

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

**MONDAY - FRIDAY**

**JUNE 25-29, 2012**

**8:30 A.M.**

Valerie Brown	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, 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.

**Note: Budget Hearings have been noticed and posted for June 25 through June 29, 2012. It is anticipated that the Board will conclude Budget Hearings during the first few days and may not need to meet the full week. For clarification on this schedule, please contact the Clerk of the Board at (707) 565-2241.**

**Monday, June 25, 2012**

**8:30 A.M.**

**Board of Supervisors Chambers**

**575 Administration Dr., Room 102A, Santa Rosa**

- I. Board member announcements and reports on meetings and other activities
- II. CAO Budget overview presentation
- III. Board member selection of individual Departmental Budgets to take off of Consent
- IV. Public comment on remaining Consent Budgets and Supplemental Budget (Note: Please limit comments to 3 minutes each)

NOTE: The public will have an opportunity to comment on the Regular Calendar Budgets throughout the budget hearings

- V. Board reaffirmation of Budgets to be on Consent and action on Consent Budgets and Supplemental Budget Adjustments
- VI. Break
- VII. Further Budget discussions for any of the budgets removed from Consent
- VIII. Adjourn to 8:30 a.m. Tuesday, June 26, 2012

**Tuesday, June 26, 2012**

**8:30 A.M.**

**Board of Supervisors Chambers**

**575 Administration Dr., Room 102A, Santa Rosa**

**8:30** Continuation of Budget Hearings: The Board of Supervisors/Directors/Commissioners/ Directors of the Sonoma Valley County Sanitation District of the County of Sonoma will consider the Proposed Budget for the 2012/13 Fiscal Year.

**Tuesday, June 26, 2012 (Continued)**

I. Closed Session Calendar

**1:30**

II. Report on Closed Session

III. Public Comment on Issues Not on the Agenda

IV. Permit and Resource Management Department Acts and Determinations

V. Consent Calendar

**2:10**

VI. Regular Afternoon Calendar

**Wednesday, June 27, 2012**

**8:30 A.M.**

**Board of Supervisors Chambers**

**575 Administration Dr., Room 102A, Santa Rosa**

**8:30** Continuation of Budget Hearings: The Board of Supervisors/Directors/Commissioners/Directors of the Sonoma Valley County Sanitation District of the County of Sonoma will consider the Proposed Budget for the 2012/13 Fiscal Year.

**Thursday, June 28, 2012**

**8:30 A.M.**

**Board of Supervisors Chambers**

**575 Administration Dr., Room 102A, Santa Rosa**

**8:30** Continuation of Budget Hearings: The Board of Supervisors/Directors/Commissioners/Directors of the Sonoma Valley County Sanitation District of the County of Sonoma will consider the Proposed Budget for the 2012/13 Fiscal Year.

**9:00**

I. Closed Session Calendar –

The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: County Administrator (Govt. Code Section 54957).

## **TUESDAY, JUNE 26, 2012**

### **I. CLOSED SESSION CALENDAR**

(Items CS 1 through CS 5)

- CS 1. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation (Govt. Code Section 54956.9 (c)).
- CS 2. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation (Govt. Code Section 54956.9 (c)).
- CS 3. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Peter Justin Lang v. County of Sonoma. USDC Case No. CV 12-0983 (Govt. Code Section 54956.9 (a)).
- CS 4. The Board of Supervisors will consider the following in closed session: Conference with Real Property Negotiator – Property: 1247 Century Court, Santa Rosa, CA 95403 (APN 059-240-060). Negotiators – For Seller: County of Sonoma, Jose Obregon, Director of General Services; For Buyer: Sonoma-Marin Area Rail Transit, Farhad Mansourian, General Manager. Under Negotiation: Terms and conditions of potential sale of property (Govt. Code Section 54956.8).
- CS 5. 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/William Kay, Burke & Associates and Carol Stevens, Burke & Associates. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).

### **1:30 P.M. RECONVENE FROM CLOSED SESSION**

### **II. REPORT ON CLOSED SESSION**

### **III. 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.)

### **IV. 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

**V. CONSENT CALENDAR**

(Items 1 through 38)

**PRESENTATIONS/GOLD RESOLUTIONS**

(Item 1)

**PRESENTATION AT DIFFERENT DATE**

1. Adopt a Gold Resolution honoring Sebastopol World Friends for hosting their Third Open World Delegation. (Fifth District)

**COMMUNITY DEVELOPMENT COMMISSION**

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

2. Authorize the Executive Director to execute an agreement with Beck & Hill LLC for financial accounting, compliance, process and systems assessment not to exceed \$141,645 for the period of July 1, 2012 through March 31, 2013.

**SOUTH PARK COUNTY SANITATION DISTRICT**

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

3. Authorize the Chair to execute the amended and restated agreement for dissolution of the South Park County Sanitation District and transfer to the City of Santa Rosa between the South Park County Sanitation District and City of Santa Rosa (Third and Fifth Districts).

**AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR / CLERK-RECORDER-ASSESSOR / COUNTY ADMINISTRATOR**

4. Authorize the Chair to execute an agreement in an amount not to exceed \$350,000 to maintain and support of the current Property Tax System, and an addendum in an amount not to exceed \$10,000 to provide, support and maintain the new Clerk of the Board/Assessment Appeals Module for the term of July 1, 2012 to June 30, 2013; and Authorize the Auditor-Controller-Treasurer-Tax Collector, the Clerk-Recorder-Assessor and the County Administrator to amend the agreement or addendum for changes that do not significantly change the scope of services in a form approved by county counsel provided that the additional cost for changes do not cumulatively exceed \$25,000 during the term of this agreement or any extensions.

**BOARD OF SUPERVISORS**

5. Adopt a Resolution approving the Board of Supervisors exercising original jurisdiction for the Use Permit and waiver of setbacks for a new septic system for the Monte Rio Recreation and Parks District for Creekside Park. Property address: 9725 Main Street, Monte Rio; APN 096-060-009 (File No. UPE11-0105). (Fifth District)

CONSENT CALENDAR (Continued)

**BOARD OF SUPERVISORS**  
**AND**  
**AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT**  
**COMMUNITY DEVELOPMENT COMMISSION**  
**IN-HOME SUPPORT SERVICES PUBLIC AUTHORITY**  
**NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT**  
**SONOMA COUNTY WATER AGENCY**

(Directors/Commissioners: Brown, Rabbitt, Zane, McGuire, Carrillo)

6. Adopt Resolution authorizing a Payroll Rate of 7.5% for funding Other Post Employment Benefits (OPEB) for Fiscal Year 2012-13.
7. Adopt a Concurrent Resolution authorizing the County Administrator and Auditor-Controller/Treasurer Tax Collector to facilitate financial and budgetary transactions necessary to deposit with the Public Agency Retirement System (PARS) Post Retirement Health Care Plan Trust, materially consistent with the assumptions contained in the 2011 actuarial valuation of Other Post Employment Benefits (OPEB) liabilities, for the fiscal year ending June 30, 2012.

**CLERK-RECORDER-ASSESSOR**

8. Authorize the County Clerk-Recorder-Assessor to execute an agreement with J. Bruce Reading for geothermal economic and financial analysis services for the period of July 1, 2012 through June 30, 2014 in an amount not to exceed \$54,000.
9. Adopt a Resolution adopting the Official Canvass of the Vote for the June 5, 2012, Consolidated Presidential Primary Election.

**COUNTY ADMINISTRATOR**

10. Authorize the Chair to sign contract with the Glen Price Group for grant writing services effective July 1, 2012 through June 30, 2013 in an amount not to exceed \$138,660; and Authorize the Chair to sign contract with eCivis Grants Network, Inc. for services effective July 1, 2012 through June 30, 2013 in an amount not to exceed \$33,480.

**GENERAL SERVICES / SHERIFF'S OFFICE**

11. Authorize the Chair of the Board to execute a Property Purchase Agreement with Brian Hazlewood to acquire real property located at 16001 Meyers Grade Road, Jenner, CA, APN 109-160-005 for \$370,000; and Authorize the General Services Director to execute other documents reasonably required to effect purchase of the property in a form approved by County Counsel.

**GENERAL SERVICES / AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR**

12. Authorize the General Services Director to execute the Certification Agent Agreements with the Town of Windsor, Windsor PAYS Program. The Certification Agent Agreement will expire one year from execution or upon completion of projects for 2,000 customers, whichever comes first.

CONSENT CALENDAR (Continued)

**HEALTH SERVICES**

13. Authorize the Director of Health Services to execute contracts with the Redwood Community Health Coalition and Alliance Medical Center, to provide health coverage application assistance services to under or uninsured individuals for the term of July 1, 2012 to June 30, 2013 for a total of \$100,000 and \$50,000 respectively.
14. Authorize the Director of Health Services to execute an agreement with Town of Windsor for the County to continue to provide animal care and control services for the term July 1, 2012 to June 30, 2017 resulting in revenue of \$222,375 in Fiscal Year 2012-13 and revenue of approximately \$946,503 in Fiscal Year 2013-14 through Fiscal Year 2016-17.
15. Authorize the Director of Health Services to execute a First 5 Commission contract amendment with Community Action Partnership to provide AVANCE Parent-Child Education Program services, effective June 26, 2012 to June 30, 2015 increasing the contract amount by \$620,000 for a new contract maximum of \$1,175,000; and Authorize the Director of Health Services to execute a First 5 Commission contract with Sonoma Valley Education Foundation to provide AVANCE Parent-Child Education Program services for the period July 1, 2012 through June 30, 2015 (\$310,000).
16. Adopt a Resolution authorizing the Director of Health Services to execute the Childhood Lead Poisoning Prevention Program Standard Agreement (# 11-10521) with the California Department of Public Health for the period July 1, 2011 to June 30, 2014 (\$281,252).
17. Authorize the Director of Health Services to execute a grant agreement with Kaiser Foundation Hospitals, which provides funding to the county to support implementation of the Sonoma County Safe Routes to School program for the period of July 1, 2012 through June 30, 2013 in the amount of \$20,000; and Authorize the Director of Health Services to execute a contract amendment with the Sonoma County Bicycle Coalition to continue the Safe Routes to School program in five schools in the Roseland and Bellevue School Districts extending the current contract term through June 30, 2013, and increasing the contract by \$57,916 (new contract maximum \$255,916).
18. Adopt a Resolution adopting Health Services amended fees effective July 1, 2012 to recover the reasonable cost of providing Behavioral Health services for the Driving Under the Influence program.

**HUMAN RESOURCES**

19. Authorize the Human Resources Director to execute an amendment to the agreement with CareCounsel for healthcare advocacy for County employees, retirees and eligible dependents, extending the term of the agreement from August 1, 2012 through July 31, 2013, and adjusting the monthly rate from \$1.64 per member per month to \$1.70, for a total contract amount not-to-exceed \$140,000.

CONSENT CALENDAR (Continued)

20. Authorize the Human Resources Director to execute an amendment to the agreement with Managed Health Network to provide employee assistance program (EAP) services to eligible County employees and their family members, increasing the rate 3% from \$2.91 to \$3.00 per employee per month, with an estimated annual cost of \$145,000, for the term June 1, 2012 through May 31, 2013.

**HUMAN SERVICES**

21. Adopt a Resolution authorizing the Interim Director of Human Services to sign the Multipurpose Senior Services Program (MSSP) Standard Agreement # MS-1213-11 with the California Department of Aging for Fiscal Year 2012-13 in the amount of \$685,600 to receive funds to operate MSSP in Sonoma County and to execute future agreement amendments to adjust for revenue changes.

**HUMAN SERVICES**

**AND**

**IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY**

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

22. Concurrent approval and authorization of the Board of Supervisors and the Sonoma County In-Home Supportive Services (IHSS) Public Authority Board of Directors for the Interim Director of the Human Services Department and the Sonoma County IHSS Public Authority Manager to sign the agreement for services between the Sonoma County Human Services Department and the Sonoma County IHSS Public Authority and any future amendments that do not significantly change program content and do not increase overall funding.

**INFORMATION SYSTEMS**

23. Authorize the Information Systems Director to execute an amendment with Intergraph Corporation to extend technical support services of the county Public Safety Information System through June 30, 2013, adding \$405,131 to the agreement for a total agreement amount not to exceed \$960,263.

**INFORMATION SYSTEMS / HEALTH SERVICES**

24. Authorize the Director of the Information Systems Department to enter into a professional services agreement with Nexus for the provision of video-conferencing equipment in an amount not to exceed \$100,160 for the term of June 26, 2012 through June 30 2013.

**PERMIT AND RESOURCE MANAGEMENT**

25. Adopt a Resolution issuing an Ordinance No. 3836R permit and necessary permit extensions to Sonoma County Regional Parks for beach grooming and installation and removal of a summer dam at Healdsburg Veterans Memorial Beach (Russian River). (4/5 vote is required)
26. Consent to withdraw an appeal of a Board of Zoning Adjustments approval of a Use Permit for a Level I Cannabis Dispensary. Property address: 15025 River Road, Guerneville; APN 070-150-015 (File No. UPE09-0086). (Fifth District)



CONSENT CALENDAR (Continued)

**PERMIT AND RESOURCE MANAGEMENT**  
**AND**  
**SONOMA VALLEY COUNTY SANITATION DISTRICT**  
(Directors: Brown, Zane, Sanders)

27. Adopt a Resolution authorizing the Chair of the Board of Directors of the Sonoma Valley County Sanitation District to execute an Outside Service Area Agreement between the Sonoma Valley County Sanitation District and George Craig Miller for public sewer service to property located at 20820 Broadway, Sonoma, California (APN 128-322-012). (First District)

**PROBATION**

28. Authorize the Chief Probation Officer, on behalf of the County, to submit the Juvenile Justice Crime Prevention Act (JJCPA) Application for Continuation Funding for Fiscal Year 2012-2013, accept the funds, and sign agreements for the term of July 1, 2012, to June 30, 2013, with the Center for Social and Environmental Stewardship (\$27,120), Seneca Family of Agencies (\$18,080), Social Advocates for Youth (\$112,500), Petaluma People Services Center (\$37,500), Drug Abuse Alternatives Center (\$31,120), Verity (\$38,000), and Restorative Resources (\$50,000), to provide JJCPA services for designated Sonoma County youth; and Authorize the Chief Probation Officer, on behalf of the County, to submit the Youthful Offender Block Grant (YOBG) Funding Application for Fiscal Year 2012-2013, accept the funds and sign agreements for the term of July 1, 2012, to June 30, 2013, with Counseling and Psychotherapy Centers (\$95,104), Petaluma People Services Center (\$9,600 & \$14,400), Social Advocates for Youth (\$9,600), Sonoma County Adult and Youth Development (\$9,600 & \$28,800), Verity (\$11,520), and Community & Family Service Agency (\$7,680) to provide YOBG Services for designated Sonoma County youth.

**REGIONAL PARKS**

29. Authorize the Chair to execute amendment #2 to a lease and grant agreement with the Boys & Girls Clubs of Sonoma Valley (formerly Valley of the Moon Boys & Girls Club) updating the club name change and permitting the club to install a portable building on the leased premises at Maxwell Farms Regional Park; and Authorize the Director of Regional Parks to file a Notice of Categorical Exemption for installation of the portable building pursuant to the California Environmental Quality Act Guidelines.

**SHERIFF'S OFFICE**

30. Authorize the Sheriff to execute a three-year agreement (July 1, 2012 – June 30, 2015) between the County of Sonoma and Friends Outside of Sonoma County for services and support provided to inmates incarcerated in Sonoma County's detention facilities, with an annual amount of \$29,000.
31. Authorize the Sheriff to execute a three-year agreement (July 1, 2012 – June 30, 2015) between the County of Sonoma and Legal Research Services to provide access to legal research and information for inmates incarcerated in Sonoma County's detention facilities, with an annual amount of \$60,000.

CONSENT CALENDAR (Continued)

32. Authorize the Sheriff to execute the \$89,261 supplemental law enforcement services agreement with Sonoma raceway for the 2012 National Hot Rod Association (NHRA) Races from July 26, 2012 through July 29, 2012.

**TRANSPORTATION AND PUBLIC WORKS**

33. Approve plans and specifications for the Airport Boulevard intersection improvements and signalization at Fulton Road; Award contract for construction to low bidder, Ghilotti Construction Company, in the amount of \$1,461,981, and Authorize the Chair to execute construction contract (C05016). (Fourth District)
34. Approve consultant agreement with Drake Haglan & Associates to provide a Strategy Report comparing seismic retrofit vs. reconstruction costs of the Bohemian Highway Bridge over Russian River for an amount not to exceed \$169,359 with a term ending on June 30, 2013. (Fifth District)
35. Adopt an Ordinance establishing a no parking zone on the north side of Highway 116 beginning at the face of curb on the east side of Church Street, in the town of Guerneville, and extending east for a distance of 54 feet. (Fifth District) (Second Reading – Ready for Adoption)

**TRANSPORTATION AND PUBLIC WORKS / COUNTY COUNSEL**

36. Authorize the Chair to execute the fourth amendment to the legal services agreement with the law firm Atkinson, Andelson, Loya, Ruud and Romo, to add an additional amount of \$150,000, increasing the total compensation not-to-exceed amount to \$400,000, for outside counsel assistance regarding a construction dispute over the County's leachate pipeline construction project, and extending the contract term through March 2013. (Third District)

**MISCELLANEOUS**

37. Approval of Minutes – Approve the Minutes of the Meeting of June 12, 2012 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors.

**APPOINTMENTS/REAPPOINTMENTS**

(Item 38)

38. Approve Public Authority Advisory Committee appointments beginning on June 26, 2012 and ending on June 26, 2016, for Carol Taylor, Stan Gow, Nancy Hall, Joann Keyston, Richard Ruge, Sachiko Williams, and Gary Fontenot. (Human Services/In-Home Supportive Services)

## **VI. REGULAR AFTERNOON CALENDAR**

(Items 39 through 40)

### **COUNTY ADMINISTRATOR / SHERIFF'S OFFICE**

39. **2:10 P.M.** – Conduct a public hearing and adopt a Resolution setting the Criminal Justice Administrative Fee (Jail Booking Fee) at \$158 per applicable booking and the Jail Access Fee (JAF) at \$469 per applicable non-felony bookings, effective July 1, 2012, in accordance with Government Code.

### **NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT**

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

40. **2:10 P.M.** – Northern Sonoma County Air Pollution Control District's Fiscal Year 2012-2013
- A. Approve a Fund Balance Policy for the Northern Sonoma County Air Pollution Control District General Index Budget Unit (689018) to maintain a minimum fund balance.
  - B. Adopt a Resolution approving the Northern Sonoma County Air Pollution Control District's Fiscal Year 2012-2013 recommended budget. (Second Hearing) (4/5 vote required)

### **NOTE:**

**Following Budget Hearings, the next meeting will be held on July 31, 2012 at 8:30 a.m.**

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

- 1. July 31<sup>st</sup> (PM) – PLP08-0029; Best Family Winery
- 2. July 31<sup>st</sup> (PM) – Williamson Act Contract Fee
- 3. August 7<sup>th</sup> (PM) – PLP11-0047; Black Point Sports Club Project
- 4. August 7<sup>th</sup> (PM) – UPE11-0103; 14425 Occidental Road, Occidental
- 5. August 14<sup>th</sup> (PM) – General Plan Amendments 3<sup>rd</sup> Round
- 6. August 14<sup>th</sup> (PM) – PLP04-0056; Alcohol Ordinance

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only  Meeting Date  / /</p> <p>Agenda Item No:  <u>1</u></p>
<b>Department:</b> Board of Supervisors		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Supervisor Efren Carrillo - (707) 565-2241	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<p><b>AGENDA SHORT TITLE:</b> Gold Resolution.</p>  <p><b>REQUESTED BOARD ACTION:</b> Resolution honoring Sebastopol World Friends for Hosting Their Third Open World Delegation.</p>		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p>          <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> None.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> None.</p>		

**Background:** None.

**Attachments:** None.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Resolution Honoring Sebastopol World Friends For Hosting Their Third Open World Delegation.**

**Whereas**, Sebastopol World Friends (SWF) was created as a city commission in 1985, the year Sebastopol began a sister city relationship with Yamauchi, now Takaeo City, Japan; and in 1993, a sister city agreement was signed with Chyhyryn, Ukraine; and

WHEREAS, Sebastopol World Friends is responsible for the fact that hundreds of West Sonoma County youths have participated as youth ambassadors; in addition, many adult groups have visited from Chyhyryn, including teachers, a physician, journalists, farmers, business people and firemen who fought the Chernobyl fire; and

WHEREAS, Sebastopol World Friends has received several grants, both federally and privately funded, to further its programs;

WHEREAS, Open World is a congressionally sponsored program, begun in 1999, which brings emerging leaders from Russia, Ukraine, and other post-soviet states to the United States to give them firsthand exposure to the American system of participatory democracy and free enterprise ; and

WHEREAS, the principles of accountability, transparency, and citizen involvement in government are among the concepts emphasized to these visitors, along with the role of non-governmental organizations; and

WHEREAS, Open World endeavors to foster lasting ties that will result in ongoing cooperation and collaboration between countries.

**Now, Therefore, Be It Resolved** NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Sonoma hereby honors and commends Sebastopol World Friends for its work towards making the world a better place.

**Supervisors:**

Brown:                      Rabbitt:                      McGuire:                      Carrillo:                      Zane:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>2</u></p>																				
<p><b>Department:</b> Sonoma County Community Development Commission</p>																						
<p><b>Name and Phone Number:</b> Deborah A. Muchmore – (707) 565-7548</p>	<p><b>Board Date:</b> 6/26/12</p>	<p><b>Deadline for Board Action:</b> 6/26/12</p>																				
<p><b>AGENDA SHORT TITLE:</b> Agreement for Financial Accounting, Compliance, Process and Systems Assessment Services.</p> <p><b>REQUESTED BOARD ACTION:</b> Authorize Executive Director to execute an agreement with Beck &amp; Hill LLC for financial accounting, compliance, process and systems assessment not to exceed \$141,645 for the period of July 1, 2012 through March 31, 2013, in substantially the form on file with the Clerk, and to execute subsequent amendments to the agreement to make minor, non-substantive changes.</p>																						
<p><b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 40%;"><u>EXPENDITURES:</u></th> <th style="width: 20%;"></th> <th style="text-align: left; width: 40%;"><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td>Estimated Cost</td> <td style="text-align: right;">\$141,645</td> <td>Contingencies (Fund Name:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Amount Budgeted</td> <td style="text-align: right;">\$141,645</td> <td>Unanticipated Revenue (Source:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Other Available Appropriations (Explain Below)</td> <td style="text-align: right;">\$0</td> <td>Other Transfers (Source:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Additional Requested</td> <td style="text-align: right;">\$0</td> <td>Additional Funds Requested</td> <td style="text-align: right;">\$0</td> </tr> </tbody> </table> <p><b>Explanation (if required):</b> The Commission included full funding for its full-time Controller position in its proposed FY 12-13 budget. This position is currently vacant and will remain vacant until an optimum staffing profile can be determined and recruitment conducted. During FY 12-13, these funds will be used to pay for the fiscal consultant to streamline processes and procedures and determine an optimum staffing profile which may or may not include a full-time Controller.</p>			<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>		Estimated Cost	\$141,645	Contingencies (Fund Name:)	\$0	Amount Budgeted	\$141,645	Unanticipated Revenue (Source:)	\$0	Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0	Additional Requested	\$0	Additional Funds Requested	\$0
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>																				
Estimated Cost	\$141,645	Contingencies (Fund Name:)	\$0																			
Amount Budgeted	\$141,645	Unanticipated Revenue (Source:)	\$0																			
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0																			
Additional Requested	\$0	Additional Funds Requested	\$0																			
<p><b>Prior Board Action:</b> None</p>																						
<p><b>Alternatives – Results of Non-Approval:</b> The Commission would not hire a fiscal consultant to assist in assessing optimum staffing, process, and financial systems to enable the agency to respond to recent funding and program changes and remain fiscally sound for the foreseeable future.</p>																						

**Background:** The Community Development Commission (CDC) is experiencing a period of fiscal uncertainty stemming from the dissolution of its Redevelopment Agency as of February 1, 2012 as well as recent anticipated reductions in federal funding. When the CDC's Controller retired in Fall 2011, the fate of redevelopment was as yet unknown; therefore, the agency delayed recruitment for a new Controller pending resolution of that issue, and the completion of an agency-wide analysis of projected financial resources, workload, and staffing needs. Since the Controller's departure, the CDC's management team closely supervised the accounting work on an interim basis. Extra Help Accountants (1.5 FTE) were hired to help ensure that all required financial tasks continued without interruption. During this time, they suggested possible improvements to the agency's financial accounting systems and processes.

While all details of redevelopment's dissolution are not yet fully known, the current staff lacks capacity to complete pressing year-end close-out, audit, and reporting tasks, and the agency must hire additional high-level accounting personnel to perform this work. This presents an opportunity to both obtain the needed financial staff capacity and complete a thorough assessment of the CDC's financial accounting systems and processes. While this work could be accomplished by a new Controller, the CDC's staff recommends engaging the services of a fiscal consulting and management firm, which will give the CDC more flexibility to make any recommended changes upon completion of assessment work. The CDC will use the recommendations of the consultant to develop a more streamlined fiscal operation, reduce duplication of efforts between accounting and program staff, and develop an optimal and sustainable staffing structure for the accounting division, which may result in structural adjustments throughout the organization.

The CDC staff issued a Request for Proposals on May 9, 2012 for a qualified financial accounting, compliance, process, and systems assessment firm. Two qualified firms responded, Beck and Hill LLC, and Nan McKay and Associates Inc. Both firms' proposals were equally responsive to the items requested in the Request for Proposals. Both firms would assign individuals who have impressive qualifications which include the depth and breadth of experience necessary to meet the needs outlined by the Commission. Neither firm meets the local preference policy criteria.

Upon analysis of the proposals and telephone interviews with each respondent, CDC staff determined that the cost per hour of the Beck and Hill proposal was substantially lower than that of the Nan McKay proposal, and that the number of work hours provided in the Beck and Hill proposal was markedly higher than those in the Nan McKay proposal. As neither firm is local, both proposals also included travel costs. As shown in the chart below, Beck and Hill has proposed up to 840 hours of on- and off-site support for a blended rate of \$168.63 per hour for all costs. In contrast, Nan McKay has proposed 550 hours at a blended hourly rate of \$205.70. Staff believes that the Beck and Hill proposal will best meet the needs of the CDC. Staff believes that the additional 290 hours of service proposed by Beck and Hill will ensure that the consultant becomes fully familiar with the CDC's fiscal systems and processes, that such systems and processes are fully analyzed, and that proposed changes to those systems and processes are well thought-out. If the amount of time necessary to perform such analysis turns out to be less than estimated, then the CDC will pay less than anticipated (Beck and Hill will be paid on a time-and-materials basis).

	Total Costs of Proposals	Total Working Hours: On and Offsite	Total Cost of Working Hours (no travel costs)	Blended Rate Per Hour	Estimated Travel Costs	Blended Rate With Travel Costs Included
<b>Beck and Hill</b>	\$141,645	840	\$105,000	\$125.00/hr	\$36,645	\$168.63/hr
<b>Nan McKay</b>	\$112,135	550	\$ 91,938	\$167.16/hr	\$21,197	\$205.70/hr



**Attachments:** None

**On File With Clerk:** Agreement for Services with Beck and Hill LLC.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>3</u></p>
<p style="margin: 0;"><b>Department:</b> South Park County Sanitation District</p>		<p style="margin: 0; text-align: center;"><b>4/5 Vote Not Required</b></p>
<p style="margin: 0;"><b>Name and Phone Number:</b> Kent Gylfe - (707) 547-1977</p>	<p style="margin: 0;"><b>Board Date:</b> 6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b></p>
<p style="margin: 0;"><b>AGENDA SHORT TITLE:</b> South Park County Sanitation District Dissolution - Restated Agreement.</p>		
<p style="margin: 0;"><b>REQUESTED BOARD ACTION:</b> Authorize the Chair to execute the Amended and Restated Agreement for Dissolution of the South Park County Sanitation District and Transfer to the City of Santa Rosa between the South Park County Sanitation District and City of Santa Rosa. (Third and Fifth Districts).</p>		
<p style="margin: 0;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p>		
<p style="margin: 0;"><b>Explanation (if required):</b> No costs are associated with this agreement. The budget for the District is set annually for the cost of maintenance, which is incurred by the City of Santa Rosa and reimbursed through the District budget.</p>		
<p style="margin: 0;"><b>Prior Board Action:</b></p> <p style="margin: 0;">06/21/11 Board authorized Amendment No. 4 to Agreement for Dissolution of the South Park CSD and Transfer to the City of Santa Rosa.</p> <p style="margin: 0;">04/06/04 Board authorized Amendment No. 3 to Agreement for Dissolution of the South Park CSD and Transfer to the City of Santa Rosa.</p> <p style="margin: 0;">06/27/00 Board authorized Amendment No. 2 to Agreement for Dissolution of the South Park CSD and Transfer to the City of Santa Rosa</p> <p style="margin: 0;">02/10/98 Board authorized Amendment No. 1 to the Agreement for the Dissolution of the South Park CSD and Transfer to the City of Santa Rosa</p> <p style="margin: 0;">02/27/96 Board authorized Agreement for the Dissolution of the South Park County Sanitation District (CSD) and transfer to the City of Santa Rosa.</p>		
<p style="margin: 0;"><b>Alternatives – Results of Non-Approval:</b> The current Agreement will terminate on June 30, 2012; there would be no formal agreement between District and City for District operation and maintenance activities, procedures addressing dissolution of the District.</p>		

**Background:**

On February 27, 1996, the South Park County Sanitation District (District) and the City of Santa Rosa (City) entered into an Agreement for Dissolution of the South Park County Sanitation District and Transfer to the City of Santa Rosa (Agreement). The Sonoma County Water Agency (Water Agency) operates the District pursuant to contract. The purpose of the Agreement was to outline certain projects for completion by the District and set a date for dissolution of the District and assumption of District assets and liabilities by the City. The Agreement also provided terms for certain operation and maintenance activities to be performed by the City. The City already provided, and continues to provide, all treatment and disposal services for the District pursuant to separate agreement.

From 1998 to 2004, the Agreement was amended three times to modify District project requirements and the projected dissolution date. In 2011, Sonoma County Local Agency Formation Commission representatives informed Water Agency, County Counsel, and City personnel that the District could not be dissolved unless the City annexed the District's service area from the County. Annexation was not provided for in the Agreement, and instead has been the subject of on-going and periodic discussions between the County and the City. Based on this information, the Agreement was amended again in 2011 to extend the term of the Agreement until June 30, 2012, to provide the parties time to address District-related responsibilities until dissolution occurs and develop terms regarding dissolution.

**Proposed Amended and Restated Agreement**

The proposed Amended and Restated Agreement presented for the Board's consideration provides a framework for continued coordination and cooperation between the District and the City which will facilitate a smooth transition when dissolution occurs. The District will continue to set rates and collect fees until dissolution. The District has been self-sustaining and has not required support from the Water Agency General Fund for the last several years. Under the Amended and Restated Agreement it is anticipated that the District will continue to be self-sufficient. The Amended and Restated Agreement acknowledges the requirement of annexation before dissolution and generally addresses how District and City will coordinate regarding any future effort for annexation of District territory by the City. The Amended and Restated Agreement also addresses, among other things, District debt obligations and future improvements before dissolution, District's continued response to a Regional Water Quality Control Board Clean Up and Abatement Order until dissolution, continued operation and maintenance of the District until dissolution, and responsibilities of City after dissolution.

**Recommended Board Action**

For the reasons specified above, Water Agency staff recommends that the Board of Directors of the District execute the Amended and Restated Agreement for Dissolution of the South Park County Sanitation District and Transfer to the City of Santa Rosa.

**Attachments:** None.

**On File With Clerk:** Amended and Restated Agreement (4 Copies).

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

SH\\FILESERVER\DATA\CL\AGENDA\AGREES\06-26-12 SOUTH PARK CSD  
DISSOLUTION RESTATED AGREEMENT\_SUMM.DOCX

CF/70-701-7 SANTA ROSA, CITY OF (AGREE FOR DISSOLUTION OF SOUTH PARK  
COUNTY SANITATION DISTRICT & TRANSFER) TW# 03/04-54 (ID 1800)

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>4</u></p>
<p><b>Department:</b> Auditor-Controller-Treasurer-Tax Collector/County Clerk, Recorder, Assessor/County Administrator</p>		<p><b>4/5 Vote Not Required</b></p>
<p><b>Name and Phone Number:</b> Terina Tracy - (707) 565-3234 Chris Anderson – (707) 565-3748</p>	<p><b>Board Date:</b> 6/26/2012</p>	<p><b>Deadline for Board Action:</b> 7/1/2012</p>
<p><b>AGENDA SHORT TITLE:</b> Agreement and Addendum for Professional Services with Megabyte Systems, Inc. for continued and enhanced maintenance and support.</p>		
<p><b>REQUESTED BOARD ACTION:</b> 1. Authorize the Chair to execute an Agreement in an amount not to exceed \$350,000 to maintain and support of the current Property Tax System, and an Addendum in an amount not to exceed \$10,000 to provide, support and maintain the new Clerk of the Board/Assessment Appeals Module for the term of July 1, 2012 to June 30, 2013.</p> <p>2. Authorize the Auditor-Controller-Treasurer-Tax Collector, the Clerk-Recorder-Assessor and the County Administrator to amend the Agreement or Addendum for minor changes or additions that do not significantly change the scope of services in a form approved by county counsel provided that the additional cost for changes or additional services do not cumulatively exceed \$25,000 during the term of this Agreement or any extensions.</p>		
<p><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b> <b>2012-2013 FY IMPACT OUTLINED BELOW</b></p>		
<u>EXPENDITURES</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL</u>
Estimated Cost	\$360,000	Contingencies (Fund Name:)
Amount Budgeted	\$360,000	
Other Available Appropriations (Explain Below)	\$0	Unanticipated Revenue (Source:)
		Other Transfers (Source:)
Additional Request <b>Explanation (if required)</b>	\$0	Additional Funds Requested
		\$0
<p><b>Prior Board Action:</b> 6/21/11 - Approved the Agreement for Professional Services for upgrades to the current property tax system and continued maintenance and support for the 2011-2012 Fiscal Year.</p>		

**Alternatives – Results of Non-Approval:** Staff will not have timely maintenance and troubleshooting support. Mandated deadlines for Property Tax Valuation and Allocation could be delayed. Improvements in efficiency within the Assessment Appeals process will not be realized.

**Background:** The County of Sonoma has been contracting with Megabyte Systems since 1991 for the Megabyte Property Tax System. The Assessor and the Auditor-Controller-Treasurer-Tax Collector (ACTTC) use this system for property tax valuation, collection and allocation. ACTTC in conjunction with the Clerk-Recorder-Assessor (CRA) have transferred the responsibility of facilitating the contract maintenance from the Information Systems Department (ISD). ISD will continue to provide the basic baseline support on infrastructure and projects.

Scope of Work - The Agreement provides for continuing support and maintenance of the current Property Tax System and web services. Vendor support includes help desk support, diagnosis and resolution of application problems, application software corrections and implementation of new State mandated changes, SQL Server Database Support and Web Access Modules for Assessor and Tax Collector records. See attached Exhibit A for specific details

The Addendum to the Agreement provides for procurement, support and maintenance of a new Megabyte Clerk of the Board/Assessment Appeals Module for use by the Clerk of the Board's Office in managing the Assessment Appeals process. The new module will replace the current antiquated Assessment Appeals database which has very limited functionality and will provide the following enhancements: decrease clerical errors by providing data validation against the property tax system; decrease staff review time by automatically determining if applications are filed within their statutory time limits; decrease staff manual data entry time by automatically populating fields that already exist in the property tax system; decrease staff processing time by automatically generating notices, agendas and minutes; and will provide a robust reporting function capable of tracking all mandated Board of Equalization Annual Statistics as well as any user defined reports to track statistics on turnaround time, hearing results, scheduling, and application trends.

Over the past 20 years the county has spent approximately 6.4 million dollars for the purchase, maintenance and upgrades of the Megabyte Property Tax System. We feel the return on this investment exceeds our total expense. There is no other commercially available, fully integrated functioning property tax system in California. Consequently if the county were to discontinue using this system, a replacement would have to be developed in-house or obtain a lift & fit system from another county at significant expense.

This Agreement is for services from July 1, 2012 to June 30, 2013. The maintenance and support cost for the Agreement for FY 12/13 is \$28,890.14 per month for an annual amount not to exceed \$350,000. This amount is an increase of 3.5% over FY 11/12. The cost of these services will impact FY 12/13. The maintenance and support cost for the Addendum for FY 12/13 is \$10,000.00 and will be shared evenly between the Clerk of the Board and the Clerk-Recorder-Assessor.

Extra or changed work - The Board is also being requested to authorize the ACTTC, CRA or CAO Department Head to approve minor changes or additions to the scope of services that do not cumulatively exceed a total additional cost of \$25,000 during the term of this Agreement through June 30, 2013 or any extensions thereof. This contingent funding will be utilized if necessary to secure mid-year required system improvements to insure ongoing compliance with California Revenue & Taxation and State Government Codes.

**Attachments:** Exhibit A and Exhibit B.

**On File With Clerk:** Four (4) original Agreements for Professional Services and Four (4) original Addendums to the Agreements for Professional Services.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

## EXHIBIT A

### SCOPE OF SERVICE

#### **MPTS maintenance support services**

Contractor will provide the following maintenance support services:

- Hot line phone support for the Assessor, Tax Collector and Auditor user staff, as required, concerning the operation of the property tax system – MPTS
- Diagnosis of application problems and suggested solutions.
- Application software corrections as needed by system failure to meet system requirements. This does NOT include any fixes for problems arising through alteration of the database by means other than Megabyte personnel.
- New State mandated change to the application software and any forms.
- Enhancements/Upgrades to the application software at the discretion of Megabyte Systems
- Installation/Setup of application stored procedures/triggers/database-scheduled tasks when necessary
- MPTS application training classes:
  - Web training classes
  - Training materials will be posted on the Megabyte website
  - Some sessions may be offered in house for detailed hands-on training at no cost for the session (County will be responsible for travel expenses)
- Roll turnover & roll over support to accommodate County off-hour support if desired:
  - Megabyte will optionally offer (based on County needs) roll turnover/rollover of scheduled jobs leaving reports out at the County (balancing/review is the responsibility of County)
  - Megabyte will review for consistency and set up – completion of jobs i.e. ascertain correctness of control records, job setup, scheduling, conflicts.
  - Backup: 2<sup>nd</sup> copy of 601 rolls and tax rolls for 12-year history retention to be held by Megabyte at option of the County. However, main responsibility for backups of the 601 roll and related backups are County responsibility
  - Assistance with balancing
  - Assistance with producing fixes (i.e. mass roll changes) to correct failures whether due to County or Megabyte error
- Several significant module enhancements will be made to the system at no additional charge as follows:
  - Workflow
  - Appraisal Suite
  - Direct sale enrollment
  - Trees & vines
  - Cashiering for Tax Collector with upgrade to Heartland
  - Document Imaging for Auditor / Tax Collector (already completed and installed)

County will provide, at it's own expense, access to Megabyte via Megabyte network or via the Internet as long as it is at acceptable speeds (County minimum of T1 or business DSL speed).

County must grant Contractor full administrator rights (SA).



## **SQL server database support services**

Contractor will provide the following SQL server database services:

- Necessary tuning/routine maintenance/notification of service pack upgrades needed. (These must be ran by County personnel on the physical machine)
- General SQL maintenance
- Monitor disk space on NT server
- Monitoring of SQL logs for errors and corrective action
- Daily batch job monitoring and fixes/notification of failures
- Scheduling of overnight jobs
- Installation upgrades to SQL versions when Megabyte upgrades the application software to a new version (Note: this does not include any cost associated with the purchase of SQL Server System Software – this cost is the responsibility of the County. Megabyte will install it and do any necessary property system upgrades). Megabyte determines the need to upgrade to a newer version of SQL.
- Rebuild database(s) if necessary due solely to SQL Server generated problems. (Exclusion: If the cause is failure by the user to detect operating system errors & take corrective action or notify Megabyte, then this activity will be billable to the County)
- SQL Support services are for the primary and inquiry (aka backup server) servers only.

County shall perform the following tasks:

- Ensuring the SQL Executive and SQL Server are running and restart if necessary.
- NT Server printer setup and documentation.
- MPTS system backups.
- Network problems.
- Software/Hardware conflict issues.
- Assist with Installation of SQL Server service packs when notified to do so by Megabyte.
- Assist with Installation of MPTS service packs when notified to do so by Megabyte.

If on-site support is required travel time and expenses will be billable to County at the standard rate for Contractor.

## **Online Business Property Filing Maintenance/Support**

Host application that allows taxpayers to e-file Statement 571-L and an accompanying Supplemental Schedule for reporting acquisitions and deletions.

### **Features**

- 571-L reflects previous year costs & net change
- View/print completed forms
- Draft copy printing available
- Selection of tax payers for e-filing notification
- Generation of passwords for security (random)
- Ability to re-select & re-assign passwords
- Letters for selected tax payers
- Audit reports
- Automated upload of previous years detail
- Automated download of 'certified' statements

- Import/merge with personal property system for review/working the statement without keying
- Transfers into 'current' set of pp data
- Images /pdf of the filed statements w/access via pp

## **MPTS Web Modules**

### Public Web.

- Search capabilities limited to Parcel or Assessment numbers.
- Assessor Inquiry-Current Assessment Roll information only.
- Tax Collector-Current Tax Roll information only.
- Cosmetic Customizations only, i.e. color schemes, County logos, etc.
- This version does not have any security features. Name only appears, not address.
- Tax Collector – Prior Year (previous year only) Tax Bills Online (separate charge).
- Tax Collector – Web Bill Print (separate charge).
- Posting of Annual Assessment Notices

### Agency Web.

- Assessor historical search capabilities (dependent on the amount of online history stored by the County).
- Tax Collector historical search capabilities (dependent on the amount of online history stored by the County).
- Customization of displayed data.
- This version is similar to the “counter” public inquiry screens that are currently being used “in house”

## EXHIBIT B

### PAYMENT FOR SERVICES RENDERED

The monthly support cost for services described in Exhibit A – Scope of Service shall be as follows:

Term	Description	Amount
7/1/2012 – 6/30/2013	MPTS Property Tax System Maintenance/Support	\$27,171.03
7/1/2012 – 6/30/2013	Online Business Property Filing Maintenance/Support	\$230.07
7/1/2012 – 6/30/2013	Public Web – Assessor / Tax Collector Modules Agency Web – Assessor / Tax Collector Modules Tax Collector – Prior Year (previous year only) Tax Bill Online Tax Collector – Web Bill Print	\$ 400.80 \$1,002.00 \$ 21.56 \$ 64.68

### COMPENSATION FOR EXTRA SERVICES

COUNTY shall compensate CONTRACTOR for requested Extra Services and reimburse CONTRACTOR for expenses incurred in connection with the provision of such Extra Services as follows:

1. Emergency off-site support outside of the hours 7 AM to 6 PM or on weekends or holidays, with a four-hour minimum:  
**\$150.00 per hour**
2. On-site support, with a four-hour minimum, including time in transit.  
**\$150.00 per hour**
3. Travel expenses: At actual cost in accordance with County's current travel expense policy.

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only Meeting Date / /</p> <p>Agenda Item No: <u>5</u></p>
<p><b>Department:</b> Permit and Resource Management Department</p>		<p><b>4/5 Vote Not Required</b></p>
<p><b>Name and Phone Number:</b> Susan Upchurch - (707) 565-2241</p>	<p><b>Board Date:</b> 6/26/2012</p>	<p><b>Deadline for Board Action:</b> 6/26/2012</p>
<p>AGENDA SHORT TITLE: Take Original Jurisdiction for a Use Permit and septic system setback waiver; Monte Rio Recreation and Parks District; UPE11-0105.</p> <p><b>REQUESTED BOARD ACTION:</b> Approval of Board of Supervisors exercising original jurisdiction for the Use Permit and waiver of setbacks for a new septic system for the Monte Rio Recreation and Parks District for Creekside Park. Property address: 9725 Main Street, Monte Rio; APN 096-060-009; Fifth District.</p>		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p> <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> On April 19th, 2011 the Board of Supervisors approved up to \$1,356,890 in Russian River Redevelopment Project funds to the Monte Rio Recreation and Parks District for development of the project.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> The new recreation facility in Monte Rio cannot move forward.</p>		

**Background:** The proposed project is a request for a Use Permit for a new recreational park including community gardens, a café, and a skateboard park at the old Monte Rio school which will be maintained by the Monte Rio Recreation and Parks District. The site is in a waiver prohibition area related to the Monte Rio sewer development (which hasn't happened yet) and the Board will have to take action to allow for a waiver to the requirement for a 100 foot setback to the 10 foot flood elevation and depth of groundwater.

Only the Board can allow for a waiver in a waiver prohibition area. In this case, the allowance for this exception is very narrow and should not create a precedent. This project is a public benefit, reutilizing a derelict public building and site.

Since the Board would have to make a determination on the waiver, staff felt it is appropriate to have the Use Permit brought forward at the same time.

**Attachments:**

Draft Board of Supervisors Resolution.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012  
UPE11-0105 Sigrid Swedenborg**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Taking Original Jurisdiction Over The Use Permit For The Monte Rio Recreational Park Located At 9725 Main Street, Monte Rio; APN 096-060-009.**

**Whereas**, the Monte Rio Parks and Recreation has applied for a Use Permit for a new recreational park including community gardens, a café, and a skateboard park at the old Monte Rio school located at 9725 Main Street, Monte Rio; APN 096-60-009; Zoned PQP (Public, Quasi-Public); Supervisorial District 5; and

**Whereas**, the Board of Supervisors adopted a waiver prohibition area in the Monte Rio community related to the Monte Rio sewer district project (which is on hold); and

**Whereas**, in order to move forward, the project will need a waiver to the requirement for a 100-foot setback to the 10-foot flood elevation and depth of groundwater for new septic systems; and

**Whereas**, since the Board would have to make a determination on the waiver, it was determined appropriate to have the Use Permit brought forward at the same time.

**Now, Therefore, Be It Resolved** that the Board of Supervisors hereby takes original jurisdiction over the Use Permit for the proposed Monte Rio Recreation and Parks District Creekside Park.

**Be It Further Resolved** that the Board of Supervisors designates the Clerk of the Board as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Clerk of the Board, 575 Administration Drive, Room 100-A, Santa Rosa, California 95403.

**Supervisors:**

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

**So Ordered.**

<b>County Of Sonoma Agenda Item Summary Report</b>		<b>Clerk of the Board Use Only</b> Meeting Date / / Agenda Item No: 6
<b>Department:</b> Human Resources		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Marcia Chadbourne	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<b>AGENDA SHORT TITLE:</b>  Funding for Other Post Employment Benefits (OPEB) for FY 2012-13		
<b>REQUESTED BOARD ACTION:</b>  1. Adopt Resolution authorizing a Payroll Rate of 7.5% for funding Other Post Employment Benefits (OPEB) for Fiscal Year 2012-13.		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>		
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>
Estimated Cost	\$20,391,302	Contingencies \$0 (Fund Name:)
Amount Budgeted	\$20,391,302	Unanticipated Revenue \$0 (Source:)
Other Available Appropriations (Explain Below)	\$0	Other Transfers \$0 (Source:)
Additional Requested	\$0	Additional Funds Requested \$0
<b>Explanation (if required):</b> The proposed FY 2012/13 budget includes sufficient appropriations to support the recommendation of 7.5%		
<b>Prior Board Action:</b> The Board sets this rate annually since 1986 prior to each fiscal year.		
<b>Alternatives – Results of Non-Approval:</b> Insufficient funding to support FY 2012/13 costs of providing retiree medical benefits contributions. Unable to meet Annual Required Contribution (ARC).		

**Background:**

The purpose of this report is to seek Board authority to establish the FY 2012/13 payroll rate for funding the County's obligation for Other Post Employment Benefits, also known as OPEB.

The Governmental Accounting Standards Board (GASB) Statements Nos. 43 and 45 require the County to report the cost of post employment benefits (OPEB) provided to retirees. Only those benefits for which the County has a responsibility to pay a contribution (or some portion thereof), are required to be reported. These benefits include medical, prescription drug, dental, vision and life insurance coverage for retirees. Sonoma County's OPEB obligation is primarily medical benefits. Prior to GASB statements 43 and 45, most entities financed these costs on a "pay-as-you-go" basis, which meant costs for the employers' contributions towards retiree benefits were paid on a current fiscal year basis, with no requirement to recognize the future value or costs to provide these benefits.

Statements 43 and 45 require the County to conduct a biennial valuation. The most current OPEB valuation report valued as of June 30, 2011 was presented to your Board on December 13, 2011, and a copy is on file with the Clerk of the Board. The valuation takes into account various assumptions such as demographics, turnover, mortality, disability, retirement, health care trends and other actuarial assumptions to determine the total cost of providing OPEB benefits. This amount is discounted to determine the actuarial present value of the projected costs of the benefits and this is the actuarial accrued liability (AAL). The unfunded actuarial accrued liability (UAAL) is the difference between the AAL and the actuarial value of the plan assets, that is the amount of money the County sets aside solely to fund OPEB future costs.

Once the UAAL is determined, the Annual Required Contribution (ARC) is calculated to provide funding amortized over a thirty year period. Each year, the County funds the ARC through a combination of a payroll rate and a credit applied for a portion of premiums paid for active employees. This credit is a result of a separate actuarial estimate of the difference in actual medical premium costs paid for active employees and retirees.

**Funding the ARC and the OPEB Trust**

In 2007, when the County's unfunded OPEB liability was at \$407 million and the ARC was \$37 million or 12.88% of payroll, the Board set a target of no more than 7.5% of payroll for the costs of OPEB and directed staff to develop a plan to begin funding the County's unfunded OPEB liability annually. The Board made this budgetary determination such a target was sustainable, given the large unfunded liability and the significant benefit changes which were necessary. Each year the payroll rate generates revenue to fund the employer contributions for retiree premiums and other costs incurred during the year, and also includes a contribution to the OPEB trust for the purpose of prefunding future obligations when they are projected to grow beyond the level percent of payroll.

The following table illustrates the Employer Supplemental payroll rates over the last five years.

Fiscal Year	Payroll Rate
2008/09	7.50%
2009/10	7.50%
2010/11	7.31%
2011/12	7.31%
2012/13	7.50%

Accumulated funds in excess of costs and cash flow coverage for the fiscal year are transferred into the OPEB Trust Fund prior to June 30 of each year, and the FY 2011/12 OPEB Trust transfer is addressed in a separate report on the agenda for the Board's consideration today. The current rate of 7.31% along with the credit and the transfer will meet our ARC. If approved by your Board, the 7.5% payroll rate recommended



for FY 2012/13 is estimated to collect \$20,391,302. The value of the credit applied to the ARC based on actuarial valuations is projected to be \$3,688,805. Our estimated FY 2012/13 ARC is \$25.7 million. The recommended rate of 7.5% is based on conservative payroll estimates for FY 2012/13. Therefore, actual collection experience will be monitored closely and if necessary staff will return to your Board with a recommendation to increase the payroll rate to the level appropriate to meet the ARC.

Staff of the County Administrator, Auditor-Controller, Treasurer, Tax Collector and Human Resources-Risk Management has analyzed the payroll and budgetary projections and concur with these recommendations. Further analysis will also be completed during FY 2012/13 to evaluate the assumptions for the biennial OPEB valuation report valued as of June 30, 2013. Recommendations will be presented to your Board following the review to ensure your Boards' support of the assumptions for the updated 2013 valuation.

**Attachments:**

Resolution authorizing the Annual Employer Supplemental Payroll Rate of 7.50% for funding of Other Post Employment Benefits (OPEB) for Fiscal Year 2012-13.

**On File With Clerk:** Copy of the 2011 Actuarial Valuation and Review of Other Post Employment Benefits (OPEB)

Resolution authorizing Continuation of the Annual Employer Supplemental Payroll Rate of 7.50% for funding of Other Post Employment Benefits (OPEB) for Fiscal Year 2012-13.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.  
County of Sonoma  
Santa Rosa, CA 95403  
Date: 6/26/2012**

**Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District, The Board Of Directors Of The Northern Sonoma County Air Pollution Control District, and The Sonoma County In-Home Support Services (IHSS) Public Authority, Authorizing a Payroll Rate of 7.5% for Funding of Other Post Employment Benefits (OPEB) for Fiscal Year (FY) 2012-2013**

**WHEREAS**, since 1986, the Board of Supervisors/Directors/Commissioners of the above listed agencies have annually approved by resolution a supplemental rate to the employer portion of the County Retirement contribution rate to fund annual employer costs for retiree medical insurance for all county departments, agencies and programs; and

**WHEREAS**, the County is required to conduct biennial valuations required by the Governmental Accounting and Standards Board (GASB) Nos. 43 and 45 to determine the County's liability for the Other Post Employment Benefits (OPEB), and following various actuarial and other analysis presented to the Board from 2006 through 2008 related to the County's OPEB liability, the Board established a target rate of 7.5% of payroll for retiree medical costs as a way to maintain fiscal sustainability, and the 7.5% rate was subsequently adopted by Resolution No. 08-0560 on June 17, 2008 for FY 2008-2009, and Resolution Nos.09-0494 and 09-0495 on June 2, 2009 for FY 2009-2010; and

**WHEREAS**, following receipt of the 2009 OPEB valuation, the Sonoma County Board of Supervisors accepted the 2009 OPEB valuation report on April 20, 2009, placing the County's unfunded OPEB liability for the cost of retiree medical at \$258,737,588 with an Annual Required Contribution (ARC) of \$22,548,641 or 7.31% of payroll, and by Resolution No. 10-0498 on June 22, 2010 authorized reducing the payroll rate for FY 2010-2011 to 7.31%, and further authorized continuation of the 7.31% payroll rate for FY 2011-12 by Resolution No. 11-0338; and

**WHEREAS**, following receipt of the 2011 OPEB Actuarial Valuation on December 13, 2011, the Board authorized continuation of the 7.31% of payroll to fund the ARC for retiree medical through Fiscal Year 2011-2012; and

**WHEREAS**, the ARC for FY 2012-13 is estimated at \$25,700,000 and upon review by County Administrator, Auditor-Controller, Treasurer-Tax Collector, and Human Resources-Risk Management staff, it is recommended to fund at the target rate previously established by the Board of 7.5 % of payroll for FY 2012-13; and

**WHEREAS**, these costs are appropriately budgeted and distributed to all County departments, agencies and programs, who will seek reimbursement for all appropriate and reasonable costs from various State and Federally funded programs.

**NOW, THEREFORE, BE IT RESOLVED** that the payroll rate for funding of Other Post Employment Benefits (OPEB) for FY 2012-13 will be charged to all County departments, agencies, districts and programs at the rate of 7.5% of payroll and will be effective on the first full pay period in July 2012, or as soon as considered practicable.

**Supervisors:**

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

**So Ordered.**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0; font-size: small;">Clerk of the Board Use Only</p> <p style="margin: 0; font-size: x-small;">Meeting Date</p> <p style="margin: 0; text-align: center;">/ /</p> <p style="margin: 0; font-size: x-small;">Agenda Item No:</p> <p style="margin: 0; text-align: center;">7</p>	
<p><b>Department:</b> Human Resources</p>		<p><b>4/5 Vote Not Required</b></p>	
<p><b>Name and Phone Number:</b> Marcia Chadbourne</p>	<p><b>Board Date:</b> 6/26/2012</p>	<p><b>Deadline for Board Action:</b> 6/26/2012</p>	
<p><b>AGENDA SHORT TITLE:</b> Authorize Deposit of Funds to the Public Agency Retirement System (PARS) Post Retirement Health Care Plan Trust (OPEB)</p>			
<p><b>REQUESTED BOARD ACTION:</b>  Adopt Concurrent Resolution authorizing the County Administrator and Auditor-Controller/Treasurer-Tax Collector to facilitate financial and budgetary transactions necessary to deposit with the Public Agency Retirement System (PARS) Post Retirement Health Care Plan Trust, materially consistent with the assumptions contained in the 2011 actuarial valuation of Other Post Employment Benefits (OPEB) liabilities, for the fiscal year ending June 30, 2012.</p>			
<p><b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b></p>			
<p><u>EXPENDITURES:</u></p>		<p><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></p>	
Estimated Cost	\$0*	Contingencies	\$0
		(Fund Name:)	
Amount Budgeted	\$0*	Unanticipated Revenue	\$0
		(Source:)	
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0
<p><b>Explanation (if required):</b> *Contributions to the Medical Retiree Clearing trust for FY 2011/12 are budgeted at 7.31% of payroll. Contributions net of FY 2011/12 retiree medical costs will be determined prior to 6/30/2012 and transferred to the PARS OPEB TRUST</p>			
<p><b>Prior Board Action:</b> 6/17/08: Received 2007 actuarial report determining Sonoma County's OPEB liability. 6/17/08: Established PARS OPEB Trust and authorized transfer of funds as of 6/30/08, Reso #08-0559 6/23/09: Authorized transfer of funds to PARS OPEB Trust as of 6/30/09, Reso #09-0597, 09-0597a 6/22/10: Authorized transfer of funds to PARS OPEB Trust as of 6/30/10, Reso #10-0497 6/21/11: Authorized transfer of funds to PARS OPEB Trust as of 6/30/11, Reso # 11-0337</p>			

**Alternatives – Results of Non-Approval:** Funds to OPEB trust and interest earnings will not be booked by the fiscal year end (June 30, 2012) and will not be recognized by the outside auditor in the 2012 Comprehensive Annual Financial Report (CAFR) nor will it be included in the 2013 OPEB actuarial evaluation.

**Background:**

This report seeks Board authorization for the County Administrator and County Auditor-Controller/Treasurer-Tax Collector (ACTTC) to facilitate financial and budgetary transactions necessary to transfer funds into the County's Other Post Employment Benefits (OPEB) trust administered through the Public Agency Retirement System (PARS), for the fiscal year ending June 30, 2012.

In 2008 the Board of Supervisors authorized through Resolution No. 08-0559, the County's participation in the PARS Post Retirement Health Care Plan Trust, designated the County Administrator as the Plan Administrator, and authorized all actions necessary to execute Plan Documents. This action also authorized the County Administrator and the County Auditor-Controller to initiate financial and budgetary transactions necessary to deposit funds into the Trust, consistent with the 2007 OPEB actuarial analysis.

The purpose of the PARS OPEB trust is to finance the County's obligation for funding retiree benefits, for the benefit of retirees of the County of Sonoma, the Sonoma County Water Agency, the Community Development Commission, the Northern Sonoma County Air Pollution Control District, Sonoma County In-Home Support Services Public Authority, and the Sonoma County Agricultural Preservation and Open Space District.

The County established this irrevocable trust in 2008 and began funding in order to take advantage of a more favorable discount rate permitted for future actuarial valuations of the County's OPEB obligations. This irrevocable trust has the added benefit of meeting the requirements of Internal Revenue Code Section 115, which allows income generated by the trust to be tax-exempt. The County began pre-funding the OPEB Trust on June 30, 2008 with an initial transfer of \$7 million from the General Fund. Since that time, the following annual deposits have been made at June 30 of each year.

FY 2007/08	\$7,560,000
FY 2008/09	\$2,800,000
FY 2009/10	\$1,400,000
FY 2010/11	\$4,000,000
FY 2011/12 (estimated)	\$1,500,000
Est. Deposits through 6/30/12	\$17,260,000

Concurrent with establishment of the PARS OPEB Trust, the County also established an internal trust fund, the Medical Retiree Clearing Trust - Index 306514. The Medical Retiree Clearing Trust is used to collect the payroll revenue which pays the County's contribution towards retiree benefit premiums, Medicare Part B premiums and administrative support costs (accounting, auditing, actuarial, information systems and legal services). It is projected that approximately \$1,500,000 million will be available on June 30, 2012 to be transferred to the PARS OPEB Trust. As of April 30, 2012 the PARS OPEB Trust Balance including interest earned and administrative fees paid was \$19,651,835. The estimated deposit of \$1,500,000 at June 30, 2012, will bring the estimated PARS OPEB Trust balance to \$21,151,835.

Information regarding the County's funding of OPEB is contained in the County's 2010/11 Comprehensive Annual Financial Report (CAFR), located at <http://www.sonoma-county.org/auditor/pdf/11cafr.pdf>. Note 13 to the CAFR at pages 82 - 84 includes the actuarial assumptions and funding methodology. Currently the County funds this obligation through a payroll rate of 7.31%. A separate and related requested action on your Board's agenda today is a recommendation to increase the payroll rate to the previous target rate of 7.50% for FY 2012/13.

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**Attachments:** Concurrent Resolution

**On File With Clerk:** Concurrent resolution authorizing the County Administrator and Auditor-Controller/Treasurer-Tax Collector to facilitate financial and budgetary transactions necessary to deposit with the Public Agency Retirement System (PARS) Post Retirement Health Care Plan Trust, materially consistent with the assumptions contained in the 2011 actuarial valuation of Other Post Employment Benefits (OPEB) liabilities, for the fiscal year ending June 30, 2012.

**CLERK OF THE BOARD USE ONLY**

<b>Board Action (If other than "Requested")</b>	<b>Vote:</b>

**Resolution No.  
County of Sonoma  
Santa Rosa, CA 95403  
Date: 6/26/2012**

**Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District, And The Board Of Directors Of The Northern Sonoma County Air Pollution Control District, And the Board of Directors of the Sonoma County In-Home Support Services (IHSS) Public Authority, Authorizing the County Administrator and the Auditor-Controller/Treasurer-Tax Collector to Facilitate Financial and Budgetary Transactions Necessary to Deposit with the Public Agency Retirement System (PARS) Post Retirement Health Care Plan Trust, Materially Consistent with the Assumptions Contained in the 2011 Actuarial Valuation of Other Post Employment Benefits (OPEB) Liabilities, for the fiscal year ending June 30, 2012**

**WHEREAS**, the Board of Supervisors/Directors/Commissioners of the above listed agencies, have determined it is in the best interest of the County of Sonoma, and all of the above listed affiliate agencies which it governs (the "County"), to participate in the PARS Post-Retirement Health Care Plan Trust (the "Program") to fund the liability of post-employment benefits for employees as specified in the County's policies, salary resolutions, and/or applicable collective bargaining agreements; and

**WHEREAS**, the PARS Program is a tax-exempt trust and plan performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the provisions of the relevant statutory provisions of the State of California; and

**WHEREAS**, the Board of Supervisors/Directors/Commissioners by Resolution No. 08-559 appointed the County Administrator to be the County's Plan Administrator and to execute all documents necessary to adopt the PARS Post-Retirement Health Care Plan Trust, and has annually authorized the County Administrator and the County Auditor-Controller/Treasurer-Tax Collector to initiate all financial and budgetary transactions necessary to make deposits to the Program Trust at the end of each fiscal year; and

**WHEREAS**, the Board of Supervisors/Directors/Commissioners previously authorized by prior resolutions, funding for other post employment benefits (OPEB) costs through a rate of payroll which is currently 7.31% for FY 2011/12, and based upon revenue generated by that rate, provides funding of the County's Annual Retirement Contribution (ARC), including all direct and administrative costs for retiree medical benefits, and further authorizes transfer of designated funds to the PARS Post Retirement Health Care Plan Trust (OPEB) for the fiscal year ending June 30, 2012.

**THEREFORE, BE IT RESOLVED** that the County Administrator and Auditor-Controller/Treasurer- Tax Collector are authorized to facilitate any and all financial and budgetary transactions necessary, to make deposits with the PARS Post Retirement Health Care Plan Trust by June 30, 2012, materially consistent with the assumptions as noted in the 2011 actuarial valuation of the County's OPEB liabilities.

**Supervisors:**

Brown:                      Rabbitt:                      McGuire:                      Carrillo:                      Zane:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
8

**Department:** County Clerk-Recorder-Assessor

**4/5 Vote Not Required**

**Name and Phone Number:**  
Janice Atkinson - (707) 565-1877

**Board Date:**  
6/26/2012

**Deadline for Board Action:**

**AGENDA SHORT TITLE:** Contract for Economic and Financial Analysis.

**REQUESTED BOARD ACTION:** Authorize the County Clerk/Recorder/Assessor to execute an agreement with J. Bruce Reading for geothermal economic and financial analysis services for the period of July 1, 2012 through June 30, 2014 in an amount not to exceed \$54,000.

## CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$27,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$27,000	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

**Explanation (if required):** Financial impact is for fiscal year 2012-13. Funding for the 2nd year of the agreement will be included in the FY 2013-14 proposed budget. If appeals reach the hearing stage, it may be necessary to request additional funding.

**Prior Board Action:** 8/17/10 approving agreement with J. Bruce Reading for 2010/11 and 2011/12. 7/14/09 approving agreement with J. Bruce Reading for 2009/10; 6/24/08 approving agreement with J. Bruce Reading for 2008/09; 6/19/07 approving agreement with J. Bruce Reading for 2007/2008.

**Alternatives – Results of Non-Approval:** Review and analysis of complex appraisals of geothermal properties would have to be done by in-house staff without training or expertise in these areas or economics.



**Background:** The Assessor has contracted with J. Bruce Reading to provide economic and financial analysis for complex geothermal appeals since 1991. This has been necessary because the Assessor's Division lacks in-house staff with sufficient expertise in the areas of economics, and geothermal appraisal to review the reasonableness of geothermal appraisal parameters and develop capitalization rates and cash flows, etc. Mr. Reading performed these duties while he was employed by the Assessor's Office and has also taught Economics at Santa Rosa Junior College, making him uniquely qualified in these areas.

For the 2012/13 and 2013/14 fiscal year contracts, Mr. Reading will continue to provide economic and financial analysis services with respect to complex geothermal properties located in Sonoma County and in-house training of Assessor staff. While most of the prior year assessment appeals have been settled, Mr. Reading's services will be required to review Calpine's new construction activity and analyze the annual appraisal. In addition, Mr. Reading's services are needed to analyze the recent Ram Power assessment appeal applications.

The contract for Economic and Financial Analysis Services is a two-year agreement, with a maximum cap of \$27,000 for each year, at an hourly rate of \$115.00. This rate is a 10% increase over the FY 2011-12 rate, which was reduced, in response to the Voluntary Vendor Program Gene Clark was delegated the authority to execute. The voluntary reduction by Mr. Reading saved the County approximately \$6,600 during the course of the last two year contract. Actual expenditures will be affected by whether or when cases are negotiated, or actually go to hearing and/or trial. Costs for past fiscal years have fluctuated substantially due to hearing and settlement activity in relation to geothermal assessments: 2006/07 \$53,130; 2007/08 \$20,125; 2008/09 \$20,240; 2009/10 \$27,140; 2010/11 \$52,930; 2011/12 \$9,522 (as of April 2012).

This is a single source contract due to the unique combination of experience, knowledge and skills possessed by Mr. Reading. He is an expert in the valuation of geothermal steam field reserves, steam gathering systems, injection and production wells, power plants, electricity pricing and geothermal energy economics. In addition, Mr. Reading has over 20 years as a property tax appraiser in the Sonoma County Assessor's Office, which has given him extensive knowledge of California property tax practices and procedures as well as property tax law as it relates to resource properties.

Mr. Reading provides comprehensive reviews of all appraisals performed by the Assessor's outside geothermal appraiser, Harold Bertholf & Associates. Mr. Reading's ability to perform comprehensive reviews of geothermal appraisals comes from years of experience in the geothermal area as well as extensive knowledge of geothermal energy economics. Over the last eight years, 150 assessment appeals have been filed by Geysers Power Company/Calpine. These appeals have put over \$2.4 billion in assessed value at risk, an average of \$300 million at risk per year. The total amount of tax dollars at risk during this time period was \$24 million. Mr. Reading has been instrumental in resolving all of the 150 assessment appeals.

**Attachments:** None.

**On File With Clerk:** Agreement on file with Clerk.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<b>County Of Sonoma</b> <b>Agenda Item</b> <b>Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>9</u>
<b>Department:</b> County Clerk-Recorder-Assessor		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Janice Atkinson - (707) 565-1877	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<b>AGENDA SHORT TITLE:</b> Consolidated Presidential Primary Election Official Canvass.		
<b>REQUESTED BOARD ACTION:</b> Approve Resolution adopting the Official Canvass of the Vote for the June 5, 2012, Consolidated Presidential Primary Election.		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b>		
<b>Explanation (if required):</b> None.		
<b>Prior Board Action:</b> Resolution 12-0155, dated April 10, 2012, authorized consolidation of elections to be held in conjunction with the June 5, 2012, Primary Election; Resolution 12-0160, dated April 10, 2012, approved appointment of nominees for party central committees and county councils to their respective offices.		
<b>Alternatives – Results of Non-Approval:</b> Any alternative would be contrary to law.		

**Background:** Pursuant to Elections Code Section 1000, the Consolidated Presidential Primary Election was held on June 5, 2012. The results thereof were certified by the County Clerk, and the certification must be adopted by the Board of Supervisors as the governing body. Elections Code Section 15372 provides that the Clerk shall canvass the returns within 28 days following the election, and Elections Code Section 15302 requires the Clerk to submit a certified statement of the results to the governing body (the Board of Supervisors) for adoption. The canvass has been completed, and the Statement of the Votes Cast, on file with the Clerk, is submitted to the Board for adoption as provided by law. The Board shall, pursuant to Elections Code Section 15400, declare elected to each office voted on at each election under its jurisdiction, the person having the highest number of votes for that office, or the person who was elected or nominated under the exceptions noted in Section 15452. The Board shall also declare the results of each election under its jurisdiction as to each measure.

Prior to the newly elected officeholders assuming office, the elections official shall issue and deliver notices of election to those candidates so declared. The official canvass is also transmitted to the appropriate School and Special Districts for adoption by their governing bodies. Final results will also be reported to the Secretary of State as required for state-certified contests.

**Attachments:** Resolution, Semifinal Official Results

**On File With Clerk:** Statement of the Vote.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution of the Board of Supervisors of the County of Sonoma, State of California, Adopting the Official Canvass of the Vote for the June 5, 2012, Presidential Primary Election.**

**Whereas**, the Consolidated Presidential Primary Election was held on June 5, 2012; and

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

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

**Now, Therefore, Be It Resolved** that the Official Canvass of votes cast at the Consolidated Presidential Primary Election held on June 5, 2012, is hereby adopted in accordance with law, and the results of each election under the jurisdiction of the County of Sonoma as to each office and each measure are hereby declared. A copy of the Statement of the Vote is provided herewith.

**Supervisors:**

Brown:                      Rabbitt:                      McGuire:                      Carrillo:                      Zane:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**



SEMIFINAL OFFICIAL RESULTS  
Cumulative Totals

<i>President of the US</i> DEM		
Complete Precincts:	374	of 374
Barack Obama	50,309	97.4%
Write-in candidate(s)	1,349	2.6%

<i>President of the US</i> REP		
Complete Precincts:	374	of 374
Mitt Romney	16,648	72.6%
Ron Paul	3,281	14.3%
Rick Santorum	1,353	5.9%
Newt Gingrich	842	3.7%
Charles E. Roemer, III	319	1.4%
Write-in candidate(s)	304	1.3%
Fred Karger	170	0.7%

<i>President of the US</i> AI		
Complete Precincts:	374	of 374
Edward C Noonan	411	31.8%
Laurie Roth	344	26.6%
Mad Max Riekse	283	21.9%
Write-in candidate(s)	256	19.8%

<i>President of the US</i> GRN		
Complete Precincts:	374	of 374
Jill Stein	406	48.0%
Roseanne Barr	312	36.9%
Kent Mesplay	87	10.3%
Write-in candidate(s)	41	4.8%

<i>President of the US</i> LIB		
Complete Precincts:	374	of 374
Gary Johnson	112	33.3%
Barbara Joy Waymire	56	16.7%
Write-in candidate(s)	37	11.0%
Scott Keller	28	8.3%
James Ogle	25	7.4%
Lee Wrights	21	6.3%
R J Harris	16	4.8%
Bill Still	14	4.2%
Roger Gary	14	4.2%
Carl Person	13	3.9%

<i>President of the US</i> PF		
Complete Precincts:	374	of 374
Ross C. Anderson	48	44.0%
Stephen Durham	24	22.0%
Stewart Alexander	24	22.0%
Write-in candidate(s)	13	11.9%

<i>United States Senator</i>		
Complete Precincts:	374	of 374
Dianne Feinstein	54,157	63.1%
Elizabeth Emken	4,838	5.6%
Dan Hughes	4,607	5.4%
Mike Strimling	2,466	2.9%
Rick Williams	2,234	2.6%
Gail K Lightfoot	2,062	2.4%
Diane Stewart	1,802	2.1%
David Alex Levitt	1,553	1.8%
Dennis Jackson	1,484	1.7%
Orly Taitz	1,457	1.7%
Greg Conlon	1,291	1.5%
Marsha Feinland	1,125	1.3%
Colleen Shea Fernald	1,067	1.2%
Oscar Alejandro Braun	988	1.2%
Al Ramirez	854	1.0%
Robert Lauten	837	1.0%
Donald Krampe	697	0.8%
Nak Shah	502	0.6%
Dirk Allen Konopik	480	0.6%
Don J Grundmann	387	0.5%
Rogelio T. Gloria	301	0.4%
Nachum Shifren	211	0.2%
John Boruff	203	0.2%
Kabiruddin Karim Ali	184	0.2%
Write-in candidate(s)	103	0.1%



**SEMIFINAL OFFICIAL RESULTS**  
Cumulative Totals

*U S Representative*  
*2nd District*

Complete Precincts: 157 of 157

Jared Huffman	13,603	37.2%
Norman Solomon	5,629	15.4%
Daniel W Roberts	5,345	14.6%
Stacey Lawson	4,137	11.3%
Susan L Adams	2,214	6.1%
Mike Halliwell	2,088	5.7%
Tiffany Renee	1,130	3.1%
Brooke Clarke	884	2.4%
John Lewallen	560	1.5%
William L Courtney	378	1.0%
Andy Caffrey	329	0.9%
Larry Fritzlän	234	0.6%
Write-in candidate(s)	43	0.1%

*Member of Assembly*  
*2nd District*

Complete Precincts: 163 of 163

Wesley Chesbro	20,637	58.8%
Tom Lynch	10,239	29.2%
Pamela Elizondo	2,815	8.0%
Firenza Xuan Pini	1,157	3.3%
Write-in candidate(s)	252	0.7%

*County Supervisor*  
*1st District*

Complete Precincts: 93 of 93

John Sawyer	5,266	23.5%
Susan Gorin	5,180	23.1%
Gina Cuculis	3,834	17.1%
Joanne Sanders	3,619	16.1%
Mark Bramfitt	3,190	14.2%
Michael McClure	1,280	5.7%
Write-in candidate(s)	52	0.2%

*Member of Assembly*  
*4th District*

Complete Precincts: 59 of 59

Mariko Yamada	7,266	64.9%
John Munn	3,907	34.9%
Write-in candidate(s)	20	0.2%

*County Supervisor*  
*3rd District*

Complete Precincts: 47 of 47

Shirlee Zane	8,339	62.8%
Tim Smith	4,864	36.6%
Write-in candidate(s)	70	0.5%

*U S Representative*  
*5th District*

Complete Precincts: 217 of 217

Mike Thompson	35,033	73.1%
Randy Loftin	7,290	15.2%
Stewart John Cilley	5,514	11.5%
Write-in candidate(s)	115	0.2%

*Member of Assembly*  
*10th District*

Complete Precincts: 152 of 152

Michael Allen	11,511	32.9%
Peter J Mancus	8,124	23.2%
Marc Levine	5,908	16.9%
Connie Wong	5,111	14.6%
Joe Boswell	1,712	4.9%
Alex Easton-Brown	1,599	4.6%
H Christian Gunderson	960	2.7%
Write-in candidate(s)	59	0.2%

*County Supervisor*  
*5th District*

Complete Precincts: 83 of 83

Efren Carrillo	10,176	58.9%
Ernest L Carpenter	4,828	27.9%
Veronica Jacobi	2,252	13.0%
Write-in candidate(s)	33	0.2%

*State Senator*  
*3rd District*

Complete Precincts: 92 of 92

Lois Walk	15,106	95.7%
Write-in candidate(s)	679	4.3%

*Schell-Vista Fire*  
*Protection District*  
Number To Vote For: 2

Complete Precincts: 9 of 9

Ernie Loveless	612	38.7%
Robert Kruljac	419	26.5%
John J Fanucchi	293	18.5%
Theodore C Nagel	252	15.9%
Write-in candidate(s)	4	0.3%



# SEMIFINAL OFFICIAL RESULTS

## Cumulative Totals

<i>PROP 28-Limit Legislator Terms in Office</i>			
Complete Precincts:	374	of 374	
Yes	57,288	66.0%	
No	29,478	34.0%	

<i>Measure G-Old Adobe Union School District 55% Bond</i>			
Complete Precincts:	17	of 17	
Bonds Yes	2,653	56.1%	
Bonds No	2,077	43.9%	

<i>Member Central Committee Peace &amp; Freedom</i>			
Number To Vote For:	7		
Complete Precincts:	374	of 374	
Erin Renee Mitchell	89	19.2%	
Anna A White	85	18.3%	
Toni Novak	83	17.9%	
Irv Sutley	73	15.7%	
Rob Weinstein	68	14.7%	
Linda D Wren	65	14.0%	
Write-in candidate(s)	1	0.2%	

<i>PROP 29-Tax Cigarettes for Cancer Research</i>			
Complete Precincts:	374	of 374	
Yes	54,091	60.9%	
No	34,784	39.1%	

<i>Measure H-Sebastopol Un School District 55% Bond</i>			
Complete Precincts:	16	of 16	
Bonds Yes	2,141	69.0%	
Bonds No	960	31.0%	

<i>Registration and Turnout Democratic</i>			
Complete Precincts:	374	of 374	
Total Registered Voters	127,704		
Precinct Registration	127,704		
Precinct Ballots Cast	17,259	13.5%	
Absentee Ballots Cast	38,651	30.3%	
Total Ballots Cast	55,910	43.8%	

<i>Measure D-Cotati-Rohnert Park Unif Schl Dist Tax</i>			
Complete Precincts:	24	of 24	
Yes	5,545	66.9%	
No	2,748	33.1%	

<i>Measure I - Wright School District 55% Bond</i>			
Complete Precincts:	11	of 11	
Bonds Yes	1,431	61.0%	
Bonds No	913	39.0%	

<i>Registration and Turnout Republican</i>			
Complete Precincts:	374	of 374	
Total Registered Voters	55,476		
Precinct Registration	55,476		
Precinct Ballots Cast	6,451	11.6%	
Absentee Ballots Cast	17,747	32.0%	
Total Ballots Cast	24,198	43.6%	

<i>Measure E-Healdsburg Un School District 55% Bond</i>			
Complete Precincts:	21	of 21	
Bonds Yes	2,183	60.2%	
Bonds No	1,443	39.8%	

<i>Measure J-City of Sonoma Sales Tax</i>			
Complete Precincts:	8	of 8	
Yes	1,808	66.5%	
No	909	33.5%	

<i>Measure F-Guerneville School District 55% Bond</i>			
Complete Precincts:	6	of 6	
Bonds Yes	744	63.2%	
Bonds No	433	36.8%	

<i>Measure K-Schell-Vista Fire Dist-Increase Board</i>			
Complete Precincts:	9	of 9	
Yes	620	62.1%	
No	379	37.9%	





# SEMIFINAL OFFICIAL RESULTS

## Cumulative Totals

### Registration and Turnout American Independent

Complete Precincts: 374 of 374

Total Registered Voters	5,856	
Precinct Registration	5,856	
Precinct Ballots Cast	531	9.1%
Absentee Ballots Cast	1,608	27.5%
Total Ballots Cast	2,139	36.5%

### Registration and Turnout Total Sonoma County

Complete Precincts: 374 of 374

Total Registered Voters	248,216	
Precinct Registration	248,216	
Precinct Ballots Cast	26,766	10.8%
Absentee Ballots Cast	65,082	26.2%
Total Ballots Cast	91,848	37.0%

### Registration and Turnout Green

Complete Precincts: 374 of 374

Total Registered Voters	4,626	
Precinct Registration	4,626	
Precinct Ballots Cast	496	10.7%
Absentee Ballots Cast	607	13.1%
Total Ballots Cast	1,103	23.8%

### Registration and Turnout Libertarian

Complete Precincts: 374 of 374

Total Registered Voters	1,564	
Precinct Registration	1,564	
Precinct Ballots Cast	154	9.8%
Absentee Ballots Cast	284	18.2%
Total Ballots Cast	438	28.0%

### Registration and Turnout Peace & Freedom

Complete Precincts: 374 of 374

Total Registered Voters	746	
Precinct Registration	746	
Precinct Ballots Cast	57	7.6%
Absentee Ballots Cast	96	12.9%
Total Ballots Cast	153	20.5%

<b>COUNTY OF SONOMA AGENDA ITEM SUMMARY REPORT</b>			<b>Clerk of the Board Use Only</b>	
			<b>Meeting Date</b>	<b>Held Until</b>
			/ /	/ /
			<b>Agenda Item No:</b>	<b>Agenda Item No:</b>
			10	
Department: County Administrator			( ) 4/5 Vote Required	
Contact: Jim Leddy	Phone: 565-2190	Board Date: 06/26/2012	Deadline for Board Action: 7/1/2012	
<b>AGENDA SHORT TITLE:</b> Grant Writer Services Agreement; and eCivis Grants Network, Inc. Services Agreement.				
<b>REQUESTED BOARD ACTION:</b>				
<p>(1) Authorize Board Chair to sign contract with the Glen Price Group for grant writing services effective July 1, 2012 through June 30, 2013 in an amount not to exceed \$138,660;</p> <p>(2) Authorize Chairman to sign contract with eCivis Grants Network, Inc. for services effective July 1, 2012 through June 30, 2013 in an amount not to exceed \$33,480</p>				
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>				
<b><u>EXPENDITURES</u></b>			<b><u>ADD'L FUNDS REQUIRING BOARD</u></b>	
<b>Estimated Cost</b>	\$	172,140	<b>Contingencies</b>	\$
			<b>(Fund Name: )</b>	
<b>Amount Budgeted</b>	\$	88,660	<b>Unanticipated Revenue</b>	\$
			<b>(Source: )</b>	
<b>Other Avail Approp (Explain below)</b>	\$	83,480	<b>Other Transfer(s)</b>	\$
			<b>(Source: )</b>	
<b>Additional Requested:</b>	\$	- 0 -	<b>Add'l Funds Requested:</b>	\$
<b>Explanation (if required):</b> \$33,480 will be allocated to database users in departments for eCivis users; and up to \$50,000 from user departments for grant writer services, if department head decides to use Glen Price Group				
<b>Prior Board Action(s):</b> February 3, 2009, the Board authorized the Chair to sign a contract extension with Glen Price Group from September 2008 to June 2009. On June 23, 2009, Board authorized three year contract with Glen Price Group for Grant Writing services and eCivis for grant location services.				
<b>Alternatives - Results of Non-Approval:</b>				
Board could request staff to re-issue RFP or contract with alternative provider. If the Board decides not to award agreements, departments and Community Based Organizations will not have access to grant procurement services and may not be able to be aware and/or secure outside funding opportunities.				

**Background:** As an ongoing effort to build departmental and staff grant writing capacity and maximize the access to outside grant funding sources, on September 13, 2005 the Board of Supervisors approved a 3-year agreement with the Glen Price Group (GPG) to provide various grant writing support services including grant application training. Subsequently, on November 1, 2005, approval to include access to eCivis (grants locator system) was granted for county departments and community-based organizations working with the county. On September 9, 2008 and February 3, 2009, the agreement was extended to June 30, 2009 without funding increase. On June 23<sup>rd</sup>, 2009 following a Request for proposal process a new three (3) year agreement with both Glen Price Group and eCivis was approved by the Board.

In order to assure a competitive bidding process, staff released a Request for Proposals (RFP) inviting grant development and writing consultants, as well as providers of a web based grants locator subscription. Twenty-two (22) firms were sent the RFP and five (5) responded. One firm chose to only submit for the Grant Locator Services portion. This was allowed under the RFP.

A review committee consisting of staff of the Human Services Department, Regional Parks, the Sonoma County Water Agency, the Community Development Commission and the Executive Director of the Volunteer Center of Sonoma County reviewed the five proposals. The Glen Price Group was scored as the top by all participants for the Grant Writing Services. For Grant Location Services, eCivis was scored as the top for Grant Location Services and is recommended by the review committee.

The recommendation is to award separate one-year agreements to the Glen Price Group at an amount not to exceed \$138,660 for Grant Writing Services for FY 12-13; and eCivis, Inc at \$33,480 (fixed for 3 years) annual subscription. Each with two options to extend for another year so as long as staff has reviewed the benefit and presents a recommendation to extend to the Board of Supervisors. The FY 12-13 cost for Grant Writing services was negotiated to be same as FY 11-12-. The Grant Locator Service (eCivis) cost would be \$33,480 and reflects 10% reduction in cost from FY 11-12.

In 2009-2010, the Glen Price Group has secured \$1.4 million in grants and contracts for the county and \$1.38 million, and 480 individuals have participated in training workshops. Attachment (C) details the annual and total received since the contract with Glen Price Group was initiated.

#### GRANT DEVELOPMENT & WRITING SERVICES (up to \$138,660 from July 1, 2012 to June 30, 2013)

The County's Request for Proposal (RFP) was distributed to 22 organizations identified through online research and five (5) responses were received. The Glen Price Group's proposal identified a monthly retainer cost option (same as the last year of the 3-year agreement), a fee schedule option, and/or a combination of the two options. Given the agreement can be used by all department agencies, staff is recommending the combined option: \$5,305 monthly payment + up to \$25,000 fee based for special projects + up to \$50,000 for departments to directly use GPG services. This cost structure reflects no increase over the previous contract.

The monthly retainer will provide the county the following:

- Informational Meetings/Short and Medium Term Strategic Planning;
- Full comprehensive proposal development services to respond to up to 5 federal/state equivalent (FSE) grant proposals, which can include collaborate proposal development with Community Based Organizations (CBO);
- Biweekly reports of funding opportunities organized by department that include articles about various topics related to grant seeking;
- On site grant development capacity development of staff and CBO

The \$25,000 agreement allocation can be used to cover the service cost of multi-agency grant applications in excess of the five (5) proposals. The County Administrator's assigned staff will coordinate the use of GPG services budgeted for in the Non-Departmental budget.

**Background: (continued):**

**GRANTS LOCATOR SERVICES (\$33,480 annual subscription from July 1, 2012 to June 30, 2013)**

The Request for Proposal (RFP) was distributed to 22 potential service providers and a total of 5 responses were received by the deadline. The review committee recommends eCivis which only responded to the Grant Locator Services portion of the RFP. The eCivis firm focuses on government funding and demonstrated a superior search engine. The review committee is recommending a one-year subscription agreement with eCivis, Inc. with two options to renew annually. The cost of the annual subscription with unlimited access for the County and CBOs will be \$33,480, a 10% reduction from FY 11-12; and it will include onsite and virtual training. The cost will be distributed amongst the county's 26 user departments based on their budget size.

Staff will review the usage and benefits results of both the agreements before expiration, and if results are positive, staff will return to your Board with a recommendation to extend for an additional year.

**Attachments:**

- (A) Professional Services Agreement with Glen Price Group, Inc. and Scope of Work**
- (B) Service Agreement with eCivis, Inc. and Scope of Work**
- (C) Breakout of Glen Price Group annual and total grant reception under contract.**

**On File With Clerk:**

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

## AGREEMENT FOR CONSULTING SERVICES

This agreement ("Agreement"), dated as of July 1, 2012 ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Glen Price Group, (hereinafter "Consultant") a strategic planning and resource development firm.

### R E C I T A L S

WHEREAS, Consultant represents that it is a duly qualified member in good standing of the American Association of Grant Professionals and experienced in providing assistance to agencies in identifying potential grant funding opportunities, writing and submitting proposals, providing staff training on grant writing, and providing coordination on multi-agency/multi-jurisdictional grant submissions, and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Consultant for providing such assistance to County departments. and, when approved by the County's Grant Writer Program coordinator, to partner community-based organizations (CBOs). .

### A G R E E M E N T

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

#### I. Scope of Services.

##### 1.1 Consultant's Specified Services.

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

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

1.3 Performance Standard. Consultant shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Consultant's profession. If County determines that any of Consultant's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to

do any or all of the following: (a) require Consultant to meet with County to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

#### 1.4 Assigned Personnel.

a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from County.

b. [Reserved.]

c. In the event that any of Consultant's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of Consultant's control, Consultant shall be responsible for timely provision of adequately qualified replacements.

2. Payment. Consultant shall be paid an amount up to, but not to exceed, \$138,660. Payment shall include:

- (a) \$5,305.00 per month for twelve months to provide services outlined in the Scope of Work (Exhibit "A"). Comprehensive Proposal Development Services as described in Section 1.4 of the Scope of Work are limited to five (5) grants a year that are the equivalent of federal or state Requests for Proposal (RFP) with a 60-day window from publication in the Federal Register and official issuance of the RFP to the deadline. Such proposals may include coordination of multi-agency or multi-jurisdictional grant applicants. At the discretion of the County Administrator or his/her Designee, up to two (2) of these grants may be used for public/private initiatives and related resource development efforts, provided that the initiatives will be of public benefit to the residents of Sonoma County, and provided that the effort is consistent with the County's Strategic Plan objectives and projects.
- (b) Up to a maximum of \$25,000 for additional individual proposal projects. The cost of each project will be determined by the Consultant and approved by the County Administrator or her designee prior to the commencement of any work. Pricing will vary dependent upon degree of complexity, quality of existing material available, amount of original research work needed, amount of collaborative/partnership development required, and other factors. A

general cost range for proposals is included in Exhibit "B." Prior to commencing any work on an individual project proposal, Consultant and County shall execute a written memorandum specifying the specific work to be performed by Consultant and the specific amount to be paid by the County for such work.

- (c) Up to a maximum of \$50,000 for additional support of departmental proposal development, staff development or funding opportunity monitoring and research. Pricing will vary dependent upon degree of complexity, quality of existing material available, amount of original research work needed, amount of collaborative/partnership development required, and other factors. A general cost range for proposals is included in Exhibit "B." The cost of each project will be determined by the Consultant and approved by the County Department Head and County Administrator's designee prior to the commencement of any work. Prior to commencing any work on an individual project proposal, Consultant and County shall execute a written memorandum specifying the specific work to be performed by Consultant and the specific amount to be paid by the County for such work.

Compensation Changes: Upon at least 30 days written notice and approval by the County Administrator, Consultant may change the monthly and hourly rates up to 3% per year, commencing one year from date of execution of this Agreement and no more than once every 12 months thereafter. The County Administrator's approval, although not guaranteed, will be determined based upon the annual change in the Bay Area Consumer Price Index and Consultant's demonstrated increased costs for doing business.

Consultant shall submit its bills in arrears on a monthly basis in a form approved by the County Administrator. For services billed on a "per project" basis, the bills shall identify the specific services completed during the month and the amount charged for such services. For services billed on a "per hour" basis (i.e., the services described in subsections 2.b and 2.c above), the bills shall show or include: (i) the task(s) performed; (ii) the time in quarter hours devoted to the task(s); (iii) the hourly rate(s) of the persons performing the task(s).

3. Term of Agreement. The term of this Agreement shall be from July 1, 2012 to June 30, 2013 unless terminated earlier in accordance with the provisions of Article 4 below. Notwithstanding the foregoing, County and Consultant may agree to extend the term of the Agreement for two (2) additional one-year periods by executing an amendment to this Agreement. Such extension and amendment shall be approved by the Board of Supervisors.

4. Termination.

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

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

4.3 Delivery of Work Product and Final Payment Upon Termination. In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.9 and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Payment Upon Termination. Upon termination of this Agreement by County, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Consultant.

4.5 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, the Purchasing Agent or County Administrator, following consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. Indemnification. Consultant agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to Consultant's performance or obligations under this Agreement. Consultant agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to Consultant's performance or obligations under this Agreement. Consultant's obligations under this Section 5 apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Consultant's expense, subject to Consultant's approval, which shall not be unreasonably withheld. This



indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance. With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described below.

6.1 Workers' Compensation Insurance. Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language:

This policy shall not be cancelled or materially changed without first giving thirty (30) days' prior written notice to the County of Sonoma, County Administrator's Office.

6.2 General Liability Insurance. Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than 1 Million Dollars (\$1,000,000) limit for each occurrence and for the general aggregate and the products/completed operations aggregate Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:

- a. The County of Sonoma, its officers and employees, is named as additional insured for all liability arising out of the on-going and completed operations by or on behalf of the named insured in the performance of services as described in Exhibit A between the County of Sonoma and Glen Price Group, Inc
- b. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
- c. The insurance provided herein is primary and non-contributory coverage to the County of Sonoma with respect to any insurance or self-insurance programs maintained by the County.<sup>1</sup>
- d. This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the County of Sonoma, County Administrator.

<sup>1</sup>

6.3 Automobile Insurance. Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1 Million Dollars (\$1,000,000) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles. Said policy shall be endorsed with the following language:

This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the County of Sonoma, County Administrator!

6.4 Professional Liability Insurance. Not applicable.

6.5 Documentation. The following documentation shall be submitted to the County of Sonoma, County Administrator.

- a. Properly executed Certificates of Insurance clearly evidencing all coverages and limits required above. Said Certificates shall be submitted prior to the execution of this Agreement. Consultant agrees to maintain current Certificates of Insurance evidencing the above-required coverages and limits on file with the County for the duration of this Agreement.
- b. Copies of properly executed endorsements required above for each policy. Said endorsement copies shall be submitted prior to the execution of this Agreement. Consultant agrees to maintain current endorsements evidencing the above-specified requirements on file with the County for the duration of this Agreement.
- c. Upon County's written request, certified copies of the insurance policies. Said policy copies shall be submitted within thirty (30) days of County's request.
- d. After the Agreement has been signed, signed Certificates of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.

6.6 Policy Obligations. Consultant's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

6.7 Material Breach. If Consultant, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of this Agreement. County, in its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said

breach. Alternatively, County may purchase such required insurance coverage, and without further notice to Consultant, County may deduct from sums due to Consultant any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.

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

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

9. Representations of Consultant.

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

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

pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4, above, Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

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

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

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

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

9.7 AIDS Discrimination. Consultant agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting

discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

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

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

10. Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance

of future performance. Nothing in this Article 10 limits County's right to terminate this Agreement pursuant to Article 4.

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

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

TO: COUNTY: Jim Leddy  
County Administrator's Office  
575 Administration Dr. #104  
Santa Rosa, CA 95403  
Jim.Leddy@sonoma-county.org

TO: CONSULTANT: Glen Price Group, Inc  
719 El Cerrito Plaza  
El Cerrito, CA 94530  
glen@glenpricegroup.com

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

13. Miscellaneous Provisions.

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

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

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

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

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

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

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

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

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

CONSULTANT:

COUNTY: COUNTY OF SONOMA

Glen Price Group

By: \_\_\_\_\_

By: \_\_\_\_\_

Shirlee Zane

Name: Glen Price

Chair, Board of Supervisors

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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

By: \_\_\_\_\_

Jim Leddy

Date: \_\_\_\_\_

APPROVED AS TO FORM FOR COUNTY:

By: \_\_\_\_\_

Deputy County Counsel

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Veronica A. Ferguson, Clerk of the Board of  
Supervisors



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## 1 Scope of Work

### 1.1 Determination of Staff Training and Proposal Development Needs

At the initiation of this contract, Glen Price Group (GPG) staff will meet individually with County of Sonoma department heads as directed by the County Administrator's Office to determine: priorities for outside funding, potential funding prospects, and staff development needs. If possible, the County Administrator's Office (CAO) will facilitate the introduction of the GPG's work and contract during one of the monthly department head meetings after which GPG will schedule one-on-one meetings with department heads.

An important focus of this work will be the identification of staff training needs, potential staff training participants, and coordination of staff training needs with department strategic planning and proposal development activities. Working with department heads and designated staff, GPG will discuss opportunities to assist with departmental team building, multi-departmental efforts, support for the development of public/private partnerships, and assistance in relationship development/building initiatives with funding agencies.

The County will provide GPG with a supervising point of contact in the County Administrator's office who will provide GPG with any necessary guidance with regard to County priorities, procedures, and protocols.

### 1.2 Prospect/Opportunity Identification

As a core service provided to the County of Sonoma, GPG will monitor relevant federal, state, and private funding opportunities through both online search and data systems, and through personal relationships with donors and grantmakers.

#### 1.2.1 Funding Opportunities Report

The GPG will scan funding opportunities for Sonoma County and, on a regular basis, GPG will produce a Funding Opportunities Report that will be emailed to the County Administrator's Office and to designated Sonoma County personnel. As detailed in the GPG proposal submitted to the County of Sonoma in response to the "Grant Writer Services and Grants Locator Services" RFP, this newsletter will direct departments to specific opportunities described on eCivis' *Grants Network: Research*. If the County selects a different provider than eCivis for grant research services, GPG will align its work with their systems in a similar fashion. To facilitate this work, the County of Sonoma will provide GPG with a minimum of three *Grants Network: Research* accounts. GPG will complement the eCivis database with its own subscription to the "Foundation Directory," which GPG will provide to the County at no additional charge to conduct private foundation-related research for County departments and projects.

#### 1.2.2 Bid/No-Bid Analysis

As potential funding opportunities are identified that are of interest to Sonoma County, GPG will facilitate a "go/no-go" or "bid/no bid" decision-making process. This incorporates an analysis of the feasibility of pursuing a given opportunity. The "bid/no bid" analysis will take into consideration some or all of the following factors (as well as any others identified by the County):

- ✓ Existing or anticipated County program or need;
- ✓ Level of potential competition and potential for successful grant procurement;
- ✓ Impact of proposal preparation process on County staff;
- ✓ Potential benefits for the County; and
- ✓ Any identifiable advantages/disadvantages of grant and contract award.

The “bid/no bid” analysis will be formulated in conjunction with authorized County representatives who will then approve GPG proceeding with next steps on proposals and/or related work.

**Outcome/Product:** The Glen Price Group will provide the County with Funding Opportunity Reports for public (federal and state) funding prospects. As directed by the County, GPG will execute bid/no bid analyses of opportunities as they arise. Based on the outcome of the bid/no-bid analysis, GPG will begin the proposal development process.

### 1.3 Staff Training

Formal Staff Training sessions will be convened to:

- ✓ Optimize the working relationships between GPG and County staff in the identification, development, and submittal of high-impact grant applications;
- ✓ Upgrade the ability of County staff to conceptualize, develop, write, and produce proposal contents and procure grant funding; and
- ✓ Link the grant seeking process to departmental strategic planning.

#### 1.3.1 Clarification of Department and Consultant Roles

In working with County staff, GPG will strive to maximize the input of County staff in proposal development, while minimizing to the extent desired the impact of proposal production on day-to-day workflows. However, particularly in the development of major technical proposals, there are key roles that must be played by County staff, and others where the GPG team can take the lead. Customized work plans will be developed for each proposal, detailing the sequence of tasks and the parties responsible.

#### 1.3.2 Proposal Development and Strategic Planning

GPG will hold a minimum of two (2) group workshops for County department staff to develop across the board grant seeking techniques and link proposal development to departmental and multi-department strategic planning. As directed by the County, both workshops will include participation of key non-County collaborative partners including community-based organizations (CBOs), city agencies, and others. The workshops will:

- ✓ Provide a basis for linking fund development efforts to County and department strategic plans;

Exhibit A

- ✓ Provide concrete tools for use in increasing the quality of funding proposals and development of high-impact financial development activities;
- ✓ Further develop the strength and quality of both internal and external linkages and collaboration relating to creative program and proposal development activities; and
- ✓ Provide an overview of the range and relevance of different prospect research and development techniques and tools for their direct incorporation into participants' ongoing grant seeking activities.

An entry-level workshop (“Grant Seeking [and Obtaining!] Fundamentals) will be held to educate staff regarding the identification of RFP opportunities, evaluation of the potential match between funder and department need (including “go/no-go analysis”), and review of the basic ingredients of a well-written proposal. The proposal development and grant procurement process will be presented as a continuous process, involving all of the phases illustrated by the proposal development flow chart.

Through guided exercises grounded in real-life examples, participants will gain additional skills in:

- ✓ Development of the marketing concept as the key central organizing principle of a proposal;
- ✓ The basic principles of “high-performance programming”: scale, impact, and sustainability;
- ✓ Crafting goals, objectives, and outcomes;

Based on work with department heads and designated staff, an advanced level workshop will be held in the spring for department and multi-department teams. The workshop will assist teams to develop year-round plans for relationship development with funders, funder or program specific accountability/evaluation systems, proposal development calendars, and identification of research/assessment needs.

**Outcome/Product:** During ongoing work with department representatives, Glen Price Group staff will incorporate role clarification exercises and proposal development training as a feature of all proposal development activities. One (1) entry-level workshop (Grant Seeking Fundamentals) and one (1) advanced workshop will be held as well as regular informal multi-departmental learning group meetings.

## 1.4 Comprehensive Proposal and Development Services

### 1.4.1 Proposal Development Sequence

Following the bid/no-bid analysis and a decision to proceed, the GPG process for proposal development will generally involve the following key steps:

- ✓ Strategy session with key department or program staff – Work Plan Development.

- ✓ Concept paper and concept budget development. Sign-off by relevant County staff on program and budget concepts.
- ✓ Iterative narrative and collateral material circulated to relevant staff.
- ✓ Proposal Schedule. A planning tool that outlines document review, feedback, and turn-around time protocols for stakeholders in the grant proposal. The Proposal Schedule is informed by County staff availability, established during Step 1 - the strategy session.
- ✓ Focused and facilitated meetings to review materials as needed at key junctures.
- ✓ On-going web posting (password protected) of proposal and collateral materials for ease of access and communications.
- ✓ Final sign-off and submission of proposal documents to funding agency.
- ✓ Proposal follow-up activities.

#### **1.4.2 Strategy Session(s) and Information Gathering/Proposal Work Plan**

GPG work with Sonoma County staff on any particular grant application will be customized to best answer the RFP issued by the funding agency, and maximize the efficient use of County staff and expertise. After identifying a possible match between a County program and funding source and execution of the bid/no-bid analysis, the GPG will meet with the appropriate County staff person(s) to gather information about the proposed or existing project. This information can include written materials, web site sources, field visits to programs or sites, and conversations with experts from the County department. Following this preliminary strategy session, the GPG will prepare a work plan detailing the schedule and responsibilities for proposal production. At this stage, County staff responsible for developing or securing any needed materials are identified and notified of appropriate deadlines.

#### **1.4.3 Concept Paper Development**

Following the strategy session, GPG will write a concept paper, drawing on the program and service objectives of the County, and matching these needs to the funder's stated goals. The concept paper is generally 2-3 pages and concisely captures the essence of the project including major partners, goals, outcomes, any specific requirements of the funder, and a summary budget.

GPG views the concept paper as a pivotal aspect of the proposal development process. The articulation of the concept paper is an interactive process, and its ultimate success depends on the input and serious editorial review of designated County staff. The concept paper summarizes the key goals of the program and the budget amounts necessary to successfully implement and launch the project. It also details necessary commitments by County Departments in the form of matching requirements, staff time, reporting, and/or evaluation. To the extent that

Exhibit A

communication with project partners or supporters is a necessary part of the project, the concept paper becomes an invaluable communication tool, enabling stakeholders to quickly understand the essence of the proposed program.

#### **1.4.4 Narrative and Collateral Material Development – Facilitated Review Sessions**

The concept paper evolves into a proposal as the narrative expands, program goals are further defined, evaluation criteria are identified, and the budget is fine-tuned. Key attachments, letters of support, and other required materials are produced.

As necessary, GPG will facilitate focused meetings to review materials at key junctures that will generally involve at least two full drafts of the proposal. These meetings can be face-to-face, via conference call, electronic, or a combination. The goal of these meetings will be to:

- ✓ Sharpen the focus of the proposal;
- ✓ Assure that all relevant program and service data are included in the request;
- ✓ Verify that the budget line items match project needs and stated activities;
- ✓ Reflect in the proposal any recent changes in the County’s political, financial, physical, or service environment.

#### **1.4.5 Continuous Web Access to Proposal Materials and Resources**

GPG will provide the County with a password-protected section of the Glen Price Group web site or equivalent secure website. All materials developed for the County of Sonoma, including concept papers, proposal drafts, and proposal resources, will be posted to the web site, providing continuous access to this information.

#### **1.4.6 Proposal Submission and Follow-Up**

The Glen Price Group will work with Sonoma County staff to develop appropriate follow-up strategies while proposals are pending, following award, or in the case that proposals are denied.

#### **1.4.7 Public/Private Initiatives**

As directed by the County, GPG will work to support the development of public/private initiatives. This work could include analysis of potential private and public funding opportunities, development of pre-proposal and ancillary materials, strategy development, and proposal development.

### **1.5 Pre-Proposal Development Services**

As determined by the County, GPG will be available to assist with miscellaneous writing and research projects related to grant and contract procurement to include concept paper development, Letters of Intent/Inquiry, and specialized research. GPG will execute tasks as assigned in this area as specified under section 2.0 (b) of the “Agreement for Professional Services.”

## 1.6 Additional Tasks

The Glen Price Group will be available to work with County staff to leverage the County's investment in proposals and related materials, by providing County staff with the graphics and materials utilized in proposals for use as:

- ✓ Power Point and multi-media presentations
- ✓ Publications
- ✓ Web pages

GPG will also make available through its web site the results of research and information gathered during the proposal development and staff training process.

Additionally, dependent upon the availability of GPG staff, GPG will read and provide feedback on grant proposals written by County staff.

## 1.7 Measuring Success

The Glen Price Group will provide monthly written reports, in a format approved by the County, that document all efforts undertaken in the previous month, including but not limited to: proposals in progress, cumulative grants submitted, cumulative grants awarded and their respective amounts, and staff training conducted. These reports will be submitted with GPG's monthly invoice for services.

Additionally, status meetings will be scheduled, as deemed necessary, by the County or Glen Price Group.

The Glen Price Group will work with County staff to measure the effectiveness of the staff training and grant writing services provided. Evaluation criteria will include but not be limited to:

- ✓ Increase in grant funding over prior periods;
- ✓ Increase in number of proposals submitted over prior periods; and
- ✓ Increase in County grant seeking capacity through improved staff capabilities and access to proposal development resources.

**Outcome/Product:** The primary outcome is the production of high-quality proposals that respond to defined County needs and secure grants. The proposal development process involves an accountability system for the Glen Price Group and all participants, as defined by the agreed-upon work plan. For each proposal, a concept paper will be developed, defining key aspects of the project. All central materials will be made available via a password protected website.

## 2 Proposal and Hourly Pricing

The following table describes a framework for pricing individual proposal projects. Items affecting where a particular project will land on the scale include: degree of complexity, quality of existing material available, amount of original research work needed, amount of collaborative/partnership development required, and other factors.

<b>Fixed-fee Rate Sheet for Proposal Development*</b>	
<b>Proposal Type</b>	<b>Rate</b>
Foundation	\$500 - \$15,000
State of California	\$5,000 - \$15,000
Federal	\$7,500 - \$25,000

\*The Glen Price Group (GPG) will set fixed-fee rates for proposal development subject to negotiation with the County of Sonoma based on the specific requirements and complexities of each project. Fixed-fee rate quotes cover all costs, including all personnel, materials, supplies, and travel except where specifically noted otherwise. For fixed-fee projects, GPG will typically invoice for 50% of the total fee at the initiation of work and 50% at the conclusion of the project.

For other miscellaneous items not priced on a project basis, GPG will invoice based on hours worked according to the rate for the position indicated on the chart below. Number of hours to be worked by position will be cleared prior to initiation of work.

<b>Rate sheet for hourly billing**</b>	
<b>Position</b>	<b>Rate</b>
Principal	\$185
Senior Associate	\$170
Associate I/II	\$125/\$155
Executive Assistant	\$55
IT Manager	\$55

\*\*The Glen Price Group invoices for hourly work twice each month, on the 15<sup>th</sup> and the 30<sup>th</sup>. Invoices include a brief description of the work performed, the date the work was executed, the number of hours dedicated to the work, and the name of the staff person who completed the work. An indirect cost fee of 10% is added to all hourly billings.

## AGREEMENT FOR CONSULTING SERVICES

This agreement ("Agreement"), dated as of July 1, 2012 ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and **eCivis, Inc.**, a Delaware corporation headquartered in California ("hereinafter "eCivis") a grants locator intranet based software subscription.

### R E C I T A L S

WHEREAS, eCivis represents that it is an internet based grants lifecycle management software product; and

WHEREAS, in the judgment of the Board of Supervisors, providing such grants locator service to County departments and community organizations (CBO), it is necessary and desirable to employ the services of.

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

### A G R E E M E N T

#### I. Scope of Services.

##### 1.1 eCivis's Specified Services.

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

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

1.3 Performance Standard. eCivis shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in eCivis's profession. eCivis represents and warrants that its services, software, and applications will perform as described in Exhibit "A." If County determines that any of eCivis's work is not in accordance with such level of competency and standard of care, or that the services, software, and applications are not meeting the standards set forth in Exhibit "A," then County, in its sole discretion, shall have the right to do any or all of the following: (a) require eCivis to meet with County to review the quality of the work and resolve matters of concern; (b) require



eCivis to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

#### 1.4 Assigned Personnel.

- a. eCivis shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by eCivis to perform work hereunder, eCivis shall remove such person or persons immediately upon receiving written notice from County.
- b. [Reserved.]
- c. In the event that any of eCivis's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of eCivis's control, eCivis shall be responsible for timely provision of adequately qualified replacements.

Payment. eCivis annual subscription will be \$33,480. eCivis shall submit its bill at the within 30 days of the first day of the annual subscription.

3. Term of Agreement. The term of this Agreement shall be from July 1, 2012 to June 30, 2013 unless terminated earlier in accordance with the provisions of Article 4 below. Notwithstanding the foregoing, County and eCivis may agree to extend the term of the Agreement for additional one-year periods by executing an amendment to this Agreement. Such extension and amendment shall be approved by the Board of Supervisors.

#### 4. Termination.

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

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

4.3 Delivery of Work Product and Final Payment Upon Termination. In the event of termination, eCivis, within 14 days following the date of

termination, shall deliver to County all materials and work product subject to Section 9.9 and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Payment Upon Termination. Upon termination of this Agreement by County, eCivis shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by eCivis bear to the total services otherwise required to be performed for such total payment; provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by eCivis.

4.5 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, the Purchasing Agent or County Administrator, following consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. Indemnification. eCivis agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including eCivis, that arise out of, pertain to, or relate to eCivis's performance or obligations under this Agreement. eCivis agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to eCivis's performance or obligations under this Agreement. eCivis's obligations under this Section 5 apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at eCivis's expense, subject to eCivis's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for eCivis or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance. With respect to performance of work under this Agreement, eCivis shall maintain and shall require all of its subcontractors, eCiviss, and other agents to maintain, insurance as described below.

6.1 Workers' Compensation Insurance. Not applicable

6.2 General Liability Insurance. Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than 1 Million Dollars (\$1,000,000) limit for each occurrence and

for the general aggregate and the products/completed operations aggregate Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:

- a. The County of Sonoma, its officers and employees, is named as additional insured for all liability arising out of the on-going and completed operations by or on behalf of the named insured in the performance of services as described in Exhibit A between the County of Sonoma and eCivis.
- b. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
- c. The insurance provided herein is primary and non-contributory coverage to the County of Sonoma with respect to any insurance or self-insurance programs maintained by the County.<sup>1</sup>
- d. This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the County of Sonoma, County Administrator.

6.3 Automobile Insurance. Not applicable

6.4 Professional Liability Insurance. Not applicable.

6.5 Documentation. The following documentation shall be submitted to the County of Sonoma, County Administrator.

- a. Properly executed Certificates of Insurance clearly evidencing all coverages and limits required above. Said Certificates shall be submitted prior to the execution of this Agreement. eCivis agrees to maintain current Certificates of Insurance evidencing the above-required coverages and limits on file with the County for the duration of this Agreement.
- b. Copies of properly executed endorsements required above for each policy. Said endorsement copies shall be submitted prior to the execution of this Agreement. eCivis agrees to maintain current

<sup>1</sup>

endorsements evidencing the above-specified requirements on file with the County for the duration of this Agreement.

c. Upon County's written request, certified copies of the insurance policies. Said policy copies shall be submitted within thirty (30) days of County's request.

d. After the Agreement has been signed, signed Certificates of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.

6.6 Policy Obligations. eCivis's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

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

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

8. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules may be executed by the County Administrator in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of eCivis to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter eCivis shall be entitled

to no compensation whatsoever for the performance of such work. eCivis further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the County.

## 9. Representations of eCivis.

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

9.2 Status of eCivis. The parties intend that eCivis, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. eCivis is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4, above, eCivis expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

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

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

9.5 Conflict of Interest. eCivis covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. eCivis further

covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if requested to do so by County, eCivis shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing eCivis's or such other person's financial interests.

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

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

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

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

10. Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article 10 limits County's right to terminate this Agreement pursuant to Article 4.

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

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

TO: COUNTY:

Jim Leddy  
575 Administration Dr. #104  
Santa Rosa, CA 95403  
Jim.leddy@sonoma-county.org

TO: ECIVIS:

~~East Foothill Blvd, Floor 9~~

~~Sergio del Olmo~~ Ryan Baird  
418 N. Fair Oaks Blvd. Suite 3013452  
Pasadena, CA 9110791103  
SergioRBaird@ecivis.com

When a notice, bill or payment is given by a generally recognized overnight courier service, the notice, bill or payment shall be deemed received on the next business day. When a copy of a notice, bill or payment is sent by facsimile or email, the notice, bill or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender

has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

### 13. Miscellaneous Provisions.

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

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

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

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

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

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



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

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

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

ECIVIS: COUNTY: COUNTY OF SONOMA  
eCivis By: \_\_\_\_\_

By: \_\_\_\_\_ Shirlee Zane  
Name: ~~Sergio del Olmo~~James Ha Chair, Board of Supervisors

Title: ~~Director of Client Services~~President and CEO Date: \_\_\_\_\_  
Date: \_\_\_\_\_

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

By: \_\_\_\_\_ By: \_\_\_\_\_  
Jim Leddy Steven S. Shupe, County Counsel

Date: \_\_\_\_\_ Date: \_\_\_\_\_

ATTEST:  
\_\_\_\_\_  
Veronica Ferguson, Clerk of the Board of Supervisors

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only</p> <p style="margin: 0;">Meeting Date</p> <p style="margin: 0; text-align: center;">/ /</p> <p style="margin: 0;">Agenda Item No:</p> <p style="margin: 0; text-align: center;">11</p>
<p style="margin: 0;"><b>Department:</b> General Services / Sheriff</p>		<p style="margin: 0; text-align: center;"><b>4/5 Vote Required</b></p>
<p style="margin: 0;"><b>Name and Phone Number:</b>          José Obregón / Steve Freitas          (707) 565-2977          (707) 565-2781</p>	<p style="margin: 0;"><b>Board Date:</b>          6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b></p>
<p style="margin: 0;"><b>AGENDA SHORT TITLE:</b> Acquisition of Hazlewood Property at 16001 Meyers Grade Road for County Telecommunications Site.</p> <p style="margin: 0;"><b>REQUESTED BOARD ACTION:</b></p> <ol style="list-style-type: none"> <li>1) Authorize the Chair of the Board of Supervisors to execute a Property Purchase Agreement with Brian Hazlewood to acquire real property located at 16001 Meyers Grade Road, Jenner, CA, APN 109-160-005 for \$370,000;</li> <li>2) Authorize the General Services Director to execute other documents reasonably required to effect purchase of the property in a form approved by County Counsel.</li> </ol>		
<p style="margin: 0;"><b>FINANCIAL IMPACT</b></p>		
<p style="margin: 0;"><u>EXPENDITURES:</u></p> <p style="margin: 0;">Estimated Cost                      \$370,000</p> <p style="margin: 0;">Amount Budgeted                      \$370,000</p> <p style="margin: 0;">Other Available                      \$0</p> <p style="margin: 0;">Appropriations                      \$0</p> <p style="margin: 0;">(Explain Below)</p> <p style="margin: 0;">Additional Requested                      \$0</p>	<p style="margin: 0;"><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></p> <p style="margin: 0;">Contingencies                      \$0</p> <p style="margin: 0;">(Fund Name:)</p> <p style="margin: 0;">Unanticipated Revenue                      \$0</p> <p style="margin: 0;">(Source:)</p> <p style="margin: 0;">Other Transfers                      \$0</p> <p style="margin: 0;">(Source:)</p> <p style="margin: 0;">Additional Funds Requested                      \$0</p>	
<p style="margin: 0;"><b>Explanation (if required):</b> The property acquisition (\$370,000) and improvements for telecommunications use (\$800,000) are funded with capital project funds appropriated for communication enhancements. All expenses are anticipated to occur in FY 12-13.</p>		
<p style="margin: 0;"><b>Prior Board Action:</b></p> <p style="margin: 0;"><b>FY 10/11 &amp; FY 11/12</b> – Board appropriated capital funds through the County’s budget adoption process to plan and design new communication tower facilities to improve coverage.</p> <p style="margin: 0;"><b>May 24, 2011</b> - Board approval of the Joint Powers Agreement to establish the Bay Area Regional Interoperable Communications System (BayRICS) Authority;</p> <p style="margin: 0;"><b>December 13, 2011</b> – Board authorization to execute the Site Access and Use Agreement between the County and Motorola Solutions for the purpose of implementing the BayWEB public safety access system, and authorizing the General Services Director to obtain site lessors’ consents and to modify real property leases for an aggregate annual amount not to exceed \$25,000 to use the sites for the BayWEB project.</p> <p style="margin: 0;"><b>January 10, 2012</b> – Board approval of the BayWEB funding plan and the Build Own Operate Manage</p>		

(BOOM) Agreement.

**May 22, 2012** – Board declaration of intent to execute a Property Purchase Agreement with Brian Hazlewood for property located at 16001 Meyers Grade Road, Jenner, CA, and direction to the Clerk of the Board to publish a Notice of Intention to purchase such real property.

**Alternatives – Results of Non-Approval:** Sheriff's Office would continue to utilize leased communication facilities elsewhere at potentially higher, long-term cost.

**Background:**

**County Communications System**

The Sheriff maintains the County's network of communications facilities situated throughout the County that are utilized by various agency emergency services personnel for public safety operations. The radio communications network plays a vital role in providing voice and data communications for use by 9-1-1 dispatch and field personnel that are members of County and local law enforcement agencies, Countywide emergency medical response, and all of the County's individual fire and local fire districts serving the critical emergency response needs of the residents of Sonoma County. Ensuring adequate network coverage for these radio systems is critical to emergency services teams, and presents challenges in remote areas where topography and forested conditions create signal interference.

The majority of the communications tower facilities utilized by the County for its system equipment are located on properties that are privately owned. These towers may support equipment utilized by multiple public and private entities, and entitlements to use of tower and ground space can require complex and costly negotiations, depending upon the number of parties involved, the nature of the interests held and the relationships between users. In addition, some of the existing facilities utilized by the County involve tower structures that have become overloaded, cannot accommodate new equipment and need to be replaced.

In an effort to optimize the County communications network and control over delivery of essential safety services, the Sheriff's Office has identified geographic locations within the County where the delivery of radio service is presently unavailable. Addressing these sites is critical to maintaining the operational integrity of the network system as a whole. Efforts are underway to establish funding for systematic acquisition of appropriate communications sites when properties within these geographic areas become available for sale. These underserved areas have been identified in the County's "Radio Needs Analysis Report" and are being addressed as resources allow through the County's Capital Project Plan (C.P.P.). Plans to acquire and design new communication sites and facilities are prioritized each year and submitted to the Board for consideration through the C.P.P. process.

**Proposed Acquisition**

Recently, the coastal property located at 16001 Meyers Grade Road near Jenner was placed on the open market for sale. The property is situated in an optimal geographic location for County network purposes, and consists of 1.19 acres of gently sloping, mostly usable land, improved with a small residence, detached storage building, operational well, and septic system. The owner had utilized the property as a vacation home.

The site is proposed for future development of a new communications tower and appurtenant ground equipment and improvements. Existing County communications equipment presently operated from a leased site will eventually be relocated to this property. This new site is also intended to be part of the proposed new BayWEB regional emergency communication system. Staff will evaluate the most appropriate use for the small residence on the site, which could be considered for Sheriff or Ranger housing or as a field reporting station for County staff, and return to the Board with a recommendation regarding its use.

The County gains several added benefits by owning (versus leasing) a communication site. First, the County is guaranteed adequate tower space for its public safety agencies. Ownership of the site removes the complication of limited tower space due to the County competing for tower space with other leaseholders. It also eliminates the need for multiple, complex leases between the County, landowners, and tower managers. Secondly, owning sites is more cost effective in the long run (e.g., 10-20 years) as the County will not have to pay lease costs in perpetuity. Finally, the County plans to lease tower space to other entities, bringing in revenue to help offset some of the initial investment costs. When fully developed, this site is estimated to eliminate \$54,000 to \$90,000 in annual lease costs associated with continued County use of the existing leased facilities, and it could generate \$30,000 to \$50,000 per year in new revenue from tenant agreements.

The costs to construct a functional radio site vary due to the site's terrain, permitting requirements, and design needs. The Sheriff is preliminarily estimating that it will cost \$800,000 to construct a radio tower the related infrastructure at the proposed location. These costs will be paid for with Capital Project Plan (CPP) funds allocated to the Radio index for new tower development, as reflected in the CPP presented to the Board on May 15, 2012. Ongoing operation and maintenance costs associated with acquisition of the property are estimated to be approximately \$3,000 annually for utilities and minimal building maintenance. These costs would increase with development of the site, and will be addressed more fully with those plans.

### **Terms of Proposed Purchase Agreement**

The proposed purchase price for the property is \$370,000. This price reflects consistency with other comparable properties evaluated in a residential appraisal report completed for the County in April 2012. Close of escrow would take place on November 28, 2012, or an earlier date as mutually agreed to by the County and seller. The County has 60 days after execution of the purchase agreement to complete due diligence or terminate the purchase agreement. The first escrow deposit in the amount of \$2,500 is due upon execution of the purchase agreement, and a second deposit of \$2,500 is due upon removal of contingencies. The deposits and all interest earned are nonrefundable if the County does not terminate the agreement within this 60-day timeframe, and will be credited toward the purchase price. If the sale is not consummated thereafter, the deposit will be retained by the seller. The balance of the purchase price is due at the close of escrow. In addition, staff anticipates closing costs of approximately \$9,000 for title insurance, escrow fees, inspections, and a Phase 1 environmental assessment.

### **General Plan Conformity and CEQA**

Pursuant to California Government Code Section 65402, PRMD staff has determined that the proposed acquisition of the property for use as a communications site by the County is consistent with the General Plan. Pursuant to section 15004(b)(2)(A) of State CEQA Guidelines, the County may enter into land acquisition agreements before completing CEQA compliance measures provided that the County has conditioned its future use of the land on CEQA compliance. The County is purchasing this property to preserve it for use as a communications site. Any future development of the property for any purpose will be subject to environmental review in accordance with CEQA.

### **Notice of Intent**

Government Code Section 25350 requires the Board to publish a notice of its intention to purchase real property for three (3) successive weeks before consummation of the purchase agreement for that property. The notice must contain a description of the property proposed to be purchased, the price, the identity of the seller, and a statement of the time the Board will meet to consummate the purchase. Public notice has been advertised as required by law, and proofs of publication are available for review at the office of the Clerk of the Board.

**Attachments:** Map.

**On File With Clerk:** Proposed Property Purchase Agreement.

**CLERK OF THE BOARD USE ONLY**

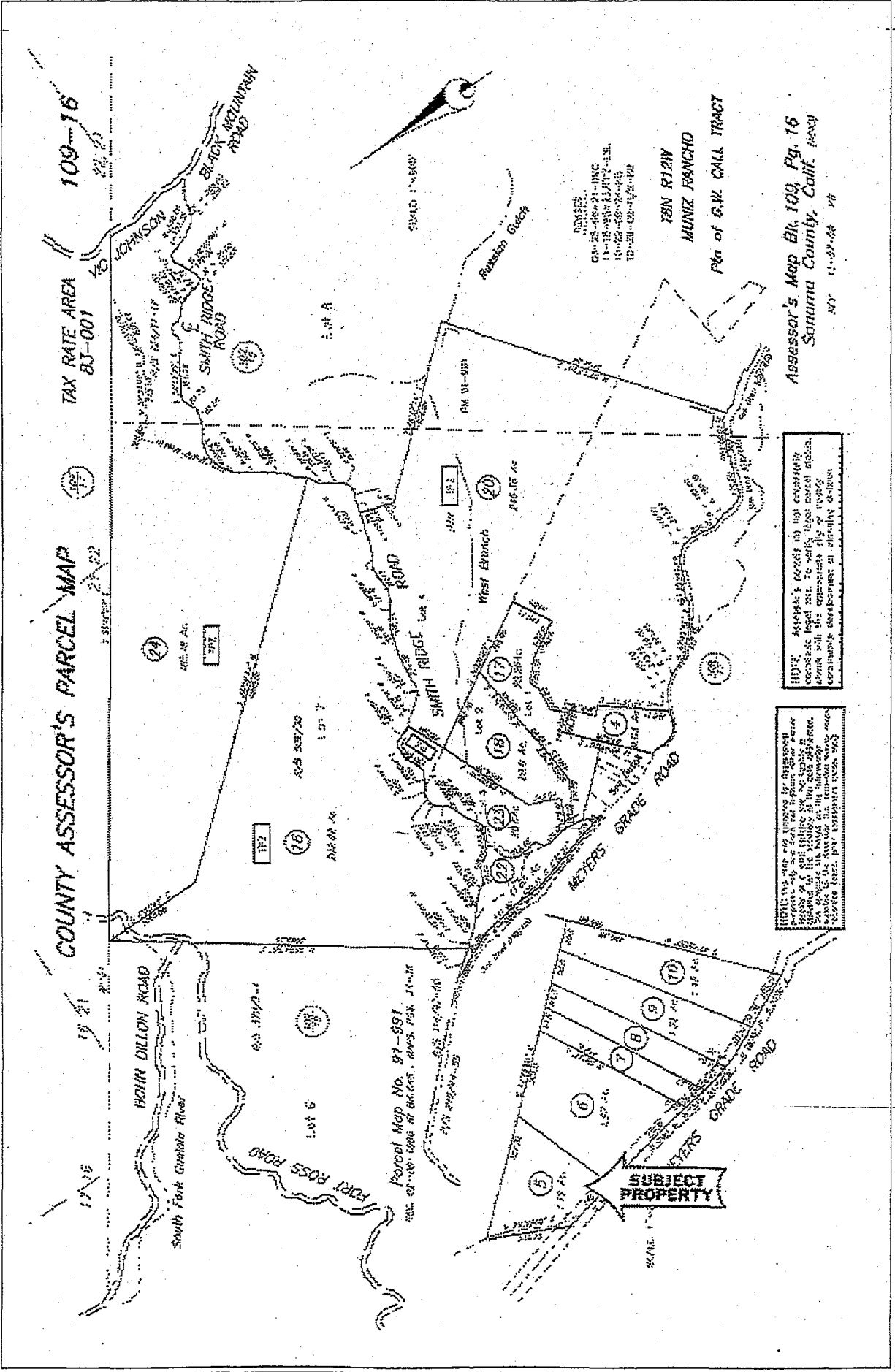
**Board Action (If other than "Requested")**

**Vote:**

PLAT MAP

Borrower: Client: County of Sonoma  
Property Address: 16001 Meyers Grade Road  
City: Jenner  
Lender: Client: County of Sonoma

File No.: 15851  
Case No.:  
State: CA  
Zip: 95450



<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;"><b>Clerk of the Board Use Only</b></p> <p style="margin: 0;">Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: 12</p>		
<p style="margin: 0;"><b>Department:</b> Auditor-Controller-Treasurer-Tax Collector, General Services</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;"><b>4/5 Vote Not Required</b></td> </tr> </table>		<b>4/5 Vote Not Required</b>
	<b>4/5 Vote Not Required</b>			
<p style="margin: 0;"><b>Name and Phone Number:</b> David Sundstrom: (707) 565-3295 Jose Obregon - (707) 565-3242</p>	<p style="margin: 0;"><b>Board Date:</b> 6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b> 6/26/2012</p>		
<p style="margin: 0;"><b>AGENDA SHORT TITLE:</b> Authorizing the Sonoma County Energy Independence Program (“S.C.E.I.P.”) as the Certification Agent for Windsor PAYS Program</p> <p style="margin: 20px 0;"><b>REQUESTED BOARD ACTION:</b> Authorize the General Services Director to execute the Certification Agent Agreements with the Town of Windsor, Windsor PAYS Program. The Certification Agent Agreement will expire one year from execution or upon completion of projects for 2,000 customers, whichever comes first.</p>				
<p style="margin: 0;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p>				
<p style="margin: 0;"><b>Explanation (if required):</b> Staff resource costs required to perform the functions of the Certification Agent will be reimbursed by the Windsor Efficiency Pays Program. The county will be reimbursed on a per customer application basis of \$100 per application, up to \$200,000.</p>				
<p style="margin: 0;"><b>Prior Board Action:</b> 3/19/12: The Regional Climate Protection Authority (R.C.P.A.) held a meeting with the Sonoma County Transportation Authority (S.C.T.A.) to discuss accomplishments, which included development of the Windsor Efficiency PAYS® on Water Bill Financing Pilot Program.</p>				
<p style="margin: 0;"><b>Alternatives – Results of Non-Approval:</b> The Town of Windsor hopes to launch the Windsor P.A.Y.S. Program on July 1, 2012. Authorizing the Director of General Services to execute the Agreements, would allow the Town of Windsor to launch the pilot program on target date. Delays to launch would minimize the time to collect data that will be used to determine program expansion to surrounding communities.</p>				

**Background:** The Windsor Efficiency PAYS® on Water Bill Financing Pilot Program (Program) was developed jointly by the Town of Windsor and the Sonoma County Regional Climate Protection Authority (“R.C.P.A.”) with support from a U.S. Department of Energy Better Buildings Program grant. The pilot program provides a way for the Town to meet its water conservation and energy efficiency goals through an innovative financing mechanism beyond conventional ratepayer-funded rebates.

Under the Program, the Town’s utility residential customers (Participants) purchase an array of resource efficiency measures that meet their needs while using less water or energy or both. The measures are financed by the Town and repaid by Participants over time with a monthly surcharge on their utility bills in an amount that is lower than the Participant’s estimated savings. The Program is more fully described in the report entitled “Windsor Efficiency PAYS® Program Design, Prepared for Sonoma County Regional Climate Protection Authority, Second Draft, January 2, 2012,” on file with the clerk.

The Program proposes to install water and energy efficiency measures in up to 2,000 Town residences. In March, 2013, a review of the pilot program will be conducted, studying data and examining its effectiveness. If successful, the Program could then be expanded to other cities. The Sonoma County Energy Independence Program will perform the role of Certification Agent for the PAYS Program. The Certification Agent will contract with the various suppliers and the customers, as well as with the Town of Windsor, and will oversee the work in Windsor customers’ homes by multiple contractors and related service providers including Core Measure, Appliance Suppliers/Installers, and Dry-Summer/Drought-Tolerant Landscaping providers. The County will also take on the bookkeeping responsibilities of paying contractors and reporting to the Town of Windsor.

To facilitate program implementation and assessment, R.C.P.A. and the Town of Windsor issued Requests for Proposals and are negotiating agreements for the following Program components:

Role	Accepted Proposal	Contact	Description of Services
Certification Agent	County of Sonoma (SCEIP)	Diane Lesko, Asst. Program Manager/Department Analyst 707-565-6477 <a href="mailto:dlesko@sonoma-county.org">dlesko@sonoma-county.org</a>	The Certification Agent will oversee the work in Windsor customers’ homes by multiple contractors and related service providers, including Core Measure, Appliance Suppliers/Installers, and Dry-Summer, Drought-Tolerant Landscaping providers.
Lead Contractor	Bottom Line Utility Solutions, Inc.	Rob Edelstein Chief Executive Officer 800-597-2835 Ext. 109 <a href="mailto:redelstein@bottomlineutilities.com">redelstein@bottomlineutilities.com</a>	
Native Landscaper	Sonoma Mountain Landscape	John Kopshever 707-975-2398 <a href="mailto:John@sonomamountainlandscape.com">John@sonomamountainlandscape.com</a>	Provides native landscaping services upon referral from lead contractor
Supplier/ Vendor	Niagara Conservation	Trey Cutler West Coast Business Development Representative P: 1-800-831-8383 x 403 E: <a href="mailto:TCutler@nccgreen.com">TCutler@nccgreen.com</a>	Supplier for: toilet; showerhead, aerator, CFL
Supplier/ Vendor	Chilipepper Sales	Dennis Metzger Office: 775-359-1223 <a href="mailto:dennis@chilipepperapp.com">dennis@chilipepperapp.com</a>	Supplier for: on-demand recirculator



Supplier/ Vendor	Standards of Excellence	Franke Fromme Territory Manager 415-505-1974 <a href="mailto:ffromme@soesupply.com">ffromme@soesupply.com</a>	Supplier/installer for following upon referral from lead contractor: clothes washer, dryer, refrigerator
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The Sonoma County Energy Efficiency Program has been promoting water conservation efforts since inception of the program. One collateral benefit of serving as Certification Agent for this pilot is being able to promote and further outreach water efficiency efforts and leverage the financing afforded by both programs. Staff resource costs required to perform the functions of the Certification Agent will be reimbursed by the Windsor Efficiency Pays Program up to \$200,000.

This agreement supports the County’s Strategic Plan for “shared services” and collaborations with other public entities.

**Attachments:**

**On File With Clerk:** None  
Windsor Efficiency PAYS® Program Design Final Draft V.2 May 3, 2012

**CLERK OF THE BOARD USE ONLY**

<b>Board Action (If other than “Requested”)</b>	<b>Vote:</b>
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# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
13

**Department:** Health Services

**4/5 Vote Not Required**

**Name and Phone Number:**  
Rita Scardaci - (707) 565-4700

**Board Date:**  
6/26/2012

**Deadline for Board Action:**  
6/26/2012

**AGENDA SHORT TITLE:** Certified Application Assistors Contracts

**REQUESTED BOARD ACTION:**

Authorize the Director of Health Services to execute contracts with the Redwood Community Health Coalition and Alliance Medical Center, to provide health coverage application assistance services to under or uninsured individuals for the term of July 1, 2012 to June 30, 2013 for a total of \$100,000 and \$50,000 respectively.

**CURRENT FISCAL YEAR FINANCIAL IMPACT**

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$0	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$0	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

**Explanation (if required):** No current year fiscal impact. The FY 12-13 Proposed Budget includes \$150,000 for the certified application assistor contracts.

**Prior Board Action:** None

**Alternatives – Results of Non-Approval:** Lost opportunity to improve outreach, enrollment and retention services, and to identify and enroll eligible uninsured individuals into existing insurance plans and publicly funded insurance programs.

**Background:** The Department of Health Services (Health Services) requests the Board authorize the Health Services Director to execute contracts with the Redwood Community Health Coalition (RCHC) in the amount of \$100,000 and Alliance Medical Center (Alliance), in the amount of \$50,000 to provide certified application assistor (CAA) services at the Women, Infants and Children’s Santa Rosa facility and other community health centers.

In FY 10-11 Health Services received Intergovernmental Transfer funds through its contract with Partnership HealthPlan of California (PHC). As provided for in a Memorandum of Understanding between Health Services and PHC, said funds are to be used to support the provision of CAA services with the goal of expanding local outreach and enrollment of uninsured populations to existing health insurance programs including Medi-Cal, Healthy Families, California Kids, Kaiser Cares for Kids, Healthy Kids, WIC, CalFresh, CMSP and other publicly funded programs.

As Sonoma County moves closer to the expansion of coverage to the uninsured in January 2014 under the Affordable Care Act, it is important that we build our community’s outreach and enrollment infrastructure. Many uninsured individuals and families that are currently eligible for coverage, remain uninsured because of their lack of experience with health coverage, limited English proficiency, low health literacy, or other barriers to coverage.

Health Services contract with Redwood Community Health Coalition requires employment of 2.0 FTE Certified Application Assistors. RCHC will station one certified application assistor at the Sonoma County Women, Infants and Children office located in Santa Rosa, with the second being stationed at a community health center based on need. Health Services contract with Alliance will fund a certified application assistor at their facility in Healdsburg, serving the North County. In both contracts, providers will be responsible for properly training the certified application assistors to identify and enroll uninsured individuals in eligible health insurance programs.

By providing coverage, individuals and families will be linked with a primary care health home that is able to coordinate their care resulting in a healthier Sonoma County, reduced medical costs associated with a decline in emergency room visits and hospitalizations and increased readiness for implementation of health care reform. In addition, investing in community-based CAAs is consistent with the vision of Sonoma County Board of Supervisors’ Upstream Investments Goal #4 that provides that “...people have an equal opportunity for quality education and good health...” and indicator #3 that links success to the percent of Sonoma County’s population with health insurance.

**Fiscal Impact:**

No current year fiscal impact. The FY 12-13 Proposed Budget includes \$150,000 for the certified application assistor contracts.

**Attachments:** None.

**On File With Clerk:** Contracts

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than “Requested”)**

**Vote:**

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
14

**Department:** Health Services

**4/5 Vote Not Required**

**Name and Phone Number:**  
Rita Scardaci - (707) 565-4700

**Board Date:**  
6/26/2012

**Deadline for Board Action:**  
6/26/2012

**AGENDA SHORT TITLE:** Animal Care and Control Services Contract - Town of Windsor

**REQUESTED BOARD ACTION:**

Authorize the Director of Health Services to execute an agreement with Town of Windsor for the County to continue to provide animal care and control services for the term July 1, 2012 to June 30, 2017 resulting in revenue of \$222,375 in FY 12-13 and revenue of approximately \$946,503 in FY 13-14 through FY 16-17.

**CURRENT FISCAL YEAR FINANCIAL IMPACT**

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$0	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$0	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

**Explanation (if required):** There is no financial impact in FY 11-12. The FY 12-13 proposed budget includes \$222,375 for the first year of the five-year contract. Future budgets will include approximately \$946,503 in revenue (FY 13-14 \$227,935, FY 14-15 \$233,633, FY 15-16 \$239,474, FY 16-17 \$245,461).

**Prior Board Action:** 2/27/07 – Authorized contract with Town of Windsor for animal care and control services.

**Alternatives – Results of Non-Approval:** Lost opportunity to provide animal care and control services to Town of Windsor.

**Background:**

Sonoma County Animal Care and Control (ACC), currently part of the Department of Health Services, is responsible for enforcing local, state, and federal laws and regulations pertaining to animals and their care, and public safety relating to animals. ACC provides a wide range of services to the community, including:

- Patrolling streets for stray, injured and abandoned animals.
- Sheltering abandoned, surrendered or stray animals and promoting adoption to forever homes.
- Performing community outreach to encourage responsible pet ownership and pet safety.
- Enforcing local and state animal control, licensing, and vaccination laws.
- Investigating animal bite reports and rabies control cases.
- Transporting sick or injured animals to care sites.
- Licensing dogs.

Sonoma County provides animal care and control services for the Town of Windsor under a services agreement authorized by the Board of Supervisors in February 2007, and expiring on June 30, 2012. The Department of Health Services now requests Board authority to execute a new animal care and control services agreement with the Town of Windsor for the term July 1, 2012 through June 30, 2017. The FY 12-13 proposed budget includes \$222,375 for the first year of the five-year contract. Future budgets will include approximately \$946,503 in revenue (FY 13-14 \$227,935, FY 14-15 \$233,633, FY 15-16 \$239,474, FY 16-17 \$245,461) for an approximate total revenue paid to the County under this contract of \$1,168,878. Total revenue in years FY 13-14 through FY 16-17 will vary based on the consumer price index.

The proposed services agreement provides reimbursement to County for the cost of providing field, shelter, and administrative animal care and control services to the Town of Windsor including:

- **Field Services** – License enforcement, emergency services, stray animal pickup, bite investigations, animal cruelty/neglect responses, and public nuisance reports.
- **Shelter Services** – Impound care for surrendered and stray animals including pre-adoption spay/neuter, veterinary care, vaccinations, shelter and food.
- **Administrative Services** – Animal licensing, rabies certificates, state mandated bite reporting, customer service, and billing.

**Fiscal Impact**

There is no financial impact in FY 11-12. The FY 12-13 proposed budget includes \$222,375 for the first year of the five-year contract. Future budgets will include approximately \$946,503 in revenue (FY 13-14 \$227,935, FY 14-15 \$233,633, FY 15-16 \$239,474, FY 16-17 \$245,461).

**Attachments:** None

**On File With Clerk:** Town of Windsor Contract

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<b>Clerk of the Board Use Only</b> Meeting Date /      /	
		Agenda Item No: 15	
<b>Department:</b> Health Services		<b>4/5 Vote Not Required</b>	
<b>Name and Phone Number:</b> Rita Scardaci - (707) 565-4700	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>	
<b>AGENDA SHORT TITLE:</b> First 5 AVANCE Programs			
<p><b>REQUESTED BOARD ACTION:</b> Authorize the Director of Health Services to execute a First 5 Commission contract amendment with Community Action Partnership to provide AVANCE Parent-Child Education Program services, effective June 26, 2012 to June 30, 2015 increasing the contract amount by \$620,000 for a new contract maximum of \$1,175,000.</p> <p>Authorize the Director of Health Services to execute a First 5 Commission contract with Sonoma Valley Education Foundation to provide AVANCE Parent-Child Education Program services for the period July 1, 2012 through June 30, 2015 (\$310,000).</p>			
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>			
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$167,468	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$167,468	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0
<p><b>Explanation (if required):</b> The FY 11-12 budget includes \$167,468 for these contracts. A total of \$1,317,532 will be included in future fiscal year budget requests. The new total contract maximum of \$1,485,000 includes \$1,175,000 for Community Action Partnership and \$310,000 for Sonoma Valley Education Foundation.</p>			
<p><b>Prior Board Action:</b> 6/8/10 AVANCE, Inc. contract; 9/14/10 Community Action Partnership contract; 5/24/11 Community Action Partnership contract amendment.</p>			
<p><b>Alternatives – Results of Non-Approval:</b> Lost opportunity to expand the AVANCE Parent-Child Education Program to serve 375 families in 15 classrooms.</p>			

**Background:** The First 5 Sonoma County Commission (Commission) is an agency of the County of Sonoma with independent authority over its strategic plan and local special revenue fund. As required by ordinance, the Commission follows established County administrative procedures for processing its contracts through its administrative agent, the Department of Health Services (DHS). The action requested in this agenda item is consistent with the goals and priority outcomes approved in the First 5 Sonoma County Strategic Plan 2011-2015.

Recognizing the important role parents play as their child's first teacher and committed educational partner, the Commission selected the AVANCE Parent-Child Education Program, an evidence-based intervention that focuses on Latino parents with children under age three, as a model for providing innovative education and family support services. In the nine-month core program, instructors guide parents through their children's stages of emotional, physical, social, and cognitive development with special attention to the importance of reading, nutrition, and effective discipline.

A journal article published in the November 2008 issue of *Zero to Three* titled "Supporting Immigrant Family Strengths, Promoting Optimal Health, Health Care, and Child Development," documents an extensive four-year evaluation providing evidence of the effectiveness of the AVANCE Parent-Child Education Program. At the end of the nine-month program, parents improved their parenting knowledge and skills, provided a more stimulating home environment for their child, spent more time teaching and talking with their child, and were more likely to enroll in literacy classes. Documented evidence of participation in children's education by AVANCE graduate mothers found that: 86-90% provided an area in the house for homework, 100% checked their child's schoolwork, 97% played games with their child and talked to their child about the importance of education, and 90-93% knew their child's teachers.

In February 2012, the Commission issued a request for applications for agencies to administer the AVANCE Parent-Child Education Program in additional school districts. Three applications were received. A Review Committee reviewed the applications and recommended that the Commission fund two of the agencies. On April 23, 2012, the Commission approved a total of \$930,000 for AVANCE program funding for Sonoma Valley Education Foundation and Community Action Partnership.

After receiving AVANCE training, Sonoma Valley Education Foundation and Community Action Partnership staff will work with over 375 parents and families over a total of three years to increase parents' knowledge, skills, and abilities to support optimal child development. Parents will learn skills to increase their positive interactions with their children, learn how to encourage language acquisition, and strengthen family literacy. This will be accomplished through nine months of weekly three-hour classes. Classes are conducted in Spanish and child care is provided. During the first hour, parents make an educational toy using typical low-cost household items and are taught to use the toy in activities that will promote their child's development. The second hour of each class features a lesson on early childhood development based on community college curriculum. The third hour is devoted to introducing parents to an array of community resources, services, and providers. Monthly home visits are also made beginning in the third month.

The Sonoma County Board of Supervisors previously approved a contract with Community Action Partnership with a maximum contract amount of \$555,000 to provide AVANCE Parent-Child Education Program services. Pursuant to a February 2012 RFP, the amendment to the contract with Community Action Partnership will increase the contract amount by \$620,000 for a new contract maximum of \$1,175,000 to provide AVANCE Parent-Child Education Program services through June 30, 2015.

Community Action Partnership will provide AVANCE Parent-Child Education Program services to families in the Roseland and Santa Rosa elementary school districts in Santa Rosa. Sonoma Valley Education Foundation will serve families in the Flowery and Sassarini school attendance areas. These locations, combined with the classes administered by Community Action Partnership in the Kawana and Mountain

Shadows school areas and Petaluma Adult School in the McDowell and McKinley school areas, will create an expanded network of AVANCE programs serving Latino parents in Sonoma County.

**Fiscal Impact:**

Funding is provided by the First 5 Sonoma County Commission Special Revenue Fund. Up to \$1,317,532 will be included in appropriate future fiscal year budget requests.

**Attachments:** None.

**On File With Clerk:** Community Action Partnership contract amendment; Sonoma Valley Education Foundation contract.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**



<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;"><b>Clerk of the Board Use Only</b></p> <p style="margin: 0;">Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: 16</p>
<p style="margin: 0;"><b>Department:</b> Health Services</p>		<p style="margin: 0;"><b>4/5 Vote Not Required</b></p>
<p style="margin: 0;"><b>Name and Phone Number:</b> Rita Scardaci - (707) 565-4778</p>	<p style="margin: 0;"><b>Board Date:</b> 6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b> 6/26/2012</p>
<p style="margin: 0;"><b>AGENDA SHORT TITLE:</b> Childhood Lead Standard Agreement</p>  <p style="margin: 0;"><b>REQUESTED BOARD ACTION:</b> Resolution authorizing the Director of Health Services to execute the Childhood Lead Poisoning Prevention Program Standard Agreement (# 11-10521) with the California Department of Public Health for the period July 1, 2011 to June 30, 2014 (\$281,252).</p>		
<p style="margin: 0;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b></p>		
<p style="margin: 0;"><u>EXPENDITURES:</u></p> <p style="margin: 0;">Estimated Cost                      \$91,584</p> <p style="margin: 0;">Amount Budgeted                      \$91,584</p> <p style="margin: 0;">Other Available                      \$0</p> <p style="margin: 0;">Appropriations (Explain Below)</p> <p style="margin: 0;">Additional Requested                      \$0</p>	<p style="margin: 0;"><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></p> <p style="margin: 0;">Contingencies                      \$0 (Fund Name:)</p> <p style="margin: 0;">Unanticipated Revenue                      \$0 (Source:)</p> <p style="margin: 0;">Other Transfers                      \$0 (Source:)</p> <p style="margin: 0;">Additional Funds Requested                      \$0</p>	
<p style="margin: 0;"><b>Explanation (if required):</b> Total grant funding for three years (July 1, 2011 – June 30, 2014) is \$281,252. The FY 11-12 Proposed Budget includes \$91,584 in grant funds and covers all program related costs.</p>		
<p style="margin: 0;"><b>Prior Board Action:</b> 7/08/08 - Authorized Childhood Lead Poisoning Prevention Program Standard Agreement.</p>		
<p style="margin: 0;"><b>Alternatives – Results of Non-Approval:</b> Lost opportunity to provide lead poisoning prevention community education to at-risk children and families and case management for exposed children.</p>		

**Background:**

The Department of Health Services requests that the Board authorize the Director to execute Standard Agreement Number 11-10521 with the California Department of Public Health (CDPH) for Childhood Lead Poisoning Prevention Program (CLPPP) activities for the period July 1, 2011 to June 30, 2014 in the amount of \$281,252.

The goal of the CLPPP is to reduce the incidence of elevated blood lead levels in children. Lead is a leading, preventable environmental hazard to young children. Children under the age of six are at the greatest risk for lead poisoning because their bodies are developing and they absorb up to 50 percent of the lead to which they are exposed.

For over 16 years, CLPPP has provided funding for case management services for children with elevated blood lead levels; prevention education to communities, families and health care providers; coordination of lead related activities with local agencies and organizations; identification of new sources of lead exposure; and a continuum of care for exposed children.

From July 2008 to June 2011, there were 131 Sonoma County children identified with a blood lead level above the Centers for Disease Control level of concern, prompting the provision of follow-up recommendations to the parents or guardians of these children. In addition, Sonoma County had 9 children with blood lead levels high enough to be classified as "lead cases" requiring immediate follow-up and the initiation of case management services by a Public Health nurse.

For 2011-2014, CLPPP activities will include: Primary prevention focused outreach and education to at-risk children and families; promotion of blood lead testing of at-risk children; case-management of lead-poisoned children; identification of and elimination of environmentally based lead hazards; and development of collaborative policies that promote healthy home environments.

This contract is late due to delays by the State of California in sending these agreements to the counties for execution.

**Fiscal Impact:**

Total grant funding for three years (July 1, 2011 – June 30, 2014) is \$281,252. The FY 11-12 Proposed Budget includes \$91,584 in grant funds and covers all program related costs. The remaining \$189,668 will be included in future budget requests.

**Attachments:** Resolution authorizing execution of Standard Agreement Number 11-10521.

**On File With Clerk:** Standard Agreement Number 11-10521.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution of the Board of Supervisors of the County of Sonoma, State of California, authorizing the Director of Health Services to execute the Childhood Poisoning Prevention Program Standard Agreement (Number 11-10521) with the California Department of Public Health for the period July 1, 2011 to June 30, 2014 (\$281,252).**

**WHEREAS**, for over a decade, the Childhood Lead Poisoning Prevention Branch of the California Department of Public Health has been building a comprehensive statewide effort to eliminate childhood lead poisoning by eliminating sources of lead exposure and caring for lead-poisoned children; and

**WHEREAS**, vital to that effort are the local Childhood Lead Poisoning Prevention Programs throughout California; and

**WHEREAS**, the County of Sonoma Department of Health Services has operated the Childhood Lead Poisoning Prevention Program in Sonoma County; and

**WHEREAS**, the California Department of Public Health has offered the County Standard Agreement Number 11-10521 in the amount of \$281,252 to continue the Childhood Lead Poisoning Prevention Program for the period July 1, 2011 to June 30, 2014.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Sonoma authorizes the Director of Health Services to execute the Childhood Lead Poisoning Prevention Program Standard Agreement (Number 11-10521) with the California Department of Public Health for the period July 1, 2011 to June 30, 2014 (\$281,252).

**Supervisors:**

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

**So Ordered.**

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only

Meeting Date

/ /

Agenda Item No:

17

**Department:** Health Services

**4/5 Vote Not Required**

**Name and Phone Number:**

Rita Scardaci (707) 565-4700

**Board Date:**

06/26/2012

**Deadline for Board Action:**

**AGENDA SHORT TITLE:** Sonoma County Safe Routes to School Program

**REQUESTED BOARD ACTION:** Authorize the Director of Health Services to execute a grant agreement with Kaiser Foundation Hospitals, which provides funding to the county to support implementation of the Sonoma County Safe Routes to School program for the period of July 1, 2012 through June 30, 2013 in the amount of \$20,000.

Authorize the Director of Health Services to execute a contract amendment with the Sonoma County Bicycle Coalition to continue the Safe Routes to School program in five schools in the Roseland and Bellevue School Districts extending the current contract term through June 30, 2013, and increasing the contract by \$57,916 (new contract maximum \$255,916).

## CURRENT FISCAL YEAR FINANCIAL IMPACT

**Explanation (if required):** There is no FY 11-12 fiscal impact. The Kaiser Foundation revenue (\$20,000) and the Caltrans revenue (\$57,916) are included in the FY 12-13 proposed budget.

**Prior Board Action:** 5/24/11 – Safe Routes to School Resolution of Local Support; 10/18/11 – Sonoma County Safe Routes to School Program Kaiser Grant and California Department of Transportation Authorization to Proceed.

**Alternatives – Results of Non-Approval:** Lost opportunity to increase the number of children who safely walk and bicycle to school in Sonoma County.

## **Background:**

### **Kaiser Foundation Hospital Grant**

In February 2012, the Kaiser Community Benefit Programs Marin Sonoma Area invited the Department of Health Services (DHS) to apply for a grant to support the countywide SRTS program. Kaiser Community Benefit Programs has supported the SRTS program in the past with grant awards to DHS in FY 11-12.

DHS seeks Board authority to accept a grant award from Kaiser Foundation Hospital. Grant funding totaling \$20,000 will be used as matching funds for the Federal Congestion Mitigation and Air Quality Improvement (CMAQ) program. The CMAQ program, which is the primary funding source for the countywide SRTS program, requires a funding match. The Kaiser award will support the program by serving two schools – Robert L. Stevens Elementary and Mark West Union School District – next school year. A total of 18 schools are currently served by the countywide SRTS Program, reaching every jurisdiction in the county.

### **Safe Routes to School**

In April 2009, Health Action, the local health planning council, selected the Countywide Safe Routes to School (SRTS) Program as one of its Priorities for Action (2009-2012) to assist in achieving its 2020 Vision for Sonoma County. DHS convenes a SRTS workgroup to coordinate safe routes to school program activities and fund development plans for the Countywide SRTS Program.

The goals of the program are to:

- Increase the number of children safely walking, bicycling, and carpooling to and from school.
- Reduce traffic congestion in and around schools at peak travel times – morning arrival and afternoon departure.
- Create safer, calmer streets surrounding schools.

In July 2009, DHS launched the countywide SRTS program with a \$500,000 grant from the California Department of Transportation (Caltrans). The SRTS program included the development of promotional and educational materials; safe walking and bicycling education and promotion activities; engaging students, parents, school officials, and drivers with the goal of increasing car pooling, neighborhood safety and walkability; and data gathering, analysis, and evaluation reporting.

### **Sonoma County Bicycle Coalition (SCBC) Contract Modification**

Pursuant to a competitive process in 2009, the County entered into a 3-year contract with the SCBC. Under the SRTS program, SCBC provides SRTS non-infrastructure program services to seven schools in the Roseland and Bellevue School Districts in south Santa Rosa.

Savings in the SRTS program have generated unexpended funds that may be used to augment the program. Failure to utilize the funds for enhanced program services will result in the loss of previously awarded grant funds from Caltrans. The Department proposes to extend SCBC's contract term for one year to June 30, 2013 and increase the contract total by \$57, 916, from \$198,000 to \$255,916. Authorization from Caltrans to extend SCBC's contract an additional year was secured in December 2011. The additional funding will allow SCBC to continue providing the above services in at least five schools in the Roseland and Bellevue School Districts in FY 12-13.

SCBC is a local nonprofit organization that has been working with schools in the county for over ten years. SCBC has succeeded in building strong relationships with south Santa Rosa schools and new programs are increasing the number of kids walking and/or biking to and from school. Additionally, SCBC is engaged in addressing infrastructure needs around participating schools through collaborative partnerships with Sonoma County Transportation and Public Works, Santa Rosa Public Works, and the Department of Health Services.

Extending the SCBC contract will allow for continuity of services and the ability to leverage work completed to date and avoid delays in service. This amendment does not change the current scope of work. SCBC will continue to provide the same services to five schools currently served under the program. In the event additional funds are made available in the SRTS program, the Department will implement a competitive process.

**Fiscal Impact:**

There is no FY 11-12 fiscal impact. The Kaiser Foundation revenue (\$20,000) and the Caltrans revenue (\$57,916) are included in the FY 12-13 proposed budget.

**Attachments:** None

**On File With Clerk:** Kaiser Grant Award Letter for Grant Number 20626393. Contract amendment with the Sonoma County Bicycle Coalition.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>18</u></p>
<b>Department:</b> Health Services		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Rita Scardaci - (707) 565-4700	<b>Board Date:</b> 06/26/2012	<b>Deadline for Board Action:</b> 06/26/2012
<b>AGENDA SHORT TITLE:</b> Health Services Fees		
<p><b>REQUESTED BOARD ACTION:</b> Resolution adopting Health Services amended fees effective July 1, 2012 to recover the reasonable cost of providing Behavioral Health services for the Driving Under the Influence program.</p>		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>		
<u>EXPENDITURES:</u>	<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$0	Contingencies \$0
Amount Budgeted	\$0	(Fund Name:)
Other Available	\$0	Unanticipated Revenue \$0
Appropriations		(Source:)
(Explain Below)		Other Transfers \$0
Additional Requested	\$0	(Source:)
		Additional Funds Requested \$0
<p><b>Explanation (if required):</b> No impact in the current fiscal year. Appropriations will be included in the County Administrator's FY 12-13 first quarter consolidated budgetary adjustments.</p>		
<p><b>Prior Board Action:</b> 4/19/2011 Health Services Fees; 4/24/2012 – Health Services Fees</p>		
<p><b>Alternatives – Results of Non-Approval:</b> Lost opportunity to recover the reasonable cost of providing services in the Behavioral Health Division’s Driving Under the Influence program.</p>		

**Background:**

The Department of Health Services (DHS) requests the Board of Supervisors adopt an amended fee schedule effective July 1, 2012 to recover the reasonable cost of providing services in the Behavioral Health Division's Driving Under the Influence program.

Health and Safety Code Sections 101325 and 101045, and Public Resources Code Sections 43213 and 43222 authorize the Board of Supervisors by resolution to establish fees to recover the reasonable cost of providing certain services. Fees are imposed for a specific benefit conferred or service provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to Sonoma County of providing the benefit or service. Fees are based on actual costs to Sonoma County for providing mandated programs, issuing licenses and permits, including enforcement inspections, investigations and audits.

This proposed fee increase has been developed in accordance with California law and has been approved by the State.

**BEHAVIORAL HEALTH DIVISION – SUBSTANCE USE DISORDER SERVICES**

The Department of Health Services, Behavioral Health Division, Substance Use Disorder (SUD) programs are funded by a combination of state and federal revenue; County General Fund, and fees which are paid by SUD clients who utilize the programs and services. Fees are based on the actual cost to provide the services, which includes direct labor, services and supplies.

**Driving Under the Influence Program**

The Department requests the Board authorize the Behavioral Health Division to implement a fee increase in the Driving Under the Influence (DUI) program. The DUI program includes court-referred programs for individuals convicted of drinking driver offenses. These programs are intended to reduce the likelihood of further DUI violations. Program components are designed to provide structured education, treatment and monitoring to assist in identifying and resolving alcohol or other drug related problems.

The Behavioral Health Division recently analyzed the need for a fee adjustment necessary for the reimbursement of program expenses. Based on this analysis, the Department proposes the following adjustment to the DUI fee structure.

<b>Summary of Proposed DUI Fee Adjustment</b>				
<b>DUI Program</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>\$ Increase</b>	<b>% Increase</b>
First Offender Program (FOP)	\$562	\$641	\$79	14.05%
FOP Extended	\$968	\$968	\$0	0.0%
Multiple Offender Program	\$1,645	\$1,645	\$0	0.0%
Wet and Reckless Program	\$334	\$334	\$0	0.0%

The proposed increase in the FOP fee represents a 14 percent increase in the FOP fee, and an approximate 7 percent increase in program revenue. This is the first request for an increase to DUI fees since the Board last approved a fee increase on April 19, 2005. A survey of surrounding counties, including two county run programs indicates that the proposed fee structure is consistent with other DUI programs.

**Productivity/Efficiency Plan:**

- Monitor client utilization of services, and any changes in service components, to analyze the average cost per client to recommend any future fee changes.
- Monitor client fee collections to analyze the need for any future fee changes.



Summary of Expected Results:

- Current costs for each program component will be supported by the revised fee structure as listed above.

Summary of Results of Prior Year Plan:

- Services shall continue to be offered in Santa Rosa and at satellite sites in Sonoma, Petaluma, and Guerneville.

**Attachments:** Resolution adopting an amended fee for FY 12-13; Behavioral Health Fee and Revenue Summary Chart for FY 12-13.

**On File With Clerk:** None

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA,  
STATE OF CALIFORNIA, ADOPTING, CONFIRMING AND REVISING RATES  
TO BE CHARGED FOR SPECIAL REVENUE FUND  
DRIVING UNDER THE INFLUENCE PROGRAM FOR THE  
DEPARTMENT OF HEALTH SERVICES, BEHAVIORAL HEALTH DIVISION,  
SUBSTANCE USE DISORDER (SUD) SECTION, EFFECTIVE JULY 1, 2012.**

**WHEREAS**, Health and Safety Code Section 11836 et seq. provides for alcohol and drug programs, Driving Under the Influence (DUI) Program, including establishment of required maximum rates and program fees; and

**WHEREAS**, these laws and regulations for the DUI Program prohibit the use of federal and State funds; and

**WHEREAS**, the Substance Use Disorder proposed rates and fees are set at amounts that will enable programs to provide adequately for the immediate and long term continuation of services as required by the State, and will continue to offset the actual cost of services, including the necessary additional staff and positions within the Division to maximize revenues to the County; and

**WHEREAS**, the Board of Supervisors desires to adopt and confirm the rates, fees and schedules for alcohol and drug services provided by the Department of Health Services.

**NOW, THEREFORE, BE IT RESOLVED** that this Board of Supervisors of the County of Sonoma does hereby adopt the following rates, maximum fees, and corresponding schedules for alcohol and drug services provided by the Department of Health Services, Behavioral Health Division, Substance Use Disorder Section, as follows:

<u>DRIVING UNDER THE INFLUENCE PROGRAM (DUI)</u>	<u>FEE SCHEDULE</u>
First Offender Program (FOP)	\$641 Maximum fee
FOP Extended	\$968 Maximum fee
Multiple Offender Program	\$1,645 Maximum fee
Wet and Reckless Program	\$334 Maximum fee

**Supervisors:**

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

**So Ordered.**

**BEHAVIORAL HEALTH DIVISION  
FEE AND REVENUE SUMMARY CHART**

	<u>Units of</u> <u>Serv</u>	<u>FY 11-12</u> <u>Fee</u>	<u>FY 12-13</u> <u>Proposed</u> <u>Rate</u>	<u>Rate</u> <u>Dollar</u> <u>Change</u>	<u>Rate</u> <u>%</u> <u>Change</u>	<u>FY 12-13</u> <u>Revenue Inc</u> <u>Due To Rate</u> <u>Change</u>
<b>Driving Under the Influence (DUI) Program</b>						
<b>First Offender Program (FOP)</b>	1,236	\$562	\$641	\$79	14.05%	\$97,601
<b>FOP Extended</b>	205	\$968	\$968	\$0	0.00%	\$0
<b>Multiple Offender Program</b>	466	\$1,645	\$1,645	\$0	0.00%	\$0
<b>Wet and Reckless Program</b>	122	\$334	\$334	\$0	0.00%	\$0

**Justification: Rate changes required to offset DUI Program's projected FY 12-13 expenses.**

**Total increased revenue attributable to fee increases, annualized:**

**\$97,601**

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<b>Clerk of the Board Use Only</b> Meeting Date / /  Agenda Item No: <u>19</u>	
<b>Department:</b> Human Resources		<b>4/5 Vote Not Required</b>	
<b>Name and Phone Number:</b> Marcia Chadbourne - (707) 565-2473	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 7/31/2012	
<b>AGENDA SHORT TITLE:</b> Contract Amendment CareCounsel - Healthcare Advocacy Program.			
<p><b>REQUESTED BOARD ACTION:</b> Authorize the Human Resources Director to execute an amendment to the agreement with CareCounsel for healthcare advocacy for County employees, retirees and eligible dependents, extending the term of the agreement from August 1, 2012 through July 31, 2013 and adjusting the monthly rate from \$1.64 per member per month to \$1.70 for a total contract amount not-to-exceed \$140,000.</p>			
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>			
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$140,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$150,000	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0
<b>Explanation (if required):</b> Actual rate increase was less than budgeted. Costs budgeted in Risk Internal Service Fund-Benefits Index #596031			
<b>Prior Board Action:</b> 7/22/08 - Authorized Director of Human Resources to enter into an initial agreement with CareCounsel for the term 8/1/08 to 7/31/09 7/21/09 - Authorized Director of Human Resources to execute amendment extending term from 8/1/09 to 7/31/10. 07/12/11 - Authorized the Chair of the Board to execute amendment extending term from 8/1/11 to 7/31/12.			
<b>Alternatives – Results of Non-Approval:</b> The County will not be able to provide employees and retirees with healthcare advocacy services. Employees and retirees would be directed to resolve matters directly with their health care provider or health plan. .			

**Background:** The recommended action is to authorize the Human Resources Director to execute an amendment to the agreement with CareCounsel to extend the term of the agreement for an additional one year, from August 1, 2012 through July 31, 2013 and increase the monthly rate from \$16.4 to \$1.70 per employee per month. This is the fourth amendment since inception of the initial contract for services authorized by the Board in July, 2008.

CareCounsel is a healthcare advocacy service providing employees, retirees, and their families with confidential benefits support and assistance, health plan issues resolution, and health claims troubleshooting. The County first contracted with CareCounsel in August 2008 to respond to an ever increasing demand from employees, retirees and their dependents for assistance in navigating the multitude of issues involving healthcare plans, provider issues, claims processing issues, etc. There are approximately 3,664 active and 2,855 retired employee participants eligible for County-sponsored medical plans. Including covered dependents, there are over 10,000 participants who at any one time may contact Human Resources - Risk Management with a health plan or claims issue.

CareCounsel provides specialized expertise as their professional staff hold masters level academic degrees or above, or are Registered Nurses, and have extensive experience with health care issues for employees, retirees and their dependents. Services include assistance with comparing health plan options and understanding managed care benefits, resolving claims and billing disputes, physician selection, addressing provider network and HMO issues, correcting plan eligibility disputes, addressing quality of care concerns, supporting participants with doctor/patient communications issues, and providing health care education and related resources. They also provide research and assistance in selecting quality care "Centers of Excellence" and identifying best treatment modalities for particular medical issues. While County staff could assist with some of these requests, many of these issues are beyond the expertise and training of County staff and would pose sensitive health information confidentiality issues as an employer. CareCounsel also maintains a data base of all issues they address and alerts the County in the areas of health plan coverage inconsistencies, regional network accessibility, systemic eligibility errors, and persistent claims adjudication problems. This information is used to address critical service deficiencies directly with our vendors. In addition to the above services, utilization of CareCounsel services continues to grow.

1. During Calendar Year 2011, 1,281 of eligible participants (20.1%) accessed CareCounsel's services, up from 19.3% utilization in Calendar Year 2010.
2. 242 participants accessed services from CareCounsel during the month of April 2012. Most of these contacts were related to coverage decisions during Annual Enrollment.
3. Participant surveys are overwhelmingly positive
4. CareCounsel agreed to provide services to all laid-off employees for six months following layoff at no additional charge.

The following outlines the rate history since inception of CareCounsel services in 2008.

Plan Year	Monthly Rate(PEPM) <sup>1</sup>	% inc
2008/09	\$1.65	n/c
2009/10	\$1.65	n/c
2010/11	\$1.49 <sup>2</sup>	-10%
2011/12	\$1.64	+10%
2012/13	\$1.70	+3.5%

The Joint Labor Management Benefits Committee has evaluated CareCounsel services since inception of the contract and continues to provide support for their services. This is especially true of the retiree group as many of their members have difficult health care needs and in many situations, CareCounsel provides their only source for help and assistance.

<sup>1</sup> Per Employee/Retired Employee Per Month

<sup>2</sup> CareCounsel agreed to 10% Vendor Reduction Program

The recommendation to your Board is to authorize renewal of the agreement with CareCounsel for an additional 12 months from August 1, 2012 through July 31, 2013. In 2010 when your Board directed all departments to seek 10% savings from all vendors, CareCounsel agreed to lower their rate by 10% for one year and the rate proposed for 2012/2013 is only \$.05 higher than their original rate in 2008/2009. This is a very modest increase given that initial utilization was just over 12% and each year we have increased utilization.

**Attachments:** None.

**On File With Clerk:** Agreement for Health Care Assistance Services through CareCounsel 08/01/2008 to 07/31/2009

1<sup>st</sup> Amendment 08/01/2009 to 07/31/2010

2<sup>nd</sup> Amendment 08/01/2010 to 07/31/2011

3<sup>rd</sup> Amendment 08/01/2011 to 07/31/2012

4<sup>th</sup> Amendment 08/01/2012 to 07/31/2013

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
20

**Department:** Human Resources

**4/5 Vote Not Required**

**Name and Phone Number:**  
Marcia Chadbourne - (707) 565-2473

**Board Date:**  
6/26/2012

**Deadline for Board Action:**  
6/26/2012

**AGENDA SHORT TITLE:** Contract Amendment –MHN Employee Assistance Program

**REQUESTED BOARD ACTION:** Authorize the Human Resources Director to execute an amendment to the agreement with MHN to provide employee assistance program (EAP) services to eligible County employees and their family members, at the rate of \$3.00 per employee per month, with an estimated annual cost of \$145,000, for the term June 1, 2012 through May 31, 2013.

## CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$145,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$155,000	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

**Explanation (if required):** Rate increase was less than anticipated for FY 2011/12. Costs for this benefit was included in the FY 2012/13 Proposed Budget - General Fund Insurance Index #0006304

**Prior Board Action:** Multiple Board actions related to EAP services from 1975 to 2010.

**Alternatives – Results of Non-Approval:** This is a negotiated benefit included in all memoranda of understanding and the Salary Resolution. If this vendor is not suitable, your Board could direct Human Resources to conduct a Request for Proposal Process to select another EAP provider.

**Background:** The requested Board action is to authorize the Human Resources Director to execute an amendment to the agreement with MHN for employee assistance program (EAP) services for the plan year June 1, 2012 through May 31, 2013, with a 3% rate increase from \$2.91 to \$3.00 per eligible employee per month.

The County started providing EAP services in 1975 when the Board adopted an Occupational Alcoholism Program to help employees with alcohol problems. In 1981 that program was broadened to address a wider range of personal problems which negatively impact job performance and EAP services were provided internally by staff in the Health Services Department. In 1990 the County contracted with MHN to provide separate EAP services to law enforcement personnel. Following an extensive Request for Proposal (RFP) which included labor representatives, MHN was selected to include EAP services to all County employees. The EAP is a negotiated benefit fully paid by the County with no employee contribution, and specific coverage levels are determined by memoranda of understanding with each employee organization and the Salary Resolution. Coverage for employees of the Sonoma County library (an affiliate agency of the County) is also provided through this agreement, fully paid by the Library.

Three areas of service are provided through this agreement and include:

1) Employee Assistance Services

Services include 24-hour toll-free crisis response, face-to-face clinical counseling sessions, work-life services telephonic consultations (legal, financial, child care, elder care), online informational services, and other mental health management resources.

2) Employee Group Services

EAP group orientation sessions, EAP training workshops (change management, stress management, conflict resolution, communication, personal development, workplace protection), and on-site critical incident stress debriefings.

3) Employer Oriented Services

Management coaching consultations, job performance referrals and Department of Transportation (DOT) Drug and Alcohol Program consultations.

Services are available to all full and part time employees and represented extra help employees. Services are also available to family members. The agreement provides Law Enforcement employees and their family members up to 6 sessions per incident, per family member, per year. General employees are eligible for up to 3 sessions per incident, per family member, per year. The agreement also provides for critical incident debriefings up to 20 hours of counseling per incident and 18 hours of training annually. Additional services are available beyond these limits, charged on an hourly basis.

The County's utilization rate is much higher than MHN's averages: For calendar year 2011, 53.8% of law enforcement personnel contacted MHN for assistance/questions and 24.3% received case management. For other County employees the utilization rate was 18.9% and 10.6% received case management. (MHN norm for all personnel types was 9.2% and 4.3% respectively). The County's higher than average utilization could be a factor of County management's efforts to direct and encourage employees to utilize EAP services following employee-involved incidents, the most common being recent layoffs and the economic downturn.

The recommendation to your Board is to authorize renewal of the agreement with MHN for an additional 12 months from June 1, 2012 through May 31, 2013. In 2010 when your Board directed all departments to seek 10% savings from all vendors, MHN agreed to lower their rate from \$3.23 per employee per month to \$2.91 for the full two years requested. The requested rate increase of 3% is still less than the rates paid prior to



2010. This flat rate pricing covers all services except critical incident stress debriefings requiring more than 20 hours of counseling which are charged at the rate of \$250/hr. Additional training workshops beyond the 18 hours provided under the agreement are billed at the rate of \$300/hr and travel time at \$100/hr.

Annual costs for EAP services are projected to be \$145,000 for FY 2012/13. The agreement also requires MHN to meet certain minimum performance levels in the areas of telephone responsiveness, appointment turnaround times, provider availability, and provider ratings. MHN has met all performance guarantees and no penalty has been incurred for the term of the current agreement.

**Attachments:** None.

**On File With Clerk:** 7/1/06 – 6/30/09 Agreement with MHN.  
7/1/09 – 5/31/10 Agreement Amendment with MHN.  
6/1/10 – 5/31/11 Agreement Amendment with MHN.  
6/1/11 - 5/31/12 Agreement Amendment with MHN.  
6/1/12 - 5/31/13 Agreement Amendment with MHN.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only Meeting Date / /</p> <p>Agenda Item No: 21</p>
<p><b>Department:</b> Human Services</p>		<p><b>4/5 Vote Not Required</b></p>
<p><b>Name and Phone Number:</b> Diane Kaljian – (707) 565-5950</p>	<p><b>Board Date:</b> 6/26/2012</p>	<p><b>Deadline for Board Action:</b> 6/26/2012</p>
<p><b>AGENDA SHORT TITLE:</b> Multipurpose Senior Services Program (MSSP) FY 2012-13 Standard Agreement</p> <p><b>REQUESTED BOARD ACTION:</b> Approve resolution authorizing the Interim Director of Human Services or designee to sign the Multipurpose Senior Services Program (MSSP) Standard Agreement # MS-1213-11 with the California Department of Aging for FY 2012-13 in the amount of \$685,600 to receive funds to operate MSSP in Sonoma County and to execute future agreement amendments to adjust for revenue changes</p>		
<p style="text-align: center;"><b>FISCAL YEAR FINANCIAL IMPACT</b></p> <p><b>Explanation (if required):</b> \$685,000 in revenue sources is included in the FY 2012-13 Human Services Department proposed budget.</p>		
<p><b>Prior Board Action:</b> The Board has approved state contracts for operation of the Multipurpose Senior Services Program (MSSP) each fiscal year since 1985.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> Sonoma County MSSP clients would not receive services during FY 2012-13.</p>		

**Background:** The Board of Supervisors is requested to approve a resolution authorizing the Interim Director of Human Services to sign Standard Agreement # MS-1213-11 with the California Department of Aging (CDA). A copy of the agreement is on file with the Clerk.

This agreement with the California Department of Aging contains funding for the Multipurpose Senior Services Program (MSSP) to operate in Sonoma County. It is operated with state and federal funds under a Medicaid Waiver. Total funding for FY 2012-13 is \$685,600.

MSSP provides case management services to Medi-Cal eligible seniors who are frail and at risk of institutionalization. Each year MSSP serves 200 elderly individuals through services provided in the client's home. The clients are individuals who are at risk of going to live in a skilled nursing facility because of their high care needs and lack of resources. The MSSP care managers and public health nurse provide assistance with referrals and resources to allow clients to remain as independent as possible for as long as possible.

**Attachments:** Resolution

**On File With Clerk:** California Department of Aging Standard Agreement MS-1213-11

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution of the Board of Supervisors of the County of Sonoma, State of California, to Authorize the Interim Director of Human Services or Designee to Sign the Multipurpose Senior Services Program (MSSP) Standard Agreement # MS-1213-11 with the California Department of Aging for FY 2012-2013 in the Amount of \$685,600 to Receive Funds to Operate MSSP in Sonoma County and to Execute Future Amendments for Revenue Changes.**

**Whereas**, the Board of Supervisors has been designated the Sonoma County Area Agency on Aging by the California Department of Aging; and

**Whereas**, the Sonoma County Area Agency on Aging receives funds from the California Department of Aging in order to operate the Multipurpose Senior Services Program; and

**Whereas**, standard agreements must be executed with the state before funds become available for Sonoma County.

**Now, Therefore, Be It Resolved**, that the Board of Supervisors of the County Sonoma, State of California, authorizes the Interim Director of Human Services or Designee to sign the Multipurpose Senior Services Program (MSSP) Standard Agreement # MS-1213-11 with the California Department of Aging for FY 2012-2013 in the Amount of \$685,600 to receive funds to operate MSSP in Sonoma County and to execute future amendments for revenue changes.

**Supervisors:**

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

**So Ordered.**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only</p> <p style="margin: 0;">Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: 22</p>
<p style="margin: 0;"><b>Department:</b> Human Services/IHSS Public Authority</p>		<p style="margin: 0; text-align: center;"><b>4/5 Vote Not Required</b></p>
<p style="margin: 0;"><b>Name and Phone Number:</b> Diane Kaljian - (707) 565-5932</p>	<p style="margin: 0;"><b>Board Date:</b> 6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b> 6/26/2012</p>
<p style="margin: 0;">AGENDA SHORT TITLE: Agreement between In-Home Supportive Services (IHSS) Public Authority and Human Services Department</p> <p style="margin: 20px 0 0 0;"><b>REQUESTED BOARD ACTION:</b> Concurrent approval and authorization of the Board of Supervisors and the Sonoma County IHSS Public Authority Board of Directors for the Interim Director of the Human Services Department and the Sonoma County IHSS Public Authority Manager to sign the Agreement for Services between the Sonoma County Human Services Department and the Sonoma County IHSS Public Authority and any future amendments that do not significantly change program content and do not increase overall funding.</p>		
<p style="margin: 0;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None</b></p> <p style="margin: 20px 0 0 0;"><b>Explanation (if required):</b> Funds for this agreement are in the FY 12/13 Public Authority budget.</p>		
<p style="margin: 0;"><b>Prior Board Action:</b></p> <p style="margin: 0;">06/23/09 Approved Agreement between the Human Services Department and the IHSS Public Authority</p> <p style="margin: 0;">06/27/06 Approved Agreement between the Human Services Department and the IHSS Public Authority</p> <p style="margin: 0;">07/01/03 Approved Agreement between the Human Services Department and the IHSS Public Authority</p> <p style="margin: 0;">01/29/02 Approved Agreement between the Human Services Department and the IHSS Public Authority</p> <p style="margin: 0;">10/16/01 Approved administrative structure and Interagency Agreement for the IHSS Public Authority</p> <p style="margin: 0;">06/12/01 Approved Ordinance to establish the Sonoma County IHSS Public Authority</p>		
<p style="margin: 0;"><b>Alternatives – Results of Non-Approval:</b> Non-approval would result in the inability of the IHSS Public Authority to continue to meet the mandated service requirements.</p>		

**Background:**

Requested Action:

The Human Services Department and In-Home Supportive Services (IHSS) Public Authority request approval to renew an Agreement to provide State mandated functions (registry, referral, screening, and training). This agreement includes 1.0 FTE Social Service Supervisor I, 2.5 FTE Home Care Support Specialists, 2.0 FTE Home Care Aides, 1.0 FTE Senior Office Assistant, as well as overhead costs associated with these positions and other County Departments' services. The Public Authority Manager maintains autonomy to direct the functions of the Registry Services provided under this agreement. The Human Services Department shall be reimbursed for services as budgeted in accordance with the annual allocation established through the County budget process. The term of the agreement shall run from fiscal year to fiscal year unless terminated.

On 01/29/02, the Board of Supervisors and the Public Authority Board of Directors authorized an initial agreement between the Human Services Department and the IHSS Public Authority. The agreement was most recently renewed on 06/23/09 for a three-year term. The current agreement expires on June 30, 2012. Since there has been no material change with each of the renewals, the recommendation is to have the term run from fiscal year to fiscal year unless terminated.

Historical Background:

IHSS Program: IHSS is a Human Services Department program mandated by the State to serve clients who need assistance (shopping, cooking, housecleaning, bathing, etc.) in order to live in their homes. Those eligible are aged, blind, and disabled clients of public assistance or with low incomes. There are nearly 5,100 clients served by the Human Services Department's IHSS program.

IHSS Public Authority: By statute, the purpose of the IHSS Public Authority is twofold: 1) to act as the employer of record for IHSS caregivers for the purpose of collective bargaining over wages, hours, and other conditions of employment; and, 2) to provide specific functions (referral, registry, screening, and training) to IHSS clients and caregivers. On 06/05/01, the Board of Supervisors approved an ordinance to establish the IHSS Public Authority, as an independent public entity, with members of the Board of Supervisors serving as the Board of Directors. Through an Interagency Agreement between the Public Authority and the County, the Public Authority operates within the Human Services Department.

**Attachments:** None.

**On File With Clerk:** Agreement for Services.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<b>County Of Sonoma Agenda Item Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>23</u>
<b>Department:</b> Information Systems		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Susan Scott - (707) 565-3389	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<b>AGENDA SHORT TITLE:</b> Amendment to Intergraph Contract for technical support services.		
<b>REQUESTED BOARD ACTION:</b> Authorize the Information Systems Director to execute an Amendment with Intergraph Corporation to extend technical support services of the county Public Safety Information System through June 30, 2013, adding \$405,131 to the Agreement for a total Agreement amount not to exceed \$960,263.		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p>		
<b>Explanation (if required):</b> There will be no impact in the current fiscal year. The fees will be paid by the Sonoma County Public Safety Consortium and they are slated to be paid in the next fiscal year.		
<b>Prior Board Action:</b> 8/25/09 - Board entered into Service Level Agreement with Sonoma County Public Safety Consortium. 10/25/11 - Board entered into a Service Agreement with Intergraph for the purchase of annual software support for FY 11-12 and some as-requested services.		
<b>Alternatives – Results of Non-Approval:</b> Intergraph will not provide essential services supporting the critical work of the member agencies of the Sonoma County Public Safety Consortium.		

**Background:** In 1997, local law enforcement agencies formed the Sonoma County Law Enforcement Consortium for the purpose of seeking grant funding to purchase an integrated, county wide system of Computer Assisted Dispatch, Records Management System, and Mobile Data Communications. In 2001 the Consortium, with the City of Santa Rosa acting as an administrative agent, purchased licenses and support services for a proprietary Public Safety Information System from Intergraph Corporation. In 2002 the Information Systems Department entered into an agreement with the Consortium to provide operational and network support for the Public Safety Information System. The City of Santa Rosa, as the administrative agent of the Consortium managed a service agreement with Intergraph for ongoing support and maintenance of the Intergraph software.

In July of 2008, members of the Sonoma County Law Enforcement Consortium formed a Joint Powers Authority, now known as the Sonoma County Public Safety Consortium. The Joint Powers Authority developed a Service Level Agreement with the Information Systems Department for the management and administration of the Public Safety Information System. Pursuant to this Service Level Agreement, the Information Systems Department continues to provide operational and network support for the county wide system of Computer Assisted Dispatch, Records Management System, and Mobile Data Communications 24 hours per day and 7 days per week.

In conjunction with the Service Level Agreement the Information Systems Department entered into an Agreement with Intergraph for the ongoing support and maintenance of the dispatch system. This support includes on-call trouble shooting 24 hours per day and 7 days per week, problem resolution and system updates and upgrades. Intergraph has continually maintained and supported this proprietary software and there is no other vendor offering this support. The Service Level Agreement requires the Consortium Board of Directors to approve the annual agreement and budget with Intergraph. Funds for Intergraph's services are provided by the Consortium through its member agencies.

In 2011 Intergraph was acquired by the Hexagon Corporation, a Swedish company, and, as a result, it was necessary to develop a new agreement with new terms and conditions. This agreement included one year of support services for the existing Intergraph software and a limited amount, \$50,000, for as-requested work including special projects for Consortium members, minor additions, and consulting services. Of the \$50,000 for additional work included in original agreement, approximately \$2,000 has been used to date.

At the time this agreement was developed, the Sonoma County Public Safety Consortium anticipated upgrading the software in FY 12-13, a process that will require the negotiation of a new agreement with software changes and additional services. The planned upgrade has now been pushed back a year, and consequently the existing agreement needs to be extended for one more year. Intergraph has agreed to provide the annual support service for the same price as the FY 11-12, \$405,131. As part of this upgrade process, Intergraph requested some changes to the original insurance requirements, detailed in Exhibit C of the original agreement. The County's Risk Management Division has approved these changes, and an amended version of Exhibit C is included in this First Amendment to the Agreement.

This amendment will extend the term of the agreement to June 30, 2013 and increase the total not to exceed limit of the agreement to \$960,263. The total cost of this agreement is will be funded by the Sonoma County Public Safety Consortium.

**Requested Action:** Authorize the Information Systems Director to execute an Amendment with Intergraph Corporation, to extend the support services for an additional year adding \$405,131 to the Agreement for a total Agreement amount of not to exceed \$960,263.



**Attachments:** None.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;"><b>Clerk of the Board Use Only</b></p> <p style="margin: 0;">Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: 24</p>																				
<p style="margin: 0;"><b>Department:</b> Information Systems and Health Services Department</p>		<p style="margin: 0;"><b>4/5 Vote Not Required</b></p>																				
<p style="margin: 0;"><b>Name and Phone Number:</b> Jodi Frost - (707) 565-2174</p>	<p style="margin: 0;"><b>Board Date:</b> 6/26/2012</p>	<p style="margin: 0;"><b>Deadline for Board Action:</b></p>																				
<p style="margin: 0;"><b>AGENDA SHORT TITLE:</b> Contract with Nexus for Video-Conferencing Equipment.</p> <p style="margin: 0;"><b>REQUESTED BOARD ACTION:</b> Authorize the Director of the Information Systems Department (ISD) to enter into a Professional Services Agreement with Nexus for the provision of video-conferencing equipment in an amount not to exceed \$100,160 for the term of June 26, 2012 through June 30 2013.</p>																						
<p style="margin: 0;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b></p>																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 40%;"><u>EXPENDITURES:</u></th> <th style="width: 20%;"></th> <th style="text-align: right; width: 40%;"><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td>Estimated Cost</td> <td style="text-align: right;">\$100,160</td> <td>Contingencies (Fund Name:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Amount Budgeted</td> <td style="text-align: right;">\$100,160</td> <td>Unanticipated Revenue (Source:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Other Available Appropriations (Explain Below)</td> <td style="text-align: right;">\$0</td> <td>Other Transfers (Source:)</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Additional Requested</td> <td style="text-align: right;">\$0</td> <td>Additional Funds Requested</td> <td style="text-align: right;">\$0</td> </tr> </tbody> </table> <p style="margin: 0;"><b>Explanation (if required):</b> This cost will be incurred in FY 12-13. The Department of Health Services will fund the project with Mental Health Services Information Technology dollars, but the contract is between ISD and Nexus IS.</p>			<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>		Estimated Cost	\$100,160	Contingencies (Fund Name:)	\$0	Amount Budgeted	\$100,160	Unanticipated Revenue (Source:)	\$0	Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0	Additional Requested	\$0	Additional Funds Requested	\$0
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Additional Requested	\$0	Additional Funds Requested	\$0																			
<p style="margin: 0;"><b>Prior Board Action:</b> None.</p>																						
<p style="margin: 0;"><b>Alternatives – Results of Non-Approval:</b> Inability to award this contract will mean additional expense in transporting conservatees from various locations statewide to appear for hearings.</p>																						

**Background:** One of the many functions of the Health Services Department is to maintain conservatorship over clients with persistent mental illness in long term care facilities. Regularly scheduled hearings are a clients right. Some clients also have serious medical issues that make it a hardship for them to travel.

The hearings require several logistical steps to enable the conservatee to appear in court and be interviewed. Video-conferencing equipment, installed in the Health Services Department with end points in facilities throughout California, would save the time and expense of transporting the conservatee into the County and yet would still allow real-time audio and visual interviews to occur.

Another function this equipment will assist with is Telemedicine, specifically with improving access for the youths with persistent mental illness and their families.

An RFP was crafted in a partnership between the Health Services Department and Information Systems, and was released in November of 2011. Two proposals were received, and the submissions were evaluated, with both vendors invited to provide demonstrations of their product. Based upon the proposal evaluations and the demonstrations, Nexus IS was selected as the vendor.

Nexus IS is a Cisco partner and they proposed Cisco equipment in their submission. One of the many attractive things about these products was the high quality of the image and sound, as well as the fact that if other departments wished to take advantage of this technology, the product is easily expandable, and can integrate with other products.

The vendor was selected in January of 2012. Since then, ISD and Health Services has been working with the vendor and the Courts to develop an approach to implementing the technology – determining where the technology will be housed and deployed and roles and responsibilities for maintaining and operating the system.

**Attachments:** None.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only Meeting Date / /</p> <p>Agenda Item No: 25</p>
<p><b>Department:</b> Permit and Resource Management Department</p>		<p><b>4/5 Vote Required</b></p>
<p><b>Name and Phone Number:</b> Nathan Quarles - (707) 565-3507</p>	<p><b>Board Date:</b> 6/26/2012</p>	<p><b>Deadline for Board Action:</b></p>
<p><b>AGENDA SHORT TITLE:</b> An Ordinance No. 3836R Permit and Permit Extensions.</p> <p><b>REQUESTED BOARD ACTION:</b> Resolution issuing an Ordinance No. 3836R permit and necessary permit extensions to Sonoma County Regional Parks for beach grooming and installation and removal of a summer dam at Healdsburg Veterans Memorial Beach (Russian River). A 4/5ths vote is required.</p>		
<p align="center"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p> <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> Resolutions issuing permits and permit extensions have been issued to the Russian River Recreation and Park District annually, including 2011.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> Applicant would be in non-compliance with ordinance requirements related to the recreation dam activities.</p>		

**Background:**

Section VIII of Ordinance No. 3836R requires that an application for a permit be filed with the Board of Supervisors prior to the performance of certain prescribed work or operations in a river, stream, or channel which may decrease the clarity of these waterways.

Concurrent Resolution No. 88-1220 of the Board of Supervisors requires that applications for permits describe the work or operations to be done, the purpose of the work or operations, the manner in which the work or operations will be carried out, and the time within which the work or operations will be completed. Pursuant to the Resolution, applications must be accompanied by a copy of the agreement required by Section 1601 et seq. of the California Fish and Game Code and waste discharge permits applicable to the work or operations, if any, pursuant to the Porter-Cologne Water Quality Control Act. Applications by public agencies must also be accompanied by evidence of compliance with the California Environmental Quality Act.

The application submitted by Sonoma County Regional Parks complies with the requirements of the 3836R Ordinance. The applicant proposes to groom the beach and install and remove a flashboard dam at Healdsburg Veterans Memorial Beach. As described in the application and as demonstrated in practice in previous permitting periods, the work requires greater than 30 days to complete. It should be noted that the work described in the application has been performed in accordance with permit requirements in past years.

Installation of the flashboards is restricted by the California Department of Fish and Game to no earlier than July 27, 2011. Removal of same is required to take place prior to September 12, 2010. To accomplish this, the permit may be extended for additional 30-day periods if such permit period extensions are approved by the Board of Supervisors. The Director of PRMD shall confirm the need for each permit extension immediately prior to the expiration of the current permit periods to ensure that the work is not yet completed and an additional 30-day period extension is necessary. Two 30-day extensions may be required.

The 3836R permit and 30-day extensions require a 4/5 approval vote by the Board according to the requirements of the 1988 ballot measure creating the 3836R Ordinance.

**Attachments:** Resolution  
A) First page of application  
B) Location maps.

**On File With Clerk:** Application.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Issuing A Permit And Permit Extensions Pursuant To Section VII Of Ordinance No. 3836R Of The County Of Sonoma To Sonoma County Regional Parks For Beach Grooming And Installation And Removal Of A Summer Dam At Healdsburg Veterans Memorial Beach. (4/5 Vote Required.)**

**Whereas**, Section VIII of Ordinance No. 3836R requires that an application for a permit be filed with the Board of Supervisors prior to the performance of certain prescribed work or operations in a river, stream, or channel which may decrease the clarity of a river or stream; and

**Whereas**, an application was filed by the Sonoma County Department of Public Works for an Ordinance No. 3836R Permit and necessary permit extensions for beach grooming at Memorial Beach in Healdsburg at the Permit and Resource Management Department in the manner prescribed by Resolution No. 88-1220 as amended by Resolution No. 89-0746 of the Board of Supervisors; and

**Whereas**, the Board of Supervisors has reviewed said application; and

**Whereas**, the work requires greater than 30 days to complete, as described in the application and demonstrated in practice in past years; and

**Whereas**, the requirements of Section VIII of the Sonoma County Code include a restriction to perform permitted activities within a period of 30 days, except that additional 30-day permit periods may be granted by the Board of Supervisors, and a requirement that all approval votes be by a 4/5th majority of the Board of Supervisors

**Now, Therefore, Be It Resolved**

1. That the Board of Supervisors finds and determines that the work and operations described on said application is necessary and that the work and operations will be performed in a manner which will not unreasonably decrease the clarity of the waters of the rivers or streams of the County of Sonoma;
2. That a permit is hereby granted to applicant to perform the work and operations described in the aforementioned application;

3. That the work shall be completed within 30 days from the start date and any additional 30-day extensions which may be required to complete the work;
4. That permit extensions are hereby granted to the applicant to perform the work described herein for additional 30-day periods commencing on July 26, 2012 subject to the Director of PRMD confirming the need for the permit extension immediately prior to the expiration of the permit period;
5. That the work and operations shall be performed in the manner described in the application and in accordance with the terms and conditions of any applicable agreement required by Section 1601 et seq. of the California Fish and Game Code, any applicable waste discharge permit issued pursuant to the Porter-Cologne Water Quality Control Act (commencing at Section 13000 of the California Water Code), and Chapter 26A of the Sonoma County Code and any plans adopted pursuant thereto;
6. That the permit and permit extensions are hereby granted to the applicant pursuant to Section 255266 of the Government Code

**Supervisors:**

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

**So Ordered.**

# Rolling Permit Application

DRN-003

The Board of Supervisors approves all rolling permits under Section VIII of the Water Clarity Ordinance of the County of Sonoma, Ordinance No. 3836R (Chapter 23 of the Sonoma County Code).

A complete application must be submitted to the Permit and Resource Management Department a minimum of eight weeks before the start of project.

Applicant  Owner  Architect \ Engineer

Project Site Information

County of Sonoma, Regional Parks

13839 Old Redwood Highway

Name  
2300 County Center Drive, Suite 120A

Address(es)  
Healdsburg, CA 95448

Mailing Address  
Santa Rosa CA 95403

City/Town  
088-170-042

City/Town State/Zip  
707-565-2041 707-579-8247

Assessor's Parcel Number(s)  
Russian River

Phone Fax  
6/1/2012 Peripheral work in river approx 6/18/2012

River or Stream Name  
6/30/2012 Install 9/12/2012 Dismantle

Work start date

Estimated completion date

Signature *[Signature]* *BECK W H M A K E R L*

Date *5/25/12*

## Types of work (check one):

- To protect riparian property adjacent to a river or stream.
- To construct recreational dams.
- To perform construction work on riparian property, the nature of which may decrease the clarity of the waters of the river or stream.
- To construct temporary bridges, dikes, dams and settling ponds in connection with mining operations, or for agricultural uses.

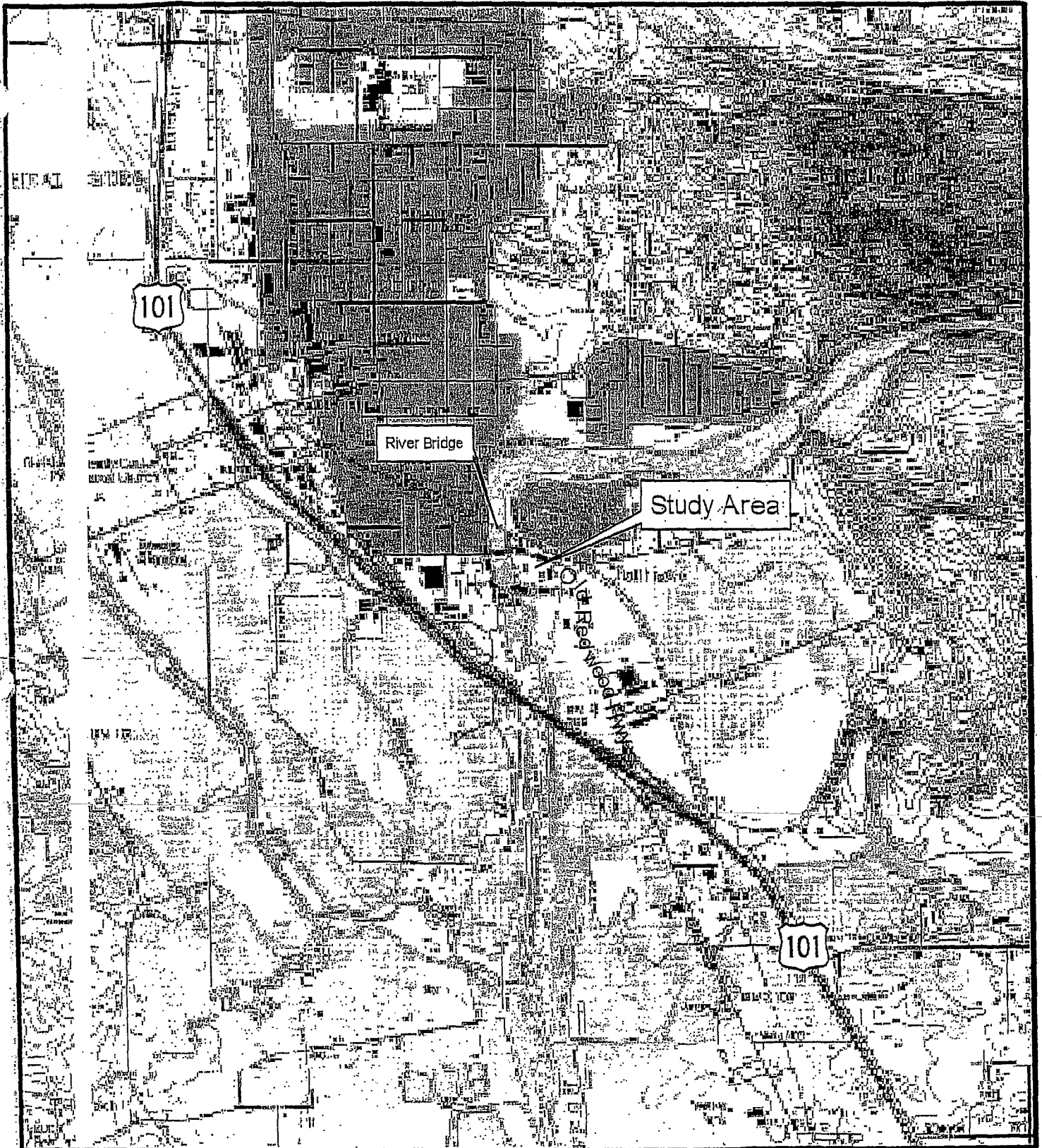
## Application Requirements:

- A. ~~A detailed statement describing the work or operations to be done and the manner in which they will be carried out to avoid unreasonably decreasing the clarity of the river or stream, including any proposed monitoring or mitigation measures.~~
- B. A location/vicinity map (8 1/2 in. X 11 in.) showing where the project is located in relation to nearby lots, streets, highways and/or major natural features (e.g., locator maps & road maps).
- C. A copy of the Fish and Game permit or waiver.
- D. A copy of the Army Corps of Engineers permit for this project, if required.
- E. A copy of the California Regional Water Quality Control Board water quality certification, if required.
- F. A copy of the last rolling permit, if any.
- G. A check payable to "PRMD" (see current fee schedule). This fee includes any requested extensions for the calendar year.
- H. A copy of the California Environmental Quality Act (CEQA) document.
- I. A copy of any approved County permit conditions (e.g. mining approval).

## Sonoma County Permit and Resource Management Department

2550 Ventura Avenue ❖ Santa Rosa, CA ❖ 95403-2829 ❖ (707) 565-1900 ❖ Fax (707) 565-1103





Purpose: Healdsburg Veterans  
Memorial Beach Project



In the City of Healdsburg  
County of Sonoma

(USGS: Healdsburg Quadrangle 1993)

910 455 0 910 1,820 2,730 3,640  
Feet

SCALE: 1:24,000

Vicinity Map  
Sonoma County Regional Parks  
2300 County Center Dr. #120A  
Santa Rosa, Ca. 95401



**Figure 1**

In: Russian River, River Mile 31.5-31.6  
Latitude 38° 36' 10"  
Longitude 122° 51' 31"  
County of: Sonoma, Ca.  
Application By: Michelle Julene  
Date:  
Attachment B

<b>County Of Sonoma Agenda Item Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>26</u>
<b>Department:</b> Permit Resource and Management Department		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Steve Padovan - (707) 565-1352	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<p><b>AGENDA SHORT TITLE:</b> Consent to accept withdrawal of an appeal of a Use Permit for a Level I Cannabis Dispensary; UPE09-0086; Riverside Wellness; applicant.</p> <p><b>REQUESTED BOARD ACTION:</b> Approve consent to withdraw an appeal of a Board of Zoning Adjustments approval of a Use Permit for a Level I Cannabis Dispensary. Property address: 15025 River Road, Guerneville; APN 070-150-015, Fifth District.</p>		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p> <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> On March 20, 2012, the item was continued off calendar at the request of the appellant.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> None.</p>		

**Background:** On November 17, 2011 the Board of Zoning Adjustments, with a 5-0 vote, found the project exempt from CEQA and approved the request by Riverside Wellness for a Level I Medical Cannabis Dispensary at 15025 River Road. Due to the commencement of operations prior to issuance of a Use Permit and the limited on-site parking, the Board of Zoning Adjustments approved restrictions on the hours of operation, a ban on the sale of products other than medical cannabis, and Code Enforcement fees and penalties.

On November 27, 2011, an appeal of the decision was filed with the Board of Supervisors by the applicant, Riverside Wellness, in accordance with Section 26-92-160 of the Zoning Code. The appeal was based on the following issues:

- 1) The applicant's belief that the fees and penalties associated with the operation of the dispensary before the Use Permit was granted were excessive;
- 2) To allow for a modification to the hours of operation to allow for Monday through Saturday operations from 10:30 a.m. to 6:30 p.m. and to add Sunday operations from Noon to 5:00 p.m.;
- 3) To allow for the sale of starter cannabis plants on-site so that their patients have the ability to grow their own cannabis as permitted under state law.

The item was scheduled to be heard at the March 20, 2012 Board of Supervisors meeting, but at the appellant's request, the item was continued off calendar. Then, on April 12, 2012, the appellant submitted a withdrawal of the appeal, agreeing to all the conditions of approval referenced in the Board of Zoning Adjustments Resolution No. 11-027.

Per Section 26-92-160(c) of the Zoning Code, "Any appeal filed pursuant to this section may be withdrawn where the appellant requests such withdrawal and the board of supervisors consents." Therefore, the Board of Supervisors must consent to the withdrawal of the appeal. The Board of Zoning Adjustments Use Permit approval remains in effect.

**Attachments:** Board of Supervisors Resolution (Exhibit A); Appellant/Applicant's Letter dated April 12, 2012 withdrawing the appeal (Exhibit B); BZA Resolution No. 11-027 and Conditions of Approval (Exhibit C).

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No. 12-**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012  
UPE09-0089 Steve Padovan**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Consenting To The Appellant's Withdrawal Of The Appeal And Reconfirming The Board of Zoning Adjustments Conditions Of Approval For A Use Permit Granted To Riverside Wellness For A Level I Medical Cannabis Dispensary On Property Located At 15025 River Road, Guerneville; APN 070-150-015.**

**Whereas**, the applicant, Riverside Wellness, filed a Use Permit application with the Sonoma County Permit and Resource Management Department for a Level I medical cannabis dispensary in a 430 square foot portion of a commercial building on a 1.46 acre parcel located at 15025 River Road, Guerneville; APN 070-150-015; Zoned K (Recreational and Visitor Serving Commercial), LC (Limited Commercial), BR (Biotic Resource), F1 (Floodway Combining District), F2 (Floodplain Combining District), SR (Scenic Resource), VOH (Valley Oak Habitat); Supervisorial District No 5; and

**Whereas**, at its regularly scheduled meeting on November 17, 2011, the Board of Zoning Adjustments, with a 5-0 vote, approved the request; and

**Whereas**, on November 27, 2011, an appeal was filed by the applicant regarding four of the conditions of approval within the 10-day appeal period; and

**Whereas**, the appeal was scheduled for a public hearing on the March 20, 2012 Board of Supervisors agenda; and

**Whereas**, on March 20, 2012, in accordance with the provisions of law, the Board of Supervisors continued the appeal off calendar at the request of the appellant; and

**Whereas**, on April 12, 2012, the appellant submitted a letter to PRMD staff formally withdrawing the appeal.

**NOW THEREFORE BE IT RESOLVED** that the Sonoma County Board of Supervisors consents to accept the withdrawal of the appeal, thereby reconfirming the Board of Zoning Adjustment's November 17, 2011 Resolution and Use Permit Conditions of Approval for UPE09-0086.

**Be It Further Resolved** that the Board of Supervisors designates the Clerk of the Board as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Clerk of the Board, 575 Administration Drive, Room 100-A, Santa Rosa, California 95403.

Resolution No.12-

Date: 6/26/2012

Page 2

**Supervisors:**

Brown:

Rabbitt:

McGuire:

Carrillo:

Zane:

Ayes:

Noes:

Absent:

Abstain:

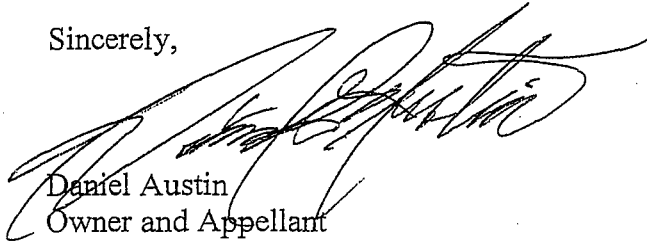
**So Ordered.**

April 12, 2012

To Steve Padovan, Project Review Planner for PRMD:

I, Daniel Austin, owner of the property located at 15025 River Road and applicant/appellant for the Riverside Wellness medical cannabis dispensary located at the same address, am formally dropping my appeal of the Board of Zoning Adjustments approval of UPE09-0086, a Use Permit for a medical cannabis dispensary at 15025 River Road. I agree to all the conditions as listed in Exhibit A of BZA Resolution 11-027.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Austin", is written over the typed name and title.

Daniel Austin  
Owner and Appellant

County of Sonoma  
Santa Rosa, California

November 17, 2011  
UPE09-0086 Steve Padovan

RESOLUTION OF THE BOARD OF ZONING ADJUSTMENTS,  
COUNTY OF SONOMA, STATE OF CALIFORNIA, GRANTING A  
USE PERMIT TO RIVERSIDE WELLNESS FOR A LEVEL I  
MEDICAL CANNABIS DISPENSARY ON PROPERTY LOCATED  
AT 15025 RIVER ROAD, GUERNEVILLE; APN 070-150-015.

WHEREAS, the applicant, Riverside Wellness, filed a Use Permit application with the Sonoma County Permit and Resource Management Department for a Level I medical cannabis dispensary in a 430 square foot portion of a commercial building on a 1.46 acre parcel located at 15025 River Road, Guerneville; APN 070-150-015; Zoned K (Recreational and Visitor Serving Commercial), LC (Limited Commercial), BR (Biotic Resource), F1 (Floodway Combining District), F2 (Floodplain Combining District), SR (Scenic Resource), VOH (Valley Oak Habitat); Supervisorial District No 5; and

WHEREAS, in accordance with the provisions of law, the Board of Zoning Adjustments held a public hearing on November 17, 2011, at which time all interested persons were given an opportunity to be heard; and

WHEREAS, the project was found to be Categorically Exempt under Section 15301 of the Guidelines for California Environmental Quality Act in accordance with the appropriate law and guidelines; and

NOW THEREFORE BE IT RESOLVED that the Board of Zoning Adjustments makes the following findings:

1. The Level I Medical Cannabis Dispensary conforms to the General Plan land use designation of Limited Commercial, which allows for retail sales and services for the daily self sufficiency of local rural or urban neighborhoods. The services provided by the dispensary serve residents in the local area and throughout the county and the clients served typically utilize the facility on a regular basis.
2. The Level I Medical Cannabis Dispensary is consistent with the LC (Limited Commercial) zoning district which allows for retail sales and services for the daily self-sufficiency of urban and rural areas and allows for a full range of commercial operations. Permitted commercial uses include retail stores, repair services, offices, and restaurants. A medical cannabis dispensary most closely resembles a retail operation, in that the service provided is the display and sale of a product (medicinal cannabis) and the site is located within an Urban Service Area. In addition, the Operational Plan for the facility states that it will serve local Sonoma County medicinal cannabis patients. Therefore, the proposed dispensary use would be consistent with the LC zoning district.
3. Section 26-36-020 (pp) of the Zoning Ordinance allows for Level I Medical Cannabis Dispensaries in the LC zone if they are located within designated urban service areas and obtain a Use Permit. The facility is located in the Guerneville Urban Service Area, is connected to public water and sewer, and is located on an arterial roadway. A Use Permit was submitted to the County and approved by the Board of Zoning Adjustments.

4. The Level I Medical Cannabis Dispensary meets all thirteen development standards and operational criteria listed under Section 26-88-126 of the Zoning Ordinance, as conditioned. The operational plan conforms to the criteria with regard to types of patients, amount of product for sale, and on-site operations. In addition, the site plan and floor plan are consistent with the development standards regarding adequate lighting and security measures. Furthermore, the hours of operation have been conditioned to comply with Zoning Ordinance medical cannabis dispensary parking standards along with requirements for security personnel.
5. The Level I Medical Cannabis Dispensary is not located on a property with an existing residence and there is adequate physical separation between the dispensary and the residential zone districts to waive the 100 foot required setback. The Russian River and River Road provide 100-foot wide physical barriers to the residential uses abutting the dispensary to the east and west. Regarding the residential zoned property to the north, the dispensary is 100 feet from the existing residence, on a separate parcel owned by the same person, and a dispensary has been operating at 15025 River Road for over 10 years with no discernable impacts to the residential use. Based on these circumstances, and the requirement that any new residential development on the adjacent parcel would result in the closure of the dispensary, off-site impacts to the residential uses are not likely to occur.
6. The Level I Medical Cannabis Dispensary is not located within 1,000 feet of any other Medical Cannabis Dispensary, nor within 500 feet from a smoke shop or similar facility selling drug paraphernalia. This is based on a visual inspection of the surrounding area by staff and a review of the County's Use Permit records, as these types of uses require a Use Permit in order to operate legally in the County.
7. The Level I Medical Cannabis Dispensary is not located within 1,000 feet of any public school, park, or an establishment, public or private, that caters to or provides services primarily to persons under eighteen (18) years of age. Furthermore, the Conditions of Approval require that the dispensary comply with the 1,000 foot physical separation for any new youth-oriented establishments in the future.
8. The establishment, maintenance or operation of the use for which the application is made will, under the circumstances of this particular case, not be detrimental to the health, safety, peace, comfort and general welfare of persons residing or working in the neighborhood of such use, and be detrimental or injurious to property and improvements in the neighborhood and to the general welfare of the area.

BE IT FURTHER RESOLVED that the Board of Zoning Adjustments hereby grants the requested Use Permit, subject to the Conditions of Approval in Exhibit "A", attached hereto.

BE IT FURTHER RESOLVED that this determination has been found to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15301 and 15303 of the CEQA Guidelines because the project is a minor alteration of an existing commercial facility and conversion from one use to another.

BE IT FURTHER RESOLVED that the Board of Zoning Adjustments designates the Secretary as the custodian of the documents and other material which constitute the record of proceedings upon which the Board's decision herein is based. These documents may be found



at the office of the Sonoma County Permit and Resource Management Department, 2550  
Ventura Avenue, Santa Rosa, CA 95403.

BE IT FURTHER RESOLVED that the Board of Zoning Adjustments' action shall be final on the  
11<sup>th</sup> day after the date of the Resolution unless an appeal is taken.

THE FOREGOING RESOLUTION was introduced by Commissioner Lynch, who moved its  
adoption, seconded by Commissioner Fogg, and adopted on roll call by the following vote:

Commissioner Fogg	Aye
Commissioner Montoya	Aye
Commissioner Shahhosseini	Aye
Commissioner Liles	Aye
Commissioner Lynch	Aye

Ayes: 5      Noes: 0      Absent: 0      Abstain: 0

WHEREUPON, the Chair declared the above and foregoing resolution duly adopted; and

SO ORDERED.



of no further effect.

6. This Use Permit shall not become vested until all violations are cleared and penalty fees paid.

OPERATIONAL CONDITIONS:

7. This use shall be constructed, maintained, and operated in conformance with all applicable county and state statutes, ordinances, rules, and regulations. A violation of any applicable statute, ordinance, rule or regulation shall be a violation of the Use Permit condition and shall be subject to potential revocation.

**PLANNING:**

"The conditions below have been satisfied" BY \_\_\_\_\_ DATE \_\_\_\_\_

8. This Use Permit allows for the legalization of a Level I, non-profit collective Medical Cannabis Dispensary, with no more than 299 patients, operating six days a week, located in a 430 square foot tenant space within an existing commercial building on public water and sewer on 1.46 acres. A minimum of two employees shall be present at all times during operating hours, one of which shall be a trained security person.

Days and Hours of Operation shall be as follows:

Monday through Friday - 8:00 a.m. to 5:00 p.m.

Saturday - 10:00 a.m. to 5:00 p.m.

The use shall be operated in accordance with the proposal statement, operational plan, floor plan and site plans located in File# UPE09-0086 and as modified by these conditions.

Pipes, smoking devices or other paraphernalia associated with the smoking, growing or preparation of tobacco or cannabis shall not be sold on the premises. No loitering shall be permitted in the parking area or at the building entrance and no sale or growing of plants is allowed. In addition, the delivery of medical cannabis to off-site patients is prohibited.

9. The dispensary is subject to the 1,000 foot physical separation requirement from any public school, park, or an establishment, public or private, that caters to or provides services primarily to persons under eighteen (18) years of age for any future youth-oriented establishments that locate in the area. If such uses locate within 1,000 feet of the dispensary, then the Use Permit shall not be renewed.
10. If the residential zoned parcel adjacent to the dispensary (APN 070-160-020) is developed with a residential use, then the dispensary shall close within 60 days of issuance of the building permit for the residential use.
11. This use shall be constructed, maintained, and operated in conformance with all applicable county, state, and federal statutes, ordinances, rules and regulations, including but not limited to, building codes and accessibility requirements. A violation of any applicable statute, ordinance, rule or regulation shall be a violation of the Use Permit, subject to revocation.
12. Development on this parcel is subject to the Sonoma County Fire Safe Standards and shall be reviewed and approved by the County Fire Marshal/Local Fire Protection District. Said plan shall include, but not be limited to: emergency vehicle access and turn-around at the building site(s), addressing, water storage for fire fighting and fire break maintenance around all structures. Prior to occupancy, written approval that the required improvements have been installed shall be provided to PRMD from the County Fire Marshal/Local Fire Protection District.

13. This use shall be operated in compliance with the California State Attorney General's Guidelines for the Security and Non-Diversion of Marijuana grown for medical use, as amended from time to time. Any non-compliance with the State Attorney General's Guidelines shall be deemed a violation of this Use Permit.
14. The dispensary shall provide adequate security on the premises, including lighting and alarms, to insure the safety of persons and to protect the premises from theft consistent with proposal statement and operational plan. A minimum of two employees shall be present during operating hours, one of which shall be a trained security guard.
15. Within 60 days of approval, the Applicant shall submit a Design Review application for a coordinated sign program for all the uses on the property, including the dispensary, to bring consistency to the size, colors and types of signs on the property. No exterior signage or symbols shall be displayed which advertises the availability of cannabis, nor shall any such signage or symbols be displayed on the interior of the facility in such a way as to be visible from the exterior. Signs shall comply with all sign regulations in the zoning code and will be subject to design review approval by PRMD staff. Wall mounted signage shall be limited to the name of the collective only and no other references to the product sold or to delivery of product is permitted. Existing signage shall be removed immediately upon approval.
16. The dispensary may possess cannabis at its facility only in the collective amount that each qualified patient or primary caregiver served is allowed to possess under Health and Safety Code Section 11362.77, as may be amended from time to time.
17. No person shall be allowed onto the premises unless they are a primary caregiver and/or a qualified patient, in strict accordance with California Health and Safety Code Section 11362.5 et. seq. No person under the age of eighteen (18) shall be allowed on the dispensary site. All persons entering the site shall present a photo identification and shall establish proof of doctor's recommendation. The operating plan submitted as a part of the use permit application shall specify how this provision will be complied with and enforced.
18. The dispensary shall not hold or maintain a license from the State Department of Alcoholic Beverage Control to sell alcoholic beverages, or operate a business that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.
19. An exhaust and ventilation system shall be utilized to prevent off-site odors. If PRMD receives complaints regarding objectionable odors, staff will investigate the complaint. If it is determined by PRMD staff that complaints are valid, the permit holder shall implement additional odor control measures as determined appropriate by PRMD.
20. The dispensary shall not conduct or engage in the commercial sale of any product, good or service unless otherwise approved by the Use Permit. The sale or growing of any plants on-site shall be prohibited.
21. No cannabis shall be smoked, ingested or otherwise consumed on the premises. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other immediate surroundings.
22. Within 60 days of approval and prior to vesting of the Use Permit, the applicant shall submit a landscape plan prepared by a licensed landscape architect or licensed landscape contractor for the project frontage and customer parking area addressing County design guidelines, including street trees, shrubs, and ground cover. The plans shall comply with all provisions of the County Water Efficiency Landscaping Ordinance and the Russian River Corridor Design Guidelines.

23. Within 60 days of approval and prior to vesting of the Use Permit, an exterior lighting plan shall be submitted for design review by PRMD staff. Exterior lighting shall be low mounted, downward casting and fully shielded to prevent glare. Lighting shall not wash out structures or any portions of the site. Light fixtures shall not be located at the periphery of the property and shall not spill over onto adjacent properties or into the night sky. Flood lights are not permitted. All parking lot and street lights shall not exceed 20 feet in height. All exterior fixtures shall be limited to lamps (light bulbs) not exceeding 100 watts. Lighting shall shut off automatically after closing and security lighting shall be motion-sensor activated. All parking lot lighting shall be inspected to insure that it is working properly and any damaged or burnt out exterior lights shall be replaced.
24. All new structures, landscaping, lighting and signs are subject to the "Russian River Corridor Design Guidelines" dated December 14, 2010 and shall require final design review by PRMD staff prior to issuance of building permits. All exterior finishes shall be of non-reflective materials and colors.
25. Landscape plans shall be subject to PRMD approval prior to vesting of the use. Landscaping shall be installed within 60 days of design review approval and shall consist of a mixture of trees, shrubs and groundcover in accordance with an approved landscape plan. All landscaping shall be automatically irrigated with primary irrigation lines and equipment located on private property. The applicant/owner shall be required to maintain in good condition all street frontage improvements along the property to the face of curb, including any landscape areas, sidewalks, or surface drainage contained within the public right-of-way.
26. All debris and materials shall be removed from the property within 60 days of the approval of the Use Permit, or the Use Permit shall not vest.
27. Any fencing blocking views from the street to the main entrance to the facility shall be removed within 60 days of the Use Permit approval. A new six (6) foot high solid wood fence, set back five feet from the building, shall be installed on the north side of the building from a point even with the front facade of the building to the edge of the F1 flood way line (approximately 70 feet from the front property line). A second, six-foot high solid wood fence shall be installed on the property line of the existing residence to the north (APN 070-160-019). New fencing shall be installed within 60 days of Use Permit approval.
28. The applicant shall enter into a reciprocal parking agreement between the owner and all other tenants on the property in order to maintain a minimum of eight (8) parking spaces on-site to serve the Level I Medical Cannabis Dispensary during approved operating hours. Parking lot surfaces, lighting and exterior landscaping shall be maintained in good condition in compliance with the approved plans and conditions herein. The reciprocal parking agreement shall be submitted to PRMD within 60 days of Use Permit approval.
29. This permit shall be valid for a one (1) year term from the date of Use Permit approval as per Sonoma County Code Section 26-88-126. Additionally, this permit shall be a limited term permit and shall be subject to revocation or modification following a public hearing if the approving body finds that there has been a violation or noncompliance with the Operating Plan, Medical Cannabis Dispensary Ordinance, Zoning Code or any of the Use Permit conditions, or if the use for which this permit is hereby granted constitutes a nuisance. At every one-year renewal, the owner/operator of the dispensary shall provide evidence that the dispensary is operated as a nonprofit entity.

Upon written request by the applicant and prior to expiration of the one-year permit, the Use Permit approval may be extended pursuant to Section 26-88-126 (f) of the Sonoma County Code. The written request shall be accompanied by an at cost fee to cover anticipated staff time to process the permit as determined by PRMD.

30. This Use Permit shall expire upon change of the medical cannabis dispensary tenancy or sale or transfer of the business or property to a party other than the Redwood Herbal Alliance. If the Use Permit is abandoned for a period of 6 months, it shall automatically expire and become null and void with no further action required on the part of the County.
31. At the time of submitting a building permit application, the applicant shall submit to PRMD a Condition Compliance Review fee deposit (amount to be determined consistent with the ordinance in effect at the time). In addition, the applicant shall be responsible for payment of any additional compliance review fees that exceed the initial deposit (based upon hours of staff time worked) prior to final inspection being granted.
32. This "At Cost" entitlement is not vested until all permit processing costs and development fees are paid in full within 60 days of approval. Additionally, no grading or building permits shall be issued until all permit processing costs are paid in full.
33. The applicant shall include these Conditions of Approval on a separate sheet(s) of plan sets to be submitted for building and grading permit applications.
34. Any proposed modification, alteration, and/or expansion of the use authorized by this Use Permit shall require the prior review and approval of PRMD or the Board of Zoning Adjustments, as appropriate. Such changes may require a new or modified Use Permit and additional environmental review if necessary.
35. The Director of PRMD is hereby authorized to modify these conditions for minor adjustments to respond to unforeseen field constraints provided that the goals of these conditions can be safely achieved in some other manner. The applicant must submit a written request to PRMD demonstrating that the condition(s) is infeasible due to specific constraints (e.g. lack of property rights) and shall include a proposed alternative measure or option to meet the goal or purpose of the condition. PRMD shall consult with affected departments and agencies and may require an application for modification of the approved permit. Changes to conditions that may be authorized by PRMD are limited to those items that are not adopted standards or were not adopted as mitigation measures or that were not at issue during the public hearing process. Any modification of the permit conditions shall be documented with an approval letter from PRMD, and shall not affect the original permit approval date or the term for expiration of the permit.

The owner/operator and all successors in interest, shall comply with all applicable provisions of the Sonoma County Code and all other applicable local, state and federal regulations.

36. This permit may be subject to revocation or modification by the Board of Zoning Adjustments if: (a) the Board finds that there has been noncompliance with any of the conditions or (b) the Board finds that the use for which this permit is hereby granted constitutes a nuisance. Any such revocation shall be preceded by a public hearing noticed and heard pursuant to Section 26-92-120 and 26-92-140 of the Sonoma County Code.

In any case where a Use Permit has not been used within two (2) years after the date of the granting thereof, or for such additional period as may be specified in the permit, such permit shall become automatically void and of no further effect, provided however, that upon written request by the applicant prior to the expiration of the two year period the permit approval may be extended for not more than one (1) year by the authority which granted the original permit pursuant to Section 26-92-130 of the Sonoma County Code.

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only  Meeting Date  / /</p> <p>Agenda Item No:  <u>27</u></p>
<b>Department:</b> Permit and Resource Management Department (P.R.M.D.); Sonoma County Water Agency (Water Agency)		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Nathan Quarles - (707) 565-3507	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<p><b>AGENDA SHORT TITLE:</b> Outside Service Area Agreement with the Sonoma Valley County Sanitation District.</p> <p><b>REQUESTED BOARD ACTION:</b> Adopt a resolution to authorize the Chair of the Board of Directors to execute an Outside Service Area Agreement between the Sonoma Valley County Sanitation District and George Craig Miller for public sewer service to property located at 20820 Broadway, Sonoma, California (APN 128-322-012). First Supervisorial District.</p>		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p> <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> None.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> Non-approval of the agreement will require the property to continue to use the two existing non-standard sewage treatment and disposal (septic) systems, that may result in failure of the systems to meet County requirements for safe sewage disposal, in the vicinity of a “blue-line” creek tributary to Nathanson Creek.</p>		

**Background:**

The Sonoma County Permit and Resource Management Department (“P.R.M.D.”) received an application for an Outside Service Area Agreement (“Agreement”) to provide public sewer service to property located at 20820 Broadway, Sonoma. The application was submitted by Adobe Associates, Inc. of Santa Rosa, CA. on behalf of the property owner, George Craig Miller (“Owner”).

The subject property is a 1.36 acre commercial parcel located on the east side of Broadway, approximately 49 feet south of Fisher Lane. The zoning designation for the property is Limited Commercial. The property is within a Traffic Sensitive corridor, a Scenic Resource corridor and a Valley Oak Habitat area. A U.S.G.S. “blue line” ephemeral creek, tributary to Nathanson Creek bounds the property along the northeastern property line.

The property is relatively flat but with a slight downward slope to the east. The original development on the site was that of a full service gas station. This establishment was decommissioned in 1996 and included removal of the pumps and underground tanks. There are six buildings on the property that are currently vacant but until recently included a residence, a furniture store, a shoe repair shop, a pottery studio, an art store and a stand-alone restroom building. The residence and the restroom building are the only buildings connected to two existing separate septic systems. The property is served by a private well.

The property is not within the Sonoma Valley County Sanitation District (“District”) boundary nor is it within the District’s Urban Service Area boundary. The property is within the District’s Sphere of Influence that was amended by the Sonoma Local Agency Formation Commission (“LAFCO”) in 2009, and is subject to the provisions of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011.

Amendment of the Sphere of Influence was preceded by approval of an amendment to the County General Plan (G.P.A. 09-0008) that established a new land use policy. Policy L.U.-2011 allows for sewer service to legally established uses, uses that will replace existing legally established uses that do not increase the amount of sewage discharged from the property into the District’s collection and treatment system above the number of Equivalent Single-family Dwelling (“E.S.D.”) billing units calculated for the existing legally established uses.

For properties with no existing buildings and uses, only 1.00 E.S.D. is allowed, and only a single family dwelling can be built. In this case, a maximum of 2.26 E.S.D.s have been calculated by P.R.M.D. staff for the existing buildings, based upon the sizes and historical uses of the existing buildings.

Pursuant to Policy L.U.-2011, demonstration of a failing septic system is not necessary because the property is located within the Sphere of Influence that was amended in 2009. Abandonment of the existing septic systems shall be done with permits obtained from P.R.M.D. at the time the property is connected to the public sewage collection system. The two existing septic systems are located between the existing buildings and the blue line creek to the east. Connection to a public sewer system will eliminate the potential for these systems to migrate pathogens into the creek.

Following approval of the Agreement by the District’s Board of Directors, the Owner must submit an application to LAFCO for review and approval of the Agreement. The Owner is required to pay the LAFCO application fee as determined by the most recent LAFCO fee schedule. The Agreement shall not be effective until such time as it has been approved by the LAFCO Board of Directors and recorded with the Sonoma County Recorder’s Office.



**Background, continued:**

To connect the property to the District's sewer collection system, the owner is required to extend the sewer main on the east side of Broadway from its terminus in front of Presentation School at 20872 Broadway, approximately 310 feet south of the subject property, or to extend the sewer across Broadway from the trunk sewer on the west side of Broadway. The proposed sewer main extension shall be designed and constructed in accordance with Sonoma County Water Agency ("Water Agency") "Design and Construction Standards for Sanitation Facilities" ("Standards").

In accordance with Water Agency Standards, improvement plans for the sewer extension shall be designed by a licensed civil engineer, and submitted for review by P.R.M.D. and approval by the Water Agency. The improvement plans shall be signed by the Water Agency's Chief Engineer before a Permit to Construct Sewer is issued by P.R.M.D. for construction of the sewer main extension.

Prior to beginning construction of the proposed sewer main extension, the Owner's contractor shall obtain an Encroachment Permit from the State of California Department of Transportation ("Caltrans") for construction within a State of California Right-of-Way. The contractor shall provide a copy of the issued Caltrans permit to P.R.M.D. when applying for a Permit to Construct Sewer for the proposed sewer extension.

Prior to issuance of a permit to connect any of the existing commercial buildings, the Owner shall submit a "Survey for Commercial/Industrial Waste Discharge Requirements" ("Survey") to the P.R.M.D. Engineering Division. The Survey will be forwarded to the Water Agency's Industrial Waste Compliance Division for review and the setting of commercial discharge requirements. Prior to final acceptance of the sewer main extension by the Water Agency, the owner shall comply with any requirements for sewer connection identified during evaluation of the Survey.

In accordance with Water Agency Standards No. 100-A, 120-B and 120-C, the owner shall install a Sampling Box on the property for sampling of the wastewater stream by the Water Agency Industrial Waste Compliance Division. If required by the Water Agency's Industrial Waste Compliance Division, a Sampling Box shall be located on each of the laterals serving each of the commercial buildings on the property, and shall be shown as part of the required sewer improvements on the engineered improvement plans.

**Background, continued:**

When obtaining a permit from the P.R.M.D. Engineering Division to connect any of the commercial buildings to the District's sewage collection system, the owner shall pay a Sewer Connection Fee and annual Sewer Service Charges for the building. The total Sewer Connection fees and annual Sewer Service Charges for the property shall not exceed the 2.26 E.S.D.s calculated for the existing uses without amendment of the Agreement.

P.R.M.D. Engineering staff and the Water Agency, on behalf of the District, recommend that the Chair of the Board of Directors of the Sonoma Valley County Sanitation District execute the Agreement between the Owner and the District for public sewer service to 20820 Broadway, Sonoma, California.

**Attachments:**

Resolution

A. Location map.

B. Agreement and Exhibit A, copy

**On File With Clerk:**

Agreement and Exhibit A, original

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date:**

**Resolution of the Board of Directors of the Sonoma Valley County Sanitation District, State of California, authorizing the Chair to Execute an Outside Service Area Agreement between the Sonoma Valley County Sanitation District and George Craig Miller for public sewer service to property located at 20820 Broadway, Sonoma, California.**

**Whereas**, George Craig Miller, Trustee of the George Craig Miller Living Trust, dated June 29, 2010, hereinafter “Owner”, owns Assessor Parcel Number 128-322-012, hereinafter “Parcel”, located at 20820 Broadway, Sonoma, California; and

**Whereas**, the Owner has requested an Outside Service Area Agreement, hereinafter “Agreement”, for public sewer service for the existing buildings located on the Parcel; and

**Whereas**, the Sonoma County Permit and Resource Management Department, hereinafter “P.R.M.D.”, has determined that the Parcel is located outside the boundary of the Sonoma Valley County Sanitation District, hereinafter “District”, and is not entitled to connect to or use of District facilities; and

**Whereas**, P.R.M.D. has further determined that the Parcel is located outside the District’s Urban Services Area boundary, as shown on the Sonoma County 2020 General Plan Land Use map; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has determined that the Parcel is located inside the District’s 2009 Amended Sphere of Influence, and that extension of public sewer service to the Parcel is subject to the provisions of Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that the Agreement is consistent with the provisions of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that the Agreement is restricted to serve only the existing buildings on the Parcel and does not authorize service for additional or expanded development on the Parcel; and

**Whereas**, the P.R.M.D. Environmental Review Division has determined that the Agreement is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(b), “Existing Facilities”, as it authorizes the permitting of an additional connection to an existing public facility; and

Resolution #

Date:

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**Whereas**, environmental impact mitigation measures were adopted by the Sonoma County Board of Supervisors on December 08, 2009, for the 2009 Amendment to the District's Sphere of Influence; and

**Whereas**, specific environmental impact mitigation measures have been identified by the P.R.M.D. Environmental Review Division as being applicable to the Agreement, which measures are attached to the Agreement as "Exhibit A", and which Exhibit A shall be a part of the recorded Agreement; and

**Whereas**, the Owner shall be responsible for implementation of the specific environmental impact mitigation measures applicable to the Agreement during all phases of sewer construction both to and on the Parcel; and

**Whereas**, the Sonoma County Water Agency, hereinafter "Water Agency", operates and maintains the District's sewage collection and treatment facilities, and has stated that the District currently has sufficient sewage collection and treatment capacity available to provide a maximum of 2.26 Equivalent Single-family Dwelling ("E.S.D.") billing units of public sewer service to the Parcel; and

**Whereas**, the Water Agency has determined that the Owner shall pay all fees and costs associated with making connection of the Parcel's existing buildings to the District's collection system, in accordance with Water Agency "Design and Construction Standards for Sanitation Facilities", hereinafter "Standards"; and

**Whereas**, P.R.M.D. has determined that the Parcel is not located in the service area of any city or other district having the ability to provide the requested public sewer service; and

**Whereas**, P.R.M.D. has further determined that the Parcel is not currently subject to, and will not be subject to subdivision within the duration of the Agreement, and therefore extension of public sewer service to the Parcel does not increase the potential for development of the Parcel; and

**Whereas**, the Water Agency approval of the Agreement is conditioned upon the review and approval of the Agreement by the Sonoma Local Agency Formation Commission, hereinafter "LAFCO". The Agreement is based upon, and appears to be consistent with the criteria adopted by LAFCO for Outside Service Area Agreements. The Agreement shall be approved by LAFCO before it is recorded in the Sonoma County Recorder's Office.

**Now, Therefore, Be It Resolved** that the Board of Directors of the Sonoma Valley County Sanitation District hereby finds, declares, determined and orders as follows:

1. The foregoing is true and correct.
2. The Board of Directors of the District authorizes public sewer service to be provided to the Parcel pursuant to the terms and conditions of the Agreement.
3. Following approval of the Agreement by the Board of Directors, the Owner shall

Resolution #

Date:

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submit an application to LAFCO for review and approval of the Agreement.

4. The Agreement shall not be effective until such time as LAFCO has reviewed and approved the Agreement, and the Agreement has been recorded with the Sonoma County Recorder's Office as notice to any future purchasers of, or successors in interest to the Parcel.

5. The Owner shall annex, or support proceedings to annex, or support proceedings that would lead to annexation of the Parcel to the District, and shall waive all rights to protest annexation to the District if such annexation proceedings are commenced.

6. The Owner shall have sewer extension and building connection plans prepared by a licensed civil engineer and submitted to P.R.M.D. for review by P.R.M.D. and the Water Agency. The plans shall be signed by the Chief Engineer of the Water Agency before a permit is issued by P.R.M.D. to construct the public sewer extension.

7. The Owner shall be responsible for implementation of the specific environmental impact mitigation measures in the attached Exhibit A that are applicable to the Agreement during all phases of sewer construction both to and on the Parcel; and

8. The Owner shall obtain a State of California Department of Transportation (CALTRANS) Encroachment Permit for construction within a State of California Right of way, and shall provide a copy of the CALTRANS permit to P.R.M.D. when obtaining sewer construction permits for the public sewer extension and building connection from P.R.M.D.

9. The Owner shall obtain all necessary permits from P.R.M.D., and shall pay all fees and costs associated with making connection of the Parcel's existing buildings to the District's sewage collection system in accordance with Water Agency Standards, including inspection of the installation of sewer piping and appurtenances both to and on the Parcel.

10. Prior to obtaining a permit to connect any of the existing commercial buildings to the District's sewage collection system, the Owner shall submit a completed "Survey for Commercial/Industrial Wastewater Discharge Requirements", hereinafter "Survey", to the P.R.M.D. Engineering Division for evaluation by the Water Agency's Industrial Waste Compliance Division, and the setting of commercial discharge requirements. The Owner shall address the Water Agency's Industrial Waste Compliance Division commercial discharge requirements following review of the Survey, including the installation of Sampling Boxes in accordance with Water Agency Standards prior to final acceptance of the public sewer extension by the Water Agency.

11. The Owner shall limit development on the Parcel requiring public sewer service to a maximum of 2.26 E.S.D. billing units for the existing buildings on the Parcel.

12. Prior to the commencement of discharge of wastewater from the Parcel, the Owner shall pay District Sewer Connection Fees and annual Sewer Service Charges to P.R.M.D. for 2.26 E.S.D. billing units of public sewer service to the Parcel.

13. If the Parcel is subdivided within the duration of the Agreement, the Agreement shall become null and void, and the sewer connection to the Parcel shall be declared illegal.

Resolution #

Date:

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**Be It Further Resolved** that the P.R.M.D. Environmental Review staff is directed to file a California Environmental Quality Act Notice of Exemption for the Agreement.

**Be It Further Resolved** that the Chair of the Board of Directors of the District is hereby authorized and directed to execute the Agreement between the District and the Owner to serve the Parcel with public sewer service that is limited to a maximum of 2.26 E.S.D.s for the existing buildings on the Parcel.

**Directors:**

Brown:

Zane:

Sanders:

Ayes:

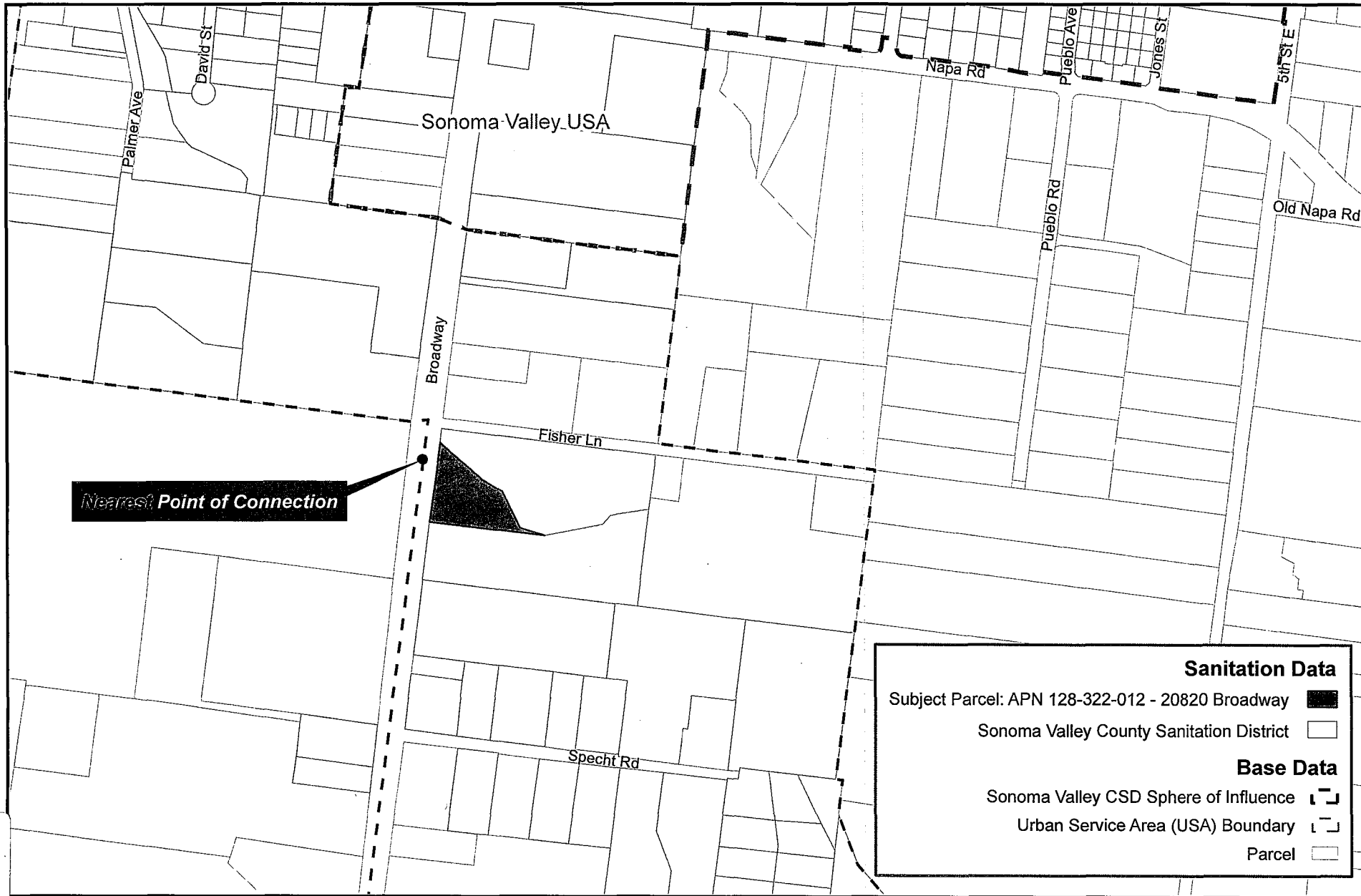
Noes:

Absent:

Abstain:

**So Ordered.**

# SONOMA VALLEY COUNTY SANITATION DISTRICT OSAA SUBMITTAL



Attachment A

Map Scale and Reproduction methods limit precision in physical features displayed. This map is for illustrative purpose only, and is not suitable for parcel-specific decision making. The parcels contained here-in 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 September 2011. For more current parcel data consult the County of Sonoma Assessor's Office.



**Permit and Resource Management Department**

2550 Ventura Avenue, Santa Rosa, California 95403  
PHONE 707-565-1900 FAX 707-565-1103



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.

COPY

RECORD AT NO FEE PER  
GOVERNMENT CODE § 6103

RECORD AT THE REQUEST OF:  
Sonoma County Water Agency  
404 Aviation Boulevard,  
Santa Rosa, California 95403

WHEN RECORDED RETURN TO:  
Engineering Division  
Permit and Resource Management Department  
2550 Ventura Avenue,  
Santa Rosa, California 95403

### OUTSIDE SERVICE AREA AGREEMENT

The following is an Outside Service Area Agreement between the Sonoma Valley County Sanitation District, hereinafter "District" and George Craig Miller, Trustee of the George Craig Miller Living Trust dated June 29, 2010, hereinafter "Owner" of Assessor Parcel Number 128-322-012, hereinafter "Parcel" located at 20820 Broadway, Sonoma, California.

**Whereas**, the Owner has requested an Outside Service Area Agreement, hereinafter "Agreement" for public sewer service for the existing buildings located on the Parcel; and

**Whereas**, the Sonoma County Permit and Resource Management Department, hereinafter "P.R.M.D." has determined that the Parcel is located outside the District boundary and is not entitled to connect to, or use of, District facilities; and

**Whereas**, P.R.M.D. has further determined that the Parcel is located outside the District's Urban Service Area boundary as shown on the Sonoma County 2020 General Plan Land Use Map; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has determined that the Parcel is located inside the District's 2009 Amended Sphere of Influence, , and that extension of public sewer service to the Parcel is subject to the provisions of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that this Agreement is consistent with the policies of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that this Agreement is restricted to serve only the existing development on the Parcel and does not authorize service for additional buildings or expanded development on the Parcel; and



Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

**Whereas**, the P.R.M.D. Environmental Review Division has determined that this Agreement is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(b), as it authorizes the permitting of an additional connection to an existing public facility; and

**Whereas**, the Sonoma County Board of Supervisors adopted environmental impact mitigation measures on December 08, 2009, for expansion of the District's Sphere of Influence; and

**Whereas**, the P.R.M.D. Environmental Review Division has identified specific environmental impact mitigation measures as applicable to this Agreement, which measures are delineated in attached "Exhibit A" of this Agreement; and

**Whereas**, the Owner shall be responsible for implementation of the specific environmental impact mitigation measures applicable to this Agreement both herein and attached as Exhibit A, during all phases of sewer construction both to and on the Parcel; and

**Whereas**, P.R.M.D. has determined that the Parcel is not located in the service area of any city or other district having the ability to provide public sewer service to the Parcel; and

**Whereas**, the Sonoma County Water Agency, hereinafter "Water Agency", operates and maintains the District's sewage collection and treatment facilities, and has stated that the District has sufficient sewage collection and treatment capacity to provide public sewer service to the Parcel; and

**Whereas**, the Water Agency has determined that the Owner shall pay all fees and costs associated with making connection of the Parcel's existing buildings to the District's sewage collection system, in accordance with Water Agency "Design and Construction Standards for Sanitation Facilities", hereinafter "Standards"; and

**Whereas**, the Owner has stated and P.R.M.D. has confirmed, that the Parcel is not currently subject to, and will not be subject to subdivision within the duration of this Agreement. The Water Agency has relied on this representation and would not have entered into this Agreement if the Parcel could now, or within the duration of this Agreement be subdivided. If the Parcel is subdivided within the duration of this Agreement, this Agreement shall become null and void.

**Now, Therefore, Be It Resolved** that the Water Agency agrees to provide public sewer service to the Parcel subject to the terms and conditions set forth herein:

1. The Owner agrees to submit an application to the Sonoma Local Agency Formation Commission, hereinafter "LAFCO", for review and approval of this Agreement and to pay the

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

LAFCO application fee as determined by the LAFCO fee schedule. The Water Agency's approval of this Agreement is conditioned upon the review and approval of this Agreement by LAFCO. This Agreement is based upon, and appears to be consistent with the criteria adopted by LAFCO for Outside Service Area Agreements.

2. The Owner agrees to limit connection to the District's sewage collection system to only those buildings that currently exist on the Parcel.

3. The Owner agrees to accept responsibility to construct its private sewer facilities and extend the District's public sewage collection system in Broadway (State Highway 12) to serve the existing buildings on the Parcel, including but not limited to a sewer main extension, manholes and clean-outs, side sewers, and sampling boxes, as defined in the District Sanitation Code and regulations, and all in accordance with Water Agency Standards. The Owner further agrees to accept all responsibility for the operation, cleaning and clearance of any side sewers (including lateral sewers owned by District and building sewers owned by Owner) from the new main sewer that will serve the existing buildings on the Parcel, in accordance with the District Sanitation Code. Owner further agrees to maintain, repair and replace the Owner's building sewers and all plumbing systems in accordance with the District Sanitation Code.

4. The Owner agrees to have sewer construction improvement plans for the public sewer extension and building connections designed and prepared by a registered civil engineer in conformance with Water Agency Standards. The Owner further agrees to submit the improvement plans and to pay plan check fees to the P.R.M.D. Engineering Division for review by P.R.M.D. and the Water Agency, and ultimately for Water Agency approval prior to issuance of sewer construction permits by P.R.M.D.

5. The Owner agrees that the location of any wells either existing or proposed shall be shown on the improvement plans.

6. The Owner agrees that the existing residence and the stand-alone restroom shall be equipped with separate side sewers, installed from the building drain to the new sewer main.

7. The Owner agrees that if the existing commercial structures are retrofitted with restrooms, they shall be connected to the new sewer main with separate side sewers, installed from the building drain to the new sewer main.

8. The Owner agrees to obtain a State of California Department of Transportation (CALTRANS) Encroachment Permit for construction within a State of California Right of way, and to provide a copy of the CALTRANS permit to P.R.M.D. when obtaining sewer construction permits for the public sewer extension and building connection from P.R.M.D.

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

9. The Owner agrees to obtain permits for sewer construction from P.R.M.D, and to pay all fees and costs associated with construction of the public sewer main extension from the District's sewage collection system in Broadway (State Highway 12) to the Parcel, and for construction of all sewer improvements on the Parcel.

10. The Owner agrees that the public sewer improvements shall be approved by the Water Agency prior to commencement of wastewater discharge to the District's sewage collection system, and shall become the property of the District following acceptance by the Water Agency.

11. The Owner agrees to pay a one-time Sewer Connection Fee and annual Sewer Service Charges for public sewer service to the Parcel in accordance with District ordinances and requirements applicable to the District, as they currently exist or may be amended, revised or enacted in the future. The Owner further agrees that the Sewer Connection Fee shall be limited to a maximum of 2.26 Equivalent Single-family Dwelling (E.S.D.) billing units for sewer connection and a maximum of 2.26 E.S.Ds. for annual sewer service to the Parcel, unless and until the Water Agency determines otherwise, based on Water Agency requirements and/or based on adoption of a different billing method by the Water Agency in the future. The connection fee and annual sewer service charges shall be paid to P.R.M.D. prior to commencement of wastewater discharge to the District's sewage collection system.

12. The Owner agrees to submit a completed "Survey for Commercial/Industrial Wastewater Discharge Requirements" hereinafter, "Survey", with plumbing plans for all buildings with sewage drainage facilities to the P.R.M.D. Engineering Division for review and setting of commercial discharge requirements by the Water Agency's Industrial Waste Compliance Division. All Water Agency's Industrial Waste Compliance Division requirements that are determined from review of the Survey shall be met prior to connection of the Parcel to the District's sewage collection system.

13. The Owner agrees to implement the specific environmental impact mitigation measures identified in Exhibit A of this Agreement during all phases of sewer construction both to and on the Parcel.

14. The Owner agrees to accept all responsibility for restoration of existing conditions including, but not limited to surfacing, landscaping, utilities and other public improvements that have been disturbed due to the construction of sewer piping and appurtenances to the Parcel. The Owner further agrees that restoration shall be completed prior to the Water Agency's final acceptance of the sewer piping and appurtenances unless otherwise specifically approved in advance by P.R.M.D.

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

15. The Owner agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release P.R.M.D., the County of Sonoma, the District and the Water Agency, their officers, agents and employees, from and against any and all actions, claims, damages, liabilities or expenses that may be asserted by any person or entity, including the Owner, arising out of or in connection with the performance of the Owner hereunder, whether there is concurrent negligence on the part of the County of Sonoma or the Water Agency, but excluding liability due to the sole active negligence or sole willful misconduct of the County of Sonoma or the Water Agency.

16. The Owner agrees to annex or to support proceedings to annex, or to support proceedings that would lead to annexation of the Parcel to the District, and to waive all rights to protest annexation to the District if such annexation proceedings are commenced.

17. If the Parcel is annexed to the District, this Agreement shall be terminated as a condition of such annexation, and the Parcel shall be subject to all regulations, conditions, and fees as established by District ordinances and codes with respect to public sewer service.

18. If the Parcel is subdivided within the duration of this Agreement, this Agreement shall become null and void, and the connection to the District's sewage collection system shall be declared to be illegal.

19. The Owner of, any future purchasers of, or successors in interest to the Parcel shall have the rights to repair, remodel or replace the existing buildings when the existing buildings are connected to the District's sewage collection system, all subject to all applicable planning requirements, and providing that any replaced buildings do not exceed 2.26 E.S.D.s for sewer service for the Parcel.

20. This Agreement shall not be effective until such time as LAFCO has reviewed and approved this Agreement, and this Agreement has been recorded with the Sonoma County Recorder's Office as notice to any future purchasers of, or successors in interest to the Parcel.

21. Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create any rights for third parties.

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

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

WITNESS WHEREOF, the Parties have executed this Agreement as of the dates written below.

**SONOMA VALLEY COUNTY  
SANITATION DISTRICT**

**ATTEST:**

By: \_\_\_\_\_  
Chair of the Board of Directors

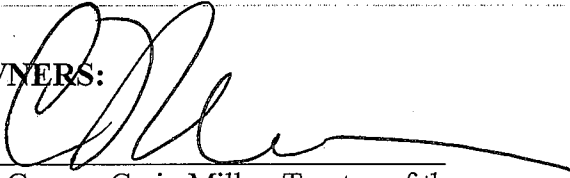
By: \_\_\_\_\_  
Clerk of the Board of Directors

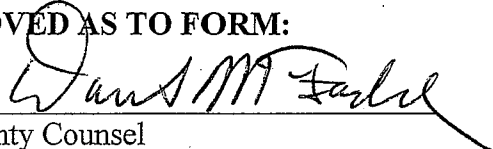
Date: \_\_\_\_\_

Date: \_\_\_\_\_

**OWNERS:**

**APPROVED AS TO FORM:**

By:   
George Craig Miller, Trustee of the  
George Craig Miller Living Trust  
Dated, June 29, 2010

By:   
County Counsel

Date: 4.6.2012

Date: 5/22/12

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT**

STATE OF California )SS  
COUNTY OF Sonoma )

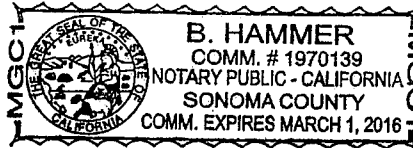
On April 16, 2012 before me, B. Hammer, Notary Public, personally appeared  
George Craig Miller

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Handwritten Signature]



This area for official notarial seal.

**OPTIONAL SECTION  
CAPACITY CLAIMED BY SIGNER**

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the documents.

- INDIVIDUAL
- CORPORATE OFFICER(S) TITLE(S)
- PARTNER(S)       LIMITED       GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN/CONSERVATOR
- OTHER

SIGNER IS REPRESENTING:

Name of Person or Entity \_\_\_\_\_

Name of Person or Entity \_\_\_\_\_

**OPTIONAL SECTION**

Though the data requested here is not required by law, it could prevent fraudulent reattachment of this form.

**THIS CERTIFICATE MUST BE ATTACHED TO THE DOCUMENT DESCRIBED BELOW**

TITLE OR TYPE OF DOCUMENT: Outside Area Service Agreement  
NUMBER OF PAGES \_\_\_\_\_ DATE OF DOCUMENT \_\_\_\_\_

SIGNER(S) OTHER THAN NAMED ABOVE \_\_\_\_\_

Specific Environmental Impact Mitigation Measures for Outside Service Area Agreement for  
20820 Broadway, Sonoma, CA (APN 128-322-012)

**Project Conditions:**

1. The following dust control measures shall be implemented during any construction associated with the Project:

Water or other dust palliative shall be applied to unpaved portions of the construction site, unpaved roads, parking areas, staging areas and stockpiles of soil daily or as needed to control dust.

Trucks hauling soil, sand and other loose materials over public roads shall cover the loads, or shall keep the loads at least two feet below the level of the sides of the container, or shall wet the load sufficiently to prevent dust emissions.

Paved roads shall be swept as needed to remove any visible soil that has been carried onto them from the construction site.

2. All surplus soils that cannot be used at the project work site shall be disposed of at an acceptable disposal site. If any areas outside the project site are used for disposal or stockpiling of soil or other materials, future OSAA applicants shall be required to demonstrate that the site has all the required permits, including, if applicable, a grading permit. Future OSAA applicants shall notify the CDFG of the intent to use the site, and the Sonoma County PRMD to determine if a grading permit is required for stockpiling.

3. Surplus concrete rubble or pavement shall either be disposed of at an acceptable and legally permitted disposal site or taken to a permitted concrete and/or asphalt recycling facility.

4. Future OSAA applicants shall only remove trees/shrubs from the project site during the non-nesting season, from September 1 to March 1, unless a qualified biologist has inspected the site and determined that the tree removal would not affect nesting birds.

5. Only the minimum amount of vegetation that is necessary to construct the project shall be pruned or removed. Where possible, vegetation shall be tied back in lieu of cutting. Native vegetation that must be removed shall be cut at or above grade to facilitate regrowth. Any pruning that is done, shall conform to the American National Standard for Tree Care Operation Tree, Shrub, and Other Woody Plant Maintenance Standard Practices, Pruning (ANSI A300 Part 1)-2001 Pruning), and the companion publication Best Management Practices: Tree pruning (ISA 2002). Roots shall only be unearthed when necessary.

6. If native tree removal is to be conducted, future OSAA applicants shall provide compensatory mitigation as described in the County Zoning Regulations for Protected Trees and the Valley Oak Combining District.

7. If archaeological materials, such as pottery, arrowheads or midden, are discovered during project construction, all work shall cease and PRMD staff shall be notified so that the find can be evaluated by a qualified archaeologist (i.e., an archaeologist registered with the Society of Professional Archaeologists). PRMD staff and the archaeologist shall visit the site to determine the extent of the resource and to develop proper procedures required to protect the resource. A protection plan shall be developed and approved by PRMD and the consulting archaeologist. No work shall commence until protection plan mitigation measures are implemented. Mitigation may include avoidance, removal, preservation and/or recordation in accordance with accepted professional archaeological practice.

8. In the event that human remains are unearthed during construction, state law requires that the County Coroner be contacted in accordance with Section 7050.5 of the State Health and Safety Code to investigate the nature and circumstances of the discovery. At the time of discovery, work in the immediate vicinity would cease until the Coroner permitted work to proceed. If the remains were determined to be native American interment, the Coroner would follow the procedure outlined in CEQA Guidelines Section 15065.5(e). If the remains were determined to be prehistoric, the find would be treated as an archaeological site and the mitigation measure described above would apply.

9. All earthwork, grading, trenching, backfilling and compaction operations shall be conducted in accordance with the County Subdivision Ordinance (Chapter 25, Sonoma County Code) and erosion control provisions of the Drainage and Storm Water Management Ordinance (Chapter 11, Sonoma County Code and Building Ordinance (Chapter 7, Sonoma County Code).

10. All construction activities shall meet the California Building Code regulations for seismic safety (i.e., reinforcing perimeter and/or load bearing walls, bracing parapets, etc.). Construction plans shall be subject to review and approval of PRMD prior to issuance of a building permit. All work shall be subject to inspection by PRMD and must conform to all applicable code requirements and approved improvement plans prior to the issuance of a certificate of occupancy.

11. Future OSAA applicants who propose construction of a new structure shall submit an Erosion and Sediment Control Plan prepared by a registered professional engineer as an integral part of the site alteration, grading, building, or improvement plans. The Erosion and Sediment Control Plan shall be subject to review and approval of PRMD prior to the issuance of a grading, building, or sewer permit. The Plan shall include temporary erosion control measures to be used during construction of the pipeline trench, new building foundation, and/or other grading operations at the site to prevent discharge of sediment and contaminants into the storm water drainage system.



Future OSAA applicants who propose sewer connection only (i.e., no new structures) shall not be required to submit a formal Plan, but shall be required to implement applicable erosion and sediment control measures from the list below.

Throughout the construction process, groundwater disturbance shall be minimized and existing vegetation shall be retained to the extent possible to reduce soil erosion. All construction and grading activities, including short-term needs (equipment staging areas, storage areas and field office locations) shall minimize the amount of land area disturbed. Whenever possible, existing disturbed areas shall be used for such purposes.

All drainage ways, wetland areas, and creek channels shall be protected from silt and sediment in storm runoff through the use of silt fences, diversion berms, and/or check dams. Fill slopes shall be compacted to stabilize. All exposed surface areas shall be mulched and reseeded and all cut and fill slopes shall be protected with hay mulch and/or erosion control blankets as appropriate.

Material and equipment for implementation of erosion control measures shall be on-site by October 1st. All grading and trenching activities shall be completed by October 15th, prior to the onset of the rainy season, with all disturbed areas stabilized and revegetated by October 31st. Upon approval of PRMD, extensions for grading/trenching work may be allowed. PRMD may require special erosion control measures in conjunction with any specially permitted rainy season grading.

12. During construction, hazardous materials shall be stored away from drainage ways or environmentally sensitive areas, on non-porous surfaces. Storage of flammable liquids shall be in accordance with Sonoma County Fire Code.

13. Vehicle storage, fueling, and maintenance areas shall be designated and maintained to prevent the discharge of pollutants to the environment. Spill cleanup materials shall be kept on site at all times during construction, and spills shall be cleaned up immediately. In the event of a spill of hazardous materials, future OSAA applicants shall call 911 to report the spill and take appropriate action to contain and clean up the spill.

14. If used, portable toilets shall be located and maintained to prevent the discharge of pollutants to the environment.

15. If construction activities involving ground disturbance are proposed at 20820 Broadway, 22540/22550 Broadway, 22690 Broadway, 22725 8th St East, an adjacent property, or other location identified as a hazardous waste site, soil sampling and testing shall be conducted prior to initiation of site grading or excavation activities. If determined to be contaminated, all excavated soils shall be removed from the site and disposed of at a permitted facility.

\*\*Condition 15 completed. No further soil sampling or testing is required based on information in the 1996 Sonoma County Department of Health Services Case Closure Summary.

16. If a construction project is located within the boundary of the Standard Urban Storm Water Mitigation Plan (SUSMP)(THIS PROJECT IS WITHIN THE BOUNDARY), future OSAA applicants shall demonstrate compliance with SUSMP requirements if it meets one or more of the following criteria as defined in the SUSMP guidelines: would create one acre or more of new impervious surface; is located directly adjacent (see footnote below) to a natural waterway, modified natural waterway, or constructed channel; or would require a new storm drain outfall to such a waterway, regardless of project size or impervious surface.

17. A construction project with one acre or more of total ground disturbance (including grading, staging, and disposal areas) must demonstrate compliance with National Pollution Discharge Elimination System (NPDES) requirements, and obtain coverage under the State General Construction Permit as adopted by the State Water Resources Control Board (SWRCB). Future OSAA applicants shall submit a copy of the Notice Of Intent (NOI) filed with the SWRCB, and the Waste Discharge Identification Number (WDID) issued by that agency to the Grading and Storm Water Section of PRMD.

18. All sewer connections shall comply with the sewer standards listed in the Sonoma County Water Agency "Design and Construction Standards for Sanitation Facilities." Sewer extension plans shall be subject to review and approval by PRMD prior to the issuance of a sewer construction permit. All work shall be subject to inspection by PRMD and must conform to all applicable code requirements and approved improvement plans.

19. Construction activities shall be restricted as follows:

All internal combustion engines used during construction of this project shall be operated with mufflers that meet the requirements of the State Resources Code, and, where applicable, the Vehicle Code. Equipment shall be properly maintained and turned off when not in use.

Except for actions taken to prevent an emergency, or to deal with an existing emergency, all construction activities shall be restricted between the hours of 7:00 a.m. and 7:00 p.m. on weekdays and 9:00 a.m. and 7:00 p.m. on weekends and holidays. If work outside the times specified above becomes necessary, future OSAA applicants shall notify the PRMD Project Review Division as soon as practical.

There shall be no start up of machines nor equipment prior to 7:00 a.m. Monday through Friday or 9:00 a.m. on weekends and holidays; no delivery of materials or equipment prior to 7:00 a.m. nor past 7:00 p.m. Monday through Friday or prior to 9:00 a.m. nor past 7:00 p.m. on weekends and holidays and no servicing of equipment past 7:00 p.m. Monday through Friday, or on weekends and holidays.

Construction maintenance, storage and staging areas for construction equipment shall avoid proximity to residential areas to the maximum extent practicable. Stationary construction equipment, such as compressors, mixers, etc., shall be placed away from residential areas and/or provided with acoustical shielding. Quiet construction equipment shall be used when possible.

20. If lengthy delays are anticipated, signs shall be placed at all entrances to the construction site and on major intersecting roads to notify motorists that traffic may be subject to delay.

21. Passage of emergency vehicles through the project site shall be maintained at all times. Local emergency services shall be notified prior to construction to inform them that traffic delays may occur, and also of the proposed construction schedule. If long road closures or delays are anticipated, emergency services shall be notified in advance.

RECORD AT NO FEE PER  
GOVERNMENT CODE § 6103

RECORD AT THE REQUEST OF:

Sonoma County Water Agency  
404 Aviation Boulevard,  
Santa Rosa, California 95403

WHEN RECORDED RETURN TO:

Engineering Division  
Permit and Resource Management Department  
2550 Ventura Avenue,  
Santa Rosa, California 95403

### **OUTSIDE SERVICE AREA AGREEMENT**

The following is an Outside Service Area Agreement between the Sonoma Valley County Sanitation District, hereinafter “District” and George Craig Miller, Trustee of the George Craig Miller Living Trust dated June 29, 2010, hereinafter “Owner” of Assessor Parcel Number 128-322-012, hereinafter “Parcel” located at 20820 Broadway, Sonoma, California.

**Whereas**, the Owner has requested an Outside Service Area Agreement, hereinafter “Agreement” for public sewer service for the existing buildings located on the Parcel; and

**Whereas**, the Sonoma County Permit and Resource Management Department, hereinafter “P.R.M.D.” has determined that the Parcel is located outside the District boundary and is not entitled to connect to, or use of, District facilities; and

**Whereas**, P.R.M.D. has further determined that the Parcel is located outside the District’s Urban Service Area boundary as shown on the Sonoma County 2020 General Plan Land Use Map; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has determined that the Parcel is located inside the District’s 2009 Amended Sphere of Influence, , and that extension of public sewer service to the Parcel is subject to the provisions of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that this Agreement is consistent with the policies of the Sonoma County 2020 General Plan and Land Use Policy L.U.-2011; and

**Whereas**, the P.R.M.D. Comprehensive Planning Division has further determined that this Agreement is restricted to serve only the existing development on the Parcel and does not authorize service for additional buildings or expanded development on the Parcel; and

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

**Whereas**, the P.R.M.D. Environmental Review Division has determined that this Agreement is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(b), as it authorizes the permitting of an additional connection to an existing public facility; and

**Whereas**, the Sonoma County Board of Supervisors adopted environmental impact mitigation measures on December 08, 2009, for expansion of the District's Sphere of Influence; and

**Whereas**, the P.R.M.D. Environmental Review Division has identified specific environmental impact mitigation measures as applicable to this Agreement, which measures are delineated in attached "Exhibit A" of this Agreement; and

**Whereas**, the Owner shall be responsible for implementation of the specific environmental impact mitigation measures applicable to this Agreement both herein and attached as Exhibit A, during all phases of sewer construction both to and on the Parcel; and

**Whereas**, P.R.M.D. has determined that the Parcel is not located in the service area of any city or other district having the ability to provide public sewer service to the Parcel; and

**Whereas**, the Sonoma County Water Agency, hereinafter "Water Agency", operates and maintains the District's sewage collection and treatment facilities, and has stated that the District has sufficient sewage collection and treatment capacity to provide public sewer service to the Parcel; and

**Whereas**, the Water Agency has determined that the Owner shall pay all fees and costs associated with making connection of the Parcel's existing buildings to the District's sewage collection system, in accordance with Water Agency "Design and Construction Standards for Sanitation Facilities", hereinafter "Standards"; and

**Whereas**, the Owner has stated and P.R.M.D. has confirmed, that the Parcel is not currently subject to, and will not be subject to subdivision within the duration of this Agreement. The Water Agency has relied on this representation and would not have entered into this Agreement if the Parcel could now, or within the duration of this Agreement be subdivided. If the Parcel is subdivided within the duration of this Agreement, this Agreement shall become null and void.

**Now, Therefore, Be It Resolved** that the Water Agency agrees to provide public sewer service to the Parcel subject to the terms and conditions set forth herein:

1. The Owner agrees to submit an application to the Sonoma Local Agency Formation Commission, hereinafter "LAFCO", for review and approval of this Agreement and to pay the

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

LAFCO application fee as determined by the LAFCO fee schedule. The Water Agency's approval of this Agreement is conditioned upon the review and approval of this Agreement by LAFCO. This Agreement is based upon, and appears to be consistent with the criteria adopted by LAFCO for Outside Service Area Agreements.

2. The Owner agrees to limit connection to the District's sewage collection system to only those buildings that currently exist on the Parcel.

3. The Owner agrees to accept responsibility to construct its private sewer facilities and extend the District's public sewage collection system in Broadway (State Highway 12) to serve the existing buildings on the Parcel, including but not limited to a sewer main extension, manholes and clean-outs, side sewers, and sampling boxes, as defined in the District Sanitation Code and regulations, and all in accordance with Water Agency Standards. The Owner further agrees to accept all responsibility for the operation, cleaning and clearance of any side sewers (including lateral sewers owned by District and building sewers owned by Owner) from the new main sewer that will serve the existing buildings on the Parcel, in accordance with the District Sanitation Code. Owner further agrees to maintain, repair and replace the Owner's building sewers and all plumbing systems in accordance with the District Sanitation Code.

4. The Owner agrees to have sewer construction improvement plans for the public sewer extension and building connections designed and prepared by a registered civil engineer in conformance with Water Agency Standards. The Owner further agrees to submit the improvement plans and to pay plan check fees to the P.R.M.D. Engineering Division for review by P.R.M.D. and the Water Agency, and ultimately for Water Agency approval prior to issuance of sewer construction permits by P.R.M.D.

5. The Owner agrees that the location of any wells either existing or proposed shall be shown on the improvement plans.

6. The Owner agrees that the existing residence and the stand-alone restroom shall be equipped with separate side sewers, installed from the building drain to the new sewer main.

7. The Owner agrees that if the existing commercial structures are retrofitted with restrooms, they shall be connected to the new sewer main with separate side sewers, installed from the building drain to the new sewer main.

8. The Owner agrees to obtain a State of California Department of Transportation (CALTRANS) Encroachment Permit for construction within a State of California Right of way, and to provide a copy of the CALTRANS permit to P.R.M.D. when obtaining sewer construction permits for the public sewer extension and building connection from P.R.M.D.

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

9. The Owner agrees to obtain permits for sewer construction from P.R.M.D, and to pay all fees and costs associated with construction of the public sewer main extension from the District's sewage collection system in Broadway (State Highway 12) to the Parcel, and for construction of all sewer improvements on the Parcel.

10. The Owner agrees that the public sewer improvements shall be approved by the Water Agency prior to commencement of wastewater discharge to the District's sewage collection system, and shall become the property of the District following acceptance by the Water Agency.

11. The Owner agrees to pay a one-time Sewer Connection Fee and annual Sewer Service Charges for public sewer service to the Parcel in accordance with District ordinances and requirements applicable to the District, as they currently exist or may be amended, revised or enacted in the future. The Owner further agrees that the Sewer Connection Fee shall be limited to a maximum of 2.26 Equivalent Single-family Dwelling (E.S.D.) billing units for sewer connection and a maximum of 2.26 E.S.Ds. for annual sewer service to the Parcel, unless and until the Water Agency determines otherwise, based on Water Agency requirements and/or based on adoption of a different billing method by the Water Agency in the future. The connection fee and annual sewer service charges shall be paid to P.R.M.D. prior to commencement of wastewater discharge to the District's sewage collection system.

12. The Owner agrees to submit a completed "Survey for Commercial/Industrial Wastewater Discharge Requirements" hereinafter, "Survey", with plumbing plans for all buildings with sewage drainage facilities to the P.R.M.D. Engineering Division for review and setting of commercial discharge requirements by the Water Agency's Industrial Waste Compliance Division. All Water Agency's Industrial Waste Compliance Division requirements that are determined from review of the Survey shall be met prior to connection of the Parcel to the District's sewage collection system.

13. The Owner agrees to implement the specific environmental impact mitigation measures identified in Exhibit A of this Agreement during all phases of sewer construction both to and on the Parcel.

14. The Owner agrees to accept all responsibility for restoration of existing conditions including, but not limited to surfacing, landscaping, utilities and other public improvements that have been disturbed due to the construction of sewer piping and appurtenances to the Parcel. The Owner further agrees that restoration shall be completed prior to the Water Agency's final acceptance of the sewer piping and appurtenances unless otherwise specifically approved in advance by P.R.M.D.

Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

15. The Owner agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release P.R.M.D., the County of Sonoma, the District and the Water Agency, their officers, agents and employees, from and against any and all actions, claims, damages, liabilities or expenses that may be asserted by any person or entity, including the Owner, arising out of or in connection with the performance of the Owner hereunder, whether there is concurrent negligence on the part of the County of Sonoma or the Water Agency, but excluding liability due to the sole active negligence or sole willful misconduct of the County of Sonoma or the Water Agency.

16. The Owner agrees to annex or to support proceedings to annex, or to support proceedings that would lead to annexation of the Parcel to the District, and to waive all rights to protest annexation to the District if such annexation proceedings are commenced.

17. If the Parcel is annexed to the District, this Agreement shall be terminated as a condition of such annexation, and the Parcel shall be subject to all regulations, conditions, and fees as established by District ordinances and codes with respect to public sewer service.

18. If the Parcel is subdivided within the duration of this Agreement, this Agreement shall become null and void, and the connection to the District's sewage collection system shall be declared to be illegal.

19. The Owner of, any future purchasers of, or successors in interest to the Parcel shall have the rights to repair, remodel or replace the existing buildings when the existing buildings are connected to the District's sewage collection system, all subject to all applicable planning requirements, and providing that any replaced buildings do not exceed 2.26 E.S.D.s for sewer service for the Parcel.

20. This Agreement shall not be effective until such time as LAFCO has reviewed and approved this Agreement, and this Agreement has been recorded with the Sonoma County Recorder's Office as notice to any future purchasers of, or successors in interest to the Parcel.

21. Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create any rights for third parties.

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



Outside Service Area Agreement  
District Sewer Service  
20820 Broadway, Sonoma (APN 128-322-012)

WITNESS WHEREOF, the Parties have executed this Agreement as of the dates written below.

**SONOMA VALLEY COUNTY  
SANITATION DISTRICT**

**ATTEST:**

By: \_\_\_\_\_  
Chair of the Board of Directors

By: \_\_\_\_\_  
Clerk of the Board of Directors

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**OWNERS:**

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
George Craig Miller, Trustee of the  
George Craig Miller Living Trust  
Dated, June 29, 2010

By: \_\_\_\_\_  
County Counsel

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
28

**Department:** Probation

**4/5 Vote Not Required**

**Name and Phone Number:**  
Sheralynn Freitas, DCPO - (707) 565-3192

**Board Date:**  
6/26/2012

**Deadline for Board Action:**

**AGENDA SHORT TITLE:** Authorize the Juvenile Justice Crime Prevention Act (JJCPA) and Youthful Offender Block Grant (YOBG) funding applications and agreements for FY 2012-2013.

**REQUESTED BOARD ACTION:**

(1) Authorize the Chief Probation Officer, on behalf of the County, to submit the Juvenile Justice Crime Prevention Act (JJCPA) Application for Continuation Funding for FY 2012-2013, accept the funds, and sign agreements for the term of July 1, 2012, to June 30, 2013, with the Center for Social and Environmental Stewardship (\$27,120), Seneca Family of Agencies (\$18,080), Social Advocates for Youth (\$112,500), Petaluma People Services Center (\$37,500), Drug Abuse Alternatives Center (\$31,120), Verity (\$38,000), and Restorative Resources (\$50,000), to provide JJCPA services for designated Sonoma County youth.

(2) Authorize the Chief Probation Officer, on behalf of the County, to submit the Youthful Offender Block Grant (YOBG) Funding Application for FY 2012-2013, accept the funds and sign agreements for the term of July 1, 2012, to June 30, 2013, with Counseling and Psychotherapy Centers (\$95,104), Petaluma People Services Center (\$9,600 & \$14,400), Social Advocates for Youth (\$9,600), Sonoma County Adult and Youth Development (\$9,600 & \$28,800), Verity (\$11,520), and Community & Family Service Agency (\$7,680) to provide YOBG Services for designated Sonoma County youth.

**FISCAL YEAR 2012-2013 FINANCIAL IMPACT**

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$500,624	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$500,624	Budgeted Revenue (Source:)	\$500,624
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

**Explanation (if required):** For JJCPA Agreements, the cumulative annual cost of the seven (7) Agreements is \$306,320 (an additional \$8,000 for the Verity contract is designated in the JABG budget). \$306,320 for the Agreements listed above is included in the FY 12-13 County Budget under index 043141. For YOBG Agreements, the cumulative annual cost of the eight (8) Agreements is \$141,200 (an additional \$45,104 for the Sex Offender Treatment contract is designated from general fund dollars). \$141,200 for the Agreements listed above is included in the FY 12-13 County Budget under index 043950.

**Prior Board Action:**

**06/21/11, 05/11/10, 06/23/09, 06/17/08, 04/10/07:** Authorized JJCPA FY 11-12, FY 10-11, FY 09-10, FY 08-09, FY 07-08 Agreements for Juvenile Crime Prevention Services Programs.

**01/25/11, 10/19/10, 08/10/10, 03/18/08:** Authorized YOBG FY 11-12, FY 10-11, FY 09-10 Agreements and approval to submit the Juvenile Justice Development Plan, as a requirement to accept YOBG for FY 07-08.

**Alternatives – Results of Non-Approval:** Probation will not provide JJCPA or YOBG services, as described in this Board item, for designated Sonoma County youth, which may cause the youth to advance in the juvenile justice system and may cause an increase in recidivism.

**Background:**

JJCPA: Since 2000, California's Juvenile Justice and Crime Prevention Act (JJCPA) has funded youth diversion and juvenile probation services. Sonoma County Probation utilizes JJCPA revenue to fund a combination of Probation staff and intervention programs contracted through local community-based organizations (CBO).

YOBG: Since 2007, the Youth Offender Block Grant (YOBG) has been provided to enhance the capacity of local communities to implement an effective continuum of response to juvenile crime and delinquency. The Probation allocation from YOBG is designed to provide appropriate rehabilitative and supervision services to youthful offenders, particularly for those youth who are no longer eligible to be sent to the Department of Juvenile Justice (DJJ). YOBG funding supports intervention services, and probation and institutions staff.

**Legislation:**

JJCPA: California Legislature passed AB1913, the Schiff-Cardenas Crime Prevention Act in September 2000. Funding was extended in 2001, along with the changing of the program's name to Juvenile Justice Crime Prevention Act. This effort was designed to provide a stable funding source to counties for juvenile programs that have proved effective in reducing crime among at-risk and young offenders. The legislation mandates a local Juvenile Justice Coordination Council (JJCC) to advise the Chief Probation Officer and assist in the creation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). Every fiscal year since 2001, JJCPA funds have been appropriated and allocated to counties on a population-based formula. The JJCPA requires the County to use the local JJCC, chaired by the Chief Probation Officer, to develop a local action plan for juvenile justice services. Additionally, grant funds must not be used to supplant juvenile justice services, only to continue programs previously funded under JJCPA or new/enhanced program services. Programs developed are in the areas of Aggression Replacement Training®, Functional Family Therapy, Alternatives to Detention (Substance Abuse Treatment), Restorative Family Group Conferencing, and Violence Prevention.

YOBG: On August 24, 2007, the California Governor signed SB 81, a major juvenile justice reform package which shifted responsibility for some juvenile offenders from secure facilities operated by the DJJ to county facilities and programs. Counties are now responsible for the custody and care of certain juvenile offenders who can no longer be sent to State institutions. The reform measure provides counties funding to pay for local alternatives to state commitment. SB 81 provides that the Corrections Standards Authority (CSA) administers the YOBG fund. The Interactive Journaling® program, Juvenile Sex Offender Treatment Services, and Circles Across Sonoma/Girls Circle program, described below are included in Sonoma County's YOBG Juvenile Justice Development Plan for FY 12-13, which was submitted to the State Corrections Standards Authority on May 1, 2012. These programs require new Service Agreements for 2012-2013. In addition, an Evening Reporting Center (Vista Academy), with a contract renewal date in October 2012, and a school liaison position with Sonoma County Office of Education are also included in the plan.

**Programming - New Contracts**

A Request for Proposal (RFP) for juvenile offender programming was issued on April 17, 2012. The RFP specifically focused on three programs: Aggression Replacement Training®, Functional Family Therapy Services, and Interactive Journaling®. On May 18, 2012, seven organizations submitted proposals for one or more of these three programs. The RFP Evaluation Committee recommended the award of multiple contracts for the amounts displayed in the chart below. The RFP included the following programming:

- Aggression Replacement Training ® (ART®): Provides programming in social skills, moral reasoning and anger management. Research has shown that cognitive skills courses have the best results in changing offender behavior; in particular, addressing attitudes, values, social skills, and management of emotions (JJCPA).
- Functional Family Therapy (FFT): Provides family intervention including assessments and counseling for minors and their families. The program responds to crisis situations and strengthens family communication, interaction and problem solving skills (JJCPA).
- Interactive Journaling ® (IJ®): Utilizes cognitive behavioral interactive journals to guide and mentor youth in their development. Interactive Journals were developed as a way to assist youth in gaining insight about themselves and their behaviors and working to motivate them to take positive actions away from crime and other unhealthy behaviors (YOBG).

### **Programming - Contract Renewals**

In addition to the above mentioned programs, the Sonoma County Probation Department wishes to renew contracts funding the following programs:

- Alternative to Detention (Substance Abuse Treatment): Provides after-school group counseling targeting substance abusing juvenile probationers. Services are offered at the Chop's Teen Center site in Santa Rosa's Railroad Square area (JJCPA) and in Petaluma.
- Restorative Family Group Conferencing: Engages offenders, victims and their families, law enforcement and community groups in a restorative justice process that requires a restorative plan (JJCPA).
- Violence Prevention: Provides group workshops and individual counseling sessions to juvenile offenders for the purpose of sexual assault prevention, and promotion of healthy relationships (JJCPA). The JJCPA funding will be combined with \$8,000 from the FY 12-13 JABG direct allocation to provide this programming in both the community and for youth serving longer periods of detention in the Juvenile Hall.
- Juvenile Sex Offender Treatment: In Sonoma County, the Probation Department provides specialized case management of its juvenile sexual offenders that involves supervision and monitoring of the sex offender caseload in coordination with court-ordered clinical treatment of the offenders. The Probation Department provides a Containment Model approach in the supervision and case management of approximately 20 juvenile sex offenders per year, which includes the provision of validated assessment, and individual, group, and family treatment of these offenders. Through the competitive bidding process, CPCI has been providing these services to designated Sonoma County Probation youth since January 1, 2010. CPCI provides group counseling and monthly parent groups in Santa Rosa and weekly individual treatment, including one-on-one and monthly family treatment sessions in local office sites accessible to each client and their families. The YOBG funding will be combined with \$45,104 from the general fund to provide these services.
- Circles Across Sonoma/Girls Circle Program: The Circles Across Sonoma Program provides the Girls Circle counseling group sessions to female juvenile offenders across Sonoma County. The program involves referral of female juvenile offenders from any part of the juvenile justice system—the Juvenile Court, the Truancy Court, the Probation Department, and from diversion resources—and enrolls girls into local group counseling services. An RFP for YOBG-funded Girls Circle Services was released on April 2, 2010. Five contractors were selected to provide services in Petaluma/South County, Rohnert Park, Santa Rosa, Sonoma Valley, West County and North County (YOBG).

In addition to the above mentioned programs, other YOBG services funded in this year's plan include an Evening Reporting Center, educational liaison services through a Memorandum of Understanding (MOU) with the Sonoma County Office of Education, four Juvenile Correctional Counselors in the Juvenile Hall, and a .50 FTE of a Department Analyst. Other JJCPA services include the funding of eight (8) additional Deputy Probation Officers who provide prevention intervention and suppression services throughout the County. An Admin Aide, and a .50 FTE Department Analyst oversee these programs, including completion of required grant reports, coordination of services with CBOs, and collaboratively developing the annual youth services plans.

The chart below describes the recommended organizations and amount of funding for each specific program:

Organization	Program/Service	Amount	Funding Source
Counseling and Psychotherapy Center, Inc.	Juvenile Sex Offender Treatment	\$ 95,104	YOBG (\$50,000)/ GF (\$45,104)
Drug Abuse Alternatives Center	Alternatives to Detention	\$ 31,120	JJCPA
Petaluma People Services Center	Girls Circle Program	\$ 9,600	YOBG
	FFT	\$ 37,500	JJCPA
	IJ@	\$ 14,400	YOBG
Restorative Resources	Restorative Family Group Conferencing	\$ 50,000	JJCPA
Seneca Family of Agencies	ART@	\$ 18,080	JJCPA
Social Advocates for Youth	Girls Circle Program	\$ 9,600	YOBG
	FFT	\$ 112,500	JJCPA
Sonoma County Adult and Youth Development	Girls Circle Program	\$ 9,600	YOBG
	IJ@	\$ 28,800	YOBG
Sonoma County Office of Education	*Educational Liason Services	\$ 20,000	YOBG
The Center for Social and Environmental Stewardship	ART@	\$ 27,120	JJCPA
	**Evening Reporting Center (Vista Academy)	\$ 412,000	YOBG
Verity	Violence Prevention	\$ 38,000	JJCPA (\$30,000)/ JABG (\$8,000)
	Girls Circle Program	\$ 11,520	YOBG
Community & Family Service Agency	Girls Circle Program	\$ 7,680	YOBG
		<b>Total</b>	<b>\$932,624</b>

\*Educational Liason Services will be provided through an MOU with Sonoma County Office of Education

\*\*The Evening Report Center contract was initiated through a competitive RFP process with an initial term of October 1, 2011-September 30, 2012. The Department has recieved Board approval authorizing the Chief Probation Officer the option to renew this Agreement for three additional one-year terms.

## Funding

JJCPA: Probation expects to receive a \$1,387,258 allocation for FY 2012-2013. On May 19, 2009, the funding stream of JJCPA was redirected from the State General Fund to Vehicle License Fee (VLF) funding. The nature of the funding mechanism does not establish a set funding level for JJCPA, rather it directs a fixed portion of the VLF revenue to JJCPA programs. The California Corrections Standards Authority (CSA) within the California Department of Corrections and Rehabilitation (CDCR) is currently the administering agency for this program; however, as of July 1, 2012, a newly established independent entity, the Board of State and Community Corrections (BSCC), supersedes and absorbs the previous functions of the CSA. It has been recommended that counties use the FY 11-12 allocation to develop their FY 12-13 budgets, pending Legislative approval. Matching funds are not required of the JJCPA program.

YOBG: Probation expects to receive a \$907,396 YOBG allocation for FY 2012-2013. The Department of Finance calculates the allocation using the following formula: 50% based upon the county's population of minors from 10 to 17 years of age, and 50% based upon the county's juvenile felony court dispositions according to the most recent data compiled by the Department of Justice. The language in Welfare & Institutions Code Section 1951 requires counties to spend YOBG funds to "enhance capacity of county probation, mental health, drug and alcohol, and other county departments to provide appropriate rehabilitative and supervision services to youthful offenders subject to [the Act]." The YOBG statute was designed to give counties tremendous flexibility in determining how best to support programs, placements, services and strategies.

**Fiscal Impacts**

If JJCPA/YOBG funding is discontinued or diminished, the County will not be expected to supplement or sustain the JJCPA/YOBG Programs or staff-funded positions with general fund dollars. The Agreements with the community-based vendors (on file with the Clerk) are fee-for-service contracts with a standard five-day termination clause. Should JJCPA/YOBG funding be reduced, Probation would pursue alternative funding sources to maintain these programs and make further reductions. If JJCPA/YOBG funding is eliminated, Probation would work with the Juvenile Court to determine the required services needed by clients already enrolled in contracted programs and would redirect referrals to other services in the community. Probation would also work with the CBO vendors to shut down services efficiently and responsibly with considerations of the minors' needs and the Court's orders.

**Attachments:** None.

**On File With Clerk:**

- Fifteen (15) Professional Services Agreements.
- FY 2012-2013 JJCPA Application for Continuation Funding
- FY 2012-2013 YOBG Grant Funding Application

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<b>County Of Sonoma Agenda Item Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>29</u>
<b>Department:</b> Regional Parks		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Bert Whitaker - (707) 565-3064	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<b>AGENDA SHORT TITLE:</b> Boys & Girls Clubs of Sonoma Valley (formerly Valley of the Moon Boys & Girls Club) Lease and Grant Agreement - Amendment #2.		
<p> <b>REQUESTED BOARD ACTION:</b> Authorize the Chair to execute Amendment #2 to a Lease and Grant Agreement with the Boys &amp; Girls Clubs of Sonoma Valley (formerly Valley of the Moon Boys &amp; Girls Club) updating the club name change and permitting the club to install a portable building on the leased premises at Maxwell Farms Regional Park. </p> <p> Authorize the Director of Regional Parks to file a Notice of Categorical Exemption for installation of the portable building pursuant to the California Environmental Quality Act Guidelines. </p>		
<p style="text-align: center;"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p>		
<p> <b>Explanation (if required):</b> None. </p>		
<p> <b>Prior Board Action:</b> 2/29/00: Board approved Resolution authorizing the Chair to execute an amendment establishing parking fees for Boys &amp; Girls Club use of Maxwell Farms Regional Park during Club sponsored programs and activities. </p> <p> 11/7/96: Board approved the addendum to EIR for Maxwell Farms Regional Park and adopted master plan amendment #2, which included the Valley of the moon Boys &amp; Girls Club project. </p> <p> 11/7/96: Board approved the Community Partnerships for Youth lease and grant agreement with the Valley of the Moon Boys &amp; Girls Club. </p>		
<p> <b>Alternatives – Results of Non-Approval:</b> Alternative - Negotiate other arrangements for providing program space. </p> <p> Non-Approval - Club members will be unable to be served due to lack of adequate program space. </p>		

**Background:**

In 1996, as a result of an urgent need for expanded programs to meet the social and recreational needs of Sonoma Valley youth during non-school hours, the Board approved an addendum to the Environmental Impact Report (EIR) and Master Plan amendment #2 for Maxwell Farms Regional Park. The Board also approved a Community Partnerships for Youth lease and grant agreement and construction plans for the *Valley of the Moon Boys & Girls Club* at Maxwell Farms Regional Park. The club completed construction and began operations in 2000. Since that time, the club has successfully operated after-school programs for Sonoma Valley youth at the Maxwell Farms Clubhouse. In 2011, the club had 2,110 members between the ages of 6 – 18. The average daily attendance for after-school programs, middle school, teen and athletic programs is 290 participants.

Amendment #1 to the agreement, approved by the Board in 2000, authorized Regional Parks to charge the club an annual fee in lieu of club member families paying County day use parking fees. The fee was set at \$3,000 per year and is reevaluated annually.

In 2012, club officials notified Regional Parks that the name has been changed from *Valley of the Moon Boys & Girls Club* to *Boys & Girls Clubs of Sonoma Valley*, consistent with other Boys & Girls Club organizations in the area. At that time, club officials requested permission to install a temporary portable building on the premises within the existing footprint of the area identified in the lease and grant agreement. The new building would provide new space for high school tutoring and college-bound testing preparation, meetings and recreational activities. The *Boys & Girls Clubs of Sonoma Valley* is proposing to lease, rather than purchase, the portable building from the manufacturer which will be removed upon expiration of the lease agreement.

Regional Parks requests Board approval of Amendment #2, allowing the Boys & Girls Clubs of Sonoma Valley to install a temporary portable building on the leased premises in Maxwell Farms Regional Park and update the club's name change.

This portable building would sit within the existing footprint of the site occupied by the Boys & Girls Club. The building is temporary in nature and if the Club should choose to relocate to a different facility, the building could be removed from the site. The Department worked with the Real Estate Division to ensure that this lease amendment conforms to County standards for lease agreements and contains adequate indemnification language and standards for insurance coverage.

A Notice of Categorical Exemption for Minor Alterations to Land pursuant to Section 15301 of the California Environmental Quality Act (CEQA) Guidelines will be filed upon approval of this Amendment #2. The Notice is based upon a finding that the proposed project to install a temporary building consists of a minor alteration to an existing public facility, and is categorically exempt from the requirements of CEQA.



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**Attachments:**

**On File With Clerk:** Valley of the Moon Boys & Girls Club lease and grant agreement and Amendment #1, Notice of Exemption, Amendment #2 to Lease and Grant Agreement (6 copies).

**CLERK OF THE BOARD USE ONLY**

<b>Board Action (If other than "Requested")</b>	<b>Vote:</b>
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<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>	<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>30</u></p>
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<b>Department:</b> Sheriff-Coroner	<b>4/5 Vote Not Required</b>
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<b>Name and Phone Number:</b> Cammie Noah - (707) 565-1625	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
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**AGENDA SHORT TITLE:** Friends Outside of Sonoma County Inmate Services Agreement

**REQUESTED BOARD ACTION:** Approve and authorize the Sheriff or his designee to execute a 3-year Agreement (07/01/12 – 06/30/15) between the County of Sonoma and Friends Outside of Sonoma County for services and support provided to inmates incarcerated in Sonoma County’s detention facilities with an annual amount of \$29,000.

<b>FISCAL YEAR 12-13 FINANCIAL IMPACT:</b>			
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$29,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$29,000	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0
<b>Explanation (if required):</b> None.			

**Prior Board Action:** Prior board action was taken on 07/13/10 and 06/24/08 approving \$29,000 annually, each for two consecutive fiscal years. Before July 1, 2008, the annual contract had been in an amount under \$25,000/year and had not required board approval

**Alternatives – Results of Non-Approval:** The alternative, to Friends Outside providing services and support to approximately 1,000 inmates incarcerated daily in Sonoma County’s detention facilities, is that these varied and numerous tasks would fall into the hands of the staff deputies and/or support staff, significantly impacting their daily obligations and responsibilities at a much greater fiscal cost to the County.

**Background:** Agreement on file with County clerk.

Recognized as the leading national organization tasked with providing services and support to inmates and their families, Friends Outside of Sonoma County remains focused on their mission of breaking the cycle of crime and delinquency while assisting in preserving families. Friends Outside has been contracting support and services to the Sonoma County Sheriff's Office detention facilities since the start of their local chapter in 1986.

The Sonoma County Sheriff's Office annual contract supports the Friends Outside Main Adult Detention Facility (MADF) Drop-In Center's operating expenses, a part-time staff of two, a full-time on-site Executive Director, and 6-8 volunteers/interns. Records indicate the Friends Outside agreement has been in place for well over the last few decades at the rate of \$20,000/year. The increase to \$29,000/year in FY 08-09 supported the enhancement of services rendered in correlation to jail population and the substantial increase in inmates' needs for increased access to community service providers.

The scope of services to be provided by this agreement includes fulfilling inmate and family requests for information, in-custody support, and reentry options. In the last four years, Friends Outside in Sonoma County responded to the needs of over 31,000 annual requests for assistance, of which 20,000 emanated directly from inmates incarcerated at both the Main and North County Detention Facilities. Some of the services the agency staff provides includes obtaining inmate signatures to cash checks; placing money on inmates' books on behalf of family members; buying money orders; processing certified/registered mail; ordering approved books for purchase; facilitating the service of papers and notary documents; and providing information regarding housing, treatment options, child support services, and employment opportunities upon release.

The annual cost of \$29,000 for the aforementioned services will be included in the Sheriff's Office FY 2012-15 proposed budgets. This full amount is reimbursed to the general fund from the Inmate Welfare Trust.

**Attachments:** None.

**On File With Clerk:** Agreement for Friends Outside Services for Inmates.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: 31</p>
<b>Department:</b> Sheriff-Coroner		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Cammie Noah - (707) 565-1625	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<p><b>AGENDA SHORT TITLE:</b> Agreement for Legal Research Services for Inmates.</p> <p><b>REQUESTED BOARD ACTION:</b> Approve and authorize the Sheriff or his designee to execute a three-year Agreement (07/01/12 – 06/30/15) between the County of Sonoma and Legal Research Associates to provide access to legal research and information for inmates incarcerated in Sonoma County's detention facilities, with an annual amount of \$60,000.</p>		
<b>FISCAL YEAR 12-13 FINANCIAL IMPACT:</b>		
<u>EXPENDITURES:</u>	<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$60,000	Contingencies (Fund Name:) \$0
Amount Budgeted	\$60,000	Unanticipated Revenue (Source:) \$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:) \$0
Additional Requested	\$0	Additional Funds Requested \$0
<b>Explanation (if required):</b> None.		
<b>Prior Board Action:</b> None.		

**Alternatives – Results of Non-Approval:** Potential safety/security issues resulting from heightened tension and stress due to inaccessible access to legal information while incarcerated. Non-approval of this Agreement would place the County out of compliance with Title 15, the State of California's Minimum Standards for Local Detention Facilities, Article 6, Section 1064 states that inmates shall have access to legal reference materials.

**Background:** Prior to July 1, 2010, the Sheriff's Office had on staff a full-time paralegal to provide inmates access to legal reference materials and legal information related to their criminal matters. Selected inmates were moved by Detention Deputies to the Law Library where they obtained access to legal reference materials with the assistance and guidance of the staff paralegal. The cost to the Sheriff's Office Inmate Welfare Trust fund for this service was approximately \$120,000 annually and covered the employee's salary, benefits, and the cost of legal resources and reference materials for two law libraries, one at each detention facility.

In June 2010, the paralegal retired giving two week's notice of his intent to vacate the position. In preparation for consideration of a less-costly alternative, Detention management had previously researched options for providing legal research services to inmates and identified a California firm available to provide these special services, eliminating the need for the position to be filled by a full-time county employee. County Counsel approved our request to contract with the outside vendor to provide paralegal and legal research services to inmates, in compliance with Government Code Section 31000.

As of July 1, 2010, the Sheriff's Office has contracted with Legal Research Services to provide legal research services for inmates, effectively saving the Inmate Welfare Trust Fund approximately \$60,000 annually by providing the service at a lower cost, while concurrently eliminating any/all security issues associated with moving hundreds of inmates daily throughout the facility and allowing them to meet and work in groups to access the legal reference materials.

The annual cost of \$60,000 for the aforementioned services will be included in the Sheriff's Office FY 2012-15 proposed budgets. This full amount is reimbursed to the general fund from the Inmate Welfare Trust.

**Attachments:** None.

**On File With Clerk:** Agreement for Legal Research Services for Inmates.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<p style="margin: 0;">Clerk of the Board Use Only Meeting Date / /</p> <p style="margin: 0;">Agenda Item No: <u>32</u></p>
<b>Department:</b> Sheriff's Office		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Monique Chapman - (707) 565-2872	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<p><b>AGENDA SHORT TITLE:</b> Agreement for supplemental law enforcement services with Sonoma raceway for the National Hot Rod Association (NHRA) Races from July 26, 2012 through July 29, 2012.</p> <p><b>REQUESTED BOARD ACTION:</b> Authorize the Sheriff to execute the \$89,261 supplemental law enforcement services agreement with Sonoma raceway for the 2012 National Hot Rod Association (NHRA) Races from July 26, 2012 through July 29, 2012.</p>		
<b>12-13 FISCAL YEAR FINANCIAL IMPACT</b>		
<u>EXPENDITURES:</u>	<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$89,261	Contingencies (Fund Name:) \$0
Amount Budgeted	\$89,261	Unanticipated Revenue (Source:) \$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:) \$0
Additional Requested	\$0	Additional Funds Requested \$0
<p><b>Explanation (if required):</b> The agreement calls for the reimbursement of both direct and indirect costs associated with providing special security services. The final amount will be determined at the conclusion of the event.</p>		
<p><b>Prior Board Action:</b> Annual Sheriff's Office Fee Ordinance which sets the fee for Security Services provided by the Sheriff's Office and Board approval to provide supplemental security at eight prior National Hot Rod Association (NHRA) events.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> If this agreement is not approved, the Sheriff's Office will not be eligible for reimbursement for special security services to Sonoma raceway for the National Hot Rod Association (NHRA) 2012 event.</p>		
<b>Template revised: 12/15/2010</b>		

**Background:** Government Code Section 53069.8 allows the Board of Supervisors to contract on behalf of the Sheriff to provide supplemental law enforcement services to private entities. Resolution 93-1720 authorizes the Sheriff to execute any contract for supplemental law enforcement services on behalf of the County that does not exceed \$25,000. Any contract over the \$25,000 threshold continues to require the Board of Supervisors' authorization. Additionally, the Board annually adopts an ordinance establishing fees for security services.

The Sonoma County Sheriff's Office has been providing special security services to Sonoma raceway (formally Infineon Raceway) for the past twenty years. The services provided in this agreement are above and beyond the normal level of law enforcement services provided to the community by the Sheriff's Office. The County is reimbursed by Sonoma for both the direct and indirect costs of providing these special security services.

The scope of services to be provided includes sergeant, deputy, dispatcher, and community services officer time, patrol cars, and golf carts staggered over the four days from July 26, 2012 through July 29, 2012. The cost of these services is estimated at \$89,261. The agreement is substantially the same as the agreement in the previous year in terms of staffing and cost. The services to be provided will in no way interfere with regular law enforcement services provided by the Sheriff's Office. The costs and corresponding revenue reimbursement are included in the Sheriff's Office FY 12-13 recommended budget.

**Attachments:** None.

**On File With Clerk:** Agreement for Supplemental Law Enforcement Services 2012 NHRA Event

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**



# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
33

**Department:** Transportation and Public Works

**4/5 Vote Not Required**

**Name and Phone Number:**  
Rex Cummins - (707) 565-3238

**Board Date:**  
6/26/2012

**Deadline for Board Action:**  
6/26/2012

**AGENDA SHORT TITLE:** Airport Boulevard Intersection Improvements & Signalization at Fulton Road

**REQUESTED BOARD ACTION:**

1. Approve plans and specifications.
2. Award contract for construction to low bidder, Ghilotti Construction Company, in the amount of \$1,461,981, and authorize Chair to execute construction contract (C05016). (Fourth Supervisorial District)

**CURRENT FISCAL YEAR FINANCIAL IMPACT**

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$1,608,179*	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$1,608,179*	* Unanticipated Revenue (Source:)	\$0
035030-9400		Other Transfers (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Additional Funds Requested	\$0
Additional Requested	\$0		

**Explanation (if required):** \*Includes 10% for contingencies. \*\*Appropriations included in the FY 12-13 Requested Budget.

**Prior Board Action:** 05/22/12: Board Resolution No. 12-0266 accepted a Grant of Easement Deed, Lands, and authorized the execution of an agreement for the purchase and sale of easement and land, and accepted the described land into the County Highway System. 05/22/12: Board Resolution No. 12-0267 approved a Possession and Use Agreement with the Sonoma County Agricultural Preservation and Open Space District.

**Alternatives – Results of Non-Approval:** Do not award the contract or award to another bidder. The construction of the State Route 101 at Airport Boulevard interchange project may be delayed since this project must be constructed in order to conform to the new lane configurations and accept anticipated traffic volumes.

**Background:** The Airport Blvd Signal at Fulton Road improvements are listed in the Measure M funded projects. This work consists of widening Airport Boulevard westerly of the intersection of Fulton Road to include five travel lanes, bike lanes, curb, gutter and sidewalk, and the installation of the traffic signal. The project also includes the replacement of existing curb returns and curb ramps, pedestrian lighting, partial utility undergrounding, and the overlay of both Airport Boulevard and Fulton Road to Old Redwood Highway and south to Highway 101. The signal and matching lane configuration must be in place prior to the construction of the new Airport Boulevard overcrossing at Highway 101 by Caltrans.

Project was advertised for bids            April 27, 2012 to May 29, 2012

Bids were opened                                May 30, 2012 at 2:00 PM

Bids were received as follows:

Ghilotti Construction Co.	\$1,461,981
Argonaut Constructors	\$1,482,593
Ghilotti Brothers Construction	\$1,661,987
Team Ghilotti	\$1,675,442.5

The Engineer's Estimate was:            \$1,663,875

The low bid of Ghilotti Construction, is \$201,894 (12.1%) below the Engineer's Estimate. The next lowest bid is 1.4% higher than Ghilotti Construction. All four bids are within 7% of the average bid. The major differences between the low bid and the Engineer's Estimate are the lower costs for pavement, pavement stripes, and message signs, and the higher costs for traffic control and concrete work.

Ghilotti Construction is experienced in this type of work. They have constructed many projects for Sonoma County including the recent 2010 ARRA Cost Savings Overlay Project.

The total estimated cost of construction is \$1,608,179 including 10% for construction contingency. Funding for this work is from Measure M, Proposition 1B, and Countywide Traffic Mitigation. This project is included in the FY 12-13 Requested Road Improvements Budget. It is recommended that the Board award this construction contract to Ghilotti Construction.

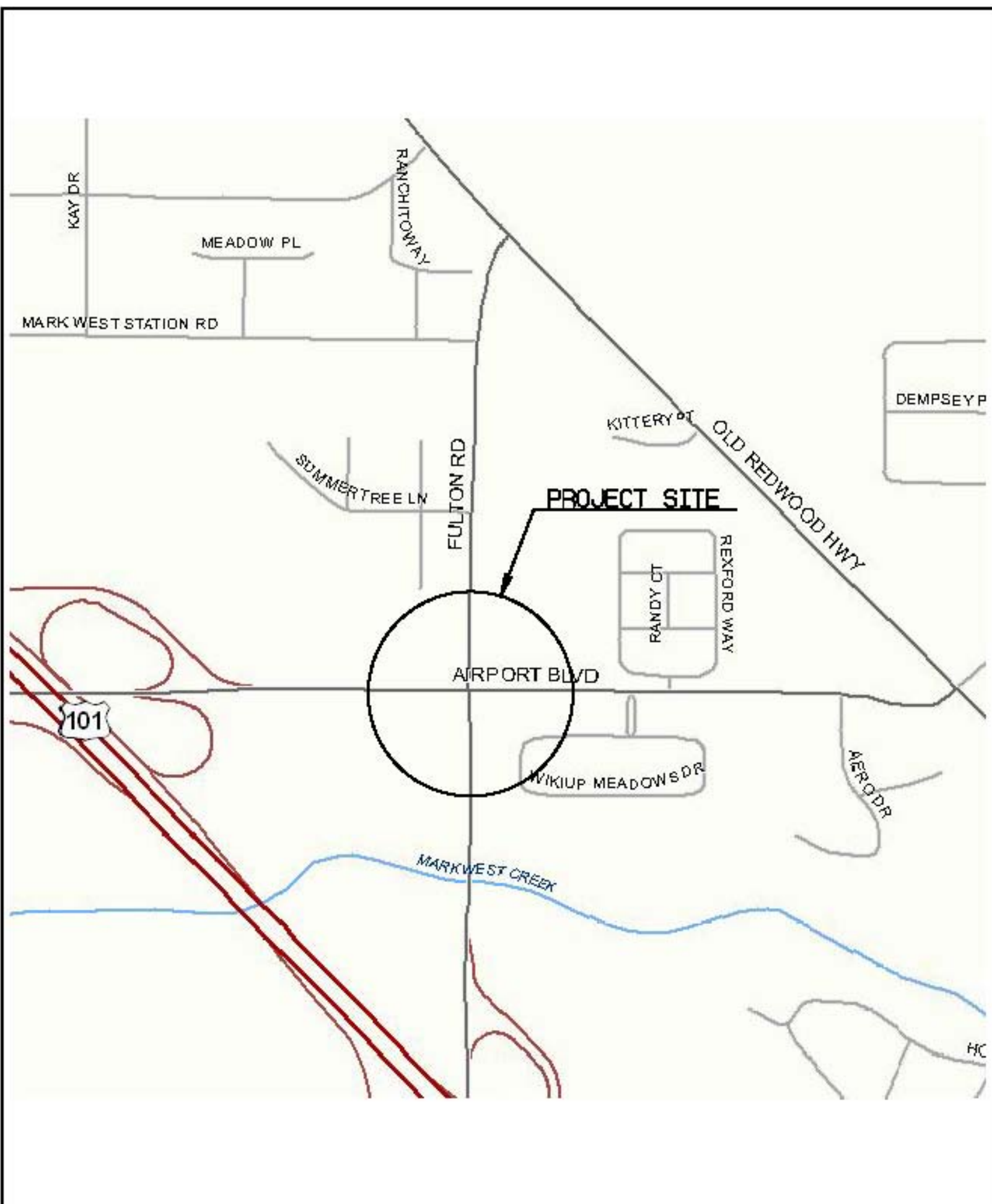
**Attachments:** Vicinity Map.

**On File With Clerk:** Special Provisions; Bid Book; Plans.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**



<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		Clerk of the Board Use Only Meeting Date / / Agenda Item No: 34
<b>Department:</b> Transportation and Public Works		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Levi Gurule - (707) 565-2958	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<b>AGENDA SHORT TITLE:</b> Bohemian Highway Bridge over Russian River at Monte Rio		
<p><b>REQUESTED BOARD ACTION:</b> Approve Consultant Agreement with Drake Haglan &amp; Associates to provide a Strategy Report comparing seismic retrofit vs. reconstruction costs of the Bohemian Highway Bridge over Russian River for an amount not to exceed \$169,359 with a term ending on June 30, 2013. (Fifth Supervisorial District)</p>		
<b>FISCAL YEAR FINANCIAL</b>		
<u>EXPENDITURES:</u> Estimated Cost \$0* Amount Budgeted \$* Other Available Appropriations (Explain Below) \$0 Additional Requested \$0	<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u> Contingencies (Fund Name:) \$0 Unanticipated Revenue (Source:) \$0 Other Transfers (Source:) \$0 Additional Funds Requested \$0	
<b>Explanation (if required):</b> *\$169,359 has been included in the FY 12-13 Bridge unit recommended budget. Funding for this agreement is 88.53% Federal and 11.47% local [identify source name (i.e. Measure M, GF, etc)]		
<b>Prior Board Action:</b> None.		
<b>Alternatives – Results of Non-Approval:</b> A different consultant could be hired. Without a strategy report Caltrans will not accept the County’s application for 100% seismic retrofit funding or 88.53% replacement funds. The bridge will continue to be subject to collapse during a major earthquake or flood.		

**Background:** The Transportation and Public Works Department (Department) maintains over 330 bridges throughout the County. The Department applies for Federal grant funding through Caltrans in a multi-stage grant process that requires the County to compare the life cycle cost of rehabilitating a bridge with replacing it.

This requested Board Action is to hire a consultant to do the initial strategy report for the Bohemian Highway over the Russian River Bridge, otherwise known as the Monte Rio Bridge, to compare the cost of doing a seismic retrofit of the bridge verses the cost of replacing it. The report will be paid for with a Federal grant to reimburse 88.53% of eligible report costs up to \$177,060.

The Department advertised a Request for Qualifications (RFQ) in a newspaper of general circulation for thirty days and received 24 qualification statements from bridge consultants. The proposals were evaluated and ranked based on the consultant's response to the following criteria: experience, project team and key staff, technical ability, relevant project experience, federal project experience and project approach. Local preference was not used in the selection of a consultant for this project as Federal guidelines do not allow for it. A short list of eight consultants was created by a selection committee. From that list, Drake Haglan and Associates was selected as the most qualified as their staff includes the engineer that worked on previous seismic evaluations of the bridge.

The proposed scope of work will compare two seismic retrofit strategies against a replacement bridge. The existing bridge is 770 feet long and consists of five 100 foot long pony truss spans and seven steel girder spans.

This is the approach that Caltrans has decided upon. Over the past two decades, this bridge has been analyzed for retrofit and replacement. In both cases, the costs have ranged in excess of \$30 million so at this point the state has funded this analysis to determine the most cost effective approach. While the replacement option was preferred by Caltrans a few years ago, the final construction cost estimate and the extremely disruptive temporary access placed the project on hold until recently.

Appropriations for this agreement have been requested for FY 12-13 budget requests. The agreement is funded by a Federal Highways Administration Highway Bridge Program (FHWA HBP) grant and local match.

**Attachments:** Location Map.

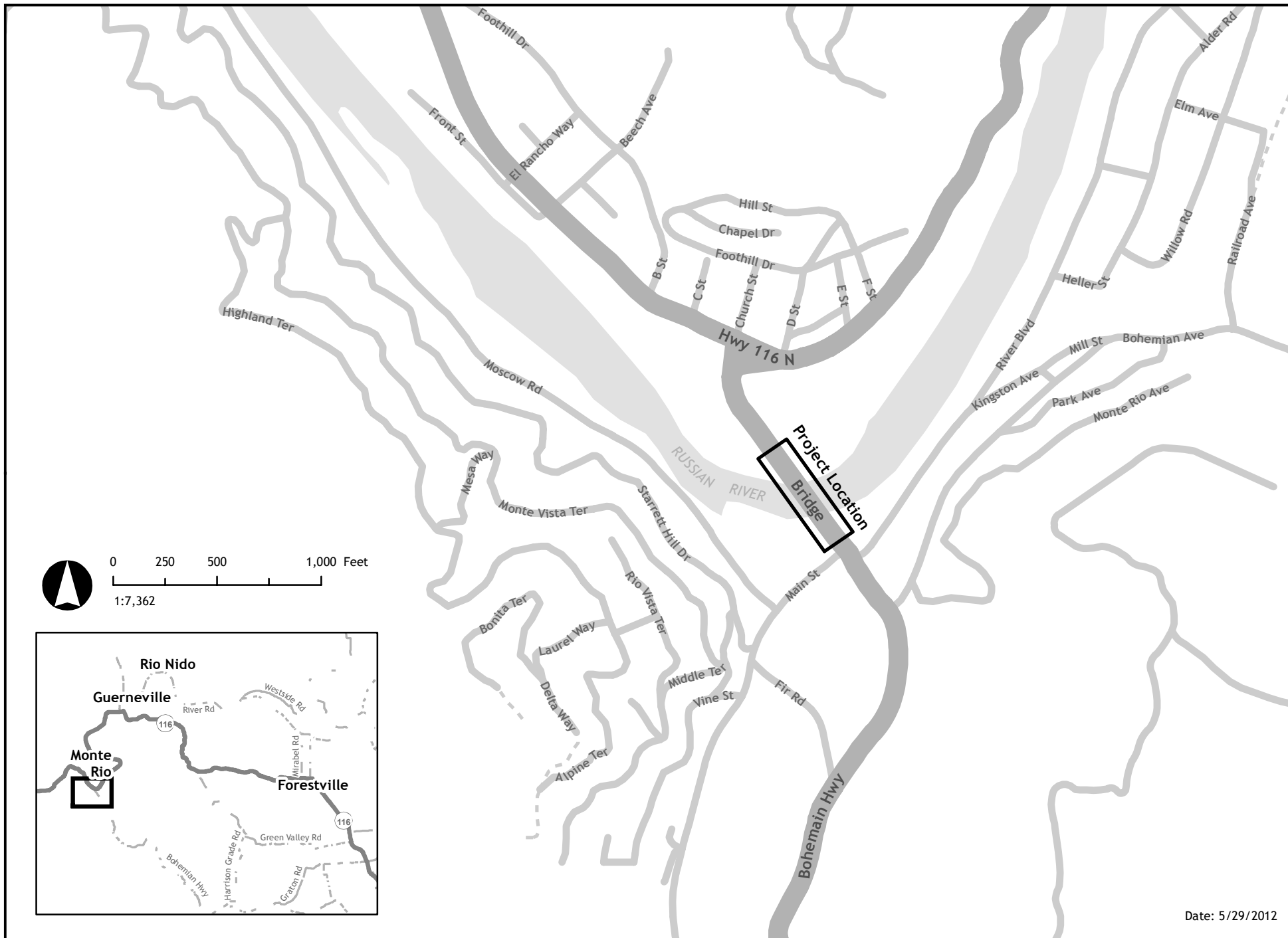
**On File With Clerk:** Agreement.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

# Location Map



<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		Clerk of the Board Use Only Meeting Date / / Agenda Item No: 35
<b>Department:</b> Transportation and Public Works		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Tom O'Kane - (707) 565-2231	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<b>AGENDA SHORT TITLE:</b> Implementation of Parking Restrictions On Highway 116 at Church Street		
<b>REQUESTED BOARD ACTION:</b> Adopt an Ordinance establishing a no parking zone on the north side of Highway 116 beginning at the face of curb on the east side of Church Street, in the town of Guerneville, and extending east for a distance of 54 feet. (Fifth Supervisorial District) (Second Reading – Ready for Adoption)		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>		
<u>EXPENDITURES:</u> Estimated Cost \$0 Amount Budgeted \$0 Other Available Appropriations (Explain Below) \$0 Additional Requested \$0 <b>Explanation (if required):</b> None.	<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u> Contingencies (Fund Name:) \$0 Unanticipated Revenue (Source:) \$0 Other Transfers (Source:) \$0 Additional Funds Requested \$0	
<b>Prior Board Action:</b> 6/19/12: The Board adopted a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance establishing a no parking zone on the north side of Highway 116 beginning at the face of curb on the east side of Church Street, in the town of Guerneville, and extending east for a distance of 54 feet.		
<b>Alternatives – Results of Non-Approval:</b> None.		

**Background:** The State Department of Transportation received a request from the Russian River Chamber of Commerce to establish parking restrictions along a portion of State Highway 116 at Church Street in Guerneville. Caltrans staff investigated the conditions and determined that the sight distance problem at the existing crosswalk will be resolved with the removal of 2 spaces on the northeast corner. The State has asked the County to adopt a resolution establishing parking restrictions at that location and then forward it on to them for approval and installation.

**Attachments:** Map of Proposed Parking Restrictions; Ordinance.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ESTABLISHING PARKING RESTRICTIONS ALONG ON HIGHWAY 116 AT CHURCH STREET IN THE TOWN OF GUERNEVILLE.**

**THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ORDAINS AS FOLLOWS:**

**SECTION I:**

Subsection 537 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Old River Road (#89038) beginning at the centerline of Martinelli Road (#79056) and extending in an easterly direction along the northerly side of the road for a distance of 210 feet, postmiles 40.00 to 40.040.

**SECTION II:**

Subsection 538 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Old River Road (#89038) beginning at a point 337 feet easterly of the centerline of Martinelli Road (#79056) and extending in an easterly direction along the northerly side of the road for a distance of 318 feet, postmiles 40.064 to 40.124.

**SECTION III:**

Subsection 539 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Old River Road (#89038) beginning at a point 810 feet easterly of the centerline of Martinelli Road (#79056) and extending in an easterly direction along the northerly side of the road to the northerly projection of the easterly right-of-way of Westside Road (#89046), postmiles 40.153 to 40.174.

**SECTION IV:**

Subsection 540 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Old River Road (#89038) beginning at a point 240 feet easterly of the centerline of Martinelli Road (#79056) and extending in an easterly direction along the southerly side of the road for a distance of 660 feet, postmiles 40.045 to 40.170.

**SECTION V:**

Subsection 541 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Westside Road (#89046) beginning at intersection of Westside Road with Old River Road (#89038) and extending in a southerly direction along the westerly side of the road for a distance of 125 feet, postmiles 10.406 to 10.430.

**SECTION VI:**

This Ordinance shall be, and the same is hereby declared to be in full force and effect from and after thirty (30) days after its passage, and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation published in the County of Sonoma, State of California.

**SECTION VII:**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION VIII:**

This Ordinance shall not be codified.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the \_\_\_\_ day of \_\_\_\_\_, 2012, and finally passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2012, on regular roll call of the members of said Board by the following vote:

**SUPERVISORS:**

Brown\_\_\_\_\_ Rabbitt\_\_\_\_\_ McGuire\_\_\_\_\_ Carrillo\_\_\_\_\_ Zane\_\_\_\_\_

Ayes\_\_\_\_\_ Noes\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**SO ORDERED.**

By:

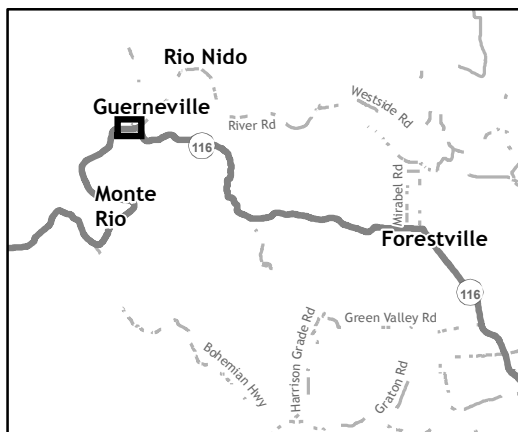
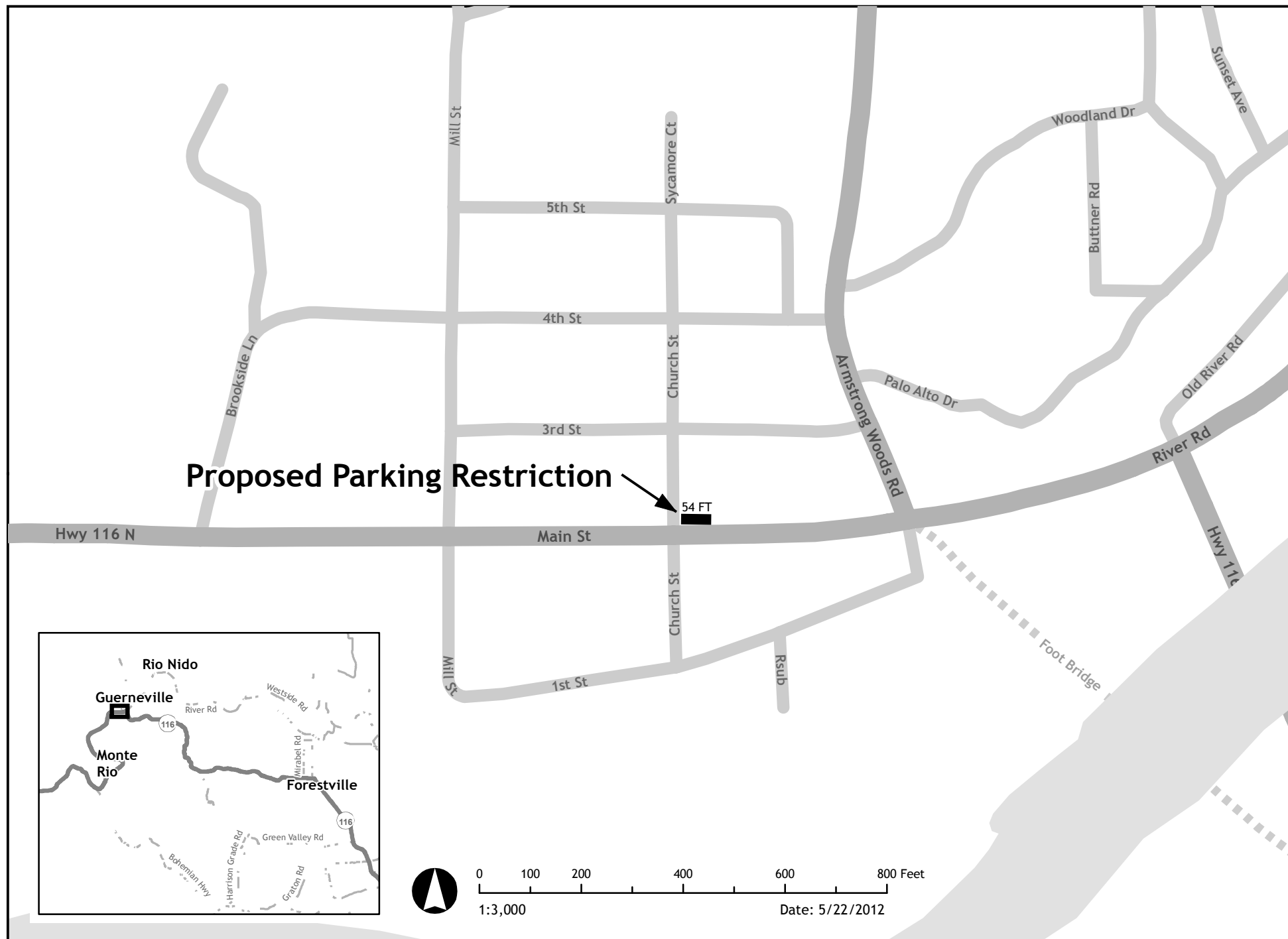
\_\_\_\_\_  
Chair, Board of Supervisors  
County of Sonoma, State of California

**ATTEST:**

By:

\_\_\_\_\_  
Clerk of the Board of Supervisors  
County of Sonoma, State of California

# Location Map



0 100 200 400 600 800 Feet

1:3,000

Date: 5/22/2012

<h1 style="margin: 0;">County Of Sonoma</h1> <h2 style="margin: 0;">Agenda Item</h2> <h3 style="margin: 0;">Summary Report</h3>		<b>Clerk of the Board Use Only</b> Meeting Date /      /  Agenda Item No: 36 <hr style="width: 100px; margin-left: 0;"/>																								
<b>Department:</b> County Counsel / Transportation & Public Works		<b>4/5 Vote Required</b>																								
<b>Name and Phone Number:</b> Sheryl Bratton - (707) 565-3740 Susan Klassen - (707) 565-2440	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012																								
<p><b>AGENDA SHORT TITLE:</b> Legal Services Agreement with Atkinson, Andelson, Loya, Ruud and Romo</p>  <p><b>REQUESTED BOARD ACTION:</b> Authorize the Chair to execute the fourth amendment to the legal services agreement with the law firm Atkinson, Andelson, Loya, Ruud and Romo, to add an additional amount of \$150,000, increasing the total compensation not-to-exceed amount to \$400,000, for outside counsel assistance regarding a construction dispute over the County's leachate pipeline construction project, and extending the contract term through March 2013. (Third Supervisorial District.)</p>																										
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT</b>																										
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 40%;"><u>EXPENDITURES:</u></th> <th style="width: 20%;"></th> <th style="text-align: right; width: 40%;"><u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u></th> </tr> </thead> <tbody> <tr> <td>Estimated Cost</td> <td style="text-align: right;">\$50,000</td> <td>Contingencies <span style="float: right;">\$0</span></td> </tr> <tr> <td>Amount Budgeted</td> <td style="text-align: right;">\$50,000</td> <td>(Fund Name:)</td> </tr> <tr> <td>Other Available Appropriations (Explain Below)</td> <td style="text-align: right;">\$0</td> <td>Unanticipated Revenue <span style="float: right;">\$0</span></td> </tr> <tr> <td></td> <td></td> <td>(Source:)</td> </tr> <tr> <td></td> <td></td> <td>Other Transfers <span style="float: right;">\$0</span></td> </tr> <tr> <td></td> <td></td> <td>(Source:)</td> </tr> <tr> <td>Additional Requested</td> <td style="text-align: right;">\$0</td> <td>Additional Funds Requested <span style="float: right;">\$0</span></td> </tr> </tbody> </table> <p><b>Explanation (if required):</b> Fund is available in the Fiscal Year 2011/2012 budget in 286120-6610; funding is available in the Fiscal Year 2012/2013 in 286120-6610.</p>			<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	Estimated Cost	\$50,000	Contingencies <span style="float: right;">\$0</span>	Amount Budgeted	\$50,000	(Fund Name:)	Other Available Appropriations (Explain Below)	\$0	Unanticipated Revenue <span style="float: right;">\$0</span>			(Source:)			Other Transfers <span style="float: right;">\$0</span>			(Source:)	Additional Requested	\$0	Additional Funds Requested <span style="float: right;">\$0</span>
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		(Source:)																								
Additional Requested	\$0	Additional Funds Requested <span style="float: right;">\$0</span>																								
<p><b>Prior Board Action:</b> Resolution No. 08-0864 Authorizing County Counsel to enter into a new contract with Atkinson, Andelson, Loya, Ruud &amp; Romo in the amount of \$125,000; Resolution No. 10-0776 Authorizing County Counsel to amend the legal services contract for an additional \$65,000; Resolution No. 11-0233 Authorizing County Counsel to amend the legal services contract for an additional \$60,000.</p>																										

**Alternatives – Results of Non-Approval:** Non-approval of this item would result in County Counsel handling the litigation in-house without any assistance from outside counsel. Due to the complexity of the claim and the number of parties in the litigation, County Counsel presently does not have the resource capacity to adequately handle the matter without outside legal assistance.

**Background:** On April 18, 2011, the County was sued by North Bay Construction regarding its work as a general contractor on the County's leachate pipeline construction project. On May 3, 2011, the Board authorized County Counsel to file a cross complaint against North Bay Construction for liquidated damages due under the construction contract as a result of a 4 year delay in completing the project. The Board also authorized County Counsel to sue the County's design engineer for the project, Winzler and Kelly for indemnification since Winzler & Kelly designed the specifications for the project and one of the contractor's claim is that the design was defective.

This matter has been going on since 2007 when the County first retained outside counsel to assist with the construction dispute. The proposed amendment is needed to cover the anticipated outside legal expenses for the on-going litigation.

The fourth amendment to this agreement would increase the contract amount by \$150,000, for a total not-to-exceed amount of \$400,000 and would extend the term through March, 2013.

**Attachments:** None.

**On File With Clerk:** Legal Services Agreement with Atkinson, Andelson, Loya, Rund & Romo; First Amendment to Legal Services Agreement; Second Amendment to Legal Services Agreement; Third Amendment to Legal Services Agreement; Draft Fourth Amendment to Legal Services Agreement.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		<p>Clerk of the Board Use Only  Meeting Date  / /</p> <p>Agenda Item No:  <u>37</u></p>
<b>Department:</b> Board of Supervisors		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Board of Supervisors - (707) 565-2241	<b>Board Date:</b> 6/26/12	<b>Deadline for Board Action:</b>
<p><b>AGENDA SHORT TITLE:</b> Minutes</p> <p><b>REQUESTED BOARD ACTION:</b>  Approval of Minutes – Approve the Minutes of the Meeting of June 12, 2012 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors.</p>		
<p align="center"><b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b></p> <p><b>Explanation (if required):</b> None.</p>		
<p><b>Prior Board Action:</b> None.</p>		
<p><b>Alternatives – Results of Non-Approval:</b> None.</p>		

**Background:** None.

**Attachments:** None.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**



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

**TUESDAY**

**JUNE 12, 2012**

**8:30 A.M.**

Valerie Brown	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Sheryl Bratton	Asst. County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Board of Directors of the Northern Sonoma County Air Pollution Control District, and as the governing board of all special districts having business on the agenda to be heard this date.

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

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

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

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

**Public Transit Access to the County Administration Center:**

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

Santa Rosa City Bus: Rt. 14

Golden Gate Transit: Rt. 80

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

***APPROVAL OF THE CONSENT CALENDAR***

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

***PUBLIC COMMENT***

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

## 8:30 A.M. CALL TO ORDER

8:34 A.M. Chairwoman Zane called the meeting to order.

Supervisors Present: Brown, Supervisor, Rabbitt, Zane, McGuire, and Carrillo.  
(All Supervisors Were Present)

## PLEDGE OF ALLEGIANCE

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

Supervisors Present: Brown, Rabbitt, Zane, McGuire, and Carrillo.  
(All Supervisors Were Present)

## II. PRESENTATION OF RETIREMENT CERTIFICATES

## III. BOARD MEMBER ANNOUNCEMENTS

Supervisor Brown announced she attended the California State Association of Counties Board meeting; attended the Third Health Data Palooza in Washington D.C.; and will attend the U.S. State Department Rio Plus 20 Conference.

Supervisor McGuire announced he attended the Advertising Ad-hoc Committee meeting; he expressed his appreciation for CalTrans; and requested information regarding Development Project board's policy from the Permits and Resource Management Department. He asked the Board to Adjourn in memory of Viera Jack Coletto .

Supervisor Rabbitt reported he attended the Golden Gate Bridge Highway Transportation District Committee meetings; attended the Gold Gate Bridge 75th Anniversary ceremony; he toured the Eel River Potter Valley project; attended the Local Agency Formation Commission meeting; attended the Roads Ad-hoc Committee meeting; and two neighborhood community meetings on the Graton Casino. He asked the Board to adjourn in memory of Shirley Ann Guilick, and Nicolas Michael "Nicko" Wells.

Supervisor Carrillo announced he attended the California State Association of Counties Housing Land Use Transportation Committee meeting; and the San Francisco Bay Conservation Development Commission meeting. He welcomed the Sebastopol World Friends Delegation from Ukraine to the Board meeting and asked the Board to adjourn in memory of Nancy Theresa McConnell.

Chairwoman Zane announced she attended the Golden Gate Bridge 75th Anniversary ceremony; attended the Memorial Day Avenue of the Flags event; presented a PG&E Bright Mind Scholarship award in Rohnert Park; attended a presentation from Dr. Frank Chong, Santa Rosa Junior College President; attended the Santa Rosa Airport inaugural flight to San Diego; and provided a bicycle safety update. She shared the transformation of the Sonoma County Housing for transitioning to an internet based open waiting list for housing choice vouchers. She asked the Board to adjourn in memory of Susan Chestnut.

#### IV. CONSENT CALENDAR (Items 1 through 58)

##### PRESENTATIONS/GOLD RESOLUTIONS (Items 1 through 10)

##### PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution congratulating the City of Santa Rosa for hosting the start of the Amgen Tour of California (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0281

2. Adopt a Gold Resolution acknowledging and honoring Superintendent Claudia Frandsen for her 40 years of service as an educator and administrator with the Cloverdale Unified School District. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0282

3. Adopt a Gold Resolution recognizing June 2012 as National Dairy Month. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0283

4. Adopt a Gold Resolution proclaiming June 15, 2012 as World Elder Abuse Awareness Day in Sonoma County. (Human Services/District Attorney/Sheriff Office)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0284

##### PRESENTATIONS AT DIFFERENT DATE

5. Adopt a Gold Resolution recognizing The Boys & Girls Clubs of Sonoma Valley on their 50th Anniversary. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0285

CONSENT CALENDAR (Continued)

6. Adopt a Gold Resolution recognizing Pets Lifeline as they celebrate 30 years of caring for pets in the Sonoma community. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0286

7. Adopt a Gold Resolution recognizing the dedication of the Salvation Army Social Services Building in Petaluma California. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0287

8. Adopt a Gold Resolution commending Monica Montafi, General Services Architecture Division Department Analyst, for her 35 years of service with the County of Sonoma and her many contributions to the betterment of the County organization and the community. (General Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0288

9. Adopt a Gold Resolution honoring Michael Spielman upon his retirement as the Executive Director of Drug Abuse Alternatives Center. (Health Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0289

10. Adopt a Gold Resolution recognizing Beth Dadko for her efforts in reducing her carbon footprint and for her sustainable practices in the workplace. (General Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0290

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

AND

COUNTY COUNSEL

11. Authorize the District General Manager to execute a legal services agreement with Lyman "Ladd" Bedford of the Clausen Law Group (formally of Hanson Bridgett) for \$75,000, and Authorize the District General Manager to execute an amendment to an existing contract with D.C. & E. for additional services in connection with Phase 1 construction in an amount not to exceed \$10,000 (contract ends December 31, 2013).

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

AND

REGIONAL PARKS

12. Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to execute, on behalf of the District, a second amendment to construction contract administration services agreement ("second amendment"), increasing contract amount by \$200,000 and expanding scope of work, to complete the Healdsburg Ridge Open Space Preserve Capital Improvement; and Authorize the Director of Regional Parks Department to execute the second amendment on behalf of the County.

Board Action: Approved as Recommended

UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY

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

13. Authorize the Chair to execute the agreement for Goat Rock Jetty Feasibility Study between the Sonoma County Water Agency and ESA PWA (\$335,700; agreement terminates on December 31, 2013); and Authorize the General Manager to execute the agreement for geophysical assessment between the Regents of the University of California for Lawrence Berkeley National Laboratory and the Sonoma County Water Agency (\$67,000; agreement terminates June 30, 2013).

Board Action: Approved as Recommended

AYES: Supervisor Valerie Brown, Supervisor Shirlee Zane, Supervisor Mike McGuire, and Supervisor Efren Carrillo.

RECUSED: Supervisor David Rabbitt.

14. Authorize the Chair to execute the agreement for completion of radial collector well operational analysis between the Sonoma County Water Agency and Smith-Comeskey Ground Water Science, LLC (\$97,050); agreement terminates on December 31, 2013; and Authorize Chair to execute the agreement for completion of radial collector well microscopic particulate analysis and assistance with operational analysis between the Sonoma County Water Agency and Tetra Tech Company, Inc. (\$43,100); agreement terminates on December 31, 2013. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

15. Determine that executing the Right of Way Contract for the Route 101 Marin-Sonoma Narrows High-Occupancy Vehicle Lane Widening Project with the California Department of Transportation will not adversely affect the Sonoma County Water Agency in any respect and will not have a significant adverse effect on the environment; Authorize the Chair to execute a Right of Way Contract with the State of California Department of Transportation for a permanent easement and a temporary construction easement; and Authorize the General Manager to file a Notice of Determination in accordance with the California Environmental Quality Act. (4/5 vote required) (Second District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

AGRICULTURAL COMMISSIONER

16. Adopt a Resolution authorizing the Sonoma County Agricultural Commissioner/Sealer or representative to sign agreements with the State of California Department of Food and Agriculture, Department of Pesticide Regulations, Department of Measurement Standards, for Agricultural and Weights & Measures programs in Fiscal Year 2012/13 and 2013/14 (for multi-year contracts only).

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0291

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

17. Adopt a Resolution authorizing the sale of tax defaulted property at public auction commencing on August 11, 2012; and Adopt a Resolution authorizing the Auditor-Controller-Treasurer-Tax Collector to perform on its behalf in the distribution of excess proceeds.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0292 and 12-0293

COUNTY ADMINISTRATOR / COUNTY COUNSEL

18. Authorize Chair to execute a legal services agreement with the law firm Perkins Coie, in an amount not to exceed \$100,000, for outside counsel assistance regarding Indian legal issues including the negotiation of intergovernmental mitigation agreements, fee to trust application responses, and other Indian law issues that require special expertise for a two year term. (4/5 vote required)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

19. Authorize the Chair to sign and submit comments opposing the Cloverdale Rancheria's Application to the U.S. Secretary of the Interior to Accept Land into Trust for Gaming; and Authorize staff to finalize the attached draft comments and submit them to the Bureau of Indian Affairs by the June 14, 2012 deadline.

Speaker: Vickey Macias, Tirbal Administrator Cloverdale Rancheria Pomo Indians

Board Action: Approved as Recommended  
UNANIMOUS VOTE

COUNTY ADMINISTRATOR  
AND  
SONOMA COUNTY WATER AGENCY  
(Directors: Brown, Rabbitt, Zane, McGuire, Carrillo)

20. Adopt a Concurrent Resolution rescinding Resolution # 42363, and authorizing the County to recover the cost of services provided to the Water Agency by the Human Resources Department; and Authorize the Chair to execute an Agreement for Human Resources Services between the County of Sonoma through its Human Resources Department and the Water Agency for an amount of \$74,902 for the period July 1, 2011, through June 30, 2012.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0294

DISTRICT ATTORNEY

21. Adopt two Resolutions authorizing the District Attorney to submit applications to, and authorize execution of grant agreements with, the California Department of Insurance, to participate in the Workers' Compensation Insurance Fraud Investigation Program in the amount of \$109,624, and to participate in the Automobile Insurance Fraud Investigation Program in the amount of \$109,624, for the term July 1, 2012, through June 30, 2013.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0295 and 12-0296

GENERAL SERVICES/  
AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

22. Authorize the Chair to execute the intergovernmental service agreement with the City of Healdsburg for the Sonoma County Energy Independence Program to act as administrator for Healdsburg's Residential Utility Incentive Program.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

HEALTH SERVICES

23. Authorize the Director of Health Services to execute a contract modification with the Healthy Communities Institute for website development and support services for Healthy Sonoma, extending the current contract term through June 30, 2013 and increasing the contract by \$77,175 (new contract maximum \$253,775). (4/5 vote required)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

24. Authorize the Director of Health Services to execute a contract amendment with Common Cents Systems to purchase the Apollo LIMS web reporting module, increasing the contract maximum by \$16,232 (new total \$38,455) for the term of July 1, 2011 through June 30, 2012. (4/5 vote required)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

HUMAN RESOURCES

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

COMMUNITY DEVELOPMENT COMMISSION

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

SONOMA COUNTY WATER AGENCY

(Commissioners/Directors: Brown, Rabbitt, Zane, McGuire, Carrillo)

25. Adopt the Concurrent Resolution to extend the County's policy of supplementing pay, and maintaining health and welfare benefits pursuant to California Military and Veterans Code Section 395, for regular employees on active military duty, April 20, 2012 through April 19, 2013.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0297

HUMAN SERVICES

26. Authorize the Interim Director of the Human Services Department to execute Fiscal Year 2012-13 Area Agency on Aging senior services contracts in the amount of \$2,020,663 including the authority to amend contracts up to \$25,000; if additional funding to expand volume of service becomes available. In addition, authorize the Interim Director to execute a \$75,000 2-year contract with Lifeline, Inc. operated by Petaluma Health Care District for emergency alert services.

Board Action: Approved as Recommended  
UNANIMOUS VOTE



CONSENT CALENDAR (Continued)

27. Adopt a Resolution authorizing the Interim Director of the Human Services Department to execute an agreement with the California Department of Education to receive up to \$267,322 for the local administration of Child Development Services Programs for the period of July 1, 2011 to June 30, 2012; and Adopt a Resolution to augment the budget for Child Development Services by an additional \$75,000. (4/5 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0298 and 12-0299

28. Adopt a Resolution authorizing the Interim Director of the Human Services Department to sign and execute Standard Agreement HI - 1213-27 with the California Department of Aging in the amount of \$451,436; Adopt a Resolution authorizing the Interim Director of Human Services to sign and execute Standard Agreement AP-1213-27 for Area Agency on Aging services in the amount of \$2,023,264; and Authorize the Interim Director of Human Services to execute the contract amendments to adjust for revenue changes.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0300 and 12-0301

29. Authorize the Interim Director of the Human Services Department to sign and execute 2012-2013 service provider contracts and contract amendments in the amount of \$90,000 for CalFresh outreach with Redwood Community Health Coalition.

Board Action: Approved as Recommended

UNANIMOUS VOTE

30. Authorize the Interim Director of the Human Services Department to approve service agreements with Sonoma County Junior College District and Goodwill Industries of the Redwood Empire for a combined total of \$1,529,238 for the period of July 1, 2012 to June 30, 2013 to provide services to SonomaWORKS clients.

Board Action: Approved as Recommended

UNANIMOUS VOTE

31. Adopt a Resolution designating the First 5 Sonoma County Commission to act as the required advisory body to the Board of Supervisors on the Sonoma County Children's Trust Fund.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0302

32. Authorize the Interim Director of the Human Services Department to execute an agreement with Social Advocates for Youth to provide Wraparound Program services for the period of July 1, 2012 to June 30, 2013 for an amount not to exceed \$3,200,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

33. Authorize the Interim Director of the Human Services Department to execute an agreement with TLC Child and Family Services and to execute future amendments that do not change the scope of services or increase the cost more than \$25,000 for the administration of Transitional Housing Placement-Plus services, for the period of July 1, 2012 to June 30, 2013, for the amount of \$360,000.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

34. Authorize the Interim Director of the Human Services Department to sign and execute agreements with California Parenting Institute, Social Advocates for Youth and Alternative Family Services in the amount of \$59,595 for each agency for the period of July 1, 2012 to June 30, 2013, and to execute future amendments that do not change the scope of services or increase the cost more than \$25,000 total for all three agreements, to provide child abuse prevention services as part of the Promoting Safe and Stable Families Program.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

35. Authorize the Interim Director of the Human Services Department to execute an agreement for \$200,000 with On The Move - V.O.I.C.E.S. Sonoma, and to execute future amendments that do not change the scope of services or increase the cost more than \$25,000, for the administration of Independent Living Skills program for the period of July 1, 2012 to June 30, 2013.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

36. Authorize the Human Services Department Interim Director to execute agreements for the period of June 1, 2012 to June 30, 2013 and to execute future amendments that do not change the scope of services or increase the cost more than \$25,000 each with California Parenting Institute, Karen Church, Tina Tambornini, Alternative Family Services and Sunny Hills Services to provide Client Support and Kinship Services for a total \$536,000.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

37. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) and necessary permit extensions to Bed Rock, Inc. for in-channel mining extraction, including installation of summer crossings to access mining sites, in the South Fork and Wheatfield Fork of the Gualala River. (4/5 vote required)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0303

CONSENT CALENDAR (Continued)

38. Adopt a Resolution to deny a Use Permit for a Level II Medical Cannabis Dispensary for property located at 4170 Santa Rosa Avenue, Santa Rosa; APN 045-290-097 (File No. UPE11-0062). (Third District)

Speaker: Daniel Beck

Board Action: Approved as Recommended

AYES: Supervisor Valerie Brown, Supervisor David Rabbitt, and Supervisor Shirlee Zane.

NOES: Supervisor Mike McGuire, and Supervisor Efren Carrillo.

Approved by Resolution No. 12-0304

PROBATION

39. Adopt a Resolution authorizing and approving the Chief Probation Officer to submit the 2012 Justice Assistance Grant (JAG) Program Application (CFDA #16.738), and execute JAG Program award documents with the Department of Justice, Bureau of Justice Assistance in the amount of \$45,281.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0305

40. Authorize the Chief Probation Officer, on behalf of the County, to sign a contract for the term of July 1, 2012, to June 30, 2013, with the Volunteer Center - Court Referral Program in the amount of \$153,200.

Board Action: Approved as Recommended

UNANIMOUS VOTE

41. Adopt a Resolution authorizing the Chief Probation Officer to execute a contract for the term of June 30, 2012, to June 29, 2014, between the Sonoma County Probation Department and the State of California Caltrans, in an amount not to exceed \$1,000,000, for the provision of maintenance and restoration services along various Marin and Sonoma County state routes provided by the Camp/Supervised Adult Crew program.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0306

REGIONAL PARKS

42. Adopt a Resolution requesting Bodega Bay Boat Launch Facilities grant for design, engineering, and bidding of Westside Park Boat Launch and design and engineering of Doran Beach Boat Launch from the Department of Boating and Waterways and authorizing the

CONSENT CALENDAR (Continued)

(Items 42 Continued)

Director of Regional Parks to sign the agreement and carry out the intent of the resolution. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0307

SHERIFF'S OFFICE

43. Authorize the Sheriff execute the agreement for forensic pathology services between the County of Sonoma and Forensic Medical Group, Inc., for the period July 1, 2012, through June 30, 2017, for an estimated to cost of \$400,000 during Fiscal Year 2012-13.

Board Action: Approved as Recommended

UNANIMOUS VOTE

44. Authorize the Sheriff to sign the first amendment to the agreement for forensic toxicology services with NMS Labs, Inc., (NMS) on behalf of the County. The proposed amendment will extend the term of the original agreement through June 30, 2014 and allow for related price increases, for an estimated cost of \$56,500 for Fiscal Year 2012-13.

Board Action: Approved as Recommended

UNANIMOUS VOTE

45. Ratify the Sheriff's execution of the 2012 Domestic Cannabis Eradication Suppression Program (DCESP) Letter of Agreement to provide \$100,000 to be used for marijuana suppression and eradication activities.

Board Action: Approved as Recommended

UNANIMOUS VOTE

46. Authorize the Sheriff to execute the agreement for mortuary removal services between the County of Sonoma and J. Morris Company, Inc. for the period July 1, 2012, through June 30, 2015, for an estimated cost of \$145,993 per year.

Speaker: Perry Keaton, J and S Mortuary Services

Board Action: Approved as Recommended

UNANIMOUS VOTE

47. Authorize the Sheriff-Coroner to sign Amendment No. 2 to agreement for helicopter maintenance services with Rotorcraft Support, Inc., to extend the term of the agreement from June 30, 2012 through December 31, 2012, for an amount not to exceed \$429,773.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

TRANSPORTATION AND PUBLIC WORK

48. Adopt a Resolution for the \$305,200 Caltrans cooperative agreement for the County's portion of the signalization and associated intersection improvements at Highway 12 and Madrone Road. (First District)

Speaker: Tom O'Kane, Transportation and Public Works

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0308

49. Authorize the Chair to (1) sign the agreement for professional services with Blue Sky Environmental, Inc., in the amount of \$52,500 for a term of three years, ending May 1, 2015 to provide source testing for eight (8) internal combustion engines and one enclosed flare and provide analysis and characterization of the landfill gas at the Central Disposal Site; and (2) provide source testing for one enclosed flare and analysis and characterization of landfill gas at the Healdsburg Closed Landfill. (Third and Fourth Districts)

Board Action: Approved as Recommended

UNANIMOUS VOTE

50. Short and Long-Term In-County Waste Disposal Operations at the Central Disposal Site and County Transfer Stations - (1) Approve the first extended term for the agreement for resumption of disposal operations at the Central Landfill and Landfill Re-Permitting Services, with Keller Canyon Landfill, Inc., extending the term to August 31, 2013. (2) Approve the first extended term for the agreement for operation of the County transfer stations, and transport and disposal of solid waste, with the Ratto Group of Companies, Inc., to extend the term of the agreement until August 31, 2013. (3) Adopt a Resolution directing staff to revise and resubmit the permitting documents for Long-term landfill disposal of solid waste at the Central Disposal Site, including direction to staff to file a Notice of Determination for the Addendum to the Sonoma County Central Disposal Site Improvement Program Final Environmental Impact Report (SCH # 1995073068) for the reopening of the Central Disposal Site. (4) Approve the first amendment to the agreement for resumption of disposal operations at the Central Landfill and Landfill Re-permitting Services, with Keller Canyon Landfill, Inc., to revise and resubmit permit documents to the Regional Water Quality Control Board to secure waste discharge requirements for long-term operations of the Central Landfill.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0309

CONSENT CALENDAR (Continued)

51. Adopt a Resolution authorizing the filing of a claim with the Metropolitan Transportation Commission for allocation of Transportation Development Act/State Transit Assistance funds for fiscal year 2013.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0310

TRANSPORTATION AND PUBLIC WORK / COUNTY COUNSEL

52. Authorize the Chair to execute a legal services agreement with Attorney Mark Mispagel to provide continued legal services related to Federal Aviation Administration requirements at the Sonoma County Airport. Services hourly rate is \$238.50 per hour and compensation shall not exceed \$88,000. The term of the agreement is from June 12, 2012 to June 30, 2013.

(Fourth District) (4/5 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

MISCELLANEOUS

53. Approval of Minutes - (1) Approve the Minutes of the Meeting of May 15, 2012 for the following: Agricultural Preservation and Open Space District, Community Development Commission, In-Home Supportive Services Public Authority, Sonoma County Water Agency, and Board of Supervisors. (2) Approve the Minutes of the Meeting of May 22, 2012 for the following: Agricultural Preservation and Open Space District, Community Development Commission, In-Home Supportive Services Public Authority, Sonoma County Water Agency, South Park County Sanitation District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, and Board of Supervisors. (3) Approve the Minutes of the Meeting of May 22, 2012 for the Sonoma Valley County Sanitation District.

Board Action: Approved as Recommended

UNANIMOUS VOTE

APPOINTMENTS/REAPPOINTMENTS

(Items 54 through 58)

54. Appoint Richard Zimmer, as alternate, to the AB 939 Local Task Force for a term of 3 years, beginning June 12, 2012 and ending June 12, 2015. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

55. Reappoint Doris Reyes to the Commission on the Status of Women for a two year term beginning on June 12, 2012 and ending June 12, 2014. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

56. Reappoint Donna Zapata to the Sonoma County Commission on Human Rights for a term of two years, ending June 13, 2014. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

57. Reappoint Erick Ratliff to the Bicycle and Pedestrian Advisory Committee from June 2, 2012 through June 2, 2014. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

58. Reappoint Alain Serkissian to the Advisory Council to the Area Agency on Aging from June 2, 2012 through June 2, 2014 (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

V. REGULAR CALENDAR (Items 59 through 67)

REGIONAL PARKS

59. Adopt a Resolution authorizing the Chair of the Board to execute an operating agreement with the California State Department of Parks and Recreation for the operation of Annadel State Park from July 1, 2012 through June 30, 2013; and Authorize the Chair of the Board to execute an operating agreement with the State of California, Department of Parks and Recreation for Sonoma County Regional Parks to operate and maintain Annadel State Park and keep it open to the public in Fiscal Year 2012-13.

10:45

A clerical correction was made to the requested Board Action to reflect the agreement term end date of July 30, 2013.

Present: Caryl Hart, Director, Regional Parks Department and Bert Whitaker, Park Manager, Regional Parks Department

The Board directed staff to bring back an integrated plan for operations and maintenance and to facilitate discussions of the State budget as it affects the Regional Parks Department Budget.

Speaker: Alden Olemsted

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 12-0311

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

60. 10:00 A.M. - Conduct a public hearing and review the Northern Sonoma County Air Pollution Control District's Fiscal Year 2012-2013 recommended budget and provide the public with the opportunity to comment upon the District's budget.

10:21 A.M.

Present: Christina Rivera, County Administrator's Office; Barbara Lee, Air Pollution Control Officer

10:31 A.M. Public Hearing opened

10:31 A.M. Public Hearing closed

The Board directed staff to bring back a policy for fund balance.



REGULAR CALENDAR (Continued)

(Item 60 Continued)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

10:32 A.M. Board recessed

10:45 A.M. Board reconvened

COUNTY ADMINISTRATOR

61. Accept the Sierra Youth Center Ad Hoc Committee recommendation and direct staff to begin processes for implementing the recommendation; and authorize the Probation Department to work with the Human Resources Department to administer layoff proceedings when necessary and to mitigate layoffs to the full extent possible.

11:36 A.M.

Present: Terri Saunders, County Administrator's Office; Bob Ochs, Chief Probation Officer; and David Koch, Deputy Chief Probation Officer

Speakers: Jerry Dunn, Interim Human Services Department Director

Board Action:

(1) Accept the Recommendation of the Sierra Youth Center Ad Hoc Committee Option 3 - Facilitate opening of local "Sierra like" Community Based Organization (CBO) run gender responsive residential program (group home) and direct staff to begin processes for implementing the recommendations.

(2) Authorize the Probation Department to work with the Human Resources Department to administer layoff proceedings when necessary and to mitigate layoffs to the full extent possible.

UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

62. 11:00 A.M - Conduct a public hearing to consider the updated Nexus-based Affordable Housing Fee Analysis and Adopt a Resolution adjusting the Affordable Housing Fee effective January 2, 2013 (PRMD File No. ORD12-0002).

11:11 A.M.

Present: Jennifer Barrett, Permit and Resource Management Deputy Director, and Mark Krug, Community Development Commission

11:21 A.M. Public Hearing opened

11:21 A.M. Public Hearing closed

REGULAR CALENDAR (Continued)  
(Item 62 Continued)

Board Action: Adopt a Resolution adjusting the Affordable Housing Fee effective January 2, 2013 (PRMD File No. ORD12-0002) and implement Resolution Attachment Exhibit B.

AYES: Brown, Zane, McGuire, Carrillo  
NOES: Rabbitt

Approved by Resolution No. 12-0312

GENERAL SERVICES / REGIONAL PARKS

63. Authorize the General Services Director to execute a 30 year Lease with the Sebastopol Center for the Arts for use and management of the Sebastopol Veterans Memorial Building and make findings that the proposed lease will further the social needs of the County; and transfer management responsibility for all of the Veterans Memorial Buildings from Regional Parks to General Services effective July 1, 2012.

12:29 P.M.

Present: Caryl Hart, Director of Regional Parks; Jose Obregon, Director of General Services; and Mike Wagner, Real Estate Manager

Speaker: Linda \_\_\_\_\_

Board Action: Approved as Recommended  
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORK

64. Regional Solid Waste Planning - (1) Accept report updating the Board of Supervisors on the activities and recommendations of the County City Solid Waste Advisory Group (SWAG); (2) Direct Staff to enter into negotiations with the current operators of the Central Landfill and Transfer Stations for a long term operations agreement for the County solid waste facilities; and (3) Authorize the Director of Transportation and Public Works to enter into any necessary contracts to facilitate the negotiations including, without limitation, retaining experts to assist in due diligence activities, provided such contracts do not exceed \$25,000 each.

12:44 P.M.

Present: Susan Klassen, Deputy Director Transportation and Operations; Phil Demery, Director of Transportation and Public Works

REGULAR CALENDAR (Continued)

(Item 64 Continued)

Speakers: Michael Caprio, Republic Services; Lee Pierce; Marlene Soiland; Ann Hancock; Stu Clark

Board Action: Approved as Recommended  
UNANIMOUS VOTE

65. Adopt a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance establishing parking restrictions along a portion of Old River Road near the Russian River and Steelhead Beach. (Fifth District) (First Reading)

1:34 P.M.

Present: Tom O’Kane, Deputy Director Engineering & Maintenance

The Board gave direction to make clerical correction to the Ordinance and add language to insert 50 feet of the resident parking on Old River Road, west of Westside Road.

The Board also directed staff to post additional no parking signs along Martinelli Road, Argonne Way, Trenton Road at Argonne Way, Rio Dell Court, and Westside Road.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0313

BOARD OF SUPERVISORS

66. Approve fee waiver in the amount of \$542 for the Penngrove Parade to be held on July 1, 2011. (Second District)

1:33 P.M.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

67. Approve fee waiver in the amount of \$1,125 for the Bodega Bay Fireworks display on July 4, 2012. (Fifth District)

1:33 P.M.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

1:37 P.M. Board recessed to closed session

## VI. CLOSED SESSION CALENDAR (Items 68 through 74)

68. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: In the Matter of SEIU, Grievance. Arbitration Case No. ARB-10-0421 (Govt. Code Section 54956.9 (a)).

Direction was given to Staff and Counsel.

69. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation; Retained Counsel request for conflict waiver - Name of Case: Welch v. County of Sonoma et al (Govt. Code Section 54956.9 (a)).

Board Action: Approved a conflict waiver granting Spaulding, McCartney and Tansel the ability to represent United Camps, Conferences and Retreats regarding the Santa Rosa Veteran's Building negotiations.

UNANIMOUS VOTE

70. The Board of Supervisors will consider the following in closed session: Conference with Negotiator over lease of Real Property. Property: Guerneville Veterans Building (Govt. Code Section 54956.8).

Direction was given to Real Property Negotiator.

71. The Board of Supervisors will consider the following in closed session: Conference with Labor Negotiator - Agency Negotiator: Fran Buchanan, IEDA; Jerry Dunn, Interim Director, Sonoma County Human Services Department; Diane Kaljian, Director, Adult and Aging Division, Sonoma County Human Services Department. Employee Organization SEIU-UHW (Govt. Code Section 54957.6).

Continued to a future unspecified date.

72. 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/William Kay, Burke & Associates and Carol Stevens, Burke & Associates. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).

Direction was given to Labor Negotiator and Counsel.

73. The Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Public Employee Performance Evaluation - Title: General Manager, Agricultural Preservation and Open Space District (Govt. Code Section 54957).

Continued to a future unspecified date.

74. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation - Title: County Administrator (Govt. Code Section 54957).

Direction was given to Staff.

## VII. REGULAR AFTERNOON CALENDAR (Items 75 through 81)

75. 2:49 P.M. - RECONVENE FROM CLOSED SESSION

76. 2:49 P.M. - Report on Closed Session.

County Counsel announced that closed session had not concluded and that report out would be given after continued closed session was completed.

See closed session items 68 through 74 above.

77. 2:51 P.M. - 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.)

2:52 P.M. Public Comment opened

Ernie Barry-Federman  
Bob Williamson  
Kathryn Keith  
Dana Bellwether  
Debra Soto  
RJ Kamprath  
JR Malupe  
Sandy Brown  
Laura Taylor  
Lauren Savary  
Earl Gwynne  
Mai Ho  
Rose Granelli  
Gerry LaLonde-Berg

3:21 P.M. Public Comment closed

78. 3:21 P.M. - 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

No Acts or Determinations were reviewed or acted upon.

REGULAR AFTERNOON CALENDAR (Continued)

AGRICULTURAL COMMISSIONER

79. 3:22 P.M. - Conduct a public hearing and Authorize the Agricultural Commissioner to execute the agreement for engineering and geologic review of vineyard and orchard site development plans with LACO Associates for June 12, 2012 through December 31, 2013 (\$160,000), and Adopt a Resolution adopting fees related to vineyard and orchard site development plans.

Present: Tony Linegar, Agricultural Commissioner; Natalie Brunamonte, Administrative Services Officer

3:31 P.M. Public Hearing opened

John Jenkel

3:32 P.M. Public Hearing closed

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution No. 12-0314

PERMIT AND RESOURCE MANAGEMENT  
/ CLERK-RECORDER-ASSESSOR

80. 3:32 P.M. - 12-0001 - Williamson Act Contract Fee and New Contract Acceptance

a) APPLICANT: N/A

b) LOCATION: N/A

c) ASSESSOR'S PARCEL NO.: N/A

d) ENVIRONMENTAL DOCUMENT: Categorical Exemption

e) REQUEST: Conduct a public hearing and Adopt an Ordinance establishing an annual program administration fee to recover the County's direct costs for administering the County's Agricultural Preserve Program under the state Land Conservation Act. (Williamson Act); and Consider the fiscal impacts of new contracts and provide direction to staff on acceptance of new contracts. (REGULAR HEARING)

Present: Jennifer Barrett, Deputy Director, Permit and Resource Management Department;  
William Rousseau, Chief Deputy Assessor, Assessor's Office

4:36 P.M. Public Hearing opened

Joe Pozzi

Lex McCorvey

4:44 P.M. Public Hearing closed

5:10 P.M. Public Hearing reopened

REGULAR AFTERNOON CALENDAR (Continued)

(Item 80 Continued)

Board Action: Directed staff to open enrollment for review of applications for new Williamson Act Contract for a period of one year effective June 12, 2012, with the provision that all applicants shall be informed of the potential that a contract administration fee maybe be assessed, and continued the public hearing for consideration of establishing a program contract administration fee to 2:10 P.M. on July 31, 2012.

UNANIMOUS VOTE

Approved by Resolution No. 12-0315

5:11 P.M. Board recessed to continued closed session.

REGULAR AFTERNOON CALENDAR (Continued)

COUNTY ADMINISTRATOR/COUNTY COUNSEL

81. 6:00 P.M. - Graton Rancheria Casino and Hotel Project Mitigations - Receive public input on mitigation measures to be considered when negotiating the Intergovernmental Agreement with the Federated Indians of Graton Rancheria.

Present: Lori Norton, Deputy County Administrator, County Administrator's Office; Jeff Brax, Deputy County Counsel, County Counsel's Office

6:06 P.M. Public Comment opened

Dietrich Stroeh  
Bill Kuziara  
Michael Berkowitz  
Dawna Ghallagher  
Loretta Smith  
Sandy Kaplan  
Ken Roberts  
Linda Long  
Betty Fredericks  
Jack Buckhorn  
Peter Walker  
Frank Baumgardner  
Susan Moore  
Steve Carroll  
James Tonna  
Barbara Jean Veronda  
Jackie Imbimbo  
Len Trauger  
Tony Piazza  
David Viviani  
Ann Jordan  
Chip Worthington  
Lisa Catelani  
John Maier  
Lynne Conde  
Catherine Hutton  
Will Robinson  
Robert O'Dell  
Lloyd Iversen  
Charlette Antilla  
Pam Miller



REGULAR AFTERNOON CALENDAR (Continued)

(Item 81 Continued)

Nancy Kaufman  
Serena Turan Embree  
Liz King  
Cassandra Lista

8:06 P.M. Public Comment closed

Board Action: Received public input on mitigation measures to be considered when negotiating the Intergovernmental Agreement with the Federated Indians of Graton Rancheria.

8:34 P.M. County Counsel reported out on closed session.

8:36 P.M. The Board adjourned in memory of Shirley Ann Guilick, Nicholas "Nicko" Wells, Susan Chestnut, Viera Jacks Coletto and Nancy McConnell. The meeting was adjourned to June 19, 2012 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano, Chief Deputy Clerk of the Board

<b>County Of Sonoma Agenda Item Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>38</u>
<b>Department:</b> Human Services/IHSS Public Authority		<b>4/5 Vote Not Required</b>
<b>Name and Phone Number:</b> Diane Kaljian - (707) 565-5932	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<b>AGENDA SHORT TITLE:</b> Public Authority Advisory Committee Appointments.		
<p>REQUESTED BOARD ACTION: Approve Public Authority Advisory Committee appointments beginning on June 26, 2012 and ending on June 26, 2016, for Carol Taylor, Stan Gow, Nancy Hall, Joann Keyston, Richard Ruge, Sachiko Williams, and Gary Fontenot.</p>		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT - None.</b>		
<b>Explanation (if required):</b> None.		
<b>Prior Board Action:</b> 05/22/12: Adopted an ordinance replacing the In-Home Supportive Services Advisory Committee with a Public Authority Advisory Committee. 05/15/12: Adopted a Resolution introducing an ordinance to eliminate the In-Home Supportive Services Advisory Committee and establish a Public Authority Advisory Committee, and adopted a concurrent resolution to approve By-laws for the Public Authority Advisory Committee.		
<b>Alternatives – Results of Non-Approval:</b> Non-approval or delay in approval could result in the County of Sonoma not meeting the legal mandates of AB 1682.		

**Background:**

The Human Services Department and the In-Home Supportive Services (IHSS) Public Authority request approval of appointing members to the Public Authority Advisory Committee. Members of this Committee are appointed by the Board as a whole and not by supervisory district.

On 05/22/12, the Board of Supervisors approved an ordinance to amend Sonoma County Code Section 2-362, replacing the In-Home Supportive Services (IHSS) Advisory Committee with the Public Authority Advisory Committee. On 05/15/12, the Board of Supervisors approved By-laws for the Public Authority Advisory Committee.

The recommendation is to appoint the members of the former IHSS Advisory Committee to the Public Authority Advisory Committee for a four-year term beginning on June 26, 2012 and ending on June 26, 2016. In addition, there has been a vacant position for a current or former IHSS care provider. Carol Taylor has submitted an application for this position, and it has been reviewed by the Executive Committee. It is recommended that Ms. Taylor also be appointed to the Public Authority Advisory Committee. Below are the names and associated categories of the recommended appointments.

- Carol Taylor - current or former IHSS care provider
- Stan Gow - current or previous user (consumer) of personal assistance services
- Nancy Hall - current or previous user (consumer) of personal assistance services
- Joann Keyston - advocate for home care service delivery
- Richard Ruge - advocate for home care service delivery
- Sachiko Williams - current or former IHSS care provider
- Gary Fontenot - ex-officio member from the Human Services Department

There are an additional three positions that need to be filled for the category of current or previous consumer. Recruitment for these vacant positions has been initiated and when applicants have been selected, the Human Services Department and IHSS Public Authority will return to the Board with recommended appointments.

**Attachments:** None.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

# County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only  
Meeting Date  
/ /  
Agenda Item No:  
39 2:10 P.M.

**Department:** County Administrator/Sheriff Office

**Name and Phone Number:**  
Terri Saunders/Jill Hale - (707) 565-3782

**Board Date:**  
6/26/2012

**Deadline for Board Action:**  
6/26/2012

**AGENDA SHORT TITLE:** Setting of the Booking Fee and Jail Access Fee effective July 1, 2012.

**REQUESTED BOARD ACTION:** Resolution setting the Criminal Justice Administrative Fee (Jail Booking Fee) at \$158 per applicable booking and the Jail Access Fee (JAF) at \$469 per applicable non-felony bookings, effective July 1, 2012, in accordance with Government Code.

## FISCAL YEAR 12-13 FINANCIAL IMPACT

EXPENDITURES:

Estimated Cost \$9,248,000

Amount Budgeted \$9,248,000

Other Available \$0  
Appropriations  
(Explain Below)

Additional Requested \$10

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Contingencies \$0  
(Fund Name:)

Budgeted Revenue \$805,425  
(Source:)

Other Transfers \$10  
(Source:)

Additional Funds Requested \$0

**Explanation (if required):** The booking process is audited annually for the most recent completed fiscal year. The estimated cost is based on FY 10-11 audited cost with a 5% growth factor applied for FY 11-12 and FY 12-13.

**Prior Board Action:** Each year since FY 90-91 the Board has set the Jail Booking Fee. In FY 08-09 the Board established the Jail Access Fee which has been adjusted annually.

**Alternatives – Results of Non-Approval:** The County would be unable to recover the increased cost of applicable bookings when appropriate.

## **Background:**

The Board of Supervisors is requested to set the Jail Booking Fee and the Jail Access Fee. The recommended fees are:

- \$158 for the Jail Booking Fee – (an increase of \$7 or 4.6% over FY 11-12); and
- \$469 for the Jail Access Fee (JAF) – (an increase of \$8 or 1.7% over FY 11-12).

The County Administrator provided notice to affected agencies on April 20, 2012 in accordance with legislative notice requirements.

Based on Government Code, in the event that the state appropriates less than \$35 million in any given year for the purpose of the booking fee subvention, counties have the option of reverting to the booking fee structure in proportion to the level of under appropriation. The source of the booking fee subvention as determined by the legislature is a portion of Vehicle License Fees (VLF) received by counties.

The County anticipates that the State booking fee allocation for FY 12-13 will be the full \$35 million. The state has indicated their commitment to fully fund this bank however, should state revenues fall short of the full \$35 Million, approving this fee would allow the county will bill the difference based on the percent of the shortfall.

The intent of the Jail Access Fee is to provide an incentive to arresting agencies to minimize unnecessary arrests, reduce pressure on jail capacity and provide space for serious offenders, and foster development of local alternatives to deal with non-violent, less serious offenders. This fee was considered primarily due to the fact that the state was bearing the majority of the booking fee and had legislatively limited counties to recover only half of the cost of actual cost of bookings.

The following provides specific information on the calculation of the two fees:

### **Booking Fee Calculation**

The Jail Booking Fee is statutorily set with annual increases limited to the Consumer Price Index (CPI) plus 1%.

The initial (discounted) booking fee rate in effect on June 30, 2006 was \$123. This fee has been increased annually by the CPI plus 1% since FY 06-07. The rate calculated effective July 1, 2011 is shown below.

\$151 (FY 11-12 rate) x 3.5% (San Francisco February 2011 to 2012 CPI) x 1.0% for a total of \$158

### **Jail Access Fee (JAF)**

The most recent audit of the FY 10-11 booking process revealed a cost of \$469 per booking. Based on this cost, it is recommended that the JAF be set in the amount of \$469. The recommended JAF for FY 12-13 is an increase from the \$461 fee set for FY 11-12.

A JAF may only be charged to agencies for certain identified non-felony bookings if the arresting agency exceeds their three-year average for these types of bookings. Arresting agencies are notified of their rolling average in July of each year and also receive actual arrest numbers on a quarterly basis to help manage costs for optional bookings.

### **Legislative History**

Over the last decade the state has instituted legislation regarding the booking of arrestees into county jails. In 1990 counties were granted the statutory authority to levy a charge against cities and special districts, to recover costs associated with booking persons into the county jail. Counties were provided this tool as one of a number of measures to offset over \$700 million in reductions in state support for county programs contained in the FY 1990-91 state budget. The criminal justice administration fee, or booking fee, was intended to permit counties the ability to recover their actual costs associated with the booking and other processing of persons arrested and brought to the county jail.

In 1999 the Legislature took action to continuously appropriate up to \$50 million dollars to backfill cities and qualified special districts for their costs associated with paying booking fees to counties. Cities and special districts received just over \$38 million in reimbursements through FY 04-05.

In 2004 the legislature adopted a number of changes relating to booking fees as part of the general government trailer bill. Counties retained the authority to charge a booking fee for the FY 04-05, but rates were "locked in" at the level in

place on January 1, 2004 (\$233 for Sonoma County). Effective July 1, 2005, county booking fees were limited to one-half of actual administrative costs associated with booking and processing of arrestees; and the backfill to cities and special districts was eliminated. At the time, Sonoma County's agreement with the cities was a fee less than full cost which was increased annually by a set formula. The FY 05-06 fee was based on this agreement and reduced by half (\$123).

In 2006 a final state budget trailer bill, AB 1805, amended Government Code (GC) Section 29550, and added GC Sections 29551 and 29552 to address the costs associated with booking arrestees of other agencies into county jails. Pursuant to this new legislation, if the state appropriates (in FY 07-08 and annually thereafter) \$35 million to directly fund counties for the cost of jail bookings, a county may not levy a booking fee. This action relieved cities and special districts from paying directly for felony and certain misdemeanor bookings. However, if in subsequent years less than the full \$35 million is allocated in the state budget, arresting agencies would be required to pay the portion of the booking fee equal to the proportion that the appropriated amount is less than \$35 million.

Additionally, the same trailer bill authorized counties to charge a JAF. Pursuant to GC 29551(b)(1), effective July 1, 2007, even if an appropriation (\$35 million) is made by the state, the county may also charge agencies a "JAF." This fee can be charged when an agency exceeds their most recent three-year-average number of non-felony bookings for municipal code violations and misdemeanor violations, except driving under the influence offenses and domestic violence misdemeanor offenses. The JAF rate may not exceed actual cost of booking an arrested person. The intent of the JAF is to avoid or reduce unnecessary arrests; help mitigate pressure on local facilities and create availability of space in local detention facilities for serious offenders, and foster development of local alternatives to deal with nonviolent, less serious offenders.

**Attachments:** Resolution and Fee and Revenue Summary Chart

**On File With Clerk:** Notice to arresting agencies

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, 1) Setting A Contingent Criminal Justice Administrative Fee (Jail Booking Fee) At \$158 Per Applicable Booking; And 2) Setting The Jail Access Fee At \$469; All Fees To Be Effective July 1, 2012.**

**Whereas**, in 1990, the Board of Supervisors established a Criminal Justice Administrative Fee (Jail Booking Fee) to provide for the reimbursement of County expenses incurred with respect to booking or other processing of arrested persons, to the extent authorized by law; and

**Whereas**, AB1805, a State general government trailer bill adopted in 2006, amended Government Code (GC) Sections 29550 and added GC Sections 19551 and 29552, to address costs associated with booking arrestees of other agencies into county jails; and

**Whereas**, should the State appropriate less than the full \$35 million for this purpose, agencies will be required to pay to the County all or a portion of the booking fee equal to the proportion that the appropriated amount is less than \$35 million; and

**Whereas**, to dissuade local agencies from increasing the number of jail bookings for misdemeanor offenses, the State Legislature has established a Jail Access Fee that the County may charge to agencies for each booking that exceeds the average number of that agency's misdemeanor bookings over the previous three-year period; and

**Whereas**, the proposed Jail Booking Fee is calculated to be \$158 based on the formula mandated by State law, and the proposed Jail Access Fee is recommended at \$469; and

**Whereas**, the actual cost of booking and processing arrested persons in FY 10-11 (most recent audit) was determined to be \$469, which is used as the basis for FY 12-13 Jail Access Fee; and

**Whereas**, cities and other affected entities have been duly notified of the time and date of the hearing on the issue and have presented no objection to the proposed Booking and Jail Access Fees; and

**Whereas**, the Board of Supervisors desires to recover the allowable portion of the actual costs of booking and processing persons arrested by other agencies.

**Now, Therefore, Be It Resolved**, that the Board of Supervisors of the County of Sonoma, State of California, hereby sets the Criminal Justice Administrative (Jail Booking) Fee

Resolution #

Date: 6/14/2010

Page 2

at \$158 per applicable booking effective July 1, 2012, contingent on the State not appropriating \$35 million to counties to fund the cost of jail bookings, and

**Be It Further Resolved** should the State appropriate less than the full \$35 million to fund the cost of jail bookings, that the Board of Supervisors authorizes the Jail Booking Fee to be billed effective July 1, 2012, to local agencies at a rate determined to be that portion of the booking fee equal to the proportion that the appropriated amount is less than \$35 million; and.

**Be It Further Resolved** the Board of Supervisors sets the Jail Access Fee effective July 1, 2012, pursuant to Government Code Section 29551(b) at \$469, to be assessed to local agencies for each jail booking that exceeds the agency's previous three-year average number of non-felony bookings for municipal code violations and misdemeanor violations, except driving under the influence offenses and domestic violence misdemeanor offenses, including enforcement of protective orders.

**Supervisors:**

Brown:	Rabbit	McGuire:	Carrillo:	Zane:
Ayes:	Noes:	Absent:	Abstain:	

**So Ordered.**



# Fee and Revenue Summary Chart

## Sheriff Department

### Booking Fee

Fee Description	FY 11-12	FY 11-12	FY 12-13	Rate	Rate	FY 12-13
	Units of Service	Rate Charged	Potential Rate to be Charged	Dollar Change	Percentage Change	Revenue Increase Due to Rate Change
Local Agency Booking Fee	12,000	\$0.00	\$0.00	0.0	0.0%	\$0
Jail Access Fee	11	\$461.00	\$469.00	8.0	1.7%	\$88
Total						\$88

<h1>County Of Sonoma</h1> <h2>Agenda Item</h2> <h3>Summary Report</h3>		Clerk of the Board Use Only Meeting Date / /  Agenda Item No: 40 A 2:10 P.M.
		<b>Department:</b> Transportation and Public Works  <b>75% Vote Required</b>
<b>Name and Phone Number:</b> Barbara Lee 433-5911	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b> 6/26/2012
<b>AGENDA SHORT TITLE:</b> Northern Sonoma County Air Pollution Control District Fund Balance Policy.		
<b>REQUESTED BOARD ACTION:</b> Approve a Fund Balance Policy for the Northern Sonoma County Air Pollution Control District General Index Budget Unit (689018) to maintain a minimum fund balance equal to six months of operating expenses.		
<b>CURRENT FISCAL YEAR FINANCIAL IMPACT – None</b>		
<b>Explanation (if required):</b> None		
<b>Prior Board Action:</b> June 12, 2012 – FY 12-13 NSCAPD 1 <sup>st</sup> Budget Hearing. January 24, 2012 County of Sonoma Budget Policy Workshop establishing Financial Policies		
<b>Alternatives – Results of Non-Approval:</b> N/A		

**Background:** At the request of the Northern Sonoma County Air Pollution District's ("District") Board of Directors staff is presenting a Fund Balance Policy for adoption and application as part of the FY 2012-2013 Recommended and Adopted Budget. The fund balance/reserve policy is being recommended to ensure that the District remains fiscally healthy.

The District was created by the Legislature to protect air quality and public health in the portion of Sonoma County that does not lie within the boundaries of the Bay Area Air Quality Management District. The District derives its authority from the Federal Clean Air Act (CAA) and from Division 26 of the California Health and Safety Code (HSC). The District's responsibilities include monitoring air quality, and developing and implementing programs to attain and maintain compliance with state and federal ambient air quality standards, reduce exposures to toxic air pollutants, and mitigate other negative impacts of air pollution. Failure to implement an approved program can result in federal sanctions for the County, including the loss of federal highway funds.

The District's budget is structured around separate funds, or budget units, with specified purpose. Collection and expenditure of revenues, and the maintenance or use of fund balance differ for each fund, depending on its source and purpose. Consistent with the financial policies adopted by the County of Sonoma Board of Supervisors January 24, 2012 (based on the Government Accounting Standards Board (GASB) statement #54) the Auditor-Controller determined all District revenues and fund balances are restricted. The restricted revenues include the General Index which is equivalent to the District's Operating Budget, the Vehicle Pollution Mitigation Program, DMV Moyer, Carl Moyer, Geysers Air Monitoring Program, and the Community Fund Program. A Restricted Fund Balance represents amounts restricted by external parties (i.e. creditors, grantors, contributors or laws/regulations of other governments) or restricted by law through constitutional provisions or enabling legislation. Per GASB 54 definition, District's General Index funds are restricted because resources may only be used for District efforts, yet the programming of the funds is under the authority of the Board of Directors.

*Fund Balance Policy Recommendations:*

NSCAPCD General (689018):

The District has a long standing practice, based on budget projections and sensitivity analysis to maintain a General Index fund balance sufficient to fund at least six months of operations, and certain contingencies. Fund balance is derived largely from unanticipated revenues from fines and penalties, as well as accumulated cost savings. Staff recommends the Board approve a policy to maintain a six-month minimum operating reserve in the District's General Index (689018). This exceeds the minimum recommended reserve as specified in the County's policy on minimum fund balance. Further, District and County Administrator staffs will complete a review of the recommended reserve/fund balance and if needed return with fund balance policy adjustments to apply to future years budgets.

NSCAPCD – VPMP (689034):

Staff does not recommend a minimum fund balance for the Vehicle Pollution Mitigation Program (VPMP) fund at this time. 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.

NSCAPCD – DMV Moyer (689042): Staff does not recommend a minimum fund balance for the DMV Moyer fund at this time. 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 which sunsets in 2015 unless an extension is authorized by the Legislature and approved by the District's Board of Directors. Demand for these funds has been low during the economic recession, but staff anticipates it will increase over time. In addition, any fund balance remaining after the sunset of the surcharge would allow for a continuation of grants for a limited time.

NSCAPCD – Carl Moyer Fund (689059): Staff does not recommend a minimum fund balance for the Carl Moyer fund. This is a single-purpose fund that provides grants for reductions in emissions from eligible heavy-duty diesel engines. Revenues are 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.

NSCAPCD – GAMP (689109): Staff does not recommend the Board establish a minimum fund balance for the GAMP fund at this time. 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.

NSCAPCD – Community Benefit Fund (689307): Staff does not recommend the Board establish a minimum fund balance for the Community Benefits fund at this time. This fund was created by the Board as a mechanism to address community concerns related to air pollution. Its revenues derive from penalties assessed against facilities that have violated District regulations, and from grants. 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.

**Recommendation:**

Approve a Fund Balance Policy for the Northern Sonoma County Air Pollution Control District General Index Budget Unit (689018) to maintain a minimum fund balance equal to six months of operating expenses.

**Attachments:** None

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than "Requested")**

**Vote:**

<b>County Of Sonoma</b> <b>Agenda Item</b> <b>Summary Report</b>		<b>Clerk of the Board Use Only</b> <b>Meeting Date</b> / / <b>Agenda Item No:</b> <u>40 B 2:10P.M.</u>
<b>Department:</b> Transportation and Public Works		<b>4/5 Vote Required</b>
<b>Name and Phone Number:</b> Barbara Lee - (707) 433-5911	<b>Board Date:</b> 6/26/2012	<b>Deadline for Board Action:</b>
<b>AGENDA SHORT TITLE:</b> Northern Sonoma County Air Pollution Control District FY 2012-2013 Budget, Second Hearing.		
<b>REQUESTED BOARD ACTION:</b> Approve a resolution adopting the Northern Sonoma County Air Pollution Control District's FY 2012-2013 recommended budget.		
<b>FISCAL YEAR FINANCIAL IMPACT</b>		
<b>Explanation (if required):</b> FY 12-13 Recommended Expenses \$2,402,478 and Revenue/Reimbursements \$1,936,780		
<b>Prior Board Action:</b> 06/12/12: Board reviewed the NSCAPCD's proposed FY 12-13 budget, and accepted public comment on the proposal; 06/21/2011: Board adopted the NSCAPCD's proposed FY 11-12 budget; 06/07/11: Board reviewed the NSCAPCD's proposed FY 10-11 budget, and accepted public comment on the proposal; 06/22/10: Board adopted the NSCAPCD's FY 10-11 budget; 06/08/10: Board reviewed the NSCAPCD's proposed FY 10-11 budget, and accepted public comment on the proposal; 06/16/09: Board adopted the NSCAPCD's FY 09-10 budget; 06/02/09: Board reviewed the NSCAPCD's FY 09-10 budget		
<b>Alternatives – Results of Non-Approval:</b> If not approved, the District will not be able to operate and deliver air monitoring services.		

**Background:**

The District was created by the Legislature to protect air quality and public health in the portion of Sonoma County that does not lie within the boundaries of the Bay Area Air Quality Management District. The District derives its authority from the Federal Clean Air Act (CAA) and from Division 26 of the California Health and Safety Code (HSC). The District's responsibilities include monitoring air quality, and developing and implementing programs to attain and maintain compliance with state and federal ambient air quality standards, reduce exposures to toxic air pollutants, and mitigate other negative impacts of air pollution. Failure to implement an approved program can result in federal sanctions for the County, including the loss of federal highway funds.

**District Budget Overview:** The CAA requires the District to collect fees sufficient to implement and enforce all federally mandated programs. The HSC provides additional fee authority, and requires the District budget be adopted in a process that is separate from other County budget processes, with at least two hearings no less than two weeks apart. In FY 2012-2013, the District anticipates combined total revenues of \$1,936,780, and is proposing combined total expenditures of \$2,402,478. About 39% of total expenditures is for grants for projects to reduce air pollution, 37% is for salaries and benefits, 15% is for services and supplies, and 9% is special purpose air monitoring. The total net cost of \$404,931 is one-time expenses, primarily grant funds for projects to reduce air pollution that were not spent in prior years, with a portion for anticipated costs associated with pending staff retirements.

NSCAPCD - General (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. In FY 2012-2013, District staff recommends revenues of \$1,164,529. About 72% of revenue is derived from fees, with 13% from grants and other special programs, 8% from taxes, 6% from state reimbursements, and the remainder from interest and other miscellaneous sources. Compared to FY 11-12 adopted budget revenues are \$50,000 or 4.5% greater primarily as a result of federal permit renewals, and operational transfers for one-time purchases. The recommended expenditures for FY 2012-2013 are \$1,253,420, which is an \$84,000 or 7% increase from FY 11-12 adopted budget due to one-time costs, including approximately \$50,000 for staff retirements and \$40,000 for mobile equipment purchase.

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. For FY 2012-2013, staff anticipates revenues of \$258,579, and recommends expenditures of \$498,140, of which \$327,357 will be for project grants. All of the net cost of \$239,561 is represent project grant programming from prior year accumulated funds. The fund balance of \$240,579 represents unexpended funds that could be available for future grants.

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 which sunsets in 2015 unless an extension is authorized by the Legislature and approved by the District's Board of Directors. In FY 2012-2013, staff anticipates revenues of \$131,029, and recommends expenditures of \$200,000 for grants for projects and allowed administrative costs. Projects are evaluated pursuant to guidelines established by the ARB, and are recommended to the Board for approval. The net cost of \$68,971 is to expend grant funds unspent from prior year. The DMV Moyer fund balance of \$417,984 represents unexpended funds that could be available for future grants. Demand for these funds has been low during the economic recession, but staff anticipates it will increase over time.

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 pass 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 must be expended within two years. The tire surcharge and the allocation formula sunsets 2015; it is uncertain what, if any, funds will be available to the District after the sunset. In FY 2012-2013, staff anticipates revenues of \$201,195, including interest, and recommends expenditures of \$203,253, in order to meet expenditure obligations for funds and interest earnings from prior years. The net cost of \$2,158 reflects expensing prior year interest earnings.

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. In FY 2012-2013, revenues are anticipated at \$180,541, and expenditures are recommended at \$217,665. The members elected to use fund balance with a net cost of \$37,124, leaving an ending fund balance of \$106,436 for contingencies.

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 from grants. 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. In FY 2012-2013, revenues are anticipated from interest earnings only, at \$1,007. Staff recommends expenditures of \$30,000 for a woodstove change-out program to reduce community exposure to smoke from high-emitting woodstoves and fireplaces. This will have a net cost to the fund of \$28,993, and will leave a fund balance of \$138,916.

A detailed summary of the proposed NSCAPCD Budget is included as an attachment.

**Attachments:** Recommended FY 2012-2013 NSCAPCD Budget.

**On File With Clerk:** None.

**CLERK OF THE BOARD USE ONLY**

**Board Action (If other than “Requested”)**

**Vote:**

**Resolution No.**

**County of Sonoma  
Santa Rosa, CA 95403**

**Date: 6/26/2012**

**Resolution Of The Board Of Directors Of The Northern Sonoma County Air Pollution Control District (NSCAPCD, Or District), State Of California, Adopting The District's FY 2012-2013 Budget. (4/5 Vote Required.)**

**Whereas**, the District proposed its FY 2012-2013 Budget on May 11, 2012, and published notice of the availability of budget materials for review; and

**Whereas**, the District provided written notice of the budget proposal for FY 2012-2013 to all permit holders; and

**Whereas**, the Board of Directors of the District held a duly noticed public hearing to receive comment on the proposed budget on June 12, 2012, at 10:00 a.m.; and

**Whereas**, all comments received on the proposed budget have been addressed; and

**Whereas**, the Board of Directors of the District held a duly noticed public hearing to adopt the proposed budget on June 26, 2012; and

**Whereas**, all requirements of Sections 29080 and 29081 of the Government Code, and of Health and Safety Code Sections 40130, and 40131, and 42311, have been met.

**Now, Therefore, Be It Resolved** that the FY 2012-2013 Proposed Budget is hereby adopted by reference as the FY 2012-2013 Final Budget for the NSCAPCD in accordance with Sections 29080 and 29081 of the Government Code, and of Health and Safety Code Sections 40130, and 40131, and 42311.

**Directors:**

Brown:                      Rabbitt:                      McGuire:                      Carrillo:                      Zane:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**



SUMMARY OF RECOMMENDED BUDGET

DIVISION NAME: NSC AIR POLL CONTROL  
 DEPARTMENT HEAD:

DIVISION: 6089

SECTIONS	GROSS EXPENDITURES			NET COST		
	FY 11-12 ADOPTED	FY 12-13 RECOMMENDED	PERCENTAGE CHANGE	FY 11-12 ADOPTED	FY 12-13 RECOMMENDED	PERCENTAGE CHANGE
NO AIR POLLUTION CONTR	1,169,391	1,253,420	7.19	55,151	88,891	61.18
NSCAPCD - VPMP	437,373	498,140	13.89	190,405	239,561	25.82
NSCAPCD-DMV MOYER FUND	156,145	200,000	28.09	31,865	68,971	116.45
NSCAPCD-CARL MOYER FUN	201,000	203,253	1.12	0	2,158	100.00
NCSAPCD-GAMP	222,630	217,665	(2.23)	37,418	37,124	(.79)
NCSAPCD-COMMUNITY PROG	20,000	30,000	50.00	19,020	28,993	52.43
-----						
SUB-TOTAL						
OTHER FUNDS	2,206,539	2,402,478	8.88	333,859	465,698	39.49
GRAND TOTAL	2,206,539	2,402,478	8.88	333,859	465,698	39.49

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689018 EXPENDITURES**

<b>SUBJECT TITLE</b>	<b>Actual FY 10-11</b>	<b>Adopted Budget FY 10-11</b>	<b>Estimated FY 11-12</b>	<b>Adopted Budget FY 11-12</b>	<b>Requested FY 12-13</b>	<b>Difference</b>	<b>% Change</b>
<b><u>SALARIES &amp; BENEFITS</u></b>							
5100 Permanent Positions	480,745	495,504	490,116	495,504	493,607	(1,897)	-0.38%
5101 Cash Allowance	43,022	43,224	43,224	43,224	43,056	(168)	-0.39%
5102 MTO Savings	0	0	0	(10,075)	0	10,075	100.00%
5110 Extra Help	0	21,721	5,616	5,616	5,479	(137)	-2.44%
5120 Overtime	466	2,722	2,722	2,722	2,231	(491)	-18.04%
5121 Overtime-FLSA	96	0	71	0	0	0	N/A
5130 Boards/Commissions	0	0	0	0	0	0	N/A
5150 Vacation Pay	0	0	0	0	0	0	N/A
5210 Retirement	166,101	167,007	184,461	184,461	199,452	14,991	8.13%
5211 Unclaimable County	7,115	8,791	9,708	9,708	10,497	789	8.13%
5220 FICA Retirement	37,868	40,392	36,800	36,800	36,579	(221)	-0.60%
5240 PST Deferred Comp	0	0	0	0	0	0	N/A
5300 Health Insurance	24,453	30,010	36,012	36,012	35,874	(138)	-0.38%
5302 HRA Benefit	118	0	0	0	0	0	N/A
5303 Retiree Medical Trust	143	0	117	0	0	0	N/A
5310 Disability	5,317	4,957	5,389	5,389	5,369	(20)	-0.37%
5320 Dental Insurance	7,457	7,101	7,869	7,869	7,474	(395)	-5.02%
5330 Life Insurance	346	414	414	414	356	(58)	-14.01%
5340 Vision Insurance	1,289	1,302	1,236	1,236	1,272	36	2.91%
5350 Unemployment Ins.	0	1,325	343	343	334	(9)	-2.62%
5351 Unemployment-Perm	1,891	1,980	1,486	1,486	494	(992)	-66.76%
5400 Workers Comp.	4,154	6,184	4,477	4,477	5,598	1,121	25.04%
5500 Other Benefits	83	97	92	92	92	0	0.00%
5907 Additional Benefits	0	35,000	1,970	7,880	50,557	42,677	541.59%
5960 Budget System S & B	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>780,664</b>	<b>867,731</b>	<b>832,123</b>	<b>833,158</b>	<b>898,321</b>	<b>65,163</b>	<b>7.82%</b>
<b><u>SERVICES AND SUPPLIES</u></b>							
6040 Communications	5,091	4,869	5,851	5,851	5,800	(51)	-0.87%
6048 Cell Phone Service	2,478	1,650	2,488	2,488	2,600	112	4.50%
6085 Janitorial Services	2,378	2,210	2,590	2,590	2,590	0	0.00%
6103 Liability Insurance	1,878	1,878	1,995	1,995	1,495	(500)	-25.06%
6140 Maint-Equipment	44	500	250	500	500	0	0.00%
6157 Maint-Field Equip	0	1,000	500	1,000	1,000	0	0.00%
6180 Maint-Bldg Improv	39	5,000	4,000	5,000	4,500	(500)	-10.00%
6262 Laboratory Supplies	0	200	100	200	200	0	0.00%
6280 Memberships	850	680	2,680	2,680	3,350	670	25.00%
6400 Office Expense	7,364	7,472	3,244	5,741	5,000	(741)	-12.91%
6410 Postage	6,853	5,304	5,995	5,995	6,800	805	13.43%
6415 Books/Periodicals	550	368	650	375	650	275	73.33%
6430 Printing Services	3,361	2,500	2,200	2,700	3,449	749	27.74%
6521 County Services	46,413	46,413	36,645	36,645	30,832	(5,813)	-15.86%
6540 Contract Services	0	0	6,000	3,000	1,000	(2,000)	-66.67%
6573 Administrative Costs	52,972	76,666	61,000	78,652	82,762	4,110	5.23%
6610 Legal Services	33,231	8,000	11,000	25,920	15,000	(10,920)	-42.13%
6628 HRMS	0	0	3,632	3,632	3,632	0	0.00%
6629 Fiscal Accounting Svcs	3,483	3,479	2,582	2,582	2,411	(171)	-6.62%
6630 Audit/Accounting Svc	0	0	15,000	15,000	0	(15,000)	100.00%
6637 Prop Tax Admin Fee	373	750	780	780	380	(400)	-51.28%
6645 Risk Mgmt-Ben Admin	2,262	2,262	2,008	2,008	1,713	(295)	-14.69%
6800 Public/Legal Notices	2,069	2,925	1,800	2,155	2,000	(155)	-7.19%
6820 Rents/Leases-Equip	0	0	161	0	250	250	100.00%
6840 Rents/Leases-Bldgs	36,419	36,161	44,000	37,246	40,276	3,030	8.14%
6880 Small Tools	412	6,000	2,500	3,060	5,000	1,940	63.40%
6889 Computer Software	0	5,000	10,000	10,000	5,000	(5,000)	-50.00%

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689018 EXPENDITURES CONTINUED**

<b>SUBJECT TITLE</b>	<b>Actual FY 10-11</b>	<b>Adopted Budget FY 10-11</b>	<b>Estimated FY 11-12</b>	<b>Adopted Budget FY 11-12</b>	<b>Requested FY 12-13</b>	<b>Difference</b>	<b>% Change</b>
<b><u>SERVICES AND SUPPLIES (CONTINUED)</u></b>							
6890 Computer Hardware	0	7,500	15,000	15,000	7,500	(7,500)	-50.00%
7110 Prof Dev - Admin Mgmt	0	0	1,500	0	1,500	1,500	100.00%
7112 Prof Dev - WCE	0	0	960	0	960	960	100.00%
7120 Training-In-Service	0	1,500	500	1,000	1,000	0	0.00%
7130 Tuition/Textbook	0	0	1,000	0	1,000	1,000	100.00%
7301 County Car Expense	6,207	4,681	11,706	7,746	7,746	0	0.00%
7302 Travel Expense	13,254	7,800	12,500	10,483	17,000	6,517	62.17%
7303 Private Car Expense	3,429	3,356	4,749	4,749	4,908	159	3.35%
7309 Unclaim. County Car	908	1,004	1,200	962	1,344	382	39.71%
7320 Utilities	6,573	6,971	6,708	6,708	6,700	(8)	-0.12%
7400 Data Processing	21,635	16,750	17,162	17,162	18,528	1,366	7.96%
7402 DP/New Project	12,256	0	0	0	0	0	N/A
7425 ISD Desktop Modern			0	0	4,334	4,334	100.00%
7450 ISD Small Tools	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>272,782</b>	<b>270,849</b>	<b>302,636</b>	<b>321,605</b>	<b>300,710</b>	<b>(20,895)</b>	<b>-6.50%</b>
<b><u>FIXED ASSETS</u></b>							
8571 Field Equipment	0	10,000	10,000	10,000	10,000	0	0.00%
8573 Mobile Equipment	0	20,000	40,000	0	40,000	40,000	100.00%
<b>SUBTOTAL</b>	<b>0</b>	<b>30,000</b>	<b>50,000</b>	<b>10,000</b>	<b>50,000</b>	<b>40,000</b>	<b>400.00%</b>
<b><u>OTHER FINANCING</u></b>							
8640 Unclm OT Bet Ent-BOS	3,630	3,630	0	0	0	0	N/A
8648 Unclm-OT-Other ISD	0	0	4,628	4,628	4,628	0	0.00%
<b>SUBTOTAL</b>	<b>3,630</b>	<b>3,630</b>	<b>4,628</b>	<b>4,628</b>	<b>4,628</b>	<b>0</b>	<b>0.00%</b>
<b>EXPENDITURES w/o PY</b>	<b>1,057,076</b>	<b>1,172,210</b>	<b>1,189,387</b>	<b>1,169,391</b>	<b>1,253,659</b>	<b>84,268</b>	<b>7.21%</b>
<b><u>PY ENCUMBRANCE EXP</u></b>							
9853 PY Enc-Equipment	50,582	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>50,582</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES</b>	<b>1,107,658</b>	<b>1,172,210</b>	<b>1,189,387</b>	<b>1,169,391</b>	<b>1,253,659</b>	<b>84,268</b>	<b>7.21%</b>
<b>NET COST</b>	<b>(50,493)</b>	<b>96,085</b>	<b>25,407</b>	<b>55,151</b>	<b>88,749</b>	<b>33,598</b>	<b>60.92%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689018 REVENUES**

SUBJECT TITLE	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	%
<b><u>TAXES</u></b>							
1000 Prop Taxes-CY Sec	114,883	109,704	112,125	112,125	111,065	(1,060)	-0.95%
1004 Prop Tax-CY Sec	0	408	0	0	0	0	N/A
1008 RDA Increment	(19,513)	(19,380)	(20,116)	(20,116)	(19,448)	668	-3.32%
1011 SB 2557 Prop Tax Adm	(1,655)	(1,235)	(1,235)	(1,235)	(1,235)	0	0.00%
1014 AB 1290 RDA Pass-Thru	2,058	0	1,669	0	0	0	N/A
1020 Prop Taxes-CY Supp	611	2,395	1,115	1,126	500	(626)	-55.60%
1040 Prop Taxes-CY Unsec.	3,868	3,900	3,864	3,900	3,900	0	0.00%
1042 Cost Reim-Coll Del CY	(94)	0	(107)	0	0	0	100.00%
1060 Prop Taxes-PY Unsec.	434	0	(65)	0	0	0	N/A
1080 Prop Taxes-PY Supp	(16)	0	(7)	0	0	0	N/A
1100 Prop Taxes-PY Unsec.	100	0	0	0	0	0	N/A
1266 Timber Yield Tax	210	536	271	271	170	(101)	-37.27%
<b>SUBTOTAL</b>	<b>100,886</b>	<b>96,328</b>	<b>97,514</b>	<b>96,071</b>	<b>94,952</b>	<b>(1,119)</b>	<b>-1.16%</b>
<b><u>LICENSES/PERMITS</u></b>							
1462 Air Quality Permit Fees	637,653	605,695	662,045	643,216	663,300	20,084	3.12%
1472 Variance App Fees	0	210	0	210	0	(210)	100.00%
1484 Title V Permit Fees	14,000	20,000	5,000	5,000	15,000	10,000	200.00%
1486 Air Quality App Fees	74,116	25,000	25,000	25,000	25,000	0	0.00%
1487 Air Quality Toxic Fees	11,000	11,700	11,000	11,700	11,000	(700)	-5.98%
1488 Air Quality Fed Prog	45,075	47,380	48,801	48,801	46,000	(2,801)	-5.74%
1490 Air Quality Burn App	76,628	80,000	80,000	80,000	80,000	0	0.00%
<b>SUBTOTAL</b>	<b>858,472</b>	<b>789,985</b>	<b>831,846</b>	<b>813,927</b>	<b>840,300</b>	<b>26,373</b>	<b>3.24%</b>
<b><u>FINES/FORFEITURES/PENALTIES</u></b>							
1530 Air Pollution Fines	2,100	0	100	0	0	0	N/A
<b>SUBTOTAL</b>	<b>2,100</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b><u>USE OF MONEY/PROPERTY</u></b>							
1700 Interest-Pooled Cash	8,491	10,193	9,000	6,165	6,933	768	12.46%
1701 Interest Earned	19	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>8,510</b>	<b>10,193</b>	<b>9,000</b>	<b>6,165</b>	<b>6,933</b>	<b>768</b>	<b>12.46%</b>
<b><u>INTERGOVERNMENTAL REV</u></b>							
2440 St-HOPTR	1,101	1,000	1,000	1,000	1,078	78	7.80%
2500 St-Other	18,664	0	16,632	15,800	16,632	832	5.27%
2505 St-Special Supp Subv	47,226	47,196	47,196	47,196	47,196	0	0.00%
<b>SUBTOTAL</b>	<b>66,991</b>	<b>48,196</b>	<b>64,828</b>	<b>63,996</b>	<b>64,906</b>	<b>910</b>	<b>1.42%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689018 REVENUES CONTINUED**

SUBJECT TITLE	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b><u>REVENUES (CONTINUED)</u></b>							
<b><u>CHARGES FOR SERVICES</u></b>							
3019 NCPA - FEE for Govt	1,841	1,900	1,900	1,900	1,800	(100)	-5.26%
3700 Copy Transcribe Fees	0	200	200	200	0	(200)	100.00%
<b>SUBTOTAL</b>	<b>1,841</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>	<b>1,800</b>	<b>(300)</b>	<b>-14.29%</b>
<b><u>MISCELLANEOUS REVENUES</u></b>							
4109 Outdate/Cancel Warrant:	0	0	0	0	0	0	N/A
4113 Returned Checks	(40)	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>(40)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4625 OT-W/in Sp Dist-BOS	119,391	129,323	158,592	131,981	151,685	19,704	14.93%
4648 OT-Other ISD Replac	0	0	0	0	4,334	4,334	N/A
<b>SUBTOTAL</b>	<b>119,391</b>	<b>129,323</b>	<b>158,592</b>	<b>131,981</b>	<b>156,019</b>	<b>24,038</b>	<b>18.21%</b>
<b>TOTAL REVENUES</b>	<b>1,158,151</b>	<b>1,076,125</b>	<b>1,163,980</b>	<b>1,114,240</b>	<b>1,164,910</b>	<b>50,670</b>	<b>4.55%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689034 REVENUES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b><u>USE OF MONEY/PROPERTY</u></b>							
1700 Interest-Pooled Cash	5,746	4,992	3,950	1,987	2,879	892	44.89%
1701 Interest Earned	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>5,746</b>	<b>4,992</b>	<b>3,950</b>	<b>1,987</b>	<b>2,879</b>	<b>892</b>	<b>44.89%</b>
<b><u>OTHER</u></b>							
2080 St-Other-In Lieu	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b><u>CHARGES FOR SERVICES</u></b>							
3340 Health Fees	240,229	239,200	244,981	244,981	256,000	11,019	4.50%
3980 Revenue Applic to PY	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>240,229</b>	<b>239,200</b>	<b>244,981</b>	<b>244,981</b>	<b>256,000</b>	<b>11,019</b>	<b>4.50%</b>
<b>TOTAL REVENUES</b>	<b>245,975</b>	<b>244,192</b>	<b>248,931</b>	<b>246,968</b>	<b>258,879</b>	<b>11,911</b>	<b>4.82%</b>

**SUMMARY OF INDEX 689034 EXPENDITURES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b><u>SERVICES/SUPPLIES</u></b>							
6040 Communications	6,712	3,039	3,983	5,456	5,000	(456)	-8.36%
6140 Maint-Equipment	0	2,000	0	0	0	0	N/A
6528 Ozone Monitoring	3,948	5,000	30,000	5,000	5,000	0	0.00%
6529 Vehicle Emission	0	4,000	0	4,000	0	(4,000)	100.00%
6530 PMIO Monitoring	18,761	4,000	5,000	4,000	7,000	3,000	75.00%
6540 Contract Services	70,114	450,000	204,000	298,468	327,354	28,886	9.68%
6629 Fiscal Accounting	907	911	909	911	772	(139)	-15.26%
6840 Rents/Leases	521	478	532	488	550	62	12.70%
6880 Small Tools	0	0	0	0	0	0	N/A
6889 Software	0	0	16,247	0	5,000	5,000	N/A
6890 Computer Hardware	0	0	2,500	0	2,500	2,500	N/A
7000 Spec Dept. (Moyer)	0	0	0	0	0	0	N/A
7320 Utilities	1,295	1,100	1,303	1,303	1,550	247	18.96%
<b>SUBTOTAL</b>	<b>102,258</b>	<b>470,528</b>	<b>264,474</b>	<b>319,626</b>	<b>354,726</b>	<b>35,100</b>	<b>10.98%</b>
<b><u>FIXED ASSETS</u></b>							
8571 Field Equipment	0	10,000	25,000	10,000	16,000	6,000	60.00%
8573 Mobile Equipment	0	20,000	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>0</b>	<b>30,000</b>	<b>25,000</b>	<b>10,000</b>	<b>16,000</b>	<b>6,000</b>	<b>60.00%</b>
<b><u>OTHER FINANCING USES</u></b>							
8625 OT-W/in Sp Dist-BOS	83,064	104,323	88,141	107,747	127,414	19,667	18.25%
<b>SUBTOTAL</b>	<b>83,064</b>	<b>104,323</b>	<b>88,141</b>	<b>107,747</b>	<b>127,414</b>	<b>19,667</b>	<b>18.25%</b>
<b>EXPENDITURES w/o PY</b>	<b>185,322</b>	<b>604,851</b>	<b>377,615</b>	<b>437,373</b>	<b>498,140</b>	<b>60,767</b>	<b>13.89%</b>
<b><u>PY ENCUMBRANCE EXP</u></b>							
9650 PY Enc-Profess/Spec	10,870	0	144,856	0	0	0	N/A
9853 PY Enc-Equipment	32,555	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>43,425</b>	<b>0</b>	<b>144,856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES</b>	<b>228,747</b>	<b>604,851</b>	<b>522,471</b>	<b>437,373</b>	<b>498,140</b>	<b>60,767</b>	<b>13.89%</b>
<b>NET COST</b>	<b>(17,228)</b>	<b>360,659</b>	<b>273,540</b>	<b>190,405</b>	<b>239,261</b>	<b>48,856</b>	<b>25.66%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689042 (DMV MOYER FUND) REVENUES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b>USE OF MONEY/PROPERTY</b>							
1700 Interest-Pooled Cash	5,512	3,717	3,800	1,687	2,922	1,235	73.19%
1701 Interest Earned	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>5,512</b>	<b>3,717</b>	<b>3,800</b>	<b>1,687</b>	<b>2,922</b>	<b>1,235</b>	<b>73.19%</b>
<b>OTHER</b>							
2080 St-Other-In Lieu	120,114	119,700	122,593	122,593	128,107	5,514	4.50%
2900 Other Gov Agencies	421,591	609,000	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>541,705</b>	<b>728,700</b>	<b>122,593</b>	<b>122,593</b>	<b>128,107</b>	<b>5,514</b>	<b>4.50%</b>
<b>OTHER FINANCING SOURCES</b>							
4625 OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>TOTAL REVENUES</b>	<b>547,217</b>	<b>732,417</b>	<b>126,393</b>	<b>124,280</b>	<b>131,029</b>	<b>6,749</b>	<b>5.43%</b>

**SUMMARY OF INDEX 689042 (DMV MOYER FUND) EXPENDITURES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b>SERVICES/SUPPLIES</b>							
6500 Prof/Special Services	0	0	0	0	0	0	N/A
6629 Fiscal Accounting	907	911	909	911	772	(139)	-15.26%
7000 Spec Dept. (Moyer)	542,909	759,000	274,700	150,000	194,089	44,089	29.39%
<b>SUBTOTAL</b>	<b>543,816</b>	<b>759,911</b>	<b>275,609</b>	<b>150,911</b>	<b>194,861</b>	<b>43,950</b>	<b>29.12%</b>
<b>OTHER FINANCING USES</b>							
8625 OT-W/in Sp Dist-BOS	17,327	6,000	12,678	5,234	5,139	(95)	-1.82%
<b>SUBTOTAL</b>	<b>17,327</b>	<b>6,000</b>	<b>12,678</b>	<b>5,234</b>	<b>5,139</b>	<b>(95)</b>	<b>-1.82%</b>
<b>TOTAL EXPENDITURES</b>	<b>561,143</b>	<b>765,911</b>	<b>288,287</b>	<b>156,145</b>	<b>200,000</b>	<b>43,855</b>	<b>28.09%</b>
<b>NET COST</b>	<b>13,926</b>	<b>33,494</b>	<b>161,894</b>	<b>31,865</b>	<b>68,971</b>	<b>37,106</b>	<b>116.45%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689059 (CARL MOYER FUND) REVENUES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	%
							Change
<b><u>USE OF MONEY/PROPERTY</u></b>							
1700 Interest-Pooled Cash	1,583	0	1,000	1,000	1,095	95	9.50%
1701 Interest Earned	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>1,583</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,095</b>	<b>95</b>	<b>9.50%</b>
<b><u>OTHER</u></b>							
2080 St-Other-In Lieu	200,000	200,000	200,000	200,000	200,000	0	0.00%
<b>SUBTOTAL</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0.00%</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4625 OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>TOTAL REVENUES</b>	<b>201,583</b>	<b>200,000</b>	<b>201,000</b>	<b>201,000</b>	<b>201,095</b>	<b>95</b>	<b>0.05%</b>

**SUMMARY OF INDEX 689059 (CARL MOYER FUND) EXPENDITURES**

	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	%
							Change
<b><u>SERVICES/SUPPLIES</u></b>							
6629 Fiscal Accounting Svcs	1,002	1,000	994	1,000	868	(132)	-13.20%
7000 Spec Dept. (Moyer)	175,525	180,000	183,803	181,000	183,253	2,253	1.24%
<b>SUBTOTAL</b>	<b>176,527</b>	<b>181,000</b>	<b>184,797</b>	<b>182,000</b>	<b>184,121</b>	<b>2,121</b>	<b>1.17%</b>
<b><u>OTHER FINANCING USES</u></b>							
8625 OT-W/in Sp Dist-BOS	19,000	19,000	19,006	19,000	19,132	132	0.69%
<b>SUBTOTAL</b>	<b>19,000</b>	<b>19,000</b>	<b>19,006</b>	<b>19,000</b>	<b>19,132</b>	<b>132</b>	<b>0.69%</b>
<b>TOTAL EXPENDITURES</b>	<b>195,527</b>	<b>200,000</b>	<b>203,803</b>	<b>201,000</b>	<b>203,253</b>	<b>2,253</b>	<b>1.12%</b>
<b>NET COST</b>	<b>(6,056)</b>	<b>0</b>	<b>2,803</b>	<b>0</b>	<b>2,158</b>	<b>2,158</b>	<b>N/A</b>



**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689109 REVENUES**

SUBJECT TITLE	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b>LICENSES/PERMITS</b>							
1471 Geothermal Air Monitor	169,673	167,284	176,156	183,983	179,680	(4,303)	-2.34%
<b>SUBTOTAL</b>	<b>169,673</b>	<b>167,284</b>	<b>176,156</b>	<b>183,983</b>	<b>179,680</b>	<b>(4,303)</b>	<b>-2.34%</b>
<b>USE OF MONEY/PROPERTY</b>							
1700 Interest-Pooled Cash	1,664	2,681	1,229	1,229	861	(368)	-29.94%
<b>SUBTOTAL</b>	<b>1,664</b>	<b>2,681</b>	<b>1,229</b>	<b>1,229</b>	<b>861</b>	<b>(368)</b>	<b>-29.94%</b>
<b>TOTAL REVENUE</b>	<b>171,337</b>	<b>169,965</b>	<b>177,385</b>	<b>185,212</b>	<b>180,541</b>	<b>(4,671)</b>	<b>-2.52%</b>

**SUMMARY OF INDEX 689109 EXPENDITURES**

SUBJECT TITLE	Actual FY 10-11	Adopted Budget FY 10-11	Estimated FY 11-12	Adopted Budget FY 11-12	Requested FY 12-13	Difference	% Change
<b>SERVICES/SUPPLIES</b>							
6515 Geothermal Air Monitor	259,317	189,673	213,397	222,630	217,665	(4,965)	-2.23%
<b>SUBTOTAL</b>	<b>259,317</b>	<b>189,673</b>	<b>213,397</b>	<b>222,630</b>	<b>217,665</b>	<b>(4,965)</b>	<b>-2.23%</b>
<b>TOTAL EXPENDITURES</b>	<b>259,317</b>	<b>189,673</b>	<b>213,397</b>	<b>222,630</b>	<b>217,665</b>	<b>(4,965)</b>	<b>-2.23%</b>
<b>NET COST</b>	<b>87,980</b>	<b>19,708</b>	<b>36,012</b>	<b>37,418</b>	<b>37,124</b>	<b>(294)</b>	<b>-0.79%</b>

**Northern Sonoma County Air Pollution Control District  
SUMMARY OF INDEX 689307 REVENUES**

<b>SUBJECT TITLE</b>	<b>Actual FY 10-11</b>	<b>Adopted Budget FY 10-11</b>	<b>Estimated FY 11-12</b>	<b>Adopted Budget FY 11-12</b>	<b>Requested FY 12-13</b>	<b>Difference</b>	<b>% Change</b>
<b>USE OF MONEY/PROPERTY</b>							
1700 Interest-Pooled Cash	1,127	1,640	1,100	980	1,007	27	2.80%
<b>SUBTOTAL</b>	<b>1,127</b>	<b>1,640</b>	<b>1,100</b>	<b>980</b>	<b>1,007</b>	<b>27</b>	<b>2.80%</b>
<b>TOTAL REVENUE</b>	<b>1,127</b>	<b>1,640</b>	<b>1,100</b>	<b>980</b>	<b>1,007</b>	<b>27</b>	<b>2.80%</b>

**SUMMARY OF INDEX 689307 EXPENDITURES**

<b>SUBJECT TITLE</b>	<b>Actual FY 10-11</b>	<b>Adopted Budget FY 10-11</b>	<b>Estimated FY 11-12</b>	<b>Adopted Budget FY 11-12</b>	<b>Requested FY 12-13</b>	<b>Difference</b>	<b>% Change</b>
<b>SERVICES/SUPPLIES</b>							
6540 Contract Services	500	20,000	10,000	20,000	30,000	10,000	50.00%
6880 Small Tools	0	0	0	0	0	0	N/A
<b>SUBTOTAL</b>	<b>500</b>	<b>20,000</b>	<b>10,000</b>	<b>20,000</b>	<b>30,000</b>	<b>10,000</b>	<b>50.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>500</b>	<b>20,000</b>	<b>10,000</b>	<b>20,000</b>	<b>30,000</b>	<b>10,000</b>	<b>50.00%</b>
<b>NET COST</b>	<b>(627)</b>	<b>18,360</b>	<b>8,900</b>	<b>19,020</b>	<b>28,993</b>	<b>9,973</b>	<b>52.43%</b>

**FY 2012-13**  
**STATEMENT OF SPECIAL FUND ACTIVITY**

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - GENERAL

Sections: 689018

ITEM	Actual FY 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	1,130,435	1,180,930	1,155,523
PLUS: Revenues	1,158,151	1,163,980	1,164,910
LESS: Expenditures	1,107,658	1,189,387	1,253,659
Adjustments to Reserves / Encumbrances:			
Rounding	2	0	0
Adjust Salaries Payable	0	0	0
Change in Encumbrances	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	1,180,930	1,155,523	1,066,774
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(50,493)	25,407	88,749

DETAIL OF BEGINNING FUND BALANCE	6/30/10	6/30/11
101 Cash	1,147,759	1,181,588
102 Petty Cash	200	200
107 Accounts Receivable	0	0
132 Due from Other Governments	0	0
201 Vouchers Payable	(1,524)	(858)
203 Accounts Payable	(16,000)	0
207 Salaries & Benefits Payable	0	0
440 Encumbrances (P.O.)	0	0
441 Encumbrances (Contracts)	0	0
<b>FUND BALANCE</b>	<b>1,130,435</b>	<b>1,180,930</b>

2/21/2012

**FY 2012-13**  
**STATEMENT OF SPECIAL FUND ACTIVITY**

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - VPMP

Sections: 689034

ITEM	Actual FY 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	671,827	753,380	479,840
PLUS: Revenues	245,975	248,931	258,879
LESS: Expenditures	228,747	522,471	498,140
Adjustments:			
Rounding	(1)	0	0
Change in Encumbrance	64,326	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	753,380	479,840	240,579
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(17,228)	273,540	239,261

DETAIL OF BEGINNING FUND BALANCE	06/30/10	06/30/11
101 Cash	845,786	866,736
109 Other Receivables	0	0
132 Due from Other Gov	38,623	39,833
201 Vouchers Payable	(3,400)	(8,333)
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
322 Fund Balance Reserved for Encumbrance	(209,182)	(144,856)
<b>FUND BALANCE</b>	<b>671,827</b>	<b>753,380</b>

2/21/2012

FY 2012-13  
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - GAMP

Sections: 689109

ITEM	Actual FY 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	267,552	179,572	143,560
PLUS: Revenues	171,337	177,385	180,541
LESS: Expenditures	259,317	213,397	217,665
Adjustments: Rounding	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	179,572	143,560	106,436
(SURPLUS) / DEFICIT FOR FISCAL YEAR	87,980	36,012	37,124

DETAIL OF BEGINNING FUND BALANCE	6/30/10	6/30/11
101 Cash	280,743	196,716
107 Accounts Receivables	0	0
109 Other Receivables	0	0
201 Vouchers Payable	(13,191)	(17,144)
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
<b>FUND BALANCE</b>	<b>267,552</b>	<b>179,572</b>

2/21/2012

FY 2012-13  
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 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	176,182	176,809	167,909
PLUS: Revenues	1,127	1,100	1,007
LESS: Expenditures	500	10,000	30,000
Adjustments to Reserves / Encumbrances: Change in Encumbrance		0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	176,809	167,909	138,916
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(627)	8,900	28,993

DETAIL OF BEGINNING FUND BALANCE	6/30/10	6/30/11
101 Cash	176,182	176,809
109 Other Receivables	0	0
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
440 Encumbrance	0	0
FUND BALANCE	176,182	176,809

2/21/2012

FY 2012-13  
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 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	178,602	184,658	181,855
PLUS: Revenues	201,583	201,000	201,095
LESS: Expenditures	195,527	203,803	203,253
Adjustments:			
Rounding			1
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	184,658	181,855	179,698
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(6,056)	2,803	2,158

DETAIL OF BEGINNING FUND BALANCE	06/30/10	06/30/11
101 Cash	178,602	184,658
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
<b>FUND BALANCE</b>	<b>178,602</b>	<b>184,658</b>

\* 09/10 is the first year for this index.

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FY 2012-13  
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 10-11	Estimated FY 11-12	Requested FY 12-13
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	662,773	648,849	486,955
PLUS: Revenues	547,217	126,393	131,029
LESS: Expenditures	561,143	288,287	200,000
Adjustments:			
Rounding	2		0
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	648,849	486,955	417,984
(SURPLUS) / DEFICIT FOR FISCAL YEAR	13,926	161,894	68,971

DETAIL OF BEGINNING FUND BALANCE	06/30/10	06/30/11
101 Cash	643,462	628,932
109 Other Receivables	0	0
132 Due from Other Gov	19,311	19,917
201 Vouchers Payable	0	0
203 Accounts Payable	0	0
209 Contract Retention Payable	0	0
322 Fund Balance Reserved for Encumbrance	0	0
<b>FUND BALANCE</b>	<b>662,773</b>	<b>648,849</b>

\* 09/10 is the first year for this index.

2/21/2012