

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

**TUESDAY**

**JANUARY 29, 2013**

**8:30 A.M.**

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

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

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

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

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

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

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

**Public Transit Access to the County Administration Center:**

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

**APPROVAL OF THE CONSENT CALENDAR**

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

**PUBLIC COMMENT**

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

## **8:30 A.M. CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

#### **I. APPROVAL OF THE AGENDA**

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

#### **II. BOARD MEMBER ANNOUNCEMENTS**

#### **III. CONSENT CALENDAR**

(Items 1 through 22)

#### **PRESENTATIONS/GOLD RESOLUTIONS**

(Items 1 through 3)

##### **PRESENTATIONS AT BOARD MEETING**

1. Receive a final report on the 2012 Combined Fund Drive. (Regional Parks/County Counsel)

##### **PRESENTATIONS AT DIFFERENT DATE**

2. Adopt a Gold Resolution commending Les and Judy Vadasz on their selection as 2013 Sonoma Alcaldes and on their generous commitment to their community. (First District)
3. Adopt a Gold Resolution recognizing Mentor Me Petaluma and celebrating National Mentoring Month January 2013. (Second District)

#### **SONOMA COUNTY WATER AGENCY**

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

4. Adopt a Resolution authorizing the General Manager of the Sonoma County Water Agency to:  
(A) Sign and file a grant application with the U.S Department of Interior, Bureau of Reclamation, for funding expansion of the Qualified Water Efficient Landscaper (QWEL) program (\$100,000); (B) Certify the Water Agency will provide required amount of match funding and/or in-kind contributions specified in the Funding Plan (\$100,000); (C) Execute a grant agreement with the U.S. Department of Interior Bureau of Reclamation; and (D) Take all actions necessary to carry out the project and implement the grant agreement.
5. Adopt Resolution determining that the Mirabel Fish Ladder and Fish Screen Replacement Project (Project) will not have a significant adverse effect on the environment; approving the initial study and Mitigated Negative Declaration of Environmental Impact for the Project; Adopting a Mitigation Monitoring Plan for Project; and Authorizing the filing of a Notice of Determination. (Fifth District)

CONSENT CALENDAR (Continued)

**SONOMA COUNTY WATER AGENCY**

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

**AND**

**SONOMA VALLEY COUNTY SANITATION DISTRICT**

(Directors: Gorin, Rabbitt, K. Brown)

6. Authorize the General Manager of Water Agency, acting as the Administrative Agency for North Bay Water Reuse Authority (Authority), to execute an agreement with CDM Smith, Inc., to provide scoping study services for the amount of \$407,560 (Water Agency share of cost is \$58,223; agreement terminates on June 30, 2014); and Authorize expenditure of Sonoma Valley County Sanitation District funds in the amount of \$58,223 for District's portion of costs for the above professional service agreement with Authority-selected consultant. (First and Second Districts)

**AUDITOR CONTROLLER-TREASURER-TAX COLLECTOR**

7. Authorize the Auditor-Controller-Treasurer-Tax Collector to execute a five-year contract for audit services with Vavrinek, Trine, Day & Co., LLP for a cost of \$171,220 in Fiscal Year 2013-14 and a total five-year price of \$864,220, and any amendments for extra work up to 10% of contract price.

**BOARD OF SUPERVISORS**

8. Disbursement of 2012-2013 Discretionary Advertising Funds (Third District) – Approve Advertising Program grant awards to the following entity and authorize the County Administrator to execute contracts with the following entity: Children's Museum of Sonoma County: \$1,500.

**DISTRICT ATTORNEY**

9. Authorize the Chair to execute an amendment to the agreement with the YWCA of Sonoma County for advocacy services to victims of domestic violence to the Family Justice Center Sonoma County, extending the contract term from July 1, 2011 through December 31, 2013, and increasing the contract maximum by \$36,956 for a total contract maximum of \$215,767.

**FIRE AND EMERGENCY SERVICES**

10. Authorize the Director of Fire and Emergency Services to execute the Urban Areas Security Initiative Memorandum of Understanding with the City and County of San Francisco for the distribution of Urban Areas Security Initiative Regional funds for the grant performance period, December 1, 2012 to January 31, 2014.

**GENERAL SERVICES**

11. Authorize the Chair to execute an agreement with the Gordian Group, Inc. for administration of the Job Order Contract Program for a term of three years with an option to extend two more years.

CONSENT CALENDAR (Continued)

12. Ratify agreement for professional services with Management Partners for Real Estate Operations and Management Services, in an amount not to exceed \$95,000 for a term not to exceed one (1) year

**HUMAN SERVICES**

13. Authorize the Interim Director of the Human Services Department to execute an amendment to the contract with Goodwill Industries of the Redwood Empire (GIRE) to transition from the Subsidized and Transitional Employment Pilot (STEP) to the Subsidized Employment Program (SEP) and the Temporary Employment Program (TEP); to expand the Employment Services Program; and to increase the contract amount by \$258,004, for a new amount not to exceed amount of \$1,584,881 for the term July 1, 2012 to June 30, 2013.

**TRANSPORTATION AND PUBLIC WORKS**

14. Authorize the Chair to sign Amendment 3 to Cooperative Funding Agreement No. M30210-05 (North B/Airport Boulevard Improvements Phase IV) between Sonoma County Transportation Authority and the County; and Authorize the Chair to sign Amendment 2 to Cooperative Funding Agreement No. SCTA10015 (North B/Airport and Soundwall Project) between Sonoma County Transportation Authority and the County. (Fourth District)

**MISCELLANEOUS**

15. Approval of Minutes – Approve the minutes of the meeting of January 8, 2013 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**

(Items 16 through 22)

16. Adopt a Resolution retiring Historical Records Commissioner Richard Coughlan's appointment due to non-attendance; declare a vacancy on the Historical Records Commission; and appoint Stuart Righter, a licensed California Land Surveyor, to the Historical Records Commission to fill the vacancy for the remainder of the term ending April 11, 2015. (Clerk-Recorder-Assessor)
17. Appoint Dr. Josiah Rich to the Sonoma County Mental Health Board for a three year term, effective January 29, 2013 through December 31, 2016. (Fourth District)
18. Appoint Gus Wolter to replace Carla Howell as the Sonoma County Representative on the Cloverdale Oversight Board. (Countywide)
19. Appoint Ross Liscum to the Fair and Exposition Board, at the pleasure of Board, representing the Third District. (Third District)
20. Appoint Wanda Tapia to the Fair and Exposition Board, at the pleasure of Board, representing the Third District. (Third District)

CONSENT CALENDAR (Continued)

21. Appoint Paul Heavenridge to the Library Commission for a four year term from January 29, 2013 to January 29, 2017. (Second District)
22. Appoint Dalia Noemi Bravo to the Commission on the Status of Women for a two year term beginning January 29, 2013 through January 29, 2015. (Second District)

#### **IV. REGULAR CALENDAR**

(Items 23 through 25)

##### **GENERAL SERVICES**

23. Adopt a Resolution introducing, reading the title of and waiving further reading of a proposed ordinance to amend Article 1, Section 18-1 and Articles II, III and IV of the County Code to revise parking requirements and restrictions, identify other ordinances addressing County requirements concerning speed restrictions and parking, and revise requirements concerning abandoned vehicles and adopt at next meeting of the Board. (First Reading)

##### **PROBATION / GENERAL SERVICES**

24. Female Residential Group Home Opening/Sierra Youth Center Program Closure Update –
- (A) Authorize the Chief Probation Officer to execute the following: (1) partnership agreement between Sonoma County Probation Department and Crossroads Treatment Centers, Inc. regarding operation of a group home for delinquent females; and (2) Memorandum of Understanding (MOU) between Sonoma County Office of Education (SCOE) and Sonoma County Probation Department for educational and career technical (vocational) education services for delinquent females participating in the residential group home program.
  - (B) Authorize the General Services Director to execute a license agreement with Crossroads Treatment Centers, Inc. for use of county-owned facilities to operate a residential group home.

##### **REGIONAL PARKS / GENERAL SERVICES**

25. Receive an update on the long-term options for management oversight structure and viable business model for three county-owned marinas at Bodega Bay, and accept staff report “Bodega Bay Opportunities - Business Improvement Proposal and Potential Long-Term Strategies.” (Fifth District)

## **V. CLOSED SESSION CALENDAR**

(Items 26 through 32)

26. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: River Road Slide Repair Project Claims (Govt. Code Section 54956.9(a)).
27. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation – Name of Case: County of Sonoma v. Travelers’ Insurance Company, et. al. Re: Arata Lane/Cobblestone Homes (Govt. Code Section 54956.9(c)).
28. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Michael Jansen v. County of Sonoma. Court Case Number SCV251136 (Govt. Code Section 54956.9(a)).
29. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation (Govt. Code Section 54956.9(c)).
30. 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)).
31. The Board of Supervisors will consider the following in closed session: Public Employee Appointment – Title: Director of Transportation and Public Works; Director of Human Services Department; Public Defender; Director of Permit and Resources Management; Chief Probation Officer; Executive Director of Sonoma Clean Power (Govt. Code Section 54957).
32. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: County Administrator (Govt. Code Section 54957).

## **VI. REGULAR AFTERNOON CALENDAR**

(Items 33 through 35)

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

33. Report on Closed Session.
34. **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.)
35. 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

**NOTE: The next regular meeting will be held on February 5, 2013 at 8:30 a.m.**

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

1. February 5<sup>th</sup> (PM) – ZCE11-0009-0012; Design Guidelines for Bodega, Duncans Mills, Freestone, and Occidental Historic Districts
2. February 26<sup>th</sup> (AM) – Sonoma County Transit's Fiscal Year 2012 Short Range Transit Plan
3. February 26<sup>th</sup> (PM) – UPE11-0099; 24511 Rich Ranch Road, Cloverdale
4. March 12<sup>th</sup> (PM) – AGP12-0027; 180 Westside Road, Healdsburg





## County of Sonoma Agenda Item Summary Report

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

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

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** No Vote Required

**Department or Agency Name(s):** Sonoma County Regional Parks Department

**Staff Name and Phone Number:**

Caryl Hart (707) 565-3342

**Supervisorial District(s):**

**Title:** 2012 Combined Fund Drive Report

### **Recommended Actions:**

Final Report on 2012 Combined Fund Drive

### **Executive Summary:**

On May 22, 2012, the Board of Supervisors approved the continued participation of the employees of the County of Sonoma, Sonoma County Water Agency, Sonoma County Agricultural and Open Space District and the Sonoma County Development Commission in the United Way 2012 Combined Fund Drive.

The 22nd Annual Sonoma County Combined Fund Drive (CFD) was kicked off on September 7, 2012 and was co-chaired by Caryl Hart, Director of the Regional Parks Department and Bruce Goldstein, County Counsel. The co-chairs were supported by a dedicated and highly talented team of 15 Steering Committee members (Committee) and approximately 75 Employee Campaign Leaders (ECL's) comprised of volunteers from all County Departments. The ECL's served as liaisons for their department and raised awareness of the campaign, coordinated fund-raising activities, conducted outreach and assisted co-workers in making contributions by paper or online pledging. The Committee and ECL's worked closely with the United Way Coordinator, Stacy Ruppert, to simplify the donation process and changes were made to the eWay site which resulted in a more effective campaign.

The theme "Commitment to the Community" was a grass roots effort designed to inspire all Sonoma County employees. The campaign employed a social media approach and a FaceBook site was launched that showcased the positive role of County employees in the community. The site highlighted departmental fundraising events, displayed prize incentives and posted photos and videos. Several videos were produced that featured employees and the agency that moved them to donate their time and energy including, production of a highly entertaining video featuring the Sonoma County Board of Supervisors in support of the 2012 campaign.

This year's goal was to reach \$300,000 and to "*significantly increase the level of employee participation*" (over the 2011 campaign that raised \$260,000 for local non-profits and was participated in by over 800 County employees).

On October 10th the Committee held a very successful Catalyst Event that was designed to "kick-up" the campaign with free BBQ, live music, prize incentives and a display of non-profit booths to generate enthusiasm and encourage the spirit of giving. This event alone encouraged significant donations.

The campaign was also recognized by the Press Democrat in a news story that highlighted the fact that Sonoma County employees' generosity has raised more than \$3.1 million since 2002. Sonoma County's campaign ranks third in Northern California in giving, behind only the wealthier San Francisco and Santa Clara counties, proving that even amid the recent economic downturn and reduction in county employees, the effort is still thriving.

Here are the successes of the 2012 drive:

- The 2012 CFD Campaign raised a total of \$282,950, which is the highest since the 2009 campaign!
- 18 departments increased their pledges from 2011 (County Administrator's Office/Board of Supervisors, Community Development Commission, County Counsel, District Attorney, Economic Development Board, Emergency Services, Fairgrounds, General Services, Health Services, Human Resources, Library, Probation, Public Defender, Regional Parks, Retirees, SCERA, Sheriff and Transportation Authority)
- 2 departments reached 100% participation (County Counsel and the Economic Development Board)
- There was 100% participation by the Board of Supervisors
- 26% of employees donated in 2012 (17% participation in 2011)
- 13 departments had 40% or higher participation (Auditor-Controller-Treasurer-Tax Collector, County Administrator's Office/Board of Supervisors, County Counsel, Economic Development Board, Emergency Services, Fairgrounds, General Services, Human Resources, Permit & Resources, Public Defender, Regional Parks, SCERA)
- 306 non-profit agencies were supported through these donations
- 38 department special events were held (examples include: Penny Wars, Raffle Baskets, Bake Sales, Book Sales, Root Beer Floats, Nachos, Pancake Breakfast, Breakfast Tacos, Breakfast Biscuits, office decorating, roses, massages, cupcake sales, chili cook off, smoothies, torta lunch)
- Departmental special event's raised over \$13,000, of which Human Services events raised the most of all departments contributing a whopping \$4,120

The 2012 Combined Fund Drive Campaign proved to be a success and once again demonstrated the desire of Sonoma County employees and retirees to be engaged in their community and help meet the needs of many worthy causes county-wide. The support and encouragement provided by your Board is critical to the success of this effort and is greatly appreciated.

**Prior Board Actions:**

05/22/2012 – Board authorized the continuing participation in the Combined Fund Drive Campaign.

**Strategic Plan Alignment**      Goal 4: Civic Services and Engagement

Through the participation of the Combined Fund Drive Campaign, County employees and retirees are permitted to expand upon their civil service role, contribute to the success of external and internal nonprofit agencies, and invest in our community.

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

n/a

**Staffing Impacts**

<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
n/a			

**Narrative Explanation of Staffing Impacts (If Required):**

n/a

**Attachments:**

Attachment 1 Campaign Leaders Contact List and Attachment 2 Steering Committee Roster

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

None.

**2012 Combined Fund Drive  
Campaign Leaders Contact List**

**Attachment 1**

<b>Department Head</b>	<b>Department</b>	<b>ECL 1</b>	<b>ECL 2</b>	<b>ECL 3</b>
Bill Keene	Ag Preservation & Open Space	Carrie Johnson		
Lisa Correia Natalie Brunamonte	Agricultural Commissioner	Ashley Meyer		
David Sundstrom	Auditor/Controller-Treasurer/Tax Collector	Julianne Kamplain		
Veronica Ferguson	CAO / BOS	Jim Leddy	Jennifer Rogers	
Julie Paik	Child Support Services	Steve Franceschi	Scottie Ferris	
Janice Atkinson	Clerk / Recorder / Assessor/Registrar/Adm	Deva Proto	Courtney Turman	
Kathleen Kane	Community Development Commission	James Hackett	Dawn Chandler	
Bruce Goldstein	County Counsel	Susan Sabia	Renee Cahoon	
Jill Ravitch	District Attorney	Trina Martin	Michelle Menzies	
Ben Stone	Economic Development Board	Al Lerma		
Tawny Tesconi	Fairgrounds	Katie Young	Lorna Fox	
Mark Aston	Fire & Emergency Services	Donna Kurzhals		
Jose Obregon	General Services	Gene Clark	Marissa Montenegro	
Rita Scardaci	Health Services	Doug Uyehara  Socorro Brooks Patty Martinez Isabel Palacios Rosie Chamberlain Janette Allee Linda Farmer Virginia Meyer	Caluha Barnes  Brigette Claussen Dana Gervais Gina Gabriel Nati Ramirez Theresa Lombardi Adriana Call	Angela Avery  Tammy Mikan Rose Granelli Amy Howard Tara Dikeman Michele Sleeman Diane Madrigal
Wendy Macy	Human Resources	Jill Hager	Tamara Kallhoff	
Jerry Dunn	Human Services	Bonnie Justin-Seime Sharron Douthit-Moore Rose Scott Stephen Share	Paul Dunaway Diane Madrigal Miguel Lopez Susanne May	Tracy Repp Nadia Woodcock Kiergan Pegg Candice Guasco
John Hartwig	ISD	Cairo Stolting	Linda Bracey	
Sandy Cooper	Library	Patrick Preston		
Pete Parkinson	PRMD	Michelle Villeda	Jane Riley	
Robert Ochs	Probation	Melanie Griffin		
Kathleen Pozzi	Public Defender	Adriela Guzman	Melissa Coughlin	

**2012 Combined Fund Drive  
Campaign Leaders Contact List**

**Attachment 1**

Caryl Hart	Regional Parks	Kristine Rue		
Gary Bei	Retirement / Retirees	Jennifer Howze		
Steve Freitas	Sheriff/Detention	Ed Clites	Wendy Cooper	Dennis O'Leary
Phil Demery	Transportation & Public Works	Kelli Logasa	Angela Silvestri	
Suzanne Smith	Transportation Authority	Suzanne Smith		
Stephanie Larson	UC Cooperative Extension	Ashley Meyer		
Grant Davis	Water Agency	Jay Jasperse	Brian Anderson	Anne Crealock

**2012 Combined Fund Drive  
Steering Committee Roster**

**Attachment 2**

Caryl Hart, – Chair  
Regional Parks

Bruce Goldstein, - Co-Chair  
County Counsel

United Way Contact – Stacy Ruppert  
Director of Marketing and Communications/United Way of the Wine Country

Committee Members:

Susan Sabia  
County Counsel

Renee Cahoon  
County Counsel

Laura Cordes  
Regional Parks

Melissa Kelley  
Regional Parks Foundation

Dave Edmonds  
Sheriff's Department

Deborah Muchmore  
Community Development Center

Ed Clites  
Sheriff's Detention

Trish Griffus  
Information Systems Department

Jennifer Howze  
Retirement

Angela Silvestri  
Transportation & Public Works

Doug Uyehara  
Department of Health Services

Wendie Cooper  
Sheriff's Department

Caluha Barnes  
Department of Health Services



County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

Supervisor Susan Gorin, 565-2242

**Supervisorial District(s):**

**Title:** Gold Resolution

**Recommended Actions:**

Adopt a Gold Resolution commending 2013 Sonoma Alcaldes Les and Judy Vadasz

**Executive Summary:**

None

**Prior Board Actions:**

None

**Strategic Plan Alignment** Not Applicable

**Fiscal Summary - FY 12-13**

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



**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

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

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# County of Sonoma

## State of California

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Date: January 29, 2013

Resolution Number: \_\_\_\_\_

4/5 Vote Required

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### **Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Congratulating Les and Judy Vadasz On Their Selection As The 2013 Sonoma Alcaldes**

**Whereas,** Les and Judy Vadasz are passionate and dedicated volunteers who together have fostered a culture of generous giving for 15 years through their Vadasz Family Foundation; and

**Whereas,** they have a reputation for tackling difficult problems and especially projects involved with education, including bringing the innovative concept of teaching English through exciting science projects; and

**Whereas,** Sonoma Valley Teen Services, Sonoma Valley Museum of Art, Sonoma County Council on Aging's Meals on Wheels, Plein Air Festival, Vintage House, the Valley of the Moon Boys & Girls Club, Vineyard Workers Services, Sonoma Valley Mentoring Alliance and the Sonoma Valley Unified School District are some excellent examples of the strong commitment of time, energy and resources, Les and Judy Vadasz have invested in their community to the betterment and enrichment of all.

**Now, Therefore, Be It Resolved** that the Board of Supervisors of Sonoma County hereby congratulates Les and Judy Vadasz on their selection as 2013 Sonoma Alcaldes and commends them on their generous commitment to their community.

#### **Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

David Rabbitt

**Supervisorial District(s):**

Second District

**Title:** Gold Resolution Recognizing Mentor Me Petaluma and Celebrating National Mentoring Month, January 2013

**Recommended Actions:**

**Executive Summary:**

Approve Gold Resolution, Recognizing Mentor Me Petaluma and Celebrating National Mentoring Month January 2013.

**Prior Board Actions:**

None

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

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

**Resolution No.**

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

**Date: 1/29/2013**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Recognizing “Mentor Me Petaluma” and Celebrating National Mentoring Month, January 2013**

WHEREAS, our County is bound together by caring individuals who make it their mission to serve others and, during National Mentoring Month, we pay special tribute to the men and women who enrich the lives of the County’s youth and who fortify the unbreakable bonds between one generation and the next; and

WHEREAS, every day mentors help the youth of our County face the challenges of maturing into adulthood by setting a positive example, sharing their time, knowledge, and experience and because mentors play an essential role in preparing our youth for a bright future; and

WHEREAS, at school and at home, in the library and on the field, mentors lift our youth toward their goals and ambitions. As a teacher, a relative, or a trusted friend, a mentor's steady and dependable support can inspire a child to strive for success and instill in them the confidence to realize their full potential. Mentorship strengthens families by teaching enduring values like diligence and self-discipline, making a powerful and lasting investment in our youth, our communities, and our County; and

WHEREAS, this month, we encourage adults to make an investment in future generations by helping a child discover the best in themselves. We celebrate the contributions of those who cultivate a supportive environment for the next generation and we recommit to expanding mentorship opportunities across our country; and

WHEREAS, we recognize the leadership and support of local organizations like “Mentor Me Petaluma” that supports the nationwide campaign of National Mentoring Month and we recognize “Mentor Me Petaluma” for their commitment to all that deserve the best possible support and guidance for success in school and life.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Sonoma County recognizes January 2013 as National Mentoring Month and call upon public officials, businesses, community leaders, educators, and families across Sonoma County to observe this month with appropriate ceremonies, activities, and programs.

Resolution #  
Date: 1/29/2013  
Page 2

**Supervisors:**

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

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Directors, Sonoma County Water Agency

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Carrie Pollard / 547-1968

**Supervisorial District(s):**

All

**Title:** QWEL WaterSMART Program Grant Application

### Recommended Actions:

Adopt a Resolution authorizing the General Manager of the Sonoma County Water Agency or his designee to: 1) Sign and file a grant application with the U.S. Department of Interior, Bureau of Reclamation, for funding expansion of the Qualified Water Efficient Landscaper (QWEL) program (\$100,000); 2) Certify the Water Agency will provide required amount of match funding and/or in-kind contributions specified in the Funding Plan (\$100,000); 3) Execute a grant agreement with the U.S. Department of Interior, Bureau of Reclamation; and 4) Take all actions necessary to carry out the project and implement the grant agreement.

### Executive Summary:

This agenda item presents a resolution for the Board's consideration to authorize the Sonoma County Water Agency's (Water Agency) General Manager to file a grant application with the U.S. Department of Interior, Bureau of Reclamation's WaterSMART program to expand the Qualified Water Efficient Landscaper (QWEL) training program. The funding will be used to create three new training modules covering: 1) Graywater Reuse; 2) Rainwater Harvesting; and 3) Advanced Water Management. Funds are also being sought to develop a searchable database of QWEL-certified landscape professionals to provide greater access for the public to identify qualified landscapers. Grants are expected to be awarded in July 2013, and projects completed within two years.

QWEL is a certified U.S. Environmental Protection Agency WaterSense Irrigation Auditor program and was developed in cooperation with the California Landscape Contractors Association, Sonoma County Water Agency, City of Santa Rosa, and Marin Municipal Water District. QWEL is a certification program for landscape professionals to learn how to reduce landscape water demand by becoming more water efficient in landscape design, maintenance and operation. Currently, the QWEL program provides 21 hours of education based on principals of proper plant selection for the local climate, irrigation system design and maintenance and irrigation system programming and operation. The QWEL program has over 500 graduates across the country.

The proposed expansion of the QWEL program comes at a time of increased awareness and interest in

the QWEL program. Current program participants include seven counties in California (Sonoma, Marin, Solano, Contra Costa, Alameda, Calaveras, San Joaquin); 12 counties in Utah; and one county in Wyoming.

In addition, the program has generated interest across the United States, with inquiries coming from the following regions and states: Nevada City (NV); City of Watsonville/Cabrillo College (CA); Mammoth Community Water District (CA); San Diego County Water Authority (CA); Santa Clara Valley Water District (CA); City of Fort Collins (CO); City of Greeley (CO); Town of Castlerock (CO); City of Fort Smith (AK); S.A.V.E. Foundation (MT); Cascade Water Alliance (WA); and Irvine Ranch Water District (CA).

A resolution from the applicant’s governing board is required as part of the grant application. The grant program requires the Water Agency to provide a 50% match of funds and/or in-kind services. Additionally, this item requests authority for the Water Agency, should the grant be awarded, to execute all required agreement documents and take all actions necessary to carry out the project and implement the grant agreement.

If the grant is awarded, the Water Agency will conduct a competitive selection process to identify a qualified individual or company to perform the database development. The professional services agreement for that work will be presented to the Board for approval.

**Prior Board Actions:**

None.

**Strategic Plan Alignment**      Goal 2: Economic and Environmental Stewardship

This Project aligns with County Goal 2 by creating a community where local governments, business, Community-Based Organizations and residents value and use resources to protect and enhance the county’s natural environment.

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

**Fiscal Summary - FY 12-13**

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



**Narrative Explanation of Fiscal Impacts (If Required):**

If the \$100,000 grant is awarded by the U.S. Department of Interior, Bureau of Reclamation, the Water Agency will match the grant amount with \$100,000 from the Water Conservation Fund (675744), as required by the funding agency.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

None

**Attachments:**

Resolution

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

None



# County of Sonoma

## State of California

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**Date:** January 29, 2013

**Resolution Number:** \_\_\_\_\_

**Santa Rosa, CA 95403**

4/5 Vote Required

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**Resolution Of The Board Of Directors Of The Sonoma County Water Agency, State Of California, Authorizing The General Manager to: 1) Sign And File A Grant Application With The U.S Department Of Interior, Bureau Of Reclamation, For Funding Expansion Of The Qualified Water Efficient Landscape Program (\$100,000); 2) Certify That The Sonoma County Water Agency Will Provide The Amount Of Match Funding And/Or In-Kind Contributions Specified In The Funding Plan (\$100,000); 3) Execute A Grant Agreement With The U.S. Department Of Interior, Bureau Of Reclamation; And 4) Take All Actions Necessary To Carry Out The Project And Implement The Grant Agreement. (All Districts)**

**Whereas**, U.S. Department of the Interior, Bureau of Reclamation, has issued a Funding Opportunity Announcement for WaterSMART: Water and Energy Efficiency Grants for FY 2013; and

**Whereas**, the Sonoma County Water Agency desires to expand and improve the Qualified Water Efficiency Landscaper program by applying for funds from the WaterSMART Grant Program; and

**Whereas**, procedures and criteria established by the U.S. Department of the Interior, require a resolution certifying the approval of application by the Applicant's governing body before submission of said application to the funding agency; and

**Whereas**, the application contains assurances with which the Applicant must comply; and

**Whereas**, the Applicant, if selected, will enter into an agreement with the U.S. Department of the Interior, Bureau of Reclamation, to carry out the environmental enhancement and mitigation project.

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

1. The General Manager of the Sonoma County Water Agency, or his designee, is hereby authorized to sign and file a grant application with the U.S Department of Interior, Bureau of Reclamation, for funding expansion of the Qualified Water Efficient Landscaper program; and

2. The Sonoma County Water Agency will make adequate provisions for funding and operation of the program; and
3. The General Manager of the Sonoma County Water Agency, or his designee, is hereby authorized to execute a grant agreement with the U.S Department of Interior Bureau of Reclamation, manage the Agreement, conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the aforementioned project, and delegate authority to others to provide management and support services required for performance of the work and administration of the Agreement.

**Directors:**

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

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Directors, Sonoma County Water Agency

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Steve Koldis 547-1914

**Supervisorial District(s):**

Fifth

**Title:** Mirabel Fish Screen and Ladder

### **Recommended Actions:**

Adopt Resolution Determining that the Mirabel Fish Ladder and Fish Screen Replacement Project (Project) Will Not Have a Significant Adverse Effect on the Environment; Approving the Initial Study and Mitigated Negative Declaration Of Environmental Impact for the Project; Adopting a Mitigation Monitoring Plan for Project; and Authorizing the Filing of a Notice of Determination.

### **Executive Summary:**

#### History/Background

On September 24, 2008, the National Marine Fisheries Service issued its Russian River Biological Opinion assessing the impact of the Sonoma County Water Agency's (Water Agency) operations within the Russian River watershed. The Biological Opinion includes "Reasonable and Prudent Measures" that the Water Agency is required to undertake to modify its operations in the watershed, including a requirement to consult with National Marine Fisheries Service on the design and construction of a new fish screen associated with the Water Agency's Russian River diversion facilities at the Mirabel inflatable dam.

In 2009, a feasibility study was prepared and a preferred project was identified. The Mirabel Fish Screen and Fish Ladder Replacement Project (Project) involves the design and construction of a new fish screen and ladder at the Mirabel Inflatable Dam. The Project would be located at the site of the Water Agency's existing Mirabel Dam along the Russian River approximately 2,600 feet downstream of the Wohler Bridge in Sonoma County, California. Proposed modifications would occur on the western bank of the Russian River. No modifications are proposed for the existing fish ladder on the eastern bank of the Russian River.

Project construction activities would require isolating the work area from the active flow of the Russian River, demolishing the existing fish screen/intake and fish ladder structures on the western bank of the Russian River, and constructing the new fish screen/intake and fish ladder structures. The new facilities

would extend approximately 40 feet farther upstream and approximately 100 feet farther downstream than the existing facilities. This larger footprint is necessary to meet contemporary fish screen and fish passage design criteria.

Project components consist of those relating to the fish screen and fish ladder modifications including:

#### Fish Screen

The proposed intake screen would consist of six 12-foot tall by 6-foot wide panels, with a total area of 432 square feet. The new fish screen would also incorporate a cleaning system to ensure that the screen material does not become clogged or trap fish against the screen.

#### Fish Ladder

The vertical slot fish ladder consists of a sloped, reinforced concrete rectangular channel separated by vertical baffles located at even increments to create a step-like arrangement of resting pools. The design would be self-regulating and provide consistent velocities, flow depths, and water surface differentials at each slot throughout a range of operating conditions. The fish ladder would extend approximately 100 feet further downstream than the existing fish ladder at the site.

#### Fisheries Monitoring

The Water Agency currently conducts a variety of fisheries monitoring activities at its Mirabel Dam facilities. The new fish ladder design would support these monitoring activities by providing a dedicated viewing window and video equipment room and a fish trapping and holding area built into the fish ladder. The monitoring information collected by Water Agency staff is critical in tracking population trends and movement of different species in the Russian River system.

#### Education Opportunities

The existing facility at Mirabel is visited every year by approximately 3,000 schoolchildren as part of the Water Agency's water education efforts. The existing facility allows schoolchildren to see a critical component of the Water Agency's water supply system, but the views of the top of the existing fish ladder do not offer much opportunity for observing and learning about the fisheries of the Russian River system. The proposed Project will construct a viewing platform consisting of a deck area at the elevation of the existing upper levee road above the Mirabel Dam to provide visitors a view of the facility. A stairway from the top of bank would allow visitor access down to the Mirabel Dam to another viewing area. This viewing area will allow visitors to see into the side of the fish ladder. The educational experience for schoolchildren will be improved by having the opportunity to see fish travelling up or down the fish ladder.

#### Supporting Components

The Project design would also include a variety of other components that would support the primary fish screen and fish ladder aspects of the Project. These other components consist of items such as replacement of the buoy warning line upstream of the Mirabel Dam, modification of the existing access road to the Project site and parking area.

### California Environmental Quality Act Documentation

On July 20, 2012, a Notice of Preparation of an Initial Study was distributed to the following jurisdictional and permitting agencies:

- a) U.S. Army Corps of Engineers
- b) National Marine Fisheries Service
- c) U.S. Fish and Wildlife Service
- d) California Department of Fish and Game
- e) California Regional Water Quality Control Board, North Coast Region

Copies of the Notice of Preparation were also posted with the California Governor's Office of Planning and Research's State Clearinghouse, the Sonoma County Clerk, and sent to property owners adjacent to the project area. Comments regarding the proposed Project were received from the California Department of Fish and Game, California State Water Resources Control Board, and the California State Lands Commission.

An Initial Study and Mitigated Negative Declaration of Environmental Impact (Initial Study) was prepared by the Water Agency and filed with the State Clearinghouse and the Sonoma County Clerk on December 10, 2012. The Initial Study addresses the potential environmental impacts of the Project and identifies mitigation measures that would lessen the identified potential impacts so that the Project would not have an adverse impact upon the environment. Copies of the Initial Study were mailed to jurisdictional and permitting agencies and to property owners within the project area. Notice announcing the availability of the Initial Study for public review was sent to landowners adjacent to the Project area. The review period for the Initial Study is from December 10, 2012, to January 18, 2013. A copy of the Initial Study is on file with the Clerk.

The Water Agency submitted the Initial Study and Mitigated Negative Declaration for the Project on December 10, 2012, to the Permit and Resource Management Department with a request pursuant to Government Code Section 65402 for a determination of General Plan consistency. Government Code Section 65402 provides for a 40-day response period for planning agencies to respond to General Plan consistency requests. If no response is provided during the 40-day period, the Project is deemed to be consistent with the General Plan. January 18, 2013, is the end of the 40-day response period. As of January 11, 2013, the Water Agency has not received a response from the Permit and Resource Management Department regarding General Plan consistency of the Project. Given that the Project is on lands already owned by the Water Agency and the Project would not result in any new uses not already occurring at the site, the Water Agency is not anticipating that Project will be considered inconsistent with the General Plan by the Permit and Resource Management Department.

Section 21081.6 of the California Environmental Quality Act requires a public agency to adopt a reporting and monitoring program for adopted or required changes to mitigate or avoid significant environmental effects when adopting a Mitigated Negative Declaration. In conformance with Section 21081.6 and the Water Agency's Jurisdiction-wide Mitigation Monitoring Program, the Water Agency proposes the Mitigation Monitoring Plan, included in the Mitigated Negative Declaration Appendix E and on file with the Clerk, for approval by the Board of Directors.

The Water Agency has also prepared a Notice of Determination in accordance with the California

Environmental Quality Act, the State California Environmental Quality Act Guidelines, and the Water Agency's Procedures for the Implementation of the California Environmental Quality Act (on file with the Clerk). With the incorporation of the mitigation measures identified in the Initial Study and Mitigated Negative Declaration, the Project would not have an adverse impact upon the environment.

**Prior Board Actions:**

- 06/21/11 Authorize Chair to execute the Agreement for Engineering and Design Services for Mirabel Fish Screen and Fish Ladder Replacement Project between the Sonoma County Water Agency and HDR Engineering, Inc. (\$509,494).
- 04/26/11 Resolution No. 11-0212 authorizing General Manager to execute a Grant Agreement for \$255,132 with the State of California for the Mirabel Fish Ladder Design
- 04/14/09 Board Action authorizing the General Manager/Chief Engineer to execute an Agreement for the Mirabel Fish Screen Reconfiguration Feasibility and Alternatives Study between the Sonoma County Water Agency and Prunuske Chatham (\$73,381).

**Strategic Plan Alignment**      Goal 3: Invest in the Future

The subject item meets this goal by providing infrastructure upgrades to meet regulatory requirements.

Water Agency Water Supply Goals and Strategies, Goal 2:  
Protect the Water Agency's existing water rights and our clean, high-quality water supply, and improve system resiliency by continuing to develop alternative supplies.

**Fiscal Summary - FY 12-13**

Expenditures		Funding Source(s)	
Budgeted Amount	\$	Water Agency Gen Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$ 0
	\$	Water Transmission Fund/Common Facilities fund: Fees/Other	\$
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$ 0
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
N/A			
<b>Attachments:</b>			
Resolution R-1			
<b>Related Items “On File” with the Clerk of the Board:</b>			
<ol style="list-style-type: none"> <li>1. Initial Study and Mitigated Negative Declaration</li> <li>2. Notice of Determination</li> <li>3. Mitigation Monitoring Plan (Appendix to Initial Study)</li> <li>4. Summary of Comments</li> </ol>			

JB\\FILESERVER\\DATA\\CL\\AGENDA\\AGREES\\01-29-2013 WA MIRABEL FISH SCREEN & LADDER\_SUMM.DOCM

CF/45-5-21 HDR ENGINEERING, INC. (AGREE FOR ENGINEERING AND DESIGN SERVICES FOR MIRABEL FISH SCREEN AND FISH LADDER REPLACEMENT PROJECT) TW 10/11-130 (ID 3245)





# County of Sonoma

## State of California

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Date: January 29, 2013

Resolution Number: \_\_\_\_\_

4/5 Vote Required

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**Resolution Of The Board Of Directors Of The Sonoma County Water Agency Determining That The Mirabel Fish Ladder And Fish Screen Replacement Project Will Not Have A Significant Adverse Effect On The Environment; Approving The Initial Study And Mitigated Negative Declaration Of Environmental Impact For The Project; Adopting A Mitigation Monitoring Plan For Project; And Authorizing The Filing Of A Notice Of Determination. (Fifth District)**

**Whereas**, the Sonoma County Water Agency (Water Agency), as Lead Agency for the Mirabel Fish Ladder and Fish Screen Replacement Project (Project), prepared an Initial Study in accordance with the California Environmental Quality Act, State California Environmental Quality Act Guidelines, and the Water Agency's Procedures for the Implementation of the California Environmental Quality Act, which discloses the potential environmental impacts of replacing the fish ladder and fish screen structures at the Water Agency's existing Mirabel Dam facility along the Russian River near Wohler Bridge; and

**Whereas**, with the incorporation of mitigation measures identified in the Initial Study, the construction and maintenance of the project would not have a significant adverse effect on the environment; and

**Whereas**, the Water Agency has prepared a Notice of Determination in accordance with the California Environmental Quality Act, State California Environmental Quality Act Guidelines, and the Water Agency's Procedures for the Implementation of the California Environmental Quality Act; and

**Whereas**, the Board of Directors of the Water Agency, has considered the environmental effects of the Project as shown in the Initial Study prepared by the Water Agency.

**Now, Therefore, Be It Resolved** that the Board of Directors of the Sonoma County Water Agency finds, determines, and certifies as follows:

1. All of the above recitals are true and correct;
2. The Mitigated Negative Declaration was prepared, noticed, made available for public review in accordance with all procedural and substantive requirements of the California Environmental Quality Act and the State California Environmental Quality Act Guidelines. The Mitigated

Resolution #

Date:

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Negative Declaration represents a good faith effort to achieve completeness and full environmental disclosure for the Mirabel Fish Ladder and Fish Screen Replacement Project (Project). The Board finds that there is no substantial evidence in the record that any environmental impact that might arguably be anticipated to occur as a result of the Project has not been examined in the Mitigated Negative Declaration.

3. The Board certifies that it has reviewed and considered the Mitigated Negative Declaration, together with all comments received during the public review process, prior to reaching its decision on the proposed Project.
4. The Mitigated Negative Declaration determines that no environmental impacts will occur as a result of the Project that are potentially significant after the inclusion of mitigation measures. The Board concurs with the Mitigated Negative Declaration's determinations and finds that there is no substantial evidence in the record to support a contrary conclusion.
5. The Mitigated Negative Declaration for the Project, as submitted by the Sonoma County Water Agency's General Manager, is hereby adopted.
6. The Mitigation Monitoring Plan for the Project, as submitted by the Sonoma County Water Agency's General Manager, is hereby adopted.
7. The Project is hereby approved and the Sonoma County Water Agency's General Manager is hereby authorized and directed to file a Notice of Determination with the County Clerk in conformance with the provisions of the California Environmental Quality Act.

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Directors, Sonoma County Water Agency  
Board of Directors, Sonoma Valley County Sanitation District

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Sonoma County Water Agency and Sonoma Valley County Sanitation District

**Staff Name and Phone Number:**

Kevin Booker / 521-1865

**Supervisorial District(s):**

First and Second Districts

**Title:** North Bay Water Reuse Authority – Phase 2 Scoping Study

### **Recommended Actions:**

a) Authorize General Manager of Water Agency, acting as the Administrative Agency for North Bay Water Reuse Authority (Authority), to execute an agreement with CDM Smith, Inc., to provide scoping study services for the amount of \$407,560 (Water Agency share of cost is \$58,223; agreement terminates on June 30, 2014); b) Authorize expenditure of Sonoma Valley County Sanitation District funds in the amount of \$58,223 for District's portion of costs for the above professional service agreement with Authority-selected consultant.

### **Executive Summary:**

The Sonoma County Water Agency (Water Agency), as approved by its Board of Directors, entered into a Memorandum of Understanding Establishing the North Bay Water Reuse Authority (Authority) with Las Gallinas Valley Sanitary District, Napa Sanitation District, Novato Sanitary District, and Sonoma Valley County Sanitation District. As of August 24, 2005, all five entities had formally entered into the Memorandum of Understanding. North Marin Water District and County of Napa became signatories under the Second Amended Memorandum of Understanding, effective September 15, 2010. Marin Municipal Water District and City of Petaluma have agreed to participate and will become signatories under the Third Amended MOU, when drafted.

The Second Amended Memorandum of Understanding was approved by Water Agency's and Sonoma Valley County Sanitation District's Boards on October 26, 2010. The Authority is not a legal entity and cannot enter into agreements in its own name. Therefore, Section 12 of the Second Amended Memorandum of Understanding designates the Water Agency to act as the Administrative Agency for the Authority. As the Administrative Agency, the Water Agency enters into agreements and performs other administrative functions for the Authority, with prior approval of the Authority Board of Directors.

The Authority is responsible for consultant selection. The Water Agency is reimbursed by the Authority for the costs it incurs while acting as Administrative Agency.

#### HISTORY OF NORTH BAY WATER REUSE PROGRAM

The Authority has undertaken the North Bay Water Reuse Program (Program) to investigate the feasibility of distributing recycled water for agricultural, urban, and environmental uses throughout the region. The partners are agencies who seek to optimize the value of recycled water both in their own communities and throughout the North San Pablo Bay region.

The North San Pablo Bay region has very limited surface and groundwater supplies. The majority of the region is not served by state or federal water projects, and some of the local groundwater basins have signs of overdraft and potential saltwater intrusion. Urban, agricultural, and environmental demands exceed the region's ability to provide a reliable, sustainable, and economical water supply. Water managers and elected officials recognize the contribution recycled water can make in helping to address water supply reliability and are continuing to investigate how recycled water could be put to its broadest and most beneficial use and implementing such recycled water projects as feasible and as funding becomes available.

The Program is authorized for two construction phases under the U.S. Bureau of Reclamation's (Reclamation) Title XVI Program. This authorization provides a 25% federal cost-share for each phase of the Program. The Authority completed feasibility and environmental studies for Phase 1 of the Program and in 2010 began construction on a series of recycled water projects valued at \$100 million. To date, the Program has received nearly \$13 million in federal funding and nearly \$2.9 million in state funding; the balance of funding will be provided by the state and local agencies. Additional studies have been initiated to determine the feasibility of initiating Phase 2 of the Program that could include new member agencies and additional projects in the Program area.

Potential uses and benefits of recycled water include reliable irrigation supply for both vineyards and pasture lands; environmental flows for restoration of wetland habitat in the Napa-Sonoma Salt Marsh or other areas and improved instream flows for riparian habitat and fisheries recovery; reduction in demand on both surface and groundwater supplies; regional urban, municipal, and industrial uses; and an environmentally responsible alternative to treated wastewater disposal.

By establishing a partnership of local, state, and federal agencies with similar mandates, the Authority desires to maximize the benefits of multiple funding sources to implement the Program.

The Program is a model for maximizing the benefits of limited water resources in the west. By partnering on the local level, agencies and elected officials are developing solutions to meet broad constituent needs under the umbrella of a comprehensive regional program. This approach also helps the federal and state agencies accomplish their resource management objectives and regulatory requirements.

Pursuant to the Second Amended Memorandum of Understanding, and as shown below, Authority members divide the first 25% of costs equally and the remaining 75% of costs in proportion to the benefit to each member in the Authority through funds received under Phase 1. Percentages may be

revised based on the addition of signatory members, revisions to the projects in Phase 1, or continuation beyond Phase 1.

Phase 1 Cost Allocation

<b>Member</b>	<b>25% Split Equally</b>	<b>Percentage of Remaining 75%</b>	<b>Total of Percentages</b>
Las Gallinas Valley Sanitary District	3.57%	3.67%	7.24%
Novato Sanitary District	3.57%	5.04%	8.61%
North Marin Water District	3.57%	14.07%	17.64%
Sonoma Valley County Sanitation District	3.57%	23.90%	27.47%
Sonoma County Water Agency	3.57%	0.00%	3.57%
Napa Sanitation District	3.57%	28.32%	31.89%
Napa County	3.57%	---	3.57%
<b>TOTALS</b>	<b>25.00%</b>	<b>75.00%</b>	<b>100%</b>

Because Phase 2 is in its early stages, the Phase 2 costs are allocated equally among Authority members and will be structured similar to Phase 1 once projects and benefits have been defined. Cost allocations were developed and approved by the Authority’s Technical Advisory Committee. In addition, Marin Municipal Water District and the City of Petaluma have agreed to participate in Phase 2, while the County of Napa and North Marin Water District have declined to participate in Phase 2.

Phase 2 Cost Allocation

<b>Member</b>	<b>Split Equally</b>
Las Gallinas Valley Sanitary District	14.29%
Novato Sanitary District	14.29%
Marin Municipal Water District	14.29%
Sonoma Valley County Sanitation District	14.29%
Sonoma County Water Agency	14.28%
Napa Sanitation District	14.28%
City of Petaluma	14.28%
<b>TOTALS</b>	<b>100.00%</b>

## CONSULTANT AGREEMENT

### Authority's Selection Process:

CDM Smith Inc. was selected to perform the work by the Authority. As the Administrative Agency for the Authority, Water Agency is entering into the agreement with Consultant on behalf of the Authority.

CDM Smith, Inc. was the only consultant contacted for this work. CDM Smith, Inc. has been working on the Program since its inception. The Authority selected CDM Smith Inc. due to its substantial knowledge about the Program, previous track record of successful preparation of work products, including those required for grant funding, and demonstrated ability to coordinate with Authority members. The Authority would incur substantially increased costs in soliciting new proposals and start-up costs for another consultant. There would also be the likely loss of funding due to delays in project implementation if another consultant was hired.

The Authority Board of Directors reviewed and accepted the scope of work and budget at its November 19, 2012, meeting.

Hiring of CDM Smith, Inc. for this agreement causes no conflict of interest and is not based on any financial incentive provided to Sonoma County Water Agency, North Bay Water Reuse Authority, or their employees and representatives.

### Scope of Services:

Upon Board approval, Water Agency will enter into the "Agreement for Scoping Study for North Bay Water Reuse Authority Phase 2 (FY 2012/2013 and FY 2013/2014), as the Administrative Agency for the Authority. The Agreement terminates on June 30, 2014.

Under this agreement, Consultant will provide Phase 2 scoping study services that include the following tasks: new user assessment, multi-purpose storage analysis, workshops, and a summary report.

### Costs:

Estimated total agreement amount and Water Agency's and Sonoma Valley County Sanitation District's estimated share of costs are as follows:

Total agreement amount: Fiscal Year 2012/2013 at \$200,000 and Fiscal Year 2013/2014 at \$207,560 for a 2-year total of \$407,560

Water Agency share of costs: Fiscal Year 2012/2013 at \$28,571 and Fiscal Year 2013/2014 at \$29,651 for a 2-year total of \$58,223

Sonoma Valley County Sanitation District share of costs: Fiscal Year 2012/2013 at \$28,571 and Fiscal Year 2013/2014 at \$29,652 for a 2-year total of \$58,223

Fiscal Year 2013/2014 costs are slightly higher than Fiscal Year 2012/2013, due to the Authority's anticipation that the volume of work will increase in Fiscal Year 2013/2014.

Agreements executed into by the Water Agency on behalf of the Authority contain a provision that makes each Authority member liable only for its respective share of the contract cost and provides that none of the Authority members can be required to pay costs allocated to other members. Thus the Water Agency and the Sonoma Valley County Sanitation District are responsible for paying only their

specified shares of the total agreement cost.

**Prior Board Actions:**

09/11/12 Concurrent action for authorization of professional service agreements; 10/26/10 Concurrent action for approval of Second Amended North Bay Water Reuse Authority Memorandum of Understanding; 01/15/08 Concurrent action for approval of First Amended North Bay Water Reuse Authority Memorandum of Understanding; 07/26/05 Concurrent action for approval of North Bay Water Reuse Authority Memorandum of Understanding as revised on June 13, 2005, or with minor changes, as approved by County Counsel; and 04/26/05 Concurrent Resolution No. 05-0369 for approval of North Bay Water Reuse Authority Memorandum of Understanding, allowing Water Agency to act as fiscal agent for the Authority, and payment of dues and allocated costs.

**Strategic Plan Alignment**      Goal 3: Invest in the Future

Providing a reliable water supply for agricultural and urban needs in Sonoma County.

Water Agency Supply Goals and Strategies Goal 2: Protect the Water Agency's existing water rights and our clean, high-quality water supply, and improve system resiliency by continuing to develop alternative supplies.

**Fiscal Summary - FY 12-13**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 57,142	Water Agency Gen Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 57,142
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	NBWRA Trust	\$ 142,858
<b>Total Expenditure</b>	<b>\$ 57,142</b>	<b>Total Sources</b>	<b>\$ 200,000</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

FY 2012/2013 expenditure for Water Agency is \$19,429 from the North Bay Water Reuse Authority Trust (Account 674523)

FY 2012/2013 expenditure for Sonoma Valley County Sanitation District is \$19,429 from the North Bay Water Reuse Authority Trust (Account 674523)

FY 2013/2014 expenditures will be budgeted in that fiscal year from the North Bay Water Reuse Authority Trust (Account 674523).

**Staffing Impacts**

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

<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
N/A			
<b>Attachments:</b>			
None			
<b>Related Items "On File" with the Clerk of the Board:</b>			
Agreement (4 Copies)			

RW\\FILESERVER\DATA\CL\AGENDA\AGREES\01-29-2013 WA NORTH BAY WATER REUSE  
 AUTHORITY PHASE 2\_SUMM.DOCM

CF/71-700-21 CDM SMITH, INC. (AGREE FOR PHASE 2 SCOPING STUDY FOR NORTH BAY  
 WATER REUSE AUTHORITY - FY 2012/2013 AND FY 2013/2014) TW 12/13-060  
 (ID 4533)



## NBWRA Cost Allocations, Phase I and Phase II

### Phase 1 Cost Allocation

Member	25% Split Equally	Percentage of Remaining 75%	Total of Percentages
Las Gallinas Valley Sanitary District	3.57%	3.67%	7.24%
Novato Sanitary District	3.57%	5.04%	8.61%
North Marin Water District	3.57%	14.07%	17.64%
Sonoma Valley County Sanitation District	3.57%	23.90%	27.47%
Sonoma County Water Agency	3.57%	0.00%	3.57%
Napa Sanitation District	3.57%	28.32%	31.89%
Napa County	3.57%	0.00%	3.57%
<b>TOTALS</b>	<b>25.00%</b>	<b>75.00%</b>	<b>100%</b>

### Phase 2 Cost Allocation

Member	Split Equally	Allocation of Cost
Las Gallinas Valley Sanitary District	14.29%	\$58,223
Novato Sanitary District	14.29%	\$58,223
Marin Municipal Water District	14.29%	\$58,223
Sonoma Valley County Sanitation District	14.29%	\$58,223
Sonoma County Water Agency	14.28%	\$58,222
Napa Sanitation District	14.28%	\$58,223
City of Petaluma	14.28%	\$58,223
<b>TOTALS</b>	<b>100.00%</b>	<b>\$407,560</b>



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Donna Dunk 565-3274

**Supervisorial District(s):**

All

**Title:** Contract for Sonoma County Audit Services

### **Recommended Actions:**

Authorize the Auditor-Controller-Treasurer Tax Collector to execute a five-year contract for audit services with Vavrinek, Trine, Day & Co., LLP for a total, five-year price of \$864,220, and any amendments for extra work up to 10% of contract price.

### **Executive Summary:**

Background:

In June 2012, the Auditor-Controller-Treasurer Tax Collector began the Request for Proposal (RFP) process to find an accounting firm to audit the County and prepare the Comprehensive Annual Financial Report (CAFR) and the Single Audit Report. The County's bond covenants require the County to obtain an annual financial audit performed by an independent audit firm. For Federal awards, an annual Single Audit is required to be performed by an independent audit firm. The contract was last sent out to bid in 2004 and at that time only three firms responded, with the winning bid coming from the audit firm Macias, Gini, & O'Connell. The contract with Macias, Gini, & O'Connell will end with the completion of the FY 2011-12 audit reports.

### **Selection Process:**

The ACTTC sent out 48 requests for proposals (RFPs) to accounting firms that we were able to identify as having potential interest. Seven proposals were received from accounting firms interested in performing the services for the next five years (June 30, 2013, 2014, 2015, 2016, and 2017) with two one-year extension options. The seven firms that submitted proposals were:

Macias, Gini & O'Connell, LLP  
Vavrinek, Trine, Day & Co, LLP  
Gallina, LLP  
Brown Armstrong  
CliftonLarsonAllen  
Pisenti & Brinker, LLP  
Marcum, LLP

An audit selection committee was formed to review the proposals. The audit selection committee consisted of representatives from the ACTTC, Sonoma County Grand Jury, Sonoma County Water Agency, County Administrator's Office, and Human Services.

The selection process was based on the following criteria:

- 1) Mandatory elements as required by the RFP. This pass/fail criterion included a number of factors which had to be addressed in the firm's proposal, including the firm's independence, license to practice in California, and lack of conflict of interest in regard to any other work performed by the firm for the County of Sonoma.
- 2) Technical Qualifications. This criterion was scored by the audit selection committee based on the stated qualifications and provided services outlined in the firm's proposal.
- 3) Price. This criterion gave preference to lower-priced bids.
- 4) Local Firm Preference. This criterion rewarded firms that did business from offices within Sonoma County.

The audit selection committee met several times to discuss the process, criteria to be used, and to review and discuss the proposals received from the seven firms.

**Criteria Results:**

- 1) All firms met the mandatory elements as required by the RFP.
- 2) All firms were technically qualified to perform the audit for the County, although the Audit Selection Committee took into consideration the additional services offered by some firms that would be valuable to the County, such as year round consultation with the firm's managers and partners.
- 3) Pisenti & Brinker received local firm preference consideration.

Although all proposals met the minimum criteria established by the committee, the committee found that Vavrinek, Trine, Day & Co, LLP (VTD) would clearly best serve the County of Sonoma's audit needs over the next five years. VTD has very good experience with California counties of similar size, including

the Counties of Sacramento, Yolo, Orange, Riverside, San Bernardino, and Ventura. VTD has 35 partners and employs 200 adequately trained and sufficiently experienced staff. Their proposal emphasized that partners and managers would be heavily involved and available throughout the year for consultation which the selection committee determined was the most significant indicator of a successful auditing process. They perform more than 250 single audits each year which places them in the top 10 firms nationally. VTD's proposal price was in the middle range of the price of all proposals received, and the price included testing of 6 single audit major programs. Other proposals included testing of 5 single audit major programs and some proposals did not quantify the number of programs included in their proposals. The audit selection committee determined that the hours proposed for the audit by VTD were reasonable and the additional services offered and included in their proposal were needed by the County to successfully complete the audit of the CAFR and Single Audit. Contract amounts for each Fiscal Year are as follows:

<b>Fiscal Year</b>	<b>Amount</b>
2012-2013	\$171,220
2013-2014	\$171,220
2014-2015	\$171,220
2015-2016	\$175,280
2016-2017	\$175,280
<b>Total</b>	<b>\$864,220</b>

Unforeseen circumstances will arise during the completion of the audit, such as the need to audit additional Federal Programs that were not anticipated in the RFP process, the discovery of significant accounting issues that need further review and resolution, and the implementation of new accounting standards which could not be predicted at the time of contract signing. As such, the ACTTC is requesting funds for up to 10% of the contract price to account for extra or changed work that may become known during the course of the audit.

**Prior Board Actions:**

5/3/2005 Board approved a five-year audit contract with Macias, Gini & O'Connell, LLP for audit services.

3/16/2010 and 6/21/11 Board approved extension options for audit services with Macias, Gini & O'Connell, LLP.

**Strategic Plan Alignment:** Goal 2: Economic and Environmental Stewardship

Contracting with Vavrinek, Trine, Day, & Co. would contribute toward the County's strategic goal of Economic and Environmental Stewardship by employing outside audit services to ensure that the County is minimizing risk and protecting its economic resources.

**Fiscal Summary - FY 12-13**

<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$ 177,550	County General Fund	\$ 177,550
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 177,550</b>	<b>Total Sources</b>	<b>\$ 177,550</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

Audit Services are budgeted annually in the Auditor-Controller-Treasurer Tax Collector's budget. The amount budgeted for FY 12-13 is \$177,550, based on previous contract schedule. Payment for VTD audit services will be budgeted at \$171,220 in FY 13-14.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

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

01-29-2013 Contract for Sonoma County Audit Services + Exhibits A, B, C, and D



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

Supervisor Shirlee Zane, 565-2241

**Supervisorial District(s):**

Third

**Title:** Disbursement of 2012-2013 Discretionary Advertising Funds (3rd District)

### **Recommended Actions:**

Approve Advertising Program grant awards to the following entity and authorize the County Administrator to execute contracts with the following entity:

Children's Museum of Sonoma County: \$1,500.

### **Executive Summary:**

Category E – Local Events and Organizations of the Advertising & Promotions Program Policy provides grant allocations to each Supervisor, to be distributed at the Supervisor's discretion. The Third District has made decisions regarding a portion of its allocation, totaling \$11,210 for FY 12/13. Additional awards for the remainder of the available funds will be submitted for approval at a later date.

Today's action appropriates \$1,500 of the District's funds to the Children's Museum of Sonoma County.

The Third District requests that funds be distributed upon approval of these awards by Board and execution of an advertising grant agreement contract with the entity. The contract will require the County logo on promotional materials produced using the grant award and will require submission to the District Director and County Administrator's Office of advertising and promotional activity receipts up to the total amount of the grant award provided.

### **Prior Board Actions:**

3/27/12 - The Board approved the Advertising & Promotions Policy update, including the district allocations for Category E funds for FY 12/13. 8/14/12 & 12/11/12--Board approved Third District Category E grant awards totaling \$6,500 from \$11,210 in available funding, leaving a remaining balance of \$4,710.00.

**Strategic Plan Alignment**      Goal 2: Economic and Environmental Stewardship

**Fiscal Summary - FY 12-13**

<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$ 1,500.00		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 1,500.00
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 1,500.00</b>	<b>Total Sources</b>	<b>\$ 1,500.00</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

The original Third District allocation was \$11,210.00. \$6,500.00 has previously been spent; today's appropriation of \$1,500.00 leaves a balance of \$3,210.00 remaining.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

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

**Sonoma County Advertising Program  
Request for Funding Application  
FY 2012-13**

Please review the Advertising & Promotions Policy prior to completing this application. The Policy details qualifications and requirements of applicants and specific categories under which funding can be requested. Applications for FY 2012-2013 funding must be submitted by **5:00 pm April 25, 2012**.

Applications may be submitted via email to: [Jennifer.Rogers@sonoma-county.org](mailto:Jennifer.Rogers@sonoma-county.org)

Or via delivery to:

Attn: Jennifer Rogers  
County Administrator's Office  
575 Administration Drive, Suite 104-A  
Santa Rosa, CA 95403

This application is required for requests for grant funds under the following categories:

- A(1): Chambers of Commerce
- B(2): Community Safety
- C: Agricultural Promotion
- D: Historical Commissions
- F: Major County Events and Organizations

This application may also be used for E: Local Events and Organizations, subject to the discretion of each Supervisorial District Board Member.

This application will be evaluated in terms of the Policy and individual category(s).

Policy Section II(3):

*Advertising fund grant awards will be based upon an evaluation of all application materials, with a focus on the return on investment and benefit to be gained, including potential tourism and business revenue, from providing financial support to the event/organization. Events and organizations who demonstrate ability to receive and/or contribute match funding or grants as the result of receipt of Advertising funds will be given priority consideration in the application review process and in consideration of amount of grant award.*

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*Applicant Organization:* Children's Museum of Sonoma County

*Address:* PO Box 12325

*City, State, Zip:* Santa Rosa, CA 95406

*Contact Person:* Collette Michaud

*Phone Number:* (707) 287-4809

*Email Address:* [collette@cmosc.org](mailto:collette@cmosc.org)

*Web Site Address:* www.cmosc.org

*Current IRS Non-Profit Status:* Yes  No

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## **EVENT/PROJECT/ORGANIZATION INFORMATION**

Please complete the remaining portions for *each* event/project/organization for which the Applicant Organization is requesting funding.

*Event/Project/Organization for which funds are requested:* Children's Museum of Sonoma County

*Category(s) under which funds are being requested (please refer to Advertising & Promotions Policy):*  
(F) Major County Events and Organizations

*Amount of Funds Requested (please refer to Policy for maximums allowed under each category):*  
\$1500

*Briefly describe the event/project/organization for which funds are being requested:*

In preparation for our groundbreaking, currently scheduled for April 2013, the Children's Museum of Sonoma County is launching our *Place to Wonder* Capital Campaign. Grant funds received will be used to build awareness around the Museum, advertise community events and highlight fundraising opportunities.

*If the request is being made for a specific event/project, please briefly describe the operating organization responsible for the event/project:*

The Children's Museum of Sonoma County (CMOSC) has been operating as a mobile museum since 2005, providing outreach to schools, organizations, businesses and events throughout our County. We started leasing our physical location (1835 West Steele Lane, Santa Rosa – adjacent to the Schulz Museum) from Jean Schulz in December of 2010. We plan to open the Museum in this location at the end of 2013. Our mission is to provide a safe environment for children and families, both local and visiting, to explore science, art and educational opportunities through hands-on exhibits and activities not offered in schools or anywhere else in Sonoma County.

*Briefly describe how the Advertising funds would be used, if awarded:*

Advertising funds would be used primarily for print materials, direct mailings, and publication ads. We project using these funds to advertise construction progress on exhibits and the outdoor garden as well as the Museum-on-the-Go's involvement in community events throughout Sonoma County. We also plan to use the funds to attract out-of-town visitors and promote our membership program and events such as the groundbreaking and grand opening of the Museum.

*When will the event/project/program occur, and when would Advertising funds be used, if awarded:*

Our campaign of awareness for CMOSC is ongoing, and our "Place To Wonder" capital campaign is currently in the "quiet phase" and hopes to go public towards the end of August in 2013. Grant funds for advertising will be put to use immediately upon receipt.

*What is the target market for the advertising/promotional efforts and how will this target market be reached (pleased include details as to any advertising that will take place outside of the County and to encourage attendance from outside the County):*

The target market for these funds are parents, grandparents and caregivers with children ages ten and under. A portion of our advertising outreach includes marketing CMOSC to those traveling to Sonoma County from out of town looking for additional fun-filled and enriching venues that welcome families, especially those with young children. CMOSC is the only cultural resource of its kind between San Francisco and the Oregon border.

*The Board of Supervisors wishes to encourage tourism, agriculture, and economic development in the County by supporting promotional, community, and cultural activities through the use of Advertising funds. Please describe how the event/organization will support tourism, agriculture, community spirit, culture, and/or economic development.*

Children's Museums are sought-after local and travel destinations. Parents recognize that they provide unique and creative insights into the communities in which they are located. CMOSC will be a place entire families, regardless of age, can enjoy and learn about Sonoma County. Whether they are picking grapes in the vineyard, pretending to sell their fruit at the farmer's market stand in "Mary's Garden," launching balls from the Hopper Popper or pretending to help patients in the Health and Science Lab of the main "Science and Imagination" gallery, CMOSC will imbue families with the lasting and positive impression that Sonoma County has something truly WONDERful to offer.

*What benefit is expected from the use of Advertising funds, if awarded (please detail expected increased tourism, overnight stays, economic impact, etc.), and how will this be measured:*

Advertising funds received via this grant process will be utilized to raise awareness and focus on outreach within our community and outside of it. Furthermore, with our location adjacent to the Schulz Museum, CMOSC offers a family friendly venue in addition to this world-class museum that has already established itself as a destination in Sonoma County. With more to see and do, and accommodation of all age groups, CMOSC will boost visitation to Sonoma County and encourage longer stays by families.

Data collected from 40,000 attendees at a range of arts events (including children's museums) reveal an average spending of \$22.87 per person, not including the price of admission. This spending generates and estimated \$80.9 billion of valuable revenue annually for local merchants and their communities. The findings for this survey also reveal that non-local attendees spend nearly twice as much as local attendees (\$38.05 compared to \$21.75), demonstrating hat a community that attracts cultural tourists stands to harness significant economic rewards. (Cohen 2002).

More than 30 percent of children's museums have been part of revitalization projects across the nation. According to Association of Children's Museums data, the total economic activity of its children's museum members is \$448 million. As a result, many city planners regard children's museums as an anchor for nearby attractions, restaurants and retail stores. Around the world, more than 30 million individuals annually visit children's museums.

CMOSC will track attendance numbers at the museum and outreach programs and compare against our projections and the national average for our demographic size. The Association of Children's Museums provides benchmark data to all of its museum members.

*How will the County of Sonoma, as a sponsor of the event/project/organization, be recognized in promotional materials and at the event/project/organization:*

The County of Sonoma will be recognized on our website, on printed materials and signage created in relation to grant funds received.

*Please provide any information on sponsorship packages which will be utilized for this event/project/organization:*

Materials related to current outreach and up-and-coming events in conjunction with the *Place To Wonder* capital campaign, our groundbreaking and other fundraising opportunities including large,

corporate sponsorships, are under revision and development. We are open to input from the Sonoma County Advertising Program as we move forward.

**HISTORY OF EVENT/PROJECT/ORGANIZATON:**

*How long has this event/project/organization been in operation: 2005*

*What is the overall attendance (past and future anticipated) of the event/project/organization:*

The Children’s Museum of Sonoma County has served well over 10,000 children since 2005 at over 200 community and museum sponsored events (Gravenstein Apple Fair, Amgen, Handcar Regatta, May Day is Play Day, Kidsworx at Friedman Brothers Hardware Stores) and at local schools – especially those that are underserved.

Once open full-time to the public, we forecast 50,000 children and their caregivers will visit the permanent site of the Museum. And combined with the current level of Museum-on-the-Go outreach, we project the total number of children and families served to rise to approximately 70,000.

*Have Advertising Funds been received for this purpose in the past? If so, how much and when?*

No.

**BUDGET FOR ADVERTISING ACTIVITIES**

Please detail all revenue and expenditures associated with the advertising and promotion of the event/project/organization for which funds are being requested (only include guaranteed funds, i.e. not the Advertising Funds being requested that have not yet been approved).

Revenue:

1.) *Funding/Contributions:*

Source	Amount
<b>Direct Public Grants</b>	<b>40,000</b>
<b>Direct and Indirect Public Support</b>	<b>512,000</b>
<b>Government Grants</b>	<b>30,000</b>
<b>Total:</b>	<b>582,000</b>

2.) *Other Earnings (i.e. admission fee, retained earnings, sale of products, etc):*

Type	Amount
Program Income	22,000
<b>Total:</b>	<b>22,000</b>

3.) Describe any in-kind assistance/match funds you expect to receive from individuals, businesses or other community groups in support of this event/project/organization, which have not be confirmed or detailed above:

- Our full-time CEO and Founder, Collette Michaud, donate 100% of her time.
- Our part-time CFO and former board member, Douglas Kay, donates his time.
- CMOSC has a dedicated group of (25) volunteers who donate their time and talent at numerous school and public events.
- Medtronic has provided numerous workdays where their employees have helped on a variety of projects like gardening, cleaning and painting.
- All of our legal work is provided pro-bono by Tom Davenport, attorney with Beyers and Costin in Santa Rosa.
- Bert Bangsberg, the independent contract Project Manager for the main building’s tenant improvements and outdoor garden construction of Mary’s Garden is donating 20% of his time.
- Western Builders, which is in charge of design and construction for the Arts Studio and Dow Birthday Party Room, is donating all of their Project Manager’s time.
- NorthBay Corporation provides garbage services at a reduced rate and is donating a debris bin during construction.
- Numerous in-kind donations have been received from local service and construction providers.

Expenditures:

1.) Expenditures for advertising and promotions (should correlate with revenue sources stated above):

<u>Expenditures</u> Item or service	<u>Cost:</u>	<u>Funded By</u>
Museum-on-the-Go Outreach Program	4500	CMOSC
Promotion of “Time To Wonder” Annual Fundraising Event	3500	CMOSC
Annual Donor Appeal Mailing to Individuals/Corporations	2500	CMOSC
Donor Information Packets/Images	1500	CMOSC
<b>Total:</b>	<b>\$12,000.00</b>	

**SUBMISSION**

The undersigned, declares that he/she has carefully examined the Sonoma County Advertising & Promotions Policy and agrees, and, if Advertising funds are awarded, that proposer will contract with the County to furnish the services as specified, in accordance with this grant application attached.

\_\_\_\_\_

\_\_\_\_\_

Signature of Applicant

Date



## County of Sonoma Agenda Item Summary Report

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

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

**To:** County of Sonoma Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** District Attorney

**Staff Name and Phone Number:**

**Supervisorial District(s):**

Cindy Williams, 565-2818

1,2,3,4,5.

**Title:** AVON Foundation for Women Grant for Family Justice Center

### Recommended Actions:

Authorize the Chairman of the Board of Supervisors to execute an amendment to the agreement with the YWCA of Sonoma County for services to the Family Justice Center Sonoma County, extending the contract term from July 1, 2011 through December 31, 2013, and increasing the contract maximum by \$36,956 for a total contract maximum of \$215,767.

### Executive Summary:

In January 2010, the Board authorized the District Attorney to accept a grant from the Office on Violence Against Women, United States Department of Justice (OVW) for the purpose of establishing a Family Justice Center in Sonoma County. The District Attorney, on behalf of a broad group of stakeholders representing law enforcement, county, and community based organizations, worked diligently towards making the Family Justice Center Sonoma County (FJCSC) a reality, in order to co-locate critical services under one roof and provide for a single point of access for comprehensive services for family violence victims.

In June 2011 the Board approved an Agreement with the YWCA of Sonoma County to provide case management services to victims, to facilitate the development and implementation of client referral and tracking systems, and to provide advocacy services to victims of domestic violence for the FJCSC through December 31, 2011.

The County was awarded a second round of funding from OVW in Federal Fiscal Year 2011. The Board approved an Amendment to the Agreement on December 6, 2011 to continue FJCSC contract services through September 2013, the end of the OVW grant term. Moreover, the new OVW grant provided only for 1.65 FTE of contract staff with the YWCA.

In September 2012, FJCSC was awarded a \$65,000 grant from the AVON Foundation for Women to be used for funding 2.0 FTE positions in support of the Family Justice Center for the term January 1, 2013-December 31, 2013. The Avon grant award was accepted and appropriated to the DA's budget on November 13, 2012.

The use of the Avon funds will be combined with the OVW funding to secure 2.0 FTE contract staff with the YWCA through the term ending December 13, 2013. Two full time positions enables the FJCSC to provide enhanced client engagement, case management, and client advocacy services provided by the YWCA through the end of next calendar year. YWCA advocates will continue to support victims of family violence by performing the initial intake with victims, assessing their situation, and connecting them with appropriate onsite services depending on the victim's needs. Furthermore, the increased Avon funding will result in approximately \$28,000 in OVW funding that will be reallocated to support other areas of need in the FJCSC. The District Attorney's Office will submit a request to modify the OVW budget upon approval and execution of the YWCA amendment.

An amendment is required to the current YWCA Agreement in order to adjust the scope and term of the YWCA navigator to meet the terms of the Avon Grant. Matching funds are not required of the Avon or OVW grant awards.

**Prior Board Actions:**

6/22/10 - the Board approved contract with YWCA of Sonoma County for the FJCSC.  
 12/6/11 – the Board executed amendment to contract with YWCA of Sonoma County for the FJCSC.

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

The AVON Foundation for Women funds allow more money to go to the YWCA to provide navigator services for domestic violence and sexual assault victims. Board action will result in more support for this agency's advocacy services at the FJCSC.

**Fiscal Summary - FY 12-13**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 36,956	County General Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 36,956
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 36,956</b>	<b>Total Sources</b>	<b>\$ 36,956</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

Funding to support this Agreement was recently appropriated to the DA budget on November 13, 2012.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

None

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

1 Contract Amendment





## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Mark Aston, 565-1157

**Supervisorial District(s):**

All

**Title:** Memorandum of Understanding with the City and County of San Francisco for the distribution of Urban Areas Security Initiative regional grant funds for the grant performance period, December 1, 2012 to January 31, 2014.

### **Recommended Actions:**

Authorize the Director of Fire and Emergency Services to execute the Urban Areas Security Initiative Memorandum of Understanding with the City and County of San Francisco for the distribution of Urban Areas Security Initiative Regional funds for the grant performance period, December 1, 2012 to January 31, 2014.

### **Executive Summary:**

The United States Department of Homeland Security (DHS) has a Homeland Security Grant Program, which includes the Urban Areas Security Initiative (UASI) Program. The UASI Program addresses the unique planning, equipment, training, and exercise needs of high-threat, high-density Urban Areas and assists those areas in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from threats and acts of terrorism.

The UASI grant to the San Francisco Bay Area is distributed using a risk assessment, capabilities, and gap analysis modality. The Bay Area is further divided into four planning hubs. Sonoma County acts as the lead for the North Bay Hub consisting of Marin, Napa, Solano and Sonoma counties. Funding was allocated to projects within the planning hub using the above mentioned gap analysis methodology.

This Memorandum of Understanding (MOU) will cover the grant performance period of December 1, 2012 to January 31, 2014 UASI regional grants funds, of which Sonoma County has been awarded \$48,409 for personnel costs to fund the UASI Program Manager position authorized for the Fire and Emergency Services Department in December 2011.

**Prior Board Actions:**

The Board has approved all previous UASI MOUs starting in FY2006, most recently on August 14, 2012 for FY2011 grant funds.

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

Community members are safe in their homes and communities. This is a facilitating investment to increase the response capabilities of our public safety first responders. Receiving grants funds supporting planning efforts and enabling purchases of specialized equipment increases the ability of first responders to effectively respond to critical incidents. Our participation in the Bay Area UASI coupled with our Program and Planning Management efforts increase the likelihood of receiving future grant funds for facilitating investments.

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

The Fire and Emergency Services 2012-2013 fiscal year budget adopted by the Board previously included \$140,000 in funding allocation for the UASI Program Manager position. The \$48,409 funding under this MOU does not impact FY12-13, it will be included in the Fire and Emergency Services 2013-2014 proposed budget to partially offset the UASI position costs in FY13-14. Without Board approval, Sonoma County will not receive reimbursement for the UASI Program Manager to comprehensively plan, coordinate, develop, liaise and implement grant projects/programs that are complicated, cross-departmental and involve multiple agencies.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

<b>Attachments:</b>
<b>Related Items "On File" with the Clerk of the Board:</b>
Agreement between the City and County of San Francisco and the County of Sonoma for the distribution of the FY2012 UASI Regional funds.



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** General Services

**Staff Name and Phone Number:**

**Supervisory District(s):**

Wayne Hovey (707) 565-3211

County-wide

**Title:** Execution of Consultant Agreement for Job Order Contracting Program

### **Recommended Actions:**

Authorize the Chair to execute an agreement with the Gordian Group, Inc. for administration of the Job Order Contract Program for a term of three years with an option to extend two more years.

### **Executive Summary:**

The purpose of this report is to request that the Board approve a consultant services agreement for administration of the annual Job Order Contract (J.O.C.) program, which will allow General Services to continue to use the J.O.C. process as directed by your Board. The agreement term will be three calendar years from the effective date of the Agreement, with two one-year extension options. The agreement authorizes the General Services Director to execute the extension options.

A Job Order Contract is an annual, competitively bid, firm fixed unit price, non-specific scope contract used for the performance of repair and remodeling construction work, including renovation, alteration, painting, and repair. The work to be performed under the J.O.C. is authorized through individual job orders that specify project scope with the cost established by the fixed unit prices adjusted by an adjustment factor. Job Order Contracting was developed as a means of having an "on-call" contractor on hand, using fixed unit prices to quickly perform capital work. This approach reduces the level of front end work relative to plan development, bidding, and resource contracting resulting in a reduction in the overall length of time required to develop and deliver capital work. Job order contracting has been utilized extensively across the United States and has been proven to deliver capital projects in less time and at a lower cost than the traditional design/bid/build method, while maintaining the specified level of quality. Cities and counties using J.O.C. retain the option of using J.O.C. only on those projects that are best suited for such delivery and having a J.O.C. does not preclude a public entity from bidding a specific project or using in-house resources for capital work as allowed by the

State Public Contract Code.

Work executed under a J.O.C. is based on a book of unit prices for thousands of construction activities, which include the material and labor costs for each activity. In preparing a proposal for a specific scope of work, the contractor identifies the quantity of the construction activities needed for a project, and utilizes the unit price indicated in the price book to determine the cost of the work. The contractor then multiplies that cost by an Adjustment Factor, which represents a modification to the unit prices to cover their profit and overhead, to reach the total cost for that scope of work.

The J.O.C. program is managed by the General Services Facilities Development and Management Division and administered by an outside consultant. This consultant prepares a price book specific for the Sonoma County area, provides training on its proprietary software used to generate and track work orders, and assists with the annual bidding process, including updating the price book annually to reflect current construction pricing.

The J.O.C. consultant has typically been retained under a three year agreement with two one-year optional extensions. The current agreement with the Gordian Group Inc. ("Gordian Group") will expire in February, 2013, requiring that a new agreement for these services be established.

### **Request for Proposal**

On October 12, 2012, Staff issued a Request for Proposal (R.F.P.) for administrative support services for the J.O.C. program. Proposals were due on November 2, 2012. Thirteen (13) R.F.P.s were issued to firms expressing interest in submitting a proposal, however only one (1) proposal was received. This proposal was from the Gordian Group. The Gordian Group has been administering the County's J.O.C. program over the past five years. In reviewing the Gordian Group's proposal, and based on the Gordian Group's extensive experience administering J.O.C. programs throughout the nation and excellent performance in administering the County's J.O.C. program over the past five years, Staff has determined that the Gordian Group is very well qualified to provide the J.O.C program services. Staff therefore recommends that the County enter into an agreement with the Gordian Group to continue to provide these services.

### **Agreement**

The administration of the J.O.C. program by the Gordian Group requires no initial up-front fees. Gordian Group will only be compensated when individual job orders for construction are executed Compensation will be 1.95% of the value of the J.O.C. work orders executed. Since continuing with the Gordian Group will utilize the systems already put in place by the Gordian Group, the County is able to avoid the higher first year cost of 5% of the value of work orders issued typically charged for the initial set up of the system. The scope of services to be provided includes the continuation of those services identified above.

The new agreement will have a three-year term from the date of the execution of the agreement, with two one-year options, which can be executed by the General Services Director, providing uninterrupted J.O.C. program support through January, 2016, with the potential to extend the agreement through January, 2018.

### **Local Impact of J.O.C.**

While the Gordian Group is not a local consultant, one of the benefits of the J.O.C. Program is that it gives the prime contractor and the County more flexibility to promote the use of local subcontractors, businesses and labor when compared with the traditional project delivery methods governed by the Public Contract Code. The J.O.C. contracts are awarded on the lowest responsive and responsible bid in the form of an adjustment factor, but the subcontractors or suppliers are not specified until the County issues the specific job order for the work to be performed. Therefore, the

prime J.O.C. contractor is in the position to solicit and select the subcontractors and suppliers that best facilitate the completion of the work within the unit cost restraints set upon award by the J.O.C. contract. Similarly, the County is in a position to provide feedback to the J.O.C. contractor regarding the quality of potential subcontractor's previous work, and further encourage the use of qualified local resources. In the past four years that J.O.C. has been utilized by the County, local construction spending (labor and materials) has increased from 15% in year one to 96% in year four. These results are an indication of the success of staff efforts to work within the limitations imposed by State contracting laws while taking advantage of the flexibility afforded by the J.O.C. Program.

**Prior Board Actions:**

07/13/10 – Approved using J.O.C. on permanent basis.

2007 – 2010 – Approved and established Job Order Contract Pilot Program, awarded various J.O.C. Contracts, and delegated authority for issuing individual Job Orders to County Architect, General Services Director and CAO.

**Strategic Plan Alignment:** Goal 3: Invest in the Future

Approving the J.O.C. consultant agreement positions the County to quickly respond to the County's construction needs in an efficient and cost effective manner, while promoting the use of local labor.

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

There is no separate funding required for the J.O.C. program. The program and the associated contract values and consultant fees are funded by individual capital projects and budgets approved by the Board through the annual Capital Budget process. These projects typically include repair and remodeling construction work. The cost of the J.O.C. contracts and associated consultant fees will be paid by approved and funded project budgets. The execution of this consultant agreement has no specific financial impact.

Over the past four years that J.O.C. has been in use, the County has issued individual job orders totaling approximately \$16 million against 14 separate Job Order Contracts, the majority of which was paid to local contractors. Approximately \$500,000 in fees has been paid to the Gordian Group for program administration services over this same period.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

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



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors of Sonoma County

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** General Services

**Staff Name and Phone Number:**

Gene Clark, 707-565-2978

**Supervisorial District(s):**

All

**Title:** Ratification of Agreement with Management Partners

### **Recommended Actions:**

Ratify agreement for professional services with Management Partners for Real Estate Operations and Management Services, in an amount not to exceed \$95,000 for a term not to exceed one year

### **Executive Summary:**

In late December of 2012, the General Services Real Estate Manager announced his retirement. The departure of the manager, coupled with the need to advance on-going real estate initiatives and efforts, presented an immediate and specialized resource need for General Services.

Management Partners had already been selected through a competitive process to perform a real estate operational assessment. Given the timing of the Real Estate Manager's retirement, Management Partners was able to quickly offer a comprehensive list of services including the provision of an experienced real estate professional to assist the County with its day-to-day real estate needs.

Services to be provided by the real estate consultant during the service period will include but not be limited to performing all the duties and functions required to address the provision of work space for Sonoma County staff and programs. Additionally, by conferring with Department leadership and senior General Services' management, the consultant will develop plans and establish goals and timetables for the acquisition and disposition of County real property, including negotiating the appraisal, acquisition and disposition of real property. Finally, the real estate consultant, acting as the department's in-house resource, will engage local real estate agents and brokers as required to ensure that all County real estate needs are effectively, efficiently and timely addressed.

Staff recommends ratification of the Management Partners Agreement in an amount up to but not to exceed \$95,000 at this time.



<b>Prior Board Actions:</b>			
None.			
<b>Strategic Plan Alignment</b> Goal 3: Invest in the Future			
Maintain continuity of services for the County to secure optimal real estate leasing and property acquisitions and dispositions.			
<b>Fiscal Summary - FY 12-13</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$ 95,000	County General Fund	\$ 95,000
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 95,000</b>	<b>Total Sources</b>	<b>\$ 95,000</b>
<b>Narrative Explanation of Fiscal Impacts (If Required):</b>			
Funding for this contract is included as part of the budget for providing Real Estate services within General Services. Salary savings from the departure of the Real Estate Manager will offset this expenditure.			
<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
n/a			
<b>Attachments:</b>			
n/a			
<b>Related Items "On File" with the Clerk of the Board:</b>			
Copy of Agreement with Management Partners.			



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Human Services Department

**Staff Name and Phone Number:**

Sherry Alderman – (707) 565-8501

All

**Title:** Human Services Contract Amendment with Goodwill Industries of the Redwood Empire

Authorize the Interim Director of the Human Services Department to execute an amendment to the contract with Goodwill Industries of the Redwood Empire (GIRE) to transition from the Subsidized and Transitional Employment Pilot (STEP) to the Subsidized Employment Program (SEP) and the Temporary Employment Program (TEP); to expand the Employment Services Program; and to increase the contract amount by \$258,004, for a new amount not to exceed amount of \$1,584,881, with no change to the term of July 1, 2012 to June 30, 2013.

### **GOODWILL INDUSTRIES CONTRACT AMENDMENT**

In March 2012, the Human Services Department implemented a seven month Subsidized and Transitional Employment Pilot (STEP) in partnership with Goodwill Industries of the Redwood Empire (GIRE) to serve SonomaWORKS clients. The STEP Pilot showed an increase in Sonoma County's Work Participation Rate (WPR) and successfully placed clients in unsubsidized employment. Therefore, a Request for Proposals (RFP) was issued in October 2012 to procure a provider to administer the programs and to separate STEP into two distinct programs: the Subsidized Employment Program and the Temporary Employment Program.

#### Subsidized Employment Program (SEP)

In the Subsidized Employment Program, SonomaWORKS participants obtain paid, work experience jobs which provide the opportunity to gain job skills while developing good work habits and increasing household income. A wage subsidy over a period of six months is offered as incentive to employers, with the understanding that the participant will be hired for the unsubsidized job after the wage subsidy ends. In addition, SEP gives employers the opportunity to build their business and incorporate new employees at reduced cost by providing financial assistance through the initial training period required by new employees. In the first seven months of the pilot program, 33 participants were referred to the Subsidized Employment Program; 5 participants are currently in subsidized employment positions; and 1 participant is employed in an unsubsidized position. The average hourly pay rate is \$13.25. The remaining 27 participants were unable to be placed

in a subsidized placement and referred back to their SonomaWORKS case manager.

Temporary Employment (TEP) Program

In the Temporary Employment Program, SonomaWORKS participants receive short term, subsidized employment for one calendar month that results in additional income for the participants without affecting their SonomaWORKS grant. The program is intended to be just one month in duration of temporary employment. The County, in turn, improves its Work Participation Rate (WPR) which measures the degree to which parents in SonomaWORKS families are engaged in work activities that lead to self-sufficiency. In the first five months of the pilot program, 17 participants received temporary employment and the County’s WPR improved up to 5% each month.

Request for Proposal (RFP)

On October 24, 2012, the Human Services Department issued a Request for Proposal to procure service providers to administer the Subsidized Employment Program and the Temporary Employment Program for the period February 1, 2013 to June 30, 2013. One proposal was received for each program from Goodwill Industries of the Redwood Empire (GIRE). The original fiscal year 2012-13 budget for the STEP Pilot with GIRE was for \$72,677 from July to October 2012 and then increased by \$28,783 to continue the pilot until the procurement process was completed. GIRE has delivered the services of the SEP and TEP programs through the STEP Pilot; therefore, the Department developed an amendment with the agency for approval by the Board of Supervisors to continue offering these services outside of the “pilot” program. The term is unchanged; however the amount of the contract is proposed to increase by \$191,721, for a new total of \$293,181. The Workforce Investment Board (WIB) Executive Committee approved the recommendation on December 12, 2012. The contract will be renewed for two subsequent fiscal years.

The Employment Services program budget within the contract is also being increased by \$37,500 to include the cost for a Business Services Representative at GIRE to develop job opportunities for clients referred from the Probation Department.

**Prior Board Actions:**

- June 12, 2012: Board approved Goodwill’s SonomaWORKS contract.
- July 31, 2012: Board accepted the Year 2 Realignment Plan which included funding for employment services for AB 109 participants.

**Strategic Plan Alignment:** Goal 3: Invest in the Future

The GIRE contract provides employment services to SonomaWORKS participants to assist in their transition into the workforce and independence.

**Fiscal Summary - FY 12-13**

<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$ 258,004	Select an item.	\$
Add Appropriations Req'd.	\$	State/Federal	\$ 220,504
	\$	Fees/Other	\$ 37,500
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 258,004</b>	<b>Total Sources</b>	<b>\$ 258,004</b>

**Narrative Explanation of Fiscal Impacts (If Required):**  
 All funding amounts are included in the Human Services Department current year budget. The \$37,500 is ongoing realignment funds and will fund a Business Service Representative at GIRE.

<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

**Related Items "On File" with the Clerk of the Board:**  
 Goodwill Industries of the Redwood Empire Contract Amendment



## County of Sonoma Agenda Item Summary Report

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

**Agenda Item Number: 14**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Thomas F. O’Kane, Jr., (707) 565-3585

**Supervisorial District(s):**

Fourth

**Title:** Amend Cooperative Funding Agreements between Sonoma County Transportation Authority and the County.

### **Recommended Actions:**

1. Approve and authorize chair to sign Amendment 3 to Cooperative Funding Agreement No. M30210-05 (North B/Airport Boulevard Improvements Phase IV) between Sonoma County Transportation Authority and the County.
2. Approve and authorize chair to sign Amendment 2 to Cooperative Funding Agreement No. SCTA10015 (North B/Airport and Soundwall Project) between Sonoma County Transportation Authority and the County.

### **Executive Summary:**

The US 101/Airport Boulevard area projects are a high transportation priority for Sonoma County. They are an integral part of the comprehensive plan and are essential transportation links for the airport and the adjacent area.

In November 2005, the County and the Sonoma County Transportation Authority (SCTA) entered into a Funding Agreement (M30210-05) which defined the 5 projects/phases planned for the area, established a schedule for each project, and determined the funding responsibilities of each party. The projects were established as using a combination of Measure M – Local Street Project Funds (LSP) made available from the SCTA and \$15M commitment from the County to use Countywide Traffic Mitigation Funds and other federal, state, or local funds that may become available for the project. Amendments No. 1 and No. 2 of Funding Agreement M30210-05 revised project schedules and funding allocations. Amendment No. 2 also deleted Phase IV (Airport Boulevard/Highway 101 Interchange) as the project had been established in a separate funding agreement (SCTA10015) on October 22, 2010. Proposed Amendment No. 3 addresses the remaining funding required to complete construction of Phase III (Airport Boulevard and Fulton Road intersection). The adopted FY 12-13 Road Division – Improvements Budget reflects the \$650,000 County funding commitment required by the amendment.

In October 2010, the County and the SCTA entered into a second cooperative funding agreement (SCTA10015) for the area. Cooperative Agreement SCTA10015 specifically addressed the funding, schedule, and project coordination with Caltrans for preliminary engineering and right-of-way engineering of the Highway 101/Airport Boulevard interchange, combining it with the Highway 101 North and Windsor Soundwall improvement project. Amendment No. 1 added the schedule and funding requirements for the construction phase of the Airport Interchange Project. The proposed Amendment No. 2 updates the schedule and funding requirements for the project. The adopted Road Division – Co-Operative Capital Budget reflects the \$7.811M County funding commitment required by the amendment.

**Prior Board Actions:**

6/14/11 Approved Amendment No. 1 to Cooperative Agreement SCTA10015; 2/15/11 Approved Amendment No. 2 to Cooperative Agreement M30210-05; 11/9/10 Approved Amendment No. 1 to Cooperative Agreement M30210-05; 10/22/10 Approved Cooperative Agreement SCTA10015; 11/8/2005 Approved Cooperative Agreement M30210-05.

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

The Airport Boulevard/Highway 101 area projects will improve driver safety and traffic circulation in the area.

**Fiscal Summary - FY 12-13**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 8,461,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 650,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	CW Traffic Mitigation Funds	\$ 7,811,000
<b>Total Expenditure</b>	<b>\$ 8,461,000</b>	<b>Total Sources</b>	<b>\$ 8,461,000</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
<b>Attachments:</b>			
Amendment No. 3, Amendment No. 2			
<b>Related Items "On File" with the Clerk of the Board:</b>			

**AMENDMENT 2 TO  
COOPERATIVE FUNDING AGREEMENT NO. SCTA10015  
(North B/Airport and Soundwall Project)  
BETWEEN  
THE SONOMA COUNTY TRANSPORTATION AUTHORITY  
AND  
COUNTY OF SONOMA**

This Amendment 2 to SCTA Contract Number SCTA10015 is made and entered into as of \_\_\_\_\_, 2012 (“Effective Date”) by and between the COUNTY OF SONOMA hereinafter referred to as “COUNTY” and the SONOMA COUNTY TRANSPORTATION AUTHORITY hereinafter referred to as “AUTHORITY.”

**RECITALS**

1. Consistent with Measure M and the Strategic Plan, AUTHORITY and COUNTY entered into SCTA Contract Number SCTA10015 and Amendment 1 to Contract SCTA10015 to provide \$2,346,000 of the \$15,000,000 of Measure M-LSP funds for Phase IV of the Airport Boulevard Improvement project indentified in the Measure M Expenditure Plan.

2. Consistent with Measure M and the Strategic Plan, AUTHORITY and COUNTY previously entered into Amendment 1 and Amendment 2 to Funding Agreement No. M30210-05. Amendment 2 to Funding Agreement No. M30210-05 utilized \$12,654,000 of the \$15,000,000 of Measure M funds for the remaining phases of the Airport Boulevard Improvements that were not included in SCTA Contract Number SCTA10015.

3. AUTHORITY has contributed an additional \$92,000 to the Project Approval and Environmental Documentation (PAED) phase, \$150,000 to the Right of Way (ROW) Support Phase, and \$2,109,000 to the ROW Capital phase in Measure M - 101 funding to Phase IV of the Airport Boulevard project by separate action.

4. AUTHORITY and COUNTY desire to contribute an additional \$1,827,000 in Proposition 1B - SLPP funds and delete \$1,827,000 in County Match funds to/from Phase IV of the Airport Boulevard project.

3. COUNTY and AUTHORITY have determined that up to a maximum of \$6,613,000 in additional funding is needed to complete the improvements of Phase IV of the Airport Boulevard Improvement project covered by SCTA Contract Number SCTA10015.

4. COUNTY and AUTHORITY desire to amend the financial plan and schedule reflecting the changed contributions and in order to deliver Phase IV of the Airport Boulevard Improvement project covered by SCTA Contract Numbers SCTA10015 and SCTA10015-A1.



NOW, THEREFORE, in consideration of the foregoing, AUTHORITY and COUNTY do hereby agree as follows:

**AGREEMENT**

**I. AMENDMENTS.**

**Paragraph 1 of Section I shall be amended to read as follows**

1. Total COUNTY Contribution: COUNTY agrees to provide up to \$ 7,811,000 in local funds towards the North-B/Airport and Soundwall Project, in accordance with the financial plan (Exhibit B) and schedule (Exhibit C). The cost of COUNTY's own administration, independent quality assurance, oversight, and project management is not considered a Project cost that is covered by this Agreement and is not included in the Project Plan.

**Paragraph 1 of Section II is amended to read as follows:**

1. Total AUTHORITY Contribution. AUTHORITY agrees to provide up to \$8,959,000 in Measure M - Local Street Project (LSP) program funding and \$10,546,000 in Measure M - Highway 101 Program funding towards the North-B/Airport and Soundwall Project, in accordance with the Project Plan. The cost of AUTHORITY's own administration, independent quality assurance, oversight, and project management is not considered a Project cost that is covered by this Agreement and is not included in the Project Plan.

**Exhibits. The following Exhibits in the Original Agreement are replaced by the Exhibits attached hereto:**

Exhibit B is replaced with Amendment 2 to SCTA10015 - Exhibit B (Financial Plan)

Exhibit C is replaced with Amendment 2 to SCTA10015 - Exhibit C (Schedule)

**II. Remainder of Agreement Unchanged.**

Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement and all previous Amendments, together with exhibits and schedules is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall be construed to modify, invalidate or otherwise affect any provision of the Agreement or any right of AUTHORITY or COUNTY arising there under.

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

COUNTY OF SONOMA

SONOMA COUNTY  
TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Director of Public Works

By: \_\_\_\_\_  
SCTA Chair

ATTEST:

APPROVED AS TO SUBSTANCE:

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

By: \_\_\_\_\_  
Executive Director

APPROVED AS TO LEGAL FORM  
FOR COUNTY:

By: \_\_\_\_\_  
Deputy County Counsel

By: \_\_\_\_\_  
Legal Counsel  
Authority

**EXHIBIT B**

**AMENDMENT 2 TO  
COOPERATIVE FUNDING AGREEMENT NO. SCTA10015  
(North B/Airport and Soundwall Project)  
BETWEEN  
THE SONOMA COUNTY TRANSPORTATION AUTHORITY  
AND  
COUNTY OF SONOMA**

**PROJECT FINANCIAL PLAN**

Table B-1: North-B/Airport Funding Plan by Fund Source and Development Phase (Funds in Thousands)

<b>FUND SOURCE</b>	<b>PAED</b>	<b>PS&amp;E</b>	<b>ROW SUP</b>	<b>ROW CAP</b>	<b>CON SUP</b>	<b>CON CAP</b>	<b>TOTAL by TYPE</b>
<b>COUNTY MATCH</b>	\$261 42.5%	\$1,216 20.5%	\$235 33.6%	\$0 0.0%	\$0 0.0%	\$6,100 20.4%	<b>\$7,811</b> <b>16.0%</b>
<b>Measure M (LSP)</b>	\$261 42.5%	\$3,494 58.9%	\$235 33.6%	\$0 0.0%	\$0 0.0%	\$4,970 16.6%	<b>\$8,959</b> <b>18.3%</b>
<b>Measure M (101)</b>	\$92 15.0%	\$1,218 20.5%	\$230 32.9%	\$7,697 100.0%	\$0 0.0%	\$1,309 4.4%	<b>\$10,546</b> <b>21.6%</b>
<b>Prop 1B SLPP</b>	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$3,693 12.3%	<b>\$3,693</b> <b>7.6%</b>
<b>Prop 1B CMIA</b>	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$4,050 100.0%	\$13,842 46.3%	<b>\$17,892</b> <b>36.6%</b>
<b>TOTAL</b>	<b>\$613</b> <b>100.0%</b>	<b>\$5,928</b> <b>100.0%</b>	<b>\$700</b> <b>100.0%</b>	<b>\$7,697</b> <b>100.0%</b>	<b>\$4,050</b> <b>100.0%</b>	<b>\$29,913</b> <b>100.0%</b>	<b>\$48,901</b> <b>100.0%</b>

Table B-2: North-B/Soundwall Funding Plan by Fund Source and Development Phase (Funds in Thousands)

<b>FUND SOURCE</b>	<b>PAED</b>	<b>PS&amp;E</b>	<b>ROW SUP</b>	<b>ROW CAP</b>	<b>CON SUP</b>	<b>CON CAP</b>	<b>TOTAL by TYPE</b>
<b>Measure M (101)</b>	\$0 0.0%	\$1,391 100.0%	\$200 100.0%	\$50 100.0%	\$0 0.0%	\$0 0.0%	<b>\$1,641</b> <b>27.4%</b>
<b>Prop 1B CMIA</b>	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$0 0.0%	\$450 100.0%	\$3,900 100.0%	<b>\$4,350</b> <b>72.6%</b>
<b>TOTAL</b>	<b>\$0</b> <b>0.0%</b>	<b>\$1,391</b> <b>100.0%</b>	<b>\$200</b> <b>100.0%</b>	<b>\$50</b> <b>100.0%</b>	<b>\$450</b> <b>100.0%</b>	<b>\$3,900</b> <b>100.0%</b>	<b>\$5,991</b> <b>100.0%</b>

Note: Funding for soundwalls shall be tracked separate from other improvements. Soundwalls represent 10% of Construction Capital and 10% of Construction Support of combined North-B/Airport and Soundwall project. COUNTY has no responsibility to fund soundwalls.

**EXHIBIT C**

**AMENDMENT 2 TO  
COOPERATIVE FUNDING AGREEMENT NO. SCTA10015  
(North B/Airport and Soundwall Project)  
BETWEEN  
THE SONOMA COUNTY TRANSPORTATION AUTHORITY  
AND  
COUNTY OF SONOMA**

**PROJECT SCHEDULE**

**Potential Project Schedule:**

<b>Project Development Phase</b>	<b>Begin</b>	<b>End</b>
Environmental (Re-evaluation)	May 2009	May 2010
Design	May 2009	Apr 2012
Right of Way (ROW)	Dec 2009	Apr 2012
Advertise, Award, Approve (AAA)	May 2012	Oct 2012
Construction (CON)	Dec 2012	Dec 2014

**AMENDMENT NO. 3 TO  
COOPERATIVE FUNDING AGREEMENT NO. M30210-05  
(North B/Airport Blvd Improvements Phase IV)  
BETWEEN  
THE SONOMA COUNTY TRANSPORTATION AUTHORITY  
AND  
COUNTY OF SONOMA**

This Amendment 3 to Cooperative Funding Agreement M30210-05 is made and entered into as of \_\_\_\_\_, 2012 (“Effective Date”) by and between the COUNTY OF SONOMA hereinafter referred to as “COUNTY” and the SONOMA COUNTY TRANSPORTATION AUTHORITY hereinafter referred to as “AUTHORITY.”

**RECITALS**

1. Consistent with Measure M and the Strategic Plan, AUTHORITY and COUNTY previously entered into that certain Cooperative Funding Agreement No. M30210-05 to identify transportation improvement projects in the Airport Boulevard area of Sonoma County (the “Airport Boulevard Improvements”), agreeing to work cooperatively to fund those projects, which included \$15,000,000 in Measure M - Local Street Project (“LSP”) program funding.

2. Consistent with Measure M and the Strategic Plan, AUTHORITY and COUNTY entered into SCTA Contract Number SCTA10015 and Amendment 1 to Contract SCTA10015 to provide \$2,346,000 of the \$15,000,000 of Measure M-LSP funds for Phase IV of the Airport Boulevard Improvement project indentified in the Measure M Expenditure Plan.

3. Consistent with Measure M and the Strategic Plan, AUTHORITY and COUNTY previously entered into Amendment 1 and Amendment 2 to Funding Agreement No. M30210-05. Amendment 2 to Funding Agreement No. M30210-05 utilized \$12,654,000 of the \$15,000,000 of Measure M funds for the remaining phases of the Airport Boulevard Improvements that were not included in SCTA Contract Number SCTA10015.

4. COUNTY and AUTHORITY have determined that up to a maximum of \$6,613,000 in additional funding is needed to complete the improvements of Phase IV of the Airport Boulevard Improvement project covered by SCTA Contract Number SCTA10015.

5. COUNTY and AUTHORITY desire to amend the financial plan reflecting the reduced contributions to the various phases of project covered by Agreement M30210-05 and schedule for completion of the Project which is attached hereto as Amendment 3 to Exhibit B-1 in order to fund the shortfall in funding needed to deliver Phase IV of the Airport Boulevard Improvement project covered by SCTA Contract Number SCTA10015.

NOW, THEREFORE, in consideration of the foregoing, AUTHORITY and COUNTY do hereby agree as follows:

## **AGREEMENT**

### **I. AMENDMENTS.**

#### **Paragraph 1 of Section I shall be amended to read as follows**

1. COUNTY Contribution. Consistent with Strategic Plan, COUNTY shall make available a minimum of \$6,041,000 in matching funds towards the Project in total.

#### **Paragraph 1 of Section II is amended to read as follows:**

1. Reimbursement of COUNTY Expenses. Consistent with Strategic Plan, AUTHORITY will make available \$6,041,000 (2004 dollars) in Measure M LSP funds towards the Project in total. AUTHORITY shall process COUNTY invoices within forty-five (45) days of receiving an invoice in a form acceptable to AUTHORITY's Executive Director.

#### **Paragraph 15 of Section III to read as follows:**

15. COUNTY and AUTHORITY agree to enter into a separate agreement, attached to this amended agreement as Exhibit B-2, pursuant to which AUTHORITY shall provide \$8,959,000 in Measure M Local Streets Project for the Airport Blvd Improvements Phase IV project.

#### **Exhibits. The following Exhibits in the Original Agreement are replaced by the Exhibits attached hereto:**

Exhibit B-1 is replaced with Amendment 3 to M30210-05 - Exhibit B-1 (Financial Plan and Schedule)

Exhibit B-2 is replaced with Amendment 3 to M30210-05 - Exhibit B-2 (SCTA10015-A2)

### **II. Remainder of Agreement Unchanged.**

Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement and all previous Amendments, together with exhibits and schedules is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall be construed to modify, invalidate or otherwise affect any provision of the Agreement or any right of AUTHORITY or COUNTY arising there under.

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

COUNTY OF \_\_\_\_\_

SONOMA COUNTY  
TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Chair, Board of Supervisors

By: \_\_\_\_\_  
SCTA Chair

ATTEST:

APPROVED AS TO SUBSTANCE:

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

By: \_\_\_\_\_  
Executive Director

APPROVED AS TO FORM  
FOR COUNTY:

APPROVED AS TO FORM  
FOR AUTHORITY:

By: \_\_\_\_\_  
COUNTY COUNSEL

By: \_\_\_\_\_  
Authority Legal Counsel

**AMENDMENT No. 3 to  
COOPERATIVE FUNDING AGREEMENT NO. M30210-05  
(North B/Airport Blvd Improvements Phase IV)  
Between the  
SONOMA COUNTY TRANSPORTATION AUTHORITY  
And  
COUNTY OF SONOMA**

**EXHIBIT B-1**

**FINANCIAL PLAN AND SCHEDULE  
(2004 Dollars)**

The following table is a description of the five Phases of Airport Boulevard Improvements, their estimated costs and anticipated sources of funding. Please note that the expected costs exceed currently identified funds.

<u>Project Name: Airport Blvd. Improvements Phases I &amp; IA</u>				
Work Phase	Measure M Amount	Other Funding	Total Funding	Planned Request Date
Scoping	0	0	0	N/A
Environmental	0	50,000	50,000	PRIOR
Design	0	200,000	200,000	PRIOR
Right of Way	0	0	0	N/A
Construction Management	0	0	0	N/A
Construction	579,000	329,000	908,000	PRIOR
Total Phase I	579,000	579,000	1,158,000	
<u>Project Name: Airport Blvd. Improvements Phase II</u>				
Work Phase	Measure M Amount	Other Funding	Total Funding	Planned Request Date
Scoping	0	0	0	N/A
Environmental	0	0	0	N/A
Design	0	0	0	N/A
Right of Way	0	0	0	N/A
Construction Management	0	0	0	N/A
Construction	0	0	0	N/A
Total Phase II	0	0	0	



Project Name: Airport Blvd. Improvements Phase III

Work Phase	Measure M Amount	Other Funding	Total Funding	Planned Request Date
Scoping	0	0	0	N/A
Environmental	0	0	0	N/A
Design	0	0	0	N/A
Right of Way	0	0	0	N/A
Construction Management	0	0	0	N/A
Construction	650,000	650,000	1,300,000	12/13
Total Phase III	650,000	650,000	1,300,000	

Project Name: Airport Blvd. Improvements Phase IV \*

Work Phase	Measure M Amount	Other Funding	Total Funding	Planned Request Date
Scoping	0	0	0	N/A
Environmental	0	0	0	N/A
Design	0	0	0	N/A
Right of Way	0	0	0	N/A
Construction Management	0	0	0	N/A
Construction	0	0	0	N/A
Total Phase IV	0	0	0	

Project Name: Airport Blvd. Improvements Phase V \*\*

Work Phase	Measure M Amount	Other Funding	Total Funding	Planned Request Date
Scoping	0	0	0	N/A
Environmental	0	0	0	N/A
Design	0	0	0	N/A
Right of Way	0	0	0	N/A
Construction Management	0	0	0	N/A
Construction	0	0	0	N/A
Total Phase V	0	0	0	

**\* Agreement No.SCTA10015-A2 between SCTA and Sonoma County TPW includes funding of all Work Phases (Scoping through Construction) for the Airport Blvd Phase IV (North B) interchange project and Amendment No. 3 to M30210-05 removes the funding commitments of both Sonoma County TPW and SCTA for the Airport Phase IV project. Agreement No.SCTA10015-a2 increases the total of Measure M LSP funds committed to Airport Blvd Phase IV to \$8,959,000.**

**\*\* The Funding Plan above shows only \$1,229,000 in Measure M - LSP funds programmed in the 2011 Measure M Strategic Plan, as amendment by the SCTA Board of Directors. There is a total of \$6,041,000 (2004\$) in Measure M - LSP funds are committed to this project by this amendment. When the balance of \$4,812,000 in LSP funding is programmed by the SCTA to the various phases of the Airport Boulevard Improvement Project covered by Agreement No. M30210-05, the Financial Plan (Exhibit B-1) will be amended accordingly.**

**AMENDMENT NO. 3 to  
COOPERATIVE FUNDING AGREEMENT NO.M30210-05  
(North B/Airport Blvd Improvements Phase IV)  
BETWEEN  
THE SONOMA COUNTY TRANSPORTATION AUTHORITY  
AND  
SONOMA COUNTY**

**EXHIBIT B-2  
Amendment 2 of Agreement 10015-A2**



County of Sonoma  
Agenda Item  
Summary Report

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

**Agenda Item Number: 15**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

Board of Supervisors – (707) 565-2241

**Supervisorial District(s):**

**Title:** Minutes of January 8, 2013

**Recommended Actions:**

Approval

**Executive Summary:**

Approval of Minutes – Approve the Minutes of the Meeting of November 20, 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.

**Prior Board Actions:**

None

**Strategic Plan Alignment** Not Applicable

**Fiscal Summary - FY 12-13**

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

<b>Narrative Explanation of Fiscal Impacts (If Required):</b>			
<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
None			
<b>Attachments:</b>			
Minutes of January 8, 2013			
<b>Related Items “On File” with the Clerk of the Board:</b>			
None			

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

**TUESDAY**

**JANUARY 8, 2013**

**8:30 A.M.**

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Board of Directors of the Northern Sonoma County Air Pollution Control District, and as the governing board of all special districts having business on the agenda to be heard this date.

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

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

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

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

**Public Transit Access to the County Administration Center:**

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

***APPROVAL OF THE CONSENT CALENDAR***

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

***PUBLIC COMMENT***

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

## 8:39 A.M. CALL TO ORDER

Supervisors Present: Supervisors Gorin, Rabbitt, Zane, McGuire, and Carrillo.  
(All Supervisors Were Present)

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

Chairwoman Zane presiding

8:39 A.M. Chairwoman Zane called the meeting to order

## PLEDGE OF ALLEGIANCE

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

II. INSTALLATION CEREMONY

A. Administration of the Oath of Office and presentation of Certificate of Election  
Sonoma County Supervisor Susan Gorin, First District.

B. Administration of the Oath of Office and presentation of Certificate of Election  
Sonoma County Supervisor Shirlee Zane, Third District.

C. Administration of the Oath of Office and presentation of Certificate of Election  
Sonoma County Supervisor Efren Carrillo, Fifth District.

III. NOMINATION AND ELECTION OF BOARD CHAIR, VICE-CHAIR AND CHAIR PRO-TEM (also appears as Item #31 on the Regular Calendar)

A. Nomination and election of Chair

B. Nomination and election of Vice-Chair

C. Nomination and election of Chair Pro-Tem

D. Remarks of outgoing Chair and other Supervisors

E. Remarks of incoming Chair

F. Seating selection at the dais

#### IV. RECESS TO RECEPTION IN THE FOYER

9:23 A.M. Board recessed

9:55 A.M. Board reconvened

Chairman Rabbitt presiding.

Chairman Rabbitt announced the Board would hear Regular Item #30.

#### V. BOARD MEMBER ANNOUNCEMENTS

Supervisor Carrillo announced he attended a public workshop hosted by California Coastal Commission regarding improving the local coastal planning process. He asked the Board to adjourn in memory of Richard Pozzi and Camille LeGrand.

Supervisor Gorin thanked the Board, the County Administrator's Office, Department Heads, and the residents of the First District for the warm welcome and support. She asked the Board to adjourn in memory of Joe Loza.

Supervisor Zane reported she attended the Successor Agency Santa Rosa Oversight Board meeting; chaired the Successor Agency Rohnert Park Oversight Board meeting; attended the Bay Area Air Quality Management District meeting; attended the Public Policy Facilitating Committee meeting; and attended the Sonoma Marin Rail Transit Board meeting. She participated on a National Association of Counties conference call for the Health Care Steering Committee. She asked the Board to adjourn in memory of Skippy Baxter and John Asti.

Supervisor McGuire announced he attended the Library JPA Review Advisory Committee meeting.

Chairman Rabbitt announced he attended the Sonoma County Employee Retirement Association Investment Committee; the Golden Gate Bridge Transportation District meetings; the Successor Agency Petaluma Oversight Board meeting; and the Solid Waste Advisory Group meeting. He asked the Board to adjourn in memory of Bill Foster and Alyssa Byrne. He also announced that he will participate on Congressman Mike Thompson's Gun Violence Prevention public forum on January 10, 2013.

#### VI. CONSENT CALENDAR

(Items 1 through 29)

#### PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 2)

#### PRESENTATIONS AT BOARD MEETING



CONSENT CALENDAR (Continued)

1. Adopt a Gold Resolution proclaiming January 8, 2013 to February 12, 2013, as Human Trafficking Awareness Month in Sonoma County. (District Attorney's Office/Human Resources/Health Services/Human Services/Probation/Sheriff's Office)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0001

PRESENTATIONS AT DIFFERENT DATE

2. Adopt a Gold Resolution honoring Gregory Winters for his recent achievement of Eagle Scout BSA Troop 2. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0002

COMMUNITY DEVELOPMENT COMMISSION

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

3. Approve three exceptions to Housing Rehabilitation Loan Program policies to authorize approval of an \$85,000 loan to Community Housing Sonoma County for the property at 16451 Mill Street in Guerneville. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

4. Authorize the Sonoma County Community Development Commission Executive Director to (A) apply to the U.S. Department of Housing and Urban Development for Continuum of Care Program funds for up to \$35,000 for planning and grant administration costs, and up to \$105,000 for a Coordinated Intake program; (B) execute associated Continuum of Care funding agreements and other required documents if and when grants are awarded, and (C) submit and execute funding agreements and documents for renewal grant funding in subsequent years.

Board Action: Approved as Recommended

UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY

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

5. Authorize the Chair to approve the first amended agreement with MMI Engineering, Inc., in an amount not to exceed \$56,785, expanding the scope of work to include Phase 2 environmental characterization of soil and groundwater, construction and bid support for the Santa Rosa aqueduct at the Rodgers Creek Fault crossing, and extending the agreement term by one year for a new not-to-exceed agreement total of \$318,785 and end date of April 30, 2014. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

AUDITOR CONTROLLER-TREASURER TAX COLLECTOR

6. Review and accept the audit report of the Sonoma County District Attorney's Office Workers' Compensation Insurance Fraud Program for the fiscal year ended June 30, 2012.

Board Action: Approved as Recommended

UNANIMOUS VOTE

7. Review and accept the audit report of the Sonoma County District Attorney's Office Automobile Insurance Fraud Program for the fiscal year ended June 30, 2012.

Board Action: Approved as Recommended

UNANIMOUS VOTE

8. Review and accept Agreed Upon Procedures and review reports of the Sonoma County Treasury for compliance with Government Code 26920 for the quarters ending March 31, 2012 and June 30, 2012 with no significant findings.

Board Action: Approved as Recommended

UNANIMOUS VOTE

BOARD OF SUPERVISORS

9. Adopt the County of Sonoma Board of Supervisors calendar of meetings for the year 2013.

Board Action: Approved as Recommended

UNANIMOUS VOTE

COUNTY ADMINISTRATOR

10. Authorize the County Administrator to amend the employment contract with Richard Bottarini for the position of Sonoma County Local Agency Formation Commission (LAFCO) Executive officer to: (A) Extend the term by 14 months from April 1, 2013 to June 30, 2014; (B) Require annual performance reviews by LAFCO; (C) Allow Incumbent Executive Officer to voluntarily reduce pay in new term through submission of irrevocable waiver.

Board Action: Approved as Recommended

UNANIMOUS VOTE

COUNTY COUNSEL

11. Authorize the Chair to execute a first amendment to the professional services agreement with Perkins Coie (an increase from \$25,000 to \$60,000), for legal services related to the Enterprise Financial System negotiations. (4/5 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

FIRE AND EMERGENCY SERVICES

12. Adopt a Resolution approving grant and authorizing the Chair to execute the agreement between the County of Sonoma and the State of California Department of Forestry and Fire Protection for the Volunteer Fire Assistance Program Award #7FG12025 in the amount of \$13,303, through August 31, 2013.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0003

GENERAL SERVICES / SHERIFF'S OFFICE

13. Ratify Amendment No. 1 to lease agreement L-0986, executed between the State of California and the County of Sonoma providing for replacement of communications tower and equipment vault improvements at the Mt. Jackson Lookout communications site near Guerneville, and offset of the \$18,634 annual rent value of the lease by contribution of County vault space and other in-kind services to the State.

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

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

14. Authorize the Chair to execute a contract amendment with The Segal Company for benefit consulting and actuarial services, extending the term of the agreement for six months from January 1, 2013 to June 30, 2013, and increasing the agreement by \$150,000, for a total agreement amount not to exceed \$1,466,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

REGIONAL PARKS

15. Approve and authorize the Chair to execute the Memorandum of Understanding between the County and Sonoma County Waste Management Agency (SCWMA) setting forth the terms and conditions for the use of SCWMA Oil Payment Program funds (up to \$15,210) to improve the existing oil collection site at Spud Point Marina. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

REGIONAL PARKS  
AND  
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

16. Adopt a Concurrent Resolution approving an application for grant funds from the Recreational Trail Program grant in the amount of \$250,000 to fund land acquisition for the Mark West Creek Regional Park and Open Space Preserve. (First and Fourth Districts)  
Board Action: Approved as Recommended  
UNANIMOUS VOTE  
Approved by Resolution No. 13-0004

SHERIFF'S OFFICE

17. Authorize the Sheriff to execute the agreement with Kaiser Air, Inc. for helicopter maintenance services for the period of January 1, 2013 through June 30, 2015, in an amount not to exceed \$319,639.  
Board Action: Approved as Recommended  
UNANIMOUS VOTE
18. Authorize the Sheriff to execute the agreement with Golden Gate K9, LLC, for law enforcement canine training services for the period of January 1, 2013 through June 30, 2014, in an amount not to exceed \$120,000.  
Board Action: Approved as Recommended  
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

19. Adopt a Resolution authorizing the Director of Transportation and Public Works Department to submit a \$150,000 grant application to California Department of Resources Recycling and Recovery (CalRecycle) and authorizing the Director to execute the grant agreement and any related documents upon approval from the State. (Fourth District)  
Board Action: Approved as Recommended  
UNANIMOUS VOTE  
Approved by Resolution No. 13-0005
20. Adopt a Resolution appropriating \$140,000 from Road Maintenance Fund Balance and transferring \$390,000 from Road Maintenance to Heavy Equipment Replacement Fund. (4/5 vote required)  
Board Action: Approved as Recommended  
UNANIMOUS VOTE  
Approved by Resolution No. 13-0006
21. Adopt a Resolution for an increase of \$150,000 to a total loan amount of \$400,000 with an extension to the current bridge loan from the Small Water Systems Loan Assistance Fund, to be repaid by November 30, 2014, at 3% interest, from funds secured from the United

CONSENT CALENDAR (Continued)

Item # 21 Continued

States Department of Agriculture and approve a budgetary adjustment in the amount of \$215,000. (Fifth District) (4/5 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0007

TRANSPORTATION AND PUBLIC WORKS / COUNTY COUNSEL

22. Authorize the Chair to execute the fifth amendment to the legal services agreement with the law firm Atkinson, Andelson, Loya, Ruud and Romo for outside counsel assistance regarding a construction dispute over the County's leachate pipeline construction project. Amendment increased amount by \$150,000, increasing the total compensation not-to-exceed amount to \$550,000, and extending the contract term through January 31, 2014. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

MISCELLANEOUS

23. Approval of Minutes - (A) Approve the Minutes of the Meeting of December 4, 2012 for the following: Occidental County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors and (B) Approve the Minutes of the Meeting December 4, 2012 of the Sonoma Valley County Sanitation District. (C) Approve the Minutes of the Meeting of December 11, 2012 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, Sonoma Clean Power Authority, and Board of Supervisors and (D) Approve the Minutes of the Meeting December 11, 2012 of the Sonoma Valley County Sanitation District.

Board Action: Approved as Recommended

UNANIMOUS VOTE

APPOINTMENTS/REAPPOINTMENTS

(Items 24 through 29)

24. Appoint Elizabeth McCarthy to the Community Development Committee beginning January 8, 2013, at the pleasure of the Board. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

25. Appoint Tony Anello to the Spud Point Advisory Committee beginning January 8, 2013 at the pleasure of the Board. (Fifth District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

26. Reappoint Dennis Murphy to the Sotoyome Resource Conservation District Board of Directors, representing the County of Sonoma for a four year term from December 7, 2012 through December 2, 2016. (Countywide)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

27. Reappoint Ron Rolleri to the Sotoyome Resource Conservation District Board of Directors, representing the County of Sonoma for a four year term from December 7, 2012 through December 2, 2016. (Countywide)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

28. Reappoint Brian Sobel to serve as a public member-at-large of the Golden Gate Bridge, Highway and Transportation District Board of Directors for a two year term from January 1, 2013 through January 1, 2015. (Countywide)

Speakers: Dennis Rosatti and Lisa Maldonado

Board Action: Approved as Recommended  
UNANIMOUS VOTE

29. Amend the term end date for the appointment of Stephanie Hulbert to the Developmental Disabilities Board (Area IV), as Sonoma County representative, extending the term end date to December 31, 2015. Appointment was approved by the Board of Supervisors on November 20, 2012, for a three year term, with an incorrect term end date of November 20, 2015. (Countywide)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

VII. REGULAR CALENDAR (Items 30 through 34)

COUNTY ADMINISTRATOR

30. Receive a presentation on the State Legislative Session from Senator Noreen Evans, Chair of the Senate Judiciary Committee.

9:56 A.M.

Present: Senator Noreen Evans

Information Only.

BOARD OF SUPERVISORS

31. Selection of Officers 2013 - (A) Adopt a Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2013 for the Board of Supervisors, Directors and Commissioners; (B) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Corporation, (C) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Authority, and (D) Adopt a Resolution naming the officers of the Sonoma County Water and Wastewater Financing Authority.

Chairman Rabbitt announced that item #31 was considered and voted on at the beginning of the meeting. He opened public comment for members of the public wishing to speak on the item.

Board Action: Adopt four Resolutions selecting Supervisor David Rabbitt as Chair, Supervisor Mike McGuire as Vice Chair, and Supervisor Susan Gorin as Chair Pro Tem for 2013 for the following: (A) Naming the Chair, Vice-Chair and Chair Pro-Tem for the year 2013 for the Board of Supervisors, Directors and Commissioners; (B) Naming the officers of the County of Sonoma Public Financing Corporation; (C) Naming the officers of the County of Sonoma Public Financing Authority, and (D) Naming the officers of the Sonoma County Water and Wastewater Financing Authority.

UNANIMOUS VOTE

Approved by Resolution No. 13-0008, 13-0009, 13-0010, 13-0011

32. Establish assignments for members of the Board of Supervisors and the Board of Directors of the Sonoma County Water Agency for the year 2013.

11:34 A.M.

Board Action: Approved as Recommended

UNANIMOUS VOTE

REGULAR CALENDAR (Continued)

ECONOMIC DEVELOPMENT BOARD

33. Accept the recommendations of the Innovation Action Council Taskforces and direct staff to proceed with recommendations as presented.

11:47 A.M.

Present: Ben Stone, Executive Director of the Economic Development Board; Bill Carson; Co-chair, Innovation Action Council; Oscar Chavez, Executive Director of Community Action Partnership; and Ethan Brown, Economic Development Board

Speaker: Melma Calroy

Board Action: Approved as Recommended  
UNANIMOUS VOTE

BOARD OF SUPERVISORS

34. Ad Hoc Committee on Mentoring, Youth and Education recommendation to support local students' educational efforts and workforce investment -

(A) Launch a county employee program in Schools of Hope;

(B) Provide funding for three additional career technical education classes through the Sonoma County Office of Education for five years;

(C) Provide one time funding of \$100,000 to Scholarship Sonoma County, and;

(D) Adopt the Community Pledge for Cradle 2 Career on behalf of the County of Sonoma.

12:23 P.M.

Present: Jim Leddy, Community and Governmental Affairs Manager; Peter Rumble, Director Health Policy Planning & Evaluation; Mike Kallhoff, United Way of the Wine Country; Stephen Jackson, Sonoma County Office of Education; Tony Crabb, Sonoma County Office of Education; Lisa Schaffner, John Jordan Foundation; Lisa Carreño and Herb White, Community Foundation Sonoma County

Speakers:

Steve Page  
Felix Escalante  
Duane DeWitt



REGULAR CALENDAR (Continued)

Item #34 Continued

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Chairman Rabbitt announced that the Board would reconvene from Closed Session at 2:15 P.M.

1:36 P.M. The Board recessed to Closed Session.

## VIII. CLOSED SESSION CALENDAR (Items 35 through 39)

35. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Jessica Greenlief v. Michael Lennox, County of Sonoma, Leilani Ankai, Kevin Morris, et al. Sonoma County Superior Court 248315 (Govt. Code Section 54956.9 (a)).

Direction given to staff and Counsel.

36. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: County of Sonoma v. Surectec Insurance, SCV-252019 (Govt. Code Section 54956.9 (a)).

Board Action: Approval given to County Counsel to dismiss the action against the performance bond company, Suretec Insurance, with a mutual waiver of attorneys' fees and costs, in light of the amendment to the conditions of approval and completion of the remaining landscape improvements for the Harmony Village Subdivision by Sterling Bank.

UNANIMOUS VOTE

37. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation (Govt. Code Section 54956.9 (b)).

Board Action: Approval to provide legal representation to employee Ann Gallagher White in administrative proceedings.

UNANIMOUS VOTE

38. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Sonoma County Law Enforcement Association v. County of Sonoma et al (before Public Employees Relations Board) (case number not yet assigned) (Govt. Code Section 54956.9 (a)).

Direction given to staff and Counsel.

39. 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 given to Labor Negotiator.

IX. REGULAR AFTERNOON CALENDAR (Items 40 through 42)

2:19 P.M. - RECONVENE FROM CLOSED SESSION

40. Report on Closed Session.

Chairman Rabbitt announced that Closed Session report out would occur after the Board reconvened from a continued Closed Session.

41. 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.)

2:19 P.M. Public Comment opened

Richard Hannan  
Maureen De Voe  
John Jenkel

2:28 P.M. Supervisor Zane left the meeting

2:30 P.M. Supervisor Zane rejoined the meeting

David Ortiz  
Kim Trippsmith  
Duane DeWitt

2:40 P.M. Public Comment closed

42. 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.

2:40 P.M. The Board recessed to continued Closed Session.

4:00 P.M. The Board reconvened from continued Closed Session.

Counsel Goldstein reported on Closed Session Items #35-39.

4:01 P.M. The Board adjourned the meeting in memory of Richard Pozzi, Camille LeGrand, Joe Loza, Skippy Baxter, John Asti, Bill Foster, and Alyssa Byrne. The meeting was adjourned to January 15, 2013 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano, Chief Deputy Clerk of the Board



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

William F. Rousseau – 707-565-1876

**Supervisorial District(s):**

County-wide

**Title:** **Historical Records Commission Retirement of Appointment, Declaration of Vacancy and Appointment to Fill Vacancy**

### **Recommended Actions:**

Retire Historical Records Commissioner Coughlan's appointment due to non-attendance; declare a vacancy on the Historical Records Commission; and appoint Stuart Righter, a licensed California Land Surveyor, to the Historical Records Commission to fill the vacancy for the remainder of the term ending April 11, 2015.

### **Executive Summary:**

The Historical Records Commission was established by the Board of Supervisors in 1979 to foster and promote the preservation of Historical Records. The commission is charged to make recommendations for records management program and create an informational network; identify preservation of additional governmental business, professional and private records historically significant; encourage local participation; establish liaison with (Sonoma County) Landmarks Commission; Historical Genealogical Society; seek outside funding.

Current Commissioners include Anthony Hoskins, Sonoma County History, Genealogy and Archives Librarian; Eric Stanley, Exhibitions & Collections Curator, Sonoma County Museum, Eeve T. Lewis, representing the Sonoma County Clerk-Recorder-Assessor; Dr. Daniel Markwyn, retired Professor of History from Sonoma State University; and Richard Coughlan, a Sonoma County Land Surveyor.

Commissioner Coughlan has not attended a meeting in the past two years, and as such has missed more than the number of meetings set forth in the Commission's by-laws; and further did not respond to a letter sent to him in May, 2012, informing him of the necessity of contacting Commission if his intent was to remain on the Commission (Attachment A).

Pursuant to Section 1(b) of Article IV of the Historical Records Commission By-Laws, as amended November 20, 2012 (Attachment B), (previously Section 5(a) of Article II) it is requested that the Sonoma County Board of Supervisors retire Commissioner Coughlan's appointment, and appoint a successor to fill the remainder of the term ending April 11, 2015. The expected vacancy has been posted in

anticipation of the vacancy, in accordance with Government Code 54974.

The Commission would like to recommend that Mr. Stuart Righter, a licensed California Land Surveyor, be appointed to fill the position vacated by Commissioner Coughlan. Mr. Righter would qualify for appointment under the Business and Professions category, as California Land Surveyors have significant interest in the preservation of historical records.

Mr. Righter has attended the Commission’s meetings regularly for over a year. Most recently, Mr. Righter has been cataloging old survey maps and plats. To date he has completed a complete index and searchable file for a series of half-century old maps.

**Membership Criteria**

The Commission is comprised of five voting members drawn from the following areas: county government (the County Clerk or designate); County Library, (the County Librarian or designate); library services, (professional librarian with demonstrable experience in archival and records management); academic professional historian (must be affiliated with one of the accredited institutions of higher education in the county); community history (an active member of one of the established historical societies in the county who has had significant experience in researching and writing community history); genealogical research, (an active member of the Sonoma County Genealogical Society with significant experience in researching local genealogical records); business and/or professions, (a recognized, licensed, or accredited professional from a field in which historical records are a significant concern of that business or profession).

**Prior Board Actions:**

4/19/2011 Reappointed Eeve Lewis and Daniel Markwyn to terms ending March 1, 2014; Reappointed Anthony Hoskins to a term ending April 5, 2014; reappointed Eric Stanley and Richard Coughlan to terms ending April 11, 2015.

4/10/2007 Reappointed Richard Coughlan to a four year term.

**Strategic Plan Alignment**      Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

None.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

Attachment A: Historical Records Commission By-Laws as amended November 20, 2012.  
Attachment B: Letter to Commissioner Richard Coughlan.

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

N/A

**Resolution No.**

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

**Date: 1/29/2013**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Retiring The Appointment Of Richard Coughlan To The Historical Records Commission, Declaring A Vacancy On The Historical Records Commission, And Appointing Stuart Righter To Fill Such Vacancy.**

**Whereas**, pursuant to the By-Laws of the Historical Records Commission, in the event a Commissioner is absent from three consecutive meetings, or five meetings in a calendar year, without reason satisfactory to the Commission, the Commission shall recommend to the Board of Supervisors that the appointment be retired and that a new appointment be made to fill the vacancy for the remainder of the unexpired term; and

**Whereas**, Commissioner Richard Coughlan has been absent in excess of the number of meetings set forth in the By-Laws with no reason provided to the Commission; and

**Whereas**, Commissioner Richard Coughlan has been sent notification of the intent to recommend to the Board of Supervisors that his appointment be retired, to which he has not responded; and

**Whereas**, pursuant to law, a vacancy has been posted in advance of this meeting in anticipation that a vacancy be declared; and

**Whereas**, Mr. Stuart Righter, a licensed Land Surveyor, has a keen interest in the preservation of historical records and has expressed a desire to serve on the Historical Records Commission; and

**Whereas**, the Historical Records Commission voted on November 20, 2012 to recommend to the Board of Supervisors that Mr. Stuart Righter be appointed to fill the vacancy for the remainder of the term vacated by Richard Coughlan;

**Now, Therefore, Be It Resolved** that the appointment of Richard Coughlan as a Commissioner on the Historical Records Commission is hereby retired; a vacancy is hereby declared on the Historical Records Commission, and Mr. Stuart Righter is hereby appointed to fill such vacancy for the remainder of the unexpired term.

**Supervisors:**

Gorin:                      Zane:                      McGuire:                      Carrillo:                      Rabbitt:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**



**BY-LAWS**                      **Attachment A**  
**OF THE**  
**SONOMA COUNTY HISTORICAL RECORDS COMMISSION**

**ARTICLE I: MEETINGS**

Section 1: Regular meetings of the Sonoma County Historical Records Commission shall be held on the second Tuesday of each month at the time and place designated by action of the Commission. In the event of a conflict or other issue, a meeting may be rescheduled to another date and/or time by a majority vote of the Commission. Notice of the rescheduled meeting shall be posted at least 72 hours prior to the original or rescheduled meeting, whichever occurs first. All meetings of the Commission are subject to the provisions of the Brown Act.

Section 2: If all necessary business cannot be accommodated at a regularly scheduled meeting, an adjourned regular meeting may be scheduled. In such an instance, the regular meeting is adjourned to a time and place specified before the close of the of the regular meeting.

Section 3: A special meeting may be called in the event of an emergency. A special meeting may be called following the provisions of the Brown Act.

Section 4: Seventy-two (72) hours notice shall be given for all meetings.

Section 5: A quorum shall consist of a majority of the members of record of the Historical Records Commission.

**ARTICLE II: CONDUCT OF BUSINESS**

Section 1: No business shall be transacted at any meeting of the Historical Records Commission other than those matters named in the agenda thereof.

Section 2: All meetings shall be called to order by the Chairperson, or in his/her absence, by the Vice-Chairperson. In the absence of both Chairperson and Vice-Chairperson, the Secretary of the Historical Records Commission (county government representative) shall call the meeting to order and the voting members of the Commission shall elect a Chairperson pro tempore.

Section 3: The Chairperson of the Historical Records Commission shall vote on all matters and shall have equal privileges as a member including the right to surrender the chair for purposes of making motions or introducing resolutions.

Section 4: In the course of conduct of meetings of the Historical Records Commission the following rules shall apply:

- a) Voting: The Chairperson or any voting member of the Commission may call for a roll call vote or qualified ballot vote. Unless such vote is called for, action may be taken by voice vote in which event, unless a member expresses the fact that he/she is abstaining from voting or voices a dissenting vote, he/she will be presumed and recorded as voting. If a dissenting vote is voiced by any member present, a roll call vote shall be taken and recorded.
- b) General: Except as otherwise herein provided, unless waived by the Commission, Robert's Rules of Order shall be followed and their application may be demanded by any voting member at any time. Unless such application of Robert's Rules of Order is demanded by a member, the waiving thereof shall be presumed by all members present.

Failure to protest the minutes of any meeting at the next regular meeting attended by the protesting member shall preclude any member from challenging the correctness of the minutes or any vote indicated therein.

Section 5: The county government representative to the Historical Records Commission shall serve as the Commission Secretary. The Secretary (or a member of the representative's staff), shall keep a record of those members present and those absent at all official meetings of the Historical Records Commission, and an official record of all proceedings and actions of the Historical Records Commission. The minutes of the Historical Records Commission shall be approved by the Commission. The public reading of the minutes of any Historical Records Commission meeting may be dispensed with and the minutes approved if there are no objections.

### ARTICLE III. NON-VOTING MEMBERSHIP

The Commission shall have the authority to appoint non-voting members. These shall include:

Section 1: The designate of the Sonoma County Landmarks Commission.

Section 2: The designate of the Sonoma County Records Inventory Project.

Section 3: Other non-voting members as the Commission deems appropriate.

#### ARTICLE IV: TERMS OF APPOINTMENT/VACANCIES

Section 1: Terms of appointment of Historical Records Commissioners shall be four years.

- a) Attendance: Should any member absent himself from three consecutive meetings, or five meetings in any one calendar year, regular or adjourned, without reason satisfactory to the Commission, the Commission shall notify the Commissioner that the Commission intends to recommend to the Board of Supervisors that such member be retired from said Commission.
- a) Following notification to a Commissioner, having been serially absent per the definitions and requirement of these bylaws, the Commission shall recommend to the Sonoma County Board of Supervisors that said Commissioner be retired and request the Board appoint a replacement to fill the vacancy for the remainder of the unexpired term.
- b) A request to fill a vacancy may include a recommendation of an eligible candidate for the seat. The request should detail the qualifications, background, or other pertinent information of the prospective commissioner.
- c) Following appointment by the Board of Supervisors and at the next regular meeting of the Commission, the new Commissioner shall be seated.

#### ARTICLE V: OFFICERS AND ELECTIONS

Section 1: The officers of the Historical Records Commission shall be a Chairperson, a Vice-Chairperson and a Secretary. The Chairperson and Vice-Chairperson shall be elected from among the voting members of the Historical Records Commission. The Secretary of the Historical Records Commission shall be the county government representative (a member of the representative's staff may perform the duties of the Secretary pursuant to Article II, Section 5).

Section 2: Officers of the Historical Records Commission shall be elected at the first regular meeting in January, except that in the event that such election cannot be held at such meeting, it shall be held at the next meeting of the Historical Records Commission which is attended by at least two-thirds (2/3) of the total voting membership of the Historical Records Commission.

Section 3: Officers of the Historical Records Commission shall assume the duties and obligations of their offices at the meeting of the Historical Records Commission next occurring after the meeting at which such election is held.

Section 4: In the event that any office of the Historical Records Commission becomes vacant prior to an annual meeting of the Historical Records Commission, an election to fill such vacancy for the unexpired term of such office shall be held at the next meeting of the

Historical Records Commission attended by at least two-thirds (2/3) of the total voting membership of the Historical Records Commission.

Section 5: A nominee for any Historical Records Commission office must secure the vote of a majority of the voting members of the Historical Records Commission to be elected to any office. In the event that there is more than one nomination for any office, the voting on such nominations shall be by secret ballot. In the event that there is only one nomination for any office, the voting on such nomination shall be in the manner directed by the Chairperson and shall be either by secret ballot or by roll call vote of the voting members of the Historical Records Commission.

Section 6: No person shall serve two consecutive terms as Chairperson or two consecutive terms as Vice-Chairperson of the Historical Records Commission.

## ARTICLE VI: DUTIES AND OBLIGATIONS OF OFFICERS

Section 1: The duties of the elected officers of the Historical Records Commission shall be as prescribed to the Historical Records Commission. Any officer of the Historical Records Commission who is absent from three (3) consecutive meetings of the Historical Records Commission, without reason satisfactory to the Commission, shall be deemed to have resigned from such office and an election to fill the vacancy so created shall be held according to the rules adopted by the Historical Records Commission. Any officer of the Historical Records Commission may be removed from office by a vote of two-thirds (2/3) of the total voting membership of the Historical Records Commission.

### Chairperson

Section 2: The Chairperson of the Historical Records Commission shall preside at all meetings of the Historical Records Commission at which he/she is present. The Chairperson of the Historical Records Commission shall exercise general guidance and supervision over the business and operations of the Historical Records Commission and shall present to the Historical Records Commission such matters as in his/her judgment require the attention of said Historical Records Commission.

### Vice-Chairperson

Section 3: In the absence of the Chairperson of the Historical Records Commission, the Vice-Chairperson of the Historical Records Commission shall for that occasion accede to the duties and obligations of the office of Chairperson of the Historical Records Commission.

### Secretary

Section 4: The Secretary (county government representative) shall perform the duties required by law, together with such additional duties that may be prescribed by the Historical Records Commission for such office. The Secretary (or his or her staff member) shall keep a true and complete record of the proceedings of the Historical Records Commission and shall have charge of all records, documents, papers, books, and other evidence pertinent thereto.

ARTICLE VII: AMENDMENTS TO BY-LAWS

Section 1: These By-laws and Rules of Organization may be amended at any regular meeting of the Historical Records Commission by a majority vote of the voting membership of the Historical Records Commission.

Adopted on this date: \_\_\_\_\_

By the following Roll Call Vote:

Lewis: \_\_\_\_\_ Markwyn: \_\_\_\_\_ Stanley: \_\_\_\_\_ Coughlan \_\_\_\_\_ Hoskins \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary or designate

# County of Sonoma

## Historical Records Commission

### MEMBERS OF THE COMMISSION

RICHARD COUGHLAN  
ERIC STANLEY  
EEVE T. LEWIS  
DR. DANIEL MARKWYN  
ANTHONY HOSKINS

ADMINISTRATION CENTER  
585 FISCAL DRIVE  
SANTA ROSA, CALIFORNIA 95403  
707-565-3246 ★ FAX 707-565-3905



May 15, 2012 (Attachment B)

Mr. Richard Coughlan, Commissioner  
Sonoma County Historical Records Commission  
1629 Escalero Rd.,  
Santa Rosa, CA 95409

Dear Commissioner Coughlan:

I hope this note finds you well. In April 2011, you were re-appointed to the Historical Records Commission by the Sonoma County Board of Supervisors, for a term ending in April 2015. You have been missed at our meetings and I wanted to confirm that your intent is to remain on the Commission. Our next meeting is scheduled for June 12, 2012, at 5:15 p.m. at the Local History and Genealogy Annex to the Sonoma County Library. We appreciate your participation on the Commission and hope to see you there.

If you do not attend the June 12<sup>th</sup> meeting, or contact us prior thereto, we will assume you no longer wish to serve on the Commission. At such time, we will take action to request the Board of Supervisors retire your appointment and appoint a successor Commissioner, pursuant to Article II, Section 5(a) of the HRC by-laws. If you have questions regarding your appointment or the Commission, please contact Secretary Pam Alsbury, of the Sonoma County Recorder's Office at 565-3129.

Again, thank you for your service, and we hope to see you in June.

Very truly yours,

Anthony Hoskins, Chair  
Sonoma County Historical  
Records Commission

c: Pam Alsbury, Recording Supervisor



County of Sonoma  
Agenda Item  
Summary Report

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

**Agenda Item Number: 17**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

Mike McGuire, 565-3758

**Supervisorial District(s):**

Fourth

**Title:** Appointment

**Recommended Actions:**

Appoint Dr. Josiah Rich to the Sonoma County Mental Health Board for a three year term, effective January 29, 2013, through December 31, 2016.  
(Fourth District)

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

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





County of Sonoma  
Agenda Item  
Summary Report

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

**Agenda Item Number: 18**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

Mike McGuire (707) 565-3758

**Supervisorial District(s):**

Fourth

**Title:** Appointment

**Recommended Actions:**

Appoint Gus Wolter to replace Carla Howell as the Sonoma County Representative on the Cloverdale Oversight Board.

(Fourth District)

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

--

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

--

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

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County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

**Supervisorial District(s):**

Supervisor Shirlee Zane

Third

**Title:** Appointment

**Recommended Actions:**

Appoint Ross Liscum to the Fair and Exposition Board, at the pleasure of Board, representing the Third District.

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

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

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County of Sonoma  
Agenda Item  
Summary Report

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

**Agenda Item Number: 20**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

**Supervisorial District(s):**

Supervisor Shirlee Zane

Third

**Title:** Appointment

**Recommended Actions:**

Appoint Wanda Tapia to the Fair and Exposition Board, at the pleasure of Board, representing the Third District.

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

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

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County of Sonoma  
Agenda Item  
Summary Report

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

**Agenda Item Number: 21**  
(This Section for use by Clerk of the Board Only.)

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

David Rabbitt (707)565-2241

**Supervisorial District(s):**

Second

**Title:** Appointment

**Recommended Actions:**

Appoint Paul Heavenridge to the Library Commission representing the Second District for a four year term, from January 29, 2013 to January 29, 2017.

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

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

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County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Board of Supervisors

**Staff Name and Phone Number:**

David Rabbitt (707)565-2241

**Supervisorial District(s):**

Second

**Title:** Appointment

**Recommended Actions:**

Appoint Dalia Noemi Bravo to the Commission on the Status of Women representing the Second District for a two year term beginning January 29, 2013 through January 29, 2015.

**Executive Summary:**

**Prior Board Actions:**

**Strategic Plan Alignment** Goal 4: Civic Services and Engagement

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

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**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

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**Attachments:**

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

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## County of Sonoma Agenda Item Summary Report

**Agenda Item Number: 23**

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

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

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** General Services

**Staff Name and Phone Number:**

Gene Clark 565-2978

**Supervisory District(s):**

All Districts

**Title:** Amendments to Chapter 18 of the County code, Parking and Traffic

### Recommended Actions:

Adopt a Resolution introducing, reading the title of and waiving further reading of a proposed ordinance to amend Article 1, Section 18-1 and Articles II, III and IV of the County Code to revise parking requirements and restrictions, identify other ordinances addressing County requirements concerning speed restrictions and parking, and revise requirements concerning abandoned vehicles and adopt at next meeting of the Board. (First Reading)

### Executive Summary:

The purpose of this item is to strengthen enforcement of the parking requirements on County property, which includes amending the Parking Ordinance. This action provides for better consistency, and more accurately reflects the provisions of the Ordinance that are currently used by departments and/or agencies. The General Services Department and County Counsel recommend updating various parking requirements in Article 1, Section 18-1 and Articles II - IV of Chapter 18 of the County Code.

#### Article 1, Section 18-1 of the Sonoma County Code

Section 18-1 addresses regulation of traffic on County owned and controlled property. The proposed amendments update the Code by augmenting and more clearly defining terms used in the Code, more clearly identifying areas subject to parking restrictions, expanding and clarifying the General Services Director's authority to erect signs and meters and issue parking permits, and removing language that is out-of-date and restrictions that are no longer relevant. Finally, the proposed amendments authorize the "booting" of vehicles in which the vehicle owner has more than five unpaid parking citations, in accordance with the California Vehicle Code 22651.7.

Section 18-1 was last updated in 1993. Since then, it has become clear that clarifications and refinements proposed in this action are appropriate and needed to ensure adequate parking is available to the public at County facilities, and to provide the County with the authority to enforce regulations to ensure the public's safety.

Section 18-1 governs County property and primarily affects the County Administration Center, the County Airport, and County Parks, but it also applies to other locations subject to County jurisdiction. The proposed changes clarify that the

requirements apply where the County has a property interest or other legal interest. Properties owned by non-County special districts such as the Sonoma County Water Agency, the Community Development Commission and the Sonoma County Open Space District are not governed by Section 18-1. County Counsel has conferred with the above-referenced special districts, and the only significant parking issue raised concerns occasional parking by the public in lots or other areas designated as No Parking. The California Vehicle Code contains a provision which allows local entities to adopt a resolution authorizing the towing of vehicles parked in No Parking areas where signage to this effect is erected. County Counsel will work with the special districts interested in adopting such a resolution to address this issue on special district property.

Section 18-1 will continue to delegate authority to establish parking restrictions to the Director of General Services, so long as the restrictions are consistent with the Board-approved parking plan.

Articles II – IV of Chapter 18 of the County Code

The proposed amendments revise Articles II and III to more accurately refer to non-codified County Ordinances which address other parking and speed restrictions. The amendments also propose revisions to Article IV which addresses abandoned vehicles to include updated Vehicle Code language, clarify the definitions of “Vehicle” and “Abandoned Vehicle,” and authorize the approval of administrative costs by Resolution of the Board of Supervisors.

**Prior Board Actions:**

8/4/09 – Approved Resolution No. 09-0709, amending the schedule of parking fines and penalties.

9/14/93 – Adoption of Ordinance No. 4717 Repealing and Reenacting Section 18-1 of the Sonoma County Code.

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

The adoption of this ordinance will help to safeguard both the public and County staff by improving the ability of the County to enforce both parking and traffic laws.

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

There are no fiscal impacts in the revision and modification of the County of Sonoma Code Section 18-1 Parking Regulations Ordinance.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

There are no staffing impacts in the revision and modification of the County of Sonoma Code Section 18-1 Parking Regulations Ordinance.

**Attachments:**

Resolution  
Attachment A – 1-29-13 GS Parking Ordinance Amendment  
Attachment B – 1-29-13 GS Parking Ordinance Amendment with Underline Strikeout

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

**Resolution No.**

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

**Date: 1/29/13**

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, An Ordinance Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Amending Chapter 18, Motor Vehicles And Traffic. (Majority Vote Required.)**

**Whereas**, a proposed ordinance has been introduced and the title read; now

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

**Supervisors:**

Gorin:                      Zane:                      McGuire:                      Carrillo:                      Rabbitt:

Ayes:                      Noes:                      Absent:                      Abstain:

**So Ordered.**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 18, MOTOR VEHICLES AND TRAFFIC.**

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

SECTION I. (1) Article I, In General, of Chapter 18 of the Sonoma County Code, Section 18-1, Regulation of traffic on County owned and controlled property, (2) Article II of Chapter 18 of the Sonoma County Code, Footnote (105), Editor's note, Speed Restrictions, (3) Article III of Chapter 18 of the Sonoma County Code, Footnote (106), Editor's note, Parking Regulations Generally, and (4) Article IV, Abandoned, Wrecked, Dismantled or Inoperative Vehicles, of Chapter 18 of the Sonoma County Code are hereby amended as set forth in Exhibit A, incorporated herein by this reference.

SECTION II. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION III. This ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published as follows: either (1) once before the expiration of fifteen (15) days after said passage, or (2) a summary shall be published once at least five (5) days before proposed date of passage and a summary published once within fifteen (15) days after the date of passage. All publications shall include the names of the Supervisors voting for or against the same, and shall be in a newspaper of general circulation published in the County of Sonoma, State of California, and the Clerk of the Board shall post in the office of the Clerk, a certified copy of the full text of this ordinance along with the names of those Directors voting for or against the Ordinance.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the \_\_\_\_ day of \_\_\_\_\_, 2013, and finally passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2013,

(Ord. No \_\_\_\_ , 2013)

## Exhibit A

### to Ordinance \_\_\_\_ Amending Chapter 18, Motor Vehicles and Traffic of the Sonoma County Code

I. Article 1, Sec. 18-1, Regulation of traffic on County Owned and Controlled Property, is amended to read as follows.

(a) Definitions. For the purposes of this Section 18-1 (“section”), the following words and phrases shall have the meanings respectively ascribed to them by this section ~~subdivision~~ unless the provision or context requires otherwise:

(1) “Bicycle” means a device upon which any person may ride, propelled exclusively by human power through a belt, chain or gears, and having one or more wheels.

(2) “Bicycle Rack” means any device installed for the purpose of securing bicycles only.

(3) “Block” means a section of roadway, including the area immediately adjacent to the curb, between two intersections.

(4) “Boot” describes a device that is attached to the wheel of a Vehicle to restrict movement, allowing fines to be cleared before removal. Device must be manually removed from authorizing personnel.

(4)(5) “Camper” means a structure designed to be mounted upon a motor Vehicle (as defined by Section 670 of the California Vehicle Code) and to provide facilities for Human Habitation or camping purposes.

(6) “Camping” means sleeping, cooking, setting up housekeeping, pitching a tent or other temporary shelter, and/or using camp paraphernalia, includes the verb, to “camp”.

(7) “County Administration Center” means all that real property owned or controlled by the County commonly known as the Sonoma County Administration Center and being the lands describe in the documents recorded in the Official Records in Book 2083, Page 514, Book 2272, Page 56, Book 2379, Page 535, Book 2535, Page 546, Book 2927, Page 924, and recorded as document numbers 81038465 and 85078119 of Official Records, Sonoma County Records, and more particularly described as follows:

Beginning at the intersection of the westerly line of Mendocino Avenue with the centerline of Paulin Creek, said point being the southeast corner of the lands of the County of Sonoma; thence westerly along the centerline of Paulin Creek to the



northeasterly right-of-way line of the U.S. 101 Freeway; thence northwesterly along the northeasterly right-of-way line of said U.S. 101 Freeway to the northwest corner of the land of the County of Sonoma; thence easterly along the northerly line of said lands of the County of Sonoma to the southwesterly line of Mendocino Avenue; thence southeasterly along the southwesterly line of Mendocino to the point of beginning.

(8) "County Affiliated Employee" means a County Employee, an employee of a special district or agency in which the majority of directors is composed of members of the Sonoma County Board of Supervisors, or a state of California employee receiving monetary compensation for such employment through the State of California Superior Court System.

(9) "County Employee" means any individual who is currently employed by the County of Sonoma and who is receiving monetary compensation for such employment through the Auditor/Controller Payroll division of the County of Sonoma. A contractor who receives compensation through contract is not considered a "County Employee."

(2)(10) "County Property" means any and all real property, including but not limited to roads, owned or directly controlled by the County pursuant to a property interest or other legal mechanism, and includes but may not be limited to the County Administration Center, the Sonoma County Airport, and all parks owned or operated by the County ("County Park" or "Park").

(3)(11) "County Parking Plan" or "Parking Plan" means that certain plan in diagram form entitled "Sonoma County Parking Plan" prepared and from time to time revised by the Director of General Services pursuant to this section.

(4)(12) "Director of General Services" means the Director of General Services of the County, or his designee.

(5)(13) "Employee Recognition Parking Program" means the special recognition parking program for County Affiliated Employees established by the Management Advisory Council and administered by the Director of General Services.

(14) "Freight" means any object weighing ten or more pounds.

(14) "General Parking" means parking for the general public, which includes but is not limited to County Employees, State employees, and private citizens.

(15) “Human Habitation” means spending three or more consecutive hours in a single or nearby location for the purpose of cooking, eating, cleaning, resting, recreating and/or sleeping.

~~(6)~~(16) "Management Advisory Council" means the Sonoma County Management Advisory Council selected by the department heads of the County from among their membership.

(17) “Overnight” means a period of over 30 minutes between the hours of 12:00 a.m. to 5:00 a.m.

~~(7)~~(18) "Parking Enforcement Officer" means the Director of General Services or the a County Employee or duly authorized representative Employee s of a private security firm engaged by the county to perform parking regulation and enforcement services for county property designated by the Director of General Services.

(19) “Parking Meter Zone” means a portion or portions of streets or lots described and established as zones within which the parking of Vehicles shall be controlled, regulated and inspected with the aid of timing devices or meters, here in referred to as “parking meters” or “meters.”

(20) “Reserved Parking Permit” means a written permit issued by the Director of General Services to park in an assigned, unassigned or special parking zone or zones.

~~(8)~~(21) "Ridesharing Program" means the ridesharing program for County Affiliated Employees established by the Management Advisory Council and administered by the Director of General Services.

(22) “Routine and Frequent” means a minimum of multiple times per day, and/or multiple days per regular workweek. Personal time (i.e. lunch, break, etc.) is excluded from this definition.

(23) “Satellite Offices” means a facility or group of facilities that are operated by the County located off the grounds of the County Administration Center.

~~(9)~~(24) "Sheriff's Department Office" means the Sonoma County Sheriff's Department Office".

(25) “Temporary Parking Permit” means a permit limited in time to park in a timed parking zone during the time limit without citation.

(26) “Traffic” includes pedestrians, ridden animals, Vehicles, street cars, and other conveyances (including bicycles and skateboards), either singly or together, while using any highway .

(27) “Vehicle” means a device by which any person or property may be propelled, moved or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks. “Vehicle” includes but is not limited to an automobile, motorcycle, trailer, or boat or other property on a trailer.

(28) “Vehicle Code” means the California Vehicle Code.

(29) “Visitor” means any individual who is not a County Affiliated Employee or other person performing work duties for the County during the relevant time period. County Affiliated Employees or other persons who are conducting personal business during the relevant time period fall within the definition of “Visitor.”

(b) Applicability of Vehicle Code. All the provisions of the Vehicle Code relating to Traffic upon the highways shall be applicable to the Traffic upon the driveways, paths, parking facilities, and grounds of County Property. Such provisions are additive to the provisions of this section and may be enforced as a violation of this section.

(c) Parking Regulations. No person shall stop, park, or leave standing any Vehicle, whether attended or unattended, upon the driveways, paths, parking facilities, or grounds of County Property, except upon and subject to the following regulations and special conditions. Violation of the following parking regulations is subject to enforcement, including but not limited to, issuance of a traffic citation and payment of a penalty, and/or towing of the Vehicle at the owner’s expense, in accordance with requirements specified in or authorized by this section.

(1) The Director of General Services shall have the authority to erect signs, place parking meters and cause the curbs and parking facilities on County Property to be marked in accordance with these Parking Regulations, the County Parking Plan and Vehicle Code sections 21400, 21458, 22511.7, and 22511.8. When authorized signs, parking meters or curb markings have been determined by the Director of General Services to be necessary and are in place giving notice thereof, no operator of any Vehicle shall stop, stand or park such Vehicle in the area designated by such sign, parking meter or curb marking in violation thereof. The Parking Plan shall be prepared and may from time to time be revised by the Director of General Services consistent with this section and the policies, procedures, and programs of the County pertaining to Traffic regulation and enforcement on County Property. The Parking Plan in its present or hereafter current form is hereby adopted and incorporated by reference as fully as if set out at full length herein. ~~On the Parking Plan,~~ The Director of General Services shall designate the areas on County Property subject to the following parking regulations. Such

designated areas shall be specified on the Parking Plan.- Parking signs may address but are not limited to the following parking situations:

(i) ~~Tow Away.~~ No Parking. In those areas so designated, parking shall be prohibited at all times. When such curb markings or signs are in place, no operator of any Vehicle shall stop, stand or park such Vehicle adjacent to any such curb markings or sign.

(ii) ~~No Overnight Parking.~~ In those areas so designated, parking overnight shall be prohibited.

(iii) ~~No Early Morning Parking.~~ In those areas so designated, parking shall be prohibited between the hours of 2:00 a.m. and 6:30 a.m.

(ii) ~~(iv)~~ Freight Loading. In those areas so designated, parking shall be restricted to Vehicles engaged in loading or unloading freight, and then only for the time actually necessary for the same, but not to exceed a maximum period of thirty (30) consecutive minutes. Freight loading zones shall have yellow curb markings. No person shall stop, stand, or park a Vehicle in any Freight loading zone for any purpose other than loading or unloading Freight. Vehicles loading or unloading Freight must also have a permit or valid commercial licensed plates.

(iii) Passenger Loading. In those areas so designated, parking shall be restricted to Vehicles engaged in loading or unloading passengers, and then only for the time actually necessary for the same, but not to exceed a maximum period of thirty (30) consecutive minutes, unless another time is specified. Passenger loading zones shall have white curb markings. No person shall stop, stand, or park a Vehicle in any passenger loading zone for any purpose other than loading or unloading passengers. The driver of the Vehicle must stay with the Vehicle while parked in the passenger loading area.

(iv) Visitor Parking. In those areas so designated, only Visitors are allowed to park, subject to any times designated.

(v) Timed Parking Zones. Parking shall be limited to the times designated in the following time limited parking zones. Green curb markings shall indicate that a timed parking zone is applicable, and signs shall specify the time limit. Such limitations shall apply between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and County-observed holidays, unless further designated as applying for a longer period up to twenty-four (24) hours or further designated as applying during weekend days or holidays. In all parking time zones, a Vehicle must leave the Block and timed parking zone after parking once the posted time has expired and may not return to this Block/zone for a minimum of two (2) hours.

a. ~~(v) LIMITED TIME Fifteen (15) Minutes.~~ In those areas so designated, parking shall be restricted to not to exceed a maximum period of fifteen (15) consecutive minutes between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and holidays, unless further designated as twenty four (24) hour enforcement.

b. ~~(vi) LIMITED TIME Thirty (30) Minutes.~~ In those areas so designated, parking shall be restricted to not to exceed a maximum period of thirty (30) consecutive minutes between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and holidays, unless further designated as twenty four (24) hour enforcement.

c. One (1) Hour.

d. Ninety (90) Minutes.

e. ~~(vii) LIMITED TIME Two (2) Hours.~~ In those areas so designated, parking shall be restricted to not to exceed a maximum period of two (2) consecutive hours between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and holidays, unless further designated as twenty four (24) hour enforcement.

f. ~~(viii) LIMITED TIME Three (3) Hours.~~ In those areas so designated, parking shall be restricted to not to exceed a maximum period of two (2) consecutive hours between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and holidays, unless further designated as twenty four (24) hour enforcement. ;

g. Four (4) Hours.

~~(ix) TWENTY-FOUR (24) HOUR ENFORCEMENT.~~ In those areas so designated, time limit restrictions shall be effective at all times.

~~(vi)(x)~~ Handicapped or Disabled. In those areas so designated, parking shall be limited exclusively to the Vehicles of physically handicapped or disabled persons as described in Vehicle Code section 22511.5.

~~(vii)(xi)~~ Reserved Permit Required. In those areas so designated, parking shall be limited exclusively to Vehicles issued Reserved Parking Permits pursuant to this section. A Reserved Parking Permit is only valid in reserved lot(s) and/or space(s) assigned to the permit. "Reserved Permit -Assigned" describes a permit to park in a specific parking space or may be used to designate a specific parking space. "Reserved Permit -Unassigned" describes a permit to park anywhere in a specific parking area, or may be used to designate a parking area.

~~(xii)~~ PERMIT ONLY. In those areas so designated, parking shall be limited exclusively to Vehicles issued county parking permits pursuant to this section.

~~(i) — (xiii) PUBLIC GENERAL PARKING. In those areas so designated, parking shall be available to the general public.~~

~~(viii) (xiv) SHERIFF'S VEHICLES AND OTHER Authorized Emergency Vehicles Only. In those areas so designated, parking shall be limited exclusively to authorized emergency Vehicles of the Sheriff's Department Office and other authorized law enforcement agencies.~~

~~(xv) RESTRICTED AREA. In those areas so designated, parking shall be limited exclusively to the posted restriction(s) (type of Vehicle, type of occupant of Vehicle, type of visit required, etc.) pursuant to this section.~~

(2) Vehicles on County Property must comply with the following additional parking requirements.

(i) No Overnight Parking. Overnight parking means stopping, standing or parking a Vehicle for a period of over thirty (30) minutes between the hours of 12:00 a.m. and 5:00 a.m. No overnight parking is permitted on County Property, except in those areas designated as reserved for County Affiliated Employees with the proper permit that work evening or night shift, or in those areas designated for County owned Vehicles, or for those persons with a valid County overnight parking permit which is displayed on the Vehicle.

(ii) Illegal Parking. No operator of any Vehicle shall stop, stand, park or leave standing such Vehicle in any of the following places, except when necessary to avoid a conflict with other traffic or in compliance with the direction of a peace officer or other authorized officer or traffic sign or signal:

a. Within any divisional island unless authorized and clearly indicated with appropriate signs or markings;

b. On either side of any street between the projected property lines of any public walk, public steps, street or thoroughfare terminating at such street, when such area is indicated by appropriate signs or red paint upon the curb surface;

c. In an area where the Director of General Services or designee determine that the parking or stopping of a Vehicle would constitute a traffic hazard or would endanger life or property, when such area is indicated by appropriate signs or by red paint upon the curb surface;

d. In any area designated by the Director of General Services or designee as a no parking area, when such area is indicated by appropriate signs or by red paint upon the surface;

e. Upon, along or across any railway track in such manner as to hinder, delay or obstruct the movement of any Vehicle traveling upon such track;

f. In any area where the parking, standing or stopping of any Vehicle would constitute a traffic hazard or would endanger life or property;

g. On any street or highway where the use of such street or highway or a portion thereof is necessary for the cleaning, repair or construction of the street or highway or the installation of underground utilities or where the use of the street or highway or any portion thereof is authorized for a purpose other than the normal flow of traffic or where the use of the street or highway or any portion thereof is necessary for the movement of equipment, articles or structures of unusual size, and the parking of such Vehicle would prohibit or interfere with such use or movement; provided, that the signs giving notice of such no parking are erected or placed at least twenty-four hours prior to the effective time of such no parking;

h. At any place within twenty feet of a point on the curb immediately opposite the middle Block end of a safety zone, when such place is indicated by appropriate signs or by red paint upon the curb surface;

i. At any place within twenty feet of a crosswalk at an intersection except that a bus may stop at a designated bus stop;

j. Within twenty feet of the approach to any traffic signal, stop sign or official electric flashing device.

(iii) Parallel Parking.

a. Where otherwise permitted, parking must be parallel to the roadway unless diagonal parking is designated.

b. Every Vehicle stopped or parked upon a roadway where there are adjacent curbs shall be stopped or parked within 18 inches of the right-hand curb, except that motorcycles shall be parked with at least one wheel or fender touching the right-hand curb.

c. For slopes above 15%, the front wheels must be turned at an angle of 30% toward the right side of the roadway/curb for down hill slopes and away from the right side of the roadway/curb for up hill slopes.

d. No parking opposite the flow of traffic on the roadway is permitted.

(iv) Diagonal Parking. No diagonal parking along roadways is permitted unless diagonal parking is specifically designated. On any street or lot when signs or

pavement markings are in place indicating diagonal parking, parking of Vehicles must be in accordance with the following requirements.

a. The Vehicle must be parked at the angle to the curb indicated by signs or pavement markings allotting space to park Vehicles and entirely within the limits of said allotted space.

b. The Vehicle must be parked with the front wheel nearest the curb within six (6) inches of said curb.

c. The Vehicle must be parked in the same direction as traffic flow.

(v) Unattended Vehicle – Engine Running and Emergency Brake Not Engaged). No person driving, or in control of, or in charge of, a motor Vehicle shall permit it to stand on any street or lot unattended without first effectively setting the brakes thereon and stopping the motor thereof.

(vi) Parking within fifteen (15) feet of a Fire Hydrant. No person shall stop, park, or leave standing any Vehicle within 15 feet of a fire hydrant except if the Vehicle is owned or operated by a fire department and is clearly marked as a fire department Vehicle.

(vii) Not Within a Designated Space. Vehicles parked on County Property must be parked in such a way that all wheels are within the delineators that are painted on the road surface designating the parking space. It is unlawful to park any Vehicle across any such line or marking, or to park a Vehicle in such a position that it will not be entirely within the space designated by such lines or markings regardless if a space is adjacent to another parking space or not. This includes no parking off pavement, on vegetation or on dirt areas.

(viii) Use of Streets for Repairing Vehicles. No person shall construct or cause to be constructed, repair or cause to be repaired, grease or cause to be greased, dismantle or cause to be dismantled any Vehicle or any part thereof upon County Property, which includes but is not limited to any street, driveway or roadway falling within the definition of County Property. Temporary emergency repairs may be made.

(ix) Parking in/on Crosswalk. No person shall stop, park or leave standing any Vehicle whether attended or unattended within 20 ft of a crosswalk.

(x) Parking on Sidewalk. No person shall stop, park or leave standing any Vehicle whether attended or unattended on any portion of a sidewalk or with the body of the Vehicle extended over any portion of a sidewalk.



(xi) Obstructing Traffic. No person shall stop, park or leave standing any Vehicle whether attended or unattended alongside or opposite any street, when stopping, standing or parking would obstruct traffic.

(xii) Double Parking. No person shall stop, park or leave standing any Vehicle whether attended or unattended on the roadway side of any Vehicle stopped, parked or standing at the curb edge of a street/roadway except for a school bus when stopped to load or unload pupils.

(xiii) Parking in a Red Zone. Red curb or red painting shall mean no stopping, standing or parking at any time except that a bus may stop in a red zone marked or signed as a bus zone.

(xiv) Parking in a Fire Lane. No person shall stop, park or leave standing any Vehicle whether attended or unattended at any curb, or in any location in a publicly or privately owned and operated off-street parking facility designated as a fire lane. The designation shall be indicated by a sign posted or by outlining or painting the place in red and in contrasting color marking the place with the words “fire lane”.

(xv) Removing a Chalk Mark or Other Designation. It is unlawful for any person to remove, obstruct or obscure a chalk mark or other mark or designation with the intent to restart the time in a posted time zone or on any street where the officer needs to ensure a Vehicle has not been parked over 72-hours. Removing a chalk mark can be, but is not limited to; physically wiping the chalk mark off, moving Vehicle in or out of a space enough to block the chalk mark from view, moving the Vehicle into another space in the same Block or zone.

(xvi) Blocking an Intersection. A driver shall not enter an intersection or marked crosswalk unless there is sufficient space on the other side of the intersection or marked crosswalk to accommodate the Vehicle driven without obstructing the through passage of Vehicles from either side.

(xvii) Parking within 7 1/2 ft of Train Track. No person shall stop, stand or park a Vehicle upon any railroad track or within 7 1/2 feet of the nearest rail.

(xviii) Parking within 15 feet of Fire Driveway. No person shall stop, park or leave standing any Vehicle attended or unattended within fifteen (15) feet of a fire station or emergency services driveway.

(xix) Obstruct sight distance over six feet or more within 100 feet of intersection. No person shall stop, stand, or park any Vehicle any part of which, including any load thereon, exceeds six feet in height at any time during the day or night at any location on County Property within 100 feet of any intersecting street or alley.

(xx) Parking in a Closed County Park. No person shall stop, stand, or park a Vehicle after posted County Park closing times, unless the person has a valid overnight parking permit which must be displayed on the Vehicle.

(xxi) Parking Off Pavement. No person shall stop, stand or park a Vehicle off pavement, on vegetation, on beach areas or on dirt areas in a County Park or other County Property, unless such parking is specifically designated.

(xxii) Non-Payment of Overnight Fees in a County Park. No person shall stop, stand or park any Vehicle overnight without paying overnight fees prior to overnight stay in a County Park.

(xxiii) Non-Payment of Day Use Fees in a County Park. No person shall stop, stand or park any Vehicle in a County Park without paying the day use fee upon entrance or visibly displaying a valid parking permit issued by the County. If a County Employee or authorized representative is not available at the entrance, the day use fee must be paid by using the self-pay iron ranger or automated pay station prior to using the park facilities.

(xxiv) Non-Payment of Airport Fees. No person shall stop, stand, or park any Vehicle at the Sonoma County Airport without paying lot usage fees (on lots posted) upon exiting.

(xxv) Commercial Vehicle upon Residential Street. No person shall stop, stand, park or otherwise leave unattended any truck or trailer type Vehicle upon any residential street except during the loading or unloading thereof. This restriction shall apply to those trucks or trailers that are larger in size or carrying capacity than the standard pick-up truck type Vehicle which is defined as 10,000 pounds in the California Vehicle Code.

(xxvi) Parked in Excess of 72-hours. No person who owns or has possession, custody or control of any Vehicle shall park such Vehicle upon any street, roadway or parking lot for more than a consecutive period of seventy-two hours.

(xxvii) No Parking in a Bus Zone. No person shall stop, park or leave standing any Vehicle whether attended or unattended alongside curb space authorized for the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb.

(xxviii) Parked within 3-ft of Sidewalk/Crosswalk Ramp. No person shall stop, stand or park a Vehicle within 3 feet of that portion of a curb that has been cut down, lowered or constructed to provide wheelchair accessibility to the sidewalk.

(xxix) Use of Bike Racks. Only Bicycles may be parked in Bike Racks. Motorized Vehicles are prohibited.

(xxx) Parking Meter Zone Marking and Use of Spaces. Parking spaces shall have lines or markings painted upon the curb, street or lot adjacent to each parking meter, designating the parking space for which said meter is to be used and each Vehicle parked adjacent to any parking meter shall park within said lines or marking. It is unlawful to park any Vehicle across any such line or marking, or to park a Vehicle in such a position that it will not be entirely within the space designated by such lines or markings.

(xxxi) Parking Meter Zone Overtime Parking Prohibited. No person shall stop, park or leave standing any Vehicle whether attended or unattended upon any street or parking lot within a parking meter zone, next to which a parking meter is established, for more that the time indicated by proper signs placed on said meters or in such parking meter zone indicating the maximum parking time allowed in such parking space, or at any time as is necessary to operate the meter to show legal parking; parking is prohibited for more than the time so indicated.

(xxxii) Meter Slugs Prohibited. It is unlawful to deposit or cause to be deposited in any parking meter any slug, device or metallic substitute for a coin of the United States; provided, however, that the use of tokens, lawfully issued by the County, in any parking meter where their use is so designated shall not be deemed to be a violation of the provisions of this section.

(xxxiii) Tampering with Meters. It is unlawful for any unauthorized person to open, or for any person to deface, injure, tamper with or willfully break, destroy or impair the usefulness of any parking meter installed pursuant to this chapter or to hitch and animals thereto.

(xxxiv) Parking Vehicles Advertised "For Sale" Prohibited. It is unlawful for any person to park a Vehicle on any street for the purpose of displaying the same for sale unless the Vehicle is parked within (400) feet of the residence of the registered owner of the Vehicle.

(23) The Director of General Services is authorized to cause any Vehicle parked illegally in any area on County Property to be towed to a garage designated or maintained by the Director of General Services and there impounded subject to a lien on the Vehicle for the compensation of towage and storage costs incurred by the County as provided in Vehicle Code sections 22850 through 22851.12. The Director of General Services shall establish a schedule of maximum towing and storage costs that may be assessed against the registered owner. The registered owner shall be notified within forty-eight (48) hours that the Vehicle has been impounded and provided an opportunity for post-towing hearing as provided in Vehicle Code Sections 22852 through 22853.

(34) The Director of General Services may from time to time issue reserved parking permits for parking in those parking spaces marked "RESERVED PERMIT REQUIRED" and designated as such on the County Parking Plan. "Reserved

Permit Required” parking shall include Reserved Permit Only-Assigned, and Reserved Permit Only-Unassigned parking. Application for a Reserved Parking Permit shall be made in writing to the Director of General Services by the requesting individual. Such application shall be on a form approved by the Director of General Services, signed by the individual’s department director or designee, or in the case of a non-County Affiliated Employee, the County department director or designee requesting the permit for the individual, and shall be accompanied by a Reserved Parking Permit fee, the amount of which shall be established pursuant to subsection (h). All Reserved Parking Permits shall be annual for up to two years, expiring on the last thirty-first (31<sup>st</sup>) day of December of their expiration year, unless specified otherwise below. The procedure for renewal of a Reserved Parking Permit shall be the same as for obtaining an original permit. Reserved Parking Permits shall consist of a receipt and a serially numbered permit stamped with an identifying number, the year of issue, the parking space for which the permit is valid, the words "County of Sonoma Reserved Parking Permit", and such other information as the Director of General Services may require. Reserved Parking Permits may incorporate necessary conditions, including the dates, times, and purposes for which the permit is valid. Reserved Parking Permits shall be issued on the basis of the availability of Reserved Permit Required parking spaces and the determination of the Director of General Services that the requesting individual falls into one of the following categories, subject to additional conditions as specified below. Reserved Parking Permits issued pursuant to this section may be rescinded by the Director of General Services at any time if the Director determines that the requirements of this section have been violated or that such action is necessary to meet a parking regulation objective.

(i) Elected County officials, County department heads, superior court judges, superior court commissioners, and County grand jury members. Such persons are eligible to receive one Reserved Permit Required parking permit unless they are a member of the Board of Supervisors, in which case they shall be eligible for two (2) Reserved Parking permits, one (1) for the Board Member and one (1) for his or her supervisory aide;

(ii) County Affiliated Employees with assigned County Vehicles who have significant field responsibility which requires close access to a specific building on County Property and/or frequent trips to and from County Property during normal business hours;

(iii) County Affiliated Employees who use their personal Vehicles for County business on a routine and frequent basis (minimum of three (3) days a week);

(iv) County Affiliated Employees who work late shifts and whose safety might be compromised by parking in a remote location. Such persons may be eligible for an unassigned-reserved permit during such times that safety might be compromised;

(v) County Affiliated Employees participating in the Ridesharing Program. Such individuals are eligible for an Reserved Permit Required

permit which may be used only when the Vehicle transports two (2) or more people to and from the County Administration Center a minimum of three (3) days a week;

(vi) County Affiliated Employees who have a temporary physical disability which requires close access to a specific building on County Property and whose treating physician provides written verification of need to the Director of General Services. Such permit may be issued for a time period of up to three months and may be renewed;

(vii) Commercial vendors and private contractors providing goods and services to the County whose functions require close and continuous access to a specific building on County Property. A Reserved Parking Permit may be issued to such persons for a limited time. Applications will be considered for approval on a case-by-case basis, pending provision of sufficient evidence that the requested permit will only be used for County business and in compliance with the requirements of this section. Any Reserved Parking Permit issued pursuant to this section will be void if used for any purpose unrelated to County business;

(viii) Duly accredited representatives of the press or other news media who attend and report on meetings of the Board of Supervisors as part of their job assignment; A Reserved Parking Permit may be issued to such persons for a limited time or for a period of time during the day. Applications will be considered for approval on a case-by-case basis, and the total overall number may be limited. Any Reserved Parking Permit issued pursuant to this section will be void if used for any purpose unrelated to attending and reporting on meetings of the Board of Supervisors as part of press representative's job assignment.

(ix) County Affiliated Employees who work at satellite offices and need to come to the County Administration Center to conduct County business;

(ix) Such other categories of County Affiliated Employees or other persons designated by the Board of Supervisors pursuant to subsection (hi) of this section.

~~Members of the Board of Supervisors shall be eligible for two (2) reserved parking permits, one (1) for the Board Member and one (1) for his or her supervisorial aide. All other qualified individuals shall be eligible for one (1) reserved parking permit.~~

(45) The Director of General Services may from time to time issue temporary parking permits for parking in timed parking zones without citation. Application for a temporary parking permit shall be made in writing to the Director of General Services by the requesting individual. Such application shall be on a form approved by the Director of General Services and shall be accompanied by a temporary

parking permit fee, the amount of which shall be established pursuant to subsection (h) of this section. All temporary parking permits shall be temporary, valid only for the dates shown on the permit. The procedure for renewal of a temporary parking permit shall be the same as for obtaining an original permit. Temporary parking permits shall consist of a receipt and a serially numbered permit stamped with an identifying number, the dates for which the permit is valid, the words "County of Sonoma Temporary Parking Permit," and such other information as the Director of General Services may require. Temporary parking permits may incorporate necessary conditions, including the locations and purposes for which the permit is valid. Temporary parking permits shall be issued on the basis of the availability of timed parking zone spaces and the determination of the Director of General Services that the requesting individual falls into one of the following categories:

(i) Members of County boards and commissions, administrative hearing officers, jurors, and persons participating in legal or administrative proceedings at the request of the County;

(ii) County Affiliated Employees who are being recognized as part of the Employee Recognition Parking Program;

(iii) County Affiliated Employees who have a temporary physical disability which requires close access to a specific building on County Property and whose treating physician provides written verification of need to the Director of General Services;

(iv) Commercial vendors and private contractors providing goods and services to the county whose functions require close and continuous access to a specific building on County Property;

(v) Any other person who can demonstrate to the satisfaction of the Director of General Services that he or she has a temporary need for close and continuous access to a specific building on County Property;

~~(5) — The director of general services may from time to time issue county parking permits for parking in those areas marked "PERMIT ONLY" and designated as such on the County Parking Plan. Application for a county parking permit shall be made in writing to the director of general services by the requesting individual. Such application shall be on a form approved by the director of general services and shall be accompanied by a county parking permit fee, the amount of which shall be established pursuant to subsection (h) of this section. All county parking permits shall be annual, expiring on the last day of December next following their date of issue. The procedure for renewal of a county parking permit shall be the same as for obtaining an original permit. County parking permits shall consist of a receipt and a serially numbered permit stamped with an identifying number, the year of issue, the words "County of Sonoma Parking Permit," and such other information as the director of general services may require. County parking~~

permits shall be issued on the basis of the availability of permit only parking spaces and the determination of the director of general services that the requesting individual falls into a category of county employees or other persons designated by the Board of Supervisors pursuant to subsection (i) of this section.

(6) The Director of General Services may from time to time grant permission to the Sheriff's ~~department~~ Office and other bona fide law enforcement agencies to park in those areas marked with a sign or other marking indicating "Sheriff's Vehicles Only HERIFF'S VEHICLES and/or OTHER AUTHORIZED Emergency Vehicles Only EMERGENCY VEHICLES ONLY" and/or OR Transporting Officers Only "TRANSPORTING OFFICERS ONLY" and designated as such on the county parking plan.

(7) The Director of General Services shall cause copies of this section and the County Parking Plan to be maintained and available for public inspection at the office of the Director of General Services.

(8) The Director of General Services shall report to the Management Advisory Council on a regular basis concerning the status of parking regulation and enforcement on County Property. The Management Advisory Council shall provide advice and assistance to the Director of General Services in developing and recommending parking regulation and enforcement policies, procedures and programs to the Board of Supervisors, and in resolving parking regulation and enforcement disputes involving County Affiliated Employees.

(d) No person shall occupy or permit the use of occupancy of any Vehicle or Camper for Human Habitation, including, but not limited to, sleeping, eating, or resting, either singly or in groups, upon the sidewalks, driveways, paths, parking facilities, or grounds of County Property, without a permit or in designated areas.

(e) No person shall engage in roller skating or ride or propel any skateboard upon the sidewalks, driveways, paths, parking facilities, or grounds of County Property without the prior written consent of the Director of General Services.

(f) The Director of General Services shall cause signs giving notice of the regulations and special conditions imposed under this section to be erected and maintained in appropriate locations on County Property.

(g) The Board of Supervisors shall establish, by resolution, fines for parking violations on County Property.

(h) The Board of Supervisors may from time to time by resolution establish a schedule of fees and charges for parking permits issued under this section and for public parking on County Property.

(i) The Board of Supervisors may from time to time by ordinance, resolution, or other legislative enactments, whichever may be appropriate, adopt additional parking

regulation and enforcement standards and criteria for County Property.

( j ) The Parking Enforcement Officer shall be responsible for enforcing this section and for issuing citations for violations of its provisions.

(k) Any person who violates or fails to comply with any provision of this section is guilty of an infraction as provided in Vehicle Code Section 40000.1.

(l) Any person with more than five (5) unpaid parking citations will be subject to their Vehicle being “booted”. All fees must be cleared before boot is removed.

(Ord. No. 4717 §1, 1993; Ord. No. \_\_\_\_\_ §1, 2013)

II. Footnote (105), Editor’s note to Article II, Speed Restrictions, is amended as follows:

***Editor’s Note:** Ordinances pertaining to vehicular speed restrictions are not set forth in this code but have been adopted as Ordinance 664 and amendments thereto ~~were saved from repeal by the adopting ordinance.~~ Such ordinances will be found on file in the office of the clerk of the Board of supervisors. For state law as to decreasing local speed limits on state highways, see Veh. C. § 22358.*

III. Footnote (106), Editor’s note to Article III, Parking Regulations Generally, is amended to read as follows:

***Editor’s note:** In addition to Chapter 18 of this code, Ordinance 2300 and amendments thereto have been adopted by the County as uncodified ordinances ~~Ordinances pertaining to, vehicular parking regulations, loading zones, bus zones, etc., are not set forth in this code; but were saved from repeal by the adopting ordinance to~~ address and implement vehicular parking regulations and requirements, among other things, specified in the California Vehicle Code. Such ordinances will be found on file in the office of the clerk of the Board of Supervisors.*

IV. Article IV, Abandoned, Wrecked, Dismantled or Inoperative Vehicles, Sections 18-4 *et seq.*, is amended to read as follows:

#### **Sec. 18-4. - Findings and declarations.**

In addition to and in accordance with the determination made and the authority granted by the state under section 22660 of the Vehicle Code to remove abandoned, wrecked, dismantled or inoperative Vehicles or parts thereof as public nuisances, the Board of Supervisors of the county hereby make the following findings and declarations:



The accumulation and storage of abandoned, wrecked, dismantled or inoperative Vehicles or parts thereof on private or public property not including highways is hereby found to create a condition tending to reduce the value of private property, to promote blight and deterioration, to invite plundering, to create fire hazards, to constitute an attractive nuisance creating a hazard to the health and safety of minors, to create a harborage for rodents and insects and to be injurious to the health, safety and general welfare. Therefore the presence of an abandoned, wrecked, dismantled or inoperative Vehicle or part thereof, on private or public property not including highways, except as expressly hereinafter permitted, is hereby declared to constitute a public nuisance which may be abated as such in accordance with the provisions of this article.

*(Ord. No. 1176 § 1.)*

#### **Sec. 18-5. - Definitions.**

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

“Abandoned Vehicle”. A Vehicle or parts thereof that is parked, stored or left on public or private property within the County ~~(a) without the express or implied consent of the owner or person in lawful possession or control of the property; or (b)~~ which is abandoned, wrecked, dismantled or in inoperative condition for a period in excess of seventy-two or more consecutive hours, unless falling within an exemption specified in Section 18-14 shall be an exemption to condition (b) only.

“County abandoned Vehicle hearing officer”. The county abandoned Vehicle hearing officer shall be that person designated by the Board of Supervisors by resolution.

“Highway”. A way or place of whatever nature, publicly maintained and open to the use of the public for purposes of vehicular travel. The term includes street.

“Public property”. The term does not include "highway."

“Vehicle”. A device by which any person or property may be propelled, moved or drawn upon a highway, except a device moved by human power or used exclusively upon stationary rails or tracks. “Vehicle” includes but is not limited to an automobile, motorcycle, trailer, or boat or other property on a trailer.

*(Ord. No. 1806 § 1; Ord. No. \_\_\_\_\_ §3, 2013 )*

#### **Sec. 18-6. - Authority to enter property.**

The county zoning enforcement officer, or any person authorized by him, shall be authorized to enter upon private property or public property to remove or cause the removal of a Vehicle or parts thereof declared to be a nuisance pursuant to this article.

(Ord. No. 1806 § 2.)

**Sec. 18-7. - Administrative costs.**

The county abandoned Vehicle hearing officer shall from time to time determine and fix and amount to be assessed as administrative costs and removal costs under this article. Such costs shall be approved by resolution of the Board of Supervisors.

(Ord. No. 1806 § 3; Ord. No. \_\_\_\_\_ §3, 2013)

**Sec. 18-8. - Required notices.**

Not less than a ten day notice of intention to abate and remove a Vehicle or part thereof as a public nuisance shall be required prior to abatement and removal, unless the property owner and the owner of the Vehicle have signed releases authorizing removal and waiving further interest in the Vehicle or part thereof. Such notice shall contain a statement of the hearing rights of the owner of the property on which the Vehicle is located and the owner of the Vehicle. The statement shall include notice to the property owner that he may appear in person at a hearing or may present a sworn written statement denying responsibility for the presence of the Vehicle of the land, and that he or she has not subsequently acquiesced to the presence of the Vehicle, with his reasons for such denial, in lieu of appearing. If the County abandoned Vehicle hearing officer determines at the hearing that the Vehicle was placed on the land without the consent of the landowner and that he or she has not subsequently acquiesced to its presence, then the County abandoned hearing officer shall not assess costs of administration or removal of the Vehicle against the property upon which the Vehicle is located or otherwise attempt to collect those costs from the landowner. The notice of intention to abate shall be mailed, by registered or certified mail, to the owner of the land as shown on the last equalized assessment roll and to the last registered and legal owner of record unless the Vehicle is in such condition that identification numbers are not available to determine ownership.

(Ord. No. 1806 § ; Ord. No. \_\_\_\_\_ §3, 2013)

**Sec. 18-9. - Hearing—Notice to owner.**

A public hearing shall be held on the question of abatement and removal of the Vehicle or part thereof as an abandoned, wrecked, dismantled or inoperative Vehicle and the assessment of the administrative costs and the cost of removal of the Vehicle or part thereof against the property on which it is located if (1) a written request for such a

hearing is made by the owner of the Vehicle or the owner of the land upon which the Vehicle was located to the Sonoma County zoning enforcement officer and (2) such written request is made within ten days after the mailing of notice of intention to abate and remove the Vehicle. If the owner of the land on which the Vehicle is located submits a sworn written statement denying responsibility for the presence of the Vehicle on his or her land within that time period, this statement shall be construed as a request for hearing that does not require the presence of the owner submitting the request. If the request is not received within that period, the appropriate public body, agency or officer shall have the authority to remove the Vehicle. Notice of hearing shall be mailed at least ten days before the hearing by certified mail, with a five-day return requested, to the owner of the land as shown on the last equalized county assessment roil and to the last registered and legal owner of record unless the Vehicle is in such condition that identification numbers are not available to determine ownership.

*(Ord. No. 1806 § 5; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-10. - Same—County abandoned Vehicle hearing officer to hear facts and testimony, impose conditions, etc.**

All hearing under this article shall be held before the county abandoned Vehicle hearing officer who shall hear all facts and testimony he deems pertinent. Such facts and testimony may include testimony on the condition of the Vehicle or part thereof and the circumstances concerning its location on private property or public property. The abandoned Vehicle hearing officer shall not be limited by the technical rules of evidence. The owner of the land on which the Vehicle is located may appear in person at the hearing or present a written statement for consideration at the hearing, and deny responsibility for the presence of the Vehicle on the land, with his reasons for such denial.

The abandoned Vehicle hearing officer may impose such conditions and take such other action as he deems appropriate, under the circumstances to carry out the purpose of this article. He may delay the time for removal of the Vehicle or part thereof if, in his opinion, the circumstances justify it. At the conclusion of the public hearing, the abandoned Vehicle hearing officer may find that a Vehicle or part thereof has been abandoned, wrecked, dismantled or is inoperative on private or public property and order the same removed from the property as a public nuisance and dispose of as hereafter provided and determine the administrative cost and the cost of removal to be charged against the owner of the parcel of land on which the Vehicle or part thereof is located. The order requiring removal shall include a description of the Vehicle or part thereof and the correct identification number and license number of the Vehicle if available.

If it is determined at the hearing that the Vehicle was placed on the land without the consent of the landowner and that he has not subsequently acquiesced in its presence, the abandoned Vehicle hearing officer shall not assess costs of administration or removal of the Vehicle against the property upon which the Vehicle is located or otherwise attempt to collect such cost from such land owner.

*(Ord. No. 1806 § 6.)*

**Sec. 18-11. - Disposal; removed Vehicles not to be reconstructed or made operable.**

Five days after adoption of the order declaring the Vehicle or part thereof to be a public nuisance, the Vehicles or parts thereof may be disposed of by removal to a scrapyard or automobile dismantler's yard. After a Vehicle has been removed it shall not thereafter be reconstructed or made operable, unless it is a Vehicle that qualifies for either horseless carriage license plates or historical Vehicle license plates, pursuant to Section 5004 of the Vehicle Code, in which case the Vehicle may be reconstructed or made operable.

*(Ord. No. 1806 § 7; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-12. - Notice and transmission of evidence of registration to department of motor Vehicles.**

Within five days after the date of removal of the Vehicle or part thereof, notice shall be given to the department of motor Vehicles identifying the Vehicle or part thereof removed. At the same time there shall be transmitted to the department of motor Vehicles any evidence of registration available, including registration certificates, certificates of title and license plates.

*(Ord. No. 1176 § 11.)*

**Sec. 18-13. - Delinquent costs assessed against land; collection and priority of assessment.**

If the administrative costs and the removal and fines which are charged against the owner of a parcel of land pursuant to section 18-7 or section 18-40 are not paid within thirty days of the date of the order, or the final disposition of an appeal therefrom, such costs shall be assessed against the parcel of land pursuant to section 25845 of the Government Code and shall be transmitted to the auditor and tax collector for collection. Such assessment shall have the same priority as other taxes.

*(Ord. No. 1176 § 12; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-14. - Exemptions.**

This article shall not apply to:

- (a) A Vehicle or part thereof which is completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property.

- (b) A Vehicle or part thereof which is stored or parked in a lawful manner on private property in connection with the business of a licensed dismantle; licensed Vehicle dealer a junk dealer, or when such storage or parking is necessary to the operation of a lawfully conducted business or commercial enterprise.

Nothing in this section shall authorize the maintenance of a public or private nuisance as defined under provisions of law other than chapter 10 (commencing with section 22650) of division 11 of the Vehicle Code and this article.

*(Ord. No. 1176 § 2; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-15. - Administration and enforcement of article.**

Except as otherwise provided herein, the provisions of this article shall be administered and enforced by the county zoning enforcement officer or his authorized assistants. In the enforcement of this article such officer and his assistant may enter upon private or public property to examine a Vehicle or parts thereof, or obtain information as to the identity of a Vehicle and to remove or cause the removal of a Vehicle or part thereof, declared to be a nuisance pursuant to this article. (Ord. No. 1806 § 8.) This chapter may also be enforced by the California Highway Patrol.

*(Ord. No. 1667 § 2.)*

**Sec. 18-16. - Article not exclusive.**

This article is not the exclusive regulation of abandoned, wrecked, dismantled or inoperative Vehicles within the unincorporated area of the county. It shall supplement and be in addition to the other regulatory codes, statues, and ordinances heretofore or hereafter enacted by the county, the state, or any other legal entity or agency having jurisdiction.

*(Ord. No. 1176 § 3.)*

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 18, MOTOR VEHICLES AND TRAFFIC.**

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

SECTION I. (1) Article I, In General, of Chapter 18 of the Sonoma County Code, Section 18-1, Regulation of traffic on County owned and controlled property, (2) Article II of Chapter 18 of the Sonoma County Code, Footnote (105), Editor's note, Speed Restrictions, (3) Article III of Chapter 18 of the Sonoma County Code, Footnote (106), Editor's note, Parking Regulations Generally, and (4) Article IV, Abandoned, Wrecked, Dismantled or Inoperative Vehicles, of Chapter 18 of the Sonoma County Code are hereby amended as set forth in Exhibit A, incorporated herein by this reference.

SECTION II. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION III. This ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published as follows: either (1) once before the expiration of fifteen (15) days after said passage, or (2) a summary shall be published once at least five (5) days before proposed date of passage and a summary published once within fifteen (15) days after the date of passage. All publications shall include the names of the Supervisors voting for or against the same, and shall be in a newspaper of general circulation published in the County of Sonoma, State of California, and the Clerk of the Board shall post in the office of the Clerk, a certified copy of the full text of this ordinance along with the names of those Directors voting for or against the Ordinance.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the \_\_\_\_ day of \_\_\_\_\_, 2013, and finally passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2013,

(Ord. No \_\_\_\_ , 2013)

**Exhibit A**

**to Ordinance \_\_\_\_ Amending Chapter 18, Motor  
Vehicles and Traffic of the Sonoma County Code**

I. Article 1, Sec. 18-1, Regulation of traffic on County Owned and Controlled Property, is amended to read as follows.

(a) Definitions. For the purposes of this Section 18-1 (“section”), the following words and phrases shall have the meanings respectively ascribed to them by this section unless the provision or context requires otherwise:

(1) “Bicycle” means a device upon which any person may ride, propelled exclusively by human power through a belt, chain or gears, and having one or more wheels.

(2) “Bicycle Rack” means any device installed for the purpose of securing bicycles only.

(3) “Block” means a section of roadway, including the area immediately adjacent to the curb, between two intersections.

(4) “Boot” describes a device that is attached to the wheel of a Vehicle to restrict movement, allowing fines to be cleared before removal. Device must be manually removed from authorizing personnel.

(5) “Camper” means a structure designed to be mounted upon a motor Vehicle (as defined by Section 670 of the California Vehicle Code) and to provide facilities for Human Habitation or camping purposes.

(6) “Camping” means sleeping, cooking, setting up housekeeping, pitching a tent or other temporary shelter, and/or using camp paraphernalia, includes the verb, to “camp”.

(7) “County Administration Center” means all that real property owned or controlled by the County commonly known as the Sonoma County Administration Center and being the lands describe in the documents recorded in the Official Records in Book 2083, Page 514, Book 2272, Page 56, Book 2379, Page 535, Book 2535, Page 546, Book 2927, Page 924, and recorded as document numbers 81038465 and 85078119 of Official Records, Sonoma County Records, and more particularly described as follows:

Beginning at the intersection of the westerly line of Mendocino Avenue with the centerline of Paulin Creek, said point being the southeast corner of the lands of the County of Sonoma; thence westerly along the centerline of Paulin Creek to the northeasterly right-of-way line of the U.S. 101 Freeway; thence northwesterly along the

northeasterly right-of-way line of said U.S. 101 Freeway to the northwest corner of the land of the County of Sonoma; thence easterly along the northerly line of said lands of the County of Sonoma to the southwesterly line of Mendocino Avenue; thence southeasterly along the southwesterly line of Mendocino to the point of beginning.

(8) "County Affiliated Employee" means a County Employee, an employee of a special district or agency in which the majority of directors is composed of members of the Sonoma County Board of Supervisors, or a state of California employee receiving monetary compensation for such employment through the State of California Superior Court System.

(9) "County Employee" means any individual who is currently employed by the County of Sonoma and who is receiving monetary compensation for such employment through the Auditor/Controller Payroll division of the County of Sonoma. A contractor who receives compensation through contract is not considered a "County Employee."

(10) "County Property" means any and all real property, including but not limited to roads, owned or directly controlled by the County pursuant to a property interest or other legal mechanism, and includes but may not be limited to the County Administration Center, the Sonoma County Airport, and all parks owned or operated by the County ("County Park" or "Park").

(11) "County Parking Plan" or "Parking Plan" means that certain plan in diagram form entitled "Sonoma County Parking Plan" prepared and from time to time revised by the Director of General Services pursuant to this section.

(12) "Director of General Services" means the Director of General Services of the County, or his designee.

(13) "Employee Recognition Parking Program" means the special recognition parking program for County Affiliated Employees established by the Management Advisory Council and administered by the Director of General Services.

(14) "Freight" means any object weighing ten or more pounds.

(15) "Human Habitation" means spending three or more consecutive hours in a single or nearby location for the purpose of cooking, eating, cleaning, resting, recreating and/or sleeping.

(16) "Management Advisory Council" means the Sonoma County Management Advisory Council selected by the department heads of the County from among their membership.

(17) "Overnight" means a period of over 30 minutes between the hours of 12:00 a.m. to 5:00 a.m.



(18) "Parking Enforcement Officer" means the Director of General Services or a County Employee or duly authorized representative designated by the Director of General Services.

(19) "Parking Meter Zone" means a portion or portions of streets or lots described and established as zones within which the parking of Vehicles shall be controlled, regulated and inspected with the aid of timing devices or meters, here in referred to as "parking meters" or "meters."

(20) "Reserved Parking Permit" means a written permit issued by the Director of General Services to park in an assigned, unassigned or special parking zone or zones.

(21) "Ridesharing Program" means the ridesharing program for County Affiliated Employees established by the Management Advisory Council and administered by the Director of General Services.

(22) "Routine and Frequent" means a minimum of multiple times per day, and/or multiple days per regular workweek. Personal time (i.e. lunch, break, etc.) is excluded from this definition.

(23) "Satellite Offices" means a facility or group of facilities that are operated by the County located off the grounds of the County Administration Center.

(24) "Sheriff's Office" means the Sonoma County Sheriff's Office".

(25) "Temporary Parking Permit" means a permit limited in time to park in a timed parking zone during the time limit without citation.

(26) "Traffic" includes pedestrians, ridden animals, Vehicles, street cars, and other conveyances (including bicycles and skateboards), either singly or together, while using any highway .

(27) "Vehicle" means a device by which any person or property may be propelled, moved or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks. "Vehicle" includes but is not limited to an automobile, motorcycle, trailer, or boat or other property on a trailer.

(28) "Vehicle Code" means the California Vehicle Code.

(29) "Visitor" means any individual who is not a County Affiliated Employee or other person performing work duties for the County during the relevant time period. County Affiliated Employees or other persons who are conducting personal business during the relevant time period fall

within the definition of “Visitor.”

(b) Applicability of Vehicle Code. All the provisions of the Vehicle Code relating to Traffic upon the highways shall be applicable to the Traffic upon the driveways, paths, parking facilities, and grounds of County Property. Such provisions are additive to the provisions of this section and may be enforced as a violation of this section.

(c) Parking Regulations. No person shall stop, park, or leave standing any Vehicle, whether attended or unattended, upon the driveways, paths, parking facilities, or grounds of County Property, except upon and subject to the following regulations and special conditions. Violation of the following parking regulations is subject to enforcement, including but not limited to, issuance of a traffic citation and payment of a penalty, and/or towing of the Vehicle at the owner’s expense, in accordance with requirements specified in or authorized by this section.

(1) The Director of General Services shall have the authority to erect signs, place parking meters and cause the curbs and parking facilities on County Property to be marked in accordance with these Parking Regulations, the County Parking Plan and Vehicle Code sections 21400, 21458, 22511.7, and 22511.8. When authorized signs, parking meters or curb markings have been determined by the Director of General Services to be necessary and are in place giving notice thereof, no operator of any Vehicle shall stop, stand or park such Vehicle in the area designated by such sign, parking meter or curb marking in violation thereof. The Parking Plan shall be prepared and may from time to time be revised by the Director of General Services consistent with this section and the policies, procedures, and programs of the County pertaining to Traffic regulation and enforcement on County Property. The Parking Plan in its present or hereafter current form is hereby adopted and incorporated by reference as fully as if set out at full length herein. The Director of General Services shall designate the areas on County Property subject to the following parking regulations. Such designated areas shall be specified on the Parking Plan.:- Parking signs may address but are not limited to the following parking situations:

(i) No Parking. In those areas so designated, parking shall be prohibited at all times. When such curb markings or signs are in place, no operator of any Vehicle shall stop, stand or park such Vehicle adjacent to any such curb markings or sign.

(ii) Freight Loading. In those areas so designated, parking shall be restricted to Vehicles engaged in loading or unloading freight, and then only for the time actually necessary for the same, but not to exceed a maximum period of thirty (30) consecutive minutes. Freight loading zones shall have yellow curb markings. No person shall stop, stand, or park a Vehicle in any Freight loading zone for any purpose other than loading or unloading Freight. Vehicles loading or unloading Freight must also have a permit or valid commercial licensed plates.

(iii) Passenger Loading. In those areas so designated, parking shall be restricted to Vehicles engaged in loading or unloading passengers, and then only for the time actually necessary for the same, but not to exceed a maximum period of thirty (30) consecutive minutes, unless another time is specified. Passenger loading zones shall have white curb markings. No person shall stop, stand, or park a Vehicle in any passenger loading zone for any purpose other than loading or unloading passengers. The driver of the Vehicle must stay with the Vehicle while parked in the passenger loading area.

(iv) Visitor Parking. In those areas so designated, only Visitors are allowed to park, subject to any times designated.

(v) Timed Parking Zones. Parking shall be limited to the times designated in the following time limited parking zones. Green curb markings shall indicate that a timed parking zone is applicable, and signs shall specify the time limit. Such limitations shall apply between the hours of 7:00 a.m. and 6:00 p.m., except Saturdays, Sundays, and County-observed holidays, unless further designated as applying for a longer period up to twenty-four (24) hours or further designated as applying during weekend days or holidays. In all parking time zones, a Vehicle must leave the Block and timed parking zone after parking once the posted time has expired and may not return to this Block/zone for a minimum of two (2) hours.

- a. Fifteen (15) Minutes.
- b. Thirty (30) Minutes.
- c. One (1) Hour.
- d. Ninety (90) Minutes.
- e. Two (2) Hours.
- f. Three (3) Hours.
- g. Four (4) Hours.

(vi) Handicapped or Disabled. In those areas so designated, parking shall be limited exclusively to the Vehicles of physically handicapped or disabled persons as described in Vehicle Code section 22511.5.

(vii) Reserved Permit Required. In those areas so designated, parking shall be limited exclusively to Vehicles issued Reserved Parking Permits pursuant to this section. A Reserved Parking Permit is only valid in reserved lot(s) and/or space(s) assigned to the permit. "Reserved Permit -Assigned" describes a permit to park in a specific parking space or may be used to designate a specific parking space. "Reserved Permit -Unassigned" describes a permit to park anywhere in a specific parking

area, or may be used to designate a parking area.

(viii) Authorized Emergency Vehicles Only. In those areas so designated, parking shall be limited exclusively to authorized emergency Vehicles of the Sheriff's Office and other authorized law enforcement agencies.

(2) Vehicles on County Property must comply with the following additional parking requirements.

(i) No Overnight Parking. Overnight parking means stopping, standing or parking a Vehicle for a period of over thirty (30) minutes between the hours of 12:00 a.m. and 5:00 a.m. No overnight parking is permitted on County Property, except in those areas designated as reserved for County Affiliated Employees with the proper permit that work evening or night shift, or in those areas designated for County owned Vehicles, or for those persons with a valid County overnight parking permit which is displayed on the Vehicle.

(ii) Illegal Parking. No operator of any Vehicle shall stop, stand, park or leave standing such Vehicle in any of the following places, except when necessary to avoid a conflict with other traffic or in compliance with the direction of a peace officer or other authorized officer or traffic sign or signal:

a. Within any divisional island unless authorized and clearly indicated with appropriate signs or markings;

b. On either side of any street between the projected property lines of any public walk, public steps, street or thoroughfare terminating at such street, when such area is indicated by appropriate signs or red paint upon the curb surface;

c. In an area where the Director of General Services or designee determine that the parking or stopping of a Vehicle would constitute a traffic hazard or would endanger life or property, when such area is indicated by appropriate signs or by red paint upon the curb surface;

d. In any area designated by the Director of General Services or designee as a no parking area, when such area is indicated by appropriate signs or by red paint upon the surface;

e. Upon, along or across any railway track in such manner as to hinder, delay or obstruct the movement of any Vehicle traveling upon such track;

f. In any area where the parking, standing or stopping of any Vehicle would constitute a traffic hazard or would endanger life or property;

g. On any street or highway where the use of such street or highway or a portion thereof is necessary for the cleaning, repair or construction of the street or highway or the installation of underground utilities or where the use of the street or highway or any portion thereof is authorized for a purpose other than the normal flow of traffic or where the use of the street or highway or any portion thereof is necessary for the movement of equipment, articles or structures of unusual size, and the parking of such Vehicle would prohibit or interfere with such use or movement; provided, that the signs giving notice of such no parking are erected or placed at least twenty-four hours prior to the effective time of such no parking;

h. At any place within twenty feet of a point on the curb immediately opposite the middle Block end of a safety zone, when such place is indicated by appropriate signs or by red paint upon the curb surface;

i. At any place within twenty feet of a crosswalk at an intersection except that a bus may stop at a designated bus stop;

j. Within twenty feet of the approach to any traffic signal, stop sign or official electric flashing device.

(iii) Parallel Parking.

a. Where otherwise permitted, parking must be parallel to the roadway unless diagonal parking is designated.

b. Every Vehicle stopped or parked upon a roadway where there are adjacent curbs shall be stopped or parked within 18 inches of the right-hand curb, except that motorcycles shall be parked with at least one wheel or fender touching the right-hand curb.

c. For slopes above 15%, the front wheels must be turned at an angle of 30% toward the right side of the roadway/curb for down hill slopes and away from the right side of the roadway/curb for up hill slopes.

d. No parking opposite the flow of traffic on the roadway is permitted.

(iv) Diagonal Parking. No diagonal parking along roadways is permitted unless diagonal parking is specifically designated. On any street or lot when signs or pavement markings are in place indicating diagonal parking, parking of Vehicles must be in accordance with the following requirements.

a. The Vehicle must be parked at the angle to the curb indicated by signs or pavement markings allotting space to park Vehicles and entirely within the limits of said allotted space.

b. The Vehicle must be parked with the front wheel nearest the curb within six (6) inches of said curb.

c. The Vehicle must be parked in the same direction as traffic flow.

(v) Unattended Vehicle – Engine Running and Emergency Brake Not Engaged. No person driving, or in control of, or in charge of, a motor Vehicle shall permit it to stand on any street or lot unattended without first effectively setting the brakes thereon and stopping the motor thereof.

(vi) Parking within fifteen (15) feet of a Fire Hydrant. No person shall stop, park, or leave standing any Vehicle within 15 feet of a fire hydrant except if the Vehicle is owned or operated by a fire department and is clearly marked as a fire department Vehicle.

(vii) Not Within a Designated Space. Vehicles parked on County Property must be parked in such a way that all wheels are within the delineators that are painted on the road surface designating the parking space. It is unlawful to park any Vehicle across any such line or marking, or to park a Vehicle in such a position that it will not be entirely within the space designated by such lines or markings regardless if a space is adjacent to another parking space or not. This includes no parking off pavement, on vegetation or on dirt areas.

(viii) Use of Streets for Repairing Vehicles. No person shall construct or cause to be constructed, repair or cause to be repaired, grease or cause to be greased, dismantle or cause to be dismantled any Vehicle or any part thereof upon County Property, which includes but is not limited to any street, driveway or roadway falling within the definition of County Property. Temporary emergency repairs may be made.

(ix) Parking in/on Crosswalk. No person shall stop, park or leave standing any Vehicle whether attended or unattended within 20 ft of a crosswalk.

(x) Parking on Sidewalk. No person shall stop, park or leave standing any Vehicle whether attended or unattended on any portion of a sidewalk or with the body of the Vehicle extended over any portion of a sidewalk.

(xi) Obstructing Traffic. No person shall stop, park or leave standing any Vehicle whether attended or unattended alongside or opposite any street, when stopping, standing or parking would obstruct traffic.

(xii) Double Parking. No person shall stop, park or leave standing any Vehicle whether attended or unattended on the roadway side of any Vehicle

stopped, parked or standing at the curb edge of a street/roadway except for a school bus when stopped to load or unload pupils.

(xiii) Parking in a Red Zone. Red curb or red painting shall mean no stopping, standing or parking at any time except that a bus may stop in a red zone marked or signed as a bus zone.

(xiv) Parking in a Fire Lane. No person shall stop, park or leave standing any Vehicle whether attended or unattended at any curb, or in any location in a publicly or privately owned and operated off-street parking facility designated as a fire lane. The designation shall be indicated by a sign posted or by outlining or painting the place in red and in contrasting color marking the place with the words “fire lane”.

(xv) Removing a Chalk Mark or Other Designation. It is unlawful for any person to remove, obstruct or obscure a chalk mark or other mark or designation with the intent to restart the time in a posted time zone or on any street where the officer needs to ensure a Vehicle has not been parked over 72-hours. Removing a chalk mark can be, but is not limited to; physically wiping the chalk mark off, moving Vehicle in or out of a space enough to block the chalk mark from view, moving the Vehicle into another space in the same Block or zone.

(xvi) Blocking an Intersection. A driver shall not enter an intersection or marked crosswalk unless there is sufficient space on the other side of the intersection or marked crosswalk to accommodate the Vehicle driven without obstructing the through passage of Vehicles from either side.

(xvii) Parking within 7 1/2 ft of Train Track. No person shall stop, stand or park a Vehicle upon any railroad track or within 7 1/2 feet of the nearest rail.

(xviii) Parking within 15 feet of Fire Driveway. No person shall stop, park or leave standing any Vehicle attended or unattended within fifteen (15) feet of a fire station or emergency services driveway.

(xix) Obstruct Sight Distance Over Six Feet Or More Within 100 Feet Of Intersection. No person shall stop, stand, or park any Vehicle any part of which, including any load thereon, exceeds six feet in height at any time during the day or night at any location on County Property within 100 feet of any intersecting street or alley.

(xx) Parking in a Closed County Park. No person shall stop, stand, or park a Vehicle after posted County Park closing times, unless the person has a valid overnight parking permit which must be displayed on the Vehicle.

(xxi) Parking Off Pavement. No person shall stop, stand or park a Vehicle off pavement, on vegetation, on beach areas or on dirt areas in a County Park or other County Property, unless such parking is specifically designated.

(xxii) Non-Payment of Overnight Fees in a County Park.

No person shall stop, stand or park any Vehicle overnight without paying overnight fees prior to overnight stay in a County Park.

(xxiii) Non-Payment of Day Use Fees in a County Park.

No person shall stop, stand or park any Vehicle in a County Park without paying the day use fee upon entrance or visibly displaying a valid parking permit issued by the County. If an County Employee or authorized representative is not available at the entrance, the day use fee must be paid by using the self-pay iron ranger or automated pay station prior to using the park facilities.

(xxiv) Non-Payment of Airport Fees. No person shall stop, stand, or park any Vehicle at the Sonoma County Airport without paying lot usage fees (on lots posted) upon exiting.

(xxv) Commercial Vehicle upon Residential Street. No person shall stop, stand, park or otherwise leave unattended any truck or trailer type Vehicle upon any residential street except during the loading or unloading thereof. This restriction shall apply to those trucks or trailers that are larger in size or carrying capacity than the standard pick-up truck type Vehicle which is defined as 10,000 pounds in the California Vehicle Code.

(xxvi) Parked in Excess of 72-hours. No person who owns or has possession, custody or control of any Vehicle shall park such Vehicle upon any street, roadway or parking lot for more than a consecutive period of seventy-two hours.

(xxvii) No Parking in a Bus Zone. No person shall stop, park or leave standing any Vehicle whether attended or unattended alongside curb space authorized for the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb.

(xxviii) Parked within 3-ft of Sidewalk/Crosswalk Ramp. No person shall stop, stand or park a Vehicle within 3 feet of that portion of a curb that has been cut down, lowered or constructed to provide wheelchair accessibility to the sidewalk.

(xxix) Use of Bike Racks. Only Bicycles may be parked in Bike Racks. Motorized Vehicles are prohibited.



(xxx) Parking Meter Zone Marking and Use of Spaces. Parking spaces shall have lines or markings painted upon the curb, street or lot adjacent to each parking meter, designating the parking space for which said meter is to be used and each Vehicle parked adjacent to any parking meter shall park within said lines or marking. It is unlawful to park any Vehicle across any such line or marking, or to park a Vehicle in such a position that it will not be entirely within the space designated by such lines or markings.

(xxxii) Parking Meter Zone Overtime Parking Prohibited. No person shall stop, park or leave standing any Vehicle whether attended or unattended upon any street or parking lot within a parking meter zone, next to which a parking meter is established, for more than the time indicated by proper signs placed on said meters or in such parking meter zone indicating the maximum parking time allowed in such parking space, or at any time as is necessary to operate the meter to show legal parking; parking is prohibited for more than the time so indicated.

(xxxiii) Meter Slugs Prohibited. It is unlawful to deposit or cause to be deposited in any parking meter any slug, device or metallic substitute for a coin of the United States; provided, however, that the use of tokens, lawfully issued by the County, in any parking meter where their use is so designated shall not be deemed to be a violation of the provisions of this section.

(xxxiv) Tampering with Meters. It is unlawful for any unauthorized person to open, or for any person to deface, injure, tamper with or willfully break, destroy or impair the usefulness of any parking meter installed pursuant to this chapter or to hitch and animals thereto.

(xxxv) Parking Vehicles Advertised "For Sale" Prohibited. It is unlawful for any person to park a Vehicle on any street for the purpose of displaying the same for sale unless the Vehicle is parked within (400) feet of the residence of the registered owner of the Vehicle.

(3) The Director of General Services is authorized to cause any Vehicle parked illegally in any area on County Property to be towed to a garage designated or maintained by the Director of General Services and there impounded subject to a lien on the Vehicle for the compensation of towage and storage costs incurred by the County as provided in Vehicle Code sections 22850 through 22851.12. The Director of General Services shall establish a schedule of maximum towing and storage costs that may be assessed against the registered owner. The registered owner shall be notified within forty-eight (48) hours that the Vehicle has been impounded and provided an opportunity for post-towing hearing as provided in Vehicle Code Sections 22852 through 22853.

(4) The Director of General Services may from time to time issue reserved parking permits for parking in those parking spaces marked "RESERVED PERMIT REQUIRED" and designated as such on the County Parking Plan. "Reserved

Permit Required” parking shall include Reserved Permit Only-Assigned, and Reserved Permit Only-Unassigned parking. Application for a Reserved Parking Permit shall be made in writing to the Director of General Services by the requesting individual. Such application shall be on a form approved by the Director of General Services, signed by the individual’s department director or designee, or in the case of a non-County Affiliated Employee, the County department director or designee requesting the permit for the individual, and shall be accompanied by a Reserved Parking Permit fee, the amount of which shall be established pursuant to subsection (h). All Reserved Parking Permits shall be for up to two years, expiring on the thirty-first (31<sup>st</sup>) day of December of their expiration year, unless specified otherwise below. The procedure for renewal of a Reserved Parking Permit shall be the same as for obtaining an original permit. Reserved Parking Permits shall consist of a receipt and a serially numbered permit stamped with an identifying number, the year of issue, the parking space for which the permit is valid, the words "County of Sonoma Reserved Parking Permit", and such other information as the Director of General Services may require. Reserved Parking Permits may incorporate necessary conditions, including the dates, times, and purposes for which the permit is valid. Reserved Parking Permits shall be issued on the basis of the availability of Reserved Permit Required parking spaces and the determination of the Director of General Services that the requesting individual falls into one of the following categories, subject to additional conditions as specified below. Reserved Parking Permits issued pursuant to this section may be rescinded by the Director of General Services at any time if the Director determines that the requirements of this section have been violated or that such action is necessary to meet a parking regulation objective.

(i) Elected County officials, County department heads, superior court judges, superior court commissioners, and County grand jury members. Such persons are eligible to receive one Reserved Permit Required parking permit unless they are a member of the Board of Supervisors, in which case they shall be eligible for two (2) Reserved Parking permits, one (1) for the Board Member and one (1) for his or her supervisory aide;

(ii) County Affiliated Employees with assigned County Vehicles who have significant field responsibility which requires close access to a specific building on County Property and/or frequent trips to and from County Property during normal business hours;

(iii) County Affiliated Employees who use their personal Vehicles for County business on a routine and frequent basis (minimum of three (3) days a week);

(iv) County Affiliated Employees who work late shifts and whose safety might be compromised by parking in a remote location. Such persons may be eligible for an unassigned-reserved permit during such times that safety might be compromised;

(v) County Affiliated Employees participating in the Ridesharing Program. Such individuals are eligible for an Reserved Permit Required

permit which may be used only when the Vehicle transports two (2) or more people to and from the County Administration Center a minimum of three (3) days a week;

(vi) County Affiliated Employees who have a temporary physical disability which requires close access to a specific building on County Property and whose treating physician provides written verification of need to the Director of General Services. Such permit may be issued for a time period of up to three months and may be renewed;

(vii) Commercial vendors and private contractors providing goods and services to the County whose functions require close and continuous access to a specific building on County Property. A Reserved Parking Permit may be issued to such persons for a limited time. Applications will be considered for approval on a case-by-case basis, pending provision of sufficient evidence that the requested permit will only be used for County business and in compliance with the requirements of this section. Any Reserved Parking Permit issued pursuant to this section will be void if used for any purpose unrelated to County business;

(viii) Duly accredited representatives of the press or other news media who attend and report on meetings of the Board of Supervisors as part of their job assignment; A Reserved Parking Permit may be issued to such persons for a limited time or for a period of time during the day. Applications will be considered for approval on a case-by-case basis, and the total overall number may be limited. Any Reserved Parking Permit issued pursuant to this section will be void if used for any purpose unrelated to attending and reporting on meetings of the Board of Supervisors as part of press representative's job assignment.

(ix) County Affiliated Employees who work at satellite offices and need to come to the County Administration Center to conduct County business;

(x) Such other categories of County Affiliated Employees or other persons designated by the Board of Supervisors pursuant to subsection of this section.

(5) The Director of General Services may from time to time issue temporary parking permits for parking in timed parking zones without citation. Application for a temporary parking permit shall be made in writing to the Director of General Services by the requesting individual. Such application shall be on a form approved by the Director of General Services and shall be accompanied by a temporary parking permit fee, the amount of which shall be established pursuant to subsection (h) of this section. All temporary parking permits shall be temporary, valid only for the dates shown on the permit. The procedure for renewal of a temporary parking permit shall be the same as for obtaining an original permit. Temporary parking permits shall consist of a receipt and a serially numbered permit stamped with an identifying number,

the dates for which the permit is valid, the words "County of Sonoma Temporary Parking Permit," and such other information as the Director of General Services may require. Temporary parking permits may incorporate necessary conditions, including the locations and purposes for which the permit is valid. Temporary parking permits shall be issued on the basis of the availability of timed parking zone spaces and the determination of the Director of General Services that the requesting individual falls into one of the following categories:

(i) Members of County boards and commissions, administrative hearing officers, jurors, and persons participating in legal or administrative proceedings at the request of the County;

(ii) County Affiliated Employees who are being recognized as part of the Employee Recognition Parking Program;

(iii) County Affiliated Employees who have a temporary physical disability which requires close access to a specific building on County Property and whose treating physician provides written verification of need to the Director of General Services;

(iv) Commercial vendors and private contractors providing goods and services to the county whose functions require close and continuous access to a specific building on County Property;

(v) Any other person who can demonstrate to the satisfaction of the Director of General Services that he or she has a temporary need for close and continuous access to a specific building on County Property;

(6) The Director of General Services may from time to time grant permission to the Sheriff's Office and other bona fide law enforcement agencies to park in those areas marked with a sign or other marking indicating "Sheriff's Vehicles Only and/or Emergency Vehicles Only and/or Transporting Officers Only and designated as such on the county parking plan.

(7) The Director of General Services shall cause copies of this section and the County Parking Plan to be maintained and available for public inspection at the office of the Director of General Services.

(8) The Director of General Services shall report to the Management Advisory Council on a regular basis concerning the status of parking regulation and enforcement on County Property. The Management Advisory Council shall provide advice and assistance to the Director of General Services in developing and recommending parking regulation and enforcement policies, procedures and programs to the Board of Supervisors, and in resolving parking regulation and enforcement disputes involving County Affiliated Employees.

(d) No person shall occupy or permit the use of occupancy of any Vehicle or Camper for Human Habitation, including, but not limited to, sleeping, eating, or resting, either singly or in groups, upon the sidewalks, driveways, paths, parking facilities, or grounds of County Property, without a permit or in designated areas.

(e) No person shall engage in roller skating or ride or propel any skateboard upon the sidewalks, driveways, paths, parking facilities, or grounds of County Property without the prior written consent of the Director of General Services.

(f) The Director of General Services shall cause signs giving notice of the regulations and special conditions imposed under this section to be erected and maintained in appropriate locations on County Property.

(g) The Board of Supervisors shall establish, by resolution, fines for parking violations on County Property.

(h) The Board of Supervisors may from time to time by resolution establish a schedule of fees and charges for parking permits issued under this section and for public parking on County Property.

(i) The Board of Supervisors may from time to time by ordinance, resolution, or other legislative enactments, whichever may be appropriate, adopt additional parking regulation and enforcement standards and criteria for County Property.

(j) The Parking Enforcement Officer shall be responsible for enforcing this section and for issuing citations for violations of its provisions.

(k) Any person who violates or fails to comply with any provision of this section is guilty of an infraction as provided in Vehicle Code Section 40000.1.

(l) Any person with more than five (5) unpaid parking citations will be subject to their Vehicle being “booted”. All fees must be cleared before boot is removed.

(Ord. No. 4717 §1, 1993; Ord. No. \_\_\_\_\_ §1, 2013)

II. Footnote (105), Editor’s note to Article II, Speed Restrictions, is amended as follows:

***Editor’s Note:** Ordinances pertaining to vehicular speed restrictions are not set forth in this code but have been adopted as Ordinance 664 and amendments thereto. Such ordinances will be found on file in the office of the clerk of the Board of supervisors. For state law as to decreasing local speed limits on state highways, see Veh. C. § 22358.*

III. Footnote (106), Editor’s note to Article III, Parking Regulations Generally, is amended to read as follows:

*Editor's note: In addition to Chapter 18 of this code, Ordinance 2300 and amendments thereto have been adopted by the County as uncodified ordinances-not set forth in this code; to address and implement vehicular parking regulations and requirements, among other things, specified in the California Vehicle Code. Such ordinances will be found on file in the office of the clerk of the Board of Supervisors.*

IV. Article IV, Abandoned, Wrecked, Dismantled or Inoperative Vehicles, Sections 18-4, *et seq.*, is amended to read as follows:

**Sec. 18-4. - Findings and declarations.**

In addition to and in accordance with the determination made and the authority granted by the state under section 22660 of the Vehicle Code to remove abandoned, wrecked, dismantled or inoperative Vehicles or parts thereof as public nuisances, the Board of Supervisors of the county hereby make the following findings and declarations:

The accumulation and storage of abandoned, wrecked, dismantled or inoperative Vehicles or parts thereof on private or public property not including highways is hereby found to create a condition tending to reduce the value of private property, to promote blight and deterioration, to invite plundering, to create fire hazards, to constitute an attractive nuisance creating a hazard to the health and safety of minors, to create a harborage for rodents and insects and to be injurious to the health, safety and general welfare. Therefore the presence of an abandoned, wrecked, dismantled or inoperative Vehicle or part thereof, on private or public property not including highways, except as expressly hereinafter permitted, is hereby declared to constitute a public nuisance which may be abated as such in accordance with the provisions of this article.

*(Ord. No. 1176 § 1.)*

**Sec. 18-5. - Definitions.**

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

“Abandoned Vehicle”. A Vehicle or parts thereof that is parked, stored or left on public or private property within the County which is abandoned, wrecked, dismantled or in inoperative condition for a period in excess of seventy-two or more consecutive hours, unless falling within an exemption specified in Section 18-14.

“County abandoned Vehicle hearing officer”. The county abandoned Vehicle hearing officer shall be that person designated by the Board of Supervisors by resolution.

“Highway”. A way or place of whatever nature, publicly maintained and open to the use of the public for purposes of vehicular travel. The term includes street.

“Public property”. The term does not include "highway."

“Vehicle”. A device by which any person or property may be propelled, moved or drawn upon a highway, except a device moved by human power or used exclusively upon stationary rails or tracks. “Vehicle” includes but is not limited to an automobile, motorcycle, trailer, or boat or other property on a trailer.

*(Ord. No. 1806 § 1; Ord. No. \_\_\_\_\_ §3, 2013 )*

**Sec. 18-6. - Authority to enter property.**

The county zoning enforcement officer, or any person authorized by him, shall be authorized to enter upon private property or public property to remove or cause the removal of a Vehicle or parts thereof declared to be a nuisance pursuant to this article.

*(Ord. No. 1806 § 2.)*

**Sec. 18-7. - Administrative costs.**

The county abandoned Vehicle hearing officer shall from time to time determine and fix and amount to be assessed as administrative costs and removal costs under this article. Such costs shall be approved by resolution of the Board of Supervisors.

*(Ord. No. 1806 § 3; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-8. - Required notices.**

Not less than a ten day notice of intention to abate and remove a Vehicle or part thereof as a public nuisance shall be required prior to abatement and removal, unless the property owner and the owner of the Vehicle have signed releases authorizing removal and waiving further interest in the Vehicle or part thereof. Such notice shall contain a statement of the hearing rights of the owner of the property on which the Vehicle is located and the owner of the Vehicle. The statement shall include notice to the property owner that he may appear in person at a hearing or may present a sworn written statement denying responsibility for the presence of the Vehicle of the land, and that he or she has not subsequently acquiesced to the presence of the Vehicle, with his reasons for such denial, in lieu of appearing. If the County abandoned Vehicle hearing officer determines at the hearing that the Vehicle was placed on the land without the consent of the landowner and that he or she has not subsequently acquiesced to its presence, then the County abandoned hearing officer shall not assess costs of administration or removal of the Vehicle against the property upon which the Vehicle is located or otherwise attempt to collect those costs from the landowner. The notice of intention to abate shall be mailed, by registered or certified mail, to the owner of the land as shown on the last equalized assessment roll and to the last registered and legal owner of record unless the

Vehicle is in such condition that identification numbers are not available to determine ownership.

*(Ord. No. 1806 § ; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-9. - Hearing—Notice to owner.**

A public hearing shall be held on the question of abatement and removal of the Vehicle or part thereof as an abandoned, wrecked, dismantled or inoperative Vehicle and the assessment of the administrative costs and the cost of removal of the Vehicle or part thereof against the property on which it is located if (1) a written request for such a hearing is made by the owner of the Vehicle or the owner of the land upon which the Vehicle was located to the Sonoma County zoning enforcement officer and (2) such written request is made within ten days after the mailing of notice of intention to abate and remove the Vehicle. If the owner of the land on which the Vehicle is located submits a sworn written statement denying responsibility for the presence of the Vehicle on his or her land within that time period, this statement shall be construed as a request for hearing that does not require the presence of the owner submitting the request. If the request is not received within that period, the appropriate public body, agency or officer shall have the authority to remove the Vehicle. Notice of hearing shall be mailed at least ten days before the hearing by certified mail, with a five-day return requested, to the owner of the land as shown on the last equalized county assessment roll and to the last registered and legal owner of record unless the Vehicle is in such condition that identification numbers are not available to determine ownership.

*(Ord. No. 1806 § 5; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-10. - Same—County abandoned Vehicle hearing officer to hear facts and testimony, impose conditions, etc.**

All hearing under this article shall be held before the county abandoned Vehicle hearing officer who shall hear all facts and testimony he deems pertinent. Such facts and testimony may include testimony on the condition of the Vehicle or part thereof and the circumstances concerning its location on private property or public property. The abandoned Vehicle hearing officer shall not be limited by the technical rules of evidence. The owner of the land on which the Vehicle is located may appear in person at the hearing or present a written statement for consideration at the hearing, and deny responsibility for the presence of the Vehicle on the land, with his reasons for such denial.

The abandoned Vehicle hearing officer may impose such conditions and take such other action as he deems appropriate, under the circumstances to carry out the purpose of this article. He may delay the time for removal of the Vehicle or part thereof if, in his



opinion, the circumstances justify it. At the conclusion of the public hearing, the abandoned Vehicle hearing officer may find that a Vehicle or part thereof has been abandoned, wrecked, dismantled or is inoperative on private or public property and order the same removed from the property as a public nuisance and dispose of as hereafter provided and determine the administrative cost and the cost of removal to be charged against the owner of the parcel of land on which the Vehicle or part thereof is located. The order requiring removal shall include a description of the Vehicle or part thereof and the correct identification number and license number of the Vehicle if available.

If it is determined at the hearing that the Vehicle was placed on the land without the consent of the landowner and that he has not subsequently acquiesced in its presence, the abandoned Vehicle hearing officer shall not assess costs of administration or removal of the Vehicle against the property upon which the Vehicle is located or otherwise attempt to collect such cost from such land owner.

*(Ord. No. 1806 § 6.)*

**Sec. 18-11. - Disposal; removed Vehicles not to be reconstructed or made operable.**

Five days after adoption of the order declaring the Vehicle or part thereof to be a public nuisance, the Vehicles or parts thereof may be disposed of by removal to a scrapyard or automobile dismantler's yard. After a Vehicle has been removed it shall not thereafter be reconstructed or made operable, unless it is a Vehicle that qualifies for either horseless carriage license plates or historical Vehicle license plates, pursuant to Section 5004 of the Vehicle Code, in which case the Vehicle may be reconstructed or made operable.

*(Ord. No. 1806 § 7; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-12. - Notice and transmission of evidence of registration to department of motor Vehicles.**

Within five days after the date of removal of the Vehicle or part thereof, notice shall be given to the department of motor Vehicles identifying the Vehicle or part thereof removed. At the same time there shall be transmitted to the department of motor Vehicles any evidence of registration available, including registration certificates, certificates of title and license plates.

*(Ord. No. 1176 § 11.)*

**Sec. 18-13. - Delinquent costs assessed against land; collection and priority of assessment.**

If the administrative costs and the removal and fines which are charged against the owner of a parcel of land pursuant to section 18-7 or section 18-40 are not paid within thirty days of the date of the order, or the final disposition of an appeal therefrom, such costs shall be assessed against the parcel of land pursuant to section 25845 of the Government Code and shall be transmitted to the auditor and tax collector for collection. Such assessment shall have the same priority as other taxes.

*(Ord. No. 1176 § 12; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-14. - Exemptions.**

This article shall not apply to:

- (a) A Vehicle or part thereof which is completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property.
- (b) A Vehicle or part thereof which is stored or parked in a lawful manner on private property in connection with the business of a licensed dismantle; licensed Vehicle dealer a junk dealer, or when such storage or parking is necessary to the operation of a lawfully conducted business or commercial enterprise.

Nothing in this section shall authorize the maintenance of a public or private nuisance as defined under provisions of law other than chapter 10 (commencing with section 22650) of division 11 of the Vehicle Code and this article.

*(Ord. No. 1176 § 2; Ord. No. \_\_\_\_\_ §3, 2013)*

**Sec. 18-15. - Administration and enforcement of article.**

Except as otherwise provided herein, the provisions of this article shall be administered and enforced by the county zoning enforcement officer or his authorized assistants. In the enforcement of this article such officer and his assistant may enter upon private or public property to examine a Vehicle or parts thereof, or obtain information as to the identity of a Vehicle and to remove or cause the removal of a Vehicle or part thereof, declared to be a nuisance pursuant to this article. (Ord. No. 1806 § 8.). This chapter may also be enforced by the California Highway Patrol.

*(Ord. No. 1667 § 2.)*

**Sec. 18-16. - Article not exclusive.**

This article is not the exclusive regulation of abandoned, wrecked, dismantled or inoperative Vehicles within the unincorporated area of the county. It shall supplement and be in addition to the other regulatory codes, statues, and ordinances heretofore or hereafter enacted by the county, the state, or any other legal entity or agency having jurisdiction.

(Ord. No. 1176 § 3.)



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors of Sonoma County

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Probation and General Services

**Staff Name and Phone Number:**

David Koch 565-2168; Gene Clark 565-2978

**Supervisorial District(s):**

Countywide

**Title:** Female Residential Group Home Opening/Sierra Youth Center Program Closure - Update

### **Recommended Actions:**

Authorize the Chief Probation Officer to execute the following: 1) partnership agreement between Sonoma County Probation Department and Crossroads Treatment Centers, Inc. regarding operation of a group home for delinquent females; and 2) Memorandum of Understanding (MOU) between Sonoma County Office of Education (SCOE) and Sonoma County Probation Department for educational and career technical (vocational) education services for delinquent females participating in the residential group home program.

Authorize the General Services Director, or his Deputy, to execute the following: 1) license agreement with Crossroads Treatment Centers, Inc. for use of county-owned facilities to operate a residential group home.

### **Executive Summary:**

**BACKGROUND:** The Probation Department began operating the co-ed Sonoma County Adolescent Program in 1979. While the program was originally designed for females only, the low population of female offenders necessitated that younger male offenders also be served. This practice continued several years. However, to address the rising female population and provide a research-based approach to programming for delinquent females, the program resumed serving only females in 2006. SYC offers gender-specific programming providing a strength-based gender-responsive behavior management system, and a comprehensive continuum of care including prevention, intervention and treatment (addiction and trauma-informed cognitive behavioral therapy). These services have been delivered to higher-risk, delinquent females serving a commitment sentence imposed by the Juvenile Court, typically in lieu of out-of-home placement or commitment to Juvenile Hall or the State's Division of Juvenile Justice.

A declining population in the juvenile justice system generally and SYC specifically, combined with increased costs, led the Probation Department to recommend closure of SYC through several recent

budget cycles. As the population continued to decline (8 youth in a program budgeted for 15) the Probation Department recommended closure of the program during the 2011-12 fiscal year. On March 20, 2012, the Board of Supervisors instead created and tasked the Sierra Youth Center Ad Hoc Committee with examining options and making recommendations, e.g., maintaining SYC or considering other alternatives.

Following a series of meetings with SYC advocates and providers of girls' residential programs, in conjunction with evaluation of budget/program options, the Ad Hoc Committee provided the following recommendation to the Board of Supervisors: 1) that the County establish a local placement program for girls, operated by a community based organization located in close proximity to the current Los Guilicos facility; and 2) continue operations of the Sierra Youth Center until an appropriate residential program was established, and an evening reporting center for delinquent females developed.

The Board accepted this proposal finding it a more cost-effective alternative, while still offering the range of necessary services and programming required by this population. This status allows operational costs to be offset by State and Federal matching funds through Title IV-E. Because the program operates as a group home and the girls are "placed" in care, rather than committed to a correctional facility, youth in this status are eligible for medical coverage, as well as behavioral health care, through MediCal, thus contributing to lower maintenance costs.

On June 20, 2012 a Request for Qualifications (RFQ) for a residential program for probation female adolescents was issued. Three proposals were received and evaluated by a broad-based evaluation committee. Crossroads Treatment Centers Inc. was ultimately selected as the provider of residential services. A letter submitted by Human Services and Probation to the State Department of Social Services (DSS) requesting an exception to the moratorium on new group homes was approved January 10, 2013. This letter also expressed Sonoma County's interest in having Crossroads operate the group home in county-owned facilities. Following numerous discussions between Crossroads representatives, Probation management, Sonoma County Office of Education (SCOE) personnel, General Services staff and community advocates, a clear understanding of program goals, services to be delivered, renovation requirements to meet state group home licensing standards, and community/volunteer involvement was completed and agreements negotiated. An agreement covering all aspects of program operation has been negotiated between Crossroads and Probation. Additionally, an MOU between Probation and SCOE was completed describing the provision of Career Technical Education (CTE) offerings (vocational training) for program participants. General Services and Crossroads have finalized a lease agreement relating to the residences, administration building and modular classroom at the Pythian Road site, allowing operation of a group home.

Crossroads has submitted a license application to the Community Care Licensing Division of the DSS, along with a request to the Rates Division (DSS) to operate a Level 12, gender-specific group home for delinquent females. These applications are being processed and will be finalized once the facility inspection is completed and the residences considered satisfactory for occupancy. The CCL inspection cannot take place until required facility renovations are done. Facilities Operations (County General Services) developed a plan for renovating the residences and bringing them up to licensing standards. Construction on the residences is in progress and is expected to be completed by February 1, 2013. Based on this timetable and assuming a best case scenario for program licensure, the earliest date

Crossroads anticipates having received necessary approvals from CCL/Rates, and commencing group home operations at the Pythian Road site is March 4, 2013.

As of the date this item was submitted, the population at Sierra Youth Center is seven (7) girls. The population of girls in Juvenile Hall is six (6). Review of the girls' population at SYC reveals six of the seven youth will have completed program requirements by the end of January, and will transition to aftercare status in the community (under supervision of a Probation Officer). The girls currently in Juvenile Hall are not appropriate for commitment to Sierra; this is an ongoing evaluative process that continues as the population of girls in Juvenile Hall fluctuates. As Crossroads is not scheduled to open until at least the first week of March, and the population at Sierra would be one youth, the Probation Department made the decision to close Sierra effective February 1, 2013. This is a prudent cost saving measure that allows for an orderly transition of girls to aftercare, and current Sierra staff to positions already identified in Juvenile Hall and at the Probation Camp. The one remaining youth is scheduled to return to court late January, at which point options for her will be discussed. At present, six (6) girls on probation are in out-of-home placements, three of whom are in out-of-state placements. These youth will remain in those placements and not be transferred to Crossroads so as not to disrupt the progress these girls have made in their respective programs. Screening of female youth on probation to ascertain appropriateness for out-of-home placement continues, in anticipation of Crossroads' opening.

Probation departments in several Bay area counties have expressed interest in placing delinquent girls in a residential group home operated by Crossroads. These counties have established working relationships with Crossroads and confidence in the services offered. They have been informed of Crossroads' anticipated opening date; additional referrals from these jurisdictions are likely.

Despite the uncharacteristically low population of girls in Juvenile Hall, Sierra, and out-of-home placements, the Probation Department recommends opening Crossroads on March 4, 2013, or as soon after this date that Crossroads receives its license. This is based on potential increases in the delinquent female population, and likelihood of referrals to the program from other jurisdictions. Crossroads has the ability to place girls in any of their residential programs and therefore has the ability to honor the commitment to prioritizing Sonoma County girls for placement at the Crossroads program in Sonoma County. The Probation Department will carefully monitor the situation and work closely with Crossroads to ensure timely opening of the program, as well as managing program referrals to optimize utilization.

**Prior Board Actions:**

March 20, 2012. 1) Created an Ad-hoc Committee to look at the different options put forward with focus on cost, quality, and community involvement to continue the program at reduced financial alternative; 2) Appointed Supervisors Brown and Carrillo to serve on the Ad-hoc and 3) Postponed the Sierra Youth Center closure until the Ad-hoc Committee returns to the Board with a final recommendation on or before June 30, 2012.

June 12, 2012. 1) Accepted 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) Authorized 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.

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

Placing delinquent girls in a residential program offering gender-specific, trauma-informed counseling and services provides a cost-effective alternative to Juvenile Hall commitment, increases the likelihood of delinquency reduction, and allows for acquisition of skills to help these youth successfully transition into adulthood.

**Fiscal Summary - FY 12-13**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 844,742	County General Fund	\$ 806,014
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 37,803
Other Sections	\$ 420,307	Fees/Other	\$ 18,537
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$	Other Sections	\$ 402,695
<b>Total Expenditure</b>	<b>\$ 1,265,049</b>	<b>Total Sources</b>	<b>\$ 1,265,049</b>

**Narrative Explanation of Fiscal Impacts (If Required):**

The County Architect's Office estimated required renovations to the residences on Pythian Road at approximately \$110,000; this to meet CCL requirements of properties used as group homes. This is a one-time cost anticipated in the funding made available to Probation for this purpose. Career Technical Education programming is estimated at \$38,000 annually, with an additional \$10,000 annually in vocational training supports for program participants pursuing options beyond the CTE courses. A one-time expenditure of \$20,000 to provide a computer lab supporting CTE is anticipated. An additional \$140,000 is required annually to fund a Deputy Probation Officer assigned to supervise girls in the program along with those released to aftercare, and those returned to Juvenile Hall. This probation officer will serve as liaison to the Crossroads program and community volunteers, supporting ongoing mentoring of youth in the program and access to pro-social activities. As well, the probation officer will identify additional vocational training/educational opportunities and facilitate access to these services.

The funding source for services will change as the female delinquency population requiring residential care moves from Sierra (a Camp program in which the girls are sentenced to serve time by the Juvenile Court) to a residential group home (a court ordered placement akin to foster care). When in foster care status, the Child Welfare Division of the Human Services Department assumes responsibility for funding. The monthly cost of a placement in a Level 12 facility is approximately \$8,200; of this, nearly 40% is covered by state and federal funding while the remaining 60% is a county responsibility. The agreement between Human Services and the County Administrator's Office was that no additional county funding would initially be directed to Human Services, pending analysis of impact on placement resources. Over the past year Probation has reduced the number of girls sent to placement, and it is felt the added numbers represented by establishment of the female residential group home could be absorbed within the existing HSD budget.

Declines in the delinquent female population, precipitating the decision to close Sierra, continue, as noted in the narrative above. With Sierra, Juvenile Hall and out-of-home placements all showing lower than usual numbers of delinquent females, the likelihood of Crossroads opening two homes with a total census of twelve (12) very soon is low. Assuming a phase-in approach, Crossroads will begin by opening one of the residences which can accommodate up to six (6) girls. This is the minimum number necessary to make it a fiscally viable proposition. In this scenario, Probation would need to supplement revenue Crossroads receives from Human Services any time the average daily population is below six girls. Using current population figures, only one (1) girl would transition to Crossroads from Sierra on the anticipated opening date of 3/4/13. Because Crossroads is a current provider of services to this population, it is estimated other counties would begin placing appropriate youth there within a couple months; however, there is no guarantee. To facilitate opening of the group home, it is anticipated that Probation would need to supplement funding for Crossroads at the rate of \$8200/month for every girl that the ADP remains below 6. Probation's estimate for the supplemental funding is approximately \$60,000 - \$90,000 over the initial 3 month period. This estimate assumes a starting population of three girls, increasing to the minimum of six girls needed for the program to become viable financially.

Funding for educational services, provided by SCOE, is predicated on an Average Daily Membership (ADM) calculation. An average program census of eleven (11) girls is needed to maintain funding at current Sierra program levels. Were the population to remain below this number for an extended period of time, Probation would supplement SCOE funding up to \$20, 000 annually while efforts were undertaken to increase the population and/or identify alternative options for providing educational services. Revenue from the non-exclusive license (lease) agreement will go to General Services to cover maintenance costs associated with operation of the facilities.

**Staffing Impacts**

<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
N/A	N/A	N/A	N/A

**Narrative Explanation of Staffing Impacts (If Required):**

No layoffs of permanent staff are anticipated in the closure of Sierra inasmuch as the Department has sufficient vacancies to accommodate all positions. One employee voluntarily left County service in anticipation of being laid off.

**Attachments:**

None; several Agreements "On File" with Clerk of the Board.

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

- 1) Memorandum of Understanding (MOU) with the Sonoma County Office of Education (SCOE) for Career Development and Workforce Preparation Services.
- 2) Revocable License Agreement with Crossroads for Use of County Facilities.
- 3) Partnership Agreement with Crossroads.



# Sierra/Crossroads Transition Update

# Today's Recommended Actions

Authorize execution of:

Partnership agreement between Probation and Crossroads

Memorandum of Understanding (MOU) between Probation and the Sonoma County Office of Education (SCOE)

License Agreement between General Services and Crossroads for use of county-owned facilities

# Sierra Youth Center

- Brief History
- Ad Hoc Committee Recommendation/Board Action
- Request for Qualifications(RFQ) Solicitation
- New Residential Program

# Ad Hoc Recommendations

- Option 3 adopted by Board, 6/12/12:
  - Close Sierra in favor of a local residential program, operated by a community-based organization, providing gender responsive services (like Sierra).
  - Expand the Evening Reporting Center to include gender specific programming for girls.
  - Authorize Probation to work with Human Resources to administer layoff proceedings when necessary, and to mitigate layoffs to the full extent possible.

# Request for Qualifications

- Key Components
  - Operate a state-licensed residential group home.
  - Serve female delinquency population – priority to Sonoma County girls.
  - “Sierra like” gender-specific programming, services, and treatment.
  - Provide a highly structured program utilizing evidence-based programming.
  - Provide career technical education, and access to vocational training and pro-social activities.
  - Maintain opportunities for community volunteers.

# Sierra Operations

## ❖ FY 2011-12

- \$1,731,780

- Average Daily Population Facility 8

- Average Daily Population Aftercare 6

## ❖ July 1, 2012 thru January 31, 2013

- \$952,450

- Average Daily Population Facility 10

- Average Daily Population Aftercare 2

- Anticipated population, February 1, 2013 1

# Fiscal Comparisons

- SYC Replacement Funding (Board Approved)
  - ❖ FY2012-13
    - ✓ \$50,000 Facility Improvements
    - ✓ \$150,000 Start-up Costs
    - ✓ \$125,000 Probation Officer
    - ✓ \$519,740 Sierra operations through 11/15/12
    - ✓ \$0 Child Welfare, Human Services Dept. (HSD)\*

**\$844,740** Allocation to Probation for FY2012-13

(\*Agreement reached to evaluate cost impact based on number of placements at Crossroads, then determine need for supplementing HSD budget during current fiscal year.)

# Fiscal Comparisons (cont.)

- SYC Replacement - Anticipated Expenditures
  - ❖ FY2012-13 (Program start date: March 4, 2013)
    - ✓ \$110,000 in facility improvements
    - ✓ \$9,500 in Career Technical Education (CTE) programming
    - ✓ \$20,000 one-time computer lab upgrade for CTE
    - ✓ \$5,000 for selected vocational training
    - ✓ \$20,000 subsidy for educational services during phase-in
    - ✓ \$58,100 for Probation Officer (Feb-Jun, 2013)
    - ✓ \$90,000 subsidized occupancy (maximum)
    - ✓ \$59,000 Child Welfare, HSD (assumes 3 girls for 4 months)
    - ✓ \$952,450 Sierra operations through 1/31/13

**TOTAL      \$1,324,050**



# FY 13-14 Fiscal Impact

- FY2013-14
  - ✓ \$55,000 in Career Technical Education programming
  - ✓ \$10,000 for selected vocational training
  - ✓ \$139,200 for Probation Officer
  - ✓ \$294,900 foster care expense to Child Welfare, HSD (assumes Average Daily Population (ADP) of 11 girls for 12 months; 5 Sonoma County girls and 6 from other counties)
  - ✓ \$20,000 educational subsidy for summer school (one-time only for FY13-14)\*

**TOTAL \$519,100**

- Lease Revenue Offset
  - \$4,800 (FY2012-13)                      \$28,800 (FY2013-14)

# Fiscal Impact – Summary

- Board Approved Funding (FY2012-13)
  - ✓ \$519,740 Sierra Operations through 11/15/12
  - ✓ \$325,000 Group Home Startup & Probation
  - Total \$844,740**
- Actual Expenses (FY2012-13)
  - ✓ \$ 952,450 Sierra Operations through 1/31/13
  - ✓ \$ 371,600 Group Home Startup & Probation
  - Total \$1,324,050**
- Projected Expenses (FY2013-14)
  - ✓ \$224,200 Probation
  - ✓ \$294,840 Human Services (Foster Care Rate)
  - Total \$519,100**

# Fiscal Impact – 3 Scenarios

- 5 Sonoma County girls  
    \$204,200 Probation  
    \$294,840 Human Services  
**Total \$499,040**
- 10 Sonoma County girls  
    \$204,200 Probation  
    \$588,960 Human Services  
**Total \$793,160**
- 15 Sonoma County girls  
    \$204,200 Probation  
    \$883,800 Human Services  
**Total \$1,088,000**

# Crossroads Program

- Background/Services
- Target Population
- Licensing
- Staffing
- Programming Specifics
- Connection to Community

# Crossroads Program

- SCOE Educational Services
  - Instructional Services
  - Classroom
  
- SCOE Career Technical Education
  - Course Options
  - Proposed Curricula
  - Training Locations

# Crossroads Program

- Probation Officer Role
  - Supervision
  - Liaison Functions
  - Linkage to Vocational Programming
  - Community Volunteers
  - Coordination with Other Jurisdictions



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** January 29, 2013

**Vote Requirement:** Majority

**Department or Agency Name(s):** Regional Parks and General Services

**Staff Name and Phone Number:**

Caryl Hart (707) 565-3342  
Jose Obregon (707) 565-3242

**Supervisorial District(s):**

Fifth District

**Title:** Update on County Marinas and Potential Long-term Strategies

### **Recommended Actions:**

Accept the Marina Staff Report 'Bodega Bay Opportunities - Business Improvement Proposal and Potential Long-Term Strategies'

### **Executive Summary:**

In April 2012 the Board of Supervisors (Board) directed the Regional Parks Department (Parks) to return with a proposal to assess long-term options for an appropriate management oversight structure and a viable business model for three county-owned marinas at Bodega Bay.

The attached staff report provides an update on Parks' efforts to comply with the Board's direction. It also outlines changes made to improve marina operations and proposes a high level vision and recommendations for the future of Bodega Bay recreation. Parks has worked to stabilize recent budgetary imbalances at the Marinas, and is working to create a new sustainable vision by closely monitoring expenses and revenues, gaining experience with the new County property at Mason's and engaging with local community members.

### **Background**

The County owns substantial tidelands properties in the Bodega Bay area. These include Spud Point Marina, Mason's Marina, and the Sport Fishing Center. These facilities are managed by Regional Parks. Portions of other tidelands properties are leased to restaurants and other businesses. General Services manages these leases.

### **1.) Business Improvement Proposal**

Section one of the attached staff report describes a concerted effort by Parks to improve marina operations, reduce the cost of operations and increase revenue. These efforts have narrowed the gap between expenses and revenues such that the Marinas are all currently operating with a positive monthly cash flow. SPM operational revenue through December 2012 is up 15.9% over the same period last year primarily driven by increases in fuel sales and berthing revenue and salaries/benefits are down 3.4%. In addition, our cash balance through the month of December 2012 was positive. The last time this occurred was December 2008. It is, however, important to point out that Spud Point Marina (S.P.M.) (which is the main income-producing facility) generates the majority of its revenue on berthing, fuel sales, and ice sales to commercial salmon and crab fishermen. These revenues are

heavily dependent on the availability and quality of salmon and crab each season. Other dependencies include State/Federal approval for the fishing season as well as the economy in general. In past years, entire fishing seasons have been closed due to sparse fish populations. Without a robust salmon and crab season, a good economy and high selling prices for the fishermen, the revenue stream will not be sufficient to support S.P.M.

Section one also lists many required repairs to the three marina facilities. We list these to provide the Board with a realistic analysis of the current state of these county-owned facilities. Staff will return with estimated costs for these items in a separate facility assessment report in the near future.

## **2.)Potential Long-term Strategies**

In section 2, the Regional Park's Gateway Project is described, along with the Hub Concept and the ways in which Bodega Bay fits into that project. This section also describes potential long-term opportunities for the future of Bodega Bay recreation. These strategies were developed based on recommendations contained in several past reports and business plans for Spud Pt. Marina, all of which indicated the need to broaden the economic base for the county facility.

We are working on several initiatives that will create a network of new and enhanced opportunities for the public to experience the Bodega Bay area. These initiatives will help to:

- Increase public awareness about Bodega Bay
- Enhance protection of the natural resources
- Increase local recreational opportunities
- Raise awareness about global warming and its impacts on the environment
- Increase tourism and create a vibrant tourist economy
- Contribute to improvement of local economy

The County has a potential opportunity to improve not only the financial stability of its programs and marina facilities, but also to enhance the public experience and understanding of Bodega Bay's importance: its history; wildlife; natural beauty; commercial fishing industry; economic benefits; park and trail facilities; expansion of recreational activities and tourism.

### **Bodega Bay Center for Outdoor Opportunities and Learning (Bodega Bay C.O.O.L.)**

There are many opportunities and scenarios to be explored. One such opportunity is an outdoor recreational and interpretive center. This type of center will be much more than a visitor center. It would act as a hub or public launch point that would connect the various parks, educational and recreational attractions, food service facilities, and overnight accommodations. It would provide exhibits, interactive displays, and multi-sensory interpretive approaches based on the most advanced scientific information available to connect Bodega Bay and West County's marine and terrestrial ecosystems with human culture. Boardwalks and a rooftop viewing area will provide unparalleled perspective on Bodega Bay and harbor, and surrounding coastline and hills. The Center will bring to life the stories of the native Miwok and Pomo, the arrival of Spanish explorers, Russian fur traders and lumber barons, the P.G.&E. nuclear reactor proposal, land preservation efforts, and today's commercial fishing-focused use of the bay. The Center would be linked with shuttles and trails, and cross promote the other existing and forthcoming scientific and educational centers in the region, such as the U.C. Davis Bodega Marine Laboratory & Reserve, Monte Rio Watershed Educational Center, Occidental Adventure Day Lodge, and the future visitor center of Jenner Headlands Preserve. Making Bodega Bay a high quality and unique destination point and a hub to West County provides a foundation for long term sustainability of county operations, an economic engine for the local economy, and realizes the extensive public investment in the region to date.



**Funding**

Upon approval of the Marina staff report Regional Parks and General Services will begin evaluating appropriate funding options to implement the vision and recommendations contained in the report. Potential sources of funding include the Tidelands Lease Fund, Public and Private Grant opportunities, and fundraising efforts.

At this point no additional appropriations are being requested. Regional Parks and General Services, along with the County Administrator, will work to develop a funding strategy and return to the Board with a recommendation.

**Next Steps**

Upon Board approval of the report, Regional Parks and General Services will proceed with the following steps:

**Part One: Business and Operations Plan**

- Implement cost saving initiatives that can be realized in the near term
- Prioritize critical maintenance within existing budget constraints

**Part Two: Outdoor Recreation and Interpretive Center**

- Explore options for developing the Bodega Bay COOL including:
  - Stakeholder engagement Funding Strategy Integration with the “Gateway” and larger Sonoma County Integrated Park Plan (SCIPP)

**Prior Board Actions:**

1. 4/24/12 Board authorized the establishment of Mason’s Marina Budget (\$80,000)
2. 4/24/12 Board authorized budgetary adjustments from Tidelands to Spud Point Marina (\$265,000)

**Strategic Plan Alignment      Goal 2: Economic and Environmental Stewardship**

Maintaining and improving Spud Point Marina as a commercial fishing marina will support the fishing industry, the local economic vitality and maintain the public’s link to its agricultural resources. Developing the Bodega Bay Center for Outdoor Opportunities and Learning promotes recreation and the community’s access to local assets.

**Fiscal Summary - FY 12-13**

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

**Narrative Explanation of Fiscal Impacts (If Required):**

There are no fiscal impacts in the FY 2012/13 budget year.

Future expenditures will be necessary in order to achieve the goals of properly maintaining and improving Spud Pt. Marina, as well as to assess the feasibility of longer term development proposals for Mason's Marina. These funds will be identified and requested as appropriate in the FY 13/14 and future budget cycles.

**Staffing Impacts**

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

**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

Regional Parks Staff Report: Bodega Bay Opportunities, dated January 14, 2013  
Aerial photo/map of Marinas.

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

Condition Assessment Report for Mason's Marina, Feb. 4<sup>th</sup> 2012, Winsler & Kelly



County of Sonoma Regional Parks Staff Report

# Bodega Bay Opportunities

**Business Improvement Proposal and Potential Long-term Strategies**



January 14, 2013

# Bodega Bay Opportunities

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# Bodega Bay Opportunities

## Purpose

At a Board meeting in April 2012 the Board of Supervisors (Board) directed the Regional Parks Department (Parks) to return with a proposal to assess long-term options for an appropriate management oversight structure and a viable business model for three County owned facilities at Bodega Bay:

- Spud Point Marina
- Mason's Marina
- Sport Fishing Center

This staff report provides an update on our efforts to date and outlines some of our thoughts and ideas for the future of Bodega Bay recreational facilities.

## Introduction

This staff report serves several purposes.

- It lists actions taken to improve revenue and reduce expenditures
- It outlines challenges and opportunities for marina operations
- It outlines the operational budget structure, including challenges and opportunities
- It describes a staffing plan for improved management oversight
- It lists potential cost-saving options and compulsory repairs. From these items analyses can be made and an improved business model implemented.
- It illustrates potential future scenarios and strategies for the enhancement and development of the Bodega Bay Region

This report is divided into two sections. The first section addresses the Board's direction to develop options for a management oversight structure and a business model that supports the current operations of the three marina facilities. The second section describes the potential for a much broader vision for the Bodega Bay region.

Section one lists many required repairs to the three marina facilities. We list these to provide the Board with a realistic analysis of the current state of these county-owned facilities. We plan to provide estimated costs for these items in an assessment which will be submitted for inclusion in the F.Y. 13/14 Capital Projects Plan and Capital Budget, as done in prior years. We will look for Board direction at that time.

Section two describes potential long-term opportunities for the future of Bodega Bay. It outlines concepts for creating a vital point of interest that would enhance the Bodega Bay area. The County has a potential opportunity to improve not only the financial stability of its programs and marina facilities, but also to enhance the public experience and understanding of Bodega Bay's importance: history; wildlife; natural beauty; commercial fishing industry; economic benefits; park and trail facilities; expansion of recreational activities and tourism.

There are many opportunities and scenarios to be explored. Upon completing a preliminary analysis of potential strategies, staff will return to the Board with the results for discussion and Board direction.

# Bodega Bay Opportunities

## Section One: Business Improvement Proposal

Parks is in the process of optimizing operations and planning for the three marinas we are responsible for maintaining and operating. At this stage, we are providing the Board with an update on our progress. The update includes recommendations for initial improvements, a mission statement, goals and objectives. It also identifies a number of challenges and opportunities ahead for the marinas. We intend to return to the Board as part of the F.Y. 13/14 budget process with a proposed budget for operations and required repairs for C.A.O. and Board consideration.

### Marina Overview

Commercial fishing and other marina based activities at Bodega Bay are critical to the economy and lifestyle of Sonoma County. First, and most obvious, are the established economic benefits of local crab and salmon sales and fish processing in the County. Various studies apply a significant multiplier to the average per pound price of crab and salmon as the catch makes its way from the harbor to the table. In addition, boaters who rent slips at county marinas contribute to the local and state economies through spending on the upkeep and maintenance of their craft, on their boating trips, on marina services, on restaurants and bars, on groceries, and on auto and boat fuel. In order to support this important economic sector of our community, marinas must generate as much revenue as possible, be well managed and maintained, and be improved and upgraded as needs change. Regional Parks strives to perform these services as effectively and efficiently as possible.

### Initial Improvements

Over the past two years, Parks has made a concerted effort to improve and reduce the cost of marina operations and increase revenue. We took a pro-active approach by implementing several positive changes. As our biggest single expense is fuel, we have instituted a dynamic fuel pricing model that enables us to capture changes in fuel pricing immediately, which is especially important in a rising price environment. Significant progress has been made on ensuring that customer needs are being met, especially during times of peak usage (e.g. crab or salmon season). Spud Point Marina has maintained a positive cash flow through December 2012. The last time Spud Point generated positive cash flow was in December 2008. In addition, we have implemented or plan to implement the following changes thereby creating significant savings:

#### Implemented Improvements

- Improved operational procedures at the marina to achieve maximum efficiency and reduce costs associated with sales, such as time-consuming bookkeeping and accounting procedures
- Reduced garbage pickup by utilizing one large bin and eliminating gangway dumpsters
- Networked fuel dock to marina office and Marina Program; includes a Point-of-Sales module that interfaces with the Marina Program and eliminates the triple entry bookkeeping and reporting
- Installed same Point-of-Sales module at the office to interface with the Marina Program, streamline sales, accepting payments, receipting, and accounting
- Utilized the capacity of the software to merge tenant records with the lease, streamlining the process and ensuring the lease is executed correctly
- Paved south parking lot at the marina allowing for dry storage of trailered boats and trailers
- Provided wi-fi service to Marina area

# Bodega Bay Opportunities

## Staffing changes:

- Reduced staffing costs
  - Converted one Administrative Services Officer (P.T.) and one Account Clerk 2 (F.T.) positions to one Department Analyst (F.T.) position
- Reduced Marina Attendant graveyard shift by 50%
- Hired Extra Help building mechanic instead of using vendors
- Mason Fish-buying Dock license agreement

## Additional Improvements to be Implemented

### Increase revenue:

- Mason's Marina: increase berthing revenue with robust fishing seasons
- Fuel revenue increase by reacting more quickly to price increases

### New revenue streams:

- New license agreements are pending for:
  - Wi-Fi internet provider
  - Hagfish Operations
  - Shaved ice
  - Oyster nursery
- Bike rental at Mason's
- Develop dry storage lot rental area

## *Mission*

The mission of Spud Point Marina is to effectively and efficiently provide safe mooring, quality services, and excellent customer relations so that fishermen and boaters are drawn to the area and the local population and economy is thereby benefitted and enhanced.

## *Goals*

- Establish a viable business model for County operations optimizing efficiency
- Improve management oversight structure for County operations
- Ensure that county programs, services and facilities are safe and in good repair

## *Objectives*

- Long-term sustainable management of marina
- County revenue and funding are aligned with operational costs

## *Challenges*

Spud Point Marina (S.P.M.) generates the majority of its revenue on berthing, fuel sales, and ice sales to commercial salmon and crab fishermen. These revenues are heavily dependent on the availability and quality of salmon and crab each season. Other dependencies include State/Federal approval for the fishing

# Bodega Bay Opportunities

season as well as the economy in general. In past years, entire fishing seasons have been closed due to sparse fish populations. Without a robust salmon and crab season, a good economy and high selling prices for the fishermen, the revenue stream will not be sufficient to support S.P.M.

Mason's Marina: Mason's was leased to a private operator for the last forty years and was able to generate some revenue, however required maintenance (the responsibility of the lessee) was not performed. There are significant deferred maintenance issues. A condition assessment was performed by Winzler and Kelly in early 2010, however prices have risen since then. That assessment lists many deficiencies with a total estimated project budget of \$2.6 million. The lease has expired and Mason's is now being staffed by county employees. The sole use of county employees may not be the most cost-effective approach to operate the marina.

Sport Fishing Center (S.F.C.): The S.F.C. does not operate with dedicated staff but utilizes the staff of S.P.M. It has historically operated within budget.

## *Opportunities*

Spud Point Marina: With the County assuming operational control of Mason's we have the opportunity to move the commercial berthing revenue from Mason's to S.P.M., thereby increasing the financial viability of S.P.M. Other potential revenue opportunities for S.P.M. include:

- Shift fish buying dock lease revenue from Mason's to S.P.M.
- Transfer propane and fuel station infrastructure from Mason's to S.P.M.
- Reduce staffing costs associated with the operation of the fuel dock and ice plant by leasing the operations to a private operator
- Purchase or lease a travelift which allows for boats to be removed from the water for service and major repairs (requires establishment of a boatyard).

Mason's Marina:

- Utilize Mason's as a recreational marina and outdoor recreation and learning hub
- Develop Bodega Bay visitor's center along with a café/restaurant.

Sport Fishing Center:

- Move existing S.F.C. functions to Mason's and lease out S.F.C. site to a private party
- Move S.F.C. berthing revenue to Mason's



# Bodega Bay Opportunities

## Proposed Operational and Infrastructure/Facility Repairs

### Operational Improvements

In addition to the initial improvements we have implemented, there are concession and real property leasing opportunities to increase revenue as follows:

- S.P.M. fuel dock and ice plant would be run by private operators with an attempt to maintain some percentage of the revenue stream without the accompanying staffing costs
- Kayak rental and bike rental will be explored
- Food concession opportunity at Masons
- Existing S.F.C. site could be leased to a private party

### General Infrastructure and Facility Repairs

Below are listed required general repairs not specifically related to marina operations. Further in this document, marina-specific compulsory repairs are listed in detail.

- Repair and expand breakwater
- Repair fish buyer dock
- Repair/replace Rip Rap that is slipping/eroding into the bay
- Install water egress ladders at all docks

### Specific Infrastructure Repair/Replacement by Facility

#### Spud Point Marina

These items include only those repairs critical to maintaining operations, maintaining or restoring the value of the asset, and complying with regulations or safety/security requirements. General improvements are not included herein. Improvement items will be considered only after critical repairs are funded.

- Replace five aging dock transformers
- Replace several structural dock supports (“whalers”) including at the fuel dock.
- Replace portions of docks.
- Retighten entire docking system.
- Repair wood rot to an estimated 20% of all office and ice house siding.
- Install additional bars at marina gates.
- Replace leaking roofs at the marina office and ice house.
- Replace roughly a dozen pile collars.
- Repair or replace break wall hand railing.

## Bodega Bay Opportunities

- Replace ice machine, building, storage and delivery systems. Current equipment and facilities are old and need almost continuous repairs.
- Replace fuel line from service dock to the fuel dock.
- Replace severely rusted and corroded metal doors and frames around marina.
- Rebuild storage yard enclosure, including roof, walls and doors.
- Scale and paint hoists.
- Replace roughly 10% of the dockside power station meter boxes.
- Install fence / railing at memorial bench.
- Repair sidewalk tree root damage.
- Reseal and restripe parking lots
- Repair service dock concrete spalling
- Paint buildings
- Obtain Fire Department safety inspection to help identify hazards and help with safety preparedness.
- Inspect electrical systems by qualified engineer.
- Improve A.D.A. accessibility.
- Other items as specified in the pending condition assessment.

# Bodega Bay Opportunities

## **Mason's Marina**

In 2010, Winzler & Kelly completed a facility condition assessment report on Mason's Marina. The following list summarizes the result of the assessment.

- Repair or replace all docks and main walkways.
- Replace pile collars in several areas.
- Upgrade electrical system.
- Total replacement of break wall planking that surrounds Mason's Marina.
- Replace fuel pumps. Current pumps need constant repairs to keep them in operation.
- Replace roof at various building locations
- Repair fire extinguisher cabinets.
- Replace stairs to upper office and the fuel tanks.
- Paint buildings.
- Inspect electrical systems by qualified engineer.
- Improve A.D.A. accessibility.
- Other items as specified in the condition assessment by Winzler & Kelly.

## **Sport Fishing Center**

- Install flotation under the down ramp.
- Repair /replace the entire dock system.
- Repair or demolish down ramp to the old fish buyer dock.
- Obtain Fire Department safety inspection to help identify hazards and help with safety preparedness.
- Inspect electrical systems by qualified engineer.
- Improve A.D.A. accessibility.
- Other items as specified in the pending condition assessment.

# Bodega Bay Opportunities

## Facility and Infrastructure Assessment

The required repair descriptions listed herein give a general idea of the current condition of these facilities. Critical safety repairs must be funded as soon as possible to ensure safe operation of the Marinas. Costs for the essential facility and infrastructure repairs will be determined and estimates will be provided as part of the County budget process. Regional Parks and General Services propose to partner on this effort to assure the initial report is comprehensive and useful. The results of this initial effort will be used to develop Park's operations budget and the county's capital budget.

## Operational and Capital Budget Modifications

### Introduction

The three marinas are separate enterprise funds and are operated like private sector businesses charging fees for goods and services. The three marinas share a common revenue stream of berthing revenue, with both Spud Point Marina and Mason's focusing on commercial fishing, and the Sport Fishing Center focusing on charter fishing. Boat fuel is sold at Spud Point Marina and Mason's Marina operates a gas station/convenience store as well as selling propane.

### Challenges and Opportunities

One of the significant challenges we have identified is the current inconsistent annual revenue flow. The lack of a consistent revenue stream and significant fixed costs related to the operations of the marina facilities must be addressed. Options to mitigate (reduce operational cost) or stabilize revenues have been generally explored.

It is paramount that we increase retained earnings (revenue in excess of expenses) to provide a reserve for periods when the fishing is reduced or eliminated due to ocean seasonality or regulation. While this is the goal, it may not be possible due to conditions not in county control, such as those mentioned above, i.e. closing of salmon season, strikes, etc. The only option in those cases is continued subsidy from the county general fund.

### Approach

We will prepare a financial plan for the three combined facilities and submit it with the department's F.Y. 13/14 budget. In addition, we will develop a project scope and budget for each infrastructure and facility repair. A funding source will be identified for each project scope. Funding sources may include: Parks operating budget, Capital Projects Plan/Budget, grants and Tidelands Lease Fund. Approval for proposed repair items will be through the annual department budget process, the Capital Projects Plan, or taken to the Board on a case-by-case basis.

## Summary of Interim Recommendations

### Spud Point Marina

- S.P.M. is almost entirely dependent on the commercial fishing industry for its revenue
- Based on past performance, government action limiting fishing, and economic factors, S.P.M. revenues will likely continue to be volatile from year to year

# Bodega Bay Opportunities

- Maintenance has long been deferred and has now reached a critical stage in some areas. Substantial operational and capital expense will be required. An assessment will be prepared upon identification of and provision of funding.

## Mason's Marina

- Commercial berth rentals will be phased out
- Fuel and other amenities will be transferred to S.P.M.
- Mason's may serve the recreational boater and Sport Fishing Center
- Mason's site may incorporate a future visitor/educational center
- Mason's may be demolished to provide for such future uses

## Sport Fishing Center

- Lease site to private party

## Section Two: Potential Long-term Strategies

### Introduction

We see an exciting opportunity to improve and expand the public facilities and experience within the Bodega Bay area over the long term. We are currently working on several initiatives that will create a network of new and enhanced opportunities for the public to experience the Bodega Bay area. It will be important as these initiatives are explored to engage the local community in the discussion to assure the local quality of life and character is retained or enhanced. These projects will help to:

- Increase public awareness about Bodega Bay
- Enhance protection of the natural resources
- Increase local recreational opportunities
- Raise awareness about climate change and its impacts on the environment
- Increase tourism and create a vibrant tourist economy
- Contribute to improvement of local economy

Key Regional Parks' projects that are approved and either funded or partially funded that support these outcomes include:

- **Coastal Prairie Trail, a section of the Bodega Bay Pedestrian & Bike Trail:** that connects Salmon Creek beach to the Bodega Dunes Campground across county and state lands. This section is in final permitting stages and anticipated to be constructed in summer 2013.
- **Coastal Harbor Trail,** a section of the Bodega Bay Pedestrian & Bike Trail that uses scenic waterfront boardwalks to connect the Bodega Dunes Campground, Sport Fishing Center, Tides Restaurant, Lucas Wharf, with Smith Brothers Road, thus providing the first safe pedestrian route through the heart of downtown. This section is partially funded and in preliminary engineering and right of way acquisition.

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- **Doran to Bodega Coastal Trail**, a section of the Bodega Bay Pedestrian & Bike Trail that connects the park to the Coastal Trail at the Smith Brothers Road. The engineering work is anticipated to begin on this section in 1-2 years.
- **Westside Boat Launch Renovation** including A.D.A. and user upgrades. This is scheduled for construction in 2014.
- **Doran Beach Park Boat Launch Renovation** including A.D.A. and user upgrades. This is scheduled for construction in 2015.
- **Doran Beach Park Jetty & Cypress Day-Use, Restroom, and Campground Renovation** user upgrades and A.D.A. improvements. Phase 1 of this work is scheduled for 2013, Phase 2 is scheduled for 2014.
- **Doran Beach Road Rehabilitation**. This project involves rebuilding the road from Highway 1 through the park, is funded, and anticipated to be completed in 2013.

## Access to Open Space District Land Acquisitions

In November 1990, Sonoma County voters created the Sonoma County Agricultural Preservation and Open Space District (District) as a result of the public's concern over the urbanization and the displacement of agricultural land and open space in Sonoma County. The District acquires conservation easements and trail easements through voluntary transactions with landowners. The District also purchases land outright from willing sellers, most often for resource protection and public access purposes.

To date, the District and their partners have acquired over 12,000 acres of fee title or conservation easements with public access provisions in the Bodega Bay area and West County coastal zone at a cost of over \$70 million including over \$34 million contributed by the District. Much of this land is not accessible to the public because there are insufficient funds to create the necessary trails, facilities, strategic connections, and support infrastructure for public access. We are collaborating with the District and other partners to develop access solutions for funding consideration by the Board.

## The Hub Concept

Collectively, the projects outlined above along with the Open Space land acquisitions have the potential to allow a connected network of opportunities for the public to experience Bodega Bay and the surrounding area. What is needed is a stronger regional connection among the county park facilities and Bodega Bay.

Currently, we are working on a proposal called "The West County Gateway Plan" for the Board's consideration. Gateway would network many existing park facilities and programs in West County into an integrated system of recreational facilities, trails, bikeways, etc. giving a greater public exposure to the outdoor experience. The plan's vision includes "Hubs" or public launch points that would connect the various parks, educational and recreational attractions, food service facilities, and overnight accommodations together. Bodega Bay is envisioned as the southern coastal hub and will often be the first

# Bodega Bay Opportunities

destination for visitors arriving from the Bay Area. Making Bodega Bay a high quality and unique destination point and a hub to West County provides a foundation for long term sustainability of county operations, an economic engine for the local economy, and realizes the extensive public investment in the region to date.

## **Bodega Bay Center for Outdoor Opportunities and Learning (Bodega Bay COOL)**

We envision the most unique visitor center north of the Golden Gate that connects the natural and cultural history of Bodega Bay through the lens of healthy ecosystems and their services. Visitors will engage in a full range of learning by doing, from hands-on activities and workshops to adventure education and recreation. Bodega Bay COOL will provide visitors with a base to coordinate activities and a seamless experience throughout the region. The concept for the Center is much more than what might be included in a visitor center. We propose a portal to the outdoors as well an interpretive center, rather than a simple visitors' building.

Bodega Bay COOL will feature an innovative and engaging building and waterfront design that is inspired by the dynamic marine systems and spectacular views from the site. Quality exhibits, interactive displays, and multi-sensory interpretive approaches will be based on the most advanced scientific information available to connect Bodega Bay and West County's marine and terrestrial ecosystems with human culture. Boardwalks and a rooftop viewing area will provide unparalleled perspective on Bodega Bay and harbor, and surrounding coastline and hills. A special emphasis on ecosystem services and climate change will not only advance the public's awareness of critical issues, but has the potential to open the portal to emerging funding sources and new partners. The Center will bring to life the stories of the native Miwok and Pomo, the arrival of Spanish explorers, Russian fur traders and lumber barons, the P.G.&E. nuclear reactor proposal, land preservation efforts, and today's commercial fishing-focused use of the bay. In addition to the onsite educational facilities, the Center would coordinate programming, link with shuttles and trails, and cross promote the other existing and forthcoming scientific and educational centers in the region, such as the U.C. Davis Bodega Marine Laboratory & Reserve, Monte Rio Watershed Educational Center, Occidental Adventure Day Lodge, and the future visitor center of Jenner Headlands Preserve.

The Center will not only be an educational hub but will also serve as a logistical base for launching forays into the bay, ocean, coast, Russian River, and inland West County. Recreational shuttles, transit, and water taxi will directly connect with it. Tours, workshops, guide services, and recreational equipment rentals and sales will be based at the center.

The adventure education activities that could be networked from the center are boundless. They include hiking, road biking, mountain biking, horseback riding, camping, picnicking, birding, whale and dolphin watching, sailing, kayaking, wind surfing, paddle boarding, sport fishing, crabbing, fishing, and clamming. User options will span self-guided experiences, to trainings, to tours, and personal guide services to meet the full range of visitor preferences and budgets.

The parkland and trails, bikeways, shuttle systems, overnight facilities, food and supply services and other features of interest would be mapped and explained in detail. A restaurant that features fresh, local seafood, meat and fresh produce (and of course, Sonoma County wines) would allow visitors to enjoy the

# Bodega Bay Opportunities

complementary pairing and powerful branding of Sonoma County cuisine with adventure education. Space could potentially be provided for local vendors if found to be feasible.

The proposed strategy is to use the Center as a “springboard” to support additional initiatives that would increase the public opportunities to participate in all that Bodega Bay has to offer and in turn benefit the local economy, including production of local foods and other goods and services. These in turn will promote the expansion of tourism, benefitting restaurants, hotels, bed & breakfast inns, shopping areas, vacation rentals, etc.

## Approach

Upon identification of funding a feasibility study will be prepared that evaluates the potential use of the Mason’s Marina site for a new outdoor recreational and interpretive center, as presented in the working concept of the Bodega Bay COOL as outlined above. Regional Parks and General Services propose to partner on this effort. The team will select and contract with a consultant who is an expert in facility planning. The study would include an analysis to determine the most ideal programs and services as well as infrastructure and facility space needs to support the recommended functions. It would include a site analysis, preliminary site plan, conceptual facility layout options, program analysis, and projected estimates. The planning process will engage the local residential and business community, recreation and conservation groups, and interested citizens using workshops, focus groups, and other meetings as necessary to ensure a collaborative vision. Some of these groups could include Bodega Bay Chamber of Commerce, Bodega Bay Pedestrian & Bike Trail Citizens Committee, Sonoma County Tourism Bureau, State Parks, Stewards of the Coast and Redwoods, Coastwalk, LandPaths, interested citizens, fishermen, Audubon Society, Sonoma County Water Agency, Open Space District, U.C. Davis Marine Lab, Santa Rosa Junior College, Sonoma State University, Exploratorium and N.O.A.A. National Marine Sanctuary

This information would be used to prepare preliminary budget estimates to build and operate the Bodega Bay COOL. Staff will develop potential funding scenarios for repair, capital and operating expenses that could include sub-leasing space to tenants, ground leases, operational leases, grants, fees, Tidelands Lease Fund, etc. In addition, we will study the potential use of the Federated Graton Rancheria Fund for capital improvements and operations. Following the completion of the feasibility study, we will present the results to the Board for further direction.

## Summary

As described in Part One of this staff report, Parks will submit a financial plan for the three combined facilities and submit it as part of the department’s F.Y. 13/14 budget. The facility assessment results will be incorporated into our operating budget and the county’s capital projects plan/budget.

As described in Part Two, we are planning to return to the Board to request approval of a consultant agreement to study the feasibility of developing an outdoor recreation and interpretive center as one of the long-term improvement opportunities for the Bodega Bay area.



# Bodega Bay Opportunities

## Next Steps

Regional Parks will proceed with the following steps to complete its marina operations and facilities business plan and to continue to develop potential long-term strategies for opportunities within the Bodega Bay area:

### **Part One: Business and Operations Plan**

- Continue to prioritize and perform most critical maintenance and facility repairs within existing budget appropriations
- Begin to incorporate long term financial plan as part of department's F.Y. 13/14 budget
- Continue to implement cost saving initiatives that can be realized in the near term
- Include assessment report results as part of F.Y. 13/14 operating and F.Y. 13/18 capital budget process

### **Part Two: Outdoor Recreation and Interpretive Center**

- Upon identification of funding, contract with consultant to prepare a feasibility study
- Present feasibility study results to Board for direction



Mason's Marina

Sport Fishing Center

Spud Point Marina

# Bodega Bay Opportunities



**Business Improvement Proposal  
and Potential Long-term Strategies**

# Background



# Background



Spud Point Marina



# Background







# Background





# Improvements

## • Staffing

- Improved operational procedures to achieve maximum efficiency and reduce costs associated with sales, such as time-consuming bookkeeping and accounting procedures
- Reduced staffing costs
  - Reduced Marina Attendant graveyard shift by 50%
  - Hired Extra Help building mechanic instead of using vendors

## • Technology

- Networked fuel dock to marina office and Marina Program; includes a Point-of-Sale module that interfaces with the Marina Program and eliminates the triple entry bookkeeping and reporting
- Installed same Point-of-Sales module at the office to interface with the Marina Program, streamline sales, accepting payments, receipting, and accounting
- Utilized the capacity of the software to merge tenant records with the lease, streamlining the process and ensured the lease is executed correctly
- Provided wi-fi- service to Marina area

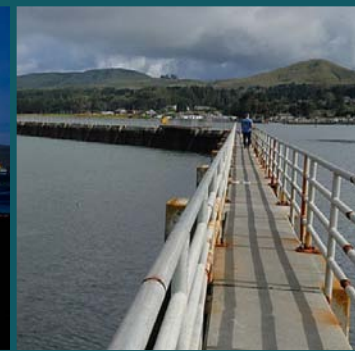
## • Infrastructure

- Paved south parking lot for dry storage of trailered boats and trailers
- Mason's Marina Fish-buying Dock license agreement
- Breakwater repairs at the Sport Fishing Center
- Revitalized Marina store



# Challenges – Spud Point Marina

- The Marina is almost entirely dependent on the commercial fishing industry for its revenue
- Enterprise fund which does not produce revenue sufficient to operate marina at optimal staffing levels
- Yearly maintenance needs exceed revenue for aging facility
- Long-deferred maintenance has now reached a critical stage, including ice making plant and electrical transformers



# Challenges – Mason's Marina

- Repair or replacement of all docks and main walkways is necessary due to wood rot and loss of floatation
- Upgrade of entire electrical system is necessary to bring to code
- Total replacement of break wall planking that surrounds Mason's is required due to rot and worm damage
- Fuel pump replacement required
- Buildings require re-roofing
- Stairs to upper office require replacement
- A.D.A. accessibility requirements



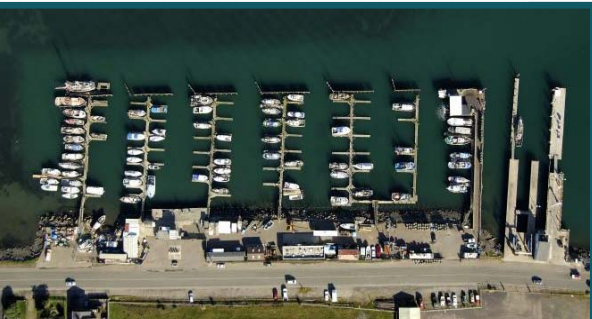
# Next Steps for Spud Point Marina

- Consolidate all commercial fishing activities at Spud Point Marina
  - Move fishing revenue to SPM
    - Berthing revenue to SPM
    - Fish buying dock revenue to SPM
    - Fuel revenue to SPM
    - Propane revenue to SPM
- Seek outside management of fuel dock and ice making plant through RFP
  - Extra help time could be reduced and redirected to infrastructure repairs
- Prepare plan with project scope and budget for repairs and operations to be submitted with 13/14 budget



# Next Steps for Mason's Marina and Sport Fishing Center

- **Mason's Marina**
  - Commercial berth rentals will be phased out
  - Fuel and other amenities will be transferred to S.P.M.
  - Mason's may serve the recreational boater and Sport Fishing Center
  - Mason's site may incorporate a future visitor/educational center
  - Mason's may be demolished to provide for such future uses
- **Sport Fishing Center**
  - Lease site to private party



# Section II

## Potential Long Term Strategies





# 2013-2014 Active Projects



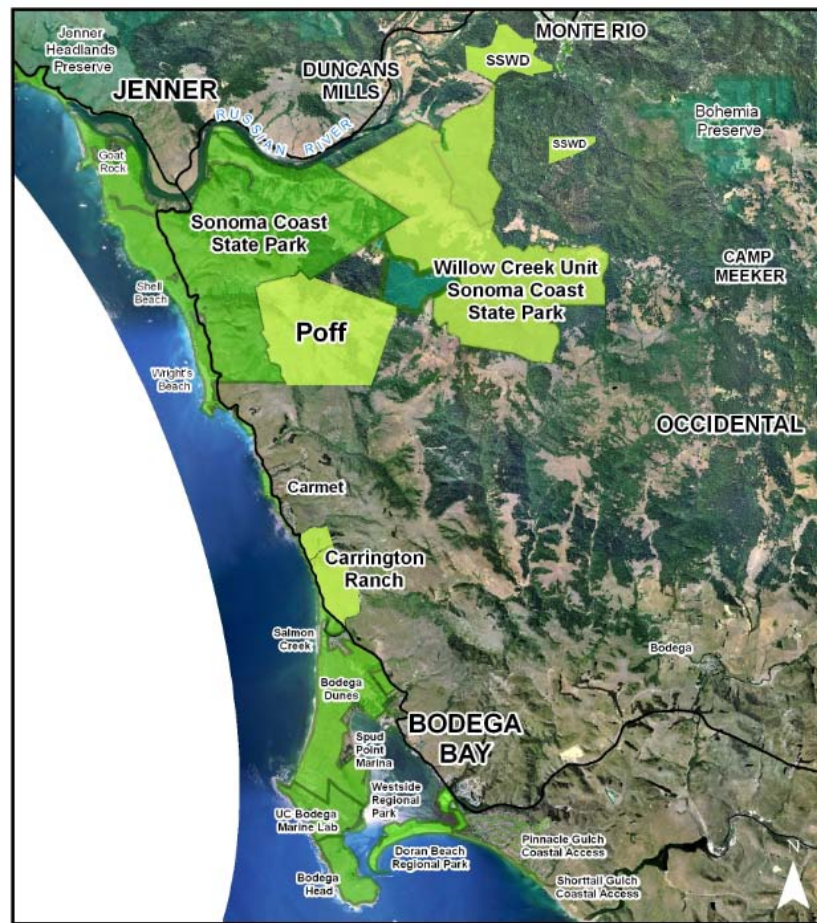
## New Facilities

- Coastal Prairie Trail
- Coastal Harbor Trail
- Birdwalk to Bodega Bay Coastal Trail

## Major Renovations and Projects

- Westside Boat Launch
- Doran Beach Park Boat Launch
- Doran Beach Park Jetty & Cypress Day-Use, Restroom, and Campground
- Doran Beach Road Rehabilitation

# West County Coastal Region Public and Protected Lands



# Bodega Bay Center for Outdoor Opportunities and Learning

COOL



# COOL

## Bodega Bay Center for Outdoor Opportunities and Learning

*A Unique Extroverted Visitor's Center*



# Hub Concept

## Potential Local & Regional Transportation



Recreational Shuttle – Connecting Bodega Bay with West County



Water Taxi – Connecting Recreational & Commercial Areas of Bodega Bay

# Next Steps



An aerial photograph of a coastal landscape. In the foreground, there are rugged, rocky cliffs with sparse vegetation, meeting the ocean. The middle ground features a large, calm bay or inlet with a small boat visible. The background shows a wide expanse of land with some buildings and a distant shoreline. The word "Questions?" is overlaid in white text in the center of the image.

Questions?