could be amended to incorporate any revised standards. (Policy reference: HE-3a)

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 16: Review "Z" Combining District

Program Description: On a parcel-by-parcel basis, the County will continue to process requests for removal of the "Z" (Second Dwelling Unit Exclusion) Combining District restrictions on lots of less than 10 acres in agricultural zones that are not within water-scarce areas (Class 3 or 4) or flood prone areas, and where adequate sewage treatment capacity has been demonstrated. (Policy reference: HE-3c)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 17: Single Room Occupancy

Program Description: The County will continue to review current SRO and shared housing regulations in consultation with homeless advocates, care providers, and other interested groups to consider changes that could be made to encourage this type of shared housing. The intent is to provide additional incentives and programs to encourage the preservation of existing SRO housing and the creation of new and innovative types of SRO and shared housing. (Policy reference: HE-3h)

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 18: Shared and Congregate Housing

Program Description: The County will develop criteria to encourage the improvement, retention and development of shared housing such as group homes, congregate care facilities and residential community care facilities, while ensuring the health and safety of residents and ensuring land use compatibility for neighbors. An inspection program will be considered if sufficient funding is provided.

Agency: Permit & Resource Management Department

Implementation: FY 18/19

Housing Element Program 19: Long Term Residency in Campgrounds

Program Description: The County will consider amending its zoning ordinance to allow long-term residential occupancy of travel trailers, recreational vehicles and similar facilities in campgrounds when public health, safety and welfare criteria are met and a use permit is obtained. Review of state regulations that currently prevent "park model" homes and similar facilities from being used as permanent residential structures will also be considered. (Policy reference: HE-30)

Agency: Permit & Resource Management Dept.

Implementation: FY 14/15

Housing Element Program 20: Additional -AH Sites for Housing

Program Description: Continue to consider adding the Affordable Housing (-AH) Combining District to additional sites in light industrial and/or commercial zones where the following conditions are met: (Policy reference HE-31)

- (1) Site must be located within or adjacent to a designated Urban Service Area, and adequate public facilities must be provided, including sewer and water.
- (2) Sites must be located near transit; a neighborhood-serving commercial use, such as a market; and an elementary or secondary school.
- (3) Site must be located a safe distance from major roadways as determined by the Bay Area Air Quality Management District's Highway Screening Analysis tool.
- (4) Development must be multi-family rental units with a density of up to 24 units per acre, and must provide 100% of units as affordable to lower-income households, including at least 30% of units as affordable to extremely-low income households.

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 21: Fund Permanent Affordable Housing Stock

Program Description: The County will devote at least 20 percent of the tax increment revenue received from dissolution of Redevelopment specifically to the production of housing affordable to lower income households, including development of new permanent affordable units, and the rehabilitation of existing units to be added to the permanent affordable stock through affordability restrictions. Funds could also be used to support other affordable housing objectives such as homeless shelter beds or transitional housing. Funds will also be used to provide rehabilitation assistance to single-family and mobile homes that are owned and occupied by low- and moderate-income households to enable them to retain safe and affordable housing. Further, the County will consider increasing the 20 percent allocation, modeled after Redevelopment, as funding is available. (Policy reference: HE-4a)

Agency: Board of Supervisors; Community Development Commission

Implementation: FY 14/15, then ongoing

Housing Element Program 22: County-Owned Land for Affordable Housing

Description: The County will consider leasing land for affordable and farmworker housing on a limited basis as sites become available, in order to reduce the cost of affordable housing construction through low land lease rates. Such activities will be considered only where consistent with the Countywide Strategic Plan. (Policy reference: HE-4d)

Agency: County Administrator's Office, General Services

Implementation: FY 14/15, then ongoing

Housing Element Program 23: Resident-Owned Mobile Home Parks

Description: The County will consider partnerships with nonprofit organizations to assist in the purchase of existing mobile home parks in order to increase affordability. Additionally, the County will provide staff resources to non-profits and residents when funding and staffing levels permit. (Policy reference: HE-4e)

Agency: Community Development Commission, Permit & Resource Management Dept., local non-profits

Implementation: Ongoing

Housing Element Program 24: Funding Preference to Non-profits

Program Description: In the County's experience, nonprofit owners usually extend their affordability contracts whereas for-profit owners convert to market rate at the end of their subsidy period. In order to promote unit affordability in perpetuity, the County will continue to give discretionary funding preference to nonprofit developers when it is practicable to do so. (Policy reference: HE-4f)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 25: Community Land Trust Model

Program Description: The County will amend its Affordable Ownership Housing Policies to allow for the use of Community Land Trusts (CLTs). The County will establish a working group to explore other ways to create perpetually affordable housing units using the community land trust model. Affordability for lower and moderate income households would be maintained in perpetuity. (Policy reference: HE-4g)

Agency: Permit & Resource Management Dept., Community Development Commission

Implementation: Ongoing

Housing Element Program 26: Predevelopment Funding

Program Description: The County will continue to use Community Development Block grant and CFH funds, and consider use of any other funding sources created pursuant to the policies of the Element, for financing predevelopment activities for affordable and special needs housing projects. (Policy reference: HE-4h)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 27: Recreation and Visitor-Serving Uses

Program Description: The County will continue to consider increasing opportunities for recreation and visitor-serving uses, consistent with the GP2020 policies. A portion of the increased Transient Occupancy Tax (TOT) funds will be earmarked for an array of affordable housing programs to address needs identified in this Housing Element. (Policy reference: HE-4i)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 28: County Employee Housing Assistance

Program Description: The County currently offers its employees loans for mortgage or rent payments; loans for first-time homebuyers; and loans for housing rehabilitation. These programs are funded by a one-penny-per-hour employee contribution, matched by county general funds, to help reduce the cost of housing for County employees, and serve as a significant benefit to attract and retain employees. The County should continue to offer these programs, and to increase them as opportunities permit. (Policy reference HE-4j)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 29: Tiered Fee Structure

Program Description: The County will encourage departments collecting impact fees to review their existing impact fee structure for new affordable residential development, and consider creating a tiered fee structure of with two or more levels, with the intent to make impact fees responsive to the actual impacts of new residential development by reducing fees for smaller, affordable residential units (including SRO units) and increasing fees for larger market-rate units. (Policy reference: HE-1h, -4b, -4c)

Agency: Permit and Resource Management Department, Department of Transportation and Public Works, Regional Parks, Water Agency, County Administrator's Office

Implementation: FY 17/18

Housing Element Program 30: Inter-Jurisdictional Housing Committee

Program Description: The County will continue to support an interjurisdictional housing coordinating committee to facilitate affordable and special needs housing projects, including homeless shelters, that serve both the County and city(ies) and that receive coordinated

supportive services from other agencies. (Policy reference: HE-5b)

Agency: County Administrator's Office; Community Development Commission

Implementation: Ongoing

Housing Element Program 31: Homeless Survey

Program Description: There continues to be a need to conduct a comprehensive survey of the homeless in Sonoma County so that policies and programs can be designed appropriately to meet their needs and to enable the County to receive funding from the Department of Housing and Urban Development under its Continuum of Care program. The County will participate with other jurisdictions in funding such a study. (Policy reference HE-5f)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 32: Residential Care Facilities and Group Homes

Program Description: The County will work with service providers and consider amending its Zoning Code or providing incentives or other considerations as needed to sustain ' and upgrade existing residential care facilities and to promote the creation of new facilities necessary to meet a variety of housing needs, including the needs of developmentally disabled individuals. When funds are available, the County will consider establishing an inspection program for these facilities if necessary to ensure the health and safety of residents and to promote greater land use compatibility for neighbors. (Policy reference: HE-5h)

Agency: Community Development Commission, Permit & Resource Management Dept.

Implementation: FY 15/16, then ongoing

Housing Element Program 33: Reasonable Accommodations

Program Description: The County has adopted a Reasonable Accommodations Ordinance ("Article 93"). The County will continue to provide reasonable accommodations through implementation of this ordinance, and will continue to provide training to county staff. (Policy reference: HE-5i)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 34: Funding for Fair Housing Program

Program Description: The County will continue funding for operation of a fair housing program. (Policy reference: HE-5j)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 35: Fair Housing Information & Referrals

Program Description: The County will continue to provide referrals to nonprofit Fair Housing programs, and to make information available to customers at a wide range of public locations throughout the County. (Policy reference: HE-5j)

Agency: Community Development Commission, Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 36: Abatement of Affordable and Farmworker Housing

Program Description: The County will continue to ensure that any code enforcement activities related to affordable and farmworker housing units are primarily intended to abate unsafe conditions and facilitate continued occupancy and availability. (Policy reference: HE-5k, -5l)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 37 Consider Assessment for Farmworker Housing

Program Description: The County will work with growers to consider support for an assessment district on a per acre basis, similar to that utilized in Napa County, to help fund farmworker housing projects. Growers providing on-site bunkhouses for their workers will not be assessed. (Policy reference: HE-5m)

Agency: County Administrators Office, Community Development Commission, Permit & Resource Management Dept.

Implementation: FY 17/18

Housing Element Program 38: Revised Standards for Farmworker Housing

Program Description: The County will consider amending its Zoning Code to revise standards such as to allow a longer period of occupancy for seasonal farmworker bunkhouses, and to allow a larger number of residents during peak harvest seasons. (Policy reference: HE-5n)

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 39: Transitional and Supportive Housing Residential Uses

The County will amend its Zoning Ordinance to clarify that transitional housing and supportive housing are residential uses, and as such are permitted in all zones allowing residential uses, subject to the density and development limitations of that zone. This program would further implement SB 2.

Agency: Permit & Resource Management Dept.

Implementation: FY 15/16

Housing Element Program 40: Farmworker Housing Task Force

Program Description: The County will convene a Task Force as needed to work with community partners to further identify and address farmworker housing needs (Policy reference: HE-5n)

Agency: County Administrators Office, Community Development Commission, Permit & Resource Management Dept

Implementation: FY 14/15

Housing Program 41: Pilot Program Using Non-traditional Structures for Housing

Program Description: The County will evaluate the feasibility of a pilot program to develop and monitor different types of smaller and energy-efficient structures that could be used to safely shelter homeless persons or provide temporary housing.

Agency: Permit & Resource Management Dept., General Services; Community

Development Commission

Implementation: FY 18/19

Housing Element Program 42: Weatherization & Rehabilitation Assistance

Program Description: Energy and water conservation can be encouraged in existing development through weatherization and rehabilitation programs. Successful programs include County sponsored workshops, individual energy consultations provided free of charge, and weatherization and rehabilitation loan programs that provide low interest financing for making improvements. In particular, these programs should target renter-occupied units. Additionally, the County Community Development Commission will continue to administer programs that provide loans, grants, and matching funds for rehabilitation and retrofitting, which can include energy efficient improvements. (Policy reference: HE-6a, -6b, -6c)

Agency: Permit & Resource Management Dept., Community Development Commission

Implementation: Ongoing

Housing Element Program 43: Energy & Water Conservation & Efficiency

Program Description: The County will continue its current practice of providing a variety of materials related to energy and water conservation, energy efficiency, green building, and recycling. The County will expand this practice as new programs are adopted and new educational and informational materials become available. (Policy reference: HE-6c, -6d, -6e, -6f, -6g)

Agency: Permit & Resource Management Dept.

Implementation: Ongoing

Housing Element Program 44: Priority Efficient & Green Projects

Program Description: The County will continue to prioritize the award of CFH monies to include affordable housing projects which provide cost-effective energy efficiency measures that exceed State standards. Other criteria that reduce GHG, such as the use of recycled and green building materials, are also considered in establishing funding priorities. (Policy reference HE-6b, -6c, -6d, -6f)

Agency: Community Development Commission

Implementation: Ongoing

Housing Element Program 45: Checklists for Residential Developers

Program Description: The County currently provides pre-application checklists to residential developers for such things as design review considerations, fire-safe standards, and low-water use landscaping. This program will be expanded to provide a User's Guide to navigating the development process, and will include checklists to implement several new housing element policies, including Universal Design concepts, energy conservation and energy efficient design, green building, Healthy Communities, pedestrian-friendly design and the like. (Policy reference: HE-6d, -6f, -6h)

Agency: Permit & Resource Management Dept.

Implementation: FY 14/15, then ongoing

2.3 QUANTIFIED OBJECTIVES

2.3.1 QUANTIFIED OBJECTIVES CONSISTENT WITH RHNA

The quantified objective for affordable housing production was prepared consistent with an assessment of the County's identified housing needs, an inventory of its available sites, and a review of its existing and new housing policies and programs. Within the Housing Element planning period (January 31, 2015 – January 31, 2023), a total of 507 units affordable to extremely low, very low, low, and moderate income households are expected to be produced. An additional 429 units priced for above moderate income households are anticipated, based on historical production by private developers in the County in response to market demand. This anticipated production is consistent with the ABAG RHNA for this planning period.

2.3.2 QUANTIFIED OBJECTIVES FOR SPECIAL HOUSING NEEDS

In addition to examining projected affordable housing needs, Government Code Section 65582 requires that jurisdictions conduct an analysis of any existing special housing needs such as those of the elderly, disabled (including individuals with HIV/AIDS), large families, single parent households, and farmworkers. The quantitative analysis of these groups' current housing needs is found in Section 4. The County also recognizes the housing needs of several subpopulations not specifically mentioned in State law such as the mentally ill, developmentally disabled, veterans returning from conflict overseas, and youth transitioning from foster care. Efforts have been made to highlight and address these special needs where appropriate.

Some of the special needs populations mentioned above do not require housing that is operationally different from that required by the general low income population. Single parent

households, large families, and able bodied elderly households, for example, do not require significant operational intervention. While such households may benefit from housing that is proximate to schools, workplaces, or services (e.g., day care, after school activities, senior centers, etc.), they typically do not need to be located in different types of developments than the general population. The use and promotion of Universal Design programs can be especially helpful in accommodating these households.

Permanent Supportive Housing (PSH) housing units can supply many of the County's identified housing needs. Permanent supportive housing is safe, affordable long term rental housing linked with flexible support services that are available when they are needed. By definition, "supportive housing" means housing with no limit on length of stay, that is linked to onsite or offsite services that assist the tenant to retain the housing, improve his or her health status, maximize their ability to live and, when possible, to work in the community. PSH housing may include apartments, single room occupancy residences, or single family homes. Residents may include families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, or homeless people.

Like other affordable housing, PSH is designed to look like existing housing in the surrounding neighborhood. It may be single family homes or duplexes, apartment buildings, or single room occupancy buildings. The difference between permanent supportive housing and other affordable housing is the linkage to a services component. Integrating services with affordable housing also can help to provide formerly homeless individuals and families with the ongoing support they need to remain housed and live independently. The County will strive to include this services component in 30% of new and converted rental housing units for extremely low income (ELI) and very low income (VLI) individuals and households, including SRO units.

ADDITIONAL QUANTIFIED OBJECTIVES FOR SPECIAL HOUSING NEEDS (SHARED/NON-RHNA HOUSING TYPES)

In addition to the "units" anticipated above, the County will strive to produce sufficient shared or community housing types to address the identified needs of extremely low income households, the elderly, the disabled, farmworkers, non-farm migrant workers, the homeless, and those making the transition from homelessness. These shared housing types are expected to include homeless shelters beds, transitional housing beds, beds within group homes and community care facilities, farmworker housing bunks, and SRO units with shared kitchen facilities.

Table 2-1 and Table 2-2 present the quantified objective for housing units and non unit housing beds or bunks in Sonoma County, by housing unit prototype and affordability category.

Table 2-1 Quantified Objectives 2015 - 2023

Quantified Objectives 2015-2023 (Units)						
		Income Level				
	Total	ELI (30%)	VLI (50%)	LI (80%)	Mod (120%)	Above
Housing Types						
Rural Housing	395	0	0	0	0	395
Urban Housing MF	192	40	52	60	40	0
Urban Housing SF	33	0	2	3	16	12
Second Units	176	6	20	60	80	10
Ag Employee	55	27	26	2	0	0
Farm Family	10	0	0	0	10	0
Mixed Use, W/L	28	0	0	2	14	12
SRO units	47	37	10	0	0	0
Unit Subtotals	936	110	110	127	160	429
<i>RHNA</i>	<i>936</i>	<i>110</i>	<i>110</i>	<i>127</i>	<i>160</i>	<i>429</i>
Retained Affordable	77	10	60	7	0	0
Rehabilitated	53	13	40	0	0	0
Unit Totals	1066	133	210	134	160	429

Table 2-2 Quantified Objectives 2015-2023 (Shared/non-RHNA)

Quantified Objectives 2015-2023 (Shared/non-RHNA)						
		Income Level				
	Total	ELI (30%)	VLI (50%)	LI (80%)	Mod (120%)	Above
† Non-Unit Types						
Shelter Beds	70	70	0	0	0	0
Farmworker Bunks	40	30	10	0	0	0
Transitional/Group	70	50	20	0	0	0
Non-unit Totals	180	150	30	0	0	0

HOUSING ELEMENT

SECTION III

3.1 OVERVIEW OF SITES FOR HOUSING

This Section presents an inventory of lands suitable for housing development and an analysis of the capacity for different types of housing units to be provided on different types of development parcels throughout unincorporated Sonoma County. The inventory and analysis are broken into three general categories: (1) urban residential sites; (2) commercial and industrial sites which allow residential uses; and (3) rural sites. The inventory of urban residential sites shows that there are sufficient available sites with appropriate zoning to accommodate 1,570 new residential units, including 819 new multi-family units accommodated by-right with densities of at 12 to 20 units per acre. Up to 751 new ownership units can be accommodated by-right with densities of up to 11 units per acre. Commercial and industrial sites offer opportunities for further residential development of 1,404 new housing units, including mixed use, work live, single room occupancy (SRO) and -AH Combining Zone units as shown in Table 3-1. The rural housing site inventory provides for approximately 2000 units, as described in Section 3.4 below.

Table 3-1a Urban Sites with Appropriate Zoning to Address Housing Needs

Type of Housing	Number of Sites	Potential (net) New Units
Urban Residential Totals	49	1,570
Single Family Ownership (Type C)	26	751
Multi Family Rental (Type A)	23	819
Commercial & Industrial Allowing Residential Totals	87	1,404
Mixed-Use (Office or Retail + Residential)	22	387
Work-Live (Industrial Lofts)	21	337
Single Room Occupancy (SRO)	30	158
Affordable Housing Combining Zone (AH)	14	522
Totals for urban sites	136	2,974

Pursuant to state law, this Section contains both a detailed land inventory and a general analysis. The inventory includes site-specific listings of urban properties available for housing production, by Assessor Parcel Number (APN), along with the zoning and general plan

designation, sizes and existing units for each of those sites. All sites in the inventory listings have or are planned to have sufficient infrastructure within the planning period. To supplement the site-specific inventory, a general analysis of environmental constraints is set forth in Section 3.6. Additional information regarding the availability of sewer and water for each of the urban services areas represented in inventory is included in Section 3.7. Maps of housing sites are provided at the end of this document and on the County's webpage.

3.2 CAPACITY OF URBAN SITES ZONED FOR HOUSING

Urban residential sites - parcels zoned solely for housing and located within the County's Urban Service Areas - are estimated to have potential capacity for almost 1,600 new housing units, in addition to any units already located on these parcels. These potential new units include units permitted by right under the County's Type A and Type C Housing Opportunity programs. The inventory listings for urban residential sites are composed entirely of sites that are:

- located within designated Urban Service Areas, served by sewer and water;
- designated in the General Plan as "Urban Residential;" and
- able to accommodate at least 5 new residential units;
- zoned for urban residential land uses, including higher-density housing.

It should be noted that minimum residential densities apply to all parcels within these areas. Therefore for the purposes of the following sites discussion, "base" units is synonymous with "minimum" units within all of the County's Urban Residential designations, because minimum residential density requirements apply to all parcels within these areas.

In some locations, environmental constraints may increase the cost of developing affordable housing on some of the listed sites; see Section 3.6 below. Examples include areas of known flooding (located mainly within the Guerneville Urban Service Area) and the California Tiger Salamander (CTS) mitigation areas (mainly located within the South Santa Rosa Urban Service Area). However, given the incentives granted to affordable housing developers (clustering, reduction of setbacks, etc.), and based on the County's recent experience with affordable and infill housing developments, the densities represented can be realistically achieved.

Of the "Urban Residential" sites listed in the inventory (see Table 3-2 at the end of this Section), there are 12 sites with capacity for at least 16 units each that are able to be developed by right at a density of 20 or more units per acre (see Table 3-2 of larger high density sites, and Appendix A). Together, these 12 sites have a capacity for 630 new rental units under the Type A rental program. Of those 630 units, a minimum of 40% (252 units) would be required to be provided as affordable to very low and low income households under long-term (55 year) affordability contracts. The Type A rental housing program has been very popular in Sonoma County, and has been utilized by both non-profit and for profit housing developers. Experience shows that when non profits utilize the program, 100% of the units are provided as affordable to very low and low income households. The County's entire RHNA for low- and very-low income households (347 units) could be accommodated on these sites alone.

A number of residential parcels within urban service areas are also zoned and available for the development of higher density ownership housing, both as small lot subdivisions of detached homes and as attached condos and townhouses. Under the County's "Type C" development program, sweat equity affordable homeownership projects, as well as small lot ownership development utilizing manufactured units, can be accommodated by right at densities of up to 11 units per acre. Table 3-3 lists an additional 26 urban sites with utilities and appropriate general plan and zoning designations that have a capacity for up to 360 base units, and for up to 751 affordable by-right "Type C" ownership units. The "Type C" program requires at least 20% of project units to be sold at prices affordable to lower-income households, with the remaining 80% of units for sale to moderate-income households.

Experience within Sonoma County over the last planning period, however, has shown that only non profit developers are likely to utilize the Type C density bonus program due to its 100% affordability requirement. When developed by for-profit developers, these inventoried sites are more likely to be used for planned developments (PDs) of attached homes on small lots, with densities of between 8 and 11 units per acre, under the State and County Supplemental density bonus programs. The use of a density bonus program is assumed because the county requires the provision of affordable housing in exchange for the granting of PD Planned Development status. At base density, these 26 sites have capacity for 324 additional units. Because Sonoma County requires at least the mapped density for discretionary development on all urban residential parcels, this is the minimum unit capacity for these sites. Assuming the state density bonus program is utilized, a 30% density bonus would provide capacity for up to 421 new units.

3.3 OTHER URBAN SITES WHICH ALLOW HOUSING

In addition to sites that are zoned exclusively for housing, there are a large number of sites within unincorporated Sonoma County that are zoned for commercial or light industrial uses but which also allow certain types of housing. The attached tables show that there are 22 commercially-zoned sites with a capacity for 387 mixed use units (at 12 units per acre) and 21 light industrial sites with a capacity for up to 327 work live units (at 8 UPA) (See Table 3-4 and Table 3-5). The potential also exists for some 158 SRO units (at 20 UPA) to be located on 30 smaller commercial parcels within urban service areas (See Table 3-6). The County adopted its provisions for Mixed Use, Work-Live, and SRO developments in 2005, and while several mixed-use projects have been approved, only a limited number of projects were constructed during the recession. Because the County lacks sufficient experience with these types of developments, some conservative assumptions have been made to provide a realistic estimate of dwelling units per acre, based on experience with mixed-use and work-live development projects within the incorporated cities in the local area.

In addition to the Mixed-Use, Work-Live and SRO provisions and sites summarized above, the County's Affordable Housing Overlay (AHO) program allows densities of 20 to 24 units per acre for 100% affordable housing projects on designated sites. A total of ten sites that have been rezoned to add the -AH designation currently remain undeveloped, which will allow up to 522 units of affordable rental housing at the above densities. These sites are shown in Table 3-7.

As noted within the Inventory Tables and consistent with Government Code 65583 (a) (3), the Housing Site Inventory includes both vacant sites and sites with existing uses which are suitable for additional development or for redevelopment. The "comments" columns within the Inventory Tables provide additional site-specific information where applicable. The County's experience during the last 10 years demonstrates the trend of underdeveloped sites to redevelop to more intense residential uses. For example, the Faught Road Place density bonus infill project subdivided a .46 acre lot with 2 existing homes into a 7-lot planned development, renovating and relocating the 2 existing units on site as a part of the development (PLP07-0079, approved October 2008). Mark West Village, a density bonus project in Larkfield, is currently developing a 3.95 acre site that already contains 27 existing apartments to add an additional 10 rental units and 16 new single-family units (PLP06-0011; approved December 2006 and extended). Penelope Acres was a major subdivision of a 5.46 acre commercially-zoned parcel containing an active church and private school into 32 single-family townhome parcels, an 8-unit apartment parcel affordable to very low incomes, and a remaining parcel which retained the existing church & school (PLP05-0017, approved February 2009). And finally, the Guerneville 5th & Mill affordable apartment project on a 1.71 acre flood-prone site containing 13 existing units, a historic building, and an automotive repair facility was just approved to redevelop with 48 rental units, including 17 special needs units and at least 26 units affordable to extremely-low and very-low income households. (PLP08-0088, approved May 2009; opened 2012). These examples clearly demonstrate that sites with existing uses can and do develop with affordable housing projects.

3.4 CAPACITY OF RURAL HOUSING SITES

The realistic residential development capacity during the upcoming planning period for unincorporated areas outside urban service boundaries is estimated to be 2,000 units. This figure includes only vacant or underutilized residential parcels that are over 1.5 acres are not constrained by steep slopes or severe flooding, and which have not been deemed to be unusable by the assessor for taxation purposes. Because these rural sites lie outside urban service area boundaries, rural housing parcels typically do not have the infrastructure in place to keep development costs appropriately low for affordable housing development, nor do they offer the amenities and conveniences often desired by residents in affordable units (e.g., proximity to services and places of employment). For these reasons, the County assumes that only above moderate income housing units are likely to be developed on these rural parcels, with the following exceptions (all are allowed in addition to the main home):

- Second Dwelling Units (1 per qualified parcel; estimate 1,123 parcels/potential for 350 units)
- Ag Employee & Farm Family Units (per qualified ag use; estimate 304 parcels/potential for 500 units)
- Farmworker "bunkhouses" (not limited by statute; potential for 40 bunkhouses/960 bunks)

3.5 AVAILABLE SITES ADEQUATE TO MEET RHNA

The County’s Regional Housing Need, or RHNA, has been established at 936 total units, including 220 units for very-low income, 127 units for low-income, 160 units for moderate income, and 429 units for above-moderate income households. Quantified Objectives are provided in Section 2.3.

The full RHNA for very-low, low, and moderate-income households can be accommodated on existing Urban Residential, urban commercial, and urban industrial sites; no rezoning of sites is required. Because the County has adopted minimum residential density standards for all Urban Residential zoning designations, the density calculation for these sites utilizes the established minimum density. Realistic potential densities are based on the County’s experience with its by-right Type A and Type C Housing Opportunity programs, which provide for double the usual densities (see discussion in Section 4) as long as affordability levels are met. Additional units affordable to lower- and moderate-income households can be accommodated in second dwelling units, farm-family and farmworker housing in rural areas, as shown in Table 2-1 in Section 2. Units for above-moderate income households can easily be accommodated on rural parcels located outside of urban service areas (see discussion under Section 3.4, capacity of rural housing sites), and are not required to be included within the parcel-specific sites inventory. A chart demonstrating where different types of housing can be built, by Zone district, is provided as Table 3.1b.

Table 3.1b: Allowable Housing Types by Zone District

Housing Type	Allowed in Zones	Comments
Factory-built housing	LIA, LEA, DA, RRD, TP, AR, RR, R1, R2, R3, PC, CO, C1, C2, C3, LC, RC, AS, K, MP, M1, M2, M3	Permitted in all zones allowing residential uses, subject to density & development standards of that zone
Mobile homes	LIA, LEA, DA, RRD, TP, AR, RR, R1, R2, R3, PC, CO, C1, C2, C3, LC, RC, AS, K, MP, M1, M2, M3	Mobile homes with a permanent foundation are permitted, those without a permanent foundation require a zoning permit with standards. Mobilehome Parks are allowed in R1, R2, R3 and PC Zones w/Use Permit
Farm worker Housing <ul style="list-style-type: none"> • Temporary • Bunkhouses (seasonal and year round) • Ag Employee 	LIA- all types except multi-family LEA- all types except multi-family DA- all types except multi-family	Multifamily w/Ag wage earner allowed in R2 and R3

<ul style="list-style-type: none"> • Farm Family • Multi-family rental 	RRD- all types except farm family & multi-family AR- temporary only	
Rental Housing	LIA, LEA, DA, RRD, TP, AR, RR, R1, R2, R3, PC, CO, C1, C2, C3, LC, RC, AS, K, MP, M1, M2, M3	Long-term rental of housing units is permitted in all zones allowing residential uses. Multi-family rental housing is allowed by-right in R2, R3; with use permit in PC
Emergency Shelters <ul style="list-style-type: none"> • Small-scale (10) • Emergency (50) 	M1, M2, R1, R2, R3 PF, LC,	Small-scale shelters allowed in urban residential and urban industrial zones. Large emergency shelters allowed by-right in LC and PF zones.
Supportive & Transitional Housing	LIA, LEA, DA, RRD, TP, AR, RR, R1, R2, R3, PC, CO, C1, C2, C3, LC, RC, AS, K, MP, M1, M2, M3	Permitted in all zones allowing residential uses, subject to density & development standards of that zone
Second Dwelling Units	LEA, DA, RRD, AR, RR, R1, R2, R3	Allowed if properties are over 2 acres, do not have a Z Combining District, 1.5 acres on public sewer or with affordability covenant.
Residential Community Care Facilities	R1, R2, R3, RR, AR, RRD, K, PF, LC, AS, K, MP, M1, M2, M3	Small are allowed by-right; large require use permit.
SRO Rooms	LC, R1, R2, R3	Large SRO (30+ rooms) allowed with use permit

3.6 GENERAL DISCUSSION OF ENVIRONMENTAL CONSTRAINTS

There are four appreciable environmental constraints to the development of housing in the unincorporated area of Sonoma County. These include the potential for flooding along certain portions of the Russian River; steep slopes in some rural areas; poor septic suitability in some rural areas; and the presence of the California Tiger Salamander (CTS) and possibly listed plants within the Santa Rosa Plain. All four types of constraints have been accounted for in the housing site inventory.

Flooding

The Guerneville area is subject to flooding from the Russian River and its tributaries. Smaller areas of flooding from urban creeks also exist within Unincorporated Sonoma County. While

the Guerneville urban service area allows high enough densities to support affordable housing development, many parcels within this area are subject to at least some flooding during a 100 year flood event. While County Code does prevent construction within the F1 (Floodway) Zone, construction is allowed within the F2 (Flood Plain) Zone so long as the finished floor elevation is at least one foot greater than the 100 year flood elevation. This was taken into consideration when the housing site inventory was compiled; parcels that were located entirely within the F1 floodway were not included in inventory. All inventoried parcels in the Guerneville area, as well as within other designated 100-year flood areas, have been evaluated to ensure that they have sufficient buildable site areas to support development at the densities listed.

Steep Slopes and Septic Suitability

Much of unincorporated Sonoma County's more remote land area is characterized by steeply wooded slopes which provide poor building sites and poor septic suitability. Allowable densities within these steep wooded areas are very low, on the order of 1 unit per 160 to 640 acres of land. While there is some development activity within these areas, they were not included in the housing inventory.

Sonoma County is known to have poor septic suitability in much of its land area. Therefore, in order to provide a realistic assessment of development capacity in rural areas, parcels of less than 1.5 acres were not included in the inventory. Moreover, because of the costs of providing on-site sewage disposal systems in rural locations, it was assumed that development of single units (not including second dwelling units, farmworker units and the like) on individual parcels would be affordable only to above-moderate income households. No urban residential lands in inventory rely on septic systems for sewage disposal.

California Tiger Salamander (CTS)

Some housing sites within the Santa Rosa Plain are identified as potential habitat for the California tiger salamander (CTS). The Santa Rosa Plain Conservation Strategy was published in 2005, and provides the biological framework for conservation of the CTS and four rare plant species found in conjunction with wetland habitat on the Santa Rosa Plain. It identifies conservation areas and mitigation requirements for development projects that will impact the habitat of protected species. Until the Conservation Strategy is fully implemented, PRMD uses the mitigation guidelines contained in the Fish and Wildlife Services' Interim Guidance and the Programmatic Biological Opinion (PBO) for projects that require environmental review pursuant to CEQA. The mitigation standards described below apply to discretionary projects.

For projects that are proposed in areas that have Strategy Designations or are within the 2011 Fish and Wildlife Service (FWS) designated Critical Habitat area that indicate the possible presence of CTS, an applicant may assume the presence of CTS and use the mitigation requirements contained in the PBO as summarized below, or hire a qualified professional biologist (typically an individual possessing a FWS Recovery Permit) to conduct a CTS Site Assessment (in accordance with Interim Guidance on Site Assessment and Field Surveys for

Determining Presence or a Negative Finding of the California Tiger Salamander, October 2003). The USFWS and/or CDFG will make one of three findings based upon the Site Assessment, which will result in a corresponding County action as follows:

1. Determine that the project will not likely result in take of CTS and CTS habitat. The County will not require further information or mitigation for CTS.
2. Determine that a protocol survey for CTS is needed and direct the applicant to undertake the survey. If the survey is negative, the County will not require further information or mitigation for CTS. If the survey finds CTS, the applicant will be required to mitigate as appropriate, based upon the Interim Mitigation Guidelines.
3. If a survey is infeasible or the applicant simply wishes to assume CTS presence and mitigate, the applicant can obtain all necessary permits and implement mitigations as outlined within the PBO Mitigation Guidelines. To compensate for the loss of habitat, applicants may mitigate by purchasing credits in local mitigation banks, with projects closer to known breeding sites required to mitigate at a higher level.

Local mitigation banks have been developed, and projects routinely purchase mitigation credits to allow development within the potential CTS range. Presence/Absence Surveys, if chosen by the applicant, can be accomplished within 2 years; mitigation credits can be purchased within a matter of months.

While mitigating for CTS does add to the development costs of projects, County Fund for Housing (CFH) funding may be available to assist affordable projects. Additionally, the County's largest non-profit housing developer, Burbank Housing Development Corporation, has undertaken the development of its own mitigation bank.

3.7 GENERAL DISCUSSION OF INFRASTRUCTURE

This subsection provides an overview of the availability of public services (sewer and water) to serve the housing sites in inventory. In some cases, improvements or expansions may need to be made within the planning period to serve the anticipated housing units.

There are 12 urban service areas in the unincorporated county, served by a total of 22 wastewater management and water service providers that are not under the jurisdiction of the County of Sonoma. Each unincorporated community and each sewer or water system is unique in terms of size, geography, topography, water sources, age and condition of lines and equipment, rate structure and current status of long range planning. Some sewer or water systems in the unincorporated county have existing treatment facilities or water supplies that are adequate to serve growth at buildout of the 2020 General Plan; some do not. It is not always feasible for service providers to plan, finance and build facilities with substantial unused capacity long before it is needed.

PRMD has worked with the Sonoma County Water Agency (SCWA) and other service providers to compile and review sewer and water capacity data for unincorporated communities. A comprehensive analysis of the capacities of each of the sewer and water systems serving the County's 12 unincorporated communities was conducted as part of the recently completed General Plan Update, adopted by the Board of Supervisors on September 23, 2008. The analysis relied on data provided to staff during 2003, and analyzed each service provider's ability to provide service for General Plan build-out through the year 2020. Note that potential density bonus units were included in the analysis.

In the 2003 analysis, the status for each sewer and water service provider is identified as "adequate," meaning there is sufficient capacity to serve projected growth through calendar year 2020 without difficulty; "adequate with concerns," which means the provider is likely to have resolved any capacity issues within the planning period; or "significant concerns," meaning that the provider lacks capacity to serve projected growth through 2020, and is likely to experience some difficulties in expanding the system to meet projected demand within the time period. For the purposes of determining water and sewer availability for sites within the housing site inventory within the planning period (2014), this analysis will address only those service areas where 1) housing sites are listed in inventory; and 2) where the 2003 water and sewer analysis identified "significant concerns" with either water or sewer capacity. Those areas are located in Geyserville, the Russian River area, Larkfield, and the Sonoma Valley.

Geyserville Urban Service Area:

Water Supply & Availability. Water service is provided by the Geyserville Water Works (GWW). The Geyserville water system operates under a state permit which allows for 350 service connections. The system currently serves just under 300 connections and so the ability to serve new development is currently limited to approximately 50 new connections. The 2003 analysis found that Geyserville's water system will eventually require additional capacity in order to accommodate full development of all housing sites listed in inventory. System staff has indicated that in order to increase the permitted capacity, additional water sources and storage facilities would need to be established; however, it is not practical to establish such supplies prior to their being needed. New water sources would be established at such time as they are needed through the development of a new municipal well or wells. The development of such wells generally requires approximately 2-3 years to complete. Alternately, larger residential development projects would have the option of drilling their own wells in this Class 1 water availability area to provide service to their units.

Russian River Urban Service Area (Guerneville):

Sewer Capacity & Availability. Russian River County Sanitation District (RRCSD) provides sewer services in this area. RRCSD currently has a permitted average dry weather flow of 0.71 Million Gallons per Day (MGD). The current (2013) average dry weather flow is approximately 0.2 MGD. The facility is currently limited to a dry weather disposal capacity of approximately 0.51 MGD. The additional .20 MGD of total sewage capacity would serve an estimated 1,795 ESDs, which is more than adequate to provide for all anticipated units in the 2014 Housing Element

inventory. A recycled water study was completed and RRCS staff noted that plans are underway for a possible expansion of the reclamation system, which would greatly increase the beneficial use of recycled water.

Water Supply & Availability. Sweetwater Springs Water District (SSWD) serves the River area, including Guerneville. SSWD's permit from the California Regional Water Quality Control Board allows them to divert 3 cubic feet per second and a maximum of 1,249 acre/feet per year. One of the district's major problems in meeting capacity is its aging, leaky infrastructure which is responsible for the loss of 26.5% of the water that is pumped. The district has planned water demand management measures including leak detection and repair, auditing of residential and agricultural customers, plumbing retrofits and public education. Once these improvements have been put into place, efficiency is expected to be much improved. The SSWD staff acknowledges that its ability to serve this growth is temporarily constrained by the need to limit pumping from the underflow the Russian River to historic levels, and that additional disposal capacity will eventually be needed. Environmental review for these additional facilities is currently underway. Based on the SSWD's Urban Water Management Plan, the district anticipates that it will be able to provide for an additional 311 residential units, which is adequate to serve all sites in the 2009 Housing Element inventory.

Airport/Larkfield/Wikiup Urban Service Area:

Sewer Capacity & Availability. Airport/Larkfield/Wikiup County Sanitation Zone (ALWSZ) provides sewer services to the Airport Business Park, Wikiup, and Larkfield area. The current dry weather flow capacity of the treatment facility is 0.9 MGD, of which roughly 0.67 MGD is currently being used. The ultimate planned dry weather design capacity of the treatment facility is 1.2 MGD. ALWSZ is in the process of analyzing its treatment facility to determine if the current infrastructure can reliably treat 1.2 MGD. If the analysis shows that the facility can reliably treat 1.2 MGD, then a fourth aerated lagoon may not be required. The 0.53 MGD remaining to full capacity corresponds to an estimated 1,884 ESDs (single family residential units), more than enough to provide for the 2014 Housing Element sites in inventory.

Water Supply & Availability. – California American Water, Larkfield provides water service to residential uses in this area. Approximately 40% of California American Water, Larkfield's current water supply is from the Sonoma County Water Agency (SCWA), and 60% is from wells. Based on their 1999 Water Master Plan and recent annual reports, the system now serves approximately 2,400 connections, with average peak day use of 1,013 gallons per connection (this average includes residential and commercial connections). This leaves approximately 875 connections until the planned capacity of the system is reached. The ability to serve this number of new connections depends on the development of at least one new well, and the development of at least 250,000 gallons of new storage. A 400,000 gallon storage tank was built at the North Wikiup tank site in 2007, and development of the new well is currently underway. The California American Water, Larkfield system can accommodate the projected Housing Element growth with development of this additional source of water supply.

Sonoma Valley Urban Service Area:

Sewer Capacity & Availability. Sonoma Valley County Sanitation District (SVCS D) serves the area. In 2007, SVCS D increased its treatment capacity for wet weather flow to 16 MGD. SVCS D currently has a permitted average dry weather flow of 3 MGD, of which 2.6 is being used. The 0.4 MGD permit capacity is adequate to serve all sites in inventory; however, SVCS D staff have indicated that there are a number of existing parcels within the District that have not yet hooked up to service. The number of existing units that may request connections within the planning period is difficult to estimate, although given historic trends and the costs to connect, it is unlikely that all eligible parcels will do so.

The District has completed numerous upgrades to its facilities during the last 5 years. These improvements have reduced infiltration and inflow, increased treatment process reliability, and significantly improved effluent quality. By increasing conservation and recycling efforts, a reduction in ADWF of over 8% was realized in the last year alone. Further efforts are planned and further reductions are anticipated.

Water Supply & Availability. Valley of the Moon Water District (VOMWD) provides water service in unincorporated portions of the Sonoma Valley. At the time of the 2003 analysis, VOMWD had an annual entitlement to SCWA water of 3,200 acre feet per year, of which 2,923 acre feet was used. The difference between these two figures was made up by well production of 563 acre feet. In order to provide for future growth, VOMWD will need to increase its SCWA entitlement, or add additional wells. The VOMWD have formally requested that the SCWA increase its annual entitlement by 1,000 acre feet per year to accommodate its ultimate water needs. Based on VOMWD's Urban Water Management Plan, the district anticipates that it will be able to provide for an additional 616 units within the planning period, more than enough to provide for the anticipated number of units in the 2009 Housing Sites inventory.

3.8 GENERAL PLAN POLICIES TO ENSURE ADEQUATE SERVICES

In order to address the need for service providers to continue to plan for and accommodate projected growth consistent with the General Plan, including the Housing Element, a number of General Plan policies have been adopted within the Water Resources Element, the Public Facilities Element, the Land Use Element and this Housing Element. The policies encourage the development of master facilities plans and discourage the approval of projects without certification of the availability of services. The policies also encourage service providers to plan for and maintain adequate infrastructure capacity for housing necessary to meet the County's regional need.

The Water Resources Element of GP2020 contains Policy WR 3i:

WR-3i: Prepare or encourage the preparation of master facilities plans, and urban water management plans where required by State law, for all public water suppliers to design and

construct all facilities in accordance with sustainable yields and the general plans of applicable jurisdictions. A master facilities plan should contain but not be limited to the following:

- (1) Maps showing future service area boundaries,
- (2) Forecasted growth and relationship to General Plan projections and limits,
- (3) Projected service and facility needs,
- (4) Estimated costs and revenues for needed improvements,
- (5) System design parameters and assumptions,
- (6) Monitoring and mitigation measures to assure long term adequacy of sources, including during possible drought conditions, and
- (7) Water conservation measures

In the event that a master plan or monitoring fails to show adequate public water facilities or supplies for planned growth, consider moratoria on plan amendments, zoning changes, building permits or other entitlements in order to protect services to existing residents.

The Public Facilities Element of GP2020 contains a number of applicable policies:

Policy PF 1b: Prepare or encourage the preparation of master plans or equivalent documentation for all wastewater management systems prior to approval of project facilities. Design and construct all facilities in accordance with General Plans of the applicable jurisdictions. In the event that a master plan or monitoring fails to show adequate facilities or supplies for planned growth, consider moratoria on plan amendments, zoning changes, building permits or other entitlements in order to protect services to existing residents. The minimum contents necessary for an adequate master plan or equivalent documentation are:

- (1) Maps showing future service area boundaries,
- (2) Forecasted growth that reflects all potential sources of future demand for facilities and the relationship to General Plan projections and limits,
- (3) Projected service and facility needs,
- (4) Estimated costs and revenues for needed improvements,
- (5) System design parameters and assumptions,
- (6) A program for water use reduction,
- (7) A program to reduce storm water infiltration, and
- (8) A program to monitor and account for amendments of the General Plan Land Use Map over time.

Policy PF 1c: Give the highest priority for water and sewer improvement planning to those service providers whose capacity for accommodating future growth is most limited. These include the Occidental County Sanitation District, the Geyserville Water Works and Geyserville Sanitation Zone, the Sweetwater Springs Water District, Monte Rio, the Town of Windsor (water supply to the Airport Industrial Area), the California American Water Company (Larkfield Wikiup), the Airport Larkfield Wikiup County Sanitation Zone, the Valley of the Moon Water District, and the Sonoma Valley Sanitation District, or any entities which may succeed these

service providers.

Policy PF 1d: Require as part of discretionary project applications within a water or sewer service area written certification that either existing services are available or needed improvements will be made prior to occupancy.

Policy PF 1e: Avoid General Plan amendments that would increase demand for water supplies or wastewater treatment services in those urban areas where existing services cannot accommodate projected growth as indicated in Table LU 1 or any adopted master plan.

The Land Use Element of GP2020 contains Policies LU 4d and LU-4f:

LU-4d: Assure that County provided physical services and infrastructure will accommodate the projected amount of growth authorized by the land use plan. Prepare facility master plans or equivalent documentation based upon the holding capacity of the land use plan plus generally accepted engineering contingency factors. Periodically but no less than every 5 years assess the status of public services in relation to growth. Encourage public facilities planning and design beyond the 2005 2020 horizon if the additional capacity does not induce increased pressure for population or employment growth in excess of that projected in the land use plan. Facility plans shall clearly delineate the portion of capacity allocated to growth after 2005-2020. Work with the cities to assure that such services are adequate for existing and future residents. Use proposed annexations, redevelopment agreements, revenue sharing agreements, and the CEQA process as tools to ensure that incorporated development pay its fair share toward provision of these services.

LU 4f: Assure that new development contributes its fair share toward provision of the public services and infrastructure needed for projected growth.

Finally, the 2009 Housing Element Update contains the following policy and program to ensure that adequate water and sewer services will be available to serve residential project which include affordable housing units:

Policy HE 2h: Encourage service providers to retain adequate sewer and water service capacities for housing units affordable to moderate and lower income households.

Housing Element Program 13. Notify Utility Providers of their Responsibility to Prioritize Service to Affordable Projects under State Law

Program Description: The County will notify all public sewer and water providers of their responsibility under State law to give affordable housing projects priority for existing service capacity. The General Plan Housing Element, and any amendments thereto, shall be distributed to providers within 60 days of its adoption. Providers will be encouraged to retain adequate water and/or sewer service capacities to serve developments which provide affordable units.

This page intentionally left blank

Table 3-2 Potential Housing Sites: Type A Multi-family

APN	Site ID	Type	USA	Acres	GPL U	Density	Zoning	Base Units	Potential Units	Existing Units	Net Addtn'l Units	Comments
039-025-003	54	Type A	Larkfield	1.21	UR	11	R2	13	26	1	25	Single Family (1954, 1954, 1930)
039-025-005				0.57				6	12	1	11	
039-025-071				0.65				7	14	1	13	
039-025-053	55	Type A	Larkfield	3.04	UR	11	R2	25	50	1	49	Ok condition, Single family (?, 1975)
039-025-054				1.27				12	25	2	23	
058-171-006	57	Type A	Larkfield	0.47	UR	11	R2	5	10	2	8	Good Condition, Single family & Apartment (1963, 1965, 1964, 1963, 1910)
058-171-023				1.94				21	42	11	31	
058-171-024				1				11	22	8	14	
058-171-025				1.01				11	22	8	14	
058-171-032				0.51				5	11	1	10	
043-064-007	58	Type A	Santa Rosa	0.73	UR	15	R3	10	21	1	20	Ok Condition (1961, 1956, 1952, ?, 1955)
043-064-008				0.54				8	16	1	15	
043-064-009				1.48				22	44	1	43	
043-064-010				0.66				9	19	0	19	
043-064-011				0.74				11	22	3	19	
125-381-003	59	Type A	Santa Rosa	0.89	UR	15	R3	13	26	0	26	No Structures
043-064-004	60	Type A	Santa Rosa	1.09	UR	15	R3	16	32	1	31	Mobile home (1970)
125-131-053	61	Type A	Santa Rosa	1.32	UR	15	R3	19	39	1	38	SFD 1935 ok cond.
058-171-033	57b	Type A	Larkfield	1.27	UR	11	R2	13	27	6	21	Multi-family 1975 ok condition
125-131-029	60b	Type A	Santa Rosa	0.63	UR	15	R3	9	18	3	15	Older SFDs pre-1950
125-131-030				0.36				5	10	1	9	
125-131-031				0.56				8	16	1	15	
125-131-032				0.43				6	12	1	11	
125-131-033				0.5				7	15	2	13	
044-101-021	SR-8	Type A	Santa Rosa	0.48	UR	10	R2	4	9	1	8	Available
044-101-023				1.26				12	25	1	24	
044-101-062	SR-11	Type A	Santa Rosa	0.92	UR	10	R2	9	18	3	15	Single family ok

044-101-071				0.96				9	19	3	16	condition (1960s)
134-132-021	SR-7	Type A	Santa Rosa	1.33	UR	10	R2	13	26	2	24	Single family, ok Condition (1946, 1940, 1943, 1999)
134-132-022				1.12				11	22	1	21	
134-132-049				0.61				6	12	1	11	
134-132-063				0.95				9	19	1	18	
140-100-004				0.87				5	10	1	9	
140-130-005	39	Type A	Geyserville	1.39	UR	6	R2	8	16	1	15	Available
140-150-012				1.46				8	17	1	16	
140-100-013	40	Type A	Geyserville	1.11	UR	6	PF	6	13	1	12	Available
047-173-016	41	Type A	Pennngrove	1.36	UR	6	R2	8	16	1	15	Available
052-173-008	42	Type A	Sonoma	0.88	UR	6	R2	5	11	2	9	Tax Parcels not separate legal parcels
052-173-009												
052-173-010												
052-173-011												
052-173-012												
052-173-013												
052-173-014												
052-173-015												
052-272-027	43	Type A	Sonoma	0.54	UR	6	R2	3	6	1	5	Available
072-120-048	63	Type A	Guerneville	0.35	UR	17	R3	5	11	2	9	Available
043-053-048	B119	Type A	Santa Rosa	0.37	UR	15	R3	5	11	1	10	Available
125-141-017	B133	Type A	Santa Rosa	0.36	UR	15	R3	5	10	1	9	Available
070-090-026	B28	Type A	Guerneville	1.61	UR	8	R2	6	13	0	13	Split Land Use 45% of site RVSC
039-390-019	B34	Type A	Larkfield	0.52	UR	11	R2	5	11	0	11	R/S 406-19
039-320-051	N44 *	Type A	Larkfield	2.59	UR	11	PC	28	56	0	56	40 units approved, not built. Classroom bldg used by church
Totals								442	902	83	819	

*APN 039-320-051 split into two sites (Type A and Mixed Use), both have a smaller acreage from previous sites inventory.

Table 3-3 Potential Housing Sites: Type C

APN	Site ID	Type	USA	Acres	GPLU	Density	Zoning	Base Units	Potential Units	Existing Units	Net Addn'l Units	Comments
140-160-011	1	Type C	Geyserville	1.11	UR	4.8	R1	5	12	0	12	Redevelop
070-070-040	3	Type C	Guerneville	1.38	UR	4	R1	4	9	0	9	Redevelop
070-160-035+	4	Type C	Guerneville	3.65	UR	4	R1	6	12	0	12	Reduced by F1 area. Was 070-160-027
070-160-036+												
070-160-037+												
100-180-022	7	Type C	Bodega Bay	12.39	UR	5	R1	57	136	0	136	40% UR4, 60% UR5
100-200-037	8	Type C	Bodega Bay	1.92	UR	4	R1	7	21	1	20	Redevelop
140-150-001	9	Type C	Geyserville	1.31	UR	4.8	R1	6	14	2	12	Redevelop
140-150-004				1.07				5	11	2	9	
140-150-008				1.56				7	17	1	16	
069-280-043	11	Type C	Guerneville	2	UR	4	R1	8	22	1	21	Redevelop
070-010-005	12	Type C	Guerneville	1.86	UR	4	R1	7	20	1	19	Redevelop
071-080-078	13	Type C	Guerneville	0.09	UR	4	R1	1	1	0	1	Redevelop
071-080-079				2.89				11	31	1	30	
071-140-017	14	Type C	Guerneville	3.16	UR	4	R1	12	28	1	27	Redevelop
071-250-008	15	Type C	Guerneville	1.87	UR	4	R1	7	20	2	18	Redevelop
054-381-010	16	Type C	Sonoma	1.26	UR	4	R1	5	13	1	12	Redevelop
054-381-011	17	Type C	Sonoma	1.38	UR	4	R1	5	15	1	14	Redevelop
130-165-001	18	Type C	Graton	1.12	UR	5	R1	5	12	0	12	Redevelop
039-025-088	21	Type C	Larkfield	7.46	UR	5	R1	37	22	2	20	Redevelop
133-150-038	25	Type C	Sonoma	1.37	UR	5	R1	6	15	0	15	Redevelop
130-101-037	26	Type C	Graton	1.15	UR	5	R1	5	12	1	11	Redevelop
130-294-016	28	Type C	Graton	1.01	UR	5	R1	5	11	1	10	Redevelop
039-025-019	29	Type C	Larkfield	1.02	UR	5	R1	5	11	1	10	Redevelop
039-380-018	30	Type C	Larkfield	1.51	UR	5	R1	7	16	1	15	Redevelop
039-380-026	31	Type C	Larkfield	1.09	UR	5	R1	5	11	1	10	Redevelop
039-380-027	32	Type C	Larkfield	1.04	UR	5	R1	5	11	1	10	Redevelop

125-301-043	33	Type C	Santa Rosa	1.71	UR	5	R1	8	18	1	17	Redevelop
043-041-001				3.71				18	40	1	39	168 units approved not built Paseo Vista (portion)
043-041-046				2.37				11	26	0	26	
125-501-007				34PV*				Type C	Santa Rosa	6.12	UR	
043-041-034				1.62				8	17	2	15	
125-451-002				4.06				20	44	7	37	
125-451-009				4.5				22	49	1	48	
125-501-021				34*				Type C	Santa Rosa	1.98	UR	
052-211-045	35	Type C	Sonoma	0.25	UR	5	R1	1	2	1	1	Redevelop
Totals								360	787	36	751	

* Portion of Site 34 approved as Paseo Vista Development (34PV). Remainder of Site 34 remains available.

Table 3-4 Potential Housing Sites: Mixed Use

APN	Site ID	Type	USA	Acres	GPLU	Zoning	Base Units	Potential Units	Existing Units	Net Addtn'l Units	Comments
039-040-040	MU-01	MU	Larkfield	0.76	LC	CQ	1	8	0	8	Vacant
039-320-051	MU-02*	MU	Larkfield	1.81	LC	LC	1	18	0	18	Existing church can remain
045-290-002	MU-03	MU	Santa Rosa	1.02	LC	LC	1	6	1	5	Storage Lot
047-213-009	MU-04	MU	Petaluma	1	LC	LC	1	10	0	10	Vehicle Storage
047-213-010	MU-05	MU	Petaluma	3.85	LC	LC	1	42	0	42	Vehicle Storage
056-611-082	MU-06	MU	Sonoma	0.62	LC	LC	1	7	1	6	Vacant
070-090-002	MU-10	MU	Guerneville	0.14	LC	LC	1	1	0	1	Storage Lot
070-090-005	MU-11	MU	Guerneville	0.66	LC	LC	1	6	0	6	Storage Lot
070-300-061	MU-12	MU	Guerneville	1.26	LC	LC	1	14	0	14	Vacant
071-180-014	MU-13	MU	Guerneville	4.1	LC	LC	1	30	1	29	Vacant
071-200-003	MU-14	MU	Guerneville	1.1	LC	LC	1	12	1	11	Redevelop
083-080-001	MU-15	MU	Forestville	1.43	PF	PC	1	17	0	17	Vacant-42 total units approved, not built
083-090-085	MU-16	MU	Forestville	0.8	LC	C1	1	9	0	9	Vacant
125-111-037	MU-17	MU	Roseland	6.96	GC	PC	1	82	0	82	per Urban Vision Plan
125-111-046	MU-18	MU	Roseland	1.17	GC	PC	1	11	0	11	per Urban Vision Plan
125-131-068	MU-19	MU	Santa Rosa	0.81	GC	C2	1	7	1	6	Redevelop
134-123-023	MU-22	MU	Santa Rosa	0.77	GC	C2	1	9	0	9	Vacant
134-123-024	MU-23	MU	Santa Rosa	1.46	GC	C2	1	17	0	17	Vacant
134-132-070	MU-24	MU	Santa Rosa	4.11	GC	C2	1	49	0	49	Vacant
134-181-046	MU-25	MU	Santa Rosa	1.53	GC	C2	1	19	0	19	Vacant
134-181-047	MU-26	MU	Santa Rosa	0.71	GC	C2	1	8	0	8	Vacant
182-540-021	MU-27	MU	Santa Rosa	0.95	GC	C2	1	11	1	10	Add MU to SFD site
Totals							22	393	6	387	

*APN 039-320-051 split into two sites (Type A and Mixed Use), both have a smaller acreage from previous sites inventory.

Table 3-5 Potential Housing Sites: Work/Live Development

APN	Site ID	Type	USA	Acres	GPLU	Zoning	Base Units	Potential Units	Existing Units	Net Addtn'l Units	Comments
043-143-008	LW-01	WL	Santa Rosa	1.33	GI	M1	1	10	0	10	Vacant
125-091-033	LW-10	WL	Santa Rosa	0.95	GC	M1	1	7	0	7	Vacant
125-091-035	LW-11	WL	Santa Rosa	2.4	GC	M1	1	18	1	17	Existing Structure
134-123-003	LW-12	WL	Santa Rosa	2	GI	M1	1	16	0	16	Vehicle Storage
134-123-010	LW-13	WL	Santa Rosa	2.88	GI	M1	1	20	1	19	Mobile Home Sales
134-132-013	LW-14	WL	Santa Rosa	2.4	GI	M1	1	19	1	18	Vehicle Storage
134-181-025	LW-15	WL	Santa Rosa	1.52	LI	M1	1	11	1	10	Storage
134-181-026	LW-16	WL	Santa Rosa	1.96	LI	M1	1	12	1	11	80% vacant for development
134-182-033	LW-17	WL	Santa Rosa	2.45	LI	M1	1	21	0	21	Vehicle Storage
134-192-004	LW-19	WL	Santa Rosa	8.26	LI	M1	4	66	4	62	Vacant
043-143-012	LW-02	WL	Santa Rosa	1.53	GI	M1	1	13	0	13	Vehicle Storage
134-192-005	LW-20	WL	Santa Rosa	0.48	LI	M1	1	4	0	4	Vacant
134-192-006	LW-21	WL	Santa Rosa	0.59	LI	M1	1	4	1	3	Vacant
134-192-010	LW-22	WL	Santa Rosa	1.88	LI	M1	4	13	4	9	90% vacant for development
044-101-006	LW-03	WL	Santa Rosa	0.9	GI	M1	1	6	0	6	Vacant
044-101-007	LW-04	WL	Santa Rosa	2.8	GI	M1	1	22	1	21	Vehicle Storage
045-034-025	LW-05	WL	Santa Rosa	3.06	LI	M1	1	24	0	24	Storage
045-290-003	LW-06	WL	Santa Rosa	1.12	GI	M1	1	8	1	7	Vehicle Storage
083-080-060	LW-07	WL	Forestville	0.61	LI	M1	1	4	0	4	1 Existing Structure
084-020-011	LW-08	WL	Forestville	4.94	LI	M1	1	39	0	39	Vacant
125-091-030	LW-09	WL	Santa Rosa	2.29	GI	M1	1	16	0	16	Sm. Existing Structure
Totals							27	353	16	337	

Table 3-6 Potential Housing Sites: Single Room Occupancy (SRO)

APN	Site ID	Type	USA	Acres	GPLU	Zoning	Base Units	Potential Units	Existing Units	Net Addtn'l Units	Comments
043-153-029	SRO-01	SRO	Santa Rosa	0.4	GC	C2	2	8	1	7	Residential
043-153-032	SRO-02	SRO	Santa Rosa	0.37	GC	C2	2	7	0	7	Vacant
045-021-008	SRO-03	SRO	Santa Rosa	0.2	LC	LC	2	4	0	4	Used Car Lot
045-290-026	SRO-04	SRO	Santa Rosa	0.2	LC	LC	2	4	1	3	Vacant
047-173-008	SRO-05	SRO	Penngrove	0.18	LC	LC	2	3	1	2	Vacant area behind FD
047-181-009	SRO-06	SRO	Penngrove	0.19	LC	LC	2	3	1	2	Office and Retail
047-181-046	SRO-07	SRO	Penngrove	0.33	LC	LC	2	6	0	6	Private School was -015
047-181-033	SRO-08	SRO	Penngrove	0.3	LC	LC	2	6	0	6	Office and Retail
052-364-031	SRO-09	SRO	Sonoma	0.37	LC	LC	2	7	1	6	Single Family
054-290-051	SRO-10	SRO	Sonoma	0.23	LC	LC	2	4	1	3	Office
054-340-016	SRO-11	SRO	Sonoma	0.22	LC	LC	2	4	0	4	Vacant
054-340-032	SRO-12	SRO	Sonoma	0.39	LC	LC	2	7	2	5	Retail and Residential
056-201-095	SRO-13	SRO	Sonoma	0.41	LC	LC	2	8	0	8	Public School was -007
056-401-026	SRO-15	SRO	Sonoma	0.39	LCTS	LC	2	7	2	5	Residential was 056-303-027
056-321-038	SRO-16	SRO	Sonoma	0.31	LCTS	LC	5	6	5	1	Apartment
056-401-025	SRO-17	SRO	Sonoma	0.38	LCTS	LC	2	7	1	6	Residential was 056-401-001
056-251-038	SRO-18	SRO	Sonoma	0.37	GC	C2	2	7	0	7	Vacant
058-071-017	SRO-19	SRO	Larkfield	0.37	LC	LC	2	7	0	7	Public Utility
058-183-011	SRO-20	SRO	Larkfield	0.41	LC	LC	2	8	1	7	Office and Retail
058-191-001	SRO-21	SRO	Larkfield	0.38	LC	LC	2	7	1	6	Vacant
059-281-004	SRO-22	SRO	Larkfield	0.36	LC	LC	2	7	1	6	Auto Repair
070-090-003	SRO-23	SRO	Guerneville	0.36	LC	LC	2	7	0	7	Retail
070-140-009	SRO-24	SRO	Guerneville	0.23	LC	LC	2	4	0	4	Vacant
083-090-021	SRO-25	SRO	Forestville	0.25	LC	LC	2	5	1	4	Parking Lot
083-090-057	SRO-26	SRO	Forestville	0.16	LC	LC	2	3	0	3	Office and Retail
125-131-067	SRO-27	SRO	Roseland	0.4	GC	C2	2	8	0	8	Vacant
125-131-069	SRO-28	SRO	Roseland	0.38	GC	C2	2	7	0	7	Retail - add SRO units
125-141-023	SRO-30	SRO	Roseland	0.39	GC	C2	4	7	4	3	Add Apartments
125-172-014	SRO-31	SRO	Roseland	0.4	GC	C2	2	8	0	8	Vacant
140-140-009	SRO-33	SRO	Geyserville	0.35	GC	C2	2	7	1	6	Residential
Totals							65	183	25	158	

Table 3-7 Potential Housing Sites: Affordable Housing Overlay

APN	Site ID	Type	USA	Acres	GPLU	Zoning	Base Units	Potential Units as AH	Existing Units	Net Addtn'l Units	Comments
083-073-017	A3	AH	Forestville	2.68	LI	MP-AH	1	54	1	53	Redevelop
130-152-008	A6	AH	Graton	0.64	GI	M1-AH	1	13	0	13	Relocatable Labor Cntr Bldg
039-025-060	A7	AH	ALW	0.46	LC	CO-AH	1	10	1	9	Redevelop
056-511-046	A10	AH	Sonoma	1.04	LC	LC-AH	1	21	0	21	Redevelop
140-180-035	B1	AH	Geyserville (adj)	5.11	LC	LC-AH	1	103	0	103	Redevelop
130-151-005	B2	AH	Graton	0.64	LC	LC-AH	1	13	0	13	Redevelop
130-151-006				0.48	LC	LC-AH	1	10	0	10	Redevelop
130-151-007				0.16	LC	LC-AH	1	4	0	4	Redevelop
047-153-004	B6	AH	Penn	5	UR	RR-AH	5	100	1	99	Major Sub request 2013
047-214-005	B7	AH	Penn	7.75	RR	RR-AH	1	40	3	37	Redevelop
058-290-051	B5	AH	ALW	2.21	LC	LC-AH	1	74	0	74	Minor Sub request 2008
058-300-076				1.47							
125-421-018	NB8	AH	S Rosa	2.3	UR 1	RR-AH	5	86	0	86	79 MF affordable units approved not built
125-421-019				2.5							
Totals							21	528	6	522	

**HOUSING ELEMENT
SECTION IV**

**TECHNICAL BACKGROUND
REPORT**

Board of Supervisors

December 2, 2014

Contents

- 4.1 INTRODUCTION 1
- 4.2 HOUSING NEEDS: DEMOGRAPHIC, ECONOMIC, AND HOUSING DATA..... 1
 - 4.2.1 DEMOGRAPHICS 1
 - 4.2.2 PROJECTIONS 4
 - 4.2.3 HOUSING PRODUCTION 5
 - 4.2.4 HOUSING AFFORDABILITY: MARKET TRENDS..... 6
 - 4.2.5 COST-BURDENED HOUSEHOLDS 8
 - 4.2.6 HOUSING CHARACTERISTICS: TENURE..... 8
 - 4.2.7 HOUSING CHARACTERISTICS: OVERCROWDING.....10
 - 4.2.8 HOUSING CHARACTERISTICS: HOUSING TYPES11
 - 4.2.9 HOUSING CHARACTERISTICS – CONDITION AND AGE.....13
- 4.3 HOUSING PROGRAMS & RESOURCES16
 - 4.3.1 INVENTORY OF PROGRAMS AND SERVICES: INSTITUTIONAL FRAMEWORK16
 - 4.3.2 INVENTORY OF PERMANENT AFFORDABLE HOUSING UNITS17
 - 4.3.3 RESOURCES: REDEVELOPMENT AGENCY/SUCCESSOR AGENCY19
 - 4.3.4 RESOURCES: FARMWORKER HOUSING20
 - 4.3.5 RESOURCES: OTHER HOUSING ASSISTANCE PROGRAMS & FACILITIES21
 - 4.3.6 RESOURCES: HOMELESS POPULATION.....24
 - 4.3.7 RESOURCES: HOMELESS SHELTERS25
 - 4.3.8 RESOURCES: TRANSITIONAL HOUSING.....26
 - 4.3.9 RESOURCES: SUPPORTIVE HOUSING.....27
 - 4.3.10 AT-RISK ASSISTED HOUSING DEVELOPMENTS.....29
 - 4.3.11 PLANNING AND ZONING INCENTIVES.....31
- 4.4 SPECIAL NEEDS POPULATIONS.....33
 - 4.4.1 ELDERLY33
 - 4.4.2 DISABLED.....37
 - 4.4.3 LARGE FAMILIES39
 - 4.4.4 FEMALE-HEADED HOUSEHOLDS.....39
 - 4.4.5 FARMWORKERS41
 - 4.4.6 HOMELESS INDIVIDUALS AND FAMILIES42
- 4.5 PROJECTED HOUSING NEEDS45
- 4.6 HOUSING CONSTRAINTS ANALYSIS47
 - 4.6.1 NON-GOVERNMENTAL CONSTRAINTS.....47
 - Market Trends.....47
 - Housing Production Costs48
 - Financing Availability48

High Cost of Entry.....	48
Environmental and Infrastructure Factors	49
Community/Neighborhood Resistance	49
4.6.2 POTENTIAL GOVERNMENTAL CONSTRAINTS	49
Planning and Growth Management Policy	49
Zoning & Subdivision Regulations.....	50
Building Codes, Design Review and Processing Time.....	51
Development Impact Fees and Charges.....	52
Code Enforcement	52
High Cost of Affordable Housing Subsidies	52
Local Government Fiscal Stress	53
Environmental and Infrastructure Factors	54

IV. TECHNICAL BACKGROUND REPORT

4.1 INTRODUCTION

The Sonoma County Housing Element Technical Background Report (TBR) has been prepared to lay the groundwork for public evaluation of the County's housing production efforts by providing a rich source of demographic and housing-related data specific to the unincorporated regions of the County. Each data table that follows includes a reference to the source of the displayed information. Staff relied on the following sources for much of the information in this Report:

- United States Census Bureau, including the Decennial Census (Census) and the American Community Survey (ACS);
- The Association of Bay Area Governments (ABAG);
- Sonoma County PRMD;
- Sonoma County Community Development Commission (CDC); and
- Sonoma County Taskforce for the Homeless
- North Bay Regional Center

4.2 HOUSING NEEDS: DEMOGRAPHIC, ECONOMIC, AND HOUSING DATA

This chapter sets forth the most recent information available regarding the demographic and economic conditions in the unincorporated County, as well as local trends in housing development and the conditions of the housing stock. This information is presented pursuant to Section 65583 (a) (1, 2) of the California Government Code.

4.2.1 DEMOGRAPHICS

Table 4-1 provides a comprehensive set of data relating to the general make-up of the unincorporated County with regards to overall population, gender, age, and educational attainment. Figure 4-1 graphically displays the racial composition of the unincorporated County. Both sets of data include 2000 and 2010 Census data to illustrate relevant changes and possible emerging demographic trends.

The unincorporated County experienced a 3.6-percent decrease in its overall population from 2000 - 2010. This growth rate is much lower than that of the State as a whole, which experienced a 10 percent increase. Countywide population increased 8 percent during that 10-year period. The unincorporated County population is heavily impacted by annexation of property into incorporated jurisdictional boundaries.

The data in Table 4-1 show a marked decrease (23.1%) in school-aged children aged 5 – 14. The population age ranges of 55 - 64 and 65 - 74 saw the largest increases from 2000 - 2010. The unincorporated County saw a 41% increase in number of residents with Bachelor's degrees between 2000 and 2010, and the number of residents with graduate or professional degrees

increased by more than 62 percent. However, the data also indicate a sharp decrease in the number of people with lower than a 9th-grade education.

The data relating to age and education may indicate that as housing prices increased in the County between 2000 and 2007, young families and less educated individuals (those with higher than a 9th-grade education but less than a bachelor's degree) were unable to find housing that meets the constraints of their budgets.

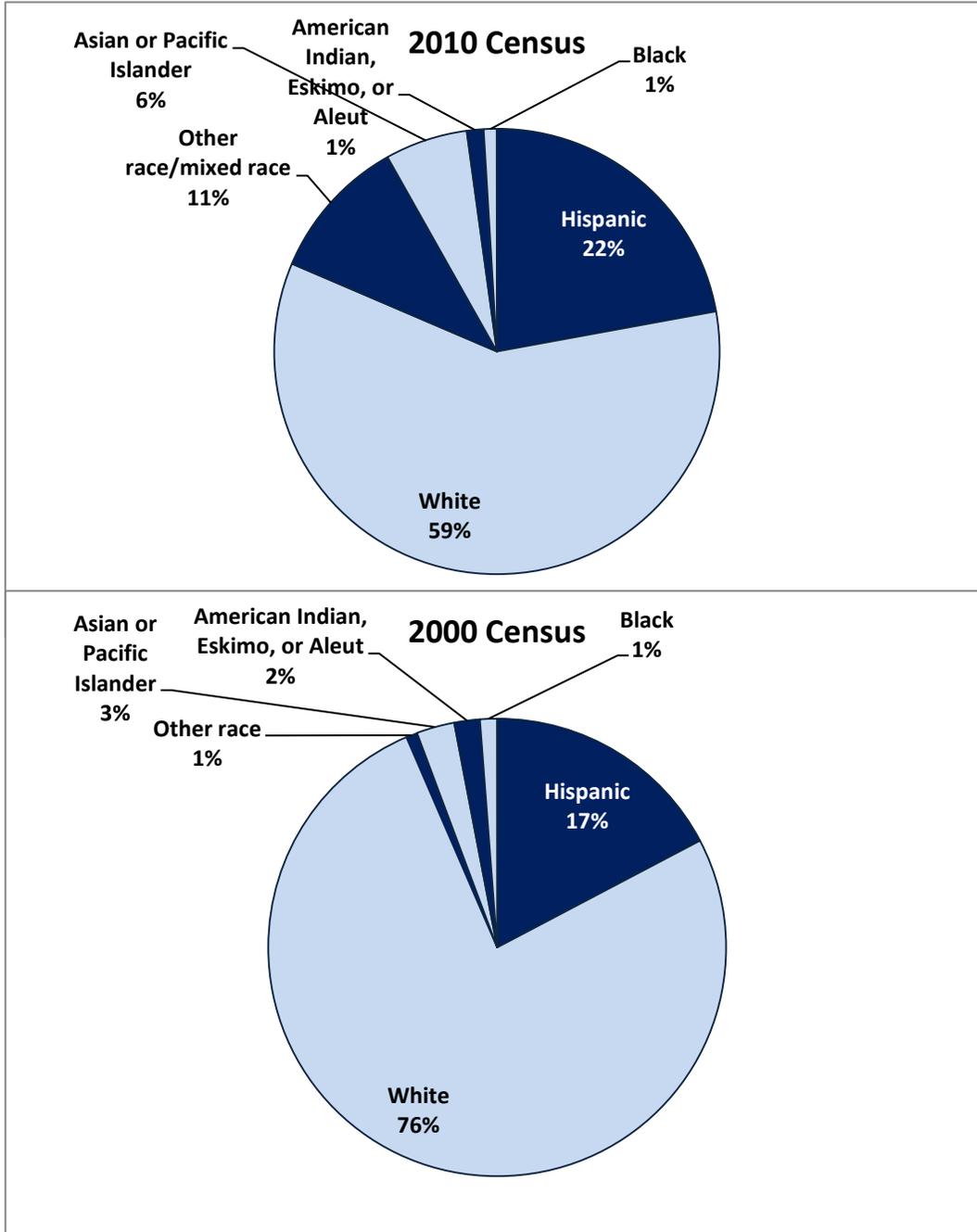
Table 4-1 POPULATION DEMOGRAPHICS FOR UNINCORPORATED COUNTY

	2000		2010		Increase/ (Decrease)
Demographic Characteristic	Number	% of Total	Number	% of Total	2000-2010
Formula	<i>a</i>		<i>b</i>		$c = (b-a) / a$
Total population	150,565		145,186		-3.6%
Male	76,069	50.5%	73,060	50.3%	-4.0%
Female	74,496	49.5%	72,126	49.7%	-3.2%
Age					
0 to 4 years	7,589	5.0%	6,742	4.6%	-11.2%
5 to 14 years	20,493	13.6%	15,758	10.9%	-23.1%
15 to 19 years	10,276	6.8%	10,410	7.2%	1.3%
20 to 24 years	7,865	5.2%	8,089	5.6%	2.8%
25 to 39 years	27,487	18.3%	22,748	15.7%	-17.2%
40 to 54 years	41,657	27.7%	32,626	22.5%	-21.7%
55 to 64 years	16,205	10.8%	26,073	17.9%	60.9%
65 to 74 years	10,129	6.7%	13,588	9.3%	34.1%
75 years and over	8,864	5.9%	9,152	6.3%	3.2%
Educational Attainment for Persons Aged 25+					
	100,566	100.0%	104,004	100.0%	3.4%
Less than 9th grade	6,508	6.5%	7,491	7.2%	15.1%
9th to 12th grade, no diploma	10,578	10.5%	6,352	6.1%	-40.0%
High school graduate, includes equivalency	23,705	23.6%	20,185	19.4%	-14.8%
Some college, no degree	26,066	25.9%	25,038	24.1%	-3.9%
Associate degree	9,158	9.1%	8,042	7.7%	-12.2%
Bachelor's degree	16,198	16.1%	22,846	22.0%	41.0%
Graduate or professional degree	8,353	8.3%	14,050	13.5%	68.2%

Source: US Census Bureau, 2000 and 2010 Census

As Figure 4-1 indicates, the unincorporated County has seen an increase in the percentage of individuals who classify themselves as Hispanic and of mixed race. Other non-white race categories made up a small but growing proportion of the overall population in 2000 and in 2010.

Figure 4-1 POPULATION BY RACE, 2000 – 2010 IN UNINCORPORATED COUNTY



Source: U.S. Census Bureau, 2000 and 2010

4.2.2 PROJECTIONS

ABAG produces detailed population and employment projections for its member jurisdictions. Table 4-2 presents the estimated growth in population, households and jobs from 2010 to 2040 for the unincorporated County. Table 4-2 also includes the total estimated number of housing units in 2000 and 2005 to compare the pace of housing unit production with population growth.

Table 4-2 POPULATION, EMPLOYMENT, AND HOUSING GROWTH 2010-2040

Population Forecast				Percent Change		
2010	2020	2030	2040	2010-20	2020-30	2030-40
145,186	152,300	160,500	170,500	4.9%	5.4%	6.2%

Households Forecast				Percent Change		
2010	2020	2030	2040	2010-20	2020-30	2030-40
56,951	59,190	61,450	63,700	3.9%	3.8%	3.7%

Jobs Forecast				Percent Change		
2010	2020	2030	2040	2010-20	2020-30	2030-40
47,150	54,800	56,940	60,470	16.2%	3.9%	6.2%

Source: ABAG 2013 Projections

Table 4-3 presents the change in employment by job sector as prepared by ABAG. The most significant change in the unincorporated County was in the manufacturing sector, accounting for a loss of 30.2% of employment between 2000 and 2011. Wholesale Trade (8.6%) and Professional, Scientific, Management, Administrative, and Waste Management Services (0.9%) were the only sectors to experience growth during this time period.

The ABAG data provided in Table 4-3, which presents job creation by sector, excludes employment in incorporated jurisdictions' spheres of influence from that of the unincorporated County's employment. The table reflects the significant loss of employment as a result of the economic recession.

The County's Economic Development Board publishes data and analysis for the County. According to the 2014 Local Economic Report, the County's economic recovery solidified near the end of 2013. The unemployment rate fell below 6% in early 2014, the lowest rate since 2008. Nearly all sectors experienced job growth between 2012 and 2013 with Professional and Business Services increasing at the highest rate, while Construction and Manufacturing decreased slightly.

Table 4-3 EMPLOYMENT IN UNINCORPORATED SONOMA COUNTY

	2000	2007-2011	Absolute Change	Percent Change
Employed civilian population 16 years and over	74,756	69,110	-5,646	-7.6%
Agriculture, forestry, fishing and hunting, and mining	3,912	3,789	-123	-3.1%
Construction	7,586	6,931	-655	-8.6%
Manufacturing	8,486	5,927	-2,559	-30.2%
Wholesale trade	1,953	2,121	168	8.6%
Retail trade	7,840	7,746	-94	-1.2%
Transportation and warehousing, and utilities	2,729	2,543	-186	-6.8%
Information	1,838	1,481	-357	-19.4%
Finance, insurance, real estate, and rental and leasing	4,497	4,016	-481	-10.7%
Professional, scientific, management, administrative, and waste management services	8,480	8,560	80	0.9%
Educational, health, and social services	14,252	13,696	-556	-3.9%
Arts, entertainment, recreation, accommodation, and food services	6,727	6,214	-513	-7.6%
Other services (except public administration)	3,732	3,592	-140	-3.8%
Public administration	2,724	2,494	-230	-8.4%

Source: ABAG 2013 Projections, US Census Bureau, 2000 Decennial Census Counts, 2007-2011 ACS 5-year estimates

4.2.3 HOUSING PRODUCTION

While single-family homes comprise the great majority of all housing in the unincorporated County, other housing types (including multifamily) represent a growing proportion of newly permitted units. Higher density units are more likely to achieve desired affordability levels, particularly in regions such as the County, where land values are high. Table 4-4 displays the residential building permit data, by income category, during the most recent housing element period. Table 1-1, included in Section I, provides building permit data for the coastal zone, as required by law.

The need to develop more rental housing throughout Sonoma County and its cities is acute. According to the Cassidy Turley Sonoma County Rental Survey for Fall 2013, Sonoma County has the North Bay's most limited rental market with a vacancy rate of just 1.5%. This figure reflects an extreme rental housing shortage in the region, particularly when it comes to affordable housing. The fair market rent (FMR) for a 2-bedroom unit jumped 47.4% between 2000 and 2010, going from \$886 to \$1306. Strong policies to support the development and retention of rental housing units throughout the county and its cities are needed.

Table 4-4 RESIDENTIAL BUILDING PERMITS ISSUED, 2007-2013

Income Group	Regional Housing Need 2007-2014	Permits Issued 2007-2012	Permits Issued 2013	Need Met by County through 12/31/2013	Remaining Need by end of 2014	% of 2007-2014 Regional Housing Need Met
Very-Low	319	40	0	40	279	13%
Low	217	121	6	127	90	59%
Moderate	264	173	35	208	56	79%
Above Moderate	564	639	88	727	<88 >	129%
Total:	1,364 units	973 units	129 units	1102 units	262 units	81%

Source: Sonoma County Permit and Resources Management Department, 2014

4.2.4 HOUSING AFFORDABILITY: MARKET TRENDS

Table 4-5 and Figure 4-2 display decreasing household incomes from the period 2006-2012. Home sales prices have decreased sharply from a peak in 2005, when the median sales price for a single-family home had climbed to \$595,000. In 2013, that same home could be purchased for \$431,500. This sales price, however, is still out of reach for most households. According to a calculation by the Sonoma County Community Development Commission, the County median income will allow for a home purchase of price of \$271,116 including property taxes and utilities.

In 2006, a household earning the County median could not expect to afford a condominium or townhome in the County. By 2012, condominiums and townhomes were within the reach of median income earners, while less dense single family homes continued to be unaffordable despite the significant drop in housing prices.

The median household incomes presented in Table 4-5 come from the 2010 U.S. Census and the 2012 American Community Survey. HCD publishes income limits to guide jurisdictions and practitioners in setting affordability levels for housing programs. The HCD-published County median income in 2013 was \$82,600 for a 4-person household. PRMD conducted a rent survey to estimate the average rent charged in the County. Table 4-6 displays the average rents for January 2014 and the minimum gross income required to afford the corresponding unit.

Table 4-5 COUNTYWIDE INCOME AND HOUSING PRICE (\$2012)

Item	2006	2012
Median Household Income [1]	\$60,821	\$59,941
Median Sales Price [2]		
Single-Family Homes	\$580,000	\$350,000
Condominiums and Townhomes	\$363,000	\$160,000
Attainable Sales Price at Median Income	\$239,900 [3]	\$271,116 [4]

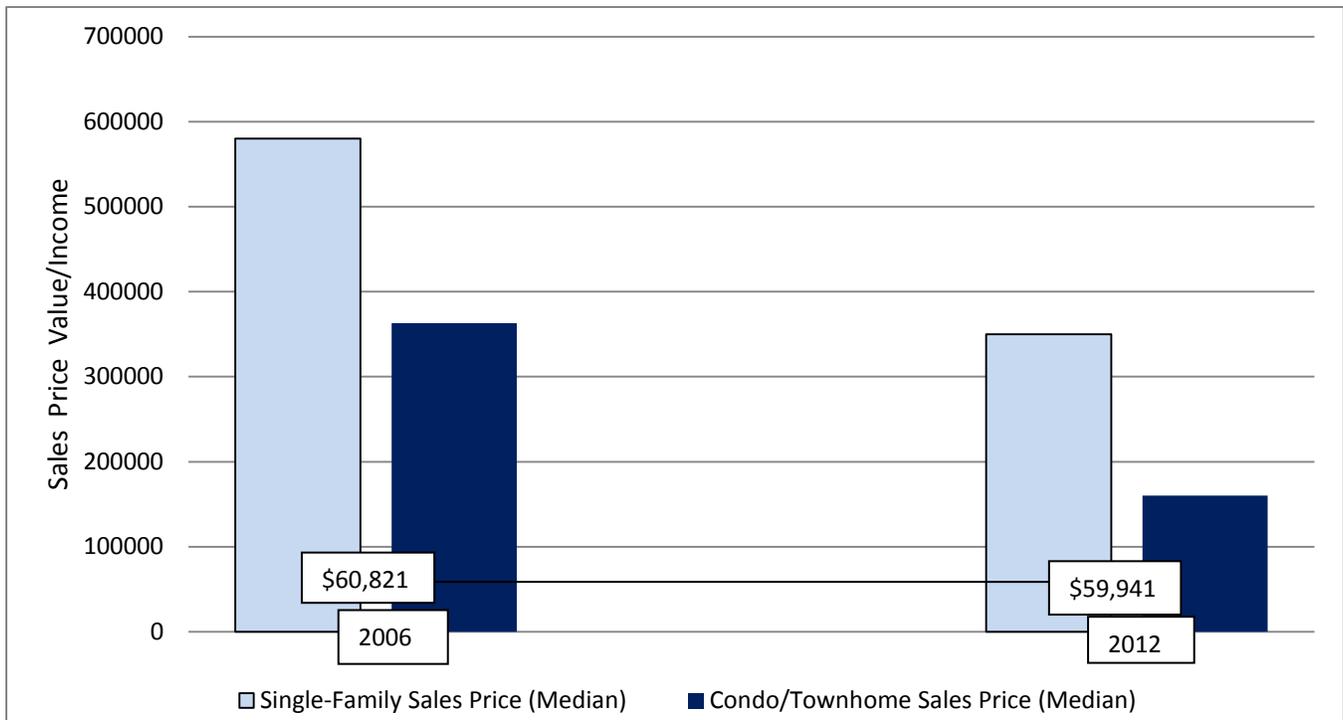
[1] Source: Census 2010, American Community Survey 2012. Not adjusted to household size.

[2] 2012 rereport.com (Multiple Listing Service)

[3] EPS Calculation assuming 5% down payment, 6.5% interest, 30-year mortgage, no homeowners' association due, and 35% of gross income for housing costs.

[4] CDC Calculation including utilities and taxes.

Figure 4-2 COUNTYWIDE SALES PRICE AND MEDIAN INCOME (\$2012)



Source: Census 2010, American Community Survey 2012, 2012 rereport.com (Multiple Listing Service)

Table 4-6 APARTMENT RENTAL RATES (January 2014)

Item	Apartment			
	Studio	1 Bedroom	2 Bedrooms	3 Bedrooms
Average Rental Rate	\$836	\$1,154	\$1,529	\$1,851
Required Annual Income [1]	\$34,640	\$47,720	\$63,080	\$76,280

Source: Rentometer.com, Craigslist.com, Apartments.com, and EPS

[1] Assumes rent is equal to 30% of gross income

4.2.5 COST-BURDENED HOUSEHOLDS

Data from the American Community Survey from 2006-2010 were used to estimate the proportion of households in the Census Designated Places in unincorporated County (Including: Sea Ranch, Geyserville, Roseland, Guerneville, etc) considered as being "cost burdened."

As recommended by HCD, cost-burdened households are defined as those spending 30 percent or more of their income on housing costs-either gross rent or specified owner costs. Table 4-7 displays the additional subset of "extremely cost-burdened" households who spend 50 percent or more of their income on housing costs which accounted for 24.2% of households in the unincorporated County. Households paying between 30% and 50% of income towards housing totaled 23.8% of households in the unincorporated County. Owners were significantly more likely than renters to be classified as cost burdened at 28.3% versus 19.4% of households. Owners were slightly more likely to be considered extremely cost-burdened households at 12.9% versus 11.3% of households in Census Designated Places in the unincorporated County.

4.2.6 HOUSING CHARACTERISTICS: TENURE

The unincorporated County experienced a 2 percent reduction in owner tenure between 2000 and 2010. Table 4-8 displays the trends of increased renters compared with owners in the unincorporated County over the ten year period. Consistent with the previous decade, a greater percentage of households in the unincorporated County have attained homeownership when compared to the state as a whole.

Table 4-7 HOUSING COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME

Households paying 30-50% of income on housing

		Owner Occupied					Renter Occupied				
Total Occupied Units	Total Occupied Units paying 30-50%	Total Owner Occupied	Very Low Income ≤50% of HAMFI	Low Income 50- 80%	Moderate 80 to 120%	Above Moderate 120%+	Total Renter Occupied	Very Low Income ≤50% of AMI	Low Income 50- 80%	Moderate 80 to 120%	Above Moderate 120%+
21,200	5,046	3,261	379	522	856	1,504	1,785	611	836	258	80

Households paying >50% of income on housing

		Owner Occupied					Renter Occupied				
Total Occupied Units	Total Occupied Units paying >50%	Total Owner Occupied	Very Low Income ≤50% of HAMFI	Low Income 50- 80%	Moderate 80 to 120%	Above Moderate 120%+	Total Renter Occupied	Very Low Income ≤50% of AMI	Low Income 50- 80%	Moderate 80 to 120%	Above Moderate 120%+
21,200	5,134	2,743	980	822	640	301	2,391	2,173	158	60	0

Source: ABAG, CHAS, based on 2006-2010 ACS (5-year estimates)

Note:

There are high Margins of Error (MOE) associated with the 2006-2010 CHAS data. MOEs are available upon request. The County totals shown in the tables based on CHAS data are the sum of all cities and census designated places (CDP), and the Unincorporated subtotals shown are the sum of all CDPs; therefore, the County and unincorporated totals may be underestimates.

Table 4-8 TENURE IN UNINCORPORATED COUNTY

	Unincorporated County 2000		Unincorporated County 2010	
	Number	% of Total	Number	% of Total
<u>Total Occupied</u>				
<u>Units</u>	56,725	100%	56,951	100.0%
Owner Occupied				
Units	38,332	67.6%	37,320	65.5%
Renter Occupied				
Units	18,393	32.4%	19,631	34.5%

Source: U.S. Census Bureau, 2010

4.2.7 HOUSING CHARACTERISTICS: OVERCROWDING

Table 4-9 displays overcrowding and severe overcrowding occurring in cost-burdened households in the census designated places (CDP) within unincorporated County. Rental households were more than 4.5 times more likely to be overcrowded, (i.e., housing units with more than one person per room, as recommended by HCD) than owner households. Renter-occupied units were more than 1.5 times likely to be severely overcrowded (i.e., more than 1.5 persons per room) than owner-occupied units.

Table 4-9 OVERCROWDING

Overcrowding	
Total Occupied Units	21,000
Owner Occupied	
Over-crowded	
[1]	195
Severely Over-crowded [2]	84
Renter Occupied	
Over-crowded	
[1]	923
Severely Over-crowded [2]	145

[1] Units with an average of more than 1 person per room

[2] Units with an average of more than 1.5 persons per room

Source: ABAG, CHAS based on 2006-2010 ACS (5-year estimates)

Note: The County totals shown in the tables based on CHAS data are the sum of all cities and census designated places (CDP), and the unincorporated subtotals shown are the sum of all CDPs; therefore, the County and unincorporated totals may be underestimates.

4.2.8 HOUSING CHARACTERISTICS: HOUSING TYPES

Single-family units are by far the predominant unit type in the unincorporated County, according to the 2010 Census. As would be anticipated, the unincorporated County has a higher proportion of single-family units than do the incorporated cities in the County (see Table 4-10). As the cities become more urbanized, it follows that higher density development would be located in cities rather than in more rural, unincorporated communities.

Table 4-11 displays information regarding vacant units, which reveals that a significant proportion (9.4%) of the housing stock in the unincorporated County was being used for vacation purposes in 2010. The recent (2011) adoption of the County's Vacation Rental ordinance has likely had some impact; however, new census figures are not yet available since the adoption of this ordinance which requires permits for all vacation rentals and prohibits the use of affordable units and high-density urban residential lands for vacation rentals.

Table 4-10 HOUSING STOCK CHARACTERISTICS, 2010

Units in Structure	2010 Unincorporated County	Percentage	2010 Countywide Total	Percentage
Total housing units	72,942	100%	203,847	100.0%
1-unit, detached	59,602	81.7%	139,237	68.3%
1-unit, attached	3,272	4.5%	14,731	7.2%
2 units	1,266	1.7%	5,235	2.6%
3 or 4 units	972	1.3%	7,781	3.8%
5 to 9 units	962	1.3%	7,642	3.7%
10 to 19 units	436	0.6%	6,297	3.1%
20 or more units	1,148	1.6%	11,542	5.7%

Mobile home	5,097	7.0%	11,045	5.4%
Boat, RV, van, etc.	187	0.3%	337	0.2%

Source: U.S. Census Bureau, 2010

Table 4-11 VACANT UNIT ANALYSIS

Unincorporated County	2000	%	2010	%
Total Units	56,725	100%	72,942	100%
Vacant housing units	7,676	13.53%	11,016	15.01%
For rent	601	1.06%	1,207	1.65%
Rented or Sold, not occupied	445	0.70%	367	0.50%
For sale only	396	0.78%	658	0.90%
For seasonal, recreational, or occasional use	5,324	9.39%	6,853	9.40%
For migratory workers	32	0.06%	46	0.06%
Other vacant	878	1.55%	1,885	2.58%
Countywide	2000	%	2010	%
Total Units	172,403	100.00%	203,847	100%
Vacant housing units	10,750	6.23%	18,747	9.20%
For rent	1,545	0.90%	4,003	1.96%
Rented or Sold, not occupied	854	0.50%	944	0.46%
For sale only	887	0.51%	2,142	1.05%
For seasonal, recreational, or occasional use	5,965	3.46%	8247	4.05%
For migratory workers	34	0.02%	47	0.02%
Other vacant	1,465	0.85%	3364	1.65%

Source: U.S. Census Bureau, 2000 and 2010 Census.

4.2.9 HOUSING CHARACTERISTICS – CONDITION AND AGE

Table 4-11 displays the 2010 Census results and the American Community Survey relating to the condition of the housing stock in the unincorporated County when compared with the Bay Area and California. Conditions of housing evaluated include lack of plumbing, kitchen facilities, and telephone service. Households in the unincorporated County were nearly twice as likely to lack complete plumbing facilities compared with the Bay Area and State. Households in the unincorporated County had a higher percentage of households with complete kitchen facilities than other households in the State but a smaller percentage than other Bay Area households. A greater percentage of households in the unincorporated County had access to landline telephone service than Bay Area households and the State as a whole.

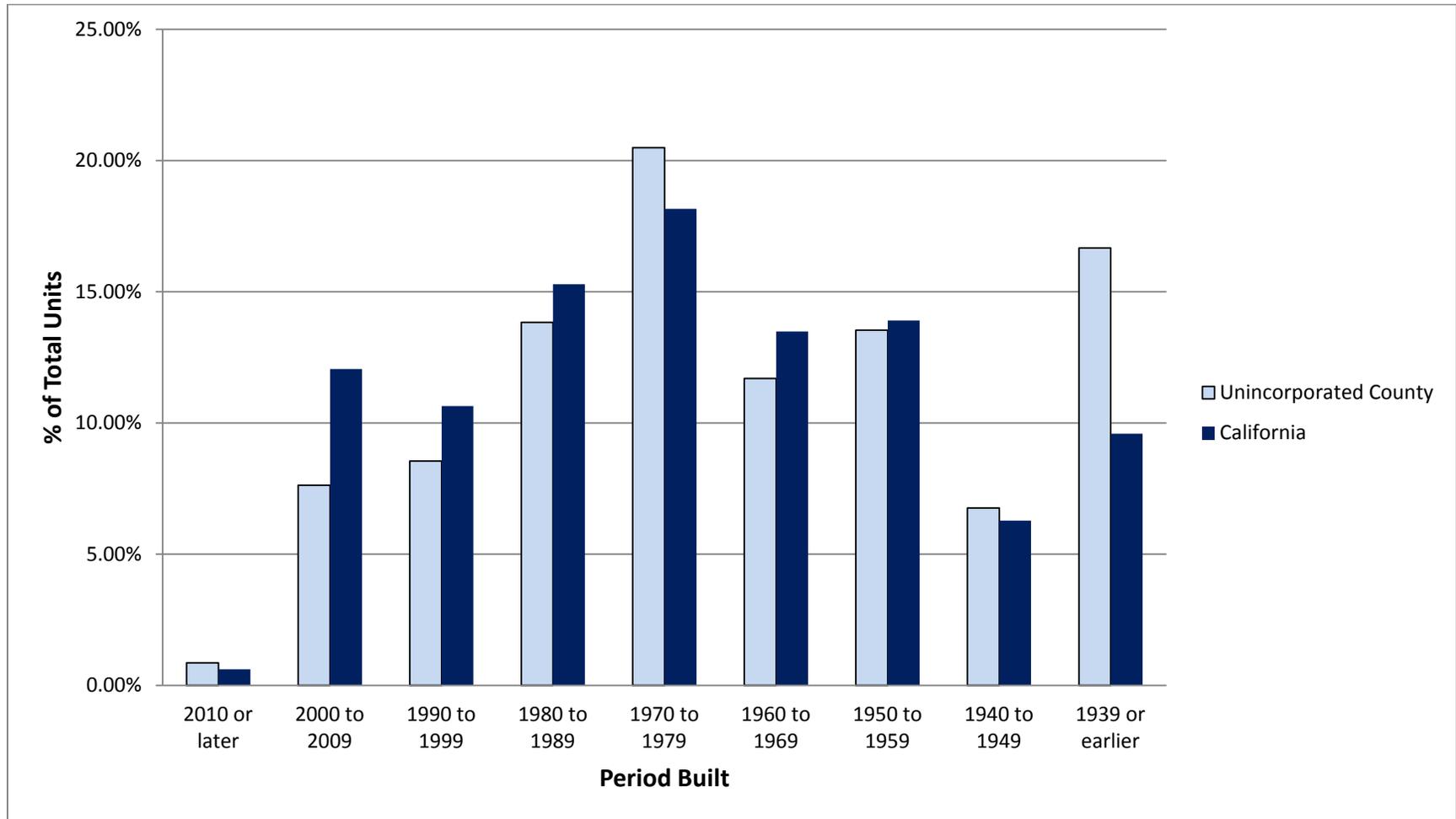
Figure 4-3 provides a graphic depiction of the age of the housing stock in the unincorporated County and includes State data for reference. The 2010 U.S. Census and 2012 American Community Survey provided the data for this Figure. Housing production peaked in the unincorporated County in the 1970s. Housing production has continually decreased in the unincorporated County for the three decades following the 1970s.

Table 4-12 HOUSING CONDITIONS FOR UNINCORPORATED SONOMA COUNTY 2007-2011

	Total Housing Units	Total Occupied Units (Households)	Lacking Complete Plumbing Facilities				Lacking Complete Kitchen Facilities				No telephone service available	
			Housing Units		Occupied Units		Housing Units		Occupied Units		Occupied Units	
			#	Percent of Total Housing Units	#	Percent of Occupied Housing Units	#	Percent of Total Housing Units	#	Percent of Occupied Housing Units	#	Percent of Occupied Housing Units
California	13,631,129	12,433,172	139,367	1.0%	71,927	0.6%	396,476	2.9%	146,382	1.2%	272,790	2.2%
Bay Area	2,776,256	2,577,480	26,843	1.0%	17,797	0.7%	57,305	2.1%	32,062	1.2%	46,089	1.8%
Unincorporated County	68,350	56,593	1,321	1.9%	463	0.8%	1,699	2.5%	525	0.9%	834	1.5%

Source: ABAG, US Census Bureau 2007-2011 ACS (5-year estimates)

Figure 4-3 DISTRIBUTION OF HOUSING UNITS BY AGE OF STRUCTURE [1]



Source: U.S. Census Bureau, 2012 American Community Survey

4.3 HOUSING PROGRAMS & RESOURCES

4.3.1 INVENTORY OF PROGRAMS AND SERVICES: INSTITUTIONAL FRAMEWORK

Permanent affordable units in the County are constructed by a variety of for-profit and not-for-profit home builders and developers. County zoning regulations provide density bonuses and other incentives to build affordable units, and funding is available from local, State, and federal sources for affordable housing developments.

The County CDC administers a range of affordable housing programs throughout the County and its municipalities. The CDC is composed of the Community Development division, the County Housing Authority, and the County Community Redevelopment Agency. The CDC administers all of the County's affordable housing programs, providing financial assistance for development and preservation of affordable housing units, and enforcing the affordability restrictions tied to regulatory incentives and requirements imposed by the County. The CDC also distributes federal HOME and Community Development Block Grant (CDBG) dollars that are used to create and rehabilitate housing for lower income families in the unincorporated area, as well as in the municipalities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sonoma, Sebastopol, and Windsor. The City of Santa Rosa administers its own CDBG and HOME programs. The City of Petaluma administers its own CDBG program.

The CDC is also the lead agency for the Continuum of Care, a federal program designed to address the issues of homelessness. The CDC administers the federal McKinney-Vento Continuum of Care programs for the County. The McKinney-Vento funds support homeless services and housing.

Table 4-13 provides a detailed list of the permanent affordable housing units and projects that have been completed in the CDC's jurisdiction (i.e., excludes Santa Rosa and Petaluma) countywide from 2008 to March 2014. As shown in the summary Table 4-14 there were 490 affordable units completed and under long-term affordability restrictions in the unincorporated County during that time period. The County funded or committed subsidy resources to fund 631 affordable units. displays the data by tenure and affordability level. As shown, the majority of CDC-funded units were for very low-income households.

During the last Housing Element period, 2007 to 2013, 34 percent of the units receiving building permits in the unincorporated County were affordable for households at or below 120 percent of County median (i.e., moderate-income level). However, as Table 4-15 displays, only a small percentage (4%) of the units produced were affordable to very low-income households. The County's success at producing any significant percentage of affordable units is due to the County's commitment to provide more affordable housing for its residents. The County's Type "A" Bonus Density supported the feasibility of many of the affordable rental units produced during that time period.

4.3.2 INVENTORY OF PERMANENT AFFORDABLE HOUSING UNITS

Table 4-13 COUNTY ASSISTED AFFORDABLE HOUSING UNITS, 2008-2014

Areas	Development	<120%	< 80%	< 50%	<30%	Total	Household	Tenancy	Year	Expiration Date	Incentive	Subsidy/	County Funding
		MI	LI	VL	ExL		Type	Type	Completed	Of Aff Res		Affordable Unit	
UNINCORPORATED AREAS:													
Guerneville	Rusky Rika Dachas	0	0	3	0	3	Family	Rental	2009	12/31/2064	RDA	\$133,333.33	\$400,000
Sebastopol	Blue Spruce Mobile Homes	0	12	19	11	42	Elderly	Rental	2011	05/31/2041	CFH	\$21,500.00	\$903,000
Guerneville	Fife Creek	1	12	11	24	48	Family	Rental	2012	06/14/2067	CFH/RDA/DB/HOME	\$104,957.69	\$5,037,969
Unincorporated	West Hearn Ave. Vets	0	0	0	12	12	Veterans	Rental	2012	12/31/2067	HOME/CFH	\$130,695.17	\$1,568,342
Guerneville	Mill Street	0	0	8	0	8	Supported	Rental	2013	12/31/2064	HOME/CFH	\$60,919.13	\$487,353
Guerneville	Redwood Grove Cottages	5	4	2	0	11	Family	Rental	2013	12/31/2068	RDA	\$39,159.09	\$430,750
Unincorporated	Sonoma Gardens	0	53	6	0	59	Family	Rental	2013	08/14/2068	HOME, CFH	\$22,457.63	\$1,325,000
Sonoma	Valley Oaks Homes	0	0	42	0	42	Family	Rental	2013	12/31/2068	CDBG/HOME	\$9,213.62	\$386,972
Mark West	Vineyard Creek Apts	0	0	47	0	47	Family	Rental	2008	12/31/2063	Density Bonus, Other	-	
Sonoma Coast	Harbor View	0	14	0	0	14	Family	Rental	2009	12/31/2039	CDBG	-	
	Subtotal Unincorporated Areas:	6	95	138	47	286						\$36,851.00	\$10,539,386
Incorporated Areas (except Petaluma and Santa Rosa):													
Sebastopol	Petaluma Ave. Homes	0	0	45	0	45	Family/Elderly	Rental	2009	12/31/2064	HOME & CDBG	\$11,000.00	\$495,000.00
Sebastopol	Sequoia Village	0	11	0	0	11	Family	Owner	2009	12/31/2039	CDBG/ADDI	\$44,626.27	\$490,889.00
Rohnert Park	Vida Nueva/COTS Commons	0	1	23	0	24	Family	Rental	2009	12/31/2064	HOME-CHDO	\$23,249.67	\$557,992.00
Windsor	Windsor Redwoods	0	64	0	0	64	Family	Rental	2011	04/21/2066	HOME	\$13,321.78	\$852,594.00
Sebastopol	Hollyhock	0	34	0	0	34	Family	Owner	2012	04/30/2042	CDBG/ADDI	\$8,842.71	\$300,652.00
Cloverdale	Kings Valley	1	0	98	0	99	Elderly	Rental	2014	03/13/2071	HOME	\$2,082.16	\$206,134.00
	Subtotal Incorporated Areas:	1	110	166	0	277						\$10,481.09	\$2,903,261.00
GRAND TOTAL:		6	114	168	--	288							

Source: Sonoma County CDC

Table 4-14 COUNTY FUNDED PERMANENT AFFORDABLE HOUSING UNITS 2008-2014 [1]

Area	<120% MI	<80% LI	<50% VL	<30% ExL	Total Affordable Units
COMPLETED					
Rental	7	146	257	35	445
Owner	0	45	0	0	45
Subtotal	7	191	257	35	490
PLANNED					
Subtotal	3	21	111	6	141
TOTAL	10	212	368	41	631

Source: Sonoma County CDC

Table 4-15 AFFORDABLE UNITS PRODUCED DURING PREVIOUS PERIOD [1]

Affordability Level	Unit Production 2007-2013	Proportion
Very Low Income	40	4%
Low Income	127	11%
Moderate Income	208	19%
Total Affordable Units	375	34%
Above Moderate Income	727	66%
Total Units	1102	100%

[1] Unincorporated County only.

Source: PRMD

4.3.3 RESOURCES: REDEVELOPMENT AGENCY/SUCCESSOR AGENCY

The unincorporated County has three designated redevelopment areas: Roseland, Russian River, and Sonoma Valley. Redevelopment Agencies were dissolved as of February 2, 2012. Funds that were uncommitted at that time were required to be returned to the Auditor-Controller – over 4 million dollars, as shown in Table 4-16. Housing Successor Agencies are allowed to keep and use income received from former Redevelopment Agency housing assets.

Table 4-16 HOUSING SET-ASIDE BY COUNTY REDEVELOPMENT AREA

Redevelopment Project Area	Funding Received FY 07-08 - 1/31/2012¹
Roseland	\$1,163,583
Russian River	\$3,183,924
Sonoma Valley Springs	<u>\$1,761,467</u>
TOTAL	<u>\$6,108,974</u>

Redevelopment Project Area	Uncommitted Funds Recaptured on 2/1/2012²
Roseland	\$262,272
Russian River	\$1,002,015
Sonoma Valley Springs	<u>\$2,833,559</u>
TOTAL	<u>\$4,097,846</u>

Redevelopment Project Area	Funding Available as of 1/31/2014³
Roseland	\$102,421
Russian River	\$139,640
Sonoma Valley Springs	\$90,826
Sonoma City ⁴	\$221,910
Sebastopol ⁴	<u>\$0</u>
TOTAL	<u>\$554,797</u>

NOTES:

¹ Redevelopment agencies were dissolved as of 2/1/2012.

² Funds that were uncommitted as of 2/1/2012 were returned to Auditor-Controller. Includes funds from prior to 2007.

³ Housing Successor Agencies are allowed to keep and use income received from former RDA housing assets.

⁴ The Sonoma County CDC became the Housing Successor Agency for the cities of Sonoma and Sebastopol as of 2/1/2012.

4.3.4 RESOURCES: FARMWORKER HOUSING

As part of its commitment to affordable housing, CDC provides assistance through local, State, or federal funds to projects that are reserved for or include low- and very low-income farmworkers and their families. Table 4-17 identifies all such units in the unincorporated County that received public subsidies. There are 104 rental units and 134 owner-occupied units targeted to farmworker families. Since 2008, the number of farmworker beds has remained at 732. During the period of 2008-2013, 22 farmworker structures were constructed (see Table 4-18).

Table 4-17 FARMWORKER FAMILY UNITS IN UNINCORPORATED SONOMA COUNTY

Project Name	Tenure	Units
Esmond Place	Owner	27
Green Valley	Owner	14
Quarry Ridge	Owner	20
Schoolhouse Ridge	Owner	24
Twin Oaks Townhomes	Owner	27
Villa Hermosa	Owner	22
Harvest Grove	Rental	44
Sonoma Valley Apts.	Rental	16
Larkfield Oaks	Rental	19
Springs Village	Rental	25
Total Units		238

Source: Sonoma County CDC

TABLE 4-18 AGRICULTURAL-EMPLOYER SPONSORED UNITS 2008-2013

Item	Total	Year Constructed					
		2008	2009	2010	2011	2012	2013
Number of Structures	22	5	3	6	2	1	5

Since 2008 the number of **beds** for farmworkers (seasonal & year round) has remained at 732.

Source: PRMD 2014

4.3.5 RESOURCES: OTHER HOUSING ASSISTANCE PROGRAMS & FACILITIES

Renovation and Rehabilitation Programs. The CDC provides assistance to a variety of home rehabilitation or "preservation" programs that enable low-income owner occupants and landlords to make necessary improvements and repairs to their residential properties. Between September 2007 and March 2014, nearly \$18.4 million in funding was provided to preserve 483 units, as summarized in Table 4-19.

Tenant-Based Rental Assistance. The County administers Section 8 Housing Choice Voucher and Mobile Home Space Rent programs countywide-except in the City of Santa Rosa, which operates its own Housing Authority-and provides additional assistance through the Shelter Plus Care and HOME Tenant-Based Assistance in all areas of the County and its municipalities. The CDC reports that these programs maintain a total of 2,945 units that otherwise would be unaffordable for low- and very low-income households (see Table 4-20). These programs help a combination of very low- and extremely low-income families, elderly, and the disabled (including individuals with HIV/AIDS) (see Table 4-21).

First-Time Homebuyer Assistance for Low-Income Buyers. The CDC subsidizes the construction of affordable ownership housing developments by making low-interest loans to developers to finance land acquisition, predevelopment, and construction costs. This cash-based financing is made available from different funding sources including CDBG, County Fund for Housing (CFH), and BEGIN funds.

When new homes are initially sold at a subsidized development's completion, the cash-based development subsidy loans are converted to cash-based low-interest deferred-payment subordinate mortgages to income-eligible first-time homebuyers. Affordability restrictions remain in place for 30 years or longer, depending on the funding source, by means of an Option Agreement.

Currently, the County also provides cashless financing to income-eligible first-time homebuyers as a subsidy to recapture certain incentives granted to developers for development of homeownership projects. In exchange for the incentives granted to a development, developers allocate a percentage of their units for sale to income-eligible first-time homebuyers at prices determined by the CDC to be affordable. The developer receives the Affordable Sales Price (ASP) for the initial sale of the new home, but the buyer purchases the new home for its Fair Market Value (FMV). The funding gap between the ASP and FMV is bridged with a cashless deferred payment subordinate loan. At the request of some affordable housing developers, the County is currently considering moving away from this model in favor of a Below Market Rate (BMR) model of financing for affordable homeownership units.

Table 4-19 CDC HOUSING PRESERVATION ASSISTANCE [1]

Program	Assisted Units 7/1/2007-present (3/2/14)	
	Units	CDC Assistance
Housing Access Modifications for Persons with Disabilities		
Owner & Renter Occupied	65	\$447,378
Housing Rehabilitation-Owner Occupied		
Single-Family Dwellings	31	\$1,337,474
Mobile Homes	160	\$3,179,335
Subtotal	191	\$4,516,809
Earthquake Resistant Bracing Systems		
Mobile Homes		
Owner-Occupied	139	\$325,118
Sewer Connections		
Owner-Occupied	0	0
Water Connections		
Owner-Occupied	0	0
Rental	0	0
Subtotal	0	0
Water and Sewer Connection		
Owner-Occupied	0	0
Flood Elevation		
Residential Dwelling Units	118	\$13,097,409
Total	483	\$18,386,714

Source: Sonoma County CDC, 2014

[1] The information contained in this table includes assistance to property owners in the unincorporated County as well as in the cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and the town of Windsor.

Table 4-20 TENANT BASED RENTAL ASSISTANCE, UNIT TYPES

Program	Prototype	Units
Section 8 Housing Choice Vouchers	Mobile Home Space	55
	Studio	126
	One Bedroom	1179
	Two Bedroom	987
	Three Bedroom	421
	Four Bedroom	48
	Five Bedroom	4
	Total	2,820
Mobile Home Space Rental Assistance Program	Mobile Home Space [1]	6
Continuum of Care Program Permanent Supportive Housing Rental Assistance	Single Room Occupancy	12
	Studio	11
	One Bedroom	65
	Two Bedroom	26
	Three Bedroom	5
	Four Bedroom	0
	Five Bedroom	0
	Total	119
Grand Total		2,945

[1] The Mobile Home Space Rental Assistance Program will be terminated by attrition due to loss of funding.

Source: Sonoma County CDC, 2014

Table 4-21 TENANT BASED RENTAL ASSISTANCE, POPULATIONS SERVED

Program	Subpopulation	Recipient Households [1]
Section 8 Housing Choice Vouchers	Families	1,469
	Elderly	1,037
	Disabled	1,705
	Total	4,211
Mobile Home Space	Families	0
	Elderly	6
	Disabled	3
	Total	9
Continuum of Care Program Permanent Supportive Housing Rental Assistance	Families	4
	Elderly	18
	Disabled - HIV/AIDS	72
	Disabled - Other	46
	Total	140

Source: Sonoma County Community Development Commission, March 2014.

[1] Some recipient households are counted in more than one category.

4.3.6 RESOURCES: HOMELESS POPULATION

The Continuum of Care Planning Group published, *A Roof Over Every Head: Sonoma County's 10-Year Homeless Action Plan (Action Plan)*. The Action Plan lays out a strategy for addressing the needs of the County's homeless population. Populations at risk for homelessness may include those with mental disabilities, physical disabilities, a history of substance abuse, chronic illness (such as HIV/AIDS), women and their children, youth transitioning from foster care, or individuals recently released from incarceration. The following inventories of housing resources targeting the County's homeless population were provided by the Continuum of Care Planning Group to correspond with the Action Plan.

4.3.7 RESOURCES: HOMELESS SHELTERS

Currently, there are 585 beds and cribs available at emergency shelters throughout the County (see Table 4-22). The majority of these facilities are located in Santa Rosa, nearest the variety of other public services often used by homeless populations. Under certain circumstances, typically freezing weather, some shelters can accommodate additional people. These overflow "beds" are usually cots or pads on the floor. A handful of motel vouchers provide another resource for homeless individuals and families and are generally provided in areas where there are no available shelters.

Table 4-22 EMERGENCY SHELTERS IN SONOMA COUNTY (2013)

Organization Name/Program Name	Populations Served	Beds
Catholic Charities Family Support Center	Single Males and Females, Households with Children	138
Catholic Charities Nightingale House	Single Males and Females	13
Catholic Charities Samuel Jones Hall	Single Males and Females	126
Cloverdale Community Outreach Committee Cherry Creek Village & Wallace House - ES	Single Males and Females, Households with Children	8
Community & Family Service Agency Winter Shelter	Single Males and Females	25
Community Action Partnership Sloan House	Single Females & Households with Children	22
Community Support Network Opportunity House (Adults with serious persistent mental illness)	Single Males and Females	13
COTS Kids First House	Households with Children	15
COTS Mary Isaak Multi-Service Center	Single Males and Females	105
Drug Abuse Alternatives Center HCHV/EH–Turning Point	Single Males and Females, Veterans	4
North County Community Services Spare Room Healdsburg	Single Males and Females	4
Redwood Gospel Mission Men's Shelter	Single Males	40
Redwood Gospel Mission Women's Shelter	Single Females & Households with Children	33
Social Advocates for Youth Coffee House Teen Shelter	Youth Males and Females	6
Sonoma Overnight Shelter The Haven	Single Males and Females	11
YWCA of Sonoma County Women's Shelter location suppressed	Single Females & Households with Children, Disabled Veterans	22
TOTAL Emergency Shelter Beds		585

Source: Sonoma County CDC

4.3.8 RESOURCES: TRANSITIONAL HOUSING

Several organizations operate transitional housing programs for populations with special needs in the County. In general, residents of transitional housing facilities are expected to move into permanent housing within two years. As with facilities for the homeless, people in need of transitional housing may include those with mental disabilities, physical disabilities, a history of substance abuse, chronic illness (such as HIV/AIDS), women and their children, youth transitioning from foster care, or those recently released from incarceration. Table 4-23 summarizes the programs that are operating in the County, which collectively can accommodate up to 544 people.

Table 4-23 TRANSITIONAL HOUSING PROGRAMS IN SONOMA COUNTY (2013)

Organization Name/Program Name	Populations Served	Beds
Catholic Charities DeMeo House	Households with Children	7
Catholic Charities Housing Options	Households with Children	28
Catholic Charities Perinatal Housing Program	Households with Children	12
Catholic Charities Russell Avenue	Households with Children	17
Catholic Charities Transitional Resident Program	Single Males and Females	10
Cloverdale Community Outreach Committee Cherry Creek Village & Wallace House - TH	Single Males and Females, Households with Children	10
Community Action Partnership Caring Communities Transitional Housing	Households with Children	60
Community Support Network Transitional Training Program/North House	Single Males and Females	8
Community Support Network TTP De Turk	Single Males and Females	10
COTS Mary Isaak Center Family Transitional Housing	Households with Children	32
COTS Shared Singles Transitional Housing Petaluma	Single Males and Females	32
COTS Shared Transitional Housing Petaluma	Households with Children	9
COTS Shared Transitional Housing Rohnert Park	Households with Children	7
Crossing the Jordan Foundation Milk & Honey Homes for Women and Children	Single Females, Households with Children	15
Drug Abuse Alternatives Center with Catholic Charities Community Turning Point	Single Males and Females	3
Interfaith Shelter Network Acacia BASN	Single Males	11
Interfaith Shelter Network Barnett I & II	Single Females	9
Interfaith Shelter Network Caronella	Single Females	7
Interfaith Shelter Network Elsa House	Households with Children	12
Interfaith Shelter Network Mariposa	Single Males and Females, Veterans	8
Interfaith Shelter Network Meadow Lane Glen Ellen	Single Males and Females	8
Interfaith Shelter Network Meadow Lane II Glen Ellen	Single Males and Females	8
Interfaith Shelter Network Powderhorn	Households with Children	10
Interfaith Shelter Network Soroptimist House	Single Females	7
Interfaith Shelter Network Yukon I & II	Single Females, Households with Children	9

Organization Name/Program Name	Populations Served	Beds
North County Community Services Healdsburg Transitional Housing	Households with Children	41
Redwood Gospel Mission Manna House (alcohol/drug dependent women and their children)	Single Females, Households with Children	12
Redwood Gospel Mission Master's House	Single Males	12
Redwood Gospel Mission Men's Shelter (alcohol/drug dependent men)	Single Males	40
Salvation Army Santa Rosa Santa Rosa Transitional Living Program	Single Males	12
Social Advocates for Youth Tamayo House	Single Males and Females	4
Social Advocates for Youth Tamayo House - McKinney-Vento Beds	Single Males and Females	8
Sonoma County Housing Authority HOME Tenant-Based Assistance Countywide HOME Tenant-Based Assistance Countywide	Single Males and Females, Households with Children	14
Sonoma County Housing Authority HOME Tenant-Based Assistance Countywide - YWCA	Households with Children, Disabled Veterans	29
Vietnam Veterans of California Petaluma Vets House	Single Males, Veterans	8
Vietnam Veterans of California W. Hearn Avenue	Single Males and Females, Veterans	15
Total Transitional Housing Beds		544

Source: Sonoma County CDC

4.3.9 RESOURCES: SUPPORTIVE HOUSING

Several permanent supportive housing facilities operate in the County. These facilities are designed for individuals who are not able to live independently, often as a result of physical or mental disabilities. See Table 4-24 for a list of supportive housing programs in the County.

Table 4-24 PERMANENT SUPPORTIVE HOUSING IN SONOMA COUNTY

Organization Name/Program Name	Populations Served	Beds
Bucklew Programs Boulevard Apartments (adults with mental illness)	Single Males and Females	14
Bucklew Programs Henry House	Single Males and Females	4
Bucklew Programs Samaritan Initiative	Single Males and Females	6
Bucklew Programs SCIL Homeless	Single Males and Females	11
Bucklew Programs Supportive Housing Program (adults with mental illness)	Single Males and Females	12
Burbank Housing with Community and Family Service Agency Set-aside units at Fife Creek Commons Guerneville	Single Males and Females	8
Burbank Housing with Face to Face Set-aside units at Monte Vista	Households with Children, Single Males and Females, HIV	9

Organization Name/Program Name	Populations Served	Beds
Burbank Housing with Face to Face Set-aside units at Fife Creek Commons Guerneville	Single Males and Females, HIV	5
Catholic Charities with Burbank Housing Amarosa Village	Single Males and Females, Households with Children	57
Catholic Charities with Burbank Housing Cypress Ridge	Households with Children	61
City of Santa Rosa Housing Authority VASH	Single Males and Females, Households with Children, Veterans	254
City of Santa Rosa Housing Authority VASH	Single Males and Females, Households with Children, Veterans	88
City of Santa Rosa Housing Authority VASH	Single Males and Females, Households with Children, Veterans	82
Cloverdale Community Outreach Committee Cherry Creek Permanent Supportive Housing	Single Males and Females, Households with Children	9
Cloverdale Community Outreach Committee Cloverdale Supportive Housing Program	Single Males and Females	5
Cloverdale Community Outreach Committee NSP Houses	Households with Children	8
Community & Family Service Agency Mill Street Guerneville	Single Males and Females	8
Community Housing Sonoma County with Sonoma County Mental Health MHSA Shared Housing	Single Males and Females	8
Community Support Network Dutton Annex	Single Males and Females	3
Community Support Network Dutton House	Single Males and Females	5
Community Support Network Grand Avenue	Single Males and Females	5
Community Support Network Stony Point Commons (adults with mental illness)	Single Males and Females	16
COTS Integrity Houses	Single Males and Females	16
COTS Integrity Houses	Single Males and Females	12
COTS Integrity Houses	Single Males and Females	34
COTS Singles PSH - Vets Housing	Single Males and Females, Veterans	9
COTS Singles PSH - Vets Housing	Single Males and Females, Veterans	11
COTS Vida Nueva Rohnert Park	Single Males and Females, Households with Children	75
Face to Face HOPWA Units	Single Males and Females, HIV	5
NAMI of Sonoma County NAMI Vets Houses	Single Males and Females, Veterans	7
Sonoma County Housing Authority Face to Face Shelter Plus Care	Single Males and Females, Households with Children, HIV	69
Sonoma County Housing Authority SCMH Shelter Plus Care 7, 8, 9	Single Males and Females	10

Organization Name/Program Name	Populations Served	Beds
Sonoma County Housing Authority Shelter Plus Care #4 (Mental Illness & Physical Disabilities)	Single Males and Females	21
Sonoma County Housing Authority Shelter Plus Care So Co Behavioral Health	Single Males and Females, Households with Children	25
Sonoma County Housing Authority Social Advocates for Youth Shelter Plus Care 6 (youth)	Single Males and Females	12
Sonoma County Mental Health with Burbank Housing Fife Creek Commons	Single Males and Females, Households with Children	10
Sonoma County Mental Health with Burbank Housing Set-aside units at Windsor Redwoods	Single Males and Females, Households with Children	11
YWCA of Sonoma County Adobe Project	Households with Children, Disabled Veterans	7
Total Beds for Permanent Supportive Housing		1012

Source: Sonoma County CDC

4.3.10 AT-RISK ASSISTED HOUSING DEVELOPMENTS

The State requires that jurisdictions prepare an inventory of all units at-risk of losing their affordability during the Housing Element Planning period (2015-2025). Table 4-25 presents the inventory of affordable housing projects in the unincorporated County with regulatory restrictions that end during this period if not renewed. There are 35 affordable units for which income restrictions may lapse during that period; however, only 5 of these units are considered to be at a high risk of conversion to market-rate. The remaining 30 units are owned and managed by Burbank Housing Development Corporation, who typically renew restrictions.

Strategies for preserving housing with expiring use restrictions vary depending on the ownership of the property and the source of the incentive that led to the initial affordability. The CDC tracks the expiration dates of the affordable units in the unincorporated areas. Near the term of expiration, a letter is sent to owners requesting that they consider renewing their affordability restrictions with the County to keep the units affordable for future generations.

Table 4-26 presents cost information from two recent affordable housing projects developed by Burbank Housing Development Corporation. The per-unit costs presented appear to demonstrate that preserving existing buildings for affordable housing is more cost effective than building new units. Additional items to consider, however, include the cost of relocating existing tenants, which is not included in Table 4-26, the uncertainty involved with rehabilitating property, and the lack of available subsidy funds for rehabilitation in contrast to new construction projects. Overall, acquisition/rehabilitation projects tend to be more complicated and more difficult to undertake successfully.

Table 4-25 AFFORDABLE UNITS AT RISK OF BEING LOST FROM INVENTORY 2015-2025

Development	Address	Area	Affordability Profile				Affordability Expires	Incentive	Risk of Conversion to Market
			Total	<120% MI	<80% LI	<50% VL			
Projects with CDC Program Funds									
Sonoma Valley Apartments	30 W. Agua Caliente Rd	Sonoma Valley	16	0	16	0	2021	Density Bonus & CDBG	Low (non-profit)
Sea Ranch Phase 14	Sea Ranch	Sea Ranch	14	0	6	8	12/20/2024	HOME/Inclusionary/CFH	Low (non-profit)
Projects with <u>NO</u> CDC Program Funds									
Feeney Apartments	38 Lark Center Dr.	Mark West	4	0	4	0	09/26/2024	Density Bonus	High (private)
Faught Court Townhomes	151 Faught Ct.	Mark West	1	0	0	1	12/31/2024	Density Bonus	High (private)
TOTAL UNITS AT RISK			35	0	26	9			

Source: Sonoma County CDC, 2014

Table 4-26 COST COMPARISON: PRESERVING EXISTING UNITS VS NEW CONSTRUCTION

Item	Preservation of Existing	New Construction
Project Name	Tower Apartments	Logan Place
Year of Construction	2014	2013
Location	Rohnert Park	Petaluma
Number of Units	50	66
Unit Mix	8-1 br, 14-2 br, 24-3 br, 4-4 br.	6-stu, 12-1 br, 21-2 br, 27-3 br.
Costs		
Land	\$0	\$2,832,542
Building Acquisition	\$4,254,299	\$0
Hard	\$3,135,330	\$15,464,336
Soft	\$1,564,906	\$6,333,779
Total	\$8,954,535	\$24,630,657
Cost per Unit	\$179,091	\$373,192

Source: Burbank Housing

4.3.11 PLANNING AND ZONING INCENTIVES

The County General Plan provides density bonuses and other incentives, including fast-tracking and concurrent processing of any required development applications, to encourage the production of affordable housing. Bonus requirements and other incentives are listed below. The complete text of the land use incentive programs set forth in Article 89 of the County's Zoning Code. The following sections provide an overview summary of the County's major initiatives.

DENSITY BONUS AND HOUSING OPPORTUNITY PROGRAMS. The State's bonus density law was significantly altered in 2004 to provide a greater incentive for development of affordable housing and housing for seniors. The County adopted the State bonus density program and went significantly beyond the State's requirements with a supplemental bonus density program. The County's bonus density programs and its Housing Opportunity Programs demonstrate the jurisdiction's commitment to affordable housing by creating land use-based tools for affordable housing developers.

State-Mandated Density Bonus. A residential project of five or more base units that provides affordable or senior housing, or that provides land for construction of affordable housing, or that provides affordable housing along with child care facilities, is eligible for a density bonus to allow more dwelling units than otherwise allowed on the site by the applicable General Plan Land Use Map and Zoning in accordance with these:

- Projects with 5 percent or more units for very low-income housing receive a 20 percent density bonus. For each 1-percent increase in the number of units provided as affordable to very low-income households above the 5 percent, the density bonus is increased by 2.5 percent, up to a maximum of 35 percent above the maximum density permitted by the General Plan and Zoning;
- Projects with 10 percent or more units for low-income households receive a 20 percent density bonus. For each 1-percent increase in the number of units provided as affordable for low-income households above the 10 percent, the density bonus is increased by 1.5 percent, up to a maximum of 35 percent above the maximum density permitted by the General Plan and Zoning;
- Projects that provide at least 35 senior units receive a 20-percent density bonus; and
- Moderate-income housing in condominium and planned development construction projects also receive bonus densities depending on the percentage of moderate units provided.

The State law also includes density bonus provisions related to the provision of affordable housing units in condominium conversion, land donation, and for the construction of childcare facilities collocated with an affordable housing development.

County Supplemental Bonus Density Program. Going beyond the State-mandated program, the County's supplemental bonus density program provides a density bonus of up to 50 percent above the maximum density permitted by the General Plan and Zoning Ordinance if the project provides any one of these:

- 10 percent or more of the units for extremely low-income households;
- 20 percent or more of the units for very low-income households; 30 percent or more of the units for low-income senior households;
- 30 percent or more of the units for low-income households, with 10 percent or more of those units provided as fully accessible units for low-income disabled households;
- 30 percent or more of the units for low-income households, with 10 percent or more of those units provided as large rental units with three or more bedrooms for low-income households;
- 40 percent or more of the units for low-income households.

County Mixed-Use Density Bonus Program. A mixed-use project in which at least 20 percent of the residential floor area is provided as housing affordable to extremely low-, very low- or low-income households, is eligible for an increase in the residential floor area to allow the gross residential floor area to be up to a maximum of 70 percent of the total project floor area, provided that the overall residential density does not exceed 24 dwelling units per acre.

Type "A" Housing Opportunity Program. Rental housing projects consisting of two or more dwelling units in the medium and high-density zoning districts are eligible to be built at densities of between 12 and 30 units per acre, provided that a minimum of 40 percent of the total units in the project will be provided as affordable for rent to very low- or low-income households. This is a by-right program.

Type "C" Housing Opportunity Program. Residential projects of four or more units in urban residential areas with low and medium density zoning may be approved as small-lot subdivisions at a density of 11 units per acre if at least 20 percent of the units are reserved for sale to low- income households and the remainder of the units are reserved for sale to low and moderate-income households. This is a by-right program; no plan amendment, rezone, or use permit are required.

AFFORDABLE HOUSING INCENTIVES

Guaranteed Incentives. All qualifying affordable housing projects are guaranteed to receive "fast-track" permit processing, concurrent processing where multiple permits or environmental reviews are required, and preferential treatment related to growth management measures. Additional Incentives. In addition to the guaranteed incentives, qualifying affordable housing projects are also eligible. for at least one, and usually more, of the following incentives:

- Elimination of covered parking requirements;
- A 20-percent reduction of any open space requirements;
- A 20-percent reduction of the minimum lot size or minimum lot width;
- A reduction in yard setbacks; or
- Allowance of other regulatory incentives or measures.

4.4 SPECIAL NEEDS POPULATIONS

Government Code 65583(a)(6) requires an analysis of special needs populations, including the elderly, persons with disabilities, large families, farmworkers, female-headed households, and persons needing emergency shelter. This chapter includes available data to identify the number of persons or households falling within these defined categories.

The 2000 and 2010 Census provided the data relating to the elderly, disabled, large families, and single-parent families. Other data sources were used to assess the farmworker and homeless populations including the of California Department of Developmental Services, 2009-2011 ACS (3-year estimates) California Human Development and the Sonoma County 2013 Point-in-Time Count.

4.4.1 ELDERLY

For purposes of this analysis, elderly people are defined as those aged 65 and greater. Elderly "households" are those where the identified "householder" is 65 or older. Table 4-27 displays data relating to income level for the elderly population in contrast to households of all ages in

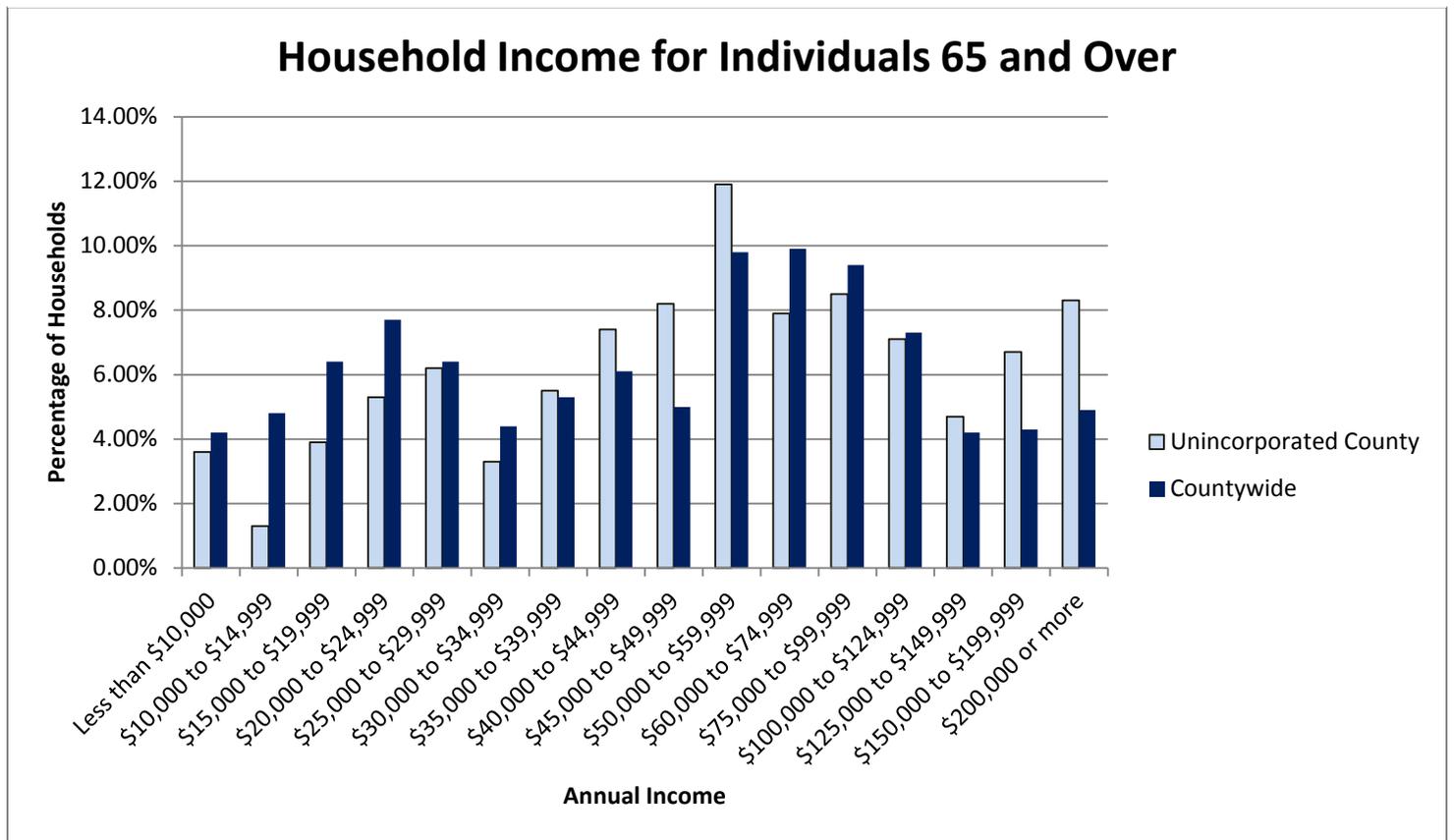
unincorporated County and countywide populations. Figure 4-4 shows the income distribution for the unincorporated County and countywide in 2010.

Table 4-27 HOUSEHOLD INCOME FOR HOUSEHOLDERS AGED 65 YEARS OR MORE

Unincorporated County-All Households	Households	Percentage	Countywide-All Households	Households	Percentage
Total households	56,593	100.00%	Total households	184,502	100.00%
Less than \$10,000	2,350	4.20%	Less than \$10,000	7,873	4.30%
\$10,000 to \$14,999	2,516	4.40%	\$10,000 to \$14,999	7,477	4.10%
\$15,000 to \$24,999	4,925	8.70%	\$15,000 to \$24,999	17,568	9.50%
\$25,000 to \$34,999	4,571	8.10%	\$25,000 to \$34,999	16,142	8.70%
\$35,000 to \$49,999	7,747	13.70%	\$35,000 to \$49,999	24,409	13.20%
\$50,000 to \$74,999	9,835	17.40%	\$50,000 to \$74,999	33,322	18.10%
\$75,000 to \$99,999	7,292	12.90%	\$75,000 to \$99,999	24,643	13.40%
\$100,000 to \$149,999	9,024	15.90%	\$100,000 to \$149,999	29,657	16.10%
\$150,000 to \$199,999	3,868	6.80%	\$150,000 to \$199,999	11,973	6.50%
\$200,000 or more	4,465	7.90%	\$200,000 or more	11,438	6.20%
Unincorporated County	Households	Percentage	Countywide	Households	Percentage
Householder 65 years and over:	15,867	100.00%	Householder 65 years and over:	46,673	100.00%
Less than \$10,000	566	3.60%	Less than \$10,000	1,937	4.20%
\$10,000 to \$14,999	200	1.30%	\$10,000 to \$14,999	2,230	4.80%
\$15,000 to \$19,999	625	3.90%	\$15,000 to \$19,999	3,001	6.40%
\$20,000 to \$24,999	848	5.30%	\$20,000 to \$24,999	3,585	7.70%
\$25,000 to \$29,999	995	6.20%	\$25,000 to \$29,999	2,980	6.40%
\$30,000 to \$34,999	519	3.30%	\$30,000 to \$34,999	2,066	4.40%
\$35,000 to \$39,999	881	5.50%	\$35,000 to \$39,999	2,491	5.30%
\$40,000 to \$44,999	1,177	7.40%	\$40,000 to \$44,999	2,868	6.10%
\$45,000 to \$49,999	1,311	8.20%	\$45,000 to \$49,999	2,325	5.00%
\$50,000 to \$59,999	1,886	11.90%	\$50,000 to \$59,999	4,585	9.80%
\$60,000 to \$74,999	1,260	7.90%	\$60,000 to \$74,999	4,612	9.90%
\$75,000 to \$99,999	1,345	8.50%	\$75,000 to \$99,999	4,378	9.40%
\$100,000 to \$124,999	1,129	7.10%	\$100,000 to \$124,999	3,413	7.30%
\$125,000 to \$149,999	751	4.70%	\$125,000 to \$149,999	1,938	4.20%
\$150,000 to \$199,999	1,064	6.70%	\$150,000 to \$199,999	1,989	4.30%
\$200,000 or more	1,310	8.30%	\$200,000 or more	2,275	4.90%

Source: U.S. Census Bureau, 2010

Figure 4-4 INCOME DISTRIBUTION



Source: U.S. Census Bureau, 2010

Elderly households may have wealth accumulation that is not reflected in their Census response regarding total income. This could account for the paradox presented by having lower reported income levels and lower levels of elderly individuals in poverty. Income requirements of the elderly may also be limited by factors such as low or no mortgage payments and government-provided health care.

Table 4-28 shows the trend of an increasing aging population. The population of 65+ grew by 3.1% in between 2000 and 2010. The population aged 65 or older is projected to increase to 17 percent countywide by 2020. The County can anticipate an increase of 35,000 elderly individuals from 2000 to 2020. This reality of the maturing of the "babyboom generation" will have significant impacts on the appropriateness of the existing and future housing stock to meet the needs of aging individuals. According to the County Area Agency on Aging, Area Plan Update 2007-2008, "The significant lack of affordable housing is one of the major barriers to keeping seniors in the community." The Update goes on to say this:

"As people age, their housing needs change. There is a critical shortage of affordable housing options for seniors and disabled adults in Sonoma County. Waiting lists for affordable housing continue to increase as the demand outpaces the supply and the senior population grows."

Table 4-28 POPULATION AGING TRENDS UNINCORPORATED COUNTY

Age Group	2000		2010	
	No.	%	No.	%
Total	150,565	100%	145,186	100.0%
0-64	131,572	87.4%	122,446	84.3%
65+	18,993	12.6%	22,740	15.7%
75+	8,864	5.9%	9,152	6.3%

Source: ABAG July 2013, U.S. Census Bureau, 2010 and 2000

4.4.2 DISABLED

Table 4-29 includes information describing the disabled population in the County by employment status. Table 4-30 includes the housing breakdown of developmentally disabled individuals for all of Sonoma County. More than 50 percent of individuals with developmental disabilities live with a parent or guardian, while 29 percent live in care facilities. According to the North Bay Regional Center, one of 21 regional centers in California that provide point-of-entry services for people with developmental disabilities, there are 3,477 persons with developmental disabilities living in Sonoma County.

As veterans return from the wars, the number of disabled persons is likely to increase in the County. Depending on the severity of injuries sustained and job opportunities available, the County may see an increase in the numbers of low-income disabled in need of affordable housing options.

Table 4-29 PERSONS WITH DISABILITIES BY EMPLOYMENT STATUS BY DISABILITY

Categories	Number of Individuals
Total Civilian noninstitutionalized population aged 5 and over with a Disability in Sonoma County	75,769
Total Population in the Labor Force	243,972
Total Population Employed	217,694
With A Disability	9,286
With A Hearing Difficulty	3,115
With A Vision Difficulty	1,478
With A Cognitive Difficulty	3,013
With An Ambulatory Difficulty	3,457
With A Self-Care Difficulty	952
With An Independent Living Difficulty	2,112
No Disability	208,408
Total Population Unemployed	26,278
With A Disability	2,165
With A Hearing Difficulty	426
With A Vision Difficulty	547
With A Cognitive Difficulty	859
With An Ambulatory Difficulty	591
With A Self-Care Difficulty	228
With An Independent Living Difficulty	525
No Disability	24,113
Total Population Not In Labor Force	63,012
With A Disability	12,720
With A Hearing Difficulty	2,214
With A Vision Difficulty	1,632
With A Cognitive Difficulty	6,796
With An Ambulatory Difficulty	7,278
With A Self-Care Difficulty	3,590
With An Independent Living Difficulty	6,433
No Disability	50,292

Source: ABAG, U.S. Census Bureau, 2009-2011 ACS (3-year estimates)

Table 4-30 DEVELOPMENTAL DISABILITIES IN SONOMA COUNTY

Living Situation of People with a Developmental Disability in Sonoma County

	Number	Percentage
At home with Parent or Guardian	1,833	53%
Community Care Facility	397	11%
Independent Living	597	17%
Intermediate Care Facility	133	4%
SNF	488	14%
Other	29	1%
Total	3,477	100%

Source: ABAG, State of California Department of Developmental Services

4.4.3 LARGE FAMILIES

State Housing Element Law requires jurisdictions to treat large families-those with five or more members-as a special needs group. Table 4-31 includes the data related to the number of large families in the County and housing tenure for large households, which include both family and non-family households. Large families made up 20.5 percent of the unincorporated County's families in 2010 a decrease from 22.1 percent in 2000. Large families were significantly more likely to rent than own homes.

4.4.4 FEMALE-HEADED HOUSEHOLDS

Female-headed households made up 13.9 percent of households in the unincorporated County, a significantly lower total than the State average of 19.4 percent (see Table 4-32). This percentage of female-headed households remained relatively stable from the previous census.

Table 4-31 HOUSEHOLD TENURE FOR LARGE FAMILIES

Large Families in the Unincorporated County [1]

	#	%
2010		
<i>Owners</i>		
Total Households	37,320	100%
Large Households	2,827	7.6%
<i>Renters</i>		
Total Households	19,631	100%
Large Households	2,542	12.9%
2000		
<i>Owners</i>		
Total Households	38,332	100%
Large Households	3,371	8.8%
<i>Renters</i>		
Total Households	18,393	100%
Large Households	2,442	13.3%

[1] Large families refer to families with 5 or more members.

Source: ABAG, U.S. Census Bureau 2000, 2010

Table 4-32 FEMALE-HEADED HOUSEHOLDS

County/City Name	Total Families	Female Headed Family		Female Headed Family With children under 18		Female Headed Family With No children under 18	
		#	% of total families	#	% of female headed families	#	% of female headed families
2000							
State of California	7,920,049	1,448,510	18.3%	982,375	67.8%	466,135	32.2%
Unincorporated Sonoma County	37,323	5,287	14.2%	3,538	66.9%	1,749	33.1%
2010							
State of California	8,642,473	1,676,816	19.4%	1,040,864	62.1%	635,952	37.9%
Unincorporated Sonoma County	35,768	4,963	13.9%	2,859	57.6%	2,104	42.4%

Source: ABAG, U.S. Census Bureau 2000, 2010

4.4.5 FARMWORKERS

The County is a significant producer of wine grapes, which is a \$430+ million annual industry in the County. Grape production is a labor-intensive pursuit requiring hand pruning and, in most cases, hand harvesting. Laborers who fill these jobs include some who migrate to the County and maintain a permanent home elsewhere, typically in Mexico. The motivation to save as much of their paychecks as possible and to send their earnings home to support families often leads these migrant farmworkers to seek out the lowest-cost alternative for housing during their stay in the County. A total of 22 employer sponsored agricultural units were constructed between 2008 and 2013 in the unincorporated County. The number of both seasonal and year round beds has remained at 732 since 2008 (see Table 4-18). Despite such production and other farmworker housing resources, reports of overcrowded homes, apartments, and motel rooms are common.

The USDA 2012 Census of Agriculture revealed that of the 13,710 total persons employed in farm labor (including family members) in Sonoma County, only 2,916 were migrant workers. This figure corresponds to ancillary information collected from housing advocates indicating that fewer and fewer agricultural workers in Sonoma County are “migrant,” with the majority remaining now in the area year-round. Unlike agriculture laborers in other regions of California, Sonoma’s wine industry workers earn more because they have specialized skills. The demand for agricultural laborers is becoming more year-round, as vineyards require replanting and tending. While seasonal farmworker housing is still needed to serve the migrant workers, more and more permanent affordable housing units are needed for farm laborers and their families who call Sonoma County home, and will continue to be a significant special need in the County and its cities.

There are currently three centers in the County facilitating employment for day laborers. Table 4-33 presents data from two such centers operated by the California Human Development Corporation (CHDC) in Healdsburg and Fulton.

Table 4- 33 DAY LABORERS

Month	Placements
January	52
February	70
March	56
April	51
May	41
June	41
July	59
August	123
September	123
October	114
November	128
December	75
Registered Workers	
Fulton Day Labor Center:	160
Healdsburg Day Labor Center:	296

Source: California Human Development, 2014

4.4.6 HOMELESS INDIVIDUALS AND FAMILIES

The Continuum of Care Planning Group oversees the County's efforts to assess the needs of its homeless individuals and families. The Continuum of Care Planning Group conducts the Department of Housing and Urban Development (HUD)-required point-in-time homeless count and submits the required information to HUD to receive federal funds for housing and services for the homeless.

Table 4-34 shows the data from the County's 2013 homeless count. During the 24-hour period from January 24th to January 25th, 4,280 homeless persons were counted. The majority of those counted were homeless individuals who were on their own. Approximately 537 children were counted.

Table 4-34 COUNTYWIDE HOMELESS POPULATION

Category	Population	Proportion
Homeless Persons		
Counted	4,280	100%
Individuals	3,829	89.5%
Number of Families	152	3.6%
Individuals in Families	451	10.5%
Children	537	13%
Veterans	400	9.3%
Male	3,059	71%
Female	1,221	29%

Source: Sonoma County 2013 Point-in-Time Count

Table 4-35 quantifies the percentage of homeless individuals affected by mental illness, disabilities, and substance abuse disorder. This data was obtained through the County's 2013 Point-in-Time Count.

Table 4-35 COUNTYWIDE HOMELESS PERSONS W/SPECIAL NEEDS & DISABILITY INCOME

Category	Proportion [1]
Mental Illness (including Chronic Depression, Bipolar, Schizophrenia)	48%
Physical or Mental Disability	23%
Substance Abuse Disorder	36%
Receiving Disability Income	18%

[1] Proportion of those individuals who responded to the interviewer's question.

Source: Sonoma County 2013 Point-in-Time Count

Some of these special needs populations do not require housing that is operationally different from that required by the general low income population. Single parent households, large families, and able bodied elderly households, for example, do not require significant operational intervention. While such households may benefit from housing that is proximate to schools, workplaces, or services (e.g., day care, after school activities, senior centers, etc.), they typically do not need to be located in different types of developments than the general population. The use and promotion of Universal Design programs can be especially helpful in accommodating these households.

Permanent Supportive Housing (PSH) housing units can supply many of the County's identified housing needs. Permanent supportive housing is safe, affordable long term rental housing linked with flexible support services that are available when they are needed. By definition, "supportive housing" means housing with no limit on length of stay, that is linked to onsite or offsite services that assist the tenant to retain the housing, improve his or her health status, maximize their ability to live and, when possible, to work in the community. PSH housing may include apartments, single room occupancy residences, or single family homes. Residents may include families with children, elderly persons, developmentally disabled, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, or homeless people.

Table 4-36 TOTAL UNDUPLICATED NEEDS FOR SHORT TERM, TRANSITIONAL, AND PERMANENT SUPPORTIVE HOUSING

[1] Emergency Shelter-Family, [2] Emergency Shelter-Individual, [3] Rapid Re-housing-Family
 [4] Rapid Re-housing-Individual, [5] Transitional Housing-Family, [6] Transitional Housing-Individual
 [7] Permanent Supportive Housing-Family, [8] Permanent Supportive Housing-Individual

Source: Sonoma County CDC

Unmet need as of April 2014	ES-FAM [1]	ES-IND [2]	RRH-FAM [3]	RRH-IND [4]	TH-FAM [5]	TH-IND [6]	PSH-FAM [7]	PSH-IND [8]
Right-sized system	56	221	216	1,189	107	215	739	3,364
Current Capacity (beds/persons)	236	482	123	30	236	182	532	497
Needed Capacity (beds)	0	0	93	1,159	0	33	207	2,867
Needed capacity (units)	0	0	31	869	0	33	69	2,151

The Sonoma County Continuum of Care prepares annual Estimates of Needed Housing and has developed Strategies to Address the Need for Sonoma County's 10-Year Homeless Action Plan (update in process 2014). Table 4-36 represents what the Continuum of Care has estimated to be the unduplicated need for housing to serve the County's homeless population. The Continuum of Care's analysis calls for a grand total of 3,153 beds or units of emergency, transitional, and supportive housing are called for countywide. The majority of resources are identified as being needed in the City of Santa Rosa. The largest unincorporated area of significant need is the Russian River area.

4.5 PROJECTED HOUSING NEEDS

ABAG uses a combination of demographic factors, including household growth, existing employment, employment growth, household growth near transit, and employment growth near transit, to create its method for distributing the State-mandated Regional Housing Needs Allocation (RHNA) among its member jurisdictions. It is the responsibility of each local jurisdiction to update its Housing Element to prepare for the anticipated growth in needed housing development. Table 4-37 displays the RHNA for all of the jurisdictions in the County.

The State's goal in requiring the preparation and updates of Housing Elements is to make sure that each region plans to meet the housing needs of the entire spectrum of housing needs, not just plan for its wealthiest residents. As such, the ABAG RHNA figures are specified for very low-income households up through upper moderate-income households. Housing Element statutes also require that local jurisdictions plan for extremely low-income households earning 30 percent or less of County median income. Sonoma County assumes that approximately half of the RHNA figure from ABAG designating the need for very low-income units should be included in the extremely low-income category in Table 4-38.

According to the RHNA, the unincorporated County is responsible for planning for 936 units during the planning period of January 1, 2014, through October 31, 2022. Table 4-38 shows that the majority of units should be produced for those households living at or below the moderate-income level.

Table 4-39 displays the unincorporated County's RHNA as it correlates to the County's 2013 median income limits published by the State HCD.

Table 4-37 ABAG REGIONAL HOUSING UNIT NEEDS PROJECTIONS, 2014-2022

Jurisdiction	Total Projected Need	Income			
		Very Low	Low	Moderate	Above Moderate
Cloverdale	211	39	29	31	112
Cotati	137	35	18	18	66
Healdsburg	157	31	24	26	76
Petaluma	745	199	103	121	322
Rohnert Park	899	181	107	127	484
Santa Rosa	4,662	947	581	759	2,375
Sebastopol	120	22	17	19	62
Sonoma	137	24	23	27	63
Windsor	440	120	65	67	188
Unincorporated Sonoma County	936	220	127	160	429
Sonoma County Total	8,444	1,818	1,094	1,355	4,177

Source: ABAG Projections, July 2013

Table 4-38 RHNA BY INCOME LEVEL, 2014-2022

Group	Percent	Total Units
Extremely Low Income	11.8%	110
Very Low Income	11.8%	110
Low Income	13.6%	127
Moderate Income	17.1%	160
Above Moderate Income	45.8%	429
Total	100.0%	936

Source: July 2013 ABAG Projections

Table 4-39 CURRENT AFFORDABILITY LEVELS

Unit Type	Units	Range	for 4-person HH		for 3-person HH	
			% of Med. Inc.	Annual Inc.	% of Med. Inc.	Annual Inc.
Above Moderate Income	429	>120%		N/A		N/A
Moderate Income	160	80-120%	120%	\$99,100	120%	\$74,350
Low Income	127	50-80%	80%	\$65,000	80%	\$58,500
Very Low Income	110	0-50%	50%	\$41,300	50%	\$37,200
Extremely Low Income	<u>110</u>	0-30%	30%	\$24,800	30%	\$22,350
Total Affordable Units	936					

Sources: ABAG, HCD

*Based on the HUD 2013 Sonoma County Area Median Income: \$82,600

4.6 HOUSING CONSTRAINTS ANALYSIS

Government Code Section 65583 (a) (4) requires that a Housing Element include "an analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels." There are also non-governmental constraints that more fundamentally affect the ability of the County to promote affordable housing.

4.6.1 NON-GOVERNMENTAL CONSTRAINTS

Market Trends. Home prices and rent levels in Sonoma County are the key "non-governmental constraint" to housing. These concerns are primarily the result of regional population and employment growth, and of the shortage of rental housing and multi-family units relative to the need.

The strength and depth of the region's housing demand constrains the production of affordable housing by increasing the costs of acquiring land and/or existing units. A governmental or nonprofit entity seeking to promote the development of affordable housing often has some costs that can be controlled through intervention, while others are strictly subject to market forces. As affordability restrictions on certain units expire, an entity seeking to retain such units as affordable are forced to pay market rate to acquire them. Land prices are also established by the open market, and a land owner has little or no incentive to offer affordable housing developers a lower price than can be realized by selling to developers of market-rate housing.

Housing Production Costs. The basic costs of housing production (land costs + construction costs) have not risen in the last Housing Element planning period. Land prices have decreased sharply since the last planning period. In 2012, for example, the cost for a ½ acre lot with utilities in Canon Manor was about \$115,000, down from a high of \$230,000 in 2008. A similar lot in The Sea Ranch that was valued at \$480,000 in 2008 decreased in value to \$150,000 in 2012. Construction costs (materials and labor) in 2010 averaged \$140 per square foot according to a Economic and Planning Systems (EPS) study conducted in March of 2012. For lots without public utilities, the costs for installation of an on-site sewage disposal system can range from \$20,000 to \$50,000, per unit. The imbalance in building materials supply and demand has also helped to drive up housing costs in the past few years.

The prices that households in various income categories can afford to pay for housing are limited, and thus the costs of production of standard housing units exceed most lower income households' ability to pay. This is the strongest deterrent to the for-profit development industry's voluntary production of units for lower income households.

Financing Availability. Financing for new housing construction can be a significant cost, and may be difficult to obtain. Even in strong markets and for market-rate housing, private lenders frequently require pre-leasing or pre-sales for housing development loans, as an assurance of revenue. In addition, housing developers are frequently required to provide significant equity contributions to reduce the lenders' risk, and some potential developers are unable to meet this requirement.

The developers of affordable housing face additional financing constraints. Opportunities for financing through traditional private sector sources are limited, as private lenders and investors typically seek financial returns that cannot be realized by affordable housing. Because the costs to produce the affordable housing typically exceed the returns that will be achieved through sale or rental of the units, gap financing must be secured. While a variety of local, State, and Federal programs are available to address gap financing needs (e.g., CDBG, HOME, tax credits, etc.), these programs are typically highly competitive. The competition exists not only between affordable housing projects, but often also between housing projects and other important community priorities.

High Cost of Entry. High up-front costs affect the ability of lower and moderate-income households to secure housing. Most market rate homes in Sonoma County are affordable only to households in the moderate or higher income brackets. Lower income households are generally unable to save at any significant rate and often do not benefit from inherited wealth or other gifts from family members. Low accumulated wealth combined with high market rates and high up-front costs make it exceedingly difficult for lower income groups to procure housing, either as homeowners or renters.

Purchasing a home usually requires a significant down payment, and the price of a home affordable to a given household increases as the amount of the down payment increases. As such, more housing units are within reach of households with more of an ability to make a significant down payment. Without significant savings for a down payment, moderate and low-income households may have the means to enter the rental housing market only.

Even with the rental market, however, very low-income households may face financial barriers to entry. State law allows landlords to collect first month's rent plus a security deposit equal to (but not to exceed) two months' rent from tenants before move-in. For a very low-income family of four, these up-front requirements may amount to an initial cost in excess of \$2,000 for an affordable apartment renting for \$725 per month. A family living at this income level may have significant difficulty accumulating several thousand dollars for this purpose. These costs are even more insurmountable for extremely low-income households, who usually must rely on shared housing situations.

Environmental and Infrastructure Factors. Topographic and other environmental factors create a natural constraint by limiting land availability and by adding costs to development on many parcels due to slopes, soil conditions, septic capacity, etc. Especially in outlying rural areas, these environmental conditions may pose significant barriers to the use of many parcels for housing development.

Another factor limiting overall growth in Sonoma County is water availability. The sources of potable water are renewable but finite, and are largely allocated to existing and planned land uses. In areas where infrastructure is inadequate to serve new development, infrastructure improvements will add to the cost of the development and will be borne not only by the builder but by the consumer as well, as the builder will provide a product that will achieve high enough market prices to cover the added development costs.

Community/Neighborhood Resistance. Neighborhood resistance to new housing development nearby, especially affordable housing, is legendary throughout California. Neighborhood opposition combined with general "anti-growth" sentiments (often linked to the perception that growth lowers quality of life) is a major impediment to the creation of affordable housing and housing in general throughout the State. Examples of some excellent housing products and rental management practices by the County's largest affordable housing developer, Burbank Housing Development Corporation, have helped to allay fears in many neighborhoods. While these excellent examples, together with the advocacy efforts of groups like the Housing Advocacy Group (HAG), will continue to increase information about and community acceptance of affordable housing, strong neighborhood opposition remains evident in many parts of Sonoma County.

4.6.2 POTENTIAL GOVERNMENTAL CONSTRAINTS

Planning and Growth Management Policy. Sonoma County has had a long-standing policy of promoting development within urbanized areas, while preserving the agricultural and rural character of land outside the urban centers. This "city-centered" policy has been in effect since adoption of the first General Plan in 1978, and has directly contributed to the desirability of the County as a place to live, work, and recreate. Simply stated, it is the policy of the County to focus growth in cities and urban areas and to contain these urban areas within rural/open space "urban separators" rather than allow urban development to sprawl over the entire landscape. This comprehensive planning policy has helped to minimize a range of negative environmental impacts and preserve natural resources, such as water. By protecting agricultural uses in rural areas,

Sonoma County's internationally prominent position as a wine-growing region has been secured by this policy.

The Open Space Element of the General Plan provides for "community separators." These areas are located between and on the periphery of the County's cities, outside the urban boundaries of each city and outside the County's designated urban service areas. The Land Use Map designations of lands with community separators allow development at a density of 10 or more acres per dwelling. The intent of the separators is to preserve a minimal amount of open space separation between the County's cities. The separators do not affect the expansion of unincorporated communities with urban services, where most of the County's affordable housing needs must be met.

The County previously adopted specific growth management programs in two of its nine planning areas where resource and other development constraints were acute; however, these restrictions largely exempt affordable housing from their growth restrictions. These growth management programs have not resulted in the denial of any building permits for either market-rate or affordable housing developments, and will be reviewed to determine if they are obsolete.

Zoning & Subdivision Regulations. Zoning in Sonoma County is consistent with General Plan policy, as is required by State law. Zoning governs the type, density, mix, and other site-related restrictions that apply to development. The zoning ordinance contains a number of features intended to promote affordable housing including mixed use buildings, density bonuses, second units, residential density minimums, and other features. The Subdivision Ordinance contains development standards such as minimum street widths for new housing developments.

All urban residential zoning districts within unincorporated Sonoma County permit single family housing, condominiums and attached housing, second dwelling units, community care facilities, day care facilities and transitional housing. Development standards, such as building height, lot coverage and setbacks, are typical or less restrictive than those applied in most California cities and counties, and do not exceed 20' rear and 5' side yards in urban residential areas. Additionally, over-the-counter waivers to front yard setbacks are routinely granted, as are waivers to all required setbacks for affordable housing projects. Minimum interior street widths for new major subdivisions are 18 feet of travel lanes in a 25 foot right-of-way; for a minor subdivision, minimum streets widths are as little as 12 feet. Parking requirements are considerably less than in most California communities, with many residential dwellings requiring only a single off-street parking space. Urban residential zones also permit by right-affordable Type A and Type C housing programs, which provide for an automatic 100% density increase in exchange for affordability.

Affordable housing projects in any urban residential district are provided considerable flexibility in development standards. These include reductions in minimum lot size to as little as 2,000 square feet, no minimum setbacks, and increases in lot coverage and height limits. This flexibility is allowed by right and is reviewed as part of the design review process.

Additional potential governmental constraints to housing may include certain General Plan standards such as Level of Service (LOS) standards. The State Office of Planning and Research and the County are reviewing these standards and considering changes if they are shown to constitute a constraint

to the production of housing, especially affordable housing, as long as the public health and safety are maintained.

As discussed in Section 3, the County has an adequate number of sites zoned for its projected residential development. Moreover, as discussed above, there are numerous opportunities to add more affordable housing units within both residential and non-residential development areas. The development industry, however, does not typically capitalize on these opportunities, due to the superior financial returns that can be realized by developing high-end, low-density housing unencumbered by income restrictions or single-use commercial developments that are more predictable to finance and market.

Building Codes, Design Review and Processing Time. Building code and design standards imposed in Sonoma County related to engineering standards, energy conservation, parking, materials, seismic safety, and sanitation add to the cost of housing production in Sonoma County, although such costs must be considered in the context of the public health and safety objectives they promote. These codes do not appear to be a significant constraint, and are similar to codes throughout the State.

An application for a single family dwelling on an existing lot is generally an over-the-counter process. The processing time for structural review which includes obtaining sewer and water permits is approximately six weeks. Normally, detached single family dwellings do not entail design review. Single family subdivisions generally require a processing time of approximately four months. Zoning clearance for second units and agricultural employee dwellings is the same as for single family homes.

Multifamily projects are a permitted use (i.e., no use permit required) on appropriately zoned sites, subject only to design review; processing time is approximately four months. The design review process is normally started at the initial stages of the application process for more complex projects, and therefore does not add to the overall time it takes to commence construction. Structural clearance for single family subdivisions and multifamily projects takes approximately eight weeks. In these cases, the structural review can occur concurrently with subdivision and design review processing, depending on the needs of the applicant.

Single family subdivisions or multifamily projects which include affordable units are given priority processing, as required by the California Government Code and the County's existing Housing Element and Zoning Ordinance. For these projects, staff meets with applicants prior to application submittal in an effort to identify potential issues at the earliest possible stages. Applicants are advised of the referral process and scheduling for any required hearings is discussed. In instances where the securing of block grant funds are critical to the project, staff coordinates the review process with funding deadlines. Priority processing generally results in a reduction of processing time by as much as 50 percent. As with conventional projects, the County allows processing of construction permits prior to project approval.

The design review process is not discretionary in terms of reducing the maximum number of units required by the zoning of a site. The Design Review Committee recognizes the need to provide affordable housing, and the purpose of the design review is to ensure that housing is compatible

with the existing character of the neighborhoods in which it is proposed. The Design Review Committee does not exercise discretion over land use, nor over the number of units or project density.

These processing times and design review requirements do not appear to be a significant constraint on development of affordable housing, and are similar to or less cumbersome to procedures in use throughout the State.

Development Impact Fees and Charges. The County and other local agencies impose development impact fees on new development to fund infrastructure improvements including water and sewer utility improvements, schools, parks, and roads. Each of these fees is directly linked to the provision of services and facilities necessary to support residential development. The use of impact fees to fund local infrastructure is essential since other local sources of funding have been restricted. At the same time the State and Federal government have eliminated nearly all funding for local infrastructure.

At the present time the County charges fees for plan checks, building permits, park fees, sewer connections, driveway encroachment, water connections, traffic mitigation, and school mitigation. Certain fees vary by location in the unincorporated areas of the County. Some typical fees charged by jurisdictions in or near Sonoma County are shown in Table 4-42. Sonoma County has lower fees than most other local jurisdictions, with development fees comprising less than 10 percent of construction costs.

While development fees do add costs to development projects, they do not necessarily increase the home prices for market-rate homes. Home prices are driven by regional and local market conditions rather than by the costs to provide the home. On the other hand, fees may make it more difficult to produce affordable housing since prices are "set" to achieve affordability rather than being set by the market. When developing affordable housing, additional development costs are relevant and cost control is essential. However, as is the case with building codes and other restrictions, these fees pay for the infrastructure necessary to secure public health, safety, and welfare. Additionally, current policies allow impact fees for affordable units to be deferred until sale of the housing units (for ownership projects) or permanent financing (rental project), thus decreasing the soft costs of development.

Code Enforcement. The Code Enforcement Division of the Permit & Resource Management Department is empowered to enforce existing ordinances such as grading, public health (well and septic systems), building code, and Zoning Ordinance violations, as well as the State Housing Code. The County does not require pre-sales code compliance inspections of residential units. The Division responds to potential code violations on a complaint basis, and does not seek out violations on its own initiative. When a complaint is received, the Division investigates it according to a priority system, in which health and safety violations have the first priority. The goal of the enforcement process is to return the property to lawful status whenever possible.

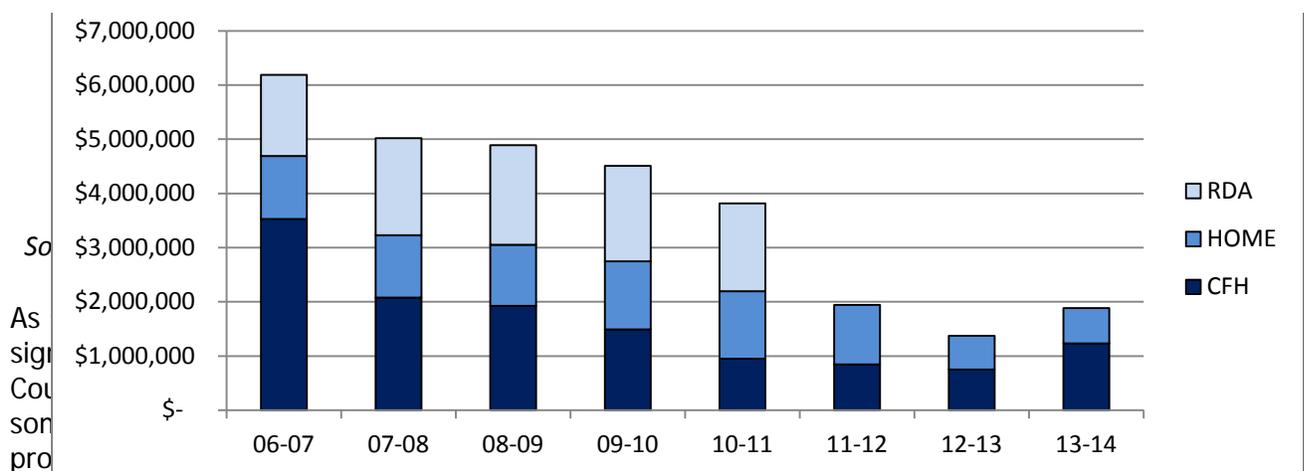
High Cost of Affordable Housing Subsidies. Achieving the number of affordable housing units suggested by the Regional Housing Needs Determination (RHNA) for Sonoma County would require a substantial financial subsidy from other sources. Such subsidies would be required even if

the governmental and non-governmental constraints discussed above were substantially reduced. For example, even if land supply were increased substantially (ignoring resource, environmental, and infrastructure constraints), home construction costs and prices would not change significantly. Estimating the total "funding gap" between home construction costs and affordability by the moderate, low, and very low-income households provides a measure of this subsidy. According to a study conducted by Economic and Planning Systems (EPS) during 2012, the "gap" ranged from \$89,779 per unit for low income apartments (65% AMI) to \$144,667 per unit for very-low-income apartments (50% AMI).

It is important to note that not all of the subsidy required would need to be provided by Sonoma County government agencies. In practice, a housing development project that mixes market-rate units with affordable units may need lower subsidies or none at all, as profits from the sale of market rate units may be sufficient to cover funding gaps for affordable units. In addition, local subsidies will leverage Federal, state, and private funds. For these reasons, the subsidy estimate represents the total difference between production costs and sale or rent values, but not necessarily a cost to Sonoma County. Nevertheless, the high costs of subsidies required to reach the RHNA housing goals for affordable units and needed non-unit housing types (homeless shelters, group homes, farmworker bunkhouses) present a very large constraint.

Local Government Fiscal Stress. Local governments in California are required to provide a range of local services. Counties have the additional burden of providing a range of State-mandated health, welfare, and criminal justice services. Costs for providing these services have risen sharply as the State has grown. At the same time the revenue base for local governments has been continuously reduced by State ballot initiatives and State budget actions, especially the elimination of Redevelopment. This upward pressure on costs and the current financial crisis has made it difficult for many local jurisdictions to provide and maintain basic services. Under these circumstances it is impossible to fund higher levels of basic services, infrastructure improvements, or desirable amenities (local parks), let alone to provide major subsidies for affordable housing.

Figure 4-5 FUNDING HISTORY 2006 - 2013



20% Housing Set-Aside funds. Federal HOME funds were also slashed by 50% in FY 12-13, leaving

the County with drastic reduction of over 63% in funds available to assist affordable housing development in FY 13-14.

Environmental and Infrastructure Factors. While some of the infrastructure limitations are related to physical features (topography, water sources, etc.), these factors may also be considered governmental constraints. As discussed above, government policies regarding growth boundaries dictate the locations and capacities of infrastructure to be provided, and the fiscal conditions of local government offer little incentive for expensive public investments in infrastructure extensions and operations for residential development. Also, new infrastructure systems can take many years to design, receive appropriate funding, and build. In part, these conditions have been mitigated by local government requirements that developers of new housing provide infrastructure or pay in-lieu fees, but these added costs may serve to make affordable housing development less feasible.



Subsequent Negative Declaration

Sonoma County Permit and Resource Management Department
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

Date: May 12, 2014

Pursuant to Section 15071 of the State CEQA Guidelines, this summary of findings and the attached Initial Study and mitigations constitute the Subsequent Negative Declaration as proposed for or adopted by the County of Sonoma for the project described below:

Project Title: 2014 Housing Element Update

File Number: GPA13-0009 **APN:** All

Project Location: Countywide (unincorporated areas only)

Lead Agency: Sonoma County Permit and Resource Management Department

Decision Making Body: Board of Supervisors

Project Applicant: County of Sonoma

Brief Project Description: Update of the Housing Element of the General Plan. See Project Description for specific project information.

Other Public Agencies whose approval is required (e.g. permits, financing approval, or participation agreement): State Department of Housing and Community Development (HCD)

Environmental Finding:

The proposed changes to the Housing Element will not result in a significant impact on the environment, new or substantially more severe impacts than the project previously analyzed. The triggers in CEQA Guideline 15162 and Public Resources Code 21166 for more detailed environmental review are not present.

There will not be a potential impact on biotic habitat of concern to the State Department of Fish and Game.

Initial Study: See attached. For more information call Jane Riley at 565-7388.

Introduction:

The County of Sonoma proposes to update the 2009 Housing Element of the General Plan ("2014 Housing Element Update"). The report was prepared by Jane Riley, Housing Planner with the Sonoma County Permit and Resource Management Department.

Please contact Jane Riley, Housing Planner at (707) 565-7388 or jane.riley@sonoma-county.org for more information.

PROJECT DESCRIPTION

The 2014 Housing Element Update has been prepared under a state mandate that requires cities and counties to periodically update the Housing Elements of their General Plans on a schedule

prescribed in Gov. Code §65588. The County's current Housing Element was adopted in 2009 and must be updated prior to the end of 2014.

In reviewing the environmental analysis contained in this Initial Study, it should be recognized that the Housing Element is a policy document and does not convey entitlements for construction.

The 2014 Housing Element update is not a comprehensive "new" housing element, but rather an update of the 2009 Housing Element. The same six goals and most of the same objectives of the existing 2009 Housing Element have been maintained in the 2014 Housing Element, with limited new policies and programs proposed to meet changing needs and respond to a changed housing market. The Housing Element Technical Background Report contains supplemental information as required by state law and as needed to perform a thorough analysis of the housing needs in unincorporated Sonoma County.

The 2014 Housing Element Update carries forward the six broad housing goals of the existing Housing Element. A brief summary of the issues addressed within the 2014 Housing Element and possible policy changes and additions is provided below, by Goal:

Goal 1: Sustain Existing Affordable Housing Programs and Affordable Units

- Existing programs work well and should be retained
- 77 affordable rental units at risk of converting to market rate should be retained
- SB 510 should be implemented to protect residents of Mobilehome Parks
- Continued use and monitoring of the new Vacation Rental Program is needed to avoid the loss of residential units to vacation uses

Goal 2: Promote the Use of Available Sites for Affordable Housing Construction and Provide Adequate Infrastructure

- Better promote sites in housing inventory & provide more info to developers
- Continued use and monitoring of the new Vacation Rental Program is needed to avoid the loss of residential lands to vacation uses
- Include infrastructure needs analysis for Disadvantaged Unincorporated Communities (DUCs) and Roseland in the Land Use Element (not a part of Housing Element)

Goal 3: Promote Production of Affordable Housing Units

- Consider new shared and community housing models
- Eliminate Growth Management programs if not needed
- Promote safety in group homes and congregate housing
- Review the potential use of park model homes for permanent residency
- Consider use of standards other than LOS for assessing potential traffic impacts
- Consider Special Occupancy Parks for year-round use by application of the existing "X" (Mixed Occupancy) Combining Zone

Goal 4: Continue to Provide Funding for Affordable Housing

- Continue County Fund for Housing, which has provided over \$10 million to date
- Consider "sliding scale" for impact fees for small, affordable units
- New annual commitment from R&R funds suggested

Goal 5: Promote Production of Housing Units for Special Needs

- Potential closure of Developmental Center to be addressed
- Continue to permit transitional and permanent supportive housing on all residential lands
- Continue to allow small homeless shelters as permitted uses in C3, LC and M1 Zones
- Continue to allow emergency shelters as a permitted use in M1 and PF zones
- New models of shared & community housing to be explored
- Continue quantified objectives for special needs

Goal 6: Improve Conservation of Energy and Natural Resources

- Encourage the use of alternative building materials such as straw bale, rammed earth and other energy-efficient construction methods
- Continue to develop and promote green building and energy & water conservation measures
- Evaluate feasibility of a pilot program to develop and monitor different types of small, energy-efficient structures that can house people on a transitional basis

The 2014 Housing Element update makes limited changes. It updates housing numbers related to RHNA, outlines public participation, lists goals achieved since 2009, and makes limited changes in programs that do not commit the County to any action other than setting aside redevelopment dissolution money for affordable housing. No land use changes will be committed to through this update.

In preparing the 2014 Housing Element update, the County has conducted an extensive public outreach program:

1. A "joint" public workshop with the county, each of its cities and HCD staff was held on July 10, 2013 to kick off the Housing Element Update process. The first half of the workshop was geared toward planners charged with updating the Elements, and featured a presentation and Q&A session with HCD staff. The second half of the workshop drew additional public participants, and introduced key staff and stakeholders involved in the update process. Issues were identified to be covered in each community's respective Updates.
2. A Planning Agency meeting was held on August 29, 2013 to introduce the Housing Element update process, schedule, and opportunities for public input.
3. A second public workshop was held on February 13, 2014 to review and receive input on the technical data collected to date, and to brainstorm ideas for new policies to address new or changed housing needs. This workshop featured break-out groups of attendees tasked with providing input for changes under each of the 2009 Housing Element's six major goals.
4. Based on input received to date, the Draft Housing Strategy (a compilation of the proposed housing element goals, policies, objectives and programs) was released for public review on April 15, 2014, with a May 2nd deadline for public comment.
5. A third public workshop was held on April 28, 2014 to review and take comment on the Draft Housing Strategy. The Draft sites inventory and maps were also presented and reviewed at this workshop.
6. The Draft 2014 Housing Element and Subsequent Negative Declaration were released for public comment on May 15, 2014, with a public comment period through the June 5th Planning Commission meeting.

Throughout the process of preparing the Housing Element, there have been ongoing technical consultations among County staff, service providers, nonprofit groups, other local jurisdictions, and various advocacy groups regarding housing needs and data available to be used in the Element. Newspaper display ads, a mailing list of interested parties, and a 100+ person e-mailing list have been used to notify interested members of the public and to solicit input. A 2014 Housing Element Update website was also developed. This website has been continually updated and is utilized to provide information related to housing elements, including links to workshop materials, questionnaires in both English and Spanish, upcoming meetings and workshops, draft materials for public review, and the like. See http://www.sonoma-county.org/prmd/docs/housing_update/index.htm

CEQA Standard for this Subsequent ND:

The California Environmental Quality Act (CEQA) Guidelines Sections 15162 through 15164 set forth the criteria for determining the appropriate additional environmental documentation, if any, to be completed when there is a previously adopted EIR or Negative Declaration covering the project for which a subsequent discretionary action is required. PRMD prepared this SND to the previously adopted NDs prepared for the Housing Element. This SND is governed by Section 15162 (a) of the CEQA Guidelines, which provides that where a negative declaration has been adopted for a project, “no subsequent EIR shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in the light of the whole record, one or more of the following:

- 1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
- 2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
- 3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the Negative Declaration was adopted, shows any of the following:
 - a) The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
 - b) Significant effects previously examined will be substantially more severe than shown in the previous EIR;
 - c) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
 - d) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.”

Section 15162(b) provides that if a subsequent EIR is not required under 15162 (a), then “the lead agency shall determine whether to prepare a subsequent negative declaration, an addendum, or no further documentation.”

Location of Prior EIR and ND:

The 2008 General Plan EIR and 2009 Housing Element ND are available for review at PRMD, 2550 Ventura Avenue, Santa Rosa, CA 95403, during PRMD’s regular business hours of 8:00 a.m. – 5:00 p.m. Monday through Thursday.

Initial Study Checklist

This checklist is taken from Appendix G of the State CEQA Guidelines. For each item, one of four responses is given:

No Impact: The project would not have the impact described. The project may have a beneficial effect, but there is no potential for the project to create or add increment to the impact described.

Less Than Significant Impact: The project would have the impact described, but the impact would not be significant. Mitigation is not required, although the project applicant may choose to modify the project to avoid the impacts.

Potentially Significant Unless Mitigated: The project would have the impact described, and the impact could be significant. One or more mitigation measures have been identified that will reduce the impact to a less than significant level.

Potentially Significant Impact: The project would have the impact described, and the impact could be significant. The impact cannot be reduced to less than significant by incorporating mitigation measures. An environmental impact report must be prepared for this project.

Each question on the checklist was answered by evaluating the project as proposed. The focus of the checklist in this context is on the factors in CEQA Guideline 15162.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" or "Less than Significant with Mitigation" as indicated by the checklist on the following pages.

- | | | |
|---|--|--|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agricultural & Forest Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology/Soils |
| <input type="checkbox"/> Greenhouse Gas Emission | <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality |
| <input type="checkbox"/> Land Use and Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population/Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input type="checkbox"/> Utilities/Service Systems | |
| <input type="checkbox"/> Mandatory Findings of Significance | | |

Incorporated Source Documents

In preparation of the Initial Study checklist, the following documents were referenced/developed, and are hereby incorporated as part of the Initial Study. All documents are available in the project file or for reference at the Permit and Resource Management Department.

- Project Application and Description
- Initial Data Sheet
- County Planning Department's Sources and Criteria Manual
- Sonoma County General Plan 2020 and Associated EIR (2008)
- Sonoma County Housing Element Negative Declaration (2009)
- Specific or Area Plan
- Sonoma County Zoning Ordinance
- Sonoma County Rare Plant Site Identification Study
- Project Referrals from Responsible Agencies
- State and Local Environmental Quality Acts (CEQA)
- Full record of previous hearings on project in File
- Correspondence received on project.
- Other technical reports:

1. AESTHETICS *Would the project:*

a) Have a substantial adverse effect on a scenic vista?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Substantially damage scenic resources, including, but not limited to trees, rock outcroppings, and historic buildings within a state scenic highway?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Create a new source of substantial light or glare which would adversely affect day or nighttime view in the area?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.				
Mitigation: No mitigation needed.				

2. AGRICULTURE AND FOREST RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board.

Would the project:

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Conflict with existing zoning for agricultural use, or Williamson Act Contract?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 4526) or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Result in the loss of forest land or conversion of forest land to non-forest use?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of farmland, to non-agricultural use or conversion of forest land to non-forest use?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.				
Mitigation: No mitigation needed.				

3. AIR QUALITY

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations.

Would the project:

a) Conflict with or obstruct implementation of the applicable air quality plan?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Expose sensitive receptors to substantial pollutant concentrations?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Create objectionable odors affecting a substantial number of people?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

4. BIOLOGICAL RESOURCES *Would the project:*

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

the California Department of Fish and Game or U.S. Fish and Wildlife Service?				
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Conflict with any local policies or ordinances protecting biological resources, such as tree preservation policy or ordinance?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state Habitat Conservation Plan?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

5. CULTURAL RESOURCES *Would the project:*

a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Disturb any human remains, including those interred outside of formal cemeteries?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

6. GEOLOGY AND SOILS: *Would the project:*

a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving: i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
ii. Strong seismic ground shaking?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact

				X
iii. Seismic-related ground failure, including liquefaction?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
iv. Landslides?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Result in substantial soil erosion or the loss of topsoil?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

7. GREENHOUSE GAS EMISSIONS *Would the project:*

a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

8. HAZARDS AND HAZARDOUS MATERIALS *Would the project:*

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) For a project located within an airport land	Potentially Significant	Less than Significant	Less than Significant	No impact

use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	Impact	with Mitigation Incorporation	Impact	
				X
f) For a project located within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas of where residences are intermixed with wildlands?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comments:</p> <p>Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

9. HYDROLOGY AND WATER QUALITY *Would the project:*

a) Violate any water quality standards or waste discharge requirements?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

been granted)?				
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in an a manner which would result in flooding on- or off-site?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
f) Otherwise substantially degrade water quality?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
g) Place housing within a 100-year hazard area as mapped on a federal Flood hazard Boundary of Flood Insurance Rate Map or other flood hazard delineation map?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
j) Inundation by seiche, tsunami, or mudflow?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

<p>Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>
<p>Mitigation: No mitigation needed.</p>

10. LAND USE AND PLANNING *Would the project*

a) Physically divide an established community?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

<p>Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>
<p>Mitigation: No mitigation needed.</p>

11. MINERAL RESOURCES *Would the project:*

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
--	--------------------------------	---	------------------------------	-----------

				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

12. NOISE *Would the project:*

a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Exposure of persona to or generation of excessive ground borne vibration or ground borne noise levels?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

13. POPULATION AND HOUSING *Would the project:*

a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Displace substantial numbers of existing housing necessitating the construction of replacement housing elsewhere?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

14. PUBLIC SERVICES *Would the project:*

a) Would the project result in substantial	Potentially Significant	Less than Significant	Less than Significant	No impact
--	-------------------------	-----------------------	-----------------------	-----------

adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service rations, response times or other performance objectives for any of the public services:	Impact	with Mitigation Incorporation	Impact	
				X
i. Fire protection?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
ii. Police?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
iii. Schools, parks, or other public facilities?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
iv. Parks?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
v. Other public facilities?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
Mitigation: No mitigation needed.				

15. RECREATION *Would the project:*

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

16. TRANSPORTATION / TRAFFIC *Would the project:*

a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Result in change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
d) Substantially increase hazards due to a design feature (e.g., sharp curves or	Potentially Significant Impact	Less than Significant with	Less than Significant Impact	No impact

dangerous intersections) or incompatible uses (e.g., farm equipment)?		Mitigation Incorporation		
				X
e) Result in inadequate emergency access?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
g) Result in inadequate parking capacity?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

17. UTILITIES AND SERVICE SYSTEMS *Would the project:*

a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact

construction of which could cause significant environmental effects?				X
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
g) Comply with federal, state, and local statutes and regulations related to solid waste?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
<p>Comment:</p> <p>Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.</p>				
<p>Mitigation: No mitigation needed.</p>				

18. MANDATORY FINDINGS OF SIGNIFICANCE

a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X

b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	Potentially Significant Impact	Less than Significant with Mitigation Incorporation	Less than Significant Impact	No impact
				X
Comments: Since the previous ND was adopted, there are no changes in the project or changes in circumstances under which the project will be undertaken that would change the conclusions reached in 2009. In addition, future housing projects would be subject to environmental review at the time of application, and a further evaluation of potential site specific impacts would be speculative and premature at this time. Any future changes to ordinances will be analyzed based on specific proposals at the time that the specific proposal is made.				
Mitigation: No mitigation needed.				



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 32
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: December 2, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Scott Hunsperger 565-2404

Supervisorial District(s):

Fifth

Title: Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district; Bard Henry, applicant for Maria Christina Iannuzzi, owner; ZCE13-0017.

Recommended Actions:

Adopt an Ordinance to rezone a 5.02 acre parcel to remove the Z (Second Dwelling Unit Exclusion) combining district for property located at 8872 Bodega Highway, Sebastopol; APN 077-140-030.

Executive Summary:

Action Requested of the Board of Supervisors:

The Board is requested to conduct a public hearing on the proposed Zone Change and consider the Planning Commission's recommendation. The proposal is to remove the Z (Second Dwelling Unit Exclusion) combining district. At the conclusion of the hearing your Board may find the proposed project exempt from the California Environmental Quality Act (CEQA) and approve the Zone Change as recommended by staff and the Planning Commission.

Prior Actions:

On June 19, 2014, the Planning Commission, with a 4-0-1 vote, recommended that the Board of Supervisors approve the request for a Zone Change to remove the Second Dwelling Unit Exclusion (Z) district to allow construction of a second dwelling unit on the site.

Location, Zoning and Project Description:

The subject property is located at 8872 Bodega Highway, Sebastopol; APN 077-140-030. The proposed project is a request for a Zone Change on 5.02 acres from the DA (Diverse Agriculture), 20-acre density (with the following combining zones: SR (Scenic Resources), Z (Second Unit Exclusion)) to the DA (Diverse Agriculture), 20-acre density, SR (Scenic Resources) districts to allow for construction of a Second Dwelling Unit.

ISSUES DISCUSSED AT THE PLANNING COMMISSION PUBLIC HEARING

Issue #1: Conformance with the General Plan

The subject property received the Z (Second Dwelling Unit Exclusion) combining designation in 1990 during the implementation of the 1989 General Plan because the parcel was zoned AE (Agriculture Exclusive). Removal of the Z (Second Dwelling Unit Exclusion) district on the subject parcel is consistent with the General Plan. The 2009 Sonoma County General Plan Housing Element contains Policy HE-3c which states: *“Review ‘Z’ (Second Dwelling Unit Exclusion) Combining District restrictions on agricultural parcels of less than 10 acres county-wide, and consider removing the restrictions where appropriate.”* In addition, Housing Element Program 16 provides that the County will continue to consider requests for removal of the “Z” (Second Dwelling Unit Exclusion) Combining District restrictions on lots of less than 10 acres in agricultural zones that are not within water-scarce areas (Class 3 or 4) or flood prone areas, and where adequate sewage treatment capacity has been demonstrated. The subject request is consistent with the Housing Element Program Policy.

Currently, DA parcels without the Z (Second Dwelling Unit Exclusion) designation could have up to three dwellings: a primary single family residence as allowed by density; a Second Dwelling Unit; and an agricultural employee unit with qualifying agricultural production on-site such as 20 acres of planted crops, 100 beef cattle, 30 mature horses, etc. However, the subject parcel would not have enough room to accommodate enough crops or livestock to qualify for an agricultural employee unit. The size of the parcel and the soil conditions for septic system capacity would also limit how many dwellings could actually fit on the property. The 5.02 acre parcel is most likely too small to be viable for most commercial agricultural uses and therefore not likely to qualify for full-time agricultural employees. Due to septic system requirements, such as setbacks and room for expansion areas, it is unlikely that there would be any room for additional dwellings other than the primary residence and future second dwelling unit.

Issue #2: Conformance with the Zoning Ordinance

Second Dwelling Units are allowed in the DA district as long as the site is not subject to a Land Conservation Contract (AKA Williamson Act), is at least two acres in size, and can otherwise meet the Second Dwelling Unit standards. The subject site is not under a Land Conservation Contract, is over two acres in size (5.02 acres), and the site can accommodate a second dwelling unit consistent with Zoning Code standards. Removal of the Z Combining District conforms to the Second Unit Exclusion Combining District Section of the Sonoma County Zoning Ordinance. Section 26-76-005 states the following reasons for applying the Z (Second Unit Exclusion) combining district:

The purpose of this district is to provide for the exclusion of second dwelling units in the following areas:

- a) *Areas where there is an inadequate supply of water for drinking or firefighting purposes,*
- b) *Areas where there are inadequate sewer services or danger of groundwater contamination,*

c) *Areas where the addition of second units would contribute to existing traffic hazards or increase the burden on heavily impacted streets, roads, or highways, and*

d) *Areas where, because of topography, access, or vegetation, there is a significant fire hazard (Ord. No. 4643, 1993).*

The above criteria do not apply to the project site for the reasons set forth below:

Water Supply:

Groundwater availability maps show that the subject property is located in a Groundwater Availability Area 2 which indicates that the area is a major recharge area, and sufficient water supplies are anticipated. Thus the Z (Second Dwelling Unit Exclusion) combining district would not be necessary due to the lack of water availability.

Wastewater Disposal:

The project site has adequate area to accommodate the leach field area required for a second dwelling unit. Adjoining properties are also served by private septic systems on both smaller and larger parcels. There is no evidence to justify retaining the Z (Second Dwelling Unit Exclusion) combining designation for the site due to potential contamination of groundwater.

Traffic Hazards:

The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not significantly increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.

Fire Hazards:

The Safety Element of the General Plan indicates areas that are prone to wildfires and would be considered to be subject to high fire danger. The subject property is not located in such an area.

Issue #3: Spot Zoning

The County of Sonoma has attempted to implement a comprehensive land use plan through its Zoning Ordinance. Spot zoning is generally considered undesirable. The subject property was compared to adjoining properties to determine the overall pattern of zoning designations. Other properties to the east are generally small DA (Land Intensive Agriculture) parcels similar to the subject parcel. There are other parcels in the immediate vicinity that do not carry the "Z" designation and therefore removal of the "Z" overlay does not constitute spot zoning and is consistent with the Board of Supervisors direction to process such requests on a case by case basis.

Prior Board Actions:

None.

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

By removing the Z (Second Dwelling Unit Exclusion) designation on this parcel, a Second Dwelling Unit would be allowed by the Zoning Ordinance on the parcel. Second Dwelling Units, merely based on the

size limitations in the Zoning Ordinance, have proven to provide more affordable rents to lower income households.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

This project is "At-Cost" and the applicant pays all PRMD processing fees.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

- Exhibit A: Draft Ordinance and Sectional District Map
- Exhibit B: Planning Commission Resolution No. 14-012
- Exhibit C: Planning Commission Minutes dated June 19, 2014
- Exhibit D: Planning Commission Staff Report dated June 19, 2014

Related Items "On File" with the Clerk of the Board:

None.

ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF SUPERVISORS, COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING THE OFFICIAL ZONING DATABASE OF THE COUNTY OF SONOMA, ADOPTED BY REFERENCE BY SECTION 26-02-110 OF THE SONOMA COUNTY CODE, BY RECLASSIFYING CERTAIN REAL PROPERTY FROM THE DA (DIVERSE AGRICULTURE), B6-20 ACRE DENSITY, Z (SECOND DWELLING UNIT EXCLUSION), SR (SCENIC RESOURCES) DISTRICT(S) TO THE DA (DIVERSE AGRICULTURE), B6-20 ACRE DENSITY, SR (SCENIC RESOURCES) DISTRICT OR OTHER APPROPRIATE DISTRICT FOR 5.02 ACRES LOCATED AT 8872 BODEGA HIGHWAY, SEBASTOPOL, APN 077-140-030.

The Board of Supervisors of the County of Sonoma, State of California, ordains as follows:

SECTION I: The Official Zoning Database (OZD) of the County, adopted by reference by Section 26-02-110 of the Sonoma County Code, is amended by reclassifying the following real property from the DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources) District(s) to the DA (Diverse Agriculture), 20-acre density, SR (Scenic Resources) district, or other appropriate district for 5.02 acres located on the north side of Bodega Highway, approximately one-fifth of a mile west of Watertrough Road, also known as 8872 Bodega Highway, Sebastopol, APN 077-140-030. File No. ZCE13-0017. The Director of the Permit and Resource Management Department is directed to reflect this amendment to the OZD of the County as shown on Sectional District Map No.

SECTION II: The Proposed Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA guidelines.

SECTION III: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Supervisors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION IV: This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation, published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma, passed and adopted this 2nd day of December, 2014, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin:	Zane	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes:	Absent:	Abstain:	

WHEREUPON, the Chair declared the above and foregoing Ordinance duly adopted and

SO ORDERED

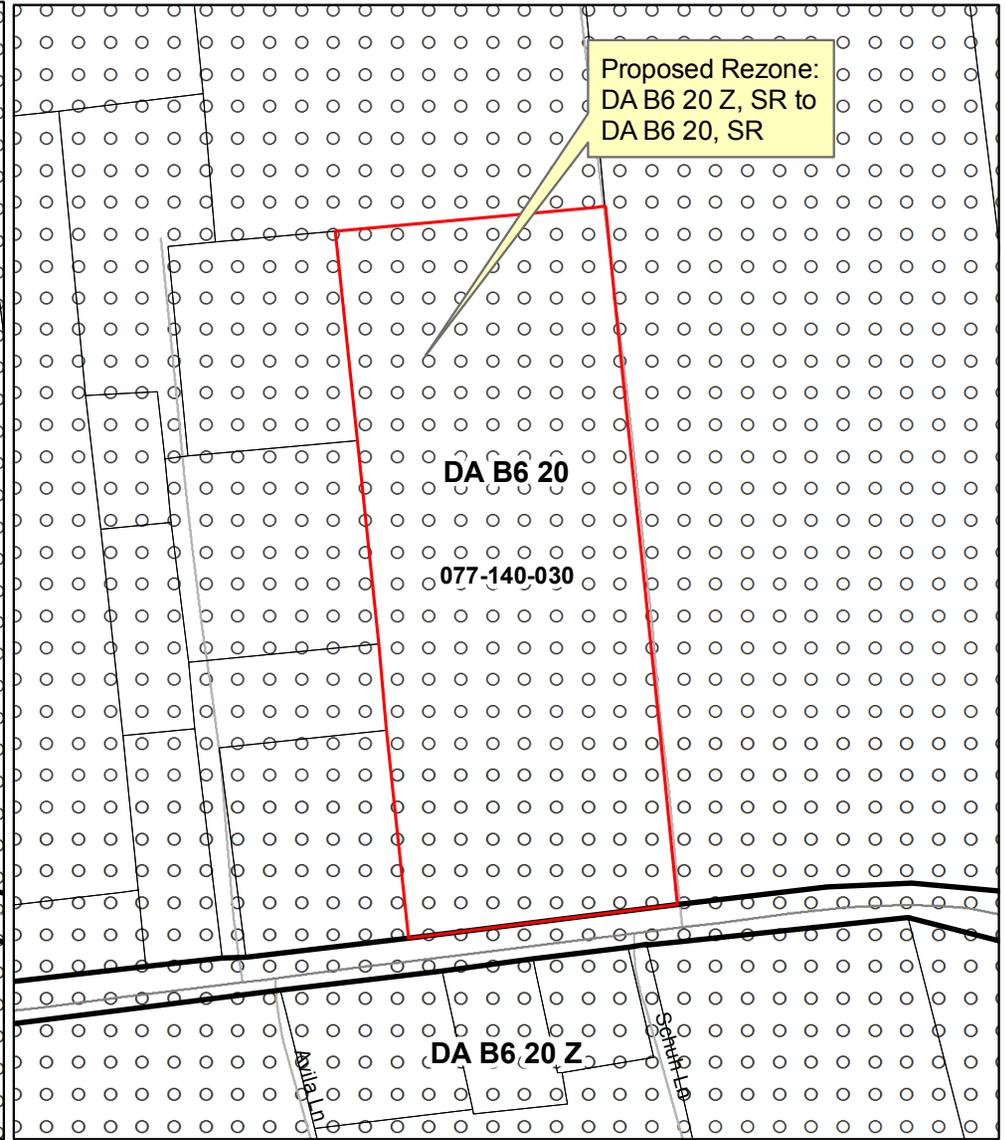
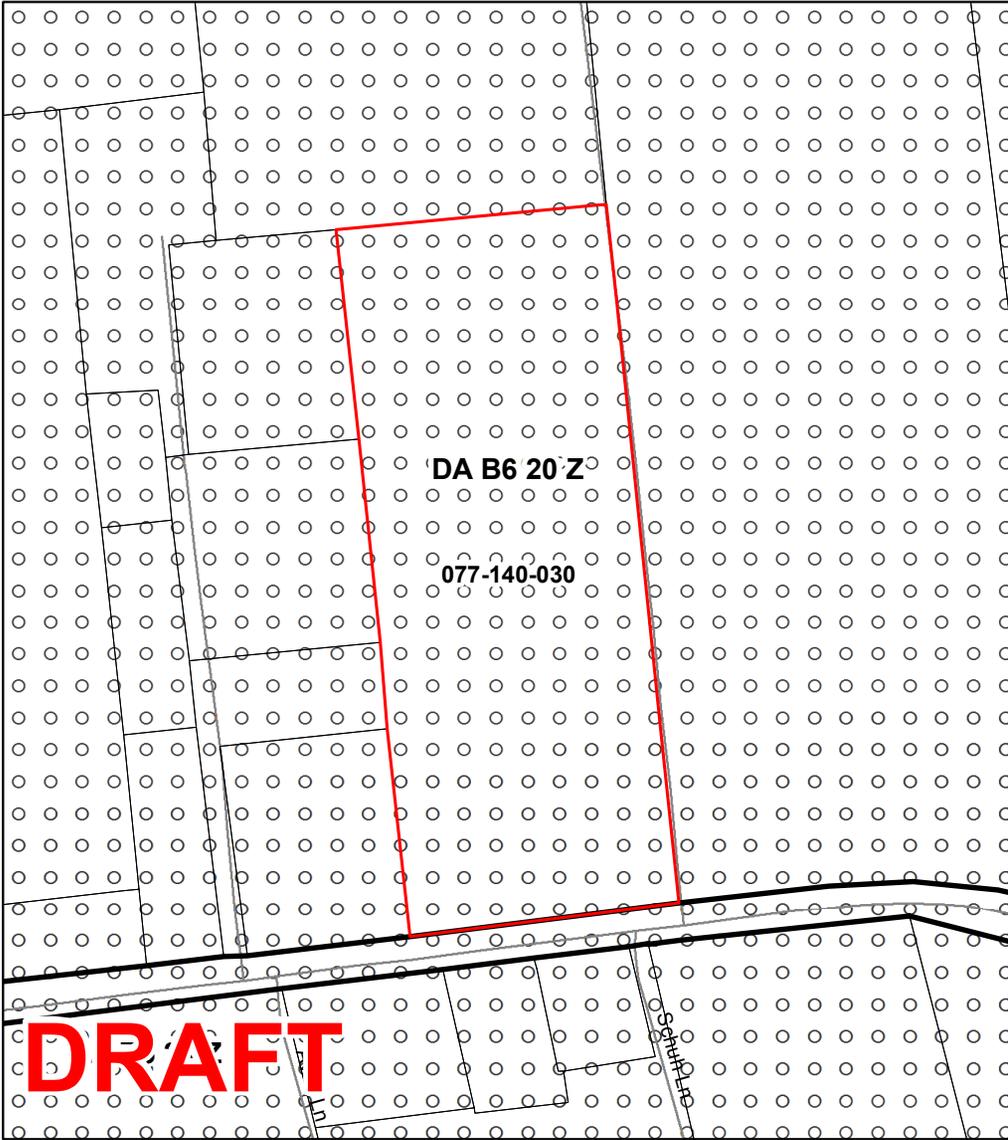
Chair, Board of Supervisors
County of Sonoma

ATTEST:

Veronica A. Ferguson
Clerk of the Board of Supervisors

Existing Zoning

Proposed Zoning



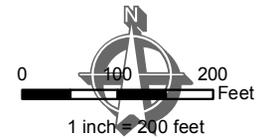
Base Map Data

- Proposed Rezone
- Basezoning by Area
- Highways
- Intermittent Stream
- Perennial Stream

Zoning Combining Districts

- LU Policy
- AH Affordable Housing
- HD Historic District
- BR Biotic Resource
- LG Local Guidelines
- SR Scenic Resource
- VOH Valley Oak Habitat
- MR Mineral Resource

- G Geologic Hazard
- F2 Floodplain
- F1 Floodway



FILE: ZCE13-0017
 APN: 077-140-030
 Ordinance No. TBA
 Sectional District Map No. TBA

Permit and Resource Management Department
 Project Review Section



2550 Ventura Avenue, Santa Rosa, CA 95403
 (707) 565-1965 Fax (707) 565-1103



Resolution Number 14-012

County of Sonoma
Santa Rosa, California

June 19, 2014
ZCE13-0017 Misti Harris

RESOLUTION OF THE PLANNING COMMISSION, COUNTY OF SONOMA, STATE OF CALIFORNIA, FINDING THE PROJECT EXEMPT FROM CEQA AND RECOMMENDING APPROVAL OF THE ZONE CHANGE TO THE BOARD OF SUPERVISORS AS REQUESTED BY HENRY BARD, FOR PROPERTY LOCATED AT 8872 BODEGA HIGHWAY, SEBASTOPOL; APN 077-140-030.

WHEREAS, the applicant, Henry Bard, filed an application with the Sonoma County Permit and Resource Management Department to rezone 5.02 acres from the DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources) district to the DA (Diverse Agriculture), 20-acre density, SR (Scenic Resources) district, or other appropriate district on property located at 8872 Bodega Highway, Sebastopol; APN 077-140-030; Supervisorial District No. 5; and

WHEREAS, Section 15061 (b) (3) of the California Code of Regulations provides that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and

WHEREAS, in accordance with the provisions of law, the Planning Commission held a public hearing on June 19, 2014, at which time all interested persons were given an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission makes the following findings:

1. General Plan Housing Element Policy HE-3c includes a program to remove the Z overlay from qualifying parcels when they are between two and ten acres in size. The subject parcel is 5.02 acres in size and construction of a second dwelling unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as second dwelling units.
2. Removal of the Z (Second Dwelling Unit Exclusion) overlay is consistent with the DA (Diverse Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that are currently allowed on this site.
3. The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.
4. The removal of the Z (Second Dwelling Unit Exclusion) overlay is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. This parcel is located in a Class 2 Water Availability Area, meaning that the site is located in a major natural recharge area and there is adequate water supply to serve the existing single-family dwelling and proposed second dwelling unit.

- b. The 5.02-acre parcel appears to have adequate room to accommodate the leach field area required for both the existing primary dwelling and proposed second dwelling unit with required expansion areas.
- c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
- d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) overlay would not decrease public safety.
- e. The 5.02-acre parcel is too small to be viable for commercial agriculture and septic capability will limit the potential for additional dwellings such as agricultural employee units.

5. The project is exempt from CEQA pursuant to Section 15061(b)(3).

BE IT FURTHER RESOLVED, that the Planning Commission recommends that the Board of Supervisors approve the requested Zone Change.

BE IT FURTHER RESOLVED that the Planning Commission designates the Secretary of the Planning Commission as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Sonoma County Permit and Resource Management Department, 2550 Ventura Avenue, Santa Rosa, CA 95403.

THE FOREGOING RESOLUTION was introduced by Commissioner Davis, who moved its adoption, seconded by Commissioner Bennett, and adopted on roll call by the following vote:

Commissioner Carr	Aye
Commissioner Bennett	Aye
Commissioner Shahhosseini	Aye
Commissioner Liles	Absent
Commissioner Davis	Aye

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

WHEREUPON, the Chair declared the above and foregoing Resolution duly adopted; and

SO ORDERED.



*Sonoma County Combined Planning Commission
and Board of Zoning Adjustments*
MINUTES

Sonoma County Permit and Resource Management Department
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

Date: June 19, 2014
Meeting No.: 14-008

ROLL CALL

Commissioners

Don Bennett
Paula Cook
Jason Liles (absent)
Pam Davis
Greg Carr, Chair

Staff Members

Dean Parsons
Misti Harris
Traci Tesconi
Denise Peter
Bill Passaretti, Secretary
David Hurst, Chief Deputy County Counsel

1:00 PM Call to order and Pledge of Allegiance

Approval of Minutes - N/A

Correspondence

Board of Supervisors Actions

Commissioner Announcements/Disclosures

Public Appearances

Items scheduled on the agenda

PLANNING COMMISSION UNCONTESTED CALENDAR

Item No. 1
Time: 1:05 p.m.
File: ZCE13-0017
Applicant: Bard Henry
Staff: Misti Harris
Env. Doc: Categorical Exemption
Proposal: Request for a Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district on a 5.02 acre parcel.
Location: 8872 Bodega Hwy, Sebastopol
APN: 077-140-030
District: 5

Zoning: DA (Diverse Agriculture) B6-20 acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

Misti Harris summarized the staff report, which is incorporated herein by reference.

Diana Douch, Bodega Hwy resident, had questions on re-zoning for a second unit on a “spot-zone” basis. She is concerned that the agricultural land could be lost. Since they are in an SR area and Riparian corridor, why change? Should changes be made lot by lot or in conjunction with a General Plan update?

Commissioner Davis questioned why some parcels on the map show a Z overlay while others don't. **Misti Harris** answered that the immediate parcels surrounding the subject parcel are showing the overlay, and the nearby properties do not.

Commissioner Carr wanted to know if the property would qualify for an Ag property or a family farm. **Misti Harris** replied that it would not qualify because it is smaller than 20 acres.

Commissioner Carr noted that the County is going to be removing the Z designation, so he wanted to know why this is going forward independently? **Misti Harris** informed him that it is going forward independently so that they can legalize an existing second unit.

Chairman Carr asked Dean Parsons of when the question of the Z district is going to go forward. **Dean Parsons** answered that there is no schedule for that as yet. There is a General Plan policy in place that does support this in certain circumstances, in a case by case basis and the Board had directed to view these in this way, due to budget restrictions as opposed to an overall update, which is why this is coming forward as a stand-alone.

Commissioner Davis, I know this is a SR zoning, so it is subject to Design Review. **Misti Harris** answered that second units can't have Design Review due to state law. **Dean Parsons** added that in an SR zone, for a second dwelling unit, we don't do Design Review, but we process a zoning permit application and there are criteria in the Zoning Code in terms of neighborhood compatibility, setback standards and we encourage materials and colors to be compatible with other buildings on the property.

Action: **Commissioner Davis** moved to recommend approval of the proposed Zone Change to the Board of Supervisors. Seconded by **Commissioner Bennett** and passed with a 4-0-1 vote.

Appeal Deadline: N/A
Resolution No.:14-012

Commissioner Bennett: Aye
Commissioner Shahhosseini: Aye
Commissioner Davis: Aye
Commissioner Liles: Absent
Commissioner Carr: Aye

Ayes: 4
Noes: 0
Absent: 1
Abstain: 0



Sonoma County Planning Commission **STAFF REPORT**

Sonoma County Permit and Resource Management Department

2550 Ventura Avenue, Santa Rosa, CA 95403

(707) 565-1900 FAX (707) 565-1103

FILE: ZCE13-0017
DATE: June 19, 2014
TIME: 1:05 p.m.
STAFF: Misti Harris, Project Planner

Board of Supervisors hearing will be held at a later date and will be noticed at that time.

SUMMARY

Applicant: Bard Henry

Owner: Maria Christina Iannuzzi

Location: 8872 Bodega Highway, Sebastopol
APN: 077-140-030 Supervisorial District No.: 5

Subject: Zone Change

PROPOSAL: Request for a Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district on a 5.02 acre parcel.

Environmental Determination: Categorical Exemption 15061(b)(3)

General Plan: DA (Diverse Agriculture) 20-acre density

Specific/Area Plan: West Sebastopol Plan
Land Use: Orchards and Vineyards

Ord. Reference: Section 26-76-005

Zoning: DA (Diverse Agriculture), B6- 20 acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

Agricultural Preserve: N/A

Application Complete for Processing: January 30, 2014

RECOMMENDATION: Recommend that the Planning Commission recommend to the Board of Supervisors approval of the requested Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district from the subject property.

ANALYSIS

Background:

The subject property was rezoned to the current zoning designation in 1990 as part of the implementation of the 1989 General Plan. The Board of Supervisors adopted Ordinance No. 4643 rezoning agricultural and resource lands to match the new General Plan designations. All lands that were previously designated as AE (Agriculture Exclusive) or that were subject to an active Williamson Act Contract were rezoned to include the Z Combining District. The application of the Z Combining District was based on the fact that agricultural lands had the potential for agricultural-type employee housing if the land had agricultural production.

There is an active violation on the property for an illegal second unit. The property owner applied for removal of the Z overlay as the first step in resolving the violation by legalizing the second unit. If this request is granted, the applicant would apply for the required building permits.

Project Description:

The applicant has requested that the Z (Second Dwelling Unit Exclusion) combining district designation be removed from the subject 5.02 acre parcel to allow a second dwelling unit on the parcel.

Site Characteristics:

The project consists of 5.02 acre parcel located on the north side of Bodega Highway in the Twin Hills region of the county, approximately one-fifth of a mile west of Watertrough Road. Site improvements consist of a single-family dwelling, vineyard, and related accessory structures. The site gently slopes to the northeast.

The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.

Surrounding Land Use and Zoning:

North: Residence; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

South: Residences; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

East: Agriculture with residences; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

West: Residences; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Dwelling Unit Exclusion), SR (Scenic Resources)

DISCUSSION OF ISSUES

Issue #1: Conformance with the General Plan and Precedence

The subject property received the Diverse Agriculture and Z (Second Dwelling Unit Exclusion) combining designation in 1990 during the implementation of the 1989 General Plan because the parcel was zoned AE (Agriculture Exclusive) at that time. Typically, second dwelling units are allowed in the Diverse Agriculture zoning district under the following circumstances: there is not a Z overlay district; the parcel is not under a Williamson Act Contract; the parcel is least two acres in size in areas served by well and

septic systems; and the request meets all the Second Dwelling Unit Zoning Code standards. Removal of the Z (Second Dwelling Unit Exclusion) district on the subject parcel is consistent with the General Plan.

The parcel is 5.02 acres in size and not large enough to be placed under a Williamson Act contract, even though approximately 3.4 acres is planted in vineyard.

In addition, the General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. Policy HE-3c states:

Review “Z” (Second Dwelling Unit Exclusion) Combining District restrictions on agricultural parcels of less than 10 acres county-wide, and consider removing the restrictions where appropriate.

The Board of Supervisors adopted this policy and program, but directed staff to continue to implement it on a case-by-case basis due to budgetary restrictions. The subject parcel is zoned Diverse Agriculture and 5.02 acres in size. Allowing the Z to be removed and the construction of a second dwelling unit is consistent with Policy HE-3c as an opportunity to provide affordable housing on the site by allowing a second dwelling unit.

Issue #2: Conformance with the West Sebastopol Specific Plan

The subject parcel has a land use designation of Intensive Agriculture, also referred to as “Orchards and Vineyards,” in the West Sebastopol Specific Plan. This designation means that agriculture is the primary land use and new non-agriculture related housing is limited. This plan’s housing goals are to allow rural residential development that does not conflict with agriculture and provide a broad range of housing types and affordability levels.

This request is consistent with the governing Specific Plan because it does not increase housing density, does not conflict with agricultural use on the site or in the vicinity, and allows construction of a second unit that will be more affordable due to its limited size.

Issue #3: Conformance with the Zoning Code

Application and removal of the Z Combining District must conform with the Second Dwelling Unit Exclusion Combining District Section of the Sonoma County Zoning Ordinance. Section 26-76-005 states the following reasons for applying the Z (Second Dwelling Unit Exclusion) combining district:

The purpose of this district is to provide for the exclusion of second dwelling units in the following areas:

- a) Areas where there is an inadequate supply of water for drinking or firefighting purposes,*
- b) Areas where there are inadequate sewer services or danger of groundwater contamination,*
- c) Areas where the addition of second units would contribute to existing traffic hazards or increase the burden on heavily impacted streets, roads, or highways, and*
- d) Areas where, because of topography, access, or vegetation, there is a significant fire hazard (Ord. No. 4643, 1993).*

The above reasons do not apply to the project site as explained below:

Water Supply:

Groundwater availability maps show that the subject property is located in a Groundwater Availability Area 2 (major recharge area). Thus the Z (Second Dwelling Unit Exclusion) combining district is not necessary due to the lack of water availability.

Wastewater Disposal:

In 2012, a percolation test completed on the project site demonstrated the site qualifies for a standard septic system (SEV12-0528) to serve a new second dwelling unit. Adjoining properties are also served by private septic systems on both smaller and larger parcels. There does not appear to be justification for the Z (Second Dwelling Unit Exclusion) combining designation being retained due to potential contamination of groundwater.

Traffic Hazards:

The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not significantly increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.

Fire Hazards:

The General Plan Safety Element shows the subject property is not located in an area prone to wildfires and, therefore, is not subject to high fire danger.

Issue #4: Spot Zoning

The County of Sonoma has attempted to implement a comprehensive land use plan through its Zoning Ordinance. Spot zoning is generally considered undesirable. The subject property was compared to adjacent and nearby properties to determine the overall pattern of zoning designations. All adjacent properties to the west are also zoned Diverse Agriculture with the Z overlay. Properties located approximately 1,000 to 1,500 feet away to the north, west, and east are zoned Diverse Agriculture without the Z overlay.

The project is in the vicinity of properties zoned Diverse Agriculture, with and without the Z overlay. Therefore, it does not appear to be spot zoning to remove the Z overlay zone on this parcel, combined with the fact that the parcel is not under a Williamson Act contract and is too small to ever qualify for a Williamson Act contract.

The request is consistent with the Board of Supervisors' direction to process such requests on a case by case basis.

ALTERNATIVES

Alternatively, the Planning Commission could recommend the Board of Supervisors deny the applicant's request to remove the Z (Second Dwelling Unit Exclusion) overlay. If the applicant's request is denied, then the zoning would not change and a second unit could not be constructed on the subject parcel.

STAFF RECOMMENDATION

Recommend that the Board of Supervisors approve the requested Zone Change, to remove the Z (Second Dwelling Unit Exclusion) overlay zoning designation on the subject parcel.

FINDINGS FOR RECOMMENDED ACTION

1. General Plan Housing Element Policy HE-3c includes a program to remove the Z overlay from qualifying parcels when they are between two and ten acres in size. The subject parcel is 5.02 acres in size and construction of a second dwelling unit is consistent with Housing Element goals and

objectives to increase opportunities for the production of affordable housing such as second dwelling units.

2. Removal of the Z (Second Dwelling Unit Exclusion) overlay is consistent with the DA (Diverse Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that are currently allowed on this site.
3. The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.
4. The removal of the Z (Second Dwelling Unit Exclusion) overlay is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. This parcel is located in a Class 2 Water Availability Area, meaning that the site is located in a major natural recharge area and there is adequate water supply to serve the existing single-family dwelling and proposed second dwelling unit.
 - b. The 5.02-acre parcel appears to have adequate room to accommodate the leach field area required for both the existing primary dwelling and proposed second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) overlay would not decrease public safety.
 - e. The 5.02-acre parcel is too small to be viable for commercial agriculture and septic capability will limit the potential for additional dwellings such as agricultural employee units.
5. The project is exempt from CEQA pursuant to Section 15061(b)(3).

LIST OF ATTACHMENTS

- EXHIBIT A: Draft Ordinance and Sectional District Map
EXHIBIT B: Proposal Statement
EXHIBIT C: Vicinity Map
EXHIBIT D: General Plan Land Use Map
EXHIBIT E: Site Plan
EXHIBIT F: Draft Resolution