

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

TUESDAY

NOVEMBER 3, 2015

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		
James Gore	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 or bos@sonoma-county.org as soon as possible to ensure arrangements for accommodation.

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

Any member of the public 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.

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

(Item 1)

PRESENTATIONS AT THE BOARD MEETING

1. **9:00 A.M.** - Adopt Gold Resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2015: Community Child Care Council of Sonoma County (Non-profit), Empire College Board of Directors (Board), Vince Harper (Individual), Herman J. Hernandez (Individual), and Mentor Me (Non-profit). (Human Resources)

**PLEASE NOTE: THE BOARD WILL BREAK AFTER THIS ITEM
TO JOIN THE JEFFERSON AWARDS RECEPTION.**

SONOMA COUNTY WATER AGENCY

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

2. Authorize the General Manager to terminate the Sonoma Valley Photovoltaic 100 kW contract for convenience, and Authorize payment to the contractor of termination costs not-to-exceed \$2,060. (First District)
3. Environmental Due Diligence for Pipeline Corrosion Protection Projects - Authorize the Chair to execute an agreement with ERM-West, Inc. to provide environmental due diligence for proposed aqueduct cathodic rectifier sites for the amount of \$45,810, agreement terminates on June 30, 2016.

BOARD OF SUPERVISORS

4. Approve Advertising Program grant award and Authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for Fiscal Year 2015-16: Geyserville Chamber of Commerce, \$750. (Fourth District)
5. Adopt a Minute Order Resolution directing the Permit and Resource Management Department to bring forward an amendment to the General Plan to protect the Atascadero Marsh and associated wetlands extending south to Mill Station Road. (Fifth District)
6. Approve the County of Sonoma Board of Supervisors calendar of meetings for the year 2016.

CONSENT CALENDAR (continued)

DISTRICT ATTORNEY

7. Health and safety protections of sexual assault survivors - Adopt a Resolution of a proposed regulation to enhance the health and safety rights of victims of sexual assault and testing of defendants charged with the sexual assault.

**FIRE AND EMERGENCY SERVICES/COUNTY ADMINISTRATOR/
AUDITOR CONTROLLER-TREASURER TAX COLLECTOR**

8. Adopt a Resolution designating the County Administrator, the Auditor-Controller-Treasurer-Tax Collector and the ACTTC Client Accounting Manager as authorized agents of the County of Sonoma for Cal OES State of California Governor's Office of Emergency Services public assistance grants.

GENERAL SERVICES

9. Evaluation of Hydrogen Powered Toyota Mirai Sedan –
(A) Authorize the Director to sign a Vehicle Use Agreement with Toyota Motor Sales, U.S.A., Inc. for the use of a hydrogen powered Toyota Mirai for evaluation purposes.
(B) Authorize the Director to sign future Vehicle Use Demonstration Agreements provided there is no cost.

HEALTH SERVICES

10. Authorize the Director to execute an agreement with Harder+Company Community Research to facilitate the completion of a feasibility study of service models aimed at improving quality of care to chronic inebriates in Sonoma County for the period of October 13, 2015 through April 30, 2016 in an amount not-to-exceed \$55,015.

HUMAN RESOURCES

AND

**AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
COMMUNITY DEVELOPMENT COMMISSION
NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT
SONOMA COUNTY WATER AGENCY**

(Directors/Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)

11. Miscellaneous Classification and Compensation Changes -
(A) Adopt a Resolution amending the Department Allocation List for the Department of Health Services to reflect the addition of 1.0 full-time equivalent Medical Record Clerk III and the deletion of 1.0 full-time equivalent Public Health Aide II effective November 3, 2015.
(B) Adopt a Concurrent Resolution amending the Memorandum of Understanding between the County and Engineers and Scientists of California (ESC), Local 20, Appendix A: ESC Salary Table to reflect the re-titling of the classification of Environmental Health Specialist III to Senior Environmental Health Specialist effective November 3, 2015.

CONSENT CALENDAR (continued)**PERMIT AND RESOURCE MANAGEMENT**

12. Groundwater and Geotechnical Support Services Contracts – Authorize the Director to execute agreements with four consulting firms – Todd Groundwater in an amount not-to-exceed \$80,000, Kleinfelder, Inc. in an amount not-to-exceed \$60,000, O’Connor Environmental, Inc. in an amount not-to-exceed \$80,000, and EBA Engineering in an amount not-to-exceed \$80,000 – to provide groundwater and geotechnical support services on an as-needed basis for three-year contract periods beginning November 4, 2015 and ending November 3, 2018.

TRANSPORTATION AND PUBLIC WORKS

13. Solid Waste Collection Franchise Agreements – Amendments to Conform to Master Operations Agreement and Changes to Organic Waste Rates – Authorize the Chair to:
- (A) Execute Amendment No. 3 to the Amended and Restated Solid Waste Collection Franchise Agreement By and Between the County of Sonoma and Redwood Empire Disposal Sonoma County, Inc. to:
- (a) align the timing of annual adjustments to the annual adjustments in the Master Operating Agreement with Republic Services of Sonoma County, Inc.;
 - (b) eliminate age restriction for vehicles in inventory;
 - (c) revise Exhibit E – Services Rates effective October 1, 2015 to include the Master Operations Agreement concession fees for solid waste disposal and yard and wood waste disposal, the annual adjustment, and organics outhaul;
 - (d) amend Exhibit G – Annual Rate Adjustment Methodology for Solid Waste Collection Rates to allow increases to wood and yard waste tipping fees; and
 - (e) amend various sections of the Agreement for clarification.
- (B) Execute Amendment No. 1 to the Solid Waste Collection Franchise Agreement By and Between the County of Sonoma and Sonoma Garbage Collectors to:
- (a) align the timing of annual adjustments to the annual adjustments in the Master Operating Agreement with Republic Services of Sonoma County, Inc.;
 - (b) eliminate age restriction for vehicles in inventory;
 - (c) revise Exhibit C – Service Rates effective October 1, 2015 to include the Master Operations Agreement concession fees for solid waste disposal and yard and wood waste disposal, the annual adjustment, and add organics outhaul;
 - (d) amend Exhibit E – Annual Rate Adjustment Methodology for Solid Waste Collection Rates to allow increases to wood and yard waste tipping fees; and
 - (e) amend various sections of the Agreement for clarification.

MISCELLANEOUS

14. Approve the Minutes of the Meetings of October 6, 2015, October 13, 2015, and October 20, 2015 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 13, 2015 for the Sonoma Valley County Sanitation District.

CONSENT CALENDAR (continued)

APPOINTMENTS

(Item 15)

15. Adopt a Resolution appointing Stephan Betz, Health Services Director, to the Partnership HealthPlan of California Commission for a four-year term beginning on November 3, 2015 and ending on November 2, 2019. (Health Services)

IV. REGULAR CALENDAR

(Items 16 through 21)

HEALTH SERVICES

16. Adopt a Resolution introducing, reading the title of, and waiving further reading of a proposed ordinance amending Chapter 34 of the Sonoma County Code - County Organized Health System to revise the formula used to determine the number of Partnership HealthPlan of California Commission seats per county and to align the Sonoma County Code with the revised Partnership HealthPlan of California Commission Bylaws. (First Reading)

COUNTY ADMINISTRATOR

17. Accept Fiscal Year 2015-16 Review of Estimated Available Budgetary Fund Balances and Approve using \$4.4 million of Pre-2004 Senate Bill 90 State Mandated Services Reimbursements Received to support the Fiscal Year 2015-16 Health Services Budget.
18. Fiscal Year 2015-16 Budget: Approved 1st Quarter Budgetary and Position Allocation Adjustments to the Fiscal Year 2015-16 Adopted Budget.
- (A) Adopt a Concurrent Resolution of the Board of Supervisors, Community Development Commission, Northern Sonoma County Air Pollution Control District, Agricultural Preservation & Open Space District, Russian River County Sanitation District, Occidental County Sanitation District, South Park County Sanitation District, and Sonoma County Water Agency adjusting Fiscal Year 2015-16 Budget and Position Allocations.
- (B) Adopt a Resolution of the Sonoma Valley County Sanitation District, adjusting Fiscal Year 2015-16 Budget.

COUNTY ADMINISTRATOR

AND

COMMUNITY DEVELOPMENT COMMISSION

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

AND

PERMIT AND RESOURCE MANAGEMENT/GENERAL SERVICES

19. Housing Pilot Project to Safely Shelter Homeless Persons - Receive a report on using non-traditional structures on County-owned land to safely house homeless persons and direct staff to implement a pilot project that is consistent with the *Building HOMES Report* presented to the Board on August 25, 2015.

COMMUNITY DEVELOPMENT COMMISSION

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

20. Lower Russian River Homeless Services and Shelter Project Update –
- (A) Accept the Lower Russian River Homeless Services Report.
- (B) Direct Sonoma County Community Development Commission staff to proceed with finalizing feasibility due diligence tasks on one or more potential homeless facility locations and return to the Board for approval of a Lease or Purchase and Sales Agreement. (Fifth District)

REGULAR CALENDAR (continued)

BOARD OF SUPERVISORS

21. Approve Board sponsorship of \$5,065 to the Sebastopol Center for the Arts for the AARP Tax-Aide Program at the Sebastopol Veteran's Memorial Building from February 4, 2016 through April 14, 2016. (Fifth District)

V. CLOSED SESSION CALENDAR

(Items 22 through 24)

22. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing litigation – Richard Schulze v. County of Sonoma, Workers' Compensation Appeals Board Case No. ADJ9090410. (Government Code Section 54956.9(d)(1)).
23. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Conference with Real Property Negotiator. Property: 2150 West College Avenue, Santa Rosa, CA. Negotiators: For Agency: Grant Davis, General Manager. For Potential Buyers: Santa Rosa City School District. Under Negotiation: Terms and conditions of possible sale. (Government Code Section 54956.8)
24. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Christina Cramer/Carol Allen/Kelly Tuffo, Liebert, Cassidy & Whitmore/Richard Bolanos, Liebert, Cassidy & Whitmore. Employee organization: All. Unrepresented employees: All, including retired employees. (Government Code Section 54957.6).

VI. REGULAR AFTERNOON CALENDAR

(Items 25 through 29)

25. RECONVENE FROM CLOSED SESSION

26. Report on Closed Session from October 27, 2015 and November 3, 2015.

27. 2:00 P.M. 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.)

28. Permit and Resource Management Department: Review and possible action on the following:

Acts and Determinations of Planning Commission/Board of Zoning Adjustments

Acts and Determinations of Project Review and Advisory Committee

Acts and Determinations of Design Review Committee

Acts and Determinations of Landmarks Commission

Administrative Determinations of the Director of Permit and Resource Management

(All materials related to these actions and determinations can be reviewed at:

<http://www.sonoma-county.org/prmd/b-c/index.htm>)

29. ADJOURNMENTS

NOTE: The next regular meeting will be held on November 10, 2015.

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

November 10th (AM) – Tobacco Retailers License Ordinance.

November 10th (PM) - Sonoma Valley Recycled Water Rates.

November 10th (PM) - Appeal of the Board of Zoning Adjustments' Mirabel Lodge, UPE14-0066.

November 17th (PM) - Appeal of the Board of Zoning Adjustments' Freeman Winery, UPE13-0035.

November 17th (PM) - Agricultural Preserve expansion; Lakeview Ranch LLC; AGP12-0028.

November 17th (PM) - Appeal of the Board of Zoning Adjustments' Hale Winery, PLP05-0062.

November 17th (PM) - Agricultural Preserve boundary adjustment; Joseph W. Dutton and Tracy L. Dutton; AGP14-0004.

December 8th (PM) – Transit Fare Hearing.

December 8th (PM) - Vacation Rental Ordinance Update; ORD14-0011.

December 15th (PM) – Agriculture/Weights & Measures VESCO Fee.

January 5th (PM) – General Plan Technical Corrections, Local Coastal Plan, Bennett Valley, ZCE13-0016.

January 12th (PM) - Appeal of the Board of Zoning Adjustments' community care facility; PLP14-0056.

January 26th (PM) - Right of way vacation hearing concerning the Timber Cove.

BOARD OF SUPERVISORS

AGENDA ADDENDUM

NOVEMBER 3, 2015

CONSENT CALENDAR

PRESENTATIONS/GOLD RESOLUTIONS

PRESENTATIONS AT THE BOARD MEETING

#1A. Adopt a Gold Resolution recognizing National Apprenticeship Week. (Third District)



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: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Human Resources

Staff Name and Phone Number:

Sylvia Lemus, 565-1702

Supervisorial District(s):

All

Title: 2015 Jefferson Awards for Public Service

Recommended Actions:

Adopt five gold resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2015.

Executive Summary:

The Jefferson Awards is a nationally recognized program designed to highlight public service in America, with awards at the national, regional, and local levels. The program began as a part of the American Institute for Public Service in 1972 and was established by Jacqueline Kennedy Onassis, U.S. Senator Robert Taft, Jr., and Sam Beard, a staffer for Bobby Kennedy. The program's mission is "to recognize, inspire, and active volunteerism and public service in communities, workplaces, and schools across America." This board item request that five awardees receive recognition as the 2015 Sonoma County Jefferson Awards recipients.

At the national level, this prestigious award has been given to many well-known figures over the years such as Dr. Henry A. Kissinger, Cesar Chavez, John Glenn, Paul Newman, Oprah Winfrey, Rosalynn Carter, and Barbara Bush. The national board of selectors is comprised of leaders in government, the arts, education, entertainment, sports and business; current members include Senators Harry Reid and Mitch McConnell, Laura Bush, Ronnie Lott, Michael Douglas, and others. Out of a desire for national commitment to civic engagement, with corporate sponsorship and regional media partners, the award program continues to spread into local communities.

On October 24, 2006, your Board endorsed bringing the Jefferson Awards to Sonoma County. While there are many local award programs that serve to honor volunteerism, this Board decided to focus our award on "Excellence in Community Leadership and Civic Engagement." Nominations are solicited in one of three categories, with the following criteria:

1. **Individual Actions** – demonstrating leadership and/or innovation in dealing with a community issue or need in Sonoma County; having a measurable impact on community need; and having a wide-ranging impact.

2. **Non-profits** – demonstrating positive impact on community need; promoting volunteer involvement; and demonstrating leadership and innovation with high degree of customer satisfaction or impact on community need.

3. **Boards/Commissions/Advisory Councils** – demonstrating leadership in addressing a community issue or need; going above and beyond expectations of the role of a board/commission/member; and developing innovative solution(s) in addressing community need.

Our community is fortunate to be supported by a diverse range of services from the many individuals, non-profits, and boards/commissions/advisory councils in Sonoma County. In 2015, we received a total of 27 nominations for consideration of the Jefferson Awards.

A selection committee comprised of a diverse group of community and County leaders reviewed all nominations against the categories and criteria listed above. The selection committee narrowed down the nominations to ten finalists, from which your Board selected the following five 2015 Sonoma County Jefferson Award recipients:

1. **Community Child Care Council of Sonoma County (Non-Profit)** – for their commitment to inspire our community to support the well-being of every child and to improve the quality and availability of child care in Sonoma County.
2. **Empire College Board of Directors (Board)** – through support of college events and modeling of community volunteerism, each of the members of Empire College’s board of directors demonstrates leadership in dealing with community issues and needs both on behalf of Empire College and other organizations, and they continue to foster the legacy of their founder/board member Henry Trione.
3. **Vince Harper (Individual)** – for his 20 years of working to improve the lives of children, youth, and families in the community, especially helping high-risk youth to overcome the influence of gangs, drugs, and poverty.
4. **Herman J. Hernandez (Individual)** – recognized as the driving force behind the formation of the Los Cien Sonoma County, whose primary purpose is to bridge the whole community, and through education and collaboration, to have a clear informative understanding of the growing population of the Latino community.
5. **Mentor Me (Non-Profit)** – for providing one-to-one, long-term adult mentors to at-risk youth in the Petaluma (and Novato) School District, so youth can achieve their best in school and in life. The program serves youth aged 5 – 17 and currently has over 300 active school-based mentorships, with 90 youth waitlisted.

These winners were selected as those who best demonstrate the characteristics and spirit of the Jefferson Awards for 2015.

Prior Board Actions:			
October 24, 2006: Board endorsed the launch of the Jefferson Awards program for Sonoma County. The Board of Supervisors has recognized five winners of the Jefferson Awards for Public Service for each year since 2007.			
Strategic Plan Alignment Goal 4: Civic Services and Engagement			
The Jefferson Awards for Public Service in Sonoma County has been developed to highlight the strength of our community and promote civic engagement in solving community problems. The awards program seeks nominations from throughout the community to honor individuals, nonprofits, boards and/or commissions whose actions results in a positive impact in the local community.			
Fiscal Summary - FY 15-16			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 5,720	County General Fund	\$ 5,720
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 5,720	Total Sources	\$ 5,720
Narrative Explanation of Fiscal Impacts (If Required):			
The Volunteer program's recommended FY 15-16 budget is \$5,720. The funds are budgeted in Human Resources and cover all volunteer programs and events, including the annual volunteer recognition reception and the Jefferson Awards program reception.			
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:			
Gold Resolutions			

Related Items "On File" with the Clerk of the Board:
None.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Presenting A County Of Sonoma Jefferson Award To Community Child Care Council of Sonoma
County For Excellence in Community Leadership and Civic Engagement.**

Whereas, the County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, nonprofits, and board/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

Whereas, since 1972 Community Child Care Council of Sonoma County has helped parents who need child care by advocating for and providing child care training, referrals, nutrition, and financial assistance, and continues to collaborate with other organizations with the goal of providing quality child care to thousands of families on an annual basis; and

Whereas, the organization has grown over the years to include a Quality Improvement Department and Value in Preschool Scholarship Program, and its efforts have been recognized by the Upstream Portfolio in both Tier 2 and Tier 3 status; and

Whereas, the Executive Director, Melanie Dodson, staff and Board Members advocate for child care by fundraising, networking, recognizing efforts and initiatives, and providing technical assistance and coaching to improve the quality of child care programs in Sonoma County; and

Now, Therefore, Be It Resolved on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Community Child Care Council of Sonoma County for their “Excellence in Community Leadership and Civic Engagement.”

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____

Resolution Number: _____



4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Presenting A County Of Sonoma Jefferson Award To The Empire College Board Of Directors
For Excellence in Community Leadership and Civic Engagement.**

Whereas, the County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, nonprofits, and board/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

Whereas, Empire College Board of Directors has established an institutional commitment to community service for each of the 24 academic areas of their Business and Law Schools, for which they have earned the US President’s Higher Education Community Service Honor Roll distinction for the past three years; and

Whereas, the Board’s focus on supporting the community has resulted in \$850,489 of tax refunds for 511 low-income tax payers through accounting student participation in United Way’s Earn It! Keep It! Save It! program and the equivalent value of student intern and pro bono hours in the amount of \$215,950 donated to Sonoma County District Attorney and Public Defender’s offices, Legal Aid of Sonoma County, Advanced Collaborative Team Solutions, and Sonoma County Small Claims Advisory; and

Whereas, at the request of Sonoma County Courts and Bar, Empire Law School has established five clinics to provide free help to thousands of people each year including the elderly, disabled, and indigent resulting in legal fee savings of \$106,400, and donated student and faculty service hours of 3,400 annually; and

Whereas, in addition to supporting the mission and goal of Empire College, the Board of Directors demonstrate leadership in dealing with community issues and needs and fostering the legacy of their founder/board member Henry Trione who best demonstrated community leadership; and

Now, Therefore, Be It Resolved on behalf of the citizens of the County of Sonoma, this

Resolution #

Date:

Page 2

Board of Supervisors hereby bestows this Sonoma County Jefferson Award to the Empire College Board of Directors for their "Excellence in Community Leadership and Civic Engagement."

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Presenting A County Of Sonoma Jefferson Award To Vince Harper For Excellence in
Community Leadership and Civic Engagement.**

Whereas, the County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, nonprofits, and board/commissions/advisory groups that best demonstrate "Excellence in Community Leadership and Civic Engagement;" and

Whereas, Vince Harper has devoted the last 20 years to high-risk youth, helping them overcome the influence of gangs, drugs, and poverty; and

Whereas, Vince has been a member of many committees, boards, partnerships, and coalitions designed to strengthen youth and families in Sonoma County giving them hope and support through hardships; and

Whereas, key projects Vince has helped develop and shape include the youth-led *Day and Night Festival* which supports safety and healthy choices for people living in the South Park neighborhood of Santa Rosa; *Padres Unidos*, a parent training and support program recognized by Sonoma County's Upstream Investments Portfolio; the *Moorland Healthy Neighborhood Plan*; and other programs that provide services and support to youth and families in our community; and

Whereas, Vince Harper's passionate dedication to making an impact in our community and being a "force for good" has been evident by his tireless efforts in planning, outreach, and support to build up the youth and vulnerable citizens in our community;

Now, Therefore, Be It Resolved on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Vince Harper for his "Excellence in Community Leadership and Civic Engagement."

Resolution #

Date:

Page 2

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Presenting A County Of Sonoma Jefferson Award To Herman J. Hernandez For Excellence in
Community Leadership and Civic Engagement.**

Whereas, the County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, nonprofits, and board/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

Whereas, Herman J. Hernandez has been a driving force behind bringing Latinos together to find and promote their voice in the community through the formation of Los Cien Sonoma County; and

Whereas, Mr. Hernandez has emphasized the motto that Latinos need to be “at the table instead of on the menu,” which has been embraced by many Latinos in the community who have become actively engaged in the community, and who now participate on different boards, commissions, and leadership positions; and

Whereas, Mr. Hernandez has supported that Los Cien remain an inclusive organization, bridging the whole community to have a clear informative understanding of the growing population of Latinos and staying ahead of a changing county; and

Whereas, his efforts have made significant impact in the community and has increased community involvement of Latinos by forming venues to discuss and tackle issues that affect Latinos to create a diverse, healthy, and thriving community; and

Now, Therefore, Be It Resolved on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Herman J. Hernandez for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Presenting A County Of Sonoma Jefferson Award To Mentor Me For Excellence in Community
Leadership and Civic Engagement.**

Whereas, the County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, nonprofits, and board/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

Whereas, since 2000 Mentor Me has been helping at-risk youth in Petaluma to achieve their best in school and in life by providing them with one-on-one, long-term adult mentors who make a 2-year commitment and spend a minimum of one hour a week with their mentees; and

Whereas, in 2014 Mentor Me took over the Cavanagh Recreation Center which has emerged as the go-to place for over 300 low-income at-risk youth aged 5 – 17 to engage year-round and participate in academic, social, and recreation activities, including spending time with their mentors at the Center; and

Whereas, Mentor Me’s School-Based Mentoring Program was accepted as a Tier 3 Innovative Practices program in the Upstream Investments Portfolio demonstrating the positive outcomes achieved through the program; and

Whereas, parents and teachers have observed powerful, positive changes in their students and agree that the mentoring program is delivering on its mission to help children reach their highest potential;

Now, Therefore, Be It Resolved on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Mentor Me for their “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

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: 1A
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: November 3, 2015

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:

Adopt a Gold Resolution recognizing National Apprenticeship Week

Executive Summary:

Prior Board Actions:

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

Fiscal Summary - FY 15-16

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:			
Gold Resolution			
Related Items “On File” with the Clerk of the Board:			
none			



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Proclaiming November 2-8 As National Apprenticeship Week**

WHEREAS, the California state apprenticeship system was established in 1939 with the enactment of the Shelley-Maloney Apprenticeship Act; and

WHEREAS, the Shelley-Maloney Act created the California Apprenticeship Council (CAC) as the apprenticeship policy making body for the State; and

WHEREAS, apprenticeship has been recognized over many centuries as a tried and true method of passing on essential skills from one generation to another; and

WHEREAS, the County of Sonoma recognizes the strength and leadership displayed by apprentices, which results from the dedication and generosity of sponsors and participating employers; and

WHEREAS, the apprenticeship system remains as effective today as ever in meeting the changing needs of California and Sonoma County employers for well trained, skilled labor in a wide variety of occupations; and

WHEREAS, apprenticeship offers our Sonoma County youth a pathway to a well-paying, lifelong career, with industry-recognized credentials, without incurring student loan debt;

NOW THEREFORE BE IT RESOLVED that the Sonoma County Board of Supervisors hereby recognizes November 2-8, 2015, as National Apprenticeship Week in our County, and we call this observance to the attention of all our community.

Supervisors:

Rabbitt: Zane: Gore: Carrillo: Gorin:

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 Directors, Sonoma County Water Agency

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Water Agency

Staff Name and Phone Number:

Dale Roberts 547-1979

Supervisorial District(s):

First

Title: Sonoma Valley Photovoltaic 100 kW, Contract Termination

Recommended Actions:

Authorize the General Manager of the Sonoma County Water Agency to terminate the Sonoma Valley Photovoltaic 100 kW contract for convenience and authorize payment to the contractor of termination costs not to exceed \$2,060.

Executive Summary:

Due to changes in the threshold to participate in the wholesale power market, a planned 100 kW expansion of solar power capacity at Sonoma Valley County Sanitation District Wastewater treatment plant is no longer necessary or economical. The proposed action would authorize the General Manager of the Sonoma County Water Agency (Water Agency) to terminate the Sonoma Valley Photovoltaic 100 kW contract for convenience, and authorize payment to the contractor of termination costs not to exceed \$2,060.

HISTORY OF ITEM/BACKGROUND:

On October 14, 2014, the Board authorized execution of the contract for the Sonoma Valley Photovoltaic 100 kW with Solar Works for \$504,008 (Contract). The contract included the design and construction of a new 100 kW solar PV array at Sonoma Valley County Sanitation District Wastewater Treatment Plant (SVTP) to supplement the existing 928 kW solar PV system and a 5-year maintenance contract.

The original purpose of the project was to bring the total nameplate capacity of the PV system over 1 MW. The existing 928 kW solar PV system is not net-metered because the site uses power from its Joint Powers Authority (JPA), the Power and Water Resources Pooling Authority (PWRPA) instead of PG&E. PWRPA is not allowed to offer net-metering, so any solar energy being produced instantaneously that exceeds the needs of the wastewater treatment plant is given away to the grid and is not credited back to the plant's electricity bill. PWRPA staff notified the Water Agency that the California Independent System Operator (CAISO) imposed a threshold on PWRPA requiring that a PV facility must have a rated nameplate capacity of 1MW in order to participate in the wholesale power market and get credit for the energy that is

currently being lost to the grid for free. Since the existing solar PV system is below the 1MW threshold, whenever the current 928 kW solar array generates more energy than the SVTP needs at that moment, the energy is given free to the grid. This project would have brought the total PV system capacity at the wastewater treatment plant over 1MW so that the energy produced could be credited to the Water Agency's Power Resources Fund, which aggregates all power production and consumption across all Water Agency enterprises.

The Water Agency staff was informed by PWRPA staff during the Construction Documents stage of the contract for Sonoma Valley Photovoltaic 100 kW that the CAISO threshold to participate in the wholesale power market had been reduced recently to 500 kW, provided certain metering and communication requirements were met. Thus the existing 928 kW solar PV system would be eligible to schedule onto the CAISO wholesale power market without investing in an additional 100 kW of PV panels, but metering and communication systems would need to be upgraded to CAISO standards. After reviewing the matter with County Counsel, staff determined that it would be appropriate to terminate the contract, primarily because the additional 100 kW of solar PV would only increase the amount of power exported to the grid and would not have offset power used at the treatment plant. The Water Agency intends to issue a Request For Proposal for design services for the metering and communications upgrades required by CAISO which will ultimately lead to the bidding for construction. Water Agency staff would bring the resultant metering and communications upgrades construction contract to the Board for approval in early 2016. The metering and communications upgrades are expected to cost about \$150,000 and would allow the Water Agency to get financially credited for the excess solar generation of the 928 kW solar PV system without the additional 100 kW PV. This will save significant staff time and construction costs.

Solar Works had completed the Design Development stage of the contract and was 50% complete with the Construction Document stage at the time of the notice to stop work. The total contract sum billed by Solar Works for work to date is \$39,228.88. Solar Works claims \$2,059.02 for the termination of the contract. This final payment would bring the amount paid to Solar Works to \$41,281.90 of the original contract amount of \$504,008. This termination claim consists of the following: \$8,775.80 for procurement activities, preparation of construction submittals, and preparation of their termination claim; \$430.86 for subcontractors' cancellation fee for footing/piles and associated overhead; \$2,064.36 for release of 5% retention on previously billed work; and a credit of \$9,212.00 for bond refund. The termination claim is provided on file with the Clerk of the Board.

Water Agency staff believe this termination claim amount is reasonable. If the Board approves the requested action, the General Manager will implement the termination for convenience provisions of the Contract Documents.

ALTERNATIVES

The Water Agency could proceed with the contract, with the additional 100 kW, and also issue a separate contract for the metering and communication upgrades. This would add unnecessary capacity to the system, significant construction costs, and significant staff time for the construction administration and inspection of the project. Water Agency staff looked at moving forward with the additional capacity, but since the additional capacity could only be sold back to the grid, not used on site, it was determined that moving forward with the additional capacity would not be economical.

Prior Board Actions:

October 14, 2014: Action authorizing the Chair to execute the contract with Solar Works for \$504,008 for design-build construction and 5 years maintenance of the Sonoma Valley Photovoltaic 100 kW project.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This termination would prevent unnecessary construction and staffing costs associated with building an additional 100 kW solar array and would allow for a more economical solution for the existing solar energy to be financially credited to the Water Agency.

Water Agency Organizational Goals and Strategies, Goal 2: Responsibly manage Water Agency finances.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 2,060	Water Agency Gen Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 2,060
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 2,060	Total Sources	\$ 2,060

Narrative Explanation of Fiscal Impacts (If Required):

If the proposed action is approved and contract for the Sonoma Valley Photovoltaic 100 kW is terminated, the direct cost of this action would be the \$2,060 in termination-related costs. The total cost of this project to date, including the termination costs, would be \$41,282. This project will be redesigned to upgrade the metering and communication system of the existing 928 kW solar PV system to meet the interconnection requirements of CAISO without the additional 100 kW solar PV capacity.

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:

Solar Works Termination Claim

pa\\S:\Agenda\projects construction\11-03-2015 WA Sonoma Valley
Photovoltaic Contract Term_summ.docm

PROJ/Sonoma Valley Treatment Plant 100 kW Photovoltaic Project 46-712-7
#1



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, Sonoma County Water Agency

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Water Agency

Staff Name and Phone Number:

Anjenette Hayre 707-521-1830

Supervisorial District(s):

Second, Third, Fourth, Fifth

Title: Environmental Due Diligence for Pipeline Corrosion Protection Projects

Recommended Actions:

Authorize Chair to execute an agreement with ERM-West, Inc., to provide environmental due diligence for proposed aqueduct cathodic rectifier sites for the amount of \$45,810, agreement terminates on June 30, 2016.

Executive Summary:

This item requests authority for the Chair to execute an agreement with ERM-West, Inc., to provide environmental due diligence for proposed aqueduct cathodic rectifier sites that will aid in pipeline corrosion protection for the amount of \$45,810. An environmental due diligence looks at existing or potential environmental liability when purchasing property. ERM-West, Inc. will be conducting a site assessment, a database review, conduct historical research, environmental lien research and conduct interviews regarding use of property that the Water Agency will consider purchasing for installation of the cathodic rectifiers. The report will inform the Water Agency of their findings.

HISTORY OF ITEM/BACKGROUND

The Sonoma County Water Agency's (Water Agency) aqueducts have been in continuous service for over 40 years. When the aqueducts/pipelines were installed, magnesium anodes used for corrosion protection were buried along with the pipelines every 40 to 1000 feet depending on existing conditions. The life of the existing corrosion protection system is near end of life. In June 2013 and January 2014, Water Agency hired a corrosion consultant, JDH, to design impressed current systems (corrosion protection) on the Petaluma, Cotati and Santa Rosa Aqueducts, respectively. Board approved the design agreements in 2013 and 2014. Water Agency staff recommend replacing the existing corrosion protection system with an impressed current system, which is a different type of corrosion protection system. An impressed current system will require less maintenance, provide consistent protection, and meet current industry pipeline standard practice. The impressed current system uses centralized sealed anode wells strategically located along the pipeline. The wells may vary in depth anywhere between approximately 150 feet to 350 feet; and can be spaced up to 2 miles apart to provide the same type of protection as the existing corrosion

protection system. An impressed current system designed by JDH, was installed on the Sonoma Aqueduct in 2006.

The Water Agency has a 30% design which was completed by JDH Corrosion, a corrosion design consultant. Prior to moving forward with additional design work, the Water Agency needs to determine whether there are any existing environmental restrictions with the sites identified in the 30% design.

Currently, 18 possible locations (Project Sites) have been identified for corrosion protection equipment installation to protect the Santa Rosa, Cotati, and Petaluma aqueducts. Water Agency staff recommend engaging ERM-West (Consultant) to perform environmental due diligence at the Project Sites to determine the presence of recognized environmental conditions that may indicate the presence of hazardous substances.

SELECTION PROCESS

On September 21, 2012, Water Agency issued a request for qualifications to 41 firms.

Twenty three firms submitted statements of qualifications.

Water Agency staff determined that five of the respondents met the minimum qualifications and ranked highest in the evaluation. Water Agency staff used the following criteria to evaluate each firm: (1) experience performing work associated with pipeline alignment projects; (2) experience performing soil and hydrogeologic investigation (particularly in Sonoma County); (3) professional qualifications; (4) experience developing regulatory strategies for site closure (particularly with local regulatory agencies such as the Regional Water Quality Control Board, (North Coast Region and San Francisco Region); Sonoma County Environmental Health Department, and Sonoma County Fire and Emergency Services Department; and (5) demonstrated ability to perform the work in accordance with good practices common to the industry.

List of qualified firms:

1. GHD, Santa Rosa, CA
2. Kennedy Jenks Consultants, Santa Rosa, CA
3. ERM-West, Santa Rosa, CA
4. Geologica, San Francisco, CA
5. PES Environmental, Inc., Novato, CA

Consultant was selected because of its experience performing work associated with pipeline alignment projects and experience in performing soil and hydrogeological investigations in Sonoma County. Water Agency does not have sufficient staff to perform the work.

Prior Board Actions:

June 25, 2013: Approved agreement between Water Agency and JDH Corrosion Consultants for Petaluma Aqueduct Cathodic Protection Upgrade Design Services. Cost \$155,000; term end June 30, 2017.

January 14, 2014: Approved agreement between Water Agency and JDH Corrosion Consultants for Santa Rosa and Russian River-Cotati Aqueducts Cathodic Protection Upgrade Design Services. Cost \$415,540; term end December 31, 2018.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Water Agency Sanitation Goals and Strategies, Goal 1: Meet or exceed environmental regulations and public health standards.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 45,810	Water Agency Gen Fund	\$ 45,810
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 45,810	Total Sources	\$ 45,810

Narrative Explanation of Fiscal Impacts (If Required):

Budgeted amount of \$45,810 is available from FY 2015/16 appropriations for the Water Transmission fund. No additional appropriation is required. If agreement is not approved, Water Agency will have to continue with design of corrosion systems and if necessary redesign if environmental issues appear.

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:

Agreement (4 copies)



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor James Gore, 565-2241

Supervisorial District(s):

Fourth

Title: Disbursement of Fiscal Year 2015-16 Fourth District Advertising Funds.

Recommended Actions:

Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for Fiscal Year 2015-16: Geyserville Chamber of Commerce, \$750.

Executive Summary:

Category E – Local Events and Organizations of the Advertising and Promotions Program Policy provides grant allocations to each Supervisor, to be distributed at the Supervisor’s discretion. The Fourth District has reviewed applications and wishes to recommend the following Fiscal Year 2015-16 advertising grant award:

- 1.) Geyserville Chamber of Commerce, for advertising and promotion of the Fall Colors and Vintage Car Show; grant award of \$750.00.

Funds will be distributed upon approval of this award by Board and execution of Advertising grant agreement contract with the entity. The contract will be executed by the County Administrator. The contract will require the County logo on promotional materials produced using the grant award and will require submission to the District Director and County Administrator’s Office of advertising and promotional activity receipts up to the total amount of the grant award.

Prior Board Actions:

10/13/15: Approved Advertising Program grant awards for District 4 and authorize the County Administrator to execute a contract for FY 15/16 with the Geyserville Chamber of Commerce for the May Day Festival, advertising and promotion of event, grant award of \$1,000; and the Geyserville Chamber of Commerce, Tree and Tractor Parade, advertising and signage for event, grant award of \$1,000.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Grant funds allow non-profit partners to advertise and grow local events and encourage tourism thereby promoting economic development and growth.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 750.00		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 750.00
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 750.00	Total Sources	\$ 750.00

Narrative Explanation of Fiscal Impacts (If Required):

Funds are included in the Fiscal Year 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):

N/A

Attachments:

None.

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

Fiscal Year 2015-16 Grant Award Agreement Template



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

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Efren Carrillo 565-2241

Supervisorial District(s):

Fifth District

Title: Atascadero Marsh Wetlands Minute Order

Recommended Actions:

Approve a Minute Order Resolution directing the Permit and Resource Management Department to bring forward an amendment to the General Plan to protect the Atascadero Marsh and associated wetlands extending south to Mill Station Road.

Executive Summary:

The Sonoma County General Plan includes certain "designated" wetlands that receive enhanced protections under our General Plan and County Code. The Atascadero Marsh is one of the wetlands currently designated in the General Plan Open Space Maps. The boundaries of the Atascadero Marsh as identified on the Sonoma County General Plan maps do not currently encompass all of the sensitive wetlands that extend along Atascadero Creek. In particular, the sensitive wetland areas between Green Valley Road and Mill Station Road do not receive the protections of designation. The effect of "designating" the wetland would be to increase development setbacks for those currently undesignated areas of the Atascadero Marsh.

The Environmental Impact Report for General Plan 2020 called out designated areas of the Atascadero Marsh wetlands as protected, but noted that further actions would be undertaken to protect areas that were not comprehensively mapped. Similarly, General Plan 2020 itself noted, notwithstanding the then-available maps, that "Detailed delineations are typically necessary to confirm the presence and extent of any jurisdictional wetlands." General Plan Policy OSRC-7r indicated the County's intent to take further action for the preservation and restoration of freshwater marshes, including Atascadero Marsh. The full policy adopted in General Plan 2020 is as follows:

Develop comprehensive programs for preservation and restoration of the freshwater marsh habitat of the Laguna de Santa Rosa area, the extensive marsh areas along the Petaluma River, other tidal marshes, and freshwater marshes such as the Pitkin, Kenwood, Cunningham, and Atascadero Marshes. Include mechanisms for preservation and enhancement such as land

acquisition, zoning restrictions, public and private conservation easements, regulating filling, grading or construction, floodwater retention, and wetland restoration.

The Atascadero Marsh wetlands, including both designated and undesignated areas, are also within the Green Valley Creek watershed, which the State Water Resources Control Board and Department of Fish and Wildlife have recently noted is a priority area for wild Coho salmon. Expansion of the boundary of the designated Atascadero Marsh to reflect its true size and biological value will result in increased environmental protection and regulatory authority and be compatible with other publically funded preservation efforts, including efforts to protect salmonids.

If approved, this item would give direction to the Permit and Resource Management Department (PRMD) to return with proposed actions to consider extending the designation of the wetlands along Atascadero Creek down to Mill Valley Road, where increasing pressures for vineyard and other development have occurred. PRMD estimates that this could be accomplished most expeditiously through consulting services at an approximate cost of \$20,000 and would require an estimated four months to complete. Because these services would be contracted out there would be no significant impact on projects currently in the work plan.

Prior Board Actions:

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Protecting and maintaining the Atascadero Marsh wetlands is important to protecting our watersheds and promoting biodiversity.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$ 20,000	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$ 20,000
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 20,000	Total Sources	\$ 20,000

Narrative Explanation of Fiscal Impacts (If Required):

The additional appropriations will be used to hire consulting services to complete the General Plan Amendment and investigate other related opportunities. Funds from the Planning Administration Fund will be used to cover the cost of the consulting services. Budget adjustments will be made during second quarter consolidated budget adjustments.

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



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Minute Order Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Directing the Permit and Resource Management Department to Amend the General Plan to Protect the Atascadero Marsh

Direct the Permit and Resource Management Department to bring forward an amendment to the General Plan to protect the Atascadero Marsh and associated wetlands extending south to Mill Station Road, as indicated by General Plan Policy OSRC-7r and the Draft Environmental Impact Report for General Plan 2020.

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

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

To: Board of Supervisors

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin and Supervisor Efren Carrillo 565-2241

Supervisorial District(s):

Countywide

Title: Board of Supervisors Calendar of Meetings for 2016

Recommended Actions:

Approve the County of Sonoma Board of Supervisors calendar of meetings for the year 2016.

Executive Summary:

The Board Chair and Board Vice Chair have proposed the calendar of meetings for the year 2016. In order to allow the departments to plan ahead for the year, the calendar is being proposed to the Board at this time.

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 15-16

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):

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Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

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Attachments:

Board of Supervisors 2016 meeting calendar

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

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County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

December 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 No Meeting	2	3	4	5
6	7	8 8:30 a.m. Board Meeting	9	10	11	12
13	14	15 8:30 a.m. Board Meeting	16	17	18	19
20	21	22 No Meeting	23	24	25 Christmas Day Holiday	26
27	28	29 No Meeting	30	31		

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

January 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Holiday	2
3	4	5 8:30 a.m. Board Meeting	6	7	8	9
10	11	12 8:30 a.m. Board Meeting	13	14	15	16
17	18 Martin Luther King Jr. Holiday	19 No Meeting	20	21	22	23
24	25	26 8:30 a.m. Board Meeting	27	28	29 Board Strategic Planning Retreat	30

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

February 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 8:30 a.m. Board Meeting	3	4	5	6
7	8	9 8:30 a.m. Board Meeting	10	11	12 Lincoln's Birthday Holiday	13
14	15 President's Day Holiday	16 No Meeting	17	18	19	20
21	22	23 NACo Legislative Conference DC No Meeting	24	25	26	27
28	29					

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

March 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 8:30 a.m. Board Meeting				
6	7	8 8:30 a.m. Board Meeting	9	10	11	12
13	14	15 8:30 a.m. Board Meeting	16	17	18	19
20	21 (Spring break)	22 No Meeting	23	24	25	26
27 Easter	28	29 8:30 a.m. Board Meeting	30	31		

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

April 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 8:30 a.m. Board Meeting	6	7	8	9
10	11	12 8:30 a.m. Board Meeting	13	14	15	16
17	18	19 8:30 a.m. Board Meeting	20	21	22	23
24	25	26 8:30 a.m. Board Meeting	27	28	29	30

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

May 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 8:30 a.m. Board Meeting	4	5	6	7
8	9	10 8:30 a.m. Board Meeting	11	12	13	14
15	16	17 8:30 a.m. Board Meeting	18	19	20	21
22	23	24 8:30 a.m. Board Meeting	25	26	27	28
29	30 Memorial Day Holiday	31 No Meeting				

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

June 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 No Meeting Election Day	8	9	10	11
12	13 Budget Hearings	14 8:30 a.m. Board Meeting Budget Hearings	15 Budget Hearings	16 Budget Hearings	17 Budget Hearings	18
19	20 Budget Hearings	21 8:30 a.m. Board Meeting Budget Hearings	22 Budget Hearings	23 Budget Hearings	24 Budget Hearings	25
26	27	28 No Meeting	29	30		

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

July 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Independence Day Holiday Observed	5 No Meeting	6	7	8	9
10	11	12 8:30 a.m. Board Meeting	13	14	15	16
17	18	19 8:30 a.m. Board Meeting	20	21	22	23
24	25 NACo Annual Conference Long Beach	26 No Meeting	27	28	29	

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

August 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 8:30 a.m. Board Meeting	3	4	5	6
7	8	9 8:30 a.m. Board Meeting	10	11	12	13
14	15	16 8:30 a.m. Board Meeting	17	18	19	20
21	22	23 8:30 a.m. Board Meeting	24	25	26	27
28	29	30 No Meeting	31			

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

September 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Labor Day Holiday	6 No Meeting	7	8	9	10
11	12	13 8:30 a.m. Board Meeting	14	15	16	17
18	19	20 8:30 a.m. Board Meeting	21	22	23	24
25	26	27 8:30 a.m. Board Meeting	28	29	30	

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

October 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 8:30 a.m. Board Meeting	5	6	7	8
9	10	11 8:30 a.m. Board Meeting	12	13	14	15
16	17	18 8:30 a.m. Board Meeting	19	20	21	22
23	24	25 8:30 a.m. Board Meeting	26	27	28	29
30	31					

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

November 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 8:30 a.m. Board Meeting	2	3	4	5
6	7	8 No Meeting Election Day	9	10	11 Veterans' Day Holiday	12
13	14	15 8:30 a.m. Board Meeting	16	17	18	19
20	21	22 No Meeting	23	24 Thanksgiving Day Holiday	25 Thanksgiving Day Holiday	26
27	28	29 No Meeting CSAC Annual Conference Riverside	30			

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

December 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 8:30 a.m. Board Meeting	7	8	9	10
11	12	13 8:30 a.m. Board Meeting	14	15	16	17
18	19	20 No Meeting	21	22	23	24
25	26 Christmas Day Holiday	27 No Meeting	28	29	30	31

County of Sonoma Board of Supervisors 2016 Meeting Calendar Packet Deadlines

January 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 New Year's Day Holiday	3 No Meeting	4	5	6	7
8	9	10 8:30 a.m. Board Meeting	11	12	13	14
15	16 Martin Luther King Day Holiday	17 No Meeting	18	19	20	21
22	23	24 8:30 a.m. Board Meeting	25	26	27 Board Strategic Planning Retreat	28
29	30	31 8:30 a.m. Board Meeting				



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: Board of Supervisors

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): District Attorney's Office

Staff Name and Phone Number:

Lee Philipson, 565-2437

Supervisorial District(s):

Title: Health and safety protections of sexual assault survivors

Recommended Actions:

Adopt a Resolution of a proposed regulation to enhance the health and safety rights of victims of sexual assault and testing of defendants charged with the Sexual Assault.

Executive Summary:

The District Attorney's Office (DAO) is requesting the Board to adopt this Resolution, which does not conflict with state law, to meet the requirements of the Office on Violence Against Women, United States Department of Justice (OVW), to ensure ongoing funding for the Family Justice Center (FJC) which has been used to support the services provided at the FJC since it opened in 2010. The Department of Justice OVW has informed the DAO that they will continue to withhold 5% of the funding from Sonoma County unless the Board adopts a local regulation requiring that a defendant be tested for the immunodeficiency virus (HIV), and/or other communicable diseases, at the request of the victim within 48 hours of the filing of the Indictment or Information. This regulation is to apply in cases in which a defendant is charged with a forcible sexual assault crime brought by the District Attorney's Office. The adoption of this regulation does not change the operations of the Family Justice Center or the District Attorney's Office and would not conflict with existing state law.

The results of the test are confidential and provided to the victim of the sexual assault, to the defendant and to other individuals as prescribed by California Law. Follow-up testing for HIV shall be available and provided as medically prescribed. Adoption of this resolution ensures continued full reimbursement from the OVW grant.

California Health and Safety Code Section 121055 and Penal Code Section 1524.1 permit criminal defendants to be tested for HIV and other communicable diseases. The laws pertain to victims of sexual assault crimes and other persons as described by statute as well as any crime victim where the possibility exists that bodily fluid was transferred. The purpose of the law is to obtain and disclose in an appropriate manner, information that may be vital to the health and safety of the victim when a victim

requests that testing be done. If requested in writing by a victim, the District Attorney must petition the court after the filing of a complaint or petition in juvenile court charging the sexual assault, whereupon a hearing is conducted to determine if there is probable cause to believe that the offense was committed and that bodily fluids were exchanged. If the court so finds, then testing proceeds. The timing is consistent with the OVW requirements since the filing of an Indictment or Information occur only after a finding of probable cause as well.

Prior Board Actions:

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

The adoption of this Resolution would assist in the continued ability to provide needed services to victims of violence in Sonoma County.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 55,000	County General Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$ 55,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 55,000	Total Sources	\$ 55,000

Narrative Explanation of Fiscal Impacts (If Required):

The Federal Office of Violence Against Women Grant to Encourage Arrest Policies and Enforcement of Protection Orders, grant number 2009-WE-ZX-0005, contains a special condition withholding five percent (5%) of the grant funds until the County of Sonoma certifies it has a law or regulation permitting sexual assault victims to request their presumed perpetrators be tested for HIV and other communicable diseases. The approval of this ordinance will provide \$55,000 of grant funds for the Family Justice Center to help provide services to victims of crime. This \$55,000 is already included in the District Attorney's 2015-2016 fiscal year 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:
<ol style="list-style-type: none">1. Resolution adopting regulation to enhance the health and safety rights of victims of sexual assault and testing of defendants charged with the Sexual Assault.2. Office of Violence Against Women Grant Award Continuation Sheet page five (5) Special Conditions Item 20.
Related Items "On File" with the Clerk of the Board:



County of Sonoma DRAFT
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Articulating the Health and Safety Rights of Victims of Sexual Assault and Testing of Defendants charged with the Sexual Assault.

WHEREAS, upon the request of the victim, California Penal Code Section 1524.1 and Health and Safety Code Sections 121050, 121055 provide for Human Immunodeficiency Virus (HIV) (and other communicable diseases) testing of defendants who have been charged by way of Complaint, Information, Indictment, or Juvenile Petition with a sexual assault crime if the commission of the crime involved an exchange of bodily fluid capable of transmitting HIV; and

WHEREAS, the Department of Justice, Office of Violence Against Women, entered into grant agreements with the County of Sonoma to provide funds to combat violence against women and imposes a special condition that requires that there be a law or regulation requiring a charged sex offender to be tested for HIV within 48 hours of the filing of the Information or Indictment if requested by the sexual assault victim,

WHEREAS, the Department of Justice, Office of Violence Against Women withholds 5% of grant funds without a resolution requiring that such testing take place,

WHEREAS, the passage of this regulation will ensure that the Family Justice Center, which is the recipient of the grant funds, receives the full amount of money awarded by the grant and thus assist the Family Justice Center in its goal to provide services to victims of violence in Sonoma County,

NOW, THEREFORE BE IT RESOLVED, that the following regulation is enacted in the County of Sonoma:

Resolution #

Date:

Page 2

HEALTH AND SAFETY PROTECTIONS OF SEXUAL ASSAULT SURVIVORS

In all cases where a defendant is charged with a crime brought by the District Attorney's Office in which, by force or threat of force, the defendant compels the victim to engage in sexual activity, at the request of the victim, testing of the defendant for the human immunodeficiency virus (HIV) and, or other communicable diseases, shall be conducted no later than 48 hours after the filing of the Information or Indictment. Original and follow up HIV testing shall be conducted as medically appropriate and prescribed by law. Notification of the original test result or results of follow-up tests if applicable shall be provided to the victim or parent or guardian as soon as practicable, but the results of the HIV test shall be disclosed only as prescribed by law.

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 5 OF 5

PROJECT NUMBER 2009-WE-AX-0005

AWARD DATE 09/23/2009

SPECIAL CONDITIONS

19. The grantee agrees that grant funds will not support activities that may compromise victim safety, such as: pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); or the placement of perpetrators in anger management programs.

20. Pursuant to 42 USC 3796hh(d), the grantee understands that 5% of this award is being withheld and that it may not obligate, expend or drawdown that 5% unless, by the period ending on the date on which the next session of the State legislature ends, the State or unit of local government, --

(1) certifies that it has a law or regulation that requires -

(A) the State or unit of local government at the request of a victim to administer to a defendant, against whom an information or indictment is presented for a crime in which by force or threat of force the perpetrator compels the victim to engage in sexual activity, testing for the immunodeficiency virus (HIV) not later than 48 hours after the date on which the information or indictment is presented;

(B) as soon as practicable notification to the victim, or parent and guardian of the victim, and defendant of the testing results; and

(C) follow-up tests for HIV as may be medically appropriate, and that as soon as practicable after each such test the results be made available in accordance with subparagraph (B).

The "next session of the State legislature" means the next session after the date on which the application for this award was submitted.

If the grantee submits a certification, a Grant Adjustment Notice (GAN) will be issued, and the funds will become available for drawdown. If, by the date on which the next session of the State legislature ends, the grantee is not in compliance with this provision, the withheld funds will be deobligated from the amount of funds awarded for this award period.

If the grantee is an Indian Tribe, it should contact OVW to determine whether it falls within the definition of "unit of local government" as defined by 42 USC § 3791. If it does not, a GAN will be issued and the condition will be removed.

21. All contracts under this award should be competitively awarded unless circumstances preclude competition. When a contract amount exceeds \$100,000 and there has been no competition for the award, the recipient must comply with rules governing sole source procurement found in the current edition of the OJP Financial Guide.



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

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Fire and Emergency Services, County Administrator and Auditor-Controller-Treasurer-Tax Collector (ACTTC)

Staff Name and Phone Number:

Randy Siple 565-3671

Supervisorial District(s):

All Supervisorial Districts

Title: Resolution Designating of Applicant's Agent for Cal OES

Recommended Actions:

Adopt resolution designating the County Administrator, the Auditor-Controller-Treasurer-Tax Collector and the ACTTC Client Accounting Manager as authorized agents of the County of Sonoma for Cal OES (State of California Governor's Office of Emergency Services) public assistance grants.

Executive Summary:

Cal OES requires a Designation of Applicant's Agent Resolution for Non-State Agencies to be on file for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act. The County of Sonoma has been added to the request for Fire Management Assistance Declaration – Valley Fire FEMA-5112-CA.

A new Designation of Applicant's Agent Resolution for Non-State Agencies is required if the previously submitted document is older than three (3) years from the last date of approval or if changes are required to the name and/or title of authorized agents. The County of Sonoma's current Designation of Applicant's Agent Resolution was approved November 20, 2012. The attached resolution designates the County Administrator, the Auditor-Controller-Treasurer-Tax Collector and the ACTTC Client Accounting Manager as authorized agents for the County of Sonoma.

Prior Board Actions:

11/20/2012 Adopted Designation of Applicant's Agent Resolution per new three (3) year requirement.
03/10/1998 Adopted Designation of Applicant's Agent Resolution.

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

Participation in Federal and State assistance programs enables Sonoma County to seek reimbursement for costs incurred in responding to natural disasters, supports the safety of area citizens and the mitigation of the impacts on the lives and property of those affected as quickly as possible.

Fiscal Summary - FY 15-16

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 a current Designation of Applicant’s Authorized Agent Resolution (Cal OES Form 130) is not on file with Cal OES, the County will be ineligible to apply for reimbursement under the Fire Management Assistance Declaration – Valley Fire FEMA-5112-CA, or any future public assistance grants available for declared disasters. FEMA mandates current designations as a condition of qualifying for Cal OES public assistance grants.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Attachment 1: Resolution Directing the Filing of an Updated CAL OES Form 130, Designation of Applicant’s Agent Resolution for Non-State Agencies
 Attachment 2: Cal OES 130-Designation of Applicant’s Agent Resolution for Non-State Agencies

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



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,

Whereas, The County of Sonoma has been included in the request for Fire Management Assistance Declaration – Valley Fire FEMA-5112-CA administered by the State of California Governor’s Office of Emergency Services.

Whereas, The State of California Governor’s Office of Emergency Services requires a Designation of Applicant’s Agent Resolution for Non-State Agencies to be on file for the purpose of obtaining certain federal assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relieve and Emergency Assistance Act of 1988, and/or stated financial assistance under the California Disaster Assistance Act.

Whereas, The State of California Governor’s Office of Emergency Services requires that a new Designation of Applicant’s Agent Resolution for Non-State Agencies be filed if the previously submitted document is older than three (3) years from the last approved date or if there is a change in name and/or title designation of authorized agents.

Whereas, The County wishes to designate the County Administrator, the Auditor-Controller-Treasurer-Tax Collector and the ACTTC Client Accounting Manager as its authorized agents.

Whereas, The most recent Designation of Applicant’s Agent Resolution filed with the California Governor’s Office of Emergency Services was approved on November 20, 2012.

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby order the Clerk of the Board of Supervisors, in conjunction with the office of the Auditor-Controller-Treasurer-Tax Collector, to file an updated Cal OES Form 130, *Designation of Applicant’s Agent Resolution For Non-State Agencies*, with the State of California Governor’s Office of Emergency Services, designating the County Administrator, the Auditor Controller-Treasurer-Tax Collector, and the ACTTC Client Accounting Manager as the County’s authorized agents.

Resolution #

Date:

Page 2

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Supervisors OF THE County of Sonoma
(Governing Body) (Name of Applicant)

THAT Auditor-Controller-Treasurer-Tax Collector, OR
(Title of Authorized Agent)
County Administrator, OR
(Title of Authorized Agent)
Client Accounting Manager
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the County of Sonoma, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Emergency Management Agency for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the County of Sonoma, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the California Emergency Management Agency for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and futures disasters up to three (3) years following the date of approval below.
 This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 3rd day of November, 2015

Susan Gorin, Chairperson Sonoma County Board of Supervisors

Efen Carrillo, Vice Chair Sonoma County Board of Supervisors

Shirlee Zane, Chair Pro-Tem Sonoma County Board of Supervisors

CERTIFICATION

I, Roxanne Epstein, duly appointed and Chief Deputy Clerk of the Board of
(Name) (Title)
County of Sonoma, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Supervisors of the County of Sonoma
(Governing Body) (Name of Applicant)

on the 3rd day of November, 2015.

(Signature) Chief Deputy Clerk of the Board
(Title)



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: Sonoma County Board of Supervisors

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): General Services

Staff Name and Phone Number:

David Worthington: 707-565-2809

Supervisorial District(s):

All

Title: Evaluation of Hydrogen Powered Toyota Mirai Sedan

Recommended Actions:

- 1) Authorize the Director of General Services to sign a Vehicle Use Agreement with Toyota Motor Sales, U.S.A., Inc. ("Toyota") for the use of a hydrogen powered Toyota Mirai for evaluation purposes.
- 2) Authorize the Director of General Services to sign future Vehicle Use Demonstration Agreements, provided there is no cost and reviewed by County Counsel as to form.

Executive Summary:

Toyota is releasing their own hydrogen fuel cell vehicle, call the Mirai in California markets and as part of their outreach plan, they are offering the County the opportunity to evaluate the sedan for up to two weeks at no cost. In return, County staff would provide feedback of their driving experience and first impressions of the vehicle to Toyota staff.

Background: The County continues to research and pilot new alternative fuel technologies with the goal of reducing emissions and petroleum based fuel consumption. Efforts to date have resulted in the County operating 284 Hybrid Electric sedans, sport utility vehicles and light & heavy duty trucks; Plug-In Hybrid Electric sedans and medium duty trucks; All-Electric sedans; Extended Range Electric Vehicles; and Neighborhood Electric Vehicles with more than 10.5 million miles of experience.

Over the last several years, the County has been following technological advancements in Hydrogen Fuel Cell Vehicles and the cost reduction developments that have resulted in vehicles that the general public can now purchase or lease. The benefits of these vehicles are zero emissions, greater range than a majority of production all-electric vehicles (up to 275 miles), and the possibility of creating the hydrogen from renewal resources. The first renewable hydrogen fueling station in Sonoma County will be operational in Rohnert Park soon and provide the general public and government fleets the fueling infrastructure necessary to support the growth of this segment of the alternative fuel vehicle market.

The proposed agreement with Toyota would provide the County with an opportunity to further research this technology and the applicability of integration into the County fleet.

In addition to approval of this agreement, staff is requesting authorization for the Director of General Services to sign future Vehicle Use Demonstration Agreements, provided there is no cost and they are reviewed by County Counsel as to form. The limited availability of pre-production and early release advance technology vehicles creates a time constraint on County staff to acquire a prompt commitment in writing to take advantage of these opportunities for a hands-on experience. Allowing the Director of General Services to sign future Vehicle Use Demonstration Agreements will ensure that the County can take of advantage of all future opportunities.

Prior Board Actions:

9/28/2010 Evaluation of Plug-in Hybrid Toyota Prius

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Testing and researching the application of zero-emissions hydrogen fuel cell vehicles in the County fleet demonstrates environmental stewardship in accordance with the County Strategic Plan Goal #2. As gasoline prices continue to escalate long term, a stable and renewable resource for powering vehicles that does not emit harmful exhaust emissions will be necessary to meet the County's goals.

Fiscal Summary - FY 15-16

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):

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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:			
Agreement for Courtesy Loan of Pool Vehicle(s) to County of Sonoma			
Related Items "On File" with the Clerk of the Board:			
None			

AGREEMENT FOR COURTESY LOAN OF POOL VEHICLE(S) TO COUNTY OF SONOMA

Toyota Motor Sales, Inc. with a principal place of business at 19001 S. Western Ave., Torrance, CA. 90501, agrees to loan an evaluation Vehicle(s) to the Fleet Customer = County of Sonoma, with a principal place of business at 2688 Ventura Avenue Room #105-S Santa Rosa, CA 95403 subject to the following assurances and understandings.

1. Vendor hereby lends to Fleet Customer the following Vehicle(s) and all original vehicle equipment, including but not limited to spare wheels and tires, manuals and tool kits:

MAKE	Toyota
MODEL	Mirai Hydrogen
VIN	JTDBVRBD9GA000159

2. This loan shall commence on 11/09/15 and expire on 11/20/15 ("Term"). Fleet Customer shall return the Vehicle(s) to the Vendor at the end of the Term of this loan, or earlier if Vendor requests such, in the same condition as received, reasonable wear and tear accepted.

3. The Vehicle(s) is/are, and shall remain, the property of the Vendor.

4. Notice(s) to the Vendor may be sent to the following representative:

Name: Bruce Derby
Phone number: 310-293-5955

Title: Fleet Field Manager
Email: Bruce.Derby@Toyota.com

5. Only current employees of the Fleet Customer may operate the Vehicle(s) ("Permitted Users"), solely for the evaluation of the Vehicle(s) and Fleet Customer's business purposes. Fleet customer shall be responsible for maintaining adequate records at all times of which employee(s) has custody of the Vehicle(s).

6. Permitted Users shall be at least 21 years of age; possess a valid driver's license issued within one of the States of the United States or the District of Columbia without restrictions (and is a legal resident of that jurisdiction); and, upon request, will display such license when Vehicle(s) is/are presented.

7. In accordance with Fleet Customer's fleet policies, Permitted Users are obliged to observe all applicable laws, rules and regulations. To the extent not in conflict with applicable laws, rules and regulations and Fleet Customer's fleet policies, Permitted Users will follow the instructions, recommendations and cautions of the Vendor representative(s) at all times. Fleet Customer shall confirm, prior to permission to operate the Vehicle(s), that each Permitted User (i) satisfies all of Fleet Customer's internal policies for persons allowed to operate fleet vehicles; and (ii) is driving the Vehicle(s) while on business-related activities only. Upon request, Fleet Customer shall provide a copy of its fleet policies to Vendor.

8. Fleet Customer will report all collisions, damages, breakdowns or accidents involving the Vehicle(s) to Toyota Fleet Manager, Bruce Derby (562-293-5955), and will follow applicable instructions provided by the Vendor's representative; without limiting or altering any insurance or other obligations contained in this Loan Agreement.

9. The County of Sonoma is a "Not-Insured" or "Self-insured" entity. The County of Sonoma is authorized to expend funds for any loss, claim, and/or judgment. The County of Sonoma will defend, settle and without limitation satisfy any judgment against it by all entities and individual for injuries and/or property damage. This is applicable to claims arising from The County of Sonoma activities under this Agreement.

10. Fleet Customer will report mechanical problems or unusual occurrences to the Toyota.

11. Fleet Customer will be responsible for the following:

- a. any repairs determined to be the result of abuse or failure to properly maintain the Vehicle(s);
- b. all fines, forfeitures and penalties incurred by reason of the use of the Vehicle(s); and
- c. ordinary operating expenses such as gas, oil, grease and tire repair.

12. Fleet Customer will not modify, disconnect, or otherwise interfere with the operation of the odometer, emission control equipment, or any other equipment; or have modifications of any type made to the Vehicle(s).

13. Fleet Customer shall not use utilize the Vehicle(s) illegally, improperly, for hire, as a public conveyance, or in any manner for any political purpose whatsoever.

14. The Vehicle(s) (and any portion thereof) shall not be dismantled, disassembled or reverse engineered.

15. TMS/USA may take possession of the Vehicle(s) at any time, with or without cause, without prior notice.

16. Fleet Customer has no ownership interest in, or any right to purchase, the Vehicle(s).

17. All occupants must wear seat belts or applicable child passenger restraints, and no smoking shall be permitted in or about the Vehicle(s).

18. The Vehicle(s) shall be locked at all times unattended.

19. Only individuals who are trained to fuel the Vehicle(s) shall do so.

Fleet Customer acknowledges that the Vehicle(s) has features so information/data is wirelessly and remotely obtained from the Vehicle(s). Fleet Customer hereby consents and agrees (and shall advise all occupants that as a condition to riding in the Vehicle(s) he/she must agree): (a) to such remote access, gathering and retrieval of information and/or data from the Vehicle(s), including mileage, fuel economy, number of miles traveled, acceleration and braking pattern, battery performance, charging information, and location (collectively, "Remote Information"); (b) that TMS/USA and its designees may access, gather, internally transmit and/or use Remote Information in any manner and for any purposes that TMS/USA may elect (however TMS/USA shall not disclose the Remote Information with any third-parties); and (c) that TMS/USA owns all Remote Information.

Except as expressly required by law (e.g., a subpoena, Public Records Act Request), Fleet Customer shall not disclose any Remote Information, and any other information TMS/USA identifies as confidential or proprietary to TMS/USA or its affiliated companies, and shall only use such information to support use of the Vehicle(s) as permitted under this agreement.

20. Fleet Customer may, however, make statements to news media and the public solely regarding his/her personal Vehicle(s) experience. However, to comply with current laws, Fleet Customer shall:

a) only make statements that reflect his/her honest opinion, findings and/or experience based upon actual use of the Vehicle(s); and

b) prominently indicate in each statement that (i) the Fleet Customer received complimentary use of the Mirai FCV; (ii) the statements made are those of the Fleet Customer and not of Toyota, and only reflect the Fleet Customer's experience, which may not be representative of all users' experiences; and (iii) Toyota does not warrant the accuracy, completeness and/or applicability of the information to any particular circumstance.

22. This agreement does not create a principal/agent, employer/employee, master/servant, partnership or a joint venture relationship between Vendor and Fleet Customer and/or Permitted User. If any provision herein is held to be invalid, it shall be considered to be amended to conform to existing law, and it shall not invalidate the remaining provisions of this agreement. No amendment of this agreement (or waivers) shall be effective unless agreed to in writing by Vendor and Fleet Customer. This agreement embodies the entire agreement and Fleet Customer has not relied on any other representation or statement not set forth herein. This agreement shall be construed and interpreted in accordance with the laws of the state of California without regard to conflicts of laws principles therein.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I AM AN AUTHORIZED REPRESENTATIVE OF FLEET CUSTOMER. I HAVE READ AND UNDERSTAND THE CONDITIONS OUTLINED IN THIS LOAN AGREEMENT.

County of Sonoma

DATE: _____

FLEET CUSTOMER
AUTHORIZED SIGNATURE

X _____

NAME / DEPARTMENT

Tawny Tesconi/ General Services
Director

Phone Number
(707) 565-8058

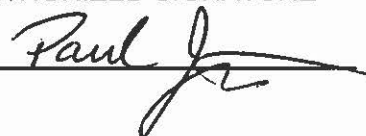
David Worthington, General Services
Fleet Manager

Phone Number
(707) 565-2809

TMS

DATE: 10/7/15

TMS FLEET DEPARTMENT
AUTHORIZED SIGNATURE

X 

NAME / DEPARTMENT / TITLE

Paul Jontig / TMS Fleet
National Fleet Sales Manager

Phone number
(310) 468-4572



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: November 3, 2015

Vote Requirement: Majority

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

Staff Name and Phone Number:

Stephan Betz, 565-7876

Supervisorial District(s):

Countywide

Title: Chronic Inebriate Initiatives Assessment and Analysis

Recommended Actions:

Authorize the Director of Health Services to execute an agreement with Harder+Company Community Research to facilitate the completion of a feasibility study of service models aimed at improving quality of care to chronic inebriates in Sonoma County for the period of October 13, 2015 through April 30, 2016, in an amount not to exceed \$55,015.

Executive Summary:

High utilization of emergency services by chronically inebriated individuals is an identified problem nationally and throughout the State of California. In recent years, cities like San Francisco and San Diego have implemented innovative programs to address the needs of chronically inebriated individuals by diverting them from hospital emergency departments and/or local jails into sobering or detoxification centers. The cumulative impact of emergency room overcrowding and ambulance emergency care, as well as access barriers caused by ambulance diversion and the shortage of available hospital bed space, leads to higher healthcare costs.

In Sonoma County, high utilization of local hospital emergency department services by chronically inebriated individuals has been an increasing concern for hospital administrators. Emergency department overcrowding and corresponding ambulance system impacts are creating unnecessary costs in the healthcare delivery system, and may prevent individuals from receiving the appropriate level of care to access other needed services and improve patient outcomes.

Although social detoxification services are available in Santa Rosa through the Center Point Drug Abuse Alternatives Center (DAAC), individuals who are picked up by ambulance cannot be delivered directly to DAAC for services. Ambulance paramedics in California are currently required by state regulations to deliver patients to a general acute care hospital emergency department.

In August 2014 the Department of Health Services (DHS) issued a Request for Qualifications (RFQ) for evaluation services to establish a list of qualified vendors that DHS could utilize for various initiatives within the Department. Seventeen applications were received and reviewed by a selection committee

comprised of representatives from DHS Administration, the Behavioral Health Division, the Public Health Division, and the Health Policy, Planning and Evaluation Division. The RFQ evaluation committee chose Harder+Company Community Research as one of the vendors to be included in the list of qualified evaluators.

Harder+Company has a strong track record of conducting data-rich, community-focused assessments. The firm's blend of expertise and dedication, along with their highly engaged and collaborative consulting style, is ideally suited to help Sonoma County achieve its goals. Their team offers extensive experience assessing the needs of underserved and marginalized communities throughout the Bay Area, and strong consulting and project management skills.

Through this contract's scope of work, Harder+Company will help DHS align current efforts across the County, including evaluating strategies that DHS and its partners have identified to increase and enhance existing services that address the chronically inebriated, and explore alternate transportation models which may allow for clients who need social detox to be taken directly to DAAC.

PHC Local Innovation Grant

The overarching purpose of this grant funded contract is to seek to improve the overall system of care in Sonoma County, using Local Innovation Grant Program funding to conduct a feasibility study for how to enhance service delivery models for Sonoma County's chronically inebriated. The following outcomes have been established and will guide the contracted work to be provided by Harder+Company:

- Decreased number of inappropriate ambulance trips and emergency department visits to local hospitals by chronically inebriated individuals.
- Improved long-term outcomes for chronically inebriated and alcohol-dependent persons (particularly for homeless and individuals with co-occurring mental illnesses) and reduced recidivism rates for this population.
- Long-term feasibility of any newly identified service models.

Prior Board Actions:

On June 23, 2015 the Board approved a revenue agreement with Partnership HealthPlan of California for the period June 23, 2015 through April 30, 2016, to accept \$75,000 in revenue to conduct a feasibility study of service models aimed at improving quality of care to chronic inebriates in Sonoma County.

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

The Local Innovation Grant Programs works to determine solutions regarding known gaps in the health care system for uninsured individuals and to develop policies and funding opportunities to address those gaps, and serves to promote improved health and quality of life to those affected in Sonoma County. Grant objectives align directly with the Department Strategic Plan and Health Action goals and objectives of reducing health disparities, increasing health care coverage, and ensuring that the community is aware and able to access needed services and resources. This item also aligns with the *Agenda for Action* within *A Portrait of Sonoma County* by serving to mend holes in the safety net for undocumented immigrants.

Fiscal Summary - FY 15-16			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 55,015	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 55,015
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 55,015	Total Sources	\$ 55,015
Narrative Explanation of Fiscal Impacts (If Required):			
Partnership HealthPlan of California grant funding of \$55,015 is included in the FY 15-16 budget for this agreement.			
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:			
Services agreement with Harder+Company Community Research			
Related Items "On File" with the Clerk of the Board:			
None			

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version – 2015 Jun 10)

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 Harder+Company Community Research (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is duly qualified to provide consultation, experienced in the preparation of Systems Assessment and Gap Analysis and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Contractor for Sonoma County's Exploration of Initiatives to Better Serve Chronic Inebriates;

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. Insurance Requirements

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 \$55,015 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. Title 2 Code of Federal Regulations Part 200

As a subrecipient of Federal awards, Contractor is subject to the provisions of Title 2 Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (hereinafter "2 CFR Part 200"). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of 2 CFR Part 200. One provision of 2 CFR Part 200 requires a subrecipient that expends \$750,000 in Federal awards during its fiscal year to have an audit performed in accordance with 2 CFR Part 200. 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 2 CFR Part 200 can be directed to the County's 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 2 CFR Part 200. 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 2 CFR Part 200, 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 October 13, 2015 to April 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 (Insurance Requirements), 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:

Jenny Symons, Business Development Manager
Department of Health Services
3313 Chanate Road
Santa Rosa, CA 95404
Jenny.symons@sonoma-county.org
707.565.4720

TO CONTRACTOR:

Harder+Company Community Research
Michelle Magee, President
299 Kansas Street
San Francisco, CA 94103
mmagee@harderco.com
415-522-5400 ext. 6407

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.

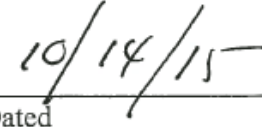
§ The remainder of this page has intentionally been left blank. §

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

CONTRACTOR:



Michelle Magee, President
Harder+Company Community Research



Dated

COUNTY OF SONOMA:

Certificate of Insurance on File with County:


Director
Department of Health Services

Dated

Approved as to Substance:



Division Director or Designee



Dated

Exhibit A - Scope of Work and Budget

Systems Assessment and Gap Analysis for Sonoma County's Exploration of Initiatives to Better Serve Chronic Inebriates

Project Goal: Contractor will develop a comprehensive and effective model for the County of Sonoma Department of Health Services (DHS) in order to strengthen the service system and reduce emergency department use by the chronically inebriated and alcohol-dependent individuals in Sonoma County.

Approach: The project will emphasize shared learning in order to produce a data-driven analysis which will be used by DHS and its partners. Contractor will work closely with the DHS team to document and refine strategic issues and develop research questions in order to guide the approach.

Work Plan:

Phase 1: Framework & Approach (October 2015 – November 2015)

Task No.	Task Name	Activities	Deliverable(s)	Timeline
1.1	Launch Meeting	<ul style="list-style-type: none"> • Build team understanding and expectations • Propose methods and strategies to gather information and facilitate learning • Finalize key strategic issues and research questions 	<ul style="list-style-type: none"> • Final Work Plan 	Oct 2015
1.2	Develop Data Collection Tools	<ul style="list-style-type: none"> • Review secondary data • Interview key stakeholders • Perform focus groups with key stakeholders 	<ul style="list-style-type: none"> • Secondary Data • Review Plan • Interview Protocols • Focus Group Protocols 	Oct–Nov 2015
1.3	Convene Stakeholder Group	Obtain feedback from stakeholder group on: <ul style="list-style-type: none"> • Final Work Plan • Secondary Data Review Plan • Interview Protocols • Focus Group Protocols 	Stakeholders Consensus	Nov 2015

Phase 2: Data Collection and Analysis (November 2015 – February 2016)

Task No.	Task Name	Activities	Deliverable(s)	Timeline
2.1	Review & Analyze Secondary Data	1. Inventory Data to assess accuracy, consistency and completeness 2. Develop Data Inventory Matrix 3. Align data sources with key strategic issues 4. Align data sources with research questions to be examined 5. Conduct literature review of best practices (local models of care and sobering centers) 6. Complete Mapping of Services including: <ul style="list-style-type: none"> • Identify players • Define services provided • Map service locations • Quantify staff capabilities • Identify duplication, gaps and/or opportunities 	<ul style="list-style-type: none"> • Data Inventory Matrix • Literature Review Document • Service Mapping Document 	Nov 2015
2.2	Conduct Key Stakeholder Interviews	Work with Steering Committee to: <ul style="list-style-type: none"> • Conduct 10 to 15 interviews with stakeholder group • Examine qualitative data findings using content analysis • Identify key themes for inclusion in final report • Compile overview of existing services 	<ul style="list-style-type: none"> • Determine gaps in services • Identify opportunities for change and improvements 	Dec – Feb 2016
2.3	Conduct Focus Groups and Analyze Data	<ul style="list-style-type: none"> • Conduct up to 3 focus groups with Stakeholder members • Review in-depth, qualitative information of local service providers • Summarize insights and perspectives of chronic inebriates Note: Focus Group facilitator will audio record proceedings with participants' permission.	<ul style="list-style-type: none"> • Identify needs and subpopulations • Identify what is working, • Identify what is not working 	Dec – Feb 2016

Phase 3: Program Model & Strategy Prioritization (February 2016 – March 2016)

Task No.	Task Name	Activities	Deliverable(s)	Timeline
3.1	Convene Steering Committee and Stakeholder Group	<ul style="list-style-type: none"> • Convene up to 3 meetings with the Stakeholder Group • Present initial findings of the assessment • Review findings and implications of adopting new model • Provide guidance during model development and selection • Capitalize on group expertise while integrating new information and ideas from data collection & analysis 	<ul style="list-style-type: none"> • Plan for convening • Description of prioritization process • Description of vetting criteria • Meeting minutes • Documentation of Decisions and Service Model Components 	Feb-March 2016

Phase 4: Reporting & Communication Activities (Ongoing)

Task No.	Task Name	Activities	Deliverable(s)	Timeline
4.1	Communication and Meetings	<p>Meet regularly with DHS staff and Steering Committee</p> <ul style="list-style-type: none"> • Initial meetings in-person • Ongoing communication by phone, webinar, and email. • Continued bi-weekly or at least monthly meetings 	<ul style="list-style-type: none"> • Meet deliverable timelines • Meet or exceed DHS expectations • Ensure usefulness of systems assessment data 	Feb-March 2016

Task No.	Task Name	Activities	Deliverable(s)	Timeline
4.2	Final Report	<p>Summary of findings for presentation at the convening that documents what was learned about the subpopulations of chronic inebriates in the County, the availability of existing services, inebriates’ needs, barriers to services, system gaps, and opportunities for improving the provision of services. Contractors’ systems assessment presentations are characterized by ability to distill complex data in meaningful and visually creative ways that are accessible to diverse stakeholders - including service recipients, service providers, and policymakers. The report and presentation will feature the contributions of the Steering Committee and Stakeholder Groups and their interpretations of the primary and secondary data, and include the following:</p> <p>a) Analysis of secondary data – present the information gathered on the makeup of the population being serviced in Sonoma County.</p> <p>b) Service provider list – utilizing the service data collected, develop a list of existing public and private service providers and highlight overlapping services, gaps in service, and opportunities to strengthen service coordination.</p> <p>c) Analysis of interview & focus group data – present input from key stakeholders obtained through the interviews and focus groups.</p>	<ul style="list-style-type: none"> • Draft Report • Final Report 	<p>March 2016 April 2016</p>
4.3	Convene Stakeholder Group	Convene Stakeholders Group to obtain feedback on the final report		April 2016

Budget:

Description	Rate (\$ per hour)	No. of Hours	Amount (\$)
President/Project Manager	175	98	17,150
Senior Research Associate	110	190	20,900
Research Assistant	80	200	16,000
Total Labor:			54,050
Other Direct Costs			965
Total Cost:			55,015

Insurance Requirements

(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, its Officers, Agents, and Employees
Attn: 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: 11
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of the County of Sonoma, Board of Directors of the Sonoma County Water Agency, Board of Commissioners of the Community Development Commission, Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, and Board of Directors of the Northern California Air Pollution Control District

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s):

Staff Name and Phone Number:

David Phillips, (707) 565-2147

Supervisory District(s):

All

Title: Miscellaneous Classification and Compensation Changes

Recommended Actions:

Approve Resolution amending the Department Allocation List for the Department of Health Services to reflect the addition of 1.0 full-time equivalent Medical Record Clerk III and the deletion of 1.0 full-time equivalent Public Health Aide II, effective November 3, 2015.

Approve Concurrent Resolution amending the Memorandum of Understanding between the County and Engineers and Scientists of California (ESC), Local 20, Appendix A: ESC Salary Table, to reflect the re-titling of the classification of Environmental Health Specialist III to Senior Environmental Health Specialist, effective November 3, 2015.

Executive Summary:

Department of Health Services (DHS)

Public Health Aide II: At the request of the incumbent, Human Resources (HR) conducted a classification study of a Public Health Aide II position assigned to Children's Medical Services in the Public Health Division. The request asserts that changes to the position have resulted in an increased scope of responsibility and higher consequence of error which justify reclassification. After reviewing the position and other classifications, HR concluded that the duties assigned to the position are most consistent with the job classification of Medical Record Clerk III.

Based on HR's recommendation, the Civil Service Commission approved the reclassification of the Public Health Aide II to Medical Record Clerk III, and the promotion of the incumbent pursuant to Civil Service Rule 3.3B, on October 1, 2015.

Environmental Health Specialist III: At the request of DHS, HR conducted a classification study of the Environmental Health Specialist series in the Public Health Division. The department asserted that, due to the extremely limited candidate pool, the qualifications needed to be expanded for this series to allow for the hiring and promotion of candidates who have out-of-state experience in the field of environmental health and regulation.

HR staff conducted a class study and recommended updates to the specifications for the Environmental Health Specialist series, including re-titling Environmental Health Specialist III to Senior Environmental Health Specialist to reflect the County’s current nomenclature for advanced journey level in a series.

The Civil Service Commission approved the updates to classification specifications on August 6, 2015.

Prior Board Actions:

Throughout the year the Human Resources Department routinely submits Miscellaneous Classification and Compensation Board Items after they have been approved by the Civil Service Commission. The items require Board approval in order to be fully adopted and implemented.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

This action aligns with the strategic goal by ensuring a professionally managed county organization that is accessible, transparent, fiscally responsible, and accountable to the public.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 14,587.16	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 14,587.16
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 14,587.16	Total Sources	\$ 14,587.16

Narrative Explanation of Fiscal Impacts (If Required):

Department of Health Services (DHS)

Public Health Aide II: The estimated cost of the salary adjustment, including benefits, for the reclassification of one Public Health Aide II to Medical Record Clerk III is \$14,587.16 for FY 2015-2016. The estimated ongoing annual cost, including benefits, is \$21,672.35. The Department of Health Services has resources available to absorb the applicable costs into its budget.

Environmental Health Specialist III: No fiscal impacts. No changes were made to the classification’s salary when the job classification specification was updated and retitled.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Public Health Aide II	\$2,685.43-\$3,262.86		1.0
Medical Record Clerk III	\$3,612.46-\$4,391.65	1.0	
Narrative Explanation of Staffing Impacts (If Required):			
<p>Department of Health Services: Effective November 3, 2015, one incumbent in the Public Health Aide position assigned to Children’s Medical Services in the Public Health Division will be reclassified to Medical Record Clerk III, in accordance with Civil Service Rule 3.3B.</p>			
Attachments:			
<ol style="list-style-type: none"> 1. Resolution Amending Department Allocation List for the Department of Health Services. 2. Concurrent Resolution Amending the ESC Local 20 Memorandum of Understanding, Appendix A: ESC Salary Table with Exhibit A. 			
Related Items “On File” with the Clerk of the Board:			
<ol style="list-style-type: none"> 1. Report to the Civil Service Commission – Public Health Aide II Class Study. 2. Report to the Civil Service Commission – Environmental Health Specialist Series Class Study. 			



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Amending The Department Allocation List For The Department of Health Services To Reflect
The Addition Of A 1.0 Full-Time Equivalent Medical Record Clerk III And The Deletion Of A 1.0
Full-Time Equivalent Public Health Aide II And, Effective November 3, 2015.**

Whereas, a classification study conducted by Human Resources concluded that the duties performed by one Public Health Aide II assigned to Children's Medical Services in the Public Health Division are most appropriately aligned with the job classification of Medical Record Clerk III; and

Whereas, at the October 1, 2015, meeting, the Civil Service Commission approved the reclassification of one Public Health Aide II position to Medical Record Clerk III, and promoted the incumbent in accordance with Civil Service Rule 3.3B.

Now, Therefore, Be It Resolved that the Allocation Table of the Department of Health Services is hereby revised as follows:

Budget Index	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
22020105	2263	Medical Record Clerk III	1.00	1.00	2.00	Ongoing	2077
22020105	3372	Public Health Aide II	8.10	(-1.00)	7.10	Ongoing	1544

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, 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, And The Board Of Directors Of The Northern Sonoma County Air Pollution Control District Amending The Memorandum Of Understanding Between The County And Engineers And Scientists Of California (ESC) Local 20, Appendix A: ESC Salary Table, To Reflect The Re-titling Of The Classification of Environmental Health Specialist III to Senior Environmental Health Specialist, Effective November 3, 2015.

Whereas, the Department of Health Services requested that Human Resources conduct a classification study on the Environmental Health series to allow for the hiring and promotion of individuals with out-of-state environmental health and regulation experience; and

Whereas, Human Resources determined that the Environmental Health Specialist III classification needed to be updated and re-titled to reflect the County's current nomenclature for the advanced journey level in a series; and

Whereas, at the August 6, 2015 meeting, the Civil Service Commission approved revising and re-titling the job classification of Environmental Health Specialist III to Senior Environmental Health Specialist.

Now, Therefore, Be It Resolved that the job classification of Environmental Health Specialist III be updated and re-titled to Senior Environmental Health Specialist; and that the ESC Local 20 Memorandum of Understanding, Appendix A: ESC Salary Table, be amended to reflect the new title as set forth in Exhibit A.

Supervisors:

Rabbitt:

Zane:

Gore:

Carrillo:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

ENGINEERS AND SCIENTISTS OF CALIFORNIA, LOCAL 20 (ESC)

APPENDIX A:
ESC SALARY TABLE

EFFECTIVE 7/7/15 – 2% COLA

Job Code	Job Title	A Step Rate	I Step Rate	A Step Monthly Salary	I Step Monthly Salary
2614	Environ Health Specialist III	\$32.29	\$39.25	\$5,616	\$6,827
2614	Senior Environmental Health Specialist	\$32.29	\$39.25	\$5,616	\$6,827



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

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

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

Staff Name and Phone Number:

Crystal Acker 565-8357

Supervisorial District(s):

All

Title: Groundwater and Geotechnical Support Services Contracts

Recommended Actions:

Authorize the Director of the Permit and Resource Management Department to execute agreements with four consulting firms – Todd Groundwater in an amount not to exceed \$80,000, Kleinfelder, Inc. in an amount not to exceed \$60,000, O'Connor Environmental, Inc. (OEI) in an amount not to exceed \$80,000, and EBA Engineering in an amount not to exceed \$80,000 – to provide groundwater and geotechnical support services on an as-needed basis for three-year contract periods beginning November 4, 2015 and ending November 3, 2018.

Executive Summary:

The approval of these contracts will enable the Permit and Resource Management Department (PRMD) to expeditiously review groundwater and geologic issues associated with environmental reviews under the California Environmental Quality Act (CEQA) without unduly delaying future projects.

BACKGROUND:

The Permit and Resource Management Department (PRMD) acts as Lead Agency under the California Environmental Quality Act (CEQA) to analyze and disclose to the public and County decision-makers potential environmental impacts of proposed projects. The majority of land use entitlement applications for wineries/distilleries/tasting rooms, breweries, multifamily residential projects, large commercial or industrial developments, and visitor serving uses (e.g., hotels, event centers) require detailed analysis of potential groundwater impacts (e.g., water budgets, adequacy of water supply to support proposed uses, impacts of groundwater use), and/or geotechnical impacts (e.g., slope stability assessment, soil erosion potential, building and grading setback recommendations). The need for such studies has greatly increased in recent years due to multiple years of drought and proposed development in water scarce areas.

In order to continue to respond to permit applications in a timely manner, PRMD seeks to increase its capability to review groundwater and geologic issues. Currently, a project that requires such analysis

must be put on hold while a project-specific contract is obtained to provide the specialty service(s). Having a selection of qualified firms on-call to perform this work will greatly improve permit processing times. In addition, increased capacity will allow PRMD to quickly retain expert consultants to provide independent third-party review on cases where differences between technical experts have been submitted.

SELECTION PROCESS:

The consulting firms were selected following a standard Request for Qualifications selection process. PRMD posted the request for hydrogeologic support services on the County's Supplier Portal jointly with the Sonoma County Water Agency. Twelve firms responded and their Statements of Qualifications were evaluated and ranked by a review committee consisting of two PRMD staff and one staff member from the Water Agency. Submissions were scored based on responses to the following criteria: 1) experience; 2) professional qualifications; 3) completeness of response; 4) references; and 5) local preference. Five of the twelve respondents qualified as local service providers per the County's Local Preference Policy. Submissions for groundwater support and geotechnical support were evaluated separately, although many firms submitted for both. Three top-ranked firms in each category were qualified. Two firms qualified for both groundwater and geotechnical; one qualified for groundwater only; and one qualified for geotechnical only. Three of these four received local preference. All four have provided acceptable cost proposals and have met all County contract requirements.

EBA Engineering (EBA) is a civil and environmental engineering firm with 36 years of recognized expertise in the fields of hydrogeology, civil engineering, surveying, planning, and environmental services. Since 1979, EBA's staff of engineers, geologists, and environmental professionals have worked together to provide a comprehensive range of management and engineering services to both private and public sector clients. EBA maintains a Santa Rosa office, and is familiar with local groundwater issues.

O'Connor Environmental, Inc. (OEI) founded their primary office in Healdsburg in 1997 and has 18 years of experience in hydrogeologic analyses. OEI has provided hydrogeologic services for multiple winery projects in Sonoma and Napa Counties. Other local clients include Sonoma County Water Agency; Lake County; Sonoma and Gold Ridge Resource Conservation Districts; Marin Municipal Water District; and Marin County Flood Control and Water Conservation District.

Todd Groundwater is a consulting firm specializing in groundwater, including exploration, planning, development, management, and protection of groundwater resources. The firm was founded in 1978. Over the past 35 years, their staff of professionally registered geologists and engineers, certified hydrogeologists, and engineering geologists have provided groundwater consulting services to the greater Bay Area. Todd has provided high quality groundwater study peer review services to PRMD in the past. Other local clients include the Sonoma County Water Agency, Bodega Bay Public Utility District, and several private wineries located in Sonoma County.

Kleinfelder, Inc. was founded in Stockton in 1961 and established a Santa Rosa office 1978. Kleinfelder specializes in engineering, including geotechnical, geological, environmental, civil, chemical, and construction material disciplines, and has extensive experience providing hydrogeologic services. Kleinfelder has previously been under contract with PRMD to provide technical peer review of

geotechnical and Altquist-Priolo fault studies, most recently in 2011. Recent local clients include Sonoma County Agricultural Preservation and Open Space District; Sonoma County Water Agency; Sonoma County Department of Transportation and Public Works; the City of Santa Rosa; and several private wineries located in Sonoma and San Joaquin Counties.

The estimated need for on-call services over a three-year term will not exceed \$300,000. Since it is difficult to determine that timing of need and the specific scope of the projects, contracts with three competitive firms in each classification are recommended to increase PRMD's ability to obtain the needed services in a timely and efficient manner. In addition, when an independent third-party review of applicant reports is required, multiple consultants are needed to avoid potential conflicts of interest. Payment for each contract over the three-year period will not exceed:

- EBA Engineering - \$80,000 for Groundwater and/or Geotechnical Support Services;
- O'Connor Environmental, Inc. (OEI) - \$80,000 for Groundwater and/or Geotechnical Support Services;
- Todd Groundwater - \$80,000 for Groundwater Support Services; and
- Kleinfelder, Inc. - \$60,000 for Geotechnical Support Services

Prior Board Actions:

N/A

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

These contracts will assist PRMD in providing high quality, efficient, and timely review of projects requiring in-depth analyses of potential hydrogeologic impacts to fully address potential geologic hazards and to protect groundwater resources.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 85,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 85,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 85,000	Total Sources	\$ 85,000

Narrative Explanation of Fiscal Impacts (If Required):

It is estimated that about \$100,000 may be expended each of three years of the contract term. \$85,000 will be encumbered for the remainder of this fiscal year. The total expenditure will not exceed \$300,000 over the three-year term of the contracts. Although PRMD contracts for these services, they are reimbursed by project applicants at no cost to the County.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
None			
Related Items “On File” with the Clerk of the Board:			
Professional Services Agreement with exhibits for TODD Groundwater Professional Services Agreement with exhibits for Kleinfelder, Inc. Professional Services Agreement with exhibits for O’Connor Environmental, Inc. (OEI) Professional Services Agreement with exhibits for EBA Engineering			



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: November 3, 2015

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: Solid Waste Collection Franchise Agreements – Amendments to Conform to Master Operations Agreement and Changes to Organic Waste Rates.

Recommended Actions:

Authorize the Chair to:

1. Execute Amendment No. 3 to the Amended and Restated Solid Waste Collection Franchise Agreement By and Between the County of Sonoma and Redwood Empire Disposal Sonoma County, Inc. to: (a) align the timing of annual adjustments to the annual adjustments in the Master Operating Agreement with Republic Services of Sonoma County, Inc.; (b) eliminate age restriction for vehicles in inventory; (c) revise Exhibit E – Services Rates effective October 1, 2015 to include the Master Operations Agreement concession fees for solid waste disposal and yard and wood waste disposal, the annual adjustment, and organics outhaul; (d) amend Exhibit G – Annual Rate Adjustment Methodology for Solid Waste Collection Rates to allow increases to wood and yard waste tipping fees; and (e) amend various sections of the Agreement for clarification.
2. Execute Amendment No. 1 to the Solid Waste Collection Franchise Agreement By and Between the County of Sonoma and Sonoma Garbage Collectors to: (a) align the timing of annual adjustments to the annual adjustments in the Master Operating Agreement with Republic Services of Sonoma County, Inc.; (b) eliminate age restriction for vehicles in inventory; (c) revise Exhibit C – Service Rates effective October 1, 2015 to include the Master Operations Agreement concession fees for solid waste disposal and yard and wood waste disposal, the annual adjustment, and add organics outhaul; (d) amend Exhibit E – Annual Rate Adjustment Methodology for Solid Waste Collection Rates to allow increases to wood and yard waste tipping fees; and (e) amend various sections of the Agreement for clarification.

Executive Summary:

On March 3, 2015, the Board approved the final changes to the Master Operations Agreement (“MOA”) with Republic Services allowing Republic to take over the long-term operation of solid waste handling services at the County’s solid waste facilities on April 1, 2015. The MOA impacts the County’s two garbage franchise agreements for solid waste collection services with Redwood Empire Disposal (“RED”)

and Sonoma Garbage Collectors (“SGC”). The impacts to the franchise agreements are: (1) the annual adjustments to disposal rates will change from July 1st to April 1st of each year, and (2) the franchise haulers are now charged various fees on all materials delivered to the solid waste facilities, including green waste and wood waste. As a result of these two changes, it is necessary to amend the County’s two Solid Waste Collection Franchise Agreements so that the franchised haulers can pass through the changes to disposal fees to their customers. Based on the timing of these Amendments, staff anticipates that customers will see increases on the invoices produced in the next billing cycle that will range between \$2.50 and \$6.00 per customer depending on the zone and the billing cycle.

History of Franchise Agreements

The original Agreement with Redwood Empire Disposal was approved by the Board on September 29, 2009 and the Amended and Restated Agreement was approved on October 19, 2010. The original Agreement with Sonoma Garbage Collectors was approved by the Board on July 13, 2010. The 20-year Franchise Agreements provide monthly franchise fees to the County based upon a percentage of gross revenue resulting from the franchise haulers’ operations; ensure that all solid waste collected is delivered to the County’s regional disposal system; provides special services including bulky item pickup, street sweeping, dead animal collection, roadside collection of whole Christmas trees after the holiday, and walk-in service for the disabled free of charge. Additional contract provisions address control of solid waste flow, residual waste from the single-stream recycling facility, processing construction and demolition wastes, customer service, vehicle standards, and auditing and reporting requirements.

Amendments to Franchise Agreements

Aligning Adjustment Dates in MOA and Franchise Agreements

The MOA was effectuated on April 1, 2015. Under the MOA, the disposal rates for franchised waste are adjusted on the anniversary of the MOA effectuation date (every April 1st). The annual adjustments are based on a formula that considers changes to the Consumer Price Index. Staff is recommending that the Franchise Agreements be amended in order to change the annual adjustment date from July 1 to April 1 in order to coincide with the annual adjustments at the County owned solid waste facilities.

Amending Franchise Agreement Vehicle Inventory Language

The Franchise Agreements require collection vehicles to be clean and regularly painted. Vehicles must also comply with state and federal emissions and air quality laws, road worthiness and related fleet management laws, and environmental and public safety concerns. In addition, the Agreements currently restrict the franchised operators from using any collection vehicle that is more than 15 years old. RED has requested that this requirement for vehicle age be deleted because they assert that the date the vehicle was originally purchased has little to do “in practice” with the franchised operator’s ability to meet all of the other numerous requirements of the franchise agreement. Staff agrees that the remaining requirements related to vehicles provide sufficient protection and safeguards, and is, therefore, recommending that the age restrictions be removed from the Franchise Agreements.

Annual Rate Adjustment Methodology and Service Rate Increases

Each Franchise Agreement includes an Annual Rate Adjustment Methodology (“Methodology”) for calculating adjustments that is based on a combination of changes in fuel prices, landfill disposal costs and overall changes in the consumer price index, which allows staff to calculate any adjustments needed

without returning to the Board for additional approvals. In order to include the increases to wood and yard waste tipping fees in the Franchise Agreement service rates, a fourth category must be added to the Methodology. Organic material is now being transported to an out-of-county compost facility. Tipping fees at the County's solid waste facilities for wood and yard waste (which are set by the SCWMA) will increase on October 1, 2015 to cover the ongoing cost of transporting organics materials.

Included in each Amendment is Attachment 1 – Service Rates which revises the rates to include (1) increases to solid waste disposal and wood and yard waste tipping fees for the concession fees, (2) the annual rate adjustment, and (3) organic outhaul. The impact of the three rate adjustments increases rates to a 35-gallon residential can in the unincorporated areas of the Franchise Agreements as shown in the table below:

Impact of Increases on Monthly 35-Gallon Residential Collection Rates for Unincorporated County						
County Franchise Areas	Monthly rate effective Jul 1, 2014	Increase for Concession Fees on Solid Waste	Increase for Concession Fees on Wood & Yard Waste	Annual Rate Adjust. effective Jul 1, 2015	Increase to Tipping Fees for Organics Materials Outhaul effective Oct 1, 2015	Total monthly rate effective Oct 1, 2015
Redwood Empire Disposal:						
Eastern Sonoma County/ Petaluma Zone	\$31.38	\$0.70	\$0.53	\$0.59	\$0.45	\$33.65
Southwest Santa Rosa Zone	\$14.84	\$0.33	\$0.25	\$0.28	\$0.21	\$15.91
Larkfield Zone	\$17.45	\$0.39	\$0.28	\$0.33	\$0.22	\$18.67
Sebastopol/ South Sonoma County Zone	\$30.27	\$0.68	\$0.51	\$0.57	\$0.44	\$32.47
Cloverdale Zone	\$32.49	\$0.72	\$0.52	\$0.62	\$0.41	\$34.76
Pacific Coast Zone	\$37.90	\$0.85	\$0.61	\$0.72	\$0.48	\$40.56
Sunrise Zone	\$35.18	\$0.78	\$0.57	\$0.66	\$0.44	\$37.63
West Sonoma County Zone	\$41.44	\$ 0.92	\$0.67	\$0.78	\$0.52	\$44.33
Sonoma Garbage Collectors	\$29.26	\$0.47	\$1.35	\$0.76	\$1.09	\$32.93
Averages	\$30.02	\$0.73	\$0.67	\$0.66	\$0.53	\$32.32

The revised rates will be effective October 1, 2015 and will allow the haulers to recover their additional expenses back to the effective date of the increase to the yard waste tipping fees under the MOA. The franchised haulers will be adding an adjustment to their customers' invoices in the next billing cycle for the difference between the rates effective April 1, 2015 and the revised rates approved with these Amendments. Based on the timing of these Amendments, staff anticipates that customers will see increases on the invoices produced in the next billing cycle that will range between \$2.50 and \$6.00 per customer depending on the zone and the billing cycle.

The changes to the Annual Rate Adjustment Methodology for each Franchise Agreement will provide the methodology to pass through the new green and wood waste tipping fees through the Franchise Agreements to customers.

Amending Minimum Diversion Requirements

The Franchise Agreements require that a minimum of 45% of all source separated recyclable materials, including green waste, wood, metal, glass, plastic, cardboard and office paper, processed by the hauler. In addition to processing source separated recyclable materials, RED pays some commercial businesses that are located in the franchise service area for their recyclable materials. The definition for minimum diversion requirements has been clarified to acknowledge that source separated recyclable materials and non-franchised recycled materials that RED pays for, are included in the calculation to determine whether or not the minimum diversion requirement has been achieved. However, the revenues generated from the sale of non-franchised recycled materials that RED purchases and resells are excluded from the calculation of franchise fees paid to the County. RED and SGC have exceeded 50% for each of the reporting years since implementation of the Franchise Agreements.

Other Clarifications to the Franchise Agreement

Based on a recent audit conducted of Redwood Empire Disposal’s operations under the franchise agreement by the Auditor-Controller Treasurer-Tax Collector’s office, a number of clarifications are being made to the Redwood Empire Franchise agreement that strengthen language regarding waste characterization studies, recycling allocation, and various reporting requirements to enhance reporting mechanisms and communications from the hauler.

Prior Board Actions:

7/22/14: Board approved Amendment No. 2 to the Amended and Restated Solid Waste Collection Franchise Agreement By and Between the County of Sonoma and Redwood Empire Disposal (“Agreement”) to expand the dead animal collection program; update the National Pollutant Discharge Elimination System (“NPDES”) street sweeping program to comply with NPDES regulations; and increase the Franchise Fee from 10% to 11% to be more in line with other jurisdictions. 4/19/11: Board approved Amendment No. 1 to the Agreement with Redwood Empire Disposal to incorporate Lake Sonoma customers into the Cloverdale rate zone and customers south of Highway 37 into the Sebastopol /South Sonoma County rate zone. 10/19/10: Board approved the Agreement with Redwood Empire Disposal removing references to the divestiture of the refuse system, and adding additional services including dead animal pick-up and construction and demolition debris sorting at two transfer station sites. 7/13/10: Board adopted Resolution No. 10-0559 approving a 20-year Solid Waste Collection Franchise Agreement with Sonoma Garbage Collectors. 09/29/09: Board adopted Resolution No. 09-0923 approving a 20-year Solid Waste Collection Franchise Agreement with Redwood Empire Disposal.

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

The Solid Waste Collection Franchise Agreements provide the Sonoma County communities with safe and efficient collection services for solid waste disposal, diverting recyclables, and out hauling organic materials.

Fiscal Summary - FY 15-16

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):

There is no expense to the Integrated Waste Division Budget related to these amendments. The franchisee's charge these rates directly to the collection customers.

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) Amendment No. 3 to the Amended and Restated Solid Waste Collection Franchise Agreement with Redwood Empire Disposal of Sonoma County, Inc.
- 2) First Amendment to the Solid Waste Collection Franchise Agreement with Sonoma Garbage Collectors.

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

- 1) Amended and Restated Agreement (dated October 19, 2010); First Amendment and Second Amendment to the Amended and Restated Solid Waste Collection Franchise Agreement with Redwood Empire Disposal of Sonoma County, Inc.
- 2) Original Solid Waste Collection Franchise Agreement with Sonoma Garbage Collectors.

**THIRD AMENDMENT TO
AMENDED AND RESTATED SOLID WASTE COLLECTION
FRANCHISE AGREEMENT**

This Third Amendment (“Third Amendment”) to the Amended and Restated Solid Waste Collection Franchise Agreement entered into on October 19, 2010 (“Amended and Restated Agreement”), dated as of November 3, 2015 (“Effective Date”), is by and between the County of Sonoma ("County") and Redwood Empire Disposal Sonoma County, Inc. ("Company"). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the existing agreement, as amended.

Recitals

WHEREAS, County approved the Amended and Restated Agreement on October 19, 2010; and

WHEREAS, County approved Amendment No. 1 to the Amended and Restated Agreement (“First Amendment”) on April 24, 2011 in order to add the Lake Sonoma customers to the Cloverdale Zone and the Tubbs Island customers to the Sebastopol/South Sonoma County Zone; and

WHEREAS, County approved Amendment No. 2 to the Amended and Restated Agreement (“Second Amendment,” the Amended and Restated Agreement, as amended by the First Amendment and Second Amendment is referred to herein as the “Original Agreement”) on July 22, 2014 in order to (1) expand the dead animal collection program; (2) update the NPDES street sweeping program to comply with NPDES regulations; and (3) increase the Franchise Fee from 10% to 11% to be more in line with other jurisdictions; and

WHEREAS, County and Company desire to amend the Original Agreement to: (1) align the annual adjustments to customer service rates to the annual adjustments that occur at the Central Disposal Site under the Master Operations Agreement between the County and Republic Services of Sonoma County, Inc.; (2) make changes to requirements for vehicle inventory; (3) amend Exhibit G (Annual Rate Adjustment Methodology for Solid Waste Collection Rates) in order to adjust the weighted rates and add organics disposal; (4) amend Exhibit E (Rate Schedule) in order to reflect amendments to Exhibit G; and (5) amend language of the Agreement to clarify various sections identified by an audit that was completed in August 2015 by the Sonoma County Auditor-Controller-Treasurer-Tax Collector.

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

A G R E E M E N T

1. Section 1.28 (Gross Revenues) shall be amended to add the following language:

“Gross Revenues shall not include revenue from Non-Franchised Recycling as defined in Section 1.36A below.”

2. Section 1.36A (Non-Franchise Recycling) shall be added as a new section:

“1.36A Non-Franchised Recycling. The term Non-Franchised Recycling means recycled materials that a commercial business generator within the Service Area sells to the Company or its Affiliates for their market value based on an arm’s length transaction, Non-Franchise Recycling materials are outside the Franchise Fees to the extent such materials were purchased by Company or its Affiliates for material consideration.”

3. Section 1.38A (Recycling Revenue Allocation Model) shall be added as a new section:

“1.38A Recycling Revenue Allocation Model. Recycling Revenue Allocation Model means the methodology used to distribute the percentage of Source Separated Recyclable Materials collected from each jurisdiction served by the Company based on the Waste Characterization and Audits performed by Company according to Section 5.9 below.”

4. Section 1.49 (Summary Pay Cycle Reports) shall be added as a new section:

“1.49 Summary Pay Cycle Reports. The term Summary Pay Cycle Reports means a monthly summary report generated from the Company’s proprietary billing system. The Summary Pay Cycle Report shall summarize the Gross Revenues collected by the Company for the month and shall be submitted with the Payment of Franchise Fees according to the terms in Section 3.2 below.”

5. Section 3.2 (Payment of Franchise Fees) shall be deleted and replaced with the following language:

“3.2 Payment of Franchise Fees. Commencing October 1, 2015, Company shall pay said Franchise Fee to County by the 15th day of the month following the month the Gross Revenues are collected. Each such payment shall be accompanied by an accounting, which sets forth Company’s Gross Revenues collected during the preceding month and shall include Summary Pay Cycle Report(s) generated from the Company’s proprietary billing system summarizing the Gross Revenues collected. For the purposes of this Section, Company’s Gross Revenues shall be documented in a form approved by the County. Commencing on October 1, 2016 and on each anniversary thereafter, Company shall provide County with an audited statement of Franchise Fees owed pursuant to this Agreement audited by a qualified independent certified public accountant licensed and in good standing in the State of California documenting Gross Revenues collected for Company’s previous fiscal year period of July 1 through June 30. Such audited statement of Franchise Fees shall include a certification that the Company’s Recycling Revenue Allocation Model reflects any changes resulting from the Company’s waste characterization study. If the Franchise Fees paid for such period of time were less than the applicable Base Franchise Fee, Company shall remit the difference to the County

within ten (10) business days. No acceptance by County of any payment shall be construed as an accord that the amount is in fact the correct amount, nor shall such acceptance of payment be construed as a release of any claim County may have against Company for any additional sums payable under this Agreement.”

6. Section 4.2.6 shall be added as a new section:

“Section 4.2.6 Notification of Delivery of Source Separated Recyclable Materials to a Non-Affiliated Company. If Company finds it necessary to divert Source Separated Recyclable Materials already processed by Company Facilities to a non-affiliated company in order to use its best efforts to divert as much material as possible from Source Separated Recyclable Materials as required by Section 4.2.5 above, Company shall notify County at least two (2) days before diverting such Source Separated Recyclable Materials to a non-affiliated company. Notification to County shall include a minimum justification for why the Source Separated Recyclable Materials must be diverted to a non-affiliated company, the physical location to where the Source Separated Recyclable Materials will be diverted, the estimated tonnage of Source Separated Recyclable Materials to be diverted to a non-affiliated company, and the anticipated diversion from the Source Separated Recyclable Materials diverted to a non-affiliated company. In addition, Company shall provide County with documentation showing the cost of the services and the amount of materials actually recycled (versus landfilled) for all materials processed under this section.”

7. Section 4.4.6 (Vehicles), (d) (Cleaning and Maintenance) shall be amended to delete the first sentence of the subsection.
8. Section 4.4.6 (Vehicles), (e) (Vehicle Inventory List) shall be deleted and replaced with the following language:

“(e) Vehicle Inventory List. On or before the Commencement Date, Company shall provide to County an inventory of collection vehicles and major equipment used by Company for collection or transportation and performance of services under this Agreement. The inventory shall indicate each collection vehicle by Company assigned identification number, DMV license number, type of fuel used, the type and capacity of each vehicle, the number of vehicles by type, the date of acquisition, and the maintenance and rebuild status. Company shall submit to the County Manager, either by fax or e-mail, an updated inventory when the vehicle inventory list changes; quarterly and annually as part of the annual report submitted according to Section 7.2 (Reports) above; or more often at the request of the County Manager. Each inventory shall also include the tare weight of each vehicle. Each vehicle inventory shall be accompanied by a certification signed by Company that all collection vehicles meet the requirements of this Agreement.”

9. 4.5.1 (Minimum Diversion Requirements) shall be deleted in its entirety and replaced with the following language:

“4.5.1 Minimum Diversion Requirements. The County requires the Company to achieve a minimum annual diversion rate which exceeds forty-five percent (45%) of all such commercial Source Separated Recyclable Materials throughout the entire term that Company is obligated to process such materials, plus all Non Franchised Recycling Materials. The annual diversion rate will be calculated as *“the tons of materials collected within the Service Area that are sold or delivered to a recycler or reuser, divided by the total tons of materials collected in the Service Area during the contract year.”*

- 10. 5.9 (Waste Characterization Services and Audits) shall be amended to add the following language:

“The audited statement of Franchise Fees defined in Section 3.2 (Payment of Franchise Fee) shall include certification that the Company’s Recycling Revenue Allocation Model reflects any changes resulting from the Company’s waste characterization study.”

- 11. 6.2 (Adjustments to Service Rates), shall be deleted in its entirety and replaced with the following language:

“6.2 Adjustment in Service Rates. Beginning July 1, 2011, and annually thereafter until December 31, 2015, Company shall receive an adjustment based on the adjustment formulas set forth in Exhibit G. Beginning January 1, 2016, Company shall receive the annual adjustment on April 1 of every year instead of July 1.”

- 12. Section 7.3.2 (Financial Information) shall be amended to change the date from April 1st of each year to October 1st of each year for submitting the audited franchise fee statement of Franchise Fees.

- 13. Exhibit E (Rate Schedule) shall be deleted entirely and replaced with the revised Exhibit E attached hereto as Attachment 1 to this Third Amendment.

- 14. Exhibit G (Annual Rate Adjustment Methodology for Solid Waste Collection Rates) shall be deleted entirely and replaced with the revised Exhibit G attached hereto as Attachment 2 to this Third Amendment.

- 15. Exhibit J (Liquidated Damages) shall be amended to remove item “w” (Failure to comply with Section 4.4.6 (Collection Vehicle Age Requirements)).

- 16. Exhibit J (Liquidated Damages) shall be amended to add the following liquidated damages:

	Description of Failure	Years 1 – 5 After 3 rd Occurrence	Years 6 – 10 After 3 rd Occurrence	Years 11 – 15 After 3 rd Occurrence	Years 16 – 20 After 3 rd Occurrence

x.	Failure to comply with Section 4.2.6 (Notification of Delivery of Source Separated Recyclable Materials to a Non-Affiliated Company)	n/a	\$450.00 per incident per failure to notify plus \$20 per ton of materials directed to the non-affiliated company.	\$600.00 per incident per failure to notify plus \$30 per ton of materials directed to the non-affiliated company.	\$750.00 per incident per failure to notify plus \$40 per ton of materials directed to the non-affiliated company.
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17. Except to the extent the Amended and Restated Agreement is specifically amended or supplemented hereby, the Amended and Restated Agreement together with exhibits is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall be construed to modify, invalidate or otherwise affect any provision of the Amended and Restated Agreement or any right of County arising thereunder.

18. This Third 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 Third Amendment or for the breach thereof shall be brought and tried in the County of Sonoma.

IN WITNESS WHEREOF, County and Company have executed this Third Amendment as of the Effective Date.

REDWOOD EMPIRE DISPOSAL
SONOMA COUNTY, INC.,
a California corporation

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

COUNTY OF SONOMA, a political subdivision
Of the State of California

Chair
Board of Supervisors

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

Susan R. Klassen, Director
Sonoma County Transportation and Public Works

APPROVED AS TO FORM FOR COUNTY:

Sheryl L. Bratton
Assistant County Counsel

**FIRST AMENDMENT TO
SOLID WASTE COLLECTION FRANCHISE AGREEMENT**

This First Amendment (“First Amendment”) to the Solid Waste Collection Franchise Agreement entered into on July 13, 2010 (“Agreement”), dated as of October 6, 2015 (“Effective Date”), is by and between the County of Sonoma ("County") and Sonoma Garbage Collectors ("Company"). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the existing agreement, as amended.

Recitals

WHEREAS, County approved the Agreement on July 13, 2010, referred to herein as the “Original Agreement”; and

WHEREAS, County and Company desire to amend the Original Agreement to (1) align the annual adjustments to the annual adjustments in the Master Operating Agreement with Republic Services of Sonoma County, Inc.; (2) make changes to requirements for vehicle inventory; (3) amend Exhibit E (Annual Rate Adjustment Methodology for Solid Waste Collection Rates) in order to adjust the weighted rates and add Organics disposal; (4) amend Exhibit C (Rate Schedule) in order to reflect amendments to Exhibit E (Annual Rate Adjustment Methodology for Solid Waste Collection Rates) to adjust the weighted rates and add organics disposal, and (5) amend language of the Agreement to clarify various sections identified by an audit that was completed in August 2015 by the Sonoma County Auditor-Controller-Treasurer-Tax Collector.

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

A G R E E M E N T

1. Section 3.2 (Payment of Franchise Fees) shall be deleted and replaced with the following language:

“Payment of Franchise Fee. Commencing August 1, 2011, Company shall pay said Franchise Fee to County by the 15th day of the month following the month the Gross Revenues are collected. Each such payment shall be accompanied by an accounting, which sets forth Company’s Gross Revenues collected during the preceding month. For the purposes of this Section, Company’s Gross Revenues shall be documented in a form approved by the County. Commencing on October 1, 2015 and on each anniversary thereafter, Company shall provide County with an audited statement of Franchise Fees owed pursuant to this Agreement audited by a qualified independent certified public accountant licensed and in good standing in the State of California documenting Gross Revenues collected for Company’s previous fiscal year period of July 1 through June 30. Such audited statement of Franchise Fees shall include a certification that any changes resulting from the Company’s waste characterization study are reflected in the audit. If the Franchise Fees paid for such period of time were less than the applicable Base

Franchise Fee, Company shall remit the difference to the County within ten (10) business days. No acceptance by County of any payment shall be construed as an accord that the amount is in fact the correct amount, nor shall such acceptance of payment be construed as a release of any claim County may have against Company for any additional sums payable under this Agreement.”

2. Section 4.4.6 (Vehicles), (d) (Cleaning and Maintenance) shall be amended to delete the first sentence of the subsection.

3. Section 4.4.6 (Vehicles), (e) (Vehicle Inventory List) shall be deleted and replaced with the following language:

“(e) Vehicle Inventory List. On or before the Commencement Date, Company shall provide to County an inventory of collection vehicles and major equipment used by Company for collection or transportation and performance of services under this Agreement. The inventory shall indicate each collection vehicle by Company assigned identification number, DMV license number, type of fuel used, the type and capacity of each vehicle, the number of vehicles by type, the date of acquisition, and the maintenance and rebuild status. Company shall submit to the County Manager, either by fax or e-mail, an updated inventory when the vehicle inventory list changes; annually as part of the annual report submitted according to Section 7.2 (Reports) above; or more often at the request of the County Manager. Each inventory shall also include the tare weight of each vehicle. Each vehicle inventory shall be accompanied by a certification signed by Company that all collection vehicles meet the requirements of this Agreement.”

4. 6.2 (Adjustments to Service Rates), shall be deleted in its entirety and replaced with the following language:

“6.2 Adjustments in Service Rates. Beginning July 1, 2011, and annually thereafter until December 31, 2015, Company shall receive an adjustment based on the adjustment formulas set forth in Exhibit E. Beginning January 1, 2016, Company shall receive the annual adjustment on April 1 of every year instead of July 1.”

5. Section 7.3.2 (Financial Information) shall be amended to change the date from April 1st of each year to October 1st of each year for submitting the audited franchise fee statement of Franchise Fees.

6. Exhibit C (Rate Schedule) shall be deleted entirely and replaced with the revised Exhibit C attached hereto as Attachment 1 to this First Amendment.

7. Exhibit E (Annual Rate Adjustment Methodology for Solid Waste Collection Rates), shall be deleted entirely and replaced with the revised Exhibit E attached hereto as Attachment 2 to this First Amendment.

8. Exhibit J (Liquidated Damages) shall be amended to remove item “w” (Failure to comply with Section 4.4.6 (collection vehicle age requirements)).

9. Exhibit J (Liquidated Damages) shall be amended to add the following liquidated damages:

	Description of Failure	Years 1 – 5 After 3 rd Occurrence	Years 6 – 10 After 3 rd Occurrence	Years 11 –15 After 3 rd Occurrence	Years 16 – 20 After 3 rd Occurrence
x.	Failure to comply with Section 4.2.6 (Notification of Delivery of Source Separated Recyclable Materials to a Non-Affiliated Company)	n/a	\$450.00 per incident per failure to notify.	\$600.00 per incident per failure to notify.	\$750.00 per incident per failure to notify.

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

11. This First 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 First Amendment or for the breach thereof shall be brought and tried in the County of Sonoma.

IN WITNESS WHEREOF, County and Company have executed this First Amendment as of the Effective Date.

SONOMA GARBAGE COLLECTORS,
a California corporation

By: John Curotto

Name: John Curotto

Title: President

COUNTY OF SONOMA, a political subdivision
Of the State of California.

Chair
Board of Supervisors

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

Susan R. Klassen

Susan R. Klassen, Director
Sonoma County Transportation and Public Works

APPROVED AS TO FORM FOR COUNTY:

Sheryl L. Bratton

Sheryl L. Bratton
Assistant County Counsel

ATTACHMENT 1

**EXHIBIT C
SERVICE RATES
effective October 1, 2015**

Single Family Dwelling Unit Monthly Rates

Service	Effective July 1, 2015	Effective October 1, 2015
32-gallon garbage can	\$31.84	\$32.93
64-gallon garbage can	\$45.65	\$47.22
96-gallon garbage can	\$59.46	\$61.50
greenwaste bin – each bin after first two	\$11.06	\$11.44
recycling bin – each bin after first two	\$10.42	\$10.42
recycling only service	\$10.53	\$10.53

Mobile Home Park Rates

If each individual homeowner receives and pays a separate billing, single family dwelling unit rates apply. Where one bill is sent to the mobile home park manager, and the manager remits payment on behalf of all residents in the mobile home park, single family dwelling collection rates shall be reduced by 10%.

Debris Box Per Pull Rates ¹

Service	Effective April 1, 2015	Effective July 1, 2015
20 cubic yards	\$286.11	\$295.58
30 cubic yards	\$294.96	\$304.72
40 cubic yards	\$298.76	\$308.65

¹ Does not include the current per ton disposal cost which shall be added in addition to the per pull cost.

Attachment 2
Exhibit E
Annual Rate Adjustment Methodology for Solid Waste Collection Rates

The annual rate adjustment for Service Rates shall be calculated in the following manner:

1. The established percentages for rates for residential, multi-family, and commercial rates, which include a disposal cost component, are: 8.48% Fuel; 21.56 MSW Disposal; 8.7% Organics Disposal; and 61.26% All Other. These established percentages shall be adjusted annually to reflect the weighted percentage change described in Exhibit G, Table 1. See Table 1 for an example of a calculation sheet for these rates.
2. The established percentages for rates for recycling only service, compactors, and debris boxes, which do not have a disposal cost component, are: 17.29% Fuel and 82.71% All Other. These established percentages shall be adjusted annually to reflect the weighted percentage change described in Exhibit G, Table 2. See Table 2 for an example of a calculation sheet for these rates.
3. The following rates shall be adjusted using the CPI Factor (with a minimum adjustment of 3.2% and a maximum adjustment of 5%): miscellaneous fees for residential, multi-family and commercial rates, emergency rates, bulky item collection services. See Table 3 for an example of a calculation sheet for miscellaneous and special fees.
4. In all cases, the current dollar value of the Franchise Fees shall be removed from the rate calculation prior to making any adjustments. See Table 4 for an example of calculating the rate adjustment for years 1, 2, and 3.
5. The following indices are used to calculate the adjustment for each cost category. The average change in each index is calculated on a twelve-month period from January 1 through December 31. The adjustment to be effective April 1, 2016 will be calculated on a nine-month period from April 1, 2015 to December 31, 2015.”

<u>Cost Category</u>	<u>Index</u>
<u>Fuel</u>	Series ID: WPU057303; Commodity Code 573-03 #2 Diesel Fuel
<u>All Other</u>	Consumer Price Index, Series ID: CUURA422SA0 CPI-All Urban Consumers, All Items – San Francisco-Oakland-San Jose, CA. A minimum 3.2% CPI with a maximum of 5% CPI shall be used for this cost category.
<u>MSW Disposal</u>	Annual tip-fee increase, expressed as a percentage, at the County Facilities.
<u>Organics Disposal</u>	Tip-fee increase at the County Facilities, expressed as a percentage.

6. Prior to calculating a rate adjustment, the franchise fee portion of the rates shall be subtracted from the current rate.
7. The percentage weight for each cost category is multiplied by the change in each appropriate index to calculate a weighted percentage for each cost category. The weighted percentage changes for each cost category are added together to calculate the percentage increase to be applied to all zones under this Agreement (see example in Table 1 below).
8. After calculating the Service Rate adjustment, the Diversion Adjustment, pursuant to Section 4.5.2, shall be applied to the CPI portion of rate calculation, and the total rate adjustment shall be recalculated. The final rate adjustment shall be applied to all residential service rates for curbside collection for single family dwelling units, mobile home parks, multi-family dwelling units, commercial bins, and debris boxes.

**Rate Adjustments Calculations for Residential,
Multi-Family and Commercial Rates**

TABLE 1 COLLECTION RATE ADJUSTMENT SAMPLE CALCULATION SHEET					
Item #	Category	Data Source	% Change	Item Weight●	Weighted Percentage Change
1	Fuel	Series ID: WPU057303 Commodity Code 0573-03 #2 Diesel Fuel	12.5%	8.48%	1.33%
2	All Other	Series ID: CUURA422SA0 CPI-All Urban Consumers, All Items San Francisco-Oakland-San Jose, CA	3.2%	61.26%	1.81%
3	MSW Disposal	Annual Tip-Fee Increase at the County Facilities	8.0%	21.56%	2.62%
4	Organics Disposal	Tip-Fee Increase at the county Facilities	44.15	8.70%	1.34%
Total Rate Adjustment				100%	7.10%

● Item Weight must be recalculated and adjusted after each rate adjustment to reflect the Weighted Percentage Change impact on the Item Weight. The sum of the item Weight and the Weighted Percentage Change will be divided by One plus the Total Rate Adjustment. This establishes the new item weights as adjusted by the Weighted Percentage Change after each rate adjustment.

**Rate Adjustments Calculations for Recycling
Only Service, Compactors, and Debris Boxes**

TABLE 2 COLLECTION RATE ADJUSTMENT SAMPLE CALCULATION SHEET					
Item #	Category	Data Source	% Change	Item Weight●	Weighted Percentage Change
1	Fuel	Series ID: WPU057303 Commodity Code 0573-03 #2 Diesel Fuel	12.5%	17.29%	2.16%
2	All Other	Series ID: CUURA422SA0 CPI-All Urban Consumers, All Items San Francisco-Oakland-San Jose, CA	3.2%	82.71%	2.65%
Total Rate Adjustment				100%	4.81%

● Item Weight must be recalculated and adjusted after each rate adjustment to reflect the Weighted Percentage Change impact on the Item Weight. The sum of the item Weight and the Weighted Percentage Change will be divided by One plus the Total Rate Adjustment. This establishes the new item weights as adjusted by the Weighted Percentage Change after each rate adjustment.

Rate Adjustments Calculations for Miscellaneous and Special Fees

TABLE 3 COLLECTION RATE ADJUSTMENT SAMPLE CALCULATION SHEET					
Item #	Category	Data Source	% Change	Item Weight	Weighted Percentage Change
1	All Items	Series ID: CUURA422SA0 CPI-All Urban Consumers, All Items San Francisco-Oakland-San Jose, CA	3.2%	100%	3.2%
Total Rate Adjustment				100%	3.2%

Rate Adjustment Formula

TABLE 4	
EXAMPLE OF RATE ADJUSTMENT FORMULA	
Example Assumptions:	Base rate = \$30.00 Franchise fee = 10% Annual adjustment = 5%
Year 1	$ \begin{array}{r} \$30.00 \text{ Base rate} \\ + \quad \underline{3.00} \text{ 10\% Franchise Fee} \\ = \quad \$33.00 \text{ Adjusted rate} \end{array} $
Year 2	$ \begin{array}{r} \$33.00 \text{ Current rate} \\ - \quad \underline{3.00} \text{ 10\% Franchise fee} \\ = \quad \$30.00 \text{ Base rate} \\ \times \quad \underline{5.0\%} \text{ Total percent rate adjustment} \\ = \quad \$ 1.50 \text{ Collection rate adjustment} \\ \\ = \quad \$31.50 \text{ Base rate plus rate adjustment} \\ + \quad \underline{\$ 3.15} \text{ 10\% Franchise Fee} \\ = \quad \$34.65 \text{ New collection rate after rate adjustment and 10\% franchise fee} \end{array} $
Year 3	$ \begin{array}{r} \$34.65 \text{ Current rate} \\ - \quad \underline{3.15} \text{ 10\% Franchise fee} \\ = \quad \$31.50 \text{ Base rate} \\ \times \quad \underline{5.0\%} \text{ Total percent rate adjustment} \\ = \quad \$ 1.58 \text{ Collection rate adjustment} \\ \\ = \quad \$33.08 \text{ Base rate plus rate adjustment} \\ + \quad \underline{\$ 3.31} \text{ 10\% Franchise Fee} \\ = \quad \$36.69 \text{ New collection rate after rate adjustment and 10\% franchise fee} \end{array} $



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: November 3, 2015

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 October 6, 2015, October 13, 2015, and October 20, 2015

Recommended Actions:

Approval of the Minutes of October 6, 2015, October 13, 2015, and October 20, 2015

Executive Summary:

Approve the Minutes of the Meetings of October 6, 2015, October 13, 2015, and October 20, 2015 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 13, 2015 for the Sonoma Valley County Sanitation District.

Prior Board Actions:

None.

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 15-16			
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

TUESDAY

OCTOBER 6, 2015

8:30 A.M.

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	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 City Bus: 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.

8:30 A.M. CALL TO ORDER

8:30 A.M. Chair Gorin called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Veronica A. Ferguson, County Administrator and Sheryl Bratton, Asst. County Counsel

Chair Gorin presiding.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA (Items may be added or withdrawn from the agenda consistent with State law)

Closed session Item 33 includes the Board of Directors of the Sonoma County Water Agency in the item title. The Board welcomed Stephan Betz as the County's new Director of Health Services

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Carrillo invited the public to a Mooreland neighborhood park meeting October 8, 2015, and a ribbon cutting event for the new Boys and Girls Club at the library at the Roseland Village neighborhood center on October 7, 2015. He attended events for the Dental Health Summit on September 25, 2015, Roseland Soccer Cup event, and the State of the Latino Community Los Cien summit on October 1, 2015.

Supervisor Zane went with the Water Agency delegation to Washington D.C. meeting on a variety of matters and water project funding requests. She rode in the Rohnert Park Founder's Day Parade.

Supervisor Gore gave an update on the Natural Resource Conservation Service letter of intent seeking \$10M in a matching fund application. He attended a meeting at the Jackson family wines center about the four priority watersheds. Healdsburg will receive \$1.6M on an intermodel utility project around their depot for parking spots and a park-and-ride. He attended the recent Latino Leaders' Los Cien event, and the Living Wage Ad Hoc Coalition, where discussions are continuing.

Supervisor Gorin attended the Los Cien event, and the Living Wage Ad Hoc meeting. Economic Development Board is working on entrepreneur assistance on emerging ideas. She attended a ribbon cutting ceremony at the new Health Services economic assistance lobby that was remodeled. Sonoma Development Center closure plans are proceeding, with the County named as a major stakeholder, and the goal that the same services could be provided in a different form. She announced that former Supervisor Nick Esposti from the Fourth District passed away.

III. CONSENT CALENDAR (Items 1 through 25)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 6)

PRESENTATIONS AT THE BOARD MEETING

1. Fire Responders Recognition and Loans and Fire Prevention Week- (A) Adopt a Gold Resolution recognizing fire personnel who responded to the Valley Fire, and Authorize the County Administrator to enter into agreements with Fire Protection Districts to provide no-interest loans to cover costs incurred fighting the Valley Fire. (County Administrator) (B) Adopt a Gold Resolution proclaiming October 4 through October 10, 2015 as Fire Prevention Week in Sonoma County. (Fire and Emergency Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolutions 15-0391A and 15-0391B

2. Adopt a Gold Resolution proclaiming October 4 through October 10, 2015 as Mental Illness Awareness Week in Sonoma County. (Third District and Health Services) (This language varies slightly from that posted on the agenda.)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0392

3. Adopt a Gold Resolution proclaiming October 3 through October 18, 2015 as Binational Health Week in Sonoma County which promotes improved health for Latinos living in the United States and Canada. (First District and Health Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0393

4. Certificates of Honor will be presented to the generous sponsors of the Schulz Celebrity Golf Classic held on June 2, 2015 raising over \$750,000 to benefit Sonoma County Children's Charities. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

PRESENTATIONS AT A DIFFERENT DATE

5. Adopt a Gold Resolution honoring Wendy Peterson upon her retirement from the Sonoma Valley Visitor's Bureau. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0394

6. Adopt a Gold Resolution proclaiming October 2015 as Cyber Security Awareness Month. (Information Systems)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0395

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

7. Adopt a Resolution authorizing the District General Manager to sign the Sustainable Agricultural Lands Conservation Program Grant Agreement for up to \$300,000 toward purchase of an easement at Glenn Ranch. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0396

SONOMA COUNTY WATER AGENCY

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

8. Authorize the General Manager to execute a change order to the contract with F&H Construction, Inc. totaling \$115,090 for additional work required to complete a rock fish passage and temporary dam for changed topography in the second season of the Mirabel Fish Screen and Fish Ladder Replacement Project. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

BOARD OF SUPERVISORS

9. Approve Advertising Program grant awards and Authorize the County Administrator to execute a contract with the following entities for advertising and promotions activities for Fiscal Year 2015-16: Actors' Theater for Children, \$500; Bodega Bay Fisherman's Festival, \$2,500; Bodega Volunteer Fire Department, \$1,000; Centro Laboral de Graton, \$1,500; Children's Museum of Sonoma County, \$10,000; Graton Community Club, \$1,000; Lifeschool, \$1,000; Monte Rio Chamber of Commerce, \$1,000; Occidental Center for the Arts, \$3,000; Occidental Community Choir, \$1,000; Performing Artists Coalition for Theater, Inc. DBA Main Stage West, \$1,000; Russian River Alliance, \$1,250; Russian River Chamber of Commerce, \$4,000; Russian River Rotary Foundation, \$5,000; Sonoma County Farm Trails, \$1,500; Sonoma County Pride, \$1,000; Slow Food Russian River, \$750; Sonoma County Museum, \$500; Stewards of the Coast and Redwoods, \$5,000; Western Sonoma County Historical Society, \$750. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

COUNTY ADMINISTRATOR/PERMIT AND RESOURCE MANAGEMENT
AND
COMMUNITY DEVELOPMENT COMMISSION
(Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)

10. Authorize the Chair to sign and submit comments to the Regional Water Quality Control Board on the Draft Staff Report for the Action Plan for the Russian River Pathogen Total Maximum Daily Load, and Authorize staff to finalize the draft comments and submit them to the Regional Board by the October 8, 2015 deadline.

Board Action: Approved as Recommended
UNANIMOUS VOTE

FIRE AND EMERGENCY SERVICES

11. Adopt a Resolution introducing, reading the title of, and waiving further reading of ordinances, and Direct the Clerk of the Board to set a public hearing for October 20, 2015 at 2:10 pm to consider adoption of ordinances making technical corrections to certain subsections of Chapters 7 and 13 of the Sonoma County Code relating to fire sprinklers. (First Reading)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 15-0397

GENERAL SERVICES

12. Authorize the Director to execute an amendment to the Fuel Cell Service Agreement extending the deadline for exercising the County's option to renew the Service Agreement from October 10, 2015 to November 20, 2015.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HEALTH SERVICES

13. First 5 Sonoma County Commission Quality Rating and Improvement System Agreements - (A) Authorize the Director to execute an agreement with the Sonoma County Office of Education for the County of Sonoma to receive revenue to support the First 5 Sonoma County quality rating and improvement system in the amount of \$389,017 through September 30, 2016. (B) Authorize the Director to execute the first amendment to an agreement with Community Child Care Council of Sonoma County for quality rating and improvement system services increasing the amount by \$307,784 resulting in a new total not-to-exceed amount of \$692,163 and extending the term from June 30, 2016 to September 30, 2016. (C) Authorize the Director to execute the first amendment to an agreement with River to Coast Children's Services for quality rating and improvement system services increasing the amount by \$30,000 resulting in a new total not-to-exceed amount of \$70,000 through June 30, 2016. (D) Authorize the Director to execute the third amendment to an agreement with Persimmony International Inc. for database services increasing the amount by \$15,625 resulting in a new total not-to-exceed amount of \$571,835 through June 30, 2018.

Board Action: Approved as Recommended
UNANIMOUS VOTE

14. Animal Services Agreements and Facility Design Funding - (A) Authorize the Director to execute a grant agreement with Community Foundation Sonoma County to accept \$35,000 in revenue to support access to low-cost spay and neuter services for the period October 1, 2015 through September 30, 2016. (B) Direct General Services to approve facility design funds in the amount of \$175,000. (C) Authorize the Director to execute the first amendment to an agreement with Megan Alexander for animal behavior evaluation and training services for Sonoma County Animal Services, increasing the agreement by \$30,000, resulting in a new total not-to-exceed amount of \$74,400 through June 30, 2016.

Board Action: Approved as Recommended
UNANIMOUS VOTE

15. Healthy Eating Active Living Program Agreement - Authorize the Director to execute an agreement with Santa Rosa Memorial Hospital to provide Healthy Eating Active Living (HEAL) Program leadership development and mentoring services for the period October 1, 2015 to June 30, 2017 in an amount not-to-exceed \$68,000.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN RESOURCES

16. Authorize the Director to execute an agreement not-to-exceed \$20,000 with MTM Recognition Corporation for gift and award services for the Employee Service Awards program for a one-year term from October 6, 2015 through October 5, 2016, with the option to extend the agreement for up to three additional one-year periods not-to-exceed \$20,000 per contract year.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN SERVICES

17. Execution of Fiscal Year 2015-16 Health Insurance Counseling & Advocacy Program Standard Agreement, the Area Agency on Aging Area Plan Standard Agreement Amendment #1 with the California Department of Aging, and Amendment #1 to the Senior Advocacy Services contract with the Sonoma County Area Agency on Aging - (A) Adopt a Resolution authorizing the Director to execute the Sonoma County Area Agency on Aging Health Insurance Counseling & Advocacy Program (HICAP) Standard Agreement #HI-1516-27 with the Sonoma County Human Services Department, Area Agency on Aging for the term of July 1, 2015 through June 30, 2016 in the amount of \$496,085 and Authorize the Director to amend and execute future Standard Agreement amendments to adjust for revenue increases of less than \$25,000. (B) Authorize the Director to execute Amendment #1 to the California Department of Aging (CDA) Area Plan Standard Agreement #AP-1516-27 to include an increase of \$41,201 state funding for the Ombudsman Program. (C) Authorize the Director to execute Amendment #1 to the Fiscal Year 2015-16 contract with Senior Advocacy Services, HICAP to include Fiscal Year 2015-16 actual allocation funding levels for HICAP activities in the amount of \$455,293 and the Ombudsman Program to include one-time-only state funding in the amount of \$41,201.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0398

18. Authorize the Director to execute amendments to increase agreements for senior nutrition services through June 30, 2016 as authorized during Board Budget Hearings: (A) Increase the agreements with the Council on Aging by \$261,000, Petaluma People Services Center by \$39,000, and Community and Family Services Agency by \$20,000 for senior nutrition services. (B) Increase the agreement with Legal Aid of Sonoma County by \$100,000 for senior legal services.

Board Action: Approved as Recommended
UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

19. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) to North Coast Engineering for the River Blvd Russian River Stream Bank Restoration & Protection Project on the east bank of the Russian River alongside three parcels located on River Blvd in the town of Monte Rio. (4/5 vote required) (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0399

SHERIFF'S OFFICE

20. Authorize the Sheriff to execute Agreements for Polygraph Examination Services for employee recruitments with three providers: Warnock Forensic Services, Hardin Investigations and Shannon Layer for the term of October 1, 2015 through September 30, 2018. The total cost of each contract is not expected to exceed \$75,000 per provider over the term of the contract for a total of \$225,000.

Board Action: Approved as Recommended
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

21. Item removed from the agenda.

MISCELLANEOUS

22. Approve the Minutes of the Meetings of September 15, 2015 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 Meetings of September 15, 2015 for the Sonoma Valley County Sanitation District.

Board Action: Approved as Recommended
UNANIMOUS VOTE

APPOINTMENTS/REAPPOINTMENTS

(Items 23 through 25)

23. Approve the appointment of Janice Blalock to the Commission on the Status of Women for a two-year term beginning on October 6, 2015 and expiring on October 6, 2017. (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

24. Approve the appointment of Wayne Leach to the Sonoma County Economic Development Board serving a coterminous term beginning on October 6, 2015. (Second District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

25. Approve the appointment of Aaron Weinzinger to the Spud Point Advisory Committee serving a coterminous term beginning on October 6, 2015. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Public Speaker on the Consent Calendar:

Sarah Yardley

The Board recessed: 10:23 a.m.

The Board reconvened: 10:36 a.m.

IV. REGULAR CALENDAR (Items 26 through 31)

REGIONAL PARKS

AND

DEL RIO WOODS RECREATION DISTRICT

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

26. Dissolution of Del Rio Woods Recreation and Park District - (A) Adopt a Resolution of application for dissolution of the Del Rio Woods Recreation and Park District with the County to be the successor agency. (B) Direct submission of the application to LAFCO (Local Agency Formation Commission). (C) Approve plan for provision of Park Services at the Del Rio Woods beach by Regional Parks. (D) Authorize the Filing of a Notice of Exemption under the California Environmental Quality Act (Fourth District)

Presenters:

Caryl Hart, Regional Parks Director

Bert Whitaker, Regional Parks Manager

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0400

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

27. Woodstove Change-Out Rebate Incentive Program 2015 - (A) Approve the Northern Sonoma County Air Pollution Control District's 2015 Woodstove Change-Out Rebate Incentive Program for a maximum of \$30,000 in grant

rebates. (B) Authorize the Air Pollution Control Officer to adjust timelines as needed to ensure program effectiveness.

Presenters:

Robert Bramford, Air Pollution Control Officer
Jessica DePrimo, Air Quality Specialist, Transportation and Public Works

Board Action: Approved as Recommended
UNANIMOUS VOTE

BOARD OF SUPERVISORS

28. Approve Board Sponsorship in the amount of \$500 for the 15th Annual Tribute to Veterans at the Sonoma County Veterans Memorial Building on November 5, 2015. (Third District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

29. Approve a Regional Parks fee waiver in the amount of \$500 for parking fees at Healdsburg Memorial Beach which will serve as a site for Redwood Gospel Missions Fundraiser and BBQ to end homelessness in Sonoma County. (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

30. Approve a General Services fee waiver in the amount of \$385 for the Russian River Rotary Foundation for hall and kitchen rental to host a Valley Fire Pancake Fundraiser on October 4, 2015. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

31. Approve Board Sponsorship in the amount of \$1,500 to the 2nd Annual Roseland Cup/Sonoma County Regional Parks Foundation to be held on September 26th, 2015. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

V. CLOSED SESSION CALENDAR (Items 32 through 35)

The Board recessed into closed session: 11:28 a.m.

2:10 P.M. Assistant County Counsel Sheryl Bratton reported on Closed Session Items 32 through 35.

32. The Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Bordessa v. Sonoma County Agricultural Preservation and Open Space District Sonoma County Superior Court Case No. SCV-256943. (Government Code Section 54956.9(d)(1)).

No Reportable Action. Direction Given to Counsel.

33. The Board of Supervisors and the Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Conference with Legal Counsel - Initiation of litigation - State of California et al. ex rel. [Under Seal] v. [Under Seal], Sacramento Superior Court Case No. 34-2012-127517. (Government Code Section 54956.9(d)(4)).

Board authorized the County and the Water Agency to intervene in a False Claims Act case, the name of which is currently confidential, and agreed to retain the law firm of Constantine Cannon LLP to represent the County and the Agency in the lawsuit.

UNANIMOUS VOTE

34. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluations - County Administrator. (Government Code Section 54957(b)(1)).

No Reportable Action.

35. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Christina Cramer/Carol Allen/Kelly Tuffo, Liebert, Cassidy & Whitmore/Richard Bolanos, Liebert, Cassidy & Whitmore. Employee organization: All. Unrepresented employees: All, including retired employees. (Government Code Section 54957.6).

No Reportable Action. Direction Given to Labor Negotiators.

VI. REGULAR AFTERNOON CALENDAR (Items 36 through 43)

36. RECONVENE FROM CLOSED SESSION

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore

Supervisors Absent: Efren Carrillo

Staff Present: Veronica Ferguson, County Administrator and Sheryl Bratton, Assistant County Counsel

37. Report on Closed Session.

2:10 P.M. Assistant County Counsel Sheryl Bratton reported on Closed Session Items 32 through 35. See Item V.

38. 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.)

2:13 P.M. Public Comment Opened

Speakers:

Michael Orme
Karen Sweet
Heather Leidner
Susan Lewitt
Mary Morrison
Maria Stubbert
Roseanne Snyder
Chris Gibbons
Richard Hannon
John Jenkel
Chris Wroth
Emily Moreno
Bonita Muroz
Cheryl Williams
Peter Tcherneff
Alheli Carles
Amanda Carles
Marni Wroth
Susan Lamont
Michael Hilbur
Elaine Holtz
Thomas Bonfigli
Michael Goldstein
Colleen Fernald

3:26 P.M. Public Comment Closed

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)

- 39. Water Agency Ordinance and Authorizing the issuance of revenue bonds 2015 Series A -
 - (A) Adopt a Ninth Supplemental Ordinance authorizing issuance of Revenue Bonds in an initial aggregate principal amount not-to-exceed \$35,000,000 to finance and refinance certain water system improvements.
 - (B) Adopt a Resolution approving a preliminary official statement and authorizing a final official statement; authorizing the sale of bonds, the fixing of interest rates and the execution and delivery of a bond purchase agreement; authorizing execution of a continuing disclosure agreement; authorizing, if appropriate, acquisition of a bond insurance policy; and authorizing certain designated officers to do all other things deemed necessary or advisable to carry out transactions contemplated by the Ninth Supplemental Ordinance.
 - (C) Authorize and direct the General Manager to issue a series of taxable bonds designated as "Sonoma County Water Agency Water Revenue Bonds, 2015 Series A-T (Taxable)" (the "Taxable 2015 Series A-T Bonds") in an amount not-to-exceed \$1,600,000 in the event that certain capital costs of the water transmission system cannot be financed from the proceeds of the 2015 Series A Bonds, and to take any and all actions required to make all revisions to the documents approved hereby to reflect the issuance of the Taxable 2015 Series A-T Bonds. (4/5 vote required)

Presenters:

Michael Gossman, Division Manager – Administrative Services, Sonoma County Water Agency
Lynne Rosselli, Administrative Services Officer II, Sonoma County Water Agency 3:38 P.M.

Public Comment Opened

Speakers:

NONE

3:38 P.M. Public Comment Closed

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore

ABSENT: Efren Carrillo

Approved by Resolution 15-0401

Approved by Ordinance 6133

PERMIT AND RESOURCE MANAGEMENT

- 40. ZCE12-0012 – Conduct a Public Hearing and Adopt an Ordinance approving a Zone Change – Uncontested. (Fifth District) APPLICANT: Kenneth Freeman
LOCATION: 3247, 3225, 3232 and 3250 Freeman Ranch Way, Occidental.
ASSESSOR’S PARCEL NO.: APN 073-200-063, -64, -65 and -66
ENVIRONMENTAL DOCUMENT: N/A
REQUEST: Conduct a Public Hearing and Adopt an Ordinance approving a Zone Change on a 46 acre parcel from the Agriculture and Residential B6-10 acre density district to the AR B7 Frozen Lot Size district to comply with Conditions of Approval of a previously approved Minor Subdivision (MNS 07-0031).

Presenters:

Tennis Wick, Director, Property and Resource Management
Sigrid Swedenborg, Project Planner, Property and Resource Management

3:40 P.M. Public Comment Opened

Speakers:

NONE

3:41 P.M. Public Comment Closed

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore

ABSENT: Efren Carrillo

Approved by Ordinance 6134

41. SUR14-0007 - Harris Road Right-of-Way Vacation – Conduct a Public Hearing and Adopt a Resolution to vacate the Harris Road right-of-way. Contested. (First District)
APPLICANT: First American Title Company
LOCATION: Harris Road between Leveroni Road and Sonoma Creek
ASSESSOR'S PARCEL NO.: 128-301-024
ENVIRONMENTAL DOCUMENT: CEQA Notice of Exemption
REQUEST: Conduct a Public Hearing and Adopt a Resolution to vacate the Harris Road right-of-way located southwesterly of the City of Sonoma.

Presenters:

Tennis Wick, Director, Property and Resource Management
Leonard Gabrielson, County Surveyor, Property and Resource Management

3:44 P.M. Public Comment Opened

Speakers:

Robert Quayle

3:45 P.M. Public Comment Closed

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore

ABSENT: Efren Carrillo

Approved by Resolution 15-0402

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

Board Action: The Board Accepted the Acts and Determinations: 1) Planning Commission (September 22, 2015), 2) Board of Zoning Adjustments (October 1, 2015), 3) Project Review and Advisory Committee (PRAC) (September 17, 2015), and PRAC (October 1, 2015).

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore

ABSENT: Efren Carrillo

43. ADJOURNMENTS NOTE: The next regular meeting will be held on October 13, 2015. Upcoming Hearings (All dates are tentative until each agenda is finalized.) October 13th (PM) - Appeal of the Board of Zoning Adjustments' decision to approve the reactivation of a Use Permit and Design Review for PLP05-0062, Hale Winery. October 20th (PM) - Agricultural Preserve expansion and a new Land Conservation Act Contract; Steven Stegman, a single man; AGP15-0020. October 20th (PM) - Fire and Emergency Services Sprinkler Ordinance. November 3 (PM) - Agricultural Preserve boundary adjustment and a new Land Conservation Act Contract; Joseph W. Dutton and Tracy L. Dutton; AGP14-0004. November 10th (PM) - Appeal of the Board of Zoning Adjustments' approval of a Use Permit for the Mirabel Lodge Residential Care Facility for the Elderly. November 17th (PM) - Appeal of the Board of Zoning Adjustments' approval of a Use Permit modification for Freeman Winery. December 8th (PM) - Vacation Rental Ordinance Update; ORD14-0011.

3:47 P.M. The Board adjourned the meeting in the memory of Bob Garrett, Martin Patrick Rex, Dan Bribiescas, Kathleen Emery, and Former Supervisor Nick Esposti.

The meeting was adjourned to October 13, 2015 at 8:30 A.M.

Respectfully submitted,

Roxanne Epstein,
Chief Deputy Clerk of the Board

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

TUESDAY

OCTOBER 13, 2015

8:30 A.M.

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	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 City Bus: 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.

8:30 A.M. CALL TO ORDER

8:34 A.M. Chair Gorin called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Veronica A. Ferguson, County Administrator and Sheryl Bratton, Asst. County Counsel

Chair Gorin presiding.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA (Items may be added or withdrawn from the agenda consistent with State law)

Item 32, Hale Winery public hearing, is being continued to November 17th at 2:10 p.m.

Closed session Item 28A only involves the Board of Supervisors in the item title.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Gore attended Nick Esposti's memorial service. He attended meetings for the First 5 Commission, and has been having continued discussions with neighbors on potential Lytton development.

Supervisor Zane attended meetings for the Bay Area Air Quality Management District Board October 7, 2015; she hosted a special field trip from the land trust conservation rally in Sacramento October 8, 2015 with a day in Sonoma County looking at the Agriculture Preservation Open Space District. She welcomed the new Farm Bureau Executive Director Kim Vail. She participated in a walk called "Out of the Darkness" about suicide prevention with 250 people around Spring Lake on October 10, 2015.

Supervisor Carrillo attended the Roseland community center ribbon cutting ceremony October 7, 2015, with future events coming up with the opening of a library, and he also attended the Hispanic business expo at the fairgrounds October 11, 2015.

Supervisor Rabbitt attended the Sonoma County Employee Retirement Association planning session last week to meet with their investment consultants and review of their actuarial study; Meetings for the Golden Gate bridge that received a special use permit from the national park service for a construction easement for a barrier project; Sonoma County Transportation Authority October 12, 2015; He attended the grand opening of Literacy Works in Petaluma to help prepare adults for higher education.

Supervisor Gorin toured a pre-school at El Verano School in the Sonoma Springs with First 5. She attended a 40th anniversary celebration with the Sonoma County Alliance. She attended meetings for the Facilities ad hoc committee; On October 14, 2015 at 6:30 p.m. there will be a Chanate property town hall meeting at the Veterans memorial building in Santa Rosa. She attended a Maria Carrillo Day at the Adobe on October 10, 2015. PG&E is starting to survey the County of where gas lines are located with preemptive root cutting and tree clearing. Sonoma County Transportation Authority will review bicycle lane and project funding through Measure M.

III. CONSENT CALENDAR (Items 1 through 22)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 2)

PRESENTATIONS AT THE BOARD MEETING

1. Adopt a Gold Resolution honoring Elisha's Pantry for ten years of serving the community through alleviating hunger. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0403

PRESENTATIONS AT A DIFFERENT DATE

- 2. Adopt a Gold Resolution recognizing Lisa Carreno as a recipient of the North Bay Leadership Council’s 2015 Leaders of the North Bay Award for “Caught in the Act of Leadership.” (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0404

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

- 3. Poff Ranch Preserve Access Road Maintenance and Repair Implementation - (A) Authorize the President to execute a contract for \$114,971 for implementation of the plans and specifications for maintenance and repair of about two miles of the Poff Ranch Access Road. (B) Authorize the General Manager to: (1) Sign Document 00650 (Agreement and Release of Any and All Claims) if any unresolved claims are listed by the Contractor; (2) Approve and issue written change orders to the contract so long as (a) the change order does not affect the material character of the work and the need for the change order results from unforeseen matters which are discovered after the contract was awarded and such modifications are necessary or advisable to complete the project in a timely and efficient manner; and (b) the cumulative amount of all change orders does not exceed 10% of the original contract price. (3) Issue and record Notice of Completion pursuant to Civil Code section 9204. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

- 4. Rancho Mark West Conservation Easement Exchange and Related Funding - Adopt a Resolution of the Board of Directors: (A) Authorizing and approving the rescission and replacement of a Conservation Easement and the acquisition of a Recreation Covenant over the Rancho Mark West property; (UNANIMOUS VOTE Required) (B) Authorizing the President to execute the Conservation Easement and Recreation Covenant and associated Certificates of Acceptance; (C) Authorizing payment to LandPaths towards its acquisition of the property in an amount not-to-exceed \$250,000; (D) Determining that the acquisitions and payment are consistent with the 2020 Sonoma County General Plan and the District’s Expenditure Plan; (E) Directing recordation of documents; (F) Directing the filing of a Notice of Exemption in compliance with the California Environmental Quality Act; and (G) Authorizing all other actions necessary to complete the transaction. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0405

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

AND

REGIONAL PARKS/PERMIT AND RESOURCE MANAGEMENT

- 5. Funding for Estero Trail Planning at Bordessa Ranch – Approve a funding agreement between the Sonoma County Agricultural Preservation and Open Space District and the County for \$50,071 over a term of fifteen months to complete Estero Trail planning and related environmental review; and Authorize the General Manager of the District, the Director of Regional Parks, and the Director of Permit and Resource Management Department to execute the agreement. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

COMMUNITY DEVELOPMENT COMMISSION

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

- 6. Building HOMES Toolbox Implementation: Revised Policies and Plans - (A) Approve revisions to the County Fund for Housing Funding Policies to prioritize affordable housing developments that include a set-aside of homes for homeless people. (B) Approve the Revised Homelessness Winter Weather Response plan for winter 2015-16. Board of the Commissioners: (C) Approve revisions to the Low- and Moderate-Income Housing Asset Fund Policies to prioritize affordable housing developments that include a set-aside of homes for homeless people. (D) Approve amendments of the Public Housing Agency Plan and the Housing Choice Voucher Administrative Plan to increase Project Based Vouchers from 141 up to 242, and reserve the additional 141 Vouchers for homeless-dedicated units.

Board Action: Approved as Recommended

UNANIMOUS VOTE

- 7. Concurrent approval by the Board of Supervisors and the Sonoma County Community Development Commission to: (A) Board of Supervisors and Board of Commissioners: Approve the 2016-2017 Funding Policies: Federal Community Development Block Grant, HOME and Emergency Solutions Grant Funding Programs, Community Services Funding Program, and Low- and Moderate-Income Housing Asset Fund for Homeless Services. (B) Board of Supervisors: Authorize submittal of Community Development Block Grant funding requests by the General Services and Regional Parks Departments and the Economic Development Board for consideration during the Fiscal Year 2016-17 Consolidated Plan funding process. (C) Approve submittal of Community Development Block Grant funding requests by the Sonoma County Fairgrounds as County Sponsored Public Facilities projects for consideration during the Fiscal Year 2016-17 Consolidated Plan funding process. (D) Board of Commissioners: Authorize submittal of a Community Development Block Grant funding request by the Community Development Commission, and a HOME Investment Partnerships funding request by the Sonoma County Housing Authority, for consideration during the Fiscal Year 2016-17 Consolidated Plan funding. (E) Board of Commissioners: Adopt a Resolution of Alignment with the Upstream Investments Initiative.

Board Action: Approved as Recommended
 UNANIMOUS VOTE
 Approved by Resolution 15-0406

SONOMA COUNTY WATER AGENCY
 (Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)

- 8. Authorize the Chair to execute the first amended agreement with the Town of Windsor for the Water Agency to provide water conservation funding in the amount of \$400,000 for a new not-to-exceed agreement total of \$600,000; agreement terminates June 30, 2018. (Fourth District)

Board Action: Approved as Recommended
 UNANIMOUS VOTE

- 9. Forecast-Informed Reservoir Operations – Authorize the Chair to execute the first amended agreement with David Ford Consulting Engineers, Inc. to provide forecast-informed reservoir operation design, development, deployment, and related services increasing the amount by \$69,000, expanding the scope of work to include a viability study, and extending the agreement term by one-year for a new not-to-exceed agreement total of \$94,000 and end date of December 31, 2016.

Board Action: Approved as Recommended
 UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY
OCCIDENTAL COUNTY SANITATION DISTRICT
AND
RUSSIAN RIVER COUNTY SANITATION DISTRICT
AND
SOUTH PARK COUNTY SANITATION DISTRICT
 (Directors/Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)
AND
SONOMA VALLEY COUNTY SANITATION DISTRICT
 (Directors: Gorin, Carrillo, D. Cook)

- 10. Authorize the Chair to execute an agreement with Summit Engineering, Inc. to provide as-needed structural engineering and related services for the not-to-exceed amount of \$100,000, agreement terminates on December 31, 2018.

Board Action: Approved as Recommended
 UNANIMOUS VOTE

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended
 AYES: Susan Gorin, Efren Carrillo
 ABSENT: Mayor Cook

AUDITOR CONTROLLER-TREASURER TAX COLLECTOR

- 11. Agreement for Professional Services with RT Lawrence Corporation for continued support of remittance processing, cashiering and related services - (A) Authorize the Auditor-Controller-Treasurer-Tax Collector (ACTTC) to execute a one-year agreement with two one-year extension options with RT Lawrence Corporation in an amount not-to-exceed \$81,000 for the term November 1, 2015 to October 31, 2018 to maintain and support the county revenue collection check

processing, cashiering and imaging software and hardware. (B) Authorize the ACTTC to amend the agreement for minor changes or additions that do not significantly change the scope of services in an amount not-to-exceed \$25,000 during the term of the agreement and all extension options from November 1, 2015 to October 31, 2018.

Board Action: Approved as Recommended
UNANIMOUS VOTE

BOARD OF SUPERVISORS

- 12. Approve Advertising Program grant awards and Authorize the County Administrator to execute a contract with the following entities for advertising and promotions activities for Fiscal Year 2015-16: Windsor Parks and Recreation Foundation, \$3,000; Geyserville Chamber of Commerce, \$1,000; Geyserville Chamber of Commerce, \$1,000; Kiwanis Club of Cloverdale Foundation, \$500, San Francisco Film Society, \$2,500; Cloverdale Ram Sale Inc., \$500; Cloverdale Rotary Club, \$500. (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

COUNTY ADMINISTRATOR

- 13. The Board is requested to appoint Supervisor Efen Carrillo as primary appointment to the California State Association of Counties (CSAC) Board of Directors and Supervisor Susan Gorin as the alternate for the 2015-2016 year beginning on December 1, 2015.

Board Action: Approved as Recommended
UNANIMOUS VOTE

COUNTY ADMINISTRATOR

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo) AND

SONOMA COUNTY WATER AGENCY

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

- 14. Fiscal Year 2015-16 Appropriations Limit and Sonoma County Library JPA Appropriations Limit Transfer (A) Adopt a Concurrent Resolution establishing Fiscal Year 2015-16 appropriation limits for County and Board of Supervisors-Governed Special Districts, County Service Areas, other Board of Supervisors-Governed Agencies, Sonoma County Agricultural Preservation and Open Space District, and Sonoma County Water Agency. (B) Authorize the Chair to execute Agreement for Transfer of Appropriation Limit with the Sonoma County Library as a result of the August 1, 2014 new Joint Powers Agreement governing structure.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0407

COUNTY COUNSEL

- 15. Authorize the County Counsel to approve the second amendment to the Retainer Agreement for Legal Services with Burke, Williams & Sorenson, LLP for the Highway 101 Marin Sonoma Narrows eminent domain litigation in the amount of \$200,000 for a new not-to-exceed contract total of \$725,000 for the Sonoma County Transportation Authority through October 13, 2016. (4/5 vote required) (Second District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

FIRE AND EMERGENCY SERVICES

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

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0408

17. Adopt a Resolution that allows for a 30 Day extension of the September 14, 2015 Proclamation of a Local Emergency proclaiming a local emergency in the Sonoma County Operational Area due to damage arising from the Valley Fire, and Authorize the Chair to provide ongoing recognition to individuals and agencies responding to the Valley Fire and recovery efforts.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0409

GENERAL SERVICES

18. 2015 Award of Job Order Contracting - (A) Authorize the Chair to execute a Job Order Contract with the following contractors for the maximum amounts indicated: Flint Builders, Inc. \$2,500,000 Bay West Construction \$2,000,000 A. E. Nelson Construction \$2,000,000 GCCI, Inc. \$1,000,000 (B) The contract term for all of the above will be for one calendar year from the effective date of Notice to Proceed or when Job Orders totaling the maximum contract amount have been completed, whichever occurs first. Minimum contract amount for each contract is \$25,000. (C) Adopt a Resolution delegating the authority to approve Job Orders issued under the above Job Order Contracts to the County Administrator, General Services Director, and Deputy Director of Facilities Development and Management or Senior Capital Project Manager, with specific limits indicated and ordering that projects consistent with the purposes of Job Order Contracting be performed.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0410

PROBATION

19. Authorize the Chief Probation Officer to execute Agreements for Positive Parenting Program (Triple P) and Teen Positive Parenting Program (Teen Triple P) to provide training and skills development to persons under Probation supervision and/or their parents as follows: (A) An agreement with Petaluma People Services Center with a term of October 13, 2015 through June 30, 2018 and in an amount not-to-exceed \$45,000; (B) An agreement with Child Parent Institute with a term of October 13, 2015 through June 30, 2018 and in an amount not-to-exceed \$135,000.

Board Action: Approved as Recommended
UNANIMOUS VOTE

20. Authorize the Chief Probation Officer to execute an agreement with the Boys and Girls Club of Central Sonoma County in an amount not-to-exceed \$72,000 to fund The Club in the Juvenile Hall and the REACH Program (re-entry services in the community) from October 13, 2015 through August 31, 2016.

Board Action: Approved as Recommended
UNANIMOUS VOTE

SHERIFF'S OFFICE/HEALTH SERVICES/HUMAN SERVICES/PROBATION

21. Inmate Medi-Cal Outreach, Enrollment, Utilization, and Retention Project - (A) Designate the Sheriff's Office and Redwood Community Health Coalition as the entities authorized to assist Sonoma County jail inmates to apply for enrollment in Medi-Cal under the Health Insurance Affordability Program. (B) Designate the Sheriff's Office as the entity authorized to act on behalf of the jail inmates for purpose of applying for or determination of Medi-Cal eligibility for acute inpatient hospital services under the Medi-Cal Eligibility Enrollment Program. (C) Authorize the Director of Health Services to execute an agreement with Redwood Community Health Coalition for Medi-Cal renewal assistance activities in Sonoma County for the period of September 1, 2015 through December 31, 2016 in the amount not-to-exceed \$140,959.

Board Action: Approved as Recommended
UNANIMOUS VOTE

MISCELLANEOUS

22. Approve the Minutes of the Meeting of September 22, 2015 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 September 22, 2015 for the Sonoma Valley County Sanitation District.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Public Speakers on the Consent Calendar:

Peter Tscherneff
Colleen Fernald

The Board recessed: 9:30 a.m.
The Board reconvened: 9:45 a.m.

IV. REGULAR CALENDAR (Items 23 through 25)

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)
AND
PERMIT AND RESOURCE MANAGEMENT

23. Sustainable Groundwater Management Act Update - (A) Receive an update on the Sustainable Groundwater Management Act and approve principles for developing groundwater sustainability agency governance options, recommended groundwater sustainability agency structure, and communication and outreach plan. (B) Acting as Board of Directors of the Sonoma County Water Agency, authorize Water Agency staff to express Water Agency’s continuing interest in participating in groundwater sustainability agency discussions for the Ukiah Valley Basin.

Presenters:

Jay Jasperse, Director of Groundwater Management, Water Agency
Peter Bruland, County Administrator Administrative Analyst

Public Speaker:

Colleen Fernald

Board Action: Approved as Recommended
UNANIMOUS VOTE

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)
AND
REGIONAL PARKS

24. Richardson Kashia - Purchase of a Conservation Easement and Trail Easement - (A) Adopt a Resolution of the District Board of Directors approving the acquisition of a conservation easement over the Kashia property not-to-exceed \$2,900,000; determining that the acquisition is consistent with the County’s 2020 General Plan and District’s Expenditure Plan; authorizing and directing the President to execute a conservation easement deed and agreement; authorizing and directing the President to execute a Certificate of Acceptance; and making certain determinations pursuant to the California Environmental Quality Act. (B) Adopt a Resolution of the Board of Supervisors approving the acceptance of a trail easement over the Kashia Property and authorizing the execution of a Certificate of Acceptance; and making certain determinations pursuant to the California Environmental Quality Act. (4/5 vote required) (Fifth District)

Presenters:

Stuart Martin, Open Space District Land Acquisition Specialist
Misti Arias, Program Manager

Public Speakers:

Brendan Moriarty
Reno Franklin

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolutions 15-0411 and 15-0412

BOARD OF SUPERVISORS

25. Approve a Veteran’s Memorial Building Fee Waiver for Community & Family Service Agency for the Free Dinners Program held at the Guerneville Veterans Hall twice monthly in the amount of \$4,780 for Fiscal Year 2015-16. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

The Board recessed into closed session: 11:34 a.m.

V. CLOSED SESSION CALENDAR (Items 26 through 28)

2:07 P.M. Assistant County Counsel Sheryl Bratton reported on Closed Session Items 26 through 28.

26. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing litigation – Richard Schulze v. County of Sonoma, Workers’ Compensation Appeals Board Case No. ADJ9090410. (Government Code Section 54956.9(d)(1)).

This item was withdrawn.

27. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing litigation – Marqus Martinez and Daniel Banks v. County of Sonoma, et al. United States District Court – Northern District of California - Case No. 3:15-cv-04574. (Government Code Section 54956.9(d)(1)).

Direction was given to Counsel.

28. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Christina Cramer/Carol Allen/Kelly Tuffo, Liebert, Cassidy & Whitmore/Richard Bolanos, Liebert, Cassidy & Whitmore. Employee organization: All. Unrepresented employees: All, including retired employees. (Government Code Section 54957.6).

This item was withdrawn.

- 28A. The Board of Supervisors will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Fran Buchanan; Jerry Dunn - Director, Sonoma County Human Services Department; Diane Kaljian - Director, Adult & Aging Division. Employee organization: SEIU Local 2015. (Gov’t. Code Section 54957.6). (Added via Agenda Addendum)

Direction was given to Labor Negotiators.

VI. REGULAR AFTERNOON CALENDAR (Items 29 through 34)

29. RECONVENE FROM CLOSED SESSION

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Veronica Ferguson, County Administrator and Sheryl Bratton, Assistant County Counsel

30. Report on Closed Session.

2:07 P.M. Assistant County Counsel Sheryl Bratton reported on Closed Session Items 26 through 28. See item V.

31. 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.)

2:09 P.M. Public Comment Opened

Speakers:

Whitney Hopkins
Peg Champion
Brad Whitworth
Colleen Fernauld
Mary Morrison
Michelle Miller

Maria Holstrom
Roseanne Snyder
Chris Gibbons
Richard Hanna
John Jenkel
Teri Shore
Jenny Blaker
Paw Esparza
Marni Wroth
Linda Hail
Chris Stover
Jack Buckhorn
Frank Saiz

3:06 P.M. Public Comment Closed

PERMIT AND RESOURCE MANAGEMENT

32. PLP05-0062 – Conduct a Public Hearing and Adopt a Resolution denying the appeal and upholding the Board of Zoning Adjustments’ approval, Hale Winery. (Fourth District) APPLICANT: Kenneth and Diane Wilson APPELLANT: Andrew Dieden LOCATION: 4304 Dry Creek Road, Healdsburg ASSESSOR’S PARCEL NO.: 090-200-008 ENVIRONMENTAL DOCUMENT: Revised Mitigated Negative Declaration REQUEST: Adopt a Resolution denying the appeal and upholding the Board of Zoning Adjustments’ approval reactivating a previously approved Use Permit and Design Review under the Economic Stimulus Ordinance (Ordinance No. 5929) for Hale Winery with a public tasting room, barrel storage with a 25,000 case maximum annual production capacity, and 20 annual event days.

This item was removed from the agenda and is continued to November 17, 2015 at 2:10 p.m.

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

Board Action: None

34. ADJOURNMENTS

3:06 P.M. The Board adjourned the meeting in the memory of Walter Shug, Adolph Calegari, Dotty Walters, and Sarah Sumpter.

The meeting was adjourned to October 20, 2015 at 8:30 A.M.

Respectfully submitted,

Roxanne Epstein,
Chief Deputy Clerk of the Board

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

TUESDAY

OCTOBER 20, 2015

8:30 A.M.

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	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 City Bus: 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.

8:30 A.M. CALL TO ORDER

8:30 A.M. Chair Gorin called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Veronica A. Ferguson, County Administrator and Bruce Goldstein, County Counsel

Chair Gorin presiding.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA (Items may be added or withdrawn from the agenda consistent with State law)

Closed Session Item 33A, Jen Kin, is being heard by the Board of Supervisors.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Zane co-hosted a community meeting with stakeholders and neighbors at the County Chanate property on October 14, 2015. She helped to serve pozole at the Community Action Partnership program held at the Roseland elementary school. She attended a community meeting on the Roseland island annexation community hosted by City of Santa Rosa on October 19, 2015, and a dinner honoring law enforcement chaplains on October 17, 2015.

Supervisor Gore attended meetings in Sacramento on October 19, 2015 with California Fish and Wildlife and other departments about our Agriculture Preservation and Open Space District application for federal funding and partnerships, and a North Coast Resource Partnership meeting about Proposition 1 water projects. A future meeting will be held about Healdsburg shed about soil health demonstrations and climate change matters.

Supervisor Rabbitt attended an Association of Bay Area Government's (ABAG) special meeting about the land use and transportation planning relationship with Metropolitan Transportation Commission (MTC). He asked that a letter of support for ABAG be sent to MTC.

Supervisor Carrillo attended meetings for the North Coast Resource Partnership with a discussion on the history of the partnership.

Supervisor Gorin attended meetings for: the Chanate campus; Transform Sonoma Development Center on October 17, 2015, with a discussion on alternative management models, and how site could be reused in the future; Highway 12 transformation is wonderful with the street lights on, and a future repaving project. Sonoma Clean Power will meet on October 22, 2015 about potential expansion beyond Sonoma County.

III. CONSENT CALENDAR (Items 1 through 25)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 9)

PRESENTATIONS AT THE BOARD MEETING

1. Adopt a Gold Resolution recognizing National Disability Employment Awareness Month, October 2015. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0414

2. Adopt a Gold Resolution honoring Stewards of the Coast and Redwoods for celebrating 30 years as a State Park Cooperating Association. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolutions 15-0415a and 15-0415b

3. Adopt a Gold Resolution proclaiming October 2015 as Archaeology Month. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0416

4. Adopt a Gold Resolution proclaiming October 23 through 31, 2015 as Red Ribbon Week in Sonoma County with the Theme "Respect Yourself, Be Drug Free." (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0417

PRESENTATIONS AT A DIFFERENT DATE

5. Adopt a Gold Resolution honoring Kathy Witkowicki as recipient of North Bay Leadership Council's 2015 Leaders of the North Bay Award for "We're All in this Together." (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0418

6. Adopt a Gold Resolution honoring Bob Florez as recipient of North Bay Leadership Council's 2015 Leaders of the North Bay Award for Empowering The Latino Community. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0419

7. Adopt a Gold Resolution honoring the Redwood Credit Union as recipient of North Bay Leadership Council's 2015 Leaders of the North Bay Award for "Paint The Community Green." (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0420

8. Adopt a Gold Resolution honoring Letitia Hanke as recipient of North Bay Leadership Council's 2015 Leaders of the North Bay Award for "The Light Bulb Went On." (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0421

9. Adopt a Gold Resolution recognizing the Town of Windsor for the Windsor Military Hometown Heroes Banner Ceremony. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0422

COMMUNITY DEVELOPMENT COMMISSION (Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)

10. Authorize the Executive Director to execute an agreement with Sterling Management & Inspections, LLC to perform inspections of rental housing units assisted under the Commission's programs from November 1, 2015 through October 31, 2016 for an amount not-to-exceed \$85,000, and to execute subsequent amendments of the agreement to extend its term for up to two additional years for an amount not-to-exceed \$85,000 for each year.

Board Action: Approved as Recommended

UNANIMOUS VOTE

11. Winter Weather Homelessness Assistance- (A) Authorize the Executive Director to execute an amendment to an agreement between the City of Santa Rosa and the County of Sonoma for the Funding of a Winter Shelter Program at Samuel L. Jones Hall Homeless Shelter to provide \$20,000 from Advertising Program funds for a winter weather expansion from November 2015 through March 2016. (B) Authorize the Executive Director to execute an amendment to an agreement between the Community and Family Services Agency and the Sonoma County Community Development Commission for the funding of operation of the Guerneville Winter Shelter to provide \$40,000 from Advertising Program funds to augment existing shelter funding allowing four months of operation.

Board Action: Approved as Recommended

UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)

12. Authorize the Chair to execute the first amended agreement with Sostre & Associates for as-needed external website maintenance increasing the amount by \$32,076 to the agreement and extending the agreement term by two-years for a new not-to-exceed agreement total of \$77,076 and end date of December 31, 2018.

Board Action: Approved as Recommended
UNANIMOUS VOTE

13. Adopt a Resolution resetting the date and time for acceptance of bids for purchase of the Water Agency's 2150 West College Avenue property to December 4, 2015 at 10:00 a.m. at the Sonoma County Water Agency's Administrative Offices located at 404 Aviation Boulevard, Santa Rosa and revising the purchase and sale agreement. (4/5 vote required) (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0423

BOARD OF SUPERVISORS

14. Adopt a Resolution revising the Dry Creek Valley Blue Book Rules and Procedures to limit the terms of office to no more than two consecutive terms. (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0424

GENERAL SERVICES/AGRICULTURE/WEIGHTS & MEASURES/
UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

15. Authorize the Clerk to publish a notice declaring the Board's intention to enter into a lease amendment with Airport Business Center for 21,397 sq. ft. of office/warehouse space for the Department of Agriculture/Weights & Measures and the University of California Cooperative Extension located at 133 Aviation Boulevard, Santa Rosa to: (A) Exercise the County's option to extend the lease term for an additional five years through November 30, 2021 and provide for two additional five-year options to extend the term; (B) Reduce rental payments for the current and future option terms with the initial rate being \$37,658/month; and (C) Provide for additional tenant improvements at landlord's sole cost.

Board Action: Approved as Recommended
UNANIMOUS VOTE

GENERAL SERVICES/TRANSPORTATION AND PUBLIC WORKS

16. Authorize the General Services Director to execute a first amendment to extend the term of the License Agreement with the Geyserville Chamber of Commerce for use of a portion of County property located at 21100 Geyserville Avenue, Geyserville, and commonly known as the Geyserville Visitor's Plaza/Park & Ride for an additional five years to November 1, 2020, and to provide for five, one-year options to extend the term, and to execute future amendments and other documents, which are not inconsistent with the essential terms of the agreement. (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

HEALTH SERVICES

17. Medical Therapy Unit Therapist Agreement - Authorize the Director to execute the first amendment to an agreement with Melissa Jeong for specialized pediatric physical therapy services increasing the agreement amount by \$15,000 resulting in a new total not-to-exceed amount of \$40,000 through June 30, 2016.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN SERVICES

18. Authorize the Director to execute an agreement with California Parenting Institute in the amount of \$250,000 for the period of October 1, 2015 through June 30, 2016 to provide two programs: 1) Parent Orientation Program and 2) Parent Mentor Program.

Board Action: Approved as Recommended
UNANIMOUS VOTE

PROBATION

19. Authorize the Chief Probation Officer to execute an amendment to an existing Memorandum of Understanding with the Sonoma County Office of Education for provision of GED preparation services at the Sonoma County Day Reporting Center. The amendment extends the agreement term through June 30, 2016 with an annual limit of \$49,827.

Board Action: Approved as Recommended
UNANIMOUS VOTE

20. Authorize the Chief Probation Officer to execute an agreement with Noble Software Group, LLC to provide validated assessment tools, a web-based, fully-integrated software application, software maintenance and training for the period of October 23, 2015 to October 22, 2018 in an amount not-to-exceed \$201,750.

Board Action: Approved as Recommended
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

21. Award of Contract for the 2015-16 Lakeville Road Tree Pruning and Removal Project, M15010 - (A) Approve the plans and specifications for the 2015-16 Lakeville Road Tree Pruning and Removal Project. (B) Award the contract to low bidder, Bay Area Tree Specialists, in the amount of \$280,687 and Authorize the Chair to execute construction contract M15010. (Second District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

22. Award of Contract for Graton ADA Improvements Phase 1 - C15016 - (A) Approve plans and specifications for Graton American with Disabilities Act Improvements Phase 1 - C15016. (B) Award contract to low bidder, Ghilotti Construction Company, in the amount of \$309,945 and Authorize the Chair to execute construction contract C15016. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

23. Easement Agreement in favor of Stage Gulch Ridge Vineyard, LLC - (A) Find, pursuant to California Government Code section 25526.5, that the area proposed to be granted an easement to Stage Gulch Vineyards, LLC is for an easement that is no longer necessary for County purposes and the estimated value of the easement does not exceed \$25,000. (B) Authorize the Chair to execute an Easement Agreement in favor of Stage Gulch Vineyards, LLC. (Assessor's Parcel No. 142-051-028) (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

24. Authorize the Transit Systems Manager to execute the amended and restated Memorandum of Understanding between Sonoma County Transit and the Metropolitan Transportation Commission to participate in the Clipper fare payment system in an amount not expected to exceed \$40,000 annually through June 30, 2025.

Board Action: Approved as Recommended
UNANIMOUS VOTE

APPOINTMENTS

(Item 25)

25. Approve the appointment of Jan Schiller to the Public Authority Advisory Committee for a four-year term beginning on October 20, 2015 and ending on October 20, 2019. (Human Services/IHSS Public Authority)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Public Speakers on the Consent Calendar:

Peter Tscherneff
Colleen Fernald

The Board recessed: 9:55 a.m.
The Board reconvened: 10:13 a.m.

IV. REGULAR CALENDAR (Items 26 through 31)

GENERAL SERVICES

26. Conduct a Public Hearing, Adopt a Resolution, and Receive report on capital project funding needs, new rate structures, and modifications to agreements with third party operators at the Veterans Memorial Buildings.

Presenters:

Tawny Tesconi, General Services Director
Jeremy Scannell, General Services Analyst

Public Hearing Opened: 11:00 a.m.

Public Speakers:

Robert Safreno
Linda Galletta
Robert Piazza
Colleen Fernald
Duane DeWitt

Public Hearing Closed: 11:16 a.m.

Board Action: Approved as Recommended, and Direct staff to identify \$85,000 in one-time funds for the Santa Rosa Veteran's Memorial building roof project.

UNANIMOUS VOTE

Approved by Resolution 15-0425

COUNTY ADMINISTRATOR

27. Receive presentations from Stephen J. Connolly, Orange County Executive Director of the Office of Independent Review, and LaDoris Cordell, Former Independent Police Auditor for the City of San Jose (retired), on two law enforcement audit model programs in both a California city and county.

Presenters:

Caluha Barnes, County Administrator's Office, Principal Analyst
Stephen Connolly, Orange County Executive Director of the Office of Independent Review
Judge LaDoris Cordell, Former Independent Police Auditor for the City of San Jose (retired)

Public Speakers:

Jim Duffy
Colleen Fernald
Thomas Morabito
Marni Wroth
Eric Koenigshofer
Christopher Gibbons
John Jenkel

Board Action: Approved as Recommended

UNANIMOUS VOTE

REGIONAL PARKS/HUMAN SERVICES

29. Adopt a Resolution to approve a Regional Parks day use fee waiver (\$7 per vehicle) for eligible military personnel and dependents for Veterans Day weekend starting on November 7, 2015 through November 11, 2015.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution 15-0426

BOARD OF SUPERVISORS

30. Approve a Permit and Resource Management Department fee waiver in the amount of \$5,500 for Forestville Youth Park to cover the cost of a demolition fee and the installation of a modular building for the new youth facility in the Forestville Youth Park. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

31. Approve a six month deferral of planning application fees of approximately \$17,285 to allow for the operation of a planned community facility with greater than 30 single room occupancy (SRO) units. (Third District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

The Board recessed into closed session: 1:25 p.m.

The Board will consider Item 28 after their break.

V. CLOSED SESSION CALENDAR (Items 32 through 33)

2:37 P.M. The Chair deferred the reading of Closed Session Items until after Item 39.

5:51 P.M. County Counsel Bruce Goldstein reported on Closed Session Items 32 through 33A.

COUNTY ADMINISTRATOR

28. Approve work plan for remaining Community and Local Law Enforcement (CALLE) Task Force recommendations.

Presenters:

Caluha Barnes, County Administrator’s Office, Principal Analyst
Jim Leddy, Special Projects Director, Community Development Commission
Scott Wilkinson, Regional Parks Planner
Golbou Ghassemieh, Assistant Director Human Resources

2:37 P.M. Public Comment Opened

Speakers:

Thomas Morabito
Jim Duffy
Chris Wroth
Scott Wagner
Colleen Fernald
Marni Wroth
Mary Morrison
John Jenkel

3:21 P.M. Public Comment Closed

Board Action: Approved as Recommended
UNANIMOUS VOTE

32. The Board of Directors of the Occidental Sanitation District will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Regional Water Quality Control Board Administrative Civil Liability Complaint, R1-2014-0045; Order No. R1-2015-0066 for Alleged Violations of the Clean Water Act, Occidental County Sanitation District. (Government Code Section 54956.9(d)(1)).

Board Action: Approved settlement of administrative liability complaint issued against the Occidental County Sanitation District for alleged violations in the District's operating permit, including payment of mandatory penalties \$84,000 offset by up to \$49,500 to be used on the supplemental environmental project, likely consisting of debris removal in the Laguna de Santa Rosa resulting in a remainder penalty of \$34,500.

UNANIMOUS VOTE

33. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Christina Cramer/Carol Allen/Kelly Tuffo, Liebert, Cassidy & Whitmore/Richard Bolanos, Liebert, Cassidy & Whitmore. Employee organization: All. Unrepresented employees: All, including retired employees. (Government Code Section 54957.6).

No reportable action. Direction given to labor negotiators and counsel.

#33A. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Jen Kin v. County of Sonoma, Sonoma County Superior Court No. SCV-255965. (Government Code Section 54956.9(d)(1)).

No reportable action. Direction given to staff and counsel.

VI. REGULAR AFTERNOON CALENDAR (Items 34 through 40)

34. RECONVENE FROM CLOSED SESSION

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Veronica Ferguson, County Administrator and Bruce Goldstein, County Counsel

35. Report on Closed Session.

2:37 P.M. The Chair deferred the reading of Closed Session items until after item 39.

5:51 P.M. County Counsel Bruce Goldstein reported on Closed Session Items 32 through 33A. See Item V.

36. 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.)

3:31 P.M. Public Comment Opened

Speakers:

Thomas Bonfigli
Bonita Munoz
Michael Goldstein
Carol Taylor
Paul Esparza
Jan White
Lynda Hopkins
Michael Skurton
Sherri Vannelli
Vicki Willis
Julia Ortiz
Jesus Guzman
Ursula Chapman
Colleen Fernauld
Scott Wagner
Mary Morrison
Michelle Miller

Maria Holstrom
Roseanne Snyder
Chris Gibbons
Richard Hannon
John Jenkel
Susan Lewitt

4:22 P.M. Public Comment Closed

FIRE AND EMERGENCY SERVICES

37. Conduct a Public Hearing and Adopt Ordinances making technical corrections to certain subsections of Chapters 7 and 13 of the Sonoma County Code relating to fire sprinklers. (Second Reading – Ready for Adoption)

Presenters:

James Williams, Assistant Fire Chief, County Fire Marshal, Fire and Emergency Services.

4:29 P.M. Public Comment Opened

Speakers:

NONE

4:29 P.M. Public Comment Closed

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Ordinance 6135 and Ordinance 6136.

PERMIT AND RESOURCE MANAGEMENT

38. GP15-0020 – Conduct a Public Hearing and Adopt a Resolution for an Agricultural Preserve expansion and a new Land Conservation Act Contract. Uncontested. (Fifth District)
APPLICANT: Steven Stegman
LOCATION: 4509 Trenton Road, Forestville
ASSESSOR'S PARCEL NO.: 078-010-029
ENVIRONMENTAL DOCUMENT: Categorical Exemption
REQUEST: Adopt a Resolution to expand an existing Agricultural Preserve (2-438) by adding 20.5 acres and Authorize the Chair to establish a new Prime Land Conservation (Williamson) Act Contract and Land Conservation Plan on the same 20.5 acre parcel.

Presenters:

Tennis Wick, Director Planning, Permit and Resource Management

4:31 P.M. Public Comment Opened

Speakers:

NONE

4:31 P.M. Public Comment Closed

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 15-0427.

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

Board Action: The Board accepted the Acts and Determinations: 1) Board of Zoning Adjustments (October 15, 2015), 2) Project Review and Advisory Committee (October 15, 2015), 3) Certificates of Compliance Review for Item 1 (Verlander) and Item 2 (Hardy).

UNANIMOUS VOTE

The Board recessed back into Closed Session: 4:33 p.m.

The Board reconvened into Open Session: 5:53 p.m.

40. ADJOURNMENTS

5:53 P.M. The Board adjourned the meeting in the memory of Caleb Rummonds.

The meeting was adjourned to October 27, 2015 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: 15
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

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

Staff Name and Phone Number:

Stephan Betz, 565-7876

Supervisorial District(s):

Countywide

Title: Partnership HealthPlan of California Commission Appointment

Recommended Actions:

Adopt a resolution appointing Stephan Betz, Health Services Director, to the Partnership HealthPlan of California Commission for the four-year term of November 3, 2015 through November 2, 2019.

Executive Summary:

Partnership HealthPlan of California (PHC) Commission ("Commission") is a multi-county commission that provides for a managed healthcare plan for Medi-Cal recipients. Implementation of a county organized health system is authorized by Welfare and Institutions Code Section 14087.54. In September 2009 the Board of Supervisors of Sonoma County approved an ordinance adding Chapter 34 to the Sonoma County Code, authorizing the County to join the Commission.

The PHC Commission is comprised of representatives from Del Norte, Humboldt, Lake, Lassen, Modoc, Marin, Mendocino, Napa, Solano, Shasta, Siskiyou, Sonoma, Trinity, and Yolo counties and provides coverage to over 510,000 Medi-Cal enrollees, including over 100,000 current Medi-Cal enrollees in Sonoma County.

The number of per-county Commission member seats is based upon the number of Medi-Cal beneficiaries within each county. There are currently 36 PHC Commission members with per-county seats as follows: Del Norte (1), Humboldt (3), Lake (2), Lassen (1), Modoc (1), Marin (3), Mendocino (3), Napa (3), Solano (4), Shasta (4), Siskiyou (2), Sonoma (4), Trinity (1), and Yolo (4).

PHC Commission bylaws and Chapter 34 of the Sonoma County Code permit members to serve multiple terms. In addition, members are allowed to retain their Commission seat upon conclusion of their term until a successor member has been selected. The Sonoma County Board of Supervisors is responsible for appointing members to the Commission based on the selection process and criteria specified in Chapter 34. The term of office is four years.

One Commission member is to be the Director of the Sonoma County Department of Health Services or designee. The Department requests the Board of Supervisors appoint Dr. Stephan Betz, Director of

Health Services, to serve in this capacity replacing former Department of Health Services Director Rita Scardaci. The table below provides a complete list of Sonoma County PHC Commission representatives.

Partnership HealthPlan of California Commission Membership

Name	Representation	On Commission Since	Term Expiration
Mich Riccioni	Hospital Representative	January 1, 2010	December 31, 2018
Stephan Betz	Sonoma County Director of Health Services	November 3, 2015 (new appointment)	November 2, 2019 (pending approval)
Kathryn Powell	Clinic Representative	May 22, 2012	December 31, 2016
Richard Fogg	Public Representative	January 1, 2010	December 31, 2015

Prior Board Actions:

In April 2015 the Board adopted a resolution reappointing Mich Riccioni and Rita Scardaci to the Partnership HealthPlan of California Commission for the four-year term of January 1, 2015 through December 31, 2018.

In May 2012 the Board adopted a resolution appointing Kathryn Powell to the Partnership HealthPlan of California Commission for the term of four years.

In January 2012 the Board adopted a resolution appointing Richard Fogg to the Partnership HealthPlan of California Commission for the term of four years.

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

Participating in the PHC Commission serves to support Medi-Cal beneficiaries in Sonoma County; improving the efficiency and effectiveness of providing Medi-Cal services to eligible and potentially eligible individuals and their families.

Fiscal Summary - FY 15-16

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:			
Resolution			
Related Items “On File” with the Clerk of the Board:			
None			



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Appointing Stephan Betz To The Partnership HealthPlan Of California Commission For The
Four-Year Term Of November 3, 2015 through November 2, 2019.**

Whereas, on September 1, 2009, the Board of Supervisors adopted Ordinance 5849 adding Chapter 34 of the Sonoma County Code entitled County Organized Health System authorizing the County of Sonoma to join a multi-county commission called Partnership HealthPlan of California and implement a county organized health system;

Whereas, the Partnership HealthPlan of California Commission has the authority to negotiate with the California Department of Health Care Services for the arrangement of provision of health care services; and

Whereas, Chapter 34 authorizes the Board of Supervisors to appoint Sonoma County's Partnership HealthPlan of California Commission members.

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma hereby does appoint Stephan Betz to the Partnership HealthPlan of California Commission for the four-year term of November 3, 2015 through November 2, 2019.

Supervisors:

Rabbitt: Zane: Gore: Carrillo: Gorin:

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: 16
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

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

Staff Name and Phone Number:

Stephan Betz, 565-7876

Supervisorial District(s):

Countywide

Title: Amendment to Chapter 34 of the Sonoma County Code - County Organized Health System

Recommended Actions:

Adopt a resolution introducing, reading the title of, and waiving further reading of a proposed ordinance amending Chapter 34 of the Sonoma County Code to revise the formula used to determine the number of Partnership HealthPlan of California Commission seats per county and to align the Sonoma County Code with the revised Partnership HealthPlan of California Commission Bylaws.

Executive Summary:

The Department of Health Services is proposing an ordinance amending Chapter 34 to remain consistent with Partnership HealthPlan of California (PHC) Commission (Commission) bylaws and their formula granting commission member seats.

The PHC Commission is a multi-county commission that provides for a managed healthcare plan for Medi-Cal recipients. Implementation of a county organized health system is authorized by Welfare and Institutions Code Section 14087.54. In September 2009, the Board of Supervisors of Sonoma County approved an ordinance adding Chapter 34 to the Sonoma County Code, authorizing the County to join the Commission.

The PHC Commission is comprised of representatives from Del Norte, Humboldt, Lake, Lassen, Modoc, Marin, Mendocino, Napa, Solano, Shasta, Siskiyou, Sonoma, Trinity, and Yolo counties and provides coverage to over 510,000 Medi-Cal enrollees, including over 100,000 current Medi-Cal enrollees in Sonoma County.

This item requests adoption of a resolution introducing, reading the title of, and waiving further reading of a proposed ordinance amending Chapter 34 of the Sonoma County Code to revise the formula used to determine the number of Partnership HealthPlan of California Commission seats per county by increasing the number Medi-Cal beneficiaries per commission seat as follows:

Commission Seats	Existing Formula (# of Medi-Cal Beneficiaries)	Revised Formula (# of Medi-Cal Beneficiaries)
1	0 – 10,000	0 – 25,000
2	10,000 – 25,000	25,000 – 40,000
3	25,000 – 40,000	40,000 – 55,000
4	40,000 or more	55,000 or more

The ordinance amendment will not affect the number of commission member seats granted to Sonoma County. Sonoma County has over 100,000 current Medi-Cal enrollees and as a result has four (4) commission seats.

Prior Board Actions:

In April 2015 the Board approved an ordinance amending Chapter 34 of the Sonoma County Code to revise the criteria to be eligible for appointment to the Partnership HealthPlan of California Commission.

In July 2013 the Board approved an ordinance amending Chapter 34 of the Sonoma County Code to add participating counties and revise the formula for determining the number of Partnership HealthPlan of California Commission seats per county.

In September 2009 the Board approved an ordinance adding Chapter 34 of the Sonoma County Code to join an existing multi-county commission entitled Partnership HealthPlan of California to negotiate with the California Medical Assistance Commission for the arrangement of provision of health care services.

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

Participating in the PHC Commission serves to support Medi-Cal beneficiaries in Sonoma County; improving the efficiency and effectiveness of providing Medi-Cal services to eligible and potentially eligible individuals and their families.

Fiscal Summary - FY 15-16

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:			
Resolution, ordinance (redline and clean version)			
Related Items “On File” with the Clerk of the Board:			
None			



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Introducing, Reading The Title, And Waiving Further Reading Of A Proposed Ordinance Amending Chapter 34 Of The Sonoma County Code To Revise The Formula Used To Determine The Number Of Partnership HealthPlan Of California Commission Seats Per County And To Align The Sonoma County Code With The Revised Partnership HealthPlan Of California Commission Bylaws.

Whereas, a proposed ordinance entitled “An Ordinance of the Board of Supervisors of the County of Sonoma, State of California, Amending Chapter 34 of the Sonoma County Code to revise the formula used to determine the number of Partnership HealthPlan of California Commission seats per county and to align the Sonoma County Code with the revised Partnership HealthPlan of California Commission Bylaws” has been introduced and read.

Now, Therefore, Be It Resolved that further reading of the proposed ordinance is waived.

Be It Further Resolved that the Sonoma County Board of Supervisors will consider adoption of the proposed ordinance on November 10, 2015 in the Board of Supervisors Chambers, 575 Administration Drive, Room 102A, Santa Rosa, California.

Supervisors:

Rabbitt: Zane: Gore: Carrillo: Gorin:

Ayes: Noes: Absent: Abstain:

So Ordered.

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 34 OF THE SONOMA COUNTY CODE TO REVISE THE FORMULA USED TO DETERMINE THE NUMBER OF PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION SEATS PER COUNTY AND TO ALIGN THE SONOMA COUNTY CODE WITH THE REVISED PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION BYLAWS.

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

SECTION I. Chapter 34 of the Sonoma County Code is amended to read:

Chapter 34: County Organized Health System

Sec. 34-1. - Purpose.

Partnership HealthPlan of California Commission ("commission") is a multicounty commission that has created a managed health care plan for Medi-Cal recipients. The purpose of this chapter is to authorize the county of Sonoma to join the existing commission. This will allow the implementation of a county organized health system in Sonoma County as authorized by Welfare and Institutions Code Section 14087.54.

The commission has a proven record of improving health care access to its members, who are Medi-Cal recipients, and improving Medi-Cal reimbursement rates to health care providers. The commission links each member with a primary care provider and has been successful in reducing inappropriate use of emergency rooms, providing appropriate levels of inpatient care for its members, developing innovative case management programs and arranging for the provision of an enhanced level of local health care services.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-2. - Designation of commission.

Pursuant to Welfare and Institutions Code Section 14087.54, the Sonoma County Board of Supervisors hereby authorizes the county of Sonoma to join the commission in conjunction with the provisions of the Napa County Code, the Solano County Code, the Yolo County Code, the Marin County Code, the Mendocino County Code, the Del Norte County Code, the Humboldt County Code, the Lake County Code, the Lassen County Code, the Modoc County Code, the Shasta County Code, the Siskiyou County Code, and the Trinity County Code. Other counties also may consider joining the commission. The commission shall continue to represent Sonoma County until the Sonoma County Board of Supervisors terminates the representation. To terminate representation, the Sonoma County Board of Supervisors or its designee shall provide ninety-day notice to the other participating counties and provide notice to the state department of health care services as set forth in Welfare and Institutions Code Section 14087.54(g).

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-3. - Membership.

The number of commission member seats granted per county is based upon the number of Medi-Cal beneficiaries within each county and shall be determined according to the following formula:

- (1) Zero (0) to ~~tent~~twenty-five thousand (~~1025~~,000) Medi-Cal beneficiaries within the county equals one (1) commission seat.
- (2) ~~Ten~~Twenty-five thousand (~~1025~~,000) to ~~twenty-five~~forty thousand (~~2540~~,000) Medi-Cal beneficiaries within the county equals two (2) commission seats.
- (3) ~~Twenty-five~~Forty thousand (~~2540~~,000) to ~~forty-five~~forty-five thousand (~~4055~~,000) Medi-Cal beneficiaries within the county equals three (3) commission seats.
- (4) ~~Forty-Fifty-five~~ thousand (~~4055~~,000) or more Medi-Cal beneficiaries within the county equals four (4) commission seats.

Any deletion of commissioners will be achieved through attrition, with a maximum of two (2) years to come into compliance.

The commissioners appointed by the Sonoma County Board of Supervisors shall serve at the pleasure of the board and shall be selected as follows:

- (1) One (1) member shall be a community clinic representative identified by the Redwood Community Health Coalition (clinic representative).
- (2) One (1) member shall be a hospital representative from a Sonoma County hospital identified by the hospitals in Sonoma County (hospital representative).
- (3) One (1) member shall be the Director of the Sonoma County Department of Health Services or designee (county official).
- (4) One (1) member from the community ("public representative"). The Sonoma County Department of Health Services may make recommendations based on the following criteria:
 - (a) Legal resident of Sonoma County;
 - (b) Knowledge of the healthcare needs of children, the aged, and disabled;
 - (c) Business experience;
 - (d) Political experience; and
 - (e) Finance experience.

(Ord. No. ____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-4. - Term of office.

Members of the commission shall serve four-year terms of office. Nothing herein shall prohibit a person from serving more than one (1) term. Vacancies shall be filled in accordance with the procedures set forth in Section 34-3.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-5. - Powers and duties of commission.

Pursuant to the provisions of Section 14087.54 of the Welfare and Institutions Code, the commission shall:

- (1) Have the power to negotiate the exclusive contract with the California Department of Health Care Services as specified in Section 14087.5 of the Welfare and Institutions Code, and to arrange for the provision of health care services provided under Chapter 7, Part 3, Division 9 of the Welfare and Institutions Code;
- (2) Be considered an entity separate from the county of Sonoma;
- (3) File the statement required by Section 53051 of the Government Code;
- (4) Have the power to acquire, possess, and dispose of real or personal property, as may be necessary for the performance of its functions, to employ personnel and contract for services required to meet its obligations, and to sue or be sued; and
- (5) Have all the rights, powers, duties, privileges, and immunities conferred by Article 2.8 of Chapter 7, Part 3, Division 9 of the Welfare and Institutions Code in addition to those previously specified in this section.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-6. - Obligations.

Pursuant to the provisions of Section 14087.54(d) of the Welfare and Institutions Code, any obligations of the commission, statutory, contractual, or otherwise, shall be the obligations solely of the commission and shall not be the obligations of the county of Sonoma.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

Sec. 34-7. - Committees.

The commission may establish committees from time to time for any purpose that will be beneficial in accomplishing the work of the commission.

At a minimum, two (2) standing advisory committees shall be established:

- (1) The physicians advisory committee, and
- (2) The consumers' advisory committee.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

SECTION II. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or 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 anyone or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION III. 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 *The Press Democrat*, 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 introduced on the 3rd day of November, 2015, and finally passed and adopted this _____ day of _____, 2015, on regular roll call of the members of said Board by the following vote:

Supervisors:

Rabbitt:	Zane:	Gore:	Carrillo:	Gorin:
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:

Clerk of the Board of Supervisors

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 34 OF THE SONOMA COUNTY CODE TO REVISE THE FORMULA USED TO DETERMINE THE NUMBER OF PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION SEATS PER COUNTY AND TO ALIGN THE SONOMA COUNTY CODE WITH THE REVISED PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION BYLAWS.

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- (2) Be considered an entity separate from the county of Sonoma;
- (3) File the statement required by Section 53051 of the Government Code;
- (4) Have the power to acquire, possess, and dispose of real or personal property, as may be necessary for the performance of its functions, to employ personnel and contract for services required to meet its obligations, and to sue or be sued; and
- (5) Have all the rights, powers, duties, privileges, and immunities conferred by Article 2.8 of Chapter 7, Part 3, Division 9 of the Welfare and Institutions Code in addition to those previously specified in this section.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

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Pursuant to the provisions of Section 14087.54(d) of the Welfare and Institutions Code, any obligations of the commission, statutory, contractual, or otherwise, shall be the obligations solely of the commission and shall not be the obligations of the county of Sonoma.

(Ord. No. _____, § I, <date adopted>; Ord. No. 6099, § I, 4-21-2015; Ord. No. 6043, § 1, 7-30-2013; Ord. No. 5966, § I, 2-7-2012; Ord. No. 5927, § I, 4-5-2011; Ord. No. 5849, § I, 9-1-2009.)

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SECTION II. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or 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 anyone or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION III. 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 *The Press Democrat*, 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 introduced on the 3rd day of November, 2015, and finally passed and adopted this _____ day of _____, 2015, on regular roll call of the members of said Board by the following vote:

Supervisors:

Rabbitt:	Zane:	Gore:	Carrillo:	Gorin:
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:

Clerk of the Board of Supervisors



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 / Directors

Board Agenda Date: November 3, 2015

Vote Requirement: 4/5

Department or Agency Name(s): County Administrator's Office

Staff Name and Phone Number:

Christina Rivera 707-565-2048

Supervisorial District(s):

All

Title: 2015 Review of Fund Balances

Recommended Actions:

Accept FY 2015-16 Review of Estimated Available Budgetary Fund Balances and approve using \$4.4 million of Pre-2004 SB90 State Mandated Services Reimbursements Received to support the FY 2015-16 Health Services budget.

Executive Summary:

This report presents, at the request of the Board a review of all funds governed by the Board, identifies estimated funding sources available for the Board's discretionary use, presents use recommendations for the available discretionary funds, and requests the Board approval to adjust the FY 2015-16 Adopted Budget.

Review of Fund Balances

A total of about 370 budgetary funds and earmarks are governed by the Board of Supervisors as well as the Board of Directors of the Water Agency, Agricultural & Open Space District, Community Development Commission, Northern Air Pollution Control District, and other special districts.

For governmental accounting purposes the county's estimated balances reviewed by staff are categorized either as Governmental (tax supported activities), or Proprietary (used for government's business-type activities).

The following is a breakdown of the estimated FY 2015-16 year-end Governmental Fund balances by type. Staff's assessment on the Board's level of discretionary use is also provided.

Fund Type	GOVERNMENTAL FUNDS	Est. FY 15-16 Balance
General	County or agency main operations.	\$ 95,010,517
Special Revenue	Service financed by an external source. E.g. Health & Human programs.	\$128,260,626
Special Districts	Entity established for a specific service. E.g. Water Agency, Community Development.	216,676,937
Debt Service	Sources for payment obligations. E.g. Open Space Tax Bonds, Tobacco Securitization.	8,805,123
Capital Projects	Non-operating resources for General Government facilities (including Regional Parks) and infrastructure investments.	0
Total	GOVERNMENTAL FUNDS	\$448,753,203

Governmental funds are estimated to be \$448.7 million at the end of FY 2015-16. Of the total, 78% is comprised of sources established for a specific purpose and can only be collected if the purpose or service is completed. Thus, the Board's discretion is usually under the restrictions of an outside entity or specific legislation. Details on each of the funds' purpose, restrictions, and authority are included in the attachments enclosed to this report.

General Fund

Of the \$95 million estimated General Fund balance, \$50.7 million is considered completely discretionary. Further, please note \$49 million or 97% of the fully discretionary balances represent the county's General Fund Reserve, which is intended to address extreme fiscal impacts derived from emergencies or unanticipated changes in the economy. Based on this \$1.65 million or 3% of the total estimated balances are available for uses not yet included in the Recommended FY 2015-16 and 2016-17 budget under current policies.

A total of \$15.9 million in the General Fund is considered semi-discretionary as the intended uses were established by current or past Boards' policy decisions. Use of these resources may likely require a change in policy and in the case of Tribal resources, amendments to existing mitigation impact agreements or other actions with the affected tribes.

The remaining \$28.4 million are resources held for replacement or upgrade of equipment and infrastructure systems supporting the delivering of county services, and also include non-spendable resources depicting advances made mainly for implementation of the new Financial System for which repayment is expected over a number of years and are not yet available for use.

Proprietary Funds represent the county’s business-like services, which are specifically financed by user fees or charges. The following table provides a summary of estimated balances along with relevant discussion on new governmental accounting changes.

Fund Type	PROPRIETARY FUNDS	Est. FY 15-16 Net Position Including Future Obligation	Est. FY 15-16 Available Balance for 1 Year
Enterprise	Goods or services provided in exchange for a Board established fee or charge. E.g. Airport, Spud Point Marina.	\$22,696,145	\$22,696,145
Internal Services	Centralized service with cost allocated to programs, departments, and agencies. E.g. Workers' Comp., Pension.	(578,511,544)	31,402,118
Total	PROPRIETARY FUNDS	(-\$555,815,399)	\$54,098,263

Proprietary funds are presented applying full accrual accounting (Net Position) and single fiscal year’s assets minus liabilities (Available Balance). The dual presentation is to visualize, that although a single year may show available balance, there are known future years’ liabilities which are required to be reflected on the year-end balance sheet.

The total 2015-16 estimated Net Position is estimated to be reported in next year’s Comprehensive Annual Financial Report (CAFR) as negative (-\$530 million). The result is driven by an accounting change established by the Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions*. Starting with fiscal year ending June 30, 2015, governments providing defined benefit pensions are to recognize the entity’s portion of the long-term obligation for pension benefits as a liability. FY 2014-15 is the first reporting year where the recognition will occur.

Fund Policies for Balances Estimated Over \$5 million

Consistent with current Board Budget & Financial Policies, the Funds review included identifying whether all funds with balances estimated to be over \$5 million at the end of FY 2015-16 have a policy in place. Of the approximately 370 individual funds or earmarks, balances for 26 of them are estimated to be over \$5 million. Policies for these 26 are in place. See summary included as the last attachment of this report.

Use of SB 90 State Mandated Services Reimbursement

During FY 2014-15 the county received approximately \$8.4 million in reimbursement and interest payments for mandated services delivered by the county before 2004. Claims for reimbursement were submitted timely to the state, but the economic recession prevented the state from fulfilling their fiscal obligation. These pending payments received in the prior fiscal year were reviewed against the claims submitted by departments.

After receipt of the \$8.4 million, \$1.2 million or 25% was added to the county's 25% Audit Retention Reserve (established to address potentially negative state findings), and \$2.8 million was released to the Department of Health Services for program related reimbursements. Thus, \$4.4 million is available to the Board for discretionary use.

Given 43% of the Department of Health Services (DHS) budgeted revenues are state or federally reimbursed and payments from the external entities can take as long as 60 months, staff recommends the Board dedicate all \$4.4 million in available discretionary funds to the DHS FY 15-16 budget in order to partially resolve the negative year-end estimated budgetary fund balance of \$6.6 million. This negative budgetary balance is derived from the Auditor-Controller-Treasurer-Tax Collector's clarification that revenues estimated to be received more than 365 days beyond the end of the fiscal year, must be removed from the beginning available fund balance. The remaining approximately \$2.2 million budgetary gap will be addressed this year through expenditure and revenue adjustments.

Prior Board Actions:

Review of all funds was previously completed in 10/28/2011, 12/04/2012, and 02/25/2014.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Periodic review of all funds provides transparency of funds governed by the Board.

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$ 4,439,224	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$ 4,439,224
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 4,439,224	Total Sources	\$ 4,439,224

Narrative Explanation of Fiscal Impacts (If Required):

Pre-2004 state reimbursement received for mandated services to be directed to the Department of Health Services to address FY 2015-16 estimated budgetary shortfall. If approved, budgetary adjustments will be included in the 2nd Quarter Consolidated Budget Adjustments.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):
Attachments:
<ul style="list-style-type: none">• Per type list of funds with estimated FY 2015-16 estimated balance, funds purpose, restriction, and establishing authority.• Attachment 1 is included listing balances estimated fund balances over \$5 million.
Related Items “On File” with the Clerk of the Board:
Fund Balance 2015 Directory

**11/3/2015 Funds Review
Attachment: General Fund**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
CAO	10120	Assessment Appeals	\$ 96,504	Set up in FY 11/12 as a one time contribution to assist with the assessment appeal back log.
CAO/ County Counsel	10115	Medical Marijuana	213,198	Established to develop policies and programs addressing Marijuana impacts.
CAO/TPW	10110	Refuse Franchise Fees	709,258	Accumulates non-budgeted Refuse Hauler Franchise agreement revenues. Fund annual budget includes finances Roads Preservation Pavement Programs, and Solid Waste obligations. Uses may also include one-time Board Priorities investments.
ISD	10025	Technology Investment Fund	546,371	Fund was established with a one-time contribution for priority technology projects, of \$2M in FY 01-02 as approved by BOS.
PRMD	10005-B	Permits	90,120	This fund was previously developed to serve as a deferred revenue account. Updated accounting practices changed this fund to an assigned general fund designation.
CAO	10205	General Reserve	49,053,495	Established to address General Fund program emergencies and/or negative impacts to GF programs and/or services as a result of unanticipated economic downturns.
DISCRETIONARY USE			\$ 50,708,946	
ACTTC-CAO	10005-C	State Mandates- SB 90 Audit Reserve	\$ 1,858,397	Funds represent 25% of paid claims reimbursing the county for state mandated services.
ACTTC-CAO	10005-D	General Fund-Pre 2004 SB 90 Payments	4,439,224	Represents Pre-2004 SB 90 State mandated services payments received in FY 14-15. Net of the \$2.8 million associated specifically for Health Services claims. Funds were set aside until a spending plan is approved.

**11/3/2015 Funds Review
Attachment: General Fund**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
CAO	10005-E	Other Post Employment Benefits	3,000,000	Available for obligations for non-pension post employment benefits for when budgeted payroll collected rates isn't sufficient to meet the actuarially determined annual required contribution (ARC). See item 08-25-15 Item #32.
CAO	10005-F	Community & Local Law Enforcement (CALLE)	1,683,451	Established as part of FY 2015-16 Supplemental budget changes to implement CALLE Task Force recommendations.
CAO	10095	Graton Casino Mitigation	2,922,800	Fund collects quarterly payments issued by Graton Casino to mitigate community impacts of Casino Operations. Set up to accumulate funds for future use. Balance is the net of the potential repayment of \$3.27 million in pre-operating payments.
CAO	10105	Tobacco Deallocation	965,084	No Specific purpose. Available funds have previously been designated by the Board through the annual budget process for non-capital ADA programs or improvements.
Non-Dept. OGG	10090	Redevelopment Agency Dissolution Residual Distributions	402,009	Funds returned to the General Fund as a result of the dissolution of redevelopment agencies.
TPW	10055	District Formation	285,633	Revolving fund to assist with the formation of independent water districts.
TPW	10065	Road Maint. District Formation	357,378	Loans to groups who wish to form road maintenance district.
SEMI-DISCRETIONARY			\$ 15,913,976	
CRA	10530	Registrar of Voters ACO	\$ 1,636,659	Accumulation of funds to replace 30 year-old voting system.
GENERAL SVCS	10035	County Ctr Parking Enforcement	50,404	Established to accumulate parking fines net of parking enforcement program costs for county maintenance and replacement.
GENERAL SVCS	10505	Fleet ACO	3,626,112	Accumulates replacement portion of vehicle equipment internal fees paid by departments and agencies.

**11/3/2015 Funds Review
Attachment: General Fund**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
GENERAL SVCS	10515	County Facilities ACO	535,326	Fund was established to manage funds for the replacement and major maintenance of county facilities that provide shared services, such as the animal shelter.
ISD	10520	Reprographics ACO	2,049	Accumulated Capital Outlay fund established for replacement equipment for reprographics.
ISD	10015	IS Replacement Fund A	4,401,868	Fund contains 1) dept. contributions for computer and equipment replacements for general fund departments allowing a more even expense to the department budgets and ensure depts. are replacing equipment timely and 2) dept. contributions for infrastructure replacement collected through annual rates and expended in varying years dependent on infrastructure replacement based on life of assets and 3) strategic funds including interest earned and balance of project GF contributions for work carried to next fiscal year.
ISD	10020	IS Replacement Fund B	967,704	Fund contains dept. contributions for computer and equipment replacements for non-general fund departments allowing a more even expense to the department budgets and ensure depts. are replacing equipment timely.
ISD	10510	Communications ACO	925,407	Accumulates dept. contributions for telecommunications equipment and system replacement.
ISD	10525	Records ACO	258,974	Accumulated Capital Outlay fund established for replacement equipment for postage equipment
PRMD	10005-H	PRMD - Technology Fees	494,380	The tech enhancement fee charges that are recorded in this fund by year end adjustment were originally created to cover the cost of technical enhancements at PRMD.

**11/3/2015 Funds Review
Attachment: General Fund**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
PROBATION	10080	Probation Radio/ Equip Replace	281,423	Fund is used to manage the maintenance and replacement of protective vest, Juvenile Hall security system, hand held radios, and vehicle radios for the Probation Department.
PROBATION	10085	Probation SAC Ops. and Maint.	1,109,029	Operating fund provides working capital for the Probation Camp and Supervised Adult Crew programs. Balances accumulated for equipment replacement and program needs. Update of replacement schedule is underway.
REGIONAL PARKS	10050	Equipment Replacement Fund	117,628	To accumulate funds to replace mobile assets (e.g. tractors, mowers)
SHERIFF	10070	Sheriff Radio Replacement	211,218	Established for the maintenance and replacement of hand held radios for Sheriff Law Enforcement Deputies and Corrections staff.
SHERIFF	10075	Sheriff Radio Infrastructure	512,977	Contributions for the maintenance and replacement of countywide radio infrastructure, such as antennas towers.
SHERIFF	10005-I	Jail Management System	500,000	The fund was set-up in FY 08-09 to help with planning and initial work towards implementing a jail management system.
REPLACEMENT			\$ 15,631,158	
GENERAL SVCS	10040	Sonoma County Energy Watch	\$ 34,629	Contract program with PG&E, started in 2009. Have a 2-3 year program cycle. Funds pay for some program staffing, energy audits and program incentives.
PRMD	10045	ARM Mitigation Fund	90,155	Set up to accumulate mitigation fees from mining activities. Majority of annual revenues are transferred to Roads Division for mining impacted road investments.
TPW	10060	Small Water Systems	598,913	Revolving loan fund to small public water systems

**11/3/2015 Funds Review
Attachment: General Fund**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
RESTRICTED			\$ 723,697	
CAO	10105	Tobacco Deallocation	\$ 4,071,100	Records contributions made to the Human Resources Management System and SCEIP program. HRMS contribution to be recovered over time.
ACTTC	10005-J	Inventory and Advances	7,961,640	Represents value of inventory and prepaid expenses at \$260k; and deferred General Fund Receivable for contributions made to implement the Enterprise Financial System. The investment will be recovered over time through user rates.
NON SPENDABLE			\$ 12,032,740	
GENERAL FUND			\$ 95,010,517	

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
ACTTC	11145	Open Space Special Tax Account - Measure F	\$ 51,877,766	Established to receive transfer of measure C funding and sales tax revenues from Measure F. Fund finances the Open Space District's operations and capital acquisition. Is it monitored by the Auditor's Office to ensure debt service and bonding compliance.

	ACTTC		\$ 51,877,766	
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AGRICULTURAL COMM	11143	Weights & Measure Transaction Verification	\$ 10,375	The Fund will be used to pay certain extra ordinary expenses for investigations conducted by the Division of Weights and Measures. Original amount of \$25,000 from court case; used to pay for extra W&M investigation needs.
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AGRICULTURAL COMM	11147	Fish and Wildlife	102,894	Fish and wildlife propagation and conservation.
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AGRICULTURAL COMM	11148	Abalone Preservation Fund	1,780	Under the administration of the Fish and Wildlife Commission, enhance the abalone population on the North Coast. Established per court case.
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	AGRICULTURAL COMM		\$ 115,049	
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CAO	11015	Advertising Fund	\$ 670,433	Program is allocated 75% of Transient Occupancy Tax(TOT) to finance non-profit activities that promote Sonoma County tourism, enhance safety, and celebrate the local culture. This fund includes the Economic Development department programs.
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11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
CAO	11142	Alternate Dispute Resolution	6,337	The fund was established to receive filing fees to be used specifically for Alternative Dispute Resolution services as alternatives to the formal judicial system.
CAO	11144	Tobacco Sec. / Endowment A	2,846,634	Public benefits Capital investments, as a result of deferred investments when absorbing costs due to tobacco use.
CAO			\$ 3,523,404	
CRA	11102	Assessor - Property Char Data	\$ 606,725	Support and maintain property characteristics information sources and systems.
CRA	11103	Property Tax Admin Program	(393)	Supplemental resources for the enhancement of the property tax administration system.
CRA	11104	Recorder - Modernization	2,926,942	To support a modernized system of recorded documents.
CRA	11105	Recorder - Micrographics	1,130,303	To support the micrographics program in the Recorder's office.
CRA	11106	Clerk/Recorder VRIP	510,023	To support the vital records improvement program.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
CRA	11107	Social Security Truncation	463,740	Truncate social security numbers in public records to protect against identity theft.
CRA	11108	Recorder Operations Fund	1,053,879	For recording and indexing every instrument, paper, or notice required or permitted by law.
CRA	11150	County Clerk Operations	105,732	Issue Marriage Licenses, perform marriage ceremonies, issue certified copies of birth, death and marriage certificates, and other various filings as required by law
CRA			\$ 6,796,951	
DCSS	11555	DCSS-Child Support Enforcement	\$ 19,550	Child Support Program Activities.
DCSS			\$ 19,550	
DISTRICT ATTORNEY	11128	DA - Auto Insurance Fraud	\$ 68,181	Funds activities in the District Attorney's office related to investigation and prosecution of auto insurance fraud.
DISTRICT ATTORNEY	11129	DA - Consumer Protection Fund	3,311,406	Funds are designated for the exclusive use by the District Attorney for the enforcement of consumer protection laws.
DISTRICT ATTORNEY	11130	District Attorney - SCATT	289,926	Funds Prosecutor and support staff assigned to auto theft task force.
DISTRICT ATTORNEY	11131	DA - Family Justice Center	319,150	Support operational activities of the Family Justice Center including community based organization partners.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
DISTRICT ATTORNEY	11132	DA - Asset Forfeiture-Justice	26,873	Fund was established to accumulate equitably shared funds that are restricted to use law enforcement activities. Typically funds are expended for one time project needs such as deputy housing, large equipment, transportation busses, command center replacement. LE training, drug education and awareness. Asset tracking and accounting are also allowable.
DISTRICT ATTORNEY	11133	DA - Family Justice Cntr SB635	57,433	Fund was established to manage funds received pursuant to Senate Bill 635 (2009), and are restricted to purposes related to domestic violence prevention, intervention, and prosecution.
DISTRICT ATTORNEY	11134	DA - Treasury Forfeiture Fund	2,977	Fund was established to manage funds received through state asset forfeiture statutes. Funds are to support Law Enforcement efforts exclusively. More broad use compared to other asset forfeiture funds. Used for projects that cannot be funded by more restricted funds. No supplantation.
DISTRICT ATTORNEY	11314	District Attorney Revocation	5,933	Fund established as part of Public Safety Realignment of 2011. Funds must be used to support District Attorney costs associated with revocation proceedings for realigned individuals.
DISTRICT ATTORNEY	11316	District Attorney Local Law Enforcement Services	685	Fund established as part of Public Safety Realignment of 2011. Fund represents the previous Citizen Option for Public Safety program for the District Attorney.

DISTRICT ATTORNEY		\$	4,082,564
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**11/3/2015 Funds Review
Attachment: Special Revenue Funds**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
EMERGENCY SVCS	11146	Hazardous Materials Fund	\$ 308,940	Hazardous Materials Enforcement and Mitigation.

EMERGENCY SVCS			\$ 308,940	
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GENERAL SVCS	11138	Courthouse Construction	\$ 959,886	Fund established to provide adequate court facilities.
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GENERAL SVCS	11139	Criminal Justice Construction	0	Fund established to provide adequate criminal justice facilities.
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GENERAL SVCS	11101	Tidelands Leases Fund	99,037	Fund was established to retain lease payments from lessees in the Bodega Harbor area. Funds are used to support facility construction and improvements necessary or convenient for the promotion and accommodation of commerce and navigation of the Bodega Harbor area and projects that benefit commerce in the area.
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GENERAL SVCS			\$ 1,058,924	
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HEALTH - FIRST 5 FISCAL AGENT	11715	First 5 Sonoma County	\$ 13,713,205	Funding for programs that serve and support children age 0-5 .
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HEALTH - FIRST 5 FISCAL AGENT			\$ 13,713,205	
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HEALTH SERVICES	11334	Behavioral Health Account 2011	\$ 42,270	Records Receipt of State Sales Tax allocations to be spent for Behavioral Health programs
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11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
HEALTH SERVICES	11605	Department of Health Services	(6,583,366)	Grant Proceeds, State & Federal Statutes, fees collected for services approved by BOS, assigned amounts for a given activity delegated by the BOS. Negative estimate is the result of ACTTC guidance to not assume as revenue receivables not expected to be received within the Fiscal Year. *\$3.1M of pre-2004 state mandates may be a source to partially address negative estimate. Program budget is currently under review.
HEALTH SERVICES	11610	Intergovernmental Transfer	302,781	To expand services to support the local safety net through improved coordination and integration improving health services for Medi-Cal beneficiaries and other underserved populations.
HEALTH SERVICES	11705	Animal Welfare Fund	305,674	BOS authorized Animal Services to solicit and accept donations. Some donations must be spent in the manner prescribed by the donor.
HEALTH SERVICES	11710	Public Health Fee Stabilization	1,165	Isolate costs of fee based programs in Environmental Health to insure costs are recovered by fees per board direction.
HEALTH SERVICES	11720	Maddy Fund	155,549	Funds to reimburse physicians for indigent emergency medical care patients.
HEALTH SERVICES	11725	Maddy/Richie Fund	255,249	Maddy Emergency Medical services Fund to be used to reimburse physicians and hospitals for indigent emergency medical services patients.
HEALTH SERVICES	11730	Tobacco Tax - Education	24	Tobacco Tax -Education funds to be used for educational and preventative programs to deter smoking.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
HEALTH SERVICES	11735	Hospital Preparedness Program	10,413	Hospital Preparedness Grant.
HEALTH SERVICES	11740	Bioterrorism Program	11,004	Public Health Emergency Preparedness
HEALTH SERVICES	11745	Vital Statistics Fund	181,829	Fees for a certified copy of a fetal death or death record to be paid to the county's Children's Trust or the states' Children's Trust.
HEALTH SERVICES	11750	Solid Waste - EAG	-	To protect public health, safety and the environment with regard to solid waste facilities.
HEALTH SERVICES	11805	Driving Under The Influence	-	Client paid fee for service - DUI program (Self-supporting pgm).
HEALTH SERVICES	11810	Substance Use Memorial Fund	1,314	Donations to be used for Orenda Center client's care. Used to help clients with living expenses when they are released from treatment.
HEALTH SERVICES	11815	Conditional Release Inmate Fund	16,420	Donations. To be used as described by donor. Used to help clients with living exp on an interim basis.
HEALTH SERVICES	11820	Residential Treatment & Detox	-	Fines collected by courts for AODS treatment. Budget adjustments will address negative estimate.
HEALTH SERVICES	11825	Alcohol Abuse Education/Prevention	47	Fines collected by courts for AODS treatment/prev.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
HEALTH SERVICES	11830	Drug Abuse Education/Prevention	153	Fines collected by courts for AODS treatment/prevention.
HEALTH SERVICES	11835	Alcohol and Drug Assessment	1	Fines collected by courts for AODS treatment.
HEALTH SERVICES	11840	Mental Health Services Act (MHSA) - Community Services. & Sprrt.	688,247	Funding for programs for Community Service & Support.
HEALTH SERVICES	11845	Mental Health Services Act (MHSA) - Capital	999	Funding for Capital Projects- and Technology.
HEALTH SERVICES	11850	Mental Health Services Act (MHSA) - Early Intervention	313,668	Funding for Prevention & Early Intervention.
HEALTH SERVICES	11855	Mental Health Services Act (MHSA) - Innovation	331,135	Funding for new Innovative Programs.
HEALTH SERVICES	11865	Mental Health Services Act (MHSA) - Education/Training	1,375	Funding for Workforce Education & Training.
HEALTH SERVICES	11905	Child Safety Seats	4,231	Court fines on certain vehicle codes relating to child safety.

HEALTH SERVICES	\$	(3,959,819)
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11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
HEALTH RESERVE	11615	Audit Reserve	\$ 2,076,176	MediCal program; County has contracted with State.
HEALTH SERVICES	11860	Mental Health Services Act (MHSA - Prudent Reserve	917,966	Reserve Fund for MHSA programs.
HEALTH RESERVE	11991	Health Realignment Fund 1991	6,391,805	1991 Realignment Funds for Public Health Svcs.
HEALTH RESERVE	11992	Mental Health Realignment 1991	1,571,724	1991 Realignment Funds for Mental Health Svcs.

	HEALTH RESERVE		\$ 10,957,671	
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HUMAN SERVICES	11312	Human Services AB 118	\$ -	AB 109 Realignment 2011.
HUMAN SERVICES	11405	Human Services Realignment Operating	-	Realignment 1991
HUMAN SERVICES	11410	Human Services CalWorks Memorandum Of Effort (MOE).	-	Funds the CalWORKS assistance program.
HUMAN SERVICES	11415	AB 85 Family Support Fund	-	Funds the CalWORKS assistance program.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
HUMAN SERVICES	11505	Human Services Department	4,500,000	HSD operating account for administration and assistance. Includes \$3.6M non-spendable amount representing \$1.4M pre-paid County Communications System implementation cost (to be amortized in the next 4 yrs); and electronic public assistance debit card balance.
HUMAN SERVICES	11510	Welfare Program (WP) - Federal Assistance Res.	160,815	Results of Federal Medical Assistance Payments from the ARRA funds that were provided to Human Services to offset the increases in welfare program service demands during the recession.
HUMAN SERVICES	11515	Welfare Program (WP) - Wraparound	31,891	HSD WRAP savings
HUMAN SERVICES	11520	Dependent Child Fund	57,024	Used for items for Valley of the Moon Children's Home kids.
HUMAN SERVICES	11525	Children's Fund	106,329	This came to us when Human Services Commission came to Human Services. This is birth certificate fees and donations that is then transferred to the Child Abuse Prevention, Intervention, and Treatment (CAPIT) program to pay for CBO contracts.
HUMAN SERVICES	11530	Title IVe Waiver Fund	161,852	To administer Federal Fund from the Title IVe waiver for foster care services between HSD and Probation for administration and assistance.

HUMAN SERVICES		\$	5,017,911
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11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
PRMD	11109	Survey Monument Preservation	\$ 131,061	Fund retracement or remonument survey of major historical and division lines as authorized by the County Surveyor. Created to accumulate user fee for survey work projects.
PRMD	11110	PRMD Planning Administration	901,892	Fund a portion of costs to maintain required general plan and affiliated programs for work performed by PRMD staff and consultants. Created to accumulate fees for future General Plan work.

PRMD			\$ 1,032,953	
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PROBATION	11310	AB109 Contingency	\$ 4,424,397	Fund established as part of Public Safety Realignment of 2011. AB 109 Contingency fund is used to provide funding stability to all AB109 funded programs.
PROBATION	11316	Probation - Community Corrections Performance Incentives Fund (CCPIF)	2,500,425	Community Corrections Performance Incentives Fund (SB 678) was established for the purpose of improving local probation supervision practices (evidence-based practices) and capacities in order to reduce State Prison population.
PROBATION	11302	Probation Services AB 109	-	Fund established as part of Public Safety Realignment of 2011. Realignment funding is for local services including custody for non-violent, non-serious, non-sex offenders; local post-release supervision; and local planning.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
PROBATION	11304	Probation - Youthful Offender Block Grant (YOBG)	1,795,318	Youthful Offender Block Grant funding for development and implementation of treatment programs and services for juvenile offenders who will be kept in the local community and not sent to State facilities.
PROBATION	11306	Probation - Juv. Prob. & Camp	1,958,392	Fund established as part of Public Safety Realignment of 2011. Fund support Juvenile Probation Funding for specified probation services for at-risk youth, juvenile offenders, and their families; and Camp Funding for operation of Juvenile camps/ranches.
PROBATION	11308	Probation - Juvenile Justice Crime Prevention Act (JJCPA)	835,336	Fund established as part of Public Safety Realignment of 2011. Fund represents the previous Juvenile Justice Crime Prevention Act fund and supports projects that have been proven to be effective in reducing crime and delinquency amount at-risk youth and young offenders.
PROBATION			\$ 11,513,868	
PUBLIC DEFENDER	11318	Public Defender Revocation	\$ 6,025	Fund established as part of Public Safety Realignment of 2011. Funds must be used to support Public Defender costs associated with revocation proceedings for realigned individuals.
PUBLIC DEFENDER			\$ 6,025	
REGIONAL PARKS	11111	Regional Parks Rstrd Donations	\$ 955,428	Developed for specific revenue sources dedicated to specific dept projects, programs or purposes.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
REGIONAL PARKS	11112	Sonoma Coast Park Mit	32,692	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.
REGIONAL PARKS	11113	Cloverdale/Healdsburg Park MIT	88,726	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.
REGIONAL PARKS	11114	Russian Rv/Sebastopol Park MIT	230,706	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.
REGIONAL PARKS	11115	Santa Rosa Park MIT	168,969	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.

**11/3/2015 Funds Review
Attachment: Special Revenue Funds**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
REGIONAL PARKS	11116	Petaluma/Rohnert Pk/Cot Pk Mit	356,416	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.
REGIONAL PARKS	11117	Sonoma Valley Park MIT	326,356	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.
REGIONAL PARKS	11118	Larkfield/Wikiup Park MIT	5,061	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.
REGIONAL PARKS			\$ 2,164,354	
SHERIFF	11120	Sheriff - AB 1109 Fees	\$ 669,556	The special fund shall be expended to supplement the county's cost for vehicle fleet replacement and equipment, maintenance, and civil process operations. Established based on code to support and enhance the Sheriff civil programs.

11/3/2015 Funds Review
Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SHERIFF	11121	Sheriff - AB 709 Fees	278,887	Fund established to purchase and maintain equipment and furnishings used by civil Bureau. 5% can be used for department administration of the civil bureau. Established based on code to support and enhance the Sheriff civil programs.
SHERIFF	11122	Sheriff - Federal Forf - DOJ	475,079	Fund was established to accumulate equitably shared funds that are restricted to use law enforcement activities. Typically funds are expended for one time project needs such as deputy housing, large equipment, transportation busses, command center replacement. LE training, drug education and awareness. Asset tracking and accounting are also allowable.
SHERIFF	11123	Sheriff - Fed Forf - US Treas	5,576	Fund was established to accumulate equitably shared funds that are restricted to use law enforcement activities. Typically funds are expended for one time project needs such as deputy housing, large equipment, transportation busses, command center replacement. LE training, drug education and awareness. Asset tracking and accounting are also allowable.

**11/3/2015 Funds Review
Attachment: Special Revenue Funds**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SHERIFF	11124	Sheriff - DMV ID Fee	932,186	Fund established to manage funds to support equipment for automated mobile and fixed identification devices for fingerprint identification. The Remote Access Network (RAN) Board determines use of funds.
SHERIFF	11125	Asset Forfeiture Fund	2,005,956	Fund was established to manage funds received through state asset forfeiture statutes. Funds are to support Law Enforcement efforts exclusively. More broad use compared to other asset forfeiture funds. Used for projects that cannot be funded by more restricted funds. No supplantation.
SHERIFF	11126	JAG - Justice Assistance Grant	22	Fund was established to receive grant funding for various criminal justice based projects.
SHERIFF	11127	Detention - Jail Industries	190,797	Fund was established to receive and separate receipts from sale of commissary items to inmates. Funding used to provide services to inmates in detention facilities.

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Attachment: Special Revenue Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SHERIFF	11320	Sheriff Trial Court Security	3,454,989	Fund established as part of Public Safety Realignment of 2011. Funds are specifically allocated for the purpose of providing court security services to the Superior Court.
SHERIFF	11322	SH - Local Law Enforcement Services - Booking Fees	13,251	Fund established as part of Public Safety Realignment of 2011. Fund receives revenues from the state that were previously provided under the Booking Fee Subvention Program.
SHERIFF	11324	SH - Local Law Enforcement Services - ST Citizens Options for Public Safety (Law Enforcement Division)	303	Fund established as part of Public Safety Realignment of 2011. Fund represents the previous Citizen Option for Public Safety program for the Law Enforcement Division of the Sheriff's Office.
SHERIFF	11326	SH - LLES - ST COPS (Detention Division)	277	Fund established as part of Public Safety Realignment of 2011. Fund represents the previous Citizen Option for Public Safety program for the Detention Division of the Sheriff's Office.
SHERIFF	11328	SH - Local Law Enforcement Services-CAL-EMA	68,155	Fund established as part of Public Safety Realignment of 2011. Fund represents the previous CAL-EMA program the Sheriff's Office to support narcotics related activities specific to funding application.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SHERIFF	11330	SH - Local Community Corrections- AB 109 ((Law Enforcement Division)	0	Fund established as part of Public Safety Realignment of 2011. Local Community Corrections Account shall be used exclusively for Public Safety Services and programming.
SHERIFF	11332	SH - LCC - AB 109 (Detention Division)	1	Fund established as part of Public Safety Realignment of 2011. Local Community Corrections Account shall be used exclusively for Public Safety Services and programming.

SHERIFF		\$	8,095,036
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TPW	11051	Roads Fund	\$ 6,100,203	The Road Fund is used to fund operations, maintenance and capital improvements of the County maintained road system. A \$5 million dollar minimum fund balance policy was adopted in FY 14-15 to ensure continuity of operations during a disaster and to protect against volatility of state gas tax revenues.
TPW	11052	State Tribal Casino Fund	92,353	State Tribal Funds.
TPW	11053	Sonoma Valley Development Fee	942,690	Traffic Mitigations-interest bearing account. To finance road projects that increase daily average trip vehicle capacity.
TPW	11054	Countywide Development Fee	3,235,571	Traffic Mitigations-interest bearing account.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	11119	PEG Access Fees	1,565,458	To promote broader public access to cable television infrastructure and public media content by supporting capital costs for Public, Education and Government Access (PEG) channels.

TPW	\$ 11,936,276
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SPECIAL REVENUE	\$ 128,260,626
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**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
COM DEV COMM	46015	General Administration Fund	7,201	To collect expenditures for CDC and then apply the costs in accordance with current allocation schedules.
COM DEV COMM	46020	CDC Housing Fund	7,448,282	To administer local housing programs such as Density Bonus monitoring, 1st Time Homebuyer, and other Deferred-Payment loan programs. Funds are used for home buyer loans as eligible units are resold, and to pay admin costs.
COM DEV COMM	46025	MCC Program Fund	4,917	To administer a County-wide Mortgage Credit Certificate Program. Funds are used for the administration of the MCC Program as administrative costs are incurred.
COM DEV COMM	46030	Mobile Home Ordinance Progs.	413,590	To administer the Mobile Home Space Rent Ordinance in the unincorporated County and in several local cities. Funds are used to pay administrative and legal costs as they are incurred to implement the MHRSO ordinances in the County and several cities.
COM DEV COMM	46035	Housing Assistance Program (HAC) Employee Program	26,415	To administer "penny per hour" housing assistance programs for County, Agency, and Special District employees represented by SEIU, Local 1021. Funds are used to pay administrative and legal costs incurred to implement the HAC trust fund programs.

**11/3/2015 Funds Review
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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
COM DEV COMM	46040	County General Funds	44,939	To implement County Housing Element programs, and support programs that affordable housing/community development objectives but does not provide adequate administrative funding for viability. Comprised of the annual County GF contribution.
COM DEV COMM	46045	County Fund For Housing	12,234,976	To create, preserve, or promote affordable housing within Sonoma County. Funds are used for new housing rehabilitation loans as eligible applications are received, and for administrative costs to implement the program.
COM DEV COMM	46050	Reinvestment & Revitalization	1,768,924	To continue projects of the former Redevelopment Agency that were disallowed by the Department of Finance and to carry out Board specified projects specific to former Redevelopment Areas.
COM DEV COMM	46055	Homeless Outreach Service Team	220,939	To engage unsheltered homeless people living near the County's waterways and trails, connect them with services and move them into long-term housing.
COM DEV COMM	46060	CalWORKS Housing Support Prgm	62,900	To issue the checks and perform other administrative work of the SonomaWORKS program.
COM DEV COMM	46105	Comm. Devlp. Block Grant	16,018,424	To provide loans and grants to eligible sub recipients for affordable housing, community development, economic development, and public services for lower income persons and lower-income neighborhoods.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
COM DEV COMM	46110	HOME Program	13,375,206	Loans to developers and sub recipients for affordable housing. Funds are committed to projects prior to the start of the fiscal year; the fund balance is reserved for the specific projects for which funds were committed and for admin costs to implement.
COM DEV COMM	46120	Flood Elevation	2,864,880	To provide grants to elevate flood-prone structures, particularly in the lower Russian River area.
COM DEV COMM	46125	Continuum Of Care Intake	31,273	To fund a single point of entry into homeless services as mandated by Housing and Urban Development (HUD)
COM DEV COMM	46130	Continuum Of Care Mgmt	159,994	To fund the Continuum of Care Coordination role
COM DEV COMM	46135	CalHome Rehabilitation	1,247,442	Provide health and safety repairs to homes owned by low to moderate income residents of Sonoma County. Funds committed to projects prior to the start of the FY; fund balance reserved for the specific projects committed, and for admin costs.

**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
COM DEV COMM	46205	Continuum of Care Rental Assistance	4,203	To provide rental assistance in connection with supportive services for homeless people with disabilities. Funds are used for monthly rental assistance payments to eligible households and for administrative costs.
COM DEV COMM	46210	Housing Choice Voucher Prog.	2,721,209	HUD Housing Choice Voucher Program - Rental Assistance. Funds are used for monthly rental assistance payments to eligible households and for administrative costs.
COM DEV COMM	46215	Homeless Mgmt. Inf. Systems	154,400	To operate the Homeless Information Management System (HMIS) for the local Continuum of Care. Funds are used for administration, management, and data collection for the HMIS.
COM DEV COMM	46305	LMIHAF - Sonoma City	8,207,010	Low-Mod Income Housing Asset Fund for assets transferred from the City of Sonoma by act of law.
COM DEV COMM	46310	LMIHAF - Sebastopol City	5,089,494	Low-Mod Income Housing Asset Fund for assets transferred from the City of Sebastopol by act of law.
COM DEV COMM	46315	LMIHAF - Roseland	728,933	Low-Mod Income Housing Asset Fund for assets transferred from the Roseland RDA by act of law.
COM DEV COMM	46320	LMIHAF - Sonoma Valley	4,040,076	Low-Mod Income Housing Asset Fund for assets transferred from the Springs RDA by act of law.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
COM DEV COMM	46325	LMIHAF - Russian River	4,208,419	Low-Mod Income Housing Asset fund for assets transferred from the Russian River RDA by act of law.
COM DEV COMM	46330	LMIHAF Admin Cost Fund	392,825	Low-Mod Income Housing Asset fund for administration of the Low-Mod Income Housing Assets transferred from former Redevelopment Agencies.
COM DEV COMM	46335	Village Green II USDA Project	4,657,702	Low-Mod Income Housing Asset fund for assets transferred from the City of Sonoma by act of law.
COM DEV COMM	46340	Rental Properties	362,189	Low-Mod Income Housing Asset fund for assets transferred from the City of Sebastopol by act of law.
COM DEV COMM			86,496,762	
EMERGENCY SVCS	13105	CSA #40 Fire Services	1,847,171	For Fire Protection within CSA#40.
EMERGENCY SVCS	13115	CSA #40 Fire-Dry Creek	172,684	For Enhanced Fire Protection in the CSA#40 FS-Dry Creek (aka Sotoyome).
EMERGENCY SVCS	13120	CSA #40 Fire-Sea Ranch	219,695	For Enhanced Fire Protection in the CSA#40 FS-Sea Ranch.
EMERGENCY SVCS	13125	CSA #40 Fire-Fitch Mountain	61,037	For Enhanced Fire Protection in the CSA#40 FS-Fitch Mountain.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
EMERGENCY SVCS	13130	CSA #40 Fire-Wilmar	260,979	For Enhanced Fire Protection in the CSA#40 FS-Wilmar.
EMERGENCY SVCS	13305	CFD #4 Wilmar	12,781	For Enhanced Fire Protection in the CSA#40 FS-Wilmar.
EMERGENCY SVCS	13315	CFD #5 Dry Creek	11,702	For Enhanced Fire Protection in the CSA#40 FS-Dry Creek (aka Sotoyome).
EMERGENCY SVCS	13325	CFD #7 Mayacamas	50,208	For Enhanced Fire Protection in the CSA#40 FS-Mayacamas.
EMERGENCY SVCS			2,636,257	
HUMAN SERVICES	13395	IHSS Public Authority	-	Established to be employer of record for in-home supportive services.
HUMAN SERVICES			-	
PRMD	45105	CSA 41 Sanitation - Sea Ranch	403,732	Fund ongoing monitoring, maintenance and inspection of septic waste water treatment systems in Sea Ranch Zone2 serving properties that are not connected to sewer. Operations and management of septic waste water treatment systems.
PRMD			403,732	
REGIONAL PARKS	15045	CSA #41 Parks - Sonoma Valley	214,010	Offset operational and maintenance expense at Sonoma Valley Parks.
REGIONAL PARKS	15050	CSA #41 Parks - SV Ernie Smith	28,923	Capital improvements at Ernie Smith.
REGIONAL PARKS	15055	CSA #41 Parks - SV Larsen	17,293	Capital improvements at Larson.
REGIONAL PARKS			260,227	
SAPOSD	13605	Open Space District	5,666,086	Operating fund for Agricultural Preservation and Open Space District.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SAPOSD	13610	Fiscal Oversight Commission	40,766	Record expenditures of the Fiscal Oversight Commission
SAPOSD	13615	Stewardship Reserve		- Established prior to June of 1998 for the stewardship of conservation easements (CE) and fee lands not yet opened for public recreation, which are held by the District beyond the District's lifespan.
SAPOSD	13620	Cooley Reserve	161,337	Established for public recreational outings on Cooley Ranch. Last transfer from Authority in January 2002. Donation from seller at closing for the purpose of educational outings.
SAPOSD	13625	Moore Grant Conservation Ben.		- Began on 12/1/11: The grant is to be used to support an initiative in Sonoma and Santa Cruz Counties that will evaluate the economic benefits of conservation and educate decision-makers and community leaders about these economic benefits in order to enhance and expand investment in conservation. One of the grant requirements is to calculate and apply interest earnings towards the grant efforts. To ease the financial reporting and the interest apportionment, a separate fund was established. The grant has a three-year term with a final financial report due on January 15, 2015. The \$750K check arrived at the County Treasury on December 15, 2011 (AU1205587).
SAPOSD	13635	Operations and Maint. Res.	1,188,436	Established to fund Operations and Maintenance at APOSD-owned properties, to facilitate initial public access, and to provide initial operating expenses on newly-transferred properties.
SAPOSD			7,056,625	

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	14015	SCWA General Fund	6,498,088	Provide for general Agency overhead expenses; all Agency Labor; and ultimate emergency reserve for the Agency. Levels and uses set per Dec 18, 2003 memo to CAO and Auditor-Controller.
SCWA	14020	Spring Lake Park	1,900,073	Provide for the maintenance, operations, and capital expenses associated with Spring Lake Park. County Parks operates the park and Water Agency owns it as a flood control project.
SCWA	14025	Waste/Recycled Water Loan	591,424	To provide interim financing for Waste/Recycled water projects.
SCWA	14030	Sustainable/Renewable Energy	884,755	Investigate and implement renewable energy projects for the Water Agency.
SCWA	14105	Zone 1A Laguna Mark West	3,022,041	Flood control in specified geographic region.
SCWA	14110	Zone 2A Petaluma	6,458,727	Flood control in specified geographic region.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	14115	Zone 3A Valley of the Moon	3,256,758	Flood control in specified geographic region.
SCWA	14120	Zone 5A Lower Russian River	2,001,359	Flood control in specified geographic region.
SCWA	14125	Zone 7A North Coast	60,063	Flood control in specified geographic region.
SCWA	14130	Zone 8A South Coast	2,177,696	Flood control in specified geographic region.
SCWA	14135	Warm Springs Dam	11,289,507	Operation and maintenance portion of Warm Springs Dam and the Dry Creek channel immediately below the dam for both water supply and flood control.
SCWA	34105	Warm Springs Dam Debt Serv.	18,082,805	Debt service for funding of Warm Springs Dam payments to US Army Corp of Engineers.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	43101	Occidental CSD	30,931	These funds were contributed to the District from the Water Agency to fund the District's Conservation Program. This balance is adjusted each year based upon actual conservation expenses incurred by the District offset by any additional Agency contributions.
SCWA	43102	Occidental CSD Expansion	238,442	Expansion/improvement of sewer systems & facilities.
SCWA	43201	Russian River CSD	286,723	Collection treatment and disposal of effluent in geographic region.
SCWA	43202	Russian River - Expansion	24,934	Expansion/improvement of sewer systems & facilities.
SCWA	43203	Russian River - Revenue Bonds	274,770	Accumulate and disburse funds for repayment of 1981 revenue bonds.
SCWA	43204	Russian River - Bonds	285,058	Accumulate and disburse funds for repayment of 1979 general obligation bonds.
SCWA	43205	Russian River - Rev Bonds Res	121,250	Required reserve per State funding agreement.
SCWA	43206	Russian River - State Loan Res	130,862	Required reserve per loan documents with State Water Resources Control Board.
SCWA	43301	Sonoma Valley CSD	3,538,265	Collection treatment and disposal of effluent in geographic region.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	43302	Sonoma Valley - Expansion	5,327,021	Expansion/improvement of sewer systems & facilities.
SCWA	43304	Sonoma Valley - Glen Ellen Bnd	4,569	Accumulate and disburse funds for payment of general obligation bonds.
SCWA	43305	Sonoma Valley - Revenue Bonds	1,157,398	Accumulate and disburse funds for payment of 1998 and 2005 revenue bonds.
SCWA	43306	Sonoma Valley-Rev Bnd Proj Fnd	6,500	Accumulate and disburse funds for repayment of Sonoma Valley Sanitation District revenue bonds.
SCWA	43307	Sonoma Valley - SRF Loan	173,513	Payment of State loan which financed tertiary treatment upgrades at SV treatment plant.
SCWA	43308	Sonoma Valley - SRF Loan Res	324,057	Accumulation of required loan reserve amount.
SCWA	43309	Sonoma Valley - State Loan Res	154,315	Required reserve per loan documents with State Water Resources Control Board.
SCWA	43401	South Park CSD	3,064,864	Collection treatment and disposal of effluent in geographic region.
SCWA	43402	South Park - Expansion	4,901,113	Expansion/improvement of sewer systems & facilities.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	43403	South Park - 2000 Rev. Bonds	216,778	Accumulate and disburse funds for payment of 2005 refunding revenue bonds.
SCWA	44105	Russian River Projects	604,745	Charges to Marin Municipal Water and North Marin Water in lieu of property taxes paid by Sonoma County for construction of Warm Springs Dam.
SCWA	44110	Recycled Water Fund	138,053	Transfer from the Agency General Fund. In the past this fund was used to promote recycled water projects.
SCWA	44205	Water Transmission System	6,003,202	Operate and Maintain the water production and distribution systems. Capital projects associated with the water production and distribution system. Wholesale water charges, sale of hydro-electric power, and bond financing.
SCWA	44210	Water Management Planning	441,450	Water sales revenue for fund expenses associated with Water Planning, including the Urban Water Management Plan.
SCWA	44215	Watershed Planning/Restoration	6,387,558	Water sales revenue for fund expenses associated with Watershed Planning and Restoration for which the Water Contractors are responsible, including compliance with parts of the Biological Opinion .

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	44220	Recycled Water/Local Supply	796,174	Water sales revenue for fund expenses associated with development of Recycled Water use programs and improvements to Local Water Supply for which the Water Contractors are responsible.
SCWA	44225	Water Conservation	949,470	Water sales revenue for fund expenses associated with development of water conservation projects for which the Water Contractors are responsible.
SCWA	44230	Santa Rosa Aqueduct Capital	3,027,800	Financing and prefunding of capital projects associated with the Santa Rosa Aqueduct as defined by the Restructured Agreement.
SCWA	44235	Petaluma Aqueduct Capital	2,693,109	Financing and prefunding of capital projects associated with the Petaluma Aqueduct as defined by the Restructured Agreement.
SCWA	44240	Sonoma Aqueduct Capital	138,995	Financing and prefunding of capital projects associated with the Sonoma Aqueduct as defined by the Restructured Agreement.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	44250	Storage Facilities	166,697	Finance capital projects for Storage Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund, and grants.
SCWA	44255	Pipeline Facilities	835,870	Finance capital projects for Pipeline Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund and various Aqueduct Capital Funds, and grants.
SCWA	44260	Common Facilities	5,177,401	Finance capital projects for Common Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund, and grants.
SCWA	44265	SCWA - ST DWR - Debt CX107	23,783	Water sales revenue. Debt service for State Loan for Collector 6.
SCWA	44270	SCWA - ST DWR - Reserve CX107	1,258,213	Accumulation of required loan reserve amount.
SCWA	44275	Common Facilities Rev Bonds	41,919	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.
SCWA	44280	Storage Facilities Rev Bonds	4,050	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.
SCWA	44285	Sonoma Aqueduct Revenue Bnds	44,847	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.
SCWA	44290	Storage Fac Revenue Bonds 2006	9,251	Water sales revenue for 2006 Revenue Bond debt service.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	44295	Common Fac Revenue Bonds 2006	42,281	Water sales revenue for 2006 Revenue Bond debt service.
SCWA	44300	North Marin Water Deposit	13,126	North Marin deposit of funds in lieu of participation in debt service for financing Common Facility capital projects.
SCWA	44405	Sea Ranch SZ1-General	719,472	Collection treatment and disposal of effluent in geographic region.
SCWA	44410	Sea Ranch SZ1-Expansion	215,851	Expansion/improvement of sewer systems & facilities.
SCWA	44505	Penngrove SZ-General	354,069	Collection treatment and disposal of effluent in geographic region.
SCWA	44510	Penngrove SZ-Expansion	301,311	Expansion/improvement of sewer systems & facilities
SCWA	44515	Penngrove SZ-Bonds	4,878	Accumulate and disburse funds for repayment of general obligation bonds.
SCWA	44605	Geyserville SZ-General	165,757	Collection treatment and disposal of effluent in geographic region.
SCWA	44610	Geyserville SZ-Expansion	331,129	Expansion/improvement of sewer systems & facilities.
SCWA	44615	Geyserville SZ-Bonds	11,431	Principal expense for general obligation bonds that were issued in 1980 to finance the local share of a wastewater collection system. Payments on the bonds will continue until January 1, 2020.
SCWA	44705	A.L.W. SZ-General	386,047	Collection treatment and disposal of effluent in geographic region.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
SCWA	44710	A.L.W. SZ-Expansion	606,927	Expansion/improvement of sewer systems & facilities.
SCWA	44715	A.L.W. SZ-Bonds	57,482	Accumulate and disburse funds for payment of 2005 Airport Larkfield Wikiup Sanitation Zone revenue bonds.
SCWA -			108,437,007	
TPW	13015	Rio Nido Geological Hazardous Abatement Dist (GHAD)	101,435	Geological Hazardous Abatement Dist. Improv-Maint.
TPW	13025	Northern Sonoma County Air Pollution Control District (NSCAPCD)	997,250	This is the District's operational fund, out of which the majority of air district programs are implemented, including costs for personnel, facilities, and materials.
TPW	13030	Northern Sonoma County Air Pollution Control District (NSCAPCD)- VPMP	1,062,110	This fund supports the District's air monitoring program for smog and particle pollution, and provides grants for projects that reduce motor vehicle related emissions, consistent with state guidelines.
TPW	13035	Northern Sonoma County Air Pollution Control District (NSCAPCD) - DMV Moyer Fund	496,392	This is a single-purpose fund, revenues derive from a \$2 surcharge on motor vehicle registration to fund reductions in emissions from eligible heavy-duty diesel engines.
TPW	13040	Northern Sonoma County Air Pollution Control District (NSCAPCD) - Carl Moyer Fund	394,305	This is a single-purpose fund, revenues derive from State grants to fund reductions in emissions from eligible heavy-duty diesel engines.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	13045	Northern Sonoma County Air Pollution Control District (NSCAPCD)- GAMP	116,498	This is a single-purpose fund that supports the air monitoring network in the Geysers.
TPW	13050	Northern Sonoma County Air Pollution Control District (NSCAPCD) - Community Programs	112,128	This fund was created by the Board as a mechanism to address community concerns related to air pollution. Its revenues derive from penalties assessed against facilities that have violated District regulations, and from grants.
TPW	13335	Bittner Lane Perm. Road Dist.	13,915	Road maintenance on non-county road.
TPW	13340	Mill Creek Ln Perm. Rd. Dist.	132,941	Road maintenance on non-county road.
TPW	13345	Mirabel Height Perm. Rd. Dist.	12,557	Road maintenance on non-county road.
TPW	13350	Monte Rosa Perm. Road Dist.	19,802	Road maintenance on non-county road.
TPW	13355	Peaks Pike Perm. Road Dist.	26,119	Road maintenance on non-county road.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	13360	Canon Manor Maint. Ops.	415,107	Road Maint. /Operations-Private Roads.
TPW	15015	CSA #41 Lighting - Roseland	329,670	To finance services within specific area. Revenue as of 14-15 is now consolidated into 15101.
TPW	15025	CSA #41 Lighting - Meadowlark	13,679	To finance services within specific area. Revenue as of 14-15 is now consolidated into 15101.
TPW	15035	CSA #41 Lighting - ALW Zone 5	75	To finance services within specific area. Revenue as of 14-15 is now consolidated into 15101.
TPW	15065	CSA #41 Airport Center Light	51,585	To finance services within specific area. Revenue as of 14-15 is now consolidated into 15101.
TPW	15101	CSA #41 LD - Countywide	1,053,428	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15102	CSA #41 LD - Belmont Terrace	39,827	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.

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County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	15103	CSA #41 LD - Carmet	106,861	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15104	CSA #41 LD - Cinnabar	160,725	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15105	CSA #41 LD - Countryside Manor	13,259	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15106	CSA #41 LD - Forestville	161,668	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15107	CSA #41 LD - Geyserville	99,657	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15108	CSA #41 LD - Graton	300,266	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15109	CSA #41 LD - Guerneville	883,372	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15110	CSA #41 LD - Jenner	200,674	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15111	CSA #41 LD - Madrone Acres	195,355	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.

**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	15112	CSA #41 LD - Monte Rio	271,430	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15113	CSA #41 LD - Pacific View	5,532	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15114	CSA #41 LD - Penngrove	181,179	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15115	CSA #41 LD - Rio Nido	404,905	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15116	CSA #41 LD - South Park	36,438	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15117	CSA #41 LD - Summer Home	60,256	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15118	CSA #41 LD - Vly of the Moon	1,639,879	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15119	CSA #41 LD - West Side	8,065	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.
TPW	15120	CSA #41 LD - Woodside	49,997	To finance lighting services within the county's unincorporated area. This countywide district was created on 4/17/12 to consolidate all CSA 41 individual districts.

**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	15201	So. Santa Rosa Light/Landscape	118,962	Lighting District
TPW	45205	CSA #41 - Fitch Mnt Operations	384,053	Water District.
TPW	45210	CSA #41 - Fitch Mnt Constr.	7,384	Water District.
TPW	45215	CSA #41 - Fitch Mnt Debt Svc	267,725	Water District.
TPW	45220	CSA #41 - Fitch Mnt Water Res	127,902	Water District.
TPW	45305	CSA #41 Water - Salmon Creek	126,442	Water District.
TPW	45310	CSA #41 Salmon Crk - Const.	3,887	Water District.
TPW	45315	CSA #41 Salmon Crk - Debt Sv 2	50,825	Lighting maintenance in WAT-Salmon Creek.
TPW	45320	CSA #41 Salmon Crk - Res #2	0	Reserve established to collect one-year's U.S. Department of Agriculture (USDA) loan payment under the Installment Agreement over a 10-year period.

**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	45325	CSA #41 Salmon Crk - Depr Res	6,636	Reserve established to for replacement of minor equipment association with the water treatment facility.
TPW	45405	CSA #41 Water - Freestone	3,591	Water District.
TPW	45410	CSA #41 Freestone - Const.	3,857	Water District.
TPW	45505	CSA #41 Water - Jenner	6,201	Water District.
TPW	45510	CSA #41 Jenner - Construction	(0)	Water District.
TPW	45515	CSA #41 Jenner - Debt Service	43,129	Water District.
TPW	45520	CSA #41 Jenner - Reserve	52,571	Water District.
TPW	45525	CSA #41 Jenner - Debt Svc #2	9,448	Water District.

**11/3/2015 Funds Review
Attachment: Special Districts**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	45530	CSA #41 Jenner - Reserve #2	5,372	Water District.

TPW	11,386,326
SPECIAL DISTRICTS	216,676,937

**11/03/2015 Funds Review
Attachment: Debt service**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
Debt Service Funds	31105	So Co BIA	113,805	Fund reserved for debt payment obligation
Debt Service Funds	31115	Canon Manor West	(3,389,613)	Fund reserved for debt payment obligation. Negative amount is the result of yet to be collected Special Assessment fee revenue that will
Debt Service Funds	31135	1997-1 Vinecrest Road	637	Fund reserved for debt payment obligation
Debt Service Funds	31140	1997-1 Escrow Fund	31,770	Fund reserved for debt payment obligation
Debt Service Funds	31145	Res - Canon Manor West	371,371	Fund reserved for debt payment obligation
Debt Service Funds	31160	Willowside #1	206	Fund reserved for debt payment obligation
Debt Service Funds	31305	OSD 2007A Bonds Debt Svc.	4,315,489	Fund reserved for debt payment obligation
Debt Service Funds	31405	Tobacco Settlement Bonds 05	7,361,459	Fund reserved for debt payment obligation

DEBT SERVICE			8,805,123
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**11/3/2015 Funds Review
Attachment: Capital Projects**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
General Services Regional Parks	20000	Capital Projects Funds	-	Accumulates multi-year funds available for specific projects as approved annually in the Capital Project Budget.
Capital Projects			-	

11/3/2015 Funds Review
Attachment: Enterprise Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
ACTTC	41701	So Co Energy Independence Prg	\$ 1,721,848	Operating Fund.
ACTTC	41702	SCEIP CEC Revolving Fund		(0) CEC Revolving Fund.
ACTTC	41703	SCEIP Special Fund - 5 Year TR	-	Clearing Fund - Tracks Bonds
ACTTC	41704	SCEIP Special Fund - 10 Year	0	Clearing Fund - Tracks Bonds
ACTTC	41705	SCEIP Special Fund - 20 Year		(0) Clearing Fund - Tracks Bonds

	ACTTC	\$	1,721,848	
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REGIONAL PARKS	41111	Mason's Marina	\$ 281,111	This fund accounts for the operations of Mason's Marina.
REGIONAL PARKS	41205	Spud Point Marina	638,003	This fund accounts for the operations of Spud Point Marina.
REGIONAL PARKS	41501	Sport Fishing Center	58,505	This fund accounts for the operations of the Sport Fishing Center.

	REGIONAL PARKS	\$	977,619	
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TPW	41121	Integrated Waste Division - Administration	\$ 251,782	Primary Administrative operating Fund for Refuse Enterprise.
TPW	41122	Former Rural Landfills	2,099,511	For cleanup of potential landfill leaks that may pollute water sources.
TPW	41123	Former Urban Landfills	2,611,463	For cleanup of potential landfill leaks that may pollute water sources.

11/3/2015 Funds Review
Attachment: Enterprise Funds

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	41124	Co Contingent Liability Reserve	10,425,325	To be available to the County in the event there are Unexpected Events at one of the former Urban Landfill locations and/or to be used in connection with the unfunded liabilities at the Central Disposal Site in the event of a Default by Republic Services (contracted operator).
TPW	41126	Co Administrative Costs Fund	133,053	To cover County's administrative costs associated with the Landfill Settlement agreement with the cities.
TPW	41130	Cloverdale Contingent Liability	4,468	To track Cloverdale's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41131	Cotati Contingent Liability	4,879	To track Cotati's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41132	Healdsburg Contingent Liability	10,333	To track Healdsburg's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41133	Rohnert Park Contingent Liability	26,710	To track Rohnert Park's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41134	Santa Rosa Contingent Liability	105,201	To track Santa Rosa's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41135	Sebastopol Contingent Liability	7,815	To track Sebastopol's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41136	Sonoma Contingent Liability	9,242	To track Sonoma's portion of the Special Concession Payment on Committed City Waste including interest earnings.
TPW	41137	Windsor Contingent Liability	14,148	To track Windsor's portion of the Special Concession Payment on Committed City Waste including interest earnings.

**11/3/2015 Funds Review
Attachment: Enterprise Funds**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance	Purpose of Fund
TPW	41138	County Spec Concess Pymt Fund	1,027,595	To track the Special Concession payment collected on County and Self Haul Waste including interest earnings.
TPW	41301	Airport Enterprise	2,334,240	Primary Operating Fund for Airport Enterprise.
TPW	41302	Passenger Facility Charges	82,809	To segregate activity related to Passenger Facility Charges as required by FAA Regulations.
TPW	41303	Wetlands Mitigation	9,281	To segregate activity related to Wetlands.
TPW	41401	Transit - Article 4	116,980	To fund County supported fixed-route transit services (Operations and Capital)
TPW	41402	Transit - Article 8	721,843	To fund County supported ADA paratransit services.
TPW	41403	Transit - Office of Highway Safety (OHS) Grant Funds	-	- To keep OHS grant funds in a separate interest bearing account as required by funding source.
TPW	41404	Transit - Prop 1B - Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)	-	- To keep Prop 1B funds in a separate interest bearing account as required by funding source.
TPW			\$ 19,996,678	
ENTERPRISE FUNDS			\$ 22,696,145	

**11/3/2015 Funds Review
Attachment: Internal Services**

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Full Accrual Net Position	Est. FYE 2015-16 Spendable Balance	Purpose of Fund
ACTTC	51305	Unemployment Insurance	\$ 897,460	\$ 1,846,118	To collect sufficient revenue via payroll to facilitate unemployment insurance benefits.
ACTTC	51405	Human Resource Mgmt System	2,790,451	308,439	To annually collect user allocation sufficient to pay for the operation of HRMS.
ACTTC	51410	Enterprise Financial System	(887,136)	(158,880)	Project implementation, tracks operations and maintenance costs and the associated user cost allocation.
ACTTC	51505	SCERA	(138,168,000)	4,507,720	Tracks outstanding County retirement liability, as directed by GASB 68.
ACTTC	51510	1993 POB	0	-	
ACTTC	51515	2003A POB	(143,130,325)	29,092	Records outstanding principal amount of debt.
ACTTC	51520	2003B POB	(21,086,516)	255	Records outstanding principal amount of debt.
ACTTC	51525	2010 POB	(281,328,042)	15,496	Records outstanding principal amount of debt.
ACTTC	51530	Debt Service Rate Normalization	2,400,564	2,400,068	Carryover Balance due to estimation of payroll rates. Funds used for smoothing of future year rates.
ACTTC			\$ (578,511,544)	\$ 8,948,308	
HR	51205	Risk Management Program Administration		\$ (10,882)	Administration costs for self-funded insurance programs.

11/3/2015 Funds Review
Attachment: Internal Services

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Full Accrual Net Position	Est. FYE 2015-16 Spendable Balance	Purpose of Fund
HR	51210	Benefits		(205,944)	Collects benefits administration rates to administer the program from participant departments and agencies. Negative amount is expected to be resolved before year-end.
HR	51215	Health Insurance		4,789,595	County Health Plan - Self-funded insurance medical plan.
HR	51220	Workers Compensation Ins		2,178,363	Self-funded insurance Workers' Compensation program.
HR	51225	Malpractice Insurance		3,988,288	Self-funded insurance expense and prior years deductible expense for medical malpractice and general liability matters for Community Hospital.
HR	51230	General Liability Insurance		(2,467,924)	Self-funded Liability Program.
HR	51235	Property Insurance Deductibles		200,866	\$200k balance to pay for property insurance premium deductibles. Amount is reimbursed annually from General Insurance.
HR	51240	Cty Health Plan - Economic Res		11,799,054	County Health Plan Economic Uncertainty Reserve - comprised of employer contributions for health benefits.
HR	51245	Non-Tort Liability		338,802	Initial funding for non-tort liability claims from 12/13 bond derivative settlement.
HR	51250	Disability Insurance		305,860	Records incurred but not reported claims which may occur over time from period of self insurance or to rebate purchased insurance rates. Coverage is now provided through purchased insurance.
HR	51255	VDT		30,946	Video Display Terminal (VDT) vision plan was terminated effective FY 10/11 as coverage was included in medical plan benefits. Remaining balance to pay for any outstanding claims.

11/3/2015 Funds Review
Attachment: Internal Services

County Department Managing Fund	Fund	Fund Title	Estimated Fiscal Year End 2015-16 Full Accrual Net Position	Est. FYE 2015-16 Spendable Balance	Purpose of Fund
HR	51260	Long Term Disability - Safety		79,023	Self funded Disability Program related to safety members.

HR			\$	21,026,047	
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SCWA	54005	Equipment Fund		\$ 538,783	Charges for equipment usage. Internal service fund to consolidate and stabilize equipment purchases, management overhead, and associated capital project expenditures for equipment used within the Water Agency and its enterprises.
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SCWA	54010	Facilities Fund		491,071	Charges for facility rents. Internal service fund to consolidate and stabilize facility debt service, overhead, maintenance and services purchases, for buildings used by the Water Agency and its enterprises.
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SCWA	54015	Power Resources		-	Internal service fund to consolidate and stabilize all electrical power purchases, management overhead, and associated capital project expenditures for power used within the Water Agency and its enterprises.
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SCWA			\$	1,029,854	
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TPW	51105	Heavy Equipment ISF		\$ 397,908	Internal Service fund-Heavy Equipment operations; fixing and fueling equipment.
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TPW -			\$	397,908	
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INTERNAL SERVICE		\$	(578,511,544)	\$	31,402,118
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11/3/2015 Funds Review
Attachment: Balances Over \$5 Million

County Department Managing Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance Over \$5M	Policy in Place?
General Fund			
CAO	General Reserve	49,053,495	Y
CAO	Graton Casino Mitigation	6,192,787	Y
ACTTC	Inventory and Advances	7,961,640	Non-Spendable
ISD	IS Replacement Fund A	5,427,368	Y
Special Revenue Fund			
ACTTC	Open Space Special Tax Account	51,877,766	Y
HEALTH - FIRST 5	First 5 Sonoma County	13,713,205	Y
TPW	Roads Fund	6,100,203	Y
Enterprise Funds			
TPW	Co Contingent Liability Reserve	10,425,325	Y
Internal Service Funds			
HR	Cty Health Plan - Economic Res	11,799,054	Y
Special Districts Funds			
COM DEV COMM	CDC Housing Fund	7,448,282	Y
COM DEV COMM	County Fund For Housing	12,234,976	Y
COM DEV COMM	Comm. Devlp. Block Grant	16,018,424	Y
COM DEV COMM	HOME Program	13,375,206	Y
COM DEV COMM	LMIHAF - Sonoma City	8,207,010	Y
COM DEV COMM	LMIHAF - Sebastopol City	5,089,494	Y
SAPOSD	Open Space District	5,666,086	Y
SCWA	SCWA General Fund	6,498,088	See note 1)
SCWA	Zone 2A Petaluma	6,458,727	Y
SCWA	Warm Springs Dam	11,289,507	See note 2)
SCWA	Warm Springs Dam Debt Serv.	18,082,805	Y
SCWA	Sonoma Valley - Expansion	5,327,021	See note 3)
SCWA	Water Transmission System	6,003,202	Y
SCWA	Watershed Planning/Restoration	6,387,558	See note 4)
SCWA	Common Facilities	5,177,401	See note 5)
Debt Service Funds			
Debt Service Funds	Tobacco Settlement Bonds 05	7,361,459	Y
Gral Gvt Debt Service			
ACTTC	Debt Service Funds	8,805,623	Debt Sch. Driven

11/3/2015 Funds Review
Attachment: Balances Over \$5 Million

County Department Managing Fund	Fund Title	Estimated Fiscal Year End 2015-16 Balance Over \$5M	Policy in Place?
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Note 1) **SCWA General Fund** has a policy of “Minimum Level of prudent reserve will be maintained at a level of 3 months of budgeted net operational expenditures plus 3 months of budgeted operating transfers.” This would be approximately \$2 million. The Fund Balance exceeds that target for three reasons: 1) the unprecedented drought has strained our other sources of revenue and keeping this particular fund above target seems prudent since it is difficult to project when other revenues will rebound; 2) The Agency sees increased involvement in Groundwater Management activities and there are very few sources of funding for this type of work; and 3) The nature of the implementation of the Biological Opinion has introduced some unpredictability and volatility on the expenditure side, making it prudent to keep a little extra cushion in this fund.

Note 2) **Warm Springs Dam Fund** is primarily utilized to meet the annual debt service requirements for the Warm Springs Dam. It is funded in part by a property tax override charge and in part by revenues of maturing treasury securities. The Agency has a long range plan for this fund that indicates all funds will be necessary to be able to pay all future debt service payments. Note, the annual property tax received doesn’t actually cover annual debt service. This fund depends on the maturing treasury securities and fund balance to pay this debt service. Also, resources finance a portion of the Biological Implementation with this fund and will be incurring costs for that over the next couple of years.

Note 3) **Sonoma Valley Expansion** funds are used to pay for replacement of infrastructure in SVCSD. All of these funds are planned for future capital projects. A Hazard Mitigation Study is underway which will identify and prioritize projects to invest in. The results of this study will be brought to the Board later this year.

Note 4) **Watershed Planning/Restoration** fund is used to pay for projects along the Russian River such as the Biological Opinion. All of these funds are planned for future projects associated with implementation of the Biological Opinion.

Note 5) **Common Facilities** fund is used to pay for Water Transmission Capital Projects. The three year financial plan for this fund reduces the balance to below \$1 million.

REVIEW OF
COUNTY & AGENCIES'
FUND BALANCES

November 03, 2015

Board of Supervisors/Board of Directors Meeting

Presentation Outline

2

- Discretionary Estimated Available Funds
- The Basics and Fund Balances Summary
- FY 2015-16 Available Funds by Discretion Level
- Health & Human Services Funds
- Review of Countywide Reserves
- Over \$5M Estimated Balances.
- Available to Use Conclusion
- Thank you + Q&A

Discretionary Available Funds

3

All Funds + Tax Revenue Loss (Teeter)

4/5 Required for Budget Changes after Budget Hearings	# of Funds	Est. FY 2015-16 Year-End Balance
All Funds Total	370	\$505,9700,000
<u>GENERAL FUND (GF)</u>	37	\$95,010,000
• GF Reserve	1	\$49,053,500
• <i>Discretionary GF</i>	5	\$1,655,450
<i>FIDUCIARY FUND: Discretionary Teeter over 2% Policy</i>	1	2,800,000
Total 1X Available for Board Decision		\$4,455,450

The Basics

- Fund Balance (FB)= represents estimated ONE-TIME spendable sources at the end of the 15-16 fiscal year.
- It is NOT cash on hand & it is NOT ongoing.
- FB = spendable resources that can be used to finance budget appropriations.
- \$ Estimates derived from 14-15 fiscal year-end position, the Auditor-Controller-Treasurer-Tax Collector guidance, Departments' calculations, and CAO analysts review.

The Basics... *Type of Funds:*

5

GENERAL GOVERNMENT FUNDS:

- ❑ **General:** county or agency main operations.
- ❑ **Special Revenue:** external authority.
- ❑ **Special Districts:** specific service.
- ❑ **Debt Service:** sources for payment obligations.
- ❑ **Capital:** Government systems and infrastructure.

PROPRIETARY FUNDS:

- ❑ **Internal Services:** centralized services.
- ❑ **Enterprise:** activities financed with fees / charges.

FIDUCIARY FUNDS:

- ❑ Assets held based on a established trust agreement.

Governmental Funds

6

Fund Type	#	Est. 2015-16 Balance
General	37	\$95,010,000
Special Revenue	106	128,260,000
Special Districts	164	217,000,000
Debt	8	8,800,000
Capital	<u>1</u>	<u>0</u>
Total	316	\$449,070,000

Summary of Proprietary / Fiduciary

7

Fund Type Proprietary	#	Est. 2015-16 Net Position	Est. 2015-16 Avail. Bal.
Enterprise	29	\$22,700,000	\$22,700,000
Internal Svcs	<u>25</u>	<u>(578,500,000)</u>	<u>31,400,000</u>
Total	54	\$(555,800,000)	\$54,100,000
Fiduciary:			Avail. Bal.
Teeter over 2%			\$2,800,000

GASB 68 & Pension Obligation

8

- Internal Service Funds include Balance Sheet Net Positions as follows:
 - Pension Obligation per 2014 Actuary @ (-\$138 million)
 - Pension Obligation Bonds @ (-\$446 million)
 - POB Debt Service Rate Normalization @ +\$2.4 million
 - Unemployment Insurance @ +\$897,500
 - Human Resources Management System Asset @ +\$2.8 million
- Governmental Accounting Standards Board Statement 68.
 - Requires Defined Contribution plans to record outstanding debt for the first time in FY 14-15 Financial Reports.
 - Requirement represents a known future obligation for which resources will need to identify over time to meet outstanding liability.

GF DISCRETIONARY	Est. FY 15-16 Bal
Reserve	\$49,053,500
Assessment Appeals	\$96,450
Marijuana/Cannabis Impacts	213,200
Refuse Franchise Fees	709,300
ISD Tech. Investment	546,400
PRMD – Permits Balance Designation	<u>90,100</u>
GF Discretionary Total w/o Reserve	\$1,655,450
FIDUCIARY DISCRETIONARY	
Teeter over 2%	<u>2,800,000</u>
Total Discretionary w/o GF Reserve	\$4,455,450

GF SEMI-DISCRETIONARY Requires Policy Changes to Redirect	Est. FY 15-16 Bal
SB 90 Audit Retention	\$1,858,400
Pre-2004 SB 90 Mandates	4,439,000
OPEB Annual Contribution Stabilization	3,000,000
CALLE Recommendations Set-Aside	1,683,000
Graton Tribal (net of pre-opening payments)	2,923,000
Tobacco De-Allocated	965,000
Residual RDA Dist. (Reinvestment & Revitalization projects)	402,000
TPW District Formation (DF)	286,600
TPW Road Maintenance DF Program	<u>357,400</u>
Semi-Discretionary	\$15,914,400

OTHER NON-GF: SEMI-DISCRETIONARY Requires Board Direction and/or Policy Chg.	Est. FY 15-16 Bal
GOVERNMENTAL FUNDS	
Securitized Tobacco-Cap Pjts. (SRF)	\$2,800,000
Advertising: Econ. Uncertainty Reserve (SRF)	670,000
PROPRIETARY FUNDS	
HR-RISK: Co. Hospital Medical Malpractice <i>Obligation Expires in 2016.</i> (ISF)	3,988,000
HR-RISK: Disability Self Insurance (ISF)	306,000
HR-RISK: Video Terminal vision plan (ISF)	<u>31,000</u>
Other Non-GF Total Semi-Discretionary	\$7,795,000

GF RESTRICTED FOR REPLACEMENT Requires Board Action to Change Policy	Est. FY 15-16 Bal
CRA: Voting Equipment	\$1,637,000
GS: Parking, County Facilities, & Fleet	4,212,000
ISD: Reprographics, Desktop, Infrastructure, Communications, and Records Equipment	6,554,000
PRMD: Technology Fees	494,000
PROBATION: Radios & SAC Equipment	1,390,000
REG. PARKS: Small Equipment	118,000
SHERIFF: Radio Eq. & Radio Infrastructure	724,000
SHERIFF: Jail Management System	<u>500,000</u>
GF RESTRICTED FOR REPLACEMENT	\$15,629,000

RESTRICTED GOVERNMENTAL FUNDS	Est. FY 15-16 Bal
GS: SoCo Energy Watch (GF)	\$35,000
PRMD: Aggregate Mitigation (GF)	90,000
TPW: Small Water Systems (GF)	599,000
Non-Spendable Advances (GF)	12,032,000
Special Revenue Funds (w/o Advertising & Securitized Tobacco Endowment)	124,790,000
Special Districts	217,000,000
Debt	<u>8,800,000</u>
Total Restricted	\$363,346,000

RESTRICTED PROPRIETARY FUNDS	Est. FY 15-16 Net Position	Est. FY 15-16 Available Bal
Enterprise	\$22,700,000	\$22,700,000
Internal Services (w/o semi-disc HR Risk funds)	<u>(-\$578,500,000)</u> <i>After GASB 68 for Pension</i>	<u>27,075,000</u>
Total	(-\$555,800,000)	\$49,775,000

Over \$5M Estimated Balances

15

- Existing guidance to confirm use policy is in place for established threshold.

Type	# of Funds Over \$5M	Policy in Place?
General Fund	4	Yes
Special Rev.	3	Yes
Special Dists.	15	10 yes, and 5 more to be inc. in Budget Workshop for formal adoption.
Debt Service	2	Debt Schedule
Enterprise	1	Refuse Agmt. w/Cities
Internal Svcs.	<u>1</u>	Yes
	26	

Review of County Reserves

16

FY 2015-16	Operating Budget	Reserve Labeled Balance	% of Budget
County GF	\$398,528,000	\$49,053,500	12%
Roads SRF	38,973,000	5,000,000	13%
Health SRF	102,938,000	11,000,000	11%
Other SRF	<u>288,662,000</u>	<u>670,000</u>	<u>0.2%</u>
NOT INCLUDED - Internal Services, Enterprise, and Special Districts			
Total	\$829,101,000	\$65,723,500	8%

Health & Human Funds

17

- State & Federal funds represent 43% of Health's budget and 88% of Human's Budget.
- Reimbursements of state/federal funded services can take as long as 60 months resulting in Working Capital challenges.
- Recent ACTTC review of Health Accounts Receivable resulted in an "Estimated" negative \$6.6M Fiscal Year 15-16 Budgetary ending negative balance.
- Recommendation to direct \$4.4M in available GF SB90 Reimbursement Received to Health Services.
- Health & Human Fiscal Working Capital Mitigation Plan is underway.

DISCRETIONARY AVAILABLE FUNDS SUMMARY

- \$1,655,450 Available Discretionary General Fund
- \$2,800,000 Available over Teeter 2% Policy

TOTAL \$4,455,450

THANK YOU

AVAILABLE FOR QUESTIONS

November 03, 2015

Board of Supervisors/Board of Directors Meeting



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 Directors of Sonoma County Water Agency
Board of Supervisors
Commissioners of Community Development Commission
Board of Directors of Northern Sonoma County Air Pollution District
Board of Directors of Agricultural & Open Space District
Sonoma Valley, Russian River, Occidental, and South Park County Sanitation Districts

Board Agenda Date: November 3, 2015

Vote Requirement: 4/5

Department or Agency Name(s): County Administrator's Office, Community Development Commission, Northern Sonoma County Air Pollution District, Agricultural & Open Space District, Sonoma County Water Agency, Russian River County Sanitation District, Occidental County Sanitation District, South Park County Sanitation District, and Sonoma Valley Sanitation District.

Staff Name and Phone Number:

Christina Rivera 707-565-2048

Supervisorial District(s):

All

Title: FY 2015-16 1ST Quarter Budget Update

Recommended Actions:

- A. Adopt Concurrent Resolution of the Board of Supervisors, Community Development Commission, Northern Sonoma County Air Pollution Control District, Agricultural Preservation & Open Space District, Russian River County Sanitation District, Occidental County Sanitation District, South Park County Sanitation District, and Sonoma County Water Agency adjusting FY 2015-16 Budget and Position Allocations.
- B. Adopt Resolution of the Sonoma Valley County Sanitation District, adjusting FY 2015-16 Budget.

Executive Summary:

The 1st Quarter Budget update describes the budgetary and position allocation changes necessary to implement recent Board direction; updated project and initiative costs; modified state-federal funding allocations; and the re-budgeting of FY 2014-15 unused appropriations for programs, projects, and services continued into the new year.

Budget Adjustments & Position Changes

Recommended adjustments increase total FY 2015-16 budgeted expenditures by \$76.7 million; which will be financed with state/federal sources, available fund balances, and use of General Fund contingencies. Total changes will result is no new General Fund net cost increase.

The budget adjustments included in this report are summarized by department and type of fund in the attached Resolutions Exhibits A and B.

A general overview of positions and appropriation changes are discussed below.

USES	Positions	General Fund (GF)	Other Funds (Other)	Total
New – For Board Consideration	11.60	\$1,632,269	\$21,143,344	\$22,755,613
Prior – Following BOS Direction	<u>3.75</u>	<u>3,943,689</u>	<u>50,019,394</u>	<u>53,963,083</u>
Total	15.35	\$5,575,958	\$71,162,738	\$76,738,696

The most significant expenditure changes for the Board’s consideration are:

GENERAL FUND

- \$210,000 in the Auditor-Controller-Treasurer-Tax Collector (ACTTC) for 2.0 Department Information Specialist positions (while deleting 1.0 Account Clerk), as well as miscellaneous staffing cost adjustments within the Enterprise Financial System (EFS) support team.
- \$63,800 in Human Resources adding 1.0 Department Information Systems Specialist to support the Human Resources Management System data interfacing and validation efforts between payroll and the new budget and financial systems. Cost will be reimbursed from the EFS internal service fund.
- \$376,000 in the District Attorney’s Office adding 4.0 positions needed to maintain the new case management (Karpel) information system, enhance victim services, paralegal span of control optimization, and Deputy DA for the environmental and consumer protection program. Increased expenses are being financed with improved Proposition 172 state revenue, as well as Auto Insurance and Consumer Protection available funds.
- \$90,478 in General Services converting extra help support to 1.0 Move Coordinator, adding 1.0 Heavy Equipment mechanic, and recognizing unanticipated Veterans Building rent revenue to fund building maintenance projects.
- \$600,800 in the Sheriff Office programming Asset Forfeiture fund balance for Gang Task Force equipment purchases, appropriating AB 109 Public Safety Realignment towards staffing needed now that an additional jail unit has been opened, appropriating Radio Tower funds towards telecommunication capital investments, and adding 0.5 Department Information Specialist to support finger printing services funded with DMV identification funds.
- \$91,300 in Permit & Resources Management adding 1.0 limited 2-year term Department Program Manager to develop a public communication and outreach program.
- \$110,500 in Regional Parks recognizing and programing funds available from the RP Foundation for new pay stations and for extra help staffing to expand recreational and outreach programs.

OTHER FUNDS

- \$2,985,000 in the ACTTC's EFS internal service fund mainly re-budgeting project costs and support contract cost and budgeting for the additional staff requested by ACTTC and HR teams.
- \$275,800 in the District Attorney's Office Consumer Protection and Auto Insurance funds to transfer resources for recommended General Fund changes described above.
- \$300,000 in Probation's Community Corrections Partnership contingency fund to cover Sheriff Office increase staffing cost associated with additional jail unit.
- \$674,300 in the Sheriff Office Asset Forfeiture and Public Service Realignment funds for requested budget changes included in their General Fund budget.
- \$2,401,800 in the Health Services for staffing changes resulting in a decrease of 0.15 positions while also re-programming prior year state and federal grant funds into the new year.
- \$205,600 in Human Services to program grant for Road to Early Achievement and Development of Youth (READY).
- \$1,615,000 in Community Development Commission mainly to true-up for available HUD Housing Choice Voucher revenues, and utilizing Flood Elevation Program fund balance for equipment to support the Housing Rehabilitation services. Adjustment includes the addition of Sr. Community Development Specialist offset by decreased extra-help supporting the Voucher program.
- \$1,282,000 in the Water Agency (WA) budgets for Climate Adaption planning and programming, as well as equipment and facilities appropriations necessary at different facilities.
- \$9,180,600 in WA for Dry Creek Habitat Enhancement Project construction costs financed from the Warm Springs Dam fund and from the Watershed Planning and Restoration fund.
- \$650,000 in WA for Geyserville Airport-Larkfield-Wikiup, and Sonoma Valley sanitation zones for maintenance, plant improvements and sewer pipelines. Adjustment includes appropriations for the Ash Creek restoration project to comply with Sonoma Valley Regional Board enforcement action.
- \$58,000 in Agricultural & Open Space District (OSD) to add 1.0 OSD Technician to perform monitoring on over 300 easements, as identified in the 2014 Management Review.

Adjustments consistent with prior Board direction and/or budget guidance total \$54 million, which represent mainly unused appropriations included in the prior year budget for projects continuing into the current year. Of the total:

- \$32.0 million is associated with WA projects.
- \$7.4 million appropriation changes in the Agricultural & Open Space district budget as a result of recent bond refinancing.
- \$2.8 million to continue information technology projects such as the new Communications, case management, and court integration systems.
- \$3.9 million in the Non-Departmental Reinvestment & Revitalization fund re-budgeting funds allocated for the Roseland Plaza.
- \$7.1 million in Health Services much of which associated with Medi-Cal Managed Care intergovernmental transfer (IGT) federal funding.
- \$5.4 million in Community Development Commission to continue multi-year housing projects such as the Robinson Road Transitional Housing, Burbank Crossroads apartments, and work associated with Reinvestment & Revitalization approved projects and service programs.

- \$4.5 million in Transportation & Public Works to rebudget Transit equipment purchases and Airport improvement projects.
- (-\$17) million in Human Services eliminating appropriations associated with multiple transfer between 2011 Realignment and Title IV funds, which is the result of implementing a simpler accounting and recording of funds practice.
- Prior Board direction adjustments include 3.75 positions: 2.25 in County Counsel without increasing appropriations and only for the purpose of ensuring full time equivalent positions are allocated to this department even though several staffers opt for a less than full time schedule; 1 Airport Operations Specialist for which appropriations were included in the adopted budget, but the position allocation was not; and in Human Services the addition of a 0.5 Social Services Worker IV position.

See exhibit B of the attached resolution for the complete list of position changes see Exhibit B. Exhibit A of the attached resolution, and for the complete list of position changes see Exhibit B.

Contingencies

The FY 2015-16 adopted budget allocated \$4.7 million in General Fund Contingencies. As of this writing, \$20,500 has been approved for fee waivers and Board sponsorship; \$102,500 assigned to support the Youth Ecology Corps and Fire Mitigation pilot; and \$70,391 was identified to begin Veterans Building improvement projects. These approved uses total \$193,410.

The enclosed adjustments include 1 additional recommended use, as follows:

- \$50,163 use of General Fund Contingencies to finance 50% of a Senior Office Assistant support the Human Services department Veteran Services Office. The recommendation follows prior board direction based on the 10/21/2014 Unmet Needs report.

If recommended change is approved, the new available contingency balance **would be \$4,456,427** for the remainder of this fiscal year.

Finally, the attached Resolution authorizing budget and position allocation changes to the FY 2015-16 Adopted Budget also includes language allowing the Auditor-Controller-Treasurer-Tax Collector and County Administrator to complete minor budgetary corrections that do not cumulative increase spending authority per Departmental budget. This request is to facilitate the reconciliation between our new financial and budget systems.

Prior Board Actions:

June 16, 2015 Concurrent Resolution Adopting the FY 2015-16 Budget.

Strategic Plan Alignment Goal 4: Civic Services and Engagement			
Fiscal Summary - FY 15-16			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 76,738,696	State/Federal	\$ 3,333,122
	\$	Fees/Other	\$ 11,771,067
	\$	Use of Fund Balance	\$ 18,113,441
	\$	Contingencies	\$ 243,573
	\$	SoCo Water Agency	\$ 43,277,493
Total Expenditure	\$ 76,738,696	Total Sources	\$ 76,738,696
Narrative Explanation of Fiscal Impacts (If Required):			
See attached Budget Resolution exhibits for detailed narrative of the recommended 1 st Quarter Budget Changes.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
See Attachment 1: Resolution Exhibit B.			
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution Adjusting Budget and Positions with Exhibits			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma
State of California

Date: November 3, 2015

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, The Board Of Directors Of The Sonoma County Water Agency, The Board of Directors of the Russian River County Sanitation District, Occidental County Sanitation District, South Park County Sanitation District, And The Board Of Directors Of The Agricultural Preservation and Open Space District, Adjusting The Adopted FY 2015-16 Budget. (4/5 Vote Required.)

Whereas, the Board has adopted the Fiscal Year 2015-16 Budget for all Governmental Entities within its jurisdiction, in accordance with Section 29088 of the Government Code of the State of California, and

Whereas, the Government Code allows for adjustments to the Adopted Budget during the 2014-15 Fiscal Year.

Now, Therefore, Be It Resolved that the County Auditor-Controller is hereby authorized and directed to adjust the Fiscal Year 2015-16 Adopted Budget for the attached increases/decreases listed in Exhibit "A" and position allocation changes listed in Exhibit "B" for the governmental entities within its jurisdiction. Also, in order to reconcile financial data between the county's new systems, authorize the Auditor-Controller-Treasurer-Tax Collector and County Administrator to complete minor budgetary corrections that do not cumulatively increase spending authority per Departmental budget.

Supervisors:

Rabbitt: Zane: Gore: Carrillo: Gorin:

Ayes: Noes: Absent: Abstain:

So Ordered.

County Resolution

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
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Summary of Requested Adjustments for Board Consideration

Administrative and Fiscal Services

ACTTC - General Fund

Add 2.0 Department Information Specialists for the Human Resources Management System (HRMS) -TimeSaver support organization, to maximize the County's investment in these systems through maintenance, continued improvement of business processes and future technology opportunities. Delete 1.0 FTE Sr. Account Clerk. The DIS Specialist II classifications will report to the Department Information Systems Coordinator in ACTTC-Payroll \$210,000.	1.00	293,656	210,000	83,656
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ACTTC - Other Fund

Adjustments to the HRMS Internal Service Fund and the EFS Internal Service Fund to provide appropriations for increased salary/benefits related to position changes of \$425,000 and ISD charges related to increased Data Base Administration support, upgrade to version 4.5 of \$360,000, a rebudget of remaining EFS project funds in the amount of \$1,000,000, and services and supply increases related to the EFS project for training, managed services and software maintenance fees totaling \$1,200,000.	0.00	2,985,000	2,985,000	0
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Human Resources - General Fund

Add 1.0 FTE DISS II in the HRMS Unit as a shared resource with ACTTC Payroll to perform duties associated with the addition of Hyperion Budgeting, HRMS forecasting and Costing and the PeopleSoft Project and Costing modules, and develop a countywide training program. Cost impact to the HR budget are reimbursed from ACTTC from the HRMS Internal Service Fund.	1.00	63,800	63,800	0
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EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Information Systems - General Fund				
Increase appropriations and offsetting revenues for 1.0 FTE job classification change from a Communications Manager to an Information Systems Project Manager. The new job class has the skillset needed to manage the technical complexities of the new Voice over Internet Protocol communications system. The additional position cost will be funded by existing telecommunication data line fees paid by other County departments.	0.00	5,910	5,910	0
General Services - General Fund				
Recognize unanticipated Veteran's Memorial Buildings revenue of \$22,312 and increase appropriations for building maintenance projects by \$22,312. Add 1.0 FTE Heavy Equipment Mechanic II to meet current and future workload needs and reduce the need for outsourcing of work. Add 1.0 FTE Move Coordinator (CST: Project Specialist) to assist with the management of county personnel moves and tracking of County owned and leases facilities. Costs of the Move Coordinator position is covered by reimbursement for services provided, \$68,166 while the Heavy Equipment Mechanic is funded through a reduction in Services and Supplies.	2.00	90,478	90,478	0
General Services - Other Fund				
Move appropriation from service/supplies to Operating Transfer Out for Tidelands Lease for Mason's Marina Fish Buyer's Dock improvements \$100,000.	0.00	(100,000)	0	(100,000)
		100,000	0	100,000

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Justice Services				
District Attorney - General Fund				
Add 1.0 FTE Sr. Victim Witness Advocate to provide appropriate level of supervision as well as additional services for clients \$90,845; add 1.0 FTE Legal Staff Supervisor to provide appropriate level of supervision and additional support funded by existing appropriations; add 1.0 FTE Department Analyst to provide additional resources for implementation of Karpel Case Management System and Grant reporting \$77,240; add 1.0 FTE Deputy District Attorney III for Environmental and Consumer Law division \$138,906 and one-time costs for position for a vehicle for \$32,500 and renovation of office space for \$36,264, offset by Consumer Protection fund revenue of \$207,670. Recognize additional Proposition 172 revenue of \$99,904 and transfer of Auto Insurance Special Revenue Funds to the Criminal budget \$68,181. Salary Savings is being used to cover balance of costs.	4.00	375,755	375,755	0
District Attorney - Other Fund				
Appropriate Special Revenue Fund balance from Consumer Protection Fund \$207,670, and Auto Insurance Fund \$68,181 to cover allowable operating expenses, as described above.	0.00	275,851	0	275,851
Probation - Other Fund				
Appropriate funds from Special Revenue funds: Community Corrections Partnership Contingency Fund to cover staffing in the Sheriff's Office to open an additional jail unit due to increased population \$300,000.	0.00	300,000	0	300,000
Sheriff - General Fund				
Add 0.5 FTE Department Information System Specialist to support finger printing services funded by DMV ID Funds \$39,000. Increase appropriations supporting the gang task force program by purchasing vehicles and computers \$104,340 financed with State Asset Forfeiture funds; and additional training, uniform, and radio costs for gang task force, offset by revenue from participating agencies \$27,445. Program correctional deputy overtime to staff additional jail unit funded by AB109 Public Safety Realignment contingency \$300,000. And, program funds to upgrade equipment and batteries at radio tower sites with funding from the telecommunications capital equipment fund \$130,000.	0.50	600,785	600,785	0

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Sheriff - Other Fund				
Appropriate State Asset Forfeiture funds for vehicle and computer purchases for gang task force \$104,340. Recognize AB109 contingency transfer out to Sheriff's AB109 budgeted revenues for detention staffing \$300,000. Program transfers from: DMV ID for addition technical support staff \$39,000; and telecommunications capital fund for tower projects (as described above) \$231,000.	0.00	674,340	300,000	374,340
Health and Human Services				
Health Services-Other Fund				
Reduce staffing by 6.35 FTE in Public Health, Health Planning and Evaluation, and Administrative to support additional positions [1.0 Health Program Manager, 2.2 Public Health Nurses, 1.0 Social Service Worker IV, 1.0 Supervising Public Health Nurse] for direct client services in Maternal Child Health, Family Health, and Children's Medical Services. Convert a Time-Limited Senior Office Assistant to Permanent and add 1.0 Program Planning and Evaluation Analyst to First 5 for essential program planning to align with the State. Staffing changes result in a net decrease of (-.15) FTE with net cost of \$92,000 to First 5 and a decrease in Realignment support of (-\$63,000). The other requested adjustments true-up revenue and associated expenditures in Public Health, Behavioral Health, and Health Policy, Planning and Evaluation are needed to reflect local, state and federal funding changes and grant unspent funds roll-over from FY 14-15. Adjustments represent a Public Health net cost reduction of (-\$182,000) and Health Realignment of (-\$71,450); with an increase of \$241,000 in Mental Health Realignment due to State Hospital costs. Additional net cost cost changes of \$987 result in an overall net cost increase of \$17,637.	(0.15)	2,401,761	2,384,124	17,637

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Human Services- Other Fund				
Adjust budgeted revenue and corresponding expenditures by \$800,000 resulting in a net zero adjustment from CalWORKS to AB85 (Family Support Fund) to align with State accounting practices. Appropriate grant revenue and associated grant expenditures of \$205,635 for the Road to the Early Achievement and Development of Youth (READY) Grant. Exchange two vacant Micrographic Technician II positions for the more technically focused position, Department Information Systems Specialist II, in the IT document imaging unit. Convert an existing vacant Office Assistant II position to a Senior Office Assistant to allow for broader department cross training on tasks that would otherwise be out of classification. Add a Senior Office Assistant position to the Special Investigations Unit to provide for training and turnover. All employee changes result in a net zero adjustment to allocated FTEs and a net zero CY Net Cost impact with a \$20,967 Annualized Net Cost savings in future years. These position changes result in a better job classification match for department needs.	0.00	205,635	205,635	0
 Development Services				
Community Development Commission - Other Fund				
Add 1.0 FTE Senior Community Development Specialist at an annualized net costs of \$106,597, which is offset by a decrease in extra help appropriations that are funded through on-going Housing Choice Voucher Administration Fees. True-up HUD Housing Choice Voucher program revenues by \$702,261 to match expenditure appropriations. Transfer Flood Elevation program fund balance of \$200,000 to the Community Development Block Grant Program for the purchase of furniture an equipment to support the housing rehabilitation program. Transfer Sebastopol and Sonoma LMIHAF funds, including fund balances to two new funds created for new rental property construction projects. Adjustments to the County Housing Element Program of \$44,465 are being made to true-up anticipated revenues and project costs.	1.00	1,614,980	1,239,726	375,254

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Economic Development Board- Other Fund				
Increase a .5 FTE Administrative Aide position to .75 FTE to improve special events coordination; no additional funding is requested for this FTE increase, as existing appropriations are sufficient to cover it.	0.25	105,000	105,000	0
Permit and Resource Mgmt Development - General Fund				
Request to (1) add one time limited department program manager for two years to support the department's need to develop a communications program to present a unified message to the public, press and partners at an annualized cost of \$149,073 (FY15/16 expense will be absorbed within existing appropriations); (2) use additional permitting fee revenue to support the add/delete request to change the senior office assistant position at reception to a permit technician I/II at a cost of \$21,758 per year from permitting fee revenue; (3) change a permanent planner III position to a time limited planner III position and change a time limited supervising planner position to permanent supervising planner position, and (4) rebudget \$69,574 Accela implementation cost - ISD Project #IT1400034.	1.00	91,332	21,758	69,574
Regional Parks- General Fund				
Increase revenue and appropriations in Park Operations by \$31,131 to reflect funds from Regional Parks Foundation for new pay stations at Shiloh, Gualala, and Stillwater Cove Regional Parks. Increase revenue and appropriations in Community Engagement Programs and Marketing related to increased and new programmatic revenue, grant revenue, and Foundation support by \$79,422 to fund extra help related to increased recreational and outreach programs, including Surf Camps and outreach to underserved communities.	0.00	110,553	110,553	0
Regional Parks- Other Fund				
Program appropriations funded with a \$100,000 transfer from General Services' Tidelands Lease budget to Mason's Marina to repair fish buying dock. Increase appropriation in Restricted Donation \$120,533 for Tolay Master Plan, Community Engagement, and Park Operations, and add \$40,000 in Park Mitigation Fund 4 Santa Rosa to finalize Hood Hwy 12 work.	0.00	260,553	100,000	160,553

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Transportation and Public Works- Other Fund				
No Sonoma County Air Pollution Control Dist.				
Increase Appropriations of \$120,000 to facilitate the Carl Moyer Truck Improvement/Modernization Benefitting Emission Reductions grant program funded by the State to provide opportunities for replacement of older, heavy duty logging trucks.	0.00	120,000	120,000	0
Water Agency - Other Fund				
Delete 1.0 FTE Department Analyst and add 1.0 FTE Accountant III to better align with the position work and duties and the level of accounting and budget expertise required, additional expenses of \$11,696 from salary savings. Additional appropriations from Sonoma County Water Agency General Fund for the Climate Adaptation Planning Program, \$610,000; equipment and pass-throughs related to the Russian River Habitat Blueprint Program, \$60,000 offset by \$25,000 in grant revenue to cover pass-throughs. Appropriate \$150,000 from the Water Agency General Fund for a transfer to the Common Facilities fund; accept revenue and increase appropriations \$150,000 in Common Facilities fund to pay for water service connection at the Westside Water Education Facility. Increase appropriations by \$8,000 in Common Facilities Fund and \$245,000 in Facilities Fund to pay for air conditioning to protect servers, electric vehicle charging stations, and project documentation. Appropriate \$27,200 for additional support to the Water Use Efficiency Turf Removal Pilot Program and \$20,000 for transportation to increase student participation at the new water education building from the Water Conservation Fund.	0.00	1,281,896	201,000	1,080,896
Additional appropriations for flood control design criteria updates, channel documentation modernization, habitat restoration projects, historical hydrology mapping, stream gauge monitoring, and a detention recharge basin project in Laguna Mark West, Petaluma, and Valley of the Moon Flood Control Zones.	0.00	163,314	0	163,314

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
<p>Appropriate funds for Dry Creek Habitat Enhancement Project miles 2 and 3 construction and Miles 4-6 Design from the Warm Springs Dam fund, \$4,680,096, and the Watershed Planning and Restoration Fund, \$3,950,000. Costs estimates were not available when FY15-17 budget was completed. The Water Agency will return to the Board for approval of agreements to implement these projects. Appropriate \$265,500 for implementation of monitoring required by the Biological Opinion and \$75,000 for climate change studies and technical support and \$165,000 to implement year 2 of the NOAA Habitat Water Quality Monitoring, Hydro meteorological Study, and Climate Change agreements. Accept grant revenue and appropriate funds for a \$45,000 pass through related to the Russian River Habitat Blueprint Program.</p>	0.00	9,180,596	45,000	9,135,596
<p>Adjustments for Geyserville and Airport-Larkfield-Wikiup Sanitation Zones and Sonoma Valley County Sanitation District for sanitation maintenance services, treatment plant improvements, local hazard mitigation planning, sewer pipeline projects, and Ash Creek restoration project to comply with Sonoma Valley Regional Board Enforcement Action.</p>	0.00	650,367	0	650,367
Other County Services				
Ag Pres and Open Space District- Other Fund				
<p>Add 1.0 FTE OSD Technician to perform monitoring on the Districts 300+ easements. As was identified in the 2014 Management Review, current staffing is not sufficient to monitor easements with a frequency that meets established standards, thus putting the District's investments at risk. Budget for six months in FY 2015-16 totals \$58,051, with an annualized cost of \$105,426 for ongoing expenses.</p>	1.00	58,051	0	58,051
Capital Projects				
Capital Projects- Other Fund				

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Approve new Capital Project funding for Animal Services Facility Improvements from Facilities Accumulated Capital Outlay \$175,000; Communication Towers construction from Sheriff Telecommunications Infrastructure Fund \$101,000; Moorland Park improvements from CALLE funding set-aside \$500,000; Tolay Master Plan well drilling from restricted donations\$50,000; and Hood to Highway 12 park improvement funds from Park Mitigation Fees to complete project\$40,000.	0.00	866,000	866,000	0
Sub-Total Adjustments for Board Consideration	11.60	22,775,613	10,030,524	12,745,089

Summary of Requested Adjustments Reflecting Prior Board Direction

Administrative and Fiscal Services

Board of Supervisors/County Administrator-General Fund

Partial appropriation for implementation of the Community and Local Law Enforcement ("CALLE") Task Force's recommendations approved by the Board of Supervisors item #19 on August 18, 2015. All funds to be re-allocated mid-year after creation of a new County department.	0.00	150,000	0	150,000
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County Counsel - General Fund

In order to maintain full time position allocations that provide schedule flexibility add 2.25 FTEs. Appropriations are not being adjusted as positions will continued to be filled at less than full time equivalent schedules.	2.25	0	0	0
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Information Systems - General Fund

Rebudget project expenses and offsetting reimbursements for approved capital projects: Communications Replacement System, \$730,268; Legal Case Management System, \$193,739; and Court Justice System Integration, \$696,268.	0.00	1,620,275	1,620,275	0
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EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Information Systems - Other Fund				
Rebudget operating transfer appropriations to reimburse expenses for approved capital projects: Communications Replacement System, \$730,268; Legal Case Management System, \$193,739; and Court Justice System Integration, \$696,268. The (\$412,999) adjustment to reimbursements reflects the removal of an inter-fund loan repayment that will be postponed to FY 16-17, after the Communications Replacement Project has been completed.	0.00	1,207,276	(412,999)	1,620,275
General Services - General Fund				
Rebudget prior year Information Services Department (ISD) projects \$92,627. Increase Veteran's Memorial Buildings \$30,000 to reflect Transient Occupancy Tax/Advertising program award for marketing and advertising as approved by the Board as part of the Supplemental Budget.	0.00	122,627	30,000	92,627
General Services - Other Fund				
Facilities Accumulated Capital Outlay - Move appropriations from service/supplies to Operating Transfer Out for Health Services Animal Services Facility Improvement capital project for Animal Shelter Design \$175,000 approved by Board on 10/6/2015 #14. Reduce Fleet Accumulated Capital Outlay rebudget for new fleet facility (\$100,000)	0.00	(100,000)	0	(100,000)
Non Departmental - General Fund				
Program transfer of General Fund to the Department of Health Services (DHS) compensating for Unclaimable Retirement costs estimated within DHS's salary and benefits as a result of the county's practice to pre-pay the Employer portion of the cost ahead of when the obligation is accrued. This practice is not supported by the State Controller's Office A87 cost allocation and thus the future pension cost paid is not claimable. Increase is offset with interest earnings derived from the future years' Employer deposit with the Sonoma County Employees' Retirement Association is recognized.	0.00	376,210	376,210	0
Increase contribution to the Roads fund for their updated FY 15-16 County Cost allocation. For state audit purposes, adjustment is necessary to record Roads incurred expense when reimbursing the county for its portion of the overall county cost.	0.00	167,609	167,609	0

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Transfer \$70,000 from contingencies contribution towards the Veterans Building improvements as approved by the Board on 10/20/15 with Board item #26. And, established contributions towards fee waivers, sponsorships, and Youth Ecology Human Services programming as approved by the Board through 10/20/15 totaling \$72,000.	0.00	142,406	0	142,406
Appropriate from the Community & Local Law Enforcement FY 15-16 set-aside the contribution designated by the Board to develop the Mooreland Park.	0.00	500,000	0	500,000
Eliminate preliminary appropriations included in the adopted budget to record increased Law Enforcement Prop. 172 state revenue estimate and the associated intended transfer to the Sheriff and District Attorney budgets. Separately, both the revenue and expense are now being programmed directly within the departments' budgets.	0.00	(339,195)	(339,195)	0
Reduce Contingencies by \$51k to finance Youth Ecology expenses approved for Regional Parks, \$70k toward Veterans Building improvements, \$50k for Human Services Veterans Services Office staffing costs, and \$72k for fee waivers/sponsorships as approved by the Board through 10/20/15.	0.00	(243,573)	0	(243,573)
Non Departmental - Other Fund				
Establish appropriations to transfer Graton Tribal revenues to the Fire & Emergency Services Department in order to execute pass-thru payments to Fire Services agencies as prescribed by the Tribal agreement.	0.00	358,763	358,763	0
Reduce Tobacco funding transfers to capital projects for expenses already incurred in the prior year.	0.00	(14,909)	0	(14,909)
Increase the operating transfer from Open Space Stewardship budget to the county's Open Space Special Tax Account to refund the amount used for the Bond refinancing approved by the Board on 6/9/2015 item #48.	0.00	0	10,422,000	(10,422,000)
Rebudget contribution to the Roseland Plaza project from the Reinvestment and Revitalization fund.	0.00	3,925,161	0	3,925,161
Justice Services				
Court Support - Other Fund				
Capital Project rebudgets for prior approved capital projects from Criminal Justice Construction fund.	0.00	(486,711)	0	(486,711)

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Probation - General Fund				
Rebudget expenditures for ISD improvement project(s) for \$332,741 previously approved and currently underway, but not yet completed. Designated fund balance established at fiscal year-end 06/30/15 for these previously budgeted appropriations (BOS date 8/25). Rebudget unspent FY 14-15 JAG grant revenue and expenditures from Keeping Kids in School project \$336,420. Appropriate year 2 of Board of State and Community Corrections recidivism reduction grant funds \$50,000.	0.00	719,161	386,420	332,741
Probation - Other Fund				
AB 109 Special Revenue Fund to recognize Recidivism Reduction Program revenue and expense.	0.00	50,000	50,000	0
Public Defender - General Fund				
Rebudget prior year Information System Department project to convert website to Content Management System. Financed with FYE 2014-15 ISD Rebudgeting fund balance designation.	0.00	9,280	0	9,280
Sheriff - General Fund				
Rebudget operating expenses and revenues for previously approved projects: Los Guilicos firing range \$118,513; translation services \$32,000; Information System Department projects \$5,746. Add appropriations to purchase vehicle and equipment for marine unit \$58,000; Russian River Redevelopment Deputy from Reinvestment and Revitalization Funds \$170,236. Increase appropriations for gym maintenance costs from unspent employee contributions \$18,821; and to support contract for Civil Case Management System funded by AB709 fees \$7,294. Add appropriations for civil bureau audit costs funded by AB1109 fees \$8,000; and decrease programming for Domestic Cannabis Eradication/Suppression Program to match available grant allocation (\$21,700).	0.00	397,210	391,464	5,746
Sheriff - Other Fund				

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
<p>Rebudget State Asset Forfeiture funds for previously approved projects: State Asset forfeiture-Sheriff Evidence Storage Building \$380,000; Los Guilicos Firing Range \$118,518; translation of departmental policies \$32,000; one-time costs associated with Marine unit \$58,300; appropriate Special Revenue Fund-AB709 for Civil Case Management system support \$7,294; AB1109 for Civil Bureau Audit \$8,000; move appropriation from federal asset forfeiture (\$48,000) to state asset forfeiture to use funds most appropriate for victim support services contracts \$48,000.</p>	0.00	604,107	0	604,107

Health and Human Services

Health Services-Other Fund

<p>Appropriate revenue and expenses by \$675,000 for the Board approved 8/11/15 Project Nightingale Expansion Pilot to expand medical respite care for homeless BOS 8/11/15 Item #15. Recognize \$5,019,233 in funding for the Medi-Cal Managed Care Intergovernmental Transfer to secure federal funding to Managed Medi-Cal population BOS 6/9/15 Item #30.</p> <p>Appropriate the use of First 5 Fund Balance as previously approved by the Board for the following: \$655,000 for American Institutes for Research in Behavioral Sciences to provide facilities needs assessment for early care and education BOS 5/19/15 Item #27A, \$573,000 for Sonoma County Office of Education in support of Quality Rating Improvement System BOS 6/16/15 Item #17 and BOS 10/6/15 Item #13, \$20,000 Northern California Center for Well-Being BOS 7/28/15 Item #19, and \$10,000 to increase the Sonoma County Mini and Matching Fund Grant Program BOS 2/23/10 Item #15. Increase revenue and associated costs for the following: Administration Partnership HealthPlan of California for \$75,000 BOS 6/23/15 Item #24; Community Foundation Sonoma County \$35,000 for Animal Services BOS 10/6/15 Item #14, \$20,000 for Safe Routes to School BOS 7/21/15 Item #30, and \$15,000 from the Animal Welfare Fund to support low-cost spay and neuter services BOS 10/6/15 Item #14.</p>	0.00	7,148,384	6,211,134	937,250
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EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Recognize expenses and associated reimbursements of \$1.57 million between the Department's budgets to reclassify appropriations within the appropriate programs. The net effect is an increase in gross expenditures offset by an equal amount of reimbursements within the divisions. Thus, not resulting in an overall expenditure authority increase. In addition this adjustment recognizes a \$376,210 contribution from General Fund Non-Departmental budget for the amount of pension costs not claimable given the county's practice to advance pension payments ahead of when pension costs are incurred.	0.00	1,567,261	1,943,471	(376,210)
Human Services- General Fund				
Consistent with the 10/21/2014 Unmet Needs Board report, program General fund contribution to provide 50% support of a 1.0 FTE Senior Office Assistant to assist the Veteran Service Officer (VSO) with increased workload anticipated from the implementation of several new programs including, the Veteran ID card, electronic claims processing, and unfunded mandates resulting from changes in the California Penal Code that refer veterans for justice-related issues to the VSO that cannot be fully covered by HSD funding sources. Total cost of position is \$100,326.	0.00	50,163	0	50,163
Human Services- Other Fund				
Adjust appropriations and reimbursements down by minus (\$17,818,925) to implement a change in accounting practice that will eliminate the need for multiple transfers between 2011 Realignment and Title IVe funding. Other changes include: unanticipated A87 rollover costs and offsetting revenue of \$38,303 in IHSS Public Authority; \$50,163 to cover 50% of the costs for the Senior Office Assistant position assisting the Veteran Service Officer, which was previously allocated in the FY 2015-16 budget. Adjust revenue and expenditures by \$440,737 to reflect actual grant funding for HICAP, Forgotten Warriors, New Freedom, Office of Violence Against Women and My Care My Plan Advanced Care Planning Grants.	0.50	(17,289,722)	(17,289,722)	0

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Development Services				
Community Development Commission - Other Fund				
Recognize revenues and appropriate expenditures for the Robinson Road Transitional Housing Project totaling \$743,301, and recognize revenues and appropriate expenditures for the Burbank Housing Crossroads Apartments Project totaling \$1,564,313 and appropriate expenditures for the Consolidated Plan funding agreements. Program the use of \$1,793,984 of CDC Redevelopment and Revitalization fund balance for Board approved project costs.	0.00	5,439,138	3,785,214	1,653,924
Fire and Emergency Services- General Fund				
Appropriations needed for the implementation of the 2014 Urban Security Initiative regional grant. Projects include funding for staff, Public Health planning and medical incident response, and lead development for California Water/Wastewater Agency Response (CalWarn) planning effort. Board Approval on December 9, 2014, Item # 25	0.00	150,565	150,565	0
Fire and Emergency Services- Other Fund				
Increase appropriations and recognize revenue in County Service Area #40 to implement a \$19,862 Volunteer Fire Assistance communications grant, Resolution #15, 9/15/2015. Increase appropriations and recognize revenue in the Hazardous Materials Fund to implement a \$30,000 Oil Spill Response grant, Item #14, 8/25/2015. Increase revenue and appropriations of by \$358,763 to pass through Graton Casino Mitigation funds to fire agencies to mitigate the effects of the casino on fire operations, as laid out in the Comprehensive Intergovernmental Agreement with the Federated Indians of the Graton Rancheria, Item #41, 10/23/2012.	0.00	408,625	408,625	0
Regional Parks- General Fund				
Increase extra-help appropriations \$26,004 and capital expenditures appropriations \$25,000 in Park Maintenance related to Sonoma County Youth Ecology Corps and Drought/Fire Mitigation Pilot program. Agenda Item 18 Board date August 11, 2015 documents use of GF Contingencies .	0.00	51,004	0	51,004

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/_)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Regional Parks- Other Fund				
Re-budget appropriation in County Service Area 41 Larson \$17,295, and re-budget appropriations in Park Mitigations Funds \$823,197.	0.00	840,492	0	840,492
Transportation and Public Works- Other Fund				
Add 1.0 FTE Airport Operations Specialist position, funded with operational revenues, to supplement existing staff to meet Federal Aviation Administration and Transportation Security Administration regulatory compliance and maintenance needs. Appropriation increase is not needed as amount was included in adopted FY 15-16 budget, \$92,738. However, the position allocation was not.	1.00	0	0	0
Increases in depreciation expense as a result of change in County accounting procedure for depreciating assets from fund balance for: Fitch Mountain Water District, \$13,500; Salmon Creek Water District \$63,280; and Heavy Equipment Internal Service Fund, \$321,128.	0.00	397,908	0	397,908
Add additional appropriations in the Salmon Creek Water District of available fund balance for audit services per the U.S. Department of Agriculture (USDA) loan agreement, \$16,500; County Services costs, \$2,774 and transfer reserve funds to the Public Finance Authority as required by USDA Installment Agreement for the recent upgraded water treatment project, \$4,200.	0.00	23,474	0	23,474
Increase of appropriations in Penngrove Lighting District from fund balance for flashing crosswalk beacon.	0.00	15,000	0	15,000
Increase in appropriations for equipment replacement purchases in Heavy Equipment Internal Service Fund utilizing carryover funds from FY 14-15.	0.00	250,000	0	250,000
Increase in appropriations for Transit for purchase of fixed route buses, \$2,196,938, transit facility improvements, \$100,000, and paratransit mini buses, \$364,181, funded by transportation tax revenue, Federal Transit Assistance and state Transportation Development Act capital grants.	0.00	2,661,119	2,661,119	0
Increases appropriations to Permanent Road Districts fund from fund balance for additional road materials and repair in the five permanent road districts, \$12,000.	0.00	12,000		12,000

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Increase appropriations in Integrated Waste Division for operating transfers within the division of concession fees to cover administrative expenses for the Master Operations Agreement as allowed by the Landfill Settlement Agreement, \$899,810 (3/3/2015).	0.00	899,810	899,810	0
Increase in appropriations for Airport Terminal Apron Rehabilitation project, \$2,335,240, to come from available fund balance including \$2M Treasury note (8/11/2015 & 7/21/2015).	0.00	2,335,240	0	2,335,240
In Roads division increase of FY 15-16 allocation for A87 County overhead costs, \$167,609, funded by operating transfer from General Fund Non-Departmental; and transfer of State Tribal funds for Geyserville Pedestrian improvements design contract \$92,110 (4/15/2014).	0.00	259,719	259,719	0
In Transit, increase expenditures and offsetting revenues from Transportation Development Act for the Healdsburg Intermodal Facility (9/1/2015).	0.00	130,000	130,000	0
Add appropriations for incoming operating transfer from General Services for refund of leftover Public, Education, and Government Access project funds used for the Board Chamber Audio-Visual upgrade project, \$2,982.	0.00	0	2,982	(2,982)

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Water Agency - Other Fund				
<p>Rebudget appropriations for flood control improvement projects \$3,824,157, sanitation construction projects \$8,172,151, sanitation treatment plant and pipeline maintenance projects \$956,510, sanitation use study \$25,000, reduced contractor costs for administration building roof replacement (\$300,000), climate adaption projects \$407,500, software and hardware expenses \$561,535, marketing services for sale of College Avenue Building \$60,000, water transmission system maintenance projects \$1,488,238, hazard mitigation and water reliability construction projects \$6,995,535, Dry Creek Habitat Enhancement, fisheries monitoring and environmental impact review, urban water management planning, and groundwater studies \$3,442,473, and 2015 Revenue Bond Debt service expenses \$719,900, intrafund operating transfer expenditures to allocate bond proceeds to capital project funds \$4,205,000 and corresponding intrafund operating transfer revenue, intrafund operating transfer expenditures for better accounting and tracking \$1,431,495, and corresponding intrafund operating transfer revenue minus Sonoma Aqueduct rebudget of \$145,715, interest payments on intrafund loans \$11,826, and corresponding interest revenue; offsetting federal and state grant revenue \$1,237,400, and additional revenue under amended water agreement with Marin Municipal Water District \$370,420.</p>	0.00	32,001,320	7,110,426	24,890,894
Other County Services				
Advertising- Other Fund				
<p>Rebudget \$105,000 transfer from Advertising to EDB to complete projects approved and funded in FY 14-15, including hiring a consultant to assist with setting up the Sonoma-Mendocino Economic Development District, \$50,000; purchase specialized software for the Creative Sonoma Program, \$32,000; and upgrade EDB's web pages to County standards, \$23,000. Also, adjust (-\$5,000) transfer to Regional Park capital project incorrectly included in the adopted budget.</p>	0.00	100,000	0	100,000

EXHIBIT A

Consolidated Budget Adjustments FY 2015-16- 1st Quarter

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Agricultural Commissioner-General Fund				
Increase appropriations and transfer \$38,000 of unused Ag WM FY14/15 funds to be used for new Vineyard Erosion and Sediment Control Ordinance Accela computer program, and rebudget \$31,947 from rollover ISD projects for the Weights and Measures Device Registration Billing and Inspection Program. Funds for both expenditures were approved by the Board on 8/25/15 in the FY14/15 close of book actions.	0.00	69,947	0	69,947
Ag Pres and Open Space District- Other Fund				
Transfer current \$10.4 million balance of Stewardship Reserve to OSSTA for debt reduction as part of bond refinancing; Reverse previously scheduled \$3 million annual transfer from OSSTA to Stewardship reserve in accordance with board direction related to bond refinancing, Item #48, 6/9/2015.	0.00	7,422,000	(6,200,000)	13,622,000
Capital Projects- Other Fund				
Rebudget Sheriff Asset Forfeiture funds for Evidence Storage	0.00	(146,062)	(731,799)	585,737
Sub-Total Adjustments Reflecting Prior Board Direction	3.75	53,963,083	12,392,092	41,570,991
GRAND TOTAL ADJUSTMENTS	15.35	76,738,696	22,422,616	54,316,080
General Fund	11.75	5,575,958	4,262,387	1,313,571
Agricultural Commissioner Set-Aside				(38,000)
Community Local LE Set-Aside				(650,000)
FY 14-15 ISD Rebudgeted Projects				(625,571)
General Fund				0
Other Funds	3.60	71,162,738	18,160,228	53,002,509
All Funds	15.35	76,738,696	22,422,616	54,316,080
GF for Board Consideration	9.50	1,632,269	1,479,039	153,230
Other Funds for Board Consideration	2.10	21,143,344	8,551,485	12,591,859
GF following Prior Board Direction	2.25	3,943,689	2,783,348	1,160,341
Other Funds following Prior Board Direction	1.50	50,019,394	9,608,744	40,410,650

Resolution Exhibit B Position Allocation Chages

Dept. ID #	Job Class	Job Title	Existing Allocation (FTE)	Change in Allocation (FTE) Chg	New Total Allocation	Effective Date
Auditor-Controller-Treasurer-Tax Collector						
110101	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	0.00	2.00	2.00	11/03/15
110101	0403	SENIOR ACCOUNT CLERK	6.00	-1.00	5.00	11/03/15
Community Development Commission						
140101	9137	SENIOR COMMUNITY DEVELOPMENT SPECIALIST	3.00	1.00	4.00	11/03/15
County Counsel						
170101	4034	DEPUTY COUNTY COUNSEL IV	21.00	2.25	23.25	11/03/15
District Attorneys Office						
180101	0052	LEGAL STAFF SUPERVISOR	1.00	1.00	2.00	11/03/15
180101	0826	DEPARTMENT ANALYST	2.00	1.00	3.00	11/03/15
180101	3219	SENIOR VICTIM WITNESS ADVOCATE	0.00	1.00	1.00	11/03/15
180101	4020	DEPUTY DISTRICT ATTORNEY IV	44.00	1.00	45.00	11/03/15
Department of Health Services						
220101	0003	SENIOR OFFICE ASSISTANT - 1.0 TIME LIMITED	4.00	-1.00	3.00	11/03/15
220101	0003	SENIOR OFFICE ASSISTANT	3.00	-1.00	2.00	11/03/15
220101	0003	SENIOR OFFICE ASSISTANT	2.00	1.00	3.00	11/03/15
220201	2564	PUBLIC HEALTH NURSE II	28.80	2.20	31.00	11/03/15
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	7.00	1.00	8.00	11/03/15
220201	2634	HEALTH PROGRAM MANAGER	1.00	1.00	2.00	11/03/15
220201	3002	SOCIAL SERVICE WORKER II	3.00	-1.00	2.00	11/03/15
220201	3003	SOCIAL SERVICE WORKER III	6.75	-1.75	5.00	11/03/15
220201	3004	SOCIAL SERVICE WORKER IV	0.00	1.00	1.00	11/03/15
220201	3375	PUBLIC HEALTH ASSISTANT	9.80	-1.00	8.80	11/03/15
220203	0880	PROGRAM PLANNING AND EVALUATION ANALYST	0.00	1.00	1.00	11/03/15
220401	0003	SENIOR OFFICE ASSISTANT	3.60	-0.60	3.00	11/03/15
220401	2632	HEALTH INFORMATION SPECIALIST II	11.00	-0.50	10.50	11/03/15
220401	2632	HEALTH INFORMATION SPECIALIST II	10.50	-0.50	10.00	11/03/15
Economic Development Board						
190101	0810	ADMINISTRATIVE AIDE	3.50	0.25	3.75	11/03/15
General Services Department						
210201	1036	PROJECT SPECIALIST	3.00	1.00	4.00	11/03/15
210304	5226	HEAVY EQUIPMENT MECHANIC II	6.00	1.00	7.00	11/03/15
Human Resources Department						
230101	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	1.00	1.00	2.00	11/03/15
Human Services Department						
240301	0002	OFFICE ASSISTANT II	28.50	-1.00	27.50	11/03/15
240301	0003	SENIOR OFFICE ASSISTANT	71.00	1.00	72.00	11/03/15
240301	0003	SENIOR OFFICE ASSISTANT	72.00	1.00	73.00	11/03/15
240301	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	5.00	1.00	6.00	11/03/15
240301	0204	MICROGRAPHIC TECHNICIAN I	9.00	-3.00	6.00	11/03/15
240301	0205	MICROGRAPHIC TECHNICIAN II	3.00	1.00	4.00	11/03/15
240301	3004	SOCIAL SERVICE WORKER IV	135.75	0.50	136.25	11/03/15
Information Systems Department						
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	11.0	1.00	12.00	11/03/15

Resolution Exhibit B Position Allocation Chages

Dept. ID #	Job Class	Job Title	Existing Allocation (FTE)	Change in Allocation (FTE) Chg	New Total Allocation	Effective Date
250101	1715	COMMUNICATIONS MANAGER	1.0	-1.00	0.00	11/03/15
So Co Ag Preserv and Open Space District						
310101	1284	OSD TECHNICIAN	3.00	1.00	4.00	11/03/15
Permit Resource Management Department						
260101	0003	SENIOR OFFICE ASSISTANT	9.00	-1.00	8.00	11/03/15
260101	0552	PERMIT TECHNICIAN II	5.00	1.00	6.00	11/03/15
260101	1203	PLANNER III	14.00	-1.00	13.00	11/03/15
260101	1203	PLANNER III - TIME LIMITED	13.00	1.00	14.00	11/03/15
		TIME LIMITED EXPIRES 8/18/18				
260101	1401	SUPERVISING PLANNER - 1.0 TIME LIMITED	3.00	-1.00	2.00	11/03/15
260101	1401	SUPERVISING PLANNER	2.00	1.00	3.00	11/03/15
260101	3085	DEPARTMENT PROGRAM MANAGER	0.00	1.00	1.00	11/03/15
		TIME LIMITED EXPIRES 11/03/2017				
Regional Parks Department						
290301	5331	BUILDING MECHANIC I	1.00	-1.00	0.00	11/03/15
290301	5335	BUILDING MECHANIC II	0.00	1.00	1.00	11/03/15
Transportation and Public Works						
340301	0704	AIRPORT OPERATIONS SPECIALIST	6.00	1.00	7.00	11/03/15
Sheriff's Office						
300101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	4.50	0.50	5.00	11/03/15
Water Agency						
330100	0417	ACCOUNTANT III	0.00	1.00	1.00	11/03/15
330100	0826	DEPARTMENT ANALYST	3.00	-1.00	2.00	11/03/15
		TOTAL	580.70	15.35	596.05	

Resolution No.

**County of Sonoma
Santa Rosa, CA 95403**

Date: 11/03/2015

Concurrent Resolution Of The Board Of Directors Of The Sonoma Valley County Sanitation District Adjusting The Adopted FY 2015-16 Budget. (2/3 Vote Required.)

Whereas, the Board has adopted the Fiscal Year 2015-16 Budget in accordance with Section 29088 of the Government Code of the State of California, and

Whereas, the Government Code allows for adjustments to the Adopted Budget during the 2014-15 Fiscal Year.

Now, Therefore, Be It Resolved that the County Auditor-Controller is hereby authorized and directed to adjust the Fiscal year 2015-16 Adopted Budget for the attached increases/decreases listed in Exhibit "A" for the Sonoma Valley County Sanitation District. Also, in order to reconcile financial data between the county's new systems, authorize the Auditor-Controller-Treasurer-Tax Collector and County Administrator to complete minor budgetary corrections that do not cumulatively increase spending authority per Departmental budget.

Supervisors:

Cook: Gorin: Carrillo:

Ayes: Noes: Absent: Abstain:

So Ordered.

Resolution #
Date: 10/16/2012
Page 2

FY 2015-16 1ST QUARTER BUDGET ADJUSTMENTS

November 3, 2015

REASONS FOR CHANGES

- ✓ Implement most recent Board actions.
- ✓ Align with updated revenue estimates from external sources such as state and federal.
- ✓ True up for revised projects' or initiatives' costs.
- ✓ Re-budget unused prior year appropriations for projects and/or programs spanning over multiple years.

FY 2015-16 COUNTY BUDGET

ADOPTED BUDGET		REVISED BUDGET	QUARTER 1 ADJUSTMENTS
Uses	\$1,440,182,251	\$1,516,920,947	\$76,738,696
Sources	\$1,440,182,251	\$1,516,870,784	\$76,688,533
GF Contingencies		\$50,163	\$50,163
Positions	4,106.35	4,121.70	15.35

FY 2015-16 Q1 ADJUSTMENT BY CATEGORY

Adjustment Category	Q1 Adj Amount
Requested Adjustments for Board Consideration	\$22,775,613
Requested Adjustments Reflecting Prior Board Direction	\$53,963,083
TOTAL	\$76,738,696

SUMMARY OF ADJUSTMENTS FOR BOARD CONSIDERATION

Service Category	Q1 Adj Amount
Admin & Fiscal Services	\$3,438,844
Criminal Justice	\$2,226,731
Health and Human Services	\$2,607,396
Development Services	\$13,578,591
Other / Capital projects	\$924,051
TOTAL	\$22,775,613

FY 2015-16 GENERAL FUND

ADOPTED BUDGET		REVISED BUDGET	QUARTER 1 ADJTS.
Uses	\$428,874,088	\$434,450,046	\$5,575,958
Sources	\$428,874,088	\$434,399,883	\$5,525,795
Contingency New Use		\$50,163	\$50,163
GF Reserve	\$49.0	\$49.0	\$0

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION
ADMIN & FISCAL SERVICES
\$3,438,844

- ✓ \$3,278,656 ACTTC – primarily reprogramming Enterprise Financial System (EFS) project costs and adjusting Information Specialist staff. *Funded with available project funds.*
- ✓ \$63,800 HR – additional HR Management System support staff to support new system interfacing. *Funded with available project funds.*
- ✓ \$5,910 ISD – job re-classification. *Funded through Communications rates.*
- ✓ \$90,478 General Services – staffing adjustments. *Funded through reduced extra help, supplies, and project reimbursements.*

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION CRIMINAL JUSTICE

\$2,226,731

- ✓ \$651,606 District Attorney – additional staffing and some transfer from funding sources. *Funded with improved Prop. 172, as well as from Consumer Protection and Auto Insurance funds.*
- ✓ \$300,000 Probation – programming transfer to Sheriff office for 2nd jail unit staffing. *Funded with AB109 Public Safety Realignment (PSR).*
- ✓ \$1,275,125 Sheriff Office – 2nd jail unit staffing, Gang Task Force, Finger Printing Services, tower communications projects, and operating transfers from special funds. *Funded with AB109 PSR, Asset Forfeiture, DMV funds, and capital project balances.*

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION HEALTH & HUMAN SERVICES

\$2,607,396

- ✓ \$2,401,761 Health – services programming for prior year unspent allocations and grants, as well as minor staffing changes for a net 0.15 reduction. *Funded with state and federal sources.*
- ✓ \$205,635 Human – staffing adjustments with a net zero change and recognition of the Road to Early Achievement and Development of Youth (READY). *Funded with READY grant.*

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION DEVELOPMENT SERVICES (1 OF 2)

\$13,578,591

- ✓ \$1,614,980 Community Development Commission – convert extra help Sr. CD Specialist to permanent, revisions due to available Voucher and Flood Elevations funds, and appropriations to establish new funds for the Sebastopol and Sonoma successor agencies (SA) associated with rental properties . *Funded with state - federal and SA sources.*
- ✓ \$105,000 Economic Development – staffing and programming of unspent Advertising allocation. *Funded with Transient Occupancy Tax.*
- ✓ \$91,332 Permit & Resources Management – limited term Communications position and IT system programming. *Funded with improved permit fees and IT project fund.*

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION DEVELOPMENT SERVICES (2 OF 2)

- ✓ \$371,106 Regional Parks – programming of foundation funds mainly for outreach programs, fishing dock repairs, and park development costs. *Funded with donations, operational revenue, and park mitigation funds.*
- ✓ \$120,000 TPW: Air Pollution – program available emissions reduction equipment improvement-replacement grants. *Funded with state Carl Moyer funds.*
- ✓ \$11,276,173 Water Agency/Districts– climate adaption, habitats, water efficiency, grant pass-thru, hydrological mapping, flood control, biological opinion, water quality, sanitation pipelines and misc. facilities and equipment.
- ✓ *Funded with special districts available funds.*

QUARTER 1 ADJUSTMENT FOR BOARD'S CONSIDERATION OTHER / CAPITAL PROJECTS

- ✓ \$58,051 Agricultural & Open Space District –Management Review recommendation to add 1.0 technician to monitor 300+ easements. *Funded available district funds.*

- ✓ \$866,000 Capital Projects – Animal Services (AS) facility improvements, communication towers, Moorland Park development, Tolay well drilling, and Hwy 12 Hood park. *Funded with AS accumulated capital, Sheriff Office Communications, GF Park Set-Aside, as well as Regional Parks donations and mitigation funds.*

QUARTER #1 POSITION CHANGES

	CURRENT BUDGET	REVISED BUDGET		NET CHANGE	FUNDING SOURCE
Admin & Fiscal	573.80	580.05		6.25	Internal Services
Criminal Justice	1,105.35	1,109.85		4.50	State-Fed Special Revenue (\$50k GF for Vets)
Health/ Human	1,666.90	1,667.25		0.35	
Development	662.75	666.00		3.25	Enterprise and Sp. Rev
Other & Capital	<u>97.55</u>	<u>98.55</u>		<u>1</u>	District Funds
Total	4,106.35	4,121.7		15.35	

BOARD ACTION

- Adopt Resolution adjusting the FY 2015-16 Board of Supervisors/Directors Budget by \$76.7 million (4/5 vote).
 - **FY 2015-16 Total Revised Budget of \$1.51 Billion.**
- Adopt Resolution adjusting the FY 2015-16 Staff Allocation by a net 15.35 full-time equivalent positions (FTE).
 - **FY 2015-16 Total Revised Allocation of 4,121.7 FTEs.**



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: Revised 19

To: Board of Supervisors and Board of Commissioners

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): County Administrator's Office, Sonoma County Community Development Commission, Permit and Resource Management Department, General Services Department

Staff Name and Phone Number:

Veronica Ferguson, (707) 565-2431
Kathleen Kane, (707) 565-7505
Tennis Wick, (707) 565-1925
Tawny Tesconi, (707) 565-8085

Supervisorial District(s):

All

Title: Housing Pilot Project to Safely Shelter Homeless Persons

Recommended Actions:

Receive a report on using non-traditional structures on County-owned land to safely house homeless persons and direct staff to implement a pilot project that is consistent with the *Building HOMES Report* presented to the Board on August 25, 2015.

Executive Summary:

On July 28, 2015, your Board approved a minute order directing the County Administrator to convene a multi-departmental team to consider the merits of providing county-owned property for a housing pilot project that harnesses the communities' interest to address homelessness with non-traditional structures or "tiny homes." General Plan Housing Element Program 41, adopted by your Board on December 2014, is consistent with that concept and provides that, "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."

The County Administrator's Office (CAO), the Sonoma County Community Development Commission (CDC), the Permit and Resource Management Department (PRMD), the General Services Department (GSD), Regional Parks (RP), Transportation and Public Works, the Sonoma County Water Agency, Human Resources-Risk Management, County Counsel, and the Information Services Department (ISD) have met and completed a preliminary analysis of providing county-owned property for a tiny home housing project. Staff has concluded a pilot project of this nature employing alternative types of structures does have merit.

Background

On August 25, 2015, your Board convened a study session to review and discuss the potential housing strategies to end homelessness in Sonoma County outlined in *Building HOMES: A Policy Maker's Toolbox for Ending Homelessness*. The *Building HOMES* report outlines "tools" to support the creation of the 2,200 homeless-dedicated housing units needed to properly shelter the estimated 3,000 homeless people residing in Sonoma County. Alternative structure types, publicly-owned property, and private-public partnerships were all tools discussed in the *Building HOMES* report.

A growing number of communities are exploring tiny homes and other alternate structure types as a viable option to house the homeless and commonly-cited reasons for using this type of model include: serves a sub-population that may not be suited to traditional affordable housing options, attracts private donations and volunteer support, provides a sense of community and shared sense of purpose for residents, and there is public interest in this type of housing for its downsized living costs. As noted in *Building HOMES*, there are unanswered questions about how these alternative structure types would be permitted and regulated. Cost estimates indicate that tiny homes, when used for permanent housing, carry a higher cost than traditional structures, and their single-story, single-family configuration requires more land per-unit than apartment or single-room occupancy construction. However, that configuration may make them a more suitable option for some people exiting homelessness, which may outweigh the higher cost factor.

Tiny Home Pilot Project Goals

To address whether or not there is merit to a tiny home pilot project, an exploration of possible goals and how they might support the broader *Building HOMES* goal of ending homelessness in Sonoma County is in order. Some of the questions that can be explored through implementing a pilot project of this nature include:

- What type of land use and/or regulatory changes are needed to support this model?
- Can the project be sustained and replicated on private property?
- Is there a particular sub-population that should be targeted?
- Is the model best used as interim or permanent housing solution?
- What type of private support can this model attract?
- Is community support any different for this type of affordable housing model?
- Can the project have a measurable impact toward improving circumstances for homeless persons?

Types of "Tiny Homes"

As indicated by *Building HOMES*, there is no one definition of a tiny home. As used in this agenda, it includes any type of alternative housing structure that is single-unit construction intended for single-person occupancy. Tiny homes can range in size from 50 to 400+ square feet and be trailerable or sited on platforms, blocks or permanent foundations, and contain varying levels of utility hookups. The units are often arranged as villages and provide an array of communal facilities. The tiny home villages can use different operational structures, including interim, transitional, and permanent. Smaller homes are more suited as temporary, interim measures, while larger homes can offer permanent affordable housing solutions. Attachment A provides additional information on the different types of alternative

housing structures frequently referred to as “tiny homes”. Attachment B provides four examples of tiny home types: two permanent housing solutions, one transitional model, and one interim measure.

Land Use and Regulatory Challenges

As land use regulations vary state-to-state, other tiny home villages can provide guidance but not serve as a specific template. For instance, many of the tiny home villages in Oregon have been sited because of Oregon Revised Statute (ORS) 446.265, which allows for up to two campgrounds providing transitional housing accommodations per municipality. Within California, depending on the size, siting of the units, village set up and location, different zoning, building codes and utilities would be required. Generally speaking, within Sonoma County there are three land use or entitlement avenues that could support a tiny home pilot project. They include:

Larger Fully-Contained Units

Alternative houses of 220 sq. ft. or larger could be used for permanent occupancy if sited on a permanent foundation and constructed in compliance with Title 24 of the California Code of Regulations. The homes would be self-contained units, could share common kitchen and bathroom facilities that comply with standard septic/sewer requirements, and would be subject to density limitations.

Small Camping Cabins

Camping cabins of minimum 70 sq. ft. would be permitted for sleeping only and necessitate a communal kitchen and restrooms within an organized camp or a special occupancy camp. The units would be considered temporary.

Trailerable Homes

Trailerable units must be constructed to American National Standards Institute (ANSI) A119.5 standards and may include kitchens and bathrooms serviced by sewer or septic. These would be allowed for long-term temporary occupancy in special occupancy camp or a state-licensed RV (special occupancy) park.

Staff has determined that there are opportunities for tiny home villages to comply with land use and building code regulations. Attachment C, PRMD Technical Bulletin B-40, discusses the differences between Special Occupancy Parks and Organized Camps. As a pilot program for temporary housing for the homeless, Staff finds that this use is a governmental use of government property consistent with the County General Plan. Consequently, even if the selected property lies within Santa Rosa city limits, a use permit would not be required. Still, Staff would be dedicated to working collaboratively with the City. If directed to move forward, Staff would incorporate the determination of government use and return to the Board with a recommended comprehensive entitlements approach taking into account the desired project structure.

Possible County Sites

To determine suitable properties for a tiny homes pilot project, ISD created a GIS map to locate and analyze county-owned properties. Using the GIS map, Staff conducted a search of all County-owned properties within the Santa Rosa urban growth boundaries. Those properties were narrowed down for many reasons including size, location to service centers, current and intended use, potential flooding, access to utilities, and proximity to transportation. Attachment D is a list of properties that were

identified by this process. Through this analysis Staff has determined that there are County properties that are more suitable than others for an alternative structure pilot project. The following sites are recommended as possible candidates:

Russell Avenue
Vacant lot near Supervised Adult Crew (SAC) at County Campus
Vacant lot southeast corner of County Campus (corner of Mendocino and Administration Dr.)
Fairgrounds lot between Meda Ave. and Brookwood Ave
Fairgrounds Horse stalls at corner of Hendley and Aston St.
Santa Rosa Veteran Building Parking Lot

Public Engagement

As emphasized in *Building HOMES*, public engagement is a critical component of implementing any project to create homeless-dedicated homes. In addition to gaining acceptance from the broader public, there will likely be other stakeholders with varying interests, including homeless individuals, neighbors, homeless advocates, housing providers, religious organizations, and philanthropists that may have feedback to contribute. Public engagement is also an educational tool and a useful component of pilot projects. Staff would work through the planned *Building HOMES* engagement process if your Board agrees to implement the pilot project.

Staff Recommendations and Board Direction

Based on the information provided above, Staff has concluded there is merit to exploring alternative structures or “tiny homes” on county land as directed by the minute order. If the Board decides to move forward with implementing a pilot project, Staff offers the following recommendations and alternatives for your consideration.

Pilot Project Timeline and Goal

Staff recommends issuance of a Request for Proposal (RFP) process to solicit proposals for a pilot project that would site 8-12 temporary structures on a county site for a period of two years, with a goal of demonstrating that the approach can comprise one component of the broader *Building HOMES* effort to end homelessness in a manner that is cost effective, sustainable, and replicable on other public or private properties.

Type of Operational Model and Alternative Structure Type

Staff recommends a transitional or interim measure be the focus of the pilot program, given the temporary nature of a pilot and the use of county property for a limited time period. As noted in *Building HOMES*, there are many types of alternative structures that could be used to provide temporary housing for people who are homeless, including stick-built structures, trailerable structures, tents, small yurts, Conestoga huts, shipping containers, and small RVs. Staff recommends that a decision regarding the structure type be after reviewing proposals received through the RFP process.

Use of County Land

Staff is operating under an assumption that the County would offer the site, and any improvements needed to enable county property to be used for the pilot project would be covered by a developer and/or negotiated, as associated infrastructure costs vary contingent upon site preparation needs.

Next Steps, Related Costs, and Timeline

Staff recommends that the CDC act as the lead project manager and coordinate with PRMD, GSD, CAO, and other relevant departments. To support this recommendation, Staff will need up to \$50,000 - \$75,000 to conduct the necessary site analyses and preliminary RFP preparation. Staff anticipates returning to your Board by December 15, 2015, with a goal of issuing the RFP in January 2016.

Alternatives

Staff have identified several alternatives for your Board’s consideration:

Pilot Goal and Timeline Alternatives: The Board could choose a different time period or a goal that is replicable only on public land or only on private land. If your Board were to choose a different time period, this could have an impact upon the use of the property chosen and the outcomes of the pilot might be different. A choice to look at options that are replicable only on private or public properties will change the focus of Staff’s land use analysis, which may constrain possible options, but could speed project implementation.

Operational Model and Structure Alternatives: The Board could decide to pursue a permanent housing model or could decide to focus only on a particular alternative structure type. A permanent model would eliminate the use of the selected site for any future use that may have been envisioned, but may justify permanent infrastructure investments.

County Site Alternative: The Board could choose a different property from the list of properties included in Attachment D, and could choose to cover any costs the developer will not pay for site improvements. If your Board were to choose this option, Staff will have to return with cost estimates and an analysis of property use and neighborhood impacts specific to the selected property.

Implementation Alternatives: The Board could decide to not move forward with the pilot project at this time, as both CDC and PRMD have plans to study the issue. After the August 2015 study session, CDC began employing the Board’s direction to develop a series of strategic actions, next steps and timelines to address collaborative engagement, finance, land use and regulatory issues, and other policy opportunities that will enable CDC to return to the Board with potential interim measures and pilot projects at a later date, and PRMD has slated the study of Housing Element Program 41 as a part of the FY 2017-18 work plan.

Prior Board Actions:

July 28, 2015: Minute Order approved to consider merits of conducting a pilot project using non-traditional structures on County land.

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

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$ 75,000	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	R&R Funds	\$ 75,000
Total Expenditure	\$ 75,000	Total Sources	\$ 75,000

Narrative Explanation of Fiscal Impacts (If Required):

Staff estimates that it will cost between \$50,000 and \$75,000 to complete the tasks necessary, including site analysis, land use analysis, risk management issues, legal issues, and RFP development and proposal analysis. These sources are available from the Reinvestment and Revitalization Funds.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

- A. Types of Alternate Housing Structures
- B. Examples of Tiny Home Developments
- C. PRMD Technical Bulletin
- D. Properties reviewed in preliminary feasibility analysis phase.

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

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Types of Alternative Housing Structures

Trailerable vs. Sited Homes

Depending on a range of variables, alternative housing may be built on trailers, set on pier block foundations, or constructed on permanent foundations. The main benefit of a trailerable home is that they are easy to move. However, in the case of these trailerable homes, the homes are required to be built to an ANSI standard, the same as a travel trailer or RV. If the unit is not being moved on a regular basis, it would not be worth it for mobility purposes alone. Trailerable units would be required to be in an organized camp or special occupancy camp unless they are manufactured homes greater than 350 sq.ft.

Park model and manufactured homes can be supported by a pier block foundation approved by the State of California. A continuous concrete foundation is the most durable, though considerably more costly and less conducive to a limited term pilot project. Both the trailerable and sited unit types would have additional building code, permitting and zoning considerations (see Land Use and Regulatory Challenges).

Distributed vs. Communal Facilities

Alternative housing villages can be constructed to have fully functional standalone units or incorporate communal structures to provide some necessary facilities and amenities. In general, the more amenities provided within each individual home, the more costly and complicated the development will be. The relative cost of distributing utilities, in increasing order, is: electricity, water, and then sewer. An alternative housing village may only provide electricity to individual units, or electricity and water, to balance cost with the desire to provide sufficient individual amenities.

The most cost effective design is to provide a communal living space with shared facilities. This space can include a kitchen, living rooms, office space, showers, bathrooms and workshops. Villages have built new buildings to serve this purpose or rehabilitated existing structures. Many villages also include a community garden. The shared facilities may also provide some legal flexibility for building tiny home villages (see Land Use and Regulatory Challenges). Additionally, the communal space facilitates and strengthens the village community and correlates with the standard self-governance structures. This focus on community may be attractive to some potential residents and not to others. As such, this set up, may have a significant impact on the people that will be most successful in the alternative housing development.

Permanent vs. Transitional

Alternative housing may be used in conjunction with a few different types of operational structures, both permanent and transitional, as defined in *Building Homes*. Permanent housing options are consistent with the County's Housing First strategy and include permanent supportive housing and extremely low-income housing. Permanent supportive housing is for people who need on-going housing assistance and support services, and enables them to obtain housing and live independently in their homes. Extremely low-income (ELI) refers to household

incomes below 30% of area median income, which is \$16,800 for a single person in Sonoma County. Alternative housing villages could serve as permanent supportive housing or ELI units, but only the larger (220+ sq. ft.) self-contained units would be permitted for this purpose.

While general transitional housing has been a less successful method for eliminating homelessness, as *Building Homes* explains, there are certain effective operational structures that employ this approach. Housing and services specifically targeted to transition-aged youth (ages 18 to 24) has an established precedent, and has typically taken the form of single room occupancy units. Because of the residents' developmental stage, the housing is generally transitional with an average stay of about 9 months. Safe haven housing provides people with a basic structure for an undefined amount of time while they wait for a larger unit with greater amenities that serves as permanent housing. A village with smaller units and communal facilities could be a solution for either of these operational structures.

Quixote Village

Olympia, Washington



Date opened: December 2013	Number of units: 30	Unit size: 144 sq. ft.
Land: 2.17 acres, leased from Thurston County for \$1/year for 41 years.		
Physical structure: sited – permanent foundation		Operational structure: permanent
In-unit amenities and utilities: electricity, heating and half bathroom.		
Communal facilities		
Kitchen, dining area, living room, bathrooms, showers, laundry, office, meeting space, and a vegetable garden (provides enough for all residents and extras are donated to the local food bank).		
Governance structure		
Panza (non-profit organization) and Village Resident Council (all residents) have equal partnership. Residents establish code of conduct, vote on new residents, elect leaders and uphold those rules. Panza established rules regarding common facilities and is the liaison with governments.		
Costs		
Cost per cottage was \$19,000, total Village cost \$3.05 million, total cost per unit \$88,000.		
Funding and support		
Panza was formed to support this effort. It is the legal owner and landlord and raises funds. Funding includes \$1.5 million State Housing Trust Fund; \$699,000 CDBG; \$170,000 from County from state document recording fees; and \$215,000 in community donations. Cost to resident is \$20/month.		
Zoning and Entitlements		
Olympia's City Council passed an ordinance allowing single-room occupancy as a conditional use in the light industrial zone.		

Occupy Madison

Madison, Wisconsin



Date opened: November 2014	Number of units: 7+	Unit size: 98 sq. ft.
Land: 0.3 acres, old car garage lot purchased with private donations and loan.		
Physical structure: trailerable		Operational structure: permanent
In-unit amenities and utilities: solar, propane heater, compostable toilet, water/sink.		
Communal facilities		
Rehabilitated old car repair garage turned into workshop and retail store for items made by residents. Raised bed garden. In the process of developing a communal kitchen.		
Governance structure		
Collaboration between volunteers and residents, all elect a Board of Directors.		
Costs		
Cost per house is less than \$5,000, plus services by residents and volunteers to build. Total cost to date approximately \$110,000 plus in-kind.		
Funding and support		
Private donors, plus City of Madison grants for approximately \$60,000.		
Zoning and Entitlements		
City rezoned from Neighborhood Mixed Use District to Planned Development District.		

Opportunity Village

Eugene, Oregon



Date opened: August 2013	Number of units: 30	Unit size: 60-80 sq. ft.
Land: Owned by the City and leased to village at \$1/year – started as 1 year pilot, renewed with 2 year extension.		
Physical structure: sited - on blocks		Operational structure: transitional
In-unit amenities and utilities: none.		
Communal facilities		
Kitchen, bathrooms, laundry, gathering room, and workshop.		
Governance structure		
Self-governed and peer supported. Decision-making power is split between the Village Meeting (all members), Village Council (5-7 elected residents) and the Board of Directors (a non-profit organization).		
Costs		
\$98,000 startup costs plus additional in-kind materials and labor (in-kind costs totaling approximately \$114,000). Operating costs are \$1,200 per month.		
Funding and support		
Private donations. Cost to resident is \$30/month plus volunteer time.		

Safe Spots Rest Stop

Eugene, Or.



Date opened: October 2013	Number of units: 10	Unit size: 60 sq. ft.
Land: City-owned property.		
Physical structure: raised platform		Operational structure: short-term rest-stop
In-unit amenities and utilities: Covered, insulated sleeping area. No utilities.		
Communal facilities		
Portable restrooms, water, trash collection, warming centers, and covered space for common use.		
Governance structure		
Managed by a non-profit. Scheduled daily closure from 9 a.m. to 4 p.m.		
Costs		
\$2,500 to construct, monthly operating expenses are approximately \$1,200.		
Funding and support		
Second rest-stop was added in March 2014. Program extended to March 2016.		
Zoning and Entitlements		
City adopted an ordinance to allow pilot rest-stop program. .		



TECHNICAL BULLETIN

PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

B-40

2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

Special Occupancy Parks v. Organized Camps

INTRODUCTION

The purpose of this technical bulletin is to clarify the different types of campgrounds in Sonoma County and identify which jurisdiction (PRMD or HCD) has building permit authority.

GENERAL

Campgrounds fall into two classifications, Organized Camps or Special Occupancy Parks. An Organized Camp is defined in Section 18897 of the Health and Safety Code and is roughly defined as a site with programs and facilities to provide for a group living experience. Classic examples of Organized Camps are Boy or Girl Scout camps, Camp Newman, Christian Youth Organization and Redwood Alliance. Most, but not all, Organized Camps have an annual operational permit issued by Sonoma County Environmental Health.

PRMD is the permit authority for all structures within Organized Camps, which are codified in Section 440 of the CBC. PRMD's Technical Bulletin B-32 specifically addresses permit requirements for sleeping cabins in Organized Camps.

A Special Occupancy Park is defined in Section 18862.43 of the Health and Safety Code and is roughly defined as a recreational vehicle park, temporary recreational vehicle park, incidental camping area, or tent camping. It is common to see sleeping cabins, tents and yurts in both types of campgrounds. Recreational vehicles are found only in Special Occupancy Parks. All Special Occupancy Parks have an annual operational permit issued by HCD.

Special Occupancy Parks are similar to Mobile Home Parks. They operate under a permit issued by HCD and each park is listed on HCD's website under the camp name. Sleeping cabins, campsites, RV parking sites, campsite restrooms, and laundry facilities fall under HCD's jurisdiction for building permits. Other structures, such as single family residences, commercial stores and kiosks, fall under PRMD's building permit jurisdiction. HCD's website for researching Special Occupancy Parks is located at:

<https://ssw1.hcd.ca.gov/ParksListing/faces/parkslist/mp.jsp>

TECHNICAL DETAILS

Building permits shall be issue per the following matrix:

	Organized Camp	Special Occupancy Park
Building permit	PRMD	HCD (PRMD for other buildings)
Septic permit	PRMD	PRMD
Grading permit	PRMD	HCD (PRMD for other buildings)
Land use	PRMD	PRMD
Fire	County Fire	County Fire
Annual Operational Permit	County EH	HCD

Site	APN	County Dept	12,000 sf+ (12 houes/1,000 sf per)	Existing Restrooms	Existing Sewer	1/2 mi from transit stop	Access to water meter	EBT Vendor	Exsiting bathing facility	COMMENTS
LOS GUILICOS	051-020-060	GSD	Yes	NO	?	Yes	?	NO	NO	DISTANT FROM URBAN CORE
SCWA FRMR HQ	010-320-029	SCWA	Yes	NO	Yes	Yes	Yes	Yes	NO	DISPOSAL SALE
VACANT LOT SOUTHEAST CORNER OF COUNTY CAMPUS	180-030-012	GSD	Yes	NO	NO	Yes	Yes	Yes	NO	UNPAVED GROUND
VACANT LOT NEAR SAC CREW SITE COUNTY CAMPUS	180-030-012	GSD	Yes	NO	NO	Yes	Yes	Yes	NO	WILL IMPACT EMPLOYEE PARKING
CHANATE - NORTH	180-090-001, 180-090-003, 180-090-004	GSD	Yes	?	Yes	Yes	Yes	NO	NO	IN RFP DISPOSAL
CHANATE - SOUTH	180-090-009, 180-090-016, 180-090-010, 180-090-008, 180-090-006	GSD	Yes	NO	Yes	Yes	Yes	NO	NO	IN RFP DISPOSAL
FAIRGROUNDS - PARKING LOT	009-381-004, 009-381-002, 009-410-001, 009-420-001	FAIR	Yes	NO	NO	Yes	NO	Yes	NO	PARK IN LOT. NO ACCESS TO BUILDING FOR SERVICES
FAIRGROUNDS	009-371-010	FAIR	NO	Yes	Yes	Yes	Yes	Yes	Yes	PARK IN LOT. USE BUILDING FOR SERVICES
SR VETS - PARKING LOT	009-282-049	VETS	Yes	NO	NO	Yes	NO	Yes	NO	PARK IN LOT. NO ACCESS TO BUILDING FOR SERVICES
SR VETS - BUILDING	009-293-013	VETS	Yes	Yes	Yes	Yes	Yes	Yes	NO	PARK IN LOT. USE BUILDING FOR SERVICES
RUSSELL	173-030-028	GSD	Yes	NO	Yes	Yes	Yes	Yes	NO	HOUSE ON SITE
REDEVELOPMENT-ROSELAND	125-111-037	CDC	Yes	?	Yes	Yes	Yes	Yes	?	PAVED LOT
HEWITT	010-700-014	SCWA	Yes	Yes	Yes	Yes	Yes	Yes	Yes	HOUSE ON SITE

Pilot Project to Safely House Homeless People



ALTERNATIVE STRUCTURES / “TINY HOMES” ON COUNTY LAND

County Administrator's Office
General Services Department
Permit & Resource Management Department
Sonoma County Community Development Commission

November 3, 2015

Homeless Housing Needs



- Homeless Count identified 3,107 people who were homeless on January 22, 2015
 - 2,070 were sleeping outside
- Estimated 5,574 people experience homelessness annually
 - More than 1% of the county's population
- Three times national rate of homelessness
- 87% of homeless people are single adults over age 18

Building Homes: *A Policy Maker's Toolbox for Ending Homelessness*



- Presented to Board on August 25, 2015
- Outlines tools to create 2,200 permanent homes
- Needed to shelter all homeless people in Sonoma County
- Special needs subpopulations will require different housing solutions
- Alternative housing structure types and operational models will be analyzed
- Pilot projects can be undertaken to test alternatives

Housing Element Program 41



“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.”

**Adopted by the Board of Supervisors
December 2, 2014**

Pilot Project Minute Order



**“Direct the County Administrator to convene and facilitate a multi-department review of the merits of providing County-owned property for a pilot program using non-traditional structures for safely housing homeless persons as allowed under...
Housing Element Program 41”**


**Adopted by the Board of Supervisors
July 28, 2015**

Examples in Other Communities



Other communities are:

- **Conducting similar pilot programs to house the homeless on government and private land**
- **Testing various types of small alternative structures**
 - Range in size between 50 to 400 square feet
 - Sited on platforms, blocks, trailers, and permanent foundations
 - Typically arranged as villages with communal facilities
 - Built using self-help or philanthropic support

- 
- ❖ 30 homes on county land
 - ❖ 144 sq. ft. on permanent foundations
 - ❖ Homes have all utilities and ½ bath
 - ❖ Communal kitchen, bathing, laundry, and meeting facility
 - ❖ Permanent operational structure



Quixote Village
Olympia, WA



- ❖ 7 homes on private land
- ❖ 98 sq. ft. on trailers
- ❖ Homes have electricity, heat, sink, and compost toilet
- ❖ Communal kitchen, workshop and meeting facility
- ❖ Permanent operational structure



Occupy Madison Madison, WI



- ❖ 30 homes on city land
- ❖ 80 sq. ft. on blocks
- ❖ Homes are insulated, no utilities
- ❖ Communal kitchen, bathing, laundry, and meeting facility
- ❖ Transitional operational structure



Opportunity Village
Eugene, OR



- ❖ 10 homes on city land
- ❖ 60 sq. ft. on raised platforms
- ❖ Homes are insulated, no utilities
- ❖ Portable restrooms, water, trash collection, and warming center
- ❖ Interim operational structure



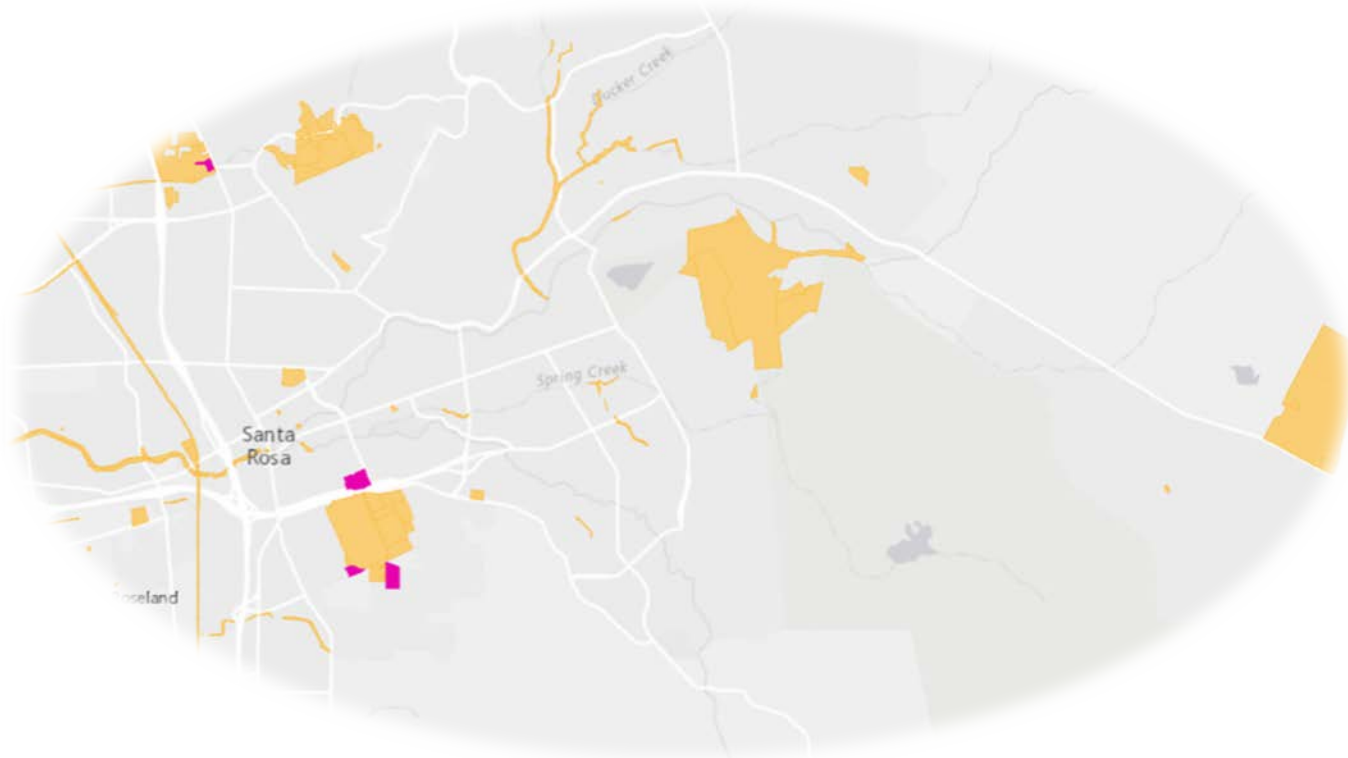
Safe Spots Rest Stop Eugene, OR

Land Use and Building Codes in California



- **Land use varies from state-to-state**
 - Examples in other states may not apply here
- **Governmental use on public land allows a pilot program**
- **Generally three land use avenues available**
 - Fully contained homes on permanent foundations, min. 220 sq. ft.
 - Sleeping only “camping cabins”, min. 70 sq. ft.
 - Trailerable homes constructed to American National Standards Institute (ANSI) A119.5
 - May include kitchens/bathrooms or may have communal facilities
 - Long-term, temporary occupancy allowed within organized or special occupancy camp

Vacant County Site Analysis



County Site Analysis Factors



- **Located within Santa Rosa urban growth boundaries**
- **Size**
- **Availability of utilities**
- **Proximity to transportation and services**
- **Current and intended use**
- **Neighborhood attributes**
- **Identified 13 potential sites**

Recommended Possible Sites

County Center Campus

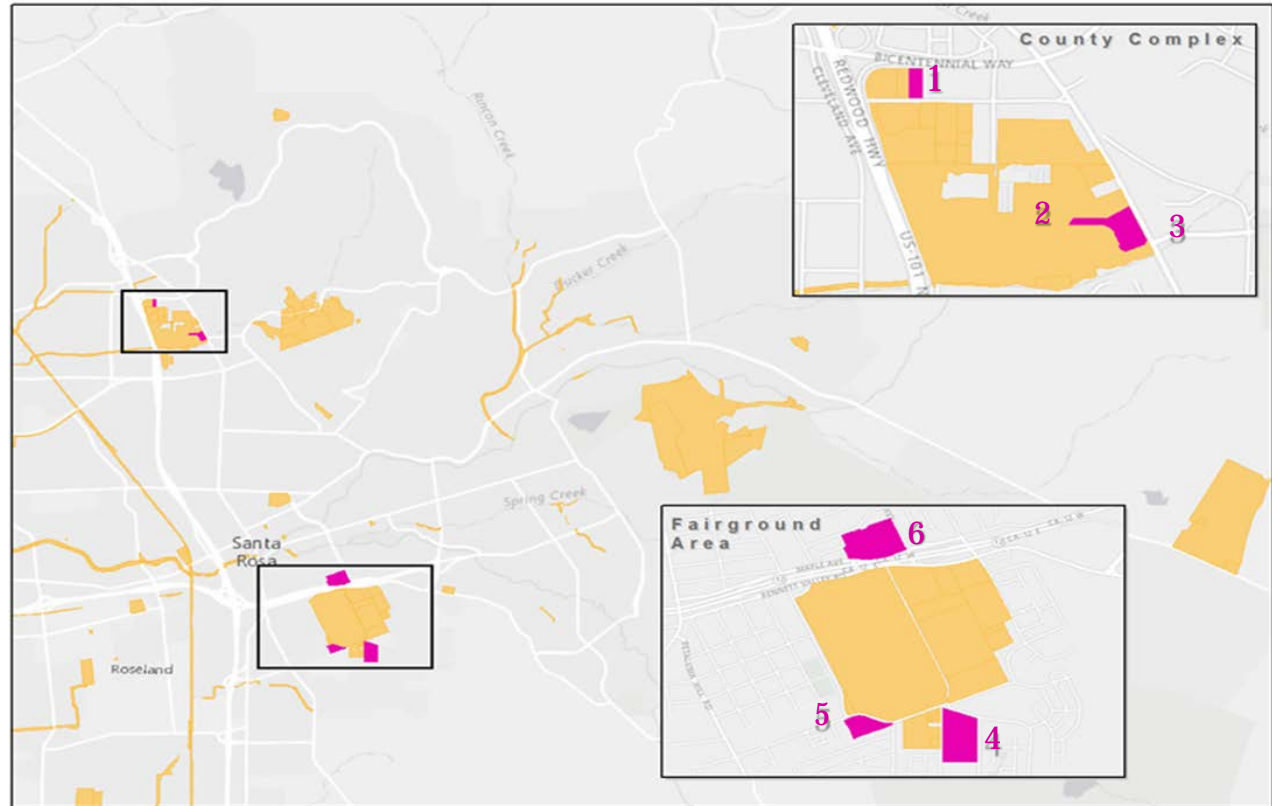
1. Russell Ave
2. Lot near SAC yard
3. Lot at Mendocino Ave & Administration Dr

Fairgrounds

4. Lot "D", between Meda Ave & Brookwood Ave
5. Lot with stalls, corner of Hendley & Aston Ave

Other

6. SR Vets parking lot



Recommended Sites



Other Sites

Pilot Project Merit Determination



- Staff has concluded there is merit to implementing a pilot project
- Project would be consistent with the *Building HOMES* report and Housing Element Program 41 provisions
- Staff has prepared a list of recommendations, alternatives, and next steps for your Board's consideration

Staff Recommendations



- **Two-year pilot project utilizing an RFP process**
- **Goal of demonstrating whether or not tiny homes are a cost effective, sustainable, and replicable method for the County's effort to end homelessness**
- **Transitional or interim measure operational model**
- **Allow RFP responses to inform the alternative structure selection**
- **Staff to complete analysis of 6 possible sites & recommend final selection**

Alternatives



- Board could choose different timeline or a goal that is replicable only on public land or only on private land.
- Board could decide to pursue permanent housing model or to focus only on a particular alternative structure type.
- Board could choose a different property from the list of properties and/or could choose to cover some site costs.
- Board could choose to move forward with CDC's and PRMD's planned timelines to look at the issue

Direction To Staff



- Direct staff to conduct the site analysis and staff work necessary to prepare a preliminary RFP for a pilot project on county property that is consistent with *Building HOMES*
- Return to Board by December 15, 2015 for final site selection
- Target RFP issuance in January 2016.



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 and Board of Commissioners

Board Agenda Date: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Community Development Commission

Staff Name and Phone Number:

John Haig, (707) 565-7508

Supervisorial District(s):

5th

Title: Lower Russian River Homeless Services and Shelter Project Update

Recommended Actions:

- 1) Accept the Lower Russian River Homeless Services Report.
- 2) Direct Sonoma County Community Development Commission staff to proceed with finalizing feasibility due diligence tasks on one or more potential homeless facility locations and return to the Board for approval of a Lease or Purchase and Sales Agreement.

Executive Summary:

Approval of this agenda item will allow Sonoma County Community Development Commission (CDC) staff to complete due diligence tasks necessary to determine feasibility of using one or more of several identified, potential locations for homeless services and shelter in the lower Russian River area, and to negotiate a lease or Purchase and Sales Agreement for this purpose.

Background

In July of 2010, the Board of Commissioners directed CDC staff to initiate a community working group to address the growing concerns regarding the impacts of, and services for, people who are homeless in the lower Russian River region. The River Area Shelter and Downtown (RASAD) Task Group was formed and began meeting in March 2011. This group consisted of local residents, representatives of downtown businesses, and staff from social service agencies and County government. The RASAD's work focused on identifying potential sites for permanent homeless shelter and day services center to replace the use of the Guerneville Veterans Hall, a program design and range of homeless services, standards of behavior, and the potential site for public restrooms.

In May of 2013, the final RASAD report was presented to the Board of Supervisors as an information-only item, as the dissolution of Redevelopment had eliminated the anticipated source of funding to implement any RASAD recommendations. The RASAD Report is contained in the attached Lower Russian River Homeless Services Report as Appendix F. The RASAD report represents a collaborative process and was the result of months of research, 19 RASAD meetings, and two community meetings in August and

November 2011. The process was also reported on in the local media including the Press Democrat, the Sonoma West Times, the Russian River Times, and the Sonoma County Gazette. In 2015, additional coverage was provided by the Sonoma West Times.

From this process, eight (8) locations emerged as potential sites for a permanent homeless shelter and day services center, a sample Code of Conduct was developed, and the agreement for the need to build a public restroom in downtown Guerneville was reached.

Review of Potential Sites

In FY 2013-2014, the Board of Supervisors designated \$1,020,000 in Reinvestment and Revitalization (R&R) funding to enable the shelter and service center capital project to proceed. In June of 2014, CDC issued a Request for Proposals in alignment with the RASAD's recommendations. The RFP sought a homeless provider agency to provide technical and programmatic assistance to CDC during the facility site selection, design, and development processes, as well as to potentially manage the facility upon completion. The Committee on the Shelterless (COTS) was awarded this contract and Executive Director Mike Johnson worked with CDC in moving forward with the facility siting, design, and development process.

Between 2014 and October of 2015, CDC staff received suggestions of additional potential site locations from community members. In addition, homeless facility operations models were reviewed for effectiveness. The operations models reviewed were:

- 1) Year-round service center and seasonal shelter (RASAD Recommendation);
- 2) Seasonal shelter with mobile services;
- 3) Year-round service center and shelter;
- 4) Year-round service center with permanent supportive housing and seasonal or year-round shelter.

Between the 8 RASAD reviewed locations and 5 additional community identified properties, 13 sites have been reviewed by CDC staff. These sites were measured against technical factors for viability, including: location in a flood zone; potentially willing land owner for either sale or lease; appropriate zoning; capacity to accommodate service center, shelter, and permanent housing; infrastructure constraints; transportation access; and alignment with the RASAD recommendations. Permit and Resource Management (PRMD) staff has been engaged to help review planning and zoning issues in this process. In addition to these factors, consideration has been given to a location that will allow West County Community Health Centers, which has received federal funding for health care services to the homeless, to co-locate if feasible.

Using these factors, CDC staff has narrowed the potential locations to five, which are listed alphabetically below:

- 1) Community Church – 14520 Armstrong Woods Road;
- 2) George's Hideaway – 18100 Highway 116;
- 3) Guerneville Veterans Hall – 16255 First Street;
- 4) Hernandez Combo – 15796 Riverside Road;

5) James Lot – 14990 Old River Road;

The Guerneville Veterans Hall is listed as a location of last resort, however, there is considerable resistance to this location on the part of downtown Guerneville business owners, some community members and representatives of local fire services. The utilization of the Hall was a key issue in the RASAD discussions and continues to be expressed as a concern of the community.

In September 2015, CDC staff attended six public meetings in Guerneville and convened a meeting of the RASAD to review both the refined list of site locations and the service models. These meetings were with the Guerneville Chamber of Commerce Executive Board (September 15th), the Russian River Rotary (September 15th), the Russian River Resources and Advocates (September 17th), a group of people who are homeless receiving services through the weekly Vet Connect services (September 17th), the Guerneville School Board meeting (October 12th), the Russian River Alliance meeting (October 15th) and the RASAD (October 16th). These meetings combined had over 200 people in attendance. The feedback from these meetings is contained in Appendix G of the attached Lower Russian River Homeless Services Report.

Building HOMES Toolbox

In August 2015, your Board endorsed the report entitled *Building HOMES: A Policy Maker's Toolbox for Ending Homelessness*. This document incorporates "Housing First" as central policy tenant. Housing First puts permanent housing as a first priority for investment to end homelessness. The Toolbox also acknowledges the need to maintain interim measures including shelter services while permanent housing is developed which will support Housing First. The recommendations in the Lower Russian River Homeless Services Report reflect this direction as well.

Staff Recommendation

Staff is requesting Board direction to complete the additional due diligence work needed to finalize site selection and to negotiate a potential lease or purchase and sales agreement for your Board's approval. The following priority of properties that should receive additional due diligence is recommended. Should a property be ruled out by the next level analysis, the subsequent property would be the focus of this work.

- 1) George's Hideaway;
- 2) Community Church;
- 3) James Lot;
- 4) Hernandez Combo.

Prior Board Actions:

- 06/11/13: Board approved FY 13-14 County Budget including \$1.02 million for Guerneville Homeless Shelter & Day Service Center
- 05/13/13: Board received final RASAD Report.
- 01/18/11: Board approved \$75,800 for a Professional Services Agreement for Facilitation Services for River Area Shelter and Downtown Task Group in the Russian River Redevelopment Project Area.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
Providing shelter and services to address the needs of homeless people in the lower Russian River area will protect the health and safety of the County's homeless residents.			
Fiscal Summary - FY 15-16			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 942,864		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	R&R	\$ 942,864
Total Expenditure	\$ 942,864	Total Sources	\$ 942,864
Narrative Explanation of Fiscal Impacts (If Required):			
R&R funds are approved as part of the FY 15-16 Sonoma County Budget to pay planning, acquisition and development costs for the lower Russian River area homeless services and shelter facility.			
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:			
Lower Russian River Homeless Services Report			
Related Items "On File" with the Clerk of the Board:			



Lower Russian River Homeless Services

Options and Opportunities
October 21, 2015



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Executive Summary

Year in and year out, about 240 homeless people have lived in the lower Russian River area—consistently the largest concentration of homelessness in any unincorporated area of Sonoma County. The vast majority of local homeless people call the River their home, having lived there for years before some personal or community calamity led to their moving outside. Repeated calls for people experiencing homelessness to move to service sites in larger communities along the 101 freeway generally fall on deaf ears. Rural West Sonoma County is their home.

Yet the congregation of dozens of unsheltered locals in Guerneville, the region’s largest commercial area, with its concentration of businesses and services, has led to conflict in this tourist haven. Business owners have legitimate concerns that aggressive behavior by street people drives away business. In 2010-2011, the concerns of service providers and of the business community led to a lengthy community engagement process to find solutions, called the River Area Shelter and Downtown (RASAD) Task Group. The RASAD Task Group issued a recommendation to create a year-round service center with a winter shelter, at a distance ranging between ½-mile to 1 mile from the center of Guerneville.

This report arose from the search for an appropriate site to locate the RASAD’s recommended service model. Each site suggested alternate services and possibilities not necessarily envisioned during the RASAD process. In addition, considerable time has passed since the RASAD recommendation was released. The funding environment has changed; the local discussion now mirrors a national priority on *permanent* housing rather than new shelters. Thus this report compares the RASAD recommendations to other promising service models, and ultimately recommends that the proposed homeless service campus include not only a year-round service center and a small shelter, but permanent supportive housing options as well.

Once this process was completed, a set of critical factors were identified that would suggest an appropriate site:

- A willing property owner.
- Other services would not be displaced.
- Enough land to co-locate shelter, services, a health center, *and* permanent housing.
- If possible, outside the flood plain.
- Avoid zoning changes.
- The RASAD’s distance requirements are respected.
- There are minimal neighborhood concerns.

- If not accessible by public transportation, remedies are available to ensure people can get to services.

With these considerations, CDC staff can now recommend both a service model and a location that will enable real solutions to come to the River area.

Background

The Sonoma County Board of Supervisors has made eliminating homelessness a top County Goal.¹ The lower Russian River area has been an early focus in this effort: Guerneville and Monte Rio are particularly impacted by an overwhelmingly unsheltered and underserved homeless population that calls the area home. In 2010-11, the Sonoma County Community Development Commission (CDC) led a robust public engagement effort, the River Area Shelter and Downtown (RASAD) Task Group. Tasked with siting a permanent shelter as well as a public bathroom facility, the RASAD group consisted of residents, business owners, social and health service agencies, and County government representatives who held 19 group meetings and two community meetings. Over two years, the group delivered a consensus on solutions in four areas:

1. **Service delivery model:** The RASAD group recommended a permanent facility with a year-round day-time drop-in service center, a seasonal emergency shelter, a sample code of conduct for the shelter clients and the establishment of an ongoing homeless services community advisory board.
2. **Location possibilities:** Eight potential locations were recommended, located a half-mile to one-mile from downtown. This distance is referred to as “the RASAD Donut.” Five of these locations received support in the final RASAD report.
3. **Participant Code of Conduct:** Standards of behavior for shelter residents in the downtown area were discussed to address community concerns. This resulted in a Shelter code of conduct.²
4. **Potential site for a public restroom facility:** This task has been completed.

The RASAD report was finalized in December 2011 and is attached as Appendix F. In May of 2013, the Board of Supervisors received the final RASAD report. In June 2013, the Board of Supervisors committed \$1,020,000 in Reinvestment and Revitalization (R&R) funds for the development of a permanent site for services and housing to address and end homelessness in the River area. Once the CDC had received direction

¹ Sonoma County Board of Supervisor’s Work Priorities, Page 19, FY 2015-2016 Budget.

² RASAD, December 2011 report, Page 40.

and funding to move forward, staff convened a final meeting in February 2014 to update RASAD members and garner input on next steps.

The CDC is tasked with leading the next steps for this effort. This task includes:

- *Ensuring homeless individuals have access to services and temporary and permanent housing;*
- *Reducing the negative impact of homelessness on the local economy; and*
- *Reducing the environmental impacts of people living outside.*

Relevant to our work on this project, in August 2014, the CDC-housed Sonoma County Continuum of Care published a major Update to its *10-Year Homeless Action Plan*.³ The *2014 Update* aligned its work to end homelessness with the County's *Upstream Investment Strategies and Health Action Goals*,⁴ and also aligned local strategies with national best practices and federally-endorsed *Housing First*⁵ approaches. The *10-Year Homeless Action Plan 2014 Update* as well as nationally publicized, successful campaigns to end homelessness in other localities, have together influenced local planning to address homelessness in the lower Russian River area. Staff has used best practices from the Plan in this work.

In 2015, there has been additional public engagement. CDC staff updated community members on the progress of this project through the following meetings:

- Guerneville Chamber of Commerce Executive Board – September 15th;
- Russian River Rotary -- September 15th;
- Russian River Resources and Advocates and open public meeting – September 17th;
- Homeless services clients – September 17th
- Guerneville School Board -- October 12th;
- Russian River Community Alliance -- October 15th; and
- RASAD -- October 16th.

This engagement involved another 210 people from the community with some people attending more than one presentation.

³ Sonoma County Continuum of Care, *10-Year Homeless Action Plan 2014 Update*.

⁴ Upstream Investments, Goal 2 and 3 - <http://www.upstreaminvestments.org/html/about.htm>

⁵ Housing First is the federal policy direction which directs resources to housing the homeless then providing services - "The Applicability of Housing First Models to Homeless Persons with Serious Mental Illness" - HUD. July 2007.

RFP for Site Selection and Operations

In June 2014, the CDC issued a Request for Proposals (RFP) for consultant services to identify and analyze an appropriate site for the shelter and services center, and to find a potential operator to manage this center. The CDC received proposals from Committee on the Shelterless (COTS) and Community and Family Services Agency (CFSA). Following analysis by a review panel, the CDC selected COTS to be the consultant to assist with identifying and analyzing sites, beginning in September 2014.

After the consultant was selected, the County Administrator requested the CDC examine additional options for providing homeless services in Guerneville. This Report has been prepared in response to that request. It compares four service delivery models from the perspective of the consensus developed by the RASAD group, available fiscal resources of the County, the CDC's analysis of needs for permanent housing as the solution to homelessness, and the COTS consultant's analysis.

This Report focuses on matching a recommended service model that best serves the needs of homeless persons in the lower Russian River Area, with available locations.

Homelessness in the Lower Russian River Area

At any given time, there are approximately 240 homeless people in the lower Russian River region.⁶ In the 2015 Homeless Count, 241 persons were found in the unincorporated West County, primarily between Forestville and Monte Rio. This figure has been consistent over multiple biennial homeless counts, and represents the largest concentration of homeless persons in the unincorporated County, making up 8% of Sonoma County's homeless population in 2015.

During the day, the homeless population typically congregates in downtown Guerneville, along the Russian River, or in the forest—provoking consternation for local business owners, residents and tourists. For the last several years, the Winter Shelter's temporary location at the Veterans Hall has been perceived negatively by the business community, as homeless individuals depart from the Winter Shelter into the commercial heart of Guerneville or to one of the local beach resorts. Even if the beaches are not in use, property owners are still concerned about their impact on tourist properties. Homeless Management Information System (HMIS) data for the Winter Shelter indicates that 65% of participants report West County (overwhelmingly lower Russian River) zip codes as their last place of permanent residence, but the belief persists that the Winter Shelter acts as a magnet drawing an influx of homeless individuals to Guerneville.

⁶ Applied Survey Research, *Sonoma County 2015 Homeless Census & Survey, Comprehensive Report*.

The Russian River Fire Protection Department reports heavy utilization of its personnel and equipment, responding to calls about individuals who are acting inappropriately in public and presumed to be homeless. First responders cite inadequate mental health services for the persons they meet during these calls. Additionally, the Fire Department reports a rising call volume in the weeks prior before the opening of the Winter Shelter.⁷ Fire Protection District staff members indicate they are challenged to find safe places to which they might bring persons experiencing homelessness, unless it is an acute situation requiring an ambulance.

The Existing Winter Shelter Program

Community and Family Service Agency (CFSA) has operated a winter emergency shelter program in Guerneville for a number of years, most recently located at the Guerneville Veterans Hall. This program has operated between December 1st and March 31st from 5:00 pm until 7:00 am; the building is regularly used for other purposes during the days, and no homeless services are available outside these hours. Local non-profits such as the CFSA, Vet Connect, and Social Advocates for Youth (SAY), as well as local churches, food pantries, and community volunteers join together to address basic needs. In addition, Sonoma County Behavioral Health staff members serve shelter guests from their Guerneville offices, and an outreach worker from the West County Health Centers visited on Tuesday evenings.

The Winter Shelter addresses basic survival needs such as food, hygiene and a secure location for one's possessions. Shelter participants are served dinner and breakfast prepared by volunteers and staff. During the 2014-2015 winter shelter season, CFSA provided some case management services under a separate contract. This provided 90 days of case management to help vulnerable persons with one-on-one meetings, coordination with other agencies, and transportation options.

As the annual closing of the shelter neared in March 2015, staff reported clients worrying about their health and safety over the next 8 months. Clients became unstable, with alcohol and drug use and mental health based outbursts. This pattern has apparently recurred annually. As closure neared in 2015, three of the shelter clients were using wheelchairs, and others had significant health issues and needed proximity to medical services. The annual shelter closure interrupted the development of relationships with staff, and client progress towards improved health and an end to

⁷ Mark Emmett, Russian River Fire District, personal communication.

their homeless condition was lost. Building effective working relationships between clients and staff can require months of work.

The Guerneville Veterans Building presents numerous operational challenges as a shelter. The building is also used for community events, limiting its availability. Conflicting scheduling has required shelter staff to arrange for alternative places for shelter residents until 10:00 or 11:00 pm. Also, storage of program supplies is an issue: storage bins for bedding are held in shipping containers on the lower level of the facility and often-disabled clients and staff must carry them up to the main room nightly. The bins must be re-packed and carried back down every morning. The kitchen lacks adequate capacity for shelter purposes, and is in demand and being used by other community groups. Sonoma County General Services estimates the needed kitchen remodel to cost \$400,000 - \$500,000.

Each year, the location of the winter shelter has been unknown until only weeks before opening. Thus the RASAD Task Group developed recommendations for a service model and permanent location, and the CDC has been tasked with developing that facility. The planned Service Center must provide key health and social services, including drug and alcohol, mental health, wellness and employment counseling, to assist homeless persons to secure permanent housing and address the causes of their homelessness. Services must be targeted first to ending a person's homelessness and addressing barriers to remaining in housing, rather than simply providing shelter. While emergency shelter is needed on a temporary basis, it neither ends homelessness nor is financially sustainable.

Part I: Service Models

Four primary models emerged from the research and community engagement:

1. ***Year-Round Service Center with Winter-Only Shelter*** – This is the model proposed by the RASAD group.
2. ***Winter-Only Shelter and Mobile Service Program*** – This proposal incorporates a vehicle-based service center that could travel through the region to provide services.
3. ***Year-Round Service Center and Shelter*** – This model extends Model 1 with shelter availability year-round.

4. ***Year-Round Service Center with Permanent Supportive Housing and either (A) Winter-Only or (B) Year-round Shelter*** – This model builds upon Models 1 and 3 by co-locating permanent housing opportunities.

All models provide year-round services which include case management, financial and legal counseling, housing placement and employment assistance, and support individual recovery, life skills and income stability while providing for basic needs such as meals and showers. In addition, consideration is given to cost savings and service enhancement through co-locating with other homeless-dedicated services (e.g., a recently-funded health clinic dedicated to serving homeless persons).

For each Service Model, the following criteria were considered:

- Projected placements in permanent housing
- Program ability to place people in permanent housing (qualitative)
- Number of shelter beds, and the number of people to be served in shelter
- The number of people to be served by the project with services
- The number of people to be served by the project in permanent housing
- Alignment with the RASAD recommendations
- Alignment with the Sonoma County Continuum of Care *10-Year Homeless Action Plan*
- Alignment with Sonoma County Health Action Goals
- Alignment with Sonoma County Upstream Investments effort to eliminate poverty with prevention-focused interventions backed by sound evidence
- Capital development cost
- Annual operating cost

Model Comparison At-A-Glance		RASAD Recommendation	Mobile Service Center with Winter Shelter	Year-Round Shelter & Service Center	Permanent Housing with Shelter & Services
Permanent Housing Placements - Number		10% (15 of 150) ⁸	10% (15 of 150)	25% (40 of 160) ⁹	31-56 in Year 1; 19- 44 annually thereafter ¹⁰
Shelter Beds		40	40	40	40
Served Each Year In Shelter		150	65	160	150-160
Served Each Year With Supportive Services		300	300	300	300
Alignment With RASAD Recommendations		HIGH	Moderate	LOW	LOW
Alignment With 10-Year Plan Goals		LOW	LOW	MODERATE	HIGH
Alignment With Upstream Investments		MODERATE	LOW	HIGH	HIGH
CAPITAL COSTS (Construction Range)		\$334,000 to \$900,000	\$290,000 to 400,000	\$334,000 to \$900,000	\$334,000 to \$900,000
OPERATING COSTS	Year Round Service Center	\$212,800	\$212,800	\$212,800	\$212,800
	Winter Shelter	\$100,800	\$100,800		\$100,800
	Year Round Shelter			\$300,000	\$300,000
	Permanent Housing Operations				\$176,000
	Additional Operations		\$20,000 ¹¹		
TOTAL ANNUAL OPERATING COSTS		\$312,800	\$333,600	\$512,800	\$489,600-688,800
Annual Cost per person served		\$2,091	\$5,120	\$3,205	\$ 2,939-\$4,145
Avg. Annual Investment per Perm. Housing Placement		\$20,907	\$ 22,187	\$12,820	\$8,714-\$15,636

⁸ Winter Shelter Placement projections are based on FY 2014-15 Guerneville Winter Shelter Data from the CDC’s Homeless Management Information System (HMIS).

⁹ Historical HMIS data from COTS’ Mary Isaak Center suggest at least 25% could exit to permanent housing.

¹⁰ Persons placed in permanent housing include 16 people placed into on-site permanent housing in the first year, plus either 15 persons (winter shelter) or 40 persons (year round shelter) for a total of 31-56 placements in the first year of operations. In following years, based on historical HMIS data for permanent supportive housing, and average of 4-5 on-site beds will turn over. Adding these to the 15 (winter shelter) or 40 (year round shelter) persons placed in permanent housing through the shelter efforts on site, annually from 19-44 persons will be placed in permanent housing. Note this column includes only the construction cost for the shelter and service center; it does not include the construction cost for on-site permanent housing, which is estimated at \$110,000/unit (\$55,000 of local investment required per unit).

¹¹ Additional operating funds include costs to move the facility during high water events, including truck rental, cost of labor to unhook and hook up utilities, and clean-up from mud and debris.

Cost Comparisons			
	Capital Costs range (Construction to purchase w/ remodel)	Full year of full Operating Costs	Total Capital plus one year's full operations
Currently – Winter only Shelter, No Service Center	\$0	\$100,800	\$100,800
Model 1 - Winter shelter & Year round Service Center (RASAD recommendation)	\$334,000 - \$900,000	\$312,800	\$646,800 – \$1,212,800
Model 2 - Mobile Services & winter-only shelter	\$290,000 - \$400,000	\$331,800	\$662,800 - \$732,800
Model 3 - Year-round shelter & Service Center	\$334,000-\$900,000	\$512,8 00	\$846,800 - \$1,412,800
Model 4A - Permanent housing (16 units), ¹² Year round Service Center, and winter-only shelter	\$334,000 - \$900,000	\$512,800	\$846,800 - \$1,412,800
Model 4B - Permanent housing (16 units), Year round Service Center, Year round shelter	\$334,000 - \$900,000	\$688,800	\$1,021,800 - \$1,588,800

Capital costs are based on a 2,600 square foot building that would include service offices, kitchen, ADA restrooms, showers, storage and a 35 bed shelter.¹³ The analysis of most service models contemplates a 40 bed shelter; however current shelter use patterns have averaged 25 per night. We are using an average capacity of 35, which could accommodate the daily average and allow for upward fluctuations. A winter-only shelter space could be used during non-shelter months as a multi-purpose room for workshops, meals and events. This area could also include ADA restrooms, showers, storage and kitchen. Operating costs are based upon existing average monthly expenses of Emergency Shelter plus estimated per unit operating cost of 16 permanent housing units. Seasonal shelter operating expense is based upon = \$100,800 per year (126 people x \$800); for Models 4A and 4B, permanent housing operating costs of \$176,000 are added (\$11,000 x 16 units).

¹² For Models 4A and 4B, only comparable service center and shelter costs are included here. These estimates include operating costs for permanent housing, but do not include the cost of constructing that housing. The Sonoma County Community Development Commission has recently quoted the cost for SRO units at \$110,000 each, requiring \$55,000 each in local investment.

¹³ Sonoma County Permit and Resource Management code requires certain size standards to meet expected number of residents: 75 square feet per person sleeping.

Model 1: Year-Round Service Center and Seasonal Shelter

Model 1 is the RASAD recommendation: a year-round Service Center would be added to the current 4-month winter shelter program in a permanent site. The Service Center would provide year-round case management, health screening; financial, legal and housing counseling; meals; and laundry services and shower facilities. The Year-Round Service Center/Winter Shelter model improves on the current situation by providing consistent, uninterrupted services year-round towards resolving their homelessness, and by providing a stable, dedicated location for the winter shelter operations. The tables on pages 6 and 7 provide a summary of this model.

Discussion:

Even with year-round services, staff does not have a basis upon which to predict that this model’s winter shelter would increase the number of permanent housing placements beyond current placement rates. Approximately 10% of participants typically exit the shelter to a permanent home.¹⁴ Our program consultant, Mike Johnson (CEO of COTS), makes a strong argument that a winter-only shelter destabilizes the lives of clients who are displaced each spring, reducing the effectiveness of services in leading to permanent housing. During the rest of the year, including the tourist season, clients will reside outdoors and many of the business community’s concerns will remain.

This model is well-aligned with the RASAD recommendations, and was hoped to improve public impressions of the downtown business areas by giving persons experiencing homelessness a place to congregate during the day. It does not address the *10-year Homeless Action Plan* goal of moving homeless individuals into permanent housing very well. Year-round services align the model with Upstream Investments, to some extent—more so if the center is co-located with a homeless-dedicated clinic.

Capital costs are estimated for both “stick built” and for using a cargo container. “Stick built” refers to typical construction of a permanent structure while “cargo container” refers to the option of utilizing new shipping containers as foundational elements of the structure.

Construction type	Square foot cost	Total Construction Cost	Additional Site Costs	Total Capital Costs
Stick built building	\$250 (higher if located in a flood area)	\$650,000		\$650,000
Cargo container building	\$90	\$234,000	\$100,000 set up, hook ups and fees	\$334,000

¹⁴ Historical data from Sonoma County’s Homeless Management Information System (HMIS) for the Guerneville Winter Shelter, FY 2013-14.

Funding Considerations: The Year-Round Service Center and Winter Shelter could compete for the CDC's limited competitive funding as the Winter Shelter has done in the past; General Fund support from the Board of Supervisors is a second option. Private donations are possible, but the local capacity and interest in funding this model are unknown, and the CDC's consultant feels strongly that tapping private sources would require a history of more impressive outcomes than has been achieved to date.

Site Considerations: A Winter Shelter needs to accommodate 25-40 shelter beds. Not all sites have lot size or configuration to allow this. All properties listed on the Matrix of Locations and Factors (pages 17-18) could accommodate this model, with the lone exception of *J's Amusements* (which is in a floodway, thus cannot accommodate a permanent structure).

Model 2: Seasonal Shelter with Mobile Services

In this model, a travelling service vehicle would provide mobile access to services in Guerneville, Monte Rio, and remote areas in the lower Russian River region. It would require a renovated bus or recreational vehicle for client services including case management offices and limited program space for workshops and 12-Step meetings. Mobile modular units could be located on other available properties, including flood zones, and could be moved during high water events. Mobile modular units can be used for case management, meal preparation and serving, showers, information message centers, and group programs and/or office spaces. Additional modular units could provide shelter space.

Discussion:

A mobile service center could be taken to areas where homeless people congregate, including outlying areas. Services that require more space can be located in one or more mobile modular units, providing multi-purpose spaces for case management, health services, housing and financial counseling, meals and showers. This option would preclude partnership with West County Health Centers' planned homeless dedicated clinic, which is required to have a permanent (not mobile) site, eliminating any cost-sharing or service enhancement from co-location. Also, the limited space in a mobile bus would limit the number of people who could be off the street at any given time. Lack of cell or Internet access would require word of mouth communication to find the moving Center.

One new bus or recreational vehicle before retrofitting for Service Center needs is estimated to cost \$250,000 to \$300,000. The cost to retrofit the RV to include restroom, offices and reception area, would be an additional \$10,000 to \$75,000. These costs do not include sales tax, delivery and installation.

Mobile modular building units are also available for purchase (new or used) or for lease:

1. Mobile modular unit - 10x32:
 - Purchase price (new): \$18,000 - \$65,000
 - Purchase price (used): \$9,000 - \$25,000
 - Rental price: \$500 - \$1,500 per month
2. Larger mobile modular unit - 10x44:
 - Purchase price (new): \$30,000 - \$70,000
 - Purchase price (used): \$17,000 - \$35,000
 - Rental price: \$500 - \$1,500 per month

A modular mobile facility would not require a land purchase or construction of a permanent building (both buildings and land can be leased). The mobile model could be sited in flood areas and moved during high water events.

Site Considerations: The following five locations have acreage to accommodate the storage of the mobile modular units or a renovated bus or RV: *J's Amusements, County Road Yard, Community Church, St. Hubert's Hall, and George's Hideaway*. Four out of the five are within F1 or F2 floodplains, which may require removal of modular units in rain events. A truck with at least two people would be required to unhook utilities and move the mobile units to higher ground. RV hook-up rules would apply for utilities and sewer.

Model 3: Year-Round Shelter and Service Center

A service center with a *year-round* shelter would provide all the services offered through other models, and in addition would eliminate the instability of a winter shelter closing each year. This model would be more likely than either of the previous two models to lead to permanent housing placements, simply because of the stable base it would provide throughout the year for clients struggling with mental illness, alcohol and drug abuse and financial insecurity.

Discussion:

The benefit of a *year-round* shelter is that clients know where they will sleep at night throughout the year, and are able to make consistent progress toward resolving their homelessness. A service center with year-round shelter advances a reduction in the number of homeless persons by providing consistent support to improve life skills, income stability and positive health and housing outcomes by connecting with clients more frequently. Although this model does not include permanent supportive housing on site, the greater consistency of interaction with homeless people offers stability and can lead to housing placements elsewhere.

This approach was considered by the RASAD and ultimately not recommended, due to fears that a year-round shelter would increase the number of homeless people panhandling and loitering throughout the year, and attract more homeless people to the lower River area. If the year-round shelter program *reduced* panhandling and loitering, these concerns might be mollified.

Funding Considerations:

A service center with year-round shelter could be co-located with a West County Health Centers clinic, with consequent cost-sharing and enhancement of services. However, due to strategic shifts towards permanent housing and away from temporary shelter, federal funding for shelters has significantly decreased. New government funding sources for shelter are not anticipated; thus this project would have to compete with all other shelters in the County for the CDC's limited competitive funding as the Winter Shelter has done in the past. County General Fund support is a second option. Private donations are also an option, but the local private philanthropic capacity is unknown. Our consultant expressed the opinion that if the County were able to fully fund a year round shelter and service center, the program could generate the kinds of outcomes that would make the project attractive to private donors.

Site Considerations: Possible sites for a Year Round Shelter and Service Center include: *the James Lot, Community Church, Guerneville Vets Building, St. Hubert's Hall, J's Amusements, George's Hideaway* and *WCHC parking lot*. See the Matrix of Service Models and Locations on p. 31-32 for details.

Model 4: Year-Round Service Center with Permanent Supportive Housing and (a) Seasonal or (b) Year-Round Shelter

This approach would co-locate permanent supportive housing for homeless persons in the form of a Single Room Occupancy (SRO) facility, with a Year-Round Service Center. For purposes of comparison, this model assumes a 16-room SRO facility. A multi-purpose space could house 25-40 beds for either a Winter or Year-Round Shelter. In other words, this model adds permanent housing to either the RASAD Model or the Year-Round Service Center and Shelter.

Discussion:

In the lower Russian River area and throughout Sonoma County, there is an even greater need for more permanent housing than there is for shelter. The limited housing supply and unsheltered residents' resistance to moving out of the River area slow the pace of placement into permanent housing. This model is directly aligned with the Sonoma Continuum of Care's *10-Year Homeless Action Plan 2014 Update* by ensuring some permanent housing is available to persons accessing day services and shelter. Cost savings could be achieved with shared case

management, health, and basic services for both shelter and permanently housed residents. Co-location with West County Health Centers' homeless dedicated clinic would be possible, with consequent benefits of cost sharing and service enhancement. Note if the shelter were winter-only as in the RASAD model, participants may experience fewer positive health outcomes because they would continue living outdoors eight months per year.

Over the past several years, about 15 people annually have exited the Guerneville Winter Shelter for a range of permanent housing options in the lower River region. These have included placements at Fife Creek Commons, Mill Street Supportive Housing, shared housing or other rentals. Plans are underway for a 9-unit permanent housing site in Guerneville operated by Community Family Service Agency (CFSA). This project, titled Cherry Creek Village, is intended as permanent supportive housing for 4 chronically homeless adults from West County and for 5 homeless Veterans with Veterans Administration Supported Housing (VASH) vouchers. Catholic Charities has just opened a 6-bed master-leased facility in Guerneville on Mill Street as well. Despite these efforts, this pipeline of available permanent homes is inadequate to meet the needs of the lower River area's more than 200 unsheltered people.

In the first year of a combined SRO/winter shelter project, the 16 SRO apartments would be rented up and an additional 15 persons would be expected to exit the shelter to permanent housing as in past years, for a total of 31 placements in permanent homes. Based on multi-year HMIS data, 30% of permanent supportive housing beds turn over each year, with the majority exiting to more independent housing. Thus in following years, an estimated 4 or 5 SRO apartments would turn over each year in addition to the 15 exiting the winter shelter to permanent housing, for a total of 19-20 placements each year. With a year-round shelter, permanent housing placements from shelter might reach 40 per year (25%), plus turnover in the SRO apartments; thus in the first year this model with a year-round shelter might reach 56 placements in the first year (about 23% of the River area's homeless population), and 44-45 placements in successive years. For an example of this kind of model in action in Santa Cruz, see Appendix C.

Funding Considerations:

Costs for co-locating permanent housing on the same site with a service center and shelter could reflect new cost efficiencies. While the overall operating costs are higher for this model, it offers the highest number of permanent housing placements among the models considered, and the most options for sustainable funding. Because of its stability, permanent housing also reduces other costs to the community, such as ambulance fees, hospitalizations, emergency room visits, law enforcement costs, fire and emergency personnel and equipment costs in response to encampment and street homelessness. The cost of building the SRO units is

estimated separately at \$160,000 per unit or \$2.56 million for 16 units; the local investment required would be \$880,000.¹⁵

Site Considerations: Sites that are large enough for the combined permanent housing/service center/shelter model include: *County Road Yard, Community Church, Senior Center, St. Hubert's Hall, Hernandez Combo, and George's Hideaway.*

Options and Staff Recommendation

In developing a recommendation, CDC staff has taken into account the following criteria:

- **Consistency of services and support for participants.** The CDC's consultant made a strong case that the RASAD recommendation of a winter-only shelter ignores the destabilizing influence of annual shelter closures on the recovery of homeless participants, and would have a continuing negative effect on the business community. The consistent provision of both services *and shelter* for 12 months offers participants consistent support towards personal stability and housing, and has a better chance of moving homeless people toward stable housing.
- **Opportunities for cost savings and other efficiencies.** Co-location of services in a one-stop shop model can eliminate duplication of operational management, case management, and fund development, and offer a wider range of services at lower cost. Co-location is a distinct possibility now that the West County Health Center has been awarded funding to open a separate homeless-dedicated health clinic.
- **Housing First Approach.** The County of Sonoma has made a commitment to employing the cost-effective and evidence-based *Housing First* approach that provides needed services to homeless persons once they are in a safe and stable living environment, with minimal barriers to permanent housing. Housing First has significant service requirements to be successful. There is already one Housing First permanent supportive housing project in Guerneville (Mill Street Supportive Housing). In the lower Russian River, this approach requires the development of additional permanent supportive housing either in newly constructed buildings or in existing buildings that are renovated for this purpose.
- **Funding Sustainability.** Local operating funds for the project are severely limited. The RASAD model, mobile service center, or any other shelter or service center model would have to compete with all other shelters and service centers in Sonoma County for limited

¹⁵ Sonoma County Community Development Commission, *Building HOMES: A Policy Maker's Toolbox for Ending Homelessness*, September 2015: p. 17.

CDC competitive funding, where typically \$2 are already requested for every \$1 available. Private fundraising is possible, but the local capacity is undefined at this time; the CDC's consultant has emphasized the need to produce solid housing outcomes to expand private community financial support beyond its current level. Due to a shift in focus of federal funding toward permanent housing options, including permanent housing in the project offers the possibility of receiving services funding that could be shared with a service center—in fact, *sustainable funding for any model is difficult without the inclusion of permanent housing*. Co-location of services is attractive for the same reason. Thus with cost savings from co-location, and some savings in services costs from sustainable federal sources, the project could become financially sustainable with a smaller ongoing reliance on County general funds.

- **The ongoing cost of *not* addressing homelessness.** Despite extensive community opposition before it opened, the Mill Street permanent supportive housing project's structured environment for chronically homeless individuals has improved residents' health, increased their income, stabilized the neighborhood, and gained community support. Sustainable permanent housing is imperative to the success of efforts to reduce chronic homelessness and create associated community benefits.

Model 4, which co-locates permanent supportive housing with a year-round service center and shelter (either seasonal or year-round) aligns with the national best practices demonstrated by the Santa Cruz Homeless Service Center (reviewed in Appendix C), where a Housing First model coupled with service programs creates a speedy path to permanent housing. This model holds the most promise to meet the clients' needs for services, shelter and permanent housing in a long-term, cost-effective and sustainable way, and seeks to address funding challenges through partnerships. This model shows potential for sustainable operational funding from a variety of ongoing sources including: Continuum of Care, the CDC's Public Services funding competition, West County Health Centers, and other County and non-profit service providers. This integrated model offers the strongest effort to break the cycle of homelessness and provide the resources for those at risk of homelessness. These approaches also provide maximum flexibility in addressing the diversity of client needs.

For start-up purposes, CDC staff recommends County General Fund support for the initial 3-year period, to subsidize an operator's efforts on a decreasing basis. As services are phased in, private operator fundraising and federally-originated funding would need to replace the diminishing County commitment.

Part II: Location and Facility Physical Considerations

With a preferred program model, the list of possible sites can be narrowed. The hard work of the RASAD Task Group, the CDC’s consultant on this project (Mike Johnson of COTS), and CDC staff research helped inform the location discussion.

Locations: The following locations were listed in the RASAD report, in order of popularity:

Location	Address	
1. James’ Lot	14990 Old River Road	
2. Community Church	14520 Armstrong Woods Road	
3. County Yard	14900 Armstrong Woods Road	
4. Senior Center	15010 Armstrong Woods Road	
5. Hernandez Combo	15792 River Road	
6. Napa Auto & Gas	15180 River Road	<i>(received no votes)</i>
7. End of Rainbow	17071 Highway 116	<i>(received no votes)</i>
8. Matlock Roofing	15900 River Road	<i>(received no votes)</i>

For this current report, the least supported RASAD locations are listed in Appendix E but not evaluated further. Focus has been placed on the remaining RASAD-identified locations, plus additional locations that emerged after the RASAD report was completed:

Location	Address
1. St. Hubert’s Hall	16290 5th Street
2. George’s Hideaway	18100 Highway 116
3. Guerneville Veterans Hall	16255 1st Street
4. J’s Amusement Park	16101 Neeley Road
5. West County Health Center Parking lot	16312 3rd Street

The Matrix of Locations and Factors on the following pages can assist in evaluating the feasibility of each location. These factors include physical capacity, cost, and service provision capacity as well as community input. The CDC’s recommendation of a service model narrows this list further to the six listed on page 20.

Matrix of Locations and Factors

Factors →	Proximity	Willing Owner	Zoning change	Acre Size	Flood Plain	Perm. Housing capacity	25 to 40 Shelter beds	RASAD alignment	Facility Infrastructure
Community Church 14520 Armstrong Woods Rd.	1	Yes	No PF	2.48	F1, F2	Yes	Yes	Yes	New construction and additions
County Yard 14900 Armstrong Woods Rd.	1.11	No	Yes RR	2.9	F1, F2	Yes	Yes	No	New construction Relocation of County Yard
James Lot 14990 Old River Rd.	0.98	Yes	Yes K	0.74	F2	No	Yes	Yes	New construction
Senior Center 15010 Armstrong Woods Rd.	1.21	Yes	Yes R-1, RR	1.08	F2	No	Yes	No	New construction and additions Relocation of Senior Center services
Hernandez Combo 15796 Riverside Rd.	0.61	Yes	Yes K	0.89	F2	No	Yes	Yes	Needs sewer, new construction
St. Hubert's Hall 16290 5 th St.	0.25	No	No PF	0.76	F2	Yes	Yes	No	New construction and additions
George's Hideaway 18100 Hwy 116	1.7	Yes	Yes C-1, RR	1.15	Not in Flood Plain	Yes	Yes	No	Needs sewer & remodel
Guerneville Veterans Hall 16255 1st St.	0.18	Yes	No PF	0.92	F2	No	Yes	No	Needs remodel

Matrix of Locations and Factors									
Factors →	Proximity	Willing Owner	Zoning change	Acre Size	Flood Plain	Perm. Housing capacity	25 to 40 Shelter beds	RASAD alignment	Facility Infrastructure
West County Health Center parking lot, 16312 3rd. St	0.1	Yes	Yes LC	0.1	F2	No	Yes	No	New construction
J's Amusement 16101 Neeley Rd.	0.6	Yes	Yes K	11.5	F1	No	No	Yes	Needs sewer and new construction
End of Rainbow 17071 Highway 116	0.11	No	Yes LC	0.12	F2	No	No	No	New construction
Napa Auto & Gas 15180 River Rd.	1.19	No	Yes LC	0.32	F2	No	No	No	New construction
Matlock Roofing 15900 River Rd.	0.5	No	Yes LC	0.14	F2	No	No	No	New construction

For definitions of terms and zoning designations, please see Appendix A, p. 27-28.

Discussion and Staff Recommendation

There is no perfect location; each has plusses and minuses. In developing a recommendation, CDC staff considered numerous critical factors and summarized them in the table below:

- A willing property owner is a primary threshold consideration. For final recommendation purposes, 4 sites are eliminated that do not have a willing owner: *St. Hubert's Hall, End of Rainbow, Napa Auto & Gas, and Matlock Roofing.*
- If existing services are displaced, relocating them will create new problems that will be as difficult to solve as it has been to identify a homeless services site. Two sites that would displace existing services are therefore eliminated from consideration: *County Yard and Senior Center.*
- If possible, a site should have enough property to allow construction of permanent housing in addition to a shelter/service center. Sites that have adequate space for permanent housing will receive additional weight.
- The costs of flood plain mitigation may be a decisive factor: elevation above base flood levels is prohibitively expensive both for new structures and for elevating existing structures, making some locations unworkable with existing development funds. While not a basis for elimination, locations outside flood zones will receive additional weight; however, floodways (F1) are eliminated from consideration because no permanent structure can be built there: *J's Amusements.*
- Zoning: Some locations have zoning designations that allow shelters or housing by right. Other locations may need a General Plan Amendment or other zoning changes that are prohibitive. Locations that do not require major zoning changes receive additional weight.
- There is broad local consensus for the RASAD's "Donut" concept which sets a minimum distance from the heart of downtown for any facility.
- Neighborhood concerns and potential opposition may be an issue at any site.
- Client access must be provided, hopefully either by foot or public bus.

Based on the Matrix of Locations and Factors on pages 18-19, the following **five locations** offer the greatest potential for siting a homeless services facility, in alphabetical order:

	Space for Permanent Housing/Shelter/Service Model	No Flood Mitigation Required	Zoning OK	Within RASAD "Donut"	Few Neighborhood concerns	Public Transportation
Community Church	√	-	√	√		-
George's Hideaway	√	√		-	√	√
Guerneville Veterans Memorial Building*	-	-	√	-	-	√
Hernandez Combo	-	-	-	√	√	√
James Lot	-	-	-	√	-	√

* = The Guerneville Veterans Hall represents a shelter of last resort. Although it can accommodate a Service Center, it does not meet RASAD recommendations nor has permanent supportive housing capacity.

George's Hideaway meets the largest number of critical factors, with a willing property owner, zoning that allows shelter and services, and acreage to accommodate permanent housing. It is outside the RASAD "Donut" in an area with fewer neighborhood concerns; it has two bus stops to ensure access for clients. Perhaps most importantly, this is the only site of the final five that is out of the flood plain.

George's Hideaway – Property Description

This former 2-story hotel and restaurant consists of a lower level restaurant and bar and upper level hotel rooms with 6 single-occupancy rooms with shared bathroom access. Next to the restaurant is a duplex with two one-bedroom units, each with a bathroom. The current liquor license is on a one-year suspension and it can be sold separately. The current owner is making improvements and is willing to sell the property. This property has been reviewed by local realtors and other interested people for temporary housing and there are differing opinions on whether rehabilitation is possible, or tear-down and rebuilding is required.

George's Hideaway is actually two properties: One zoned C-1 (Office Commercial) and one Rural Residential, 1 unit per acre. The C-1 designation would allow administrative offices and possibly a Service Center. Rural Residential (RR) is subject to density limitations for housing (1 unit). The RR designation does not allow the intended use and would require a General Plan Amendment and Rezone to Limited Commercial (LC) or

Public Facilities (PF) to allow a homeless shelter. Even if the property is rezoned to LC, homeless shelters are only allowed within an Urban Service Area. Because the properties are not currently located within an Urban Service Area, annexation into the Urban Service Area or the establishment of an Outside Service Area Sewer Agreement with the Russian River Sanitation District would be required.

Annexation requires the Local Agency Formation Committee (LAFCO) process. As the George's property is not adjacent to the district boundary, all the three parcels in between would have to be annexed as well.

If an Outside Service Area Agreement was established, the cost of building a sewer line to George's Hideaway would be estimated at \$350 per linear foot for approximately 835 feet, totaling \$292,500. This figure could increase dependent upon Highway 116 encroachment.

This location is outside the RASAD "Donut" at 1.67 miles from Guerneville, making it less accessible to pedestrians. The distance could create a barrier to homeless persons using services there. Transportation needs of clients would be a consideration for this location.

Community Family Service Agency (CFSA) submitted a proposal to explore George's Hideaway as a possible location for homeless services. Using rough estimates from the 2015 Homeless Count, there may be up to 90 homeless people in the Monte Rio area at any given time, and this location would be able to serve both populations due to its location mid-way between Monte Rio and Guerneville.

Community Church – Property Description

The Community Church is zoned Public Facility which allows an emergency shelter by right. The property on the site is available for lease. In order to address most contemplated service models, both the existing facilities and open land needs consideration. There are 2.48 acres available. Currently, the Church property has office space, a kitchen which could be used by the program, and buildable property. The open property, if leased, could be used to build facilities for day service, a shelter and permanent housing. It is approximately one mile from downtown and would fit the RASAD "Donut." In order to reduce roadside pedestrian travel along Armstrong Woods Road, shuttle service would need to be considered.

In 2014 the Church Board members were willing to lease the existing interior spaces except the Church Sanctuary. Since that time, the Empowerment Center has moved to the Community Church property. The Empowerment Center is a behavioral health service center, and many homeless people go there for services which could complement the development of new facilities on the open property on the site. The current provision of mental health services through the Empowerment Center would complement a permanent homeless service center and still have land available for development of permanent housing.

The Church isn't interested in operating a homeless shelter but as long as the Community Church can keep their sanctuary, radio station and some community space and kitchen, they might be open to discussing a long term lease with an operator for services. Also, with the Empowerment Center there, the parents of children at the adjoining Guerneville School and community overall appear to have come to accept a services center, and there have been no reports of any problems associated with the existing program. Public concerns initially raised regarding the program would require assurances that the homeless center would be well supervised.

Although zoning would allow shelter by right, neighborhood and parent concerns could impact the efficacy of this location. Fencing might address security concerns by blocking access to the school yard.

James Lot – Property Description

The James Lot would require a General Plan Amendment (GPA) and zoning change unless the County owns the property. County ownership would allow use as a public project under Public Facilities zoning. Since this property floods, construction would require elevation above flood levels, which would be considerably more expensive than standard construction that is outside the flood plain. The difference in cost is estimated at \$300/sq. ft. as opposed to \$200/sq. ft. in standard construction. The James Lot is approximately one mile from downtown, with a safe route for pedestrians on Old River Road, and has a convenient bus stop.

It is available for purchase, is over 1 acre in size, and is permitted for a duplex. No demolition is required, the property is not visible from the standard tourist path, and it is located in a lower density residential area. It is away from school facilities. The location would minimize interference with businesses and is a vacant lot. There could be opposition from the adjoining residential properties. This location is compliant with the

RASAD “Donut” requirement by being between 0.5 and one mile (0.98 miles) from downtown.

Hernandez Combo Property Description

This location is close to town, provides safer walking routes, is on a bus route and does not interfere with the activities of local schools nor businesses. Although near River Road, it can be built to suit needs but is in a flood plain. It would require a General Plan Amendment as it is zoned K (recreational). Utilities are dependent on coupling with James’s Lot. It is within RASAD “Donut” (0.61 miles) and is not currently for sale. It is across the street from a tourist destination (The Guerneville Lodge) as well as being on the main entrance roadway to Guerneville. The site is in the flood plain and thus would require elevated construction for structures.

Conclusion

The status quo in the lower Russian River area is not adequately serving the long term needs of homeless people or the community. Current seasonal sheltering activity is a compassionate yet temporary and intermittent effort with limited effectiveness. Shelter’s sustainability as a model is also waning as currently available funding is shifting away from emergency shelter and toward permanent housing. The County is also moving in this direction, but recognizes the continued need for some level of interim measures to maintain health and safety of homeless people.

With these understandings at the forefront, this report examines the choices for long-term service models and potential locations for shelter, day services, and permanent supportive housing. CDC staff recommends a service model that co-locates permanent supportive housing with a year-round service center and a year-round shelter. This model is more expensive to develop and operate, but holds the most promise to meet the clients' needs for services, shelter and permanent supportive housing in a long-term, cost-effective and sustainable way, shows potential for sustainable operational funding from a variety of ongoing sources, and offers the strongest effort to break the cycle of homelessness and provide the resources for those at risk of homelessness.

Appendices

Appendix A: Detail to Matrix of Locations and Factors & Land Use Designations

Appendix B: Consultant Recommendations on Service Models

Appendix C: Case Study—Santa Cruz Homeless Services Center

Appendix D: Review of Properties Evaluated

Appendix E: Pros and Cons of Finalist Sites

Appendix F: 2011 River Area Shelter and Downtown (RASAD) Task Group Report

Appendix G: Community Comments from Russian River Alliance October 15th Meeting

Appendix A: Detail to Matrix of Locations and Factors & Land Use Designations

Detail to Matrix of Locations and Factors: <i>Definitions of Matrix Terms</i>	
Proximity	Distance in miles from Guerneville Safeway to proposed location
Willing Seller	Current willing seller or property for sale?
Zoning Changes	Would a General Plan Amendment be required to allow use?
Acre Lot Size	Acreage required to accommodate Service Center and Shelter facilities – minimum interior space of 2,600 square feet - Sonoma County health and building standards for 30 bed shelter with offices for service center and two ADA bathrooms. Does not guarantee permanent housing option.
Flood Plain	<p>F1 is applied to properties which lie within the floodway as shown on the most recent FEMA maps and accompanying report. The boundaries of the floodway as indicated on the zoning maps should be considered approximate.</p> <p>F1 may be waived by the decision-making body where it is demonstrated through engineering analysis, field determinations or other appropriate data, that the precise floodway boundary differs from that shown on the FEMA maps, and provided further, that FEMA approval and sign-off is first secured. No use shall be approved within the floodway that will significantly increase the flood hazard or significantly affect the carrying or storage capacity of the floodway. (Ord. No. 4643, 1993.)</p> <p>F2 is defined applied to properties which lie within the one hundred (100) year flood hazard area as shown on the most recent FEMA maps and accompanying report. The boundaries of the one hundred (100) year floodplain as indicated on the zoning maps should be considered approximate.</p> <p>F2 may be waived by the decision making body where it is demonstrated through engineering analysis, field determinations or other appropriate data, that the precise one hundred (100) year floodplain boundary differs from that shown on the FEMA maps, and provided further, that FEMA approval and sign-off is first secured. (Ord. No. 4643, 1993.)</p> <p>All uses allowed within the base district with which this district is combined shall be permitted subject to the provisions of Section 26-58-030. (Ord. No. 4643, 1993.)</p>
Permanent Housing	Zoning + Acre Lot Size + Flood plain Status = Potential capacity of PH
At least 25 Shelter beds	Bed need based upon current average daily use in current shelter.
RASAD Alignment	In the RASAD Distance recommendations of at least 0.5 miles from center of Guerneville and less than 1.0 miles. Code of Conduct and service provision can be accommodated.
Facility Infrastructure	Site needs sewer, new construction, additions and or improvements.

Land Use Designations referenced in this report		
Current Zoning	Section allowing Service Center, shelter and permanent housing	Zoning change needed for Service center, shelter and permanent housing
PF = Public Facilities District	Section i) Emergency homeless shelters provided pursuant to 26-88-127 , subject to Article 82 (Design Review), within designated urban service areas;	No
RR = Rural Residential District	Section (x) - Transitional housing, subject to density limitations; Section (y) - Permanent supportive housing, subject to density limitations – 1 to 20 acres per unit.	Yes*
K = Recreational and Visitor Serving Commercial District	Primarily intended to serve tourist commercial & recreational needs;	Yes
R-1 = Low Density Residential District	Section (v) Permanent supportive housing, subject to density limitations – 1 to 6 units per acre.	No**
C-1 = Neighborhood Commercial District	Section (d) Professional, administrative or general business office could be allowed	No***
LC = Limited commercial District	Areas for retail sales and services necessary for the daily self-sufficiency of urban and rural areas in keeping with their character and to implement the objectives of adopted redevelopment plans within redevelopment project areas in the general plan.	Yes
<p>* = Low density not feasible for needed housing thus zoning change required for more units. ** = Housing options yes, offices no. *** = For office purposes only – housing aspect including shelter would require zoning change</p>		

Appendix B: Consultant Recommendations on Service Models

During 2014-15, the CDC contracted with Committee on the Shelterless (COTS) CEO Mike Johnson to advise on selection of a site with program models in mind. The following comments on program models emerged from that consultation:

RASAD Model:

This model, though not likely to generate high housing or health outcomes, has the ability to shelter a high number of people during inclement weather and, with day services located on site, can engage with a high number of people sheltered during the winter or living in camps year round. It also has the benefit of being familiar to the community through the work of the RASAD committee, and may for that reason be more acceptable to the community, at least in the short-term.

Because day services are located appropriately on site and the shelter is open for at least 4 months out of the year, connections with other housing programs in the county are possible and a partnership with WCHC to provide clinical health, substance abuse and case management services using Medi-Cal reimbursement dollars is also possible and would reduce program costs in the shelter and day services center. From a funding point of view, lower costs for seasonal shelter makes this program more attractive from an operating cost point of view than Year-Round Shelter, but low potential for positive permanent housing outcomes will make it difficult to fundraise from private sources, which tend to expect a higher level of results than this program will be able to generate. This makes it harder to sustain this program over the long term in the absence of county government dollars.

Of the program models compared, this is not as effective as the Year-Round Shelter + Supportive Services model. The reasoning is that, though the housing outcome numbers are low, compared to the year-round model, the combination of seasonal shelter and co-located supportive services year round has the ability to engage a high number of individuals each year and to keep many of them off the streets during the year by providing a location for congregation off the street even when the shelter was closed the other 8 months of the year. This is also recommended as the number 2 option because it is already supported by the community in Guerneville and if future funding were to become available after startup of the seasonal shelter, it would be possible with this model to expand services to shelter people year-round and generate higher housing and health outcomes.

Mobile Service Center

The benefit of this option is its mobility and the fact that it would not necessarily require dedicated land to operate. It could rotate locations or be sited in areas of particularly

high densities of homeless campers or other areas where people congregate currently. Another key benefit of a mobile unit is that land would not have to be purchased, and the unit itself would be less expensive than a conventionally built services center.

A mobile unit could provide case management support in offices but would not provide space for other basic human needs such as food, shelter or showers unless the bus was renovated with beds for shelter and a kitchen. A utility trailer with two ADA accessible bathrooms with showers could provide the basic hygiene needs. However, the mobile nature of the facility and the restriction of usable interior space make this option more appropriate for the provision of basic needs, as opposed to transformative programs that lead to positive housing outcomes (permanent housing).

It would function primarily as a “drop-in center on wheels” and not have the ability to host moderately sized/attended workshops, classes or trainings. It could serve a “feeder” role in a Housing First type program if permanent supportive housing were also available in the area or elsewhere in the county. If it were the primary form of day services (rather than simply an add-on), this model would eliminate the possibility of partnership and service provision from the West County Health Centers grant which requires a permanent site and was most recently announced for funding.

Year Round Shelter

The primary benefit of this type of shelter-plus-services model is its ability to keep people off the streets and out of the homeless sub-culture long enough to affect meaningful change in their lives, leading to independence in housing.

Another benefit of a year-round shelter and services model is that it affords clients the ability to have a place to be other than on the streets of the community during the summer, since the service center would not close during temperate months and thus, would not discharge people back to the streets. In this respect, the year-round shelter and services center model does address some of the RASAD committee’s concerns, although the RASAD report only called for a seasonal shelter. However, the operating costs of a year-round shelter are significantly higher than a seasonal one (\$300,000 vs. \$250,000 respectively).

Operational costs related to facility maintenance will be higher since the shelter facility would be in use 12 months/yr. compared to 4 month/yr. for a seasonal shelter. From a funding strategy point of view, the year-round model would be impossible to fund with federal dollars and would be a competitor in County funding processes. However, because the program would generate a higher number of positive outcomes and keep more people off the streets year-round during the day and night, it has a higher potential to inspire support from the community and private sector funding.

The Year-Round Shelter + Supportive Services model addresses the need for high housing placement and health outcomes as well as the community's concerns about the impact of homelessness on the community, tourism and businesses more effectively than the other models we've studied. This model would also be effective in providing for the basic human and health needs of those who are unsheltered (through WCHC) throughout the year, and has demonstrated being an effective linkage to transitional and permanent housing programs in Sonoma County. The Mary Isaak Center has seen in its first three years increasing success rates in placement to permanent housing (0.02% to 43%). This model is likely to be more expensive to operate than the other models studied, as year-round shelter operations and program staff would be needed.

Permanent Supportive Housing with Service Center & Shelter

In the first year of operations (The rent-up period) the model of day services that feed into a 16-bed PSH program would have the ability to rapidly house 27 people in permanent housing from the Guerneville community. 16 people would move through day services directly into PSH and another 11 from the CFSA shelter could enter PSH elsewhere in the county through linkage to day services. The major drawback to the winter-only model is that it must coordinate linkages to the seasonal shelter where clients are housed through the winter only.

The ability of the day services program to take people off the streets during the temperate months when tourism is most active is minimal. This would be a major concern for the community and the business community in particular. Further, while clients would be able to get their basic needs met through Service Center and the CFSA-operated winter shelter during the winter months, health outcomes would be affected for the majority of the population who would still be sleeping outside for the majority of the year.

Models 4A and 4B, based on variation, will cost \$488,000 to \$688,000 to operate annually, making these the most expensive models reviewed. However, because PSH programs are eligible for federal funding, the operational funding burden to the County and private funders could be mitigated to some degree, unlike the year-round or seasonal shelter models. Also, as with most of the models studied, this model could provide a host of clinical services on site through connections with the West County Health Centers or other providers, which could possibly access newly available funding by billing health services to Medi-Cal.

Though more easily funded with federal Continuum of Care dollars and able to generate high housing outcomes in the 1st year of operations, the Seasonal Shelter version of this model leaves a higher number of people unsheltered in the tourist-rich summer months and therefore would be less likely to be welcomed by the community of Guerneville. Local community support seems critical if any program is to be sustainable in the long term.

Appendix C: Case Study—Santa Cruz Homeless Services Center

The Santa Cruz Homeless Services Center program and campus consists of 3 year-round shelters, a kitchen and dining hall, a hygiene bay with hot showers, and employment, health, counseling, and mail services. In addition the center provides a laundry, clothing, a garden, a community house and the Rebele Family Center for families with children.

The Santa Cruz Homeless Services Center is designed is to move families and individuals along a chain of services that will result in permanent supportive housing through coordinated case management that helps residents enroll in benefit programs, obtain employment, engage in educational opportunities, secure housing, and learn life skills. At the same time, the Rebele Family Center allows children to participate in enriching activities that help develop a sense of security and emotional balance. Santa Cruz Homeless Services Center services include:

1. Year-round emergency shelter with case management for housing, mental and physical health counseling, employment workshops.
2. Housing First approach for placement in permanent supportive housing
3. Day Services: meal, showers, mail, laundry, clothes, AA and NA meetings, workshops and volunteer opportunities.
4. The Rebele Family Shelter, which provides stable shelter to 28 families with children (up to 90 individuals) per night.
5. Care center for 12 people with acute illness or injury with 24-hour care
6. 180/2020 Project - A multi-agency focused effort to place 180 chronically homeless people into permanent supportive housing by 2020. The target population are people who are most vulnerable and in an emotionally and physically dangerous state, who need housing.

The Santa Cruz Homeless Center’s year-round shelter and services, with direct linkage to permanent housing, offers a model of services that could be provided in the lower Russian River area, either with a year-round shelter/service center model, or with co-located permanent supportive housing.

Appendix D: Review of Properties Evaluated

Thirteen properties have been considered, either by the RASAD Task Group or after the conclusion of the RASAD process. These are reviewed below in alphabetical order:

Community Church is reviewed on pages 23-24

County Road Yard

The County-owned location on Armstrong Woods Road was identified as having adequate land for a shelter and services center and is out of the flood plain. At the time of the RASAD Report, community support was unclear. For all locations along Armstrong Woods Road, there were concerns about proximity to Guerneville Elementary School, which could create opposition. The Road Yard is 1.1 miles away and is outside the RASAD “Donut.” This location offers the benefit of not displacing existing businesses, along with low visibility and no tourism impact. It is secured with a fenced area that can be locked and is not on River Road.

County Transportation and Public Works Department has indicated that it cannot relocate or share space with the project. A General Plan Amendment would be needed to accommodate the widest range of services as it is zoned Rural Residential. There are no transit services to this location. Shuttle service by an operator would need to be considered.

Even if there was a new site identified for County Road Yard relocation, there could be environmental issues requiring clean up if the site is repurposed. It is located in a larger residential area and homeless persons walking to town would pass the school. Accessibility during flood events is uncertain.

End of Rainbow, 17071 Highway 116

This property is far from downtown and has dangerous walking paths to it. The RASAD Task group recorded comments that the neighborhood would be very resistant and organized against a placement there. The old existing building on it would need removal. The back lot floods, limiting the usable land. This property received no support during the RASAD process, and has not been revisited.

George’s Hideaway is reviewed on pages 21-22.

Guerneville Veterans Memorial Building

Zoned Public Facilities (PF), this site was not recommended by the RASAD group and it is in the middle of the Guerneville business district. The County has ownership of the building and it could be used “by right” for these purposes. The property lacks outdoor space and is adjacent to Johnson’s Beach campground. Current uses of the Veterans Building by community groups would need to be relocated. A kitchen remodel is needed for anticipated additional use. Expansion of the kitchen’s capacity would have additional cost.

Hernandez Combo

This location is close to town, provides safer walking routes, is on a bus route and does not interfere with the activities of local schools nor businesses. Although near River Road, it can be built to suit needs but is in a flood plain. It would require a General Plan Amendment as it is zoned K (recreational). Utilities are dependent on coupling with James’s Lot. It is within RASAD “Donut” (0.61 miles) and is not currently for sale. It is across the street from a tourist destination (The Guerneville Lodge) as well as being on the main entrance roadway to Guerneville. The site is in the flood plain and thus would require elevated construction for structures.

J's Amusement Park

The J's Amusement's property is within the RASAD "donut" at 0.6 miles. It is located on the south side of the downtown Guerneville Bridge, across the Russian River away from downtown and is safely accessible by walking. The site is large enough for a building and parking. There are few neighbors. J's Amusements properties are zoned K (Recreational) and the property would require a General Plan Amendment (GPA). It is in a flood way. No construction would be allowed and the only use would be as the property currently is. This would mean usability during summer months only. This location includes a house, warehouse and campground. Owner accounts stated the property has flooded even in drier winter years. The warehouse is on a hill but the remaining property is very low. The owners have expressed a lack of willingness to sell the property.

If shelter and services operations were located there, the access would be from Neeley Road or Mays Canyon Roads. The service center building would need to be elevated with parking on the lower level on grade. A ramp or elevator would likely be required for Americans with Disabilities Act (ADA) access with an elevation certificate to determine Base Flood Elevation (BFE). This property would require comprehensive environmental review. CDC staff has worked on elevations of adjacent properties and state that the elevation would be need to be at least 20 feet. If the access is from Mays Canyon Road, routine flooding of the road would prevent access.

James Lot – reviewed on pages 23-24

Napa Auto and Gas, 15180 River Road

This location is one mile from down town and has a bus stop located near it. The building is a good size and is visible. Walking routes to the location are safer than anything along Armstrong Woods Road. The building is stand alone on the lot. This lot is in the flood plain and is in a highly visible part of town along River Road, which is the gateway into the community. The flood plain would warrant elevation if improvements made to accommodate facility. There are currently two businesses located in the building which would need re-location. The neighborhood behind might show high resistance and it is close to a local resort. This property received no support during the RASAD process, and has not been revisited.

Matlock Roofing, 15900 River Road

This property would not need a General Plan Amendment and has a safe pedestrian route through access to Old River Road. There is an existing 2-bedroom structure on the property. This property is directly across from one large tourist destination and is not within the RASAD Donut: it is closer to center of Guerneville than .5 miles. The property is not for sale. It has a house in the back of the property that is on Old River Road and is elevated. Any new construction would require elevation and the lot is small if additional offices, shelter and service center were contemplated. This property received no support during the RASAD process, and has not been revisited. CDC staff has reached out to owners without any response.

The Senior Center

This building is owned by the Community Family Services Agency (CFSA). If this location was selected, it would potentially allow CFSA to move Senior Services to a better location, and this option has a number of benefits including a cooperative owner, a usable building and good lot size. It is also outside the flood plain. There is community familiarity with non-residential site use and the facility may not need much remodeling.

The Senior Center is located in a residential neighborhood 1.21 miles out of town beyond the County Road Yard and Community Church. It also is close to Guerneville Elementary school and is used as a park by the Russian River Park and Recreation District. Seniors are used to the location and moving the existing senior center could be disruptive. It would also require a new facility elsewhere for

seniors. The Food Bank would also be dislocated. There is no transit stop and the existing building may be too small to encompass a full service center. Shuttle service by an operator would need to be considered.

West County Health Centers Parking Lot

The parking lot at West County Health Centers in downtown Guerneville is zoned LC (Limited Commercial) and is 0.1 acres. LC would allow a homeless emergency shelter (winter-only or year-round) below 11 people by right. A use permit would be required for more bed capacity. A General Plan Amendment is required if permanent housing or services were placed in a built structure. This location has been discussed by WCHC and availability would be dependent upon co-location of services with the health center. The awarding of federal grant funding to the WCHC in August of 2015 will expand their services to people who are homeless. The facility being envisioned will need a location. The WCHC grant will fund health services but no sheltering capacity.

St. Hubert's Hall

St. Hubert's property is zoned Public Facilities (PF) and would allow use without a General Plan Amendment or re-zone. It is closer than recommended for the RASAD "donut" (0.25 miles), but is on the outskirts of town and the tourist area. Since the Hall already exists there, a wing or an additional building could be built to accommodate offices, shelter and permanent housing. The lot is large enough to accommodate another building, community garden, parking and/or outdoor day area. Use of St. Hubert's would entail the shifting of other programs offered by St. Hubert's. The Guerneville Vets Hall could be a possible location for these programs.

Appendix E: Pros and Cons of Final Five Sites

Location	Pro's	Con's
Community Church	<p>Zoned Public Facility</p> <p>Willing property owner.</p> <p>Property has existing office space and a kitchen.</p> <p>Property can support day services, the construction of shelter and permanent housing.</p> <p>Within the RASAD "Donut" (between 0.5 miles to 1.0 miles from downtown)</p> <p>25-40 bed shelter capacity at build out</p>	<p>Shuttle service needed to reduce risks to pedestrian clients.</p> <p>Proximity to school and neighborhood.</p> <p>In flood plain.</p> <p>Requires new construction and additions to existing structures</p>
George's Hideaway	<p>Zoning and existing structures able to support services.</p> <p>Willing landowner.</p> <p>Not in any flood plain.</p> <p>Parcel is large enough for permanent Housing or more shelter beds.</p> <p>Acquisition costs within budget.</p> <p>Service to both Guerneville and Monte Rio.</p> <p>On Transit line with bus stop.</p> <p>Safe parking capacity.</p> <p>Potential for expansion of services.</p> <p>Remodel of existing structure could provide new location faster than new construction.</p>	<p>Outside of RASAD "Donut" distance recommendation.</p> <p>Possible need for shuttle service potentially to reduce pedestrian traffic along River Road/Highway 116.</p> <p>Future expansion could trigger annexation issues.</p>
Guerneville Veterans Memorial Building	<p>Zoned Public Facilities (PF).</p> <p>County owned.</p> <p>Acquisition costs within budget.</p> <p>25-40 shelter bed capacity</p>	<p>Proximity to downtown</p> <p>No permanent housing capacity.</p> <p>In flood plain.</p> <p>Remodel costs high.</p> <p>Lacks outdoor space.</p>
Hernandez Combo	<p>Within RASAD "Donut."</p> <p>Willing owner.</p> <p>Safer walking routes.</p> <p>On bus route.</p> <p>Does not interfere with the activities of local schools nor businesses.</p> <p>Fewer neighbors may make placement have less barriers at this site.</p> <p>25-40 shelter bed capacity.</p> <p>Acquisition cost under budget.</p>	<p>Zoning change required.</p> <p>Utility service dependent on coupling with James's Lot.</p> <p>No permanent housing capacity.</p> <p>Proximity to prominent tourist serving business.</p> <p>In flood plain.</p>
James Lot	<p>Within RASAD "Donut."</p> <p>Safe route for pedestrians.</p> <p>Willing owner.</p> <p>Convenient bus stop.</p> <p>25-40 shelter bed capacity.</p> <p>Away from school facilities.</p> <p>Acquisition cost under budget.</p> <p>Open lot</p>	<p>General Plan Amendment required.</p> <p>In flood plain.</p> <p>No permanent supportive housing capacity.</p> <p>Potential opposition from adjoining neighborhoods.</p>

Appendix F: 2011 River Area Shelter and Downtown (RASAD) Task Group Report

RASAD Task Group Final Recommendation Report

River Area Shelter and Downtown (RASAD) Task Group Summary

December 10, 2011

For more information and an historical archive please visit the webpage located at

http://sonoma-county.org/cdc/rd_rr_tg_rasad.htm

EXECUTIVE SUMMARY

In July 2010, County officials asked staff to find a permanent solution to address homelessness in the Lower Russian River Area. In response to the County's request, the Sonoma County Community Development Commission (CDC) established the **River Area Shelter and Downtown (RASAD) Task Group**. The RASAD Task Group was comprised of local residents and representatives from downtown businesses, social service agencies and County government. The RASAD Task Group met regularly beginning in March 2011, participating in nineteen Task Group meetings and two community meetings.

RASAD Task Group members committed themselves to overcoming differing views in order to propose a workable solution that addresses community needs around homelessness in the Lower Russian River Area.

Through research, inquiry, data collection, community input and interest-based collaborative discussion, the Task Group created consensus driven solutions in the following three areas:

1. **Service Delivery Model:** A permanent facility with a year-round, day-time drop-in center providing a range of phased-in services; a seasonal behavior-based emergency shelter serving eighteen years and older single adults in the Lower Russian River Area; a sample code of conduct for the shelter, neighborhood and downtown area; and the establishment of an ongoing homeless services community advisory board.
2. **Location:** Eight potential sites within a half-mile to one mile radius of downtown Guerneville. These are ranked in order of preference with noted pros and cons for each location.
3. **Standards of Behavior for the Downtown Area:** There was significant opposition at the November Community Meeting for developing a universal standard of behavior for the downtown. Therefore, the Task Group is supporting a shelter code of conduct to address community concerns.

OVERVIEW

A. Background and Purpose of Task Group

Background

In July 2010 County officials asked staff to find a **permanent solution to address homelessness** in the Lower Russian River Area. In response to the County's request, the Sonoma County Community Development Commission (CDC) took the lead in this process and established the **River Area Shelter and Downtown (RASAD) Task Group** as a collaborative mechanism to find a solution informed by community and service provider input. The RASAD Task Group is made up of local residents and representatives from downtown businesses, social service agencies and County government. A list of RASAD Task Group members can be found in the Appendix at the end of this report.

The RASAD Task Group met regularly beginning in March 2011, participating in nineteen Task Group meetings and two community meetings. The group was tasked with making final recommendations to the CDC in the fall of 2011.

The RASAD Task Group members committed themselves to overcoming differing views in order to propose a workable solution that addresses community needs around homelessness in the Lower Russian River Area.

Purpose and Process

The charter of the group was set forth in its mission statement, provided to the Task Group by the Director of the CDC, as follows;

The River Area Shelter and Downtown (RASAD) Task Group will make recommendations to the Sonoma County Community Development Commission regarding a shelter solution for homeless people living in the lower Russian River area to provide adequate seasonal or year-round shelter at a permanent location. The RASAD Task Group will make recommendations to the Commission on several corollary issues, including the unmet need for a range of services for homeless people living in the area, the need for public restrooms in downtown Guerneville, the need to effectively control undesirable behaviors

of people loitering in downtown areas, and the concerns of local business and property owners.

The Task Group focused its work and tried to identify and propose:

1. A potential **site or sites and a program design for shelter** and possibly other homeless **services** that meet the needs of both the community and the people who are homeless living in the Lower Russian River Area.
2. A **range of services** required to meet the needs of the homeless community in the area.
3. **Standards of behavior** for the downtown area and other public areas.
4. Potential **site(s) for public restrooms**.

The Task Group **operated** from three principles in formulating its proposal:

1. **Addressing the emergency:** They agreed as a group that they were seeking a permanent solution to address homelessness in their community.
2. **Addressing community concerns:** They agreed as a group that homelessness has a negative effect on the health and economic vitality of their community. They identified the following considerations as requirements for a successful recommendation:
 - a. Distinguishing **people who behave badly from people who are without a home**.
 - b. Designing services to meet community and homeless population needs with consideration for the **population size and tourism-based economy** of region.
 - c. Recognition that **improvements must be made to past service delivery models/locations** to address community concerns.
 - d. **Vigilant focus on task-at-hand** – acknowledging the importance of but not addressing broader public safety, public health issues.
 - e. Commitment to making **recommendations that represent a thoughtful, strategic vision for improving the community** – recognizing that it may take time and multiple phases to implement the plan due to funding/resource availability.
 - f. The community need to **provide a shelter solution for winter 2011** – very likely at Vets Hall, the Community Church (or other temporary site) ... but with program operations informed and influenced by the RASAD Task Group learnings.
3. **A Collaborative Process:** A community-led, facilitated process that included research on best practices. The research was conducted in small cross-representational committees. This process not only collected valuable information for the project, more importantly it allowed members to work together to collectively create solutions for significant problems in their community. An interest-based approach was used in order to recognize common interests and identify **consensus-driven** solutions. This **interest-based** approach requires:

- a. Time investment
- b. Trust-building among members
- c. Appropriate funding to support process
- d. Trust, confidentiality & openness in the process
- e. Agreement on a definition of consensus for the process:
 - **Everyone in the Task Group** supports, agrees to or can live with, any particular decision.
 - **In the end, everyone can say** *“I believe you understand my point of view. I believe I understand your point of view. Whether or not I prefer your decision above all others, I will support it because it was reached fairly and openly.”* (William Ouchi)

B. Myths & Facts about Homelessness in the Lower Russian River Area

It was apparent in the early conversations among Task Group members that there was a lack of shared and accurate information about the homeless residents of the Lower Russian River area. Through inquiry and research, the members identified core myths and countered them with facts.

Myth One: The troublemakers in downtown Guerneville are mostly homeless individuals.

Fact: According to local law enforcement statistics, 75% of the arrests in the downtown area do not involve homeless individuals.

Myth Two: The chronic alcoholics in downtown Guerneville are homeless individuals.

Fact: Based on sheriff department records, two thirds of the chronic alcoholics associated with the downtown area are not homeless individuals.

Myth Three: Most homeless people in the Guerneville area are from somewhere else.

Fact: While a small percentage of local homeless people are transient, a large majority consider the Lower Russian River Area their permanent home.

Myth Four: If you build it they will come.

Fact: In midwinter 2010, other providers agreed to stop the practice of referring people to the Guerneville winter emergency shelter, even though these other shelters remain open to the Lower Russian River Area homeless population. Also, according to national data, homeless people stay in communities they call home.

Myth Five: Santa Rosa and Petaluma have large shelters so we don't need one here.

Fact: There were 230 people living in the Lower Russian River Area who lacked housing last winter. Countywide there are 4000 unsheltered individuals and 571 available emergency shelter beds.

Myth Six: The Guerneville emergency shelter is a “wet” shelter.

Fact: Within the national homeless shelter network, the accepted industry definition of a “wet shelter” is a shelter where clients can actually use substances while they are being housed. The local shelter has been a behavior based shelter and requires clients to follow rules in order to remain sheltered. When you break the rules, you are unable to remain in the shelter.

C. Definitions

It was determined that in order to build consensus for addressing concerns related to homelessness, it was necessary for all members of the RASAD Task Group to develop a shared understanding and terminology with respect to homeless issues. Below are the working definitions used by the group:

Continuum of Care:

- A community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency.

- The four necessary parts of a continuum are:
 1. Outreach, intake, and assessment in order to identify service and housing needs and provide a link to the appropriate level of both.
 2. Emergency shelter to provide an immediate and safe alternative to sleeping on the streets.
 3. Transitional housing with supportive services to allow for the development of skills that will be needed once permanently housed.
 4. Permanent housing and permanent supportive housing to provide individuals and families with an affordable place to live with services if needed.

Types of Housing:

- **Shelters**
 - Overnight sleeping
 - Temporary shelter
 - Typical lengths of stay are 60-90 days
- **Transitional Housing**
 - Project designed to provide housing and appropriate supportive services to facilitate movement to independent living typically within 24 months.
- **Permanent Supportive Housing**
 - Permanent affordable housing linked to accessible mental health, substance addiction, employment and other supportive services.

Types of Shelters:

- **Emergency Shelter**
 - Overnight sleeping; temporary shelter.
- **Temporary, Seasonal or Winter Shelters**
 - Open only during dangerous weather periods depending on geographic location (Sonoma County: November through March).
 - Site location of shelter changes depending on periodic need, available funding and hosting options.
- **Permanent Shelter**
 - Exists in same location but may be opened on either a seasonal or year-round basis.

Types of Models:

- **Wet Model**
 - Alcohol use/possession in the shelter is permitted.
 - This is a “harm-reduction” model, which prioritizes shelter above addiction.
 - There are no wet shelters in Sonoma County

- The RASAD Task Group has rejected this model in Guerneville
- **Dry Model**
 - Alcohol or drug use/possession/intoxication in the shelter is not permitted.
 - Enforcement: admission and stay conditional on passing mandatory drug/alcohol testing.
- **Behavior-Based Model**
 - Alcohol or drug use/possession is never permitted in the shelter.
 - Being alcohol and drug free is not a condition for shelter admission.
 - Enforcement: admission and stay conditional on following rules of behavior.

D. Engaging the Public

As soon as the RASAD Task Group convened in March, the general public was kept advised of Task Group work through the establishment of a project web page hosted on the CDC website. Research documents, links to reports and studies, notifications of community meetings and responses to questions raised at the community meetings were all available to the public at http://www.sonoma-county.org/cdc/rd_rr_tg_rasad.htm

In addition, there have been articles covering the process in the *Press Democrat*, the *Sonoma West Times and News*, the *Russian River Times* and the *Sonoma County Gazette*.

RECOMMENDATIONS

A. Service Delivery Model

Background

Significant investigations into best practices as well as pertinent data collection efforts were conducted:

- A subcommittee was tasked with researching and contacting programs locally and nationally to identify best practices for service delivery models in areas similar to Guerneville.
- Focus groups were held with homeless people in Guerneville to identify their concerns, priorities and suggestions.
- The 2011 Sonoma County Homeless Count Report was presented to the Task Group by a leader in the Homeless Count effort.
- Residents, business owners and law enforcement participants from the Task Group researched community attitudes nationwide and locally regarding the impact of the homeless population on communities.
- A local neighborhood activist from Santa Rosa who was initially opposed to the homeless shelter placed near his home, met with the group to share his perspective and answer questions.

Recommendation

Based on the research noted above the following service delivery model was presented at the August 1 Community Meeting and received widespread community support.

Service Delivery Model

- Year-round drop-in center
 - Services using a phased-in approach will include:
 - Case management
 - Showers
 - Mail
 - Referral
 - Outreach Team Base
 - Technology to connect to existing services
 - Laundry facilities
 - Hot Meals
 - Relocation Services-Compassionate bus ticket program
 - AA group focused on homeless people
 - Medical/Legal/Employment Services

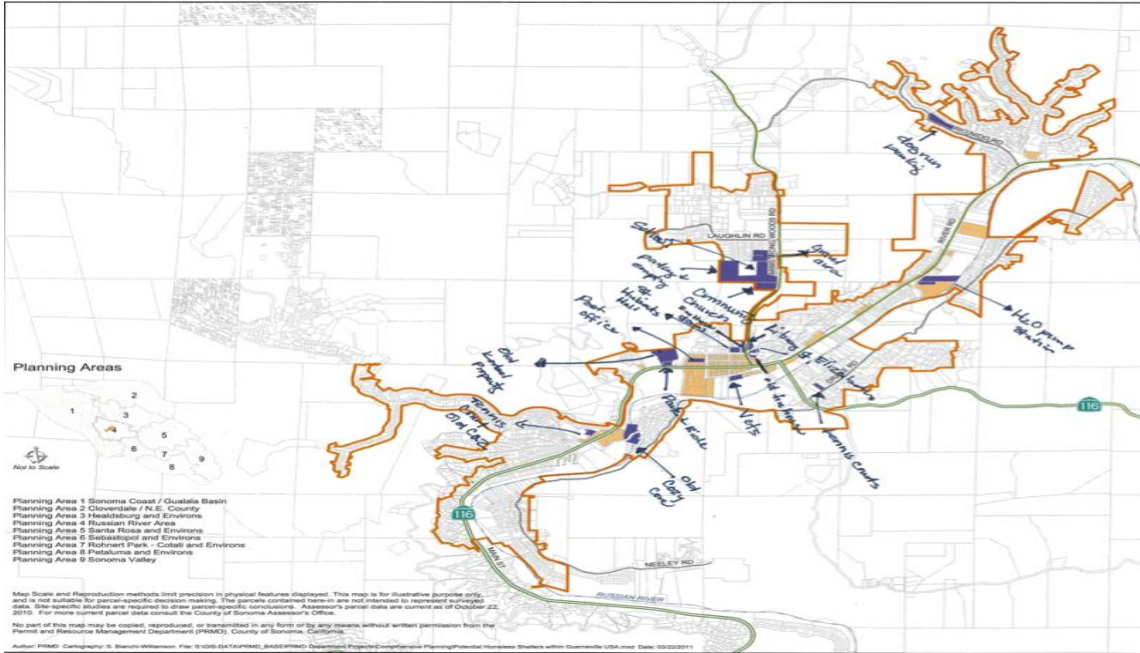
- Seasonal emergency shelter
 - Gender-segregated.
 - Behavior-based model with modifications worked out with the operator of the shelter to ensure the safety of the residents and the community.
 - Number of beds not determined, as the number is funding and location dependent, but discussed a maximum of 30-40 beds.
- Location will not be downtown
 - Facility would be outside of one-half mile from downtown, measured from the old bank building (Church and Main), to address downtown business and resident concerns.
 - Ideally would be located within 1 mile of downtown Guerneville to effectively access the target population to be served, as well as transportation and other services.
- Population to be served
 - Adult men and women (18 years old and over) without minor children (Facility would develop partnerships to refer those under age 18 to the SAY youth facility).
 - Homeless persons in the Lower Russian River Area.
 - If from out of town, people can use the drop-in center for one day and then referred elsewhere.
 - Existing social and health services delivered in downtown Guerneville locations would make referrals to the drop-in center, as appropriate.
- Code of Behavior
 - Sample code of behavior (See Appendix)
 - The final rules and policies will be dependent on the layout and location of the shelter and the operations preferences of the operator.
- Creation of an ongoing community advisory group to focus primarily on the relationship of the shelter operation and the immediate neighborhood

B. Location

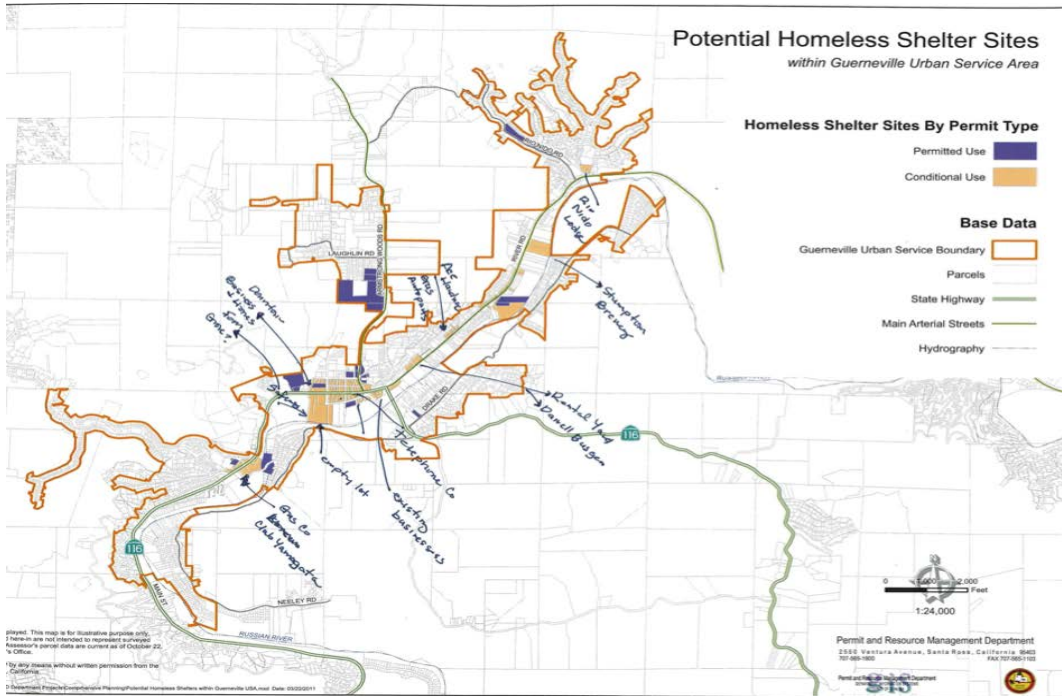
Site Selection Process

The group started with the awareness that a large percentage of West County homeless persons and families reside in the Guerneville area. As a result of that information, the group restricted the search for locations to the Guerneville area. Further restrictions on the initial search included the requirement that the site be within the Guerneville Urban Service Area (for sewer and water utilities service). The group also preferred sites that

were zoned in such a way that necessary land approvals would be likely and obtainable in a reasonable amount of time. Over 150 sites were reviewed using these early, broad screens. Below are the maps used in the initial search.



The blue lots are owned by the public or non-profit groups and this generally means a less onerous land-use approval process would be necessary. Parcels identified with orange lots indicate that a conditional use permit is required prior to a shelter commencing operations. No shelter can be placed in a flood way designated as F1, but could be built in a F2 flood zone if elevated above the base flood plain elevation.



After researching the locations indicated on the maps, the Task Group was able to develop an initial list of potential sites. The first round of potential sites is organized below based upon unconfirmed land use status:

Permitted use

- Old Cozy Cove
- Lot adjacent to Old Cazadero Rd. Tennis Courts
- County Road Yard on Armstrong Woods Road
- Sweetwater Springs Pump Station ¾ mile east of Guerneville

Conditional Use

- Ferrell Gas Storage parcel east of Club Yamagata
- Empty lot behind Safeway
- Old Lumber yard – property sold and not considered
- Rug Store parcel
- Club Yamagata (formerly InaBee’s)
- Plant nursery west of town currently for sale
- Childcare Center (next to Garden Grill)
- St. Hubert’s Hall

Recreational Sites

- Neely Road – abandoned campground

- Jay's Recreational Area

Each site was personally visited by the Task Group members and then evaluated based on the following additional screening criteria:

- Appropriate distance from downtown (between ½ mile and approximately one mile from Church and Main Street)
- Availability of potential site
- Land use regulations on potential site
- Service delivery requirements
- Compatibility of site with services offered
- Preserving recreational areas (beach access, etc.)
- Minimizing the amount of public resistance
- Safety
- Accessibility of other services (how long is the walk to and fro)
- Flooding potential

After the group went through a process of evaluating the sites based on the above criteria, the group narrowed the field to the following three properties:

- County Road Yard
- Sweetwater Springs Pump Station
- Club Yamagata

General Task Group consensus favored the County Road Yard Site over perceived construction issues at Sweetwater Springs Pump Station site (potential flooding) and anticipated public resistance to the Club Yamagata parcel.

These three sites were presented to the community as potential locations at the first Community Meeting held on August 1, 2011.

After receiving the community's input, it was obvious to the Task Group that additional locations needed to be identified and the community brought forth many additional potential sites. The maps were reconsidered without using the color-coded restrictions of the maps and current zoning priorities. The Task Group broadened the scope of parcels for consideration and identified several other potential locations. Once again the sites were evaluated against the criteria. The process resulted in a chart of recommended sites in order of preference, including the Task Group's pros and cons for each location. These were presented at the second Community Meeting held on November 3, 2011:

List of properties generated by the Task Group

PROPERTY*	PROS	CONS
COMMUNITY CHURCH	<ul style="list-style-type: none"> • Rental income for owner • By right zoning existing buildings • Minimal rehab • Big enough size • Helps church financially • Doesn't interfere with tourism • Easier to minimize public resistance through design 	<ul style="list-style-type: none"> • Floods (F1 & F2) • Entrance to the school • Tenant/land lord relationship
COUNTY YARD	<ul style="list-style-type: none"> • County-owned • Good size • Good location • Doesn't flood (F2) • Community support (?) • Not moving businesses and services around • Easy to design • No tourism impact 	<ul style="list-style-type: none"> • Public resistance because of school • Publics Works Department doesn't want to share space • GPA needed
JAMES LOT	<ul style="list-style-type: none"> • Can be purchased • Over 1 acre, permitted for duplex (maybe triplex) • No demolition required • Not visible from tourist path • Not in residential area (going west) • Short walk to town 	<ul style="list-style-type: none"> • Drainage ditch on site • Requires a General Plan Amendment • Floods (F1 & F2) • Access from Old River Road could be residential opposition • Closer than .5 miles
SENIOR CENTER	<ul style="list-style-type: none"> • Allows WCCS to move to a better location • Cooperative owner • Lot size • Usable building • Distance • Could be on bus route • Doesn't flood • Community is used to using site • Free of F1 & F2 	<ul style="list-style-type: none"> • Long walk to town (over 1 mile) • Community resistance • Residential neighborhood • Close to school • Used by park and rec as community park • Seniors are used to being here • Requires equitable asset to trade
NAPA AUTO & GAS	<ul style="list-style-type: none"> • For sale • Existing space/size • Bus stop • Clean environmentally? • Gas station employment opportunity • Build a nice building could enhance property value • 1 mile 	<ul style="list-style-type: none"> • Floods • Difficult to walk • Highly visible on way into town • 2 existing businesses • Needed gas station • Outside edge for walking • Safety issues • Neighborhood behind it • Resort nearby
END OF RAINBOW	<ul style="list-style-type: none"> • For sale 	<ul style="list-style-type: none"> • Dangerous walking • Organized community resistance • Old building needs removing

PROPERTY*	PROS	CONS
		<ul style="list-style-type: none"> • Back lot floods (F1) and limits usable land • Existing tourist businesses
MATLOCK ROOFING	<ul style="list-style-type: none"> • Doesn't need a GPA • Access to Old River Road • Structure on the property (2-bedroom) 	<ul style="list-style-type: none"> • Directly across from one large tourist destination • Closer than .5 miles
HERNANDEZ COMBO	<ul style="list-style-type: none"> • If it is combined with James lot, it could work 	<ul style="list-style-type: none"> • Floods • Closer than .5 miles

*Built in assumption is that all properties are on public sewer. No certainty of willing seller(s).

Recommendation

RASAD held their final task group meeting on November 15, at which they considered the public feedback regarding the potential location for the homeless shelter and drop in center. Three key points were discussed:

1. Armstrong Woods Road Properties: The members of the task group felt that although they valued the community input, they were not willing to eliminate the Armstrong Woods Road properties from consideration. The general opinion was that the public's concerns could be mitigated. It was also decided to clearly indicate public opposition as a "con" for the Community Church.
2. Distance: There were several suggestions from members at the community meeting for sites less than 0.5 miles and more than 1 mile from downtown. The group confirmed its commitment to stay within the 0.5 mile to 1 mile distance with the exception of James Lot, which was acknowledged to be less than 0.5 miles from the agreed center of downtown. (The list of sites was not modified.)
3. Prioritizing Properties: There was a suggestion that the group not continue to rank the sites, but the members at the meeting affirmed that the whole group had agreed to rank the locations as part of the recommendation and the decision needed to be honored. However, based on public input regarding the James lot, it was determined that a revote on the ranking was merited. Below are the results of the voting:

Recommended Locations for the Shelter

- 1 James Lot received the most votes
- 2 Community Church received the second largest vote total
- 3 County Yard received the third largest vote total

- 4 Senior Center received the fourth largest vote total
- 5 Hernandez received the fifth largest vote total
- 6 Napa Auto received no votes
- 7 Matlock Roofing received no votes
- 8 End of Rainbow received no votes

The Task group understands that any proposed site requiring acquisition is subject to availability and the uncertainty that accompanies any real estate transaction. The final recommendation of sites, including additional pros and cons from public input at the November 3rd community meeting, is as follows.

Recommended List of Sites in Order of Preference from Community Meeting Input

PROPERTY*	PROS	CONS
JAMES LOT	<ul style="list-style-type: none"> • Can be purchased • Over 1 acre, permitted for duplex (maybe triplex) • No demolition required • Not visible from tourist path • Not in residential area (going west) • Short walk to town • Bus stop • Favorable • Farther out of town • Away from kids • Better spot • Safer to walk • Closer to services • Doesn't interfere with businesses • Not in use • Can build something nice on lot • Land for gardening 	<ul style="list-style-type: none"> • Drainage ditch on site • Requires a General Plan Amendment • Floods (F1 & F2) • Access from Old River Road could be residential opposition • Closer than .5 miles • Too visible (tourist image) • Walking safety • Resident opposition • Close to businesses • Prior purchase offers refused • Across street from major tourist destination • Undeveloped flood plain
COMMUNITY CHURCH	<ul style="list-style-type: none"> • Rental income for owner • By right zoning existing buildings • Minimal rehab • Big enough size • Helps church financially • Doesn't interfere with tourism • Easier to minimize public resistance through design • Location/close • Church income • Low visibility 	<ul style="list-style-type: none"> • Public Opposition • Floods (F1 & F2) • Entrance to the school • Tenant/land lord relationship • Availability in question • May take a long time for church to decide • Flooding • School proximity • Impact to other tenants • Design—multiuse considerations

PROPERTY*	PROS	CONS
	<ul style="list-style-type: none"> • Proper site and preparation should eliminate problems for tourism • Safe to walk to • Homeless not criminals • Nothing wrong with child seeing homeless • Close to town • No surrounding residences • Flood (exit & entrance) • Proximity to AA/NA groups • Kitchen available • Church • Serves their mission • Had shelter at site before 	<ul style="list-style-type: none"> • Showers? • Exposure of children to bad adult behavior • Path of travel exposure • Lack of security (much vegetation on fence line and creek) • Non-operational camping • Needs more negotiation with church and school regarding impact • Conflict with radio station • Too far away • Liability issues • Shelter residents not sober • Mental health issues • Drugs prevalent • Homeless would not use • People who would use are using drugs • Limited for future community center use • Emergency response time lag with more calls • Used needles on path to school already • Not visible • Concerned about the ability to screen • Concerns about others who use the church including BoD • Not close enough to town • Kids there at all hours including weekends • Concern about legal status of clients • Negatively effect enrollment in school • On the way to the park • Possible behaviors affecting schools • Environmental impacts of Fife Creek • Possible interference with HS returning • Pedestrian safety • Drug free zone • Where do people go/loiter? • No site plan
COUNTY YARD	<ul style="list-style-type: none"> • County-owned • Good size • Good location 	<ul style="list-style-type: none"> • Public resistance because of school

PROPERTY*	PROS	CONS
	<ul style="list-style-type: none"> • Doesn't flood (F2) • Community support (?) • Not moving businesses and services around • Easy to design • No tourism impact • Low visibility • Less issue than school • It is a secured, fenced area that can be locked • Not directly adjacent to school • Not on River Road • Strong police presence • Lot of space • Permanent 	<ul style="list-style-type: none"> • Public Works Department doesn't want to share space • GPA needed • Too far from central Guerneville • Toxic soils? • Relocate yard • Impact on children • Residential area • County resistance • Homeless still walk past school • County won't allow • Would prohibit safe routes to school • Traffic issues • Flood closes access • Greater public risk • DPW not interested in moving • Impacts tourism to park • No existing building • Potential to harbor encampments due to property behind • Not in RDA • Experience of building • Inaccessible • Place for current book storage • Cost uncertain
SENIOR CENTER	<ul style="list-style-type: none"> • Allows WCCS to move to a better location • Cooperative owner • Lot size • Usable building • Distance • Could be on bus route • Doesn't flood • Community is used to using site • Free of F1 & F2 • Better property for Senior Center? • Facility may not need much renovation 	<ul style="list-style-type: none"> • Long walk to town (over 1 mile) • Community resistance • Residential neighborhood • Close to school • Used by park and rec as community park • Seniors are used to being here • Requires equitable asset to trade • Relocation of senior center • Impact to local seniors • Opposition from sentiment • Lose of other services (AA, Food Bank.) • No bus stop or access • Terrible idea • Building too small • Putting shelter in wrong site with create other expensive problems • Will have to build another senior center • Tourism to park
HERNANDEZ COMBO	<ul style="list-style-type: none"> • If it is combined with James lot, it could work • Close to town 	<ul style="list-style-type: none"> • Floods • Closer than .5 miles • Visibility

PROPERTY*	PROS	CONS
	<ul style="list-style-type: none"> • Safer to walk • Bus route • Does not interfere with activities of unsupervised resident children • Does not interfere with businesses • Not facing River Road • Can build to suit • Not as bad for flooding 	<ul style="list-style-type: none"> • Not for sale • Close to businesses • Prior purchase offers refused • Across the street from major tourist destination • On main entrance to community
NAPA AUTO & GAS	<ul style="list-style-type: none"> • For sale • Existing space/size • Bus stop • Clean environmentally? • Gas station employment opportunity • Build a nice building could enhance property value • 1 mile from town • Good size • Visible, easy to find • Safe walking • Sits by itself 	<ul style="list-style-type: none"> • Floods • Difficult to walk • Highly visible on way into town • 2 existing businesses • Needed gas station • Outside edge for walking • Safety issues • Neighborhood behind it • Resort nearby • Uncomfortable space/location • Major renovation needed? • Environmental clean-up • Getting rid of business • Hazardous material • Too long to prepare site • Near vacation rental homes • Too hard to develop • Poor lighting
MATLOCK ROOFING	<ul style="list-style-type: none"> • Doesn't need a GPA • Access to Old River Road • Structure on the property (2-bedroom) • Good site • Close to town • Can reduce visibility • Non-residential • Low impact to neighborhood • Flexible site • Growth potential • Good choice • Best option yet • Safer to walk • Close to services • Perfect location • Easier to prepare • Bus route • Right distance from town • Not near kids • Access to Old River Road • Away from walk-in businesses • Not right on river • Pedestrian safety 	<ul style="list-style-type: none"> • Directly across from one large tourist destination • Closer than .5 miles • Heavy flooding? • Instability of site (geologic survey?) • Visible • Displaces existing businesses • Too close to tourists • Hard to relocate business • Across street from resort • Floods • Willing to sell? • No sidewalks • Not enough information

PROPERTY*	PROS	CONS
<p>END OF RAINBOW</p>	<ul style="list-style-type: none"> • For sale • Good building site • Hasn't worked as a business • Location between Guerneville and MR • Bus route • Easy to build on • Great spot • Less opposition • Close to current homeless 	<ul style="list-style-type: none"> • Dangerous walking • Organized community resistance • Old building needs removing • Back lot floods (F1) and limits usable land • Existing tourist businesses • Across from preschool • Floods • Need to add street lighting • Too dark • Too small • Children waiting for bus unsupervised on the street • Residential neighborhood • Scenic highway • On the river • No parking • Difficult access • Land stable? • Effect on existing property values • Turned away indigents loitering in neighborhood

*Built in assumption is that all properties are on public sewer. No certainty of willing seller.

C. Downtown Standards of Behavior

Background

One of the most significant issues that the Task Group addressed is the impact of the homeless community on the downtown Guerneville area and potential repercussions on the local tourism economy. Through interviews, research and Task Group discussions it became apparent to task group members that a connection between the Code of Conduct implemented at the shelter and a set of standards for downtown behavior needed to be established. The group also shared a philosophy that developing standards of behavior for the shelter residents would not fully address behavioral problems in the downtown area. Rather, they perceived a need for community standards for public behavior shared by all.

However, in the process of developing proposed standards for downtown behavior, the Task Group realized that it was beyond their scope of work to dictate or implement a community code of conduct. With that understanding, the Task Group developed a statement of purpose for suggested community standards, identified community concerns around downtown behavior, and shared examples of how the *SAMPLE Policies & Procedures-Code of Conduct Emergency Shelter and Homeless Program Services* would address community concerns. The following draft was presented at the community meeting on November 3rd and was meant primarily as a communication tool, with the goal of promoting renewed conversations on how to address the issues of bad public behavior in the downtown area, especially those behaviors that deterred tourists from enjoying the community.

Community Standards of Behavior for the Downtown Area

Our community wishes to maintain a high standard for the quality of life in the Downtown Guerneville area through standards of conduct that emphasize caring, civility, and respect for the personal dignity of others while celebrating our tradition of rich assembly. We ask both residents and visitors to adopt these Community Standards of Conduct by:

- Committing to activities and language that promote civil and positive interactions.
- Living, working, and playing in appropriate ways that support individual freedom and the law of the land.
- Embracing cleanliness and beauty in our environment and working together to maintain it.
- Respecting the diverse cultures present in our community.
- Respecting residents, visitors and the local businesses that serve them.
- Taking personal responsibility by visibly supporting and practicing these community standards.

We are also recommending that a sign (or multiple signs) be placed in the downtown areas with these or similar standards. We suggest that the final wording of the standards and the decision on the placement of the sign(s) be facilitated by a community group who will garner the agreement and support of the community for this effort.

A demonstration of how community concerns can be addressed through Standards of Behavior in the Downtown Area and how community concerns will be addressed through the homeless shelter rules is shown in the following chart:

Column 1: Behaviors identified as bothersome in the community.

Column 2: Standard of conduct apply to anyone in the downtown Guerneville area

Column 3: Examples taken from the Sample Policies & Procedures - Code of Conduct for the Emergency Shelter and Homeless Program

Column 1	Column 2	Column 3
<p>Community Concerns</p> <p><i>Behaviors identified as bothersome in the community.</i></p>	<p>Standards of Behavior for Downtown Area</p> <p><i>Standard of Conduct apply to anyone in the downtown Guerneville area</i></p>	<p>Examples from Sample Policies & Procedures – Code of Conduct for Emergency Shelter and Homeless Program Services</p>
<p>Violence</p> <p>Personal Safety</p>	<p>Committing to activities and language that promote civil and positive interactions</p> <p>Living, working, and playing in appropriate ways that support individual freedom and the law of the land.</p> <p>Respecting the diverse culture present in our community.</p>	<ul style="list-style-type: none"> • No acts of violence towards anyone • No verbal or physical threats to anyone for any reason • No exchange, possession or use of drugs or alcohol on SHELTER & SERVICES PROGRAM property • No stealing from anyone or taking anything without asking • No vandalizing or destroying property • No possession of weapons of any kind or threatening anyone with a weapon • No annoying or intimidating children or youth in the community or on SHELTER & SERVICES PROGRAM property • No sexual harassment • No use of racial or discriminatory slurs

Column 1	Column 2	Column 3
<p>Alcohol and Other Drugs Sale and Use</p> <p>Vehicles</p>	<p>Committing to activities and language that promote civil and positive interactions-</p> <p>Living, working, and playing in appropriate ways that support individual freedom and the law of the land.</p>	<ul style="list-style-type: none"> • The SHELTER & SERVICES PROGRAM does not tolerate the possession, use, sale, or exchange of drugs or alcohol on the premises. Any violation will be grounds for immediate expulsion. • To be allowed to keep a vehicle on the property at the SHELTER & SERVICES PROGRAM the vehicle must: <ul style="list-style-type: none"> ○ Be in good, safe working order and not leak any fluids ○ Have current, verifiable California registration ○ The owner of the vehicle must have a valid CA Driver's License and valid certificate of insurance. • Unauthorized vehicles will be tagged by the Sheriff's Department and towed at the owner's expense. • Loitering and / or sleeping in vehicles are not allowed on the property. • Vehicle repair and maintenance are not allowed on the property.

Column 1	Column 2	Column 3
<p>Loitering</p> <p>Panhandling</p> <p>Neighborhood cleanliness</p>	<p>Embracing cleanliness and beauty in our environment and working together to maintain it.</p> <p>Taking personal responsibility by visibly supporting and practicing these community standards.</p> <p>Respecting residents, visitors and the local businesses that serve them.</p>	<ul style="list-style-type: none"> • SHELTER & SERVICES PROGRAM strives to be a good neighbor to all of our neighbors. Complaints by our neighbors will be taken seriously • Littering anywhere in the community by program recipients is not permitted. • The SHELTER & SERVICES PROGRAM neighborhood is the area surrounding the SHELTER & SERVICES PROGRAM property. We value our relationship with our neighbors and strive to address any issues that might arise. There is no loitering allowed in the SHELTER & SERVICES PROGRAM neighborhood. Loitering includes sitting on the curbs, lawns, behind buildings etc. of businesses and streets in the neighborhood. There will be a Neighborhood Watch that ensures that the SHELTER & SERVICES PROGRAM continues to be good neighbors. This watch group includes the residents, and staff of the SHELTER & SERVICES PROGRAM, and the businesses and residents of the neighborhood. When an incident is reported in the neighborhood, SHELTER & SERVICES PROGRAM staff will attempt to identify the person involved and let them know the effect they are having on the neighborhood. If the person is not responsive to the concerns of the neighborhood, that person will lose privileges at the SHELTER & SERVICES PROGRAM.
<p>Lack of enforcement</p>	<p>Taking personal responsibility by visibly supporting and practicing these community standards.</p>	<ul style="list-style-type: none"> • Residents are expected to follow all outlined guidelines for behavior, above and beyond obeying all laws • If a Resident wishes to address past legal offenses that require them to spend time in jail, they are encouraged to do so – and any time spent in jail will not

Column 1	Column 2	Column 3
		count against any time limits of residency at the shelter.
Alienating Tourists	<p>Embracing cleanliness and beauty in our environment and working together to maintain it.</p> <p>Respecting residents, visitors and the local businesses that serve them.</p>	<ul style="list-style-type: none"> • The SHELTER & SERVICES PROGRAM neighborhood is the area surrounding the SHELTER & SERVICES PROGRAM property. We value our relationship with our neighbors and strive to address any issues that might arise. There is no loitering allowed in the SHELTER & SERVICES PROGRAM neighborhood. Loitering includes sitting on the curbs, lawns, behind buildings etc. of businesses and streets in the neighborhood. There will be a Neighborhood Watch that ensures that the SHELTER & SERVICES PROGRAM continues to be good neighbors. This includes, but is not limited to, the residents, and staff of the SHELTER & SERVICES PROGRAM, and the businesses and residents of the neighborhood. When an incident is reported in the neighborhood, SHELTER & SERVICES PROGRAM staff will attempt to identify the person involved and let them know the effect they are having on the neighborhood. If the person is not responsive to the concerns of the neighborhood, that person will lose privileges at the SHELTER & SERVICES PROGRAM.

RECOMMENDATION

There was significant opposition at the Community Meeting for developing a universal standard for public behavior for the downtown area. Moreover, the ability to successfully communicate the nature and purpose of a community code of conduct to the community at the meeting was very challenging and misunderstandings of the intent of the standard were commonplace. Although there was concern among Task Group members about setting up a two-tier system: a code of conduct including public behavior for those who access the homeless shelter services and none for everyone else, it was agreed that a quid pro quo approach for using shelter services is common practice and an important response to downtown business owners and residents concerns. It will be up to a yet-to-be-formed citizen's committee to address this issue on a community-wide basis, in the form of a community code of conduct, if they so chose.

As a result, the Task Group recommends adoption of the *SAMPLE Policies & Procedures-Code of Conduct Emergency Shelter and Homeless Program Services* which clearly and adequately addresses the community concerns outlined in the above chart.

D. Public Restrooms

Background

The discussion on forming the RASAD Task Group included an evaluation of collateral issues which would present challenges to the core work of finding and recommending an appropriate location for a permanent shelter on the lower Russian River. Staff received reports of a public perception that having a homeless shelter in the Guerneville area, an area perceived to have a significant number of the area's homeless residents, created a substantial negative impact on downtown businesses in Guerneville and on tourism in general. This perception included general concerns about shelter users congregating in public places, and specific concerns that the area's homeless individuals used public common areas as toilet facilities because they are drawn to this area by the presence of a shelter, despite the absence of adequate public restroom facilities.

For this reason, as part of its scope of work, the RASAD Task Group was asked to consider the issue of the lack of adequate public toilets in the downtown area, and to make a recommendation regarding one or more appropriate locations for public

restrooms. Two RASAD Task Group members are also members of the CDC's previously appointed Public Restroom Task Group, who acted as liaisons between the two committees.

Current Status

CDC staff worked with a local design firm and created a project concept for placement of a public restroom at the site of the Guerneville Veterans Building, one block from Main Street and the downtown plaza. The project was given an affirmative recommendation by the RRROC in March of 2011, and the Board of the Commission approved funding for the project in April. The CDC contracted with Sonoma County General Services to deliver the project and work has been completed. Staff briefed the RASAD Task Group regarding these developments.

Based on the challenging nature of the work required to identify a shelter location, staff provided direction to the RASAD Task Group to concentrate efforts on the location of the shelter, method of shelter operation, and recipient public code of conduct, and to refrain from consideration of the issue of restrooms in the downtown area, relying on the CDC/County project to meet this concern.

The CDC/County restroom project at the Veterans Building came in on schedule and under budget, with a facility in operation in November, 2011.

CONCLUSION

At the first meeting of the RASAD Task Group, the participants were asked about their hopes and fears for the project. This group of people was able to listen to each other with openly, to put aside their differences, and to realize their hopes of reaching consensus on a shared vision for the homeless people in their community.

[RASAD APPENDIX]

SAMPLE

POLICIES & PROCEDURES - CODE OF CONDUCT EMERGENCY SHELTER AND HOMELESS PROGRAM SERVICES

BY:

RASAD TASK GROUP

FINAL VERSION PRESENTED on November 3, 2011

Purpose of a SAMPLE document: *The final rules, standards, policies and code of conduct will be dependent upon a variety of factors including the physical location of the services, the operator of the services, and the demographics of the population. This document is intended to serve as a sample of the desired scope and tone that a final operating manual and standards guide would include for the services established in the River area.*

Purpose of the Policies & Code of Conduct

The SHELTER & SERVICES PROGRAM staff and volunteers are committed to ensuring the health, safety, and well-being of the shelter and our community. To honor this commitment, we ask each Resident to agree to the following policies and code of conduct while benefiting from our services:

Rules of Decorum Policy

- SHELTER & SERVICES PROGRAM has a policy of expecting a high standard of behavior for those served by our programs. The Rules of Decorum list the minimum expected of our members.
- No acts of violence towards anyone
- No verbal or physical threats to anyone for any reason
- No exchange, possession or use of drugs or alcohol on SHELTER & SERVICES PROGRAM property
- No stealing from anyone or taking anything without asking
- No vandalizing or destroying property
- No possession of weapons of any kind or threatening anyone with a weapon
- No annoying or intimidating children or youth in the community or on SHELTER & SERVICES PROGRAM property
- No sexual harassment
- No use of racial or discriminatory slurs
- Violation of any of the above rules will result in expulsion from SHELTER & SERVICES PROGRAM
- Belongings will be checked for alcohol, drugs, weapons and drug paraphernalia. Other than prescribed medications, all alcohol and other drugs will be discarded. Weapons are strictly forbidden. Knives needed for camping and utility purposes **MUST** be checked in with program staff and will be secured in a locker. No weapon or knife may remain in the possession of the Resident while at the facility.
- Prescription medications will be stored in a locker, which only staff can access. Residents are responsible for coming to staff and requesting access to their prescription medication at the appropriate time.

Attendance Policy

- The SHELTER & SERVICES PROGRAM Emergency Shelter is a 24-hour a day 7 days per week facility operating during inclement weather periods – up to 6 months per year.
- Daily check-in by 7:30 pm is mandatory. If you know you are going to miss check-in you must notify staff in advance or you may not be allowed onto the property. The doors to the facility are locked at 10 pm each night. Residents must obtain a Manager's approval to enter after the doors are locked. There will be a headcount every night around midnight.
- Graveyard Shift workers must make special arrangements with their Case Manager, but must be present the day after their shift to be considered compliant with the Attendance Policy.

Value Exchange Policy

- A system to exchange value-for-value (i.e. overnight shelter for service in the community) is the policy of the SHELTER & SERVICES PROGRAM. We believe that overnight shelter and/or accompanying services have value to the participating individual. In exchange for said housing and meals, we believe that our residents/participants have value to add back to our community. A list of services both at the facility and in the community that residents/participants can choose from as their exchange will be provided by staff.
- Residents at the SHELTER & SERVICES PROGRAM work in teams to keep the center clean. Residents are responsible to complete their chosen or assigned tasks each day and have them signed off. Residents who are not doing their exchange service may forfeit their participation in the program for non-compliance.
- Respite¹⁶ Residents are automatically assigned the task of keeping their own area clean. No other tasks are expected of them until their status changes.
- Residents must agree to complete the exchange task selected even if the resident is working full time.
- If a Resident is on-site during daily chore time, they must do a chore at that time even if they have done a chore earlier in the day.

Dorm Policy

- The dorm is quiet 24 hours a day. No talking is allowed inside the dorm area¹⁷.
- The following items CANNOT be used in the dorm (unless permission is granted by staff):
 - Cell phones, alarms, video devices of any kind, audio devices without earphones
- Residents may request an early wake-up but may not use a personal alarm to wake up.
- Residents must be quiet with their belongings, totes and opening and closing their lockers.
- Residents are not to use flashlights in the dorm. If a combination lock needs to be opened before lights on, the resident must get an Intern or a Manager to provide the light.
- No food is allowed in the dorm.
- One pair of shoes may be stored on top of each tote.

Drug and Alcohol Policy

- The SHELTER & SERVICES PROGRAM does not tolerate the possession, use, sale, or exchange of drugs or alcohol on the premises. Any violation will be grounds for immediate expulsion.

¹⁶ “Respite” is a common term used amongst a population often in end-stage or terminal illness but in a condition that does not require hospitalization. These individuals, when sheltered, can expect to maintain a basic requirement of keeping their space clean but are likely not able to perform other chores.

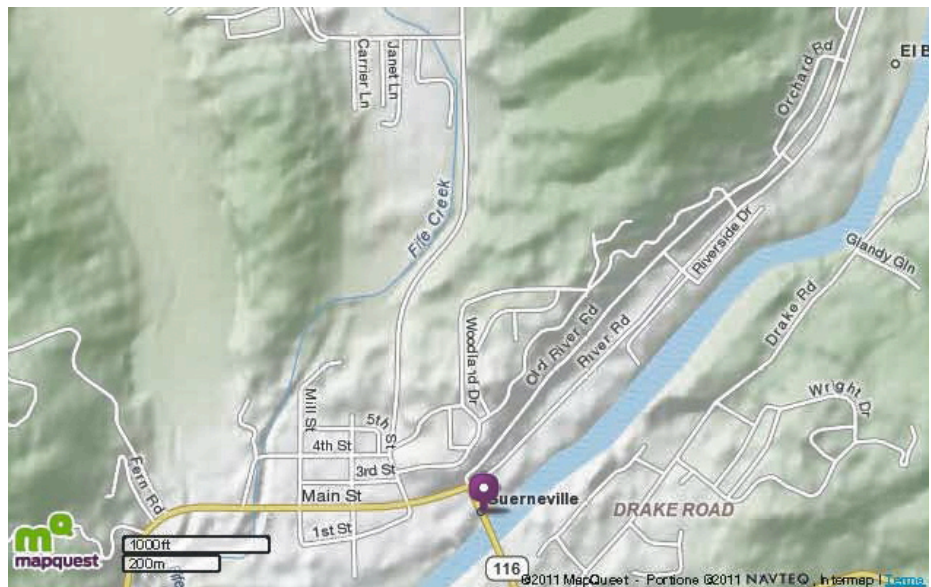
¹⁷ This mandatory silence in the “dorm” is based upon a model that has a separation between other spaces for eating, bathing, intake, etc. from the place where there are cots/bunks to sleep. If it were all one room, then this rule would be eliminated due to impracticality.

Law Enforcement

- Residents are expected to follow all outlined guidelines for behavior, above and beyond obeying all laws.
- The SHELTER & SERVICES PROGRAM is not allowed to house registered sex offenders. The national sex offender registry will be checked before and during the stay to ensure that a resident is not a registered sex offender.
- If a Resident wishes to address past legal offenses that require them to spend time in jail, they are encouraged to do so – and any time spent in jail will not count against any time limits of residency at the shelter.
- As a matter of privacy when someone is staying at the SHELTER & SERVICES PROGRAM, we will not confirm or deny that a resident is staying at the facility. The exceptions to this are law enforcement, probation, and parole officers

SHELTER & SERVICES PROGRAM Neighborhood Policies

- The SHELTER & SERVICES PROGRAM strives to be a good neighbor to all of our neighbors. Complaints by our neighbors will be taken seriously (see SHELTER & SERVICES PROGRAM neighborhood Addendum.)
- Possession of a shopping cart is considered theft and will be reason for loss of all privileges.
- Loitering in the SHELTER & SERVICES PROGRAM Neighborhood is not permitted at any time.
- Panhandling by members of the SHELTER & SERVICES PROGRAM is not permitted at any time.
- Littering anywhere in the community is not permitted.
- The SHELTER & SERVICES PROGRAM neighborhood is the area surrounding the SHELTER & SERVICES PROGRAM property. We value our relationship with our neighbors and strive to address any issues that might arise. There is no loitering allowed in the SHELTER & SERVICES PROGRAM neighborhood. Loitering includes sitting on the curbs, lawns, behind buildings etc. of businesses and streets in the neighborhood. There will be a Neighborhood Watch that ensures that the SHELTER & SERVICES PROGRAM continues to be a good neighbor. This watch group includes the residents and staff of the SHELTER & SERVICES



PROGRAM, and the businesses and residents of the neighborhood. When an incident is reported in the neighborhood, SHELTER & SERVICES PROGRAM staff will attempt to identify the person involved and let them know the effect they are having on the neighborhood. If the person is not responsive to the concerns of the neighborhood, that person will lose privileges at the SHELTER & SERVICES PROGRAM.

Clothing, Hygiene & Personal Belongings

- Residents must wear appropriate clothes and shoes at all times. Clothes should be clean, modest, and not offensive to others.
- Residents are expected to practice good personal hygiene; including, must not limited to, oral hygiene, showering daily, using deodorant, wearing clean clothing, washing hands before and after each meal and after using the restroom. Facilities and supplies (including towels, soap, shampoo and other personal care products) will be provided to help Residents with this expectation. While the definition of good hygiene varies, program staff will let Residents know if they are not meeting expectations and clearly let them know what they need to do to comply.
- If a Resident is chronically incontinent they must wear appropriate incontinence products provided by the program staff each night or they will be refused shelter. Residents with this issue are responsible for cleaning and disinfecting their sleeping area and following all staff instructions regarding the disposition of soiled bedding.
- Residents will be assigned a storage bin / locker upon check-in. All residents items left at the shelter during the day must fit into the storage bin / locker. Any bin or items left in a bin / locker may be discarded 5 days after the last night of residence. Storage bins are subject to search by staff.

Food Policy

- It is the policy at the SHELTER & SERVICES PROGRAM that food is only allowed to be stored, prepared and consumed in the kitchen and dining room.
- No food may be stored in lockers, suitcases, bags, boxes or anywhere else in or around the facility.
- No food is allowed in the lobby and the dorm.
- Lunches for work may be requested in writing while kitchen staff is on-duty.

Smoking Policy

- Smoking is permitted only in the specified smoking tent / area.
- Smoking material must be properly disposed of in containers provided.
- Artificial smoking devices such as Electronic cigarettes fall under the Smoking Policy.

Mail Services

- Mail will be kept for two weeks and then returned to sender. No mail will be forwarded.
- Mail must be picked up in person.

Pet Policy

- The SHELTER & SERVICES PROGRAM cannot accommodate overnight shelter for pets. However, homeless individuals with pets who need to access the support services of the program may participate if they follow all policies and code of conduct standards.
- Pets must be on a leash and the leash must be in the hand of a person at all times while on the property.
- Pets may not be tied up and left unattended at any time, including within the dog area provided onsite. A friend may watch a pet while the owner eats.
- Pet droppings must be picked up and disposed of properly. Disposal bags will be provided for this purpose.

Service Animal Policy

- In general, SHELTER & SERVICES PROGRAM does not allow animals of any kind to accompany residents in or around its facilities. People live at SHELTER & SERVICES PROGRAM in a communal setting, sharing dorms, bathrooms, kitchens, and living areas. Allowing animals would compromise the health, safety, and comfort of our residents.
- We carefully consider exceptions in those cases where an applicant is accompanied by a trained service dog or a companion pet prescribed by a medical doctor or licensed mental health care specialist. Requests to make reasonable accommodation are considered on a case-by-case basis by the Housing Director of XXXX.
- In general, we consider accommodating individuals accompanied by a registered service dog or a cat. When we make an accommodation, the following guidelines apply:
 - The animal must be well-behaved, show no signs of aggression and not make noises that will disturb other residents.
 - The animal must be current on all vaccinations required by local governments. If the owner cannot provide evidence, the animal must be seen by a veterinarian immediately and be inoculated.
 - County and municipal licensing laws must be followed. If the owner does not have a license, one must be obtained immediately.
 - The animal must be clean and free of fleas, ticks, and other parasites. The animal must be bathed regularly. Local groomers must be used rather than bathing the animal in shower facilities designated for residents.
 - The animal must be healthy and free of wounds and sores.
 - Dogs must be kept on a leash at all times. Cats must be kept in a cage while in the facility and on a leash or in a cage when outside.
 - Dogs must be walked on a regular basis and the owner must pick up droppings in a plastic bag and dispose of them properly.
 - Cats must be taken outside on a regular basis and droppings picked up in a plastic bag and disposed of properly (litter boxes are not permitted inside the facility).
 - Animals must be housebroken. Animals that defecate or urinate anywhere in the building will not be allowed to remain at the SHELTER & SERVICES PROGRAM
- As cats pose special challenges in residing in a communal environment, SHELTER & SERVICES PROGRAM is willing to request accommodations at a local animal shelter. Based upon prior experience, the shelter may restrict the stay to 30 days and will not allow daily visitations.

- If a service animal or companion pet is accepted into any longer term transitional housing program, an additional pet special deposit may be required to cover potential damages.
- Having more than one dog in a facility or mixing a cat and a dog can be problematic so SHELTER & SERVICES PROGRAM reserves the right to decide what to do in these situations.

Car Policy

- It is the intent of the SHELTER & SERVICES PROGRAM to help our Residents to be responsible about buying, owning, insuring, driving, and parking vehicles.
- Residents must comply with all laws.
- To be allowed to keep a vehicle on the property at the SHELTER & SERVICES PROGRAM the vehicle must:
 - Be in good, safe working order and not leak any fluids
 - Have current, verifiable California registration
 - The owner of the vehicle must have a valid CA Driver's License and valid certificate of insurance.
- Unauthorized vehicles will be tagged by the Sheriff's Department and towed at the owner's expense.
- Loitering and / or sleeping in vehicles are not allowed on the property.
- Vehicle repair and maintenance are not allowed on the property.

Violation of any of these rules may lead to suspension of shelter/program services (suspensions may range from 3 to 30 nights OR permanent expulsion from the program based upon the offense and circumstances).

[RASAD APPENDIX]

RIVER AREA SHELTER AND DOWNTOWN TASK GROUP (RASAD)

Name (Last)	Name (First)	Position
Castillo	Susan	Dept. of Health Services, Mental Health Division
deProto	Michael	Business owner
deWald	Jan	West County Community Services Housing Advisory Committee
Dunn	Jerry	Human Services Department
Haig	John	Redevelopment Agency
Kennedy	Mike	Dept. of Health Services, Mental Health Division
Kennett	Margaret	Business Owner / Russian River Chamber of Commerce
Krug	Mark	Community Development Commission
Nicholls	Michael	St. Elizabeth's
Schwartz	Jake	Property owner
Spear	Sabrina	Regional Parks Dept.
Thomas	Chris	County Administrator's Office
Thurman	Katrina	West County Community Services
Twitchell	Amber	RRROC
Upchurch	Susan	Supervisor Carrillo's Office
Volpatt	Michael	Resident / Russian River Chamber of Commerce
Weinstein	Lenny	Business Owner / Public Restroom Task Group
Young	Kevin	Sheriff's Office
Townley	Annette	Facilitator
Garn	John	Recorder

Appendix G: Russian River Community Alliance Feedback and Comments

Public Comments on Plan to establish a permanent shelter and services center in the Lower Russian River area

St Hubert's Hall – Guerneville Ca 10/14/15

Host – Russian River Alliance - Moderator – Mark Emmett

After a welcome By Mark Emmett and a presentation on the staff research and progress to date on the effort to locate a permanent home for the services Center and Shelter by Jim Leddy, Special Project Director of the SCCDC, the following public questions and comments were captured;

- How much money is in the project? That's a lot to spend to serve 10 people. We need rent control.
- How do we help homeless people who are using drugs/meth? What if they don't want to be helped?
- We need to find a place. We should use converted shipping containers for homeless housing as in interim step. They are cost effective and used in many places. The location needs to be near where food can be obtained.
- Please advise the audience that the number of homeless in the area has remained relatively constant for 4-5 years. George's Hideaway as a location has a lack of transportation and sewer access.
- Are there other services centers anywhere in the County like what is proposed here and are they affiliated with shelters – are the shelters wet or dry, and how are they doing?
- An RV parking program is needed. Both for use of RVs as well as parking for those who have RVs and Campers with no place to locate them.
- The homeless need immediate assistance – now – what are you doing to address these needs immediately. 7 am discharge from the current winter shelter is counter-productive. What are the plans to help 50 people, today? How can we stop people from being evicted from residences?
- These people are going to be on the streets here is they can't find or be provided housing.
- I had a voucher in Michigan – Alano Center, Ann Arbor program was great. I moved to Rio Nido- have struggled to get services since. It had/we need a community center, soup kitchen, day services/shelter; the problem is multi-layered. What would the size of the shelter be?
- The homeless here have been a huge problem the last few years.
- Use existing buildings to house the homeless – Chanate Campus/Hospital, Palm Drive.
- It's not just the homeless using drugs here – we have a big problem community-wide.
- I've lived here for 4 years and worked in the area for 27. Homeless people who really want help should be wining to leave the area and get help elsewhere.
- We want to be a compassionate community. We should separate mental illness, addiction, and homelessness as problems. DA won't prosecute crimes associated to homelessness. We have 1

percent of the County population and 20 percent of the homeless. Demand that local elected officials move the homeless out of the area.

- The ratio of people that need these services is skewed. They get counseling and services, but have no local place to work or get education. This will draw more homeless here.
- Will there be a vote on this proposal (public vote). (Not a vote of the voters – Board vote).
- I believe we need a shelter. I also believe the homeless should find a place to live where they would be better off than here. We should provide transportation to a new location if support there is verified. Bus passes an option.
- What is the success rate of shelters? A proposal like this will be a magnet for other homeless. How large is the town where a shelter worked. We're a small town.
- Regarding finances – where is the money do these programs coming from – a million isn't enough.
- We need to stop the us vs. them mindsets. We need to open our hearts – these people who are homeless could be our family members. I have met them face to face – they are us. Create a full services shelter for 50.
- This is a business area – we have been homeless, me and my wife. I've been cleaning up after homeless encampments since 1989 – we need to end the problem of the garbage in the river. There is a clean up this Thursday. T9ons of garbage cleaned out to date and much more. These are human beings – they need a cafeteria, bathrooms, shelter, health care, and mental health services.
- Are you worried about how many homes people are here – when the shelter opens people will be bussed here for the wet shelter.
- There are different types homeless people. Does our little village have the ability to provide help for these people? A shelter is a good idea. Is it dry or wet in the model? (behavior based answer).
- I've been here since 1973. I'm a clinical Psychiatric professional, and work for Vet Connect. I'm here for the Vets. I served in Viet Nam in Medi-evac. The hand out tonight is a fascist document that I never thought I would see in this country. We provide showers for people now in Vet Connect Vets and others who are in need. We're all human. Soften your heart.
- I'm a life-long resident. These homeless people are members of our community. Give folks somewhere to stay. We also need rent control. Poor rental markets have caused me to be technically homeless 5 times in 7 years. We should be doing something. Not being able to solve everything doesn't mean we should do nothing! People are worth a place where they sleep when they won't drown or be arrested.
- We want to help people. Do it soon – Homeless people can move but the problem moves with them.
- There are encampments above the Garden Grill and on Neely Rd.
- People are working on housing in Sonoma County. I'm working on a concept with Catholic Charities, developing a proposal which is a substantial idea to combat tis problem We're going to the Board of Supervisors, and it could make a huge difference in a short time.
- I'm new at working with the homeless and I'm a Vet. Don't pick on happily homeless people – be willing to share the wealth.

- I've been homeless – had hard times. Homeless in Denver. PRMD fees are too high and stop good projects. This proposal isn't enough. County needs to take a lesson from Guerneville – this is not enough. Georges Hideaway is the wrong location - won't help enough people.
- County can't find a Sheriff's Deputy to hire/assign here. 1.5 years to create the project is too long.
- I'm also a Veteran. I have concerns about sanitary facilities. We dug trench latrines in the military – can we issue shovels to the homeless to create field toilets when they are camping?
- If people aren't here now they will be drawn here by the project. Cities must also have programs to prevent this.
- We started the shower program here. Guerneville and the Lower River are a forgotten area. No one is coming here for our services. The services provided here are for the people who are here now. It's a people problem – we're all people, and we're all human beings.
- What are we going to do for the Homeless this winter – this year – rain is coming, ending te shelter at 7 am is poor practice in the rain.
- Who are the people that you are referring to as not part of our community? The homeless are part of the community.
- I move my office here to be able to work in a small town. We were burglarized and lost our computers the first weekend, and were told it was done by the homeless person living on our property.
- Why are we proposing to follow the failed model used in cities, where they have shelters and services, and still have a homelessness problem.
- The D.A. and Sheriff won' help us with this drunk in public, trespassing, and drug use issues with the homeless, and this problem is getting wrapped up with the issue of helping the non-problematic homeless who need our help.



**RUSSIAN RIVER
COMMUNITY ALLIANCE**

"Working Together to Build a Better Community"

COMMUNITY MEETING (OCTOBER 6, 2015)

SUMMARY: Community Meeting to Discuss Homeless Solutions

First we would like to thank everyone who came to the meeting. It was a great showing of support for the Community and hopefully we can make a change.

Our goal with this first meeting is to let the Community know what is happening within our area regarding the homeless issue. Mark Emmett served as the moderator for the meeting and discussed who the Russian River Community Alliance is, what their goals are and how someone can participate.

Mark Emmett, along with Debra Johnson, updated those attending of the upcoming initiatives the county is proposing, centering on the homeless service center. It appears that the county has already decided that the town of Guerneville will have a homeless service center and now for them, it's just a matter of finding a location. Presently there are four location options being discussed by the County:

- 1) Veteran's Hall, in town;
- 2) Two vacant lots next to Zeigler's on River Road;
- 3) George's Hideaway, west of Guerneville, on Hwy 116;
- 4) Property nearby Guerneville Elementary School, on Armstrong Woods Road.

These locations, and any other location that we propose, will be discussed at our meeting next week (Thursday, October 16, 2015 at 6pm, St. Hubert's Hall). If you would like your voice heard, please make sure to attend this meeting.

SUMMARY OF THE GROUP DISCUSSION

Homelessness is probably the most divisive issue confronting any community. The same holds true for the Russian River Corridor (Rio Nido, Guerneville, Monte Rio). Many of those attending stood to have their voice heard. Some were in favor of the County's homeless service center, while others were against it.

While there were various issues discussed throughout the meeting, those attending were able to agree on four basic principles that would serve as the group's main concerns for the community and to be presented to Jim Leddy at our next meeting, this Thursday, October 15, 2015:

1. We want to be involved in the decision-making process that affects our Community

Too many times, the County or other agencies has made unilateral decisions that impacts our Community without informing those who live and work in the area first. The homeless service center is just the latest example. Again, for the County, the decision has been made; a service center will be placed in or around the town of Guerneville. As part of their meeting last month and for this week's coming meeting, it is just a matter of where to locate the service center.

A majority of those attending agree to reject this process and request that the County first engage with the Community prior to making these types of area-impacting decisions. We are requesting that information on such projects be shared with us prior and that we have input in the decision-making process.

The Russian River Community Alliance seeks to draw together members of the Russian River corridor with the purpose of improving the quality of life for those living and working in our community.

2. We want to help and support those who want to be part of our Community

Part of the discussion involved the types of homeless individuals in our Community – (*for lack of better description*) those who are “good citizens” and those who are “bad citizens”. Most attending believe that our community should offer the means for those in need of help to find help. Also, that there are several homeless individuals that are part of our community. Several people spoke of endearing stories and vouched for several members of those perceived as homeless. One individual suggested that we could help integrate more homeless by simply talking to them and getting to know them (“get to know them by name”).

On the other end of the spectrum, most agreed that there should be “zero tolerance” for those breaking the law and negatively affect those living and working in our community.

3. Focus our attention on eradicating our drug-related problems

One of the last to speak shared her thoughts on the homeless and drug addiction, bringing clarity and perspective to the meeting. Essentially, she believes that if we can get rid of our drug problem, our homeless issue would be much more tolerable and easier to manage [*Apologizes for not being able to furnish the exact quote*].

Most agreed that this should be a central theme to our Community’s efforts. For most of the examples cited about the homeless problem involved those using drugs and/or alcohol. If we can eradicate the drug houses and dealers and help those addicted to drugs and alcohol, our Community can work together with the county to solve our homeless issue.

[Which now brings us to our last point of the meeting]

4. Get the District Attorney to re-start prosecuting criminals

Much to the concern of those attending, we were informed that the County District Attorney will no longer actively prosecute lower-level and “victimless” crimes – *primarily those crimes associated with alcohol and drug addicts*.

As discussed, the beginning of the year held such promise, where those in the Chamber of Commerce and other members of the community held several meetings with the Sheriff’s Department that resulted in a new community officer assigned to the Russian River Corridor. At one of the first meetings of the Russian River Community Alliance, this Officer stated that he was working on twenty-two (22) “projects” in the area.

Then, the VetsConnect program started without notice (most of us read about it in the newspaper) [refer to Principle #1 above]. The Sheriff’s Department also did not receive any advance notification and thus decided to reallocate their resources (i.e., our newly assigned officer) to the Roseland area. Needless to say, all twenty-two (22) projects have stopped.

Further, as mentioned in the meeting, those drunk in public are being referred to the ambulatory division of the Russian River Fire Department instead of being taken to jail. With only one ambulance covering the Russian River area, this puts a major strain on the ability of the ambulance unit to properly service the area.

Ideas on how to solve this issue centered on writing or calling District Attorney and let them know that we want them to fulfill their duties and arrest and prosecute those who break the law. [*Contact Information is listed at the end of this summary*]

Lastly, there were several points/opinions mentioned by those attending that seemed pertinent to the discussion and purpose of this meeting (*contents of the statements below have not been verified for correctness*):

- Guerneville comprises 1% of the total population of Sonoma County, yet has 20% of the homeless population of the county.
- Many believe that other towns in Sonoma County and certain non-profit agencies are “busing” homeless from their area to the Russian River corridor. The thought is that we should “take care of our own”, however this is nearly impossible as more and more homeless people are coming into our community.
- Most were emphatic that the Community & Family Service Agency’s Empowerment Center, serving those with serious and persistent mental illness, should not be located next to an elementary school.
- Some attendees questioned the necessity of having a homeless service center in Guerneville and whether it would be utilized. A suggestion would be for the County to implement a mobile service center, similar to Healdsburg’s day labor center, to gauge the viability of such a program.
- Another concern is that the new home service center could serve as a reason for other towns to send their homeless to the Russian River area. For instance, if the service center is set up to serve 125 homeless, yet only 50 local homeless use the facility. Will the County then send 75 homeless from around the county here to use the service center? Thus, adding to the local homeless population, resulting in more programs to be added here and so on.
- One suggestion pertaining to not only the service center but also other programs in the area, is why not allow access to all residents of the Russian River corridor. There are those who may not be homeless but could really benefit from these programs.
- One informed attendee stated that Catholic Charities will be opening a homeless shelter in the Guerneville area “soon”. [Again, without involvement or notice to the Community]
- If progress is not made after our meeting with Jim Leddy and after contacting our local representatives, our next step should be to contact our congressional leaders.

Again, we would like to thank all of those who attended our meeting. For those who may have left disappointed or felt that their voice was not heard, please know that your voice was heard. It is important that you too be part of the process to make a difference.

Thank you.

Russian River Community Alliance

NEXT MEETING: Discussion with Jim Leddy, Director of Special Projects, County of Sonoma
Thursday, October 15, 2015
6pm at St. Hubert’s Hall, Guerneville.

County of Sonoma

Ms. Jill R. Ravitch, District Attorney
Sonoma County District Attorney's Office
600 Administration Drive, Room 212 J
Santa Rosa, CA 95403
jill.ravitch@sonoma-county.org
707-565-2311

Sheriff Steve Freitas
County of Sonoma
2796 Ventura Ave.
Santa Rosa, CA 95403
steve.freitas@sonoma-county.org
707-565-2511

Mr. Efren Carrillo, 5th District Supervisor
Sonoma County Board of Supervisors
575 Administration Drive
Santa Rosa, CA 95403
Efren.Carrillo@sonoma-county.org
Susan.Upchurch@sonoma-county.org
707-565-2241

State of California

Governor Jerry Brown
State Capitol, Suite 1173
Sacramento, CA 95814
916-445-2841

Ms. Kamala D. Harris
California Attorney General
California Department of Justice
Attn: Public Inquiry Unit
P.O. Box 944255
Sacramento, CA 94244-2550
916-322-3360
800-952-5225

Letter To: Russian River Community Alliance

10/15/15

From: J.Fredric Beeler,

M.A Clinical Psychology, Board Member of Sonoma County Vet Connect, Citizen at Large

Subject: Response to undated memo from RRCA

After reading and digesting your four page memo , I decided that the document and authors deserved a thought out and rational response.

Page one paragraph (ppgh) 2, " Let everyone know what is happening in the community". This suggests that no one has knowledge of public meetings going on since 2010 &2011 on the subject of intervention of the homeless.

Who is the RRCA, eg; who are the board members and members at large. And, what are your goals? Given that this undated document was penned after 10/6, I accept that your goals are reflected in this document.

I find many of the comments unsubstantiated, without reason, implacable, fallacious and not consistent with the facts relating to the county government process, the courts and sheriff's department and MOU.

Further, it appears confused. I don't know if you are wanting to exterminate a drug dealers, alcoholics, the homeless, veterans, or those with mental instability. Your stances appear inflammatory and not with well thought through assumptions.

Pg. 1, ppgh (1) "Too many times...". I ask , how many , what and when were they. I question such broad and unsupported "facts" in your presumption.

Pg. 1, Section 1, ppgh (2). You request , "The county first engage and provide input", That opportunity has been available to all of us since 2010-2011, five years.

Pg. 2, Section 2, (1st line); Our community. There appears a note of those in our community and those who we exclude as not being part of, "our" community. "Good and bad individuals". You and I and the Veterans and the homeless and the alcoholics and drug addicted and those with mental problems are also part of the community. They are not apart from it.

Pg. 2, sec. 2, ppgh (2). "Zero tolerance and breaking the law". If you are talking about alcoholics related to all homeless? Perhaps, you should complain about those who aid and abet the behavior and arrest each bar owner and the liquor store owner for their part in your complaint. Maybe you can find a cell for them too in the jail that is chronically overcrowded.

Pg. 2, Section 3, ppgh (3). Sounds like RRCA could use some assistance in the area of , "clarity and perspective". There has been a Federal, State, and local effort on this for decades. Weren't you and every other citizen engaged for the last four decades?

Pg. 2 ,Sec.2,ppgh (4) "Drug Houses and Dealers". The sheriff's department, and yours truly, have been at this problem directly since, at least , the mid 1980's. "Restart prosecuting". As a former of the Sonoma County Court, I can tell you this has been an ongoing all over Sonoma County for an equal amount of time. Further, where is the money coming from to prosecute each drunk and addict in the county? Are we going to take the funding from rural fire, road repair, and the libraries? Do you want to tax Guerneville residents and business owners to build more jail cells? Remember alcoholism is also considered legally a disease?

Pg.2, Sec. 4, ppgh (6) "What 22 projects? Please tell me what your point is here?"

Pg 2. Sec.4, ppgh (4) You don't know what you are talking about. Two of us have been conducting monthly Veteran's clinics for Sonoma County Vet Connect for the last ten years. And, while the change in our efforts (now each week from once a month) could have been handled differently, I provided information for two or three months to the Sheriff's office about the upcoming change.

Pg.2 Sec. 4, ppgh (7). What is your link between Roseland and Guerneville. Your presentation seems confused if not contrived.

Pg.2, Sec 4, ppgh (8). What are the monthly statistics on the , "major drain" on ambulance availability. Please document.

Last Page. Again where do your numbers come from, " 1%-20%"?

Last Page. Please provide the statistics on the increase of homeless. "Belief in Bussing in Homeless to Guerneville". You can believe anything you want. But I want to ask a couple of questions. Do you believe that there are the finances in Healdsburg, Windsor, Santa Rosa, Rhonert Park, Cotati , and Petaluma to pay for bussing all those homeless? I don't. And, the assumption of rounding up all homeless, drug addicted and mentally ill lacks credulity . Where is the law to do that? WE STOPPED ROUNDING UP QUESTIONABLE CITIZENS SINCE 1943 WITH THE JAPANESE AMERICAN INTERNMENT CAMPS.

In closing, you need to get a grip on reality, your place in the American community, and logic. If you want to be constructive members of the river community, you need to stay engaged and not just zip off inflammatory silliness.

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Fred
Beeler
869-2948
JFBEELEER@
COMCAST.NET

Jim Leddy

From: Esa Day <esaparr@yahoo.com>
Sent: Thursday, October 15, 2015 6:27 AM
To: Jim Leddy
Cc: Efren Carrillo
Subject: Protest to homeless shelter/service center at George's Hideaway location

Dear Mr. Leddy,

Thank you for coming to speak at the Guerneville School Board meeting on Monday Oct. 12th, 2015. At that meeting there were many parents, teachers, and staff who voiced their concerns about the county opening a homeless service center/shelter at the community church next to our K-8th grade school. They are all concerned about the safety of the 281 children that attend Guerneville School. At that meeting you stated that you had only received one call about one of the 5 selected locations for the homeless service center/shelter in Guerneville and that was a complaint about the Guerneville Community Church location. You also stated that the Veterans' building is not a good location because it is downtown and near many businesses.

I am writing you this email as an official protest against opening a homeless service center/shelter at the proposed George's Hideaway location on Hwy. 116 in Guerneville. Please take note of this for your records. For the past 10 years, my husband and I have owned a home on Orchard Ave in the Vacation beach area of Guerneville. I have two children who attend Guerneville School. Beginning in June of every year, there is summer dam and a summer bridge that is available to thru traffic for 5 months out of the year. The road to access this recreational area is right next door to the park/playground in our neighborhood. My family lives directly across the street from this park/playground. This summer bridge and road connects our neighborhood directly to the George's Hideaway property.

Over the past few years I have seen a heavy increase in drug activity, homeless people and encampments along the river in our neighborhood and park, especially during these months when the bridge is installed. The summer bridge, dam, boat launch and river/beach area is all county property. There are a lot of encampments and drug use occurring in this area and the sheriff's do not seem to prosecute illegal activity here because it is occurring on county property and not on someone's private property. My husband and I work full time and in the early morning and late evening and we often see the same people that look very high on drugs, riding bikes back and forth between encampments and hanging out on this county property.

Also, right across the street from George's Hideaway is a property that appears to have heavy drug activity for many years and is frequently visited by our sheriff. You made it clear at the school board meeting that this shelter would allow people to be drunk or high when they seek shelter. If this is the case, then this homeless service center should definitely not be near a lot of county property when this type of behavior seems to be allowed by the sheriffs in our community and definitely not near a park/playground that is frequented by children. I am very concerned that if you open a homeless service center at George's Hideaway this type of illegal drug activity will increase and will greatly impact the safety of my family, the people in our neighborhood, and all the children who frequent the park/playground, boat dock and beach area at the summer dam.

I was born & raised in Guerneville and worked in property management and low income housing for many years. I am a firm supporter of the HUD program and wish we could have more low income housing like Fife Creek Commons in our area. I recognize many of the people who are considered the homeless population in our community. I know a lot of the homelessness is caused by the lack of affordable low income housing and the heavy use of alcohol, drugs, and the influx of heroine in our area. I want to see the homeless population in our community get help and permanent housing. But a major part of this solution needs to be drug rehabilitation, mental health services and collaboration with our local law enforcement. I am new to this homeless shelter/service center concept and am trying to learn as much as I can. I usually spend my free time volunteering as the President of the Friends of Guerneville School (F.O.G.S.) where we raise money to provide enrichment programs like music, art, sports, health & fitness for the children of Guerneville School. But now that I am seeing the rapidly rising drug and homeless problems in our area, I feel that I need to focus on getting our community to help solve these issues because they are negatively impacting the safety of the children in our community.

I do not understand how a shelter that allows homeless people to be drunk and do drugs would help them? We need a clean & sober homeless shelter to get people off the street on their way to a healthy lifestyle, something like the COTS program. We also need this shelter to be supported and overseen by our local law enforcement to ensure the safety of the families in our community. I know no one wants this homeless/service center in their backyard, but maybe if it was a dry shelter, where drugs and alcohol are not tolerated, and in a location that is not near a commonly used recreational area, a school, or by a park/playground, the people living nearby would feel differently. I hope you take note of my arguments against having this homeless service center/shelter at the George's Hideaway location. I plan to attend the Russian River Alliance Committee meeting this evening that you will be speaking at, to further understand the counties plan and to voice my opinion.

I have copied Supervisor Efren Carrillo on this email so that he is also aware of my concerns.

Thank you,
Esa Day

Russian River Shelter: Options and Opportunities



SONOMA COUNTY COMMUNITY DEVELOPMENT COMMISSION

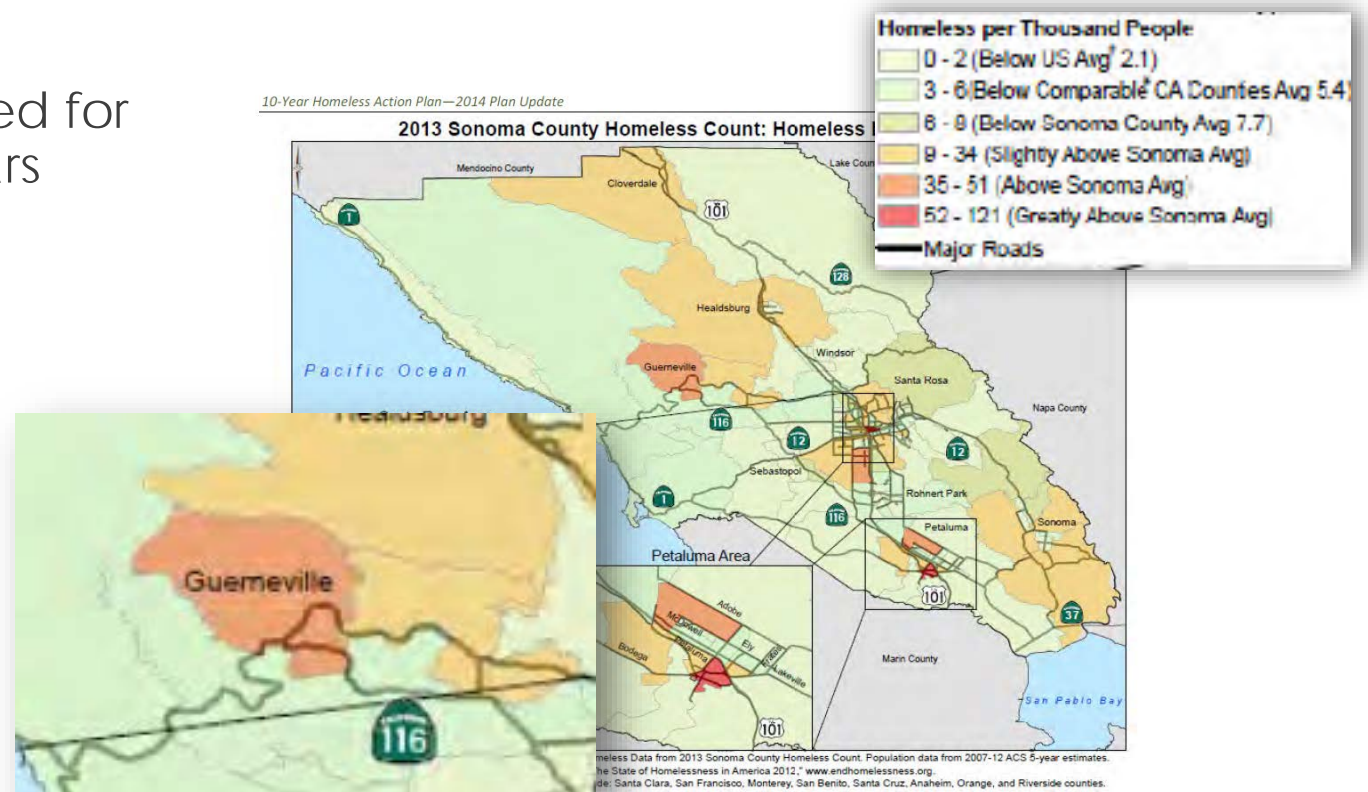
NOVEMBER 3, 2015

Background

- July 2010 SCCDC tasked to find homeless shelter/services solutions for lower Russian River
- March 2011 River Area Shelter and Downtown Task Group (RASAD) formed
- Apr/Nov 2011 RASAD meets 19 times and holds two community meetings
- Nov 2011 RASAD Report completed
- Feb 2012 Redevelopment dissolved, eliminating planned funding source for project
- May 2013 RASAD Report presented to the Board of Supervisors
- June 2013 Board approves \$1.02 M R&R for Guerneville Homeless Shelter & Day Services /
Location and service model research continues
- Aug 2015 Board endorses *Building HOMES* goal to end homelessness countywide
- Sep/Oct 2015 Five potential sites identified / Seven additional community presentations

Needs

- 2015 Homeless Count identified 240 people in Lower Russian River area who are homeless
- Guerneville Veterans Hall has been used for Winter Emergency Shelter in many years
- Current location impacting downtown
- Housing First Policy
- Environmental concerns
- Trespass concerns
- Vulnerability



Community Engagement

- 19 RASAD meetings held
- Two community wide public meetings
- All input researched by RASAD
- Report issued in November of 2011
- May 2013 – Board of Supervisors receive RASAD Report
- August to October 2015 – CDC Staff presents information to community - receives additional feedback

**River Area Shelter and Downtown
(RASAD) Task Group Work Product
Summary**

For the Community Meeting

Community Concerns

- New Facility will attract people to area
- Public Safety issues not being addressed
 - Drug use by non-homeless
 - Lack of enforcement
- Lack of community involvement
- Need for immediate assistance now
- Service Center success
- Long-Term Interactive Group to improve communication



Service Models – Model 1

- Winter Shelter – Four months a year
- Year-Round Service Center



Pros

- ~RASAD recommended
- ~Lower cost
- ~Service focused

Cons

- ~Low success rate
- ~Destabilizes client
- ~Weaker permanent housing link
- ~Clients outdoors during day

Service Models – Model 2

- Winter Shelter – Four months
- Mobile Services



Pros

- ~Lower cost
- ~Services brought to clients
- ~Service focused

Cons

- ~Low success rate
- ~Destabilizes client
- ~Permanent housing connection weak
- ~Loss of co-location savings of a fixed location
- ~Movement of services / Lack of communication
- ~Clients pushed back outdoors during the day

Service Models – Model 3

- Year-Round Shelter
- Year-Round Service Center

Pros

- ~Moderate operating cost
- ~Service focused
- ~Client / Staff relationships
- ~Moderate success rate
- ~Cost efficiencies

Cons

- ~Lack of housing connections



Service Models – Model 4A-B

- Year-Round (A) or Winter (B) Shelter
- Year-Round Service Center
- Permanent Supportive Housing



Pros

- ~Housing First
- ~Service focused
- ~Client / Staff relationships
- ~Client stability
- ~Higher success rate
- ~Phased in over time
- ~Cost efficiencies

Cons

- ~Higher cost
- ~Neighborhood concerns

Location Analysis - Factors

- ✓ **Proximity** – Distance from Downtown
- ✓ **Willing Owner** – Lease or sell
- ✓ **Zoning Change** – General Plan Amendment needed
- ✓ **Size** – Large enough to accommodate Model
- ✓ **Flood Plain** – F1, F2, or none
- ✓ **Permanent Housing Capacity** – Zoning + Flood Plain + Size or existing structures
- ✓ **25-40 Shelter bed capacity** – Shelter size to accommodate
- ✓ **RASAD Alignment** – Distance “Donut”, Code of Conduct, impact on community
- ✓ **Facility Infrastructure** – Water, sewer and other infrastructure needs

Possible Locations

-
- ~RASAD research yielded 8 locations - Three received no support
 - ~Additional 5 Locations came from community

RASAD	8
RASADs no votes	- 3
RASAD No-Go's	- 2
Community Additions	+5
Community Addition No-Go's	- 3
<hr/>	
Remainder	5

Final 5 potential locations in alphabetical Order:

- Community Church
- George's Hideaway
- Guerneville Veterans Hall*
- Hernandez Combo
- James' Lot



Recommendations

Direct Staff to:

- 1) Proceed with next level of due diligence to finalize site selection in following priority:
 - A. George's Hideaway;
 - B. Community Church;
 - C. James Lot;
 - D. Hernandez Combo.
- 2) Negotiate a potential lease or purchase and sales agreement for Board consideration.



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: November 3, 2015

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Efren Carrillo 565-2241

Supervisorial District(s):

Fifth District

Title: Board Sponsorship

Recommended Actions:

Approve Board sponsorship of \$5,065 to the Sebastopol Center for the Arts for the AARP Tax-Aide Program at the Sebastopol Veteran's Memorial Building from February 4, 2016 through April 14, 2016. (Fifth District)

Executive Summary:

AARP counselors conduct no cost tax preparation assistance for low income individuals and families. All advisors are volunteers, and this effort results in refunds of over \$252,000 to area residents who had an average income of \$28,217. See attached letter from Louise Ahles-Kedziora. Because AARP is a national organization and the local chapter has no bank account, we are requesting that the sponsorship go directly to the non-profit managing the building.

Prior Board Actions:

Approved Board Sponsorship on January 7, 2014

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 15-16

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$ 5065
Add Appropriations Req'd.	\$ 5065	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 5065	Total Sources	\$ 5065

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:
Fee Waiver Application, Letter from Louise Ahles-Kedziora.

Related Items "On File" with the Clerk of the Board:
None.



RECEIVED
OCT 05 2015

BOARD OF SUPERVISORS
COUNTY OF SONOMA

October 2, 2015

TO: Sonoma County Board of Supervisors
575 Administration Drive, Room 100A
Santa Rosa, CA 95403-2887

ATTN: Efren Carrillo

With this memo I am requesting:


- Use of the Sebastopol Veteran's Memorial Building on Thursdays from February 4, 2016 through April 14, 2016
- A waiver from the facility use fees for the use of the Sebastopol Veteran's Building, 282 High Street, Sebastopol, CA, to include room fees, room set up fees and processing fees

The AARP Foundation Tax-Aide program is a volunteer-run tax counseling and preparation service available to low and middle income taxpayers, with special attention to those ages 60 and older. To assure quality, all volunteer counselors must attend training, successfully pass a tax law exam and demonstrate competence in the use of the TaxWise computer program. On site, all returns are subjected to a quality review process before e-filing.

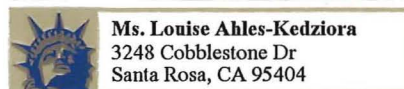
Last tax season, we prepared tax returns for 4185 taxpayers in Sonoma County, 363 at the Sebastopol Veterans Memorial Building. In addition, we assisted another 1200 taxpayers by answering questions, reviewing paperwork and helping them with letters from the Franchise Tax Board and IRS. The total refund amount was \$2,971,900 with the refunds for the Sebastopol location at \$252,666. The average annual income of those helped was \$28,217.

The Sebastopol and West County taxpayers are grateful that they have this free service. We cannot ask for donations or charge for the service. All who are providing assistance are volunteering their time. The AARP Foundation Tax-Aide program receives no tax funding and we can only operate in locations where there is no facility charge.

Thank you for consideration of this request.

Sincerely,


Louise Ahles-Kedziora
Sonoma County District Coordinator
AARP Foundation Tax-Aide Program
lakedziora@yahoo.com (707) 490-4025



7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
Sebastopol Center for the Arts	Facility use fees 2/4/2016 to 4/14/2016	\$5,065.00
Veterans Memorial Bldg		

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
11 / 10 / 2014	Sebastopol SCA	2015 Room fees for AARP Tax-Aide	\$4,525.00
1 / 29 / 2014	Sebastopol SCA	2014 Room fees Tax-Aide	\$4,525.00
2 / 1 / 2013	Sonoma County	2013 Room fees Tax-Aide	\$4,405.00
8 / 8 / 2011	Sonoma County	2012 Room fees Tax-Aide	\$3,725.00

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax
 Sales Tax
 Special Assessment
 User Fees

Other (please specify): _____

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.


 Authorized Signature

District Coordinator, Sonoma County Tax-Aide
 Title

10 / 2 / 2015
 Date

SEBASTOPOL
CENTER FOR THE ARTS

RENTAL INFORMATION FOR USE OF SEBASTOPOL VETERANS MEMORIAL BUILDING

TENTATIVE RESERVATION

CUSTOMER:

LOUISE AHLES-KEDZIORA
 AARP TAX-AIDE SONOMA/NAPA
 DISTRICT COORDINATOR

3248 COBBLESTONE DRIVE
 SANTA ROSA, CA 95404

RESEVATION:

EVENT NAME: VOLUNTEER TAX-AIDE

STATUS: TENTATIVE
 EVENT TYPE: PUBLIC
 CLASSIFICATION:
 ALCOHOL: NO YES
 PHONE WORK:
 PHONE HOME: CELL 490-4025
 PHONE CELL:
 PHONE FAX: 707-578-6688
 E-MAIL: LAKEDZIORA@YAHOO.COM

NOTICE:

- HELLIUM BALLOONS, CHEWING GUM, GLITTER, CONFETTI, CANDLES, AND SHOES ON THE WALL(S) ARE NOT PERMITTED IN OUR FACILITIES AT ANY TIME. Blue painters tape for anything put on walls.
- HOURS RESERVED MUST INCLUDE DECORATION, SET-UP AND CLEAN-UP.
- CHANGES TO THIS RESERVATION MAY BE MADE UP TO 30 DAYS PRIOR TO THE EVENT DATE.
- ADDITIONAL CHARGES WILL BE INCURRED IF YOUR EVENT RUNS BEYOND CONTRACTED HOURS.
- A \$50.00 FEE WILL BE CHARGED IF CONTRACT REQUIREMENTS ARE NOT MET 30 DAYS PRIOR TO EVENT DATE OR IF CHANGES OF ANY KIND ARE REQUESTED LESS THAN 30 DAYS BEFORE EVENT DATE.
- FAILURE TO PAY DEPOSIT ON TIME WILL RESULT IN CANCELLATION OF YOUR RESERVATION - THE REINSTATEMENT FEE IS \$50.00

Bookings / Details

	Amount
Room Set-up Fee (1-100):	200.00
Setup Notes: As per drawing	
Processing Fee:	25.00
Thursday, February 4, 2016	
8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room	\$440.00
Conference for 20	
Room Charge: (8 hours @ 55.00/hr)	
Thursday, February 11, 2016	
8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room	\$440.00
Conference for 20	
Room Charge: (8 hours @ 55.00/hr)	

SEBASTOPOL
CENTER FOR THE ARTS

RENTAL INFORMATION FOR USE OF SEBASTOPOL VETERANS MEMORIAL BUILDING

Thursday. February 18, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. February 25, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. March 3, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. March 10, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. March 17, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. March 24, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. March 31, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. April 7, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00
Thursday. April 14, 2016 8:00 AM – 4:00 PM Tax-Aide Sebastopol Dining Room Conference for 20 Room Charge: (8 hours @ 55.00/hr)	\$440.00

Yearly Grand Total

\$5065.00

SEBASTOPOL
CENTER FOR THE ARTS

RENTAL INFORMATION FOR USE OF SEBASTOPOL VETERANS MEMORIAL BUILDING

GRAND TOTAL MY NOT REFLECT ALL POSSIBLE CHARGES
 Any balance due must be paid in full no later than **30 DAYS PRIOR** to the event date

Sign Ramie Ahls-Kedzian District Coordinator, AARP TAX-AID
 Date 9/25/15 Conditional upon all fees waived by Sonoma County Board of Supervisors.

Cancellation:

If the event is cancelled 90 days or more from the date held, 50% of the deposit shall be retained by SCA
 If the event is cancelled between 30-90 days of the date held, the entire deposit shall be retained.
 If the event is cancelled 15-30 days of the date held 50% of the Rental Fee will be retained.
 If the event is cancelled within 15 days of the event 100% of the Rental Fee will be retained.

CLEANING/DAMAGE DEPOSITS:

The entire cleaning/damage deposit will be forfeited if ANY of the following occurs:
 GUM IS FOUND IN THE FACILITY (FLOOR, ETC.) AND GARBAGE REMOVED.
 GLITTER IS FOUND IN THE FACILITY
 ALCOHOL IS BROUGHT INTO FACILITY DURING A "NON-ALCOHOL" EVENT
 DATE 08-18-2015 PREPARED BY SEBASTOPOL CENTER FOR THE ARTS

Reservation Fees - A \$25 Processing Fee will be included on all reservations. Processing Fee payment must accompany application for it to be processed.
 Processing Fee will be refunded only if facility is not available.

Reservation Deposits - To book your event, a deposit is required. Deposits can be made by Visa, MasterCard, check or cash. This deposit is applied toward the rental of the building. The minimum reservation deposit to hold the auditorium is \$225 (includes processing fee) or the actual facility rent, whichever is less. A \$125 reservation deposit (includes processing fee) or actual facility rent, whichever is less, is required to hold other rooms for any date requested.

Late Fee - There is a \$50 late fee charged for 1) failure to pay deposit and processing fee within 10 days of booking, and/or 2) contracts not completed 30 days before event, and/or 3) changes made to contract within 30 days of event.

Room Set-up Fee

1-100 attendees	\$100
101-200 attendees	\$200
201-500 attendees	\$300
501 or more attendees	\$400

PAYMENT CAN BE MADE TO ADDRESS BELOW OR IN PERSON AT:

SEBASTOPOL CENTER FOR THE ARTS
282 S. HIGH STREET
SEBASTOPOL, CA 95472
Attn: Kathy Douglas

Sonoma County Certificate of Compliance
REVIEW



SONOMA COUNTY PERMIT AND RESOURCE MANAGEMENT DEPARTMENT
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

**FOR REVIEW BY THE BOARD OF SUPERVISORS
MEETING OF NOVEMBER 3, 2015**

Item #1 File: PLP 15-0068

Applicant: Tom Berry

Owner: Marc G Selivanoff and Carolyn R. Selivanoff

Staff: Scott Hunsperger

Location: 5328 and 5330 Old Redwood Highway, Santa Rosa Sup. Dist.: 4

APN: 039-025-002 and -005

Zoning: R2 (Medium Density Residential), B6- 11 units per acre, VOH (Valley Oak Habitat)

Requested: Two

Size: Parcel 1: 0.34 acres
 Parcel 2: 0.57 acres

Improvements: Parcel 1: Single Family Residence
 Parcel 2: Single Family Residence

Services: Sewer

Approved: Two

Criteria: These parcels are considered legally separate as they were created by conveyance (grant deed or Government Patent) in which fewer than five parcels were created prior to March 1, 1967.

Parcel 1: Created by: Book 688 of Official Records, Page 367; Recorded on September 10, 1945, Sonoma County Records.

Reference Documents: Book 1546 of Official Records, Page 220; Recorded on September 23, 1957, Sonoma County Records.

Parcel 2: Created by: Book 1546 of Official Records, Page 220; Recorded on September 23, 1957, Sonoma County Records.

Reference Documents: None

Appeal Deadline: November 6, 2015
