

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

TUESDAY

MAY 14, 2013

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		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

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

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

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

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

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

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

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

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 23)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 7)

PRESENTATIONS AT BOARD MEETING

1. Adopt Gold Resolution honoring John Perry for his forty years of coaching Little League with the Westside A's and congratulating him on the achievement of his 1,000th game as a coach and mentor. (Fifth District)
2. Adopt a Gold Resolution declaring May 18-19, 2013 as 350 Home and Garden Challenge Weekend throughout Sonoma County. (Second District)

PRESENTATIONS AT DIFFERENT DATE

3. Adopt a Gold Resolution commending Valerie Brown as an Honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event. (First District)
4. Adopt a Gold Resolution commending Harriet Derwingson as an Honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event. (First District)
5. Adopt a Gold Resolution honoring Joy Tharpe on her extraordinary commitment to the children, parents, and staff at the Alexander Valley School, and offering congratulations on her retirement after 43 years of teaching and nurturing generations of local Alexander Valley families. (Fourth District)
6. Adopt a Gold Resolution proclaiming May 2013 as Older Americans Month in Sonoma County. (Human Services)
7. Adopt a Gold Resolution proclaiming May 2013 as Mental Health Month in Sonoma County. (Health Services)

CONSENT CALENDAR (Continued)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

8. Approve and authorize the President to execute a contract with Donald Hays Trail Contractor, Inc. in the amount of \$333,600 for construction of the Montini Open Space Preserve Trail, and authorize the General Manager to execute a revocable license agreement permitting a spike camp operation on the property for the duration of the project, through summer 2014. (First District)

SONOMA COUNTY WATER AGENCY

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

9. Authorize the Chair to execute an agreement with Sotoyome Resource Conservation District for the District to provide creek restoration and education. (\$124,913; agreement terminates on March 31, 2019). (First District)
10. Authorize the Chair to execute the third amended agreement with Stewards of the Coast and Redwoods for pinniped monitoring activities in the Russian River estuary adding \$70,043 to the agreement cost and extending the agreement term by two years. The new not-to-exceed agreement total is \$149,043; agreement terminates June 30, 2015. (Fifth District)
11. Adopt Resolutions (3) authorizing the General Manager to execute the following agreements: receipt of grant funds in the amount of \$1,183,138 from the Department of Fish and Wildlife to assist in the funding of the Mirabel Dam Modifications for Improved Fish Passage Project (Grant 1), agreement terminates on September 15, 2015 (Fifth District); receipt of grant funds in the amount of \$826,277 from the Department of Fish and Wildlife to assist in the funding of the California Coastal Salmonid Population Monitoring in the Russian River Watershed Project (Grant 2), agreement terminates on June 30, 2015 (Fifth District); sub-recipient funding agreement in an amount not to exceed \$362,097 between the Sonoma County Water Agency and the Regents of the University of California for the University of California to assist in the Russian River Watershed Fisheries Monitoring Project (Grant 2: Sub-Recipient Agreement), agreement terminates on June 30, 2015 (Fifth District); and Proposition 84 Sub-Grantee Agreement for the receipt of funds in the amount of \$1,000,000 from the County of Humboldt for the Water Agency to assist in the funding of the Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project (Grant 3), agreement terminates August 2016 (Third District).

CONSENT CALENDAR (Continued)

SONOMA COUNTY WATER AGENCY

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

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, K. Brown)

AND

BOARD OF SUPERVISORS

12. Authorize the Chair to execute the Agreement for Funding of Economic Development Board, between the Sonoma County Water Agency and the County of Sonoma through its Economic Development Board for business related water quality and conservation efforts (\$150,000; agreement terminates on June 30, 2016); and Authorize the Chair to execute the Agreement for Funding of Economic Development Board for Sonoma Valley County Sanitation District Commercial, Industrial, and Institutional Biochemical Oxygen Demand / Total Suspended Solids Reduction Program for business related water quality and conservation efforts, between the Sonoma Valley County Sanitation District and the County of Sonoma through its Economic Development Board (\$90,000; agreement terminates on June 30, 2016). (2/3 vote required)

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

13. Review and approve the quarterly Treasury Financial Report January 1 through March 31, 2013.

COUNTY COUNSEL

14. Authorize the Chair to execute a second amendment to the legal services agreement with Hunton & Williams to continue to retain their legal expertise in environmental liabilities in connection with the County's solid waste system and increase the not to exceed amount from \$75,000 to \$125,000. (4/5 vote required)
15. Adopt Resolutions approving conflict of interest code amendments for the Live Oak Charter School and the Healdsburg Unified School District.

GENERAL SERVICES

16. Authorize the Purchasing Agent to execute a Blanket Purchase Order with Art's Towing, Santa Rosa, CA for towing services for county owned vehicles effective June 1, 2013, through May 31, 2014, with the option to extend for two (2) additional one (1) year periods, providing that extensions are agreeable to both parties. The estimated cost of the Blanket Purchase Order over three years is expected to be \$45,570 per year.

HEALTH SERVICES

17. Authorize the Director of Health Services to execute a revenue agreement to receive funds from the National Association of County and City Health Officials for tobacco prevention efforts for the period March 18, 2013 through September 29, 2013, in an amount not to exceed \$5,000; and Authorize the Director of Health Services to execute a revenue agreement to receive funds from the National Association of County and City Health Officials for Medical Reserve Corps capacity building efforts for the period January 5, 2013 through July 31, 2013, in an amount not to exceed \$4,000.

CONSENT CALENDAR (Continued)

HUMAN SERVICES

18. Approve the Area Agency on Aging Fiscal Year 2013-14 Area Plan Update and authorize the Chair to sign the transmittal letter to California Department of Aging.

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

19. Adopt a Resolution of the Board of Directors of the Northern Sonoma County Air Pollution Control District to: (A) approve disbursement of \$45,000 in Vehicle Pollution Mitigation Program (VPMP) grant funds to Sonoma County Transit to fund the construction of a bus turnaround at Monte Rio Creekside Park; and (B) authorize the Air Pollution Control Officer to enter into a grant agreement with Sonoma County Transit.

TRANSPORTATION AND PUBLIC WORKS

20. Approve and authorize the Chair to execute a transit services agreement with Mendocino Transit Authority to provide transit services in the northern coastal area of Sonoma County for \$167,000 for the period of July 1, 2013 thru June 30, 2014. (Fifth District)
21. Approve plans and specifications for the Arnold Drive at Agua Caliente Road Roundabout; award construction contract to the lowest responsible bidder, Team Ghilotti Inc., in the amount of \$1,896,602.75; and authorize the Chair to execute construction contract C02166. (First District)

APPOINTMENTS/REAPPOINTMENTS

(Items 22 through 23)

22. Appoint Dagny Thomas to the Sonoma County Fish and Wildlife Commission beginning on May 14, 2013 at the pleasure of the Board. (Third District)
23. Reappoint Frank Briceno to the Community Action Partnership of Sonoma County Board for a 3-year term beginning May 14, 2013 and expiring April 1, 2016 (First District).

IV. REGULAR CALENDAR

(Items 24 through 30)

HUMAN SERVICES

24. Accept Prevent Child Abuse–Sonoma County’s Annual Child Abuse Prevention Report.

COUNTY ADMINISTRATOR

25. Fiscal Year 2013/14 Advertising Program Grant Awards – (A) Adopt updated Advertising and Promotions Program Policy; (B) Approve Advertising Program grants for Fiscal Year 2013-14; (C) Allow certain Fiscal Year 2012-13 awarded grants of purposes outside of advertising; (D) Direct staff to initiate application process for new funding available through proposed Signage and Way Finding Category.

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

26. **10:00 A.M.** – Conduct a public hearing and review the Northern Sonoma County Air Pollution Control District's Fiscal Year 2013-2014 recommended budget and provide the public with the opportunity to comment upon the District's budget.

COMMUNITY DEVELOPMENT COMMISSION

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

27. **10:00 A.M.** – Conduct a public hearing and approve the purchase agreement for \$240,000 by and between the Sonoma County Community Development Commission, as seller, and Nandine Hatvany, as buyer, for the vacant land located at 650 West Spain Street, Sonoma, and authorize and direct the Executive Director of Commission to carry out all tasks necessary to comply with the terms of the agreement and close escrow. (First District)

COUNTY ADMINISTRATOR

AND

COMMUNITY DEVELOPMENT COMMISSION

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

28. Revitalization and Reinvestment Funds – (A) Adopt policy direction for County use of “Reinvestment and Revitalization” funds available as a result of dissolved Redevelopment Project Areas .(B) Direct County and Commission staff to return to the Board as part of the Fiscal Year 2013-14 supplemental budget with specific project and program funding recommendations. (C) Direct the County Administrator to review the policy direction and funding recommendations annually. (D) Direct the County Administrator and Commission to work with special districts under control of the Board on potential use of residual/asset distribution funds, consistent with the purpose of those districts.

REGULAR CALENDAR (Continued)

SHERIFF'S OFFICE

29. Pursuant to Government Code § 7522.56 and required findings, certify that appointment of Ms. Marion Medrano as a Legal Processor (Retiree Extra Help) is necessary to fill a critically needed position within 180 days of her retirement and approve her hiring date as early as May 15, 2013.

BOARD OF SUPERVISORS

30. Approve waiver of health inspection fees in the amount of \$8,119 for 14 facilities throughout Sonoma County for the Council on Aging's Congregate Dining Sites and Adult Day Programs where meals are served to seniors throughout Sonoma County. (First, Third, Fourth and Fifth Districts)

V. CLOSED SESSION CALENDAR

(Items 31 through 33)

31. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Sonoma County Association of Retired Employees (SCARE) v. Sonoma County. United States District Court, Northern District: Case No. CV-09-4432 CW (Govt. Code Section 54956.9 (d)(1)).
32. 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 Negotiator: Wendy Macy/Carol Allen/Janet Cory Sommer, Burke & Associates and Carol Stevens, Burke & Associates. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).
33. The Board of Supervisors will consider the following in closed session: Public Employee Appointment: Public Defender (Govt. Code Section 54957).

VI. REGULAR AFTERNOON CALENDAR

(Items 34 through 37)

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

34. Report on Closed Session.

35. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

(Comments are restricted to matters within the Board 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.)

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

- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
- b) Acts and Determinations of Project Review and Advisory Committee
- c) Acts and Determinations of Design Review Committee
- d) Administrative Determinations of the Director of Permit and Resource Management

37. ADJOURNMENTS

NOTE: The next regular meeting will be held on May 21, 2013 at 8:30 a.m.

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

1. May 21st (AM) – Sanitation Zones & District Prop 218 Hearing
2. June 4th (AM) – Prop 218 Fee Hearing Salmon Creek Water District
3. June 10th – 21st – Budget Hearings
4. June 18th (AM) – Refuse Fee Schedule Hearing
5. June 18th (PM) – CPH12-0004; State of California – Iron Rangers; Sonoma



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 Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): BOS

Staff Name and Phone Number:

Supervisorial District(s):

Supervisor Efren Carrillo

Fifth

Title: Gold Resolution

Recommended Actions:

Approve Gold Resolution honoring John Perry for his forty years of coaching Little League with the Westside A's and congratulating him on the achievement of his 1,000th game as a coach and mentor (Fifth District).

Executive Summary:

None

Prior Board Actions:

None

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

Fiscal Summary - FY 12-13

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

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



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisorial District(s):

Supervisor David Rabbitt, 565-2241

Second District

Title: Gold Resolution

Recommended Actions:

Approve a Gold Resolution Declaring May 18-19, 2013 as 350 Home and Garden Challenge Weekend Throughout Sonoma County

Executive Summary:

Prior Board Actions:

None.

Strategic Plan Alignment: Goal 4: Civic Services and Engagement

Fiscal Summary - FY 12-13

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):

None.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Resolution.

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

None.



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Declaring May 18-19, 2013 As 350 Home & Garden Challenge Weekend**

Whereas, the County of Sonoma is concerned about the health and well-being of its residents and seeks to create a healthy, sustainable, and livable community; and

Whereas, in 2005, all Sonoma County cities and the County adopted the boldest community greenhouse gas emissions reduction target in the United States – 25 percent below 1990 levels by 2015; and

Whereas, last year, the third annual 350 Home & Garden Challenge inspired thousands of people across Sonoma County to complete 2,304 actions to grow food, conserve water, and save energy; and

Whereas, Sonoma County can achieve its climate goals by growing and eating fresh, local garden produce, greening its transportation and creating energy and water-efficient homes, businesses, and communities; and

Whereas, local governments greatly influence the opportunities for growing, eating, and sharing healthy food and becoming more water and energy-efficient through key powers over land and water use planning and policies, economic and community development, parks and recreation, and other community services; and

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma commits to actively support the **350 Home and Garden Challenge** and its goal to inspire 3,500 actions to grow food, conserve water, and save energy, and as a partner pledges to:

- Support the **350 Home and Garden Challenge** activities within the County of Sonoma and use media to promote the growing, eating and sharing of healthy food and energy and water-efficiency.
- Support County programming that encourages the growing, eating and sharing of healthy food and energy and water-efficiency.

Resolution #

Date:

Page 2

- Take steps to improve the opportunities for food gardening by assessing community infrastructure and looking for ways to facilitate the growing, eating and sharing of healthy food.
- Take steps to improve the opportunities for energy and water-efficiency in community planning by supporting programs that facilitate home retrofits.

Be It Further Resolved that the County of Sonoma actively declares the weekend of May 18-19, 2013 350 Home and Garden Challenge Weekend in the County of Sonoma, as we work together for a healthier, more vibrant and viable future.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Approve a Gold Resolution commending Valerie Brown as an Honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 12-13

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

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 14, 2013

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Valerie Brown as an Honoree of the Sonoma Valley Hospital 2013 Celebration
of Women Event**

Whereas, Valerie Brown, a Midwestern “Country Girl, moved from Santa Monica to Sonoma County in 1984 and within months founded the Sonoma Valley Educational Center working with students all over the valley having difficulty with school; and,

Whereas, in her spare time Ms. Brown joined the Sonoma Valley Chamber of Commerce, Vintage Festival and started working on volunteer fundraising projects for the Community Center; and,

Whereas, Ms. Brown was elected to the Sonoma City Council and immediately became its Mayor; and,

Whereas, in 1992 Ms. Brown was elected to the California State Assembly where she served for six years; and,

Whereas, Ms. Brown was appointed by California Governor Gray Davis to the Sonoma County Board of Supervisors’ First District in 1991, winning re-election in 2004 and 2008; and,

Whereas, Ms. Brown served as an officer of the National Association of Counties for five years and became its president in 2009; and,

Whereas, in 2010 Ms. Brown was honored by President Obama and appointed to a National Advisory Council on Prevention, Health Promotion, and Integrative Public Health; and,

Whereas, Ms. Brown retired from public office in 2012 after 21 distinguished years of service to care for her parents in Missouri and to reestablish herself as a Governmental Affairs Consultant.

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby commends Valerie Brown on her selection as honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Approve a Gold Resolution commending Harriet Derwingson as an Honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 12-13

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

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 14, 2013

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Harriet Derwingson as an Honoree of the Sonoma Valley Hospital 2013
Celebration of Women Event**

Whereas, Harriet Derwingson, a native of South Carolina, has with her husband Randy, been a full-time resident of Sonoma County since mid 1998; and,

Whereas, shortly after Ms. Derwingson's move to Sonoma and concurrent to her position of Board Chair of the Crocker Art Museum in Sacramento, she was invited to join the new board of the Sonoma Valley Museum of Art, where she served two terms and was its 3rd President; and,

Whereas, Ms. Derwingson later joined the board of a newly forming community foundation, which was to become an affiliate of Community Foundation Sonoma County, now known as Sonoma Valley Fund; and,

Whereas, Ms. Derwingson continues to service on the board of Sonoma Valley Fund and was its 2nd President; and,

Whereas, three years ago Harriet joined the board of Sonoma Valley Fund's parent organization, Community Foundation Sonoma County, and is currently Chair-Elect; and,

Whereas, in addition Ms. Derwingson was a member of the Women's Health Center Advisory Board of Sonoma Valley Hospital; and,

Whereas, Ms. Derwingson is also a Master Gardener being part of a team of Master Gardeners responsible for the installation of the water-wise demonstration garden at Sonoma Community Center; and,

Whereas, Ms. Derwingson is a founding member of Impact 100, an advisor to the Sonoma International Film Festival and been active in numerous community, business, educational, civic and cultural groups, throughout her life.

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby commends Harriet Derwingson on her selection as honoree of the Sonoma Valley Hospital 2013 Celebration of Women Event.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Mike McGuire

Supervisorial District(s):

Fourth

Title: Gold Resolution

Recommended Actions:

Approve a gold resolution honoring Joy Tharpe on her extraordinary commitment to the children, parents, and staff at the Alexander Valley School, and offering congratulations on her retirement after 43 years of teaching and nurturing generations of local Alexander Valley families. (Fourth District)

Executive Summary:

Prior Board Actions:

None

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 12-13

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):			
N/A			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			
None.			



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Acknowledging And Honoring Joy Tharpe For Her Extraordinary Teaching Career And Contributions To The Alexander Valley Union School District And Alexander Valley School.

Whereas, Joy Tharpe earned her California Teaching from Sonoma State University in 1968; and

Whereas, Joy Tharpe came to work at Alexander Valley School in the beautiful Alexander Valley in the fall of 1969; and

Whereas, Joy Tharpe has continued to teach at Alexander Valley School for forty-three years; and

Whereas, Joy Tharpe founded and has led the annual Holiday Canned Food Drive at Alexander Valley School for over thirty years, providing thousands of pounds of food for needy Alexander Valley families; and

Whereas, Joy Tharpe founded and has led the annual Secret Santa gift giving program for children in need at Alexander Valley School for at least as long as she has led the Canned Food Drive; and

Whereas, Joy Tharpe and her husband, Sam, have prepared and served Thanksgiving dinner to hundreds of hungry families from their congregation's kitchen in Rohnert Park; and

Whereas, Joy Tharpe has served as Teacher-in-Charge in the Superintendent-Principal's absence, supervising fire drills (both scheduled and unscheduled), providing disciplinary guidance, and resolving playground disputes; and

Whereas, Joy Tharpe has served the District on various committees, including the Curriculum Committee, the Budget Committee, the School Site Council, and, most recently, the Emergency Preparations Committee, and

Whereas, Joy Tharpe has come to be known at the Martha Stewart of AVS, known to have every possible tool, craft item, picnic or party supply, and scrapping resource known to man or woman, and is continually willing to openly share each and every one of them with her colleagues.

Now, Therefore, Be It Resolved that the Board of Supervisors hereby acknowledges and honors the energy, time, and resources Joy Tharpe has contributed to the staff, students, and families of Alexander Valley Union School District.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Diane Kaljian – 565-5950

Supervisorial District(s):

County-wide

Title: Older Americans Month 2013

Recommended Actions:

Resolution proclaiming May 2013 as Older Americans Month in Sonoma County

Executive Summary:

May is Older Americans Month, a national tradition dating back to 1963 to honor the legacies and ongoing contributions of older Americans in communities across the country. The Sonoma County Board of Supervisors has annually joined in this recognition of seniors.

This year's Older Americans Month theme is *Unleashing the Power of Age*. Thousands of older adults in Sonoma County are contributing to the community by volunteering and through advocacy. Seniors are achieving significant accomplishments later in life and are making the county a more vibrant place to live. Through articles published in local newspapers, the Area Agency on Aging Advisory Council will be highlighting exemplary older adult individuals in Sonoma County and the valuable contributions they are making.

Sonoma County's senior population is projected to grow to 143,636 by the year 2030 when it will represent nearly a quarter (24%) of the county's total population. Currently, more than 105,000 individuals age 60 and older live in Sonoma County.

Prior Board Actions:

Resolution # 12-0233, dated May 15, 2012, proclaimed May 2012 - Older American Month. Annually May has been recognized as Older Americans Month in Sonoma County.

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

Older Americans Month highlights the importance of older adults to the Sonoma County community.

Fiscal Summary - FY 12-13

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):

There are no fiscal impacts resulting from this administrative action.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Resolution

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

None.



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Proclaiming May 2013 as Older Americans Month in Sonoma County

Whereas, aging is a natural part of life and older people deserve to age with dignity and to continue to be included in public and family life; and

Whereas, older adults in Sonoma County are contributing to the community by volunteering and through advocacy; and

Whereas, Seniors are achieving significant accomplishments and are making the county a more vibrant place to live

Whereas, older people have contributed, and continue to contribute, to the wellbeing and progress of their communities and the county as a whole; and

Whereas, in Sonoma County, there are over 105,000 persons over age 60 who represent 21% of the County's total population and

Whereas, older adults in Sonoma County have an important role in sharing knowledge, wisdom, and understanding of the history of our community and country through interactions with children, youth, and adults from other generations.

Now, Therefore, Be It Resolved, that the Sonoma County Board of Supervisors joins the President and Congress of the United States, and the Governor of California and proclaims May 2013 as Older Americans Month. We urge everyone to take time this month to engage with older people and honor their contributions.

Be It Further Resolved

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors County of Sonoma

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Rita Scardaci, 565-4700

Supervisorial District(s):

Countywide

Title: Mental Health Month

Recommended Actions:

Adopt a Resolution proclaiming May 2013 as Mental Health Month in Sonoma County.

Executive Summary:

The Department of Health Services requests that the Board proclaim May 2013 as Mental Health Month in Sonoma County. Since 1949, activities associated with National Mental Health Month have increased the public's awareness of mental health issues and the reality of mental illness. Mental health associations, families, clients, and advocacy groups across the County participate in this public awareness campaign each year.

In Sonoma County approximately seven percent of our population suffers from a serious mental illness. In addition, each year 20 percent of Sonoma County residents will experience a mental health issue that impacts their ability to function effectively in some area of their life. Unfortunately, many of these individuals do not seek help. Through outreach efforts and other opportunities Department staff, contract providers, Sonoma County Mental Health Board members, and National Alliance on Mental Illness (NAMI) staff will be emphasizing the importance and effectiveness of treatment, consumer empowerment and self-help, anti-stigma efforts, integrated services delivery, and similar principles underlying community mental health.

Below is a summary activities planned for May 2013. Additional information is available on the DHS website; <http://www.sonoma-county.org/health/>.

- On May 1st, NAMI will sponsor an educational session regarding the mental health needs of older adults. The session will help participants understand the psychological and sociological impact of aging and can be done to better navigate this stage of life with dignity and mental health.
- On May 2nd, Santa Rosa Junior College is hosting an annual networking event and regional strategizing event entitled "Building Cultural Responsiveness."
- On May 3rd, NAMI and the Sonoma County and Redwood Empire Chinese Association will host a

listening session for Asian youth and parents to build mutual understanding and facilitate open communication.

- On May 7th, the Bay Area Suicide and Crisis Intervention Alliance will sponsor a suicide prevention networking meeting. The meeting will bring together gatekeepers in various organizations and systems of care to learn about current best practices in suicide prevention and to help them incorporate these practices in their daily work.
- On May 11th, the Sonoma County Mental Health Board and NAMI will participate in the Human Race. The group will have walkers providing anti stigma messages and a table with education and anti-stigma materials.
- On May 22nd, NAMI will host a presentation by Molin Malicay, the CEO of the Sonoma County Indian Health Project, entitled “Understanding American-Indians; A Cultural Competency Training for the Community.”
- On May 25th, the Department of Health Services, NAMI, and the Goodwill Wellness and Advocacy Center will sponsor an all day event bringing together art, music, and information about healthy living activities. Open to all residents of Sonoma County, the goal is to promote recovery and reduce stigma.

In addition, NAMI and the Department of Health Services have been working with the Sonoma County Museum of Art on an exhibit of works created by artists from NAMI, Goodwill Industries Wellness and Advocacy Center, and Becoming Independent. The exhibit is scheduled to run June 15 through September 15 along with exhibits from other contemporary artists with disabilities. For more information visit <http://www.sonomacountymuseum.org/>.

Prior Board Actions:

Since 1995, the month of May has annually been proclaimed Mental Health Month in Sonoma County.

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

Activities associated with Mental Health Month help to increase the public’s awareness of mental health issues and the reality of mental illness.

Fiscal Summary - FY 12-13

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 is no fiscal impact related to the Recommended Action.			
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: May 14, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Proclaiming May 2013 As Mental Health Month in Sonoma County.**

Whereas, one in five adults will experience a mental health disorder at some point in their life, yet mental illness remains one of the most misunderstood illnesses in our society;

Whereas, the stigma of mental illness deprives many people of the quality mental health services they need and deserve;

Whereas, mental health not only concerns those with mental illness, but also has broad reaching impacts which greatly affect our communities and our entire society;

Whereas, focusing on mental health as a community raises awareness about mental illness and the importance of mental wellness for all; and

Whereas, Sonoma County's public mental health system annually serves over 15,000 individuals, helping to improve the lives of many families.

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County does hereby proclaim May 2013 as Mental Health Month in Sonoma County, and encourages all Sonoma County residents, government agencies, public and private institutions, businesses, organizations, and schools to work toward the achievement of comprehensive, consumer-driven, community mental health care for the benefit of all individuals.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

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

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Leslie Lew, 565-7367

Supervisorial District(s):

1

Title: Montini Open Space Preserve Trail Construction

Recommended Actions:

Approve and authorize the President to execute a contract with Donald Hays Trail Contractor, Inc. in the amount of \$333,600 for construction of the Montini Open Space Preserve Trail, and authorize the General Manager to execute a revocable license agreement permitting a spike camp operation on the property for the duration of the project, through summer 2014. (First District)

Executive Summary:

Summary

Since July 2005, the Sonoma County Agricultural Preservation and Open Space District (District) has worked cooperatively with the City of Sonoma, California State Parks, and the Sonoma Overlook Trail Task Force, along with other partners and individuals to develop a trail plan to connect the District's Montini Open Space Preserve (Preserve) with the City of Sonoma's Sonoma Overlook Trail, the Field of Dreams, and the Vallejo Home Site of Sonoma State Historic Park. This collaborative effort has resulted in the Montini Open Space Preserve trail project (Project), a component of the Preserve Management Plan. California Environmental Quality Act documentation for this Project was completed as part of the Management Plan and Initial Study/Mitigated Negative Declaration approved by the Board in October 2009.

The subject Project is the construction of a new 1.8-mile trail extending from trailheads that will be established at 1st Street West and 4th Street West in the City of Sonoma into the Preserve, connecting to the existing Sonoma Overlook Trail. The proposed trail includes vistas of Mt. Burdell, Sonoma Mountain, the Hayward Fault, and San Pablo Baylands and will link over 100 acres across the scenic backdrop for the City of Sonoma.

Construction Bid

The District and Regional Parks have entered into an agreement pursuant to which Regional Parks is assisting the District in managing the planning, construction, and contract administration of the Project.

On March 12, 2013 the Board approved the plans and specifications, and the minimum qualifications for advertising and publicly bidding of the project. On March 13, 2013, Regional Parks advertised a Notice Inviting Bids for the construction of the Preserve trail project in the Press Democrat, North Bay Builder's Exchange, Marin Builder's Exchange, and the Pacific Trail Builder's Association.

The Project was advertised for bids March 13 – April 11, 2013. Representatives from 8 different contracting entities attended the mandatory pre-bid project walk-through.

On April 11, 2013, the District received one bid from Donald Hays Trail Contractor, Inc. of Tahoe City ("Contractor"), California for \$333,600. This Contractor meets the minimum qualification requirements for the project. This bid was \$6,600 dollars (2%) above the engineer's estimate.

The \$333,600 bid price included a weekly rate of \$500 for a spike camp. A spike camp provides on-site camping for the trail construction crew. Spike camps have long been a practice for trail construction projects as a means of reducing the overall cost of trail construction contracts. Backcountry trail projects differ from other public construction projects in that they require a special set of skills and equipment and trained crews that work primarily with hand tools. Since experienced trail contractors are rare, they often travel from areas well outside of the location where the work is occurring. A spike camp minimizes commute time to the job site, provides nighttime security for materials and equipment, and provides a cost effective lodging option for construction crews. Without a spike camp, lodging costs would otherwise be added to overhead costs, increasing the overall contract cost.

The cost of a 40-week spike camp is \$20,000. Spike camp costs will be paid based on the number of weeks that the contractor is on site. Spike camp costs cover sanitary facilities, water, propane for cooking, and refuse disposal. To accommodate this operation, the Contractor must execute a revocable license agreement with the District which provides for the use of an approximately 2-acre site on the Preserve for camping purposes. Pursuant to this license agreement, approximately 8 people will camp on the Preserve for the duration of the project.

Trail construction work is expected to be complete by the summer of 2014. Staff recommends the award of the trail construction contract to Donald Hays Trail Contractor from Tahoe City, California.

Delegation of Authority to the General Manager

The Board is asked to delegate authority to the General manager to take certain actions to administer the construction contract.

The Contractor must execute a release of claims (Document 00650) before final payment but may except any unresolved claims from the release. The requested action authorizes the General Manager to approve the release unless the Contractor lists unresolved claims. In that case, County Counsel must review Document 00650 prior to General Manager approval.

The requested action authorizes the General Manager to approve change orders, if necessary, consistent with the authority vested in certain department heads pursuant to Resolution No. 09-0267.

A Notice of Completion is a written notice signed and verified by District staff and then filed with the Clerk to indicate that the District has accepted the work. The filing of the notice establishes the end date by which subcontractors can file stop notices and begins the one-year guaranty period for the work. The requested action authorizes the General Manager to issue and record the notice of completion for this project.

By approving this agenda item, your Board authorizes the General Manager to:

1. Execute the revocable license agreement with the Contractor permitting use of a 2-acre portion of the Preserve for spike camp operations.
2. Sign Document 00650 (Agreement and Release of Any and All Claims), with County Counsel review, if any unresolved claims are listed by the Contractor;
3. Approve and issue written change orders to the contract so long as (a) the General Manager concludes that the change order doesn't affect that 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) no single change order exceeds \$28,180; and (3) the cumulative amount of all change orders does not exceed \$33,360.
4. Issue and record notice of completion pursuant to Civil Code section 3093.

Prior Board Actions:

On March 12, 2013, the Directors approved the resolution to take the necessary actions to transfer the Montini Open Space Preserve to the City of Sonoma subject to a conservation easement and recreation conservation covenant to be held by the District and approved the plans and specification for construction of the Preserve. On September 11, 2012, the Directors approved an Agreement with Regional Parks to provide trail construction contract and oversight assistance. On October 6, 2009, the Directors approved the Montini Open Space Preserve Management Plan and adopted its related CEQA document.

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

Approval of the bid will allow construction of a trail at the edge of the City of Sonoma, providing recreational and educational opportunities for county residents and visitors. Construction of the Preserve trail system will provide a trail over varied terrain with beautiful scenery and wildlife for people of all abilities to enjoy.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ \$333,600		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ \$333,600
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ \$333,600	Total Sources	\$ \$333,600

Narrative Explanation of Fiscal Impacts (If Required):

Contract expenditures for construction are included in the District's 2013 Board approved budget.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

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

1. Mitigated Negative Declaration
2. Construction Bid Documents
3. Construction Management Agreement between Regional Parks and the District
4. Agreement between District and the Don Hays Trail Contractor, Inc.
5. Revocable License



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 9

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

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

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Marc Bautista / 547-1998

Supervisorial District(s):

First District

Title: Crane Creek Restoration and Education

Recommended Actions:

Authorize Chair to execute an agreement with Sotoyome Resource Conservation District for the District to provide creek restoration and education. (\$124,913; agreement terminates on March 31, 2019).

Executive Summary:

This item recommends an agreement with Sotoyome Resource Conservation District (Conservation District) for Conservation District to provide creek restoration and educational services in accordance with the Sonoma County Water Agency's (Water Agency) Stream Maintenance Program.

HISTORY OF ITEM/BACKGROUND

In accordance with the Water Agency's Stream Maintenance Program Manual, certified Environmental Impact Report, and associated permits, the Water Agency is required to contribute ten percent of its flood control-related sediment removal and bank stabilization costs each year towards a program developed in conjunction with local non-profit, non-governmental organizations titled the Watershed Partnership Program (Program). The Program funds between \$100,000 - \$150,000 per year but may vary. The Program assists non-profit organizations and landowners with implementation of projects that improve water quality and restore habitats and ecosystem functions. According to the Stream Maintenance Program Manual, projects will be selected based on their ability to provide water quality, habitat, and ecosystem benefits as suitable mitigation for Stream Maintenance Program impacts.

SELECTION PROCESS

On December 6, 2011, the Water Agency hosted a meeting with Watershed Partners to solicit proposals for the Program; the following groups attended:

1. The Center for Social and Environmental Stewardship (Windsor)
2. Laguna de Santa Rosa Foundation (Santa Rosa)
3. Point Reyes Bird Observatory Conservation Science (Petaluma)
4. Sotoyome Resource Conservation District (Santa Rosa)
5. Southern Sonoma County Resource Conservation District (Santa Rosa)
6. Sonoma State University (Rohnert Park)

Water Agency staff requested proposals for mitigation projects that would fulfill mitigation goals as part of the Water Agency's Stream Maintenance Program. In response, ten potential mitigation projects were submitted for consideration by the participating groups. Sotoyome Resource Conservation District submitted a proposal for Crane Creek restoration activities which was selected due to its ability to meet the requirements. The project will improve riparian habitat along Crane Creek in Crane Regional Park, reducing the accumulation of sediment downstream which will in turn reduce the Water Agency's maintenance costs. The Crane Creek project was one of several Program projects selected for implementation. Two other 2012 WPP projects have been implemented. The Laguna de Santa Rosa Foundation's Gravenstein Creek Project in August 2012 (\$25,000) and the Flocchini Ranch/Ellis Creek project with the Point Reyes Bird Observatory in September 2012 ((\$49,841).

The Conservation District is a special district organized under the California Public Resources Code, experienced in conservation activities, ecosystem restoration, restoration program management, and other related activities.

SERVICES TO BE PERFORMED

To improve habitat and water quality in Crane Creek the Conservation District will:

1. Design a Planting Plan detailing location, number, and species of plants to be installed along two stream reaches.
2. Remove non-native plants.
3. Install native riparian plants.
4. Design and install a gravity fed irrigation system for the project area.
5. Provide and install permanent interpretive signs along trails highlighting watershed issues, restoration opportunities, and how the Water Agency, Regional Parks, the Conservation District, and other Watershed Partners are working to improve the watersheds of Sonoma County.
6. Provide maintenance and monitoring of plants for a five year establishment period.
7. Provide Annual Reports documenting activities completed and plant survival.

The term is through March 31, 2019 as installation typically takes one year and the project requires five year of monitoring and maintenance following installation.

Prior Board Actions:

- 02/21/12: Agreement for Copeland Creek Riparian Enhancement Project
- 07/13/10: Stream Maintenance Program 2010 Update
- 06/23/09: Stream Maintenance Program Final Environmental Impact Review Certification and Project Approval

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This project supports Goal 2 by protecting, maintaining, and managing parks, public lands, and open space; promoting recreation and health; protecting the watershed; and, promoting biodiversity.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ -0-
Add Appropriations Req'd.	\$ -0-	State/Federal	\$ -0-
	\$	Flood Control Zone 1A - Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

The full amount for this agreement is budgeted in 673202-6540, Flood Control Zone 1A Fund, Fiscal Year 2013/2014.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

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

Agreement (4 Copies)



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 10

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

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

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Jessica Martini-Lamb / 547-1903

Supervisory District(s):

Fifth District

Title: Russian River Estuary Pinniped Monitoring

Recommended Actions:

Authorize Chair to execute the third amended agreement with Stewards of the Coast and Redwoods for pinniped monitoring activities in the Russian River estuary adding \$70,043 to the agreement cost and extending the agreement term by two years. The new not-to-exceed agreement total is \$149,043; agreement terminates June 30, 2015.

Executive Summary:

This item requests approval to enter into a third amended agreement with Stewards of the Coast and Redwoods (Consultant) in order to continue required pinniped (seals and sea lions) monitoring activities in the Russian River estuary, extending the agreement term by two years and adding \$70,043 for a new not-to-exceed agreement total of \$149,043 and termination date of June 30, 2015.

HISTORY OF ITEM/BACKGROUND

On September 24, 2008, the National Marine Fisheries Service issued the Russian River Biological Opinion (Biological Opinion), which requires the Sonoma County Water Agency (Water Agency) to modify Russian River estuary management annually from May 15 to October 15 to create and manage a summer lagoon to benefit juvenile steelhead that rear in the Russian River estuary.

The Water Agency also has a Marine Mammal Protection Act (Act) Incidental Harassment Authorization (Authorization) addressing possible impacts to seals that use a haulout located at Goat Rock State Beach, the location of Russian River estuary barrier beach management activities. The Authorization requires implementation of the Russian River Estuary Management Pinniped Monitoring Plan (Pinniped Monitoring Plan), with the purpose of detecting pinniped responses to the Water Agency's barrier beach management activities.

The Water Agency originally entered into an agreement with Consultant for pinniped monitoring on April 20, 2010, in the amount of \$79,000, with a term expiration date of June 30, 2011.

On June 22, 2011, the parties entered into the First Amended Agreement to extend the time period in order to continue the studies connected with the agreement. The First Amended Agreement also enabled Consultant to upgrade the database and equipment for pinniped database management. There was no change in the total cost of the agreement and the term was extended by one year to June 30, 2012.

On September 14, 2012, parties entered into the Second Amended Agreement to comply with the stipulated judgment and settlement agreement in *Russian River Watershed Protection Committee v. Sonoma County Water Agency*, Sonoma County Superior Court Case No. SCV-250347, by providing specific provisions regarding equipment used by the Consultant and volunteers. The time period of the agreement was also extended to allow the Consultant to continue required pinniped monitoring and related services. There was no change to the total cost of the agreement and the term end date is June 30, 2013.

The Third Amended Agreement is necessary to continue to implement the pinniped monitoring program required by the Authorization. The collaborative monitoring effort has been very successful in developing robust data that informs us about how harbor seals use the beach and how beach management activities may affect the haulout in the long term. The amount of the agreement will increase by \$70,043 in order to continue the monitoring activities for two more years, with a new not-to-exceed cost of \$149,043 and term end date of June 30, 2015.

SELECTION PROCESS

The Consultant was the only firm contacted because they and their subcontractors are uniquely qualified to assist the Water Agency with this monitoring effort. Since 1985, the Consultant has carried out a Seal Watch Public Education Program, which assists visitors in abiding by the Act and in safeguarding this local harbor seal haulout, the largest on the Sonoma Coast. In addition to public outreach, the volunteers are experienced in data collection and record the numbers of visitors and seals on the beach, other marine mammals observed, and the number of boats and kayaks present.

Water Agency biologists will lead the monitoring efforts, but the Water Agency does not have the staffing resources to entirely conduct this work with in-house staff because it requires multiple monitors working in multiple locations simultaneously. The Water Agency therefore proposes to enter into a third amended agreement with the Consultant to assist with pinniped monitoring efforts.

SERVICES TO BE PERFORMED

Under the proposed amended agreement, the Consultant will continue to assist Water Agency biologists with the pinniped monitoring required by the Act. Data gathered during this effort will be used to answer questions outlined in the Pinniped Monitoring Plan as required by the Authorization, with the purpose of detecting pinniped responses to the Water Agency's barrier beach management activities. Services to be performed include: establishing monitoring and data collection protocols in consultation with the Water Agency's project manager; recruiting and training data collection monitors; collecting data and providing data to the Water Agency's project manager on a monthly and annual basis; reporting observations of abandoned pups; and reporting violations of the Act to the Water Agency's project manager. The cost of two additional years of services will not exceed \$70,043 (total for four years is \$149,043); the new termination date is June 30, 2015.

Prior Board Actions:

7/31/2012: Approved entering into a stipulated judgment and settlement agreement in *Russian River Watershed Protection Committee v. Sonoma County Water Agency*, Sonoma County Superior Court Case No.: SCV-250347.

4/20/2010: Approved agreement between Water Agency and Consultant for Russian River Estuary Pinniped Monitoring. Cost \$79,000 (\$18,000 in fiscal year 2009/2010; \$61,000 in fiscal year 2010/2011, term end date June 30, 2011. Authorized the Water Agency's General Manager to amend the Agreement provided amendments did not cumulatively increase the total cost to the Water Agency by more than \$25,000 (taking into account all prior amendments) and did not substantially change the scope of work.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This aligns with Goal 2 by fulfilling environmental stewardship requirements under the Biological Opinion and Marine Mammal Protection Acts.

Water Agency Organizational Goals and Strategies, Goal 4: Ensure that organizational culture emphasizes information sharing and collaboration.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 3,746	Water Agency Gen Fund	\$ -0-
Add Appropriations Req'd.	\$ -0-	State/Federal	\$ -0-
	\$	Watershed Planning and Restoration Fund - Fees/Other	\$ 3,746
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ 3,746	Total Sources	\$ 3,746

Narrative Explanation of Fiscal Impacts (If Required):

Third amended agreement adds \$70,043. \$3,746 is budgeted in the Watershed Planning and Restoration Fund for the remainder of fiscal year 2012/2013. Expenditures of the remaining \$66,297 will be budgeted in later fiscal years as follows: \$30,910 in fiscal year 2013/2014, and \$35,387 in fiscal year 2014/2015.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

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

Third Amended Agreement (4 Copies).

DT:\\FILESERVER\\DATA\\CL\\AGENDA\\AGREES\\05-14-2013 WA RUSSIAN RIVER PINNIPED
MONITORING_SUMM.DOCM

CF/45-5-21 STEWARDS OF THE COAST AND REDWOODS (AGREE FOR MONITORING SERVICES FOR
THE RUSSIAN RIVER ESTUARY PINNIPED MONITORING PLAN 2010-2011) TW# 09/10-124C (ID
2454)



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 Directors, Sonoma County Water Agency

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Joan Hultberg / 547-1902

Supervisory District(s):

Third and Fifth Districts

Title: Authorization of Grant Funding Awards

Recommended Actions:

Adopt resolutions authorizing the General Manager or his designee to execute the following agreements: receipt of grant funds in the amount of \$1,183,138 from the Department of Fish and Wildlife to assist in the funding of the Mirabel Dam Modifications for Improved Fish Passage Project (Grant 1), agreement terminates on September 15, 2015 (Fifth District); receipt of grant funds in the amount of \$826,277 from the Department of Fish and Wildlife to assist in the funding of the California Coastal Salmonid Population Monitoring in the Russian River Watershed Project (Grant 2), agreement terminates on June 30, 2015 (Fifth District); sub-recipient funding agreement in an amount not to exceed \$362,097 between the Sonoma County Water Agency and the Regents of the University of California for the University of California to assist in the Russian River Watershed Fisheries Monitoring Project (Grant 2: Sub-Recipient Agreement), agreement terminates on June 30, 2015 (Fifth District); and Proposition 84 Sub-Grantee Agreement for the receipt of funds in the amount of \$1,000,000 from the County of Humboldt for the Water Agency to assist in the funding of the Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project (Grant 3), agreement terminates August 2016 (Third District).

Executive Summary:

This item requests that Water Agency's Board of Directors adopt resolutions required by the granting agencies authorizing the General Manager to execute each of the three grant agreements, and one sub-recipient funding agreement related to Grant 2.

The granting agencies require the Water Agency to provide authorizing resolutions from its governing board identifying an individual who will have signature authority for the grant agreement, quarterly compliance, financial, and other reports.

In March 2013, the Sonoma County Water Agency (Water Agency) received notices that it had been awarded three separate grants from State of California grant programs, for a total funding amount of \$3,009,415. (The projects chosen for funding are described in more detail below.)

Grant 1 (Department of Fish and Wildlife): Mirabel Dam Modifications for Improved Fish Passage Project

In March 2012, the Water Agency submitted a proposal to the State of California Fisheries Restoration Grant Program to modify an existing water diversion structure to improve fish passage. The design of this water diversion structure was funded in part by a previous (2011) Fisheries Restoration Program grant. In March 2013, the Water Agency was notified by the Department of Fish and Wildlife that the project will be receiving grant funds in the amount of \$1,183,138. The grant award requires a resolution from the Water Agency's Board of Directors authorizing execution of the grant agreement and other necessary actions.

The project location is the site of the Mirabel Inflatable Dam that is used to maintain diversions to the Water Agency's infiltration ponds augmenting recharge of the aquifer during times when water demands increase and river flows drop. The proposed modification would replace the current Denil Fishway built in the 1970s on the west bank of the river at the dam. The project will improve flow conditions near the new fish structure, attracting fish to the structure and reducing delays that threaten fish passage due to sub-optimal flow conditions.

The funded project is part of a larger integrated facilities project that includes a new fish screen, viewing gallery, seismic mitigation, and ground stabilization work. Some of these improvements are required under the Biological Opinion issued by the National Marine Fisheries Service in 2008, while others are necessitated by recent studies and analyses associated with seismic reliability work related to the Water Agency's Wohler and Mirabel facilities.

Total costs for the integrated facilities project are \$13,000,000. The grant amount is \$1,183,138 and the Water Agency's cost share is \$11,816,862. Funds for this project are programmed over three fiscal years in the Water Agency's Common Facilities Fund (675421): FY 12/13: \$6,309,000; FY 13/14: \$2,950,000; FY 14/15: \$3,741,000, for a total of \$13,000,000.

Next steps: After execution of the grant agreement, Water Agency staff will prepare project documents and advertise the construction project for bidding.

Grant 2 (Department of Fish and Wildlife): Russian River Watershed Fisheries Monitoring Grant

In March 2012, the Water Agency, in partnership with the University of California San Diego Scripps Institute of Oceanography (University), submitted a proposal to the State of California Fisheries Restoration Grant Program for a joint fisheries population monitoring project. The proposed project is part of a larger monitoring effort by the California Department of Fish and Wildlife and National Oceanic and Atmospheric Administration's National Marine Fisheries Service to improve understanding of coastal salmonid populations in California.

The Water Agency has been collecting data from fish populations in the Russian River Basin since 1999 and the University has been collecting data from coho and steelhead populations in Russian River Basin since 2004. Together, these programs represent a substantial monitoring infrastructure to expand upon

in order to meet the objectives of the California Coastal Salmonid Monitoring Plan.

The purpose of the proposed project is to combine the Water Agency's existing monitoring data with the University's monitoring data, standardize collection methods, and then analyze the combined data with additional data collected by California Department of Fish and Wildlife to define a sampling frame for coho, Chinook, and steelhead. (A sampling frame is a set of information used to identify a sample population for statistical treatment.)

In March 2013, the Water Agency was notified by the Department of Fish and Wildlife that the project will be receiving grant funds in the amount of \$826,277. The Water Agency will act as lead agency and the University will be a sub-recipient of the grant. The grant award requires a resolution from the Water Agency's Board of Directors authorizing execution of the grant agreement and other necessary actions.

The project will collect life cycle monitoring data in the Dry Creek sub-basin and mainstem Russian River for two years. These data will allow population abundance estimates at the start-point of marine rearing (smolts) and the end-point of marine rearing (adult returns) so that trends in marine survival (i.e., smolt to adult) can be inferred. Additional life cycle monitoring data from spawner surveys will provide information on the number of adults of each species in the mainstem Dry Creek and its tributaries.

Total costs for the proposed project are \$1,694,469; the grant amount is \$826,277 and the Water Agency's cost share is \$868,192. Funds for this project are programmed over two fiscal years in the Water Agency's Watershed Planning and Restoration Fund (675728): FY12-13: \$762,644; and FY13-14: \$931,825, for a total of \$1,694,469.

Next steps: After execution of the grant agreement, the sub-recipient funding agreement with the Regents of the University of California (discussed immediately below) must be finalized and executed, and Water Agency staff will begin project management and monitoring coordination activities.

Grant 2 Sub-recipient Funding Agreement between Water Agency and Regents of the University of California:

As stated in the grant proposal, part of the monitoring and data collection will be performed by the University, under the direction of the Water Agency. In order to do this, a separate funding agreement is required (\$379,097). It is anticipated that approximately half of the \$379,097 will be expended each year under the 2-year grant period, through June 30, 2015. These costs will be reimbursable under the Department of Fish and Wildlife grant. Under this funding agreement, the University will collect lifecycle monitoring data and perform basin-wide surveys of coho and steelhead adult spawners.

Next steps: Upon execution of the grant agreement, Water Agency staff will finalize the funding agreement and submit to the Regents of the University of California for execution. Work on the monitoring plan and related coordination will begin upon execution of the funding agreement.

Grant 3 (Proposition 84 funds via Bay Area Integrated Regional Water Management Program): Copeland Creek Stormwater Detention/Groundwater Recharge and Habitat Restoration Project

In September 2011, the Department of Water Resources sent a conditional grant award letter to the North Coast Integrated Water Management Program for a Proposition 84 Implementation Grant in the amount of \$8,221,061. The County of Humboldt was listed as lead agency (or recipient) and the Water

Agency's Copeland Creek project was included as one of nineteen sub-recipients to receive funding from the grant. The Water Agency will receive \$1,000,000 in funding for the 3-year grant period, through August 2016. In March 2013, the Department of Water Resources and County of Humboldt executed their agreement, allowing the sub-recipient agreement to be prepared for execution. The grant award requires a resolution from the Water Agency's Board of Directors authorizing execution of the sub-recipient agreement and other necessary actions.

Proposition 84 grant funds for the Copeland Creek Stormwater Detention/Groundwater Recharge and Habitat Restoration Project will be used for the design of up to three detention basins in the vicinity of Petaluma Hill Road and Laurel Drive, related environmental documentation, and habitat restoration and sediment removal work between Highway 101 and the north western edge of the Sonoma State University campus.

Additional funding (not part of this agenda item, but related to the project) for the portion of habitat restoration and sediment removal along Copeland Creek from Jasmine Circle west to the Highway 101 corridor is being provided through a Caltrans Environmental Enhancement and Mitigation grant in the amount of \$345,580. This grant was awarded in March 2011 and work is currently underway.

Total costs for the project are \$1,678,913. The Proposition 84 grant amount is \$1,000,000, the Caltrans grant amount is \$345,580 and the Water Agency's cost share is \$333,333. Funds for this project have been programmed over five fiscal years (from FY11/12 – FY15/16) in the Flood Control Zone 1A Fund (673202): FY11/12: \$425,513; FY12/13: \$330,000; FY13/14: \$223,400; FY14/15: \$350,000; and FY15/16: \$350,000.

Next steps: Upon execution of the grant agreement, Water Agency staff will prepare consultant agreements for the design and environmental work related to the detention basins. The Water Agency will return to the Board for approval of these agreements, once they are finalized.

Future Phases of the Project:

The Copeland Creek Stormwater Detention/Groundwater Recharge and Habitat Restoration Project is a multi-phase, multi-partner project with the goal of implementing a regionally-integrated project in the Copeland Creek Watershed between Highway 101 at Rohnert Park, east to Crane Creek Regional Park. Additional project partners include the Sonoma County Agricultural Preservation and Open Space District, Sonoma County Regional Parks, the City of Rohnert Park, Sonoma State University, the Conservation Corps North Bay, and the University District, LLC.

Based on the availability of future funds, the next phases of the project will include: 1) acquisition of 75 acres of open space to connect the urban area with the existing Crane Creek Regional Park, providing permanent public access and protecting the headwaters to Hinebaugh Creek; 2) construction of more than 12,000 linear feet of public trails and bike paths with full public access to provide an uninterrupted path connecting Rohnert Park and Sonoma State University to Crane Creek Regional Park; increase the quantity and quality of biking and hiking opportunities; provide alternate commute options for pedestrians and cyclists; and enhance community education opportunities through interpretative signs along trails, and engaging students and others in learning about hydrology, the water cycle, fish habitat, and geomorphic processes in the upper watershed; and 3) the construction of up to three off-stream basins that will provide regional flood protection via stormwater detention of up to 200 acre feet, an

off-channel refuge in the mid-reach of Copeland Creek to protect listed juvenile steelhead against high flow events; and an annual groundwater recharge potential of up to 150 acre feet to improve groundwater supply reliability and conserve energy resulting from reduced pumping of surface water supplies.

Prior Board Actions:

April 26, 2011: Board resolution authorizing the General Manager to execute a grant agreement for \$255,132 with the State of California (Department of Fish and Wildlife) to design a new fish ladder at the Wohler/Mirabel water diversion facility on the mainstem Russian River near the town of Forestville. **Note:** This 2011 grant funded part of the design work that resulted in the 2013 grant award to assist in construction costs for the Mirabel Dam Modifications for Improved Fish Passage Project.

November 2, 2010: Board resolution authorizing the General Manager to file a grant application and execute a grant agreement with the State of California (Caltrans) for the Copeland Creek Enhancement and Restoration Project under the Environmental Enhancement and Mitigation Program. **Note:** The Caltrans grant was executed in March 2011 and expires on June 30, 2014. Work performed under this Caltrans grant is leveraged funding for the Copeland Creek Stormwater Detention/Groundwater Recharge and Habitat Restoration Project awarded funds through the Proposition 84 grant program.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

These projects protect, maintain, and manage public land and systems that promote recreation, health, agricultural viability; protect watersheds, promote biodiversity, and contribute to the economic vitality.

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

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 7,401,644		\$ -0-
Add Appropriations Req'd.	\$ -0-	State/Federal	\$ -0-
	\$	Fees/Other	\$ 7,401,644
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ 7,401,644	Total Sources	\$ 7,401,644

Narrative Explanation of Fiscal Impacts (If Required):

FY 12/13 funding includes \$6,309,000 for the Mirabel Dam Modifications Project, \$762,644 for the Salmonid Population Monitoring Project, and \$330,000 for the Copeland Creek Project. The following details the complete project budgets and funding:

Grant 1: Mirabel Dam Modifications for Improved Fish Passage Project

Funds for this project are programmed over three fiscal years in the Water Agency's Common Facilities

Fund (675421): FY 12/13: \$6,309,000; FY 13/14: \$2,950,000; FY 14/15: \$3,741,000, for a total of \$13,000,000.

Grant 2: California Coastal Salmonid Population Monitoring in the Russian River Watershed Project

Funds for this project are programmed over two fiscal years in the Water Agency’s Watershed Planning and Restoration Fund (675728): FY12-13: \$762,644; and FY13-14: \$931,825, for a total of \$1,694,469.

Grant 2: Sub-Recipient Agreement (under the California Coastal Salmonid Population Monitoring in the Russian River Watershed Project)

Funds for this agreement are included as part of the Grant 2 budget above (675728-6570).

Grant 3: Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project

Funds for this project have been programmed over five fiscal years (from FY11/12 – FY15/16) in the Flood Control Zone 1A Fund (673202): FY11/12: \$425,513; FY12/13: \$330,000; FY13/14: \$223,400; FY14/15: \$350,000; and FY15/16: \$350,000, for a total of \$1,678,913.

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:

Resolutions (R1, R2, R3).

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

1. Draft Grant Agreement for Mirabel Improvement Project (1 Copy)
2. Draft Grant Agreement for Russian River Watershed Monitoring Program Project (1 Copy)
3. Draft Proposition 84 Sub-Grantee Agreement (1 Copy)
4. Draft Funding Agreement for Russian River Watershed Monitoring Program Data Collection (1 Copy)

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CF/15-1.4-20 HUMBOLDT, COUNTY OF (GRANT AGREE... (ID 4711)
 CF/45-11-20 CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE (GRANT AGREE... (ID 4709)
 CF/45-11-20 REGENTS OF THE UNIVERSITY OF CALIFORNIA, SAN DIEGO (AGREE... (ID 4710)
 CF/45-5-20 CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE (GRANT AGREE... (ID 4708)



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

Santa Rosa, California

4/5 Vote Required

Resolution Of The Board Of Directors, Of The Sonoma County Water Agency, State Of California, Authorizing The General Manager To Execute A Grant Agreement For \$1,183,138 With The State Of California In Substantially The Form On File With The Clerk For The Mirabel Dam Modifications for Improved Fish Passage Project; Prepare The Necessary Data, Conduct Investigations, Execute And Submit All Documents Which May Be Necessary Under The Grant Program; Execute And Submit Any Further Agreements And Amendments Necessary Under The Grant Program, Provided They Have No Cost To The Sonoma County Water Agency And Do Not Substantially Change The Project. (Fifth District)

Whereas, the Sonoma County Water Agency (Water Agency) proposes to construct a newly designed fish structure as part of a larger integrated facilities project at a site west of the Mirabel Inflatable Dam; and

Whereas, the new design will improve river flow conditions near the new fish structure, attracting fish to the structure and reducing dangerous delays in fish passage due to sub-optimal flow conditions; and

Whereas, in 2011, the Water Agency was awarded a grant by the State of California Fisheries Restoration Grant Program to design a new fish structure to replace the current Denil fishway built in the 1970s at the site of the Mirabel Inflatable Dam; and

Whereas, in March 2012, the Water Agency submitted a proposal to the State of California Fisheries Restoration Grant Program to construct the newly designed fish structure (Project) as part of a larger integrated facilities project; and

Whereas, in March 2013, the Water Agency was notified by the Department of Fish and Wildlife that the Project will be awarded grant funds in the amount of \$1,183,138; and

Whereas, the Water Agency desires to enter into an agreement with the State of California to carry out the Project.

Now, Therefore, Be It Resolved, that the Board of Directors hereby finds, determines, certifies, and declares as follows:

1. The General Manager of the Sonoma County Water Agency, or his designee, is hereby authorized to execute a grant agreement for \$1,183,138 with the State of California in substantially the form on file with the Clerk for the Mirabel Dam Modifications for Improved Fish Passage Project, prepare the necessary data, conduct investigations, execute and submit all documents which may be necessary under the grant program; and to execute and submit any further agreements and amendments necessary under the grant program, provided they have no cost to the Sonoma County Water Agency and do not substantially change the Project.

Directors:

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

So Ordered.



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

Santa Rosa, California

4/5 Vote Required

Resolution Of The Board Of Directors Of The Sonoma County Water Agency, State Of California, Authorizing The General Manager To Execute A Grant Agreement For \$826,227 With The State Of California In Substantially The Form On File With The Clerk For The California Coastal Salmonid Population Monitoring in the Russian River Watershed Project; Prepare The Necessary Data, Conduct Investigations, Execute And Submit All Documents Which May Be Necessary Under The Grant Program; Execute And Submit Any Further Agreements And Amendments Necessary Under The Grant Program, Provided They Have No Cost To The Sonoma County Water Agency And Do Not Substantially Change The Project. (Fifth District)

Whereas, the California Coastal Salmonid Population Monitoring Plan describes an overall strategy, design, and methods for collecting standardized data on salmonid populations, and states that there is an immediate need to provide monitoring data on the salmonid population in order to measure progress toward recovery; and

Whereas, the California Department of Fish and Wildlife and National Oceanic and Atmospheric Administration's National Marine Fisheries Service are conducting a large scale monitoring project to improve understanding of coastal salmonid populations in California; and

Whereas, the Sonoma County Water Agency (Water Agency) has been collecting data from fish populations in the Russian River Basin since 1999; and

Whereas, the Water Agency proposes to conduct a fisheries population monitoring project to collect life cycle monitoring data in the Dry Creek sub-basin and mainstem Russian River for two years in order to contribute to the larger project and to continue to amass data for its own monitoring program; and

Whereas, the California Department of Fish and Wildlife through its FY2012 Fisheries Restoration Grant Program solicited proposals that address fish population monitoring; and

Whereas, on March 29, 2012, the Water Agency submitted a grant application requesting funding to design and implement monitoring in the Russian River Watershed to measure progress toward recovery for anadromous salmonids (Project); and

Whereas, in March 2013 California Department of Fish and Wildlife notified the Water Agency that it will award \$826,227 to the Project; and

Whereas, the Water Agency desires to enter into an agreement with the State of California to carry out the Project.

Now, Therefore, Be It Resolved, that the Board of Directors hereby finds, determines, certifies, and declares as follows:

1. The General Manager of the Sonoma County Water Agency, or his designee, is hereby authorized to execute a grant agreement for with the State of California in substantially the form on file with the Clerk for the Project, prepare the necessary data, conduct investigations, execute and submit all documents which may be necessary under the grant program; and to execute and submit any further agreements and amendments necessary under the grant program, provided they have no cost to the Sonoma County Water Agency and do not substantially change the Project.

Directors:

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

So Ordered.



County of Sonoma
State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

Santa Rosa, California

4/5 Vote Required

Resolution Of The Board Of Directors Of The Sonoma County Water Agency, State Of California, Authorizing The General Manager To Execute A Proposition 84 Sub-Recipient Grant Agreement For \$1,000,000 With The County of Humboldt In Substantially The Form On File With The Clerk For The Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project; Prepare The Necessary Data, Conduct Investigations, Execute And Submit All Documents Which May Be Necessary Under The Grant Program; Execute And Submit Any Further Agreements And Amendments Necessary Under The Grant Program, Provided They Have No Cost To The Sonoma County Water Agency And Do Not Substantially Change The Project. (Third District)

Whereas, in September 2011, the Department of Water Resources sent a conditional grant award letter to the North Coast Integrated Water Management Program for a Proposition 84 Implementation Grant in the amount of \$8,221,061, and named the County of Humboldt as lead agency; and

Whereas, the Sonoma County Water Agency's (Water Agency) Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project (Project) is one of 19 sub-recipients to receive funding from the grant, and the Project will receive \$1,000,000 in funding; and

Whereas, in March 2013, the Department of Water Resources and County of Humboldt executed their grant agreement, allowing the sub-recipient agreements to be prepared for execution; and

Whereas, the grant funds for the Project will be used to design up to three stormwater detention/groundwater recharge basins in the vicinity of Petaluma Hill Road and Laurel Drive, prepare related environmental documentation, and perform habitat restoration and sediment removal work from Snyder Lane to the north western edge of the Sonoma State University campus; and

Whereas, the Water Agency desires to enter into an agreement with the County of Humboldt to carry out the Project.

Now, Therefore, Be It Resolved, that the Board of Directors hereby finds, determines, certifies, and declares as follows:

1. The General Manager of the Sonoma County Water Agency, or his designee, is hereby authorized to execute a Proposition 84 sub-recipient grant agreement for \$1,000,000 with the County of Humboldt in substantially the form on file with the Clerk for the Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project, prepare the necessary data, conduct investigations, execute and submit all documents which may be necessary under the grant program; and to execute and submit any further agreements and amendments necessary under the grant program, provided they have no cost to the Sonoma County Water Agency and do not substantially change the Project.

Directors:

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

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Directors, Sonoma County Water Agency and Sonoma Valley County Sanitation District, and the Sonoma County Economic Development Board

Board Agenda Date: May 14, 2013

Vote Requirement: Majority and 2/3 - SVCSD

Department or Agency Name(s): Sonoma County Water Agency, Sonoma Valley County Sanitation District and Sonoma County Economic Development Board

Staff Name and Phone Number:

Claire Nordlie / 524-1165

Supervisorial District(s):

All Districts

Title: Economic Development Board Program Funding

Recommended Actions:

Authorize Chair to execute the Agreement for Funding of Economic Development Board, between the Sonoma County Water Agency and the County of Sonoma through its Economic Development Board for business related water quality and conservation efforts (\$150,000; agreement terminates on June 30, 2016).

Authorize Chair to execute the Agreement for Funding of Economic Development Board for Sonoma Valley County Sanitation District Commercial, Industrial, and Institutional Biochemical Oxygen Demand / Total Suspended Solids Reduction Program for business related water quality and conservation efforts, between the Sonoma Valley County Sanitation District and the County of Sonoma through its Economic Development Board (\$90,000; agreement terminates on June 30, 2016).

Executive Summary:

This item requests approval to enter into two agreements with the Economic Development Board; \$150,000 and \$90,000 respectively, through June 30, 2016, for water conservation and water quality programs.

BACKGROUND

Economic Development Board

In 1995, the Board of Supervisors authorized the Economic Development Board (Development Board) to create the Sonoma County Environmental Business Task Force (Task Force), a committee comprised of business, environment, and government representatives, to investigate ways to promote the voluntary adoption of good environmental practices in the business community. The Task Force researched ways that the private sector could provide leadership to encourage businesses to adopt good environmental practices and, in 1997, formed the Business Environmental Alliance (Alliance) to implement an integrated program of voluntary environmental practices by local businesses. The Alliance facilitates the development of practical programs that help businesses voluntarily adopt sound environmental

practices, while enhancing their financial performance. It is a public/private partnership that serves as a vehicle for research, education, and implementation of efficiency programs within the business community.

The Sonoma County Water Agency (Water Agency) and the Development Board have successfully worked together to promote water use efficiency in the business community since 2001. Some of the outcomes to date include:

1. Annual Business Environmental Alliance breakfast.
2. 130 Certified Green Businesses.
3. Approximately 60 applications annually for the Green Business Program.
4. Approximately 15 outreach events annually to chambers and other business sector specific opportunities.
5. Coordinate with partners (PG&E, Waste Management), county departments (General Services, Emergency Services) and municipalities.
6. Recognize approximately 46 businesses annually for sustainable business practices, including water use efficiency.
7. Quarterly Bottom Line Newsletter distributed to approximately 1,600 businesses.

Agreement with Water Agency

The long-term management of water resources is important in the Water Agency service area. The Water Agency is a signatory to the Memorandum of Understanding (Memorandum) Regarding Urban Water Conservation in California in water use efficiency. This Memorandum consists of water conservation Best Management Practices representing proven practices and approaches for achieving long-term reductions in per capita water demand which may improve supply reliability, reduce the impact of short-term water shortage conditions, and provide a more accurate basis for future water management planning efforts. As signatory to the Memorandum, the Water Agency is responsible for compliance with the Wholesale Agency Assistance Program (Program). Implementation of the Program consists of financial support, technical support, and program management of water use efficiency for the Water Agency's water retailers.

The Water Agency and its water contractors benefit from activities of the Development Board such as workshops and meetings with speakers on water use efficiency for businesses; publication of the Bottom Line Newsletter, which highlights the availability and economics of water supply; promoting large landscape water use efficiency programs for the commercial, industrial, and institutional sector; and current efficiency-related updates to the Alliance web page.

Under the proposed agreement, the Water Agency will reimburse the Development Board for performing the following activities:

1. Administration of the Green Business Program.
2. Development and distribution of the Bottom Line Newsletter.
3. Marketing of commercial focused water use efficiency programs through workshops, chamber of commerce events, and breakfast meetings.
4. Conducting the annual award certificate program for businesses that are leaders in water use efficiency.

Total agreement amount is \$150,000, and agreement terminates on June 30, 2016.

Agreement with Sonoma Valley County Sanitation District (District)

The Board of Directors of the District passed and adopted Ordinance No. 59 on August 8, 2000. The ordinance provides conservation funding for reduction of Biochemical Oxygen Demand and Total Suspended Solids in addition to hydraulic inflow to the wastewater treatment plant. Various efforts of the Alliance and from activities of the Development Board help contribute to conservation and inflow reductions, such as: workshops on water use efficiency and conservation; Best Management Practices for businesses; publication of public information materials which highlight the water efficiency and biochemical oxygen demand / total suspended solids load reduction; commercial, industrial, and institutional water auditing; and development of incentive programs that are suitable for audited businesses. In addition to the general outcomes listed above, the Development Board has specifically accomplished the following for the District:

1. Implemented hospitality workshops in Sonoma Valley.
2. Coordinated and facilitated approximately 5 water use assessments for businesses that reduced flows, and/or biochemical oxygen demand / total suspended solids.
3. Coordinated with the Sonoma Valley Green Business Program.

Under the proposed agreement, the District will reimburse the Development Board for performing the following activities:

1. Working with the District on commercial, industrial, and institutional audit and incentive program.
2. Encouraging audited businesses to reduce consumption through fixture replacement or retrofit.
3. Developing and distributing, upon approval from the District, public information materials relating to audit and incentive programs in the District’s service area.
4. Developing commercial, industrial, and institutional sector workshops(s) for trade groups such as healthcare, hospital, or hospitality.
5. Producing and distributing a newsletter relating to water use efficiency and biochemical oxygen demand / total suspended solids load reduction.

Total agreement amount is \$90,000, and agreement terminates on June 30, 2016.

Prior Board Actions:

The Board of Directors of the Water Agency has authorized yearly annual agreements since 2001 for funding Economic Development Board programs.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

These agreements support Goal 2 because the Economic Development Board, through the Green Business Program promotes water use efficiency in the Water Agency service area.

Water Agency Water Supply Goals and Strategies, Goal 3: Ensure that water will be available to customers at all times, including during short- term emergencies, such as earthquakes, and long-term challenges caused by extended droughts and global climate change.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 80,000	Water Agency Gen Fund	\$ -0-
Add Appropriations Req'd.	\$ -0-	State/Federal	\$ -0-
	\$	Fees/Other	\$ 80,000
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ 80,000	Total Sources	\$ 80,000

Narrative Explanation of Fiscal Impacts (If Required):

The Economic Development Department has included these funds in the FY 12/13 and 13/14 budgets and will budget 14/15 funds during the appropriate budget process.

The Water Agency and Sonoma Valley funds are appropriated as follows:

FY 2012/2013 appropriation:

\$50,000 from the Water Conservation Fund, 675744-6540, and

\$30,000 from the Sonoma Valley County Sanitation District Operations Fund, 653105-6570

FY 2013/2014 appropriation:

\$50,000 from the Water Conservation Fund, 675744-6540, and

\$30,000 from the Sonoma Valley County Sanitation District Operations Fund, 653105-6570

FY 2014/2015 appropriation:

\$50,000 from the Water Conservation Fund, 675744-6540, and

\$30,000 from the Sonoma Valley County Sanitation District Operations Fund, 653105-6570

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

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

2 Agreements (4 Copies Each)



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: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Auditor-Controller-Treasurer-Tax Collector

Staff Name and Phone Number:

Cathy Patton – (707) 565-2073

Supervisorial District(s):

Countywide

Title: Quarterly Treasury Financial Report

Recommended Actions:

To review and approve the quarterly Treasury Financial Report – January 1 through March 31, 2013

Executive Summary:

In accordance with California Government code, the County Treasurer may provide quarterly investment reports of Pooled Investment Funds to the Board of Supervisors, any local agency participating in the fund and the Treasury Oversight Committee. The Government Code requires the County Treasurer to certify that sufficient cash flow is available for the next six months to meet the expected demands of all pool participants. The attached report outlines the current investments of the pool, their market values, weighted average maturity and yields. The report also includes the Treasurer's certification of adequate cash flow.

SONOMA COUNTY POOLED INVESTMENTS PROGRAM – For the Quarter Ending March 31, 2013

Beginning Fund Balance (01-01-13)	\$1,493,778,741
Ending Fund Balance	\$1,478,334,975
Average Daily Fund Balance	\$1,464,487,265
Total Interest Earned (after fees)	\$ 2,721,772
Interest Rate (after fees)	0.754
Interest Rate (before fees)	0.828

TOTAL FUNDS MANAGED BY TREASURY – (including Deferred Compensation, Tobacco Endowment, Special TRAN Investments, Active Accounts and Money in Transit)

Total Treasury Balance	\$1,769,288,021
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We respectfully submit the quarterly investment report for the quarter ending March 31, 2013

Prior Board Actions:			
A financial report is submitted from the Sonoma County Treasury on a quarterly basis			
Strategic Plan Alignment Goal 4: Civic Services and Engagement			
Fiscal Summary - FY 12-13			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Quarterly Report and Certification of the County Treasurer – Quarter Ending March 31, 2013			
Related Items “On File” with the Clerk of the Board:			

**QUARTERLY REPORT AND CERTIFICATION
OF THE COUNTY TREASURER
For Quarter Ending March 31, 2013**

The Government Code requires the County Treasurer to render a Quarterly Report to the County Administrator, the Board of Supervisors, the County Auditor, the Treasury Oversight Committee, and the participants of the Treasury Pool.

The Quarterly Report shall state compliance of the portfolio to the County Investment Policy and denote the ability of the pool to meet its pool's expenditures for the next six months, or provide an explanation as to why sufficient money shall or may not be available.

COMPLIANCE CERTIFICATION

I certify that the investments of the Sonoma County Investment Pool are in compliance with the County Investment Policy.

I further certify that the pool has sufficient cash flow available to meet all budgeted expenditure requirements for the next six months.



David E. Sundstrom
Treasurer
County of Sonoma

SONOMA COUNTY POOLED INVESTMENT PROGRAM
For Quarter Ending March 31, 2013

BEGINNING FUND BALANCE (01/01/2013)	\$1,493,778,741
ENDING FUND BALANCE	\$1,478,334,975
AVERAGE DAILY FUND BALANCE	\$1,464,487,265
TOTAL INTEREST EARNED (after fees)	\$2,721,772
INTEREST RATE (after fees)	0.754
INTEREST RATE (before fees)	0.828

TOTAL FUNDS MANAGED BY TREASURY

TOTAL TREASURY BALANCE (including deferred compensation, tobacco endowment, special TRAN investments, active bank accounts and money in transit)	\$1,769,288,021
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SONOMA COUNTY QUARTERLY INVESTMENT REPORT

Quarter Ending March 31, 2013

INVESTMENT POOL YIELD:

The yield during this quarter is .828% before fees and .754% after fees.

MARKET VALUE:

The market value of the portfolio as of March 31, 2013, is at 100.12% of cost. The market values are down from the last Quarterly Report. Market values were obtained from Sungard Financial Systems and Bloomberg.

REVERSE REPURCHASE AGREEMENTS:

The pool has no reverse repurchase agreements.

WEIGHTED AVERAGE MATURITY:

The weighted average days to maturity is 1,155 days.

Excluding SCEIP investments, the weighted average days to maturity is 1,028 days.

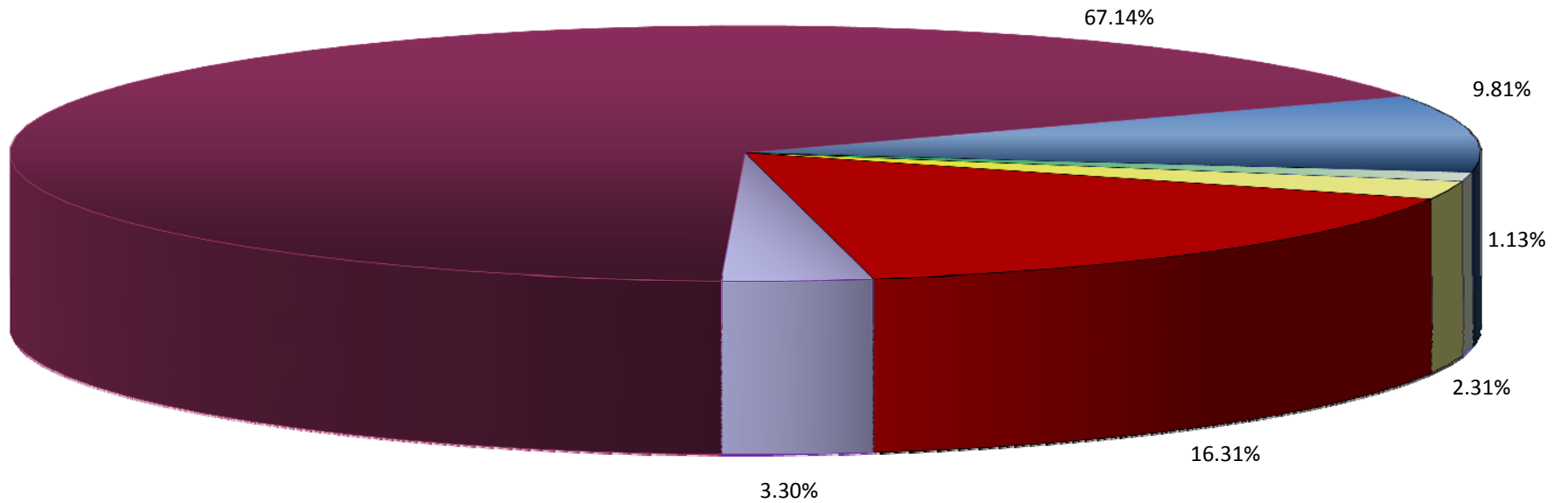
CHARTS:

- Chart 1:** The composition of the Investment Pool by the type of investment.
Chart 2: Interest earnings of the Sonoma County Investment Pool compared to FED FUNDS and Local Agency Investment Fund.

DETAILED LISTING OF INVESTMENTS:

A detailed listing of all investments for the Pooled Investment Fund is located at the end of this report.

SONOMA COUNTY'S POOLED INVESTMENTS AS OF 3/31/2013



OTHER GOVERNMENT POOLS & JPA's 3.30%

OTHER GOVERNMENTS 67.13%

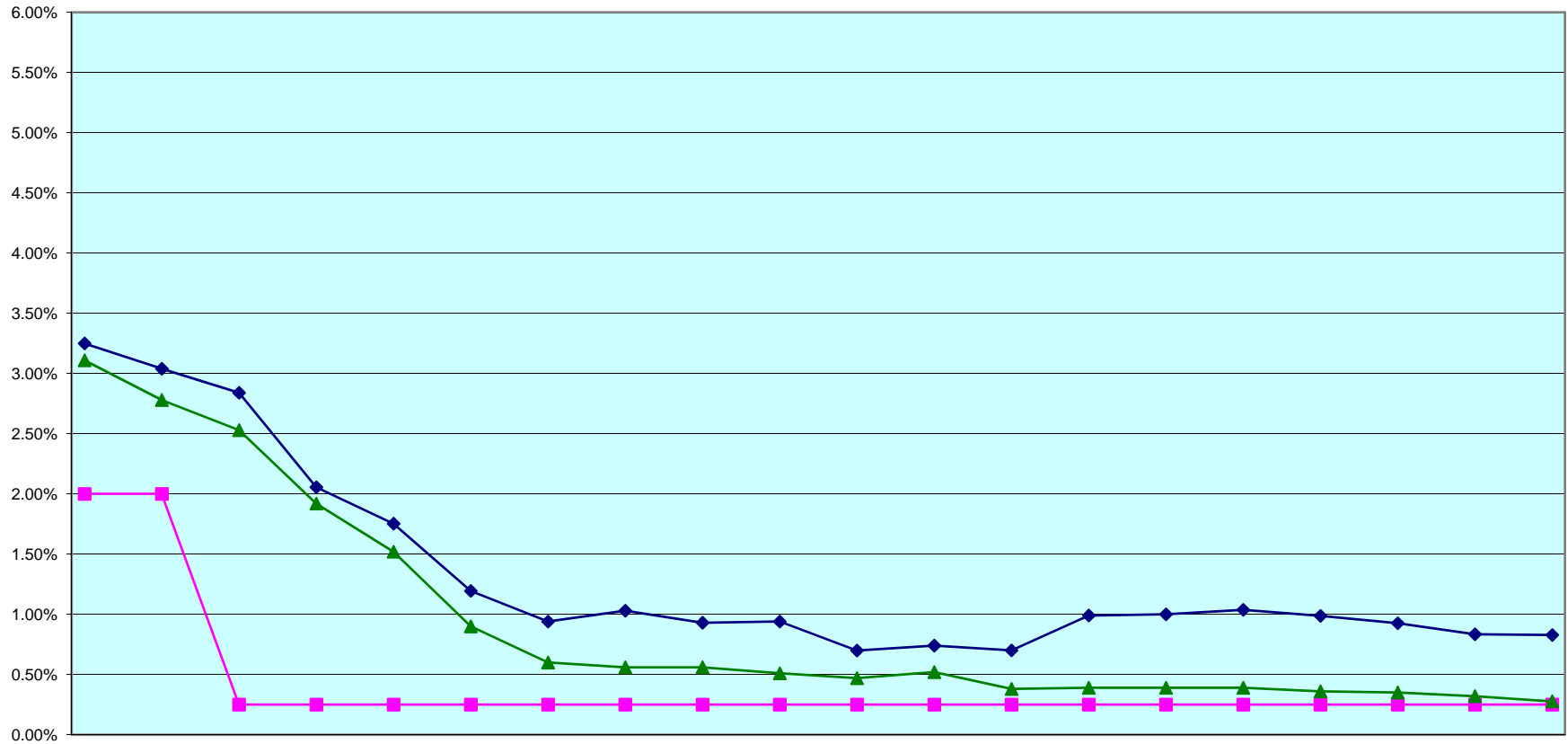
TREASURY BILLS AND NOTES 9.81%

CASH, CHECKS, AND WARRANTS 1.14%

MONEY MARKET MUTUAL FUNDS 2.31%

CORPORATE BONDS AND NOTES 16.31%

SONOMA COUNTY TREASURER INVESTMENT POOL QUARTERLY YIELD COMPARISON



	Jun-08	Sep-08	Dec-08	Mar-09	Jun-09	Sep-09	Dec-09	Mar-10	Jun-10	Sep-10	Dec-10	Mar-11	Jun-11	Sep-11	Dec-11	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13	
Pool	3.25%	3.04%	2.84%	2.06%	1.75%	1.19%	0.94%	1.03%	0.93%	0.94%	0.70%	0.74%	0.70%	0.99%	1.00%	1.04%	0.99%	0.93%	0.83%	0.83%	
Fed Fund	2.00%	2.00%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
LAIF	3.11%	2.78%	2.53%	1.92%	1.52%	0.90%	0.60%	0.56%	0.56%	0.51%	0.47%	0.52%	0.38%	0.39%	0.39%	0.39%	0.36%	0.35%	0.32%	0.28%	

*This does not include special TRAN investments & deferred compensation
 Source: County of Sonoma, Office of the Auditor-Controller-Treasurer-Tax Collector

BOOK VALUE

CHECKS AND WARRANTS IN TRANSIT	\$1,577,738
CASH IN VAULT	\$111,899
CASH IN BANK	\$14,973,821
TREASURY BILLS AND NOTES	\$145,081,198
BANKERS ACCEPTANCES	\$0
OTHER GOVERNMENTS	\$992,459,188
COMMERCIAL PAPER	\$0
CORPORATE BONDS AND NOTES	\$241,139,298
NEGOTIABLE CERTIFICATES OF DEPOSIT	\$0
OTHER GOVERNMENT POOLS AND JPA'S	\$48,802,597
MONEY MARKET MUTUAL FUNDS	\$34,189,236
TOTAL	\$1,478,334,975

SONOMA COUNTY TREASURY POOLED INVESTMENT INVENTORY AS OF MARCH 31, 2013



Description	Maturity Date	Purchase Date	Coupon Rate	Trading Yield	Current Par / Shares	Current Book / Shares
TREASURY NOTES	05/15/2013	04/15/2011	1.37500	.80641	10,000,000.00	10,006,775.62
TREASURY NOTES	05/31/2013	06/01/2011	.50000	.45673	40,000,000.00	40,002,825.35
TREASURY NOTES	07/15/2013	02/02/2012	1.00000	.20131	20,000,000.00	20,045,900.28
TREASURY NOTES	07/31/2013	02/03/2012	.37500	.20183	10,000,000.00	10,005,734.44
TREASURY NOTES	07/15/2014	10/19/2012	.62500	.28248	15,000,000.00	15,066,024.26
TREASURY NOTES	07/31/2014	10/26/2012	.12500	.29389	20,000,000.00	19,955,122.48
TREASURY NOTES	05/15/2015	11/27/2012	.25000	.31363	15,000,000.00	14,981,064.42
TREASURY NOTES	06/15/2015	11/27/2012	.37500	.32110	15,000,000.00	15,017,751.39
SUBTOTAL TREASURY BILLS AND NOTES		9.81%			145,000,000.00	145,081,198.24
SCTA SERIES 2012-1	06/01/2013	04/19/2012	1.25000	1.25000	112,500.00	112,500.00
FHLMC	06/21/2013	04/08/2010	1.87500	1.96599	6,000,000.00	5,998,836.93
FEDERAL FARM CREDIT BANK	06/25/2013	05/25/2010	1.37500	1.47900	10,000,000.00	9,997,646.86
HRMS 2012-1	06/30/2013	07/01/2012	1.25000	1.25000	2,775,000.00	2,775,000.00
AIRPORT NOTE 2013-2	06/30/2013	07/01/2012	1.17000	1.17000	310,000.00	310,000.00
AIRPORT NOTE 2013-1	06/30/2013	07/01/2012	1.17000	1.17000	500,000.00	500,000.00
FAIR 2013-1	06/30/2013	07/01/2012	1.17000	1.17000	1,200,000.00	1,200,000.00
FEDERAL HOME LOAN BANK	11/27/2013	11/14/2011	.37500	.42339	10,000,000.00	9,996,838.70
FEDERAL FARM CREDIT BANK	12/23/2013	12/23/2010	1.30000	1.30614	5,000,000.00	4,999,781.58
FEDERAL FARM CREDIT BANK	04/21/2014	08/31/2011	.24600	.32068	10,000,000.00	9,992,611.54
SCEIP 2009A-5	09/02/2014	08/03/2009	3.00000	3.00000	950.36	950.36
SCEIP 2009B-5	09/02/2014	09/01/2009	3.00000	3.00000	2,168.05	2,168.05
FEDERAL FARM CREDIT BANK	10/16/2014	11/02/2012	.25000	.30030	10,000,000.00	9,993,372.83
FHLMC	11/25/2014	10/06/2011	.75000	.76104	5,000,000.00	4,999,105.52
FEDERAL NATL MTG ASSN	12/23/2014	12/23/2011	.82500	.82500	5,000,000.00	5,000,000.00
FEDERAL HOME LOAN BANK	12/26/2014	12/26/2012	.32000	.32000	5,000,000.00	5,000,000.00
FHLMC	02/13/2015	02/13/2012	.55000	.55000	5,000,000.00	5,000,000.00
FEDERAL HOME LOAN BANK	04/15/2015	11/28/2012	.41000	.41000	10,000,000.00	10,004,897.22
FEDERAL FARM CREDIT BANK	04/24/2015	08/06/2012	.45000	.45000	15,000,000.00	15,000,000.00
FEDERAL NATL MTG ASSN	04/30/2015	04/30/2012	.65000	.65000	10,000,000.00	10,000,000.00
FHLMC	05/22/2015	05/22/2012	.60000	.60337	10,000,000.00	9,999,286.76
FEDERAL FARM CREDIT BANK	06/18/2015	12/26/2012	.32000	.36463	10,000,000.00	9,990,879.25
FEDERAL FARM CREDIT BANK	07/29/2015	02/06/2013	.34000	.40083	10,000,000.00	9,986,558.12
FEDERAL HOME LOAN BANK	07/30/2015	02/04/2013	.37500	.37500	5,000,000.00	5,000,208.33
FEDERAL HOME LOAN BANK	07/30/2015	03/21/2013	.37500	.37500	5,000,000.00	5,002,656.25
FEDERAL FARM CREDIT BANK	08/10/2015	02/10/2012	.59000	.61893	15,000,000.00	14,989,886.44
FEDERAL HOME LOAN BANK	08/28/2015	02/28/2013	.40000	.40000	10,000,000.00	10,000,000.00
SCEIP 2009C-5	09/02/2015	11/02/2009	3.00000	3.00000	16,134.89	16,134.89
SCEIP 2009D-5	09/02/2015	12/01/2009	3.00000	3.00000	1,714.52	1,714.52
SCEIP 2010A-5	09/02/2015	01/04/2010	3.00000	3.00000	9,269.09	9,269.09
SCEIP 2010B-5	09/02/2015	03/01/2010	3.00000	3.00000	38,216.18	38,216.18
SCEIP 2010C-5	09/02/2015	04/01/2010	3.00000	3.00000	6,233.26	6,233.26
SCEIP 2010D-5	09/02/2015	06/30/2010	3.00000	3.00000	2,746.10	2,746.10
FHLMC	09/25/2015	02/04/2013	.50000	.50000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	10/15/2015	12/26/2012	.42000	.42000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	12/10/2015	12/10/2012	.25220	.25220	10,000,000.00	10,000,000.00
FHLMC	12/18/2015	03/18/2013	.40000	.42748	10,000,000.00	9,992,604.48
FEDERAL HOME LOAN BANK	12/21/2015	12/21/2012	.41000	.42679	10,000,000.00	9,995,461.18
FEDERAL HOME LOAN BANK	12/28/2015	12/28/2012	.45000	.45000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	02/22/2016	08/30/2012	.60000	.60290	10,000,000.00	9,999,168.36
FEDERAL NATL MTG ASSN	02/24/2016	03/05/2012	.80000	.87705	3,120,000.00	3,113,168.66
FEDERAL FARM CREDIT BANK	03/23/2016	07/31/2012	.62500	.62500	20,000,000.00	20,000,000.00

**SONOMA COUNTY TREASURY POOLED INVESTMENT INVENTORY
AS OF MARCH 31, 2013**



Description	Maturity Date	Purchase Date	Coupon Rate	Trading Yield	Current Par / Shares	Current Book / Shares
FEDERAL NATL MTG ASSN	03/28/2016	03/28/2013	.50000	.51682	10,000,000.00	9,995,018.25
FHLMC	04/04/2016	10/04/2012	.60000	.60000	5,850,000.00	5,850,000.00
FEDERAL FARM CREDIT BANK	04/11/2016	04/11/2012	1.04000	1.04000	12,200,000.00	12,200,000.00
FEDERAL FARM CREDIT BANK	04/11/2016	04/11/2012	1.04000	1.04000	5,000,000.00	5,000,000.00
FEDERAL FARM CREDIT BANK	04/20/2016	04/20/2011	.27320	.27830	10,000,000.00	9,998,474.27
FEDERAL FARM CREDIT BANK	05/02/2016	08/02/2012	.59000	.61708	10,000,000.00	9,991,743.97
FEDERAL FARM CREDIT BANK	05/09/2016	05/09/2012	.90000	.90000	10,000,000.00	10,000,000.00
FHLMC	06/14/2016	12/14/2011	1.25000	1.25000	5,000,000.00	5,000,000.00
FEDERAL NATL MTG ASSN	06/27/2016	09/28/2012	.62000	.62000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	06/27/2016	09/27/2012	.59000	.59000	5,000,000.00	5,000,000.00
FEDERAL FARM CREDIT BANK	06/27/2016	09/28/2012	.59000	.59000	15,650,000.00	15,650,000.00
FEDERAL FARM CREDIT BANK	07/19/2016	07/24/2012	.71000	.71000	20,000,000.00	20,000,000.00
FEDERAL HOME LOAN BANK	08/15/2016	08/15/2011	2.00000	2.00000	5,000,000.00	5,000,000.00
FEDERAL HOME LOAN BANK	08/15/2016	08/15/2011	2.00000	2.00000	5,000,000.00	5,000,000.00
FEDERAL NATL MTG ASSN	08/15/2016	02/15/2013	.60000	.62893	10,000,000.00	9,990,352.39
FHLMC	09/14/2016	03/14/2013	.65000	.65000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	09/26/2016	03/26/2013	.65000	.65000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	09/26/2016	09/27/2012	.68000	.68000	12,875,000.00	12,875,000.00
FEDERAL HOME LOAN BANK	10/17/2016	11/30/2012	.62500	.62500	14,795,000.00	14,806,044.88
FEDERAL HOME LOAN BANK	10/24/2016	07/24/2012	.89000	.89000	5,000,000.00	5,000,000.00
FEDERAL HOME LOAN BANK	10/24/2016	11/09/2012	.62500	.63140	10,000,000.00	10,000,351.56
FEDERAL HOME LOAN BANK	10/25/2016	01/25/2013	.65000	.65000	6,530,000.00	6,530,000.00
FEDERAL NATL MTG ASSN	10/28/2016	10/28/2011	1.37500	1.37500	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	11/21/2016	12/04/2012	.62000	.63278	10,350,000.00	10,347,563.97
FEDERAL HOME LOAN BANK	12/05/2016	12/05/2012	.61000	.61000	11,000,000.00	11,000,000.00
FEDERAL NATL MTG ASSN	12/20/2016	06/20/2012	1.02000	1.02000	10,000,000.00	10,000,000.00
FEDERAL HOME LOAN BANK	01/25/2017	01/25/2013	.70000	.70000	2,750,000.00	2,750,000.00
FHLMC	03/21/2017	03/21/2013	.80000	.80000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	03/24/2017	09/24/2012	.50000	.50225	10,000,000.00	9,999,115.10
FEDERAL HOME LOAN BANK	04/24/2017	04/24/2012	.50200	.50200	15,000,000.00	15,000,000.00
FHLMC	05/15/2017	05/15/2012	1.25000	1.25000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	05/16/2017	05/16/2012	1.32000	1.32000	6,000,000.00	6,000,000.00
FEDERAL FARM CREDIT BANK	06/05/2017	12/05/2012	.77000	.78360	25,000,000.00	24,986,068.17
FHLMC	06/07/2017	06/07/2012	1.15000	1.15000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	06/20/2017	06/20/2012	1.00000	1.00000	8,765,000.00	8,765,000.00
FEDERAL NATL MTG ASSN	06/28/2017	06/28/2012	1.12500	1.12500	15,000,000.00	15,000,000.00
FHLMC	07/24/2017	07/24/2012	1.12500	1.13532	20,000,000.00	19,991,374.58
FEDERAL FARM CREDIT BANK	08/07/2017	08/07/2012	.97000	.97000	15,000,000.00	15,000,000.00
FEDERAL HOME LOAN BANK	08/09/2017	08/09/2012	1.00000	1.00514	15,000,000.00	14,996,732.59
FHLMC	08/14/2017	08/29/2012	1.00000	1.00000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	08/14/2017	08/14/2012	.62500	.62500	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	08/16/2017	08/16/2012	.75000	.75408	10,000,000.00	9,998,249.71
FEDERAL NATL MTG ASSN	08/23/2017	08/23/2012	.95000	.95000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	08/28/2017	08/28/2012	1.10000	1.10000	5,000,000.00	5,000,000.00
FEDERAL NATL MTG ASSN	08/30/2017	11/30/2012	.90000	.90000	12,500,000.00	12,500,000.00
FEDERAL HOME LOAN BANK	09/06/2017	09/06/2012	1.08000	1.08000	7,425,000.00	7,425,000.00
FHLMC	09/12/2017	09/17/2012	1.00000	1.00000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	10/10/2017	10/10/2012	.90000	.90000	10,000,000.00	10,000,000.00
FEDERAL HOME LOAN BANK	10/16/2017	10/16/2012	1.00000	1.00000	10,000,000.00	10,000,000.00
FEDERAL HOME LOAN BANK	10/23/2017	10/26/2012	.90000	.92054	10,000,000.00	9,991,611.21
FEDERAL NATL MTG ASSN	10/30/2017	02/27/2013	.85000	.89928	10,760,000.00	10,743,117.80
FEDERAL NATL MTG ASSN	11/08/2017	11/09/2012	.62500	.63518	10,000,000.00	9,995,565.38

SONOMA COUNTY TREASURY POOLED INVESTMENT INVENTORY AS OF MARCH 31, 2013



Description	Maturity Date	Purchase Date	Coupon Rate	Trading Yield	Current Par / Shares	Current Book / Shares
FEDERAL HOME LOAN BANK	11/15/2017	11/15/2012	1.05000	1.05000	10,000,000.00	10,000,000.00
FEDERAL FARM CREDIT BANK	11/20/2017	11/20/2012	.85000	.85000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	11/27/2017	11/27/2012	.90000	.90000	15,000,000.00	15,000,000.00
FEDERAL HOME LOAN BANK	11/28/2017	11/28/2012	.92000	.92000	20,000,000.00	20,000,000.00
FEDERAL NATL MTG ASSN	12/13/2017	12/13/2012	.80000	.80000	10,000,000.00	10,000,000.00
FEDERAL NATL MTG ASSN	12/13/2017	12/13/2012	.70000	.72550	10,000,000.00	9,988,246.17
FHLMC	12/20/2017	12/20/2012	.92000	.92000	13,810,000.00	13,810,000.00
FEDERAL HOME LOAN BANK	12/28/2017	12/28/2012	.95000	.95000	15,000,000.00	15,000,000.00
FHLMC	01/11/2018	01/11/2013	1.00000	1.00822	15,000,000.00	14,994,262.86
FHLMC	01/16/2018	01/16/2013	1.05000	1.05000	20,000,000.00	20,000,000.00
FEDERAL HOME LOAN BANK	01/30/2018	01/30/2013	1.00000	1.00000	10,000,000.00	10,000,000.00
SCEIP 2009A-10	09/02/2019	07/01/2009	3.00000	3.00000	96,002.47	96,002.47
SCEIP 2009B-10	09/02/2019	08/03/2009	3.00000	3.00000	111,013.01	111,013.01
SCEIP 2009C-10	09/02/2019	09/01/2009	3.00000	3.00000	72,298.00	72,298.00
SCEIP 2009D-10	09/02/2019	10/01/2009	3.00000	3.00000	618,164.14	618,164.14
SCEIP 2009E-10	09/02/2020	11/02/2009	3.00000	3.00000	111,447.29	111,447.29
SCEIP 2009F-10	09/02/2020	12/01/2009	3.00000	3.00000	110,473.69	110,473.69
SCEIP 2010A-10	09/02/2020	01/04/2010	3.00000	3.00000	161,883.52	161,883.52
SCEIP 2010B-10	09/02/2020	02/01/2010	3.00000	3.00000	78,986.49	78,986.49
SCEIP 2010C-10	09/02/2020	03/01/2010	3.00000	3.00000	139,120.46	139,120.46
SCEIP 2010D-10	09/02/2020	04/01/2010	3.00000	3.00000	96,159.03	96,159.03
SCEIP 2010E-10	09/02/2020	05/03/2010	3.00000	3.00000	40,387.15	40,387.15
SCEIP 2010F-10	09/02/2020	06/01/2010	3.00000	3.00000	166,602.41	166,602.41
SCEIP 2010G-10	09/02/2020	06/30/2010	3.00000	3.00000	150,307.39	150,307.39
SCEIP 2010H-10	09/02/2020	08/02/2010	3.00000	3.00000	195,574.53	195,574.53
SCEIP 2010I-10	09/02/2020	09/01/2010	3.00000	3.00000	50,838.36	50,838.36
SCEIP 2010J-10	09/02/2021	10/01/2010	3.00000	3.00000	94,730.62	94,730.62
SCEIP 2010L-10	09/02/2021	12/01/2010	3.00000	3.00000	249,650.17	249,650.17
SCEIP 2011A-10	09/02/2021	01/03/2011	3.00000	3.00000	35,691.13	35,691.13
SCEIP 2011B-10	09/02/2021	02/01/2011	3.00000	3.00000	83,309.12	83,309.12
SCEIP 2011C-10	09/02/2021	03/01/2011	3.00000	3.00000	75,954.19	75,954.19
SCEIP 2011D-10	09/02/2021	04/01/2011	3.00000	3.00000	254,943.96	254,943.96
SCEIP 2011E-10	09/02/2021	05/02/2011	3.00000	3.00000	108,776.72	108,776.72
SCEIP 2011F-10	09/02/2021	06/01/2011	3.00000	3.00000	154,655.17	154,655.17
SCEIP 2011G-10	09/02/2021	06/30/2011	3.00000	3.00000	56,540.74	56,540.74
SCEIP 2011H-10	09/02/2021	08/01/2011	3.00000	3.00000	155,442.60	155,442.60
SCEIP 2011I-10	09/02/2021	09/01/2011	3.00000	3.00000	107,227.50	107,227.50
SCEIP 2010K-10	09/21/2021	11/01/2010	3.00000	3.00000	83,058.80	83,058.80
SCEIP 2011J-10	09/02/2022	10/03/2011	3.00000	3.00000	12,244.34	12,244.34
SCEIP 2011K-10	09/02/2022	11/01/2011	3.00000	3.00000	115,131.77	115,131.77
SCEIP 2011L-10	09/02/2022	12/01/2011	3.00000	3.00000	28,395.55	28,395.55
SCEIP 2012A-10	09/02/2022	01/03/2012	3.00000	3.00000	25,368.47	25,368.47
SCEIP 2012B-10	09/02/2022	02/01/2012	3.00000	3.00000	13,779.58	13,779.58
SCEIP 2012C-10	09/02/2022	03/01/2012	3.00000	3.00000	11,939.13	11,939.13
SCEIP 2012D-10	09/02/2022	04/02/2012	3.00000	3.00000	30,007.61	30,007.61
SCEIP 2012F-10	09/02/2022	06/01/2012	3.00000	3.00000	99,843.96	99,843.96
SCEIP 2012G-10	09/02/2022	06/29/2012	3.00000	3.00000	7,616.35	7,616.35
SCEIP 2012H-10	09/02/2022	08/01/2012	3.00000	3.00000	62,725.26	62,725.26
SCEIP 2012I-10	09/02/2022	09/04/2012	3.00000	3.00000	13,092.08	13,092.08
SCEIP 2012J-10	09/02/2023	11/01/2012	3.00000	3.00000	91,921.49	91,921.49
SCEIP 2012K-10	09/02/2023	12/03/2012	3.00000	3.00000	9,374.99	9,374.99
SCEIP 2013A-10	09/02/2023	01/02/2013	3.00000	3.00000	10,429.58	10,429.58

SONOMA COUNTY TREASURY POOLED INVESTMENT INVENTORY AS OF MARCH 31, 2013



Description	Maturity Date	Purchase Date	Coupon Rate	Trading Yield	Current Par / Shares	Current Book / Shares
SCEIP 2013B-10	09/02/2023	02/01/2013	3.00000	3.00000	15,129.55	15,129.55
SCEIP 2013C-10	09/02/2023	03/01/2013	3.00000	3.00000	61,282.47	61,282.47
SCEIP 2009B-20	09/02/2029	06/01/2009	3.00000	3.00000	212,350.23	212,350.23
SCEIP 2009C-20	09/02/2029	07/01/2009	3.00000	3.00000	299,223.48	299,223.48
SCEIP 2009D-20	09/02/2029	08/03/2009	3.00000	3.00000	652,213.81	652,213.81
SCEIP 2009E-20	09/02/2029	09/01/2009	3.00000	3.00000	3,246,372.89	3,246,372.89
SCEIP 2009F-20	09/02/2029	10/01/2009	3.00000	3.00000	1,269,670.64	1,269,670.64
SCEIP 2009G-20	09/02/2030	11/02/2009	3.00000	3.00000	1,316,956.29	1,316,956.29
SCEIP 2009H-20	09/02/2030	12/01/2009	3.00000	3.00000	2,146,169.46	2,146,169.46
SCEIP 2010A-20	09/02/2030	01/04/2010	3.00000	3.00000	2,308,939.23	2,308,939.23
SCEIP 2010B-20	09/02/2030	02/01/2010	3.00000	3.00000	1,486,419.54	1,486,419.54
SCEIP 2010C-20	09/02/2030	03/01/2010	3.00000	3.00000	1,528,547.68	1,528,547.68
SCEIP 2010D-20	09/02/2030	04/01/2010	3.00000	3.00000	1,641,536.59	1,641,536.59
SCEIP 2010E-20	09/02/2030	05/03/2010	3.00000	3.00000	1,240,837.14	1,240,837.14
SCEIP 2010F-20	09/02/2030	06/01/2010	3.00000	3.00000	1,612,988.24	1,612,988.24
SCEIP 2010G-20	09/02/2030	06/30/2010	3.00000	3.00000	1,265,193.50	1,265,193.50
SCEIP 2010H-20	09/02/2030	08/02/2010	3.00000	3.00000	1,540,531.45	1,540,531.45
SCEIP 2010I-20	09/02/2030	09/01/2010	3.00000	3.00000	1,358,092.81	1,358,092.81
SCEIP 2010J-20	09/02/2031	10/01/2010	3.00000	3.00000	825,687.35	825,687.35
SCEIP 2010K-20	09/02/2031	11/01/2010	3.00000	3.00000	1,115,492.67	1,115,492.67
SCEIP 2010L-20	09/02/2031	12/01/2010	3.00000	3.00000	1,357,904.70	1,357,904.70
SCEIP 2011A-20	09/02/2031	01/03/2011	3.00000	3.00000	1,150,586.07	1,150,586.07
SCEIP 2011B-20	09/02/2031	02/01/2011	3.00000	3.00000	1,084,916.16	1,084,916.16
SCEIP 2011C-20	09/02/2031	03/01/2011	3.00000	3.00000	926,813.08	926,813.08
SCEIP 2011D-20	09/02/2031	04/01/2011	3.00000	3.00000	902,073.71	902,073.71
SCEIP 2011E-20	09/02/2031	05/02/2011	3.00000	3.00000	689,104.59	689,104.59
SCEIP 2011F-20	09/02/2031	06/01/2011	3.00000	3.00000	607,700.72	607,700.72
SCEIP 2011G-20	09/02/2031	06/30/2011	3.00000	3.00000	1,208,550.59	1,208,550.59
SUBTOTAL OTHER GOVERNMENTS		67.13%			992,617,325.91	992,459,187.78
GE CAP CORP MTN	05/01/2013	03/13/2012	4.80000	.65097	5,000,000.00	5,016,945.65
GE CAP CORP MTN	05/01/2013	02/09/2012	4.80000	.83738	10,000,000.00	10,032,409.39
GE CAP CORP MTN	05/08/2013	01/25/2012	.44300	.55493	15,000,000.00	14,998,402.45
WACHOVIA CORP MTN	08/01/2013	08/10/2012	5.70000	.58847	23,000,000.00	23,391,105.96
GE CAP CORP MTN	09/16/2013	01/17/2012	1.87500	1.28533	25,000,000.00	25,066,799.35
GE CAP CORP MTN	01/07/2014	11/14/2012	2.10000	.47043	5,000,000.00	5,062,436.98
GE CAP CORP MTN	05/13/2014	04/16/2012	5.90000	1.20025	5,000,000.00	5,258,125.11
GE CAP CORP MTN	05/13/2014	08/14/2012	5.90000	.73011	2,168,000.00	2,292,086.74
GE CAP CORP MTN	06/09/2014	04/16/2012	5.65000	1.22034	5,000,000.00	5,259,016.05
WELLS FARGO CO MTN	10/01/2014	03/13/2012	3.75000	1.18027	5,000,000.00	5,189,212.86
WELLS FARGO CO MTN	10/01/2014	03/21/2012	3.75000	1.15002	5,000,000.00	5,191,533.14
WELLS FARGO CO MTN	10/01/2014	01/27/2012	3.75000	1.28800	5,000,000.00	5,180,943.67
GE CAP CORP MTN	11/14/2014	03/13/2012	3.75000	1.05036	5,000,000.00	5,214,933.59
GE CAP CORP MTN	01/09/2015	05/22/2012	2.15000	1.57699	5,000,000.00	5,049,509.38
GE CAP CORP MTN	06/29/2015	05/22/2012	3.50000	1.71695	5,000,000.00	5,193,870.94
WELLS FARGO CO MTN	07/01/2015	02/06/2013	1.50000	.78515	7,100,000.00	7,223,472.02
WELLS FARGO CO MTN	06/15/2016	03/28/2013	3.67600	1.03498	10,000,000.00	10,843,239.38
TOYOTA	06/20/2016	12/20/2012	.65000	.65000	15,000,000.00	15,000,000.00
IBM MTN	07/22/2016	05/08/2012	1.95000	1.12018	5,000,000.00	5,133,658.58
WELLS FARGO CO MTN	12/15/2016	04/09/2012	2.62500	2.00008	10,000,000.00	10,219,916.18
GE CAP CORP MTN	04/27/2017	05/23/2012	2.30000	2.50006	5,000,000.00	4,961,875.00

**SONOMA COUNTY TREASURY POOLED INVESTMENT INVENTORY
AS OF MARCH 31, 2013**



Description	Maturity Date	Purchase Date	Coupon Rate	Trading Yield	Current Par / Shares	Current Book / Shares
GE CAP CORP MTN	04/27/2017	11/06/2012	2.30000	1.41507	5,000,000.00	5,176,980.57
WELLS FARGO CO MTN	05/08/2017	11/06/2012	2.10000	1.36301	5,000,000.00	5,146,246.35
CATEPILLAR	11/06/2017	12/03/2012	1.25000	1.10708	5,000,000.00	5,036,578.54
GE CAP CORP MTN	12/07/2017	12/07/2012	1.00000	1.00000	25,000,000.00	25,000,000.00
TOYOTA	12/20/2017	12/20/2012	1.00000	1.00000	20,000,000.00	20,000,000.00
SUBTOTAL CORPORATE NOTES AND BONDS		16.31%			237,268,000.00	241,139,297.88
CAMP	04/01/2013	07/08/2002	.14160	.14160	31,577,255.18	31,577,255.18
FEDERATED MUTUAL FUND	07/01/2013	09/30/2011	.08360	.08360	2,611,980.90	2,611,980.90
SUBTOTAL MONEY MARKET MUTUAL FUNDS		2.31%			34,189,236.08	34,189,236.08
LOCAL AGENCY INVESTMENT FUND	04/01/2013	11/04/2002	.27700	.27700	48,802,597.24	48,802,597.24
SUBTOTAL GOVERNMENT POOLS AND JPA'S		3.30%			48,802,597.24	48,802,597.24
CASH IN BANK		1.01%			14,973,821.19	14,973,821.19
CHECK AND WARRANTS IN TRANSIT		0.11%			1,577,737.84	1,577,737.84
CASH IN VAULT		0.01%			111,899.17	111,899.17
GRAND TOTAL		100%			1,474,540,617.43	1,478,334,975.42



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: May 14, 2013

Vote Requirement: 4/5

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

Staff Name and Phone Number:

Sheryl L. Bratton, 707-565-2421

Supervisorial District(s):

Countywide

Title: Second Amendment to Legal Services Agreement between County of Sonoma and Hunton & Williams for Legal Services.

Recommended Actions:

Authorize the Chair to execute a second amendment to the legal services agreement with Hunton & Williams to continue to retain their legal expertise in environmental liabilities in connection with the County's solid waste system and increase the not to exceed amount from \$75,000 to \$125,000. (4/5 vote required)

Executive Summary:

The County has retained the law firm of Hunton & Williams to advise the County on environmental issues related to the County's ownership and operation of the Central Disposal Site, various solid waste transfer stations and a number of former landfills. The firm's expertise is needed in connection with certain unfunded closure, post-closure, and other potential environmental liabilities arising from the solid waste facilities. Based on the current status of settlement discussions concerning unfunded landfill liabilities, County Counsel is recommending the Board approve an amendment to the existing legal services agreement to increase the not to exceed amount of \$75,000 to \$125,000 in order to support the County's continuing efforts to resolve the dispute with the Cities over the unfunded liabilities.

Prior Board Actions:

First Amendment to Legal Services Agreement Approved on February 5, 2013.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This contract supports County Counsel's ability to protect the County's economic and environmental interests.

Fiscal Summary - FY 12-13			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 125,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 125,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 125,000	Total Sources	\$ 125,000
Narrative Explanation of Fiscal Impacts (If Required):			
Costs associated with this agreement are included in the Transportation and Public Works-Refuse Division FY12-13 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:			
Second Amendment to Legal Services Agreement			
Related Items "On File" with the Clerk of the Board:			
First Amendment to Legal Services Agreement; Legal Services Agreement.			

**SECOND AMENDMENT TO
LEGAL SERVICES AGREEMENT**

This Second Amendment (“Amendment”) dated as of _____, 2013 is made by and between the **County of Sonoma** (“County”) and **Hunton & Williams, LLP** (“Attorneys”). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the Existing Agreement (as defined below).

RECITALS

WHEREAS, County and Attorneys entered into that certain Legal Services Agreement which was executed by County Counsel, on behalf of the County, on December 13, 2012 (“Original Agreement”); and

WHEREAS, County retained Attorney’s services in connection with the settlement discussions with the cities concerning unfunded landfill liabilities related to the County’s solid waste system; and

WHEREAS, County and Attorneys entered into that First Amendment to Legal Services Agreement to increase the not-to-exceed amount from \$25,000 to \$75,000; and

WHEREAS, County and Attorneys desire to amend the Agreement in order to increase the not-to-exceed amount from \$75,000 to \$125,000.

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

AGREEMENT

1. **Compensation (Section 3)**. Section 3 of the Existing Agreement is hereby deleted and replaced with the following language:

“3. **Compensation**. Compensation to Attorneys for services shall be at the rates set forth in **Exhibit A**, provided, however, that total payments hereunder shall not exceed \$125,000. The rates set forth in Exhibit A shall not be adjusted without a formal amendment to this Agreement.”

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

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

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

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

Attorneys: Hunton & Williams LLP

By: _____
Name: _____
Title: _____
Date: _____

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

By: _____
County Counsel

Date: _____

APPROVED AS TO FORM FOR
COUNTY:

By: _____
County Counsel

Date: _____

By: _____
Chair, Board of Supervisors

Date: _____

ATTEST:

Veronica Ferguson
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: 15
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Linda Schiltgen, Deputy County Counsel
(707) 565-2421

Supervisorial District(s):

Title: Conflict of Interest Code Amendments

Recommended Actions:

Adopt resolutions approving conflict of interest code amendments for the Live Oak Charter School and the Healdsburg Unified School District.

Executive Summary:

State law establishes a system where local jurisdictions adopt conflict of interest codes and submit them to the Board of Supervisors for approval as the "code reviewing body" for all jurisdictions, except cities, within the County. In this item, the Board of Supervisors is acting in its capacity as the "code reviewing body" for both recommended actions.

The purpose of a conflict of interest code is to require that any person making a decision which could affect a personal financial interest disclose any such financial interests in a public record. The code consists of three parts: the body of the code, which is standard language published by the state agency in charge of administering the conflict of interest laws; one appendix specifying those interests which must be disclosed ("disclosure categories"); and a second appendix listing the positions in which employees make decisions that could affect personal interests ("designated employees").

State law requires that at the close of each even numbered year each agency review its code and determine whether any changes should be made. Amended and newly adopted codes must then be reviewed and approved by the Board of Supervisors, as the code reviewing body for the local agencies. The Live Oak Charter School has amended its code to update position titles. The Healdsburg Unified School District also has amended its code to update position titles. County Counsel has reviewed these changes, and the codes as submitted appear to comply with the requirements of the Political Reform Act. The agencies have been notified that the Board would consider this matter today, and they were requested to notify their employees of their right to be heard on proposed amendments. No one has requested an opportunity to appear.

Prior Board Actions:

Biannually, last in 2011: Approved Conflict of Interest Code amendments for various agencies.

Strategic Plan Alignment

Fiscal Summary - FY 12-13

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

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

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

Amended Conflict of Interest Codes submitted by the Live Oak Charter School and the Healdsburg Unified School District for Approval by the Code Reviewing Body



County of Sonoma

State of California

Date: May 14, 2013

Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Supervisors of the County of Sonoma, State of California, Approving Amendments to the Conflict of Interest Code for the Live Oak Charter School

Whereas, the Political Reform Act, Government Code section 81000 et seq. requires state and local government agencies to adopt conflict of interest codes; and

Whereas, state law requires that every two years agencies review their conflict of interest codes and make such changes as are necessary to keep the codes current; and

Whereas, the Board of Supervisors is the code reviewing body for agencies within the geographic jurisdiction of the County, and charged with the responsibility of ensuring that the amended codes comply with law; and

Whereas, the Live Oak Charter School has proposed amendments to its code to add positions where employees participate in decisions that affect financial interests and delete titles of positions that no longer make or participate in making governmental decisions, and revised disclosure categories;

Whereas, County Counsel has reviewed the amended code and determined that it complies with the Political Reform Act; and

Now, Therefore, Be It Resolved that the conflict of interest code of the Live Oak Charter School is approved as amended. The Clerk is directed to send a copy of this resolution to the Live Oak Charter School and County Counsel.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 14, 2013

Resolution Number: _____

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Approving Amendments to the Conflict of Interest Code for the Healdsburg Unified School
District**

Whereas, the Political Reform Act, Government Code section 81000 et seq. requires state and local government agencies to adopt conflict of interest codes; and

Whereas, state law requires that every two years agencies review their conflict of interest codes and make such changes as are necessary to keep the codes current; and

Whereas, the Board of Supervisors is the code reviewing body for agencies within the geographic jurisdiction of the County, and charged with the responsibility of ensuring that the amended codes comply with law; and

Whereas, the Healdsburg Unified School District has proposed amendments to its code to add positions where employees participate in decisions that affect financial interests, delete titles of positions that no longer make or participate in making governmental decisions and revise disclosure categories;

Whereas, County Counsel has reviewed the amended code and determined that it complies with the Political Reform Act; and

Now, Therefore, Be It Resolved that the conflict of interest code of the Healdsburg Unified School District is approved as amended. The Clerk is directed to send a copy of this resolution to the Healdsburg Unified School District and County Counsel.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To:

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): General Services

Staff Name and Phone Number:

Anthony Fiore, Buyer, 707.565.2406

Supervisorial District(s):

N/A

Title: Towing Services for County Owned Vehicles

Recommended Actions:

Authorize the Purchasing Agent to execute a Blanket Purchase Order with Art's Towing, Santa Rosa, CA for towing services for county owned vehicles effective June 1, 2013, through May 31, 2014, with the option to extend for two (2) additional one (1) year periods, providing that extensions are agreeable to both parties. The estimated cost of the Blanket Purchase Order over three years is expected to be \$45,570.00 per year.

Executive Summary:

The proposed Blanket Purchase Order will provide towing services for county owned vehicles, as needed. Currently, the County has a BPO with Art's Towing. The BPO will facilitate ease of payments by the ordering departments.

The Purchasing Division solicited bids from eleven qualified vendors for this service. Only one bid was received, from Art's Towing, Santa Rosa, CA (the incumbent) and reviewed by Purchasing and County staff for quality of service and price.

Since 2007, the County has spent \$45,570 on average per year. This fiscal year, the County has spent \$36,271.50 to date.

Art's Towing of Santa Rosa has demonstrated a solid record of good and reliable service since at least 2004.

Sufficient appropriations for this blanket purchase order are in the various departments' budgets. Actual charges are subject to each department's respective use of the service.

Prior Board Actions:

January 27, 2004 - Towing Services for County-owned Vehicles
February 27, 2007 – Towing Services

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 45,570.00	County General Fund	\$ 45,570.00
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 45,570.00	Total Sources	\$ 45,570.00

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

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



County of Sonoma 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 of Sonoma County

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Rita Scardaci, 565-4700

Supervisorial District(s):

Countywide

Title: National Association of County and City Health Officials Grant Agreements

Recommended Actions:

Authorize the Director of Health Services to execute a revenue agreement to receive funds from the National Association of County and City Health Officials for tobacco prevention efforts for the period March 18, 2013 through September 29, 2013, in an amount not to exceed \$5,000.

Authorize the Director of Health Services to execute a revenue agreement to receive funds from the National Association of County and City Health Officials for Medical Reserve Corps capacity building efforts for the period January 5, 2013 through July 31, 2013, in an amount not to exceed \$4,000.

Executive Summary:

This item requests approval of two agreements with the National Association of County and City Health Officials (NACCHO) for NACCHO to provide funding for the Health Services Department to develop an adolescent smoking prevention action plan (\$5,000, through September 29, 2013) and various items to help build capacity in the Medical Reserve Corps Volunteer Program (\$4,000, through July 31, 2013).

Background:

The National Association of County and City Health Officials (NACCHO) is a Washington, DC-based organization representing 2,800 local public health departments in the United States. NACCHO provides leadership, up-to-date information, subject matter expertise, and other resources to strengthen local health departments' program work in a wide array of public health and safety areas including community and environmental health, public health infrastructure and systems, and public health preparedness.

NACCHO functions as a leader, partner, catalyst, and voice for local health departments in order to ensure the conditions that promote health and equity, combat disease, and improve the quality and length of all lives. Local health departments look to NACCHO for grant assistance, training courses, meetings and conferences for collaboration and networking, access to marketing and branding materials, and advocacy with federal policymakers about the importance of allocating adequate

resources for local public health.

Tobacco Prevention:

Smoking remains the number one cause of preventable death, disease, and disability in California. Adolescents that use cigarettes and other tobacco products may face harmful health effects, including periodontal disease, chronic coughing, reduced lung function and development, and poorer overall health. With 99 percent of all first-use of tobacco occurring by age 26, prevention of initiation by adolescents and young adults is critical to improve health of Sonoma County residents.

NACCHO selected Sonoma County to participate in an initiative addressing adolescent tobacco prevention. NACCHO is providing \$5,000 along with specialized training and technical assistance that supports development of an action plan which includes short-term and measurable outcomes. By September 29, 2013, the end of the project period, at least one activity must be implemented along with adoption of a sustainability plan for continued collaboration. This project will enhance existing efforts to restrict youth access to tobacco products through increased coordination between Maternal, Child & Adolescent Health and chronic disease prevention staff within the Department of Health Services.

Medical Reserve Corps Capacity Building:

The Medical Reserve Corps (MRC) is a network of community-based units initiated and established by local organizations to meet the public health needs of their communities. It is sponsored by the Office of the Surgeon General of the United States. MRC units are community-based and function as a way to locally organize and utilize volunteers who want to donate their time and expertise to prepare for and respond to emergencies and promote healthy living throughout the year. MRC volunteers supplement existing emergency and public health resources.

NACCHO's \$4,000 award to Sonoma County's Medical Reserve Corps (MRC) Volunteer Program will improve disaster response capacity by providing emergency deployment kits to volunteers and by providing MRC lapel pins to easily identify MRC volunteers serving at disaster service sites.

Prior Board Actions:

None

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

By reducing smoking and tobacco use among adolescents and young adults, harmful health effects such as periodontal disease, chronic coughing, and reduced lung function and development will be reduced and overall health improved.

The effectiveness of the Department's emergency response role is enhanced when disaster volunteers, such as the MRC, have the resources needed to serve the public during a disaster response.

Fiscal Summary - FY 12-13			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 6,500	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 6,500
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 6,500	Total Sources	\$ 6,500
Narrative Explanation of Fiscal Impacts (If Required):			
Grant revenue was added to the FY 12-13 budget during the 3 rd Quarter Consolidated Budget Process. The remaining \$2,500 will be included in the FY 13-14 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:			
National Association of County and City Health Officials agreement #2013-040207 for tobacco prevention efforts. National Association of County and City Health Officials agreement #MRC 13-0048 for Medical Reserve Corps capacity building efforts.			
Related Items "On File" with the Clerk of the Board:			
None			

CONTRACTOR AGREEMENT

This Contractor Agreement is entered into, effective as of the date of the later signature indicated below, by and between the **National Association of County and City Health Officials** (hereinafter referred to as “NACCHO”), with its principal place of business at 1100 17th Street, N.W., 7th Floor, Washington, DC 20036, and **County of Sonoma Department of Health Services** (hereinafter referred to as “Contractor”), with its principal place of business at 3313 Chanate Road, Santa Rosa, CA 95404-1795.

WHEREAS, NACCHO wishes to hire Contractor to provide certain goods and/or services to NACCHO;

WHEREAS, Contractor wishes to provide such goods and/or services to NACCHO.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties, intending to be legally bound, do hereby agree as follows:

ARTICLE I: SPECIAL PROVISIONS

1. PURPOSE OF AGREEMENT: Contractor agrees to provide the goods and/or services to NACCHO to enhance the programmatic activities of CDC (GRANT # 5U38HM000449-05, CFDA # 93.283) as described in Attachment I. The terms of Attachment I shall be incorporated into this Agreement as if fully set forth herein. Contractor shall act at all times in a professional manner consistent with the standards of the industry.
2. TERM OF AGREEMENT: The term of the Agreement shall begin on March 18, 2013 and shall continue in effect until September 29, 2013, unless earlier terminated in accordance with the terms herein. Expiration of the term or termination of this Agreement shall not extinguish any rights or obligations of the parties that have accrued prior thereto. The term of this Agreement may be extended by mutual agreement of the parties.
3. PAYMENT FOR SERVICES: In consideration for professional services to be performed, NACCHO agrees to pay Contractor \$5,000. All payments will be made within 30 days of receipt of invoice(s) from Contractor and following approval by NACCHO for approved services, as outlined on Attachment I. Invoices must be submitted in two increments, 50% (\$2,500) is due at the execution of the contract, and the remaining 50% (\$2,500) is due on September 1, 2013. The NACCHO contract number must be included on all invoices. The final invoice must be received by NACCHO no later than 20 days after the end of the Agreement.

ARTICLE II: GENERAL PROVISIONS

1. INDEPENDENT CONTRACTOR: Contractor shall act as an independent contractor, and Contractor shall not be entitled to any benefits to which NACCHO employees may be entitled.

2. PAYMENT OF TAXES AND OTHER LEVIES: Contractor shall be exclusively responsible for reporting and payment of all income tax payments, unemployment insurance, worker's compensation insurance, social security obligations, and similar taxes and levies.
3. LIABILITY: All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Contractor in the performance of this agreement shall be the responsibility of the Contractor, and not the responsibility of NACCHO, if the liability, loss, or damage is caused by, or arises out of, the actions of failure to act on the part of the Contractor, any subcontractor, anyone directly or indirectly employed by the Contractor.

All liability to third parties, loss, or damage as result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by NACCHO in the performance of this agreement shall be the responsibility of NACCHO, and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any NACCHO employee.

In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Contractor and NACCHO in fulfillment of their responsibilities under this agreement, such liability, loss, or damage shall be borne by the Contractor and NACCHO in relation to each party's responsibilities under these joint activities.

4. REVISIONS AND AMENDMENTS: Any revisions or amendments to this Agreement must be made in writing and signed by both parties.
5. ASSIGNMENT: Without prior written consent of NACCHO, Contractor may not assign this Agreement nor delegate any duties herein.
6. INTERFERING CONDITIONS: Contractor shall promptly and fully notify NACCHO of any condition that interferes with, or threatens to interfere with, the successful carrying out of Contractor's duties and responsibilities under this Agreement, or the accomplishment of the purposes thereof. Such notice shall not relieve Contractor of said duties and responsibilities under this Agreement.
7. OWNERSHIP OF MATERIALS: Contractor hereby transfers and assigns to NACCHO all right, title and interest (including copyright rights) in and to all materials created or developed by Contractor pursuant to this Agreement, including, without limitation, reports, summaries, articles, pictures and art (collectively, the "Materials") (subject to any licensed third-party rights retained therein). Contractor shall inform NACCHO in writing of any third-party rights retained within the Materials and the terms of all license agreements to use any materials owned by others. Contractor understands and agrees that

Contractor shall retain no rights to the Materials and shall assist NACCHO, upon reasonable request, with respect to the protection and/or registrability of the Materials. Contractor represents and warrants that, unless otherwise stated to NACCHO in writing, the Materials shall be original works and shall not infringe or violate the rights of any third party or violate any law. The obligations of this paragraph are subject to any applicable requirements of the U.S. Department of Health and Human Services.

8. RESOLUTION OF DISPUTES: The parties shall use their best, good faith efforts to cooperatively resolve disputes and problems that arise in connection with this Agreement. Both parties will make a good faith effort to continue without delay to carry out their respective responsibilities under the Agreement while attempting to resolve the dispute under this section. If a dispute arises between the parties that cannot be resolved by direct negotiation, the dispute shall be submitted to a dispute board for a nonbinding determination. Members of the dispute board shall be the Director or Chief Executive Officer of the consultant, the Executive Director of NACCHO, and the Senior Staff of NACCHO responsible for this Agreement. The costs of the dispute board shall be paid by the consultant and NACCHO in relation to the actual costs incurred by each of the parties. The dispute board shall timely review the facts, Agreement terms and applicable law and rules, and make its determination. If such efforts fail to resolve the differences, the disputes will be submitted to arbitration in the District of Columbia before a single arbitrator in accordance with the then current rules of the American Arbitration Association. The arbitration award shall be final and binding upon the parties and judgment may be entered in any court of competent jurisdiction.
9. TERMINATION: Either party may terminate this Agreement upon at least fifteen (15) days prior written notice to the other party. NACCHO will pay Contractor for services rendered through the date of termination.
10. ENTIRE AGREEMENT: This Agreement contains all agreements, representations, and understandings of the parties regarding the subject matter hereof and supersedes and replaces any and all previous understandings, commitments, or agreements, whether oral or written, regarding such subject matter.
11. PARTIAL INVALIDITY: If any part, term, or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law, such part, term or provision shall be restated in accordance with applicable law to best reflect the intentions of the parties and the remaining portions or provisions shall remain in full force and effect and shall not be affected.
12. GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the District of Columbia (without regard to its conflict of laws provisions).
13. ADDITIONAL FUNDING: Unless prior written authorization is received from NACCHO, no additional funds will be allocated to this project for work performed beyond the scope

specified or time frame cited in this Agreement.

14. REMEDIES FOR MISTAKES: If work that is prepared by the Contractor contains errors or misinformation, the Contractor will correct error(s) within five business days. The Contractor will not charge NACCHO for the time it takes to rectify the situation.
15. COMPLIANCE WITH FEDERAL LAWS AND REGULATIONS: Contractor's use of funds under this Agreement is subject to the directives of and full compliance with 45 C.F.R. Part 74 (Uniform Administrative Requirements for Awards and Subawards to Institutions of Higher Education, Hospitals, Other Non-Profit Organizations, and Commercial Organizations) and OMB Circular A-110 (Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations). It is the Contractor's responsibility to understand and comply with all requirements set forth therein.
16. EQUAL EMPLOYMENT OPPORTUNITY: Pursuant to OMB Circular A-110, Contractor will comply with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 C.F.R. part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
17. DEBARRED OR SUSPENDED CONTRACTORS: Pursuant to OMB Circular A-110, Contractor will execute no subcontract with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension."
18. COMPLIANCE WITH FEDERAL ENVIRONMENTAL REGULATIONS: Pursuant to OMB Circular A-110, Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.).
19. AUDITING: Contractor agrees to permit independent auditors to have access to its records and financial statements for the purpose of monitoring compliance with this Agreement. If Contractor is not required to undergo an audit pursuant to OMB Circular A-133 because Contractor receives less than \$500,000 in federal direct or indirect cooperative agreement or grant funds, Contractor will certify to NACCHO that it is not so required. If Contractor is required to undergo an audit pursuant to OMB Circular A-133, Contractor will undergo the required audit and agrees to send a copy of its most recent OMB A-133 audit report and any management letters to NACCHO.
20. NOTICE: All notices, including invoices, required to be delivered to the other party pursuant to this Agreement shall be in writing and shall be sent via facsimile, with a copy sent via US mail, postage prepaid, to the parties at the addresses set forth below. Either

party may send a notice to the other party, pursuant to this provision, to change the address to which notices shall be sent.

FOR NACCHO:

Contract Specialist
National Association of County and City Health Officials
1100 17th Street, N.W., 7th Floor
Washington, D.C. 20036
Tel. (202) 507-4272
Fax (202) 783-1583
Email: mtsanga@naccho.org

FOR CONTRACTOR:

Rebecca Munger, MCAH
Department of Health Services, Public Health
625 5th Street
Santa Rosa, CA 95404-4428
Tel (707) 565 4553
Fax: (707) 565 4550
Email: Rebecca.Munger@sonoma-county.org

- 21. **AUTHORITY TO BIND:** Each party hereby represents and warrants that the person signing below has the authority to bind such party to this Agreement.

NACCHO:

CONTRACTOR:

By: _____

By: _____

Name: Dawn P. Richardson

Name: Rita Scardaci

Title: Senior Director of Grants and Contracts

Title: Director of Health Services

Date: _____

Date: _____

Federal Tax ID No: 94-6000539

**NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS
CONTRACTOR AGREEMENT – ATTACHMENT I**

**Supporting and Sustaining Local Health Department Maternal, Child, and
Adolescent Health & Chronic Disease Prevention Collaboration:**

The Winnable Battles Collaboration Project

SCOPE OF WORK

County of Sonoma Department of Health Services

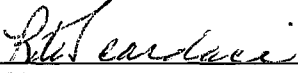
- Participate in a one-day action planning session between April 1-15, 2013, facilitated by NACCHO, that involves both maternal, child, and adolescent health and chronic disease prevention staff;
- Develop an action plan that supports a pre-determined, short-term (no more than six months) event or activity that will: (1) benefit from maternal, child, and adolescent health/chronic disease prevention collaboration and (2) support an existing LHD program that is using evidence-based or evidenced-informed programs to address the Winnable Battles goal: Tobacco prevention in adolescents through restricting access to tobacco products. Ultimately, this action plan should be developed with the intent to increase and sustain collaboration between maternal, child, and adolescent health and chronic disease prevention staff;
- Receive TA from NACCHO to carry out their action plan to jointly address the Winnable Battles;
- Participate in a one-day in-person process and outcome evaluation training and TA meeting at the LHD with NACCHO's Research and Evaluation staff;
- Create an evaluation plan that outlines the research questions and methods for conducting process and outcome evaluations to address one of the Winnable Battles;
- Receive TA while completing evaluation plans for collecting evaluation data and while evaluating Winnable Battles efforts;
- By September 20, 2013, produce a final report that includes: (1) the results of the collaborative action plan, including the evaluation framework that was developed; (2)

the methods and results of the process evaluation; and (3) a sustainability plan for continuing to conduct outcome evaluation after support from NACCHO has ended.

- Participate in all project-related process and outcome evaluation activities; and
- Participate in monthly conference calls with NACCHO to discuss progress and identify areas of TA starting in April of 2013 and continuing throughout September of 2013.

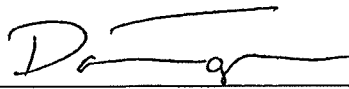
CERTIFICATION OF NON-DEBARMENT OR SUSPENSION

By my signature I attest that **County of Sonoma Department of Health Services** has not been debarred or suspended pursuant to OMB Circular A-110 and will not subcontract with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689 "Debarment and Suspension."

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE DIRECTOR OF HEALTH SERVICES
ORGANIZATION COUNTY OF SONOMA DEPARTMENT OF HEALTH SERVICES	DATE SIGNED 3/20/13

Supplemental Signature Page for
National Association of County and City Health Officials (NACCHO)
NACCHO Contract #2013-040207
Term: March 18, 2013 to September 29, 2013

Approved as to Substance:



Division Director or Designee

4/16/13
Date

Approved as to form:



County Counsel

4/18/13
Date

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

CONTRACT # MRC 13 - 0048

This Agreement is entered into, effective as of the date of the later signature indicated below (the “Effective Date”), by and between the **National Association of County and City Health Officials** (“NACCHO”), with its principal place of business at 1100 17th St., N.W., 7th Floor, Washington, DC 20036, and **County of Sonoma Dept. of Health Services** (“Organization”), with its principal place of business at **3313 Chanate Rd., Santa Rosa, CA 95404**

WHEREAS, NACCHO has received a grant from the Department of Health and Human Services (Grant Number: 5MRCSG101005-03, CFDA Number: 93.008) (the “Grant”) to build the capacity of local Medical Reserve Corps (“MRC”) units;

WHEREAS, pursuant to the terms of the Grant, NACCHO has agreed, among other things, to provide support to MRC units and to encourage these units to provide certain information to the Office of the Surgeon General’s Division of the Civilian Volunteer Medical Reserve Corps (“OSG/DCVMRC”);

WHEREAS, Organization either houses or is itself an MRC unit that is registered in good standing with the OSG/DCVMRC;

WHEREAS, pursuant to the terms of the Grant, NACCHO desires to provide funding to Organization in exchange for Organization agreeing, among other things, to undertake the activities indicated in their capacity building application or oversee such activities and to provide certain information to the OSG/DCVMRC.

NOW, THEREFORE, NACCHO and Organization, intending to be legally bound, in consideration of the promises and mutual covenants and obligations contained herein, hereby agree as follows:

1. **ORGANIZATION’S OBLIGATIONS**: In consideration for the payment described in Section 3, below, Organization agrees, during the Term of this Agreement, to be an MRC Unit in Good

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

Standing by meeting the following criteria below. If Organization houses an MRC Unit, Organization will ensure that the unit is an MRC Unit in Good Standing by meeting the following criteria below.

- a. Have 501c(3) or comparable status or be housed in an organization capable of and willing to receive federal funds on its behalf;
 - b. Monitors and provide updates to the MRC Unit's profile on the MRC web site no less often than once every three months;
 - c. Provides the OSG/DCVMRC with regular updates of programs and plans;
 - d. Actively works towards National Incident Management System ("NIMS") compliance;
 - e. Agrees to participate in MRC Unit Technical Assistance assessments;
 - f. Utilizes capacity building award funds for approved purposes, and as indicated in their capacity building award application;
 - g. Maintains Registered status with the OSG/DCVMRC; and
 - h. Agrees to participate in an evaluation and survey review by NACCHO
2. **TERM OF AGREEMENT:** The term of the Agreement shall be begin on January 5, 2013 and shall continue until July 31, 2013 (the "Term").
3. **PAYMENT FOR SERVICES:** In consideration for the agreements by Organization set forth in Section 1, above, NACCHO shall pay Organization **Four Thousand** Dollars (\$4000.00). Payment will be made before the expiration of the Term of the Agreement.
4. **REVISIONS AND AMENDMENTS:** Any revisions or amendments to this Agreement must be made in writing and signed by both parties.
5. **ASSIGNMENT:** Organization may not assign this Agreement nor delegate any duties herein without the expressed written approval of NACCHO.
6. **INTERFERING CONDITIONS:** Organization shall promptly and fully notify NACCHO of any condition that interferes with, or threatens to interfere with, the successful carrying out of Organization's duties and responsibilities under this Agreement, or the accomplishment of the purposes thereof. Such notice shall not relieve Organization of said duties and responsibilities under this Agreement.

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

7. RESOLUTION OF DISPUTES: The parties shall use their best, good faith efforts to cooperatively resolve disputes and problems that arise in connection with this Agreement. Both parties will make a good faith effort to continue without delay to carry out their respective responsibilities under the Agreement while attempting to resolve the dispute under this section. If a dispute arises between the parties that cannot be resolved by direct negotiation, the dispute shall be submitted to a dispute board for a nonbinding determination. Members of the dispute board shall be the Director or Chief Executive Officer of the consultant, the Executive Director of NACCHO, and the Senior Staff of NACCHO responsible for this Agreement. The costs of the dispute board shall be paid by the consultant and NACCHO in relation to the actual costs incurred by each of the parties. The dispute board shall timely review the facts, Agreement terms and applicable law and rules, and make its determination. If such efforts fail to resolve the differences, the disputes will be submitted to arbitration in the District of Columbia before a single arbitrator in accordance with the then-current rules of the American Arbitration Association. The arbitration award shall be final and binding upon the parties and judgment may be entered in any court of competent jurisdiction.

8. ENTIRE AGREEMENT: This Agreement contains all agreements, representations, and understandings of the parties and supersedes and replaces any and all previous understandings, commitments, or agreements, oral or written.

9. PARTIAL INVALIDITY: If any part, term, or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law, that part, term or provision shall be restated to effectuate the parties' intentions, and the validity of the remaining portions or provisions shall not be affected.

10. GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the District of Columbia (without regard to its conflict of law rules).

11. COMPLIANCE WITH FEDERAL LAWS AND REGULATIONS: Organization's use of funds under this Agreement is subject to the directives of and full compliance with 45 C.F.R. Part 74 (Uniform Administrative Requirements for Awards and Subawards to Institutions of Higher Education, Hospitals, Other Non-Profit Organizations, and Commercial Organizations) and OMB Circular A-110 (Uniform Administrative Requirements for Grants and Agreements With

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations). It is the Organization's responsibility to understand and comply with all requirements set forth therein.

12. DEBARRED OR SUSPENDED ORGANIZATIONS: Pursuant to OMB Circular A-110, Organization certifies to the best of its knowledge that its is not presently and will execute no subcontract with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension."
13. AUDITING: Organization agrees to permit independent auditors to have access to its books, records and financial statements for the purpose of monitoring compliance with this contract.
14. NOTICE: All notices under this Agreement shall be in writing and shall be sent via facsimile and first class mail, postage prepaid, to the addresses below. Either party may update its address by providing written notice to the other party pursuant to the terms of this provision.

TO NACCHO:

National Association of County and City Health Officials

Attn: Moira Tsanga

1100 17th Street, N.W., 7th Floor

Washington, DC 20036

Tel. (202) 507-4272

Fax (202) 783-1583

Email: mtsanga@naccho.org

TO ORGANIZATION:

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

County of Sonoma Dept. of Health Services

Rita Scardaci

Director of Health Services

3313 Chanate Rd.

Santa Rosa, CA 95404

Tel. 707-565-4700

15. AUTHORITY TO BIND PARTY: Each party hereby represents and warrants that the person signing this Agreement on its behalf as the authority to bind such party.

NACCHO:

ORGANIZATION:

Authorized Signature:

Authorized Signature:

By: _____ By: _____

Name: John Mericsko

Name: Rita Scardaci

Title: Chief Financial Officer

Title: Director of Health Services

National Association of County and

Organization: County of Sonoma Dept. of Health
Services

Organization: City Health Officials

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583

Address: 1100 17th Street, NW
7th Floor
Washington, DC 20036

Address: 3313 Chanate Rd.
Santa Rosa, CA 95404

Phone: 202-783-2490
Fax: 202-783-1583
EIN: 52-1426663

Phone: _____
Fax: _____
EIN: **94-6000539**

Date: _____

Date: _____

National Association of County and City Health Officials

AGREEMENT

National Association of County and City Health Officials
1100 17th Street, NW, 7th Floor, Washington, DC 20036-4636
(202)783-5550 FAX (202)783-1583


CERTIFICATION OF NON-DEBARMENT OR SUSPENSION

By my signature I attest that **County of Sonoma Dept. of Health Services** has not been debarred or suspended pursuant to OMB Circular A-110 and will not subcontract with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689 "Debarment and Suspension."

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
ORGANIZATION	DATE SIGNED

Supplemental Signature Page for
National Association of County and City Health Officials (NACCHO)
NACCHO Contract #MRC 13-0048
Term: January 5, 2013 to July 31, 2013

Approved as to Substance:



Division Director or Designee

4/16/13

Date

Approved as to form:



County Counsel

4/18/13

Date



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 18

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Diane Kaljian, 565-5950

Supervisorial District(s):

County-wide

Title: Area Agency on Aging FY 2013-14 Area Plan Update

Recommended Actions:

Approve the Area Agency on Aging FY 2013-14 Area Plan Update and authorize the Chairperson of the Board of Supervisors to sign the Transmittal Letter to California Department of Aging.

Executive Summary:

This item requests approval of the Area Agency on Aging FY 13/14 Area Plan Update, which provides a progress report on the 2012-2016 Four Year Area Plan as required by the California Department of Aging . This item also requests authorization for the Board Chair to sign the Transmittal Letter designating Board approval of the Sonoma County Area Agency on Aging FY13/14 Area Plan Update to the California Department of Aging.

Background: The Board of Supervisors has been designated as the governing body of the Sonoma County Area Agency on Aging (AAA) by the California Department of Aging (CDA) since 1980. The AAA is responsible for planning and developing policy and advocating for the needs of seniors, adults with disabilities, and their caregivers as well as administering Older Americans Act funding. These federal funds help seniors and people with disabilities remain as independent as possible. CDA distributes the federal funds to local AAAs for the provision of services for seniors (persons 60 and older). The Sonoma County AAA receives over \$2 million annually from the California Department of Aging.

The Plan:

The Area Plan update was presented at a required Public Hearing of the AAA Advisory Council on April 17, 2013. The Advisory Council voted to approve the plan update. The signature of the chair of the Board of Supervisors is required on the transmittal letter which states the Board has reviewed and authorized the FY 13-14 Update to the Area Plan.

As described in Title 22, Chapter 3, Article 1.8 of the California Code of Regulations, a AAA is required to develop and maintain a four year area plan which informs the community on needs, available services and service gaps for seniors as well as the AAA's plans to address these issues during the planning cycle. Goals and objectives are developed reflecting the results of the extensive needs assessment conducted at least once during the four year

cycle. The plan and comprehensive community report “Aging and Living Well in Sonoma County.” was presented and approved by the BOS on May 8, 2012.

The FY 2013-14 Area Plan Update provides a progress report on objectives identified in the 2012-16 Four Year Area Plan. New objectives focusing on furthering the approved goals to expand awareness of available services and supports; enhance safety health and wellbeing of seniors; and respond to the changing needs of seniors in Sonoma County are included for the coming year. New objectives, including but not limited to educating the senior community on the affordable care act, expanding awareness of falls prevention and chronic disease management, promoting the use of health care directives, and promoting awareness of LGBT issues will be the focus of AAA activities in the coming year.

To both accomplish the goals and objectives set forth in the area plan and effectively administer the nearly \$2 million dollars in federal and state funding allocated to Sonoma County annually, the AAA maintains a strong voice in the community on senior issues. Building relationships across programs strengthens the safety net that keeps Sonoma County’s older adults safe, independent and healthy. Examples of the AAA’s effective advocacy include the recent collaboration with the Family Justice Center, the District Attorney’s office and several community based organizations to conduct community forums educating seniors about elder abuse prevention; development of a partnership with City of Santa Rosa, Sebastopol Senior Center and others to successfully apply for and receive a grant from the Federal Transportation Authority to create “Sonoma Access”, a one-call/one-click service for transportation; and most recently establish working relationships with all seven hospitals located in Sonoma County to partner on the development of Sonoma Care Transitions to reduce hospital readmissions and improve Medicare beneficiaries understanding of their health issues and ability to follow through on health plans with the award of Medicare funds via the Affordable Care Act granted to the AAA as the lead partner. Additionally, the \$2 million annually supports community based partners in the provision of over 275,000 meals; 30,000 hours of adult day care; 10,000 hours of case management; 25,000 Senior Resource Guides as well as Long Term Care Ombudsman services, Health Insurance Counseling, Caregiver Support and health promotion activities.

AAA service providers are monitored annually by program and fiscal staff. The California Department of Aging staff make periodic onsite monitoring visits of both program and fiscal operations. Service providers are required to report contract performance each month to the AAA.

Prior Board Actions:

On May 15, 2012, by unanimous vote, the Board approved the Area Agency on Aging FY 2012-2016 Area Plan. The AAA Area plan updated has been approved annually.

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

The AAA Area plan includes goals and objectives to address senior services needs in Sonoma County.

Fiscal Summary - FY 12-13			
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):			
There are no fiscal impacts resulting from this administrative action.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
None			
Related Items "On File" with the Clerk of the Board:			
<ul style="list-style-type: none"> - FY 2013-14 Area Plan Update - Aging and Living Well in Sonoma County: A Report from the Sonoma County Area Agency on Aging 			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 19
(This Section for use by Clerk of the Board Only.)

To: Board of Directors of the Northern Sonoma County Air Pollution Control District

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works – Northern Sonoma County Air Pollution Control District

Staff Name and Phone Number:

Barbara Lee, 707-433-5911

Supervisory District(s):

Northern Sonoma County Air Pollution Control District

Title: VPMP Grant to Sonoma County Transit for Creekside Park Bus Turnaround

Recommended Actions:

Adopt a resolution of the Board of Directors of the Northern Sonoma County Air Pollution Control District: 1) approving disbursement of \$45,000 in Vehicle Pollution Mitigation Program (VPMP) grant funds to Sonoma County Transit to fund the construction of a bus turnaround at Monte Rio Creekside Park; and 2) authorizing the Air Pollution Control Officer to enter into a grant agreement with Sonoma County Transit.

Executive Summary:

In 1991, the California Health and Safety Code was amended by AB 2766 to allow local air pollution control districts to collect fees in the form of a surcharge on motor vehicle registrations. The funds generated by the surcharge are to be used to characterize and reduce air pollution from motor vehicles used within the air district. By Resolution No. 92-1853, this Board adopted the Vehicle Pollution Mitigation Program (VPMP) to allocate Assembly Bill 2766. Since the inception of the VPMP program, the Northern Sonoma County Air Pollution Control District (District) has funded a number of diverse projects to reduce the impact of vehicle emissions within Sonoma County. To date, the District has provided over \$1,600,000 in grants to improve air quality within the District.

Sonoma County Transit, with Board approval, submitted an application to the District for \$45,000 of VPMP grant funding to cover a portion of the cost of construction of a bus turnaround at Monte Rio Creekside Park. The Board also authorized the Director of Transportation and Public Works to sign a funding agreement with the District upon award. The District is requesting authorization to accept the grant proposal and for the Air Pollution Control Officer to be authorized to enter into a funding agreement in a form approved by County Counsel.

The bus turnaround is expected to provide viable alternative transportation for community members

accessing the park. Having Sonoma County Transit bus service available as a means to travel to the park is expected to reduce individual vehicle trips to the park, thereby reducing air pollution resulting from vehicle exhaust. In addition, this project serves an environmental center, which increases the public visibility of the project. To ensure that the bus turnaround can be built and bus service can be available at the park, Sonoma County Transit is seeking VPMP funds to help cover the costs of construction.

The proposal from Sonoma County Transit was scored in accordance with the Board-approved scoring method. Because this project is expected to provide an air quality benefit to the community and reduce auto trips to travel to and from Creekside Park, District staff recommend approving the project for funding. The score sheet and a funding eligibility memo are attached to this item.

Prior Board Actions:

4/9/2013: Res No. 13-0130 Board of Supervisor’s authorized Sonoma County Transit to apply for grant funding from NSCAPCD and authorized the Director of Transportation and Public Works to sign funding agreement; 06/1991: Res No. 91-1104 authorized the Northern Sonoma County Air Pollution Control District to collect the VPMP motor vehicle surcharge; Resolution No. 92-1853, adopted the Vehicle Pollution Mitigation Program (VPMP) to allocate Assembly Bill 2766.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Protecting air quality and public health by implementing and developing programs to mitigate the negative impacts of air pollution.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 45,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 45,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 45,000	Total Sources	\$ 45,000

Narrative Explanation of Fiscal Impacts (If Required):

The NSCAPCD FY 12/13 adopted budget includes funding to be used for eligible grant applications. Revenues used for funding are generated from a surcharge on motor vehicle registrations.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Proposal score sheet; Funding Eligibility Memo; Location Map			
Related Items "On File" with the Clerk of the Board:			
Draft Agreement			



County of Sonoma

State of California

Date: May 14, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Directors Of The Northern Sonoma County Air Pollution Control District Authorizing Disbursement of AB2766 Grant Funds for the Monte Rio Creekside Park Bus Turnaround Project.

Whereas, Assembly Bill 2766, Statutes of 1990, authorizes collection of fees on registered motor vehicles for the purpose of reducing air pollution from such vehicles; and

Whereas, by Resolution No. 92-1853, this Board adopted the Vehicle Pollution Mitigation Program (VPMP) to allocate Assembly Bill 2766 funds and gave additional direction to staff regarding allocation of these funds; and

Whereas, Sonoma County Transit has applied to the District for VPMP grant funds to construct a bus turnaround at Monte Rio Creekside Park (Project); and

Whereas, the Board has reviewed staff recommendations and ranking for Sonoma County Transit's proposal requesting VPMP grant funds; and

Whereas, the Board has reviewed existing grant allocation criteria and the proposed standard grant contract form.

Now, Therefore, Be It Resolved that the Board of Directors of the Northern Sonoma County Air Pollution Control District hereby finds, declares and determines as follows:

1. All the above findings are true and correct;
2. The Project will make a contribution to the reduction of air pollution within Sonoma County and the District boundaries and meets eligibility requirements for award of VPMP grant funds;
3. Sonoma County Transit is approved for VPMP grant funding in the amount of \$45,000;
4. The Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District, or her designee, is hereby authorized and directed to develop a contract with Sonoma County Transit and, subject to County Counsel approval as to form, execute, fund, audit, and administer said contract.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

**VPMP
RANKING CRITERIA SCORES**

PROJECT TITLE: Bus Turnaround at Monte Rio Creekside Park

TOTAL SCORE: 57

FUNDS REQ: \$45,000

EVALUATED BY: Jessica DePrimo

A. 50 Pt. - Is project a Priority Project or if it is an unranked project, what is the cost effectiveness in pollution reduction.

<p>Project is unranked. Cost effectiveness is \$69,682.49 per ton of pollutants reduced. This corresponds to a -point value according to District cost-effectiveness tables. See cost-effectiveness memo to file for more information on cost-effectiveness calculation.</p>	<p>SCORE</p> <p>20</p>
--	------------------------

B. 20 Pt - Use of Matching Funds.

<p>Matching funds are used for >50% of the project. Based on District tables this affords the project a full 20-point score.</p>	<p>SCORE</p> <p>20</p>
---	------------------------

C. Public awareness of/Exposure to program air benefits.

<p>SCT estimates around 20% of population reached through media outreach. Air quality benefits will be included in media outreach.</p>	<p>SCORE</p> <p>2</p>
--	-----------------------

D. 10 Pt - Creativity (new type of project for this District).

<p>The new bus turnaround installation not only reduces vehicle emissions involved in driving to a community destination, it also extends service in an underserved area. In addition, the destination served includes an environmental discovery center which will increase public awareness of enviromental concerns, which is a unique aspect of the project.</p>	<p>SCORE</p> <p>10</p>
--	------------------------

E. 5 Pt. - Public/Private Partnership

<p>The proponents of this project are all public agencies. 0 points.</p>	<p>SCORE</p> <p>0</p>
--	-----------------------

F. 5 Pt. - Local Governmental/Agency clean air planning commitment.

<p>This is a county agency with a clean air element in the general plan. 5 points awarded.</p>	<p>SCORE</p> <p>5</p>
--	-----------------------

Northern Sonoma County Air Pollution Control District
Project: SCTA Bus Turnaround Construction
Funding: \$45,000
Cost Effectiveness: \$69,682.49/ton emissions reduced

VPMP Program
Date: 4/3/13
By: Jessica DePrimo

VPMP Grant Program – Funding Eligibility Justification Memo

SCTA Bus Turnaround Construction Project involves the construction of a bus turnaround at Monte Rio Creekside Park that would allow for more passengers to travel to the park using alternative transportation. This memo addresses the methodology for calculating cost effectiveness of the project, and outlines the District’s justification for funding of the project.

Evaluation Methodology

The District has historically used cost-effectiveness calculation guidelines from CA Air Resources Board (CARB) entitled *Methods to Find the Cost-Effectiveness of Funding Air Quality Projects: For Evaluating Motor Vehicle Registration Fee Projects and CMAQ Projects, May 2005*. This document can be found at the following web URL: <http://www.arb.ca.gov/planning/tsaq/eval/eval.htm> along with a link to emission factors updated in 2010. Since the release of the guidelines in 2005, CARB has reduced the minimum allowable discount rate, used in calculations to amortize costs over the project life, from 3% to 1%¹. Also, since 2010, more current emission factors for vehicle trips have been made available.² Emission factors for natural gas buses were derived from the CARB Executive Order for the particular model of bus by converting the emissions standards of grams per horsepower-hour into grams per mile³. The District’s spreadsheet showing cost effectiveness calculations is included in the file for this project.

Comparison to BAAQMD Methods

The applicant used the worksheet provided by the BAAQMD to estimate cost-effectiveness in the application. The estimated cost-effectiveness was significantly different from staff calculations. BAAQMD staff has advised that BAAQMD’s practices are different. Specifically, their methodology for calculating cost effectiveness does not incorporate a capital recovery factor or the CARB discount rate, and it weights PM10 exhaust emissions. District staff evaluated the proposed project using both methodologies and determined that the District methodology provides a more conservative estimate of cost-effectiveness. In addition the BAAQMD provides different cost-effectiveness limits, depending on the type of project. For a bus line expansion such as this one, BAAQMD’s rule of thumb would be around \$90,000 per ton of emissions reduced. Therefore, although the District uses a more conservative

¹ See CARB Mailout MSC 13-09.

² Factors available from the California Air Pollution Control Officers Association (CAPCOA) in the California Emissions Estimator Model (CalEEMod, at: www.caleemod.com). See the calculation worksheet provided by BAAQMD (Emissions Reduction and Cost Effectiveness Worksheet, included in file).

³ See calculation worksheet (above) for conversion factor.

method for evaluating cost effectiveness, the proposed project is cost-effect using either agency's method.

Justification

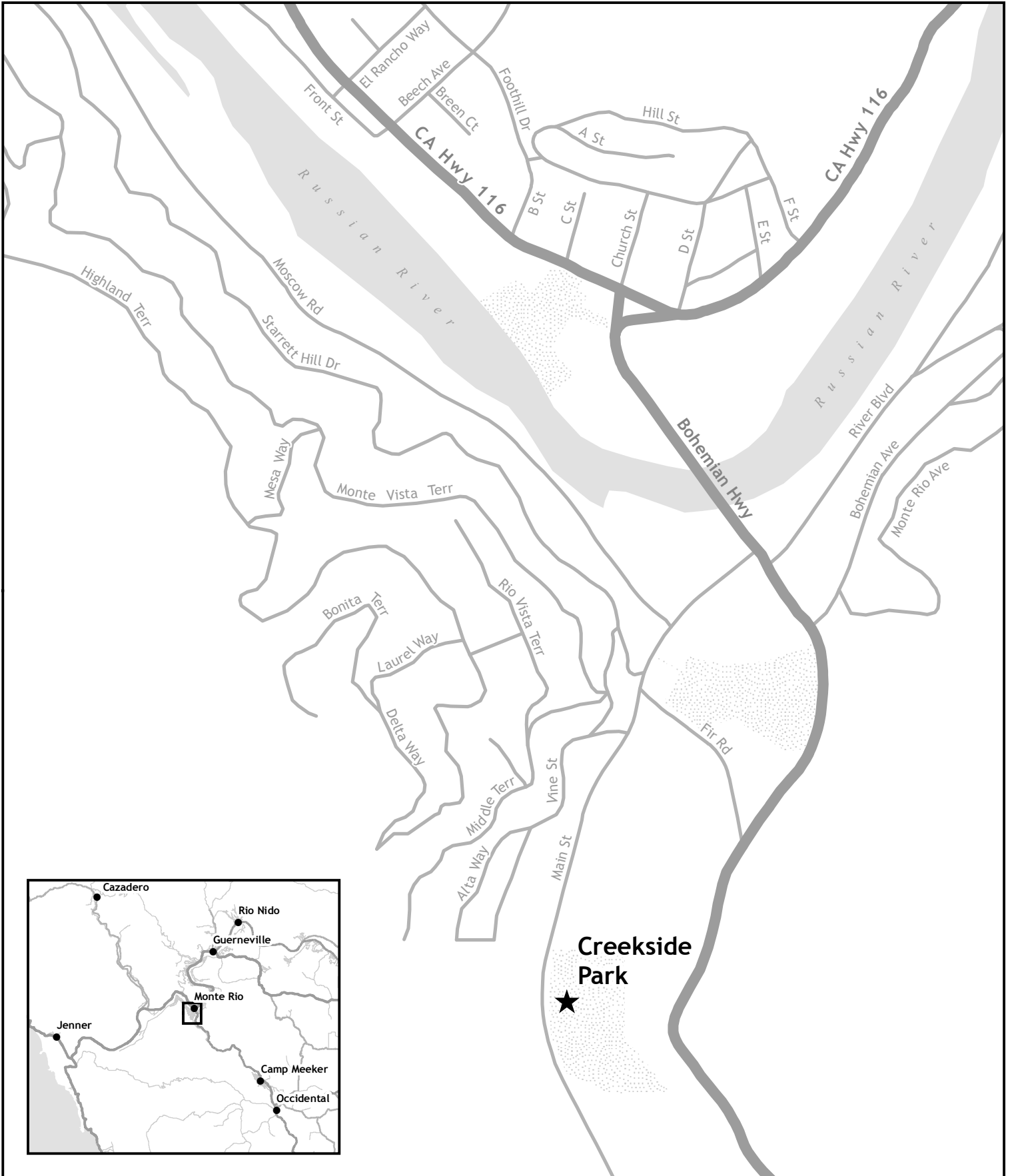
The District does not have any maximum threshold for cost-effectiveness, however the Board's approved scoring policy for VPMP projects provides no point value for projects where the cost per ton of emissions reduced exceeds \$150,000. Past practice has been to give projects a point rating based on cost-effectiveness, and award projects based on their total score. The cost-effectiveness of this project gives it a score of 20 points out of 50 total points. It has been common practice for air districts to fund projects that are in this range of cost-effectiveness and that provide an air quality benefit to the community.

This project is a unique type of bus route expansion project. More typical bus route expansion projects are long mileage, high ridership projects that connect passengers to other means of alternative transportation and are used primarily for daily commutes to work. This project occurs in a relatively rural area, where public transportation is less common than in urban settings. The area was designated part of the now-defunct Russian River Redevelopment Area and is considered an underserved area. The project is a short-radius bus route expansion that provides expanded public access to the new community park via public transportation rather than individual vehicle trips. Because of this, the auto miles reduced by the project are low relative to urban projects. This low mileage for auto trips reduced contributes to higher cost-effectiveness in terms of dollars spent per ton of emissions reduced. However, encouraging alternative transportation within a community provides a benefit that is not well-reflected in the cost-effectiveness calculation. Further, this is an underserved community, and the route extension provides access to an environmental discovery center; expanding public understanding of the importance of clean and healthy environment is consistent with the District's core mission.

Recommendation

This project is expected to provide an air quality benefit to the community and reduce auto trips to travel to and from Creekside Park. It further expands access to services in an underserved community, and will enhance public understanding of the value of a clean and healthy environment. Staff therefore recommends the Board approve this project for funding in the amount of \$45,000.

Location Map





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

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Bryan Albee, 707-585-7516

Supervisorial District(s):

Fifth

Title: Transit Service Agreement – Mendocino Transit Authority

Recommended Actions:

Approve Transit Services Agreement with Mendocino Transit Authority to provide transit services in the northern coastal area of Sonoma County for \$167,000 for the period of July 1, 2013 thru June 30, 2014. (Fifth Supervisorial District)

Executive Summary:

This agreement provides continued support for Sonoma Coast transit services provided by Mendocino Transit Authority (MTA) for fiscal year 2013-14. MTA's Route 95 provides daily service that originates in Point Arena and travels Highway 1 through Gualala, Sea Ranch, Jenner and Bodega Bay, then continues east to Bodega, Sebastopol and Santa Rosa. MTA's route primarily serves coast area residents as it travels into Santa Rosa in the morning and returns to the coast in the afternoon.

The agreement allows for reimbursement to MTA for services not to exceed \$167,000. Each county (Sonoma and Mendocino), contributes a percentage of the operations deficit for MTA's service based on ridership surveys conducted by the County. The operations deficit represents MTA's operating costs less passenger fares and Sonoma County's contribution percentage is 56%.

The proposed FY 2013-14 budget is approximately 3.7% greater than the FY 2012-13 budget, primarily due to higher fuel and labor costs.

Funding for this agreement is included within the proposed FY 2013-14 Transit Division budget and is consistent with Sonoma County Transit's FY 2013-14 TDA/STA funding claim to the Metropolitan Transportation Commission. Appropriations are available in the Requested FY 2013-14 Transit division budget. Agreement has been approved as to form by County Counsel.

Prior Board Actions:

05/22/12 – Board approved FY 2012-13 agreement in the amount of \$161,000. 05/10/11 – Board

approved FY 2011-12 agreement in the amount of \$147,000.

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

The provision of public transit services assist in County’s goals of providing a safe, healthy and caring community.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 167,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 167,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 167,000	Total Sources	\$ 167,000

Narrative Explanation of Fiscal Impacts (If Required):

If Sonoma County Transit were to operate this route, it would incur large deadhead costs associated with sending a bus from the Santa Rosa yard to Sea Ranch in the morning and from Sea Ranch in the evening. When calculating costs based on MTA’s current schedule, it would cost Sonoma County Transit approximately four hours per day, or \$341,000, compared to MTA’s cost of \$167,000.

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 with Exhibits



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: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Thomas F. O’Kane, Jr. 707-565-3585

Supervisorial District(s):

First

Title: Arnold Drive at Agua Caliente Road Roundabout- Award of Contract C02166

Recommended Actions:

1. Approve plans and specifications for the Arnold Drive at Agua Caliente Road Roundabout
2. Award construction contract to the lowest responsible bidder, Team Ghilotti Inc., in the amount of \$1,896,602.75 and authorize Chair to execute construction contract C02166.

Executive Summary:

The purpose of the Arnold Drive at Agua Caliente Road Roundabout project is to improve traffic safety for all modes of travel through this intersection. The location was included in the voter approved Measure “M” program in 2004.

While the Measure “M” Strategic Plan shows a signal system for the intersection, as a part of the project development design process, the staff of the Department of Transportation and Public Works evaluated the feasibility of a traffic roundabout in addition to a signalization project. The roundabout option resulted in the removal of fewer trees and no impact to three creek crossings that would have been disturbed with the signal option. In addition, the roundabout required less right-of-way. From an environmental standpoint, vehicle emissions are lower with this option as well as fuel economy and less noise generally associated with stopping and starting of vehicles at traffic signals. The department proceeded with the single lane roundabout design. It is important to note that there is a strong endorsement by the US Department of Transportation and the Federal Highway Administration which have issued a national goal of 10,000 new roundabouts throughout the country. Caltrans has also encouraged local governments to consider roundabouts as an option to signalization.

Project improvements consist of a single lane roundabout with pedestrian sidewalks, bike lanes, drainage facilities, lighting, signage, and landscaping. The project was designed by a local firm, Brelje & Race Consulting Engineers.

The project was advertised for bids from March 11, 2013 to April 11, 2013.

Bids were opened on April 11, 2013.

Bids were received as follows:

- Team Ghilotti Inc.: \$1,896,602.75
- Ghilotti Construction: \$1,917,737.35
- Argonaut Constructors: \$1,951,239.80
- Ghilotti Brothers Inc.: \$1,996,190.95
- J.A. Gonsalves & Son Construction Co.: \$2,169,747.25

The Engineer's Estimate was : \$2,049,432

The low bid of Team Ghilotti is \$152,829 below or 7.5% less than the Engineer's Estimate. The next lowest bid is 1.1% higher than the low bid. The low bid is consistent with the other bids received – all five bids are within 9.2% of the average bid.

The major differences between the bids and the estimate are the decreased prices for Traffic Control System and concrete pattern stamping and the increased cost for aggregate base rock.

Team Ghilotti, Inc. is experienced with this type of construction. They have constructed projects for the County in the past including the Western Avenue Bike Shoulder and they are currently completing the construction of the Sonoma County Transit Bus Parking Rehabilitation Project.

The total estimated cost of construction is \$2,086,263.03 including 10% contingency. This project is funded with Proposition 1B, Measure M, and Sonoma Valley traffic mitigation funds. Appropriations are available in the FY 2012 And FY 2013-14 Road Improvement budgets. Construction on this project is scheduled to begin in early July 2013 and should be completed the end of the 2013, depending on the weather.

Prior Board Actions:

3/15/11: Board Action No. 6 approved Arnold Drive improvements - Measure "M" cooperative agreement with the Sonoma County Transportation Authority. 6/14/11: Board Action No. 22 authorized the Chair to execute agreement between Sonoma County and the Hanna Boys Center on Arnold Drive for design services of a roundabout at Agua Caliente Road. 9/11/12: Board Resolution No. 12-0429 adopting a Mitigated Negative Declaration and Mitigation Monitoring Program and approving a project to construct a roundabout at the intersection of Arnold Drive and Agua Caliente Road.

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

This project will improve the safe passage of vehicles, bicyclists and pedestrians while decreasing vehicle idle time.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 2,086,263		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 1,200,000
	\$	Fees/Other	\$ 886,263
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 2,086,263	Total Sources	\$ 2,086,263

Narrative Explanation of Fiscal Impacts (If Required):

Construction will span two fiscal periods and appropriations are currently included in FY12-13 and will be included in the recommended FY13-14 budget.

Staffing Impacts

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

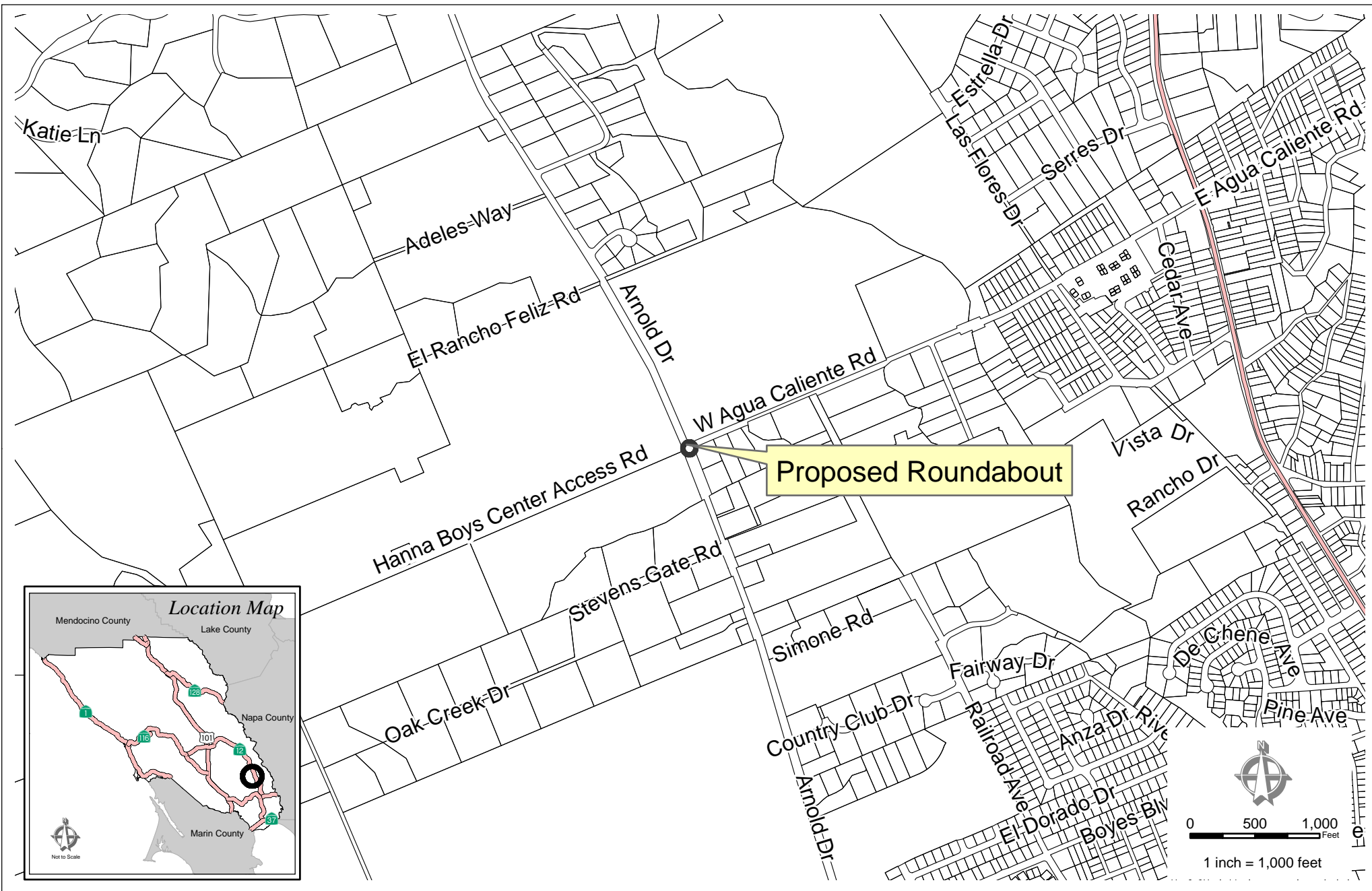
Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Vicinity Map

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

Special Provisions Book, Plans, Bid Book, Addendum #1



Map Scale and Reproduction methods limit precision in physical features displayed. This map is for illustrative purposes only, and is not suitable for parcel-specific decision making. The parcels contained herein are not intended to represent surveyed data. Site-specific studies are required to draw parcel-specific conclusions. Assessor's parcel data are current as of March 31, 2011. No part of this map may be copied, reproduced, or transmitted in any form or by any means without written permission from the Permit and Resource Management Department (PRMD), County of Sonoma, California.

Vicinity Map

Arnold Drive at Agua Caliente Road Roundabout Intersection Project

Figure 1



County of Sonoma
Agenda Item
Summary Report

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

Agenda Item Number: 22
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Shirlee Zane, 565-2241

Supervisorial District(s):

Third District

Title: Appointment

Recommended Actions:

Appoint Dagny Thomas to the Sonoma County Fish and Wildlife Commission beginning on May 14, 2013 at the pleasure of the Board. (Third District)

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 12-13

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):			
N/A			
Attachments:			
None.			
Related Items “On File” with the Clerk of the Board:			
None.			



County of Sonoma
Agenda Item
Summary Report

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

Agenda Item Number: 23
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

First District

Title: Appointment

Recommended Actions:

Reappoint Frank Briceno to the Community Action Partnership of Sonoma County Board of Directors for a 3-year term beginning 5/14/13 and expiring 4/1/16.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 12-13

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:

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

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County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 24
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: No Vote Required

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Nick Honey, Division Director 565-4343

Supervisorial District(s):

All

Title: Annual Report on Child Abuse Prevention Efforts

Recommended Actions:

Receive staff presentation and accept *Prevent Child Abuse*–Sonoma County’s Annual Child Abuse Prevention Report.

Executive Summary:

This item presents the Annual Report on Child Abuse Prevention as developed by the Prevent Child Abuse–Sonoma County (PCA-SC) Council. This Annual Report is intended to be used as an outreach tool to share information about child abuse prevention efforts. The report contains summarized facts about the prevalence of child abuse in Sonoma County, information on the Strengthening Families framework and educational information related to child abuse identification and available services. The report will be utilized as part of community trainings for Mandated Reporters and will be included as an insert in the May 13th, 2013 issue of the North Bay Business Journal.

Background:

In September 2003, the California State Department of Social Services created and implemented a plan for redesigning Child Welfare Services statewide. As part of that plan it was stated that, in order to help create results locally, communities are to become more involved in protecting children and strengthening families. The local council, Prevent Child Abuse–Sonoma County, helps contribute to that outcome by coordinating the community’s efforts around child abuse prevention, coordination and awareness. The Prevent Child Abuse–Sonoma County (PCA-SC) Council is authorized by the Sonoma County Board of Supervisors under the authority of the Welfare and Institutions Code Section 18980, Chapter 12.5, Child Abuse Prevention Coordinating Council Act. Since 2005, with funding from Child Abuse Prevention, Intervention and Treatment (CAPIT) and Children’s Trust Fund (CTF) dollars, the California Parenting Institute (CPI) has served as the lead in coordinating the countywide efforts of our local Child Abuse Prevention Council. PCA-SC provides a consistent forum for inter-agency cooperation and coordination in the prevention, detection, and treatment of child abuse cases.

In 2013, the PCA-SC will continue to increase public awareness about issues relating to child abuse and neglect in the community. These efforts will include building a community which protects and promotes healthy families,

raising community awareness and education to by promoting social marketing campaigns around the prevention of child abuse and neglect and championing the local “Blue Ribbon” child abuse prevention campaign each April.

Prior Board Actions:

None

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

This action promotes a safer, more caring community by providing public information on child abuse, current prevention efforts and ways that the public can become involved in child abuse prevention activities.

Fiscal Summary - FY 12-13

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):

There is no fiscal impact associated with this informational report.

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:

Annual Report on Child Abuse Prevention.

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

None.

What can we do to prevent child abuse in Sonoma County?



*Thank you
to our year-round
community supporters!*





*Jerry Dunn, Director
Sonoma County Human Services
Department*

Each of us has a role to play in protecting children and strengthening families

Dear Community,

Every child deserves a safe environment at home, with the supports they need for healthy development as they learn and grow. Protecting children is a community responsibility, and there is more we can do in Sonoma County to ensure that families are strong and stable, and children are safe and receiving the care they need.

Last year, 2,327 reports of child abuse were investigated in Sonoma County. There are nearly 900 ongoing child protective cases countywide. More than 500 children are in out-of-home care (which includes relative homes, foster care, and group homes) because their homes are not safe for them.

Child abuse and neglect can have psychological,

physical, social and emotional effects on children that last a lifetime, and families may experience consequences for generations. When children are harmed at home, there are also great costs to society. These include both the direct costs of the systems involved – child welfare, courts, law enforcement, health – and the long-term economic impact of associated costs, including substance abuse, mental illness, domestic violence, crime, and educational challenges. Investing in child abuse prevention both protects children and benefits society as a whole.

If you suspect a child is being abused or neglected, please call the 24-hour hotline at (707) 565-4304 or (800) 870-7064. While those who work with children are mandated by law to report, we rely on all members of the community to speak up when they suspect a child may be at risk of harm.

Each of us has a role to play in protecting children and strengthening families, and I urge you to spend some time considering how you will help. Whether connecting families with resources, helping a family with a specific need, sharing this information with others, working to reduce the inequities that leave children at risk, or advocating on behalf of families and children – together we can build a legacy of a Sonoma County where all children have safe, nurturing homes and the chance to grow and thrive.



*Tom Duryea,
President and CEO,
Summit State Bank*

Better Lives for Children and Families Lead to a Better Business Climate

Dear Business Leaders:

The month of April is National Child Abuse Prevention month. It's hard to believe that even in a beautiful place like Sonoma County, there is still a need to support education and awareness efforts for this difficult topic. As a California Parenting Institute supporter and Board member for the Valley of the Moon Children's Foundation, I'd like to take a moment to encourage business leaders to join me in supporting our community's children so that they may take our leadership roles someday as healthy and thriving adults.

The consequences of child abuse and neglect have a huge impact on the business community, both in the short-term and in the long-term; one more reason for making prevention a high priority. **According to a recent study by Dr. Richard J. Gelles and Dr. Staci Perlman, the estimated annual cost of child abuse and neglect to taxpayers will be over 80 billion in 2012.** The Adverse

Childhood Experience Study has shown that abused and neglected children are much more likely to have health problems in adulthood. These challenges can include depression, substance abuse, diabetes and heart disease. Prevention of child abuse and neglect advances the interests of businesses by:

- Preparing a better educated workforce to remain competitive in the global workforce;
- Managing costs and controlling expenses, especially healthcare costs;
- Creating a more productive workforce to maintain/increase profitability.

The National Child Abuse Prevention month began with one grandmother, Bonnie W. Finnen, in Virginia in 1989. She tied a blue ribbon to the antenna of her van "to make people wonder." The story she told to the community members was a tragic story of child abuse of her two grandchildren, and the ultimate death of her 3-year old grandson. This campaign has grown every year, and people all over the country wear blue ribbons to signify their commitment to stopping child abuse.

In Sonoma County we have a month long observance to increase awareness of child abuse and its prevention. It is a time when individuals, schools, businesses, hospitals, law enforcement and social service agencies join together to educate our community about child abuse prevention and intervention.

There are many ways you can support the National Abuse Prevention month, whether you wear a blue ribbon or provide a donation. One person started this campaign, and together as a strong, supportive and caring community, we can join together to ensure we have an abundance of future business leaders and owners that love our community as much as we do.

Prevent Child Abuse—Sonoma County

ANNUAL REPORT 2012-2013



Robin Bowen
Executive Director,
California Parenting Institute

“An investment in children is an investment in community and economic development. When we support communities, we support the families that live in them. And when families are supported, children are more likely to grow up happy and healthy!”

A Picture of Child Abuse in Sonoma County

All reports of child abuse are received by Sonoma County Child Protective Services. Social workers are available 24 hours a day to provide risk assessment and support to callers who are reporting suspected child abuse and to make immediate in-person response if necessary. If a child's safety cannot be assured, social workers coordinate with Law Enforcement to have the child(ren) removed from the home and placed, ideally with siblings, in a safe relative home or in foster care.

In calendar year 2012 there were:

- **2,327** reports of child abuse were serious enough to require a face-to-face investigation to determine if allegations of abuse were substantiated
- **210** children were removed from unsafe and abusive homes

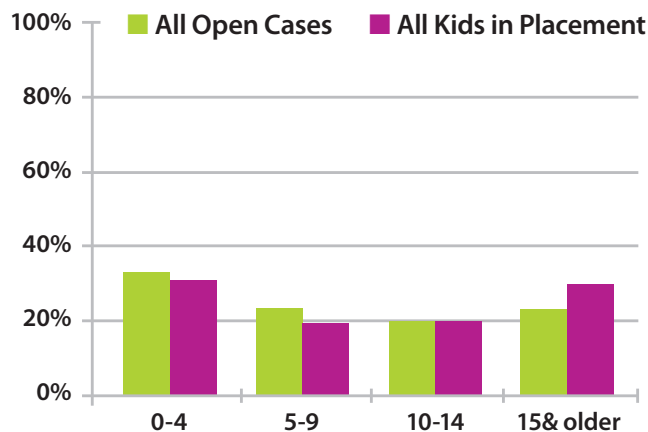
Today* in Sonoma County, there are:

- **895** active child welfare cases
- **353** children living at home while their families work with a social worker to provide a safe and stable home
- **545** foster children living with a safe relative, in a foster home or in a group home:
 - **184** children living in licensed foster homes
 - **164** children living in safe relative/extended family homes
 - **113** children living in group homes
 - **84** children in other types of placements including

staying temporarily at Valley of the Moon Children's Home, guardianship homes, in tribally-approved homes, court-designated homes, etc.

- **62%** foster children with siblings are living with at least one sibling
- **49%** of active child welfare cases involved at least family member who abuses (or used to abuse) methamphetamine.

Ages of Children in Open Cases



*Data extract December 6, 2012. For more information, please call Katie Greaves 565-4261.

Types of Child Abuse Allegations

Child abuse allegations fall into 5 general categories: **physical abuse, sexual abuse, emotional abuse, neglect, and at-risk (sibling abused)**. In 2012, there were 1,071 families with 1,431 substantiated or inconclusive allegations of abuse**:

Neglect **49%**

Physical Abuse **22%**

Emotional Abuse **22%**

At Risk, Sibling Abused **4%**

Sexual Abuse **3%**

**As of February 15, 2013 there were 162 investigations with outcomes yet undetermined.

Supporting healthy, happy children and families



While physical abuse might be the most visible type, other types of abuse, such as emotional abuse or child neglect, also leave deep, long lasting scars. The earlier abused children get help, the greater chance they have to heal from their abuse and not perpetuate the cycle. Child abuse and neglect affects over 1 million children every year in the United States. This equates to a report of child abuse being made every ten seconds.¹

Economic Costs:

At a time when economic concerns dominate both the headlines and budgets, it is important to realize the cost to our communities when we don't dedicate resources to both prevention and treatment of child abuse. Here are some of the statistics:

- More than five children die every day as a result of child abuse
- Approximately 82% of children that die from abuse are under the age of 4.
- More than 90% of juvenile sexual abuse victims know their perpetrator in some way.
- According to Every Child Matters education fund, between 2001 and 2010 15,510 children were known to have died which is about 2.5 times the amount of US troops killed in Iraq and Afghanistan.
- The US Government Accountability Office reports that these numbers are underreported due to the lack of national standards for reporting.

- As taxpayers, we paid over \$80 billion to address child abuse and neglect in 2012. Of course, the cost of just one child's life is priceless. Child abuse and neglect affect us all!!

Child Abuse and Neglect is Preventable:

Investments in prevention support healthy child development and lower the number of children abused and neglected, thus in turn lowering the cost to our nation.



Long Term Consequences of Child Abuse

Lower Graduation Rates

Increased Risk of Drug Addiction

Juvenile Delinquency

Depression and Anxiety

Early promiscuity

Strengthening Families prevents child abuse.

Child abuse & neglect is widely spread through a well understood cycle of violence. The Strengthening Families framework is research-based and originates from the Center for the Study of Social Policy (CSSP). It involves building specific protective factors around children by working differently with their families, and is designed to lessen or negate the influence of risk factors. Currently over 30 states are shifting policy, funding and training to help programs working with children and families using the Protective Factors. In Sonoma County, Prevent Child Abuse is working to integrate the Strengthening Families framework into existing work that is done on behalf of children and families by educating and advocating for this approach.

The five Protective Factors of the Strengthening Families approach are: parental resilience, social connections, concrete support in times of need, knowledge of parenting and child development, and social and emotional competence of children. Studies support that when these Protective Factors are well established in a family, the likelihood of child abuse and neglect diminishes. Research also shows that these Protective Factors are also “promotive” factors that build family strengths and a family environment that promotes optimal child and youth development.

Protective Factors

Parental **Resilience**

No one can eliminate stress from parenting, but a parent’s capacity for resilience can affect how a parent deals with stress. Resilience is the ability to manage and bounce back from all types of challenges that emerge in every family’s life.

Social **Connections**

Friends, family members, neighbors and community members provide emotional support, help solve problems, offer parenting advice and give concrete assistance to parents. Networks of support are essential to parents and also offer opportunities for people to “give back”, an important part of self- esteem as well as a benefit for the community. Isolated families may need extra help in reaching out to build positive relationships.

Concrete **Support** in Times of Need

Meeting basic economic needs like food, shelter, clothing and health care is essential for families to thrive. Likewise, when families encounter a crisis such as domestic violence, mental illness or substance abuse, adequate services and supports need to be in place to provide stability, treatment and help for family members to get through the crisis.

Knowledge of Parenting and Child Development

Accurate information about child development and appropriate expectations for children’s behavior at every age help parents see their children and youth in a positive light and promote their healthy development. Information can come from many sources, including parent education classes. Parents who experienced harsh discipline or other negative childhood experiences may need extra help to change the parenting patterns they learned as children.

Social and Emotional **Competence** of Children

A child or youth’s ability to interact positively with others, self-regulate their behavior and effectively communicate their feelings has a positive impact on their relationships with their family, other adults, and peers. Challenging behaviors or delayed development create extra stress for families, so early identification and assistance for both parents and children can head off negative results and keep development on track.



What is Prevent Child Abuse-Sonoma County

Locally, Prevent Child Abuse-Sonoma County (PCA-SC) is authorized by the Sonoma County Board of Supervisors under the authority of the Welfare and Institutions Code Section 18980, Chapter 12.5, Child Abuse Prevention Coordinating Council Act, which mandates the establishment of a council whose primary purpose is to coordinate the community's efforts to prevent and respond to child abuse. Since 2005 the California Parenting Institute (CPI) has served as the lead in coordinating the countywide efforts of our local child abuse prevention council. We provide a consistent forum for inter-agency cooperation and coordination in the prevention, detection, and treatment of child abuse cases.

How does PCA-SC support family strengthening organizations in Sonoma County?

EDUCATION AND COORDINATION: Prevent Child Abuse-Sonoma County (PCA-SC) convenes meetings of the membership and the community to provide networking, education and professional trainings for those involved in child abuse prevention and intervention services. The topics are developed by the Steering Committee Members and through community input. Continuing education units are given free of charge to those who attend the PCA-SC trainings.

OUTREACH: PCA-SC strives to increase public awareness about issues relating to child abuse and neglect in the community. This includes: building a community which protects and promotes healthy families; raising community awareness and education to parents, professionals and community members through promoting social marketing campaigns around the prevention of child abuse and neglect; and championing the local "Blue Ribbon" child abuse prevention campaign each April.

How does PCA-SC provide leadership for child abuse prevention in Sonoma County?

ADVOCACY: In order to help create results locally, communities are to become more involved in protecting children and strengthening families. The local council, Prevent Child Abuse-Sonoma County, helps contribute to that outcome by coordinating the community's efforts around child abuse prevention, coordination and awareness. We advocate for policies that support families and protect children.

Steering Committee Members

Jessica Bromley, North Bay Regional Center; Karla Fitzpatrick, Intern; Linda Carlson, Sonoma Bank; Melinda Velasquez, Redwood Children's Services; Regina De Melo, Sonoma County Human Services Department; Reina Guerroero-Smith, Sonoma County Human Services Department; Sybil Halloran, Center for Innovation and Resources

Interested in becoming a member of our council?

Email Robin Bowen at robinb@calparents.org



Kids Like Anna Need Your Help

All childhood memories should be happy ones.

Please give to prevent child abuse.

Every month Child Protective Services of Sonoma County investigates hundreds of new cases of suspected child abuse or neglect. The Children's Fund provides an ongoing resource exclusively for local non-profit child abuse prevention, intervention, and treatment programs. The Fund allows you as taxpayers to directly provide much needed community-based programs and services. Please donate generously so that these children of Sonoma County receive the necessary resources to help them grow up into strong and dynamic adults.

Donations to the Children's Fund are distributed to non-profit agencies providing child abuse prevention and treatment programs based on Human Services Department recommendations to the Board of Supervisors. Please help continue these vital services by writing a separate tax-deductible check to the Children's Fund.

HOW TO CONTRIBUTE

*Please make a check to the **Children's Fund**. Mail to: Sonoma County Tax Collector, P.O. Box 3879, Santa Rosa, CA 95402. A letter of acknowledgement and receipt of donation will automatically be sent to every contributor. The Children's Fund Tax ID is 94-6000539.*





**It only takes
a minute
to make a difference
in the life
of a child**

**It only takes
a minute**

- to...**
- learn a child's name
 - hug a child
 - listen to a child
 - take a breath
 - listen to your heart
 - talk — not yell
 - stop a child from being hurt
 - believe and protect all children

**it only takes
a minute to
prevent
child
abuse.**



How I define my Summit State Bank experience:



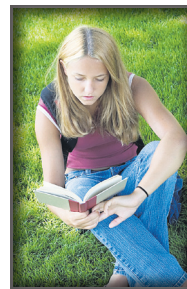
“C i ”

ley of the Sonoma Children's Foundation



Defining community banking at its best.

www.SummitStateBank.com • Member FDIC



Valley of the Moon CHILDREN'S FOUNDATION

**Sonoma County's only 24 hour emergency
shelter which serves 1200 children
per year who have been abandoned,
abused and neglected.**

*The Valley of the Moon Children's Foundation
is a private, nonprofit organization established to provide
supportive and educational services to Children in the Home
and former foster youth*

www.vomchildrensfoundation.org



Healthy families mean healthy children, healthy communities and a thriving economy!

It only takes a minute to make a difference in the life of a child. It doesn't require a special skill or talent, only the passion to ensure that children are protected. Child abuse is one of the greatest tragedies of our times. It doesn't have to be. We can prevent it by building communities that are committed to families and to the support and services they need to raise strong, healthy and successful children. And that begins with awareness, education and advocacy on behalf of children.



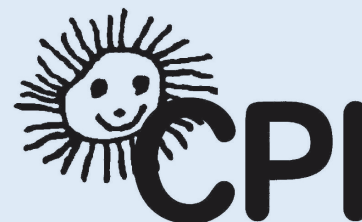
California Parenting Institute



The mission of California Parenting Institute is to end child abuse and strengthen the health of children, parents and families.

This is accomplished by the following:

- We provide education and counseling - for parents and children.
- We treat children and families who have - experienced trauma and abuse.
- We provide consultation and training - to professionals.
- We advocate for policies that support - families and protect children.



3650 Standish Avenue
Santa Rosa CA 95407 • 707.585.6108

www.calparents.org



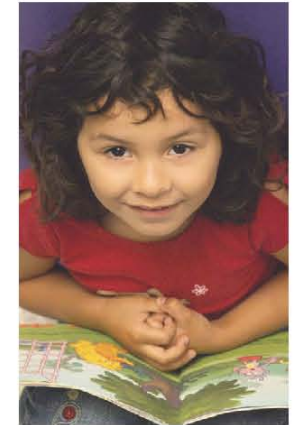
10 Ways To Prevent Child Abuse

- 1 BE A NURTURING PARENT**
Children need to know that they are special, loved, and capable of following their dreams.
- 2 HELP A FRIEND, NEIGHBOR, OR RELATIVE**
Being a parent isn't always easy. Offer a helping hand - take care of the kids so the parents can rest or spend time together.
- 3 HELP YOURSELF**
When big or little problems pile up and you feel overwhelmed or out of control, take a time out. Don't take it out on your kids.
- 4 IF YOUR BABY CRIES** It can be frustrating hearing your baby cry. Learn what to do if your baby won't stop crying. Never shake a baby - shaking can result in severe injuries or death.
- 5 GET INVOLVED**
Ask your local community leaders, clergy, library and schools to develop services to meet the needs of healthy children and families.
- 6 ATTEND AND PROMOTE PARENTING CLASSES IN YOUR COMMUNITY OR PLACE OF BUSINESS.**
For a list of parenting classes call CPI at 585-6108
- 7 PROMOTE PROGRAMS IN SCHOOLS**
Teaching children, parents and teachers prevention strategies can help keep children safe.
- 8 MONITOR YOUR CHILD'S TV VIEWING**
Watching violent films, TV programs, and video games can harm young children.
- 9 VOLUNTEER AT A LOCAL CHILD ABUSE PREVENTION PROGRAM**
- 10 REPORT SUSPECTED CHILD ABUSE OR NEGLECT 707-565-4304**

The Smartest Workforce Development Strategy? Preschool Scholarships

When children (especially children at risk) attend quality preschool, they achieve:

- Higher graduation rates
- Higher income potential
- Lower crime rates



Enhance your future workforce:
Invest in First 5 Sonoma County's

Value in Preschool Scholarships

For more information, contact:
Community Child Care Council
Lara Magnusdottir (707) 522-1413, ext 124



Open Your Heart & Home

Learn more about foster care!
www.sonomafostercare.org

There are children of all ages in Sonoma County who need temporary or permanent care because their own homes aren't safe for them. Whether you have a little time or a lot to give, there are many ways to get involved.

You can help make a difference!

(707) 565-4274



"Empower. Support. Protect!"
Human Services Department
COUNTY OF SONOMA

What to do if you see abuse in a public place

Start a conversation with the adult to direct attention away from the child.

For Example:

"She seems to be trying your patience."

"My child sometimes gets upset like that, too."

"Children can really wear you out sometimes. Is there anything I can do to help?"

Divert the child's attention (if misbehaving) by talking to the child.

For Example:

"That's a great baseball cap. Are you a Cardinals fan?"

"I like your t-shirt. Did you get that on vacation?"

Look for an opportunity to praise the parent or child.

For Example:

"He has nice eyes."

"That's a very pretty shirt on your little girl."

If the child is in danger, offer assistance.

For Example:

If the child is left unattended in a grocery cart, stand near the child until the parent returns.

If the child is in immediate danger, call the police!



Avoid negative remarks or looks.

Negative reactions are likely to increase the parent's stress or anger, and could make matters worse for the child.

Mandated Child Abuse Reporters

Who are they?

The law mandates that **those who “have knowledge of, or observe a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been a victim of child abuse to report”** the incident to Child Protective Services.

Why Must You Report?

The primary intent of the reporting law is to protect the child.

Protecting the identified child may also provide the opportunity to protect other children in the home. It is equally important to provide help for the suspected abuser. The report of abuse **may be a catalyst for bringing about change in the home environment**, which in turn may lower the risk of abuse.

If you suspect child abuse call 707-565-4304.

For more information about Mandated Reporters go to <http://www.cdss.ca.gov> or call 707-565-4346.



Does your child or teen need counseling? Help is available!



**California Parenting Institute
Children's Counseling Services**

No-cost counseling services for children ages 0-18,
funded by Cal EMA CHAT Program and Medi-Cal
Call 707.284.1500 or email intake@calparents.org

Trauma Treatment

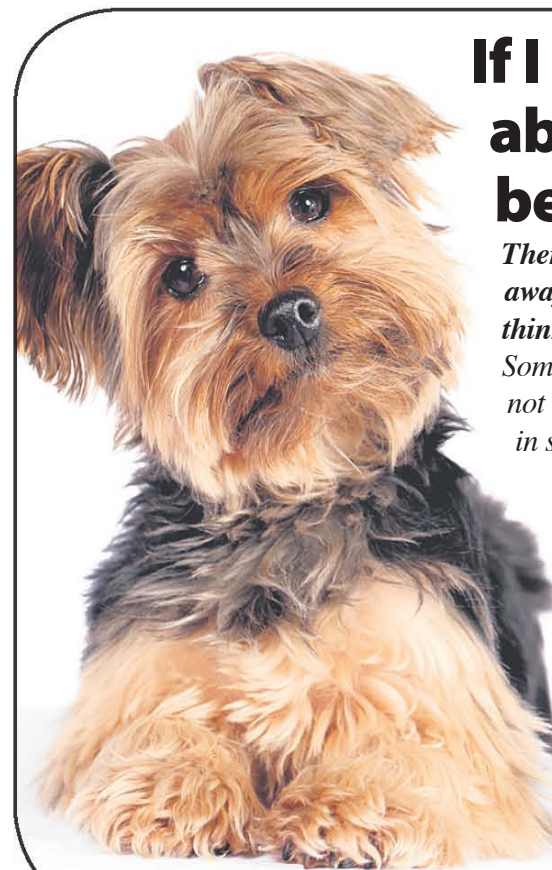
If your child has experienced physical abuse, sexual abuse, neglect, or domestic violence, she or he is at risk for developing depression, anxiety, sleep problems and behavior problems. With successful treatment, your child can recover from these traumas and regain a feeling of safety.

Mental Health Treatment

Children and teens may suffer from depression, anxiety, peer conflicts, and attention problems. They may display severe symptoms such as aggression towards others, social withdrawal, self-harm, or other self-destructive behaviors. It is important to address these problems as soon as possible; they will not go away on their own.

Family Therapy

Many parents and children struggle with issues such as divorce, separation and loss. Children often have a difficult time adjusting to changes in the family, and parents may be frustrated with their children's behavior. Family treatment supports the children and parents in understanding each other, learning positive ways to communicate, and finding the healing needed to function successfully as a family.



If I were being abused, you'd be outraged.

Then why do some people turn away when they see what they think might be child abuse?

Some adults may feel that it's not their place to get involved in someone else's child rearing, or they may not recognize the symptoms of abuse.

Child abuse comes in many forms, including not just physical abuse but also neglect, sexual abuse, and emotional abuse. Each day of every month should be dedicated to stopping child abuse!

Acknowledgements



The California Parenting Institute and the Prevent Child Abuse-Sonoma County Coordinating Council would like to thank the Sonoma County Board of Supervisors and the Human Services Department for their ongoing support in preventing child abuse and neglect in Sonoma County.

In addition, Prevent Child Abuse-Sonoma County relies tremendously on the dedication of time and work of its members and would like to thank them for their continued participation and support.

PREVENTCHILDBUSE SONOMACOUNTY.ORG

CALPARENTS.ORG | 707 585 6108 |  CALIFORNIA PARENTING INSTITUTE



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 25
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Jennifer Milligan, 565-3783

Supervisorial District(s):

All.

Title: FY 13/14 Advertising Program Grant Awards

Recommended Actions:

- 1.) Adopt updated Advertising and Promotions Program Policy;
- 2.) Approve Advertising Program grants for FY 13/14;
- 3.) Allow certain FY 12/13 awarded grants of purposes outside of advertising;
- 4.) Direct staff to initiate application process for new funding available through proposed Signage and Way Finding Category.

Executive Summary:

This item requests Board consideration and approval of FY 13/14 Advertising Program grant awards as well as approval of various Advertising and Promotions Program Policy amendments, including implementation of a new program category and subsequent application process, and various actions related to FY 12/13 funding.

Background:

The Advertising and Promotions Program utilizes a portion of the Transient Occupancy Tax (TOT) to encourage tourism, economic development and community engagement through a variety of grant award and funding avenues. The Program provides various grants to community non-profits for advertising and promoting events and the county as a visitor destination with the goal of advancing economic growth through tourism. Additionally the program provides grants to promote agricultural promotion as well as address impacts on safety due to tourism. The Program also provides funding to the Regional Parks Department as well as the Economic Development Department and a number of other county department activities, all with the focus of encouraging tourism and awareness of our county.

In March of 2012, under direction of the Board to institute a more robust open, competitive application process for Program grants, with a focus on return on investment, the Program Policy was updated to streamline a number of grant categories and add to and clarify various aspects. Following adoption of

the updated Policy (Attachment A), the grant application for FY 12/13 grants was opened. The Board heard recommendations and approved FY 12/13 grant awards during the budget hearings in June 2012.

A similar grant application process was conducted for FY 13/14. The application window was open from February 2, 2013 through March 4, 2013. Staff reviewed all applications and presented recommendations to the Advertising Liaison Committee, comprised of Supervisors Carrillo and McGuire.

Policy Updates:

Staff reviewed the Program Policy and recommends a few amendments as well as one new grant category to meet the needs identified through the application review process. The proposed draft amended Policy is attached (Attachment B). The following is a summary of the proposed amendments:

- 1.) *Category A1 – Chambers of Commerce:* clarify that chambers located in the unincorporated area of the county will be given priority during the application and grant recommendation process.
- 2.) *Category A5 – Visitor Way Finding and Signage (proposed NEW category):* During the current and previous grant application process, several applications were received related to signage. In prior years, funds were allocated to the Economic Development Department for a signage project involving visitor centers which has now concluded. As such, staff recommends the addition of a new program category providing dedicated funding for signage and way finding. Staff recommends this category be funded at a maximum of \$40,000 per year, as funding is available.

Should this new category be approved, staff also recommends initiating a new application process for this category only, as many applicants may not have been aware they could apply for funding for signage during the application window. If approved, staff would initiate this application process and return to the Board with recommendations on funding for this category later this summer.

- 3.) *Category B1 – Parks and Recreation:* clarify the practice and policy of funding in this category being allocated to county departments only and memorialize previous direction that funding for the Regional Parks Department is dedicated to the operations and maintenance costs of existing facilities only. Regional Parks makes a request annually through the budget process for Advertising funds based on increases/decreases in their operations and maintenance costs and budgeted needs.
- 4.) *Category D – Historical Commissions:* minor amendments to clarify that funding in this category is provided for historical preservation purposes, not a specific entity or commission.
- 5.) *Category E – Local Events and Organizations:* During the FY 12/13 and 13/14 application process, a large number of grant requests came through this category which could not be funded due to the limited funding available for this category. Given the demonstration of demand for funding of smaller events and organizations which do not qualify under other categories or as a “major” event or organization, staff recommends increasing the allocation to this category from \$100,000 to \$160,000.

Per the Policy, each supervisorial district receives a minimum of \$10,000. The remainder of the funds are allocated based on the percent of TOT collections in each district from the prior collections cycle. Under the proposed new funding level, allocations to each district for FY 13/14 would be as follows:

District	Base Allocation	Collection-Based Allocation	FY 13/14 Total
First	\$10,000	\$34,672 (31.52%)	\$44,672
Second	\$10,000	\$44 (0.04%)	\$10,044
Third	\$10,000	\$3,234 (2.94%)	\$13,234
Fourth	\$10,000	\$18,194 (16.54%)	\$28,194
Fifth	\$10,000	\$53,856 (48.96%)	\$63,856

6.) *G2 – Affordable Housing:* The funds allocated to this category have historically been provided to the Community Development Commission (CDC) for affordable housing related activities as well as the Permit and Resource Management Department (PRMD) for implementation and update of the Housing Element. As such, amendments are proposed to clarify these two departments as recipients of these funds. Additionally, an amendment is proposed to provide that \$60,000 remain in the affordable housing set aside fund for emergency needs throughout the fiscal year.

In the recent past, requests have been received from local nonprofit homeless shelters in need of operational funding however there has been no formal application process for these funds. The CDC currently manages an application process for the County Fund for Housing which, among other things, provides funding to homeless shelters for operations. As there is already an application process in place and subject matter expert review of the needs of the community and local shelters, staff recommends that the remainder of the affordable housing funds (after CDC and PRMD allocations and after the emergency set aside) be allocated to the County Fund for Housing for disbursement through the existing application process. In FY 13/14 this is budgeted to be \$62,934 and if approved will be incorporated into the overall Advertising FY 13/14 Recommended Budget.

FY 13/14 Grant Recommendations:

As stated previously, the application process for FY 13/14 Program grants was conducted for all categories except Category E – Local Events and Organizations, which is funded at the discretion of each supervisor throughout the FY. Staff worked in collaboration with the Advertising Liaisons in considering all applications, given the available funding. Recommendations are based on a consideration of Policy guidelines and restrictions as well as potential return on investment, including attendance, duration of events and advertisements, and data provided on the success of previous events and usage of prior grant awards. Attachment C details the applications received under each category, the amount requested, and the amount recommended. A copy of the grant awards for FY 12/13 is attached (Attachment D) for informational purposes.

FY 12/13 Amendments:

Staff have become aware of several activities which were provided TOT funds in FY 12/13 for which administrative amendments are required. First, the Mentoring, Youth, and Education Ad Hoc Committee provided funding for additional career technical education courses on January 8, 2012. The approved Board item indicated the funds (\$51,000 for five fiscal years, totally \$255,000) would be provided to the Sonoma County Office of Education. However, the courses are managed and funded by Career Technical Education Fund at the Community Foundation of Sonoma County, with input from the Sonoma County Office of Education. As such, staff recommends that Board approve allocating these funds to Career Technical Education Fund, instead of Sonoma County Office of Education.

Second, several awards were provided through Category E – Local Events and Organizations which were not for explicit advertising purposes. Typically, this would require repayment of the advertising grant funds. This category was new this fiscal year and grantees may have been less familiar with the Program Policy and requirements. In order to not negatively impact the grantee by requiring fund reimbursements, staff recommends the Board waive the repayment requirement. These entities, noted below, are now aware of the program requirements and that funds are required to be used for advertising and promotion purposes only. Additionally, the County Administrator’s Office will be managing the application process for Category E funds going forward to ensure applicants are aware of the requirements prior to fund award.

- 1.) Camp Geneva, two grants, \$500 each
- 2.) California Human Development, \$5,000

Next Steps:

Should the Board approve the proposed actions, staff will initiate an open application process for the new Visitor Way Finding and Signage program category and return to the Board with recommendations on grant awards later this summer. Staff will also update the Program Policy as approved and incorporate the final grant awards into the Advertising budget through the FY 13/14 supplemental budget process.

Staff also requests the Board authorize the county Administrator to sign and execute contracts with each entity awarded an Advertising grant in order to expedite the process.

Prior Board Actions:

June 2012: Board approved Advertising Program grants for FY 12/13 as part of the budget hearing process.

3/27/12: Board approved updates to the Advertising and Promotions Program Policy.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Through grants provided to local non profits to promote the county and encourage tourism the Advertising Program encourages economic development and job growth.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
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):

Grant awards are for FY 13/14, there is no fiscal impact on FY 12/13 as a result of this action.

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:

Attachment A - Advertising and Promotions Policy
 Attachment B – Draft Updated Advertising and Promotions Program Policy
 Attachment C – FY 13/14 Grant Award Recommendations
 Attachment D – FY 12/13 Grant Awards

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

None.

ADVERTISING & PROMOTIONS POLICY

I. SOURCE OF FUNDS

The Transient Occupancy Tax (Hotel/Motel Tax or Bed Tax) is authorized under State Revenue and Taxation Code Section 7280 as an additional source of non-property tax revenue to local government. This tax is levied in Sonoma County at a rate of 9%. The code does not require any specific use of the Transient Occupancy Tax (TOT). Funds developed as a result of the TOT may be utilized for General Fund, Advertising Fund, or other purposes.

The Sonoma County Board of Supervisors has established a policy that 25% of the TOT funds are designated to the General Fund, and 75% of the funds will be used to finance advertising, promotional and other activities.

Activities performed utilizing Advertising Program grants provided to non-profit must also be consistent with Government Code Section 26100, which states that advertising funds may be utilized for the following purposes:

- A. Advertising, exploiting, and making known the resources of the county;
- B. Exhibiting or advertising the agricultural, horticultural, viticultural, mineral, industrial, commercial, climatic, educational, recreational, artistic, musical, cultural, and other resources or advantages of the county;
- C. Making plans and arrangements for a world's fair, trade fair, or other fair or exposition at which such resources may be exhibited;
- D. Doing any of such work in cooperation with or jointly by contract with other agencies, associations, or corporations.

For purposes of this policy:

- a. "Advertising" shall be taken to mean the cost of advertisements in radio, television, newspapers and magazines, printing of newsletters, direct mail, posters and handbills, internet and other paid advertising, the purpose of which is to draw an increased attendance at an event.
- b. "Promotions" shall be taken to mean costs of communication primarily directed outside of the County for which the purpose is the further recognition of Sonoma County and/or regional areas, events and/or activities in order to achieve favorable media attention and/or large audience exposure. Examples of communication may include attendance at trade shows, public relations activities, in-county familiarization tours and marketing programs.

II. POLICY STATEMENT

The Board of Supervisors wishes to encourage tourism, agriculture, and economic development in the County by supporting a series of promotional, community, and cultural, activities through the use of

Advertising funds for: regional and national advertising, support of the community's spirit and its art/cultural programs, and promotion of other special events as deemed, by the Board, consistent with this Policy. Funding levels will be established annually based on collections.

Except where provided for differently, the Board has established the following general principles which shall govern the allocation of advertising funds:

1. The Board may provide advertising funds to private non-profit organizations whose purpose is to promote cultural activities, historical preservation activities, promotional activities which enhance tourism and industry, and/or local community events which encourage a sense of community. For purposes of this policy, to qualify as a cultural or artistic organization, the organization must have an annual program consisting of a series of presentations and/or activities. The organization must also have subscriptions, season tickets, and/or non-exclusive memberships, which provides financial support for the organization.
2. Any event promoted by clubs, fraternal organizations, societies, human service organizations, and other similar type organizations, and for which the proceeds of the event will be used to fund other activities, are not eligible for Advertising funds.
3. Advertising fund grant awards will be based upon an evaluation of all application materials, with a focus on the return on investment and benefit to be gained, including potential tourism and business revenue, from providing financial support to the event/organization. Events and organizations who demonstrate ability to receive and/or contribute match funding or grants as the result of receipt of Advertising funds will be given priority consideration in the application review process and in consideration of amount of grant award.
4. Costs for staff salaries, overhead, travel expenses (such as transportation, lodging and/or meals) and fixed assets are not allowable advertising and promotions reimbursable expenses. (Economic Development, Historical Commission, and Departmental activities as indicated in section A.3, B, D, and G are exempt from this provision.)
5. Entities will be required to include the County of Sonoma logo, indicating sponsorship and/or support on all printed promotional materials, unless otherwise requested or agreed upon with the County.
6. County funds are not to be used for individual business promotion or advertisement. Any business name mentioned in county funded materials must be a sponsor or direct participant in the event or promotional effort. Any listing of service or product providers or co-sponsors must be inclusive. Any advertising space or time purchased by an individual business must be clearly and separately identified as paid advertising.
7. Advertisers with multiple events are asked to submit only one (1) application per agency/IRS tax number. Advertisers may apply for grants for various events and under various categories within the single application. Each separate event or activity for which funds are requested must identify the category(s) under which the event qualifies and is applying for funds.

Eligible Chambers sponsoring individual events may submit one (1) consolidated event(s) application in addition to the Chamber organization funding application.

III. ACTIVITIES ELIGIBLE FOR ADVERTISING AND PROMOTIONS FUNDS

A. Economic Development and Promotional Organizations

The Board desires to designate available funds towards projects and initiatives that stimulate and expand the county's economic vitality.

1. **Chambers of Commerce:**

Funding may be provided to Chambers of Commerce serving unincorporated areas of Sonoma County. Allocation of funds will be based upon a 10% match of membership dues and private cash contributions that are discretionary revenue to the chamber and are not associated with a particular event, function or position. A maximum of \$30,000 per year may be made available for Chambers of Commerce.

2. **Visitors Centers:**

Funding for Visitor Centers within the county may be considered at the discretion of the Board of Supervisors. For purposes of funding, Visitors Centers will be distinct from the Tourism Marketing Program. Requests for funding will be made annually.

3. **Economic Development Board:**

The Board of Supervisors has designated the Economic Development Board (EDB) to provide business assistance services to enable local businesses to maintain or expand their operations. The EDB will request funds annually through the budget process and will be considered at the discretion of the Board of Supervisors.

4. **Tourism Marketing Program:**

As determined by the Board of Supervisors, the County will provide TOT funds for advertising and promotional efforts as provided by the Sonoma County Tourism Bureau (SCTB). A sum equivalent to the first 2% of the 9% TOT tax collected in the unincorporated Sonoma County will be designated for the SCTB. The county's TOT contribution to SCTB is disbursed through the EDB budget.

B. County Tourism Impacts

1. **Parks & Recreation:**

The Board of Supervisors desires to provide TOT funds for recreational activities that benefit local tourism activities and the tourist industry, including, but not limited to, the Regional Parks Department and the Fairgrounds and Exposition, Inc. Requests for TOT funds from County departments will be reviewed annually on a case-by-case basis and will be considered at the discretion of the Board of Supervisors.

2. **Community Safety:**

The Board of Supervisors desires to address potential impacts on visitors' and residents' safety as a result of high-impact tourism within the unincorporated areas of the county. A maximum of \$90,000 per year may be made available under this category as Program funding allows. Request for Advertising funds under this category will be reviewed annually on a case-by-case basis.

The following guidelines and specific criteria must be met to be eligible for funding under this category:

- a. Only public safety agencies located in the unincorporated area of the county may apply under this category.
- b. Applicants must request funding for a specific purpose (i.e. personnel training, safety equipment, etc.) and include the cost of the activity in relation to the amount of grant funds being applied for.
- c. Applicants must demonstrate a clear nexus between the grant request activity and impacts of tourism resulting in the necessity of the activity.
- d. Applicants must demonstrate a clear nexus between the request activity and the benefit to the resident and visitor population within the unincorporated area of the county resulting from the activity.

C. Agricultural Promotion

The Board of Supervisors desires to support advertising campaigns and promotional activities directed by Sonoma County agricultural and viticulture industries.

- 1. A maximum of \$150,000 per year may be made available for agricultural and viticulture industries under this category.
- 2. The following general guidelines shall apply to this category:
 - a. In order to promote collaborative advertising and promotional efforts within the agricultural sector, only one application will be considered under this category. Such application shall include promotion of the major agricultural related activities within Sonoma County.
 - i. Application requests that include multiple agency efforts will require submission of agency budgets from all involved agencies.
 - ii. If county funds are redistributed to other agencies a Memorandum of Understanding (MOU) between agencies must be submitted with application.
 - b. Agency applying under this category must be responsive to requests for visitor information on a year-round basis.
 - c. The request must be part of a larger advertising program. Industry commitment as demonstrated by matching industry/membership contributions must exceed request for funding from County advertising program.

D. Historical Commissions

The Board of Supervisors desires to support historical commissions in preserving the county's culture and historical records and architecture.

- 1. A maximum of \$30,000 per year may be provided to Historical Commissions.
- 2. The County has designated the Sonoma County Landmarks Commission to advice on the distribution of funds for preservation and restoration of historically significant buildings. Funding may be provided to the Commission to accept grant applications for the renovation, restoration and/or preservation of historical facilities.

3. The Board has designated a Historical Records Commission to review and make recommendations regarding the maintenance and destruction and retention of records, which may be of historical significance.

E. Local Events and Organizations

The Board has established this category to assist small cultural, artistic, and countywide events and organizations as well as events occurring during the off peak tourism season (November 15 through April 15) with the direct cost of advertising in order to encourage visitors to frequent the county throughout the entire year. Funding for these events and organizations will be at the discretion of each Supervisorial District. Events and organizations will make requests annually to the Supervisorial District in which their event/organizations occurs.

\$100,000 has been allocated for district discretion. Each district will receive a baseline amount of \$10,000 for discretionary use. The remaining \$50,000 of discretionary funds will be divided by the percent of TOT collections by district in the previous fiscal year.

F. Major County Events and Organizations

The Board of Supervisors desires to promote major events and cultural and artistic organizations which draw countywide, regional, state and national interest as evidenced by widespread media promotion and which can demonstrate a significant population of participants and visitors from outside the county.

1. A maximum of \$300,000 per year may be made available for major events and organizations within this category.
2. The following general guidelines apply to this category:
 - a. Must demonstrate overall attendance in excess of 15,000, with significant (20% or more) demonstrated attendance from out of the county.
 - b. Must demonstrate extent of out-of-county attendance and demonstrate link to overnight stays from attendees.
 - c. Must demonstrate advertising expenses exceeding \$25,000, of which the Advertising funds being requested must not exceed 50% of total advertising expenses for the event or organization.
 - d. Must demonstrate a major advertising campaign plan focused outside of the county.
 - e. Must demonstrate the extent to which the event, season series, exhibit, or marketing effort will support the county's economic development in the form of local job promotion, local education contribution, and/or local business-chambers of commerce-visitors centers partnerships.
3. The maximum advertising fund contribution which can be applied for is \$50,000.
4. The following will be requested as part of the application process for all events and organizations who apply for advertising funds under this category. This information is not required and failure to provide will not result in disqualification, however, the information

will be used to determine grant awards and amounts based on demonstrated ability to most effectively promote tourism, agricultural, and/or economic development.

- a. A complete Advertising Fund grant application (form provided by the County);
- b. A completed post-program/event report containing results and benefits of prior year activities and events, if the entity received Advertising Funds in the previous fiscal year (form provided by the County);
- c. Detail the advertising/promotional campaign for which advertising funds are being requested, including the type of advertising, region(s) of promotion;
- d. Detail how these activities will promote attendance, including expected attendance, overnight stays, and visitor spending; and
- e. Detail how the County of Sonoma organization will be promoted as an organization/event sponsor in advertising materials, available event/booth attendance, and other such activities. Information should also be provided on available sponsorship packages.

G. County Government Departmental Activities

The Board of Supervisors desires to provide Advertising funds for certain county departmental activities that benefit local tourism activities and the tourist industry, and which preserve and promote Sonoma County history. Advertising funds may be used for salaries of County employees when participating in activities funded by Advertising funds. Administrative costs (including collection, audit, program coordination, consultant, and legal services), should not exceed 10% of the estimated and/or budgeted TOT revenues.

Request for Advertising funds from departments will be reviewed annually on a case-by-case basis.

1. Miscellaneous Department Activities:

Funding may be provided to County departments to advertise specific activities which promote tourism and awareness of the County, including, but not limited to, the Sonoma County Library, the Sonoma County State Capital Exhibit, and similar endeavors; as well as provide for venue services where tourist and community activities take place.

2. Affordable Housing:

Funding may also be identified for an affordable housing program under the direction of the Community Development Commission or the County Administrator's Office, as well as for the implementation of the Housing Element. Funding designated for affordable housing shall be recommended by the County Administrator's Office annually based on available funding and approved by the Board of Supervisors on an annual basis. As a goal, funds will be recommended based upon 50% of revenues directed toward this fund that are generated from facilities established after 2002, and after all expected baseline advertising program requirements have been met pursuant to the March 2002 Board Policy Workshop.

3. Collections/Audit Services:

Revenue and tax collection services and program and grantee audit services are provided for this Program. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

4. Legal Services:

Legal guidance, advice, interpretation and other related services are provided for this Program. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

5. Program Administration Services:

Administration of this Program, including policy management and review, budget management and review, application review and recommendation, contract management, claims processing, and other related activities are provided by the County Administrator's Office. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

Adopted 07/08/86
Revised 10/02/01; 10/08/02; 09/12/03; 02/03/04; 04/18/06; 04/17/07; 05/10/11; 03/27/12, 5/14/13

ADVERTISING & PROMOTIONS PROGRAM POLICY

I. SOURCE OF FUNDS

The Transient Occupancy Tax (Hotel/Motel Tax or Bed Tax) is authorized under State Revenue and Taxation Code Section 7280 as an additional source of non-property tax revenue to local government. This tax is levied in Sonoma County at a rate of 9%. The code does not require any specific use of the Transient Occupancy Tax (TOT). Funds developed as a result of the TOT may be utilized for General Fund, Advertising Fund, or other purposes.

The Sonoma County Board of Supervisors has established a policy that 25% of the TOT funds are designated to the General Fund, and 75% of the funds will be used to finance advertising, promotional and other activities.

Activities performed utilizing Advertising Program grants provided to non-profit must also be consistent with Government Code Section 26100, which states that advertising funds may be utilized for the following purposes:

- A. Advertising, exploiting, and making known the resources of the county;
- B. Exhibiting or advertising the agricultural, horticultural, viticultural, mineral, industrial, commercial, climatic, educational, recreational, artistic, musical, cultural, and other resources or advantages of the county;
- C. Making plans and arrangements for a world's fair, trade fair, or other fair or exposition at which such resources may be exhibited;
- D. Doing any of such work in cooperation with or jointly by contract with other agencies, associations, or corporations.

For purposes of this policy:

- a. "Advertising" shall be taken to mean the cost of advertisements in radio, television, newspapers and magazines, printing of newsletters, direct mail, posters and handbills, internet and other paid advertising, the purpose of which is to draw an increased attendance at an event.
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Except where provided for differently, the Board has established the following general principles which shall govern the allocation of advertising funds:

1. The Board may provide advertising funds to private non-profit organizations whose purpose is to promote cultural activities, historical preservation activities, promotional activities which enhance tourism and industry, and/or local community events which encourage a sense of community. For purposes of this policy, to qualify as a cultural or artistic organization, the organization must have an annual program consisting of a series of presentations and/or activities. The organization must also have subscriptions, season tickets, and/or non-exclusive memberships, which provides financial support for the organization.
2. Any event promoted by clubs, fraternal organizations, societies, human service organizations, and other similar type organizations, and for which the proceeds of the event will be used to fund other activities, are not eligible for Advertising funds.
3. Advertising fund grant awards will be based upon an evaluation of all application materials, with a focus on the return on investment and benefit to be gained, including potential tourism and business revenue, from providing financial support to the event/organization. Events and organizations who demonstrate ability to receive and/or contribute match funding or grants as the result of receipt of Advertising funds will be given priority consideration in the application review process and in consideration of amount of grant award.
4. Costs for staff salaries, overhead, travel expenses (such as transportation, lodging and/or meals) and fixed assets are not allowable advertising and promotions reimbursable expenses. (Economic Development, Historical Commission, and Departmental activities as indicated in section A.3, B, D, and G are exempt from this provision.)
5. Entities will be required to include the County of Sonoma logo ~~and/or statement~~, indicating sponsorship and/or support on all printed promotional materials, unless otherwise requested or agreed upon with the County.
6. County funds are not to be used for individual business promotion or advertisement. Any business name mentioned in county funded materials must be a sponsor or direct participant in the event or promotional effort. Any listing of service or product providers or co-sponsors must be inclusive. Any advertising space or time purchased by an individual business must be clearly and separately identified as paid advertising.
7. Advertisers with multiple events are asked to submit only one (1) application per agency/IRS tax number. Advertisers may apply for grants for various events and under various categories within the single application. Each separate event or activity for which funds are requested must identify the category(s) under which the event qualifies and is applying for funds.

~~Eligible Chambers sponsoring individual events may submit one (1) consolidated event(s) application in addition to the Chamber organization funding application.~~

III. ACTIVITIES ELIGIBLE FOR ADVERTISING AND PROMOTIONS FUNDS

A. Economic Development and Promotional Organizations

The Board desires to designate available funds towards projects and initiatives that stimulate and expand the county's economic vitality.

1. Chambers of Commerce:

Funding may be provided to Chambers of Commerce serving unincorporated areas of Sonoma County. **Chambers located in the unincorporated area of the county will be given priority in funding consideration.** Allocation of funds will be based upon a 10% match of membership dues and private cash contributions that are discretionary revenue to the chamber and are not associated with a particular event, function or position. A maximum of \$30,000 per year may be made available for Chambers of Commerce.

2. Visitors Centers:

Funding for Visitor Centers within the county may be considered at the discretion of the Board of Supervisors. For purposes of funding, Visitors Centers will be distinct from the Tourism Marketing Program. Requests for funding will be made annually.

3. Economic Development Board:

The Board of Supervisors has designated the Economic Development Board (EDB) to provide business assistance services to enable local businesses to maintain or expand their operations. The EDB will request funds annually through the budget process and will be considered at the discretion of the Board of Supervisors.

4. Tourism Marketing Program:

As determined by the Board of Supervisors, the County will provide TOT funds for advertising and promotional efforts as provided by the Sonoma County Tourism Bureau (SCTB). A sum equivalent to the first 2% of the 9% TOT tax collected in the unincorporated Sonoma County will be designated for the SCTB. The county's TOT contribution to SCTB is disbursed through the EDB budget.

5. Visitor Way Finding and Signage:

Funding may be provided for permanent signage related to visitor way finding and area identification. **These funds are intended for the installment and maintenance of permanent identification signs, not temporary or event promotion signs. A maximum of \$40,000 per year may be made under this category.**

B. County Tourism Impacts

1. Parks & Recreation:

The Board of Supervisors desires to provide TOT funds for **to County departments for** recreational activities that benefit local tourism activities and the tourist industry, including, but not limited to, the Regional Parks Department and the Fairgrounds and Exposition, Inc. **Funding provided to the Regional Parks Department is allocated for operations and maintenance of existing park facilities only.** Requests for TOT funds from County departments will be reviewed annually on a case-by-case basis and will be considered at the discretion of the Board of Supervisors.

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2. Community Safety:

The Board of Supervisors desires to address potential impacts on visitors' and residents' safety as a result of high-impact tourism within the unincorporated areas of the county. A maximum of \$90,000 per year may be made available under this category as Program funding allows. Request for Advertising funds under this category will be reviewed annually on a case-by-case basis.

The following guidelines and specific criteria must be met to be eligible for funding under this category:

- a. Only public safety agencies located in the unincorporated area of the county may apply under this category.
- b. Applicants must request funding for a specific purpose (i.e. personnel training, safety equipment, etc.) and include the cost of the activity in relation to the amount of grant funds being applied for.
- c. Applicants must demonstrate a clear nexus between the grant request activity and impacts of tourism resulting in the necessity of the activity.
- d. Applicants must demonstrate a clear nexus between the request activity and the benefit to the resident and visitor population within the unincorporated area of the county resulting from the activity.

C. Agricultural Promotion

The Board of Supervisors desires to support advertising campaigns and promotional activities directed by Sonoma County agricultural and viticulture industries.

1. A maximum of \$150,000 per year may be made available for agricultural and viticulture industries under this category.
2. The following general guidelines shall apply to this category:
 - a. In order to promote collaborative advertising and promotional efforts within the agricultural sector, only one application will be considered under this category. Such application shall include promotion of the major agricultural related activities within Sonoma County.
 - i. Application requests that include multiple agency efforts will require submission of agency budgets from all involved agencies.
 - ii. If county funds are redistributed to other agencies a Memorandum of Understanding (MOU) between agencies must be submitted with application.
 - b. Agency applying under this category must be responsive to requests for visitor information on a year-round basis.
 - c. The request must be part of a larger advertising program. Industry commitment as demonstrated by matching industry/membership contributions must exceed request for funding from County advertising program.

D. Historical Commissions

The Board of Supervisors desires to support historical ~~commissions~~ preservation of ~~in preserving~~ the county’s culture and historical records and architecture.

1. A maximum of \$30,000 per year may be ~~provided to Historical Commissions~~ made available for this category.
2. The County has designated the Sonoma County Landmarks Commission to advice on the distribution of funds for preservation and restoration of historically significant buildings. Funding may be provided to ~~this~~ Commission to accept grant applications for the renovation, restoration and/or preservation of historical facilities.
3. The Board has designated a Historical Records Commission to review and make recommendations regarding the maintenance and destruction and retention of records, which may be of historical significance. ~~Funding under this category may be provided for these activities.~~

E. Local Events and Organizations

The Board has established this category to assist small cultural, artistic, and countywide events and organizations as well as events occurring during the off peak tourism season (November 15 through April 15) with the direct cost of advertising in order to encourage visitors to frequent the county throughout the entire year. ~~—Funding for these events and organizations will be at the discretion of each Supervisorial District. Events and organizations will make requests annually to the Supervisorial District in which their event/organizations~~ ~~eeer~~exists.

\$~~1060~~,000 has been allocated for district discretion. Each district will receive a baseline amount of \$10,000 for discretionary use. The remaining \$~~1050~~,000 of discretionary funds will be divided by the percent of TOT collections by district in the previous fiscal year.

F. Major County Events and Organizations

The Board of Supervisors desires to promote major events and cultural and artistic organizations which draw countywide, regional, state and national interest as evidenced by widespread media promotion and which can demonstrate a significant population of participants and visitors from outside the county.

1. A maximum of \$300,000 per year may be made available for major events and organizations within this category.
2. The following general guidelines apply to this category:
 - a. Must demonstrate overall attendance in excess of 15,000, with significant (20% or more) demonstrated attendance from out of the county.
 - b. Must demonstrate extent of out-of-county attendance and demonstrate link to overnight stays from attendees.
 - c. Must demonstrate advertising expenses exceeding \$25,000, of which the Advertising funds being requested must not exceed 50% of total advertising expenses for the event or organization.
 - d. Must demonstrate a major advertising campaign plan focused outside of the county.

- e. Must demonstrate the extent to which the event, season series, exhibit, or marketing effort will support the county's economic development in the form of local job promotion, local education contribution, and/or local business-chambers of commerce-visitors centers partnerships.
3. The maximum advertising fund contribution which can be applied for is \$50,000.
 4. The following will be requested as part of the application process for all events and organizations who apply for advertising funds under this category. This information is not required and failure to provide will not result in disqualification, however, the information will be used to determine grant awards and amounts based on demonstrated ability to most effectively promote tourism, agricultural, and/or economic development.
 - a. A complete Advertising Fund grant application (form provided by the County);
 - b. A completed post-program/event report containing results and benefits of prior year activities and events, if the entity received Advertising Funds in the previous fiscal year (form provided by the County);
 - c. Detail the advertising/promotional campaign for which advertising funds are being requested, including the type of advertising ~~and~~ region(s) of promotion;
 - d. Detail how these activities will promote attendance, including expected attendance, overnight stays, and visitor spending; and
 - e. Detail how the County of Sonoma organization will be promoted as an organization/event sponsor in advertising materials, available event/booth attendance, and other such activities. Information should also be provided on available sponsorship packages.

G. County Government Departmental Activities

The Board of Supervisors desires to provide Advertising funds for certain county departmental activities that benefit local tourism activities and the tourist industry, and which preserve and promote Sonoma County history. Advertising funds may be used for salaries of County employees when participating in activities funded by Advertising funds. Administrative costs (including collection, audit, program coordination, consultant, and legal services), should not exceed 10% of the estimated and/or budgeted TOT revenues.

Request for Advertising funds from departments will be reviewed annually on a case-by-case basis.

1. Miscellaneous Department Activities:

Funding may be provided to County departments to advertise specific activities which promote tourism and awareness of the County, including, but not limited to, the Sonoma County Library, the Sonoma County State Capital Exhibit, and similar endeavors; as well as provide for venue services where tourist and community activities take place.

2. Affordable Housing:

Funding may also be identified for an affordable housing program ~~under the direction of the Community Development Commission or the County Administrator's Office, as well as for the implementation of the Housing Element.~~ Funding designated for affordable housing

shall be recommended by the County Administrator's Office ~~annually~~ based on available funding and approved by the Board of Supervisors on an annual basis. As a goal, funds will be recommended based upon 50% of revenues directed toward this fund that are generated from facilities established after 2002, ~~and after all expected baseline advertising program requirements have been met~~ pursuant to the March 2002 Board Policy Workshop, and after categories A-H have been funded at appropriate levels.

The Community Development Commission and the Permit and Resources Management Department shall make requests for these funds annually through the budget process for funding affordable housing programs and related efforts as well as for implementation of the Housing Element. Additionally, \$60,000 shall remain in the Affordable Housing Set Aside Fund within the Advertising Program to be available for emergency shelter needs that arise throughout the year that have not been addressed elsewhere.

Should additional funds set aside for affordable housing remain available following these requests and the Set Aside, the funds shall be allocated to the existing County Fund for Housing (CFH), administrated by the Community Development Commission.

3. Collections/Audit Services:

Revenue and tax collection services and program and grantee audit services are provided for this Program. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

4. Legal Services:

Legal guidance, advice, interpretation and other related services are provided for this Program. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

5. Program Administration Services:

Administration of this Program, including policy management and review, budget management and review, application review and recommendation, contract management, claims processing, and other related activities are provided by the County Administrator's Office. Funding shall be recommended by the County Administrator's Office annually to fund these activities.

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Attachment C - FY 13/14 Grant Award Recommendation for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Category A1 - Chambers of Commerce		Category Max:	\$30,000			
Geyserville Chamber	Membership match	A1	\$1,900		\$1,672	
Mark West Area Chamber	Membership match	A1	\$4,200		\$3,696	
Monte Rio Chamber	Membership match	A1	\$225		\$225	
Russian River Chamber	Membership match	A1	\$4,600		\$4,048	
Seba Chamber and Visitors Center	Membership match	A1	\$7,100		\$6,248	
Sonoma Valley Chamber	Membership match	A1	\$16,000		\$14,080	
Total Requested			\$34,025	Total Recommended	\$29,969	
Category A2 - Visitors Center		Category Max:	\$330,000			
Healdsburg	Operations	A3	\$20,000		\$10,000	
Petaluma	Operations	A3	\$39,850		\$10,000	
Redwood Coast	Operations	A3	\$10,000		\$6,750	
Rohnert Park	Operations	A3	\$25,000		\$0	
Russian River	Operations	A3	\$78,800		\$78,800	
Santa Rosa	Operations	A3	\$50,000		\$31,000	
Sebastopol	Operations	A3	\$25,000		\$13,350	
Sonoma Coast (Bodega Bay)	Operations	A3	\$82,270		\$82,000	
Sonoma Valley	Operations	A3	\$125,000		\$94,000	
Total Requested			\$455,920	Total Recommended	\$325,900	
Category B1 - Parks & Recreation		Category Max:	\$0			
Team Sugarloaf (Sonoma Ecology Ctr)	Sugarloaf Ridge State Park	B1	\$25,000-40,000		\$0	Category for county departments, consider application under Category F.
Total Requested			\$40,000	Total Recommended	\$0	
Category B2 - Community Safety		Category Max:	\$90,000			
Bodega Bay Fire Protection District	Radio; water tender; all terrain utility vehicle; life vests; and station upgrades.	B2	\$90,000		\$70,000	
Total Requested			\$90,000	Total Recommended	\$70,000	

Attachment C - FY 13/14 Grant Award Recommendation for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
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Category C - Agricultural Promotion		Category Max:	\$150,000			
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Cittaslow	Rural Heritage - Sonoma Valley (publication, print, cd, ebook, serial)	C, D, E	\$35,000		\$0	Only fund one aggregate application under this category.
Farm Bureau	Love of the Land	E & C	\$20,000		\$0	Only fund one aggregate application under this category.
SoCo AgGregate	SoCo Vintners, SoCo Winegrape Commission, Sonoma Valley Vintners & Growers Alliance, SoCo Farm Trails	C	\$150,000		\$150,000	

Total Requested			\$205,000	Total Recommended		\$0
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Category D - Historical Commissions		Category Max:	\$30,000			
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Cittaslow	Rural Heritage - Sonoma Valley (publication, print, cd, ebook, serial)	C, D, E	\$35,000		\$0	Not a historical commission or group
Historical Records Commission	Historical Records Commission	D	\$5,000		\$2,000	
SoCo Landmarks Commission	SoCo Landmarks Commission	D	\$27,000		\$22,000	
SoCo Museum	historic objects collection	D	\$15,000		\$6,000	
Western SoCo Historical Society	Repair and renovate a cottage at Gold Ridge Farm.	D	\$3,560		\$0	Has been awarded grant from SoCo Landmarks Commission for this work.

Total Requested			\$85,560	Total Recommended		\$30,000
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Attachment C - FY 13/14 Grant Award Recommendation for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Category E - Local Events/Organizations		Category Max:	\$100,000			
Artistic Wonders Society	Wunderkammer	E (3)	\$11,400			
Cloverdale Performing Arts Center	2013 season and music events	E (4)	\$15,000			
Farm Bureau	Ag Days 2014	E (all)	\$2,000			
Farm Bureau	Love of the Land	E (all) & C	\$20,000			
Friends of the Petaluma River	Rivertown Revival	E (2)	\$6,500			
Healdsburg Chamber	Harvest Century Bike Tour	E (4)	\$1,000			
Law Enf. Chaplaincy	Tour de Fuzz	E (all)	\$3,000			
Petaluma Music Festival	Petaluma Music Festival	E (2)	\$1,500			
Russian River Chamber	July 6th fire works show	A1 (E(5))	\$900			
Russian River Chamber	Fall Fling event	A1 (E(5))	\$900			
Russian River Chamber	Spring Fling	A1 (E(5))	\$900			
Russian River Chamber	Business Expo	A1 (E(5))	\$900			
Russian River Chamber	Stumptown Daze Parade	A1 (E(5))	\$900			
Russian River Chamber	Annual Parade of Lights and Holiday event	A1 (E(5))	\$900			
Russian River Rodeo Assoc.	Russian River Rodeo	E (5)	not specified			
Santa Rosa Symphonic Chorus	2013-2014 Season	E (3)	\$1,200			
SoCo Book Festival	Festival 2013	E (3)	\$4,500			
SoCo Harvest Fair	SoCo Harvest Fair	F (E all)	\$30,000			doesn't meet attendance requirement for Category F
Sonoma International Film Festival	Film Fest 4/9-4/13/14	E (1)	\$10,000			
Sonoma Valley Museum of Art	13/14 exhibit marketing	E (1)	\$10,000			submitted past deadline for Cat. F
Stewards of the Coast and Redwoods	Stewards of the Coast and Redwoods	E (5)	\$4,000			
VOM Natural History Assoc.	Jack London Park events	E (1)	\$7,760			
Western SoCo Historical Society	Western SoCo Historical Society	E (5)	\$1,400			
Total Requested			\$134,660			

Attachment C - FY 13/14 Grant Award Recommendation for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Category F - Major Events/Organizations		Category Max:	\$300,000			
Single Event						
Artistic Wonders Society	Wunderkammer	F	\$11,400		\$10,000	
Pacific Coast Air Museum	Wings Over Wine County	F	\$10,000		\$10,000	
Rose Parade and Festival	Rose Parade	F	\$70,000		\$5,000	
Seba Chamber and VC	Apple Blossom Festival	F	\$5,000		\$3,000	
Series (not year round)						
Petaluma Downtown Association	Butter & Eggs, Spring and Fall Antique Fairs, Art and Garden Festival	F	\$14,500		\$13,000	
SoCo Fair & Expo	SoCo Fair & Expo	F	\$50,000		\$25,000	
SoCo Regional Parks	Russian River Festival 2013	F	\$20,000		\$20,000	
Sonoma Valley Visitors' Bureau	Winter Marketing, Olive Season (Dec-Jan), March Girlfriends Getaway Month	F	\$20,000		\$10,000	
Summer Repertory Theatre Festival	Festival 2013 Season	F	\$15,000		\$13,000	
Year Round Series						
6th Street Playhouse	13-14 season	F	\$24,000		\$15,000	
Cinnabar	Cinnabar	F	\$15,000		\$15,000	
Cultural Arts Council	ARTrails Open Studios and ongoing website advertising and development	F	\$50,000		\$10,000	
Healdsburg Jazz Fest	Healdsburg Jazz Fest	F	\$10,000		\$8,000	
Pacific Coast Air Museum	Museum events	F	\$14,000		\$8,000	
Santa Rosa Symphony	Santa Rosa Symphony Events	F	\$50,000		\$35,000	
Seba Ctr for the Arts	Seba Ctr for the Arts Events	F	\$50,000		\$30,000	
SoCo Museum	Museum Exhibitions	F	\$40,000		\$35,000	
Sonoma Valley Visitors' Bureau	HWY 37 Billboard	F	\$20,000		\$0	
Team Sugarloaf (Sonoma Ecology Ctr)	Sugarloaf Ridge State Park	F & B	\$40,000		\$0	
Wells Fargo Ctr	WFC Events	F	\$50,000		\$45,000	
Total Requested			\$578,900	Total Recommended	\$310,000	
Category G - Departmental Activities		Category Max:	None			
SoCo Agricultural Commissioner's Office	Crop Report	G	\$4,000		\$0	
SoCo Library	Sonoma Heritage Project	G	\$25,500		\$23,000	
Total Requested			\$29,500	Total Recommended	\$23,000	

Attachment D
 FY 12-13 Funding Recommendations for Advertising Program Grants

* Indicates entities new to the Program.

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Category A1		Budgeted:	\$30,000			
Geyserville Chamber of Commerce	10% membership match	A1	\$1,900		\$1,900	
Russian River Chamber of Commerce	10% membership match	A1	\$4,600		\$4,600	
Sonoma Valley Chamber of Commerce	10% membership match	A1	\$16,000		\$16,000	
Monte Rio Chamber of Commerce	10% membership match	A1	\$800		\$800	
Sebastopol Area Chamber of Commerce and Visitor Center*	10% membership match	A1	\$7,100		\$7,100	
		Total Requested	\$30,400	Total Recomm.	\$30,400	
Category A3		Budgeted:	\$0			
Petaluma Visitors Program*	Destination Marketing Program	A3	\$19,550		\$0	
		Total Requested	\$19,550	Total Recomm.	\$0	
Category B1		Budgeted:	\$0			
Sonoma Ecology Center*	Mobile Application for hand-held devices highlight Sonoma Valley Parks to visitors	B1	\$17,500		\$0	
Sonoma Ecology Center*	Parks advertising on behalf of SoCo Parks Alliance	B1	\$22,000		\$0	
		Total Requested	\$39,500	Total Recomm.	\$0	
Category B2		Budgeted:	\$90,000			
Bodega Bay Fire Protection District	Paramedic training of one FTE and one volunteer, STAT training manikin, voice operated microphone/receiver, waterproof two way radio, automobile extrication tools	B2	\$90,000		\$25,000	
Bodega Volunteer Fire Dept.*	Complete construction of fire station	B2	\$85,700		\$0	
Geyserville Fire Protection District*	Quick Response Vehicle	B2	\$50,000		\$20,000	
Schell-Vista Fire Protection District*	Bullard Thermal Imaging Camera	B2	\$10,000		\$10,000	
Schell-Vista Fire Protection District*	UNI-MED Quick Access Pack (2)	B2	\$1,100		\$1,100	
Valley of the Moon Fire Protection District*	Fire Safety Surveillance Equipment	B2	\$3,500		\$3,500	

Attachment D
 FY 12-13 Funding Recommendations for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
		Total Requested	\$240,300	Total	\$59,600	
				Recomm.		
Category C		Budgeted:	\$150,000			
SoCo AgGregate (SoCo Vintners, SoCo Winegrape Commission, Sonoma Valley Vintners & Growers Alliance, SoCo Farm Trails)	Advertising and promotion activities and campaigns; SoCo Farm Trails Map and Guide.	C	\$150,000		\$150,000	
		Total Requested	\$150,000	Total	\$150,000	
				Recomm.		
Category D		Budgeted:	\$30,000			
Historical Records Commission	Historical Records Commission	D	\$5,000		\$3,000	
SoCo Landmarks Commission	SoCo Landmarks Commission	D	\$27,000		\$26,700	
Western SoCo Historical Society	Western SoCo Historical Society	D3, E	\$300		\$300	
		Total Requested	\$32,300	Total	\$30,000	
				Recomm.		
Category F		Budgeted:	\$300,000			
Single Event						
SoCo Fair & Exhibition*	2012 SoCo Fair	F	\$50,000		\$20,000	
Assoc. for the Creative Endeavor	Harmony Festival	"A. Advertising"	\$15,000		\$0	
Progressive Source Communications*	Sonoma Go Local Festival to Save Annadel Park	F	\$40,000		\$0	
Healdsburg Jazz Festival	Healdsburg Jazz Festival	F	\$50,000		\$10,000	
LBR Parade & Festival	LBR Parade & Festival	F	\$7,000		\$5,000	
SoCo Harvest Fair	2012 SoCo Harvest Fair	F	\$48,500		\$10,000	
Sonoma International Film Festival	16th Annual Sonoma International Film Festival, April 10-13, 2013	E	\$10,000		\$8,000	
Sebastopol Area Chamber of Commerce & Visitor Center	67th Apple Blossom Festival & Parade	F	\$7,000		\$5,000	
Series (not year round)						
KRCB Public Media	County Farmers' Markets on KRCB Television	F	\$18,000		\$0	
SoCo Farm Trails*	Farm Trails	F	\$50,000		\$10,000	
Sonoma Valley Visitors Bureau	Sonoma Valley Season & Sonoma Valley Girlfriends getaway Month - Winter Promotion Marketing	F	\$30,000		\$10,000	
SoCo Regional Parks*	Discover Sonoma County Parks marketing campaign	F	\$32,000		\$10,000	
Year Round Series						

Attachment D
 FY 12-13 Funding Recommendations for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Luther Burbank Memorial Foundation (Wells Fargo Center)	Wells Fargo Center for the Arts	F	\$50,000		\$35,000	
Sebastopol Center for the Arts	General Advertising of activities and events	F	\$50,000		\$30,000	
Santa Rosa Symphony Assoc.	Santa Rosa Symphony	F	\$50,000		\$25,000	
Cultural Arts Council of SoCo	ARTrails Open Studios; and general awareness advertising	F	\$50,000		\$25,000	
Pacific Coast Air Museum	Wings Over Wine Country Air Shoes 2012 (8/18-8/19); Museum event series and events	F	\$22,600		\$19,000	
6th Street Playhouse	2012-13 "Create & Celebrate" Season	F	\$20,000		\$15,000	
Cinnabar Theater	2012/13 Season of events/programs	F	\$15,000		\$15,000	
SoCo Fairgrounds*	Re-Branding & Major Public Event Outreach	F	\$45,000		\$0	
SoCo Regional Parks*	Sonoma camping advertising campaign	F	\$19,000		\$10,000	
SoCo Regional Parks*	Develop an iPhone-like application identifying parks locations	F	\$5,000		\$5,000	
SoCo Regional Parks*	Wedding/Milestone Event venues	F	\$10,000		\$0	
Sonoma County Museum	Annual Exhibition and Education Programs	F	\$50,000		\$30,000	
Sonoma Valley Museum of Art	Sonoma Valley Museum of Art	F	\$12,000		\$10,000	
Spreckels Performing Arts Center	2012-2013 Entertainment Season	F	\$30,000		\$0	
		Total Requested	\$786,100	Total Recomm.	\$307,000	
Category G		Budgeted:	\$30,040			
SoCo Agricultural Commissioner's Office	2012 Sonoma County Crop Report	G	\$4,000		\$0	
SoCo Agricultural Commissioner's Office	2013 State Fair Exhibit for county	B1	\$20,000		\$14,000	
SoCo Library-History & Genealogy Library	Historic Photograph Project	G	\$25,500		\$22,840	Contingent.
SoCo Regional Parks*	Regional Parks business system	G	\$22,000		\$0	
		Total Requested	\$71,500	Total Recomm.	\$36,840	

Attachment D
 FY 12-13 Funding Recommendations for Advertising Program Grants

Entity	Event/Purpose	Category	Amount Requested		Recommendation	Notes
Signage Program (from Visitors Centers available funding through Economic Development Board)						
Sonoma Valley Visitors Bureau	Highway 37 Billboard & Seasonal Signage Promotional Plan	F	\$20,000		\$20,000	
Cloverdale Chamber of Commerce & Visitors Center*	Welcome to Cloverdale Signage & Events Informational Board	E	\$10,000		\$10,000	
		Total Requested	\$30,000	Total Recomm.	\$30,000	

FY 13/14 ADVERTISING PROGRAM GRANT AWARDS



May 14, 2013

OPENING COMMENTS

- ◉ Advertising Liaisons
 - Supervisor Carrillo
 - Supervisor McGuire



TODAY'S TOPICS

- FY 13/14 Grant Recommendations
- Advertising & Promotions Program Policy Updates
- FY 12/13 Clean Up
- Sonoma Valley Visitors Bureau Calendar Project Update
- Next Steps

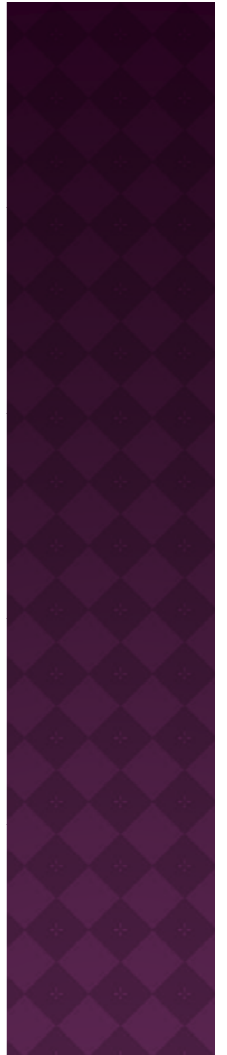


WHAT IS THE ADVERTISING PROGRAM??



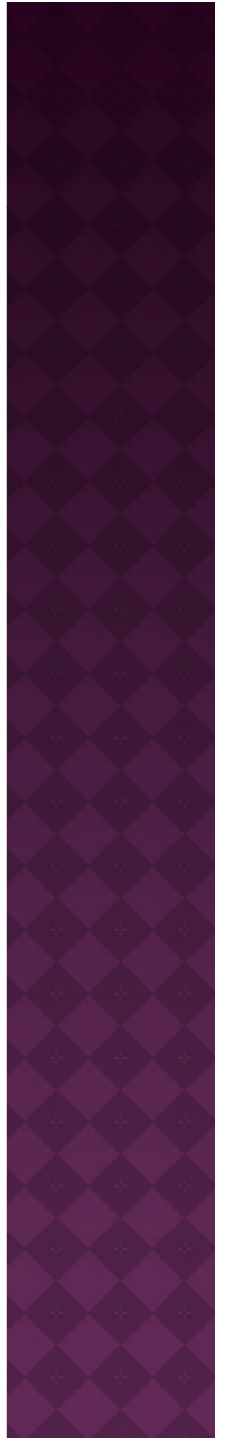
FY 13/14 GRANT AWARD RECOMMENDATIONS

- ◉ Application window: February 2nd - March 4th
- ◉ Reviewed with Advertising Liaisons
- ◉ Category E - Local Events & Organizations to be allocated throughout the FY at Supervisor's discretion
- ◉ Attachment C



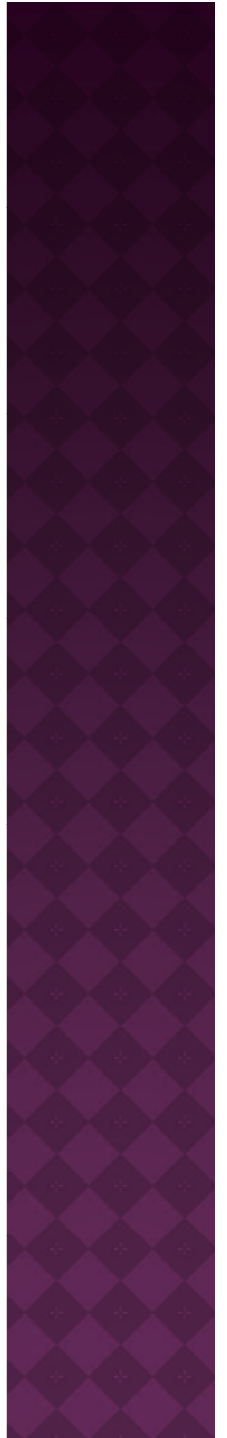
CATEGORY RECOMMENDATIONS

- Category A1 - Chambers of Commerce
 - Maximum \$30,000
 - Total Recommendation \$29,963
 - 6 entities
- Category A2 - Visitors Centers
 - Maximum Unspecified
 - Total Recommendation \$325,900
 - 8 entities
- Category B1 - Parks & Recreation
 - Maximum Unspecified
 - Total Recommendation \$0



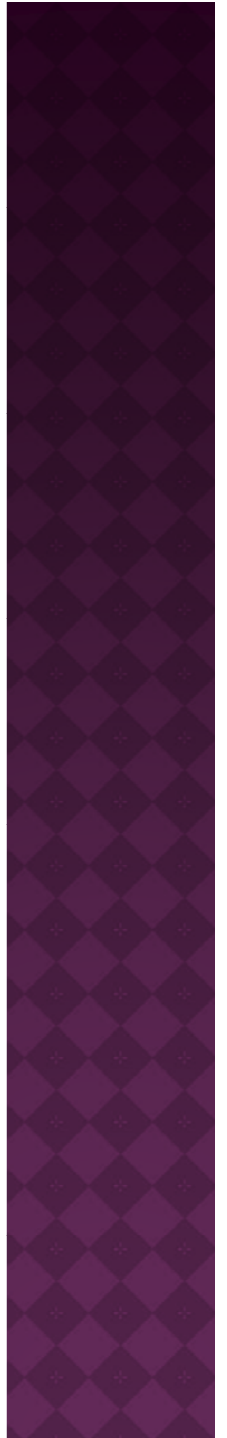
CATEGORY RECOMMENDATIONS

- ◉ Category B2 - Community Safety
 - Maximum \$90,000
 - Total Recommendation \$70,000
 - 1 entity
- ◉ Category C- Agricultural Promotion
 - Maximum \$150,000
 - Total Recommendation \$150,000
 - 1 entity
- ◉ Category D - Historical Commissions
 - Maximum \$30,000
 - Total Recommendation \$30,000
 - 3 entities



CATEGORY RECOMMENDATIONS

- Category E - Local Events/Organizations
 - Funded at district discretion throughout the year
- Category F- Major Events/Organizations
 - Maximum \$300,000
 - Total Recommendation \$310,000
 - 18 entities
- Category G- Departmental Activities
 - Maximum Unspecified
 - Total Recommendation \$23,000
 - 1 entity



POLICY RECOMMENDATIONS

- ◉ Chambers of Commerce: priority given to locations in the unincorporated area
- ◉ Visitor Way Finding & Signage - NEW: for permanent signage; \$40,000 category maximum; new application window
- ◉ Parks & Recreation: clarify funding to county departments and existing Parks facilities
- ◉ Historical Commissions: not limited to a specific entity or commission



POLICY RECOMMENDATIONS (CONT'D)

- Local Events & Organizations: increase maximum to \$160,000

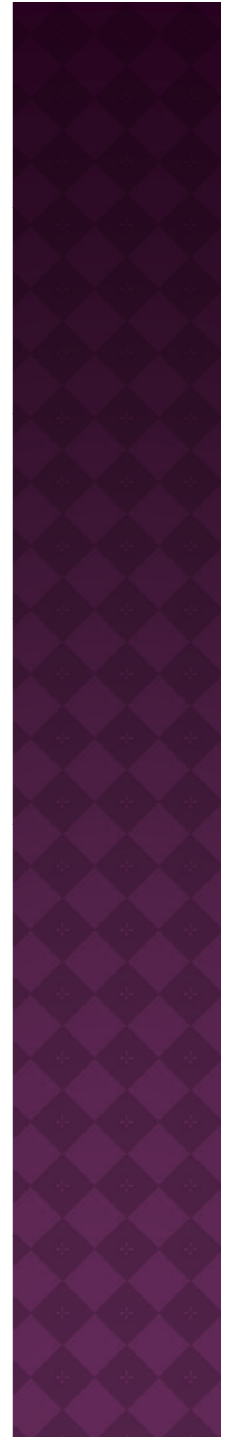
District	Base Allocation	Collection-Based Allocation	FY 13/14 Total
1 st	\$10,000	\$34,672 - 31.52%	\$44,672
2 nd	\$10,000	\$44 - 0.04%	\$10,044
3 rd	\$10,000	\$3,234 - 2.94%	\$13,234
4 th	\$10,000	\$18,194 - 16.54%	\$28,194
5 th	\$10,000	\$53,856 - 48.96%	\$63,856

POLICY RECOMMENDATIONS (CONT'D)



○ Affordable Housing:

- Continue funding for PRMD & CDC
- Allocate \$60,000 to Set-Aside Fund in Advertising Budget
- Appropriate remainder to CDC to manage through County Fund for Housing application process



FY 12/13 CLEAN UP

- Allocate funds for career technical education courses as approved on January 8th to Career Technical Education Fund at the Community Foundation of Sonoma County
- Allow three Category E grants for non-advertising purposes:
 - Camp Geneva, \$500 each (2)
 - California Human Development, \$5,000



EVENT CALENDAR UPDATE

- ◉ Calendar live, SVVB has been inputting reported events
- ◉ PRMD permit data uploaded into database
- ◉ As of May 10th, now available for self-reporting
- ◉ Next Steps: SVVB marketing to Sonoma Valley area including non-members to promote self-reporting



REQUESTED BOARD ACTION

- ◉ Adopt amended Advertising and Promotions Program Policy
- ◉ Approve FY 13/14 grant award recommendations & authorize CAO to execute contracts
- ◉ Approve recommended clean up to FY 12/13 grants as presented
- ◉ Direct staff to initiate application window for new Visitor Way Finding and Signage Category

QUESTIONS?





County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 26 10:00 A.M.
(This Section for use by Clerk of the Board Only.)

To: Board of Directors of the Northern Sonoma County Air Pollution Control District

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works – Northern Sonoma County Air Pollution Control District

Staff Name and Phone Number:

Barbara Lee – (707) 433-5911

Supervisory District(s):

Northern Sonoma County Air Pollution Control District

Title: Northern Sonoma County Air Pollution Control District FY 2013-2014 Budget, First Hearing.

Recommended Actions:

Review the Northern Sonoma County Air Pollution Control District's FY 2013-2014 recommended budget and provide the public with the opportunity to comment upon the District's budget.

Executive Summary:

Procedural Issues

This hearing is the first of two budget hearings. Its purpose is to review the FY 2013-2014 recommended Northern Sonoma County Air Pollution Control District (NSCAPCD) budget and provide the public with an opportunity to comment, as required by law. This hearing, which is required to be held separately from all other budget processes, has been publicly noticed, and individual notices were sent via U.S. Mail to each permit holder within the District. The second hearing will be held during the Budget Hearings the weeks of June 10, 2013, and June 17, 2013 in order to adopt the budget and adhere to Health and Safety Code, Section 40131(3)(B).

Background

The Northern Sonoma County Air Pollution Control District is one of 35 local air pollution control districts in the State of California. The District derives its authority from the federal Clean Air Act, and from specific authorities and mandates in the California Health and Safety Code. It is governed by its Board of Directors, the composition of which is specified in law and presently includes members of the Sonoma County Board of Supervisors. In addition to its governing Board, the District is required by statute to have a Hearing Board and an Air Pollution Control Officer.

The District's primary responsibility is to implement federal and state requirements as they pertain to stationary sources of air pollution. This includes monitoring the levels of certain pollutants in the ambient air, and adopting and enforcing rules and regulations as needed to ensure those levels meet

the standards established in law. The District also implements and enforces requirements for stationary sources adopted by the federal and state governments, investigates complaints about air quality, and implements education and incentive programs to reduce air pollution.

Fiscal Summary

The District is funded by a combination of grants, subventions, permit fees, penalties, surcharges on motor vehicle registration, property tax revenues, and interest on fund balance. The funds are restricted to the mission of the district, and certain funds are more narrowly restricted to specified purposes. The Health and Safety code further provides that if the District has expenses that are not met by other sources, those expenses shall be provided by a per capita assessment on the County and any cities that sit on the District's governing Board.

Under the Health and Safety Code, the District's budget is approved by the District's Board of Directors, separate from other County budget processes. The budget is divided into six indices, which generally reflect program-specific restrictions on revenues. The recommended budgets for each of these indices are described below.

NSCAPCD - Operations (689018): 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. The majority of revenue is derived from permit fees.

Anticipated Revenues for fiscal year 2013-2014 are to be \$1,190,000. The recommended amount includes an expected decrease in licenses and permits fees, which are expected to be offset by a slight increase in State subvention funds and operational transfers.

Recommended operational expenditures total \$1,434,457, an increase of \$181,037 over FY 12-13. The increase is largely due to increases in appropriations, which are being budgeted to repair or replace equipment and to address maintenance needs that have been deferred due to the economic downturn. Additional funds are being allocated to allow the District to hire short term extra help to assist with specific District needs, to contract with a consultant for advanced programming and management of a computerized air data management system, the purchase of ergonomically correct office equipment for staff, and other smaller line items. The resultant net cost is \$244,457, and projected ending fund balance of \$859,989.

NSCAPCD – VPMP (689034): The Vehicle Pollution Mitigation Program was authorized by the Legislature and approved by the Board to implement specified activities and to mitigate the air pollution impacts of the use of motor vehicles. Revenues derive from a surcharge of \$4 on each motor vehicle registered within the District. Pursuant to guidelines established by the California Air Resources Board (ARB), the District funds eligible air monitoring activities and costs, and makes funds available for grants for projects to reduce pollution associated with motor vehicle use. Funds are granted pursuant to program guidelines approved by the Board. The District has historically tried to maintain sufficient fund balance to allow funding of a larger project or a series of projects.

Anticipated Revenues for fiscal year 2013-2014 are \$234,469. Recommended expenditures total \$452,615 which includes \$250,000 for grant projects and an operating transfer of \$142,365 to help

offset the replacement and repair costs of air monitoring equipment. This is an overall decrease of \$45,525 in expenditures over FY 2012-2013. The resultant net cost is \$218,146, and projected ending fund balance of \$363,704.

NSCAPCD – DMV Moyer (689042): This is a single-purpose fund that provides grants for reductions in emissions from eligible heavy-duty diesel engines. Its revenues derive from a \$2 surcharge on motor vehicle registration. Demand for these funds has been low during the economic recession, but staff anticipates it will increase over time.

Anticipated Revenues for fiscal year 2013-2014 are \$120,917. Recommended expenditures total \$200,786, which includes a recommended \$195,000 in grant expenditures and \$5,786 in operational transfers to offset the administrative costs of the program. The resultant net cost is \$79,869, and projected ending fund balance of \$610,074.

NSCAPCD – Carl Moyer Fund (689059): This is a single-purpose fund that provides grants for reductions in emissions from eligible heavy-duty diesel engines. Revenues are generated through grants from ARB (derived from state fees paid in lieu of smog check obligations in the early years of a vehicle's life, and by a surcharge on tire sales). Funds are allocated to the District pursuant to a formula in statute, which specifies minimum allocation of \$200,000. All funds received from the state, and any interest accrued, must be expended within two years in accordance with guidelines established by the ARB. The tire surcharge and the allocation formula sunset 2015; it is uncertain what, if any, funds will be available to the District after the sunset.

Anticipated Revenues for fiscal year 2013-2014 are \$202,061. This includes the anticipated grant allocation and interest. Recommended expenditures total \$318,262, which allows for the use of all available funds, should eligible grant applications be received by District staff.

NSCAPCD – GAMP (689109): This is a single-purpose fund that supports the Geysers Air Monitoring Program in the Geysers, a public-private consortium that includes the air districts of Sonoma and Lake Counties, representatives of the State, the power generators in the Geysers, and representatives of downwind communities. It is funded by member contributions; the District's contribution is in-kind as administrator of the fund. The budget for the program is developed by members of the public-private consortium.

Anticipated Revenues for fiscal year 2013-2014 are \$176,109. Recommended expenditures are \$214,586, resulting in a net cost of \$38,477 and a projected fund balance of \$106,022.

NSCAPCD – Community Benefit Fund (689307): 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 other miscellaneous sources. Broadly, the funds may be used to measure or otherwise study air pollution in communities, and to implement projects to mitigate the impacts of air pollution on communities. Some funds are more specifically restricted by settlement agreements. Historically, staff has strived for a balance between funding beneficial projects and maintaining fund balance for future uses.

Anticipated Revenues for fiscal year 2013-2014 are \$1,115 and derived from interest alone. Recommended expenditures are \$50,000, resulting in a net cost of \$48,885 and an estimated fund balance of \$130,326.

Prior Board Actions:

6/26/2012: Board adopted NSCAPCD's FY 12-13 budget; 6/21/2011: Board adopted NSCAPCD's FY 11-12 budget; 6/22/2010: Board adopted NSCAPCD's FY 10-11 budget; 06/02/2009: Board adopted NSCAPCD's FY 09-10 budget; 8/19/2008: Board adopted NSCAPCD's FY 08-09 budget; 8/21/2007: Board adopted NSCAPCD's FY 07-08 budget.

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

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):

The total District recommended revenues for FY 13-14 are \$1,924,671 and total recommended expenditures are \$2,670,706. Each fund has specific restrictions on use and may not be combined.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

NSCAPCD Proposed Fiscal Year 2013-2014 Budget

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

None.

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 EXPENDITURES**

SUBJECT TITLE	Actual FY 11-12	Adopted		Adopted		Requested FY 13-14	Difference	% Change
		Budget FY 11-12	Estimated FY 12-13	Budget FY 12-13	Budget FY 12-13			
<u>SALARIES & BENEFITS</u>								
5100 Permanent Positions	490,026	495,504	493,607	493,607	468,744	(24,863)	-5.04%	
5101 Cash Allowance	43,073	43,224	43,056	43,056	43,224	168	0.39%	
5102 MTO Savings	0	(10,075)	0	0	0	0	N/A	
5110 Extra Help	0	5,616	5,479	5,479	5,607	128	2.34%	
5120 Overtime	2,944	2,722	2,231	2,231	2,293	62	2.78%	
5121 Overtime-FLSA	117	0	23	0	0	0	N/A	
5150 Vacation Pay	2,926	0	10,000	0	0	0	N/A	
5210 Retirement	185,575	184,461	199,452	199,452	196,926	(2,526)	-1.27%	
5211 Unclaimable County	7,806	9,708	10,497	10,497	10,364	(133)	-1.27%	
5220 FICA Retirement	36,944	36,800	36,340	36,340	36,341	1	0.00%	
5300 Health Insurance	30,169	36,012	35,874	35,874	36,012	138	0.38%	
5302 HRA Benefit	0	0	46	0	2,422	2,422	100.00%	
5303 Retiree Medical Trust	261	0	116	0	0	0	N/A	
5310 Disability	5,087	5,389	5,369	5,369	3,379	(1,990)	-37.06%	
5320 Dental Insurance	7,414	7,869	7,474	7,474	7,503	29	0.39%	
5330 Life Insurance	297	414	356	356	292	(64)	-17.98%	
5340 Vision Insurance	1,235	1,236	1,272	1,272	1,236	(36)	-2.83%	
5350 Unemployment Ins.	0	343	1,602	334	196	(138)	-41.32%	
5351 Unemployment-Perm	1,693	1,486	494	494	468	(26)	-5.26%	
5400 Workers Comp.	4,419	4,477	5,598	5,598	6,801	1,203	21.49%	
5500 Other Benefits	82	92	92	92	92	0	0.00%	
5907 Additional Benefits	0	7,880	0	50,557	65,000	14,443	28.57%	
SUBTOTAL	820,069	833,158	858,978	898,082	886,900	(11,182)	-1.25%	
<u>SERVICES AND SUPPLIES</u>								
6040 Communications	2,774	5,851	5,800	5,800	7,500	1,700	29.31%	
6048 Cell Phone Service	2,590	2,488	2,600	2,600	4,000	1,400	53.85%	
6085 Janitorial Services	2,745	2,590	3,000	2,590	2,700	110	4.25%	
6103 Liability Insurance	1,995	1,995	1,495	1,495	1,336	(159)	-10.64%	
6140 Maint-Equipment	46	500	9,500	500	6,000	5,500	1100.00%	
6157 Maint-Field Equip	0	1,000	6,000	1,000	6,000	5,000	500.00%	
6180 Maint-Bldg Improv	1,793	5,000	5,000	4,500	20,000	15,500	344.44%	
6262 Laboratory Supplies	0	200	250	200	250	50	25.00%	
6280 Memberships	3,350	2,680	3,350	3,350	4,350	1,000	29.85%	
6300 Miscellaneous Expenses	0	0	0	0	5,000	5,000	100.00%	
6302 Dept. Revolving	28	0	89	0	200	200	100.00%	
6400 Office Expense	3,790	5,741	45,000	5,000	25,000	20,000	400.00%	
6410 Postage	2,753	5,995	6,800	6,800	6,800	0	0.00%	
6415 Books/Periodicals	628	375	1,500	650	1,000	350	53.85%	
6430 Printing Services	1,215	2,700	3,449	3,449	3,449	0	0.00%	
6521 County Services	36,645	36,645	30,832	30,832	27,546	(3,286)	-10.66%	
6540 Contract Services	5,806	3,000	6,317	1,000	60,000	59,000	5900.00%	
6573 Administrative Costs	76,423	78,652	82,762	82,762	83,289	527	0.64%	
6610 Legal Services	10,152	25,920	10,000	15,000	20,000	5,000	33.33%	
6628 HRMS	3,626	3,632	3,632	3,632	3,894	262	7.21%	
6629 Fiscal Accounting Svcs	2,761	2,582	2,411	2,411	4,858	2,447	101.49%	
6630 Audit/Accounting Svc	15,000	15,000	0	0	15,750	15,750	100.00%	
6637 Prop Tax Admin Fee	383	780	391	380	392	12	3.16%	
6645 Risk Mgmt-Ben Admin	2,008	2,008	1,713	1,713	1,089	(624)	-36.43%	
6795 Unclaimable HRMS	147	0	0	0	0	0	N/A	
6800 Public/Legal Notices	1,113	2,155	2,400	2,000	2,400	400	20.00%	
6820 Rents/Leases-Equip	125	0	250	250	250	0	0.00%	
6840 Rents/Leases-Bldgs	39,556	37,246	52,276	40,276	50,000	9,724	24.14%	
6880 Small Tools	2,958	3,060	5,000	5,000	5,000	0	0.00%	
6889 Computer Software	0	10,000	9,000	5,000	7,000	2,000	40.00%	

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 EXPENDITURES CONTINUED**

SUBJECT TITLE	Actual FY 11-12	Adopted		Adopted		Requested FY 13-14	Difference	% Change
		Budget FY 11-12	Estimated FY 12-13	Budget FY 12-13	Budget FY 12-13			
SERVICES AND SUPPLIES (CONTINUED)								
6890 Computer Hardware	1,459	15,000	13,500	7,500	9,000	1,500	20.00%	
7110 Prof Dev - Admin Mgmt	0	0	0	1,500	1,500	0	0.00%	
7112 Prof Dev - WCE	0	0	0	960	960	0	0.00%	
7120 Training-In-Service	0	1,000	1,000	1,000	5,000	4,000	400.00%	
7130 Tuition/Textbook	0	0	0	1,000	1,000	0	0.00%	
7301 County Car Expense	9,621	7,746	6,000	7,746	7,000	(746)	-9.63%	
7302 Travel Expense	18,588	10,483	21,000	17,000	21,000	4,000	23.53%	
7303 Private Car Expense	4,491	4,749	4,908	4,908	4,908	0	0.00%	
7309 Unclaim. County Car	798	962	1,000	1,344	1,344	0	0.00%	
7320 Utilities	6,620	6,708	6,504	6,700	6,700	0	0.00%	
7400 Data Processing	20,080	17,162	18,528	18,528	32,568	14,040	75.78%	
7402 DP/New Project	(155)	0	1,821	0	0	0	N/A	
7425 ISD Desktop Modern	0	0	4,334	4,334	11,350	7,016	161.88%	
7450 ISD Small Tools	(2,679)	0	0	0	0	0	N/A	
SUBTOTAL	279,233	321,605	379,412	300,710	477,383	176,673	58.75%	
FIXED ASSETS								
8571 Field Equipment	0	10,000	35,000	10,000	25,000	15,000	150.00%	
8573 Mobile Equipment	38,525	0	0	40,000	40,000	0	0.00%	
SUBTOTAL	38,525	10,000	35,000	50,000	65,000	15,000	30.00%	
OTHER FINANCING								
8648 Unclm-OT-Other ISD	4,628	4,628	4,628	4,628	5,174	546	11.80%	
SUBTOTAL	4,628	4,628	4,628	4,628	5,174	546	11.80%	
EXPENDITURES w/o PY	1,142,455	1,169,391	1,278,018	1,253,420	1,434,457	181,037	14.44%	
PY ENCUMBRANCE EXP								
9853 PY Enc-Equipment	0	0	0	0	0	0	N/A	
SUBTOTAL	0	0	0	0	0	0	N/A	
TOTAL EXPENDITURES	1,142,455	1,169,391	1,278,018	1,253,420	1,434,457	181,037	14.44%	
NET COST	1,869	55,151	74,413	88,891	244,457	155,566	175.01%	

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 REVENUES**

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>TAXES</u>							
1000 Prop Taxes-CY Sec	113,591	112,125	111,207	111,065	112,041	976	0.88%
1008 RDA Increment	(19,448)	(20,116)	(13,946)	(19,448)	(12,000)	7,448	-38.30%
1011 SB 2557 Prop Tax Adm	(1,696)	(1,235)	(1,696)	(1,235)	(1,696)	(461)	37.33%
1014 AB 1290 RDA Pass-Thrc	1,932	0	800	0	0	0	N/A
1017 Residual Prop Tax-RP	7,402	0	2,610	0	0	0	N/A
1018 Prop Taxes - RDA Asset	0	0	4,991	0	0	0	N/A
1020 Prop Taxes-CY Supp	576	1,126	380	500	380	(120)	-24.00%
1040 Prop Taxes-CY Unsec.	4,271	3,900	4,100	3,900	4,287	387	9.92%
1042 Cost Reim-Coll Del CY	(73)	0	(83)	0	0	0	N/A
1060 Prop Taxes-PY Unsec.	(109)	0	0	0	0	0	N/A
1080 Prop Taxes-PY Supp	(4)	0	0	0	0	0	N/A
1100 Prop Taxes-PY Unsec.	62	0	0	0	0	0	N/A
1266 Timber Yield Tax	110	271	50	170	90	(80)	-47.06%
SUBTOTAL	106,613	96,071	108,413	94,952	103,102	8,150	8.58%
<u>LICENSES/PERMITS</u>							
1462 Air Quality Permit Fees	662,045	643,216	685,974	663,300	650,300	(13,000)	-1.96%
1472 Variance App Fees	0	210	0	0	0	0	N/A
1484 Title V Permit Fees	5,000	5,000	15,000	15,000	25,000	10,000	66.67%
1486 Air Quality App Fees	32,829	25,000	25,000	25,000	15,000	(10,000)	-40.00%
1487 Air Quality Toxic Fees	11,000	11,700	11,000	11,000	10,000	(1,000)	-9.09%
1488 Air Quality Fed Prog	51,551	48,801	46,000	46,000	46,000	0	0.00%
1490 Air Quality Burn App	76,592	80,000	80,000	80,000	80,000	0	0.00%
SUBTOTAL	839,017	813,927	862,974	840,300	826,300	(14,000)	-1.67%
<u>FINES/FORFEITURES/PENALTIES</u>							
1530 Air Pollution Fines	3,550	0	0	0	0	0	N/A
SUBTOTAL	3,550	0	0	0	0	0	N/A
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	12,345	6,165	10,000	6,552	5,589	(963)	-14.70%
1701 Interest Earned	277	0	0	0	0	0	
SUBTOTAL	12,622	6,165	10,000	6,552	5,589	(963)	-14.70%
<u>INTERGOVERNMENTAL REV</u>							
2440 St-HOPTR	1,085	1,000	1,050	1,078	1,050	(28)	-2.60%
2500 St-Other	17,996	15,800	16,228	16,632	16,628	(4)	-0.02%
2505 St-Special Supp Subv	47,084	47,196	47,196	47,196	57,196	10,000	21.19%
SUBTOTAL	66,165	63,996	64,474	64,906	74,874	9,968	15.36%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 REVENUES CONTINUED**

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>REVENUES (CONTINUED)</u>							
<u>CHARGES FOR SERVICES</u>							
3019 NCPA - FEE for Govt	1,693	1,900	1,800	1,800	1,700	(100)	-5.56%
3700 Copy Transcribe Fees	0	200	0	0	0	0	N/A
3980 Revenue Allc to PY	(268)	0	0	0	0	0	N/A
SUBTOTAL	1,425	2,100	1,800	1,800	1,700	(100)	-5.56%
<u>MISCELLANEOUS REVENUES</u>							
4113 Returned Checks	(40)	0	(75)	0	0	0	N/A
SUBTOTAL	(40)	0	(75)	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>							
4625 OT-W/in Sp Dist-BOS	111,232	131,981	151,685	151,685	167,085	15,400	10.15%
4648 OT-Other ISD Replac	0	0	4,334	4,334	11,350	7,016	161.88%
SUBTOTAL	111,232	131,981	156,019	156,019	178,435	22,416	14.37%
TOTAL REVENUES	1,140,585	1,114,240	1,203,605	1,164,529	1,190,000	25,471	2.19%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689034 REVENUES**

	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
USE OF MONEY/PROPERTY							
1700 Interest-Pooled Cash	7,780	1,987	3,950	2,579	3,242	663	25.71%
SUBTOTAL	7,780	1,987	3,950	2,579	3,242	663	25.71%
OTHER							
2080 St-Other-In Lieu	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
CHARGES FOR SERVICES							
3340 Health Fees	240,405	244,981	225,446	256,000	231,227	(24,773)	-9.68%
3980 Revenue Applic to PY	0	0	0	0	0	0	N/A
SUBTOTAL	240,405	244,981	225,446	256,000	231,227	(24,773)	-9.68%
TOTAL REVENUES	248,185	246,968	229,396	258,579	234,469	(24,110)	-9.32%

SUMMARY OF INDEX 689034 EXPENDITURES

	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
SERVICES/SUPPLIES							
6040 Communications	1,952	5,456	5,200	5,000	7,500	2,500	50.00%
6140 Maint-Equipment	0	0	0	0	2,000	2,000	100.00%
6528 Ozone Monitoring	3,127	5,000	3,000	5,000	5,000	0	0.00%
6529 Vehicle Emission	0	4,000	0	0	0	0	N/A
6530 PMIO Monitoring	6,682	4,000	25,000	7,000	15,000	8,000	114.29%
6540 Contract Services	61,992	298,468	131,008	327,354	250,000	(77,354)	-23.63%
6629 Fiscal Accounting	909	911	772	772	0	(772)	-100.00%
6840 Rents/Leases	532	488	542	550	550	0	0.00%
6880 Small Tools	0	0	0	0	1,000	1,000	100.00%
6889 Software	0	0	5,000	5,000	5,000	0	0.00%
6890 Computer Hardware	0	0	2,500	2,500	2,500	0	0.00%
7000 Spec Dept. (Moyer)	0	0	0	0	0	0	N/A
7320 Utilities	1,496	1,303	1,700	1,550	1,700	150	9.68%
SUBTOTAL	76,690	319,626	174,722	354,726	290,250	(64,476)	-18.18%
FIXED ASSETS							
8571 Field Equipment	23,292	10,000	32,000	16,000	20,000	4,000	25.00%
8573 Mobile Equipment	0	0	0	0	0	0	N/A
SUBTOTAL	23,292	10,000	32,000	16,000	20,000	4,000	25.00%
OTHER FINANCING USES							
8625 OT-W/in Sp Dist-BOS	79,636	107,747	117,914	127,414	142,365	14,951	11.73%
SUBTOTAL	79,636	107,747	117,914	127,414	142,365	14,951	11.73%
EXPENDITURES w/o PY	179,619	437,373	324,636	498,140	452,615	(45,525)	-9.14%
PY ENCUMBRANCE EXP							
9650 PY Enc-Profess/Spec	144,856	0	0	0	0	0	N/A
SUBTOTAL	144,856	0	0	0	0	0	N/A
TOTAL EXPENDITURES	324,474	437,373	324,636	498,140	452,615	(45,525)	-9.14%
NET COST	76,289	190,405	95,240	239,561	218,146	(21,415)	-8.94%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689042 (DMV MOYER FUND) REVENUES**

	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	%
							Change
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	5,310	1,687	5,310	2,922	5,207	2,285	78.20%
SUBTOTAL	5,310	1,687	5,310	2,922	5,207	2,285	78.20%
<u>OTHER</u>							
2080 St-Other-In Lieu	120,202	122,593	112,817	128,107	115,710	(12,397)	-9.68%
2900 Other Gov Agencies	0	0	0	0	0	0	N/A
SUBTOTAL	120,202	122,593	112,817	128,107	115,710	(12,397)	-9.68%
<u>OTHER FINANCING SOURCES</u>							
4625 OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
TOTAL REVENUES	125,512	124,280	118,127	131,029	120,917	(10,112)	-7.72%

SUMMARY OF INDEX 689042 (DMV MOYER FUND) EXPENDITURES

	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	%
							Change
<u>SERVICES/SUPPLIES</u>							
6629 Fiscal Accounting	909	911	772	772	0	(772)	-100.00%
7000 Spec Dept. (Moyer)	163,398	150,000	20,000	194,089	195,000	911	0.47%
SUBTOTAL	164,308	150,911	20,772	194,861	195,000	139	0.07%
<u>OTHER FINANCING USES</u>							
8625 OT-W/in Sp Dist-BOS	12,596	5,234	4,869	5,139	5,786	647	12.59%
SUBTOTAL	12,596	5,234	4,869	5,139	5,786	647	12.59%
TOTAL EXPENDITURES	176,903	156,145	25,641	200,000	200,786	786	0.39%
NET COST	51,391	31,865	(92,486)	68,971	79,869	10,898	15.80%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689059 (CARL MOYER FUND) REVENUES**

		Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>USE OF MONEY/PROPERTY</u>								
1700	Interest-Pooled Cash	1,913	1,000	1,200	1,095	2,061	95	8.68%
	SUBTOTAL	1,913	1,000	1,200	1,095	2,061	95	8.68%
<u>OTHER</u>								
2080	St-Other-In Lieu	200,000	200,000	200,000	200,000	200,000	0	0.00%
	SUBTOTAL	200,000	200,000	200,000	200,000	200,000	0	0.00%
<u>OTHER FINANCING SOURCES</u>								
4625	OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
	SUBTOTAL	0	0	0	0	0	0	N/A
	TOTAL REVENUES	201,913	201,000	201,200	201,095	202,061	95	0.05%

SUMMARY OF INDEX 689059 (CARL MOYER FUND) EXPENDITURES

		Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>SERVICES/SUPPLIES</u>								
6629	Fiscal Accounting Svcs	1,000	1,000	868	868	1,066	198	22.81%
7000	Spec Dept. (Moyer)	203,200	181,000	227,400	183,253	298,262	115,009	62.76%
	SUBTOTAL	204,200	182,000	228,268	184,121	299,328	115,207	62.57%
<u>OTHER FINANCING USES</u>								
8625	OT-W/in Sp Dist-BOS	19,000	19,000	19,132	19,132	18,934	(198)	-1.03%
	SUBTOTAL	19,000	19,000	19,132	19,132	18,934	(198)	-1.03%
	TOTAL EXPENDITURES	223,200	201,000	247,400	203,253	318,262	115,009	56.58%
	NET COST	21,287	0	46,200	2,158	116,201	114,914	5325.02%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689109 REVENUES**

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
LICENSES/PERMITS							
1471 Geothermal Air Monitor	176,156	183,983	174,856	179,680	174,856	(4,824)	-2.68%
SUBTOTAL	176,156	183,983	174,856	179,680	174,856	(4,824)	-2.68%
USE OF MONEY/PROPERTY							
1700 Interest-Pooled Cash	1,586	1,229	1,200	861	1,253	392	45.53%
SUBTOTAL	1,586	1,229	1,200	861	1,253	392	45.53%
TOTAL REVENUE	177,742	185,212	176,056	180,541	176,109	(4,432)	-2.45%

SUMMARY OF INDEX 689109 EXPENDITURES

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
SERVICES/SUPPLIES							
6515 Geothermal Air Monitor	174,284	222,630	214,586	217,665	214,586	(3,079)	-1.41%
SUBTOTAL	174,284	222,630	214,586	217,665	214,586	(3,079)	-1.41%
TOTAL EXPENDITURES	174,284	222,630	214,586	217,665	214,586	(3,079)	-1.41%
NET COST	(3,458)	37,418	38,530	37,124	38,477	1,353	3.64%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689307 REVENUES**

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	1,577	980	1,200	1,007	1,115	108	10.72%
SUBTOTAL	1,577	980	1,200	1,007	1,115	108	10.72%
<u>FINES/FORFEITURES/PENALTIES</u>							
1530 Air Pollution Fines	0	0	9,625	0	0	0	N/A
SUBTOTAL	0	0	9,625	0	0	0	N/A
TOTAL REVENUE	1,577	980	10,825	1,007	1,115	108	10.72%

SUMMARY OF INDEX 689307 EXPENDITURES

SUBJECT TITLE	Actual FY 11-12	Adopted Budget FY 11-12	Estimated FY 12-13	Adopted Budget FY 12-13	Requested FY 13-14	Difference	% Change
<u>SERVICES/SUPPLIES</u>							
6540 Contract Services	0	20,000	10,000	30,000	50,000	20,000	66.67%
6880 Small Tools	0	0	0	0	0	0	N/A
SUBTOTAL	0	20,000	10,000	30,000	50,000	20,000	66.67%
TOTAL EXPENDITURES	0	20,000	10,000	30,000	50,000	20,000	66.67%
NET COST	(1,577)	19,020	(825)	28,993	48,885	19,892	68.61%

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - Operations

Sections: 689018

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	1,180,730	1,178,859	1,104,446
PLUS: Revenues	1,140,585	1,203,605	1,190,000
LESS: Expenditures	1,142,455	1,278,018	1,434,457
Adjustments to Reserves / Encumbrances:			
Rounding	(1)	0	0
Adjust Salaries Payable	0	0	0
Change in Encumbrances	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	1,178,859	1,104,446	859,989
(SURPLUS) / DEFICIT FOR FISCAL YEAR	1,869	74,413	244,457

DETAIL OF BEGINNING FUND BALANCE	6/30/11	6/30/12
101 Cash	1,181,588	1,183,660
102 Petty Cash	200	200
107 Accounts Receivable	0	0
132 Due from Other Governments	0	0
201 Vouchers Payable	(858)	(4,801)
203 Accounts Payable	0	0
207 Salaries & Benefits Payable	0	0
331 Fund Balance Reserved - Petty Cash	(200)	(200)
440 Encumbrances (P.O.)	0	0
441 Encumbrances (Contracts)	0	0
FUND BALANCE	1,180,730	1,178,859

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - VPMP

Sections: 689034

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	753,380	677,090	581,850
PLUS: Revenues	248,185	229,396	234,469
LESS: Expenditures	324,474	324,636	452,615
Adjustments:			
Rounding	(2)	0	0
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	677,090	581,850	363,704
(SURPLUS) / DEFICIT FOR FISCAL YEAR	76,289	95,240	218,146

DETAIL OF BEGINNING FUND BALANCE	6/30/2011	06/30/12
101 Cash	866,736	780,975
109 Other Receivables	0	0
132 Due from Other Gov	39,833	42,047
201 Vouchers Payable	(8,333)	(1,076)
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
322 Fund Balance Reserved for Encumbrance	(144,856)	(144,856)
FUND BALANCE	753,380	677,090

2/25/2013

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - GAMP

Sections: 689109

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	179,572	183,029	144,499
PLUS: Revenues	177,742	176,056	176,109
LESS: Expenditures	174,284	214,586	214,586
Adjustments: Rounding	(1)	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	183,029	144,499	106,022
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(3,458)	38,530	38,477

DETAIL OF BEGINNING FUND BALANCE	6/30/11	6/30/12
101 Cash	196,716	199,501
107 Accounts Receivables	0	0
109 Other Receivables	0	0
201 Vouchers Payable	(17,144)	(16,472)
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
FUND BALANCE	179,572	183,029

2/25/2013

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - Community Programs Fund

Sections: 689307

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	176,809	178,386	179,211
PLUS: Revenues	1,577	10,825	1,115
LESS: Expenditures	0	10,000	50,000
Adjustments to Reserves / Encumbrances: Change in Encumbrance		0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	178,386	179,211	130,326
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(1,577)	(825)	48,885

DETAIL OF BEGINNING FUND BALANCE	6/30/11	6/30/12
101 Cash	176,809	178,386
109 Other Receivables	0	0
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
440 Encumbrance	0	0
FUND BALANCE	176,809	178,386

2/25/2013

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - CARL MOYER *

Sections: 689059

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	184,658	163,370	117,170
PLUS: Revenues	201,913	201,200	202,061
LESS: Expenditures	223,200	247,400	318,262
Adjustments:			
Rounding	(1)	0	0
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	163,370	117,170	969
(SURPLUS) / DEFICIT FOR FISCAL YEAR	21,287	46,200	116,201

DETAIL OF BEGINNING FUND BALANCE	06/30/11	06/30/12
101 Cash	184,658	163,370
109 Other Receivables	0	0
132 Due from Other Gov	0	0
201 Vouchers Payable	0	0
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
322 Fund Balance Reserved for Encumbrance	0	0
FUND BALANCE	184,658	163,370

* 09/10 is the first year for this index.

2/25/2013

FY 2013-14
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - DMV MOYER *

Sections: 689042

ITEM	Actual FY 11-12	Estimated FY 12-13	Requested FY 13-14
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	648,849	597,457	689,943
PLUS: Revenues	125,512	118,127	120,917
LESS: Expenditures	176,903	25,641	200,786
Adjustments:			
Rounding	(1)	0	0
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	597,457	689,943	610,074
(SURPLUS) / DEFICIT FOR FISCAL YEAR	51,391	(92,486)	79,869

DETAIL OF BEGINNING FUND BALANCE	06/30/11	06/30/12
101 Cash	628,932	576,434
109 Other Receivables	0	0
132 Due from Other Gov	19,917	21,023
201 Vouchers Payable	0	0
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
322 Fund Balance Reserved for Encumbrance	0	0
FUND BALANCE	648,849	597,457

* 09/10 is the first year for this index.

2/25/2013

FY 2012-2013 NSCAPCD DIVISION BUDGET
AIR POLLUTION CONTROL - 689018
Significant Subobject Detail

REVENUE - LICENSES/PERMITS

1462 - Air Quality Permit Fees

A reduction of \$13,000 in air quality permit fees is budgeted in anticipation of possible reductions in certain permit fee revenues.

1484 Title V Permit Fees

Title V Permit Fees are based on a \$1,000 application fee plus time and materials. Once a Title V permit is obtained by an industry source, it need not be revised until that source requests a change in operations. All Title V permits are re-issued every five years. The District anticipates re-issuing five permits in FY 13-14, representing an increase of \$10,000 over FY 12-13.

1486 Air Quality Application Fees

A decrease of \$10,000 is budgeted in this sub-object due to an anticipated decrease in application fees associated with large projects.

REVENUE - USE OF MONEY

REVENUE - INTERGOVERNMENTAL REVENUES

2500 State-Other

The revenue included in this sub-object is for Portable Equipment Registration Program (PERP) inspections, which the District performs for the State. \$16,628 is estimated for FY 13-14.

2505 Special Supplemental Subvention

The revenue included in this sub-object are received from the State based upon an annual application. Funds are granted to assist local agencies in implement air pollution control measures from motor vehicles. An increase of \$10,000 is budgeted for FY 13-14 in anticipation of the receipt of supplemental subvention funds that are available for special projects.

REVENUE - OTHER FINANCING SOURCES

4625 OT W/in Spec Districts

The District Operations fund is entitled to fees for handling the VPMP program, the DMV Moyer program, and the Carl Moyer program. The total transfer of funding to the NSCAPCD Operations fund is anticipated to be \$167,085. The fees from VPMP include a standard 5% fee and additional funds for the reimbursement of labor costs (based on estimated hours needed) to conduct air monitoring, grant program administration, and implementation of other district activities under the California Clean Air Act that are related to automotive emissions as prescribed by statute and consistent with guidance from the California Air Resources Board. Labor costs are estimated based upon time spent maintaining and servicing the various instruments, reviewing data and preparing it for submittal to federal and state air quality databases. An additional transfer of \$16,500 from VPMP is being re-budgeted to allow for partial reimbursement for the purchase of a long-range electric vehicle which was not available in FY 12-13. The District is also entitled to administrative fees for implementing other specified grant programs. Administrative fees of 10% will be charged for the administration of the Carl Moyer grant program. These fees are for the anticipated time needed to review, track and manage the funds. 5% will be charged for administration of the DMV Moyer grant program in order to review, track and manage those funds.

FY 2012-2013 NSCAPCD DIVISION BUDGET
AIR POLLUTION CONTROL - 689018
Significant Subobject Detail

EXPENDITURES - SALARIES AND BENEFITS

An overall decrease of \$11,182 is anticipated in Salaries and Benefits from FY 12-13 budget. The decrease is primarily due to a salary savings of \$24,863 in Permanent Positions. The savings are offset by an increase of \$14,443 in Additional Benefits to allow for the hiring of two extra help employees to help with special projects.

5100 - Permanent Positions

A decrease of \$24,863 is anticipated in this sub-object due to changes in staffing.

5907 Additional Benefits

An increase of \$14,443 is anticipated within this subobject for FY 13-14 to allow for the hiring of extra help employees; one to assist with the implementation of special projects and the other to help convert the paper filing system to an electronic format.

EXPENDITURES - SERVICES AND SUPPLIES

An overall increase of \$181,037 is anticipated in Services and Supplies for FY 13-14. Changes in excess of \$5,000 and 10% are noted below.

6140 - Maintenance Equipment

An increase of \$5,500 is budgeted in this sub-object to allow for the purchase of spare parts and the replacement of equipment as needed to address maintenance needs deferred during the economic downturn.

6157 - Field Equipment

An increase of \$5,000 is budgeted in this sub-object to allow for the purchase of spare parts and the replacement of field equipment as needed to address maintenance needs deferred during the economic downturn.

6180 - Maint - Bldg Improvements

An increase of \$15,500 is budgeted for plumbing upgrades and other miscellaneous improvements to a tenant leased facility to address maintenance needs deferred during the economic downturn.

6400 - Office Expense

A \$20,000 increase over FY 12-13 is budgeted in this sub-object to allow for the purchase of ergonomically correct office equipment.

6540 - Contract Services

An increase of \$59,000 is budgeted in this sub-object to allow the District to contract with a consultant for advanced programming and management of a computerized air data management system and other miscellaneous contract expenses.

6610 - Legal Services

An increase of \$5,000 is budgeted in this sub-object to allow for potential legal research that may become necessary due to changes in State laws.

6630 - Audit/Accounting Services

The audit for the District is scheduled every two years. The bi-annual audit is anticipated for FY 13-14. \$15,750 has been budgeted according to budget instructions.

6840 - Rents/Leases -

An increase of \$9,724 is budgeted to allow for an anticipated increase in rent.

7400 & 7425 Data Processing & Desktop Modernization

An increase in each of these subobjects is being made to reflect the new ISD rates per budget instructions. The combined increase totals \$21,056.

EXPENDITURES - FIXED ASSETS

8571 Mobile Equipment

An increase of \$15,000 is budgeted for FY 13-14 to replace air monitoring and field equipment as needed.

NET COST

Net cost for this fund is estimated to be \$244,457 which is an increase of \$155,566 from FY 12-13. The increase in cost is due primarily to increases in appropriations to allow for the District to hire a consultant for advanced programming and management of a computerized air data management system, for the deferred maintenance of air monitoring and field equipment and parts, for plumbing upgrades and miscellaneous improvements to a tenant leased facility, and the purchase of ergonomically correct office furniture.

FY 2013-2014 NSCAPCD DIVISION BUDGET

VPMP - 689034

Significant Subobject Detail

REVENUE - CHARGES FOR SERVICES

3340 DMV Health Fees

\$231,227 is anticipated from the State for DMV Health Fees. The District receives \$4 DMV surcharge per registered vehicle within the District. The estimate is based on 58,000 registered vehicles, which is a slight decrease from the FY 12-13 estimate.

EXPENDITURES - SERVICES AND SUPPLIES

6540 Contract Services

Funds budgeted in this subobject are for planned VPMP grant disbursements. It is anticipated that the District will spend \$250,000 in FY 13-14 VPMP grant projects. \$200k is being budgeted for unallocated projects, \$25k to help fund a costs associated with a Countywide Greenhouse Gas Emissions Reduction Program, and \$25k for miscellaneous mobile source emission reduction efforts. This represents a 23.63% decrease over FY 12-13 due to the expected completion of the purchase and installation of the EV charging stations as part of the North County Electric Vehicle Infrastructure Project in FY 12-13.

EXPENDITURES - FIXED ASSETS

8571 Field Equipment

\$20,000 is budgeted in FY 13-14 to replace and update field equipment. This is an increase of \$4,000 over what was budgeted FY 12-13.

NET COST

Net cost for VPMP is estimated to be \$218,146. This represents an decrease of \$21,415 from FY 12-13.

FY 2013-2014 NSCAPCD DIVISION BUDGET
DMV MOYER FUND - 689042
Significant Subobject Detail

REVENUE - USE OF MONEY

1700 Interest on Pooled Cash

The FY 13-14 interest amount is based on an average cash balance at the estimated pooled interest rate of .65%.

REVENUE - OTHER

2080 State-Other-In Lieu

\$115,710 is expected for FY 13-14 from the State in DMV Moyer funds. These funds are derived from a \$2 DMV surcharge collected per registered vehicle within the District as authorized under Health and Safety Code 44225. The funds will be used for qualifying grant disbursements.

EXPENDITURES - SERVICES AND SUPPLIES

7000 Special Dept (Moyer)

\$195,000 is budgeted for DMV Moyer grant projects FY 13-14.

NET COST

Net cost for DMV Moyer is estimated to be \$79,869. This represents an increase of 15.80% or \$10,898 from FY 12-13 due to a decrease in anticipated revenues and a slight increase in anticipated expenses.

FY 2013-2014 NSCAPCD DIVISION BUDGET
CARL MOYER FUND - 689059
Significant Subobject Detail

REVENUE - OTHER

2080 State-Other-In Lieu

This account reflects the amount anticipated from the State in Carl Moyer funds. No change in funding is expected in this funding source for FY 13-14.

EXPENDITURES - SERVICES AND SUPPLIES

7000 Special Dept (Moyer)

This account represents the amount anticipated to be spent in Carl Moyer grant funds. In order to make all grant funds and interest earned available for contracting, the District is increasing available appropriations by \$115,009. The total budgeted amount for FY 13-14 is \$298,262.

EXPENDITURES - OTHER FINANCING USES

8625 OT-Within Special District-BOS

The District fund is entitled to a 10% administrative fee for the Carl Moyer funds received to cover fiscal services and the anticipated time needed to review, track and manage the funds. Total transfer of funding to the District's Operational Fund is anticipated to be \$18,934.

Net Cost

Net cost for Carl Moyer is estimated to be \$116,201 which is an increase \$114,914 over the FY 12-13 budget. This is reflective of a change in budgeting approach to make all funds available for grants.

FY 2013-2014 NSCAPCD DIVISION BUDGET

GAMP - 689109

Significant Subobject Detail

REVENUE - LICENSES/PERMITS

1471 Geothermal Air Monitoring

The amount collected for air monitoring fees is based on the estimated expenditures and is set by the GAMP Consortium.

EXPENDITURES - SERVICES AND SUPPLIES

6515 Geothermal Air Monitoring

The estimated air monitoring expenditures is set by the GAMP Consortium. GAMP is a cooperative program between industry and regulatory agencies to meet permit requirements in the Geysers Known Geothermal Resource Area (KGRA). The program has been in effect for almost 30 years and consists of 3 hydrogen sulfide aerometric stations and 2 meteorological stations. Funding is provided exclusively by the industry members of GAMP. The District acts as Contract Manager to disburse program expenses and contractor costs. The GAMP consultant provides day-to-day operational support and data reduction services. A budget is established each year based on the amount of required work and repairs. GAMP collects a 10% contingency in the event there are unexpected expenditures during the fiscal year.

Net Cost

Net cost for GAMP is estimated to be \$38,477. This program is fully funded by the source generators within the GAMP Consortium. Use of fund balance is determined by the Consortium members.

FY 2013-2014 NSCAPCD DIVISION BUDGET
COMMUNITY PROGRAMS FUND - 689307
Significant Subobject Detail

REVENUE - USE OF MONEY

1700 Interest on Pooled Cash

The FY 13-14 interest amount is based on an average cash balance at the estimated pooled interest rate of .65%.

EXPENDITURES - SERVICES AND SUPPLIES

6540 Contract Services

The Community Programs Fund specifies that funds may be used for community education and public outreach. The District estimates it will use \$50,000 in FY 13-14. An estimated \$25,000 will be used for a wood-burning stove replacement program and \$25,000 to help fund efforts related to Greenhouse Gas Emissions Reduction.

Net Cost

Net Cost for Community Programs Fund is estimated to be \$48,885.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 27 10:00 A.M.
(This Section for use by Clerk of the Board Only.)

To: Board of Commissioners

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Community Development Commission

Staff Name and Phone Number:

John D. Haig – 565-7508

Supervisorial District(s):

1

Title: Agreement for Sale of Property – 650 West Spain Street, Sonoma

Recommended Actions:

Approve the Purchase Agreement for \$240,000 by and between the Sonoma County Community Development Commission, as seller, and Nandine Hatvany, as buyer, for the vacant land located at 650 West Spain Street, Sonoma, and authorize and direct the Executive Director of Commission to carry out all tasks necessary to comply with the terms of the Agreement and close escrow.

Executive Summary:

The West Spain Street property was one of several real estate assets involuntarily acquired by the Sonoma County Community Development Commission (CDC) as a part of the dissolution of the City of Sonoma's redevelopment agency. While these assets received from the City have long-term value, they will require a significant amount of staff time to ensure adequate and prudent management. Because the Dissolution Act required all unencumbered Low and Moderate-Income Housing Fund (LMIHF) balances to be transferred to local taxing entities as part of redevelopment dissolution, this new housing workload from the City was not accompanied by any cash with which to pay administrative and property management costs. As previously reported to your Board, staff has determined that, in the long-term, the assets it has received as housing successor entity can be expected to yield sufficient income to enable the CDC to administer its new obligations in a fiscally prudent manner. However, in the short-term, the CDC lacks the finances to pay for this new administrative workload. Therefore, on November 11, 2012, your Board authorized staff to take the necessary steps to liquidate the West Spain Street property, a .3 acre unimproved lot within city limits which is not suitable for multi-family affordable housing, to raise the cash needed to pay administrative and management costs related to the remaining assets.

The West Spain Street property was appraised in August 2012 for a market value of \$290,000 assuming a 12+ month marketing period, and for a disposition value of \$160,000 assuming a 6-month marketing period. CDC staff issued a Request for Proposals (RFP) for Sonoma Valley-area real estate brokers to provide assistance in marketing the property. Four (4) brokers submitted responses to the RFP, all of which were fully responsive to its specified requirements. The CDC selected Sotheby's International to market the property, which was listed for sale on March 21, 2013 with an asking price of \$168,350. As of April 11, six (6) offers were received, as follows:

Price	Financing Terms	Time to Close	Special Conditions
\$155,000	Cash	60 days	None.
\$168,350	Cash	30 days	None.
\$170,000	Cash	10 days	None.
\$180,000	Cash	30 days	None.
\$187,000	Cash	10 days	None.
\$190,000	Cash	10 days	None.

Given the range in property value supplied by the appraiser, together with the quick receipt of multiple offers in excess of the initial asking price, CDC staff countered all offers with a new asking price of \$240,000. One interested buyer, Nandine Harvany, accepted the counter price. Approval of the attached Purchase Agreement would authorize and direct the CDC staff to close escrow on the sale of the property at that price and for the terms listed therein.

The California Health and Safety Code (HSC) sections collectively referred to the California Community Redevelopment Law (CRL) which pertain to housing remain in effect despite the dissolution of redevelopment agencies and therefore govern the sale of real property acquired with LMIHF funds. HSC Section 33431 requires the CDC to hold a public hearing, notice of which is given by publication not less than once a week for two weeks, prior to the sale of such property. The required notice has been published in The Press Democrat, and the CDC may now hold the required public hearing to consider approval of the attached Agreement to sell the West Spain Street property. Upon Board approval, CDC staff will take all actions necessary to comply with the provisions of the Agreement to close escrow on the sale of the property no later than May 24, 2013.

Prior Board Actions:

11/11/2012: Authorized staff to take the necessary steps to liquidate the West Spain Street property.

Strategic Plan Alignment

Not applicable.

Fiscal Summary - FY 12-13

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

Narrative Explanation of Fiscal Impacts (If Required):

None applicable.

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:

Purchase Agreement.

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

None.



CALIFORNIA
ASSOCIATION
OF REALTORS®

ADDENDUM
(C.A.R. Form ADM, Revised 4/12)

No. 1

The following terms and conditions are hereby incorporated in and made a part of the: Residential Purchase Agreement, Manufactured Home Purchase Agreement, Business Purchase Agreement, Residential Lease or Month-to-Month Rental Agreement, Vacant Land Purchase Agreement, Residential Income Property Purchase Agreement, Commercial Property Purchase Agreement, Other _____

dated April 11, 2013, on property known as 650 West Spain
Sonoma, CA 95476

in which Nandine Hatvany is referred to as ("Buyer/Tenant")
and Sonoma Cty. Community Dev. Com is referred to as ("Seller/Landlord").

1. Close of escrow shall occur on May 24, 2013 or sooner.
2. Attached Disclosure is an addendum to the Vacant Land purchase contract dated April 11, 2013.
3. Escrow holder is First American title per item 4.B1 in purchase agreement
4. Buyer shall pay for title insurance to be issued by First American title per item 4.B2 in purchase agreement.

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this document.

Date 4/20/13

Date 4/18/13

Buyer/Tenant Nandine Hatvany

Seller/Landlord Sonoma Cty. Community Dev. Com

Buyer/Tenant _____

Seller/Landlord _____

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ADM REVISED 4/12 (PAGE 1 OF 1)


ADDENDUM (ADM PAGE 1 OF 1)

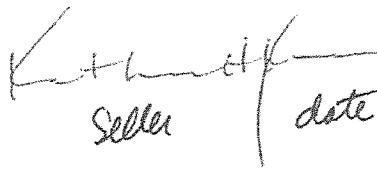
Agent: Ingeborg Hutzel Phone: (707)933-9976 Fax: _____ Prepared using zipForm® software
Broker: Sotheby's International Realty 369 West Napa Street Sonoma, CA 95476

Addendum to Counter Offer, 650 West Spain Street, Sonoma, CA

This Agreement is contingent upon each of the following:

1. Approval of this Agreement by Seller's Board of Commissioners following a noticed public hearing in compliance with the California Community Redevelopment Law. If such approval has not occurred by May 22, 2013, then this Agreement shall be rescinded, and the Buyer's deposit shall be returned to Buyer, and neither party shall have any other duties, obligations, or rights under this Agreement.
2. Buyer understands and agrees:
 - a. The Property was acquired by the Sonoma Community Development Agency (SCDA) with redevelopment funds from the Low and Moderate Income Housing Fund created pursuant to California Health and Safety Code §33334.3;
 - b. Pursuant to an act of the California Legislature, ABx1 26, SCDA was dissolved on February 1, 2012.
 - c. By virtue of the election made by the City of Sonoma ("City") in its Resolution No. 06-2012 not to retain the SCDA's redevelopment housing operations, under California Health and Safety Code §34176(b), "all rights, powers, assets, duties, and obligations associated with the housing activities of the [SCDA], excluding enforceable obligations retained by the [Successor Agency]," including the Property, automatically transferred to the Sonoma County Housing Authority on February 1, 2012 by operation of law, and are now held by Seller, its parent body.
 - d. Seller makes no representations or warranties as to the state of title to the Property; provided, however, that Seller states that it believes that it has title to the Property by virtue of the matters set forth in Paragraph 2.c above. Buyer shall obtain a policy of title insurance (at Buyer's sole cost and expense) at closing to satisfy itself that the title conveyed to it by Seller is valid and marketable. Seller shall provide reasonable assistance to Buyer to assist Buyer in obtaining such title insurance.
3. Seller makes no representations or warranties whatsoever with respect to Property, including, but not limited to, the physical conditions on the Property, the suitability of the Property for any particular use, the existence of any hazardous materials on the property, the zoning of the Property, or the existence or non-existence of any environmental conditions on the Property that might affect its development. Buyer agrees that this is an "AS IS" sale.

x 
NANDINE HATVANY
BUYER date: 4/20/13


Seller date 4/18/13



CALIFORNIA ASSOCIATION OF REALTORS

COUNTER OFFER No. One For use by Seller or Buyer. May be used for Multiple Counter Offer. (C.A.R. Form CO, Revised 11/10)

Date April 16, 2013

This is a counter offer to the: [X] California Residential Purchase Agreement, [] Counter Offer No., or [] Other ("Offer"). dated April 11, 2013 on property known as 650 West Spain Street, Sonoma

between Nanding Hatvany ("Property"), Sonoma Co Community Dev Comm'n ("Buyer") and ("Seller").

- 1. TERMS: The terms and conditions of the above referenced document are accepted subject to the following: A. Paragraphs in the Offer that require initials by all parties, but are not initialed by all parties, are excluded from the final agreement unless specifically referenced for inclusion in paragraph 1C of this or another Counter Offer. B. Unless otherwise agreed in writing, down payment and loan amount(s) will be adjusted in the same proportion as in the original Offer. C. OTHER TERMS: Purchase price to be \$240,000. All other terms to remain the same.

D. The following attached addenda are incorporated into this Counter Offer: [] Addendum No. []

2. RIGHT TO ACCEPT OTHER OFFERS: If this is a Seller Counter Offer, (i) Seller has the right to continue to offer the Property for sale or for another transaction, and to accept any other offer at any time prior to Acceptance, as described in paragraph 3 and (ii) Seller's acceptance of another offer prior to Buyer's Acceptance of this Counter Offer, shall revoke this Counter Offer.

3. EXPIRATION: This Counter Offer shall be deemed revoked and the deposits, if any, shall be returned unless this Counter Offer is signed by the Buyer or Seller in whom it is sent and a Copy of the signed Counter Offer is personally received by the person making this Counter Offer or by Jeffrey Gibson, who is authorized to receive

it by 5:00 PM on the third Day After the later date specified in paragraph 5 or, (if checked) by [X] April 18, 2013 (date), at 9:00 AM [] PM. This Counter Offer may be executed in counterparts.

4. [X] (if checked:) MULTIPLE COUNTER OFFER: Seller is making a Counter Offer(s) to another prospective buyer(s) on terms that may or may not be the same as in this Counter Offer. Acceptance of this Counter Offer by Buyer shall not be binding unless and until it is subsequently re-Signed by Seller in paragraph 7 below and a Copy of the Counter Offer Signed in paragraph 7 is personally received by Buyer or by Nicole Prado, who is authorized to receive it, by 5:00 PM on the third Day After the later date specified in paragraph 5 or, (if checked) by [X] (date), at [] AM [] PM. Prior to the completion of all of these events, Buyer and Seller shall have no duties or obligations for the purchase or sale of the Property. NOTE TO SELLER: Sign and date in paragraph 5 to make this Counter Offer.

5. OFFER: [] BUYER OR [X] SELLER MAKES THIS COUNTER OFFER ON THE TERMS ABOVE AND ACKNOWLEDGES RECEIPT OF A COPY. Nicole Prado Date April 16, 2013 Sonoma Co Community Dev Comm'n by Kathleen Kane Date

6. ACCEPTANCE: I/WE accept the above Counter Offer (if checked [] SUBJECT TO THE ATTACHED COUNTER OFFER) and acknowledge receipt of a Copy. Date 4/17/13 Time 3:47 AM [X] PM [] AM [] PM

7. MULTIPLE COUNTER OFFER SIGNATURE LINE: By signing below, Seller accepts this Multiple Counter Offer. NOTE TO SELLER: Do NOT sign in this box until after Buyer signs in paragraph 5. (Paragraph 7 applies only if paragraph 4 is checked.) Date 4/18/13 Time 4:14 AM [X] PM [] AM [] PM

8. () (Initials) Confirmation of Acceptance: A Copy of Signed Acceptance was personally received by the maker of the Counter Offer, or that person's authorized agent as specified in paragraph 3 (or, if this is a Multiple Counter Offer, the Buyer or Buyer's authorized agent as specified in paragraph 4) on (date) [] AM [] PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by the the maker of the Counter Offer, or that person's authorized agent (or, if this is a Multiple Counter Offer, the Buyer or Buyer's authorized agent) whether or not confirmed in this document. Completion of this confirmation is not legally required in order to create a binding Agreement; it is solely intended to evidence the date that Acceptance has occurred.

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Reviewed by _____ Date _____





CALIFORNIA
ASSOCIATION
OF REALTORS®

VACANT LAND PURCHASE AGREEMENT
AND JOINT ESCROW INSTRUCTIONS
(C.A.R. Form VLPA, Revised 4/10)

Date April 11, 2013

1. OFFER:

A. THIS IS AN OFFER FROM Nandine Hatvany ("Buyer").

B. THE REAL PROPERTY TO BE ACQUIRED is described as 650 West Spain Street (Vacant Land)

Assessor's Parcel No(s) 127-204-012
situated in Sonoma, County of Sonoma, California, ("Property").

C. THE PURCHASE PRICE offered is One Hundred Ninety Thousand (Dollars \$ 190,000.00).

D. CLOSE OF ESCROW shall occur on _____ (date) (or 10 Days After Acceptance).

2. AGENCY:

A. POTENTIALLY COMPETING BUYERS AND SELLERS: Buyer and Seller each acknowledge receipt of a disclosure of the possibility of multiple representation by the Broker representing that principal. This disclosure may be part of a listing agreement, buyer representation agreement or separate document (C.A.R. Form DA). Buyer understands that Broker representing Buyer may also represent other potential buyers, who may consider, make offers on or ultimately acquire the Property. Seller understands that Broker representing Seller may also represent other sellers with competing properties of interest to this Buyer.

B. CONFIRMATION: The following agency relationships are hereby confirmed for this transaction:

Listing Agent Sotheby's International Realty (Print Firm Name) is the agent of (check one): the Seller exclusively; or both the Buyer and Seller.

Selling Agent DP Realty Pros (Print Firm Name) (if not the same as the Listing Agent) is the agent of (check one): the Buyer exclusively; or the Seller exclusively; or both the Buyer and Seller. Real Estate Brokers are not parties to the Agreement between Buyer and Seller.

3. FINANCE TERMS: Buyer represents that funds will be good when deposited with Escrow Holder.

A. INITIAL DEPOSIT: Deposit shall be in the amount of \$ 5,000.00

(1) Buyer shall deliver deposit directly to Escrow Holder by personal check, electronic funds transfer, Other _____ within 3 business days after acceptance (or Other _____);

OR (2) (If checked) Buyer has given the deposit by personal check (or _____) to the agent submitting the offer (or to _____), made payable to _____ The deposit shall be held uncashed until Acceptance and then deposited with Escrow Holder (or into Broker's trust account) within 3 business days after Acceptance (or Other _____).

B. INCREASED DEPOSIT: Buyer shall deposit with Escrow Holder an increased deposit in the amount of \$ _____ within _____ Days After Acceptance, or _____.

C. LOAN(S)

(1) FIRST LOAN in the amount of \$ _____ This loan will be conventional financing or, if checked, FHA, VA, Seller (C.A.R. Form SFA), assumed financing (C.A.R. Form PAA), Other _____. This loan shall be at a fixed rate not to exceed _____ % or, an adjustable rate loan with initial rate not to exceed _____ %. Regardless of the type of loan, Buyer shall pay points not to exceed _____ % of the loan amount.

(2) SECOND LOAN in the amount of \$ _____ This loan will be conventional financing or, if checked, Seller (C.A.R. Form SFA), assumed financing (C.A.R. Form PAA), Other _____. This loan shall be at a fixed rate not to exceed _____ % or, an adjustable rate loan with initial rate not to exceed _____ %. Regardless of the type of loan, Buyer shall pay points not to exceed _____ % of the loan amount.

D. ADDITIONAL FINANCING TERMS: All cash

E. BALANCE OF PURCHASE PRICE OR DOWN PAYMENT in the amount of \$ 185,000.00 to be deposited with Escrow Holder within sufficient time to close escrow.

F. PURCHASE PRICE (TOTAL): \$ 190,000.00

Buyer's Initials (NH) (_____)

Seller's Initials (NH) (_____)

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Reviewed by _____ Date _____



VLPA REVISED 4/10 (PAGE 1 OF 10)

VACANT LAND PURCHASE AGREEMENT (VLPA PAGE 1 OF 10)

Agent: Nicole Del Prado Phone: 650-302-9138 Fax: 650-362-1843 Prepared using zipForm® software
Broker: DP Realty Pros 550 18th Street Ste.406 San Francisco, CA 94107

G. VERIFICATION OF DOWN PAYMENT AND CLOSING COSTS: Buyer (or Buyer's lender or loan broker pursuant to 3H(1)) shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of Buyer's down payment and closing costs. (If checked, verification attached.)

H. LOAN TERMS:

(1) LOAN APPLICATIONS: Within 7 (or _____) Days After Acceptance, Buyer shall Deliver to Seller a letter from lender or loan broker stating that, based on a review of Buyer's written application and credit report, Buyer is prequalified or preapproved for any NEW loan specified in 3C above. (If checked letter attached.)

(2) LOAN CONTINGENCY: Buyer shall act diligently and in good faith to obtain the designated loan(s). Obtaining the loan(s) specified above is a contingency of this Agreement unless otherwise agreed in writing. Buyer's contractual obligations to obtain and provide deposit, balance of down payment and closing costs are not contingencies of this Agreement.

(3) LOAN CONTINGENCY REMOVAL:

(i) Within 17 (or _____) Days After Acceptance, Buyer shall, as specified in paragraph 19, in writing remove the loan contingency or cancel this Agreement;

OR (ii) If checked the loan contingency shall remain in effect until the designated loans are funded.

(4) NO LOAN CONTINGENCY (If checked): Obtaining any loan specified above is NOT a contingency of this Agreement. If Buyer does not obtain the loan and as a result Buyer does not purchase the Property, Seller may be entitled to Buyer's deposit or other legal remedies.

I. APPRAISAL CONTINGENCY AND REMOVAL: This Agreement is (OR, if checked, is NOT) contingent upon a written appraisal of the Property by a licensed or certified appraiser at no less than the specified purchase price. If there is a loan contingency, Buyer's removal of the loan contingency shall be deemed removal of this appraisal contingency (or, if checked, Buyer shall, as specified in paragraph 19B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance). If there is no loan contingency, Buyer shall, as specified in paragraph 19B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance.

J. ALL CASH OFFER (If checked): Buyer shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of sufficient funds to close this transaction. (If checked verification attached.)

K. BUYER STATED FINANCING: Seller has relied on Buyer's representation of the type of financing specified (including but not limited to, as applicable, amount of down payment, contingent or non contingent loan, or all cash). If Buyer seeks alternate financing, (i) Seller has no obligation to cooperate with Buyer's efforts to obtain such financing, and (ii) Buyer shall also pursue the financing method specified in this Agreement. Buyer's failure to secure alternate financing does not excuse Buyer from the obligation to purchase the Property and close escrow as specified in this Agreement.

L. SELLER FINANCING: The following terms (or (if checked) the terms specified in the attached Seller Financing Addendum (C.A.R. Form SFA) apply ONLY to financing extended by Seller under this Agreement.

(1) BUYER'S CREDIT-WORTHINESS: Buyer authorizes Seller and/or Brokers to obtain, at Buyer's expense, a copy of Buyer's credit report. Within 7 (or _____) Days After Acceptance, Buyer shall provide any supporting documentation reasonably requested by Seller.

(2) TERMS: Buyer's promissory note, deed of trust and other documents as appropriate shall incorporate and implement the following additional terms: (i) the maximum interest rate specified in paragraph 3C shall be the actual fixed interest rate for Seller financing; (ii) deed of trust shall contain a REQUEST FOR NOTICE OF DEFAULT on senior loans; (iii) Buyer shall sign and pay for a REQUEST FOR NOTICE OF DELINQUENCY prior to Close Of Escrow and at any future time if requested by Seller; (iv) note and deed of trust shall contain an acceleration clause making the loan due, when permitted by law and at Seller's option, upon the sale or transfer of the Property or any interest in it; (v) note shall contain a late charge of 6% of the installment due (or _____) if the installment is not received within 10 days of the date due; (vi) title insurance coverage in the form of a joint protection policy shall be provided insuring Seller's deed of trust interest in the Property (any increased cost over owner's policy shall be paid by Buyer); and (vii) tax service shall be obtained and paid for by Buyer to notify Seller if property taxes have not been paid.

(3) ADDED, DELETED OR SUBSTITUTED BUYERS: The addition, deletion or substitution of any person or entity under this Agreement or to title prior to Close Of Escrow shall require Seller's written consent. Seller may grant or withhold consent in Seller's sole discretion. Any additional or substituted person or entity shall, if requested by Seller, submit to Seller the same documentation as required for the original named Buyer. Seller and/or Brokers may obtain a credit report, at Buyer's expense, on any such person or entity.

M. ASSUMED OR "SUBJECT TO" FINANCING: Seller represents that Seller is not delinquent on any payments due on any loans. Seller shall, within the time specified in paragraph 19, provide Copies of all applicable notes and deeds of trust, loan balances and current interest rates to Buyer. Buyer shall then, as specified in paragraph 19B(3), remove this contingency or cancel this Agreement. Differences between estimated and actual loan balances shall be adjusted at Close Of Escrow by cash down payment. Impound accounts, if any, shall be assigned and charged to Buyer and credited to Seller. Seller is advised that Buyer's assumption of an existing loan may not release Seller from liability on that loan. If this is an assumption of a VA Loan, the sale is contingent upon Seller being provided a release of liability and substitution of eligibility, unless otherwise agreed in writing. If the Property is acquired subject to an existing loan, Buyer and Seller are advised to consult with legal counsel regarding the ability of an existing lender to call the loan due, and the consequences thereof.

4. ALLOCATION OF COSTS (If checked): Unless otherwise specified in writing, this paragraph only determines who is to pay for the inspection, test or service ("Report") mentioned; it does not determine who is to pay for any work recommended or identified in the Report.

A. INSPECTIONS AND REPORTS:

(1) Buyer Seller shall pay to have existing septic or private sewage disposal system, if any, inspected _____

(2) Buyer Seller shall pay for costs of testing to determine the suitability of soil for sewage disposal _____

(3) Buyer Seller shall pay to have existing wells, if any, tested for water potability and productivity _____

Buyer's Initials (NH) (_____)

Seller's Initials (MLK) (_____)



(4) Buyer Seller shall pay to have Property corners identified _____

(5) Buyer Seller shall pay for a natural hazard zone disclosure report prepared by _____

(6) Buyer Seller shall pay for the following inspection or report _____

(7) Buyer Seller shall pay for the following inspection or report _____

B. ESCROW AND TITLE:

(1) Buyer Seller shall pay escrow fee _____
Escrow Holder shall be _____

(2) Buyer Seller shall pay for owner's title insurance policy specified in paragraph 15E _____
Owner's title policy to be issued by _____

(Buyer shall pay for any title insurance policy insuring Buyer's Lender, unless otherwise agreed in writing.)

C. OTHER COSTS:

(1) Buyer Seller shall pay County transfer tax or transfer fee _____

(2) Buyer Seller shall pay City transfer tax or transfer fee 50/50 _____

(3) Buyer Seller shall pay Homeowners' Association ("HOA") transfer fees _____

(4) Buyer Seller shall pay HOA document preparation fees _____

(5) Buyer Seller shall pay for _____

(6) Buyer Seller shall pay for _____

5. **POSSESSION AND KEYS:** Possession shall be delivered to Buyer at 5PM or _____ AM PM, on the date of Close Of Escrow; on _____; or no later than _____ Days After Close Of Escrow. The Property shall be unoccupied, unless otherwise agreed in writing. Seller shall provide keys and/or means to operate all Property locks. If Property is located in a common interest subdivision, Buyer may be required to pay a deposit to the Homeowners' Association ("HOA") to obtain keys to accessible HOA facilities.

6. STATUTORY DISCLOSURES AND CANCELLATION RIGHTS:

A. **NATURAL AND ENVIRONMENTAL HAZARDS:** Seller shall, within the time specified in paragraph 19, deliver to Buyer if required by Law: (i) earthquake guides (and questionnaire) and environmental hazards booklet; (ii) disclose if the Property is located in a Special Flood Hazard Area; Potential Flooding (Inundation) Area; Very High Fire Hazard Zone; State Fire Responsibility Area; Earthquake Fault Zone; Seismic Hazard Zone; and (iii) disclose any other zone as required by Law and provide any other information required for those zones.

B. **WITHHOLDING TAXES:** Within the time specified in paragraph 19A, to avoid required withholding, Seller shall Deliver to Buyer or qualified substitute, an affidavit sufficient to comply with federal (FIRPTA) and California withholding Law (C.A.R. Form AS or QS).

C. **MEGAN'S LAW DATABASE DISCLOSURE:** Notice: Pursuant to Section 290.46 of the Penal Code, information about specified registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides. (Neither Seller nor Brokers are required to check this website. If Buyer wants further information, Broker recommends that Buyer obtain information from this website during Buyer's inspection contingency period. Brokers do not have expertise in this area.

7. SELLER DOCUMENTATION AND ADDITIONAL DISCLOSURE:

A. Within the time specified in paragraph 19, if Seller has actual knowledge, Seller shall provide to Buyer, in writing, the following information:

(1) **LEGAL PROCEEDINGS:** Any lawsuits by or against Seller, threatening or affecting the Property, including any lawsuits alleging a defect or deficiency in the Property or common areas, or any known notices of abatement or citations filed or issued against the Property.

(2) **AGRICULTURAL USE:** Whether the Property is subject to restrictions for agricultural use pursuant to the Williamson Act (Government Code §§51200-51295).

(3) **DEED RESTRICTIONS:** Any deed restrictions or obligations.

(4) **FARM USE:** Whether the Property is in, or adjacent to, an area with Right to Farm rights (Civil Code §3482.5 and §3482.6).

(5) **ENDANGERED SPECIES:** Presence of endangered, threatened, 'candidate' species, or wetlands on the Property.

(6) **ENVIRONMENTAL HAZARDS:** Any substances, materials, or products that may be an environmental hazard including, but not limited to, asbestos, formaldehyde, radon gas, lead-based paint, fuel or chemical storage tanks, and contaminated soil or water on the Property.

(7) **COMMON WALLS:** Any features of the Property shared in common with adjoining landowners, such as walls, fences, roads, and driveways, and agriculture and domestic wells whose use or responsibility for maintenance may have an effect on the Property.

(8) **LANDLOCKED:** The absence of legal or physical access to the Property.

(9) **EASEMENTS/ENCROACHMENTS:** Any encroachments, easements or similar matters that may affect the Property.

(10) **SOIL FILL:** Any fill (compacted or otherwise), or abandoned mining operations on the Property.

(11) **SOIL PROBLEMS:** Any slippage, sliding, flooding, drainage, grading, or other soil problems.

(12) **EARTHQUAKE DAMAGE:** Major damage to the Property or any of the structures from fire, earthquake, floods, or landslides.

(13) **ZONING ISSUES:** Any zoning violations, non-conforming uses, or violations of "setback" requirements.

(14) **NEIGHBORHOOD PROBLEMS:** Any neighborhood noise problems, or other nuisances.

B. **RENTAL AND SERVICE AGREEMENTS:** Within the time specified in paragraph 19, Seller shall make available to Buyer for inspection and review, all current leases, rental agreements, service contracts and other related agreements, licenses, and permits pertaining to the operation or use of the Property.

C. **TENANT ESTOPPEL CERTIFICATES:** (If checked) Within the time specified in paragraph 19, Seller shall deliver to Buyer tenant estoppel certificates (C.A.R. Form TEC) completed by Seller or Seller's agent, and signed by tenants, acknowledging: (i) that tenants' rental or lease agreements are unmodified and in full force and effect (or if modified, stating all such modifications); (ii) that no lessor defaults exist; and (iii) stating the amount of any prepaid rent or security deposit.

D. **MELLO-ROOS TAX; 1915 BOND ACT:** Within the time specified in paragraph 19, Seller shall: (i) make a good faith effort to obtain a notice from any local agencies that levy a special tax or assessment on the Property (or, if allowed, substantially equivalent notice), pursuant to the Mello-Roos Community Facilities Act, and Improvement Bond Act of 1915, and (ii) promptly deliver to Buyer any such notice obtained.

Buyer's Initials (NH) (_____)

Seller's Initials (KMK) (_____)



8. CONDOMINIUM/PLANNED UNIT DEVELOPMENT DISCLOSURES:

- A. SELLER HAS: 7 (or _____) Days After Acceptance to disclose to Buyer whether the Property is a condominium, or is located in a planned development or other common interest subdivision (C.A.R. Form VLQ).
- B. If the Property is a condominium, or located in a planned unit development or other common interest subdivision, Seller has 3 (or _____) Days After Acceptance to request from the HOA (C.A.R. Form HOA): (i) Copies of any documents required by Law; (ii) disclosure of any pending or anticipated claim or litigation by or against the HOA; (iii) a statement containing the location and number of designated parking and storage spaces; (iv) Copies of the most recent 12 months of HOA minutes for regular and special meetings; and (v) the names and contact information of all HOAs governing the Property (collectively, "CI Disclosures") and (vi) the following if Seller has actual knowledge: (a) any material defects in the condition of common area (such as pools, tennis courts, walkways or other areas co-owned in undivided interest with other); and (b) possible lack of compliance with HOA requirements. Seller shall itemize and Deliver to Buyer all CI Disclosures received from the HOA and any CI Disclosures in Seller's possession. Buyer's approval of CI Disclosures is a contingency of this Agreement as specified in paragraph 14B(3).

9. **SUBSEQUENT DISCLOSURES:** In the event Seller, prior to Close Of Escrow, becomes aware of adverse conditions materially affecting the Property, or any material inaccuracy in disclosures, information or representations previously provided to Buyer of which Buyer is otherwise unaware, Seller shall promptly provide a subsequent or amended disclosure or notice, in writing, covering those items. However, a subsequent or amended disclosure shall not be required for conditions and material inaccuracies disclosed in reports ordered and paid for by Buyer.

10. CHANGES DURING ESCROW:

- A. Prior to Close Of Escrow, Seller may engage in the following acts, ("Proposed Changes"), subject to Buyer's rights in paragraph 19: (i) rent or lease any part of the premises; (ii) alter, modify or extend any existing rental or lease agreement; (iii) enter into, alter, modify or extend any service contract(s); or (iv) change the status of the condition of the Property.
- B. At least 7 (or _____) Days prior to any Proposed Changes, Seller shall give written notice to Buyer of such Proposed Changes.

11. ITEMS INCLUDED AND EXCLUDED:

- A. **NOTE TO BUYER AND SELLER:** Items listed as Included or excluded in the MLS, flyers or marketing materials are **not** included in the purchase price or excluded from the sale unless specified in 11B or C.
- B. **ITEMS INCLUDED IN SALE:**
 - (1) All EXISTING fixtures and fittings that are attached to the Property;
 - (2) The following items: _____
 - (3) Seller represents that all items included in the purchase price, unless otherwise specified, are owned by Seller.
 - (4) All items included shall be transferred free of liens and without Seller warranty.
- C. **ITEMS EXCLUDED FROM SALE:** _____

12. **CONDITION OF PROPERTY:** Unless otherwise agreed: (i) the Property is sold (a) in its PRESENT physical ("as-is") condition as of the date of Acceptance and (b) subject to Buyer Investigation rights; (ii) the Property is to be maintained in substantially the same condition as of the date of Acceptance and (iii) (if checked) All debris and personal property not included in the sale shall be removed by Seller by Close Of Escrow.

- A. SELLER SHALL, within the time specified in paragraph 19, DISCLOSE KNOWN MATERIAL FACTS AND DEFECTS AFFECTING THE PROPERTY AND MAKE ALL OTHER DISCLOSURES REQUIRED BY LAW.
- B. Buyer has the right to inspect the Property and, as specified in paragraph 19B, based upon information discovered in those inspections: (i) cancel this Agreement; or (ii) request that Seller make Repairs or take other action.
- C. Buyer is strongly advised to conduct investigations of the entire Property in order to determine its present condition. Seller may not be aware of all defects affecting the Property or other factors that Buyer considers important. Property improvements may not be built according to code, in compliance with current Law, or have had permits issued.

13. BUYER'S INVESTIGATION OF PROPERTY AND MATTERS AFFECTING PROPERTY:

- A. Buyer's acceptance of the condition of, and any other matter affecting the Property, is a contingency of this Agreement as specified in this paragraph and paragraph 19B. Within the time specified in paragraph 19B(1), Buyer shall have the right, at Buyer's expense unless otherwise agreed, to conduct inspections, investigations, tests, surveys and other studies ("Buyer Investigations"), including, but not limited to, the right to: (i) inspect for lead-based paint and other lead-based paint hazards; (ii) inspect for wood destroying pests and organisms; (iii) review the registered sex offender database; (iv) confirm the insurability of Buyer and the Property; and (v) satisfy Buyer as to any matter specified in the attached Buyer's Inspection Advisory (C.A.R. Form BIA). Without Seller's prior written consent, Buyer shall neither make nor cause to be made: (i) invasive or destructive Buyer Investigations; or (ii) inspections by any governmental building or zoning inspector or government employee, unless required by Law.
- B. Seller shall make the Property available for all Buyer Investigations. Buyer shall (i) as specified in paragraph 19B, complete Buyer Investigations and, either remove the contingency or cancel this Agreement, and (ii) give Seller, at no cost, complete Copies of all Investigation reports obtained by Buyer, which obligation shall survive the termination of this Agreement.
- C. **Buyer Indemnify and Seller protection for entry upon property:** Buyer shall: (i) keep the Property free and clear of liens; (ii) repair all damage arising from Buyer Investigations; and (iii) indemnify and hold Seller harmless from all resulting liability, claims, demands, damages and costs of Buyer's Investigations. Buyer shall carry, or Buyer shall require anyone acting on Buyer's behalf to carry, policies of liability, workers' compensation and other applicable insurance, defending and protecting Seller from liability for any injuries to persons or property occurring during any Buyer Investigations or work done on the Property at Buyer's direction prior to Close Of Escrow. Seller is advised that certain protections may be afforded Seller by recording a "Notice of Non-responsibility" (C.A.R. Form NNR) for Buyer Investigations and work done on the Property at Buyer's direction. Buyer's obligations under this paragraph shall survive the termination or cancellation of this Agreement and Close Of Escrow.

Buyer's Initials (NH) (_____)

Seller's Initials (KJK) (_____)

Reviewed by _____ Date _____



D. BUYER IS STRONGLY ADVISED TO INVESTIGATE THE CONDITION AND SUITABILITY OF ALL ASPECTS OF THE PROPERTY AND ALL MATTERS AFFECTING THE VALUE OR DESIRABILITY OF THE PROPERTY, INCLUDING BUT NOT LIMITED TO, THE ITEMS SPECIFIED BELOW. IF BUYER DOES NOT EXERCISE THESE RIGHTS, BUYER IS ACTING AGAINST THE ADVICE OF BROKERS. BUYER UNDERSTANDS THAT ALTHOUGH CONDITIONS ARE OFTEN DIFFICULT TO LOCATE AND DISCOVER, ALL REAL PROPERTY CONTAINS CONDITIONS THAT ARE NOT READILY APPARENT AND THAT MAY AFFECT THE VALUE OR DESIRABILITY OF THE PROPERTY. BUYER AND SELLER ARE AWARE THAT BROKERS DO NOT GUARANTEE, AND IN NO WAY ASSUME RESPONSIBILITY FOR, THE CONDITION OF THE PROPERTY. BROKERS HAVE NOT AND WILL NOT VERIFY ANY OF THE ITEMS IN THIS PARAGRAPH 13, UNLESS OTHERWISE AGREED IN WRITING.

- E. SIZE, LINES, ACCESS AND BOUNDARIES:** Lot size, property lines, legal or physical access and boundaries including features of the Property shared in common with adjoining landowners, such as walls, fences, roads and driveways, whose use or responsibility for maintenance may have an effect on the Property and any encroachments, easements or similar matters that may affect the Property. (Fences, hedges, walls and other natural or constructed barriers or markers do not necessarily identify true Property boundaries. Property lines may be verified by survey.) (Unless otherwise specified in writing, any numerical statements by Brokers regarding lot size are APPROXIMATIONS ONLY, which have not been and will not be verified, and should not be relied upon by Buyer.)
- F. ZONING AND LAND USE:** Past, present, or proposed laws, ordinances, referendums, initiatives, votes, applications and permits affecting the current use of the Property, future development, zoning, building, size, governmental permits and inspections. Any zoning violations, non-conforming uses, or violations of "setback" requirements. (Buyer should also investigate whether these matters affect Buyer's intended use of the Property.)
- G. UTILITIES AND SERVICES:** Availability, costs, restrictions and location of utilities and services, including but not limited to, sewerage, sanitation, septic and leach lines, water, electricity, gas, telephone, cable TV and drainage.
- H. ENVIRONMENTAL HAZARDS:** Potential environmental hazards, including, but not limited to, asbestos, lead-based paint and other lead contamination, radon, methane, other gases, fuel, oil or chemical storage tanks, contaminated soil or water, hazardous waste, waste disposal sites, electromagnetic fields, nuclear sources, and other substances, including mold (airborne, toxic or otherwise), fungus or similar contaminant, materials, products or conditions.
- I. GEOLOGIC CONDITIONS:** Geologic/seismic conditions, soil and terrain stability, suitability and drainage including any slippage, sliding, flooding, drainage, grading, fill (compacted or otherwise), or other soil problems.
- J. NATURAL HAZARD ZONE:** Special Flood Hazard Areas, Potential Flooding (Inundation) Areas, Very High Fire Hazard Zones, State Fire Responsibility Areas, Earthquake Fault Zones, Seismic Hazard Zones, or any other zone for which disclosure is required by Law.
- K. PROPERTY DAMAGE:** Major damage to the Property or any of the structures or non-structural systems and components and any personal property included in the sale from fire, earthquake, floods, landslides or other causes.
- L. NEIGHBORHOOD, AREA AND PROPERTY CONDITIONS:** Neighborhood or area conditions, including Agricultural Use Restrictions pursuant to the Williamson Act (Government Code §§51200-51295), Right To Farm Laws (Civil Code §3482.5 and §3482.6), schools, proximity and adequacy of law enforcement, crime statistics, the proximity of registered felons or offenders, fire protection, other government services, availability, adequacy and cost of any speed-wired, wireless internet connections or other telecommunications or other technology services and installations, proximity to commercial, industrial or agricultural activities, existing and proposed transportation, construction and development that may affect noise, view, or traffic, airport noise, noise or odor from any source, abandoned mining operations on the Property, wild and domestic animals, other nuisances, hazards, or circumstances, protected species, wetland properties, botanical diseases, historic or other governmentally protected sites or improvements, cemeteries, facilities and condition of common areas of common interest subdivisions, and possible lack of compliance with any governing documents or Homeowners' Association requirements, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Buyer.
- M. COMMON INTEREST SUBDIVISIONS: OWNER ASSOCIATIONS:** Facilities and condition of common areas (facilities such as pools, tennis courts, walkways, or other areas co-owned in undivided interest with others), Owners' Association that has any authority over the subject property, CC&Rs, or other deed restrictions or obligations, and possible lack of compliance with any Owners' Association requirements.
- N. SPECIAL TAX:** Any local agencies that levy a special tax on the Property pursuant to the Mello-Roos Community Facilities Act or Improvement Bond Act of 1915.
- O. RENTAL PROPERTY RESTRICTIONS:** Some cities and counties impose restrictions that limit the amount of rent that can be charged, the maximum number of occupants and the right of a landlord to terminate a tenancy.
- P. MANUFACTURED HOME PLACEMENT:** Conditions that may affect the ability to place and use a manufactured home on the Property.

14. SELLER DISCLOSURES; ADDENDA; ADVISORIES; OTHER TERMS:

A. Seller Disclosures (if checked): Seller shall, within the time specified in paragraph 19A, complete and provide Buyer with a:

Seller Vacant Land Questionnaire (C.A.R. Form VLQ)

B. Addenda (if checked):

<input type="checkbox"/> Wood Destroying Pest Inspection and Allocation of Cost Addendum (C.A.R. Form WPA)	<input type="checkbox"/> Addendum # _____ (C.A.R. Form ADM)
<input type="checkbox"/> Purchase Agreement Addendum (C.A.R. Form PAA)	<input type="checkbox"/> Septic, Well and Property Monument Addendum (C.A.R. Form SWPI)
<input type="checkbox"/> Short Sale Addendum (C.A.R. Form SSA)	<input type="checkbox"/> Other _____

C. Advisories (if checked):

<input type="checkbox"/> Probate Advisory (C.A.R. Form PAK)	<input type="checkbox"/> Buyer's Inspection Advisory (C.A.R. Form BIA)
<input type="checkbox"/> Trust Advisory (C.A.R. Form TA)	<input type="checkbox"/> Statewide Buyer and Seller Advisory (C.A.R. Form SBSA)
	<input type="checkbox"/> REO Advisory (C.A.R. Form REO)

D. Other Terms:

Buyer's Initials (NH) (_____)

Seller's Initials (MLC) (_____)

Reviewed by _____ Date _____



15. TITLE AND VESTING:

- A. Within the time specified in paragraph 19, Buyer shall be provided a current preliminary title report, which shall include a search of the General Index, Seller shall within 7 Days After Acceptance, give Escrow Holder a completed Statement of Information. The preliminary report is only an offer by the title insurer to issue a policy of title insurance and may not contain every item affecting title. Buyer's review of the preliminary report and any other matters which may affect title are a contingency of this Agreement as specified in paragraph 19B.
- B. Title is taken in its present condition subject to all encumbrances, easements, covenants, conditions, restrictions, rights and other matters, whether of record or not, as of the date of Acceptance except: (i) monetary liens of record unless Buyer is assuming those obligations or taking the Property subject to those obligations; and (ii) those matters which Seller has agreed to remove in writing.
- C. Within the time specified in paragraph 19, Seller has a duty to disclose to Buyer all matters known to Seller affecting title, whether of record or not.
- D. At Close Of Escrow, Buyer shall receive a grant deed conveying title (or, for stock cooperative or long-term lease, an assignment of stock certificate or of Seller's leasehold interest), including oil, mineral and water rights if currently owned by Seller. Title shall vest as designated in Buyer's supplemental escrow instructions. THE MANNER OF TAKING TITLE MAY HAVE SIGNIFICANT LEGAL AND TAX CONSEQUENCES. CONSULT AN APPROPRIATE PROFESSIONAL.
- E. Buyer shall receive a standard coverage owner's CLTA policy of title insurance. An ALTA policy or the addition of endorsements may provide greater coverage for Buyer. A title company, at Buyer's request, can provide information about the availability, desirability, coverage, survey requirements, and cost of various title insurance coverages and endorsements. If Buyer desires title coverage other than that required by this paragraph, Buyer shall instruct Escrow Holder in writing and pay any increase in cost.

16. SALE OF BUYER'S PROPERTY:

- A. This Agreement is NOT contingent upon the sale of any property owned by Buyer.
- OR B. (If checked) The attached addendum (C.A.R. Form COP) regarding the contingency for the sale of property owned by Buyer is incorporated into this Agreement.

17. MANUFACTURED HOME PURCHASE (if checked): The purchase of the Property is contingent upon Buyer acquiring a personal property manufactured home to be placed on the Property after Close Of Escrow. Buyer has has not entered into a contract for the purchase of a personal property manufactured home. Within the time specified in paragraph 19, Buyer shall remove this contingency or cancel this Agreement, (OR, if checked, this contingency shall remain in effect until the Close Of Escrow of the Property).

18. CONSTRUCTION LOAN FINANCING (if checked): The purchase of the Property is contingent upon Buyer obtaining a construction loan. A draw from the construction loan will will not be used to finance the Property. Within the time specified in paragraph 19, Buyer shall remove this contingency or cancel this Agreement (or, if checked, this contingency shall remain in effect until Close Of Escrow of the Property).

19. TIME PERIODS; REMOVAL OF CONTINGENCIES; CANCELLATION RIGHTS: The following time periods may only be extended, altered, modified or changed by mutual written agreement. Any removal of contingencies or cancellation under this paragraph by either Buyer or Seller must be exercised in good faith and in writing (C.A.R. Form CR or CC).

A. SELLER HAS: 7 (or _____) Days After Acceptance to Deliver to Buyer all Reports, disclosures and information for which Seller is responsible under paragraphs 3M, 4, 6A and B, 7, 8A, 12A, 14A and B, and 15. Buyer may give Seller a Notice to Seller to Perform (C.A.R. Form NSP) if Seller has not Delivered the items within the time specified.

B. (1) BUYER HAS: 17 (or _____) Days After Acceptance, unless otherwise agreed in writing, to complete all Buyer Investigations; approve all disclosures, reports and other applicable information, which Buyer receives from Seller; and approve all other matters affecting the Property (including lead-based paint and lead-based paint hazards as well as other information specified in paragraph 6 and insurability of Buyer and the Property).

(2) Within the time specified in 19B(1), Buyer may request that Seller make repairs or take any other action regarding the Property (C.A.R. Form RR). Seller has no obligation to agree to or respond to Buyer's requests.

(3) Within the time specified in 19B(1) (or as otherwise specified in this Agreement), Buyer shall, Deliver to Seller either (i) a removal of the applicable contingency (C.A.R. Form CR), or (ii) a cancellation (C.A.R. Form CC) of this Agreement based upon a remaining contingency or Seller's failure to Deliver the specified items. However, if any report, disclosure or information for which Seller is responsible is not Delivered within the time specified in 19A, then Buyer has 5 (or _____) Days After Delivery of any such items, or the time specified in 19B(1), whichever is later, to Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement.

(4) Continuation of Contingency: Even after the end of the time specified in 19B(1) and before Seller cancels this Agreement, if at all, pursuant to 19C, Buyer retains the right to either (i) in writing remove remaining contingencies, or (ii) cancel this Agreement based upon a remaining contingency or Seller's failure to Deliver the specified items. Once Buyer's written removal of all contingencies is Delivered to Seller, Seller may not cancel this Agreement pursuant to 19C(1).

C. SELLER RIGHT TO CANCEL:

(1) Seller right to Cancel; Buyer Contingencies: If, within the time specified in this Agreement, Buyer does not, in writing, Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement then Seller, after first Delivering to Buyer a Notice to Buyer to Perform (C.A.R. Form NBP) may cancel this Agreement. In such event, Seller shall authorize return of Buyer's deposit.

(2) Seller right to Cancel; Buyer Contract Obligations: Seller, after first Delivering to Buyer a NBP may cancel this Agreement for any of the following reasons: (i) if Buyer fails to deposit funds as required by 3A or 3B; (ii) if the funds deposited pursuant to 3A or 3B are not good when deposited; (iii) if Buyer fails to Deliver a letter as required by 3H; (iv) if Buyer fails to Deliver verification as required by 3G or 3J; or (v) if Seller reasonably disapproves of the verification provided by 3G or 3J or the credit report or supporting documentation pursuant to 3M. In such event, Seller shall authorize return of Buyer's deposit.

(3) Notice To Buyer To Perform: The NBP shall: (i) be in writing; (ii) be signed by Seller; and (iii) give Buyer at least 2 (or _____) Days After Delivery (or until the time specified in the applicable paragraph, whichever occurs last) to take the applicable action. A NBP may not be Delivered any earlier than 2 Days Prior to the expiration of the applicable time for Buyer to remove a contingency or cancel this Agreement or meet an obligation specified in 19C(2).

D. EFFECT OF BUYER'S REMOVAL OF CONTINGENCIES: If Buyer removes, in writing, any contingency or cancellation rights, unless otherwise specified in a separate written agreement between Buyer and Seller, Buyer shall with regard to that contingency or cancellation right conclusively be deemed to have: (i) completed all Buyer Investigations, and review of reports and other applicable information and disclosures; (ii) elected to proceed with the transaction; and (iii) assumed all liability, responsibility and expense for Repairs or corrections or for inability to obtain financing.

Buyer's Initials (NH) (_____)

Seller's Initials ([Signature]) (_____)



- E. **CLOSE OF ESCROW:** Before Seller or Buyer may cancel this Agreement for failure of the other party to close escrow pursuant to this Agreement, Seller or Buyer must first give the other a demand to close escrow (C.A.R. Form DCE).
- F. **EFFECT OF CANCELLATION ON DEPOSITS:** If Buyer or Seller gives written notice of cancellation pursuant to rights duly exercised under the terms of this Agreement, Buyer and Seller agree to Sign mutual instructions to cancel the sale and escrow and release deposits, if any, to the party entitled to the funds, less fees and costs incurred by that party. Fees and costs may be payable to service providers and vendors for services and products provided during escrow. Release of funds will require mutual Signed release instructions from Buyer and Seller, judicial decision or arbitration award.
- 20. **FINAL VERIFICATION OF CONDITION:** Buyer shall have the right to make a final inspection of the Property within 5 (or _____) Days Prior to Close Of Escrow, NOT AS A CONTINGENCY OF THE SALE, but solely to confirm: (i) the Property is maintained pursuant to paragraph 12; (ii) Repairs have been completed as agreed; and (iii) Seller has complied with Seller's other obligations under this Agreement (C.A.R. FORM VP).
- 21. **ENVIRONMENTAL HAZARD CONSULTATION:** Buyer and Seller acknowledge: (i) Federal, state, and local legislation impose liability upon existing and former owners and users of real property, in applicable situations, for certain legislatively defined, environmentally hazardous substances; (ii) Broker(s) has/have made no representation concerning the applicability of any such Law to this transaction or to Buyer or to Seller, except as otherwise indicated in this Agreement; (iii) Broker(s) has/have made no representation concerning the existence, testing, discovery, location and evaluation of/for, and risks posed by, environmentally hazardous substances, if any, located on or potentially affecting the Property; and (iv) Buyer and Seller are each advised to consult with technical and legal experts concerning the existence, testing, discovery, location and evaluation of/for, and risks posed by, environmentally hazardous substances, if any, located on or potentially affecting the Property.
- 22. **PRORATIONS OF PROPERTY TAXES AND OTHER ITEMS:** Unless otherwise agreed in writing, the following items shall be PAID CURRENT and prorated between Buyer and Seller as of Close Of Escrow: real property taxes and assessments, interest, rents, HOA regular, special, and emergency dues and assessments imposed prior to Close Of Escrow, premiums on insurance assumed by Buyer, payments on bonds and assessments assumed by Buyer, and payments on Mello-Roos and other Special Assessment District bonds and assessments that are a current lien. The following items shall be assumed by Buyer WITHOUT CREDIT toward the purchase price: prorated payments on Mello-Roos and other Special Assessment District bonds and assessments and HOA special assessments that are a current lien but not yet due. The Property will be reassessed upon change of ownership. Any supplemental tax bills shall be paid as follows: (i) for periods after Close Of Escrow, by Buyer; and (ii) for periods prior to Close Of Escrow, by Seller. See C.A.R. Form SPT or SBSA for further information. TAX BILLS ISSUED AFTER CLOSE OF ESCROW SHALL BE HANDLED DIRECTLY BETWEEN BUYER AND SELLER. Prorations shall be made based on a 30-day month.
- 23. **SELECTION OF SERVICE PROVIDERS:** Brokers do not guarantee the performance of any vendors, service or product providers ("Providers"), whether referred by Broker or selected by Buyer, Seller or other person. Buyer and Seller may select ANY Providers of their own choosing.
- 24. **MULTIPLE LISTING SERVICE/PROPERTY DATA SYSTEM:** If Broker is a participant of a Multiple Listing Service ("MLS") or Property Data System ("PDS"), Broker is authorized to report to the MLS or PDS a pending sale and, upon Close Of Escrow, the sales price and other terms of this transaction shall be produced to the MLS to be published and disseminated to persons and entities authorized to use the information on terms approved by the MLS or PDS.
- 25. **EQUAL HOUSING OPPORTUNITY:** The Property is sold in compliance with federal, state and local anti-discrimination Laws.
- 26. **ATTORNEY FEES:** In any action, proceeding, or arbitration between Buyer and Seller arising out of this Agreement, the prevailing Buyer or Seller shall be entitled to reasonable attorney fees and costs from the non-prevailing Buyer or Seller, except as provided in paragraph 31A.
- 27. **DEFINITIONS:** As used in this Agreement:
 - A. "Acceptance" means the time the offer or final counter offer is accepted in writing by a party and is delivered to and personally received by the other party or that party's authorized agent in accordance with the terms of this offer or a final counter offer.
 - B. "C.A.R. Form" means the specific form referenced or another comparable form agreed to by the parties.
 - C. "Close Of Escrow" means the date the grant deed, or other evidence of transfer of title, is recorded.
 - D. "Copy" means copy by any means including photocopy, NCR, facsimile and electronic.
 - E. "Days" means calendar days. However, after Acceptance, the last Day for performance of any act required by this Agreement (including Close Of Escrow) shall not include any Saturday, Sunday, or legal holiday and shall instead be the next Day.
 - F. "Days After" means the specified number of calendar days after the occurrence of the event specified, not counting the calendar date on which the specified event occurs, and ending at 11:59 PM on the final day.
 - G. "Days Prior" means the specified number of calendar days before the occurrence of the event specified, not counting the calendar date on which the specified event is scheduled to occur.
 - H. "Deliver", "Delivered" or "Delivery", regardless of the method used (i.e. messenger, mail, email, fax, other), means and shall be effective upon (i) personal receipt by Buyer or Seller or the individual Real Estate Licensee for that principal as specified in paragraph D of the section titled Real Estate Brokers on page 8; OR (ii) if checked, per the attached addendum (C.A.R. Form RDN).
 - I. "Electronic Copy" or "Electronic Signature" means, as applicable, an electronic copy or signature complying with California Law. Buyer and Seller agree that electronic means will not be used by either party to modify or alter the content or integrity of this Agreement without the knowledge and consent of the other party.
 - J. "Law" means any law, code, statute, ordinance, regulation, rule or order, which is adopted by a controlling city, county, state or federal legislative, judicial or executive body or agency.
 - K. "Repairs" means any repairs (including pest control), alterations, replacements, modifications or retrofitting of the Property provided for under this Agreement.
 - L. "Signed" means either a handwritten or electronic signature on an original document, Copy or any counterpart.
- 28. **BROKERS:**
 - A. **BROKER COMPENSATION** Seller or Buyer, or both, as applicable, agrees to pay compensation to Broker as specified in a separate written agreement between Broker and that Seller or Buyer. Compensation is payable upon Close Of Escrow, or if escrow does not close, as otherwise specified in the agreement between Broker and that Seller or Buyer.

Buyer's Initials (NH) (_____)

Seller's Initials (KLK) (_____)

Reviewed by _____ Date _____



B. **SCOPE OF BROKER DUTY:** Buyer and Seller acknowledge and agree that: Brokers: (i) do not decide what price Buyer should pay or Seller should accept; (ii) do not guarantee the condition of the Property; (iii) do not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) shall not be responsible for identifying defects that are not known to Broker(s); (v) shall not be responsible for inspecting public records or permits concerning the title or use of the Property; (vi) shall not be responsible for identifying location of boundary lines or other items affecting title; (vii) shall not be responsible for verifying square footage, representations of others or information contained in inspection reports, MLS or PDS, advertisements, flyers or other promotional material, unless otherwise agreed in writing; (viii) shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller in the course of this representation; and (ix) shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer and Seller agree to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.

29. **JOINT ESCROW INSTRUCTIONS TO ESCROW HOLDER:**

A. The following paragraphs, or applicable portions thereof, of this Agreement constitute the joint escrow instructions of Buyer and Seller to Escrow Holder, which Escrow Holder is to use along with any related counter offers and addenda, and any additional mutual instructions to close the escrow: 1, 3, 4, 6B, 14B and D, 15, 16B, 17, 18, 19F, 22, 27, 28A, 29, 33, 35, and paragraph D of the section titled Real Estate Brokers on page 10. If a Copy of the separate compensation agreement(s) provided for in paragraph 28A, or paragraph D of the section titled Real Estate Brokers on page 10 is deposited with Escrow Holder by Broker, Escrow Holder shall accept such agreement(s) and pay out of Buyer's or Seller's funds, or both, as applicable, the respective Broker's compensation provided for in such agreement(s). The terms and conditions of this Agreement not specifically referenced above in the specified paragraphs are additional matters for the information of Escrow Holder, but about which Escrow Holder need not be concerned. Buyer and Seller will receive Escrow Holder's general provisions directly from Escrow Holder and will execute such provisions upon Escrow Holder's request. To the extent the general provisions are inconsistent or conflict with this Agreement, the general provisions will control as to the duties and obligations of Escrow Holder only. Buyer and Seller will execute additional instructions, documents and forms provided by Escrow Holder that are reasonably necessary to close the escrow.

B. A Copy of this Agreement shall be delivered to Escrow Holder within 3 business days after Acceptance (or _____). Escrow Holder shall provide Seller's Statement of Information to Title company when received from Seller. Buyer and Seller authorize Escrow Holder to accept and rely on Copies and Signatures as defined in this Agreement as originals, to open escrow and for other purposes of escrow. The validity of this Agreement as between Buyer and Seller is not affected by whether or when Escrow Holder Signs this Agreement.

C. Brokers are a party to the escrow for the sole purpose of compensation pursuant to paragraph 28A and paragraph D of the section titled Real Estate Brokers on page 10. Buyer and Seller irrevocably assign to Brokers compensation specified in paragraph 28A, respectively, and irrevocably instruct Escrow Holder to disburse those funds to Brokers at Close Of Escrow or pursuant to any other mutually executed cancellation agreement. Compensation instructions can be amended or revoked only with the written consent of Brokers. Buyer and Seller shall release and hold harmless Escrow Holder from any liability resulting from Escrow Holder's payment to Broker(s) of compensation pursuant to this Agreement. Escrow Holder shall immediately notify Brokers: (i) if Buyer's initial or any additional deposit is not made pursuant to this Agreement, or is not good at time of deposit with Escrow Holder; or (ii) if either Buyer or Seller instruct Escrow Holder to cancel escrow.

D. A Copy of any amendment that affects any paragraph of this Agreement for which Escrow Holder is responsible shall be delivered to Escrow Holder within 2 business days after mutual execution of the amendment.

30. **LIQUIDATED DAMAGES:** If Buyer fails to complete this purchase because of Buyer's default, Seller shall retain, as liquidated damages, the deposit actually paid. Buyer and Seller agree that this amount is a reasonable sum given that it is impractical or extremely difficult to establish the amount of damages that would actually be suffered by Seller in the event Buyer were to breach this Agreement. Release of funds will require mutual, Signed release instructions from both Buyer and Seller, judicial decision or arbitration award.

Buyer's Initials NH / _____ Seller's Initials [Signature]

31. **DISPUTE RESOLUTION:**

A. **MEDIATION:** Buyer and Seller agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action. Buyer and Seller also agree to mediate any disputes or claims with Broker(s), who, in writing, agree to such mediation prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. Mediation fees, if any, shall be divided equally among the parties involved. If, for any dispute or claim to which this paragraph applies, any party (i) commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to that party in any such action. THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED. Exclusions from this mediation agreement are specified in paragraph 31C.

B. **ARBITRATION OF DISPUTES:**

Buyer and Seller agree that any dispute or claim in Law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. Buyer and Seller also agree to arbitrate any disputes or claims with Broker(s), who, in writing, agree to such arbitration prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. The arbitrator shall be a retired judge or justice, or an attorney with at least 5 years of residential real estate Law experience, unless the parties mutually agree to a different arbitrator. The parties shall have the right to discovery in accordance with Code of Civil Procedure §1283.05. In all other respects, the arbitration shall be conducted in accordance with Title 9 of Part 3 of the Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction. Enforcement of this agreement to arbitrate shall be governed by the Federal Arbitration Act. Exclusions from this arbitration agreement are specified in paragraph 31C.

Buyer's Initials (NH) (_____)

Seller's Initials ([Signature]) (_____)

Reviewed by _____ Date _____



"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."

"WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."

Buyer's Initials NH / _____ Seller's Initials _____ / _____

C. ADDITIONAL MEDIATION AND ARBITRATION TERMS:

(1) EXCLUSIONS: The following matters shall be excluded from mediation and arbitration: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage or installment land sale contract as defined in Civil Code §2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic's lien; and (iv) any matter that is within the jurisdiction of a probate, small claims or bankruptcy court. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a waiver or violation of the mediation and arbitration provisions.

(2) BROKERS: Brokers shall not be obligated or compelled to mediate or arbitrate unless they agree to do so in writing. Any Broker(s) participating in mediation or arbitration shall not be deemed a party to the Agreement.

32. TERMS AND CONDITIONS OF OFFER:

This is an offer to purchase the Property on the above terms and conditions. The liquidated damages paragraph or the arbitration of disputes paragraph is incorporated in this Agreement if initialed by all parties or if incorporated by mutual agreement in a counter offer or addendum. If at least one but not all parties initial such paragraph(s), a counter offer is required until agreement is reached. Seller has the right to continue to offer the Property for sale and to accept any other offer at any time prior to notification of Acceptance. If this offer is accepted and Buyer subsequently defaults, Buyer may be responsible for payment of Brokers' compensation. This Agreement and any supplement, addendum or modification, including any Copy, may be Signed in two or more counterparts, all of which shall constitute one and the same writing.

33. TIME OF ESSENCE; ENTIRE CONTRACT; CHANGES: Time is of the essence. All understandings between the parties are incorporated in this Agreement. Its terms are intended by the parties as a final, complete and exclusive expression of their Agreement with respect to its subject matter, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. If any provision of this Agreement is held to be ineffective or invalid, the remaining provisions will nevertheless be given full force and effect. Except as otherwise specified, this Agreement shall be interpreted and disputes shall be resolved in accordance with the laws of the State of California. Neither this Agreement nor any provision in it may be extended, amended, modified, altered or changed, except in writing Signed by Buyer and Seller.

34. EXPIRATION OF OFFER: This offer shall be deemed revoked and the deposit shall be returned unless the offer is Signed by Seller and a Copy of the Signed offer is personally received by Buyer, or by _____ who is authorized to receive it, by 5:00 PM on the third Day after this offer is signed by Buyer (or, if checked, by 12:00 AM PM, on April 13, 2013 (date).

Buyer has read and acknowledges receipt of a Copy of the offer and agrees to the above confirmation of agency relationships.

Date 2013-04-11 15:07 GMT
BUYER Nandine Hatvany
Nandine Hatvany
(Print name)

Date _____
BUYER _____
(Print name)

(Address)

Additional Signature Addendum attached (C.A.R. Form ASA).

35. ACCEPTANCE OF OFFER: Seller warrants that Seller is the owner of the Property, or has the authority to execute this Agreement. Seller accepts the above offer, agrees to sell the Property on the above terms and conditions, and agrees to the above confirmation of agency relationships. Seller has read and acknowledges receipt of a Copy of this Agreement, and authorizes Broker to Deliver a Signed Copy to Buyer.

(If checked) SUBJECT TO ATTACHED COUNTER OFFER (C.A.R. Form CO) DATED: 4/16/13

Date 4/18/13
SELLER Kathleen H Kane
KATHLEEN H KANE, EXEC. DIR for
(Print name)

Date _____
SELLER _____
(Print name)

(Address) Santa Clara County CDC, 1440 Guerneville Rd, Santa Rosa, CA 95403

Additional Signature Addendum attached (C.A.R. Form ASA).

(_____) Confirmation of Acceptance: A Copy of Signed Acceptance was personally received by Buyer or Buyer's authorized agent on (date) _____ at _____ AM PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by Buyer or Buyer's authorized agent whether or not confirmed in this document. Completion of this confirmation is not legally required in order to create a binding Agreement; it is solely intended to evidence the date that Confirmation of Acceptance has occurred.

Buyer's Initials (NH) (_____)

Seller's Initials (KHK) (_____)

Reviewed by _____ Date _____



REAL ESTATE BROKERS:

- A. Real Estate Brokers are not parties to the Agreement between Buyer and Seller.
- B. Agency relationships are confirmed as stated in paragraph 2.
- C. If specified in paragraph 3A(2), Agent who submitted the offer for Buyer acknowledges receipt of deposit.
- D. **COOPERATING BROKER COMPENSATION:** Listing Broker agrees to pay Cooperating Broker (Selling Firm) and Cooperating Broker agrees to accept, out of Listing Broker's proceeds in escrow: (i) the amount specified in the MLS, provided Cooperating Broker is a Participant of the MLS in which the Property is offered for sale or a reciprocal MLS; or (ii) (if checked) the amount specified in a separate written agreement (C.A.R. Form CBC) between Listing Broker and Cooperating Broker. Declaration of License and Tax (C.A.R. Form DLT) may be used to document that tax reporting will be required or that an exemption exists.

Real Estate Broker (Selling Firm) DP Realty Pros DRE Lic. # 01381348
 By Nicole D. Prado Nicola Del Prado DRE Lic. # 01381348 Date 04/11/2013 2013-04-11 15:14 GMT
 Address 550 18th Street ste. 406 City San Francisco State ca Zip 94107
 Telephone (650)302-9138 Fax (650)362-1843 E-mail nicoledeprado@gmail.com

Real Estate Broker (Listing Firm) Sotheby's International Realty DRE Lic. # 00899496
 By Ingeborg Hutzel DRE Lic. # 01720846 Date 4/11/13
 Address 369 W NAPA ST City SOLANO State CA Zip 95970
 Telephone 707 933-9976 Fax _____ E-mail _____

ESCROW HOLDER ACKNOWLEDGMENT:

Escrow Holder acknowledges receipt of a Copy of this Agreement, (if checked, a deposit in the amount of \$ _____), counter offer(s) numbered _____ Seller's Statement of Information and Other _____, and agrees to act as Escrow Holder subject to paragraph 29 of this Agreement, any supplemental escrow instructions and the terms of Escrow Holder's general provisions, if any.

Escrow Holder is advised that the date of Confirmation of Acceptance of the Agreement as between Buyer and Seller is _____
 Escrow Holder _____ Escrow # _____
 By _____ Date _____
 Address _____
 Phone/Fax/E-mail _____
 Escrow Holder is licensed by the California Department of Corporations, Insurance, Real Estate. License # _____

PRESENTATION OF OFFER: (_____) Listing Broker presented this offer to Seller on _____ (date).
 Broker or Designee Initials _____

REJECTION OF OFFER: (_____) (_____) No counter offer is being made. This offer was rejected by Seller on _____ (date).
 Seller's Initials _____





CALIFORNIA
ASSOCIATION
OF REALTORS®

**DISCLOSURE REGARDING
REAL ESTATE AGENCY RELATIONSHIP**
(Selling Firm to Buyer)
(As required by the Civil Code)
(C.A.R. Form AD, Revised 11/12)

(If checked) This form is being provided in connection with a transaction for a leaseholder interest in a dwelling exceeding one year as per Civil Code section 2079.13(f) and (l).

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A Fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A selling agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more associate licensees, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.


In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

- (a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
- (b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, the agent may not, without the express permission of the respective party, disclose to the other party that the Seller will accept a price less than the listing price or that the Buyer will pay a price greater than the price offered.


The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. This disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. **I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE BACK (OR A SEPARATE PAGE).**

Buyer Seller Landlord Tenant Nandine Hatvany  2013-04-11 15:08 GMT Date
Nandine Hatvany

Buyer Seller Landlord Tenant Date 04/11/2013

Agent DP Realty Pros DRE Lic. # 01381348
Real Estate Broker (Firm)

By Nicole D. Prado  2013-04-11 15:15 GMT DRE Lic. # 01381348 Date 04/11/2013
(Salesperson or Broker-Associate) Nicole Del Prado

Agency Disclosure Compliance (Civil Code §2079.14):			
• When the listing brokerage company also represents Buyer/Tenant: The Listing Agent shall have one AD form signed by Seller/Landlord and a different AD form signed by Buyer/Tenant.			
• When Seller/Landlord and Buyer/Tenant are represented by different brokerage companies: (i) the Listing Agent shall have one AD form signed by Seller/Landlord and (ii) the Buyer's/Tenant's Agent shall have one AD form signed by Buyer/Tenant and either that same or a different AD form presented to Seller/Landlord for signature prior to presentation of the offer. If the same form is used, Seller may sign here:			
<u> </u>	Date <u>4/18/13</u>	<u> </u>	Date <u> </u>
Seller/Landlord		Seller/Landlord	

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Reviewed by _____ Date _____



AD REVISED 11/12 (PAGE 1 OF 2)

DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 1 OF 2)

Agent: Nicole Del Prado Phone: 650-302-9138 Fax: 650-362-1843 Prepared using zipForm® software
Broker: DP Realty Pros 550 18th Street Ste.406 San Francisco , CA 94107

CIVIL CODE SECTIONS 2079.24 (2079.16 APPEARS ON THE FRONT)

2079.13 As used in Sections 2079.14 to 2079.24, inclusive, the following terms have the following meanings:

(a) "Agent" means a person acting under provisions of title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. (b) "Associate licensee" means a person who is licensed as a real estate broker or salesperson under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code and who is either licensed under a broker or has entered into a written contract with a broker to act as the broker's agent in connection with acts requiring a real estate license and to function under the broker's supervision in the capacity of an associate licensee. The agent in the real property transaction bears responsibility for his or her associate licensees who perform as agents of the agent. When an associate licensee owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the associate licensee functions. (c) "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee. (d) "Dual agent" means an agent acting, either directly or through an associate licensee, as agent for both the seller and the buyer in a real property transaction. (e) "Listing agreement" means a contract between an owner of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer. (f) "Listing agent" means a person who has obtained a listing of real property to act as an agent for compensation. (g) "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the listing agent. (h) "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. (i) "Offer to purchase" means a written contract executed by a buyer acting through a selling agent which becomes the contract for the sale of the real property upon acceptance by the seller. (j) "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property which constitutes or is improved with one to four dwelling units, any leasehold in this type of property exceeding one year's duration, and mobile homes, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. (k) "Real property transaction" means a transaction for the sale of real property in which an agent is employed by one of the principals to act in that transaction, and includes a listing or an offer to purchase. (l) "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer, and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2985, and transactions for the creation of a leasehold exceeding one year's duration. (m) "Seller" means the transferor in a real property transaction, and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor. (n) "Selling agent" means a listing agent who acts alone, or an agent who acts in cooperation with a listing agent, and who sells or finds and obtains a buyer for the real property, or an agent who locates property for a buyer or who finds a property for which no listing exists and presents an offer to purchase to the seller. (o) "Subagent" means a person to whom an agent delegates agency powers as provided in Article 5 (commencing with Section 2349) of Chapter 1 of Title 9. However, "subagent" does not include an associate licensee who is acting under the supervision of an agent in a real property transaction.

2079.14 Listing agents and selling agents shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and, except as provided in subdivision (c), shall obtain a signed acknowledgement of receipt from that seller or buyer, except as provided in this section or Section 2079.15, as follows: (a) The listing agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. (b) The selling agent shall provide the disclosure form to the seller as soon as practicable prior to presenting the seller with an offer to purchase, unless the selling agent previously provided the seller with a copy of the disclosure form pursuant to subdivision (a). (c) Where the selling agent does not deal on a face-to-face basis with the seller, the disclosure form prepared by the selling agent may be furnished to the seller (and acknowledgement of receipt obtained for the selling agent from the seller) by the listing agent, or the selling agent may deliver the disclosure form by certified mail addressed to the seller at his or her last known address, in which case no signed acknowledgement of receipt is required. (d) The selling agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase, except that if the offer to purchase is not prepared by the selling agent, the selling agent shall present the disclosure form to the buyer not later than the next business day after the selling agent receives the offer to purchase from the buyer.

2079.15 In any circumstance in which the seller or buyer refuses to sign an acknowledgement of receipt pursuant to Section 2079.14, the agent, or an associate licensee acting for an agent, shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17 (a) As soon as practicable, the selling agent shall disclose to the buyer and seller whether the selling agent is acting in the real property transaction exclusively as the buyer's agent, exclusively as the seller's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the selling agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. (b) As soon as practicable, the listing agent shall disclose to the seller whether the listing agent is acting in the real property transaction exclusively as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the listing agent prior to or coincident with the execution of that contract by the seller.

(c) The confirmation required by subdivisions (a) and (b) shall be in the following form.

(DO NOT COMPLETE, SAMPLE ONLY) _____ is the agent of (check one): the seller exclusively; or both the buyer and seller.

(Name of Listing Agent)

(DO NOT COMPLETE, SAMPLE ONLY) _____ is the agent of (check one): the buyer exclusively; or the seller exclusively; or both the buyer and seller.

(Name of Selling Agent if not the same as the Listing Agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14.

2079.18 No selling agent in a real property transaction may act as an agent for the buyer only, when the selling agent is also acting as the listing agent in the transaction.

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 A dual agent shall not disclose to the buyer that the seller is willing to sell the property at a price less than the listing price, without the express written consent of the seller. A dual agent shall not disclose to the seller that the buyer is willing to pay a price greater than the offering price, without the express written consent of the buyer. This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.


2079.22 Nothing in this article precludes a listing agent from also being a selling agent, and the combination of these functions in one agent does not, of itself, make that agent a dual agent.

2079.23 A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

Buyer's Initials (NH) (_____)

Seller's Initials (LK) (_____)

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AD REVISED 11/12 (PAGE 2 OF 2)

Reviewed by _____ Date _____



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 2 OF 2)

650 west spain

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County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 28
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors/Board of Commissioners

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): County Administrator/Community Development Commission

Staff Name and Phone Number:

Don Schwartz 565-3775

Supervisorial District(s):

All

Title: Reinvestment and Revitalization Funds

Recommended Actions:

1. Adopt policy direction for County use of "Reinvestment and Revitalization" funds available as a result of dissolved Redevelopment Project Areas.
2. Direct County and Commission staff to return to the Board as part of the FY 13-14 supplemental budget with specific project and program funding recommendations.
3. Direct the County Administrator to review the policy direction and funding recommendations annually.
4. Direct the County Administrator and Commission to work with special districts under control of the Board on potential use of residual/asset distribution funds, consistent with the purpose of those districts.

Executive Summary:

With the dissolution of redevelopment agencies in 2012, various one-time and on-going funds are available for use by the County and special districts under control of the Board of Supervisors. These funds are estimated at \$30 million between FY 12-13 and FY 16-17, of which \$24.4 million will be available to the County. Staff recommends that the Board refine prior policy direction for the use of funds available to the County and direct staff to return with specific recommendations as part of the FY 13-14 budget process, review the policy direction and funding recommendations annually, and work with the special districts under control of the Board on potential use of their funds.

The State of California abolished redevelopment agencies in February, 2012. In Sonoma County, this included the County Redevelopment Agency administered by the Community Development Commission, with redevelopment project areas in the Springs area of the Sonoma Valley, Roseland, and the Russian River. This also included agencies and project areas in the nine incorporated municipalities within the County.

Redevelopment agencies were funded with a portion of property tax revenues from redevelopment project areas. Some of the redevelopment property taxes have since been used to fund the continuation of redevelopment projects already underway at the time of the State's action. Any of the taxes that are not required to pay legally enforceable obligations for such projects, such as construction contracts and bond repayments, have been apportioned to other local government taxing entities. These entities include the County and numerous special districts under the jurisdiction of the Board of Supervisors (County Service Areas [CSAs] #40 and #41; the Sonoma County Water Agency [SCWA]; Northern Sonoma County Air Pollution Control District).

The dissolved redevelopment agencies owned a variety of assets, including public facilities, commercial properties, low and moderate income housing units, loans receivable, and funds that had not yet been legally encumbered for investments in project areas. As with the property taxes, any of these assets that are required to be used for legally enforceable obligations remain committed to redevelopment purposes, while any unencumbered funds and any funds from real properties that can be liquidated, have been and will continue to be distributed to other taxing entities. Together, the unencumbered property taxes and other funds are known as residual/asset distribution funds. Attachment A summarizes the sources of the County's receipt of funds by former redevelopment agency and project area.

Attachment B summarizes the distributions of these funds to entities under the control of the Board of Supervisors. The total amount expected to be distributed to the County in FY 12-13 is \$11 million, and the amount that may be available over five years is estimated at \$24.4 million. (These exclude distributions in FY 11-12, which have already been accounted for, as well as some potential additional FY 12-13 distributions.) The estimates of future revenues represent staff's best estimate and are reasonable for high-level planning, but there are substantial uncertainties about the actual level of future funds. In February, 2013 the Board directed staff to establish a special budget unit for the County's share of these funds, and approved shifting the funds on April 23 into what will now be known as the Reinvestment and Revitalization Fund.

This report recommends refining prior policy direction for use of Reinvestment and Revitalization funds with the policy outlined in Attachment C. In December, 2012 the Board directed CDC to return in the FY 13-14 budget process with options for potential use of residual/asset distribution funds for projects to benefit former County redevelopment project areas. In February, 2013, the Board directed that the funds be considered for former redevelopment projects, benefit to former project areas, and county-wide economic development investments. Staff now recommends adding categories for supplementing the annual General Fund contribution to the Community Services Fund as directed by the Board on May 7, 2014, and adding former redevelopment programs and county-wide affordable housing investments. Staff also recommends using most of the funds in the County's unincorporated areas, and establishing this policy for five years, to be reviewed annually. Attachment D identifies projects and programs for which the Board has previously approved funding.

Focusing the use of these funds supports the County's Strategic Plan, particularly as investments in the future. The programs and projects will increase property values and thus future revenues, promote safe and healthy communities, and support economic growth.

For FY 13-14, staff will recommend the following funding priorities because they best match the Board's

policy direction and prior funding decisions, with specific amounts to be included in the supplemental budget:

1. Highway 12 Improvements
2. Roseland Village Mixed Use Project
3. Guerneville Homeless Shelter Capital Costs
4. Monte Rio Wastewater Feasibility Work
5. Supplementary Funding for the Community Services Fund

The supplemental budget recommendations will include full funding for the FY 13-14 expenses needed for these priorities, as well as a plan to fully fund them within the next five years. While Reinvestment and Revitalization funds represent a significant funding source, there are many unfunded projects and programs which fit the policy criteria for their use.

This report also recommends directing the County Administrator and Commission staff to work with special districts under control of the Board on potential use of their residual/asset distribution funds, consistent with the purpose of those districts. These funds are estimated at \$5.6 million between FY 12-13 and FY 16-17.

Prior Board Actions:

May 7, 2013: Board directed CDC to initiate a public hearing process in anticipation of potential Supplemental Budget approval for use of \$200,000 in residual distribution funds to augment the Community Services Fund for FY 13-14.

April 23, 2013: Board approved transferring \$5.3 million into residual fund.

Feb. 5, 2013: Board directed that residual funds from dissolved Redevelopment project areas be segregated into a separate committed fund for specific investment purposes.

Dec. 11, 2012: Board directed CDC to return to Board as part of FY 13-14 budget process with options for potential use of residual/asset distribution funds for projects to benefit former County redevelopment project areas.

Strategic Plan Alignment Goal 3: Invest in the Future

Setting aside the funds identified in this report creates a funding source for investments in projects and programs that will provide long-term benefits to County residents.

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 10,998,838
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$ 10,998,838

Narrative Explanation of Fiscal Impacts (If Required):

The FY 12-13 residual/asset distribution funds available to the County have been and will continue to be set aside in a special fund (Reinvestment and Revitalization Fund) pending Board direction on their use.

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: Sources of Reinvestment and Revitalization Funds distributed to the County General Fund
- B: Estimated Distributions to Entities under Board Control
- C: Proposed FY 13-14 Policy on Use of the County’s Reinvestment and Revitalization Funds
- D: Previously Funded Redevelopment Projects and Programs

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

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Attachment A: County General Fund Residual and Other Asset Distributions as of 5/8/2013

Former RDA Project Areas	2011-12 ROPS 1 & 2 Residual Distribution	2012-13 ROPS 3 Residual Distribution	2012-13 LMIHF Asset Distribution	2012-13 ROPS 4 Residual Distribution	2012-13 Other Assets Asset Distribution
Cloverdale	1,907.38	N/A	0.00	TBD	Possible Meet and Confer
Cotati	70,923.53	39,885.95	Not Filed w/ DOF	TBD	Not Filed w/ DOF
County - Roseland	142,577.73	97,973.58	49,129.07	TBD	Possible Meet and Confer
County - Russian River	484,649.44	279,318.22	200,949.11	TBD	419,171.94
County - Springs	262,677.55	84,472.41	529,750.87	TBD	Possible Meet and Confer
Healdsburg	376,103.07	113,551.22	1,125,090.30	TBD	615,374.09
Petaluma (Merged Projects)	81,616.10	82,507.98	118,559.93	TBD	1,542,681.34
Rohnert Park	31,694.65	13,756.18	230,077.12	TBD	0.00
Santa Rosa - Gateways	182,521.29	124,680.03	Withheld by SA	TBD	Scheduled Meet and Confer
Santa Rosa - Southwest SR	N/A	182,622.08	Withheld by SA	TBD	Scheduled Meet and Confer
Santa Rosa - SR 1-3 & Grace Bros	N/A	209,935.55	Withheld by SA	TBD	Scheduled Meet and Confer
Sebastopol	129,389.23	51,630.37	68,151.24	TBD	368,332.26
Sonoma (Merged Projects)	N/A	186,798.82	40,048.44	TBD	1,020,663.80
Windsor	6,388.62	209,692.32	725,824.22	TBD	591,384.59
	<u>1,770,448.59</u>	<u>1,676,824.71</u>	<u>3,087,580.30</u>	<u>0.00</u>	<u>4,557,608.02</u>

Notes:

1. As of this date, Cotati has not filed the LMIHF Due Diligence Review with the DOF
2. Santa Rosa is currently withholding the LMIHF distribution pending a determine to file suit against the DOF
3. ROPS 4 amounts will not be known until late May of 2013
4. Other Asset distributions Include actuals/estimates for successor agencies that have completed the meet and confer process with the DOF.

As of this date, Cotati has not filed with the DOF. Cloverdale, the County and Santa Rosa are subject to future meet and confer.

Attachment B: Estimated Residual Funds Distributions to Entities under Board Control

	FY 12-13 Actual LMIHF Asset Distributions	FY 12-13 Other Asset Distributions¹	FY 12-13 Estimated Residual Distributions²	FY 12-13 Estimated Total Distributions	FY 13-14 Estimated Residual Distributions³	FY 14-15 Estimated Residual Distributions³	FY 15-16 Estimated Residual Distributions³	FY 16-17 Estimated Residual Distributions³	Estimated 5-Year Totals
COUNTY GENERAL FUND	3,087,580	4,557,608	3,353,649	10,998,838	3,353,649	3,353,649	3,353,649	3,353,649	24,413,435
OTHER ENTITIES									
GEN #1 SO CO WATER AGENCY	136,299	193,009	260,099	589,407	260,099	260,099	260,099	260,099	1,629,803
SPRING LAKE PARK-SCWA	43,971	62,267	83,894	190,132	83,894	83,894	83,894	83,894	525,707
ZONE 1A LAGUNA-MARK WEST	112,829	97,506	259,135	469,470	259,135	259,135	259,135	259,135	1,506,008
ZONE 2A PETALUMA BASIN	10,782	140,293	75,382	226,457	75,382	75,382	75,382	75,382	527,986
ZN 3A VALLEY OF THE MOON	31,585	59,347	59,280	150,213	59,280	59,280	59,280	59,280	387,335
ZONE 5A LOWER RUSSIAN RIVER	4,507	8,602	10,370	23,478	10,370	10,370	10,370	10,370	64,956
CSA #41, LIGHTING FUND	91,463	84,239	122,362	298,064	122,362	122,362	122,362	122,362	787,513
NO SO CO AIR POLL CONTROL	4,991	3,887	5,220	14,098	5,220	5,220	5,220	5,220	34,976
CSA #41, ZN 3 ROSELAND	1,306	0	13,508	14,813	13,508	13,508	13,508	13,508	68,844
CSA #41 ZN 35 SO. VLY. REC & PK	19,084	0	6,080	25,164	6,080	6,080	6,080	6,080	49,485
CSA #40 FIRE SERVICES	180	2,345	1,300	3,825	1,300	1,300	1,300	1,300	9,023
		-							
Totals	3,544,577	5,209,103	4,250,278	13,003,959	4,250,278	4,250,278	4,250,278	4,250,278	30,005,072

¹ Includes all actual and estimated amounts to date for successor agencies that have completed the meet and confer process with the DOF.

² Includes actual receipts for July-Dec 2012 and estimated receipts for Jan-June 2013. To be finalized June 2013.

³ Estimated receipts based on assumption that revenue will remain at least level with receipts for July - Dec 2012. This amount could decrease if and when a jurisdiction's enforceable obligations are increased on subsequent ROPS, either through previously denied obligations being reinstated through dispute resolution, restructuring of debt financing, or other situations in which new obligations arise and are added to a subsequent ROPS. Otherwise, this amount is likely to increase over time as property values increase and as successor agencies satisfy, pay off, and retire enforceable obligations listed on the ROPS.

Attachment C
Sonoma County Board of Supervisors
Fiscal Year 13-14 Policy Regarding Use of Reinvestment and Revitalization Funds
May 14, 2013

Funds available to the Sonoma County Board of Supervisors as a result of the dissolution of Redevelopment Project Areas will be known as “Reinvestment and Revitalization Funds” and will be used to fund projects and programs in the following order:

1. To fund former Sonoma County Redevelopment Agency projects previously approved by the Board of Supervisors acting as the Commissioners of the Redevelopment Agency.
2. To supplement the County General Fund support for the Community Services Fund by up to \$200,000/year.
3. To fund former Sonoma County Redevelopment Agency programs previously approved by the Board of Supervisors acting as the Commissioners of the Redevelopment Agency.
4. To fund projects and programs in former Sonoma County Redevelopment Agency project areas.
5. To fund projects and programs which promote economic development.
6. To fund affordable housing projects and programs.

Funds will primarily be used in the County’s unincorporated areas, except where the funds have historically been used for County-wide purposes (as with the Community Services Fund). They will also be needed to cover administrative costs, operating costs listed on Board-approved ROPS if denied by the State, and Housing Successor Agency costs if other funds from the Commission are not available

This policy is intended to apply through FY 16-17. It will be reviewed annually, as well as specific funding recommendations.

**REINVESTMENT & REVITALIZATION
PREVIOUSLY FUNDED COUNTY REDEVELOPMENT PROJECTS AND PROGRAMS**

<i>Project Name</i>	<i>Project Area</i>	<i>Notes</i>	<i>Funding Needs</i>
Highway 12 Improvements Phase 2, Stage 2	Springs	Funding dispute in litigation with state; first hearing scheduled for Aug., 2013. Funding estimate subject to change based on CalTrans requirements and construction bids	\$5.3 M minimum, if litigation fails \$0 if litigation succeeds
Roseland Village Mixed Used Project	Roseland	Funding dispute in litigation with state; first hearing scheduled for Aug., 2013	\$6.6M maximum, if litigation fails \$0 if litigation succeeds
Guerneville Homeless Shelter & Day Services Center, Capital	Russian River	Additional funding will be needed for operations (\$350K annually)	\$800-900K for capital costs
Monte Rio Wastewater Feasibility Work	Russian River	Additional funding will be needed for construction (approx. \$10 M) and operations	\$1.2M
<i>Program Name</i>	<i>Project Area</i>		<i>Funding Needs</i>
Commercial Rehabilitation Loan Program	Roseland Russian River Springs		\$500K annually
Housing Rehabilitation Loan Program	Roseland Russian River Springs		\$500K annually
Affordable Housing Loan Program	Roseland Russian River Springs		\$500K annually
Extraordinary One-Time Law Enforcement Measures	Russian River		\$223K one-time
Road Study and Traffic Controls	Russian River		\$85K one-time
Marketing Plan & Wayfinding Signage	Russian River		\$250K one-time
Guerneville Homeless Shelter & Day Services Center, Operations	Russian River		\$350K annually



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 29
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Randal Walker 565-1445, Heidi Keith 565-2812

Supervisorial District(s):

All

Title: Sheriff's Office Appointment of Legal Processor Extra Help

Recommended Actions:

Pursuant to Government Code § 7522.56 and required findings, certify that appointment of Ms. Medrano as a Legal Processor (Retiree Extra Help) is necessary to fill a critically needed position within 180 days of her retirement and approve her hiring date as early as May 15, 2013.

Executive Summary:

Pursuant to the California Public Employees' Pension Reform Act of 2013, the Sheriff's Office may hire an employee who has retired from the Sheriff's Office within 180 days after the date of that employee's retirement if the retired person has skills needed to perform work of limited duration and the Board certifies, in a public meeting via regular calendar, the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days has passed. (Government Code §7522.56(c) and §7522.56 (f)(1)) To be eligible for such appointment, the employee must not have accepted a retirement incentive upon their retirement. (Government Code §7522.56(g)) Further, such an employee may work no more than 960 hours per year. (Government Code §7522.56(d))

Legal Processor (LP) Marion Medrano gave notice on April 8 and retired on April 29, 2013 after twelve years of employment with the Sheriff's Office. Her retirement created one additional full-time LP vacancy in the Detention Division of the Sheriff's Office. The appointment to return Ms. Medrano as Extra-Help is critical for the Legal Processor staffing level at the Sheriff's Office. Currently, there are a total of eight (8) LP vacancies in the Central Information Bureau (CIB) and the Detention Division. This translates to 32% of the allocated LP positions in the Sheriff's Office. The Sheriff's Office anticipates an additional vacancy this month, as well as two full-time staff members scheduled for extended medical leave in May and June. This will result in nearly 36% of allocated Legal Processors being unavailable by June 30th.

The Detention Division in particular has been operating consistently with four (4) to seven (7) LP

vacancies for the past two years. Recruitment and background processing presents an ongoing challenge as the LP positions in the Sheriff's Office requires employees to work shifts, contact with the inmate population and the ability to pass the Sheriff's Office background including meeting drug standards and passing a polygraph examination. In the past two years (Spring 2011 to date), three recruitments were conducted for Legal Processor I in which County Human Resources referred over 200 candidates for interviews. About 37% of those candidates failed the background check or drug standards; withdrew from the interview process due to inability to work shifts; or were deterred by the length of the background process and sought employment elsewhere. Background processing also presents a challenge for the Sheriff's Office. On average, it takes five months for staff to complete the Sheriff's Office background. The process is dependent on numerous factors such as caseload, staffing, and complexity of the background. The Sheriff's Office continues to work with County Human Resources to hire Legal Processors to fill the multiple current vacancies with full-time employees. Human Resource staff is looking into adjusting the recruitment strategy for these positions in an effort to help reduce the number of vacancies.

In order to mitigate the operational impact of the ongoing LP staffing issue, the Sheriff's Office has ordered an average of 32 hours of mandatory overtime per month for the LP staff working in the Detention Division. Mandatory overtime reached an all time high of 46 hours in April, 2013. Not only is this mandatory overtime costly, the impact on staff morale is significant as each individual staff member is working an excess of 12 additional hours per week. Although the Sheriff's Office anticipates hiring two Legal Processor's by June 2013, the LP staffing crisis will not be alleviated as the new members will need to undergo training before they can provide relief for fixed post positions and reduce overtime numbers for existing employees. It is anticipated that without the appointment of Ms. Medrano to Retiree Extra Help the mandatory overtime hours will continue to remain high.

Ms. Medrano has worked as a LP at the Sheriff's Office for over twelve years. Her experience will facilitate the training for the new Legal Processors, as well as provide overtime relief by decreasing the number of overtime hours per LP. The ability to keep Ms. Medrano as retiree extra help will reduce the number of overtime hours down from the average of 32 hours per staff member to 27 hours. Ms. Medrano's retirement complies IRS regulations and other County break in service rules.

In accordance with Government Code section 7422.56, the Sonoma County Sheriff's Office is asking the Board certify as follows:

- Ms. Medrano's appointment to Legal Processor is necessary to fill a critically needed position within 180 days of her retirement date;
- Ms. Medrano did not accept retirement incentive upon her retirement; and
- Ms. Medrano's appointment shall not exceed 960 hours per fiscal year.

If the Board of Supervisor's makes the foregoing certifications, Ms. Medrano will be hired as of May 15, 2013 as a Legal Processor, Retiree Extra Help. It's anticipated that Ms. Medrano's assistance will require her to work full-time but no more than 960 hours in a fiscal year.

Prior Board Actions:			
None			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
The certification of this request will allow the Sheriff's Office to continue to provide core services within the County's detention facilities thereby supporting the safety of inmates, employees, and community.			
Fiscal Summary - FY 12-13			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 10,260	County General Fund	\$ 10,260
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 10,260	Total Sources	\$ 10,260
Narrative Explanation of Fiscal Impacts (If Required):			
LP Extra Help expenditures will be offset by salary savings due to higher than anticipated number of LP vacancies.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Legal Processor II – Extra Help	3,175 - 3,861		
Narrative Explanation of Staffing Impacts (If Required):			
This is an Extra Help appointment; no permanent allocations are being added.			
Attachments:			
None			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 30
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 14, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors (1st District)

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

1st, 3rd, 4th, 5th

Title: Fee Waiver

Recommended Actions:

Approve waiver of health inspection fees in the amount of \$8,119 for 14 facilities throughout Sonoma County for the Council on Aging's Congregate Dining Sites and Adult Day Programs where meals are served to seniors throughout Sonoma County. (First, Third, Fourth and Fifth Districts)

Executive Summary:

The Council on Aging is a non-profit agency providing 260,000 meals through the Meals on Wheels and Senior Dining Programs. The seniors who receive the meals are typically below the poverty line, nutritionally at risk, and often frail and homebound.

As a community based non-profit organization providing a direct service that is complementary to a key county goal of providing a safe, healthy, and caring community, The Council on Aging is requesting that the Board approve a waiver of health inspection fees in the amount of \$8,119 for 14 facilities throughout Sonoma County for the Council on Aging's Congregate Dining Sites and Adult Day Programs where meals are served to seniors throughout Sonoma County.

Prior Board Actions:

This fee was waived in 2012

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

Fiscal Summary - FY 12-13

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$ 8,119.00
Add Appropriations Req'd.	\$ 8,119.00	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 8,119.00	Total Sources	\$ 8,119.00

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 and related exhibits

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

None

JM

SUBMIT TO:
Board of Supervisors
575 Administration Dr, Ste 100A
Santa Rosa, CA 95403

COUNTY OF SONOMA

For Board of Supervisors Use Only

Fee Waiver/Board Sponsorship Request Form

1. Contact information for Individual requesting fee waiver/sponsorship:

Name: Laura Colgate
First Middle Last

Mailing Address: 30 Kawana Springs Rd. Santa Rosa CA 95404
Number, Street, Apt/Suite City State Zip

Phone: (707) 525 - 0143 x119 Email: Lcolgate@councilonaging.com
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: Council on Aging

Mailing Address: 30 Kawana Sant aRosa CA 95404
Number, Street, Apt/Suite City State Zip

Phone: (707) 525 - 0143 x119 Email: Lcolgate@councilonaging.com
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	Mike McGuire District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
District office to receive request (select only one)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

City Special District Other Local Government

School Non-profit or CBO

Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: One Time Annual

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
DHS-Enviro. Health & Safety	Food Permits for 14 facilities	\$8,119.00

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
/ /			
/ /			
/ /			
/ /			

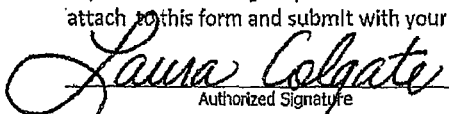
9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax Sales Tax Special Assessment
 User Fees

Other (please specify): _____

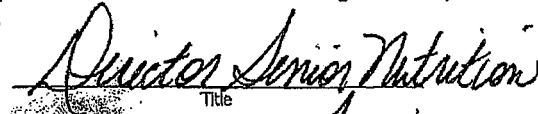
10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

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
 3 12/9/2013

 Date



 Title
 Director Senior Nutrition Services



Chairperson; Supervisor David Rabbitt
Sonoma County Board of Supervisors
Request: Health Inspection Fee Waiver

Brief History and Mission: Council on Aging was established in 1966 with a mission to provide a range of services to promote the wellbeing and independence of seniors throughout Sonoma County. We have fulfilled this mission throughout our forty-seven year history and continue to provide vital programs for seniors. The Meals on Wheels Program which includes the Congregate and Adult Day Dining Sites is the cornerstone of our multiple service agency and the entry point of most of our seniors to the many additional services available to them.

Description of Program: A waiver is sought to support the 14 Health Inspection fees for the Council on Aging Main Kitchen, Congregate Dining Sites and Adult Day Programs where meals are served to seniors throughout Sonoma County. There are 10 dining sites currently managed by the Council on Aging Nutrition, and 3 which managed by West County Community Services Department.

See chart below

Target Population: In Sonoma County we provided 260,000 meals last year with 37,972 going to dining sites. The 2010 census data for Sonoma County indicates that 99,553 persons age 60 and older represent 21% of the total population in Sonoma County. One third of the senior population is age 75 or older. Moreover, 22.1% of county seniors live in poverty. For seniors 75 and older the percentage

in poverty rises to 27.2 %. Especially for seniors who are poor and homebound, hunger and a host of problems related to isolation pose significant risks to overall health and quality of life, making this group more likely to require institutionalization than the senior population overall. Of 1,800 clients in our Meals on Wheels Program for 2011-12, 45% were living at or below the poverty line.

Programs: Congregate Dining Sites are an important component to our daily operations and service delivery to seniors and provides nutritious meals, access to community resources and positive social interaction at our dining sites. Each congregate meal consists of an entrée and the accompaniments such as vegetables, fruits, breads, milk, etc. that provide at least one-third of the recommended daily nutrients for older adults. The meals are low in fat, cholesterol and sodium, and provide the nutrition older adults need without the additional calories.

Partner Programs: Occidental, Forestville, and Russian River (Guerneville) sites are managed by West County Community Services. Council on Aging provides the meals per their needs.

The Adult Day Programs support both independence and well-being of seniors, many of whom are functionally and/or cognitively impaired, by providing the emotional, mental and social stimulation that is necessary to remain independent and healthy. Daily meals are provided to the Day Program as well.

Main Kitchen: Prepares meals for all above programs daily.

Kind regards,

Laura Colgate

Director, Senior Nutrition Services

Meals on Wheels Program

Council on Aging Services for Seniors

30 Kawana Springs Road, Santa Rosa, CA 95404

lcolgate@councilonaging.com

707-525-0143 ext 119

Council on Aging			
Congregate Dining Sites	Days	Address	Meals served per year
Bethlehem Towers	M-F	801 Tupper, SR	4,800
Cloverdale	M-F	Cloverdale Multipurpose Sr. Center 311 Main Street Cloverdale 95425	7,200
Healdsburg	M-F 12:00	Healdsburg Senior Center 133 Matheson Healdsburg 95448	2,500
Healdsburg Day	M, T, W	St. Paul's Episcopal Church 209 Matheson Healdsburg 95448	2,304
Rohnert Park	M-F	Rohnert Park Sr. Center 6800 Hunter Rohnert Park 94928	4,800
Santa Rosa Day	M & W	First United Methodist Church 2150 Giffen Ave., (at Stony Point) Santa Rosa, CA 95407	1,152
SRSC	M-F	Santa Rosa Senior Center 704 Bennett Valley Road Santa Rosa 95404	4,320
Sebastopol	M - F	Sebastopol Senior Center	1,680
Sebastopol Day	M, W, F	167 High Street Sebastopol 95472	1584
Silvercrest	M-F	Silvercrest Senior Residence 1050 Third Street Santa Rosa 95404	5,760
Sonoma Day	T, Th, F	Vintage House 264 First St. E (996-0311) Sonoma 95476	1,872
COA Main Kitchen	M-F	40 Kawana Springs Rd SR, CA 95404	
Occidental	M-W	3770 Bohemian Hwy Occidental	1000
Forestville	T-TH	6550 Covey St Forestville	1000

Russian River/Guerneville	T-F	15010 Armstrong Woods Rd Guerneville	1360
		Total	41332



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID	Date
IN0074925	3/29/2013

District	Facility ID
Food District3	FA0004109

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0001322	Council on Aging-Vintage House	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

*1st Dist
 Sonoma*

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

 Please return this portion with your payment

From: Council on Aging-Vintage House
 264 E 1st St

Invoice ID	Date
IN0074925	3/29/2013

District	Facility ID
Food District3	FA0004109

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074922
 Date: 3/29/2013

District: Food District13
 Facility ID: FA0004105

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0000471	Council on Aging-Silvercrest	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

1090 3rd St.
 SR
 Third Dist

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging-Silvercrest
 1050 3rd St

Invoice ID: IN0074922
 Date: 3/29/2013

District: Food District13
 Facility ID: FA0004105

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074929
 Date: 3/29/2013

District: Food District1
 Facility ID: FA0004113

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0004802	Council on Aging-SR Multi Purpose	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Thurd District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging-SR Multi Purpose
 704 Bennett Valley Rd

Invoice ID: IN0074929
 Date: 3/29/2013

District: Food District1
 Facility ID: FA0004113

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074932
 Date: 3/29/2013

District: Food District2
 Facility ID: FA0004117

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
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PR0000489	Council on Aging-Rhnt Pk	3341	Food - Satellite Food Dist	\$ 535.00
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Total Due for This Invoice: \$ 535.00

Due Date: 5/1/2013

Third District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging-Rhnt Pk
 6800 Hunter Dr

Invoice ID: IN0074932
 Date: 3/29/2013

District: Food District2
 Facility ID: FA0004117

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa Rosa, CA 95404

Invoice ID: IN0074935
 Date: 3/29/2013

District: Food District11
 Facility ID: FA0012839

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0018648	Council on Aging - Bethlehem Towers	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Third District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging - Bethlehem Towers
 801 Tupper St

Invoice ID: IN0074935
 Date: 3/29/2013

District: Food District11
 Facility ID: FA0012839

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa Rosa, CA 95404

Invoice ID: IN0074933
 Date: 3/29/2013

District: Food District2
 Facility ID: FA0004723

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0003853	Council On Aging-Meals on Wheels	3319	Food - High Risk	\$ 1,123.00
PR0008693	Council On Aging-Meals on Wheels	1662	Stormwater - City of SR	\$ 41.00
Total Due for This Invoice:				\$ 1,164.00
Due Date:				5/1/2013

3rd District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

 Please return this portion with your payment

From: Council On Aging-Meals on Wheels
 40 Kawana Springs Rd

Invoice ID: IN0074933
 Date: 3/29/2013

District: Food District2
 Facility ID: FA0004723

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 1,164.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074923
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004106

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0000490	Council on Aging-Hlbg Senior Ctr	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Food Dist.

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging-Hlbg Senior Ctr
 133 Matheson St

Invoice ID: IN0074923
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004106

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
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INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074924
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004108

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0001848	Council on Aging-Hld/Windsor Day	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Food Dist.

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

 Please return this portion with your payment

From: Council on Aging-Hld/Windsor Day
 209 Matheson St

Invoice ID: IN0074924
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004108

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074926
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004110

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0003327	Council on Aging @ Cloverdale Sr Ctr	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

4th District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging @ Cloverdale Sr Ctr
 311 N Main St

Invoice ID: IN0074926
 Date: 3/29/2013

District: Food District6
 Facility ID: FA0004110

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074931
 Date: 3/29/2013

District: Food District7
 Facility ID: FA0004116

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0003328	Council on Aging @ Seb Area Sr Ctr	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Fifth District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging @ Seb Area Sr Ctr
 167 N High St

Invoice ID: IN0074931
 Date: 3/29/2013

District: Food District7
 Facility ID: FA0004116

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa Rosa, CA 95404

Invoice ID: IN0074934
 Date: 3/29/2013

District: Food District8
 Facility ID: FA0012794

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0018589	Council on Aging - Santa Rosa Day	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Food Dist.

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

 Please return this portion with your payment

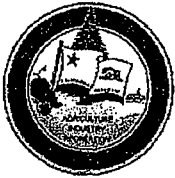
From: Council on Aging - Santa Rosa Day
 2150 Giffen Ave

Invoice ID: IN0074934
 Date: 3/29/2013

District: Food District8
 Facility ID: FA0012794

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Present. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074927 Date: 3/29/2013

District: Food District5 Facility ID: FA0004111

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0000570	Council on Aging-Frstvle Dn	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Food District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging-Frstvle Dn
 6550 Covey St

Invoice ID: IN0074927 Date: 3/29/2013

District: Food District5 Facility ID: FA0004111

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074928 Date: 3/29/2013

District: Food District5 Facility ID: FA0004112

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0001846	Council on Aging - Occidental	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

Fifth District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Council on Aging - Occidental
 3770 Bohemian Hwy

Invoice ID: IN0074928 Date: 3/29/2013

District: Food District5 Facility ID: FA0004112

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect.

INVOICE

TO: Council on Aging Attn Laura Colgate
 Council on Aging Attn Laura Co
 30 Kawana Springs Rd
 Santa rosa, CA 95404

Invoice ID: IN0074930
 Date: 3/29/2013

District: Food District5
 Facility ID: FA0004115

ATTN: Council on Aging Attn Laura Co
 RE: Council on Aging Attn Laura Colgate

Record ID	Program Identifier	Program Element	Description	Amount
PR0000536	Council on Aging-R R Comm Sr Ctr	3341	Food - Satellite Food Dist	\$ 535.00
Total Due for This Invoice:				\$ 535.00
Due Date:				5/1/2013

F.c.H. District

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

 Please return this portion with your payment

From: Council on Aging-R R Comm Sr Ctr
 15010 Armstrong Woods Rd

Invoice ID: IN0074930
 Date: 3/29/2013

District: Food District5
 Facility ID: FA0004115

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 535.00
 Due Date: 5/1/2013



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors

Approval Date: June 2, 2009

Effective Date: July 1, 2009

1. Purpose

The purpose of this policy is to establish guidelines to be used to evaluate requests for fee waivers and to implement a structure and process through which consistent information for fee waiver requests will be collected and evaluated.

2. Background

Sonoma County is facing unprecedented fiscal challenges. As a result of the economic downturn, job and income losses, declining home values, and reduced consumption, the County's major sources of revenue property tax and sales tax have declined substantially. The situation is exacerbated by an increase in demand for county services. In light of this new fiscal reality, the county is reviewing all resource allocation decisions. Fee waivers, are an expense to the County General Fund. Fees are established to pay for the cost of a service provided by a county department. When a fee waiver is granted, the County General Fund pays the department in an amount equal to the fee waived.

3. Policy

The Board of Supervisors may, at their sole discretion, approve or disapprove fee waiver requests. Effective July 1, 2009, the following general guidelines will be used to assist in the determination of whether a requested fee waiver is eligible or ineligible.

Eligible for fee waivers	Ineligible for fee waivers
Community based organizations (CBO) or non-profits providing a direct service that is similar to or complementary to a key county policy goal or direct service that the county is typically responsible for providing; e.g. emergency or economic assistance or basic sustenance needs (emergency food, shelter, etc.)	Flood elevation program fees
	Other county department fees
	Other governmental agencies – unless they can demonstrate an inability to pay the county fee
Governmental agencies that do not receive tax funding and can demonstrate an inability to pay the county fee	Fund raising events - where attendees pay a fee for admission to the event or in the case of festivals where vendors pay to participate in the event

4. Phased in Reduction for CBOs and Non-Profits

CBOs and non-profits that have received a fee waiver in the 12 months prior to the effective date of this policy, for an activity/event that may no longer be eligible under this policy, will be considered for a phased reduction in fees as follows:

- Year 1 – Up to two-thirds of the fee amount previously waived, may be waived
- Year 2 – Up to one-third of the fee amount previously waived, may be waived
- Year 3 – Fee waiver ineligible

The phased-in reduction does not apply to CBOs and non-profits who received fee waivers for a fund raising activity/event, where the CBO or non-profit has the ability to set entry or participation fees at a level necessary to cover costs, including the cost of any associated fees.

5. Fee Waiver Request Form

Fee waiver requests submitted on or after June 2, 2009, must be accompanied by a Fee Waiver Request Form (Attachment A). Copies of this form may be obtained from the County of Sonoma, Clerk of the Board of Supervisors, located at 575 Administration Drive, Room 100A, Santa Rosa, CA, 95403, or at the following website: <http://www.sonoma-county.org/board/index.htm>.

Fee Waiver Request Forms must be complete, signed, and accompanied by supporting documentation to demonstrate eligibility for the requested fee waiver. Demonstrated eligibility does not assure approval of a fee waiver request.

Completed Fee Waiver Request Forms shall be submitted to the Clerk of the Board of Supervisors at the address above. The Clerk will forward requests to the Board Member specified by the applicant.



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors
Approval Date: June 2, 2009
Effective Date: July 1, 2009

1. Purpose

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