

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

TUESDAY

OCTOBER 15, 2013

8:30 A.M.

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

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

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

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

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

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

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

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

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

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 15)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 4)

PRESENTATIONS AT BOARD MEETING

1. Present Certificates of Honor to the generous sponsors of the Schulz Celebrity Golf Classic held on June 5, 2012, raising \$400,000 to benefit Sonoma County Children's Charities: Fifth Third Bank, American Ag Credit, Northern California Medical Associates, Avant Air, Cobra Puma Golf, Nissan/Kia of Santa Rosa, M. Draxton, Inc., Codding Enterprises, Trione Winery, Zinna Family Trust, Jackson Family Wines, First Community Bank, and Lytton Rancheria. (Fourth District)
2. Adopt a Gold Resolution celebrating the 50th Anniversary of the Rohnert Park Chamber of Commerce. (Third District)

PRESENTATIONS AT DIFFERENT DATE

3. Adopt a Gold Resolution honoring and acknowledging the Sonoma County Beekeepers Association as recipients of the North Bay Leadership Council's 2013 Leaders of the North Bay Award for "Paint the Community Green". (Second District)
4. Adopt a Gold Resolution congratulating Chuck Williams for being named Sonoma's 2013 Muse. (First District)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

SONOMA COUNTY WATER AGENCY

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

AND

REGIONAL PARKS

5. Adopt a Resolution of the Directors of the Sonoma County Agricultural Preservation and Open Space District (District) approving submission of an application for a \$950,000 grant from the California Urban Greening Grant Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) to fund the acquisition of approximately 75 acres for the Copeland Creek Watershed Project and authorizing the District's General Manager to execute all documents that may be necessary to apply for and administer the grant. (First and Third Districts)

CONSENT CALENDAR (Continued)

BOARD OF SUPERVISORS

6. Disbursement of Fiscal Year 2013-14 Advertising Funds (First District) – Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for Fiscal Year 2013-14: Sonoma International Film Festival, \$1,500.
7. Disbursement of Fiscal Year 2013-14 Advertising Funds (Third District) – Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for Fiscal Year 2013-14: Sunny Hills Services, \$500.
8. Disbursement of Fiscal Year 2013-14 Advertising Funds (Fourth District) – Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for Fiscal Year 2013-14: Kiwanis Club of Cloverdale Foundation, \$250.

GENERAL SERVICES

AND

SONOMA COUNTY WATER AGENCY

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

9. Concurrently, acting as Sonoma County Board of Supervisors and Sonoma County Water Agency Board of Directors, Authorize the Chair to execute renewal of MOU between the County of Alameda and County of Sonoma/Sonoma County Water Agency for the Local Government Electric Vehicle (EV) Fleet National Demonstration Project to allow Alameda County's continued administration and facilitation of a regional electric vehicle fleet and infrastructure grant; and Acting as the Sonoma County Board of Supervisors adopt a Resolution granting right-of-way to the Sonoma County Water Agency on properties it owns.

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

10. Adopt a Resolution authorizing the Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District to: Execute funding agreement with Lloyd Group Holdings, Inc. for electric vehicle charging stations, for the amount of \$23,616 to fund the purchase and installation of two dual-unit phase II Electric Vehicle charging stations at the Dry Creek Center Parking Lot in Healdsburg.

TRANSPORTATION AND PUBLIC WORKS

11. Approve out-of-state travel requests for the Airport Manager for up to six (6) trips in Fiscal Year 2013-14.

CONSENT CALENDAR (Continued)

MISCELLANEOUS

12. Approval of Minutes – (A) Minutes of the Meeting of September 24, 2013 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Public Financing Authority, Sonoma County Water Agency, and Board of Supervisors; (B) Minutes of the Special Meeting of October 1, 2013 for the Board of Supervisors.

APPOINTMENTS/REAPPOINTMENTS

(Items 13 through 15)

13. Reappoint Mike Sangiacomo to the Agricultural Preservation and Open Space Fiscal Oversight Commission effective November 8, 2013 and expiring on November 7, 2015. (First District)
14. Reappoint Wendy Peterson to the Sonoma County Tourism Board effective January 1, 2014 and expiring on December 31, 2015. (First District)
15. Reappoint Jennifer Buffo to the Sonoma County Tourism Board representing the Second District for a term of two years ending December 31, 2015. (Second District)

IV. REGULAR CALENDAR

(Items 16 through 18)

GENERAL SERVICES / COUNTY ADMINISTRATOR / PROBATION / SHERIFF'S OFFICE

16. Endorse the new facilities project concept as presented; and adopt a Resolution authorizing the application for State S.B.1022 funding in the amount of \$24,000,000 for the construction of a Community Corrections Center.

TRANSPORTATION AND PUBLIC WORKS

17. **10:00 A.M.** – Conduct a public hearing and (A) Authorize the Chair to execute the purchase agreement for 1480 Sanders Road, Windsor, CA (APN 164-150-010) to protect runway approaches and setbacks at the Charles M. Schulz –Sonoma County Airport; (B) Authorize the Director of Transportation and Public Works to execute any other documents reasonably required to effect said purchase; and give direction to staff; and (C) Adopt a Resolution authorizing the issuance and sale of a note in the principal amount of \$1,000,000 to purchase real property commonly known as 1480 Sanders Road, Windsor, CA. (Fourth District)

INFORMATION SYSTEMS

18. Authorize the Director of the Information Systems Department to execute an agreement for purchase of equipment and professional services agreement with Nexus IS, Inc. (Nexus) for procurement, installation, implementation, and training for Cisco Systems enterprise unified communications system for a total amount not to exceed \$4,076,000 including a \$194,000 contingency for a two year period commencing October 16, 2013.

V. CLOSED SESSION CALENDAR

(Items 19 through 22)

19. The Board of Supervisors will consider the following in closed session: Public Employee Appointment: Permit and Resource Management Department Head Recruitment. Agency Negotiator: Wendy Macy, Director of Human Resources (Govt. Code Section 54957).
20. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Peter Justin Lang v. County of Sonoma. USDC Case No. CV 12-0983 (Govt. Code Section 54956.9(d)(1)).
21. The Board of Supervisors will consider the following in closed session: Conference with Real Property Negotiator – Jose Obregon, General Services Department Director, for the lease of County property located at 1350 Bennett Valley Road, Santa Rosa, CA 95404, to the Sonoma County Riding and Driving Club (Govt. Code Section 54956.8).
22. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Wendy Macy/Carol Allen /Janae Novotny, Burke & Associates, Carol Stevens, Burke & Associates, and Janet Cory Sommer, Burke & Associates. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).

V. REGULAR AFTERNOON CALENDAR

(Items 23 through 27)

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

23. Report on Closed Session.
24. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA**
(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting.)
25. Permit and Resource Management Department: Review and possible action on the following:
- Acts and Determinations of Planning Commission/Board of Zoning Adjustments
 - Acts and Determinations of Project Review and Advisory Committee
 - Acts and Determinations of Design Review Committee
 - Acts and Determinations of Landmarks Commission
 - Administrative Determinations of the Director of Permit and Resource Management

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

26. Hold a study session on lands acquired for recreation including: (1) Fiscal Overview; (2) Initial Public Access, Operation and Maintenance Policy, (3) Accounting Review, and (4) Fee Lands Strategy; and adopt a Resolution approving an update to the District's 2007 Initial Public Access, Operations and Maintenance Policy.
27. **ADJOURNMENTS**

NOTE: The next regular meeting will be held on October 22, 2013 at 8:30 a.m.

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

- October 22nd (AM) – Jail Booking Fees and Jail Access Fees Hearing
- November 5th (AM) – Ordinance Amending Chapter 7 of Sonoma County – Building Code
- November 5th (PM) – General Plan Amendments (3rd for 2013)
- November 5th (PM) – AGP13-0008; 1998 Jones Road, Windsor
- November 5th (PM) – PLP09-0035; 4411 Porter Creek Road, Santa Rosa
- December 3rd (PM) – AGP12-0011; 422 Highway 1, Bodega Bay
- December 3rd (PM) – AGP12-0015; 4055 Middle Two Rock Road, Two Rock
- December 3rd (PM) – AGP12-0029; 4324 Spring Hill Road, Two Rock
- December 3rd (PM) – Fourth General Plan Amendment
- December 3rd (PM) – PLP11-0042; 6445 Highway 12, Santa Rosa



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 1
(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: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisorial District(s):

Mike McGuire, 565-3758

Fourth

Title: Certificates.

Recommended Actions:

Present certificates of appreciation to the sponsors of the 2013 Schulz Celebrity Golf Classic, which raised \$400,000 to benefit Sonoma County Children's Charities.

Executive Summary:

Prior Board Actions:

Board recognizes sponsors of the Schulz Celebrity Golf Classic every fall.

Strategic Plan Alignment: Goal 3: Invest in the Future

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Zane, 565-2241

Supervisorial District(s):

Third District

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution Celebrating the 50th Anniversary of the Rohnert Park Chamber of Commerce

Executive Summary:

None

Prior Board Actions:

None

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Fiscal Summary - FY 13-14

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

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



County of Sonoma
State of California

Date: October 15, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Celebrating the 50th Anniversary Of The Rohnert Park Chamber of Commerce And Recognizing
The Rohnert Park Chamber of Commerce's Contributions To The Rohnert Park Business
Community.**

Whereas, Since 1963, The Rohnert Park Chamber of Commerce has existed for its members and has added value to Rohnert Park by working to strengthen the local economy, provide networking and connecting opportunities, improve the quality of life in the community and create an environment in which businesses can thrive; and

Whereas, The Rohnert Park Chamber of Commerce provides business building opportunities to its members through active participation in events and through various committees and task forces; and

Whereas, The Rohnert Park Chamber of Commerce enables its members to reach customers and clients by providing numerous opportunities for promotion and advertising to its members; and

Whereas, The Rohnert Park Chamber of Commerce is a resource for referrals for the community; and

Whereas, The Rohnert Park Chamber of Commerce's mission of creating an environment in which business can prosper is driven by actions to encourage and promote Economic Development; and

Whereas, The Rohnert Park Chamber of Commerce fills a lobby and advocacy role by building relationships with elected officials and educating them on the needs and positions of local businesses; and

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County thanks the Rohnert Park Chamber of Commerce for its dedication to the community and congratulates it on 50 years of service.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: No Vote Required

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor David Rabbitt – 707/565-2241

Supervisorial District(s):

Second District

Title: Gold Resolution

Recommended Actions:

Gold Resolution Honoring and Acknowledging the Sonoma County Beekeepers Association as recipients of the North Bay Leadership Council's 2013 Leaders of the North Bay Award for "Paint the Community Green".

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

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

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



County of Sonoma
State of California

Date: September 24, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
HONORING AND ACKNOWLEDGING THE SONOMA COUNTY BEEKEEPERS ASSOCIATION AS
RECIPIENT OF NORTH BAY LEADERSHIP COUNCIL'S 2013 LEADERS OF THE NORTH BAY AWARD
FOR "PAINT THE COMMUNITY GREEN"**

WHEREAS, The Sonoma County Beekeepers' Association (SCBA) is being recognized for Environmental Stewardship - as leaders in finding solutions to one of the most pressing environmental issues facing our planet: bee shortages and their importance to food production; and

WHEREAS, SCBA is a nonprofit organization with a collective of over 300+ bee enthusiasts whose hive is constantly growing while working to increase awareness of the importance of bees through sharing information and ideas leading to better beekeeping; and

WHEREAS, SCBA is instrumental to the future of agriculture and the environmental health of the North Bay, especially in light of the loss of billions of bees to colony collapse and other factors – SCBA's knowledge of the science and art of raising honey bees, and their work to ensure that the bees remain healthy, plays a key role in enhancing and supporting environmental and economic sustainability; and

WHEREAS, SCBA participates in events, festivals and other community gatherings to educate the public on the joy and importance of bees and beekeeping thereby educating future generations on how honeybees are an indicator species critical to the sustainability of our environment and economy; and

WHEREAS, The Sonoma County Beekeepers' Association is an environmental steward devoted to saving local bees and plants; an organization of environmental leaders deserving of our thanks and praise for their vision, passion and commitment to sustainable farming, gardening and pest management.

NOW, THEREFORE, BE IT RESOLVED, that the Sonoma County Board of Supervisors honors and acknowledges The Sonoma County Beekeepers Association as recipients of the North Bay Leadership Council's 2013 Leaders of the North Bay Award for "Paint the Community Green".

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution congratulating Chuck Williams for being named Sonoma's 2013 Muse.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

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

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



County of Sonoma

State of California

Date: October 15, 2013

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Congratulating Chuck Williams on the Occasion of Being Named Sonoma's 2013 Muse

WHEREAS, Chuck William was born on October 2, 1915 in Northern Florida and developed a love of cooking at his maternal grandmother's side; and,

WHEREAS, Mr. Williams overcame adversity in his young life while working and attending school during the Depression, travelled and worked during World War II in exotic locales, and finally, arrived in Sonoma permanently in 1947 and promptly declared it home; and,

WHEREAS, on September 15, 1956 Mr. Williams opened his first Williams-Sonoma store at 605 Broadway featuring high quality kitchenware that was both functional and beautifully conceived by American and European designers, thus changing the landscape of how America entertains at home; and,

WHEREAS, the store was a huge success and Mr. Williams soon ran out of space and relocated to San Francisco where his business grew into an empire; and,

WHEREAS, in 1971, Williams-Sonoma introduced its first cookware catalog and now includes over 250 stores nationwide; and,

WHEREAS, Mr. Williams is an editor or contributor to nearly every cookbook that Williams-Sonoma release and involved with the production of more than 100 cookbooks; and,

WHEREAS, in 2012, Mr. Williams repurchased 605 Broadway and will open a Williams-Sonoma store at the site of the first store, thus returning to the community of Sonoma;

WHEREAS, the City of Sonoma and the Sonoma Community Center have named Chuck Williams as Sonoma's 2013 Muse, thereby honoring him as a person who has made significant contributions to the culture & heritage of the Sonoma Valley; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Sonoma County hereby commends Chuck Williams on the honor of being named Sonoma's Muse on this date of October 11, 2013.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, Board of Directors of the Sonoma County Water Agency, and Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Agricultural Preservation and Open Space District, Water Agency, and Regional Parks

Staff Name and Phone Number:

Sara Press, SCAPOSD – 565-7368
Joan Hultberg, SCWA – 547-1902
Elizabeth Tyree, RP – 565-2575

Supervisorial District(s):

Districts 1 and 3

Title: Copeland Creek Watershed Project Grant Application

Recommended Actions:

Adopt a resolution of the Directors of the Sonoma County Agricultural Preservation and Open Space District (District) approving submission of an application for a \$950,000 grant from the California Urban Greening Grant Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) to fund the acquisition of approximately 75 acres for the Copeland Creek Watershed Project and authorizing the District's General Manager to execute all documents that may be necessary to apply for and administer the grant.

Executive Summary:

California voters passed the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) on November 7, 2006. Proposition 84 authorized the Legislature to appropriate \$70 million for urban greening projects that reduce energy consumption, conserve water, improve air and water quality, and provide other community benefits. Because of the built-out nature of California's urban areas, the Urban Greening for Sustainable Communities Program (Program) provides funds to preserve, enhance, increase or establish community green areas such as urban forests, open spaces, wetlands and community spaces.

Since 2008, the Sonoma County Water Agency (Water Agency) has been working on the multi-phase, multi-partner Copeland Creek Watershed Project, located in the Copeland Creek Watershed between Highway 101 at Rohnert Park, east to Crane Creek Regional Park. The Copeland Creek Watershed Project includes construction of stormwater detention basins and sediment collection basins, restoration of riparian habitat along Copeland Creek, acquisition of 75 acres of open space (the subject of this grant Proposition 84 application – see below), and construction of a trail connection between the urbanized

area and Crane Creek Regional Park. Partners include the Sonoma County Agricultural Preservation and Open Space District (District), Sonoma County Regional Parks (Regional Parks), the City of Rohnert Park, Sonoma State University, and others.

More specifically, to implement the project:

- In June 2011, the Water Agency was awarded a \$345,580 Caltrans Environmental Enhancement and Mitigation Program grant for the Copeland Creek Enhancement and Restoration Project to restore riparian habitat along Copeland Creek to improve water quality and salmonid habitat (approved by Board November 3, 2010).
- In March 2013, the Water Agency was awarded a \$1,000,000 Proposition 84 grant for Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project to construct stormwater detention basins on property adjacent to the 75-acre acquisition to reduce flooding and increase groundwater recharge (approved by Board May 14, 2013).
- Subject to future funding, the Water Agency will construct sediment collection basins on property adjacent to the proposed 75-acre acquisition to improve water quality and fish habitat and detain fine sediment.
- Subject to the District's Matching Grant Program, Regional Parks and the City of Rohnert Park will implement the Crane Creek Regional Trail Matching Grant Project to construct public multi-use trails on the proposed 75-acre acquisition and adjacent properties to connect the urban area with the existing Crane Creek Regional Park. This project was recommended for the District's Matching Grant Program by the District's Citizens' Advisory Committee in 2007.

With Board approval, the District will apply for a \$950,000 grant from the Proposition 84 California Urban Greening Grant Program for acquisition of approximately 75 acres as part of the Copeland Creek Watershed Project to increase permanent preserved open space, to provide an uninterrupted path along the Copeland Creek corridor, connect Rohnert Park and Sonoma State University to Crane Creek Regional Park, enhance commuting and recreational opportunities, and protect the headwaters to Hinebaugh Creek. This acquisition will provide land necessary for Regional Parks and the City of Rohnert Park to implement the Crane Creek Regional Trail Matching Grant Project. The current landowner, University District, LLC, is a willing seller that has been engaged in on-going conversation with the Water Agency and the City of Rohnert Park. At closing, Regional Parks will accept fee title to the property while the District will retain a conservation easement.

An independent appraisal would be required at the time of grant award. If the independent appraisal is significantly higher than the grant award, the District and its partners would reconsider the land purchase or return to the Board with an alternate plan.

The District would serve as the project manager for the acquisition grant. Grant administration includes compliance with grant provisions, quarterly financial and narrative reporting, and invoicing. While up to 10 percent of the grant may be used to reimburse project and grant management costs, it is expected that the majority of the grant funds would reimburse land acquisition costs. The Water Agency has received and continues to pursue additional grants for fund the larger Copeland Creek Watershed Project.

The Strategic Growth Council approved the District’s concept proposal on August 26, 2013 and requested a full proposal, which must include a resolution from the applicant’s governing board authorizing the General Manager to file an application.

Prior Board Actions:

- 5/21/2013: Board of Supervisors approved County of Sonoma Capital Project Plan 2012 – 2017, including the Copeland Creek Trail and Crane Creek Park Expansion projects.
- 05/14/2013: Water Agency Board adopted Reso 13-0197 to execute Prop. 84 Sub-grantee agreement with County of Humboldt for Copeland Creek Stormwater Detention/Groundwater Recharge Basins and Habitat Restoration Project (\$1,000,000; awarded March 2013).
- 12/06/2011: Water Agency Board adopted Reso 11-0637 to file Urban Greening grant application for Copeland Creek Project (was not awarded).
- 4/5/2011: Water Agency Board adopted Reso 11-0158 to file Prop. 1E grant application for Stormwater and Flood Management grant program for the Copeland Creek Habitat Enhancement and Restoration Project: Detention and Recharge Basins (was not awarded).
- 11/3/2010: Water Agency Board adopted Reso 10-0785 to file grant application for Copeland Creek Enhancement and Restoration Project under the State of California Environmental Enhancement and Mitigation Program (\$345,580; awarded June 2011).
- 8/24/2010: Board of Supervisors adopted Reso 10-0636 to adopt the 2010 Sonoma County Bicycle and Pedestrian Plan.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

If the grant is awarded, the District would receive the funds next fiscal year. The District’s FY 14-15 budget would reflect this \$950,000 revenue as well as the \$711,270 expenditure recommended for the Crane Creek Regional Trail Matching Grant Project.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
<ol style="list-style-type: none"> 1. Concept Proposal for Copeland Creek Watershed Project 2. Resolution 			
Related Items "On File" with the Clerk of the Board:			
<ol style="list-style-type: none"> 1. Urban Greening Project Guidelines for Sustainable Communities 			

Date: October 15, 2013

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District Approving the Submission of an Application for a \$950,000 Grant From the California Urban Greening Grant Program Under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) to Fund the Acquisition of Approximately 75 Acres for the Copeland Creek Watershed Project, and Authorizing the District's General Manager to Execute all Documents That May Be Necessary to Apply for and Administer the Grant.

Whereas, the Legislature and Governor of the State of California have provided funds for the California Urban Greening Grant Program Under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 ("Proposition 84 Urban Greening Grant Program"); and

Whereas, the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

Whereas, said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicant's governing board before submission of said application(s) to the State; and

Whereas, the District, the Sonoma County Water Agency, Sonoma County Regional Parks and others are collaborating to implement the Copeland Creek Watershed Project, which, among other components, includes public acquisition of 75 acres of permanent preserved open space (Project) for a future trail connection and expansion to Crane Creek Regional Park; and

Whereas, the Sonoma County Agricultural Preservation and Open Space District (District), if selected, will enter into an agreement with the State of California to carry out the Project; and

Now, Therefore, Be It Resolved that the Board of Directors hereby:

1. Approves the filing of an application for the Copeland Creek Watershed Project under the Proposition 84 Urban Greening Grant Program.
2. Certifies that the District understands the assurances and certifications in the application.

Resolution #

Date:

Page 2

3. Certifies that the District or title holder will have sufficient funds to operate and maintain the Project consistent with the land tenure requirements; or will secure the resources to do so.
4. Certifies that the District will comply with the provisions of Section 1771.5 of the State Labor Code regarding payment of prevailing wages on Projects awarded Proposition 84 funds.
5. Certifies that the Project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, prior to commencement of construction, all applicable permits will have been obtained.
6. Certifies that the District will work towards the Governor's State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1.
7. Appoints the District General Manager, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, payment requests and so on, which may be necessary for the completion of the aforementioned project.

Directors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Clerk of the Board

<p>Project Title: Copeland Creek Watershed Project</p>	<p>Other Cost(1): \$940,000.00 Acquisition of 75 acres to link Rohnert Park with Crane Creek Regional Park and achieve SB 375 and One Bay Area Sustainable Community Strategy goals</p> <p>Other Cost(2): \$0.00</p>
	<p>Other Cost(3): \$0.00</p> <p>Other Cost(4): \$0.00</p> <p>Other Cost(5): \$0.00</p> <p>Other Cost(6): \$0.00</p>
<p>Other Benefits: - Uses interagency cooperation and integration; - Uses existing public lands and resources; - Increases public access; - Improves public health; - Restores and enhances riparian habitat; - Improves urban flood protection.</p> <hr/> <p>Funding Calculations</p> <p>Sum of Other Funding Sources: \$12,178,993.00 Grant Amount Requested + Other Funding: \$13,128,993.00 Total Project Cost: \$13,128,993.00 Percent Funded: 100 %</p>	<p>Other Source(1): State Grant Funds (Prop. 84, Caltrans EEMP)</p> <p>Purpose(1): Habitat restoration, flood mitigation, fishway and water quality improvement, detention basins</p> <hr/> <p>Other Source(2): Federal Transportation Enhancement Grant</p> <p>Purpose(2): Reconstruction of Class I Copeland Creek Bike Path, a major bike/pedestrian path in Rohnert Park</p> <hr/> <p>Other Source(3): Project Partners' Matching Grant Funds</p> <p>Purpose(3): Matching funds for the grants listed above</p> <hr/> <p>Other Source(4): Project Partners' Funds</p> <p>Purpose(4): Balance needed for land acquisition, design and construction of trails and basins</p>
<p>Project Scope / Proposed Elements for Grant Funding: The Sonoma County Agricultural Preservation and Open Space District, in partnership with the Sonoma County Water Agency,</p>	

Sonoma County Regional Parks, the City of Rohnert Park, Sonoma State University, and others, proposes to implement a regionally-integrated project in the Copeland Creek watershed between Highway 101 at Rohnert Park, east to Crane Creek Regional Park. This public-private partnership intends to accomplish the following objectives:

Acquisition of 75 acres of open space to connect the urban area with the existing Crane Creek Regional Park, providing permanent public access and protecting the headwaters to Hinebaugh Creek. Grant funds would be used to acquire the property, with project partners funding the other project components.

Construction of 12,000 linear feet of public trails and bike paths to: 1) provide an uninterrupted path connecting Rohnert Park and Sonoma State University to a Regional Park; 2) provide alternate commute options for pedestrians and cyclists with a commensurate reduction in GHG emissions; and 3) enhance community education opportunities through interpretative signs along paths, thereby engaging students and others in the hydrology, fish and wildlife habitat, and geomorphic processes in the upper watershed. Interpretive signage will discuss the role of biking, hiking and land conservation in supporting the GHG emissions reduction and Sustainable Communities goals included in SB 375.

Stormwater detention of up to 200 acre-feet (AF) in three off-stream basins located in the alluvial fan that will provide regional flood protection, an off-channel refuge in Copeland Creek to protect federally-listed juvenile steelhead against high flow events, and annual groundwater recharge potential of over 150 AF to improve groundwater supply reliability and conserve energy resulting from reduced pumping of surface water supplies.

Riparian habitat restoration along 16,000 linear feet of Copeland Creek that will remove ten acres of invasive species and establish 21 acres of riparian habitat by replanting with 14,650 plants to improve water quality and salmonid habitat, and sequester carbon; and create career-building opportunities for youth and students.

Removal of up to 11,000 cubic yards of sediment, re-contouring two miles of channel bottom, and construction of localized sediment collection basins to detain fine sediment from roads, erosion and other upland sources that otherwise would be deposited onto the streambed in order to improve water quality and aquatic ecosystems.

Plant Palette:

Planting of local, native and drought-tolerant upland and inundation-tolerant species will enhance uplands, low-lying areas, grasslands and wetland instream habitat. Once removed, invasive species and exotics will be replaced with native trees and vegetation from one- to 15-gallon nursery containers, including 1,300 upland trees, 1,620 riparian trees, 3,360 upland shrubs, 3,360 riparian shrubs, 3,360 upland grasses, and 3,360 in-stream graminoids to stabilize creek banks and reduce sedimentation in areas at risk of erosion.

These plantings will follow the Sonoma County Water Agency's Stream Maintenance Program Manual which details planting layout and species selection according to the channel geomorphic form, and was developed in consideration of the current and known historic native flora of the site and the local subwatershed area. Special care will be taken to collect and propagate genetically-appropriate native plant material. The plants will be propagated by a qualified native plants nursery.

Collaboration:

The District and its partners have been collaborating on project planning, seeking funding opportunities, and leveraging resources for the past three years. The District and the Water Agency are formal partners of the Regional Climate Protection Authority (RCPA), and are responsible for leading projects and initiatives focused on natural resources and water supply related to climate mitigation. This project fulfills several RCPA Strategic Plan goals, including habitat restoration and protection, and development of alternative transportation routes.

Support for open space acquisition and trail development is evident by the number of partner organizations and agencies. Additionally, the Water Agency convened a Steering Committee in 2009 to address flooding, groundwater, and stakeholder concerns in this area. This public-private committee met six times, held three public workshops involving over 200 people, and conducted briefings with a group of 20 stakeholders representing varied interests.

Partnerships:

1. Sonoma County Agricultural Preservation and Open Space District (District) – applicant and lead agency for acquisition of Property
2. Sonoma County Water Agency – lead agency for stormwater detention/groundwater recharge basin design and construction, and habitat restoration
3. Sonoma County Regional Parks – lead agency for trail project on Property
4. The City of Rohnert Park – lead agency for trail project through city
5. Sonoma County Regional Climate Protection Authority
6. Sonoma State University
7. Sotoyome Resource Conservation District
8. The Conservation Corps North Bay
9. University District, LLC
10. Rohnert Park Bicycle Advisory Committee
11. Rohnert Park Parks and Recreation Commission
12. Sonoma County Bicycle Coalition
13. Sonoma County Trails Council

Site Control - Acquisition:

The current owner of the 75 acres proposed to be acquired with this grant is University District, LLC. The City of Rohnert Park and the Sonoma County Water Agency have been engaged in on-going discussion with Brookfield Homes, the owner representative, who has written a willing seller letter.

The Sonoma County Water Agency is in the process of acquiring 53 acres adjacent to the 75-acre Property, which is where the stormwater detention/groundwater recharge basins will be constructed. The current owner of these 53 acres is also University District, LLC, who has offered the land for dedication to the project partners.

The Sonoma County Water Agency owns and maintains the land along Copeland Creek throughout the watershed.

CEQA

Status: The District would file a Notice of Exemption related to acquisition of the Property.

The CEQA analysis for the riparian habitat restoration is complete. A certified CEQA EIR exists for the proposed site locations of the stormwater detention/groundwater recharge basins. Because the basins themselves were not included in the initial CEQA project description, additional CEQA documentation is required. Once final design is complete, the Sonoma County Water Agency will prepare the required CEQA analysis.

Organizational Capacity: The District is nationally-recognized land protection agency, with a highly-trained staff with years of real estate transactions, land conservation, and habitat enhancement experience. Since its formation in 1990, the District has permanently protected over 85,000 acres via fee title or conservation easement acquisition in over 180 transactions via a voter-approved quarter-cent sales tax. The District commissions independent appraisals to determine the fair market value for each conservation transaction.

Project Readiness: Property acquisition is ready to proceed upon grant award. Steps to be taken to acquire the Property and proceed with the project are as follows:

- Execute grant agreement
- Obtain title report and open escrow
- Conduct fair market appraisal of Property and submit to the State for review
- Prepare and negotiate purchase agreement between District and property owner
- Perform standard due diligence
- Negotiate conservation easement and recreation covenant between District and Regional Parks
- Prepare title conveyance documents
- Following Board approval and CEQA NOE posting, close escrow, with fee title transferring to Regional Parks and District retaining

conservation easement

- Post signs on Property acknowledging source of funds
- Complete trail design and CEQA analysis, and construct trail on Property
- Remove invasive species and restore habitat along Copeland Creek
- Complete design and CEQA analysis, and construct stormwater detention/groundwater retention basins

Additional Project Information: The Copeland Creek Watershed Project is an interagency collaborative effort that will provide multiple benefits, including protecting open space, enhancing recreational opportunities, restoring riparian habitat, and providing regional flood protection and groundwater recharge potential. The trails will help improve public health and provide alternate commute options for pedestrians and cyclists, thus reducing traffic and greenhouse gas emissions. The restored creek will improve water quality and salmonid habitat. Improving groundwater supply reliability will conserve energy resulting from reduced pumping of surface water supplies.

Contact Information (1): Sara Press Title: Associate Open Space Planner
Phone: 707-565-7360 Phone2: -- Email: sara.press@sonoma-county.org

Contact Information (2): Misti Arias Title: Conservation Program Manager
Phone: 707-565-7360 Phone2: -- Email: misti.arias@sonoma-county.org

- 1 Density file(s) found: Copeland Creek - Density.pdf
- 1 Site Plan file(s) found: Copeland Creek - Site Plan.pdf
- 2 Photographs file(s) found: Copeland Creek - Looking Eastward from Petaluma Hill Rd over Property.jpg, Copeland Creek at Jasmine Court, Looking Eastward Toward SSU.jpg
- Picture1 Description Copeland Creek - Looking Eastward from Petaluma Hill Rd over Property
- Picture2 Description Copeland Creek at Jasmine Court, Looking Eastward toward SSU
- 1 Plant Palette file(s) found: Copeland Creek - Conceptual Planting Diagram.pdf



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Disbursement of FY 13/14 First District Advertising Funds.

Recommended Actions:

Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for FY 13/14: Sonoma International Film Festival, \$1,500.

Executive Summary:

Category E – Local Events and Organizations of the Advertising and Promotions Program Policy provides grant allocations to each Supervisor, to be distributed at the Supervisor’s discretion. The First District has reviewed applications and wishes to recommend the following FY 13/14 advertising grant award:

- 1.) Sonoma International Film Festival for advertising and promotions activities for FY 13/14: 17th Annual Sonoma International Film Festival, \$1,500.

Funds will be distributed upon approval of these awards by Board and execution of Advertising grant agreement contract with each 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.

Prior Board Actions:

Previous grants were awarded through District 1 on 9/17/13 and 9/24/13.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 1,500	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 1,500
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 1,500	Total Sources	\$ 1,500

Narrative Explanation of Fiscal Impacts (If Required):

Funds are included in the FY 13/14 budget. The District was allocated a total of \$41,216. Following today's actions, \$17,716 will remain for award.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A.

Attachments:

FY 13/14 Grant Award Agreement Template.

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

None.

AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, ____, by and between the COUNTY OF SONOMA, (hereinafter COUNTY) and the «Organization», (hereinafter ADVERTISER).

WITNESSETH:

WHEREAS, ADVERTISER has represented that it is aware of and understands the provisions and requirements of Government Code Section 26100 and COUNTY'S "Advertising and Promotions Program Policy" for the expenditure of funds appropriated under Section 26100, and that any expenditure made by ADVERTISER will be in compliance with Section 26100, the Advertising and Promotions Policy, and this Agreement, and

WHEREAS, COUNTY'S Board of Supervisors has relied on those representations in authorizing the execution of this Agreement, and

WHEREAS, ADVERTISER has applied for and received funding under Category E – Local Events and Organizations category of the Advertising and Promotions Program Policy, and

WHEREAS, ADVERTISER is ready, willing and able to perform the services herein provided to be performed.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. During the fiscal year July 1, 2013 to June 30, 2014, COUNTY shall pay to ADVERTISER the total sum of \$«Amount» (hereinafter "Advertising Funds"), payable upon execution of this contract.
2. ADVERTISER must submit to the COUNTY receipts of activities performed utilizing the Advertising Funds. Activities must take place between July 1, 2013 and June 30, 2014. Receipts must be remitted to the COUNTY by July 31, 2014. If receipts are not submitted by July 31, 2014, repayment will be required of grant dollars not supported by advertising expense receipts by August 15, 2014. Failure to submit required receipts may jeopardize ability to receive future grant awards.
3. In consideration whereof, ADVERTISER promises and agrees to render the following services to COUNTY during the fiscal year July 1, 2013 to June 30, 2014:

All actions as set forth in the attached, Exhibit A (application for funding). In the case of more than one event, Advertiser will not transfer funds between events without prior approval from the COUNTY's program coordinator.

4. ADVERTISER agrees to keep complete and accurate books and records, and to make available and submit to audit by COUNTY all of ADVERTISER'S books, records, and financial statements upon COUNTY'S request and without prior notice.
5. ADVERTISER warrants to COUNTY that any Advertising funds paid to ADVERTISER by COUNTY pursuant to this Agreement shall be expended for only those purposes authorized by Section 26100 of the Government Code of the State of California and the COUNTY's Advertising and Promotions Policy.
6. Travel expenses, such as transportation and lodging, and/or meal costs, are not allowable advertising and promotions expenses. Advertising Funds may not be used to purchase or lease fixed assets.
7. ADVERTISER agrees to submit copies of all published materials to the County Administrator's Office.
8. Indemnification:
 - a. ADVERTISER agrees to accept all responsibility for loss or damage to any person or entity, including COUNTY, and to indemnify, hold harmless, and release COUNTY, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including ADVERTISER, that arise out of, pertain to, or related to ADVERTISER's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. ADVERTISER's obligations under this Section apply whether or not there is concurrent negligence on COUNTY's part, but to the extent required by law, excluding liability due to COUNTY's conduct. COUNTY shall have the right to select its legal counsel at ADVERTISER's expense, subject to ADVERTISER's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for ADVERTISER or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefits acts, or other employee benefit acts.
 - b. ADVERTISER shall be liable to COUNTY for any loss or damage to COUNTY property arising from or in connection with ADVERTISER's performance hereunder.
9. Non-Discrimination: ADVERTISER shall comply with all applicable federal, state and local laws, rules and regulations in regard to non-discrimination in employment because of race, ancestry, color, sex, age, national origin, religion, marital status, medical condition, or handicap, including the provisions of Article II of Chapter 19 of the Sonoma County Code, prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection.
10. Assignment/Delegation: ADVERTISER shall not assign, sublet, transfer or delegate any interest in or duty under this agreement without written consent of COUNTY, and no assignment shall be of any force or effect whatsoever unless and until so consented.
11. Merger: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to C.C.P. Section 1856. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

12. Termination: At any time, with or without cause, COUNTY shall have the right in its sole discretion, to terminate this Agreement by giving written notice to ADVERTISER. In the event of such termination, COUNTY shall pay ADVERTISER for services rendered satisfactorily and in good faith to such date in an amount which bears the same ratio to the total fees specified in the Agreement as the services satisfactorily rendered hereunder by ADVERTISER bear to the total services otherwise required to be performed for such total fee; provided, however, that there shall be deducted from such amount the amount of damage, if any, sustained by COUNTY by virtue of the breach of the Agreement by ADVERTISER.
13. Repayment: If ADVERTISER fails to comply with the rules and requirements of the Advertising and Promotions Program Policy or the specific Category requirements under which the ADVERTISER received funds, as specified, then ADVERTISER shall, within ten days of receipt of notice of such failure by COUNTY, return all grant funds provided by COUNTY under this Agreement; provided, however, that COUNTY may, in its sole discretion, allow ADVERTISER to retain some or all grant funds if COUNTY determines that the failure was inadvertent or immaterial, or that ADVERTISER has taken action to ensure that the failure will not reoccur.
14. Conflict of Interest: ADVERTISER covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. ADVERTISER further covenants that in the performance of this contract no person having any such interest shall be employed.
15. Attorneys' Fees: In the event the COUNTY brings an action or proceeding for damages arising out of the ADVERTISER's performance under this Agreement or to establish the COUNTY's right or remedy, the COUNTY shall be entitled to recover reasonable attorneys' fees and costs as a part of such action or proceeding.
16. Statutory Compliance: ADVERTISER agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement.
17. AIDS Discrimination: ADVERTISER agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
18. No Third Party Beneficiaries: Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
19. Extra or Changed Work: Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. ADVERTISER expressly recognizes that, pursuant to Sonoma County Code Section 1-11, COUNTY personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of ADVERTISER to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter ADVERTISER shall be entitled to no compensation whatsoever for the performance of such work. ADVERTISER further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

COUNTY OF SONOMA

DATE: _____

By _____
County Administrator, authorized by the
Chair, Board of Supervisors

ATTEST: _____
Clerk of the Board of Supervisors

«Organization»
«Street»
«City», «StateZip»

DATE: _____

By _____
«Contact»
«Event»



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: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Shirlee Zane, 565-2241

Supervisorial District(s):

Third.

Title: Disbursement of FY 13/14 Third District Advertising Funds.

Recommended Actions:

Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for FY 13/14: Sunny Hills Services, \$500.

Executive Summary:

Category E – Local Events and Organizations of the Advertising and Promotions Program Policy provides grant allocations to each Supervisor, to be distributed at the Supervisor’s discretion. The Third District has reviewed applications and wishes to recommend the following FY 13/14 advertising grant award:

- 1.) Sunny Hills Services for the promotion of, and advertising efforts related to, the Sunny Hills Road Ride; grant award of \$500.

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

Prior Board Actions:

8/20/13 - Awarded FY 13/14 Category E grants.

9/10/13 – Awarded FY 13/14 Category E grants.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 500	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 500
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 500	Total Sources	\$ 500

Narrative Explanation of Fiscal Impacts (If Required):

Funds are included in the FY 13/14 budget. The District was allocated a total of \$18,352. To date, \$2,000 has been awarded. Following Today's actions, \$15,852 will remain for award.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A.

Attachments:

FY 13/14 Grant Award Agreement Template

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

None.

AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, ____, by and between the COUNTY OF SONOMA, (hereinafter COUNTY) and the «Organization», (hereinafter ADVERTISER).

WITNESSETH:

WHEREAS, ADVERTISER has represented that it is aware of and understands the provisions and requirements of Government Code Section 26100 and COUNTY'S "Advertising and Promotions Program Policy" for the expenditure of funds appropriated under Section 26100, and that any expenditure made by ADVERTISER will be in compliance with Section 26100, the Advertising and Promotions Policy, and this Agreement, and

WHEREAS, COUNTY'S Board of Supervisors has relied on those representations in authorizing the execution of this Agreement, and

WHEREAS, ADVERTISER has applied for and received funding under Category E – Local Events and Organizations category of the Advertising and Promotions Program Policy, and

WHEREAS, ADVERTISER is ready, willing and able to perform the services herein provided to be performed.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. During the fiscal year July 1, 2013 to June 30, 2014, COUNTY shall pay to ADVERTISER the total sum of \$«Amount» (hereinafter "Advertising Funds"), payable upon execution of this contract.
2. ADVERTISER must submit to the COUNTY receipts of activities performed utilizing the Advertising Funds. Activities must take place between July 1, 2013 and June 30, 2014. Receipts must be remitted to the COUNTY by July 31, 2014. If receipts are not submitted by July 31, 2014, repayment will be required of grant dollars not supported by advertising expense receipts by August 15, 2014. Failure to submit required receipts may jeopardize ability to receive future grant awards.
3. In consideration whereof, ADVERTISER promises and agrees to render the following services to COUNTY during the fiscal year July 1, 2013 to June 30, 2014:

All actions as set forth in the attached, Exhibit A (application for funding). In the case of more than one event, Advertiser will not transfer funds between events without prior approval from the COUNTY's program coordinator.

4. ADVERTISER agrees to keep complete and accurate books and records, and to make available and submit to audit by COUNTY all of ADVERTISER'S books, records, and financial statements upon COUNTY'S request and without prior notice.
5. ADVERTISER warrants to COUNTY that any Advertising funds paid to ADVERTISER by COUNTY pursuant to this Agreement shall be expended for only those purposes authorized by Section 26100 of the Government Code of the State of California and the COUNTY's Advertising and Promotions Policy.
6. Travel expenses, such as transportation and lodging, and/or meal costs, are not allowable advertising and promotions expenses. Advertising Funds may not be used to purchase or lease fixed assets.
7. ADVERTISER agrees to submit copies of all published materials to the County Administrator's Office.
8. Indemnification:
 - a. ADVERTISER agrees to accept all responsibility for loss or damage to any person or entity, including COUNTY, and to indemnify, hold harmless, and release COUNTY, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including ADVERTISER, that arise out of, pertain to, or related to ADVERTISER's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. ADVERTISER's obligations under this Section apply whether or not there is concurrent negligence on COUNTY's part, but to the extent required by law, excluding liability due to COUNTY's conduct. COUNTY shall have the right to select its legal counsel at ADVERTISER's expense, subject to ADVERTISER's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for ADVERTISER or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefits acts, or other employee benefit acts.
 - b. ADVERTISER shall be liable to COUNTY for any loss or damage to COUNTY property arising from or in connection with ADVERTISER's performance hereunder.
9. Non-Discrimination: ADVERTISER shall comply with all applicable federal, state and local laws, rules and regulations in regard to non-discrimination in employment because of race, ancestry, color, sex, age, national origin, religion, marital status, medical condition, or handicap, including the provisions of Article II of Chapter 19 of the Sonoma County Code, prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection.
10. Assignment/Delegation: ADVERTISER shall not assign, sublet, transfer or delegate any interest in or duty under this agreement without written consent of COUNTY, and no assignment shall be of any force or effect whatsoever unless and until so consented.
11. Merger: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to C.C.P. Section 1856. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

12. Termination: At any time, with or without cause, COUNTY shall have the right in its sole discretion, to terminate this Agreement by giving written notice to ADVERTISER. In the event of such termination, COUNTY shall pay ADVERTISER for services rendered satisfactorily and in good faith to such date in an amount which bears the same ratio to the total fees specified in the Agreement as the services satisfactorily rendered hereunder by ADVERTISER bear to the total services otherwise required to be performed for such total fee; provided, however, that there shall be deducted from such amount the amount of damage, if any, sustained by COUNTY by virtue of the breach of the Agreement by ADVERTISER.
13. Repayment: If ADVERTISER fails to comply with the rules and requirements of the Advertising and Promotions Program Policy or the specific Category requirements under which the ADVERTISER received funds, as specified, then ADVERTISER shall, within ten days of receipt of notice of such failure by COUNTY, return all grant funds provided by COUNTY under this Agreement; provided, however, that COUNTY may, in its sole discretion, allow ADVERTISER to retain some or all grant funds if COUNTY determines that the failure was inadvertent or immaterial, or that ADVERTISER has taken action to ensure that the failure will not reoccur.
14. Conflict of Interest: ADVERTISER covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. ADVERTISER further covenants that in the performance of this contract no person having any such interest shall be employed.
15. Attorneys' Fees: In the event the COUNTY brings an action or proceeding for damages arising out of the ADVERTISER's performance under this Agreement or to establish the COUNTY's right or remedy, the COUNTY shall be entitled to recover reasonable attorneys' fees and costs as a part of such action or proceeding.
16. Statutory Compliance: ADVERTISER agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement.
17. AIDS Discrimination: ADVERTISER agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
18. No Third Party Beneficiaries: Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
19. Extra or Changed Work: Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. ADVERTISER expressly recognizes that, pursuant to Sonoma County Code Section 1-11, COUNTY personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of ADVERTISER to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter ADVERTISER shall be entitled to no compensation whatsoever for the performance of such work. ADVERTISER further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

COUNTY OF SONOMA

DATE: _____

By _____
County Administrator, authorized by the
Chair, Board of Supervisors

ATTEST: _____
Clerk of the Board of Supervisors

«Organization»
«Street»
«City», «StateZip»

DATE: _____

By _____
«Contact»
«Event»



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: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Mike McGuire, 565-2241

Supervisorial District(s):

Fourth.

Title: Disbursement of FY 13/14 Fourth District Advertising Funds.

Recommended Actions:

Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entity for advertising and promotions activities for FY 13/14: Kiwanis Club of Cloverdale Foundation, \$250.

Executive Summary:

Category E – Local Events and Organizations of the Advertising and Promotions Program Policy provides grant allocations to each Supervisor, to be distributed at the Supervisor’s discretion. The Fourth District has reviewed applications and wishes to recommend the following FY 13/14 advertising grant award:

- 1.) Kiwanis club of Cloverdale Foundation for the promotion of, and advertising efforts related to the Cloverdale Harvest Marathon, Half Marathon and 5K; grant award of \$250.

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

Prior Board Actions:

7/30/13 – Awarded FY 13/14 Category E grants.
9/10/13 – Awarded FY 13/14 Category E grants.
10/8/13 - Awarded FY 13/14 Category E grants.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 250	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 250
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 250	Total Sources	\$ 250

Narrative Explanation of Fiscal Impacts (If Required):

Funds are included in the FY 13/14 budget. The District was allocated a total of \$29,232. Following today's actions, \$7,032 will remain for award.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A.

Attachments:

FY 13/14 Grant Award Agreement Template

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

None.

AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, ____, by and between the COUNTY OF SONOMA, (hereinafter COUNTY) and the «Organization», (hereinafter ADVERTISER).

WITNESSETH:

WHEREAS, ADVERTISER has represented that it is aware of and understands the provisions and requirements of Government Code Section 26100 and COUNTY'S "Advertising and Promotions Program Policy" for the expenditure of funds appropriated under Section 26100, and that any expenditure made by ADVERTISER will be in compliance with Section 26100, the Advertising and Promotions Policy, and this Agreement, and

WHEREAS, COUNTY'S Board of Supervisors has relied on those representations in authorizing the execution of this Agreement, and

WHEREAS, ADVERTISER has applied for and received funding under Category E – Local Events and Organizations category of the Advertising and Promotions Program Policy, and

WHEREAS, ADVERTISER is ready, willing and able to perform the services herein provided to be performed.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. During the fiscal year July 1, 2013 to June 30, 2014, COUNTY shall pay to ADVERTISER the total sum of \$«Amount» (hereinafter "Advertising Funds"), payable upon execution of this contract.
2. ADVERTISER must submit to the COUNTY receipts of activities performed utilizing the Advertising Funds. Activities must take place between July 1, 2013 and June 30, 2014. Receipts must be remitted to the COUNTY by July 31, 2014. If receipts are not submitted by July 31, 2014, repayment will be required of grant dollars not supported by advertising expense receipts by August 15, 2014. Failure to submit required receipts may jeopardize ability to receive future grant awards.
3. In consideration whereof, ADVERTISER promises and agrees to render the following services to COUNTY during the fiscal year July 1, 2013 to June 30, 2014:

All actions as set forth in the attached, Exhibit A (application for funding). In the case of more than one event, Advertiser will not transfer funds between events without prior approval from the COUNTY's program coordinator.

4. ADVERTISER agrees to keep complete and accurate books and records, and to make available and submit to audit by COUNTY all of ADVERTISER'S books, records, and financial statements upon COUNTY'S request and without prior notice.
5. ADVERTISER warrants to COUNTY that any Advertising funds paid to ADVERTISER by COUNTY pursuant to this Agreement shall be expended for only those purposes authorized by Section 26100 of the Government Code of the State of California and the COUNTY's Advertising and Promotions Policy.
6. Travel expenses, such as transportation and lodging, and/or meal costs, are not allowable advertising and promotions expenses. Advertising Funds may not be used to purchase or lease fixed assets.
7. ADVERTISER agrees to submit copies of all published materials to the County Administrator's Office.
8. Indemnification:
 - a. ADVERTISER agrees to accept all responsibility for loss or damage to any person or entity, including COUNTY, and to indemnify, hold harmless, and release COUNTY, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including ADVERTISER, that arise out of, pertain to, or related to ADVERTISER's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. ADVERTISER's obligations under this Section apply whether or not there is concurrent negligence on COUNTY's part, but to the extent required by law, excluding liability due to COUNTY's conduct. COUNTY shall have the right to select its legal counsel at ADVERTISER's expense, subject to ADVERTISER's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for ADVERTISER or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefits acts, or other employee benefit acts.
 - b. ADVERTISER shall be liable to COUNTY for any loss or damage to COUNTY property arising from or in connection with ADVERTISER's performance hereunder.
9. Non-Discrimination: ADVERTISER shall comply with all applicable federal, state and local laws, rules and regulations in regard to non-discrimination in employment because of race, ancestry, color, sex, age, national origin, religion, marital status, medical condition, or handicap, including the provisions of Article II of Chapter 19 of the Sonoma County Code, prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection.
10. Assignment/Delegation: ADVERTISER shall not assign, sublet, transfer or delegate any interest in or duty under this agreement without written consent of COUNTY, and no assignment shall be of any force or effect whatsoever unless and until so consented.
11. Merger: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to C.C.P. Section 1856. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

12. Termination: At any time, with or without cause, COUNTY shall have the right in its sole discretion, to terminate this Agreement by giving written notice to ADVERTISER. In the event of such termination, COUNTY shall pay ADVERTISER for services rendered satisfactorily and in good faith to such date in an amount which bears the same ratio to the total fees specified in the Agreement as the services satisfactorily rendered hereunder by ADVERTISER bear to the total services otherwise required to be performed for such total fee; provided, however, that there shall be deducted from such amount the amount of damage, if any, sustained by COUNTY by virtue of the breach of the Agreement by ADVERTISER.
13. Repayment: If ADVERTISER fails to comply with the rules and requirements of the Advertising and Promotions Program Policy or the specific Category requirements under which the ADVERTISER received funds, as specified, then ADVERTISER shall, within ten days of receipt of notice of such failure by COUNTY, return all grant funds provided by COUNTY under this Agreement; provided, however, that COUNTY may, in its sole discretion, allow ADVERTISER to retain some or all grant funds if COUNTY determines that the failure was inadvertent or immaterial, or that ADVERTISER has taken action to ensure that the failure will not reoccur.
14. Conflict of Interest: ADVERTISER covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. ADVERTISER further covenants that in the performance of this contract no person having any such interest shall be employed.
15. Attorneys' Fees: In the event the COUNTY brings an action or proceeding for damages arising out of the ADVERTISER's performance under this Agreement or to establish the COUNTY's right or remedy, the COUNTY shall be entitled to recover reasonable attorneys' fees and costs as a part of such action or proceeding.
16. Statutory Compliance: ADVERTISER agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement.
17. AIDS Discrimination: ADVERTISER agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
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19. Extra or Changed Work: Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. ADVERTISER expressly recognizes that, pursuant to Sonoma County Code Section 1-11, COUNTY personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of ADVERTISER to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter ADVERTISER shall be entitled to no compensation whatsoever for the performance of such work. ADVERTISER further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

COUNTY OF SONOMA

DATE: _____

By _____
County Administrator, authorized by the
Chair, Board of Supervisors

ATTEST: _____
Clerk of the Board of Supervisors

«Organization»
«Street»
«City», «StateZip»

DATE: _____

By _____
«Contact»
«Event»



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors of Sonoma County and Board of Directors of the Sonoma County Water Agency

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): General Services and Sonoma County Water Agency

Staff Name and Phone Number:

David Worthington 565-2809
Carolyn Glanton 524-1182

Supervisorial District(s):

ALL

Title: Electric Vehicle Grant Memorandum of Understanding and Sonoma County Water Agency Property Grant of Right-of-Way

Recommended Actions:

Concurrently, acting as Sonoma County Board of Supervisors and Sonoma County Water Agency Board of Directors, Authorize the Chairman of the Boards to execute a renewed MOU between the County of Alameda and County of Sonoma/Sonoma County Water Agency for the Local Government Electric Vehicle (EV) Fleet National Demonstration Project to allow Alameda County's continued administration and facilitation of a regional electric vehicle fleet and infrastructure grant.

Acting as the Sonoma County Water Agency Board of Directors, Adopt a resolution authorizing the Agency's General Manager to certify that interests in land have been acquired by the Agency to meet the grant requirement that participants exhibit proof of right-of-way on properties on which charging stations will be installed.

Executive Summary:

The County of Sonoma and the Sonoma County Water Agency have been collectively engaged in electric vehicle efforts since 2008. Driving these efforts have been commitments to reduce the green house gas emission levels attributed to County and Agency operations. As a collateral outcome and through the course of the combined activities, significant progress has been made at the County level in preparing the region for mass market introduction of electric vehicles. A chief factor to ensure preparedness is the installation and availability of infrastructure to charge electric vehicles.

The County Fleet is currently comprised of 241 hybrid electric and all electric vehicles which represent 28% of the light duty vehicles in the fleet. Between February of 2002 and June of 2013 the integration of hybrid electric vehicle technology into the fleet has resulted in a savings of 143,466 gallons of fuel and an annual reduction of 1,563 tons of CO₂ emissions. The "average" cost of fuel during this time period was \$2.74 per gallon which results in an approximate fuel cost savings of \$393,097. The County also realized an average savings of \$1,100 per

vehicle in life cycle costs when the first of the model year 2002 hybrid electric vehicles were retired and sent to auction as compared to conventionally powered vehicles of the same size and model year. Expanded introduction of commercially available plug-in hybrid electric (PHEV's) and battery electric vehicles (BEV's) has provided the County with the ability to further reduce fuel consumption and the resulting emissions by continuing to replace conventionally powered vehicles in the fleet with vehicles that achieve fuel economy of over 70 miles per gallon or better.

At the end of 2009 the County installed its first Electric Vehicle Charging Station to support the integration of battery electric and plug-in hybrid electric vehicles into the County Fleet. Since then the County has installed or facilitated the installation of 55 charging stations with a total of 110 charging ports at 20 different site locations throughout the County with a majority of these stations funded through successful grant applications.

In 2010 Sonoma County and the Water Agency joined a coalition of 10 Bay Area counties, cities and water districts to pursue a grant through the Metropolitan Transportation Commission to fund "fleet" electric vehicles and the support charging infrastructure. The Director of General Services signed an MOU to this effect in 2010 which was ratified by the Board in 2011. The grant was awarded and is being coordinated and administered through Alameda County which has asked that all grant participants approve a Memorandum of Understanding outlining their respective roles.

The new MOU augments the old MOU by providing more detail on the roles and responsibilities of Alameda County, as lead agency, and the other MOU partners, for, among other things, procurement of electric vehicles, Architectural and Engineering (A/E) professional design services and chargers. More detailed terms regarding Federal requirements and standard terms for MOUs are also included. Each MOU partner will commit to a quantity of electric vehicles and chargers. However, there is a general obligation for the MOU partners to absorb any net loss in the total quantity of 90 electric vehicles and 90 charging stations. A priority for absorbing any such loss is specified, but Alameda County has agreed to absorb the loss in the event no other partners or other local governments are interested in do so. The new MOU will include the Water Agency as a separate party along with the County.

Board approval of the MOU will allow the County and the Water Agency to continue as partners in the grant process and with the understanding that Alameda County will continue as the lead agency and move forward with the release of RFQ's for the purchase of electric vehicles, A/E professional design services, and an RFP for the purchase and installation of electric vehicle charging infrastructure.

A technical factor included in the grant administration guidelines is that all grant participants exhibit proof of right-of-way on properties on which the charging stations will be installed. The County of Sonoma holds a historical resolution to this fact however the Water Agency did not. The attached resolution confirms that the Water Agency possesses right-of-way for properties which it owns.

Prior Board Actions:

June 19, 2007 – The Board of Supervisors accepts reimbursement of \$72,000 from the Bay Area Air Quality Management District's "Transportation Fund for Clean Air" as incentive for the County's purchase of 36 gasoline/electric hybrid vehicles.

November 18, 2008 – The Board of Supervisors authorized the Chair to execute two Memorandum of Understanding with Nissan North America, Inc., one for General Services and one for the Water Agency, pursuant to their electric car government partnership.

January 11, 2011 – The Board of Supervisors ratified the execution of a Memorandum of Understanding signed by General Services in November, 2010 which included other local entities and Alameda County.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship			
County Goal 2: Economic and Environmental Stewardship			
Supporting the development of an electric vehicle fleet and infrastructure demonstrates environmental stewardship in accordance with the County Strategic Plan Goal #2. As gasoline prices continue to escalate, grant funded electric vehicle infrastructure will become an example of economic stewardship.			
Water Agency Organizational Goals and Strategies, Goal 2: Responsibly manage Water Agency finances. Utilizing grant funds to purchase vehicles and install infrastructure exemplifies responsible management of Water Agency finances			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (If Required):			
The anticipated award for Sonoma County is \$518,962 to purchase 22 vehicles and install 22 fleet support charging stations. The County's planned expenditure of \$547,000 to replace 22 conventional fossil fuel vehicles will serve as the County's match to the grant. The Water Agency anticipates spending \$215,000 on grant related activities to purchase 5 electric vehicles and install 5 fleet support charging stations of which \$106,966 will be reimbursed from the grant. At this time, the expected purchase of the vehicles and charging stations would occur during the 2014/2015 fiscal year with the EV charger installations occurring at a later date in accordance with applicable accessibility guidelines in place at that time.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
1) Resolution, Sonoma County Water Agency Right of Way Authority (Att 1)			

- 2) Alameda County Memorandum of Understanding Cover Letter (Att 2)
- 3) Alameda County Electric Vehicle Memorandum of Understanding Board Letter (Att 3)

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

Two (2) copies of the Memorandum of Understanding for the Local Government Electric Vehicle (EV) Fleet National Demonstration Project. Twenty-Eight (28) signature pages of the Memorandum of Understanding for the Local Government Electric Vehicle (EV) Fleet National Demonstration Project.



County of Sonoma

State of California

Date: October 15, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution of The Board Of Directors Of Sonoma County Water Agency authorizing the Agency's General Manager to sign on behalf of the Agency certifications or other instruments which attest that properties to be used for installation of electric vehicle charging stations pursuant to the Metropolitan Transportation Commission grant are owned by the Agency and/or the Agency has the necessary rights of way for such installation.

Whereas, the Water Agency has joined a coalition of Bay Area counties, cities and water districts to pursue a grant through the Metropolitan Transportation Commission to fund fleet electric vehicles and charging infrastructure, including charging stations. A grant has been awarded and is being coordinated and administered through Alameda County; and

Whereas, the anticipated award for the Water Agency will provide funding to purchase 5 electric vehicles and install 5 charging stations; and

Whereas, a requirement of the grant administration guidelines is that all grant participants exhibit proof of right-of-way on properties on which the charging stations will be installed; and

Whereas, the Water Agency has identified properties it owns for installation of the charging stations, in which there are no legal impediments or property interests that would prevent such installation.

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

1. The above recitals are true and correct.
2. The Agency's General Manager is authorized to sign on behalf of the Agency certifications or other instruments which attest that properties to be used for installation of electric vehicle charging stations pursuant to the Metropolitan Transportation Commission grant are owned by the Agency and/or the Agency has the necessary rights of way for such installation.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



June 14, 2013

MOU Cover Letter Local Government EV Fleet National Demonstration Project

This cover letter is intended to provide an overview of the Local Government EV Fleet National Demonstration Project and provide context for the attached Memorandum of Understanding (MOU).

In 2010, 10 local governments across the San Francisco Bay Area comprised of County of Alameda, County of Sonoma, City and County of San Francisco, City of Concord, City of Santa Rosa, Sonoma County Water Agency, City of Oakland, City of San Jose, City of Fremont, and Marin Municipal Water District, and the Bay Area Climate Collaborate (BACC), a nonprofit organization serving as a project convener, were awarded a \$2.8 million federal grant to promote the use of electric vehicles by local governments. The grant is from the Department of Transportation's Federal Highway Administration for the Surface Transportation Program (STP) and/or Congestion Mitigation and Air Quality Improvement (CMAQ) Program through the Metropolitan Transportation Commission (MTC).

The scope of the grant is to purchase 90 all-electric vehicles, including 79 sedans and 11 small cargo vans or SUVs, and to purchase and install 90 electric vehicle charging stations across the Bay Area. The grant is covering the incremental cost between a typical replacement vehicle and the cost of an electric vehicle, and is fully funding the cost of purchasing and installing electric vehicle charging stations, up to the budget threshold, for the participating partner agencies. Also included in the grant are pilot projects with Alameda County, Sonoma County, and City of San Jose to test MPG meter technology and car sharing.

The 10 agencies, with the exception of City of Santa Rosa, entered into an MOU in 2010 that established Alameda County as the lead agency coordinating the procurement process and grant management. At this point, the project was delayed by two significant obstacles: 1) the project was required to secure a partial-waiver from the Federal Highway Administration to the "Buy America" provision, which required that purchased equipment be built from all US steel (no all-electric vehicles currently meet this requirement), to instead require final assembly in the US, and 2) the process of obtaining preliminary environmental clearance ("Authorization to Proceed") on the project from Caltrans was more involved than anticipated, and was eventually obtained in July 2012, allowing partners to begin the procurement process.

As a result of new developments that have occurred during these delays and in an effort to deliver greater specificity overall, Alameda County has prepared an updated MOU that has been attached for review by all partner city councils or boards of supervisors. This revision more thoroughly describes the roles and responsibilities of Alameda County and those of the other Partner agencies.

All 10 partner agencies will need to sign an agreed upon MOU to commence the procurement process. Once the MOUs are signed by all 10 partner agencies and, if necessary, adopted by their respective Councils or Boards, Alameda County will commence the collaborative procurement process to purchase the electric vehicles and charging stations. After the award is given for the vehicles and charging stations, all Partners will execute their own contracts directly with the selected vendors. **It is important to note that all Partners reserve the right not to enter into contract with any awarded vendors.** As per federal regulations, agencies will also be responsible for obtaining a Caltrans-certified Resident Engineer to oversee the installation of charging stations, unless they have opted to self-install charging stations, therefore waiving the right to seek reimbursement for installation and no longer needing to adhere to federal regulations.



July 1, 2013

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

Dear Board Members:

SUBJECT: APPROVAL OF TWO MEMORANDUMS OF UNDERSTANDING BY AND BETWEEN THE COUNTY OF ALAMEDA AND PARTNER AGENCIES FOR THE LOCAL GOVERNMENT ELECTRIC VEHICLE (EV) FLEET DEMONSTRATION PROJECT

RECOMMENDATION:

- A. Approve and authorize the two attached Memorandums of Understanding (MOU) between the County of Alameda and partner agencies in the Local Government EV Fleet Demonstration Project; and
- B. Authorize the Board President to execute the MOUs as partner agencies sign the agreements.

DISCUSSION/SUMMARY:

The County of Alameda is leading the Local Government EV Fleet Demonstration project, a regional initiative comprised of 10 Bay Area jurisdictions to purchase 90 electric vehicles (EVs) and 90 EV charging stations for use in municipal fleet operations. In November 2010, your Board approved the filing of an application for the Federal Surface Transportation Program (STP) and/or Congestion Mitigation and Air Quality (CMAQ) Improvement Funding for \$2.8 million (File #26707, Item #19). At the same time, your Board approved a MOU by and between County of Alameda and 7 of the partner agencies that established the County of Alameda as the lead agency for the project and other provisions. The latest two MOUs are an update to the November 2010 MOU and elaborate on the roles and responsibilities of the County of Alameda and the other partner agencies. One MOU is by and between the County of Alameda and 8 partner agencies and the other is by and between the County of Alameda and the City of Santa Rosa, which was not a party to the original November 2010 MOU and thus required a separate agreement.

The County of Alameda is the lead agency for the project and is joined by 9 other partners, comprising Bay Area cities, counties, and water districts. The County is managing the project,

including preparing architectural site designs and leading the collaborative procurement process. By utilizing a cooperative approach, the County is expected to maximize the value of the grant by reducing transaction costs and leveraging significant purchasing power to achieve competitive pricing for the EVs and EV charging stations. Furthermore, the County is playing an integral role in assisting other partner agencies to prepare their facilities for EVs and EV charging stations and navigate the complexities of federal funding regulations. The County of Alameda is also leading the development of these MOUs by and between the County of Alameda and the 9 other partner agencies.

In advance of the procurement process, more detailed MOUs are needed to clearly outline the roles and responsibilities of the County of Alameda and all other partner agencies. The MOUs detail the roles of the County of Alameda as the lead agency in the project, including key responsibilities such as preparing professional design services and leading the procurement process for the purchase of EVs and the purchase and installation of EV charging stations in compliance with all relevant state and federal funding regulations. The Partner agencies are responsible for performing their own due diligence to prepare for the installation of EV charging stations and will each enter into a separate contract with the awarded vendor(s). Each partner reserves the right to enter into contracts with the awarded vendors(s).

The nine partner agencies include: Sonoma County, the City & County of San Francisco, the City of San Jose, the City of Fremont, the City of Oakland, the City of Concord, the City of Santa Rosa, the Sonoma County Water Agency, and the Marin Municipal Water District.

Both MOUs were developed by the County of Alameda and agreed upon by all 9 partners and their respective legal counsels. The Partner agencies are all currently seeking formal adoption by their City Councils, Board of Supervisors, and/or other relevant approving entities. All signatures are expected to be received by the County of Alameda from the partner agencies in the next few months, allowing the procurement process to begin.

FUNDING:

There are no financial implications with approval of the recommended actions nor are there penalties, financial, or otherwise with termination of the MOUs by the County of Alameda. Any partner, including the County of Alameda can withdraw from the MOUs up until thirty calendar days before the issuance of the solicitations.

CMAQ is providing approximately \$2.8 million in funding for the project with the remainder being covered by matching funds from the Partners and vehicle replacement funds by the County of Alameda. There will be no net cost to the County for this project.

Respectfully Submitted,

Aki K. Nakao

Director, General Services Agency

Attachments

cc: Susan Muranishi, County Administrator
Patrick O'Connell, Auditor-Controller
Donna Ziegler, County Counsel

PARTNER AGENCY SIGNATORIES

Project participants	MOU Signed	MOU recommended for approval, but have not yet submitted signed copies of the document
Sonoma County		X
City & County of San Francisco		X
City of Concord		X
City of Fremont		X
City of Oakland		X
City of San Jose		X
City of Santa Rosa		X
The Marin Municipal Water District		X
The Sonoma County Water Agency		X



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 Directors of the Northern Sonoma County Air Pollution Control District

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Barbara Lee, (707) 433-5911

Supervisory District(s):

The Northern Sonoma County Air Pollution Control District

Title: VPMP Grant to Lloyd Group Holdings, Inc. for two electric vehicle charging stations

Recommended Actions:

Adopt resolution authorizing the Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District to:

1. Execute Funding Agreement with Lloyd Group Holdings, Inc. for electric vehicle charging stations, in a form approved by County Counsel, in the amount of \$23,616 to fund the purchase and installation of two dual-unit phase II Electric Vehicle charging stations at the Dry Creek Center Parking Lot in Healdsburg; and
2. Amend the agreement, in a form approved by County Counsel, provided there is no increase in the funding amount.

Executive Summary:

Staff of the Northern Sonoma County Air Pollution Control District (District) is requesting authorization to allow the Air Pollution Control Officer (APCO) to execute a funding agreement for purchase and installation of two dual-unit electric vehicle charging stations with Lloyd Group Holdings for funding amount not to exceed \$23,616. This item also requests authorization for the APCO to amend the agreements if needed, provided the amendments do not increase the authorized grant amount.

In 1991, the California Health and Safety Code was amended by AB 2766 to allow local air pollution control districts to collect fees in the form of a surcharge on motor vehicle registrations. The funds generated by the surcharge are to be used to characterize and reduce air pollution from motor vehicles used within the air district. Since the inception of the Vehicle Pollution Mitigation Program (“VPMP”) the District has funded a number of diverse projects to reduce the impact of vehicle emissions within Sonoma County.

Lloyd Group Holdings submitted an application to the District for \$23,616 of VPMP grant funding to

cover the purchase and installation costs of two dual-unit electric vehicle charging stations, to be located at its existing Dry Creek Center Parking Lot in Healdsburg, a privately-owned parking lot heavily trafficked by the public. It is the responsibility of the recipient to install charging stations in accordance with applicable standards and guidelines, including all applicable accessibility requirements. The installation of electric vehicle chargers (resulting in four electric vehicle parking spaces) at a highly trafficked parking lot along the Highway 101 corridor in northern Sonoma County is consistent with the District's priority to enhance the electric vehicle charging network within its jurisdiction. The District, along with the County of Sonoma, Sonoma County Transportation Authority, and other local planning agencies, have agreements in place to build and enhance the EV charging network to encourage travel using electric vehicles. Studies have shown that a greater availability of electric vehicle chargers helps drivers to feel more secure driving their electric vehicles longer distances.

The proposal from Lloyd Group Holdings, Inc. was scored in accordance with the Board-approved scoring method. The score sheet and a funding eligibility memo are attached to this item.

Prior Board Actions:

05/12/09: Res No. 09-0447 authorized the NSCAPCD to join the Sonoma County Local Government Electric Vehicle Partnership

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 23,616		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 23,616
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 23,616	Total Sources	\$ 23,616

Narrative Explanation of Fiscal Impacts (If Required):

The NSCAPCD FY 13/14 adopted budget for VPMP includes funding to be used for eligible grant applications.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
VPMP Scoring Sheet; Funding Eligibility Memo; Resolution			
Related Items “On File” with the Clerk of the Board:			
Draft Agreement			

**VPMP
RANKING CRITERIA SCORES**

PROJECT TITLE: Lloyd Electric Vehicle Charging Stations
 TOTAL SCORE: 79

FUNDS REQ: \$23,616 EVALUATED BY: Jessica DePrimo

A. 50 Pt. - Is project a Priority Project? Or if it is an unranked project, rank based on cost effectiveness in pollution reduction.

<p>This is an infrastructure project and no cost effectiveness calculation is needed. Completing and enhancing the electric vehicle charging network in the NSCAPCD jurisdiction is a priority of the District, as well as the County of Sonoma, SCTA, and other local planning organizations.</p>	<p>SCORE</p> <p>50</p>
--	------------------------

B. 20 Pt - Use of Matching Funds.

<p>Project electrical foundation and grading was done at the expense of the applicant, while the NSCAPCD is paying for charger equipment and installation. AB 2766 funding total less than 50% of the total project cost.</p>	<p>SCORE</p> <p>20</p>
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C. Public awareness of/Exposure to program air benefits.

<p>Public exposure to the Big John's parking lot will be high. The area where the chargers will be located is a highly trafficked corner. The applicant will be required to install signage stating the air quality benefits and including NSCAPCD's name and participation in the project. No advertisement other than signs.</p>	<p>SCORE</p> <p>4</p>
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D. 10 Pt - Creativity (new type of project for this District).

Not a new type of project.	SCORE 0
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E. 5 Pt. - Public/Private Partnership

Partnership between NSCAPCD and Big John's, Inc.	SCORE 5
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F. 5 Pt. - Local Governmental/Agency clean air planning commitment.

Applicant is not a local government/agency	SCORE 0
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Northern Sonoma County Air Pollution Control District
Project: Dry Creek Center Parking Lot EV Chargers
Funding: \$23,616
Cost Effectiveness: N/A; Infrastructure Project

VPMP Program
Date: 8/22/13
By: Jessica DePrimo

VPMP Grant Program – Funding Eligibility Justification Memo

The Dry Creek Center Parking Lot EV Chargers Project involves installation of two new dual unit charging stations at a renovated parking lot in an existing busy shopping center located at the corner of Dry Creek Boulevard and Healdsburg Avenue in Healdsburg. This memo addresses the methodology for evaluating the project, and outlines the District’s justification for funding of the project.

Evaluation Methodology

The District has historically used cost-effectiveness calculation guidelines from CA Air Resources Board (CARB) entitled *Methods to Find the Cost-Effectiveness of Funding Air Quality Projects: For Evaluating Motor Vehicle Registration Fee Projects and CMAQ Projects, May 2005*. This document can be found at the following web URL: <http://www.arb.ca.gov/planning/tsaq/eval/eval.htm> along with a link to emission factors updated in 2010. According to the CARB guidelines, electric vehicle charging stations are considered infrastructure projects, and are difficult to evaluate for cost-effectiveness. They should instead be evaluated for their consistency with clean air plans.

Justification

The installation of two new dual-unit electric vehicle chargers (resulting in four electric vehicle parking spaces) at a highly trafficked parking lot along the 101 corridor in northern Sonoma County is consistent with the District’s priority to enhance the electric vehicle charging network within its jurisdiction. The District, along with the County of Sonoma, SCTA, and other local planning agencies, have agreements in place to build and enhance the EV charging network to encourage travel using electric vehicles. Studies have shown that a greater availability of electric vehicle chargers helps drivers to feel more secure driving their electric vehicles longer distances.

Recommendation

This project is expected to provide an air quality benefit to the community by encouraging electric vehicle use within Healdsburg and northern Sonoma County. The District recommends providing funding to cover the cost of the electric vehicle charging stations and their installation, in the amount of \$23,616.



County of Sonoma

State of California

Date: October 15, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Directors Of The Northern Sonoma County Air Pollution Control District Authorizing Disbursement of AB2766 Grant Funds for the Purchase and Installation of Two Electric Vehicle Charging Stations at the Dry Creek Center Parking Lot in Healdsburg, California

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

Whereas, by Resolution No. 91-1104, this Board adopted Vehicle Pollution Mitigation Program (VPMP) to allocate Assembly Bill 2766 funds, and by Resolution No. 92-1853 gave additional direction to staff regarding allocation of these funds; and

Whereas, the Board has reviewed staff recommendations and ranking for the proposal received requesting VPMP grant funds; and

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

Whereas, Lloyd Group Holdings, Inc. has applied to the District for Assembly Bill 2766 grant funds to purchase and install two electric vehicle charging stations for a total of four electric vehicle parking spots;

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

1. All the above findings are true and correct;
2. The project will make a contribution to the reduction of air pollution within Sonoma County and the District boundaries;
3. Lloyd Group Holdings, Inc. is approved for grant funding in the amount of \$23,616 in VPMP grant funds;
4. The Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District, or her designee, is hereby authorized and directed to develop a funding agreement with Lloyd Group Holdings, Inc. and, subject to County Counsel approval as to form, execute, fund, audit, and administer

Resolution #

Date:

Page 2

said funding agreement.

5. The Air Pollution Control Officer of the Northern Sonoma County Air Pollution Control District, or her designee, is hereby authorized to amend the funding agreement, in a form approved by County Counsel, provided there is no increase in the funding amount.

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Susan Klassen, (707) 565-2231

Supervisorial District(s):

Title: Out-of-State Travel Authorization- Sonoma County Airport

Recommended Actions:

Approve out-of-state travel requests for the Airport Manager for up to six (6) trips in FY 13-14.

Executive Summary:

The Department of Transportation and Public Works is seeking approval of up to six (6) out of state trips for Airport business. Pursuant to the Travel and Meal Reimbursement Policy (Administrative Policy #3-2) Department Heads are authorized to approve the first two out-of-state trips and the County Administrator can approve the third out-of-state travel in a fiscal year. The Airport Manager has already been approved by the Department head for two out-of-state trips; The first trip was to attend the Southwest Chapter of the American Association of Airport Executives Board Meeting and Summer Conference in Phoenix, Arizona (July 2013) and the second trip is to attend the Boyd Group International Airline Forecasting Conference in Baltimore, Maryland (November 2013). The County Administrator has also already approved one out-of-state trip this fiscal year to attend the World Routes 2013 Conference in Las Vegas, Nevada (October 2013).

Although it's not uncommon for the Airport Manager to travel out of state in the course of business, this is an exceptionally high year for travel since the runway expansion project is scheduled to be completed in November 2014. The Airport Manager anticipates that this year is critical to begin negotiations with airlines interested in providing service to the Charles M. Shultz Airport in addition to addressing noise concerns prior to additional commercial service by altering the descent patterns. It is imperative that the right staff person is empowered to negotiate with the airlines during these conferences. Also, the expectation at these conferences is that the decision-makers attend. Based on the planning efforts of the Airport Business Attraction Committee, the target is to have agreements with these airlines within the next year as the current focus is the runway opening and airlines start their planning a year ahead. While the Airport Manger is travelling, he is available by phone and email to the Assistant Airport Manager and the Operations Supervisor, who will be responsible for daily operations.

In that regard, it is requested that the Airport Manager be allowed up to six (6) additional out-of-state travel trips this fiscal year to attend the following:

- Attend live fire training in Salt Lake City, Utah in November to re-certify the live fire component as required by the Federal Aviation Administration (FAA) for Aircraft Rescue and Fire Fighting (ARFF). The Airport Manager’s certification has expired and it is anticipated that the Airport Manager will need to act as back-up for ARFF activities in the coming year.
- Attend up to two (2) meetings with United Airlines at their headquarters in Chicago, Illinois to discuss potential service to Denver, Colorado.
- Attend meetings with the FAA in Seattle, Washington for discussions of new approach patterns for noise mitigation for the new runway configuration. Meeting dates have not yet been set as the FAA has not yet completed its review and drafting of the new approaches.
- Attend the Airline Business Network 2014 Conference in Edmonton, Alberta, Canada in March 2014. The conference is the largest airline route planning and networking event in North America.
- Attend the Airports Council International-North America (ACI-NA) Marketing and Communication Conference in Atlanta, Georgia in June 2014. This conference has two components: the first is a brief conference regarding airport marketing and communications; the second is the opportunity to have one-on-one meetings with various airlines to discuss opportunities and market potential.

Prior Board Actions:

2/7/12 and 3/1/11: Board authorized out-of-state travel for Airport Manager.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Provides the opportunities to meet with airlines one on one to discuss potential service opportunities and the opportunity to gain the most recent industry information.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 9,500		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 9,500
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 9,500	Total Sources	\$ 9,500

Narrative Explanation of Fiscal Impacts (If Required):

Funding for the travel expenses related to these trips has been included in the FY 13-14 Airport Enterprise Budget.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

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

None



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: October 15, 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 September 24, 2013 and October 1, 2013

Recommended Actions:

Approval.

Executive Summary:

Approval of Minutes –

- (A) Minutes of the Meeting of September 24, 2013 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Public Financing Authority, Sonoma County Water Agency, and Board of Supervisors; and
- (B) Minutes of the Special Meeting of October 1, 2013 for the Board of Supervisors.

Prior Board Actions:

None.

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

N/A

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Minutes of September 24, 2013 and October 1, 2013

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

None

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

TUESDAY

September 24, 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 that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.

PUBLIC COMMENT

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

8:33 A.M. CALL TO ORDER

8:33 A.M. Chairman Rabbitt called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo. (All Supervisors Were Present)

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

Chairman Rabbitt presiding.

PLEDGE OF ALLEGIANCE

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

Chairman Rabbitt announced a correction to the Agenda for Consent Item #8 - Legal Services Agreement with the law firm of Foley & Lardner LLP; the title should reflect authorization for the Chair to enter into a legal services agreement, not County Counsel.

He also announced that consent item #13 was pulled from the agenda.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Carrillo reported that he had participated in a Water Bond Coalition conference call and announced a hearing scheduled for the Natural Resources Water and Environmental Quality Committee in Sacramento set for that morning. He provided an update on Senate Bill 42 and Assembly Bill 1331 and announced that he will participate in the Department of Fish and Wildlife Fishery Restoration grant program.

Supervisor Gorin announced that she had participated in the Sonoma Clean Power Authority meeting; the Bay Conservation Development Commission meeting; and the 4-H Foundation Annual Fundraiser event.

Supervisor Zane announced that she had attended the Sonoma County Waste Management Agency meeting; the Sonoma Marin Area Rail Transit Board of Directors meeting; the Sonoma Clean Power Authority meeting; the Clean Power Ad-hoc committee meeting; the Rohnert Park Founders Day parade; and the 4-H Foundation Annual Fundraiser event. She gave the Board an update on AB 137.

Supervisor McGuire announced that the Paws and Pasta fundraiser event had raised close to \$97,000. He invited the Board to attend the Career Technology Education fund reception to welcome the new Executive Director and provided the Board with a Sonoma County Transportation Authority Tree Ad-Hoc Committee update.

BOARD MEMBER ANNOUNCEMENTS (Continued)

Chairman Rabbitt reported that a traffic control meeting had been convened in anticipation of the November 5, 2013, opening of the Graton Casino in Rohnert Park. He announced that he had attended a meeting to discuss California State Association of Counties Tribal compact negotiations; the Golden Gate Bridge Highway Transportation District Board meeting; the Association of Bay Area Governments meeting (ABAG); and stated that he had been nominated to the Metropolitan Transportation Commission Labor Negotiation Committee and as Vice President for ABAG

III. CONSENT CALENDAR

(Items 1 through 23)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 5)

PRESENTATIONS AT BOARD MEETING

1. Presentation of Certificates - Honoring the Sebastopol World Friends delegates from Chyhyryn, Ukraine. (Fifth District)
Speaker: Duane De Witt
Board Action: Approved as Recommended
UNANIMOUS VOTE

2. Adopt a Gold Resolution proclaiming October 2013 as Domestic Violence Awareness Month in Sonoma County. (District Attorney/ Sheriff's Office/Health Services/Human Resources/Human Services)
Speaker: Colleen Fernald
Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 13-0369

3. Adopt a Gold Resolution recognizing September 24, 2013, as National Voter Registration Day. (Clerk-Recorder-Assessor)
Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 13-0370

4. Adopt a Gold Resolution proclaiming October 2013 Cyber Security Awareness Month. (Information Systems)
Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 13-0371

CONSENT CALENDAR (Continued)

PRESENTATIONS AT DIFFERENT DATE

5. Adopt a Gold Resolution honoring and acknowledging the Petaluma Creamery on the celebration of their 100th Anniversary. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0372

BOARD OF SUPERVISORS

6. Disbursement of Fiscal Year 2013-2014 Discretionary Advertising Funds (Fifth District) - Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entities for advertising and promotions activities for Fiscal Year 2013-14: EcoRing Farmer's Market, \$700; Farm Bureau Ag Days, \$1,000; Graton Community Club, \$1,000; Monte Rio Chamber of Commerce, \$1,000; Occidental Community Choir, \$1,000; Russian River Alliance, \$1,000; Russian River Chamber of Commerce, \$5,400; Russian River Counselors, \$500; Russian River Rodeo Association, \$1,000; Russian River Rotary Foundation, \$4,000, Stewards of the Coast and Redwoods, \$4,500; The Sea Ranch Foundation, \$1,000; Western Sonoma County Historical Society, \$1,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

7. Disbursement of Fiscal Year 2013-14 Discretionary Advertising Funds (First District) - Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entities for advertising and promotions activities for Fiscal Year 2013-14: Sonoma Valley Chorale, \$2,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

COUNTY COUNSEL / HEALTH SERVICES

8. Authorize Sonoma County Counsel to execute a legal services agreement with the law firm of Foley & Lardner LLP, in an amount not to exceed \$100,000, for outside counsel assistance regarding a State Mental Health audit finding, for a contract term through June 30, 2015 with the option to extend the contract for an additional one year period within the contract amount. (4/5 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

COMMUNITY DEVELOPMENT COMMISSION

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

AND

GENERAL SERVICES / TRANSPORTATION AND PUBLIC WORKS /
SUCCESSOR AGENCY FOR THE SONOMA COUNTY COMMUNITY REDEVELOPMENT
AGENCY

9. Agreements and Policies Related to Redevelopment Projects -

- (A) Board of Supervisors and Board of Commissioners: Approve and authorize the Director of the General Services Department and the Executive Director of the Sonoma County Community Development Commission (CDC) to execute an inter-agency agreement to perform environmental remediation, planning, and public outreach activities for the Roseland Village Project, and to execute subsequent amendments to extend the term and to make revisions that do not materially change the scope of work or increase the total amount of the agreement.
- (B) Board of Supervisors, Board of Successor Agency, and Board of Commissioners: Approve and authorize the Executive Director of the CDC, acting on behalf of the Successor Agency for the Sonoma County Community Redevelopment Agency (Successor Agency), to execute an agreement for professional services to provide \$1,170,250 to Harris and Lee Environmental Services to perform environmental remediation, monitoring, testing, and related work for the Roseland Village Project.
- (C) Board of Commissioners: Approve the Roseland Village Shopping Center Interim Temporary Use Policy.
- (D) Board of Supervisors, Board of Successor Agency, and Board of Commissioners: Approve and authorize the Director of the Department of Transportation and Public Works and the Executive Director of CDC, acting on behalf of Successor Agency, to execute the first amendment to supplemental agreement for funding of Highway 12 Phase 2 Stage 2 Project, extending the term of the agreement to December 31, 2016. (First and Fifth Districts)

Speaker: Duane De Witt

Board Action: Approved as Recommended
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

GENERAL SERVICES

10. Authorize the Chair to execute a Job Order Contract with the following contractors for the minimum and maximum amounts indicated: Mark Scott Construction, Inc. \$25,000 - \$3,000,000; Bay West Construction \$25,000- \$1,500,000; Murray Building, Inc. \$25,000 - \$1,000,000; A. E. Nelson Construction \$25,000 - \$1,000,000. The maximum contract term for all will be either one calendar year from the effective date of Notice to Proceed or when Job Orders totaling the maximum contract amount have been completed, whichever occurs first; and Adopt a Resolution delegating the authority to approve Job Orders issued under the above Job Order Contracts to The County Administrator, General Services Director, and County Architect with specific limits indicated and ordering that projects consistent with the purposes of Job Order Contracting be performed.

Speaker: Ed _____

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0373

HEALTH SERVICES

11. Authorize the Director of Health Services to execute the first amendment to an agreement with The Lew Edwards Group to develop a public education campaign related to substance use prevention and education, increasing the contract by \$42,465 resulting in a new not to exceed amount of \$112,465, and extending the term from December 31, 2013 to June 30, 2014.

Board Action: Approved as Recommended

UNANIMOUS VOTE

12. Adopt Resolutions authorizing the Director of Health Services to execute Grant Agreements providing funding for capital costs and service expansion to: Sonoma Valley Community Health Center in the amount of \$200,000; Petaluma Health Center in the amount of \$150,000; and West County Health Centers in the amount of \$100,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0374, 13-0375, 13-0376

CONSENT CALENDAR (Continued)

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)

13. Authorize the Director of Human Resources to execute investigative services agreements in amounts not to exceed \$100,000 per agreement, per annum, for 4 year terms with the following 14 selected investigative firms: J.M. Bova & Associates; Kronick, Moskovitz, Tiedemann & Girard; Linda Daube; McMillan & Shureen LLP; Renne, Sloan, Holtzman & Sakai LLP; Hirschfeld Kraemer LLP; Wise Gleicher; G4S Compliance & Investigations; CPS HR Consulting; Meyers Nave; Liebert Cassidy Whitmore; Jackson Lewis LLP; Porter Scott; and Whitestar Group, Inc.

Item #13 was pulled from the agenda.

14. Approve revisions to the US Department of Transportation Alcohol and Controlled Substances Testing Program - Employee Policy and Procedures, effective September 24, 2013; and Authorize the Human Resources Director to approve future administrative changes necessary to conform to changes in the regulations.

Board Action: Approved as Recommended
UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

15. Authorize the Chair to execute a Deed and Covenant to allow one detached farm family dwelling unit on property located at 6801 and 6803 West Dry Creek Road, Healdsburg, APN 090-010-020 and -021 (File No. ZPE13-0205). (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

REGIONAL PARKS

16. Adopt a Resolution granting two Easement Deeds over sections of the West County Trail in Graton to PG&E, authorizing the Chair of the Board of Supervisors to execute the Easement Deeds for APN 130-080-070 and 130-080-082, and authorizing the Director of Regional Parks to execute related documents necessary to complete the transaction and file a Notice of Categorical Exemption pursuant to the California Environmental Quality Act (CEQA). (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No. 13-0377

CONSENT CALENDAR (Continued)

SHERIFF'S OFFICE

17. Ratify the Sheriff's execution of the amendment to the Letter of Agreement with the United States Department of Justice, Drug Enforcement Administration, Domestic Cannabis Eradication/Suppression Program (DCE/SP) for the period from January 1, 2013 to December 31, 2013 to receive an additional \$20,000 to be used for marijuana suppression and eradication activities.

Board Action: Approved as Recommended
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

18. Authorize the Chair to: (1) execute the Consent to Transfer of ownership adding additional partners to the lease agreement of Santa Rosa Hangar Associates, LP, tenant upon property at the Airport, located 3742 Becker Blvd.; (2) execute a first amendment to the aforementioned lease to set the rental rate to market; and (3) authorize the Director of Transportation & Public Works to execute any other documents reasonably required to effect said Consent to Transfer and the first amendment. (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

19. Authorize the Chair to sign an engineering design contract with Drake Haglan & Associates, Inc. for the seismic retrofit of Wohler Road Bridge over the Russian River (C01136) in an amount not to exceed \$653,454 with a term ending December 31, 2016. (Fourth and Fifth Districts)

Board Action: Approved as Recommended
UNANIMOUS VOTE

20. Authorize the Chair to execute a contract for on-call disaster recovery management services to Kermani Consulting Group for an amount not to exceed \$300,000 with a term ending August 31, 2016 with an option of two one year extensions at the discretion of the Director of Transportation and Public Works.

Board Action: Approved as Recommended
UNANIMOUS VOTE

21. Authorize the Chair to sign an engineering design contract with Quincy Engineering, Inc. for the replacement of Freestone Flat Road Bridge over Salmon Creek (C11004) for an amount not to exceed \$429,980 with a term ending December 31, 2015. (Fifth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

22. Adopt a Resolution accepting donation of Grant of Easement deed, and land for construction of a sidewalk in the vicinity of the new Sutter Hospital along Old Redwood Highway, Santa Rosa; accepting land described therein into the County highway system; authorizing the Chair to execute agreement for donation of Easement; authorizing proration and transfer of taxes on said land, and authorizing refunds, if applicable, pursuant to §5096 of the Revenue and Taxation Code; lands of Edward J. Venturi Family Trusts et al (APN 058-071-016); Project No. C12005. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0378

MISCELLANEOUS

23. Approve the Minutes of the Meeting of September 10, 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.

Board Action: Approved as Recommended

UNANIMOUS VOTE

9:56 A.M. The Board recessed

10:13 A.M. The Board reconvened

IV. REGULAR CALENDAR (Items 24 through 26)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

24. Adopt a Resolution: (1) Adopting an Initial Study/Mitigated Negative Declaration for the Trail Project; (2) Approving plans and specifications for construction of the East Slope Sonoma Mountain Trail Project (Trail Project); (3) Approving contractor minimum qualification requirements and authorizing District staff to solicit bids for the Trail Project (Phase 1); and (4) Making certain findings, waiving competitive bidding requirements, and awarding a contract for construction of Phase 2 to Sonoma County Trails Council, for an amount not-to-exceed \$9,500. (First District)

10:21 A.M.

Present: Bill Keene, Open Space General Manager and Sheri Emerson, Open Space Program Manager

Speakers:

Craig Anderson
Tjiska Van Wyk
Ken Wells
Ted Eliot
Pat Eliot

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 13-0379

COMMUNITY DEVELOPMENT COMMISSION

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

25. Conduct a public hearing and approve the Purchase Agreement for \$381,000 by and between the Sonoma County Community Development Commission, as seller, and Dan and Julie Kidson, as buyers, for the former Sheriff Substation property located at 16717 Sonoma Highway, Agua Caliente (APN 056-562-019), and authorize and direct the Executive Director of the Commission to carry out all tasks necessary to comply with the terms of the Agreement and close escrow. (First District)

10:13 A.M.

Present: John Haig, Redevelopment Manager

10:19 A.M. Public Hearing opened

Duane De Witt
Julie Kidson

REGULAR CALENDAR (Continued)
Item #25 Continued

10:24 A.M. Public Hearing closed

Board Action: Approved as Recommended
UNANIMOUS VOTE

GENERAL SERVICES /AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR
AND
SONOMA COUNTY WATER AGENCY
SONOMA COUNTY PUBLIC FINANCING AUTHORITY
(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

26. Sonoma County Energy Independence Program Update -

- (A) Acting as the Board of Directors of the Sonoma County Public Finance Authority: Adopt two Resolutions and approve agreements with the County authorizing continued issuance and sale of revenue bonds, determination of interest rate and loan of funds to the County, to fund the Sonoma County Energy Independence Program; and
- (B) Acting as the County Board of Supervisors: Adopt four Resolutions authorizing the Treasurer to invest in bonds issued by the Public Finance Authority, and authorizing execution of various related agreements with the Public Finance Agency, including a bond purchase agreement, determination of interest rate and a loan agreement; and receive an update on the program activity of the Sonoma County Energy Independence Program (S.C.E.I.P.); and
- (C) Acting as the Directors of the Sonoma County Water Agency: Adopt a Resolution withdrawing funds from the County Treasury Pool, and authorizing the withdrawn funds to be invested in Sonoma County Energy Independence Program bonds as a long-term Water Agency investment.

11:00 A.M.

Present: David Sundstrom, Auditor-Controller-Treasurer-Tax Collector & County Energy Independence Program Administrator; Jane Elias, Sonoma County Energy Independence Program Manager; Liz Yager, Energy and Sustainability Program Manager

Speaker: Colleen Fernald

Board Action: Approved as Recommended
UNANIMOUS VOTE

Action (A) Approved by Resolution Nos. 13-0380, 13-0381
Action (B) Approved by Resolution Nos. 13-0382, 13-0383, 13-0384, 13-0385
Action (C) Approved by Resolution No. 13-0386

11:53 A.M. The Board recessed to closed session.

V. CLOSED SESSION CALENDAR (Items 27 through 29)

2:06 P.M. County Counsel Goldstein reported on Closed Session Items #27-29.

27. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: County of Sonoma v. Barrios, Sonoma County Superior Court Case No. SCV 253201 (Govt. Code Section 54956.9(d)(1)).

Board Action: Approval was given for the Compromise and Release of settlement of the litigation of County of Sonoma v. Antonio and Genny Barrios, in the amount of \$12,500 and a Stipulated Judgment for a permanent injunction requiring the property owners to abate all outstanding code enforcement violations within 120 days of submittal of permit application package to Permit and Resource Management Department. All permit applications are due no later than January 24, 2014. Direction was also given to County Counsel to execute all documents necessary to effectuate the settlement.

UNANIMOUS VOTE

28. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Friends of Lafferty Park, et al v. Pikachu II, LLC, et al, Sonoma County Superior Court Case No. SCV 253148 (Govt. Code Section 54956.9(d)(1)).

Board Action: The Board will monitor the litigation and direction was given to Counsel to meet with the attorneys involved in the case.

UNANIMOUS VOTE

29. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Barella-Geney Corp., et al. v. County of Sonoma, et al. - Sonoma County Superior Court - Case No. SCV-249342 (Govt. Code Section 54956.9(d)(1)).

Board Action: Approve a settlement of the County's claims in this lawsuit. The County settled its claims against Barella-Geney Corporation, doing business as North Bay Construction, whereby the County will receive \$500,000 from North Bay Construction and the County will keep its contract retention of \$500,000. The County will settle its lawsuit against Winzler & Kelly whereby Winzler & Kelly will pay the County \$850,000, and the parties will execute mutual releases, with the exception of latent defects and indemnity rights from third party claims. The County will dismiss its lawsuit against Winzler & Kelly. The Board authorized County Counsel and the Director of the Department of Transportation and Public Works Department to execute all necessary settlement documents.

UNANIMOUS VOTE

VI. REGULAR AFTERNOON CALENDAR (Items 30 through 34)

2:06 P.M. - Reconvene from Closed Session

Supervisors Present: Susan Gorin, David Rabbitt, Mike McGuire, Efren Carrillo, Shirlee Zane

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

30. Report on Closed Session.

2:06 P.M. County Counsel Goldstein reported on closed session items #27-29

31. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting.)

2:08 P.M. Public Comment Opened

Colleen Fernald
Maureen Devoe
Richard E. Hannan
John Jenkel
Ed Wackerman
Zac Britton
Lisa Maldonado read by Thomas Bonfigli
Diana Dodson read by Michael Tebo
Karen Fraser
Thomas Morabito
Marsha Vas Dupre

2:18 PM Supervisor Zane left meeting

2:26 PM Supervisor Zane joined meeting

2:37 P.M. Public Comment Closed

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

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

2:37 P.M. No Acts and Determinations were acted on or reviewed.

2:37 P.M. David Hurst, Deputy County Counsel replaced Bruce Goldstein, County Counsel.

REGULAR AFTERNOON CALENDAR (Continued)

PERMIT AND RESOURCE MANAGEMENT

33. ZCE12-0007 - (FIFTH DISTRICT)

- a) APPLICANT: Dutton Ranch Family Limited Partnership, a California Limited Partnership
- b) LOCATION: 2760 Sullivan Road, Sebastopol
- c) ASSESSOR'S PARCEL NO.: 061-030-036
- d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
- e) REQUEST: Conduct a public hearing and consider finding the project exempt from the California Environmental Quality Act (CEQA) and adopt an Ordinance approving a Zone Change from the Diverse Agriculture, Frozen Lot Size Combining Zone District to the Diverse Agriculture B6-20 acre density Zone District on a 19.05 acre portion of a parcel in order to eliminate the split zoning to fulfill a condition of a previously approved Lot Line Adjustment (LLA11-0034).

2:37 P.M.

Present: Traci Tresconi, Project Planner

2:38 PM Public Hearing Open

2:39 PM Public Hearing Closed

Board Action: Adopt an Ordinance approving a Zone Change from the Diverse Agriculture, Frozen Lot Size Combining Zone District to the Diverse Agriculture B6-20 acre density Zone District on a 19.05 acre portion of a parcel in order to eliminate the split zoning to fulfill a condition of a previously approved Lot Line Adjustment (LLA11-0034).

UNANIMOUS VOTE

Approved by Ordinance No. 6047

34. ADJOURNMENTS

2:40 P.M. The Board adjourned the meeting in memory of DeNice Copelin, Richard H. Fedrick and Patti Rosen. The meeting was adjourned to October 8, 2013 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano, Chief Deputy Clerk of the Board

ACTION SUMMARY

**SPECIAL MEETING
COUNTY OF SONOMA
BOARD OF SUPERVISORS
TUESDAY, OCTOBER 1, 2013
575 ADMINISTRATION DRIVE, ROOM 102A
SANTA ROSA, CALIFORNIA**

The Board of Supervisors of the County of Sonoma met this date in adjourned session with the following members present: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo

Chairman David Rabbitt presiding

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

I. CALL TO ORDER

9:03 A.M. Chairman Rabbitt called the meeting to order.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT ON MATTERS LISTED ON THE AGENDA

None.

9:03 A.M. The Board recessed to closed session.

IV. CLOSED SESSION CALENDAR

1. The County of Sonoma Board of Supervisors will meet in closed session for the following: Public Employee Appointment – Permit and Resource Management Department Head Recruitment. Agency Negotiator: Wendy Macy, Director of Human Resources and Norm Roberts, Roberts Consulting Group (Govt. Code Section 54957).

V. ADJOURN

12:30 P.M. Adjourn to October 8, 2013 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano, Chief Deputy Clerk



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

First District

Title: Appointment

Recommended Actions:

Reappoint Mike Sangiacomo to the Agricultural Preservation and Open Space Fiscal Oversight Commission effective 11/08/2013 and expiring on 11/07/15. (First District)

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 13-14

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

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



County of Sonoma
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: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

First District

Title: Appointment

Recommended Actions:

Reappoint Wendy Peterson to the Sonoma County Tourism Board effective 01/01/2014 and expiring on 12/31/15. (First District)

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 13-14

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

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



County of Sonoma
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: October 15, 2013

Vote Requirement: No Vote Required

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisorial District(s):

Supervisor David Rabbitt 565-2241

Second

Title: Appointment

Recommended Actions:

Reappoint Jennifer Buffo to the Sonoma County Tourism Board representing the Second District for a term of two years ending 12/31/15.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):			
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: 16
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): General Services, Sheriff, Probation, CAO

Staff Name and Phone Number:

Ed Buonaccorsi 707-565-2550

Supervisorial District(s):

County-wide

Title: Community Corrections Center

Recommended Actions:

Endorse the new justice facilities project concept as presented.

Adopt a Resolution authorizing the application for State S.B. 1022 funding in the amount of \$24,000,000 for the construction of a Community Corrections Center. If the State offers a conditional award, staff will return to your Board as appropriate for approval of specific project components.

Executive Summary:

Sonoma County has the opportunity to leverage substantial funding for adult criminal justice facilities. By taking advantage of State funding that has become available to Sonoma County through the 2011 A.B. 900 financing process and by submitting a companion funding request for additional funds now available through S.B. 1022, the County can address some detention facility needs and pursue the construction of a Community Corrections Center (C.C.C.). Developing a Community Corrections Center is one of the key elements of the Sonoma County Criminal Justice Master Plan. If successful with its application the County could receive up to 9 dollars in state bond proceeds funding for every 1 dollar the county expends to build a new justice facility that will contain an 80 bed Community Corrections Center, 80 minimum security detention beds, programming and administrative space and a new cook chill kitchen with a total value estimated at \$67 million.

The Facility: Staff is proposing a 160 bed facility, to be built adjacent to M.A.D.F., to meet some of the housing needs of the Sheriff's Office and to provide for a small Community Corrections Center. The facility would include 80 locked, minimum security detention beds, managed by the Sheriff's Office. This will provide more flexibility overall for managing offender housing needs. The facility also provides an 80 bed Community Corrections Center consistent with the original intent of the Criminal Justice Master Plan, but it is much smaller than the originally recommended 350 bed facility. The new facility additionally contains program and administrative space and a new cook chill kitchen to serve the needs of all adult detention facilities. The C.C.C. will be designed for conversion to a full minimum secure detention facility, and the minimum security detention beds will be designed for conversion to C.C.C. beds, should that flexibility be necessary for overall management of adult offenders in the future. Operational methodologies and structures are outlined in a preliminary staffing plan that accompanies the application, and will be finalized prior to construction.

Further details are included in Attachment A.

A.B. 900: On January 10, 2012, your Board adopted a resolution approving the application requesting \$43 million in grant financing from A. B. 900 funding for a 160 bed C.C.C., as required by the Board of State and Community Corrections (B.S.C.C.), with Sonoma County proposing to provide an additional \$9 million in matching funds, for a total project of \$52 million. Sonoma County was placed on the list of eligible counties. However, at the time grant financing funding was awarded, the available funding was exhausted and Sonoma County did not receive any funds. Since that time, funding has become available to fund additional eligible projects and Sonoma County has been conditionally offered \$36 million. Staff is working with the State to secure this grant funding, based on previous Board direction and approval.

S.B. 1022: On July 23, 2013, the B.S.C.C. issued a Request for Proposal for S.B. 1022 funding to finance the construction of Adult Criminal Justice Facilities. County staff recommends submitting an application for additional S.B. 1022 funds to be leveraged with the \$36 million of A.B. 900 to construct a justice facility that would provide 160 beds of housing provided by A.B. 900 and constructing the programming and kitchen components that intrinsic with the C.C.C. The proposed facility development strategy would provide a Community Corrections Center (C.C.C.) that has 80 unsecured transitional beds bed and, separately, 80 beds of minimum security detention housing at the County Center in a manner that best leverages outside funding sources and offers flexibility in managing adult offenders.

Capital Project Budget and Funding Strategy: The total capital budget for the minimum security detention beds, CCC and a central cook/chill kitchen is estimated at \$66,676,432 escalated to the mid-point of construction. This budget includes site work, utilities, building construction, design, consultants, project management, permits, fees, furniture and equipment, and contingencies.

Summary of Project Costs

Fund Source/Project Component	State Funding	County Match Funding (including land value)	Total Budget
A.B. 900-Housing Areas	\$36 million	\$4.0 million	\$40 million
S.B. 1022-Program/Kitchen Areas	\$24 million	\$2.68 million	\$26.68 million
Total C.C.C. Project	\$60.0 million	\$6.68 million	\$66.68 million

Source of County Match Funds

Both A.B. 900 and S.B. 1022 authorize the value of the land to be used as part of the County's match. An appraisal of the land values the land at \$1,995,000, making the remaining county cash match to be \$4.68 million. The proposed capital funding sources for the County's share is the Criminal Justice Construction Fund (C.J.C.F.) and Tobacco Securitization Fund.

Funding Stream and Process

The S.B. 1022 application is due to B.S.C.C. no later than October 24, 2013. Conditional Awards will be approved by the Executive Steering Committee in January, 2014. If the County receives a conditional award, the County will be responsible for providing funding for all design work, estimated to be \$1.1 million. State reimbursement will not occur until the project has received final approval. There is some risk that if the State does not sell the bonds for this project, the County will not be reimbursed for the design costs.

The State funding for both A.B. 900 and S.B. 1022 will be from the issuance of lease-revenue bonds. The State

will be responsible to repay the bonds at maturity. During the term of these bonds (approximately 25 years after the bonds are sold), the State Public Works Board (S.P.W.B.) will hold an irrevocable lease interest in the facility. The S.P.W.B. will lease the facility to B.S.C.C., who will in turn sub-lease the facility to the county.

SB 1022 Project Documents/Requested Action: The application process for the S.B. 1022 funding requires your Board adopt a resolution including certain requisite components. The attached resolution provides the requisite components and language required by the B.S.C.C. The proposed action does not obligate the County to a financial commitment until the conditions established by the B.S.C.C. are met and the projects have received final approval. The proposed resolution indicates to the B.S.C.C. the County's commitment to working with the B.S.C.C. to meet these conditions and construct the project as described above.

1. The proposed resolution identifies the preference criteria the County wishes to pursue to submit the strongest possible application. The proposed resolution:
 - a. Commits adequate contribution of County funds. This also includes authorization to proceed with the project when State financing is awarded.
 - b. Includes documentation required for the initial Real Estate Due Diligence Package.
 - c. States that the County will complete the CEQA process in a timely manner.
 - d. States that the Board approves the Project Documents as to form. See attached staff report for discussion of risks.
2. The proposed resolution includes project authorizations and assurances. The proposed resolution:
 - a. Names County Officials to various roles and authorizes signatures as required by the program guidelines.
 - b. Provides assurance that the County will adhere to the requirement and terms of any agreements with the State.
 - c. Provides assurance that the County will operate the facility within 90 days of project completion.
 - d. Provides assurance that the County will not lease any portion to other entities for a period of 10 years after project completion.
 - e. Provides assurance that the County owns the project site and the fair market value of the site, appraisal value of \$1.995 million.

If the County receives a conditional award from the B.S.C.C. for S.B. 1022 funding, staff will continue a due diligence and project definition process with the B.S.C.C. Staff would, as part of this process, bring various components back to the Board for discussion and approval. These components are discussed in more detail in Attachment A, which provides additional information about the Sonoma County Criminal Justice master Plan, the A.B. 900 and S.B. 1022 funding opportunities and which includes additional detail about the new justice facility project concept, including preliminary Project Operating Costs, Funding Strategy and Project Risks. .

Recommendation:

Staff recommends your Board endorse the new justice facilities project concept as presented.

Staff further recommends your Board adopt a resolution authorizing the application for State S.B. 1022 Funding in the amount of \$24,000,000 for a Community Corrections Center. If the state offers a conditional award, staff will return to your Board as appropriate for approval of specific project components.

Prior Board Actions:

12/05/06: Approval of contract for Analysis of Criminal Justice System and Alternatives to Incarceration with David Bennett.

02/26/08: Consultant Services Agreement with David Bennett for Phase 2 work on the Sonoma County Criminal

Justice Master Plan.

01/11/10 – Receive reports on the Upstream Investments Project, the Juvenile Justice System Study, and Phase 2 Adult Criminal Justice Master Plan Report, and provide direction on these projects.

1/10/12: Adopt a resolution authorizing the application for State A.B. 900 Phase 2 funding in the amount of \$43,000,000 for a Community Corrections Center.

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

The C.C.C. provides a model for the use of alternate detention facilities and strategies for reducing incarceration costs, reducing recidivism rates, and improving offender re-entry outcomes.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 158,000	County General Fund	\$ 158,000
Add Appropriations Req'd.	\$ 1,100,000	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

Preparation of the S.B. 1022 application is funded from the General Fund and the Community Corrections Partnership. Should the State award funds to the County, it is expected that an additional \$1,100,000 will be expended in F.Y. 13-14 to work with the State to establish the project and initiate design. This \$1,100,000 will be considered eligible project costs. Staff will return in a future Consolidated Budget Adjustment to appropriate these funds, if the project is funded by the State.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

This will be incorporated in operations plan, if a Conditional Award is received.

Attachments:
Board Resolution approving the funding application.
Attachment A: S.B. 1022 County Jail Capital Financing – Community Corrections Center, dated Oct. 15, 2013
Related Items “On File” with the Clerk of the Board:



County of Sonoma

State of California

Date: October 15, 2012

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Authorizing the Application For State Lease-Revenue Bond Financing From The Board of State and Community Corrections For County Jail Funding In The Amount Of \$24,000,000 for a Community Corrections Center.

Whereas, the General Services Director has submitted to this Board an application to the Board of State and Community Corrections for lease-revenue bond financing in the amount of \$24,000,000 from funds made available per Senate Bill Number 1022, authorizing State lease-revenue bond financing for the acquisition, design and construction of adult local criminal justice facilities (“Application”); and

Whereas, the County’s Strategic Plan found criminal justice costs continue to require an ever larger amount of County discretionary funding and recommended identifying means to intervene in this unsustainable trend; and

Whereas, the Board of Supervisors approved recommendations in its Criminal Justice Master Plan – Phase 2 to address the ever increasing cost of the criminal justice system by taking a systems approach which protects public safety and offers a range of detention alternatives that provide the justice system with custody and offender programs to reduce recidivism; and

Whereas, a Community Corrections Center addresses a pivotal recommendation from the Criminal Justice Master Plan – Phase 2 by implementing an array of supports and systems to improve offender outcomes; and

Whereas, a Community Corrections Center is consistent with the Sonoma County Public Safety Realignment Interim Plan (2011), developed to prepare the county for the forthcoming increase to its inmate population following AB 109; and

Whereas, the latest needs assessment shows that the County’s Main Adult Detention Facility needs to expand to keep up with its growing special needs population; and

Whereas, the existing kitchen cannot meet certain functional needs of the Main Adult Detention Facility and has physical deficiencies and is in need of replacement; and

Whereas, the Application contemplates construction of a potential Community

Corrections Center which would address these needs, as today described to this Board, but does not commit the County to accept any funds, nor does it commit the County to approve, or prevent the County from altering, the potential project; and

Whereas, as a condition of the Application, this Board is asked to make the findings, declarations, and determinations contained herein.

Now, Therefore, Be It Resolved that this Board finds, declares and determines as follows:

1. The foregoing recitals are true and correct.
2. The County of Sonoma is seeking the following preference criteria:

PREFERENCE CRITERION #1: Adequate County Contribution Funds

The County of Sonoma (the "County") is seeking funding preference for its proposed project within the Adult Local Criminal Justice Facilities Construction Financing Program (the "SB 1022 Financing Program"). As such, the Board of Supervisors of Sonoma County does hereby represent, warrant and covenant as follows:

1) Lawfully Available Funds. The county cash contribution funds, as described in the documentation accompanying the County's SB 1022 Financing Program Proposal Form, have been derived exclusively from lawfully available funds of the County.

2) County Cash Contribution Funds Are Legal and Authorized. The payment of the county cash contribution funds for the proposed adult local criminal justice facility project (the "Project") (i) is within the power, legal right, and authority of the County; (ii) is legal and will not conflict with or constitute on the part of the County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other material agreement or instrument to which the County is a party or by which the County or its properties or funds are otherwise subject or bound, decree, or demand of any court or governmental agency or body having jurisdiction over the County or any of its activities, properties or funds; and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the County.

3) No Prior Pledge. The county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated by the County in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest by the County. In addition, the county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated for the benefit of the County or its creditors in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest in favor of the County or its creditors. The County shall not in any manner impair, impede or challenge the security, rights and benefits of

the owners of any lease-revenue bonds sold by the State Public Works Board for the Project (the "Bonds") or the trustee for the Bonds.

4) Authorization to Proceed with the Project. The Project proposed in the County's SB 1022 Financing Program proposal is authorized to proceed in its entirety when and if state financing is awarded for the Project within the SB 1022 Financing Program.

5) Authorization of funds for County Match. County matching funding in the amount required by an award of funds from SB 1022 is hereby authorized from the Tobacco Securitization/Endowment Fund upon state financing being awarded the Project within the SB 1022 Financing Program.

PREFERENCE CRITERION #2: Real Estate Due Diligence

The County is seeking funding preference for submittal of the complete initial real estate due diligence package.

PREFERENCE CRITERION #3: CEQA Compliance

The County is in the process of meeting this criterion. Should the County receive a conditional award, the Board of Supervisors is committed to completing the CEQA process in a timely manner. Based on past experience with projects at the County Center, a negative declaration is expected.

PREFERENCE CRITERION #4: Authorization of Project Documents

The County is seeking funding preference associated with review of and authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of Sonoma County does hereby approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. Contingent upon final project approval by the Board, the Chairman of the Board of Supervisors, or designee (the "Authorized Officer"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the BSCC or the State Public Works Board to effectuate the SB 1022 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by the Authorized Officer, who, acting alone, is authorized to approve such changes.

The Authorized Officer is authorized to execute these respective agreements at such time and in such manner as is necessary within the SB 1022 Financing Program. The Authorized Officer and the Director of the General Services Department of the County, or designee, is further authorized to execute, acknowledge and deliver any and all documents required to consummate the transactions contemplated by the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease.

3. For the purposes of the potential project, the County Construction Administrator shall be Ed Buonaccorsi, Deputy Director Facilities Development and Management, the Project Financial Officer shall be José Obregón, Director of the General Services Department, and the Project Contact person shall be Mark Hummel, Associate Architect.

4. José Obregón, Director of the General Services Department, is hereby authorized to sign the assurance statement and submit the Application for funding.

5. This Board hereby offers its assurance that all County officers, agents and employees will adhere to State requirements and terms of any agreements to be executed between the County, the Board of State and Community Corrections and the State Public Works Board in the expenditure of any State financing allocation and County contribution funds.

6. This Board hereby offers its assurance that the County has appropriated, or will appropriate after notification of conditional award of financing but before state/county financing agreements, the amount of county cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections; the County acknowledges the need to identify the source of funds for county cash contribution, and assures that the cash match contribution does not supplant (replace) funds otherwise dedicated or appropriated for construction activities.

7. This Board hereby offers its assurance that, should the project be approved and completed, the County will safely staff and operate the facility for which funds are being requested (consistent with Title 15, California Code of Regulations) within 90 days after project completion.

8. The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal justice facility to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility.

9. The County owns the site of the potential project in fee simple and owns and controls rights of access to the site sufficient to assure undisturbed use and possession of the site, and, following the Board of State and Community Corrections notice of conditional award and during the term of subsequent negotiations and any resulting financing agreements, will not dispose of, modify the use of, or change the terms of real property title, or other interest in the site of the facility subject to construction, or lease the facility for operation by other entities, without permission and instruction of the Board of State and Community Corrections.

10. The fair market value of the land proposed to be used for the potential facility is estimated as of this date to be \$1,995,000 and the land is not encumbered under any existing agreement or court order.

11. The Director of the General Services Department is authorized to submit the Application on behalf of the County for State S.B. 1022 Funding in the amount of \$24,000,000.

Supervisors:

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

So Ordered.

Attachment A

SB1022 Application for Capital Financing

Community Corrections Center

October 15, 2013

This attachment provides additional detail about the Sonoma County Criminal Justice Master Plan, the facilities needs of the adult detention facilities under the control of the Sonoma County Sheriff's Department and the opportunity presented to construct a new justice facility substantially funded by both State financing sources through A.B. 900 and S.B. 1022 grant funds. Information is provided on:

The Sonoma County Criminal Justice Master Plan

Adult Detention Facilities Needs Assessment and deficiencies identified at the Main Adult Detention Facility (M.A.D.F.)

The proposed new justice facility

A summary of both A.B. 900 and S.B. 1022 funding opportunities

A summary of the County's 2012 application under A.B. 900

The Key steps in the S.B. 1022 process

Preliminary Program and Operations Budget for the Proposed New Facility

A summary of Potential Risks associated with SB1022 and initial strategies to address them

The Sonoma County Criminal Justice Master Plan

The initial 2007 County Strategic Plan found that criminal justice costs were requiring an increasing portion of county discretionary funding. This reduces funds available for other services, a trend that would continue if ways to intervene were not found. For example, in FY 09-10, the County spent over \$200 million from the General Fund directly on the Criminal Justice system, or over 50 percent of the General Fund; this includes the services and programs of the Sonoma County Sheriff's Office, the District Attorney's Office, the Public Defender's Office and conflict counsel costs, the Probation Department, and funding for offender treatment programs offered through the Sonoma County Department of Health Services. These costs are in addition to those incurred by local law enforcement agencies and the Sonoma Superior Courts.

At the time the County was preparing its first strategic Plan in 2006 and 2007, efforts were underway to develop a master plan for the criminal justice system triggered by a potentially serious future deficiency in the number of jail beds looking into the future.

In December 2007 the first Phase of the County's Criminal Justice Master Plan was presented. It found that Sonoma County could reduce the number of jail beds projected as needed in the future by taking steps to improve system functioning. Recommendations included:

Attachment A
SB1022 Application for Capital Financing
Community Corrections Center
October 15, 2013

Plan a Community Corrections Center (C.C.C.), a new program and facility paradigm for serving jail time that is focused on holding offenders accountable while positively reintegrating them into the community.

Link Program Resources to Offender Risk to better allocate resources and to craft individual offender change strategies

Develop a Continuum of Program Services to be available across custody-to-community continuum that includes a day reporting center and evidence based programs designed to foster continuity of services, improve offender outcomes and expand the availability of lower cost intervention options.

Implement a Comprehensive Pre-Trial Services program: a strategy designed to provide front-end screening for all persons booked into jail, support jail management, reduce pre-trial failure, and facilitate efficient case processing.

Develop an Early Case Resolution Program: A strategy designed to improve system efficiency by expediting case processing through the court system.

Phase 2 of the Criminal Justice Master Plan, with work conducted in 2008 and 2009, further developed these recommendations. Included among them was implementation of the Early Case Resolution program, early planning for a Pre-trial Services program and development of a preliminary program and facilities cost estimate for a 350 bed Community Corrections Center. The Master Plan explores a new paradigm for the adult criminal justice system and through a "systems approach," which acknowledges that new jail beds alone cannot solve a county's detention facilities overcrowding problems. In a systems approach, the intent is to develop a strategy which protects public safety and offers a range of detention alternatives that provide the justice system with custody and offender programs to reduce recidivism, while providing for adequate jail beds.

A key recommendation in the master plan was the construction of a 350 bed Community Corrections Center (C.C.C.). At that time, the estimated capital investment was \$108 million and the estimated annual operating cost was \$16,200,000. Due to the high capital and operational costs, brought forward during very fiscally challenging times, it was recommended that staff consider a pilot C.C.C. at North County Detention Facility (N.C.D.F.), which would have reduced jail capacity, and utilize some of the existing inactive detention housing units. Due to a lack of funding and the general consensus that the County Administration Center complex is the more viable C.C.C. location, staff deferred the development of the pilot C.C.C. at the N.C.D.F.

With the economic downturn experienced beginning with the FY 2009-10 fiscal year budget, efforts focused on preserving as much of the core criminal justice system programming and offender resources as possible, but little could be done to advance additional recommendations contained within the Criminal Justice Master Plan until the passage of A.B. 900 which presented a first opportunity for

facilities funding. In late 2011, Sonoma County began planning to apply for some facilities funding made available by A.B. 900 Phase II.

Adult Detention Facilities Needs Assessment

As a requirement to justify the need for A.B. 900 Phase II funds, Sonoma County contracted with Voorhis / Robertson Justice Services (V.R.J.S.) to perform a needs assessment to be included in the A.B. 900 Phase II application. This assessment was recently updated to support the current S.B. 1022 application. The needs assessment report has resulted in a number of findings and/or recommendations for Sonoma County.

1. The first major finding is that currently, Sonoma County has 1,476 adult beds within the Criminal Justice System. In summary terms, those beds are distributed with 915 beds at M.A.D.F. and 561 beds at N.C.D.F.
2. The second major finding is that while there is system capacity available to meet projected need, the current system does not have enough of the "right" type of beds to meet future demand. Future demand is based on the effects of an increasing number of special population inmates (requiring single cells, sub-divided dayrooms and recreation yards to support the jails inmate classification system), effects of A.B. 109 – Criminal Justice Realignment, and the goals of the County to reduce criminal behavior and recidivism through the implementation of special programming and alternatives to detention such as a Community Corrections Center.
3. The third major finding is that by the year 2018 when the new justice facility would come on line, Sonoma County will require 1,241 system beds for the housing of the offender population. Whereas A.B. 900 Phase II funding addressed projected needs to the year 2018, the S.B. 1022 funding only addresses the projected needs to the year 2014. The current total system bed capacity is 1,476 beds. Therefore, the County's current total bed capacity exceeds the year 2014 projected need. However, the issue for the County is not the total number of beds, but the lack of the "right" beds at the right location that support the County's Criminal Justice Master Plan (C.J.M.P.)
4. The fourth major finding and the basis for pursuing A.B. 900 Phase II and S.B. 1022 is the fact that the projected number of beds required for year 2018 should be an aggregation of 328 single cells for high risk special populations (risk is defined as the potential for the individual to harm others and/or themselves or be harmed by others), 765 multiple occupancy detention cells/dorms for medium and low risk offenders, and 147 multiple occupancy dorms for low risk community corrections residents for a total of 1,241. There are currently 260 special needs cells and a projected need for 328 by 2018, a shortfall of 68 cells.
5. The fifth major finding is that three operational deficiencies exist within the current system, in particular at M.A.D.F. Those deficiencies are:
 - a) Limitations in the M.A.D.F. booking and release area impact the ability of staff to safely and effectively manage inmates during that process.
 - b) Due to the need to align bed and inmate types, housing unit improvements or special unit additions are required to increase the staff ability to manage the increase in special population inmates.
 - c) The current kitchen was sized for a smaller inmate population of 700, not the current M.A.D.F. capacity of 915; much less the combined bed capacity of M.A.D.F. and N.C.D.F. capacity of 1,476, if a combined kitchen scenario were to be considered. In addition, improvements beyond capacity are required to respond to long-term future demands.

In response to these major findings and the C.J.M.P. goals and objectives, the needs assessment report identified the following major recommendations:

1. Construct an 80 bed Community Corrections Center to support the recommendations of the previous Criminal Justice Master Plan and to align with the goals of Sonoma County to reduce criminal behavior and recidivism.
2. Construct 80 minimum security beds.
3. Continue with the phased in strategy to implement the required type of housing unit improvements within the M.A.D.F. so that special populations can be managed in a safe and effective manner.
4. Construct a new cook-chill kitchen with the capacity to serve the projected inmate population resulting in reduced meal services operating costs. The cook-chill kitchen must be able to provide meals for all adult detention system inmates.

Main Adult Detention Facility Deficiencies Report

Upon receipt of Criminal Justice Master Plan Phase 2 report in January 2010, your Board also directed further study of the facility deficiencies at the M.A.D.F. as they relate to general operations and special inmate needs. Staff was directed to analyze the deficiencies and provide more detailed recommendations for mitigation. A report, "Main Adult Detention Facility Expansion Project / Current Deficiencies / Architectural and Operational Options" was completed in January 2011. The report was prepared by V.R.J.S., H.O.K. Architects, the Sheriff's Office and General Services. The report identified and prioritized the deficiencies as follows:

1. Booking / Intake
2. Kitchen
3. Housing Unit Modifications
4. M.A.D.F. Court Holding
5. Public Lobby and Visitation
6. Administration

The report recommends initial resources should be focused on the top three priorities until completed. To that end, the County's Capital Project Plan (C.P.P.) for prior fiscal years and Fiscal Year 2013/14 has recommended funding to address these needs. Most recently, improvements, at the request of the Sheriff's Office, have focused on special needs cells and housing units, resulting in the hardening of jail cells and subdividing dayrooms and recreation yards to allow the Sheriff's Office to further segregate an increasingly complex and dangerous inmate population as categorized by the Objective Inmate Classification System.

The January 2011 report identifies many deficiencies within the "Booking" area. In short, the Booking area needs to be expanded to address the increased level of activity, to facilitate more effective and secure separation and processing of offenders, and to reduce the increased liability that occurs with

less than desired levels of inmate supervision at peak workload times. The current space and structural configuration of the M.A.D.F. is such that the most efficient and least costly means of expanding the Booking area would be by relocating the existing M.A.D.F. kitchen from its current location adjacent to Booking. This strategy is facilitated and amplified by the fact that the existing kitchen has exceeded its operating life and will soon require replacement of most of the existing equipment.

To address the kitchen deficiencies, and in recognition of the need to utilize the space for Booking operations, the report recommends the County relocate kitchen operations outside the perimeter of the M.A.D.F. and use the cook-chill model to meet its food operational needs. Subsequent kitchen infrastructure failures and costly repairs support a strategy for relocation. . It is estimated that the capital costs would be approximately \$4 million less to build a new kitchen outside the M.A.D.F. than to remodel the current kitchen. This would allow the County to meet all of its adult detention facility food needs from one facility, reducing annual staffing and food costs. In addition, having a cook-chill facility would afford the option of contracting such services to a variety of entities that provide meals as part of their services.

In addition to the reduced capital needs, it is estimated that the cook-chill process can reduce the County's annual food and staffing costs by approximately \$500,000 by preparing meals for the C.C.C., M.A.D.F. and N.C.D.F. In addition, preliminary discussions with other counties have generated interest in Sonoma County potentially providing food services to other counties. Staff is of the opinion that having a viable central kitchen is essential to any detention facility system, including one with a C.C.C., and thus the S.B. 1022 application will include funds for a central cook-chill kitchen. Staff would also continue discussions about providing food service to other counties and programs as a means of generating revenue.

The New Facility Concept

Staff is proposing a 160 bed facility, to be built adjacent to M.A.D.F., to meet some of the housing needs of the Sheriff's Office and to provide for a small Community Corrections Center. The facility would include 80 locked, minimum security detention beds, managed by the Sheriff's Office. This will provide more flexibility overall for managing offender housing needs. The facility also provides an 80 bed Community Corrections Center consistent with the original intent of the Criminal Justice Master Plan, but it is much smaller than the originally recommended 350 bed facility. The new facility additionally contains program and administrative space and a new cook chill kitchen to serve the needs of all adult detention facilities. The C.C.C. will be designed for conversion to a full minimum secure detention facility, and the minimum security detention beds will be designed for conversion to C.C.C. beds, should that flexibility be necessary for overall management of adult offenders in the future. The facility concept now proposed represents a shift from the original size of a C.C.C. as recommended in the County of Sonoma's Criminal Justice Master Plan. The original concept was that of a fully residential, program-oriented, non-secured facility operated by the Probation Department. This concept has been influenced by the subsequent A.B. 109 (Realignment) inmate environment

such that it now includes a separate minimum security detention housing component operated by the Sheriff to provide needed inmate housing flexibility. The requirements imposed by the two funding sources have also impacted this change in design. The overall bed size of the new facility is dictated by the limitations of available state financing dollars and the County's available funding match. The legislation requires the S.B. 1022-funded portion of the overall facility be under the jurisdiction of the County Sheriff as well. An operational agreement will be developed between the Sheriff's Office and Probation Department so that the C.C.C. component will be managed by the Probation Department.

Though the proposed Community Corrections Center component is limited to 80 beds, it nevertheless supports the reintegration of individuals back into the Community and is a priority linchpin to a systems approach to managing offenders. All C.C.C. residents will live in a non-secured housing setting and will participate in extensive treatment and therapeutic programs. Individuals who participate in the C.C.C. can either be received from custody or from the community.

The facility will also have a secure housing component for minimum security inmates who have been identified as higher risk for re-offending. Those inmates will also participate in programs and at some point during their confinement may be eligible, depending on behavior, needs and risk level, to move into the C.C.C.

The principal goal of the new facility is to create an environment that facilitates a successful transition back to the community and reduce the potential for reoffending. Individual case plans are designed to address conditions of supervision, court orders, treatment needs, community safety, victim restitution, and successful transition back to the community. Issues addressed include, but are not limited to, employment, cognitive programming, and substance abuse.

A range of services are envisioned to be offered in the new facility to address criminal risk. These may include:

- a) Substance abuse treatment
- b) Mental health evaluation and services
- c) Cognitive skills classes
- d) Employment testing and job search assistance
- e) G.E.D. and literacy classes
- f) Life skills: nutrition, parenting, money management, computer skills, culinary skills
- g) Day Reporting Center (D.R.C.)

The C.C.C., along with the jail, operates as part of a continuum of custody to community-based resources. Having both facilities provides a jurisdiction with increased flexibility to manage its offender population, while providing the offender a graduated re-entry to the community. Most importantly, working in unison, both housing options can increase the potential for successful rehabilitation and lower recidivism rates, reducing the need for more costly strategies and facilities.

Facility Funding

A.B. 900

In October 2011, the State of California Correction Standards Authority (C.S.A.) issued a Request for Applications to counties that may be interested in applying for A.B.900 Phase II financing for the construction or expansion of county jails. Staff was of the opinion that pursuing A.B.900 funds may facilitate the eventual construction of a C.C.C. at the County Center in alignment with the recommendations in the County's Criminal Justice Master Plan and also in line with the State's realignment plan to shift state inmates to the local jurisdiction (A.B. 109), and thus submitted an Interest Statement to the C.S.A.. The C.S.A responded to the interest statement by inviting Sonoma County to submit an application for capital financing.

With Board approval, Staff submitted an application for financing from A.B.900 Phase II and was successful in being placed on the list of counties to receive financing. However, due to the County's placement on the list, the available financing ran out before any could be awarded to Sonoma County. In September, 2013 staff received notification from Board of State and Community Corrections (B.S.C.C., formerly C.S.A.) staff that San Joaquin County had declined their A.B. 900 Phase I award, and therefore, \$36,000,000 in funding had become available for Sonoma County's project, sufficient to fund only the housing portion of the facility.

S.B. 1022

Following the award of A.B.900 Phase II financing, the State Legislature enacted S.B. 1022, providing up to \$500,000,000 in state lease-revenue bond financing authority for acquisition, design and construction of adult criminal justice facilities in California. On July 23, 2013, the B.S.C.C, issued a request for proposal (R.F.P.) to establish conditional awardees and allocate financing as authorized by S.B. 1022. S.B. 1022 provides up to \$160,000,000 in state lease-revenue bond financing for mid size counties, such as the County of Sonoma, with a maximum award of \$40,000,000 per mid-size county. Each county may submit only one project for financing.

Since then, a Steering Committee, with representatives from County Administrator's Office, Probation Department, Sheriff's Office, and General Services Department, and its consultants, has been preparing the County's response to the S.B. 1022 R.F.P., to be used in conjunction with the A.B. 900 funding in order to fund the programs and kitchen areas of the facility and "complete the vision" for this new justice facility. .

Capital Project Budget and Funding Strategy

The total capital budget for the C.C.C. projects with an intrinsic central cook/chill kitchen is estimated at \$66,676,432 escalated to the mid-point of construction. This budget includes site work, utilities, building construction, design, consultants, project management, permits, fees, furniture and equipment, and contingencies.

Summary of Project Costs

Fund Source/Project Component	State Funding	County Match Funding (including land value)	Total Budget
A.B. 900-Housing Areas	\$36 million	\$4.0 million	\$40.0 million
S.B. 1022-Program/Kitchen Areas	\$24 million	\$2.68 million	\$26.68 million
Total C.C.C. Project	\$60.0 million	\$6.68 million	\$66.68 million

Source of County Match Funds

Both A.B. 900 and S.B. 1022 authorize the value of the land to be used as part of the County’s match. An appraisal of the land values the land at \$1,995,000, making the remaining county cash match to be \$4,685,000. The proposed capital funding sources for the County’s share is the Criminal Justice Construction Fund (C.J.C.F.) and Tobacco Securitization Fund.

Funding stream and process

The State funding for both A.B. 900 and S.B. 1022 will be from the issuance of lease-revenue bonds. The State will be responsible to repay the bonds at maturity. During the term of these bonds (approximately 25 years after the bonds are sold), the State Public Works Board (S.P.W.B.) will hold an irrevocable lease interest in the facility. The S.P.W.B. will lease the facility to B.S.C.C., who will in turn sub-lease the facility to the county.

Unfunded projects

The A.B. 900 and the S.B. 1022 funds will provide a significant source of one-time revenue for Sonoma County to work towards achieving the goals as outlined in the Criminal Justice Master Plan and addressing the deficiencies identified in M.A.D.F. This project alone, however, does not include the necessary future renovations to the booking area of M.A.D.F. or the connector to the new courthouse, when constructed. These projects will have to be funded separately by the County as funding becomes available.

S.B. 1022 Application Process

The B.S.C.C. Request for Proposals (R.F.P.) states that applications will be evaluated and compared based on need for the project by providing certain information: conclusion of needs assessment; statistical data that supports the needs assessment conclusions; identify security, safety, health needs; program and services needs; litigation or court ordered caps; any non-compliance findings or recommendations for regulatory authorities; average daily population as compared to system capacity; latest demographic data; latest jail profile; detention alternatives undertaken; project scope of work and its impact; administrative work plan; adequate staffing plan for facility; effects of

realignment; and project budget that demonstrates project will be delivered in a reasonable and cost effective manner.

The R.F.P. identifies four preference criteria, which, if satisfied, will provide the proposal greater overall preference. The four preference criteria are:

1. Commitment of adequate county contribution funds (mandatory criteria).
2. Initial real estate due diligence package submittal.
3. Documentation evidencing CEQA compliance has been completed.
4. Review of and authorization to execute the financing program project documents.

The B.S.C.C. Executive Steering Committee (E.S.C.) will review each application for its worthiness, based on a county's overall justification of the need for, and reasonableness of, the scope of the proposed project. The factors listed in the previous paragraph will be used to make the assessment of worthiness. Each member of the E.S.C. will determine if each project passes or fails. The E.S.C. may require a county to be interviewed by the E.S.C. The results can be used to also determine a project's worthiness. It is staff's intent to present a strong case that this project aligns with the goals and strategies of Realignment and would provide a means for the State to demonstrate a commitment to and the value of new and better detention strategies.

Each proposal will first be rated without regard to the above preference criterion, generating a rank ordered list for small, medium, and large counties. When the B.S.C.C. Board makes conditional awards, those counties that sought and satisfied the preference criterion with their proposal will be awarded first.

If Sonoma County is successful, B.S.C.C. will inform the County in January 2014 with a notice of conditional award. A due diligence process would follow to (1) finalize project scope with B.S.C.C., (2) complete environmental review under the California Environmental Quality Act, and (3) complete negotiations for the leasing-revenue agreements among the County, State Public Works Board, California Department of Corrections and Rehabilitation, and the Board of State and Community Corrections. When the agreements are finalized, Staff would return to your Board to request the Board authorize the Chair to execute the financing agreements. At that time, the County would decide whether or not to accept the funding and to proceed with the C.C.C.

Application Strategy

A strategy has been developed with the Steering Committee to put the County in the best possible position to be awarded state funding. The County's proposal is to link the innovative corrections strategies, detailed by the Sonoma County Adult Criminal Justice Master Plan, with the utilization of a Community Corrections Center to facilitate the attainment of the outcomes being sought through the Realignment initiative. This project could provide a model for the use of alternate detention facilities and strategies that the State could use for reducing incarceration costs, reducing recidivism

rates, and improving offender re-entry outcomes. The C.C.C. would represent a significant step towards innovative corrections programming for the County and the State. Key components of the strategy that would be emphasized to the State include:

1. Linking and integrating new facilities to research-based rehabilitative programs that reduce recidivism and are anticipated to improve offender outcomes
2. Creating innovative, lower cost facilities and housing that could be used flexibly by the County for a variety of correctional and programmatic purposes to better meet its future needs
3. Leveraging a one-time State investment (State will finance up to 90% of the capital cost) to implement recommendations for improving the County's correctional facilities, process, and methodology. The potential resulting reductions in recidivism rates and offender outcomes, and improvement to public safety, constitute an exceptional opportunity for return on the State's initial investment
4. Integrating with both the Sonoma County Adult Criminal Justice Master Plan recommendations, and the Sonoma County Public Safety Realignment Plan (2013), the implementation of a C.C.C. is a significant and critical priority for the County
5. Reducing long-term costs for the County's Criminal Justice System by implementing a community corrections model that focuses on reducing recidivism while maintaining lower per-bed construction and facility operating costs than a conventional jail facility
6. Establishing the C.C.C. as a promising model for increasing efficiency, and improving criminal justice operations, offender outcomes, and public safety

In short , the goal will be to demonstrate to the B.S.C.C. that the County's proposed project is a key component to improving corrections outcomes and that state funding would allow the County to apply new "best practices" that align with the County's Criminal Justice Master Plan and create a successful model for other counties to consider.

Estimated Operating and Program Budget

The application requires your Board to adopt a resolution stating that if the County enters into an agreement with the State for S.B. 1022 funding, the County will agree to staff and operate the facility within 90 days of construction completion. Adopting this resolution does not commit the County to proceed with this project at this time. Staff has prepared, working with V.R.J.S., HOK, the Sheriff's Office, Probation Department and General Services, an estimated operating and program budget to inform your Board of the potential operating costs. The estimated annual cost, in 2013 dollars, is \$9.6 million. Escalated to the estimated completion date of mid 2018, the estimated annual cost is \$11.5 million.

There are opportunities to reduce the estimated operating costs that will be defined in more detail as the project is developed, should the County receive an award. If your Board approves the application, staff will develop a funding strategy and return for Board approval in time for award.

Attachment A
SB1022 Application for Capital Financing
Community Corrections Center
October 15, 2013

Some of the projected operating costs will be incurred irrespective of whether this facility is built or not as the jail population increases. In addition, new facility operating costs would not be incurred until mid 2018 allowing the County time to strategize and develop cost management and funding strategies that would consider all potential resources.

Once the new justice facility is built, the County will need to provide an estimated \$11.5 million annually (2018 dollars) for its operation. While this is an additional operating cost, the C.C.C. component is expected to result in:

1. Better outcomes for our community, by reducing crime
2. Reducing future County costs, by reducing recidivism
3. Offsetting jail and other program costs, because some offenders will be sent only to the C.C.C.
4. Possibility to better position the County for additional Realignment funds

A project schedule has been prepared which meets this requirement and the milestones established in the Request for Applications. Some key milestones related to the application, the conditional award, agreement and overall capital project are:

Grant application due	October 24, 2013
County presentation to State	December 4 – 6, 2013
Executive Steering Committee recommendations	December 12, 2013
B.S.C.C. conditional awards	January, 2014
Complete C.E.Q.A. process	January, 2014 – February, 2015
Start Public Works Board meeting –Project Established	March 2014 – April 2014
Schematic Design Phase Completion	August, 2014
Design Development Phase Completion	April 2015
Construction Document/Permit Phase Completion	December, 2015
Construction Bidding Completion	February, 2016
Construction Phase Completion	July, 2018
Occupancy within 90 days of Completion	August, 2018

S.B. 1022 Project Documents/Requested Action

The application process for the S.B. 1022 funding requires your Board adopt a resolution including certain requisite components. The attached resolution provides the requisite components and language required by the B.S.C.C. The proposed action does not obligate the County to a financial commitment until the conditions established by the B.S.C.C. are met and the projects have received final approval. Proposed resolution indicates to the B.S.C.C. the County's commitment to working with the B.S.C.C. to meet these conditions and construct a C.C.C. as described above.

1. Identification of preference criteria the County wishes to pursue in its application to better position its proposal for potential award and specific language relative to those criteria.
Commitment of adequate county contribution funds. Resolution commits Tobacco Securitization funds. This also includes authorization to proceed with the project when State Financing is awarded. Initial Real Estate Due Diligence Package. The County will complete the CEQA process in a timely manner. The Board approves the Project documents as to form. This includes naming authorized officials for the signature of said documents. Staff is recommending the Chair of the Board be named as the authorized official. Staff has reviewed the proposed project documents. See below for discussion of risks. Project authorizations and assurances
 - a. Name the County Construction Administrator, Project Financial Officer, and Project Contact Person
 - b. Authorize the Director of General Services to sign the Application Proposal.
 - c. The Chairman of the Board of Supervisors is authorized to execute agreements required by the State for the project. The Chair of the Board and the General Services Director are authorized to execute, acknowledge and deliver documents required to consummate those agreements.
 - d. The County will adhere to the requirement and terms of any agreements with the State
 - e. The County will operate the facility within 90 days of project completion
 - f. The County will not lease any portion to other entities for a period of 10 years after project completion.
 - g. Site Assurance County's ownership of the project site, and the fair market value of the site. The current estimate market value of the site is \$1.995 million.

If the County receives a conditional award from the B.S.C.C. for S.B 1022 funding, staff will begin a due diligence and project definition process with the B.S.C.C. Staff would, as part of this process, bring various components back to the Board for discussion and approval.

Project Documents and Associated Contract Risks

The proposed resolution includes language that the Board is approving the documents as to form. Thus the County is providing assurance to the state that it will not insist on changes to the documents. However, staff will seek to include modification language to address the provisions identified below before the documents are executed by the County. The County will need to sign several documents in order to receive funding from the B.S.C.C. Staff has reviewed the documents, and has not identified any issues of concern with the Jail Construction Agreement and the Facility Sublease. Staff has identified provisions in some documents which are unusual or represent a higher than normal risk for the County. A preliminary discussion of these risks is presented below. If the County receives a conditional award, staff will work with B.S.C.C. staff to address these concerns. However, by accepting the documents as to form in the Resolution, the County is providing assurance to the State that it will not decline the award based on the contract language as it currently exists. There are, however, other points in the process in which the County can decline the award. At a

minimum, the Board will be asked to approve an operations/staffing plan, the final project design documents, and final lease documents with the state. Any unaddressed potential risks will be presented to the Board at final project approval.

Project Delivery and Construction Agreement

1. The State is not obligated to issue the bonds under certain circumstances. In such case, the County will not receive reimbursement for any Project costs, although money provided by the interim loan will be repaid by the State. Thus, there is a risk that the County will not be able to recover costs it has spent upfront if the bonds are not issued and the Project does not go forward. These costs would include design of the project to the point of approval.
2. Insurance coverage requirements for the County are high. Self insurance can be utilized, but the high amounts may be higher than the County's self insurance program which could require obtaining additional insurance policies. This is a low risk because the County will be doing project implementation, increasing cost to the County. Staff is consulting with Risk Management on this issue.
3. Exculpation language limits the State's liability so that there is a risk the State would have no obligation to pay costs it was liable for if the loan or Bond funds are inadequate or are not permitted to be used to cover the costs. This may shift responsibility to the County for such costs. This risk is likely low as long as the County implements the project and the state does not have to step in since the state will only be providing funding.

Ground Lease

1. Includes a provision that the State can use the property for uses other than the Project. It is unclear to staff why the state needs this level of discretion.
2. Includes a provision allowing the State to sublet or assign the Site or Project or ground lease without consent of the County. Unclear under what circumstances the State would want to invoke this paragraph.
3. It is unclear whether County can terminate lease if bonds are not issued. The state may not want termination as an option if the County has received and expended interim loan financing. Better language would include the County's right to terminate if the bonds are not issued and any interim loan money has been returned to the state.

Right of Entry

It does not appear to allow County to meet insurance requirements utilizing self insurance.



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: October 15, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Susan Klassen (707) 565-2231

Supervisorial District(s):

Fourth

Title: Airport Real Property Acquisition

Recommended Actions:

Authorize the Chair to execute the purchase agreement for 1480 Sanders Road, Windsor, CA; authorize the Director of Transportation and Public Works to execute any other documents reasonably required to effect said purchase; and give direction to staff.

Approve a resolution authorizing the issuance and sale of a note in the principal amount of \$1,000,000 to purchase real property commonly known as 1480 Sanders Road, Windsor, CA.

Executive Summary:

The Department of Transportation and Public Works Airport Division is requesting approval to acquire the property located at 1480 Sanders Road, Windsor, CA 95492 (APN 164-150-010) consisting of 10± acres of land with a 1,091 square foot single family residence, horse barn, shop and shed. It is located within the Airport Master Plan, and is identified for voluntary acquisition by the County in order to protect runway approaches and setbacks at the Charles M. Schulz –Sonoma County Airport. Title to the property is vested as Bud Giacomelli and Elizabeth Ann Giacomelli, Trustees, or the Successor Trustees, of The Giacomelli Family 2000 Revocable Trust.

It is anticipated that the majority of the property acquisition costs will be funded through the Federal Aviation Administration's (FAA) Airport Improvement Program. Any unfunded costs will be paid from operating revenues from the Airport Enterprise fund. The total acquisition cost is estimated to be \$1,020,000: \$850,000 for the purchase; \$70,000 for relocation, moving and closing costs; and \$100,000 for administrative expenses. FAA, funding for real property acquisitions is available only on a reimbursement rather than a direct funding/grant basis, i.e., the FAA will reimburse the Airport in arrears for property purchases that have been completed. The Airport does not currently have sufficient fund balance to cover the purchase price and related expenditures for the subject acquisition and therefore requests a short term loan in the form of the requested \$1,000,000 Note. The Treasury section of the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office ("ACTTC") has agreed

to purchase the requested Note and when FAA funding has been received, the Airport will pay back the loan, together with interest estimated at \$1,010,000. The Treasury invests funds for various agencies across the county and is administered by the ACTTC. Under the ACTTC's investment policy, annually approved by the Board of Supervisors, the ACTTC is able to purchase the requested Note. County Counsel has reviewed the proposed structure of the financing, and believes it complies with state law.

Loan Request

Loan purpose:	Real property acquisition at the Airport
Loan amount:	\$1,000,000
Loan term:	Note is payable June 30, 2014, with up to two (2) renewal periods of one (1) year each, at the discretion of the Treasurer
Loan interest rate:	The interest rate earned by the funds invested by the Sonoma County Treasurer in the "pooled investment account" as calculated quarterly, plus 0.75 of 1.00 percent rounded to the nearest tenth
Loan guarantee:	General fund – though the loan is guaranteed by the General fund, actual repayment will come from reimbursement by the FAA; explained in greater detail below.

Repayment Source

Principal:	FAA – Anticipated to be 90% funded through grants Airport Enterprise fund – 10% local match
Accrued interest:	Airport Enterprise fund – operational revenue

RISK OF NON-PAYMENT

The risk that the FAA will not have the funding to reimburse the County 90% to 95% of eligible real property acquisition costs within the term of the loan and renewals thereof is quite low. However, to cover the unlikely downside potential, the Department of Transportation and Public Works would need to pledge its FY 13-14 contribution from the General Fund as a guarantee of loan repayment. This pledge requires an internal arrangement between the Department and the Airport Enterprise Fund as to the repayment of the General Fund contribution to the Department.

The subject Note has been reviewed and approved by County Counsel and the Debt Advisory Committee, and the Treasury has agreed to purchase the Note. The Airport currently has two outstanding Treasury Notes for \$500,000 and \$310,000. These notes will be paid off within the current fiscal year.

Prior Board Actions:			
9/17/13 No. 17 Approved resolution declaring intention to purchase subject property; 10/4/11 Res. No 11-0540 approved a note for \$310,000; 8/9/11 Res No. 11-0416 approved a note for \$500,000			
Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship			
This acquisition supports the operation of our regional airport which is a significant contributor to a strong and diverse economy that supports job growth and job retention for all residents.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 1,030,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 918,000
	\$	Fees/Other	\$ 112,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 1,030,000	Total Sources	\$ 1,030,000
Narrative Explanation of Fiscal Impacts (If Required):			
The cost of the acquisition is \$1,020,000 and the estimated interest expense is \$10,000. Appropriations are included in the FY 13-14 budget. The Airport is requesting approval of a Note from the Treasury for the amount of \$1,000,000 to facilitate the acquisition of this property. The remaining costs will use operating revenues for funding.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Resolution No. 13-0364; Location Map; Note; Note Resolution			
Related Items "On File" with the Clerk of the Board:			
Purchase Agreement; Report on Purchase.			



County of Sonoma
State of California

THE WITHIN INSTRUMENT IS A
CORRECT COPY OF THE ORIGINAL
ON FILE IN THIS OFFICE

ATTEST: **SEP 17 2013**

VERONICA A. FERGUSON, Clerk/Secretary
BY: 
DEPUTY CLERK/ASST SECRETARY

Date: September 17, 2013

Item Number: 17
Resolution Number: 13-0364

4/5 Vote Required

Resolution of the Board of Supervisors of the County of Sonoma, State of California, Declaring Its Intention to Purchase Certain Real Property Located at 1480 Sanders Road, Windsor, CA; Directing the Publication of the Notice of Intent; and Setting the Date and Time for Consummation of the Purchase.

Whereas, the County of Sonoma ("County") desires to purchase the real property commonly known as 1480 Sanders Road, Windsor, within the County of Sonoma, California, and further identified as Assessor's Parcel No. 164-150-010 ("Property") from The Giacomelli Family 2000 Revocable Trust ("Seller"), said property having been identified in the Air Transportation Element of the General Plan and designated for voluntary acquisition in order to protect runway approaches and setbacks at the Charles M. Schulz-Sonoma County Airport; and

Whereas, the County and the Seller have reached a tentative agreement ("Purchase Agreement") as to the terms and conditions for the sale of the Property, subject to certain contingencies and the completion of environmental, legal and procedural requirements; and

Whereas, prior to consummation of the purchase, the County will have published its notice of intention to purchase the Property once a week for three consecutive weeks in compliance with Government Code Sections 23350 and 6063; and

Now, Therefore, Be It Resolved that this Board of Supervisors hereby finds, determines, declares, and orders, as follows:

1. INTENTION TO PURCHASE: This Board of Supervisors authorizes the purchase of the Property from the Seller for the sum of Eight Hundred Fifty Thousand and no/100 Dollars (U.S. \$850,000) contingent upon all of the terms and conditions set forth in the Purchase Agreement for the Property by and between the County and the Seller.
2. CONSUMMATION OF PURCHASE: This Board of Supervisors hereby sets October 15, 2013 as the date at 10:00 A.M. as the date and time to consummate said purchase and directs the Clerk of the Board to publish a Notice of Intention to Purchase the Property in accordance with Government Code Sections 6063.
3. DIRECTIONS TO DIRECTOR OF TRANSPORTATION AND PUBLIC WORKS: The Director of

Transportation and Public Works is hereby authorized and directed, prior to the consummation of said purchase, to:

- a. Complete such procedures as are necessary for compliance with statutory requirements for the consummation of said purchase including, but not limited to, compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 2100, et seq.) and Government Code Section 65402, and instructing North American Title Company to prepare any necessary legal documents, subdivision endorsements, escrow instructions, preliminary title report updates, and hold any necessary legal documents; and
 - b. Take such steps as may be necessary to enable the County to complete the purchase of the Property in a timely manner; and
 - c. Prepare and deliver to the Clerk of the Board at least five days prior to October 15, 2013, a written report on the purchase.
4. DIRECTIONS TO COUNTY COUNSEL: County Counsel is hereby authorized and directed, prior to the public hearing, to take any necessary action as may be necessary and appropriate to assist the Airport Manager in completing this transaction.

Supervisors:

Gorin: Aye Zane: Aye McGuire: Aye Carrillo: Aye Rabbitt: Aye

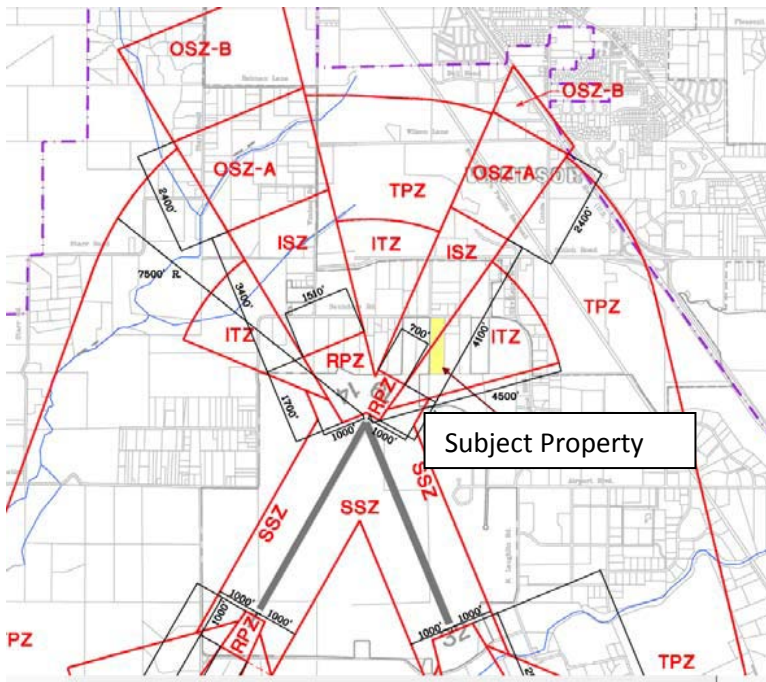
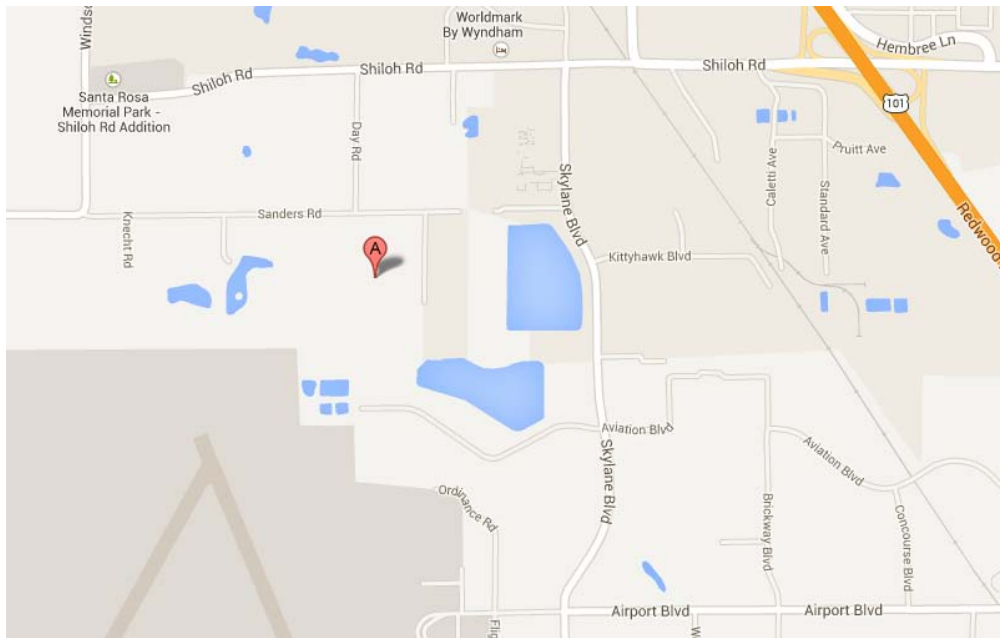
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

So Ordered.

LOCATION MAP

1480 Sanders Road

Sonoma County Assessor's Parcel 164-150-010



UNITED STATES OF AMERICA
STATE OF CALIFORNIA
COUNTY OF SONOMA
DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
AIRPORT SERIES 2014-3 SONOMA COUNTY
(SUBJECT TO CALL AND REDEMPTION)

NOTE

No. _____

\$1,000,000

The County of Sonoma, duly organized and existing under and pursuant to the Constitution and laws of the State of California, for value received hereby promises to pay to the registered owner the principal sum not to exceed of \$1,000,000 on June 30, 2014, and to pay interest on such principal sum from the date hereof at the rate earned by funds invested by the Sonoma County Treasurer in his "pooled investment account" as calculated quarterly, plus 75 basis points rounded up to the nearest tenth. The principal of this Note and accumulated interest due shall be payable to the registered owner only upon presentation of this Note at maturity. Both the principal of and interest on this Note are payable in lawful money of the United States of America at the Office of the Sonoma County Treasurer.

This Note, in the principal amount not to exceed \$1,000,000, represents the entire Note issue of the Series 2014-3 Note issue, and is issued under and pursuant to the laws of the State of California, including the provisions of Section 53850 and following, of the California Government Code (the "Law"), and pursuant to a resolution (the "Resolution") adopted by the Board of Supervisors of the County of Sonoma. Reference is hereby made to the Resolution for a specific description of the security therein provided for the payment of the principal of and interest on this Note, to all of the provisions of which the registered owner hereof by his acceptance of this Note hereby consents and agrees, and each subsequent registered owner of this Note has recourse to all of the provisions of the Resolution and the Law and is bound thereby.

The Board hereby covenants and warrants that it will pay promptly, when due, the principal of this Note and interest accruing hereon, all in accordance with the terms hereof and the terms and provisions set forth in the Resolution and the applicable Law.

It is hereby certified that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note do exist, have happened and have been performed in due time, form and manner as required by law, and that the amount of this Note, together with all indebtedness and obligations of the County, does not exceed any limit prescribed by the Resolution or the laws of the State of California.

This Note is subject to call and redemption in whole or in part at any time prior to maturity without penalty or premium by the Department giving the registered owner thirty (30) days' prior written notice thereof.

IN WITNESS WHEREOF, the County of Sonoma has caused this Note to be signed in its name by the Chair of the Board of Supervisors and countersigned by the Clerk of the Board, and has caused this Note to be dated October 15, 2013.

Chair, Board of Supervisors

ATTEST:

Clerk of the Board



County of Sonoma
State of California

Date: October 15, 2013

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Authorizing The Issuance And Sale Of A Note In The Principal Amount Not to Exceed
\$1,000,000 To Purchase Land For Approach Protection For The Sonoma County Airport**

Whereas, the County of Sonoma ("County") is in need of a cash advance to purchase land of approximately 10.0 acres at the Sonoma County Airport to enhance the Airport's ability to protect the approaches to the Airport; and

Whereas, the County is authorized pursuant to Government Code Section 53850 and following to borrow money on a temporary basis, provided such borrowed amount does not exceed eighty-five percent (85%) of the estimated amount of anticipated revenues that will be used to pay back the loan; and

Whereas, the Treasurer for the County is authorized pursuant to Government Code Section 53601(d) to invest in a note and desires to loan such funds to the County.

Now, Therefore, Be It Resolved that this Board hereby finds, determines, declares, and orders as follows:

1. The Note. The \$1,000,000 Note authorized by the Resolution shall be designated "Sonoma County Department of Transportation and Public Works, Airport Series 2014-3 Note (hereinafter "The Note") and is being issued pursuant to the provisions of Government Code Section 53850 et seq. The amount of the Note is less than eighty-five (85%) of the estimated revenue the County anticipates receiving in this fiscal year from certain revenues that will be used to pay back the Note.

2. Security. The account receivable constituting the security on which the Note is being issued is the anticipated revenue from the Airport Enterprise Fund, including reimbursement anticipated from the Federal Aviation Administration. In addition the County pledges to pay the Note from any all revenue lawfully available to the County for repayment.

3. The Project. The Project consists of the purchase of approximately 10.0 acres of real property adjacent to the Sonoma County Airport. The initial estimated cost of such property includes appraisal, escrow and closing costs.

Resolution #

Date:

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4. Authorization to Borrow and Issue Note. Pursuant to the provisions of Section 53850 and following Government Code, the County shall borrow the principal sum not to exceed \$1,000,000 and shall issue a single principal amount Note to evidence said indebtedness, which Note is hereby authorized to be issued for the purpose hereinabove set forth. The Board delegates to the Director of Transportation and Public Works the authority to sell and deliver the Note to the County Treasurer in exchange for the principal sum not to exceed \$1,000,000. The note shall be issued in registered form, shall be dated October 15, 2013, and shall mature on June 30, 2014. The Note shall bear interest at the rate earned by funds invested by the Sonoma County Treasurer in his "pooled investment account" as calculated quarterly, plus 75 basis points rounded to the nearest tenth. Payment shall be due at the time of maturity of the note. The interest on principal of the Note shall be payable in lawful money of the United States of America at the office of the County Treasurer of Sonoma County, California.

5. Note to be Callable and redeemable. The Note shall be callable and redeemable in whole or in part at any time following its issuance and before maturity by the Board giving the registered owner of the Note thirty (30) days' prior written notice. The price of redemption shall be the prorated unpaid balance of principal and accrues interest at the date of redemption without penalty or premium.

6. Form of Note: The Note shall be substantially the following form:

UNITED STATES OF AMERICA
STATE OF CALIFORNIA
COUNTY OF SONOMA
DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
AIRPORT SERIES 2014-3 SONOMA COUNTY
(SUBJECT TO CALL AND REDEMPTION)

NOTE

No. _____

\$1,000,000

The County of Sonoma, duly organized and existing under and pursuant to the Constitution and laws of the State of California, for value received hereby promises to pay to the registered owner the principal sum not to exceed of \$1,000,000 on June 30, 2014, and to pay interest on such principal sum from the date hereof at the rate earned by funds invested by the Sonoma County Treasurer in his "pooled investment account" as calculated quarterly, plus 75 basis points rounded up to the nearest tenth. The

Resolution #

Date:

Page 3

principal of this Note and accumulated interest due shall be payable to the registered owner only upon presentation of this Note at maturity. Both the principal of and interest on this Note are payable in lawful money of the United States of America at the Office of the Sonoma County Treasurer.

This Note, in the principal amount not to exceed \$1,000,000, represents the entire Note issue of the Series 2014-3 Note issue, and is issued under and pursuant to the laws of the State of California, including the provisions of Section 53850 and following, of the California Government Code (the "Law"), and pursuant to a resolution (the "Resolution") adopted by the Board of Supervisors of the County of Sonoma. Reference is hereby made to the Resolution for a specific description of the security therein provided for the payment of the principal of and interest on this Note, to all of the provisions of which the registered owner hereof by his acceptance of this Note hereby consents and agrees, and each subsequent registered owner of this Note has recourse to all of the provisions of the Resolution and the Law and is bound thereby.

The Board hereby covenants and warrants that it will pay promptly, when due, the principal of this Note and interest accruing hereon, all in accordance with the terms hereof and the terms and provisions set forth in the Resolution and the applicable Law.

It is hereby certified that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note do exist, have happened and have been performed in due time, form and manner as required by law, and that the amount of this Note, together with all indebtedness and obligations of the County, does not exceed any limit prescribed by the Resolution or the laws of the State of California.

This Note is subject to call and redemption in whole or in part at any time prior to maturity without penalty or premium by the Department giving the registered owner thirty (30) days' prior written notice thereof.

IN WITNESS WHEREOF, the County of Sonoma has caused this Note to be signed in its name by the Chair of the Board of Supervisors and countersigned by the Clerk of the Board, and has caused this Note to be dated October 15, 2013

Resolution #

Date:

Page 4

Chair, Board of Supervisors

ATTEST:

Clerk of the Board

7. Authority to Execute Note. The Chair of the Board of Supervisors who may be in office at the date of the Note or at any time thereafter prior to the delivery of the Note to the purchaser thereof is hereby authorized and directed as such officer to sign by his manual signature the note and the Clerk of the Board who may be in office at the date of the note or at any time thereafter prior to such delivery of the Note is hereby authorized and directed as such officer to countersign by use of her manual signature the Note. If any officer whose signature or countersignature appears upon the Note ceases to be an officer of the Board before the delivery of the Note to the purchasers, his or her signature or countersignature shall nevertheless be valid and of the same force and effect as if her or she had remained such officer.

8. Proceeds of Sale of the note Dedicated to the Project. The purchase price of the Note (except for the accrued interest received thereon) shall be deposited forthwith upon receipt in a special fund designated to be "Sonoma County Airport Land Acquisition" which fund has been established and is being administered by the County Auditor. All monies in said fund shall be applied to the payment of costs and expenses of the construction of the Project described in the recital paragraphs of this Resolution, including costs of issuance of the Note.

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: 18
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

Department or Agency Name(s): Information Systems

Staff Name and Phone Number:

Susanne Lake (707) 565-2255

Supervisorial District(s):

All Supervisorial Districts

Title: Telecommunications System Purchase and Implementation with Nexus IS

Recommended Actions:

- a) Authorize the Director of the Information Systems Department (ISD) to execute an Agreement For Purchase of Equipment and Professional Services Agreement with Nexus IS, Inc. (Nexus) for procurement, installation, implementation, and training for Cisco Systems enterprise unified communications system for a total amount not to exceed \$4,076,000 including a \$194,000 contingency for a two year period commencing October 16, 2013.
- b) Authorize the Director of ISD to execute minor amendments to the Agreement and amendments that do not exceed the contingency in the amount of \$194,000, and authorize the Division Director of ISD's Technical Services Division to execute minor amendments in the products purchase.

Executive Summary:

Background

Currently, Information Systems Department (ISD) provides telecommunication services to approximately 5,000 users at more than 60 locations on a voice network that is maintained by an outside vendor. A wide variety of terminal equipment is located in buildings throughout the county campus connected by conduits, fiber optics, and copper cables.

In July 2012, ISD reported to the Board of Supervisors the 17 year old County's telecommunications system is nearing the end of its useful life. Consequently, the Board approved staff's recommendation to replace the telephone system with the modern voice technology. With the technical assistance of a telecommunications expert consultant, COMgroup, Inc, the County validated the technical design and detailed specifications for an Internet Protocol (IP) premises-based telecommunications system. The new design will converge voice and data networks and use PC based capabilities to enhance functionality while eliminating the separate networks currently being utilized.

In order to replace and update county wide telecommunication services and address Human Services' department's call center needs staff recommends executing agreement with Nexus IS, Inc. to implement Cisco Systems enterprise solution, and increase by 4.0 full time equivalents (FTE) ISD staff to support the new system.

Request for Proposal

In April 2013, a Request For Proposal (RFP) was issued which included the procurement and implementation of the core servers, voice gateways, telecommunications software, new telephones, related peripherals, and training to all users. A vendor was sought for all hardware equipment, software, warranties and required services including planning, design, implementation, installation, and training. A managed services vendor was also sought for the ongoing maintenance, monitoring and support of the new system.

Nine (9) vendors responded and the County received eight (8) qualified responses. The evaluation committee, made up of seven (7) County staff members from multiple departments was created to review and rate the RFP responses. Three vendors (Altura, Nexus and NEC) representing three different equipment manufacturers (Avaya, NEC and Cisco) were selected as finalists based on technical, functional, experience, references and total cost of ownership. Vendor presentations were provided to the RFP evaluation committee and product demonstrations were presented to fifty (50) non-ISD County staff members representing nineteen (19) county departments.

Of the three finalists, Nexus, proposing a Cisco based solution, scored 18.5% higher than the second ranked vendor for implementation services based on the criteria noted above. Nexus scored 37.5% higher than the second ranked vendor for the managed services component. Separate negotiations for managed services are underway. ISD will return to the Board of Supervisors with a separate agreement for managed services before December 31, 2013. Nexus is a local vendor with a business license in the City of Santa Rosa.

The final unified communications system solution will provide traditional telephone functionality as well as the advanced features itemized below. In addition, the solution will provide the functionality to meet the emerging State health care reform call center requirements.

Advanced Features

- Voice mail integrated with email
- Presence (the graphic ability to see if someone is available, in a meeting, status, etc.)
- Extension of County phone functions to mobile devices (increased worker mobility)
- Real time chat (a live conversation by typing on a computer)
- Single number reach (ability for users to provide one phone number and be reached wherever on whichever device)
- Desktop and file sharing (facilitating increased collaboration and involvement)
- One-to-one video conferencing (enhanced communication and mobility tools)
- Emergency responder automation and notification services
- Enhanced call center functionality and reporting, performance indicators, and call recording

Project Phases

Within 18-24 months, these milestones will be achieved:

1. Procurement and receiving of the system – November 2013
2. Installation of core infrastructure - January 2014
3. Pilot launch and testing at ISD and HSD departments – February 2014
4. Customer department roll-out schedule – Begins April 2014

The rollout schedule begins with Child Support Services followed predominantly by departments on the County campus. ISD will schedule the remaining departments according to each department's business needs and impacts.

Project Cost

Total costs for hardware, software and warranty for five years; professional services for implementation; and ISD labor and hardware costs are estimated at \$5.7 million. A 5% contingency addresses design, network, or contact center configuration changes which may become evident upon completion of the system requirement definitions.

CISCO Hardware/Software	\$	2,830,170	
Nexus Professional Services	\$	1,051,830	
5% Contract Contingency	\$	194,000	
Subtotal Contract Expenses:	\$	4,076,000	
ComGroup Prof Services	\$	259,692	
ISD Labor and Training	\$	828,552	
ISD Hardware	\$	479,469	
Project Contingency	\$	79,267	
Project Total	\$	5,722,980	

The investment and implementation cost of the system for FY 13/14 will be approximately \$2,066,000.

Financing

ISD recommends funding the project using existing Accumulated Replacement Fund reserve accounts up to \$1.9 million over a two year fiscal period (FY 13-14 and FY 14-15). Additionally, Human Services Department will contribute \$1.6 million of State and Federal funding to the replacement project as the solution will address their separate data network and health care requirements. Staff completed an analysis of the early withdrawal of replacement funds, and recognizes the significant withdrawal leaves low reserves for unanticipated technology infrastructure needs. Any unforeseen major event could possibly require use of other fund balances collected for other purposes and/or the General Fund. Telephone rates to ISD's customers are not expected to increase directly as a result of the investment. Restoration of reserve accounts will begin in FY 15/16.

Ongoing Costs

The annual baseline operating savings are expected to be approximately \$400,000 to \$700,000 per year based on comparable industry metrics due to reduced voice lines converged with data lines, removing duplicate network (voice), and lowering managed services costs for ongoing operations. The net savings, realized in the next two years and ongoing thereafter, will finance \$515,000 in new

telecommunications County staff. ISD will return to the Board upon project completion to summarize service enhancements and operating efficiencies attained.

Staff Resources

The introduction of voice over the Internet technology merges voice and data networks. This allows the County to leverage technologies such as video conferencing, streaming media, presence, real time chat, and other services in addition to voice communications while eliminating redundant infrastructure.

Because the voice system will now be part of the County network and desktop infrastructure, ISD will increase four (4) FTEs including one Senior Network Analyst to support the new Voice over Internet Protocol (VoIP) infrastructure; two Information Technology Analysts to support the convergence of voice and data networks at the Desktop and Service Desk; and an Administrative Aide to maintain and align with ISD’s internal billing and inventory processes. County operator services will be transitioned from the current contractor to County staff (Administrative Aide and Service Desk group) who have a thorough understanding of the County’s business and will be able to see who is available to receive a call as a result of the new technology. Human Resources has reviewed and concurs with the recommended positions.

During a typical power outage, VoIP becomes unavailable because VoIP devices (computers, routers, adapters) rely on a power source to function. Traditional phone lines are usually available during such an outage, which is a major advantage in an emergency. ISD intends to install uninterruptible power supply (UPS) with extended battery life as part of the VoIP installation. If longer connectivity is desired during a power outage, ISD will assess each departments needs and consider other alternatives such as retaining analog lines.

Prior Board Actions:

2/26/13: Board authorized ISD to execute an agreement with COMgroup, Inc for the technical specifications and project implementation of an enterprise telecommunications system.
7/31/12: Board approved an agreement with COMgroup, Inc. for research and analysis of the current telephone system.

Strategic Plan Alignment Goal 3: Invest in the Future

Investment in an enterprise unified communications system will provide a more resilient and flexible infrastructure, additional features for voice and data, and improved redundancy.

Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 1,362,000	County General Fund	\$
Add Appropriations Req'd.	\$ 703,965	State/Federal	\$ 1,603,965
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$ 462,000
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 2,065,965	Total Sources	\$ 2,065,965
Narrative Explanation of Fiscal Impacts (If Required):			
<p>A contribution from Human Services Department in the amount of \$1,603,965 from improved State/Federal funding allocations and the use of Replacement Funds of \$703,965 will be included in the Quarter 1 (Q1) Consolidated Budget Adjustment. FY 2014-15 budget will include project appropriations necessary to complete the installation and reflect revised ongoing operating expenses.</p>			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Senior Network Analyst	C	1.0	
Information Technology Analyst	C	2.0	
Administrative Aide	C	1.0	
Narrative Explanation of Staffing Impacts (If Required):			
<p>1.0 Senior Network Analyst – This VoIP specialist would team with internal network services staff and vendor engineers to maintain, troubleshoot, and support systems. The focus is primarily on voice systems but integration with data infrastructure will also be critical.</p> <p>2.0 Information Technology Analysts – Assigned to the County Service Desk and Desktop Support teams, these staff will assume responsibility for triaging incidents and service requests, coordinate vendor activities for customers, perform routine equipment moves, troubleshoot and replace end user equipment, and provide related services.</p> <p>1.0 Administrative Aide – Assigned to the administration division, the individual will be responsible for routine county operator service for the public, billing, inventory, asset management, and related functions.</p>			

Attachments:

Exhibit B – Scope of Work; Exhibit C – Payment Schedule, Exhibit D – Bill of Materials; and Exhibit E – Change Procedure

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

Professional Services Agreement with Nexus IS

Exhibit "B" - Scope of Work
Unified Communications Solution

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Document Control

Author: Tony Russi

Change Authority: Nexus Professional Services

Revision History

The table below shows the revision history of this document.

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Review History

The table below shows the review history of this document.

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1 Acronyms

Acronym	Definition
BIB	Built In Bridge
CAD	Cisco Agent Desktop
CER	Cisco Emergency Responder
CFB	Conference Bridge
CR	Compliance Recording
CSD	Cisco Supervisor Desktop
CTI	Computer Telephony Integration
CTIOS	CTI Object Server
CUCM	Cisco Unified Communications Manager
CUIC	Cisco Unified Intelligence Center
FIN	Finesse Desktop
FXO	Foreign Exchange Office
FXS	Foreign Exchange Station
IM	Instant Messaging
IM&P	Instant Messaging and Presence
IOS	Internetworking Operating System
IP	Internet Protocol
IPP	IP Phone
IPT	IP Telephony
MC	Meeting Center
MS	Microsoft
PCCE	Packaged Contact Center Enterprise
POTS	Plain Old Telephone Service
PRI	Primary Rate Interface
PSTN	Public Switched Telephone Network
QM	Quality Management
SBC	Session Border Controller
SCCP	Skinny Call Control Protocol

SIP	Session Initiation Protocol
TFTP	Trivial File Transfer Protocol
TLS	Transport Layer Security
TP	Telepresence
UC	Unified Communications
UCCE	Unified Contact Center Enterprise
UCS	Unified Computing System
UCS	Unified Computing System
UCXN	Unity Connection
UM	Unified Messaging
UPS	Uninterruptible Power Supply
VG	Voice Gateway
VM	Voice Mail
VM	Virtual Machine
VMW	VMware
VoIP	Voice Over Internet Protocol
WBX	WebEx
WFM	Workforce Management
WFO	Workforce Optimization

2 Executive Summary

This Scope of Work identifies the services and activities to be performed by Nexus IS, herein after named "Nexus" (and/or others as identified herein).

Nexus Profile

Nexus, headquartered in Valencia, California has offices throughout California, Arizona, Oregon and Washington. The company employs more than 450 people and serves client organizations of all types and sizes in local, national and international markets.

Project Objectives

The County's current telephony system includes a mix of NEC PBXs. Each operates independently, but are linked via NEC CCIS or Fusion networking. There are a significant number of digital and analog trunks utilized for networking - 71 digital carrier trunk circuits (T1 / PRI) and over 190 analog carrier trunk circuits. There are approximately 2,400 digital / IP telephones and over 2,700 analog extensions. In addition, 18 sites are served via AT&T Centrex service, covering about 127 total lines. Voice mail and auto attendant features are provided by three older AVT Repartee systems.

The project goal is to replace the legacy phone systems with a new Cisco Unified Communications Solution. To meet these requirements the following must be achieved:

- Design and deploy a solution which consists of various collaborative applications, servers and gateway hardware and related licenses.
- Integrate the voice solution with the County's Exchange voicemail system.
- Deploy Unity Connection Voice Mail solution to Human Services Department.
- Provide implementation services for the entire solution.
- Provide IT administrative knowledge transfer on all supported software and related documentation.
- Install, configure, and train users on the solution for instant messaging, presence, and desktop sharing.
- Design, install, configure and train users on the contact center solution for all customer departments.
- Deploy IP and soft phone technology to all customer departments. Provide applicable training and user handouts.

3 Solution Overview

3.1 Current Environment

This is the County's current environment.

LAN/WAN Manufacturer:	Cisco with PoE
Current Firewall Manufacturer:	Cisco ASA and Imperva Web App Firewalls
Desktop Environment:	Windows 7 64-bit and Windows XP
Current PBX:	(7) NEC 2400, (21) NEC 2000, (1) SV8500, (18) Sites with AT&T Centrex Service
Current PSTN Connectivity:	PRI, POTS
Number of Handsets	Approximately 5227
Current QoS Policy:	QoS enabled
Current Routing Protocols:	County Network – EIGRP and Static Routes Internet – BGP (Internal and External)
Connection Speed:	WAN: (28) Opt-E-MAN Sites (14) T1 Sites Internet: Primary link to Sonic.net is 100Mb CIR and 500Mb Opt-E-MAN. Secondary link to AT&T is 20Mb CIR and 20Mb Opt-E-MAN to AT&T.
Workstations	Approximately 3500

This is HSD's current environment.

LAN/WAN Manufacturer:	Cisco
Current Firewall Manufacturer:	Cisco
Desktop Environment:	50% WinXP SP3, 50% Win7 SP1, 50% MS Office 2007, 50% MS Office 2010
Current PBX:	NEC SV8500, NEAX 2000 IVS
Current PSTN Connectivity:	PRI, POTS, T1
Current QoS Policy:	DSCP, Queuing
Current Routing Protocols:	N/A
Connection Speed:	20Mb, 10Mb, T1

3.2 Operational Requirements

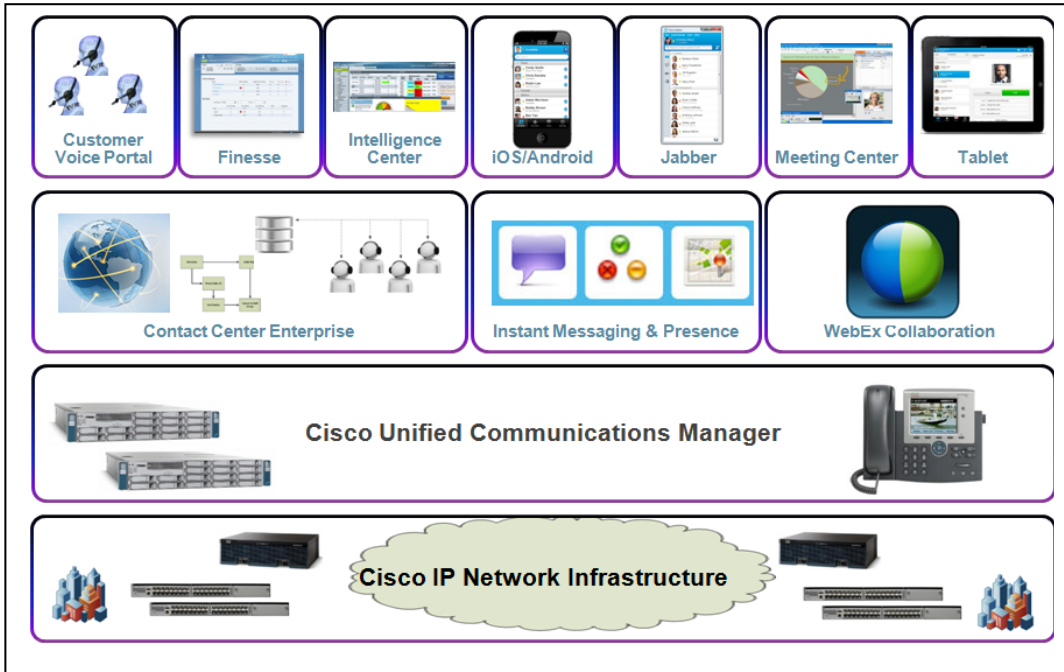
The operational requirements include:

- All network upgrades and integration must take place without effecting normal business processes. All outages shall be scheduled and calendared a minimum of one week in advance with County of Sonoma IT personnel.
- IPT solution will be implemented in parallel to current solutions.
- Coordinate changes using County change management processes and procedures.

3.3 Solution Description

The County Unified Communications (UC) Solution is a comprehensive architecture that consists of the following major components and a high level framework is presented below:

- Core Applications
 - Cisco Unified Communications Manager and endpoints
 - Cisco Unified Communications Instant Messaging & Presence (IM&P)
 - Cisco Emergency Responder
 - Exchange Unified Messaging (provided by County, but integrated by Nexus)
 - Metropolis Call Accounting
 - Cisco Unity Connection Voice Mail for Human Service Department
 - Standard Endpoints –
 - Cisco 8945 handsets,
 - Cisco 8961 handsets (when sidecar required, no video)
 - Cisco 9951 for executives
 - Mobile devices
- Collaboration Applications
 - Jabber Desktop Client
- Contact Center Applications
 - Packaged Contact Center Enterprise
 - Calabrio Call Recording
 - Finesse Agent Application



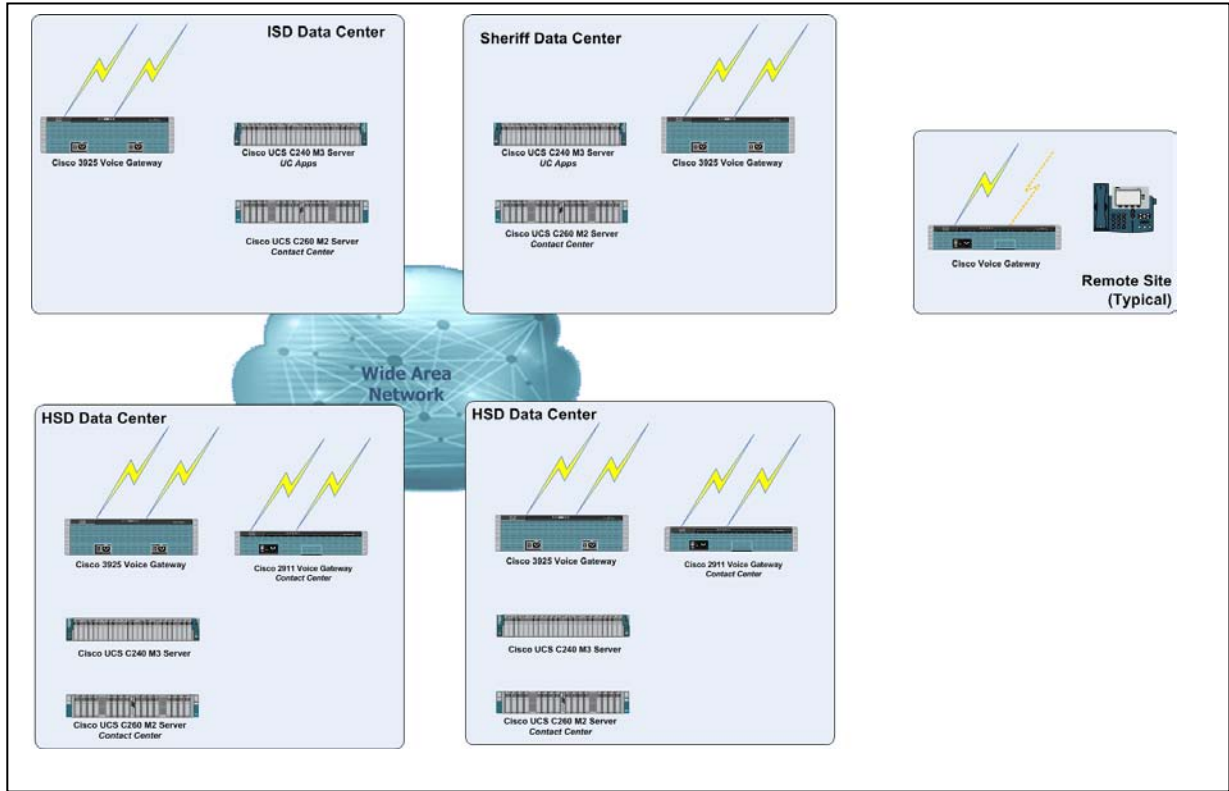
The County is separated into two primary logical networks that are interconnected via WAN:

- "HSD" - The Human Services Department network
- " County" - Refers to all other County departments serviced by the Information Services division WAN.

To map this solution to County's physical IT infrastructure, four primary locations will be used to house the core voice equipment and associated applications. These locations and roles are presented in the table below.

Site Reference	Description / Address	Purpose
County Campus	ISD Data Center 2615 Paulin Drive	Main County data center
Sheriff Administration	Located at county campus 2796 Ventura Av	Secondary County data center
HSD Administration	HSD main office 3600 Westwind Blvd	HSD primary data center
HSD Economic Assistance Center	HSD EASC 520 Mendocino Ave	HSD secondary data center

Key architecture components and their associated mapping to physical locations are represented in the figure below:



3.4 Solution Components

3.4.1 Cisco Unified Communications Manager

This provides services such as session management, voice, video, messaging, mobility, and web conferencing.

- Extend video capabilities to your employees through a single, unified communications infrastructure from the desktop to Telepresence rooms
- Simplify voice systems with unified communications to cut costs and dramatically simplify provisioning and maintenance
- Build productivity with comprehensive unified communications to help workers communicate and work more effectively
- Enable mobility with embedded unified mobility software capabilities to keep workers productive wherever they are, with any content type, on any device
- Improve collaboration -simply click to begin an IM session, initiate a phone call, or easily start a video-conferencing call

3.4.2 Unity Connection Voice Mail

Cisco Unity Connection is a voicemail and unified messaging platform which allows you to access and manage voice messages in a variety of ways, using your email inbox, web browser, Cisco Jabber®, Cisco Unified IP Phone, Smartphone, tablet, and more. Cisco Unity Connection also provides robust speech-recognition features for when you are mobile, so you can manage your voice messages hands and eyes free.

3.4.3 CER - Cisco Emergency Responder v9.0

An emergency communication system that helps you respond to a crisis quickly and efficiently. When someone in your telephone network places an emergency call, Emergency Responder automatically notifies you and routes the call to the local public safety answering point (PSAP) operator. Using the extension that Emergency Responder provides, you can look up the location of the caller through the Emergency Responder user web interface. After you know the location of the caller, you can go to the site of the emergency, send help, or otherwise complete your company emergency response policy requirements. Emergency Responder also maintains a record of emergency calls your system receives so that you can access information later.

3.4.4 Cisco Unified Communications Instant Messaging & Presence

Cisco Unified Communications Manager Instant Messaging and Presence Service provides native standards-based dual-protocol enterprise instant messaging (IM) and network-based presence as part of Cisco Unified Communications. This secure, scalable, and easy-to-manage service within Cisco Unified Communications Manager offers users feature-rich communications capabilities both within and external to the enterprise.

IM and Presence Service is tightly integrated with Cisco and third-party compatible desktop and mobile presence and IM clients, including the Cisco Jabber™ messaging integration platform, Cisco WebEx® Social, and Cisco Jabber SDK. It enables these clients to perform numerous functions such as instant messaging, presence, click-to-call, phone control, voice, video, visual voicemail, and web collaboration. IM and Presence Service offers customers and partners the flexibility of rich, open interfaces that allow enablement of IM and Cisco rich, network-based presence, and IM and presence federation for a wide variety of business applications.

3.4.5 Jabber

Cisco Jabber is desktop and mobile application lets you access presence, instant messaging (IM), voice, video, voice messaging, desktop sharing, and conferencing which must be provisioned and licensed in your environment.

3.4.6 PCCE - Packaged Contact Center Enterprise Release 9.0(x)

PCCE is a packaged solution deployment to deliver Cisco Unified Contact Center Enterprise in a virtualized environment. The initial model of PCCE supports up to 1,000 agents. It delivers CCE on a single pair of core duplexed UCS 260M2 servers, referred to as Side A and Side B. It is deployed in a virtualized environment, using OVA templates that are downloaded from Cisco. PCCE provides the essential set of contact center functionality – call processing, prompts and rich VXML scripting, voice response collection, agent selection, queuing, and reporting. With its controlled environment and well-defined configuration and deployment boundaries, CCE is a robust solution with high availability and solution serviceability. Additional benefits are simplified ordering and deployment rollout, a simplified installation process, easier operation and maintenance, and Unified CCE Web Administration, the streamlined, browser-based administration interface. This proposal includes 2 instances of PCCE, one on the ISD network and one on the HSD network.

3.4.7 UCS - Unified Computing Solution

Cisco UCS servers provide the compute infrastructure and serve as the virtualization platform for voice applications. The Cisco UCS servers unify computing, networking, management, virtualization, and storage access into a single integrated architecture.

3.4.8 Metropolis Call Accounting

Metropolis OfficeWatch Telemanagement provides visibility for businesses to easily track all calls within the enterprise to determine employee productivity and prevent against unauthorized phone usage. The application includes an automatic report scheduler which configures an unlimited number of reports to be emailed, printed or archived on an hourly, daily, weekly, or monthly basis. OfficeWatch also offers 911 alert notifications and trunk analysis tools to help businesses reduce their liability and expenses.

3.4.9 Voice Gateways

The Cisco 3945 and Cisco 2951 routers serve as both the gateway to the Public Switched Telephone Network and provider SIP networks. In addition, the voice gateway provides local call control in the event of a wide area network failure.

3.4.10 Endpoints

Cisco endpoints in the solution are the handsets and devices used by the users – telephones. Two models of phones are proposed – the Cisco 8945 and 8961 handsets.

3.4.11 Calabrio Workforce Management

Calabrio Workforce Management software makes it easy for contact center managers to forecast accurately, develop schedules for multiple sites, track key performance indicators and manage real-time adherence. Web-based access to every product feature from any location provides better visibility to managers, supervisors, agents and schedulers.

3.4.12 Calabrio Quality Management

Quality Management Software allows your company to review and assess the performance levels of individual agents and teams, with the speed and ease of software built in a Web 2.0 framework. You set business-driven parameters that automatically pinpoint and record the most relevant calls, providing optimal insight into service performance.

3.5 Product Implementation Specifics

3.5.1 Phase I - Unified Communications Products

Phase 1 System Implementation Objectives:

1. Core telephony components will be installed at the County's ISD data center, Sheriff's data center, and HSD's data center for redundancy.
2. Core telephony components will be installed at HSD's Westwind data center and HSD's Mendocino data center for redundancy.
3. Voice mail services will be integrated with ISD's Microsoft Exchange server. Nexus will deploy the Microsoft UM Role servers.
4. IP phones and unified messaging will be deployed to a pilot group of users at ISD and a pilot group of users at HSD.
5. Implement Unity Connection voicemail for HSD pilot users.
6. Packaged Contact Center Enterprise (PCCE) will be implemented and configured to support the ISD Service Desk. PCCE will also be implemented and configured to support the HSD Service Desk.
7. Pilot group of HSD IT.

Specific products and quantities include:

- (6) Cisco Unified Computer Solution (UCS) Servers, distributed among 4 geographically disparate sites: HSD Westwind and Mendocino Data Centers; ISD Data Center and Sheriff Data Center. Virtual Machines (VMs) will be deployed across new ESXi 5.1 Hypervisors for the most fault tolerant solution to meet the County requirements.
 - This hardware configuration will scale up to support 7500 users
 - Additional hardware (UCS C220 M3 and UCS C240 M3) included for Call Recording and Workforce Management
- 152 Cisco 8945 IP Phones
- ~152 Cisco UCL Enhanced User Licenses
 - Includes Jabber IM/Presence
 - UCM 9.1 Server Software License
- ~52 Cisco Emergency Responder User Licenses
- (2) Cisco CUBE Voice Gateway ISR G2 3945 Routers
- (4) Cisco CUBE Voice Gateway ISR G2 2951 Routers

Phase 1 - PCCE Infrastructure

Nexus will deploy the following components for the Phase I PCCE solution. Hardware for all contact center requirements implemented in all phases will be deployed in this phase.

Packaged Contact Center Component	Model/Description	Quantity
UCS C 260 M2	Cisco Unified Computing System Servers (A & B Sides)	4
PCCE Call Server	Router, Peripheral Gateway, CTI Server & CTI OS (A & B Sides)	4
PCCE Data Server	Logger & Administrative Workstation (A & B Sides)	4
Unified Customer Voice Portal	Call Server, VXML Server & Media Server (2 each On A & B Sides)	8
Unified Customer Voice Portal OAMP	Operations and Management Portal (On A Side)	2
Unified Customer Voice Portal Reporting Server	Reporting Server (On B Side)	2
Unified Intelligence Center Publisher	CUIC Publisher (On A Side)	2
Unified Intelligence Center Subscriber	CUIC Subscriber (On B Side)	2
Finesse Server	Finesse Server Primary Node (On Side A)	2
Finesse Server	Finesse Server Secondary Node (On Side B)	2
PCCE Agent/Supervisor Desktops	IPCE-PREMAGT-L	230
Customer Voice Portal Ports	CVP-8X-PTS	230
Customer Voice Portal Redundant Ports	CVP-8x-REDPT	230
VXML Feature License for Voice Gateways	FL-VXML-12	240
Calabrio Advanced Quality Management Base Server	Calabrio AQM Base Server Software	1
Calabrio Advanced Quality Management Named user License	Calabrio AQM Named User Licenses	230
Calabrio Workforce Management Base Server	Calabrio WFM Base Server Software	1

Packaged Contact Center Component	Model/Description	Quantity
Calabrio Advanced Quality Management Named user License	Calabrio WFM Named User Licenses	300
Packaged Contact Center OVA Files	CCE PAC M1	
OVA Files	New installations of Packaged Contact Center Enterprise 9.0(x) use the following OVA files: CCE-PAC-M1-CCE-vmv8-v9.0.1.ova CCE-PAC-M1-CVP-vmv8-v9.0.1.ova CCE-PAC-M1-Finesse-vmv8-9.0.1.ova cucm_9.0_vmv8_v1.5.ova CCE-PAC-M1-IntelligenceCenter-vmv8-fv2.1-v9.0.ova CCE-PAC-M1-CVP-Reporting-Server-vmv8-v9.0.1.ova	

3.5.2 Phase 1 - PCCE Implementation Objectives

- Nexus will implement a new installation of Cisco’s Packaged Contact Center Enterprise (PCCE) infrastructure on Cisco UCS C 260 M2 servers utilizing virtualization in version 9.x. Installation of PCCE 9.x
 - Requirements & Design Definition (RDD) included
 - Programming to include:
 - Up to 2 (2) inbound numbers and CTI route points
 - Queues will be limited to:
 - Up to one (1) application. Application to comprise:
 - Time of Day/Day of Week routing with afterhours, weekend and holiday message.
 - Routing by ANI/CLID, DNIS, or menu selection.
 - One (1) inbound menu no more than six (6) across at first level two (2) deep, one (1) first level selection for each CSQ, each succeeding level no more than three (3) across. May include prompt-and-collect digits for routing callers.
 - Two (2) language localizations (English, Spanish)
 - Deployment of up to twenty (20) Finesse Desktops on the ISD and HSD PCCE.

- Deployment of up to five (5) Cisco Supervisor Desktops on the ISD and HSD PCCE.
- Deployment of up to twenty five (25) Calabrio Advanced Quality Management licenses.
- Callers in queue can request a callback when an agent becomes available, reducing time spent on hold and lowering caller frustration. If the caller decides to be called back by the system, they leave their name and phone number. Their request remains in the system and the effective wait time fires when the system places a callback to the caller. The caller answers the call and confirms that they are the original caller, and the system connects the caller to the agent after a short wait.

3.5.3 Phase 2 - Unified Communications Products

Phase 2 Implementation Objectives

1. Contact Center services and agents deployed at 2 HSD Contact Center sites (Westwind and Mendocino).
2. Implement Unity Connection voicemail for (900) HSD users.
3. Deploy remainder of HSD's contact centers.
4. Deploy Contact Center agents and Automatic Call Distribution at up to 28 customer departments.
5. Install IP phones and voice gateways across 28 customer departments distributed across 53 remote locations.

Specific products and quantities include:

- (4000) Cisco 8945 IP Phones
- (150) Cisco 7937 IP Conference Phones
- (105) Cisco 9951 IP Phones
- (4140) Cisco UCL Enhanced User Licenses
 - Includes Jabber IM/Presence
- (4140) Cisco Emergency Responder User Licenses, server software (45) Cisco SRST Voice Gateways ISR G2 2900/3900 series, software
- (900) Unity Connection Voice Mail User licenses

3.5.4 Phase 2 - PCCE Implementation

- Requirements & Design Definition (RDD)
- Programming to include:
 - Up to Thirty (30) inbound numbers and CTI route points
 - Queues will be limited to:
 - Up to one (1) application. Application to comprise:

- Time of Day/Day of Week routing with afterhours, weekend and holiday message.
- Routing by ANI/CLID, DNIS, or menu selection.
- Twelve (12) inbound menu no more than six (6) across at first level two (2) deep, one (1) first level selection for each CSQ, each succeeding level no more than three (3) across. May include prompt-and-collect digits for routing callers.
- Two (2) language localizations (English, Spanish)
- Use the Outbound Option and CVP IVR capability to develop an appointments reminder application.
- Deployment of up to four hundred five (405) Finesse Desktops.
- Deployment of up to four hundred five (405) Calabrio Advanced Quality Management licenses.
- Deployment of up to two hundred fifty (250) Calabrio Compliance Recording licenses.
- Deployment of up to three hundred (300) Calabrio Work Force Management licenses.

3.5.5 Customer Departments

County Department		Total Phones	Analog Lines
1	Auditor/Controller/Treasurer/Tax Collector	107	14
2	Agricultural Commissioner	23	1
3	Animal Care & Control	20	2
4	Board of Supervisors	30	1
5	Clerk/Recorder/Assessor	127	14
6	Child Support Services	114	6
7	Community Development	40	
8	County Counsel	44	4
9	County Administrator	25	1
10	District Attorney	166	6
11	Economic Development	22	1
12	Fire and Emergency Services	122	27
13	Emergency Operations Center	*	
14	General Services	130	19

15	Health Services (DHS)	654	60
16	Human Services (HSD)	841	70
17	Human Resources	67	4
18	Information Systems	94	10
19	Open Space District	44	1
20	Permit and Resource Management	118	9
21	Probation	328	12
22	Public Defender	54	2
23	Regional Parks	42	5
24	Retirement	27	2
25	Sheriff's Office	472	50
26	Transportation and Public Works	115	2
27	Transportation Authority	13	
28	UC Extension	33	1
		3,872	324

*EOC numbers represented in Fire & Emergency Services total

3.5.6 Physical Locations

	Physical Location	Address
1	Agricultural Commissioner's Office	133 Aviation Bl
2	Main County Administration	2615 Paulin
3	Sheriff - Administration	2796 Ventura Av
4	Dept Child Support Svcs 2nd Flr	3725 Westwind Bl
5	CRA Sonoma	19722 8th St East, Sonoma
6	CRA Petaluma	11 English St, Petaluma
7	Community Development Commission	1440 Guerneville
8	DHS La Fiesta	8511 Liman Way Rohnert Park
9	DEA/NARC	5770 Skylane Blvd
10	DHS Guerneville	16390 Main St, Guerneville
11	Economic Development	401 College Ave, Santa Rosa
12	Fleet Heavy	1200 Century Ct, Santa Rosa
13	DHS Department of Health Services	625 5th
14	Drunk Driver Program DDP	1000 Coddington Ctr
15	DHS Alcohol and Other Drugs Program	1430 Neotomas
16	DHS Animal Care and Control	1247 Century Ct
17	DHS MTU (Medical Therapy Unit)	2665 Dutton Meadows
18	DHS Mental Health Petaluma	1360 North McDowell, Petaluma

19	DHS Lakes	2225 Challenger Way, Santa Rosa
20	DHS Admin	3325 Chanate
21	HSD FY&C - Family Youth & Children	1202 Apollo Wy
22	Human Services Dept-Administration	3600 Westwind Bl
23	HSD Economic Assistance Svc Ctr	520 Mendocino Av
24	HSD Adult & Aging, IHSS, APS 1st Flr	3725 Westwind Bl
25	HSD Employment & Training	2227 Capricorn Wy
26	HSD Family Justice Center	2755 Mendocino Avenue
27	HSD	112 Children's Circle
28	Human Services - Campus Site	2550 Paulin Drive, Santa Rosa
29	Records Management/Center	1375 N Dutton Av
30	AG Preservation & Open Space District	747 Mendocino Av
31	Probation Youth Camp	7201 Steve Olson Ln, Frstvl
32	JJC Juvenile Justice Center	7425 Rancho Los Guilucos Rd
33	SCERA (Retirement)	433 Aviation BL
34	Sheriff Sonoma Valley Sub Station	810 Grove
35	Sonoma Police Department	175 - First Street West
36	Sheriff Windsor PD	9291 Old Redwood Hwy, Windsor
37	Sheriff Helicopter	2265 Becker Blvd, Santa Rosa
38	Sheriff Amarosa	3261 Dutton Ave South, Santa Rosa
39	Sheriff Roseland Sub	555 Sebastopol Rd, Santa Rosa
40	Sheriff Lake Sonoma	3333 Skaggs Spring Rd, Geyserville
41	Court Empire	3055 Cleveland Ave, Santa Rosa
42	NCDF North County Detention Facility (Bomb Squad, TPW Road Yard)	2254 Ordinance Rd
43	Sheriff Guerneville Sub	1st and Church St, Guerneville
44	TPW Refuse/Landfill	500 Mecham Rd PET
45	TPW Sonoma Road Yard	19722 8 th Street East, Sonoma
46	TPW Air Quality	159 Matheson, Healdsburg
47	TPW Cotati Road Yard	9200 Water Road, Cotati
48	TPW Guerneville Road Yard	14900 Armstrong Woods, Guerneville
49	TPW Healdsburg Road Yard	17270 Healdsburg Ave, Healdsburg
50	Transportation Authority FLR 2 and DHS - FLR 2	490 Mendocino Av
51	Sheriff Mark West	4784 Old Redwood Hwy, Santa Rosa
52	Sheriff Coroner	3336 Chanate, Santa Rosa
53	DHS Chanate Hall	3333 Chanate, Santa Rosa

4 Professional Services Overview

4.1 Project Approach

Based on our solution lifecycle approach, the services will include these high level phases:

- Project Initiation
- Requirements Definition
- Design Development
- Phase I Implementation
 - Deploy core voice call control and applications to ISD, Sheriff and HSD
 - Deploy voice services to ISD users
 - Integrate the system with the county MS exchange environment for County voice mail users
 - Deploy Unity connection for HSD pilot users
 - Deploy PCCE contact center services to the ISD Service Desk
 - Deploy voice services to HSD IT users
 - Deploy PCCE contact center services to the HSD service desk
 - Training/Knowledge Transfer
- Phase II Implementation
 - HSD Departmental Rollout
 - HSD Contact Center Rollouts
 - Deploy voice services to all County and HSD users using a phased approach
 - Deploy Unity Connection voicemail to remaining HSD users
 - Deploy the HSD Call Center services
 - Deploy contact center to County customer departments using a phase approach
 - DCSS Departmental Rollout
 - Emergency Operations Center Rollout
 - Sonoma County Campus Migration
 - Sheriff's Department and Satellite Office(s) Rollout
 - Remaining customer departmental remote site Rollout
 - Integrate with SIP Carrier services
 - Project Completion

Nexus will work with the County to develop a detailed schedule based on customer priorities and constraints.

4.2 Project Initiation

The first milestone, project initiation consists of the following:

- Assignment, scheduling and commitment of Nexus resources.
- Development of the project plan which will address the following topics:
 - Equipment ordered
 - Equipment received
 - Network readiness assessment
 - Site preparedness
 - Network and provider services coordination
 - System design and configuration
 - Equipment pre-programming and testing
 - On-site training – timelines for system administration and end user training
 - On-site installation
 - Testing and acceptance
 - On-site and remote post installation support
 - Risk management
 - Issues management
 - Financial management
 - Change Control
- Initiation of the acquisition of hardware, software, and licenses to be used by Nexus and deemed necessary by Nexus IS for the delivery of the project.
- Nexus IS internal review with project team.
- Conduct a customer kickoff meeting to review statement of work, preliminary design and draft timeline.

4.3 Requirements Definition Development – Core UC

The objective of the requirements definition process is to identify functional and tactical requirements affecting the solution configuration and deployment for both County and HSD networks. During this process, Nexus will validate the preliminary design and migration plan presented herein. The information also forms the foundation necessary to create the detailed design and plan for the core Unified Communications solution. A sample Table of Contents for the Requirements Definition Document is attached as Exhibit “S.1”.

Nexus IS, in conjunction with County, will conduct a series of work sessions to finalize the specific hardware site specifications and business requirements.

Topics will include:

- Network Physical and Logical Topology Review
- Review of detailed business requirements (Requirements Definition Document)
 - Quality Monitoring
 - IT and End User Training
 - End User Requirements
 - Contact Center Requirements
- Review of detailed technical requirements (Requirements Definition Document) including
 - Environmental
 - Carrier Services
 - Call Routing
 - IVR Call Handling
 - Encryption requirements – Handset to handset

Requirements will be documented in a Requirements Definition Document (RDD), which will be submitted to County for approval. The RDD describes the County's business requirements and provides a "roadmap" for the design of the solution. County feedback will be incorporated into the RDD and up to two revisions of the original RDD will be provided at no additional cost. County will be responsible for reviewing and submitting requested changes within three (3) business days for each of the two revisions. Final approval must be provided within three (3) business days of the last revision.

During the RDD process, Nexus or County may discover that additional functionality or features available to them may benefit the overall project design. Subsequent to RDD approval, any adjustments made to the original design, associated Bill of Material (BOM), and services will be documented and submitted to County for approval using the Change Order process prior to proceeding.

4.4 Requirements Definitions Development – PCCE (Contact Center)

In order to ensure that County's expectations for contact center functionality are met, Nexus IS has included its Requirements Definition process for the contact center portion of this project. A sample Table of Contents for the Requirements Definition Document is attached as Exhibit "S.1".

Nexus, in conjunction with County, will review the proposed Packaged Contact Center Enterprise (PCCE) for the following core project components by conducting a working session with decision makers and key users, as identified by County. The scope of the requirements definition process will include the following, as applicable:

- IP Contact Center (including call flows)
- Systems Requirements (i.e., security, performance, redundancy, etc.)

- Integration Requirements (i.e., integration to third party applications, etc.)
- Implementation Requirements (i.e., sequence of events, etc.)

The objective of the requirements definition process will be to identify and validate functional and tactical requirements affecting the solution configuration and deployment. County inputs will be used to validate the preliminary call flow design and level of effort presented in this SOW. The information also forms the basis of understanding necessary for development of the detailed design.

Requirements will be documented in a RDD, which will be submitted to and approved by County. The RDD details County's business requirements and provides a "roadmap" for the design of the solution. The following represents a typical outline for the RDD:

- Telephone Functionality Requirements (Call Center Agents)
- Agent and CTI Requirements
- Call Flow Requirements
- Voicemail Requirements (Call Center Agents)
- Contact Center Sizing (Erlang) Requirements
- Circuit Requirements (Call Center related)
- Silent Monitoring Requirements
- Reporting Requirements
- Data Networking Requirements (Call Center related)
- Computing/Datacom Infrastructure and Requirements (Call Center related)

Documentation deliverables include Project Plan, RDD, and Detailed Designed Document (DDD), based on Nexus Template, any customization to the Nexus Template will result in additional charges.

4.5 Design Development

Upon County's review and acceptance of the RDD, Nexus IS will develop the detailed design. Requirements will be translated into technical parameters that describe the solution configuration and programming.

This process requires County to complete sections of the data worksheets (provided by Nexus IS *if applicable*) such as dialed number plans, device pools, user names, and agent ID's, and maintenance windows available. This data will be incorporated into the design documentation.

Upon County's review and acceptance of the RDD, Nexus will develop the detailed design for project. Requirements will be translated into technical parameters that describe the solution configuration and programming. Design development tasks will include:

- Development of the detailed CUCM and associated applications design
- Development of Exchange UM integration design
- Development of HSD's Unity Connection integration design

This process requires County to confirm sections of the data worksheets (provided by Nexus) based on the existing solutions. This data will be incorporated into the design documentation.

Any Nexus requested information needs to be provided by County within five (5) business days unless County and Nexus agree on an additional timeframe.

4.6 Contact Center Design Development

Nexus IS will develop the detailed design for the upgrade of the PCCE project. Requirements will be translated into technical parameters that describe the solution configuration and programming.

This process requires County to confirm sections of the data worksheets (provided by Nexus) based on the existing PCCE design such as dialed number plans, device pools, user names, and agent ID’s. This data will be incorporated into the design documentation. Any Nexus requested information needs to be provided by County within five (5) business days unless County and Nexus agree on an additional timeframe.

4.7 Implementation Tasks – Phase One

The following table identifies solution components and associated tasks, defining what responsibilities shall be borne by Nexus and by County. Specific dependencies and timing of tasks will be developed during the engagement.

High level tasks in Phase I include:

- Phased implementation and acceptance testing of the core voice equipment and associated applications
- Deployment and acceptance testing of Microsoft Exchange Unified Messaging integration components
- Deployment and acceptance testing of the ISD and HSD user community
- Deployment and acceptance testing of the ISD and HSD Service Desk contact centers
- End user training
- All testing of solutions will include testing failover
- HSD Unity Connection Voice Mail implementation

The mark ■ is used to indicate primary responsibility for each task; as applicable, tasks marked by □ will require secondary involvement by that identified party. Tasks that are not pertinent to this project (if any) are marked N/A.

System	Task	Customer	Nexus
Unified Communications Manager Version 9 (Including IM&P server)	Gather and create user DB	□	■
	Create dialing plans	□	■
	Pre-configure/stage UCM server		■
	Upload database		■
	Configure dialing plans		■
	Configure Nexus standard softkey template		■

System	Task	Customer	Nexus
	Configure Nexus standard features**		■
	Configure conferencing resources		■
	Configure Hunt group(s)		■
	Configure voice gateways		■
	Configure MOH	<input type="checkbox"/> -Provide WAV file(s)	■
	AD integration	<input type="checkbox"/> -Provide Credentials	■
	Voice Encryption		■
	Test		■
IP Telephones	Inventory user IDs, MAC addresses		■
	Unpack, place decals and place phones		■
	Test phones		■
	BAT File Normalization		■
Voice gateway/WAN Router (SRST Gateways)	Rack/stack/cable voice gateway		■
	Configure voice cards		■
	Configure DSP resources		■
	Configure SRST		■
	Configure/Test PSTN voice circuits		■
	Configure/Test SIP PSTN trunks		■
	Configure/Test QoS		■
	Configure WAN/Internet connectivity (IP Sec)	<input type="checkbox"/>	■
	Test Metro Ethernet Backhaul Services		■
MS Exchange Voicemail	Gather Design Requirements	<input type="checkbox"/>	■
	Create User Database and upload		■
	Provide server hardware for UM role servers	■	
	Install virtual server and operating system for UM role server	■	
	Configure UM role server and integration		■
	Configure AD integration		■
	Test		■
Cisco Jabber	Gather User requirements	<input type="checkbox"/>	■
	Configure AD integration	<input type="checkbox"/> -Provide	■

System	Task	Customer	Nexus
		Credentials	
	Configure Exchange Integration		■
	Configure UCM Voice integration		■
	Install Client	■	□
Cisco Unity Voicemail	Including UM with HSD		
	Gather ERL Requirements	□	■
Cisco Emergency Responder	Configure ERL		■
	Configure SNMP for CER		■
	Export ALI Database		■
	Test		■
Unified Computing	Stage and Install Equipment per design specifications		■
	Test		■
Call Recording	Requirement gathering	□	■
	Install and configure Quality Management		■
	Test		■
Call Accounting	Install and Configure Application	□	■
End to End Quality of Service Configuration	Configure end to end quality of service (QoS)	■	□ – Provide recommendations

4.7.1 Phase One Responsibilities:

County agrees to the following responsibilities:

- County will provide station locations, IP addressing and subnet mask plan for the network.
- County will provide information about existing network equipment and phone systems for network and telephony requirements
- County will provide building layout, including floor plans, cabling and power locations for all applicable sites.
- County will provide all information regarding call flows within and outside of any call centers.
- County and cabling contractor will ensure that all cable termination and cable patching is completed after installation.
- Encryption will support IP Phone to IP Phone and IP Phone to main site gateways (3). No encryption in SRST mode or to analog gateways.

- The County will provide all station patch cables.
- All LDAP directories that affect this project will be up to date and functioning properly.
- All Active Directory applications and databases that affect this project will be up to date and functioning properly.
- Network infrastructure and data center infrastructures are ready to accept applications.

4.8 Contact Center Upgrade Deployment Tasks

Due to compatibility requirements between the Unified Communications Manager and Packaged Contact Center Enterprise components, the sequence of events in the project must be carefully considered and closely maintained. Nexus will work closely with County during the Requirements Definition phase to provide a detailed sequence of events. County currently plans to deploy PCCE in the environment of Cisco UC Manager 9.x clustered across the WAN.

The mark ■ is used to indicate primary responsibility for each task; as applicable, tasks marked by □ will require secondary involvement by that identified party. Tasks that are not pertinent to this project (if any) are marked N/A.

The following table identifies solution components and associated tasks, defining what responsibilities shall be borne by Nexus and County.

System	Task	County	Nexus
UCS Tasks			
UCS Servers	Physical Installation	□	■
	Network/Infrastructure Integration	□	■
	Storage Infrastructure Integration	□	■
	VMware Installation	□	■

System	Task	County	Nexus
PCCE Tasks			
PCCE Call Servers (4)	Physical Installation	□	■
	Install OS/DB	□	■
	Network/Infrastructure Integration	□	■
	Install PCCE Software		■

System	Task	County	Nexus
	Configuration		■
	Scripting		■
	Testing	<input type="checkbox"/>	■
PCCE Data Servers (4)	Physical Installation	<input type="checkbox"/>	■
	Install OS/DB	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install PCCE Software		■
	Configuration		■
	Testing	<input type="checkbox"/>	■
CVP - Call Server, VXML Server & Media Server (8)	Physical Installation	<input type="checkbox"/>	■
	Install OS/DB	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install PCCE Software		■
	Configuration		■
	Testing	<input type="checkbox"/>	■
CVP Operations Server (2)	Physical Installation	<input type="checkbox"/>	■
	Install OS	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install CVP Software		■
	Configuration		■
	Scripting	<input type="checkbox"/>	■

System	Task	County	Nexus
	Testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CVP Reporting Server (2)	Physical Installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Install OS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Network/Infrastructure Integration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Install CVP Software		<input checked="" type="checkbox"/>
	Configuration		<input checked="" type="checkbox"/>
	Scripting	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CUIC Publisher (2)	Physical Installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Install OS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Network/Infrastructure Integration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Install CVP Software		<input checked="" type="checkbox"/>
	Configuration		<input checked="" type="checkbox"/>
	Scripting	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CUIC Subscriber(2)	Physical Installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Install OS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Network/Infrastructure Integration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Install CVP Studio Software		<input checked="" type="checkbox"/>
	Configuration		<input checked="" type="checkbox"/>
	Testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>

System	Task	County	Nexus
Finesse Primary Node (2)	Physical Installation	<input type="checkbox"/>	■
	Install OS	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install WIM Software		■
	Configuration	<input type="checkbox"/>	■
	Testing	<input type="checkbox"/>	■
Finesse Secondary Node (2)	Physical Installation	<input type="checkbox"/>	■
	Install OS	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install WIM Software		■
	Configuration	<input type="checkbox"/>	■
	Testing	<input type="checkbox"/>	■
Calabrio AQM Base Server (1)	Physical Installation	<input type="checkbox"/>	■
	Install OS	<input type="checkbox"/>	■
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install WIM Software		■
	Configuration	<input type="checkbox"/>	■
	Testing	<input type="checkbox"/>	■
Calabrio WFM Base Server (1)	Physical Installation	<input type="checkbox"/>	■
	Install OS	<input type="checkbox"/>	■

System	Task	County	Nexus
	Network/Infrastructure Integration	<input type="checkbox"/>	■
	Install WIM Software		■
	Configuration	<input type="checkbox"/>	■
	Testing	<input type="checkbox"/>	■
Notes:	County will be involved in components of the software installation and configuration since items such as domain and IP addresses need to be considered.		

4.9 Site Implementation Tasks – Phase Two

Nexus’ responsibilities shall include, but not be limited to, the responsibilities below and County agrees to responsibilities as identified below. Specific dependencies and timing of tasks will be developed during the engagement.

The mark ■ is used to indicate primary responsibility for each task; as applicable, tasks marked by □ will require secondary involvement by that identified party. Tasks that are not pertinent to this project (if any) are marked N/A.

System	Task	County	Nexus	
Unified Communications Manager Version 9	Gather and create user DB	<input type="checkbox"/>	■	
	Create dialing plans	<input type="checkbox"/>	■	
	Pre-configure/stage UCM server		■	
	Upload database		■	
	Configure dialing plans		■	
	Configure Nexus standard softkey template		■	
	Configure Nexus standard features		■	
	Configure conferencing resources		■	
	Configure Hunt group(s)		■	
	Configure voice gateways		■	
	Configure MOH	<input type="checkbox"/> -Provide WAV file(s)		■
	Test			■
	Inventory user IDs, MAC addresses		■	
	Determine phone placement locations	■	■	
	Unpack, place decals and place phones		■	
	Test phones		■	

System	Task	County	Nexus
IP Telephones	BAT File Normalization		■
Voice gateway (SRST Gateways)	Rack/stack/cable voice gateway		■
	Configure voice cards		■
	Configure DSP resources		■
	Configure SRST		■
	Configure/Test PSTN voice circuits		■
	Configure/Test SIP PSTN trunks		■
	Configure/Test QoS		■
Voicemail Integration	Gather User Requirements	□	■
	Create User Database and upload		■
	Test		■
Cisco Emergency Responder	Gather ERL Requirements	□	■
	Configure ERL (1)		■
	Configure SNMP for CER		■
	Export ALI Database		■
	Test		■
UPS Installation	Install UPS, batteries, and configure SNMP card	□ - Acquire UPS and provide equipment storage, staging area	■
Documentation Updates	Update site specific documentation	■ - Review documentation	■
	Install APs		■
	Configure the wireless controller for the site		■
Training	Provide end-user training	■ - Attend Training	■

4.10 QoS Deployment

Nexus will work with the County to provide the system QoS requirements necessary for the implementation. The County will be responsible for deployment and monitoring of the end-to-end QoS configuration.

4.11 General Test and Acceptance

The following parameters establish the acceptance criteria/proof of performance that shall result in successful project acceptance by the County. Testing is to be conducted by Nexus in the presence of County representatives.

- Successful automatic alternate routing between facilities
- Successful testing of both UCM subscribers at both sites
- Deployment and acceptance testing of Microsoft Exchange Unified Messaging integration components
- Deployment and acceptance testing of Cisco Unity Connection voice mail
- Deployment and acceptance testing of two pilot locations of approximately 140 users
End user training as outlined in this scope of work
- Successful testing of voicemail services and integrated messaging
- Successful testing of PSTN/SIP calls
- Successful SRST fallback from UCM
- Successful Layer 3 routing, IPsec VPN and local call processing for Fire Station locations
- Deployment and testing of Cisco IP telephones (Nexus IS responsibility to place/test)
- Validated dial plan
- Successful cut-over from existing telephony services to new Cisco solution
- Successful testing of CER ERLs (up to 20 ERLs)
- Successful testing of Jabber/Presence application with Exchange Messaging and Voicemail integration
- Successful testing of call recording software
- Successful testing of Unified Computing, VMware Hypervisor 5.1 and collaboration applications residing on UCS hardware
- Successful testing of all redundant power supplies included in the Bill of Materials.
- All testing will include testing failover
- Successful testing of Unity Connection voice mail

4.12 Contact Center End User Acceptance Testing

Nexus will conduct user acceptance testing in conjunction with the County to ensure the successful operation of the system. The following parameters establish the system level proof of performance criteria for the contact center component of the system:

- Unified Communications Manager connectivity
- Cisco Agent Desktop and Supervisor Desktop connectivity
- Successful testing of all call routing logic defined within the Requirements Definition Documents

- Successful feature and functionality testing of the Cisco Agent Desktop
- Successful feature and functionality testing of the Cisco Supervisor Desktop

Once accepted, County will sign system acceptance acknowledgement and system will remain in this configured state without modification until go-live or a change order is created with any necessary charges included and agreed upon by both parties.

4.13 Knowledge Transfer and Training

Nexus will provide Knowledge Transfer training sessions for administrative staff and end users on-site.

4.13.1 System Administration Knowledge Transfer

The following system administration knowledge transfer sessions will be provided:

- Up to (2) hours of CER System Administration training
- Up to (4) hours of Cisco IM&P/Jabber and Unity Connection System Administration training
- Up to (4) hours of QM System Administration training
- Up to (4) hours of CUCM System Administration training
- Two (2) Service Desk first level troubleshooting and triage knowledge transfer for both ISD Service Desk and Desktop Support Teams up to (2) hours each.
 - Basic converged IP Handset
 - Converged network troubleshooting
 - Basic Jabber troubleshooting
 - Basic IM&P troubleshooting

4.13.2 End-User Knowledge Transfer Training

Nexus will provide end-user knowledge transfer to the County:

- End-User training and documentation at customer department locations -
- One end user training session per group of 15 users
 - Up to (45) minutes for handset operation and features
 - Up to (30) minutes of Cisco Jabber and Unity Connection (if applicable) End-User training

4.13.3 Contact Center Agent/Supervisor Knowledge Transfer

Nexus will provide Agent/Supervisor training during the week prior to cutover. Classes shall be scheduled Monday through Friday, between 8am and 5pm, in a manner such that multiple classes are conducted on any given day and in a contiguous manner.

Training will be provided during multiple training sessions.

Phase 1 - For each of the ISD and HSD Service Desks

- One (2) 1.5-hour training sessions for agent level training.
- One (1) 3-hour training sessions for supervisor desktop tools and functions

Phase 2 – For all other Contact Centers

- Eighty (80) 1.5-hour training sessions for agent level training
- Five (5) 3-hour training sessions for supervisor desktop tools and functions

Agent training sessions will be limited to up to five (5) attendees per session. Supervisor sessions will be limited to up to five (5) attendees per session. It will be the responsibility of County to schedule attendees and ensure attendance.

The class will consist of live telephones and personal computers as required for attendees to obtain hands on training. County will be responsible for providing the training room and associated hardware and software to support the class.

Nexus will provide one set of end user documentation to be given to users during their training course. County will be responsible for reproducing the appropriate number of copies for the users.

4.13.4 Contact Center Administrative Knowledge Transfer

The County will designate appropriate personnel who are familiar with the project details and who will continue to maintain the systems after cutover. The knowledge transfer session(s) provide the basic understanding of how the system(s) operate. Knowledge transfer DOES NOT provide expert and/or advanced functionality administration. County and its customer departments should NOT expect to troubleshoot advanced situations and upgrade their system(s) without assistance from Nexus or Cisco unless County personnel receive advanced Cisco training/certification(s).

System Administration knowledge transfer will be delivered at a single County location and will include:

Phase 1

One (1) 8 hour sessions for PCCE Administrative Training

One (1) 8 hour session for CVP Administrative Training

One (1) 6 hour session for Standard Reports Overview

Phase 2

One (1) 6 hour session for Standard Reports Overview

Informal administrator knowledge transfer may be recorded and typically covers the following:

- Contact Center Enterprise
 - Introduction to Contact Center Enterprise
 - How to add users/agents
 - Basic call handling
 - Basic troubleshooting techniques
 - Backup procedures

4.14 Cutover/First Day of Support

Nexus will provide on-site support for each cutover at a mutually agreed upon time.

Nexus will provide one technician on-site to run the ISD Service Desk. These technicians will be onsite during the first one (1) day that users will need to operate the system. On-site hours are, at minimum, between 7:30 am and 5:30 pm.

4.15 Deliverables

<i>Task</i>	<i>Deliverable</i>
Project Management Plan and Schedule Approved	Initial Detailed Project Plan Communication Plan Change Management Plan Configuration Management Plan Training Plan Critical Services Cutover Plan Cutover Fallback Plan
Network Readiness Validation (Assessment)	Network Ready for Use (NRFU) Document
Requirements Definition	Requirements Definition Documents for Core UC and PCCE
System Requirements Complete	Verified List of Equipment to Order
Network and Voice System Design Approved	Low Level Design Document
Onsite Voice Equipment Staging and Testing	Verified List of Equipment Received System Test and Acceptance Plan System Test and Acceptance Results
Voice Implementation	Deployment Plan Detailed Design Document Customer Department Completion Certificate
Final System Acceptance	System Delivery Acceptance Document

4.16 Project Completion

Upon Nexus' completion of the professional services, Nexus shall notify County of completion of a specific milestone or service performed by providing either the Customer Department Completion Certificate or the System Acceptance Certificate. County has five (5) working days from the receipt of the certificate(s) to schedule appropriate personnel to review the particular milestone or services performed and sign the certificate(s). Signing of the certificate(s) signifies County's acceptance of the milestone and to County's knowledge that services have been performed as described in the certificate(s) and in accordance with the SoW. The County will make a reasonable effort to respond within the (5) business day review period.

In order to refuse acceptance of the services performed, County must explain how services do not conform to the SoW. Nexus shall address such non-conformance in a timely manner. Nexus shall compile a written action plan to correct any deficiencies and the process for acceptance detailed herein shall be repeated until such time as all deficiencies have been resolved and the services meet the requirements of the SoW as identified by County.

At the conclusion of this project, Nexus will have deployed a solution as described throughout the various applicable contractual documents including but not limited to this SOW.

As acknowledgement that the system has been placed into commercial operation, County will sign the applicable certificate(s), which may list certain minor items that were not yet able to be deployed. These items (if any) will also have documented due dates for the expected completion date. Other items listed could include as-built documentation and or drawings as applicable based on what was purchased in the agreement.

4.17 Issue Escalation

There are two kinds of support issues that require escalation:

- Implementation issues
- Operations and Maintenance (O&M) issues

4.17.1 Implementation Issues

All issues directly related to the implementation of the County network are the responsibility of, and should be directed to, the Nexus Project Team. These issues include anything within the scope of the signed Professional Services Scope of Work. The responsibility for maintenance of the installed components of the new network transitions to an O&M status upon County signing the Customer Department Completion Certificate or the System Acceptance Certificate.

Problem Resolution – During an implementation, the Nexus Project Manager will be responsible for ensuring Cisco-related issues are resolved to the satisfaction of County. For contact information pertaining to the Nexus Project Team direct all inquiries to the following individuals:

Problem Resolution Contact Information			
Name	Title	Phone	E-mail
Michael Patterson	Manager, Professional Services	925-271-3333	Michael.patterson@nexusis.com
Michael Parish	Director, Professional Services	925-271-6750	michael.parish@nexusis.com
Dale Hardy	Vice President, Professional Services	858-427-2610	dale.hardy@nexusis.com

Problem Escalation – Any problems encountered post-implementation require County to open a support case with the Nexus TAC.

4.17.2 Operation and Maintenance (O&M) Issues

Once the solution has been implemented, operational and maintenance issues are outside the scope of this SoW.

4.17.3 Cisco SMARTnet: Critical Technical Support

Cisco software and hardware maintenance is included on the bill of materials and is provided for primary components and applications for five years. SMARTnet can be identified on the bill of materials by the prefix "CON", for Contract, followed by a contract type identifier as shown below:

SNT- SMARTnet maintenance agreement, typically hardware only. See Exhibit "L.1" - Smartnet

ISV – Independent Software Vendor, Cisco provided support for third party software included in the solution, i.e. VMware server operating systems. See Exhibit "L.4" – ISV Cisco Third Party Support Service

ESW – Essential Software Maintenance, technical support for software and minor release updates included. See Exhibit "L.2" – ESW Cisco Software Application Support Services

UCSS – Unified Communications Software Subscription. See Exhibit "L.3" – UCSS Unified Contact Center Customer Application Software

4.17.4 Resolution of Issues

If issues arise regarding this Scope of Work that has not been resolved by either the Nexus or County Project Manager, escalation will occur as follows:

Nexus Escalation Contact Information			
Name	Title	Phone	E-mail
Michael Parish	Director, Professional Services	925-271-6750	michael.parish@nexusis.com
Alan Engler	Vice President, Government/Education	661-775-2451	alan.engler@nexusis.com

County Escalation Contact Information			
Name	Title	Phone	E-mail
Dan Fruchey	Information Systems Division Director	707-565-2703	Dan.Fruchey@sonoma-county.org
John Hartwig	Information Systems Director	707-565-6055	John.Hartwig@sonoma-county.org

5 Responsibilities of Each Party

5.1 Project Coordination

Nexus project coordination services provide a structured methodology for implementation for this SoW. Project coordination services provide oversight of the organization, direction and control of all project-related efforts required to complete the implementation as defined herein. Project coordination will include the oversight of the project as defined by this SoW together with the customer in the role of the Nexus' single point of contact. Timelines and schedules will be established to help meet the needs of the project goals and expectations for the associated solutions as defined in Section 2.0 herein.

Upon execution of this SoW by both parties and Nexus' receipt of the executed SoW, signed Schedule A and Purchase Agreement from the customer, Nexus, in coordination with the County, will determine the optimal start date and cutover/delivery date based on discussions with the Nexus sales team, project coordination resource, Nexus technical resources, and the customer.

The Nexus Project Manager will organize and coordinate the following tasks including but not limited to:

- The procurement, staging and delivery of the equipment purchased.
- The scheduling of Nexus resources.
- The coordination of required customer resources and associated tasks (if applicable).
- The planning of installation activities utilizing the timeline established after the kick off meeting as the guide.
- Act as the single point of contact for change control, escalation and acceptance activities for the implementation team efforts defined within this SoW.
- Participate in planning meetings, weekly status meetings, weekly conference calls and e-mail communications with the County to discuss the project and coordinate activities.
- Maintain the Project Plan/Schedule, track dependencies between Nexus and County tasks, identify and manage Nexus initiated project risks, and alert both project teams of any timeline slips and their effect on the project's target end date.
- Work in partnership with County's Project Manager to coordinate Nexus tasks with County tasks throughout all phases of the project.
- Provide a combination of on-site and remote project management, technical and user support during cut-over, to include up to three (3) days of post-live assistance and project management on-site for both main locations and one (1) full day on site for remote sites or specific designated departments, to assist users and to coordinate the resolution of any remaining issues.
- The Nexus Project Manager will use an organized incident management process to track, document and resolve all identified issues.

- Provide project management throughout the project. The Nexus Project Manager will collaborate and participate in Steering Committee briefings.

Nexus General Responsibilities

- Nexus will provide a Project Manager experienced with the proposed solution to serve as the County's single point of contact in all aspects of this engagement including but not limited to scheduling, defining requirements, change control, risk mitigation, escalation, implementation planning, and acceptance.
- Nexus will provide a Project Manager who shall work in accordance with, and under the direction of the County Project Manager to verify design specifications and end user requirements.
- Nexus will provide guidance on best practices; however it is understood that the unique design requirements of the County will be the determining factor.
- Nexus will provide one or more Certified Trainers in order to complete the training requirements.
- Nexus will provide a Project Engineer to be the primary technical resource for delivery of the services proposed herein.
- Where specialized products or third party products are used, the Project Engineer must be fully versed in those components or additional qualified engineers must be available to the project team as required to support the complete solution.
- Nexus will provide a resource for integration purposes and any custom configuration that may be required to meet specific needs of the County, including integration with the existing telephony system(s) during all phases of the implementation.

County General Responsibilities

- County will provide an internal Project Manager to work closely with the Nexus project team. This internal Project Manager's responsibilities will be to facilitate all communication and meetings between Nexus Project Manager and the County project team, and to ensure that the County is meeting the deadlines for accomplishing any County tasks set forth in the project schedule. Nexus understands that the County and its designated Project Manager will provide overall project direction.
- County will provide one or more resources to assist the Nexus Project Engineer with design specifications, data gathering, and compilation of end-user database. Nexus will clearly identify those tasks suggested for assignment to County personnel and quantify the work hours anticipated for completion.
- County will provide one or more technical resources to assist the Nexus Project Engineer with implementation of hardware and software components, network configuration, and other technical requirements. Nexus will clearly identify those tasks suggested for assignment to County personnel and quantify the work hours anticipated for completion.
- County may provide additional resources to assist with project deliverables, including but not limited to installing client-side software, placement of telephones, user acceptance testing, and cutover assistance. Nexus will clearly identify those tasks suggested for assignment to County personnel and quantify the work hours anticipated for completion.

5.2 Project Kickoff Meeting

The purpose of the project kickoff meeting is to transition the project from the design and purchase process to the implementation phase. The agenda of the meeting will include the review of the contract terms, and key project task areas. The key stakeholders need to attend to agree on roles and responsibilities, establish joint planning, and define short-term deliverables for Nexus, the County, and County's department customers. . This includes an on-site meeting with the added attendance of the Nexus Account Manager, Systems Design Engineer and Deployment Engineer(s) either live or remotely, as well as the County's key stakeholders. County's key stakeholders include ISD Senior Network Analyst, Network Systems Project Manager, County Project Manager, Human Services Network Analyst, Human Services Department Information Systems Manager, and Child Support Services Department Information Systems Analyst.

At a minimum, the agenda will also include the review of the following planning activities:

- Validate the Bill of Materials as itemized in Exhibit "C" – Payment Schedule.
- Review various other specifics of this Scope of Work.
- Develop & verify the contact and escalation list.
- Communication plan that defines the understanding as to how Nexus and the customer agree to communicate on all project related information ranging from non-critical information to critical information. As part of the communication plan, the Nexus Project Manager and the County's Project Manager will jointly establish:
 - The time and frequency for status meetings/conference calls.
 - Documentation of meetings and the distribution of the associated meeting notes.
 - The assignment and tracking of all required action items.
 - Network information deliverables required from the customer.
 - System database information deliverables as may be required from the customer, including extension number assignments, IP-numbering schema, and public and private circuit switching information.
 - Project invoicing terms as defined in Exhibit 'C' – Payment Schedule.
 - Freeze dates for any database or scope changes.
 - Review and verify the County's hours of operation, available building access for Nexus, County's change management requirements, loading dock availability, blackout dates/times for service or delivery, security, site access badge requirements, escorted access requirements, and facility training requirements.
- Site test, acceptance process and criteria based on the scope of the project

5.3 Network Readiness for VoIP System

- Nexus will work with designated County resource to perform a Voice Readiness Assessment to confirm network readiness for VoIP. Nexus will provide a written report documenting findings and any required remediation that is based on the specific requirements of the proposed solution.

- Nexus will define: QoS settings; IP subnet and VLAN recommendations; DNS, TFTP, DHCP, and AD configuration requirements; settings to enable VPN and wireless LAN operations; compatibility needs of network monitoring tools; and make suggestions to address any potential firewall issues.
- Nexus will support and train designated County resources with implementation and testing of QoS and other configuration settings. Nexus shall also provide documented configuration settings.
- Nexus will work with designated County resource to define and troubleshoot any voice quality issues.

5.4 Environmental

- Nexus will perform site inspections at the County data center locations: ISD, Sheriff's, and HSD to assess power, cooling, equipment layout requirements and communicate any additional requirements to customer departments.
- County will perform reasonable changes as mutually agreed upon by County and Nexus as recommended by site inspections to provide adequate environmental conditions and equipment layout requirements.
- Nexus will ensure that all services are tested and in place at system install.

5.5 Carrier Services

- Nexus will validate that provider services matches system design requirements (i.e. alternate trunking for DR route pattern and any required co-location of equipment).
- County will order all voice and data circuits as required prior to implementation and ensure that all telco demarcations are clearly identified. Nexus shall test all circuits prior to use.
- Nexus will work with County Project Manager to ensure all provider services are in place and tested prior to implementation.

5.6 End User Requirements

- Nexus and County Project Manager will conduct meetings with departmental representatives as needed.
- Nexus will provide guidance and recommendations based on best practices on telephone features, button layout and PC clients.
- Nexus will work with County resources to collect, compile, and validate end user information for onsite workers, teleworkers, and mobile workers (non-call center agents).
- Nexus will work with County resource to collect, compile, and validate information for Call Center Agents and Supervisors.
- Nexus will design and configure IP telephones and PC Client templates based on specific needs of end users.

5.7 Routing

- Nexus will compile information on current and proposed dial plan, routing restrictions, alternate routing, integration with other systems, E911, internal dialling and calling across the DMH network.
- Nexus will build dial plan and routing tables, validate, and upload into system programming.

5.8 IVR Call Handling

- Nexus will meet with designated County staff to determine call flow and IVR call handling.
- Nexus will validate design, document and build call flow.
- Nexus will work with County to record all required announcements based on the routing scheme.

5.9 Contact Center Requirements

- Nexus will meet with designated contact center representative to determine call flow design, agent and supervisor requirements.
- Nexus will compile and document contact center design including:
 - Routing rules
 - Agent capabilities
 - Supervisor capabilities
 - Agent and supervisor PC client
 - Access to real-time and historical reports
 - Design of standard and any required custom reports
- Nexus will validate and document contact center design.
- Nexus will compile, validate and configure agent and supervisor queue and skill assignments.
- Nexus will configure queues and skills-based routing.
- Nexus will upload contact center programming into system.
- Nexus will configure agent and supervisor desktops (PC clients).
- Nexus will work with County Project Manager to deploy PC client.

5.10 Quality Monitoring

- Nexus will meet with designated contact center representatives to determine quality monitoring requirements.
- Nexus will configure quality monitoring system to include, but not be limited to:
 - Automated and on-demand recording

- Screen scrape
- Archiving and retrieval per user-defined parameters
- Customizable scoring tool
- Nexus will work with County Project Manager to deploy Supervisory tools.

5.11 Training

- Nexus shall provide the following training
 - Nexus shall perform knowledge transfer on elements of the proposed solution for the County's implementation team as described in the knowledge transfer section 4.13.
 - Nexus shall provide manufacturer certified end user, supervisor, and administrative training at each County site, or at agreed-upon centralized locations for remote sites.
- Nexus will work with County Project Manager to determine training curriculum and schedules.
- Trainers must be certified on the proposed equipment with at least one year of field training experience.
- Classes will be conducted on live system equipment at each County site or designated remote sites (Nexus provides and sets up phones for training).
- Nexus shall provide users with user handouts and access to online resources.
- Classes will be "hands-on" instructor-led classes with no more than 15 users per class and include training on:
 - Use of basic telephone features
 - Use of PC client
 - Use of voice or multi-media messaging
- Specialized training will be provided for contact center agents that includes
 - Use of agent functionality as appropriate to agent skill level
 - Remote agent functionality
 - Operation of PC client including After Call Work Codes and Transaction Codes
 - Operation of supervisor or agent "chat" features
 - Access to individual metrics as appropriate
 - Ability to "record on demand" as appropriate
- Specialized training will be provided for supervisors that includes
 - Review of available supervisor tools
 - Operation of supervisor PC client
 - Access to conditional routing tools including announcements

- Access to standard reports
- Creation of custom reports
- Use of quality monitoring System
- Nexus shall provide specialized training for Operators.
- Nexus shall provide ongoing knowledge transfer to designated County resources during system design, configuration, implementation and support stabilization.
- Specialized training will be provided for system administration and management. This training may be on-site or at a Nexus/manufacturer training facility as mutually agreed upon.
- Nexus shall make available any other training tools deemed advantageous to the ongoing training and management of the proposed systems, including but not limited to access to online resources and continuing education.

5.12 Installation Coordination

- Nexus shall be responsible for the following
 - Nexus shall work with County Project Manager to determine site installation, deployment schedule, cutover plan, and coordination of equipment delivery. Cutover work will need to be carefully scheduled and performed with minimal disruption to County operations. This includes the potential for the project to be disrupted due to adverse weather conditions and public service emergencies.
 - Nexus shall assume all responsibility for delivery, installation, and testing of all Nexus-supplied equipment, software and support services proposed.
 - Nexus shall install, configure, and test all core equipment.
 - Nexus shall stage and deploy phones according to the agreed-upon schedule.
 - Nexus shall remove and make available to the County all telephones and PBX common equipment upon successful cutover for each site, unless a trade in has been proposed.
 - Nexus shall test connectivity, registration, and programming accuracy of each IP phone.
 - Nexus shall test and verify ACD queues and skills-based routing.
 - Nexus shall test and verify IVR call handling patterns including announcements and prompts.
 - Nexus shall test and verify DR failover and recovery.
 - Nexus shall test and verify trunking, standard and alternate call routing and inbound and outbound dial plan.
- Nexus shall provide cutover coordination and support that includes the following:
 - Nexus Project Manager shall work with County Project Manager to determine timeline and schedule for migration to new system

- Nexus shall provide onsite and remote (as needed) resources to support migration schedule
- Nexus shall provide resources for (3) days of onsite business support following cutover

5.13 Post Installation Test and Acceptance

- Nexus shall supply adequate resources for all post-cutover issues including training, knowledge transfer, troubleshooting, and user programming adjustments.
- Nexus shall supply a Test and Acceptance document for review and approval by the County. At a minimum, the acceptance testing period shall consist of twenty-one (21) consecutive days of normal traffic load with no major component failures and no major alarms, defined as:
 - Any core server, core appliance, or SBC processing failure;
 - Any core server, core appliance, or SBC power supply failure;
 - Inability for the contact center to route calls as designed
 - 10% or more of incoming/ outgoing trunks inoperable;
 - 10% or more stations at a site inoperable; or
 - 10% or more of the voice mail system users inoperable.
- Nexus shall work with County resources to conduct and document test acceptance and site sign off.
- Prior to being required to accept the installed system, Nexus will provide a letter of official system certification with successful acceptance test results, accompanied by two sets of as-built documentation provided by Nexus.
- Pilot Implementation
 - The County's request for proposal indicates that two pilot locations will be deployed during phase I.
 - To maintain the project schedule, the County and Nexus will agree on pilot success criteria.
 - Any significant design changes resulting from the pilot deployment may impact the project schedule.

5.14 Documentation

- Documentation requirements include:
 - Nexus shall provide County with documentation compiled during the course of the project.
- Nexus shall provide final as-built documentation including, but not limited to:
 - Detailed system configuration settings
 - Detailed device configurations

- IP phone inventory information (templates, extensions, MAC addresses, serial numbers)
- Voice mail configurations
- End user, agent and supervisor profiles
- Contact center configurations
- Call flow documentation
- Queue and skill configurations
- System architecture diagrams
- Jack/cable information
- Nexus shall provide a description of ongoing support resources available to the County post installation. For example: knowledge base, website, trouble tickets, user guides, web based training, etc.

5.15 County Responsibilities

- The County network architecture is capable of supporting VoIP traffic as required per Cisco's Solution Reference Network Design (SRND). The County will be responsible for the network remediation required to comply with SRND or work with Nexus for a mutually agreed upon alternate network design.
- The County cabling infrastructure, premise wiring and data connectivity to required equipment is installed, tested and capable of supporting VoIP traffic prior to implementation.
- The County resources assigned to the project are available to complete project tasks on a timely basis.
- The County Microsoft Exchange environment is sized for and capable of handling the additional load presented by Unified Messaging.
- The County will be responsible for troubleshooting Microsoft Exchange issues beyond the UM role server.
- The County will provide Microsoft Server 2008 installation media and licenses.

5.16 Implementation Phase

Throughout the implementation phase, the Nexus Project Manager will:

- Lead the project by following this project scope, and associated activities as established in the project kickoff meeting
- Update the Project Time Line, review the project for jeopardy, and act as the Nexus "Single Point of Contact"
- Coordinate the requirements associated with system data gathering requirements
- Establish and participate in status update calls
- Process any change orders as may be required throughout the implementation

- Oversee the process of collecting the information required for the Requirements Definition Documentation (if purchased) and coordinate the preparation and presentation of the final document
- Validate with the Nexus and customer project teams that voice services are in place as required and designed prior to the conversion date
- Track the flow of equipment from the Nexus staging facility to the County location.
- Contact County to confirm site readiness for equipment delivery and prior to the start of work on site by the Nexus deployment team
- Verify the existence of the required electrical and environmental equipment prior to the installation
- Ensure Nexus employees and any subcontractors conform to customer's reasonable workplace policies, conditions, and safety regulations that are consistent with Nexus' obligations herein and that are provided to Nexus in writing prior to commencement of the services; provided, however, that Nexus' personnel or subcontractors shall not be required to sign individual agreements with the customer or waive any personal rights.

County responsibilities include:

- Designate a single point of contact to whom all Nexus communications may be addressed and who has authority to act on all aspects of the services. This primary contact will be available during normal business hours.
- Designate a backup contact when the primary customer contact is not available, who has the same authority as the primary contact in the absence of the primary contact.
- Unless otherwise agreed to by the parties, provide information and documentation required by Nexus within five (5) business days of Nexus' request.
- Notify Nexus of any hardware and/or software upgrades or any other changes within the County's network at least thirty (30) business days prior to the upgrade.
- Notify Nexus of any installation scheduling change at least seventy-two (72) hours prior to the originally scheduled installation date. Scheduling changes and/or cancellations made after this 72-hour window may be subject to Nexus' then current cancellation penalty charge.
- When requested by Nexus, provide customer site building layouts, including the floor plans, location of cables, and power sources.
- Supply the workplace policies, conditions, and environment in effect at the customer site.

Nexus responsibilities:

- Develop configuration documentation with input from County and/or County's network design team.
- Develop the implementation-specific network diagram with input from County and/or the design team.

- Configure the Unified Communications Manager for maximum conformance to the desired access and security policy, user classes of service, and toll, station, and phone restrictions. This conformance is based Cisco's published SRND documentation.

County responsibilities:

- Provide input to Nexus for the development of configuration documentation.
- Provide station locations IP addresses and subnet masks and existing DNS and DHCP server configurations information, if applicable.
- Provide a relevant list of users, security levels, and access privileges. Define the Communications Manager System administration and securities policies and any other special requirements to be implemented in the product.
- Upgrade and configure any third party systems to be compatible with CUCM v9 as needed.

5.17 Off-Site Staging

Nexus responsibilities:

- Receive, inventory, and record serial numbers for the product at the off-site staging location. It is Nexus' preference to stage equipment at Nexus facilities located at 5200 Franklin Drive, Pleasanton, CA. Inventory will be shipped to the Nexus warehouse in Pleasanton for staging or the County warehouse at 2300 Professional Drive, Santa Rosa, CA 95403. For all inventory delivered to the Nexus warehouse, Nexus will provide packing slips and serial numbers for all hardware in order for County to reconcile invoices and make payment to Nexus.
- Load and configure implementation-specific call manager, gateways, phones, and, as required, Internetworking Operating System (IOS), per the staging plan requirements.
- Unpack and assemble telephony devices and attach the designation strips for each.
- County shall designate a location to stage any equipment or perform any technology configurations required as a part of this project. This location may be used upon further consultation
- Provide shipping addresses for each site along with contact names for shipment to the customer-specified locations.

5.18 Deployment

Nexus responsibilities:

- Deliver the product from the off-site staging facility to the designated installation locations within the same general site.
- Confirm that the site readiness recommendations have been completed by the customer and that the network is ready for the installation of the solution.
- Install and connect the product to the customer-provided facilities at the agreed upon demarcation points in accordance with the documentation provided.
- Troubleshoot and replace hardware failures relating to the installation of the product.

- Provide remote technical support for the on-site engineer during installation, migration, cutover, and implementation testing.
- Verify operation of the installed Communications applications, switches, gateways, firewalls, servers and phones per the pre-defined Testing procedure.
- Place, configure and test IP Phones.
- Provide pre-defined Training.

Customer responsibilities:

- Identify a coordinator responsible for the services at each customer site.
- Prepare the customer site in accordance with the site readiness recommendations. Nexus shall not proceed with the product installation until such modifications and changes are made.
- When required, order and install all customer-provided data and voice circuits prior to the scheduled installation date. Ensure that telco demarcations circuit identifications are clearly identified.
- Verify all distance and interference limitations of interface cables to be used and confirm that all necessary cabling, power, and grounding is delivered and installed prior to the installation date.
- Provide remote access to gateway routers for remote implementation support and for remote Nexus server access for software downloads.
- Install and verify the operation of all Customer Provided Equipment (CPE) not provided by Nexus.
- Provide earthquake bracing, if required.
- Provide any security clearances, escorts, special safety equipment, and access training as required to access the site.
- Deploy Jabber clients on End User desktops.
- End User notifications of system changes

5.19 Hardware Disposal

Nexus will deliver all packaging material and hardware removed as part implementation of this SoW to the ISD Warehouse at 2300 Professional Drive. The County is responsible for the disposal of above mentioned items per the County's Policy.

6 Responsibilities

The following responsibilities, together with those detailed in sections 5.0, were made to create this Scope of Work. Should any of these assumptions prove to be incorrect or incomplete then Nexus may modify the price, scope of work, or milestones in accordance with the Change procedure.

6.1 General Responsibilities

- County will provide access to customer facilities, including, where applicable, computer equipment, facilities, workspaces, and equipment during regular business and mutually agreed upon after hours. .
- County will provide telephony system and application access via remote access VPN.
- County will provide a documented network core architecture plan that would provide physical and logical schematics (Visio format preferred) prior to service commencement.
- County, if applicable, will provide skilled personnel to assist with the following:
 - Network servers and Exchange servers have correct version and service packs installed.
 - Network impacts and Exchange server storage impacts will be addressed prior to Unified Communications install.
- All County hardware that will be used for this engagement is listed on the Hardware Compatibility List published by Microsoft.
- Ensure that all site preparation (for example, but not limited to, power, space, HVAC, abatement, cables, and racks) will be in place and the site ready for equipment installation three (3) business days prior to the beginning of the scheduled onsite installation.
- Ensure cubicle jacks are properly labeled back to the wiring closet patch panel.
- Ensure that there are the necessary power and cable requirements at each user location.
- County will coordinate the scheduling of users for training class times and provide the training facilities.
- UPS, surge protection, or wall outlets are available and labeled for equipment.
- All patch panels and cables are properly wired and labeled.
- All cabling meets CAT5 specs set by EIA/TIA.
- Any additional cabling required is performed by the client's cabling vendor.
- County of Sonoma shall be responsible for the registration of all Cisco SMARTnet, or other required hardware or software registrations.
- Changes to the County or HSD network design architecture that could affect the voice system will be reviewed with Nexus prior to implementation in accordance with the County's internal change process.
- Delays caused by the lack of completed site preparation or County's failure to meet any responsibilities specified in this SoW shall be billed at Nexus time and materials rates including travel and other expenses. Any additional costs incurred by the customer as a result of delays shall be the sole responsibility of the customer.
- Unless otherwise agreed to by the parties, a response will take place within two (2) business days of Nexus' request for documentation or information needed for the project.

- Customer has delivered to Nexus all of the required paperwork for processing.
- Nexus requires an average of three weeks to schedule resources for the project, starting from the time all completed contracts are received and processed.
- Resources from various Nexus offices may be utilized, as needed, to provide a full scope of technical expertise.
- Any product or service delivery dates communicated to the customer outside of this SoW or the project plan is not to be considered valid or binding.
- Requests for support or services outside of this SoW require written approval by the customer and acceptance by the Nexus Project Manager and may result in additional charges to the customer.
- If the project extends beyond the timeline specified in the project plan due to delays caused by parties other than Nexus and its subcontractors, additional charges may apply.
- All backup and antivirus solutions are to be provided by the customer. Nexus has not provided these solutions as part of this SoW and does not hold any responsibility for these elements of the end-state solution.
- All SoW activities, with the exception of cutover, will be conducted during normal business hours, Monday through Friday, 8 am to 5 pm.
- Where possible, most work will be performed remotely. On-site resources will only be used for activities such as physical hardware installation, training, cutover, and go live support.
- Any services outside the scope of this project will be provided on a time and materials basis.
- Customer change orders will be billed at current labor and material rates and will be due and payable upon receipt.

6.2 Packaged Contact Center Enterprise Specific Responsibilities

- All Cisco Packaged Contact Center solutions are subject to approval through Cisco's Assessment to Quality (A2Q) process prior to shipment of software.
- Customer will supply a hardware platform meeting Cisco best practice recommendations for Cisco Support Tools.
- Customer will supply all Microsoft® Windows 2008 R2 operating systems and SQL Server 2008 licensing as required.
- Customer will supply the Cisco UCM infrastructure that Nexus will be integrating the PCCE solution with. The version of CUCM is assumed to be v9.0(1)
- All agent and supervisor PC's will be connected to the Ethernet port on a Cisco 8945 or 9951 phone handsets.
- All reports will be deployed with standard out of the box templates. No custom reports will be developed as part of this SOW.
- Unified CM-based BiB (Built in Bridge) Silent Monitoring will be deployed with endpoint monitoring. If SPAN port monitoring is required, additional services and hardware will be required. Unified CM-based or SPAN-based silent monitoring can be configured, but not both. If Unified CM-based silent monitoring is configured, then

mobile agents cannot be monitored. A separate Silent Monitoring Server is required for SPAN-based silent monitoring to monitor mobile agents.

- All prompts are in writing.
- A speaker is designated by County to record any applicable prompts during implementation phase.
- For all Music on Hold/Recorded Announcement (RAN) treatments, County will supply a music and RAN source.

Exhibit “C”- Payment Schedule

Services: For all services costs, Contractor shall be paid in lump sum amounts, upon County Acceptance of the listed milestone deliverable below. Percentages listed below are percentages of the total payment for the phase. The retention amounts listed below shall be paid to Contractor upon the County’s final acceptance of work for all phases.

Equipment/Non-Services: All Equipment including hardware, software, warranties, and taxes shall be paid “Net 30” as defined in the Agreement. Title to all Equipment shall pass to County after delivery of Equipment to the location specified in the Scope of Work, and after acceptance and payment by the County.

Retention: The three Retention Payments will be made upon conclusion and final acceptance of all phases.

1. Progress Payment Schedule

PHASE	TYPE	OBJECTIVE	MILESTONE DELIVERABLE	%	AMOUNT
1	Equipment	Hardware, software, warranties & taxes	Verified List of Equipment	100	\$583,474.98
	Professional Services	Detailed Project Plan Communications Plan Change Management Plan Configuration Mgmt Plan Training Plan Critical Services Cutover Plan Network Readiness Assessment	All Objectives Met; Requirements Definition for Core Solution and Packaged Contact Center Enterprise (PCCE)	20	\$ 97,452.78
		Installation of Core Components Installation of PCCE Components Integration of Voice Mail with County Exchange Installation of Unity Connection	All Objectives Met; System Test and Acceptance Plan, Results, and Document; System Acceptance Certificate	40	\$194,905.56
		Deploy voice services to ISD users Deploy contact center to ISD Service Desk Deploy voice services to HSD pilot users Deploy contact center to HSD Service Desk Training of ISD & HSD Service Desks Training of ISD users & HSD pilot users	All Objectives Met; Customer Department Completion Certificates	30	\$146,179.17
		Retention Payment #1	Final Acceptance Document	10	\$ 48,726.39
		2	Equipment	Hardware, software, warranties & taxes	Verified List of Equipment
2a	Professional Services	Deploy contact center to HSD Westwind & Mendocino Implement Unity Connection voice mail for remaining HSD users	All Objectives Met; Test and Acceptance Plan, Results and Document; System Acceptance Certificate	90	\$85,686.30
		Retention Payment #2	Final Acceptance Document	10	\$9,520.70

Exhibit “C” – Payment Schedule

2b	Professional Services	Deploy voice services to 7 departments	All Objectives Met; Customer Department Completion Certificate	25	\$117,525.81
2c		Deploy voice services to 7 departments	All Objectives Met; Customer Department Completion Certificate	25	\$117,525.81
2d		Deploy voice services to 7 departments	All Objectives Met; Customer Department Completion Certificate	20	\$94,020.64
2e		Deploy voice services to 7 departments	All Objectives Met; Customer Department Completion Certificate	20	\$94,020.64
2f		SIP Carrier integration	All Objectives Met; Test and Acceptance Plan, Results and Document; System Acceptance Certificate	0	\$0
2b-e		Retention Payment #3	Final Acceptance Document	10	\$ 47,010.32

2. **No Termination of Product Order Once Made:** Prices for Products in this Agreement, including any discounts, are based upon County’s commitment to purchase the entire Product Order in the Bill of Materials. The purchase of such Products shall be final, and the County waives the right to terminate a Product Order once the Bill of Materials is finalized, provided that nothing in this provision affects the parties' ability to agree to adjustments to Products/Non-Service items in the Bill of Materials pursuant to the Change Procedure, and nothing in this provision affects the County's ability to terminate the services component of this Agreement. "Product" means a non-service item in the Bill of Materials. "Product Order" in this paragraph means any non-service order in the Bill of Materials.
3. **Tax Calculations:** Applicable taxes are estimated on the Bill of Materials. County shall be responsible for and shall pay to Nexus all applicable taxes associated with the purchase and/or license of Products and/or Services exclusive of taxes based on Nexus IS’ net income.
4. **Staging:** Contractor shall use commercially reasonable means to prevent damage to or loss of the County property held in Contractor's custody pursuant to this Agreement. County shall maintain adequate insurance against fire, theft, or other loss.



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Exhibit "D" - Bill of Materials

Sonoma County

LINE#	PART#	QTY	DESCRIPTION	EXT. PRICE	UNIT PRICE	DISC.	LIST PRICE
Additional Materials							
1	Calabrio Quality Management (
2	CQM-QMBASSRV-0001-08.90	2	Quality Mgmt Base Server License (Includes Basic Export Tool)	0.00	0.00		
3	CQM-USERLADV-0002-08.90	30	Quality Mgmt User License, Advanced - Voice, Screen, Eval	4,389.47	146.32		
4	CSS-QMBSPLAT-0004.01.10	2	Quality Mgmt Base Server Platinum Maintenance Support - Years 1	2,880.00	1,440.00		
5	CSS-QMPLATAD-0004.01.10	30	Quality Mgmt Advanced Platinum Maintenance Support - Years 1	2,000.84	66.69		
				\$9,270.32			
6	Calabrio Work Force Managem						
7	CWF-WFBASSRV-0001-08.90	2	Workforce Mgmt Base Server License	0.00	0.00		
8	CWF-USERLADV-0013-08.90	10	Workforce Mgmt User License, Advanced	1,463.16	146.32		
9	CSS-WMBSPLAT-0004.01.10	2	Workforce Mgmt Base Server Platinum Maintenance Support - Years 1	2,880.00	1,440.00		
10	CSS-WMBSPLAT-0004.01.10	10	Workforce Mgmt Advanced Platinum Maintenance Support - Years 1	666.95	66.69		
				\$5,010.11			
11	Calabrio Compliance Recording						
12	CQM-QMBASSRV-0001-08.90	2	Quality Mgmt Base Server License (Includes Basic Export Tool)	0.00	0.00		
13	CQM-USERLCOM-0003-08.90	10	Quality Mgmt User License, Compliance Recording Only	282.95	28.29		
14	CSS-QMBSPLAT-0004.01.10	2	Quality Mgmt Base Server Platinum Maintenance Support - Years 1	2,880.00	1,440.00		
15	CSS-QMPLATCO-0004.01.10	10	Quality Mgmt Compliance Platinum Maintenance Support - Years 1	0.00	0.00		
				\$3,162.95			
				Additional Materials	\$17,443.37		
County Cluster\Servers							
1	VMW-VS5-ST-5A=	12	VMware vSphere 5 Standard (1 CPU), 5yr, Support Required	4,702.32	391.86	79.00%	1,866.00
2	UCS-VMW-TERMS	12	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
3	CON-ISV1-VS5STD5A	60	ISV 24X7 VMware vSphere Standard, List Price is ANNUAL	10,191.00	169.85	57.00%	395.00
				\$14,893.32			
4	VMW-VC5-STD-5A=	1	VMware vCenter 5 Server Standard, 5 yr support required	1,966.86	1,966.86	79.00%	9,366.00
5	UCS-VMW-TERMS	1	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
6	CON-ISV1-VC5STD5A	5	ISV 24X7 VMware vCenterServer Standard, List Price is ANNUAL	3,283.05	656.61	57.00%	1,527.00
				\$5,249.91			
7	KEY-CCM-ADMIN-K9=	2	CUCM Admin Security Token, 4.3, 6.0, or Newer, CoO USA	126.00	63.00	79.00%	300.00
8	UCUCS-EZ-C220M3S	2	UCS C220 M3 SFF dual-4-core/3.3 GHz, 64 GB RAM, 8x300 GB 15K	16,197.76	8,098.88	62.50%	21,597.00
9	UCS-CPU-E5-2643	4	3.30 GHz E5-2643/130W 4C/10MB Cache/DDR3 1600MHz	Included	Included		Included
10	UCS-MR-1X082RY-A	16	8GB DDR3-1600-MHz RDIMM/PC3-12800/dual rank/1.35v	Included	Included		Included
11	UCS-HDD300GI2F105	16	300GB 6Gb SAS 15K RPM SFF HDD/hot plug/drive sled mounted	Included	Included		Included
12	UCSC-PCIE-IRJ45	2	Intel i350 Quad Port 1Gb Adapter	Included	Included		Included
13	UCS-RAID-9266CV	2	MegaRAID 9266CV-8i w/TFM + Super Cap	Included	Included		Included
14	UCSC-HS-C220M3	4	Heat Sink for UCS C220 M3 Rack Server	Included	Included		Included
15	UCSC-PSU-650W	4	650W power supply for C-series rack servers	Included	Included		Included
16	UCSC-RAIL1	2	Rail Kit for C220, C22, C24 rack servers	Included	Included		Included
17	UCSC-SD-16G-C220	2	16GB SD Card Module for C220 servers	Included	Included		Included
18	CAB-9K12A-NA	4	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	0.00	0.00		
19	CON-SNT-UC220M3S	10	SMARTNET 8X5XNBD UCS C220 M3 Server	1,130.90	113.09	57.00%	263.00
				\$17,328.66			
20	UCUCS-EZ-C240M3S	4	UCS C240 M3 SFF, dual-8-core/2.7 GHz, 96 GB RAM, 16x300GB 15	57,636.00	14,409.00	62.50%	38,424.00

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21	UCS-MR-1X041RY-A	32	4GB DDR3-1600-MHz RDIMM/PC3-12800/single rank/1.35v	Included	Included			Included
22	UCS-MR-1X082RY-A	32	8GB DDR3-1600-MHz RDIMM/PC3-12800/dual rank/1.35v	Included	Included			Included
23	UCS-HDD300G12F105	64	300GB 6Gb SAS 15K RPM SFF HDD/hot plug/drive sled mounted	Included	Included			Included
24	UCSC-PCIE-IRJ45	8	Intel i350 Quad Port 1Gb Adapter	Included	Included			Included
25	UCSC-PSU2-1200	8	1200W 2u Power Supply For UCS	Included	Included			Included
26	UCS-CPU-E5-2680	8	2.70 GHz E5-2680 130W 8C/20MB Cache/DDR3 1600MHz	Included	Included			Included
27	UCS-RAID-9266CV	4	MegaRAID 9266CV-8i w/TFM + Super Cap	Included	Included			Included
28	UCSC-HS-C240M3	8	Heat Sink for UCS C240 M3 Rack Server	Included	Included			Included
29	UCSC-RAIL-2U	4	2U Rail Kit for UCS C-Series servers	Included	Included			Included
30	UCSC-SD-16G-C240	4	16GB SD Card Module for C240 Servers	Included	Included			Included
31	N20-BBLKD	32	UCS 2.5 inch HDD blanking panel	Included	Included			Included
32	UCSC-PCIF-01F	8	Full height PCIe filler for C-Series	Included	Included			Included
33	CAB-9K12A-NA	8	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America		0.00		0.00	
34	CON-SNT-UC240M3S	20	SMARTNET 8X5XNBD UCS C240 M3 Server		2,889.60	144.48	57.00%	336.00
					2,889.60			
					\$60,525.60			

County Cluster\Servers \$98,123.49

County Cluster\Core Gateways

1	C3945-VSEC-CUBE/K9	2	C3945 UC SEC CUBE Bundle, PVD3M3-64, UC SEC Lic, FL-CUBEE-25	6,927.90	3,463.95	79.00%	16,495.00
2	PWR-3900-AC	2	Cisco 3925/3945 AC Power Supply	Included	Included		Included
3	3900-FANASSY	2	Cisco 3925/3945 Fan Assembly (Bezel included)	Included	Included		Included
4	C3900-SPE150/K9	2	Cisco Services Performance Engine 150 for Cisco 3945 ISR	Included	Included		Included
5	FL-CUBEE-25	2	Unified Border Element Enterprise License - 25 sessions	Included	Included		Included
6	ISR-CCP-EXP	2	Cisco Config Pro Express on Router Flash	Included	Included		Included
7	SL-39-IPB-K9	2	IP Base License for Cisco 3925/3945	Included	Included		Included
8	SL-39-SEC-K9	2	Security License for Cisco 3900 Series	Included	Included		Included
9	SL-39-UC-K9	2	Unified Communication License for Cisco 3900 Series	Included	Included		Included
10	S39UK9-15204M	2	Cisco 3925-3945 IOS UNIVERSAL	Included	Included		Included
11	HWIC-BLANK	4	Blank faceplate for HWIC slot on Cisco ISR	Included	Included		Included
12	SM-S-BLANK	8	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	Included	Included		Included
13	VVIC3-4MFT-T1/E1	4	4-Port 3rd Gen Multiflex Trunk Voice/WAN Int. Card - T1/E1	3,696.00	924.00	79.00%	4,400.00
14	PVD3M3-64U256	2	PVD3M3 64-channel to 256-channel factory upgrade	2,637.60	1,318.80	79.00%	6,280.00
15	PWR-3900-AC/2	2	Cisco 3925/3945 AC Power Supply (Secondary PS)	210.00	105.00	79.00%	500.00
16	CAB-AC	4	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	0.00	0.00		
17	FL-CUBEE-100	2	Unified Border Element Enterprise License - 100 sessions	4,197.90	2,098.95	79.00%	9,995.00
18	FL-CUBEE-25	6	Unified Border Element Enterprise License - 25 sessions	3,773.70	628.95	79.00%	2,995.00
19	MEM-3900-1GU4GB	2	1GB to 4GB DRAM Upgrade (2GB+2GB) for Cisco 3925/3945 ISR	420.00	210.00	79.00%	1,000.00
20	MEM-CF-256U2GB	2	256MB to 2GB Compact Flash Upgrade for Cisco 1900,2900,3900	336.00	168.00	79.00%	800.00
21	CON-SNT-C3945VS	10	SMARTNET 8X5XNBD C3945 VSEC CUBE Bundle, PVD3M3-64, UC SEC	6,772.50	677.25	57.00%	1,575.00
				6,772.50			
				\$28,971.60			

County Cluster\Core Gateways \$28,971.60

County Cluster>Contact Center

1	CCE-PAC-BUNDLE	1	Packaged CCE	0.00	0.00		
2	CCE-PAC-CVP-LIC	4	CVP Server and Port License PAKs	Included	Included		Included
3	CCE-PAC-CVP-STU-90	2	Call Studio 9.0	Included	Included		Included
4	CCEH-CUIC-STD	2	License for Cisco Unified Intelligence Center Standard	Included	Included		Included
5	CCEH-FINESSE-SVR-L	1	Cisco Finesse Server SW HA Pair for CCE	Included	Included		Included
6	CCEH-MEDIA90-K9	1	Media Kit for Unified CC Enterprise and Hosted 9.0	Included	Included		Included
7	CUIC-V-STD-PAK	1	Licensing PAK For CUIC Standard - UCS or MCS	Included	Included		Included
8	CVP-90-SERVER-SW	4	CVP 9.0 Server Software	Included	Included		Included
9	CVP-9X-PTS-TOTAL	50	CVP 9.X Total No PT - Auto Gen value	Included	Included		Included
10	IPCE-DIALPORT-L	100	IPCC ENTERPRISE OUTBOUND DIALER PORT	Included	Included		Included
11	UCS-CPU-E72870	4	2.4 GHz E7-2870 130W 10C / 30M Cache	Included	Included		Included
12	UCS-MR-2X041RX-C	32	2X4GB DDR3-1333-MHz RDIMM/PC3-10600/single rank/1.35v	Included	Included		Included
13	A03-D300GA2	32	300GB 6Gb SAS 10K RPM SFF HDD/hot plug/drive sled mounted	Included	Included		Included
14	C260-MRBD-002	32	2 DIMM Memory Riser Board For C260	Included	Included		Included
15	UCSC-RAIL-2U	2	2U Rail Kit for UCS C-Series servers	Included	Included		Included
16	UCSC-PSU2-1200	4	1200W 2u Power Supply For UCS	Included	Included		Included
17	UCSC-PCIE-IRJ45	2	Intel i350 Quad Port 1Gb Adapter	Included	Included		Included
18	UCS-MKIT-041RX-C	64	Mem kit for UCS-MR-2X041RX-C	Included	Included		Included
19	UCSC-HS-01-C260	4	CPU HEAT SINK for UCS C260 M2 RACK SERVER	Included	Included		Included
20	UCSC-PCIF-01F	4	Full height PCIe filler for C-Series	Included	Included		Included
21	UCSC-PCIF-01H	4	Half height PCIe filler for UCS	Included	Included		Included
22	UCSC-RC-P8M-C260	4	.79m SAS RAID Cable for C260	Included	Included		Included

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23	R2XX-PL003	2	LSI 6G MegaRAID 9261-8i card (RAID 0,1,5,6,10,60) - 512WC	Included	Included		Included
24	UCSC-BBU-11-C260	2	RAID battery backup for LSI Electr controller for C260	Included	Included		Included
25	UCSC-SD-16G-C260	2	16GB SD card for C260 M2	Included	Included		Included
26	UCSX-MLOM-001	2	Modular LOM For UCS	Included	Included		Included
27	UCSC-DBKP-08E	4	8 Drive Backplane W/ Expander For C-Series	Included	Included		Included
28	CCE-PAC-M1	1	CCE and CVP Deployment Package M1	3,150.00	3,150.00	79.00%	15,000.00
29	CCE-PAC-AGENT	25	CCE Packaged Agent	10,132.50	405.30	79.00%	1,930.00
30	UCSS-U-CCEPCAGT-5Y	25	UCSS for CCE Packaged Agent - 5 Year Sub	2,829.75	113.19	79.00%	539.00
31	CON-ESW-CCEPAGE	125	ESSENTIAL SW CCE Packaged Agent	10,965.00	87.72	57.00%	204.00
32	CON-ESW-CCEHCUIP	10	ESSENTIAL SW License for Cisco Un	430.00	43.00	57.00%	100.00
33	CON-ESW-CCFINSVR	5	ESSENTIAL SW Cisco Finesse Server SW for CCE	258.00	51.60	57.00%	120.00
34	CON-ESW-CVP-90-S	20	ESSENTIAL SW CVP 9.0 Server Softw	223.60	11.18	57.00%	26.00
35	UCSS-U-CCE-DP-5-1	100	UCSS for CCE Dial Ports One Year - 1 Port 5 Year Sub	3,528.00	35.28	79.00%	168.00
36	CON-ESW-IPEDIALP	500	ESSENTIAL SW IPCC ENTERPRISE OUTBOUND DIALER PORT	12,900.00	25.80	57.00%	60.00
37	CON-ESW-CCEPACM	5	ESSENTIAL SW CCE and CVP Deployment Package M1	3,225.00	645.00	57.00%	1,500.00
38	UCS-C260M2-VCD2	2	UCS C260 M2 Rack Server w/ 2-E72870, 16x 2x4GB DDR	38,214.76	19,107.38	62.50%	50,953.00
39	CAB-9K12A-NA	4	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	0.00	0.00		
40	CON-SNT-C260VCD2	10	SMARTNET 8X5XNBD UCS B260 M2 Blade Server w/ 4-E74870	2,046.80	204.68	57.00%	476.00
				\$87,903.41			
41	L-FL-VXML-12=	20	VXML - 12 session E-Delivery RTU	6,048.00	302.40	79.00%	1,440.00
42	VMW-VS5-ST-5A=	4	VMware vSphere 5 Standard (1 CPU), 5yr, Support Required	1,567.44	391.86	79.00%	1,866.00
43	UCS-VMW-TERMS	4	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
44	CON-ISV1-VS5STD5A	20	ISV 24X7 VMware vSphere Standard, List Price is ANNUAL	3,397.00	169.85	57.00%	395.00
				\$4,964.44			
				\$98,915.85			

County Cluster\Contact Center **\$98,915.85**

County Cluster\Software and Licensing

1	OWE5000	1	OW Enterprise Up to 5000 Total Extensions	12,565.26	12,565.26		
2	OWES5000	1	OW Enterprise 5000 Extension 12-Month Support	2,753.68	2,753.68		
3	L-CUAC9X-ATT-CON	1	Cisco Unified Attendant Console 9.x - eDelivery	0.00	0.00		
4	L-CUAC9X-ATT-CON	1	Cisco Unified Attendant Console Premium Edition 9.x	1,155.00	1,155.00	79.00%	5,500.00
5	UCSS-U-ATT-PRE-5-1	1	UCSS for Att Console Premium - 1 Instance Five Year Sub	374.85	374.85	79.00%	1,785.00
6	CON-ESW-CUAC9XA	5	ESSENTIAL SW Cisco Unified Attend	1,773.75	354.75	57.00%	825.00
7	CON-ESW-CUAC9X-A	5	ESSENTIAL SW Cisco Unified Attenda	0.00	0.00		
				\$3,303.60			
8	R-UCL-UCM-LIC-K9	1	Top Level SKU For 9.x User License - Electronic Delivery	0.00	0.00		
9	CCX-90-CMBUNDLE-K9	1	CCX 9.0 Promo Bundle available only with NEW CUCM or BE6000	Included	Included		Included
10	JAB9-WIN-UCM-RTU	1	JAB9 UCM Right to Use Certificate	Included	Included		Included
11	LIC-CUCM-9X-ENH	140	UC Manager Enhanced 9.x License	Included	Included		Included
12	UCM-PAK	1	UCM 9X PAK	Included	Included		Included
13	LIC-CUCM-9X-ENH-A	140	UC Manager-9.x Enhanced Single User-Under 1K	6,174.00	44.10	79.00%	210.00
14	UCSS-U-UCM-A-5-1	140	UC Manager UCSS - 1 ENH User 5 Year Sub Tier A	1,764.00	12.60	79.00%	60.00
15	CON-ESW-LICENHA	700	ESSENTIAL SW UC Manager-9.x Enhanced Single User-Unde	3,913.00	5.59	57.00%	13.00
16	JAB9-DSK-CLNT-UCM	140	Jabber for Desktop User License 9.x for UCM only	0.00	0.00		
17	CUCM-VERS-9.X	1	CUCM Software Version 9.X	0.00	0.00		
18	CON-ESW-RUCLUCK9	5	ESSENTIAL SW Top Level SKU For 9.	0.00	0.00		
				\$11,851.00			
19	R-EMRGNCY-RSPNDR	1	EMRGNCY RSPNDR ESD	0.00	0.00		
20	ER90-SW-LIC	1	EMRGNCY RSPNDR 90 SW LIC	Included	Included		Included
21	ER90-SW-MED-K9	1	EMRGNCY RSPNDR 90 SW MEDIA	Included	Included		Included
22	ER90-USR-10	14	EMRGNCY RSPNDR 90 USR LIC 10 PHNS	Included	Included		Included
23	ER90-USR-10-NEW	14	EMRGNCY RSPNDR 90 USR LIC 10 PHNS NEW	588.00	42.00	79.00%	200.00
24	UCSS-U-ER-5-10	14	UCSS Emergency Responder - 10 Users 5 Year Sub	205.80	14.70	79.00%	70.00
25	CON-ESW-ER90USR0	70	ESSENTIAL SW EMRGNCY RSPNDR 90 US	903.00	12.90	57.00%	30.00
26	ER90-SW-NEW-K9	1	EMRGNCY RSPNDR 90 SW NEW	0.00	0.00		
27	CON-ESW-EMRGNCY	5	ESSENTIAL SW EMRGNCY RSPNDR	0.00	0.00		
				\$1,696.80			
				\$32,170.34			

County Cluster\Software and Licensing **\$32,170.34**

County Cluster\Endpoints

1	CP-CKEM-C=	3	Cisco Unified IP Color Key Expansion Module, Charcoal	514.65	171.55	63.50%	470.00
2	CP-PWR-CUBE-4=	3	IP Phone power transformer for the 89/9900 phone series	71.16	23.72	63.51%	65.00
3	CP-8945-K9=	132	Cisco Unified Phone 8945, Phantom Grey, Standard Handset	25,293.84	191.62	63.50%	525.00
4	CP-7937G=	5	Cisco UC Conference Station 7937 Global	2,545.90	509.18	63.50%	1,395.00

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5	VG224	1	24 Port Voice over IP analog phone gateway	1,132.95	1,132.95	79.00%	5,395.00
6	SVGVG-12422T	1	Cisco VG200 Series IP SUBSET/VOICE	Included	Included		Included
7	CAB-AC	1	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	Included	Included		Included
8	MEM-224-1X64F-U	1	64MB Flash Memory for VG224 (Factory Upgrade)	Included	Included		Included
9	MEM-224-1X128D-U	2	128MB DRAM Memory for VG224 (Factory Upgrade)	Included	Included		Included
10	CON-SNT-VG224	5	SMARTNET 8X5XNBD 24 Port Voice over I	928.80	185.76	57.00%	432.00
				\$2,061.75			
11	CP-9951-C-CAM-K9=	3	Cisco UC Phone 9951, Charcoal, Std Hndst with Camera	1,078.56	359.52	63.50%	985.00
12	CP-PWR-CORD-NA=	3	Power Cord, North America	10.95	3.65	63.50%	10.00
13	CP-7937-MIC-KIT=	5	Microphone Kit (7 ft) for 7937	638.75	127.75	63.50%	350.00

County Cluster\Endpoints \$32,215.56

HSD Cluster\Servers

1	UCUCS-EZ-C220M3S	6	UCS C220 M3 SFF dual-4-core/3.3 GHz, 64 GB RAM, 8x300 GB 15K	48,593.28	8,098.88	62.50%	21,597.00
2	UCS-CPU-E5-2643	12	3.30 GHz E5-2643/130W 4C/10MB Cache/DDR3 1600MHz	Included	Included		Included
3	UCS-HDD300GI2F105	48	300GB 6Gb SAS 15K RPM SFF HDD/hot plug/drive sled mounted	Included	Included		Included
4	UCS-MR-1X082RY-A	48	8GB DDR3-1600-MHz RDIMM/PC3-12800/dual rank/1.35v	Included	Included		Included
5	UCS-RAID-9266CV	6	MegaRAID 9266CV-8i w/TFM + Super Cap	Included	Included		Included
6	UCSC-HS-C220M3	12	Heat Sink for UCS C220 M3 Rack Server	Included	Included		Included
7	UCSC-PSU-650W	12	650W power supply for C-series rack servers	Included	Included		Included
8	UCSC-RAIL1	6	Rail Kit for C220, C22, C24 rack servers	Included	Included		Included
9	UCSC-SD-16G-C220	6	16GB SD Card Module for C220 servers	Included	Included		Included
10	UCSC-PCIE-IRJ45	6	Intel i350 Quad Port 1Gb Adapter	Included	Included		Included
11	CON-SNT-UC220M3S	30	SMARTNET 8X5XNBD UCS C220 M3 Server	3,392.70	113.09	57.00%	263.00
				\$51,985.98			
12	KEY-CCM-ADMIN-K9=	2	CUCM Admin Security Token, 4.3, 6.0, or Newer, CoO USA	126.00	63.00	79.00%	300.00
13	VMW-VC5-STD-5A=	1	VMware vCenter 5 Server Standard, 5 yr support required	1,966.86	1,966.86	79.00%	9,366.00
14	UCS-VMW-TERMS	1	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
15	CON-ISO1-VC5STD5A	5	ISV 24X7 VMware vCenterServer Standard, List Price is ANNUAL	3,283.05	656.61	57.00%	1,527.00
				\$5,249.91			
16	VMW-VS5-ST-5A=	10	VMware vSphere 5 Standard (1 CPU), 5yr, Support Required	3,918.60	391.86	79.00%	1,866.00
17	UCS-VMW-TERMS	10	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
18	CON-ISO1-VS5STD5A	50	ISV 24X7 VMware vSphere Standard, List Price is ANNUAL	8,492.50	169.85	57.00%	395.00
				\$12,411.10			

HSD Cluster\Servers \$69,772.99

HSD Cluster\Core Gateways

1	C2951-VSEC-CUBE/K9	4	C2951 UC SEC CUBE Bundle, PVDM3-32, UC SEC Lic, FL-CUBEE-25	8,731.80	2,182.95	79.00%	10,395.00
2	PWR-2921-51-AC	4	Cisco 2921/2951 AC Power Supply	Included	Included		Included
3	S2951UK9-15204M	4	Cisco 2951 IOS UNIVERSAL	Included	Included		Included
4	FL-CUBEE-25	4	Unified Border Element Enterprise License - 25 sessions	Included	Included		Included
5	ISR-CCP-EXP	4	Cisco Config Pro Express on Router Flash	Included	Included		Included
6	MEM-2951-512MB-DEF	4	512MB DRAM (1 512MB DIMM) for Cisco 2951 ISR (Default)	Included	Included		Included
7	MEM-CF-256MB	4	256MB Compact Flash for Cisco 1900, 2900, 3900 ISR	Included	Included		Included
8	SL-29-IPB-K9	4	IP Base License for Cisco 2901-2951	Included	Included		Included
9	SL-29-SEC-K9	4	Security License for Cisco 2901-2951	Included	Included		Included
10	SL-29-UC-K9	4	Unified Communication License for Cisco 2901-2951	Included	Included		Included
11	HWIC-BLANK	12	Blank faceplate for HWIC slot on Cisco ISR	Included	Included		Included
12	SM-S-BLANK	8	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	Included	Included		Included
13	VVIC3-4MFT-T1/E1	4	4-Port 3rd Gen Multiflex Trunk Voice/WAN Int. Card - T1/E1	3,696.00	924.00	79.00%	4,400.00
14	PVDM3-32U256	4	PVDM3 32-channel to 256-channel factory upgrade	6,535.20	1,633.80	79.00%	7,780.00
15	CAB-AC	4	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	0.00	0.00		
16	FL-CUBEE-25	12	Unified Border Element Enterprise License - 25 sessions	7,547.40	628.95	79.00%	2,995.00
17	FL-VXML-12	16	VoiceXML Feature License Up To 12 Sessions	4,838.40	302.40	79.00%	1,440.00
18	CON-SNT-2951VSCC	20	SMARTNET 8X5XNBD C2951 VSEC CUBE Bundle, PVDM3-32, UC SEC	8,256.00	412.80	57.00%	960.00
				\$39,604.80			

HSD Cluster\Core Gateways \$39,604.80

HSD Cluster>Contact Center

1	CCE-PAC-BUNDLE	1	Packaged CCE	0.00	0.00		
2	CCE-PAC-CVP-LIC	4	CVP Server and Port License PAKs	Included	Included		Included
3	CCE-PAC-CVP-STU-90	2	Call Studio 9.0	Included	Included		Included
4	CCEH-CUIC-STD	2	License for Cisco Unified Intelligence Center Standard	Included	Included		Included
5	CCEH-FINESSE-SVR-L	1	Cisco Finesse Server SW HA Pair for CCE	Included	Included		Included
6	CCEH-MEDIA90-K9	1	Media Kit for Unified CC Enterprise and Hosted 9.0	Included	Included		Included

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7	CUIC-V-STD-PAK	1	Licensing PAK For CUIC Standard - UCS or MCS	Included	Included		Included
8	CVP-90-SERVER-SW	4	CVP 9.0 Server Software	Included	Included		Included
9	CVP-9X-PTS-TOTAL	50	CVP 9.X Total No PT - Auto Gen value	Included	Included		Included
10	IPCE-DIALPORT-L	100	IPCC ENTERPRISE OUTBOUND DIALER PORT	Included	Included		Included
11	UCSC-DBKP-08E	4	8 Drive Backplane W/ Expander For C-Series	Included	Included		Included
12	UCS-CPU-E72870	4	2.4 GHz E7-2870 130W 10C / 30M Cache	Included	Included		Included
13	UCS-MR-2X041RX-C	32	2X4GB DDR3-1333-MHz RDIMM/PC3-10600/single rank/1.35v	Included	Included		Included
14	A03-D300GA2	32	300GB 6Gb SAS 10K RPM SFF HDD/hot plug/drive sled mounted	Included	Included		Included
15	C260-MRBD-002	32	2 DIMM Memory Riser Board For C260	Included	Included		Included
16	UCSC-RAIL-2U	2	2U Rail Kit for UCS C-Series servers	Included	Included		Included
17	UCSC-PSU2-1200	4	1200W 2u Power Supply For UCS	Included	Included		Included
18	UCSC-PCIE-IRJ45	2	Intel i350 Quad Port 1Gb Adapter	Included	Included		Included
19	UCS-MKIT-041RX-C	64	Mem kit for UCS-MR-2X041RX-C	Included	Included		Included
20	UCSC-HS-01-C260	4	CPU HEAT SINK for UCS C260 M2 RACK SERVER	Included	Included		Included
21	UCSC-PCIF-01F	4	Full height PCIe filler for C-Series	Included	Included		Included
22	UCSC-PCIF-01H	4	Half height PCIe filler for UCS	Included	Included		Included
23	UCSC-RC-P8M-C260	4	.79m SAS RAID Cable for C260	Included	Included		Included
24	R2XX-PL003	2	LSI 6G MegaRAID 9261-8i card (RAID 0,1,5,6,10,60) - 512WC	Included	Included		Included
25	UCSC-BBU-11-C260	2	RAID battery backup for LSI Electr controller for C260	Included	Included		Included
26	UCSC-SD-16G-C260	2	16GB SD card for C260 M2	Included	Included		Included
27	UCSX-MLOM-001	2	Modular LOM For UCS	Included			Included
28	CCE-PAC-M1	1	CCE and CVP Deployment Package M1	3,150.00	3,150.00	79.00%	15,000.00
29	CCE-PAC-AGENT	25	CCE Packaged Agent	10,132.50	405.30	79.00%	1,930.00
30	UCSS-U-CCEPCAGT-5Y	25	UCSS for CCE Packaged Agent - 5 Year Sub	2,829.75	113.19	79.00%	539.00
31	CON-ESW-CCEPAGE	125	ESSENTIAL SW CCE Packaged Agent	10,965.00	87.72	57.00%	204.00
32	CON-ESW-CCEHCUIP	10	ESSENTIAL SW License for Cisco Un	430.00	43.00	57.00%	100.00
33	CON-ESW-CCFINSVR	5	ESSENTIAL SW Cisco Finesse Server SW for CCE	258.00	51.60	57.00%	120.00
34	CON-ESW-CVP-90-S	20	ESSENTIAL SW CVP 9.0 Server Softw	223.60	11.18	57.00%	26.00
35	UCSS-U-CCE-DP-5-1	100	UCSS for CCE Dial Ports One Year - 1 Port 5 Year Sub	3,528.00	35.28	79.00%	168.00
36	CON-ESW-IPEDIALP	500	ESSENTIAL SW IPCC ENTERPRISE OUTBOUND DIALER PORT	12,900.00	25.80	57.00%	60.00
37	CON-ESW-CCEPACM	5	ESSENTIAL SW CCE and CVP Deployment Package M1	3,225.00	645.00	57.00%	1,500.00
38	UCS-C260M2-VCD2	2	UCS C260 M2 Rack Server w/ 2-E72870, 16x 2x4GB DDR	38,214.76	19,107.38	62.50%	50,953.00
39	CAB-9K12A-NA	4	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	0.00	0.00		
40	CON-SNT-C260VCD2	10	SMARTNET 8X5XNBD UCS B260 M2 Blade Server w/ 4-E74870	2,046.80	204.68	57.00%	476.00
				\$87,903.41			
41	L-FL-VXML-12=	17	VXML - 12 session E-Delivery RTU	5,140.80	302.40	79.00%	1,440.00
42	VMW-VS5-ST-5A=	4	VMware vSphere 5 Standard (1 CPU), 5yr, Support Required	1,567.44	391.86	79.00%	1,866.00
43	UCS-VMW-TERMS	4	Acceptance of Terms, Standalone VMW License for UCS Servers	0.00	0.00		
44	CON-ISV1-VS5STD5A	20	ISV 24X7 VMware vSphere Standard, List Price is ANNUAL	3,397.00	169.85	57.00%	395.00
				\$4,964.44			
				\$98,008.65			

HSD Cluster\Contact Center

HSD Cluster\Software and Licensing

1	OWE5000	1	OW Enterprise Up to 5000 Total Extensions	12,565.26	12,565.26		
2	OWES5000	1	OW Enterprise 5000 Extension 12-Month Support	2,753.68	2,753.68		
3	L-CUWL-MISC	1	Unified Workplace Licensing - Top Level - Misc Addon Only	0.00	0.00		
4	L-CUCM-UWL	5	Unified Communications Manager UWL DLU Bundle	Included	Included		Included
5	L-CUCM-UWL-PAK	1	Unified Communications Manager UWL PAK	Included	Included		Included
6	L-PUB-IP-DEV-UWL	1	Public Space non-app phone add-on for UWL	31.50	31.50	79.00%	150.00
7	UCSS-U-PUB-5-1	1	UCSS for Public Space Devices - 1 user 5 Year Sub	8.19	8.19	79.00%	39.00
				\$39.69			
8	R-CUWL-STD-K9	1	Unified Workspace Licensing - Top Level for STD - 9.x	0.00	0.00		
9	IME-90-UWL	1	IME 9.0 Media Kit	Included	Included		Included
10	IME-PAK	1	Include PAK Auto-expanding PAK for IME	Included	Included		Included
11	JAB9-DSK-UWL-RTU	1	Jabber for Desktop Right to Use Certificate	Included	Included		Included
12	LIC-UWL-STD-SLED-A	58	Services Mapping SKU, Under 1K UWL STD users	Included	Included		Included
13	UCM-9X-UWL-STD	58	UC Manager 9.x CUWL STD Users	Included	Included		Included
14	UCXN-9X-SC-PORTS	1	Unity Connection 9.x SpeechConnect Ports	Included	Included		Included
15	UCXN-9X-UWL-STD	58	Unity Connection 9.x CUWL STD Users	Included	Included		Included
16	UWL-STD-PAK	1	CUWL STD 9.x PAK	Included	Included		Included
17	WEBEX-UWL-S-PAK	1	WebEx PAK for CUWL Standard	Included	Included		Included
18	NEW-UWL-STD-SLED	58	New CUWL Standard Edition Usr, SLED/Govt/Edu Only, 1 Usr	3,958.50	68.25	79.00%	325.00
19	UC-APPS-SW-9.0-K9	1	Version 9.0 Software Kit	0.00	0.00		
20	JAB9-DSK-UWL	60	Jabber for Desktop 9.x for CUWL Only	0.00	0.00		



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21	CUP9-ONPREM-OPT	1	Included CUCM IM and Presence for on-premise use	0.00	0.00		
22	UCSS-U-UWL-STD-5-1	58	Cisco UWL STD UCSS - 1 user 5 Year Sub	1,400.70	24.15	79.00%	115.00
				\$5,359.20			
23	R-EMRGNCY-RSPNDR	1	EMRGNCY RSPNDR ESD	0.00	0.00		
24	ER90-SW-LIC	1	EMRGNCY RSPNDR 90 SW LIC	Included	Included		Included
25	ER90-SW-MED-K9	1	EMRGNCY RSPNDR 90 SW MEDIA	Included	Included		Included
26	ER90-USR-10	2	EMRGNCY RSPNDR 90 USR LIC 10 PHNS	Included	Included		Included
27	ER90-USR-10-NEW	2	EMRGNCY RSPNDR 90 USR LIC 10 PHNS NEW	84.00	42.00	79.00%	200.00
28	UCSS-U-ER-5-10	2	UCSS Emergency Responder - 10 Users 5 Year Sub	29.40	14.70	79.00%	70.00
29	CON-ESW-ER90USR0	10	ESSENTIAL SW EMRGNCY RSPNDR 90 US	129.00	12.90	57.00%	30.00
30	ER90-SW-NEW-K9	1	EMRGNCY RSPNDR 90 SW NEW	0.00	0.00		
31	CON-ESW-EMRGNCY	5	ESSENTIAL SW EMRGNCY RSPNDR	0.00	0.00		
				\$242.40			
32	L-CUAC9X-ATT-CON	1	Cisco Unifed Attendant Console 9.x - eDelivery	0.00	0.00		
33	L-CUACP9X-ATT-CON	1	Cisco Unifed Attendant Console Premium Edition 9.x	1,155.00	1,155.00	79.00%	5,500.00
34	UCSS-U-ATT-PRE-5-1	1	UCSS for Att Console Premium - 1 Instance Five Year Sub	374.85	374.85	79.00%	1,785.00
35	CON-ESW-CUACP9XA	5	ESSENTIAL SW Cisco Unified Attend	1,773.75	354.75	57.00%	825.00
36	CON-ESW-CUAC9X-A	5	ESSENTIAL SW Cisco Unified Attenda	0.00	0.00		
				\$3,303.60			

HSD Cluster\Software and Licensing \$24,263.83

HSD Cluster\Endpoints

1	CP-8945-K9=	20	Cisco Unified Phone 8945, Phantom Grey, Standard Handset	3,832.40	191.62	63.50%	525.00
2	CP-PWR-CUBE-4=	1	IP Phone power transformer for the 89/9900 phone series	23.72	23.72	63.51%	65.00
3	CP-7937-MIC-KIT=	1	Microphone Kit (7 ft) for 7937	127.75	127.75	63.50%	350.00
4	CP-PWR-CORD-NA=	1	Power Cord, North America	3.65	3.65	63.50%	10.00
5	CP-CKEM-C=	1	Cisco Unified IP Color Key Expansion Module, Charcoal	171.55	171.55	63.50%	470.00
6	CP-7937G=	1	Cisco UC Conference Station 7937 Global	509.18	509.18	63.50%	1,395.00
7	VG224	1	24 Port Voice over IP analog phone gateway	1,132.95	1,132.95	79.00%	5,395.00
8	SVGVG-12422T	1	Cisco VG200 Series IP SUBSET/VOICE	Included	Included		Included
9	CAB-AC	1	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	Included	Included		Included
10	MEM-224-1X64F-U	1	64MB Flash Memory for VG224 (Factory Upgrade)	Included	Included		Included
11	MEM-224-1X128D-U	2	128MB DRAM Memory for VG224 (Factory Upgrade)	Included	Included		Included
12	CON-SNT-VG224	5	SMARTNET 8X5XNBD 24 Port Voice over I	928.80	185.76	57.00%	432.00
				\$2,061.75			
13	CP-9951-C-CAM-K9=	1	Cisco UC Phone 9951, Charcoal, Std Hndst with Camera	359.52	359.52	63.50%	985.00

HSD Cluster\Endpoints \$7,089.52

Customer Initials

Equipment Total \$421,648.53
 Warranty & Other Services Total \$124,932.20

Schedule A Subtotal: \$546,580.73

Nexus Care Subtotal: \$0.00

Professional Services Total: \$487,263.91

Shipping & Handling: \$0.00
 Estimated Sales Tax (8.75%): \$36,894.25

Total Investment: \$1,070,738.89



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LINE#	PART#	QTY	DESCRIPTION	EXT. PRICE	UNIT PRICE	DISC.	LIST PRICE
Additional Materials							
1	Paging - Telephone Access Mod						
2	TAMB2	1	TELEPHONE ACCESS MODULE VER 2	162.83	162.83		
				\$162.83			
3	Calabrio Compliance Recording						
4	CQM-USERLADV-0003-08.90	390	Quality Mgmt User License, Compliance Recording Only	24,221.05	62.11		
5	CSS-QMPLATCO-0004.01.10	390	Quality Mgmt Compliance Platinum Maintenance Support - Years 1	11,034.95	28.29		
				\$35,256.00			
6	Calabrio Quality Management						
7	CQM-USERLADV-0002-08.90	270	Quality Mgmt User License, Advanced - Voice, Screen, Eval	39,505.26	146.32		
8	CSS-QMPLATAD-0004.01.10	270	Quality Mgmt Advanced Platinum Maintenance Support - Years 1	18,007.58	66.69		
				\$57,512.84			
9	Calabrio Workforce Management						
10	CUWL-USERLADV-0013-08.90	290	Workforce Mgmt User License, Advanced	42,431.58	146.32		
11	CSS-WMBSPLAT-0004.01.10	290	Workforce Mgmt Advanced Platinum Maintenance Support - Years 1	19,341.47	66.69		
				\$61,773.05			
				Additional Materials	\$154,704.73		
Contact Center							
1	CCE-PAC-ADDON	1	Packaged CCE Add-Ons	0.00	0.00		
2	CCE-PAC-CVP-LIC	4	CVP Server and Port License PAKs	Included	Included		Included
3	CVP-9X-PTS-TOTAL	760	CVP 9.X Total No PT - Auto Gen value	Included	Included		Included
4	CCE-PAC-AGENT	380	CCE Packaged Agent	154,014.00	405.30	79.00%	1,930.00
5	UCSS-U-CCEPCAGT-5Y	380	UCSS for CCE Packaged Agent - 5 Year Sub	43,012.20	113.19	79.00%	539.00
6	CON-ESW-CCEPAGE	1900	ESSENTIAL SW CCE Packaged Agent	166,668.00	87.72	57.00%	204.00
7	CON-ESW-SHRDPOW8	5	ESSENTIAL SW Packaged CCE Add-Ons	0.00	0.00		
				\$363,694.20			
				Contact Center	\$363,694.20		
HSD Sites\Software and Licensing							
1	R-EMRGNCY-RSPNDR	1	EMRGNCY RSPNDR ESD	0.00	0.00		
2	ER90-SW-LIC	1	EMRGNCY RSPNDR 90 SW LIC	Included	Included		Included
3	ER90-SW-MED-K9	1	EMRGNCY RSPNDR 90 SW MEDIA	Included	Included		Included
4	ER90-USR-10	83	EMRGNCY RSPNDR 90 USR LIC 10 PHNS	Included	Included		Included
5	ER90-USR-10-NEW	83	EMRGNCY RSPNDR 90 USR LIC 10 PHNS NEW	3,486.00	42.00	79.00%	200.00
6	UCSS-U-ER-5-10	83	UCSS Emergency Responder - 10 Users 5 Year Sub	1,220.10	14.70	79.00%	70.00
7	CON-ESW-ER90USR0	415	ESSENTIAL SW EMRGNCY RSPNDR 90 US	5,353.50	12.90	57.00%	30.00
8	ER90-SW-NEW-K9	1	EMRGNCY RSPNDR 90 SW NEW	0.00	0.00		
9	CON-ESW-EMRGNCY	5	ESSENTIAL SW EMRGNCY RSPNDR	0.00	0.00		
				\$10,059.60			
10	CUWL-STD-K9	1	Unified Workspace Licensing - Top Level for STD - 9.x	0.00	0.00		
11	IME-90-UWL	1	IME 9.0 Media Kit	Included	Included		Included
12	IME-PAK	1	Include PAK Auto-expanding PAK for IME	Included	Included		Included
13	JAB9-DSK-UWL-RTU	1	Jabber for Desktop Right to Use Certificate	Included	Included		Included
14	LIC-UWL-STD-SLED-A	781	Services Mapping SKU, Under 1K UWL STD users	Included	Included		Included
15	UCM-9X-UWL-STD	781	UC Manager 9.x CUWL STD Users	Included	Included		Included
16	UCXN-9X-SC-PORTS	1	Unity Connection 9.x SpeechConnect Ports	Included	Included		Included
17	UCXN-9X-UWL-STD	781	Unity Connection 9.x CUWL STD Users	Included	Included		Included
18	UWL-STD-PAK	1	CUWL STD 9.x PAK	Included	Included		Included
19	WEBEX-UWL-S-PAK	1	WebEx PAK for CUWL Standard	Included	Included		Included
20	NEW-UWL-STD-SLED	781	New CUWL Standard Edition Usr, SLED/Govt/Edu Only, 1 Usr	53,303.25	68.25	79.00%	325.00
21	UC-APPS-SW-9.0-K9	1	Version 9.0 Software Kit	0.00	0.00		

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22	JAB9-DSK-UWL	821	Jabber for Desktop 9.x for CUWL Only	0.00	0.00		
23	CUP9-ONPREM-OPT	1	Included CUCM IM and Presence for on-premise use	0.00	0.00		
24	UCSS-U-UWL-STD-5-1	781	Cisco UWL STD UCSS - 1 user 5 Year Sub	18,861.15	24.15	79.00%	115.00
25	CON-ESW-SSLEDA	3905	ESSENTIAL SW Services Mapping SKU, Under 1K UWL STD	35,262.15	9.03	57.00%	21.00
26	CON-ESW-CUWLSTK9	5	ESSENTIAL SW Unified Workspace Lic -Top Level for STD	0.00	0.00		

HSD Sites\Software and Licensing \$107,426.55
\$117,486.15

HSD Sites\Endpoints

1	CP-8945-K9=	700	Cisco Unified Phone 8945, Phantom Grey, Standard Handset	134,134.00	191.62	63.50%	525.00
2	VG224	2	24 Port Voice over IP analog phone gateway	2,265.90	1,132.95	79.00%	5,395.00
3	SVGVG-12422T	2	Cisco VG200 Series IP SUBSET/VOICE	Included	Included		Included
4	CAB-AC	2	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	Included	Included		Included
5	MEM-224-1X64F-U	2	64MB Flash Memory for VG224 (Factory Upgrade)	Included	Included		Included
6	MEM-224-1X128D-U	4	128MB DRAM Memory for VG224 (Factory Upgrade)	Included	Included		Included
7	CON-SNT-VG224	10	SMARTNET 8X5XNBD 24 Port Voice over I	1,857.60	185.76	57.00%	432.00
				\$4,123.50			
8	CP-7937G=	5	Cisco UC Conference Station 7937 Global	2,545.90	509.18	63.50%	1,395.00
9	CP-PWR-CUBE-4=	14	IP Phone power transformer for the 89/9900 phone series	332.08	23.72	63.51%	65.00
10	CP-CKEM-C=	14	Cisco Unified IP Color Key Expansion Module, Charcoal	2,401.70	171.55	63.50%	470.00
11	CP-9951-C-CAM-K9=	14	Cisco UC Phone 9951, Charcoal, Std Hndst with Camera	5,033.28	359.52	63.50%	985.00
12	CP-7937-MIC-KIT=	5	Microphone Kit (7 ft) for 7937	638.75	127.75	63.50%	350.00
13	CP-PWR-CORD-NA=	14	Power Cord, North America	51.10	3.65	63.50%	10.00

HSD Sites\Endpoints \$149,260.31

HSD Sites\Remote Site Gateways

1	C2951-VSEC/K9	5	Cisco 2951 UC Sec. Bundle, PVD3-32, UC and SEC License P	9,864.75	1,972.95	79.00%	9,395.00
2	PWR-2921-51-AC	5	Cisco 2921/2951 AC Power Supply	Included	Included		Included
3	S2951UK9-15204M	5	Cisco 2951 IOS UNIVERSAL	Included	Included		Included
4	ISR-CCP-EXP	5	Cisco Config Pro Express on Router Flash	Included	Included		Included
5	SL-29-IPB-K9	5	IP Base License for Cisco 2901-2951	Included	Included		Included
6	SL-29-SEC-K9	5	Security License for Cisco 2901-2951	Included	Included		Included
7	SL-29-UC-K9	5	Unified Communication License for Cisco 2901-2951	Included	Included		Included
8	HWIC-BLANK	10	Blank faceplate for HWIC slot on Cisco ISR	Included	Included		Included
9	SM-S-BLANK	10	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	Included	Included		Included
10	VIC2-2FXO	5	Two-port Voice Interface Card - FXO (Universal)	462.00	92.40	79.00%	440.00
11	VIC3-4FXS/DID	5	Four-Port Voice Interface Card - FXS and DID	924.00	184.80	79.00%	880.00
12	PVDM3-32U128	5	PVDM3 32-channel to 128-channel factory upgrade	4,725.00	945.00	79.00%	4,500.00
13	CAB-AC	5	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	0.00	0.00		
14	FL-CME-SRST-100	5	Cisco Communication Manager or SRST- 100 seat license	2,415.00	483.00	79.00%	2,300.00
15	FL-SRST	5	Cisco Survivable Remote Site Telephony License	0.00	0.00		
16	SL-29-DATA-K9	5	Data License for Cisco 2901-2951	735.00	147.00	79.00%	700.00
17	MEM-2951-512U2GB	5	512MB to 2GB DRAM Upgrade (1 2GB DIMM) for Cisco 2951 ISR	735.00	147.00	79.00%	700.00
18	MEM-CF-256U2GB	5	256MB to 2GB Compact Flash Upgrade for Cisco 1900,2900,3900	840.00	168.00	79.00%	800.00
19	CON-SNT-2951VSEC	25	SMARTNET 8X5XNBD Cisco 2951 Voice Sec. Bundle, UC and SEC	10,320.00	412.80	57.00%	960.00

HSD Sites\Remote Site Gateways \$31,020.75
\$31,020.75

County Sites\Software and Licensign

1	R-EMRGNCY-RSPNDR	1	EMRGNCY RSPNDR ESD	0.00	0.00		
2	ER90-SW-LIC	1	EMRGNCY RSPNDR 90 SW LIC	Included	Included		Included
3	ER90-SW-MED-K9	1	EMRGNCY RSPNDR 90 SW MEDIA	Included	Included		Included
4	ER90-USR-10	364	EMRGNCY RSPNDR 90 USR LIC 10 PHNS	Included	Included		Included
5	ER90-USR-10-NEW	364	EMRGNCY RSPNDR 90 USR LIC 10 PHNS NEW	15,288.00	42.00	79.00%	200.00
6	UCSS-U-ER-5-10	364	UCSS Emergency Responder - 10 Users 5 Year Sub	5,350.80	14.70	79.00%	70.00
7	CON-ESW-ER90USR0	1820	ESSENTIAL SW EMRGNCY RSPNDR 90 US	23,478.00	12.90	57.00%	30.00
8	ER90-SW-NEW-K9	1	EMRGNCY RSPNDR 90 SW NEW	0.00	0.00		
9	CON-ESW-EMRGNCY	5	ESSENTIAL SW EMRGNCY RSPNDR	0.00	0.00		
				\$44,116.80			
10	R-UCL-UCM-LIC-K9	1	Top Level SKU For 9.x User License - Electronic Delivery	0.00	0.00		
11	CCX-90-CMBUNDLE-K9	1	CCX 9.0 Promo Bundle available only with NEW CUCM or BE6000	Included	Included		Included
12	JAB9-WIN-UCM-RTU	1	JAB9 UCM Right to Use Certificate	Included	Included		Included
13	LIC-CUCM-9X-ENH	3315	UC Manager Enhanced 9.x License	Included	Included		Included
14	UCM-PAK	1	UCM 9X PAK	Included	Included		Included
15	LIC-CUCM-9X-ENH-B	3315	UC Manager-9.x Enhanced Single User-1K to 10K	135,749.25	40.95	79.00%	195.00

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16	UCSS-U-UCM-B-5-1	3315	UC Manager UCSS - 1 ENH User 5 Year Sub Tier B	33,415.20	10.08	79.00%	48.00
17	CON-ESW-LICCENHB	16575	ESSENTIAL SW UC Manager-9.x Enhanced Single User-1K t	42,763.50	2.58	57.00%	6.00
18	JAB9-DSK-CLNT-UCM	3315	Jabber for Desktop User License 9.x for UCM only	0.00	0.00		
19	CUCM-VERS-9.X	1	CUCM Software Version 9.X	0.00	0.00		
20	CON-ESW-RUCLUCK9	5	ESSENTIAL SW Top Level SKU For 9.	0.00	0.00		

\$211,927.95

County Sites\Software and Licensing \$256,044.75

County Sites\Endpoints

1	CP-8945-K9=	3148	Cisco Unified Phone 8945, Phantom Grey, Standard Handset	603,219.76	191.62	63.50%	525.00
2	VG224	10	24 Port Voice over IP analog phone gateway	11,329.50	1,132.95	79.00%	5,395.00
3	SVGVG-12422T	10	Cisco VG200 Series IP SUBSET/VOICE	Included	Included		Included
4	CAB-AC	10	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	Included	Included		Included
5	MEM-224-1X64F-U	10	64MB Flash Memory for VG224 (Factory Upgrade)	Included	Included		Included
6	MEM-224-1X128D-U	20	128MB DRAM Memory for VG224 (Factory Upgrade)	Included	Included		Included
7	CON-SNT-VG224	50	SMARTNET 8X5XNBD 24 Port Voice over I	9,288.00	185.76	57.00%	432.00
				\$20,617.50			
8	CP-7937-MIC-KIT=	100	Microphone Kit (7 ft) for 7937	12,775.00	127.75	63.50%	350.00
9	CP-PWR-CUBE-4=	67	IP Phone power transformer for the 89/9900 phone series	1,589.24	23.72	63.51%	65.00
10	CP-PWR-CORD-NA=	67	Power Cord, North America	244.55	3.65	63.50%	10.00
11	CP-7937G=	100	Cisco UC Conference Station 7937 Global	50,918.00	509.18	63.50%	1,395.00
12	CP-CKEM-C=	67	Cisco Unified IP Color Key Expansion Module, Charcoal	11,493.85	171.55	63.50%	470.00
13	CP-9951-C-CAM-K9=	67	Cisco UC Phone 9951, Charcoal, Std Hdndst with Camera	24,087.84	359.52	63.50%	985.00

County Sites\Endpoints \$724,945.74

County Sites\Remote Site Gateways

1	C3945-VSEC/K9	6	Cisco 3945 UC Sec. Bundle, PVDM3-64, UC and SEC License P	19,523.70	3,253.95	79.00%	15,495.00
2	PWR-3900-AC	6	Cisco 3925/3945 AC Power Supply	Included	Included		Included
3	3900-FANASSY	6	Cisco 3925/3945 Fan Assembly (Bezel included)	Included	Included		Included
4	C3900-SPE150/K9	6	Cisco Services Performance Engine 150 for Cisco 3945 ISR	Included	Included		Included
5	ISR-CCP-EXP	6	Cisco Config Pro Express on Router Flash	Included	Included		Included
6	SL-39-IPB-K9	6	IP Base License for Cisco 3925/3945	Included	Included		Included
7	SL-39-SEC-K9	6	Security License for Cisco 3900 Series	Included	Included		Included
8	SL-39-UC-K9	6	Unified Communication License for Cisco 3900 Series	Included	Included		Included
9	S39UK9-15204M	6	Cisco 3925-3945 IOS UNIVERSAL	Included	Included		Included
10	SM-S-BLANK	24	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	Included	Included		Included
11	VVIC3-1MFT-T1/E1	6	1-Port 3rd Gen Multiflex Trunk Voice/WAN Int. Card - T1/E1	1,801.80	300.30	79.00%	1,430.00
12	VIC2-2FXO	6	Two-port Voice Interface Card - FXO (Universal)	554.40	92.40	79.00%	440.00
13	VIC3-4FXS/DID	12	Four-Port Voice Interface Card - FXS and DID	2,217.60	184.80	79.00%	880.00
14	PVDM3-64U128	6	PVDM3 64-channel to 128-channel factory upgrade	3,780.00	630.00	79.00%	3,000.00
15	PWR-3900-AC/2	6	Cisco 3925/3945 AC Power Supply (Secondary PS)	630.00	105.00	79.00%	500.00
16	CAB-AC	12	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	0.00	0.00		
17	FL-CME-SRST-100	12	Cisco Communication Manager or SRST- 100 seat license	5,796.00	483.00	79.00%	2,300.00
18	FL-SRST	6	Cisco Survivable Remote Site Telephony License	0.00	0.00		
19	SL-39-DATA-K9	6	Data License for Cisco 3900 Series	1,260.00	210.00	79.00%	1,000.00
20	MEM-3900-1GU4GB	6	1GB to 4GB DRAM Upgrade (2GB+2GB) for Cisco 3925/3945 ISR	1,260.00	210.00	79.00%	1,000.00
21	MEM-CF-256U4GB	6	256MB to 4GB Compact Flash Upgrade for Cisco 1900,2900,3900	1,512.00	252.00	79.00%	1,200.00
22	CON-SNT-3945VSEC	30	SMARTNET 8X5XNBD Cisco 3945 Voice Sec. Bundle, UC and SEC	20,317.50	677.25	57.00%	1,575.00
				\$58,653.00			
23	C2951-VSEC/K9	39	Cisco 2951 UC Sec. Bundle, PVDM3-32, UC and SEC License P	76,945.05	1,972.95	79.00%	9,395.00
24	PWR-2921-51-AC	39	Cisco 2921/2951 AC Power Supply	Included	Included		Included
25	S2951UK9-15204M	39	Cisco 2951 IOS UNIVERSAL	Included	Included		Included
26	ISR-CCP-EXP	39	Cisco Config Pro Express on Router Flash	Included	Included		Included
27	SL-29-IPB-K9	39	IP Base License for Cisco 2901-2951	Included	Included		Included
28	SL-29-SEC-K9	39	Security License for Cisco 2901-2951	Included	Included		Included
29	SL-29-UC-K9	39	Unified Communication License for Cisco 2901-2951	Included	Included		Included
30	HWIC-BLANK	78	Blank faceplate for HWIC slot on Cisco ISR	Included	Included		Included
31	SM-S-BLANK	78	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	Included	Included		Included
32	VIC2-2FXO	39	Two-port Voice Interface Card - FXO (Universal)	3,603.60	92.40	79.00%	440.00
33	VIC3-4FXS/DID	39	Four-Port Voice Interface Card - FXS and DID	7,207.20	184.80	79.00%	880.00
34	PVDM3-32U128	39	PVDM3 32-channel to 128-channel factory upgrade	36,855.00	945.00	79.00%	4,500.00
35	CAB-AC	39	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	0.00	0.00		
36	FL-CME-SRST-100	39	Cisco Communication Manager or SRST- 100 seat license	18,837.00	483.00	79.00%	2,300.00
37	FL-SRST	39	Cisco Survivable Remote Site Telephony License	0.00	0.00		
38	SL-29-DATA-K9	39	Data License for Cisco 2901-2951	5,733.00	147.00	79.00%	700.00



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39	MEM-2951-512U2GB	39	512MB to 2GB DRAM Upgrade (1 2GB DIMM) for Cisco 2951 ISR	5,733.00	147.00	79.00%	700.00
40	MEM-CF-256U2GB	39	256MB to 2GB Compact Flash Upgrade for Cisco 1900,2900,3900	6,552.00	168.00	79.00%	800.00
41	CON-SNT-2951VSEC	195	SMARTNET 8X5XNBD Cisco 2951 Voice Sec. Bundle, UC and SEC	80,496.00	412.80	57.00%	960.00
				\$241,961.85			
County Sites\Remote Site Gateways				\$300,614.85			

Customer Initials

Equipment Total	\$1,701,986.75
Warranty & Other Services Total	\$395,804.25

Schedule A Subtotal: \$2,097,791.00

Nexus Care Subtotal: \$0.00

Professional Services Total: \$565,310.22

Shipping & Handling:	\$0.00
Estimated Sales Tax (8.75%):	\$148,923.84
Total Investment:	\$2,812,025.06

Exhibit “E” – Change Procedure

- 1.1 If the County requires a change to the existing SoW, County’s Project Manager shall deliver to Contractor’s Project Manager a Change Order with sufficient detail to enable Contractor to evaluate it. Contractor, within five (5) business days, or longer as may be mutually agreed between the parties, following the date of receipt of such Change Order, shall provide County with an evaluation of the Change Order and a written proposal (“Proposal”) containing the following, as applicable:
- a. A detailed description of the employees required to perform the requested services; specifications;
 - b. Implementation plans, with implementation to commence not later than thirty (30) days after approval thereof, unless otherwise mutually agreed;
 - c. The timeframe for performance; and
 - d. The price for such performance based on the applicable charges set forth in this Agreement.

All Proposals for a change to the project scope will include Acceptance Criteria and either modifications to existing payment milestones or additional fixed fee payment milestones payable upon acceptance of such milestones.

- 1.2 If Contractor believes a change to the project is necessary or desirable, it shall promptly provide County its Proposal, as set forth in Section 1.1 of this Change Procedure.
- 1.3 All Change Orders shall be governed by the terms and conditions of this Agreement (including the descriptions and timeframes for all milestone-based work) unless mutually agreed in writing otherwise.
- 1.4 Within the reasonable timeframe specified in Contractor’s Proposal, which timeframe shall not be less than ten (10) business days from the Project Manager’s receipt of such Change Order (the “Response Period”), County shall notify Contractor in writing if County elects to proceed with the Change Order, provided however, that no Proceed Order can or will be authorized by the County without either obtaining further authorization from the County’s Board of Supervisors, or authorization pursuant to Paragraphs 1.4(b) or 1.4(c) of this Change Procedure. If, within the Response Period, the County gives notice to Contractor not to proceed, or fails to give any notice to Contractor, then the Change Order shall be deemed withdrawn and Contractor shall take no further action with respect to it.

All Services or Work Product under a Change Order shall be performed and paid for in accordance with the following:

- a. All Change Orders shall be in writing, and shall comply with this Change Procedure. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements without authorization from the County Board of Supervisors. Compliance with this Change Procedure represents authorization from the County’s Board of Supervisors. Contractor’s

failure to secure written authorization for extra or changed work pursuant to this Change Procedure shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization from County. In the absence of an approved Change Order under this Section 1.3, the parties shall continue performance of all Services in accordance with the then-current, unmodified SOW.

- b. Minor changes which do not significantly change the scope of work or significantly lengthen time schedules, and amendments to the Agreement which do not increase the amount of payment under the Agreement (taking into account all prior amendments), may be executed by the County's Director of the County's Information Systems Department in a form approved by County Counsel.
- c. Changes which decrease the amount of payment without significantly decreasing the system functionality to be delivered to County under the effective SoW, or that increase the amount of payment under the Agreement (taking into account all prior amendments) by no more than \$194,000, but which do not significantly decrease the system functionality to be delivered to County under the effective SoW, may be executed by the Director of County's Information Systems Department, in a form approved by County Counsel.
- d. Minor changes in the Products purchased, as listed in the Bill of Materials (Exhibit D), or in any amendment to the Bill of Materials, may be executed by any designee of the Director of County's Information Systems Department that has been approved by the County Board of Supervisors, in a form approved by County Counsel. In this paragraph, "Products" means any non-service purchase in the Bill of Materials.
- e. If Contractor is of the opinion that any work it has been directed to perform is beyond the scope of this Agreement and constitutes extra work, it shall promptly notify County and provide a detailed explanation. County shall make a determination as to whether or not such work is, in fact, beyond the scope of this Agreement and constitutes extra work not within the agreed price. In the event that County determines that such work does constitute extra work, a new SOW or Change Order under this Agreement providing for such extra work shall be negotiated between County and Contractor, pursuant to this Change Procedure, subject to the terms and rates of this Agreement.
- f. In the event County determines that such work does not constitute extra work, any disagreement with this determination shall be addressed at a meeting between the Director of County's Information Systems Department and Nexus' Executive Sponsor.



Telecommunications System Purchase and Implementation

Information Systems Department
October 15, 2013

John Hartwig, ISD Director

Dan Fruchey, ISD Technical Services Director

J.R. Simmons, President and Principal COMGroup Inc.

Agenda

Project Background

Solution and Benefits

Work Plan and Timeline

Project Budget and Financing

Ongoing Support Services

Recommended Actions



Project Background

- 17 year old system
- 5,000 devices at 60 sites
- July 2012 – contract for analysis of current system
- February 2013 – contract extended to develop requirements
- April 2013 - County RFP issued, 9 responses, 3 finalists, broad participation
- Process selected Nexus IS proposal to implement a Cisco Systems solution



Solution

The evolution continues - all things Internet...



This project will fill a Gap... our phones!



Solution

- Replace telephone systems with modern technologies
- Consolidate voice and data networks
- Integrate desk phones, PC applications, smart phones and tablets
- Enhance feature set and call center capacity



Public Benefit



- Improved call quality
- Easier to reach mobile staff – one number
- Caller identification on outbound calls
- County operator and reception will know the status of people
- Call center efficiency



Benefits to Users

- Hear and/or read voice mail messages from Outlook
- Instant messaging
- One phone number reaches you at any device
- Small group video conferencing
- Desktop sharing and collaboration
- Mobility and telework options for lower carbon foot print



Work Plan and Timeline

- System delivery Nov 2013
- Install core servers and gateways Jan 2014
- Pilot launch (ISD & HSD) Feb 2014
- Implement new HSD call centers Mar 2014
- Transition first non-pilot department Apr 2014
- Transition remaining departments / locations
 - Phased process over 12 month period
 - Schedule to be determined based on departmental needs



Project Budget/Costs

Category	Contract Costs	Other
Hardware/Software	\$2,830,170	
Nexus Prof Services	\$1,051,830	
5% Contract Contingency	\$194,000	
Contract Total	\$4,076,000	
COMgroup Prof Services		\$259,692
ISD Labor / Training		\$828,552
ISD Hardware		\$479,469
5% Misc. Contingency		\$79,267
Project Total		\$5,722,980

“Other” costs will be temporarily financed with accumulated replacement funds for IT systems during FY 13/14 and FY 14/15



Project Financing (in millions)

Fund Name	FY 12/13	FY 13/14	FY 14/15	FY 15/16	Totals
Accumulated Capital Outlay (Telephone)	\$.23	\$.46	\$ 1.38	\$.14	\$ 2.22
ISD Reserve Accounts			\$ 1.90		\$ 1.90
Human Services Department		\$ 1.60			\$ 1.60
TOTALS	\$.23	\$ 2.06	\$ 3.28	\$.14	\$ 5.72

*Allocations currently being charged to departments will re-establish ISD replacement funds over a five (5) year period.



Ongoing Support Services

- Converging voice and data environments will change the way ISD supports departments
- Service desk, phone/desktop field support, and network functions consolidated in ISD
 - Senior Network Analyst (1.0) – all transport services merged
 - Information Technology Analysts (2.0) – service desk and desktop functions consolidated
 - Administrative Aide (1.0) – operator assistance and administration combined
- Vendor resources will augment efforts



Our future is bright

Unified communications through all things Internet...



... will help us deliver superior public service!



Recommended Actions

- Authorize the Director of the Information Systems Department (ISD) to execute an Agreement For Purchase of Equipment and Professional Services Agreement with Nexus IS, Inc. (Nexus) for procurement, installation, implementation, and training for Cisco Systems enterprise unified communications system for a total amount not to exceed \$4,076,000 including a \$194,000 contingency for a two year period commencing October 16, 2013.
- Authorize the Director of ISD to execute minor amendments to the Agreement that do not exceed the contingency in the amount of \$194,000





Questions?



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 26
(This Section for use by Clerk of the Board Only.)

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

Board Agenda Date: October 15, 2013

Vote Requirement: Majority

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

Staff Name and Phone Number:

Bill Keene, 565-7348

Supervisorial District(s):

All

Title: District Study Session: (1) Fiscal Overview; (2) Initial Public Access, Operation and Maintenance Policy; (3) Accounting Review; and (4) Fee Lands Strategy; and adopt a Resolution Approving an Update to the District's 2007 Initial Public Access, Operations and Maintenance Policy.

Recommended Actions:

Approve, by resolution, an update to the District's Initial Public Access, Operation, and Maintenance Policy to include (1) costs of capital improvements, (2) limited initial payments to recreational land transfer recipients, (3) costs for recreational property management, and (4) costs to provide interim access, permit, and public outings and education programs, and 5) continued annual appropriations for initial public access and operation and maintenance expenditures and District Operation and Maintenance Reserve Fund contribution.

The General Manager also recommends that the Carrington and Occidental properties owned by the District be moved to Tier 1 in the Fee Lands Strategy, with the designated recipient as Sonoma County Regional Parks, subject to action by the Sonoma County Board of Supervisors. Each property transfer transaction would be brought to the District Advisory Committee and Fiscal Oversight Commission for review, and then to the District Board of Directors for approval at a later date.

Executive Summary:

At the June 10, 2013 Budget Hearing, the Board requested that the District return within 90 days with (1) a discussion of the operations and maintenance policy, and (2) information related to proposed transfer of specific properties the District holds in fee. The Board also asked the District to return with a recommendation for increasing the contribution to the Matching Grant Program budget. This latter subject will be brought before the Board as a separate item.

Overview and Fiscal Context

The Sonoma County Agricultural Preservation and Open Space District was created and funded through

voter approval of Measures A and C in 1990. In November of 2006, the voters of Sonoma County, by a margin of 76%, approved Measure F (*Sonoma County Open Space, Clean Water, and Farmland Protection Measure*) extending the District's funding for an additional twenty years. Measure F included an Expenditure Plan (Attachment 1), which became effective upon voter approval.

A summary of District revenues and expenditures since 1990 are included as Attachment 2. Over the past twenty-two years, the District has protected 106,000 acres of land through purchase of both conservation easements and full fee title to properties. Through partnerships and leveraging of taxpayer funds, the District has invested \$293 million to protect \$367 million in land. The District's current Acquisition Plan, *Connecting Communities and the Land*, prioritizes acquisition expenditures in four categories: Farms and Ranches; Greenbelts and Scenic Hillside; Water, Wildlife and Natural Areas; and Recreation and Education. The most strategic investment of District funds, of course, is to prioritize acquisitions that meet more than one category. In fact, more than half of the purchases to date have met at least three of the four categories. Attachment 3 illustrates an example of a multiple objective project, Taylor Mountain. Assigning a primary category to each acquisition, there have been an approximately equal number of projects across all categories. Attachment 4 shows the number of acres protected and total costs for each acquisition category.

Measure F differed from Measure C in that it specifically authorizes funding for initial public access and operation and maintenance of District-protected lands intended for recreational use. Paragraph 6 of the District Expenditure Plan states:

“Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational lands purchased in accordance with this Plan. No more than 10 percent of total revenues generated over the life of the Measure shall be made available for operation and maintenance purposes.”

Since passage of Measure F in November of 2006, District sales tax revenues have totaled \$118 million. 10% of the sales tax revenue is \$11.8 million. Approximately \$10.6 million in expenditures are considered eligible for inclusion under the 10% cap.

Initial Public Access and Operations and Maintenance Policy

In 2007, the Board adopted Resolution No. 07-0666 (Attachment 5), which approved a policy proposed by the previous General Manager for budgeting funds under Paragraph 6 for operations and maintenance. This policy stated that expenditures would include “reasonable and necessary costs incurred for initial maintenance of parks and open space properties and improvements and to provide services for initial public use.” It emphasized that the focus was “to provide limited expenditures to assist in ‘jump starting’ some level of initial public access and land maintenance on recreational properties purchased with the open space sales tax.” It established a three year time limit for operation and maintenance payments to recreational partners. And it directed that the District designate annual appropriations for operation and maintenance expenditures, to be divided between (a) current expenditures for specific recreational properties and (b) an Operation and Maintenance Reserve Fund, to address long-term needs for operation and maintenance of recreational lands. The policy itself does not specifically address capital expenditures one way or another, although language in the staff report that accompanied the 2007 policy discussion specifically excluded capital expenditures from the definition of ‘Initial Public Access and Operations and Maintenance’. The resolution directed the General

Manager to periodically review the policy and recommend any needed updates arising from changed circumstances.

Based on Board direction given in June, District staff and County Counsel have reviewed the language of the Expenditure Plan, the District's experiences to date, and the public input received to develop the following recommendations for revisions to the Initial Public Access and O&M Policy. District staff presented the recommendations to the Fiscal Oversight Commission on September 5 and October 3, 2013, and the District Advisory Committee on August 22 and September 26, 2013. These revisions will clarify Board direction and ensure that funding is available to achieve a balanced program over the life of the measure:

Recommendation 1: Include Capital Improvements under 10% cap

Expenditures related to capital projects (including staff costs, services and supplies) that support initial public access on lands intended for recreational use are included under the 10% cap on O&M expenditures.

Rationale: The language of the Expenditure Plan is ambiguous regarding including capital expenditures within the 10% cap, but refers to initial public access, which in practical terms requires a minimal amount of capital improvements to allow for public use, such as a trail, parking, signage, and perhaps a restroom. Due to fiscal constraints, local and state parks partners do not have the funding to implement these capital projects, and require some support from the District.

If capital improvements were to be excluded from the 10% cap, such projects could become infeasible as they would be forced to compete with the District's other objectives, including acquisition of new easements and/or fee purchases, and stewardship costs.

Assuming conservative projections of sales tax revenue in the future, and based on estimates provided by Regional Parks, there would be enough funding in the 10% cap to include capital costs over the life of the Measure. This recommendation is consistent with the collective input received from the District Fiscal Oversight Commission and District Advisory Committee.

Recommendation 2: Continue Limited Initial Payments to Recreational Partners

Under the current policy, the District may make payments to entities receiving fee-title transfer of District recreational properties, for operation and maintenance costs that support initial public access. These payments may be for a period not to exceed three years from the date of fee title transfer, and must be made on a reimbursement basis according to an approved work plan, to ensure compliance with the District Expenditure Plan. The District may grant an extension of the three year timeframe in the case of extraordinary circumstances. The General Manager recommends that all of these policies be continued.

Rationale: The District expends substantial funds to acquire recreational easement and fee properties. Experience to date has demonstrated that, if provided with a limited amount of 'start-up' funding, partnering park entities are often able to leverage this initial investment towards covering the cost of long term operation and maintenance of District-protected recreational properties.

Recommendation 3: Continue to Include Costs to Manage Recreational Properties

Costs related to resource assessment, management, and infrastructure maintenance undertaken on District lands in anticipation of future recreational use, including related District staff and consultant time, materials and supplies, and legal costs, are eligible expenditures under the 10% O&M cap. The General Manager recommends that these costs continue to be included within the cap.

Rationale: During the time the District holds fee title, District staff and consultants maintain fee lands in anticipation of future recreational uses. This work maintains fee lands purchased for recreation in a state that ensures their responsible transfer to a recreation entity, and their safe use for future public access. This cost is expected to be reduced over time as fee lands are transferred and new fee land acquisitions are transferred upon close of escrow per Board direction.

Recommendation 4: Continue to Include Interim Access, Permit, and Outings Costs

Costs to provide interim access or permit programs, educational outings, or public outings on recreational lands protected by the District, including District staff and consultant time, materials and supplies, and legal costs, are eligible expenditures under the 10% O&M cap. The General Manager recommends that these expenditures continue to be covered under the cap.

Rationale: Several years are often required to develop resource studies, management plans, environmental documents, and to obtain regulatory approvals necessary to allow for full public access to District-protected recreational lands. Educational and public outings, and permit programs delivered via District partners have proven to be a cost effective strategy for allowing interim public access to protected properties, and are strongly supported by the community.

Recommendation 5: Continue to Consider Annual Appropriations for Initial Public Access and O&M Expenditures and Reserve Fund Contribution:

As part of the annual budgeting process, the General Manager will recommend anticipated qualifying Initial Public Access and O&M expenditures for specific properties, as well as an annual contribution to the District Operation and Maintenance Reserve, and will provide a summary of dollars spent to date on eligible O&M over the life of the Measure. Annual budgeting does not irrevocably commit funds and the Board of Directors will retain the flexibility to re-allocate funds from the reserve fund for other purposes eligible under Measure F. This is consistent with the current policy.

Rationale: An annual budget recommendation of expenditures for initial public access and O&M by the General Manager to the Board assures that the Board retains financial flexibility to balance program needs and to participate in opportunity projects such as Preservation Ranch, Taylor Mountain, Jenner, key trail connections, or other projects critical to the permanent protection of the unique agricultural and open space landscapes of Sonoma County.

The Fiscal Oversight Commission is tasked with an annual review of compliance with the Initial Public Access and O&M Policy (Resolution 10-0832). External auditors may be contracted to review related transactions and prepare a report for the Fiscal Oversight Commission. Use of external auditors would provide third party attestation of the accuracy of the Districts processing and classification of expenditures.

Accounting Review

The County Auditor and County Administrator's office has completed the accounting review of District expenditures since passage of Measure F. A summary of the review is included in Attachment 6.

District Fee Lands Strategy

The Board adopted a District Fee Lands Strategy in November of 2012. The Fee Lands Strategy divides the lands held in fee by the District into two Tiers. Tier 1 includes the properties with a designated receiving entity, and Tier 2 includes properties with no current designated transfer recipient (Attachment 7).

Several Tier 1 properties (2,968 acres) were identified for transfer to Regional Parks. Lawson, North Sonoma Mountain, and Mark West Creek properties are anticipated for transfer in the current fiscal year. Two other Tier 1 properties, Montini Preserve and Healdsburg Ridge, will also be transferred this fiscal year, to the City of Sonoma and City of Healdsburg, respectively.

At the June 10, 2013 Budget Hearing, the Board requested that the District return with a plan for moving three properties (Carrington Ranch, Occidental Road, and Keegan-Coppin, listed by Regional Parks as highest priority) from Tier 2 to Tier 1. To be considered a Tier 1 property and thus move forward with the transfer process, there must be expressed interest on the part of a receiving entity, and confirming action by its governing body.

Recommendation

The General Manager recommends that two properties, Carrington Ranch and Occidental Road, already considered by the Board (acting both as the District Board of Directors and County Board of Supervisors) during the June budget hearings, be moved to Tier 1 in the District Fee Lands Strategy, with the designated transfer entity identified as Regional Parks. The District would plan on completing an evaluation for each of the remaining Tier 2 properties with the assistance of an Advisory Panel as directed in the Fee Lands Strategy. If the District's Board decides (and concurs while acting as the County's Board), three additional properties of interest to Regional Parks could be moved from Tier 2 to Tier 1, including Wright Hill (Poff) Ranch, Calabazas Creek, and Keegan-Coppin, with the intention of transferring to Regional Parks in the future. Each property transfer transaction would be brought to the District Advisory Committee and Fiscal Oversight Commission for review, and then to the District Board of Directors for approval at a later date.

Prior Board Actions:

1. Adoption of District Fee Lands Strategy, November 2012
2. Adoption of District 2012-2015 Work plan, March 2012
3. Resolution 2007-0666, adopting the Operations and Maintenance Budget Policy
4. Resolution No. 2006-0657 calling an Election to extend the Sales Tax for Agricultural Preservation and Open Space District
5. Adoption of District Acquisition Plan, June 2006

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship			
Revisions to and clarifications of the District Initial Public Access and O&M Policy, and implementation of the District Fee Lands Strategy, provide an opportunity to apply a balanced, multiple-objective, and cost-effective approach to land protection activities consistent with the voter-approved District Expenditure Plan.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 1,923,250		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 1,923,250
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 1,923,250	Total Sources	\$ 1,923,250
Narrative Explanation of Fiscal Impacts (If Required):			
<p>Current budget for land maintenance includes recreational land expenditures of \$633,250 and \$375,000 for transfers and maintenance related to North Slope (scheduled to transfer to Regional Parks). Also budgeted for FY13-14 is \$915,000 of capital improvements on recreational properties. Total O&M expenditures budgeted are \$1,923,250.</p> <p>Fiscal impacts of policy recommendations today would be reflected in future year's annual budget presentation. The policy choices have the potential to have long term and substantial impacts on District program objectives and outcomes (see Attachment 2).</p>			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
<ol style="list-style-type: none"> 1. Measure F and Expenditure Plan 2. Summary of District Revenues and Expenditures 3. Taylor Mountain Example of a Multi Benefit project 4. Completed Land Acquisitions by Acquisition Plan category 5. Board Resolution 2007-0666 and Agenda Transmittal Summary 			

6. Summary of Accounting Review
7. Excerpt from District Fee Lands Strategy: Tables 1 and 2
8. Draft Resolution

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

1. *Connecting Communities and the Land: A Long-Range Acquisition Plan*
2. District Fee Lands Strategy
3. District 2012-2015 Workplan
4. June 5, 2013 memo from County Counsel to CAO
5. June 10, 2013, Board Agenda Summary Report for Fiscal Year 2013-2014 Budget Hearings

VOTER'S PAMPHLET
MEASURES, ANALYSES AND ARGUMENTS

(whichever is applicable to your ballot)
Arguments in support of, or in opposition to, the proposed laws are the opinions of the authors.

COUNTY OF SONOMA
MEASURE F

F Sonoma County Open Space, Clean Water and Farmland Protection Measure. To preserve natural lands from development; protect working farms and ranches; protect drinking water sources; improve water quality in lakes, rivers and streams; create and improve parks and trails; and preserve the coastline and beaches, shall the current quarter-cent sales tax, funding the Sonoma County Agricultural Preservation & Open Space District, be continued for twenty years, and bonds authorized to finance projects, with required independent audits and citizen oversight without increasing taxes?

COUNTY COUNSEL'S IMPARTIAL ANALYSIS OF MEASURE F

Currently, the Sonoma County Agricultural Preservation and Open Space Authority imposes a 1/4 cent transactions and use tax on retail sales in the county. The proceeds of this tax, which was first imposed in 1981, have been used to purchase properties such as Taylor Mountain, Montini Ranch, Tolay Regional Park, and Saddle Mountain. In addition, tax revenue has been used to purchase conservation easements over thousands of agricultural and open space acres to preserve open space in community separators and agricultural properties in the community.

The current tax will expire in 2011. The proposed measure would extend the tax an additional 20 years. The tax would continue to be collected as it is now, in the same manner as state-imposed sales tax.

The measure would also revise the existing Expenditure Plan, which governs how the funds raised by the sales tax can be spent. Since this is a special purpose tax, monies collected will be placed in a special fund and can be spent only for the purposes set out in the measure and the Expenditure Plan. These purposes include preservation of community separators and greenbelts (lands that function as open space to separate cities and other communities); preservation of scenic landscapes and corridors (areas of high scenic quality including natural landscapes and backdrops); preservation of agriculturally productive lands (including working farms and ranches); protection of biotic habitat areas, riparian corridors and other areas of biotic significance (including areas of freshwater and tidal marshes, wetlands, wildlife habitat corridors and lands along creeks and streams critical to protecting fisheries and water quality); other open space projects (such as urban open space and recreation projects within or near incorporated areas); and support of operation and maintenance of recreational lands that were purchased in accordance with the Expenditure Plan (limited to 10 percent of total revenues for this purpose).

The measure requires that the County Auditor prepare annual reports for the Board of Supervisors stating the amount of money collected, the amount spent that year, and the status of any projects funded by the tax. These reports would be public records. In addition, the Sonoma County Open Space Authority would provide independent fiscal oversight over how the money raised by the tax is spent.

The measure also authorizes the County to issue bonds or enter into lease-purchase agreements, to be paid off with the tax revenue, to take advantage of purchase opportunities from willing sellers as they become available. Any bonds issued would be paid back with the proceeds of the tax.

If two-thirds of the voters in the County who vote on this measure vote "yes," the measure will pass and the special tax will be levied.

STEVEN WOODSIDE
County Counsel

By: s/ Kathleen Larocca
Deputy County Counsel

COUNTY AUDITOR'S FISCAL IMPACT STATEMENT — MEASURE F

Revenues:

This measure does not increase the current sales tax. This measure continues the current Open Space sales tax collected in Sonoma County of 1/4 of one percent (.25%) for twenty years after March 31, 2011 for open space eligible for protection under the Agricultural Preservation and Open Space 2006 Expenditure Plan. Open space that is eligible for protection, under this Plan, include community separators, greenbelts, scenic landscape units, scenic corridors, agriculturally productive lands, biotic habitat areas, riparian corridors and other areas of biotic significance, and other open space projects.

Based on current sales tax collections, historical annual growth in sales tax, and the assumption that the tax will remain in effect for twenty (20) years, the Auditor-Controller estimates the sales tax collected, annually, under this measure will be approximately \$17 million to \$30 million.

Proceeds from this sales tax shall be deposited into the Open Space Special Tax Account and shall be spent only to implement the projects in the 2006 Expenditure Plan below. The County Auditor shall prepare and file, annually, with the Board of Supervisors reports containing amounts of funds collected and expended and the status of any project(s) required or authorized to be funded. Fiscal oversight will be provided by the Sonoma County Open Space Authority.

Expenditures:

The revenues generated by this measure are available solely for open space eligible for protection set out in the Agricultural Preservation and Open Space 2006 Expenditure Plan, and summarized below:

1. Community separators and greenbelts are lands that function as open space to separate cities and other communities.
2. Scenic landscape units and scenic corridors are areas of high scenic quality including natural landscapes and backdrops.
3. Agriculturally productive lands include working farms and ranches and other lands used for the production of food, fiber, and plant materials and the raising and maintaining of livestock and farm animals.
4. Biotic habitat areas, riparian corridors, and other areas of biotic significance include freshwater and tidal marshes, wetlands, special status species locations, woodlands and forests, wildlife habitat corridors and lands along creeks and streams critical to protecting fisheries and water quality.
5. Other open space projects include urban open space and recreation projects within Sonoma County.
6. Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational lands purchased per this Plan. Limited to 10% of total revenues.

Bonds:

This measure includes the authorization to issue limited bonds and, from time to time, enter into lease-purchase agreements with the County's Treasurer. The maximum indebtedness, including issuance cost, interest, and debt structure costs shall not exceed the total amount of proceeds from this sales tax.

In accordance with the Election Code, the scope of this fiscal impact analysis has been limited to the measure's effect on revenues and expenditures. It does not address larger countywide fiscal issues such as the measure's effect on the overall County economy.

s/ Rod Dola
Sonoma County Auditor-Controller-Treasurer-Tax Collector

VOTER'S PAMPHLET
MEASURES, ANALYSES AND ARGUMENTS

(whichever is applicable to your ballot)
Arguments in support of, or in opposition to, the proposed laws are the opinions of the authors.

ARGUMENT IN FAVOR OF MEASURE F

As Sonoma County grows, Measure F is a unique opportunity to protect our quality of life now, and for future generations. Measure F will permanently protect lands threatened by development and preserve water quality, rivers, streams, working farms and natural areas — with no increase in taxes.

Measure F will continue funding the Sonoma County Agricultural Preservation and Open Space District, responsible for preserving over 68,000 acres of clean water sources, scenic vistas, wildlife habitat, working farms and vineyards, parks and trails since its establishment by voters in 1990. Every district purchase is subject to community and taxpayer oversight — ensuring that public funds are spent wisely and efficiently. Every landowner is a willing seller and eminent domain is prohibited.

Measure F will protect open space, clean water, family farms and our quality of life by: protecting important rivers, streams, lakes and groundwater to preserve drinking water quality in our communities for future needs; preserving beaches and coastal lands; conserving natural areas and open space, including those where children can be educated about nature and wildlife conservation; preserving working farms, ranches, orchards and vineyards; protecting fish and wildlife habitat; protecting oak woodlands, grasslands and redwood forests to improve air quality; helping create and maintain parks in and near urban areas; and protecting natural, scenic areas from growth and development.

Remember, Measure F is not a tax increase — it will simply continue an existing tax. Measure F has a strict 20-year time limit, requires citizen oversight and ensures that all expenditures are subject to independent annual audits.

We must act now to protect Sonoma County's natural areas, clean water, farms and wildlife. The longer we wait, the more expensive it will be to protect what is left. Please join us in voting yes on Measure F. For more information visit www.FriendsOfSonomaCounty.org

s/ Lante B. Banadell
Chairman Clover-Stametta Farms

s/ Bill Cogbill
Sheriff-Coroner

s/ Mary H. Hafner
Director, Sonoma Land Trust

s/ Patrick W. Kilkenny
Business Leader/Retired Banker

s/ Wanda Tapia
Chair, Latino Service Providers

REBUTTAL TO ARGUMENT IN FAVOR OF MEASURE F

Open Space District officials trumpet their "protection" of lands. What alert taxpayers ought to ask is what would the use of these lands be now, or in 20 or 40 years had the District not acquired them? Many people would conclude that most of the acquired lands would be used largely the same as they are today. Why should taxpayers spend limited resources to protect land already protected by overlapping regulations that limit the allowable uses? Many of these properties have no practical alternative uses from their present use, and most are under no threat of development. The use of \$200,000,000 of taxes for these purposes over the past 15 years amounts to possibly the greatest boondoggle in Sonoma County history.

Maintaining the rural character of Sonoma County and preventing run-on communities like other areas in California is a laudable goal. The good news is we already have voter based urban growth boundaries in every city except Cloverdale, and the General Plan and existing zoning laws have appropriate controls on how all lands in the County can be used.

With all the more pressing needs for local governments, let's stop wasting money protecting that which does not need further protecting.

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Jack Atkin, President

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Fred H. Levin, Executive Director

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ John E. Abercrombie, Treasurer

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Timothy J. Hannan

ARGUMENT AGAINST MEASURE F

The measure to renew the Open Space District and associated tax does not deserve voters' support. Over the past 15 years the Open Space District has largely wasted over \$200 million and achieved little measurable benefits for Sonoma County residents.

Let's be clear; there is no objection to maintaining land for agriculture, open space, green belts or for recreation. The point is that taxpayers don't have to buy the land or easements on the land to achieve these worthy goals. Cities and the County already have many tools at their disposal to accomplish these objectives. Those tools include the General Plan, zoning laws that specify how land with various zoning classifications can be used. In addition every city in Sonoma County except Cloverdale has voter passed urban growth boundaries that limit the ability of those cities to expand urban development outside those boundaries.

We ask, how does purchase of an agricultural easement make sense for a farm that is designated for agricultural use in the general plan, is zoned only for agriculture and is far outside any city's urban growth boundary? Does buying forestland that is already designated a scenic resource in the General Plan and for which there is no practical other use and no conceivable threatened development represent an efficient use of limited public resources?

Future generations deserve the right to decide for themselves, by majority rule, the best use of the lands in Sonoma County. Acquisition of land and restrictive easements has the undemocratic effect of allowing today's citizens to make land use decisions for all future generations.

To spend taxpayer resources on "protecting" land that does not need protecting is simply a waste. With all the real needs of government for funds, we do not have the luxury of wasting any funds while real needs go unmet.

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Jack Atkin, President

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Fred H. Levin, Executive Director

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ John E. Abercrombie, Treasurer

SONOMA COUNTY TAXPAYERS' ASSOC.
s/ Timothy J. Hannan, Vice President

REBUTTAL TO ARGUMENT AGAINST MEASURE F

It's unfortunate that the Taxpayers Association is misleading voters regarding Measure F and the many benefits the Sonoma County Agricultural Preservation and Open Space District has brought to Sonoma County. Please review the facts for yourself; an independent citizen panel (The Grand Jury of Sonoma County) recently reviewed the District's preservation plan for critical natural areas and found: "The plan is well founded and an excellent means of selecting potential acquisitions."

Unlike zoning, general plan updates and urban growth boundaries that can be changed by elected officials, the District's easements and acquisitions permanently protect water sources, open space and farmland from poorly planned development. The District has permanently preserved over 68,000 acres of clean water sources, scenic vistas, wildlife habitat, working farms, parks and trails since its establishment by voters in 1990 — land that otherwise might have been lost to development. More from the Grand Jury's review: "...[We are] satisfied that... the funds which are available to the District are being used in an effective manner to preserve the scenic beauty and the agricultural heritage of Sonoma County."

Remember, Measure F has a strict 20 year time limit, will permanently protect lands threatened by development and preserve water quality, rivers, streams, working farms and natural areas—with no increase in taxes. Measure F includes community and taxpayer oversight and independent annual audits of all expenditures to ensure that every dollar is spent wisely. Please join us along with business, environmental, agricultural, labor and community organizations in supporting Measure F.

s/ Karen Collins, Chair
County Parks Commission

s/ Carol Kneis
Pelaluma Chamber President

s/ Saralee McClelland Kunde
Farmer-Grape Grower

s/ Peter V. Levaqua, Past President
Madrone Audubon

s/ Steve Rabinowitch
Santa Rosa Councilmember/SRJC Instructor

VOTER'S PAMPHLET

MEASURES, ANALYSES AND ARGUMENTS

(whichever is applicable to your ballot)

Arguments in support of, or in opposition to, the proposed laws are the opinions of the authors.

FULL TEXT OF MEASURE F

THE SONOMA COUNTY OPEN SPACE, CLEAN WATER AND FARMLAND PROTECTION MEASURE

ORDINANCE NO. 5677R OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA
EXTENDING THE IMPOSITION OF A TRANSACTIONS AND USE TAX TO BE
ADMINISTERED BY THE STATE BOARD OF EQUALIZATION

Section 1. TITLE. This Ordinance shall be known as the Sonoma County Open Space, Clean Water and Farmland Protection Measure. The County of Sonoma, hereinafter shall be called "County." This Ordinance shall be applicable in the incorporated and unincorporated territory of the County.

Section 2. EFFECTIVE DATE; OPERATIONAL DATES; ADMINISTRATION.

A. This Ordinance shall become effective upon its approval by a two-thirds majority of the electors voting on the measure.

B. This Ordinance shall become operative on April 1, 2011; provided, however, that the Sonoma County Agricultural Preservation & Open Space 2006 Expenditure Plan ("the 2006 Expenditure Plan"), attached hereto as Exhibit "A," shall become operative on the effective date of this Ordinance.

C. The existing contract between the Sonoma County Agricultural Preservation & Open Space District and the Sonoma County Open Space Authority shall remain in effect, subject to amendments, through March 31, 2011.

D. Prior to April 1, 2011, the District and the County shall enter into a contract for the administration of the 2006 Expenditure Plan. That contract shall become operative on the expiration of the current contract between the Authority and the District and shall provide for the administration of the 2006 Expenditure Plan by the District and the funding of the District's annual budgets by the County from funds available in the Open Space Special Tax Account.

Section 3. PURPOSE. This Ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To extend the imposition of a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.6 of Part 1.7 of Division 2 which authorizes the County to adopt this tax Ordinance which shall be operative if 2/3 of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt the extension of a retail transactions and use tax Ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code and to authorize the issuance of limited tax bonds to finance the purchases of open space lands that are consistent with this Ordinance.

C. To adopt the extension of a retail transactions and use tax Ordinance that imposes a tax and provides a measure therefor that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt the extension of a retail transactions and use tax Ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this Ordinance.

E. To authorize the issuance of bonds and the undertaking of lease-purchase financing obligations to finance the acquisitions specified in Exhibit "A."

Section 4. EXPENDITURE PLAN; LIMITATION OF EXPENDITURES; FISCAL OVERSIGHT. Pursuant to the requirements of Government Code §50075.1, (1)

the 2006 Expenditure Plan constitutes the statement of the specific purposes for which the revenue generated by this Ordinance may be expended, (2) the expenditure of the revenue generated by this Ordinance shall be restricted to the purposes stated in Exhibit "A," (3) the revenue generated by this Ordinance shall be deposited into the "Open Space Special Tax Account," and (4) the County Auditor shall prepare and file with the Board of Supervisors reports meeting the requirements of Government Code §50075.3. The Sonoma County Open Space Authority shall provide specified fiscal oversight as provided in an agreement between the County and the District.

Section 5. CONTRACT WITH STATE. Prior to the Operative Date, the County shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this transactions and use tax Ordinance; provided, that if the County shall not have contracted with the State Board of Equalization prior to the Operative Date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 6. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of the County at the rate of one quarter of one per cent (0.25%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Ordinance.

Section 7. PLACE OF SALE. For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 8. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the County of tangible personal property purchased from any retailer on and after the operative date of this Ordinance for storage, use or other consumption in said territory at the rate of one quarter of one percent (0.25%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 9. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Ordinance as though fully set forth herein.

Section 10. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this County shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this County or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Ordinance.

CONT. NEXT PAGE

VOTER'S PAMPHLET
MEASURES, ANALYSES AND ARGUMENTS

(whichever is applicable to your ballot)

Arguments in support of, or in opposition to, the proposed laws are the opinions of the authors.

FULL TEXT OF MEASURE F, CONT.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "County" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 11. **PERMIT NOT REQUIRED.** If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transaction's permit shall not be required by this Ordinance.

Section 12. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the County in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the County which is shipped to a point outside the County, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the County shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-County address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-County and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pur-

suant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in this County of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax Ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the County shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the County or participates within the County in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the County or through any representative, agent, canvasser, solicitor, subsidiary, or person in the County under the authority of the retailer.

7. "A retailer engaged in business in the County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the County.

D. Any person subject to use tax under this Ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a County imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 13. **AMENDMENTS.** All amendments subsequent to the effective date of this Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

CONT. NEXT PAGE

VOTER'S PAMPHLET
MEASURES, ANALYSES AND ARGUMENTS

(whichever is applicable to your ballot)
Arguments in support of, or in opposition to, the proposed laws are the opinions of the authors.

FULL TEXT OF MEASURE F, CONT.

Section 14. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the County, or against any officer of the State or the County, to prevent or enjoin the collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 15. AUTHORIZATION TO ISSUE LIMITED TAX BONDS AND LEASE-PURCHASE FINANCING AUTHORITY. Pursuant to Government Code §§56800 et seq. the County is authorized to issue limited tax bonds payable from the tax imposed by this Ordinance. The County may, from time to time, enter into lease-purchase agreements with the County's Treasurer and the District for the purpose of assisting in the purchase of properties anticipated by Exhibit "A."

Section 16. SEVERABILITY. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 17. EFFECTIVE DATE. This Ordinance relates to the levying and collecting of a County transactions and use tax and shall take effect immediately upon approval of the electorate.

Section 18. TERMINATION DATE. The authority to levy the tax imposed by this Ordinance shall expire on March 31, 2031.

PASSED AND ADOPTED by the Board of Supervisors of the County of Sonoma, State of California, on July 18, 2006, by the following vote:

SUPERVISORS:

Brown: ___ Kerns: ___ Smith: ___ Rellly: ___ Kelley: ___

Ayes: 5 Noes: ___ Abstain: ___ Absent: ___

SO ORDERED.

By: s/ Paul L. Kelley
Chairman, Board of Supervisors
County of Sonoma, State of California

ATTEST:

By: s/ Eeve T. Lewis
County Clerk and Ex-officio Clerk of the
Board of Supervisors of said County

FULL TEXT OF MEASURE F, CONT.

EXHIBIT A

**AGRICULTURAL PRESERVATION
AND OPEN SPACE 2006 EXPENDITURE PLAN**

The purpose of this expenditure plan is to implement the Sonoma County General Plan and the general plans of the County's incorporated cities by preserving agricultural land use and open space. This purpose will be accomplished primarily through the purchase of development rights from willing sellers in areas of the County which are designated in the County and cities' General Plan open space elements and may include the purchase of fee interests for outdoor public recreation where the public use would not be inconsistent with the open space designations listed below.

The open space designations eligible for protection under this expenditure plan include community separators, greenbelts, scenic landscape units, scenic corridors, agriculturally productive lands, biotic habitat areas, riparian corridors and other areas of biotic significance, and other open space projects.

1. Community separators and greenbelts are lands that function as open space to separate cities and other communities and protect city and community identity by providing visual relief from continuous urbanization. These lands are frequently subject to development pressures, and therefore, have been identified as priority sites for acquisition to prevent urban sprawl, to retain the rural and open character of the county and to preserve agricultural uses.

2. Scenic landscape units and scenic corridors are areas of high scenic quality including natural landscapes and backdrops that provide visual relief from urban densities and maintain the open nature of the County.

3. Agriculturally productive lands include working farms and ranches and other lands used for the production of food, fiber, and plant materials and the raising and maintaining of livestock and farm animals.

4. Biotic habitat areas, riparian corridors, and other areas of biotic significance include freshwater and tidal marshes, wetlands, special status species locations, woodlands and forests, wildlife habitat corridors and lands along creeks and streams critical to protecting fisheries and water quality. These sensitive natural areas require protection, restoration, and resource management, and include the Petaluma River, Laguna de Santa Rosa, Russian River, Sonoma Creek and San Pablo Baylands.

5. Other open space projects include, but are not limited to, urban open space and recreation projects within and near incorporated areas and other urbanized areas of Sonoma County. Funds for these projects shall be available to cities, the County and other entities through a matching grant program, with preference given to acquisition and development projects that link communities. Examples of these projects include creek restoration and enhancement, such as along the Petaluma River, Santa Rosa Creek, and Laguna de Santa Rosa, trails, athletic fields, and urban greenspace.

6. Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational lands purchased in accordance with this Plan. No more than 10 percent of total revenues generated over the life of the Measure shall be made available for operation and maintenance purposes.

Revenue and Expenditures

Purpose of Table 1: Review overall scope of major District revenues .

Table 1 - Summary of major revenues since Inception to June 30, 2013.

Sales Tax Revenue Since Inception	\$328,499,000
Bond Proceeds	\$84,366,000

Purpose of Table 2: Present breakout of O&M expenditures to date.

Table 2 - Measure F November 1, 2006 to June 30, 2013	10%	90%	100%
	Per Internal Audit		
Sales Tax Revenue	\$11,865,300	\$106,787,700	\$118,653,000
Bond Proceeds		84,366,000	84,366,000
Major Revenue from Measure F through 6/30/13	<u>11,865,300</u>	<u>191,153,700</u>	<u>203,019,000</u>
Salaries & Benefits	1,863,000	15,108,000	16,971,000
Services & Supplies	3,551,000	12,907,000	16,458,000
Transfer to Stewardship Reserve		1,600,000	1,600,000
Transfer to O&M reserve		200,000	200,000
Debt Service		27,500,000	27,500,000
Capital expenditures (land and improvements)*	5,201,000	101,605,000	106,806,000
Total expenditures from Measure F through June 30, 2013	<u>10,615,000</u>	<u>158,920,000</u>	<u>169,535,000</u>
Net expenditures	<u>\$1,250,300</u>	<u>\$32,233,700</u>	<u>\$33,484,000</u>

*Reflects recommendation #1 including capital expenditures as eligible O&M expense from inception of Measure

Purpose of Table 3: Show long term forecast including O&M allocation and estimate amount available for future acquisitions.

Table 3 - Forecasts July 1, 2013 thru March 31, 2031

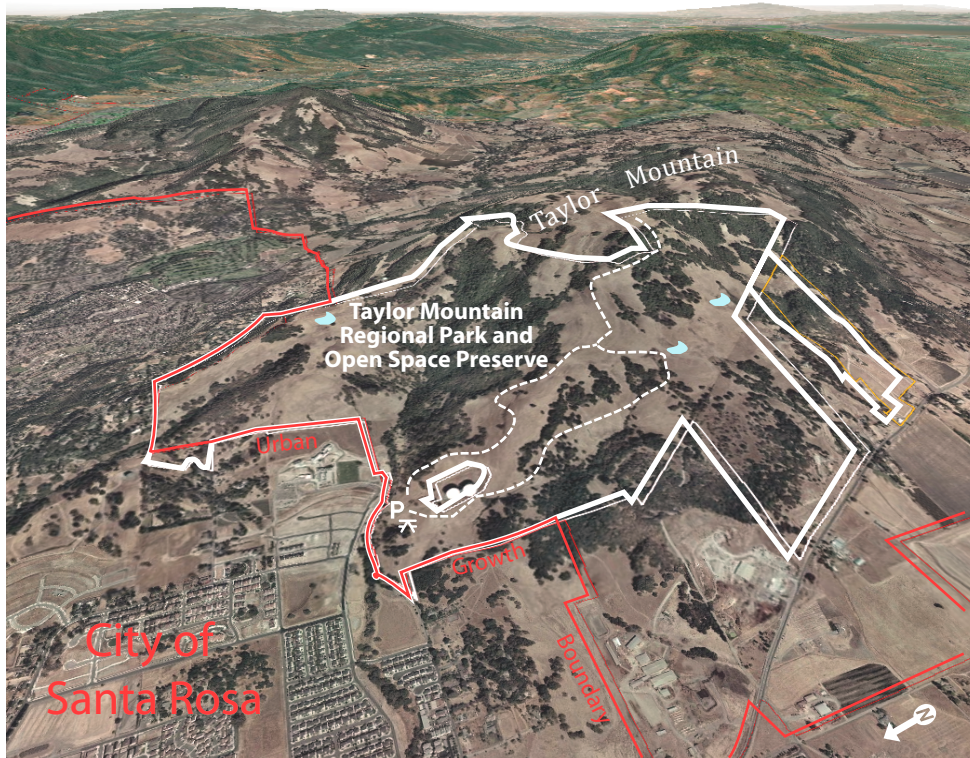
Fund balance at June 30, 2013	<u>\$82,496,000</u>
Estimated Sales Tax revenue (per District long-term forecast)	<u>409,940,000</u>
Salaries and Benefits (per District long-term forecast)	87,028,000
Services & Supplies (per District long-term forecast)	78,026,000
Transfer to Stewardship Reserve (meets goal of \$32M by end of measure)	21,331,000
Debt Service (per debt service schedule)	135,120,000
Total forecast expenditures before acquisitions and O&M	<u>321,505,000</u>
Transfer 10% to O&M reserve	<u>40,994,000</u>
Forecasted Available for Acquisitions through March 2031	<u>\$129,937,000</u>

Balancing Multiple Objectives

Example: Taylor Mountain Regional Park and Open Space Preserve

The District balances multiple objectives program-wide while maximizing benefit on individual properties. Taylor Mountain Regional Park and Open Space Preserve illustrates the District's multiple benefit strategy.

Although originally designated as Greenbelt properties, the five acquisitions the District united over the span of a decade to form Taylor Mountain Regional Park and Open Space Preserve achieve key objectives in all four acquisition plan categories. The scenic open land of Taylor Mountain not only provides buffering between two cities, its grasslands are sought after by livestock ranchers for raising beef cattle, its wetlands are habitat for endangered species, its oak woodlands support numerous birds and wildlife, it is an outdoor laboratory for school children, and it is a place where Sonoma County residents go to experience nature and exercise.



At a Glance:

County Character

Land purchase prevented development on Santa Rosa's scenic backdrop

Urban-edge Preserve

Protects voter-approved Urban Growth Boundary

Adjacent Privately-held Conservation Easement

Provides a buffer for users and wildlife

Seasonal Wetlands

Habitat for endangered red-legged frog

Leased Grazing

Supports ag producers and benefits grasslands

Intact Coastal Oak Woodlands

Supports rich wildlife diversity

Grade School Environmental Education

The preserve hosts nearby schools participating in a District-sponsored, nature-based program

Initial Improvements

Parking, signage, and a moderately-strenuous trail leads to stunning vista

Interim Access Permit Program

Allowed responsible public access during planning phase of the project

New Park and Preserve

Transferred ownership to Regional Parks and opened to the public

Attachment 4

Attachment 4. Completed Land Acquisitions by Acquisition Plan Category

Primary Acquisition Plan Category*	District Expenditure	Number of Projects	Acres	Cost per Acre
Farms & Ranches	\$ 43,301,000	39	22630	\$ 1,913
Greenbelts & Scenic Hillside	\$ 79,572,000	51	10760	\$ 7,395
Water Wildlife and Natural Areas	\$ 62,157,000	41	57990	\$ 1,072
Recreation & Education	\$ 87,384,000	38	14450	\$ 6,047
Additional Acquisitions**				
Matching Grants	\$ 20,744,000	25	390	\$ 53,190
Total	\$ 293,158,000	193	106220	

*Note that over half of the acquisitions meet at least three of the four Acquisition Plan categories.

**Matching Grants are considered separately from the four categories.

THE WITHIN INSTRUMENT IS A
CORRECT COPY OF THE ORIGINAL
ON FILE IN THIS OFFICE.

Attachment 5

ATTEST: August 8, 2007
ROBERT DEIS, Clerk of the Board of Directors
of the Sonoma County Agricultural Preservation
and Open Space District
BY [Signature]
DEPUTY CLERK

#43
Resolution No: 07-0666

Dated: August 7, 2007

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
ESTABLISHING A POLICY FOR BUDGETING THE DISTRICT'S OPERATIONS
AND MAINTENANCE FUNDS

BE IT RESOLVED that this Board of Directors hereby finds, determines, declares
and orders as follows:

1. *Sales Tax Extension.* On November 7, 2006 the voters of the County of Sonoma
approved Measure F extending the sales tax for open space, currently being levied by the
Sonoma County Open Space Authority, from 2011 to 2031.

2. *Operations and Maintenance Funding.* Measure F also amended the Authority's
Expenditure Plan to allow expenditures by the District for operation and maintenance of
open space properties providing that the expenditures did not exceed ten percent of the sales
tax revenue received from November 8, 2006 through March 31, 2031.

3. *General Manager's Recommendation.* After consulting with the County's Auditor and
the County's Counsel, the General Manager has made certain recommendations to this
Board on a proposed policy for annually budgeting and accounting for maintenance and
operations appropriations expenditures. The proposed policy has been found by the
Sonoma County Open Space Authority to be consistent with the 2006 Expenditure Plan.
The General Manager's recommendation is contained in her letter dated July 2, 2007 and
attached hereto as Exhibit "A."

4. *Approval.* The General Manager's recommendation as set forth in Exhibit "A" is
approved and the General Manager is directed to periodically review the policy and
recommend any needed changes arising from changed circumstances.

Directors:

Kerns: _____ Smith: _____ Reilly: _____ Kelley: _____ Brown: _____

Ayes: 5 Noes: _____ Absent: _____ Abstain: _____

SO ORDERED

County of Sonoma

Clerk of the Board Use Only

Meeting Date

8/7/07

Agenda Item

Agenda Item No:

43

Summary Report

Department: SC AGRICULTURAL PRESERVATION & OPEN SPACE DISTRICT

(X) 4/5 Vote Required

Contact: Andrea Mackenzie

Phone: 565-7360

Board Date: August 7, 2007

Deadline for Board Action:

Agenda Short Title: Operation and Maintenance Budget Policy

REQUESTED BOARD ACTION: Approve resolution establishing a budget policy to administer operation and maintenance funds pursuant to the 2006 Expenditure Plan.

CURRENT YEAR FINANCIAL IMPACT

EXPENDITURES

SOURCE OF ADDITIONAL FUNDS REQUESTED

Estimated Cost	\$	000.00	Contingencies	\$	000.00
			(Fund Name:)		
Amount Budgeted	\$	000.00	Unanticipated Revenue	\$	000.00
			(Sources:)		
Other Avail. Approp.			Other Transfer(s)	\$	000.00
(Explain below)		0.00	Total Source of Funds:	\$	0.00

Additional Requested: \$

Explanation (if required):

Prior Board Action(s) July 18, 2006, Resolution No. 06-0657, calling an Election to extend the Sales Tax for Open Space through 2031 (Measure F)

Alternatives - Results of Non-Approval: Do not adopt Resolution. A budget policy for administering operation and maintenance funding would not be approved

Background:

Note: June 16, 2006 and July 2, 2007 letters to the Board from the District's General Manager, 2006 Expenditure Plan, and Open Space Authority resolutions are on file with the Clerk of the Board.

Discussion:

On November 7, 2006 the voters of Sonoma County approved Measure F extending the sales tax for open space, currently being levied by the Open Space Authority, from 2011 to 2031. Measure F also amended the Authority's Expenditure Plan to allow expenditures by the Agricultural Preservation and Open Space District for the operation and maintenance of open space properties provided that the expenditures do not exceed ten percent of the sales tax revenue received from November 8, 2006 to March 31, 2031. The explicit language in the 2006 Expenditure Plan is as follows:

6. Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational land purchased in accordance with this Plan. No more than 10 percent of total revenues generated over the life of the Measure shall be made available for operation and maintenance purposes.

The text of Measure F does not include a definition of "initial public access" or specify how operation and maintenance funds would be administered. The General Manager did, however, include in her June 16, 2006 letter to the Board placing Measure F on the November 6, 2006 ballot (on file with the Clerk) certain recommendations with regard to operation and maintenance.

With the passage of Measure F, the 2006 Expenditure Plan took effect on November 8, 2006, thus making operation and maintenance funding immediately available. Therefore, the General Manager is recommending that the Board consider and approve an implementation policy. Over the past 6 months, the General Manager has worked with the County Auditor and County Counsel to develop the following policy recommendations to the Board of Directors for administering operation and maintenance appropriations and expenditures.

On June 8, 2007 the Open Space Authority adopted Resolution No. 2007-014 finding that the policies recommended by the District's General Manager are consistent with the 2006 Expenditure Plan, and including certain comments and recommendations to the District's Board of Directors.

The following is a summary of the proposed operation and maintenance policy:

Operation and Maintenance Provision in Measure F

The Expenditure Plan set forth in Measure C, passed by voters in 1990, did not include the ability to spend sales tax on operation and maintenance of recreational properties. Measure F specifically addressed this by making limited funds available, where appropriate, for opening District-acquired properties to the public.

Attachments:

Resolution

On File with Clerk:

June 16, 2006 letter to the Board of Supervisors
July 2, 2007 letter to the Board of Directors
2006 Expenditure Plan
Open Space Authority Resolutions Numbered 2006-006 and 2007-014

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote:

As stated in her June 16, 2006 letter to the Board, the General Manager recommended inclusion of an operation and maintenance component in the 2006 Expenditure Plan. The necessity of this provision as recommended was to:

- Ensure timely public access to District acquisitions
- Provide limited expenditures to assist in "jump starting" initial public use and maintenance of parks and open space purchased pursuant to the 2006 Expenditure Plan.

Definition of Operation and Maintenance

In order to follow the intent of Measure F and after researching the definitions of "operation and maintenance" in use by other jurisdictions, the General Manager recommends that for purposes of administering the 2006 Expenditure Plan, operation and maintenance be defined as follows:

"Operation and maintenance includes reasonable and necessary costs incurred for initial maintenance of parks and open space properties and improvements and to provide services for initial public use."

Operation and maintenance would, of course, exclude capital improvement project costs associated with the public recreational use of the property (e.g. fencing, signage, trail development, parking areas). Unlike operation and maintenance costs, capital improvement project costs are not limited by the ten percent of revenue restriction.

Policy Guidelines for Operation and Maintenance Funding

The General Manager proposes the following policy guidelines for administering operation and maintenance of District-acquired properties:

- The District will seek to transfer recreational fee properties to appropriate park agencies in a timely manner.
- The District will treat all recreational partners equitably
- The District will provide up to a 3-year time frame on operation and maintenance funding to partner agencies and organizations for initial public use. Under extraordinary circumstances, the 3-year time frame may be extended by the Board of Directors.
- The District's operation and maintenance grants will be subject to a grant agreement, a conservation easement, and annual audit.
- Under the District's *Competitive Matching Grant Program*, applicants are assumed to fund ongoing operation and maintenance of open space projects. Operation and maintenance funding for these projects will be limited and based on demonstrated need.

Annual Budget

For ease of administration, the General Manager recommends an annual appropriation for operation and maintenance equivalent to 10 percent of annual sales tax revenue, directed to two sub-objects.

Annual Project Needs: The General Manager, in consultation with recreational partners, will recommend operation and maintenance expenditures for specific project needs in the District's annual budget.

Long Term Reserve: The unspent balance of 10 percent of annual sales tax revenue will be appropriated to an *Operation and Maintenance Designated Reserve Fund*, subject to annual budgeting for the overall needs of the District.

Flexible Policy

The proposed policy provides flexibility for the District to ensure that 1) sufficient operation and maintenance expenditures are budgeted annually to address specific needs; 2) a designated reserve fund is established and maintained for long-term operations; and 3) annual appropriations are adjusted based on conservative sales tax growth estimates and experience over time.

- The Board of Directors will retain the flexibility to increase or decrease annual operation and maintenance appropriations as long as the 10 percent cap on operation and maintenance spending over the life of Measure F is not exceeded.
- The District's General Manager will make annual recommendations to the Board of Directors regarding necessary adjustments to operation and maintenance accounts.
- Funds appropriated to an *Operation and Maintenance Designated Reserve Fund* would not be irrevocably committed and could be used for other purposes consistent with the Expenditure Plan.

6169
Sales Tax
- 6/16/09
E-tyr



July 2, 2007

President Brown and Members of the Board of Directors
Sonoma County Agricultural Preservation and Open Space District
575 Administration Drive, 100A
Santa Rosa, CA 95403

Re: Operation and Maintenance Funds: Administrative and Budget Policy

Dear President Brown and Members of the Board of Directors:

On July 18, 2006, your Board voted unanimously to place Measure F on the November 7th ballot. As you know, voters overwhelmingly approved Measure F, which continues the quarter percent sales tax for the District's open space program for another 20 years through 2031. Measure F includes the 2006 Expenditure Plan that authorizes spending for "initial public access, operation and maintenance of recreational lands purchased in accordance with this Plan" so long as the expenditures do not exceed 10 percent of sales tax revenue generated over the life of Measure F. In approving Measure F, the voters also amended the Authority's 1990 Expenditure Plan renaming it the 2006 Expenditure Plan. The Authority will continue to determine if District acquisitions are consistent with the new Plan until 2011 when the Authority's tax expires and is replaced by the County's Measure F tax.

Following the passage of Measure F, I met with Auditor-Controller-Treasurer-Tax Collector Rod Dole and members of his staff, Chief Deputy County Counsel Sheryl Bratton, Special Counsel Jim Botz, and retired County Treasurer Tom Ford to discuss development of administrative guidelines and a budget policy for sales tax funding authorized by Measure F's 2006 Expenditure Plan. This discussion included operation and maintenance of District properties and accounting for expenditures to keep them within Measure F's 10 percent limit.

2006 Expenditure Plan: Operations and Maintenance

For purposes of administering the operations and maintenance provisions of the 2006 Expenditure Plan, operations and maintenance should include "reasonable and necessary costs incurred for initial maintenance of parks and open space properties and improvements and to provide services for initial public use."

Guidelines for Appropriate Use of Operations and Maintenance Expenditures

Although it is foreseeable that title to and maintenance responsibility for some recreational fee properties will remain with the District, every effort should be made to transfer recreational properties, at the earliest convenient time, to an appropriate city, the State, the County, or a non-profit partner. A time limit on District contributions for initial public use, initial operations and maintenance of park and open space properties transferred to other entities should be limited to no more than three years, except under extraordinary circumstances.

A primary focus of the operations and maintenance component in the 2006 Expenditure Plan was to provide limited expenditures to assist in "jump starting" some level of initial public access and land maintenance on recreational properties purchased with the open space sales tax. The operations and maintenance funding provision of Measure F was not intended to replace park agencies' ongoing obligations to maintain their park systems. It has been the District's practice, when it transfers recreational properties to partner agencies and organizations, to enter into grant agreements that require that a management plan be completed and the park be opened for public use within 3-5 years from the close of escrow. The operations and maintenance funding under the 2006 Expenditure Plan can assist recreational agencies in facilitating early and appropriate public use of recreational properties, while a long-range management plan and associated environmental document for the project is completed.

Recreational partners that receive operations and maintenance funding would be required to submit periodic reports with sufficient detail, so that expenditures could be audited for compliance with Measure F and the District's implementing policies. With regard to operations and maintenance funding determinations, it will be the District's policy to treat all recreational partners equitably.

The 2006 Expenditure Plan includes a separate Matching Grant Program, which provides funding to cities, the County and other entities for urban open space and recreation projects within and near urbanized areas. Funding is made available for land acquisition, development, restoration, and enhancement, with preference given to projects that provide linkages or connections between communities. Cities, the County and State park agencies are responsible for operating and maintaining these projects as part of their park systems. Under the District's Matching Grant Program Guidelines, projects are evaluated in part, on a grantee's ability to fund operations and maintenance costs. In certain situations, a matching grant applicant, such as a non-profit organization, may demonstrate a unique need for funding for initial operations and maintenance. These requests would be evaluated on a case by case basis and if approved would also be subject to a three-year time restriction for initial operations and maintenance funding. Grant agreements between the District and grantee would require reimbursement requests to provide sufficient detail so that expenditures could be audited for compliance with Measure F and implementing District policies. Counsel advises that this is particularly important with respect to

matching grant agreements with the County in order to assure compliance with certain special tax limitation provisions in the California Constitution.

Annual Budgeting of Operations and Maintenance Expenditures

After consulting with legal and financial advisors and recognizing the difficulty of accurately predicting sales tax revenue for the next 24 years, the most prudent and straightforward budgeting policy for the operations and maintenance funds provided for in the 2006 Expenditure Plan would be to set aside 10 percent of annual sales tax revenue for operations and maintenance appropriated among two distinct operations and maintenance sub-objects in the District's annual budget: The first would be for annual operations and maintenance expenditures for specific recreational properties. The second would be for contributions to a designated reserve fund, anticipating the long-term needs for operations and maintenance of recreational lands. Because the District's long-term operations and maintenance spending needs and the revenue to be generated over the life of Measure F are difficult to accurately predict, annual appropriations could be adjusted based on need and revised projections of sales tax revenue growth. In this regard it is important to bear in mind that a budget policy for appropriating Measure F revenue for operations and maintenance does not irrevocably commit those funds. The Board of Directors will retain the flexibility to evaluate and make necessary adjustments as needed to annual operations and maintenance expenditures and the Operations and Maintenance Designated Reserve Fund.

Operations and Maintenance Budget for 2007-08

Because the new Expenditure Plan went into effect on November 8, 2006, I am recommending that 10 percent of the Authority's sales tax revenue accruing from November 8, 2006 through June 30, 2007, totaling approximately \$1,060,000 be appropriated in the FY 07/08 Budget to the Operations and Maintenance Designated Reserve Fund. In addition, I am proposing \$300,000 be appropriated in the FY 07/08 Preliminary Budget for specific Operations and Maintenance projects (sub-object 6169). The \$300,000 appropriation would be spent on initiating public use and initial land maintenance at the following six open space properties at an average annual cost of \$50,000.

- Healdsburg Ridge
- Paulin Creek
- Taylor Mountain
- Montini Ranch
- North Slope Sonoma Mountain Trail
- Santa Rosa Creek Greenway

(Note: The recommendation for FY 07/08 annual operations and maintenance expenditures is based on a survey of per acre costs for managing open space lands using other Bay Area park and open space agencies as benchmarks).


Operations and maintenance expenditures specific to each of these properties would be subject to a grant agreement between the District and the grantee and would require annual audits for compliance with Measure F. Lastly, I am recommending that at the end of FY 07/08, the remaining balance of the estimated 10 percent of 07/08 sales tax revenue be contributed to the Operations and Maintenance Designated Reserve Fund.

I am attaching the following documents: the 2006 Expenditure Plan; the Open Space Authority's June 7, 2007 resolution finding the Operations and Maintenance Policies recommended by the General Manager to be consistent with the 2006 Expenditure Plan and making certain recommendations to the District's Board of Directors; and the Authority's Resolution No. 2006-006 which made recommendations to the Board of Directors regarding the content of Measure F, including recommendations for operations and maintenance expenditures and the 2006 Expenditure Plan.

In closing, I am recommending that the Board consider the General Manager's recommendations in adopting a budget policy that: (1) ensures sufficient operations and maintenance expenditures are budgeted on an annual basis to address specific needs; (2) ensures a designated reserve fund is established and maintained for long-term operations; and (3) provides flexibility to adjust annual operations and maintenance appropriations, based on conservative sales tax revenue annual growth estimates and experience over time.

I have distributed the above-referenced policy to numerous public agency and non-profit partners for their review and comment and am proposing to bring the policy to the Board of Directors at its August 7th meeting.

Very truly yours,



Andrea Mackenzie
General Manager

c: Members of the Open Space Authority
Jim Botz, Special Counsel
Robert Deis, County Administrator

Attachments:

2006 Expenditure Plan
Open Space Authority Resolution (June 7, 2007) – Consistency with 2006 Expenditure Plan
Open Space Authority Resolution No. 2006-006 - Recommendations on the content of Measure F

AGRICULTURAL PRESERVATION AND OPEN SPACE 2006 EXPENDITURE PLAN

The purpose of this expenditure plan is to implement the Sonoma County General Plan and the general plans of the County's incorporated cities by preserving agricultural land use and open space. This purpose will be accomplished primarily through the purchase of development rights from willing sellers in areas of the County which are designated in the County and cities' General Plan open space elements and may include the purchase of fee interests for outdoor public recreation where the public use would not be inconsistent with the open space designations listed below.

The open space designations eligible for protection under this expenditure plan include community separators, greenbelts, scenic landscape units, scenic corridors, agriculturally productive lands, biotic habitat areas, riparian corridors and other areas of biotic significance, and other open space projects.

1. Community separators and greenbelts are lands that function as open space to separate cities and other communities and protect city and community identity by providing visual relief from continuous urbanization. These lands are frequently subject to development pressures, and therefore, have been identified as priority sites for acquisition to prevent urban sprawl, to retain the rural and open character of the county and to preserve agricultural uses.
2. Scenic landscape units and scenic corridors are areas of high scenic quality including natural landscapes and backdrops that provide visual relief from urban densities and maintain the open nature of the County.
3. Agriculturally productive lands include working farms and ranches and other lands used for the production of food, fiber, and plant materials and the raising and maintaining of livestock and farm animals.
4. Biotic habitat areas, riparian corridors, and other areas of biotic significance include freshwater and tidal marshes, wetlands, special status species locations, woodlands and forests, wildlife habitat corridors and lands along creeks and streams critical to protecting fisheries and water quality. These sensitive natural areas require protection, restoration, and resource management, and include the Petaluma River, Laguna de Santa Rosa, Russian River, Sonoma Creek and San Pablo Baylands.

5. Other open space projects include, but are not limited to, urban open space and recreation projects within and near incorporated areas and other urbanized areas of Sonoma County. Funds for these projects shall be available to cities, the County and other entities through a matching grant program, with preference given to acquisition and development projects that link communities. Examples of these projects include creek restoration and enhancement, such as along the Petaluma River, Santa Rosa Creek, and Laguna de Santa Rosa, trails, athletic fields, and urban greenspace.

6. Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational lands purchased in accordance with this Plan. No more than 10 percent of total revenues generated over the life of the Measure shall be made available for operation and maintenance purposes.

Resolution no. 2007-014

Dated: June 7, 2007

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY OPEN SPACE AUTHORITY FINDING THAT THE OPERATIONS AND MAINTENANCE POLICIES RECOMMENDED BY THE GENERAL MANAGER OF THE SONOMA COUNTY AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT ARE CONSISTENT WITH THE 2006 EXPENDITURE PLAN AND MAKING COMMENTS AND RECOMMENDATIONS TO THE DISTRICT'S BOARD OF DIRECTORS.

BE IT RESOLVED that this Board of Directors hereby finds, determines, declares and orders as follows:

1. *General Manager's Recommendations.* This Board has received and considered the recommendations of the General Manager of the Sonoma County Agricultural Preservation and Open Space District contained in the Board's agenda materials and as revised at the June 7, 2007 meeting of the Open Space Authority.

2. *Expenditure Plan Consistency.* The General Manager's recommended policies for District appropriations and expenditures for initial public access, operations and maintenance of District properties acquired for public outdoor recreation are consistent with the 2006 Expenditure Plan.

3. *Additional Comments.* Although this Board has determined that the General Manager's recommendations are consistent with the 2006 Expenditure Plan, it makes the following comments for consideration by the District's Board of Directors:

- a. Provisions for the District's long-term stewardship funding should be strengthened.
- b. The District should work with the Open Space Authority to make annual recommendations regarding necessary adjustments to operations and maintenance expenditures and the designated reserve fund.

4. *CEQA Compliance.* The Board's actions, memorialized in this Resolution, are excluded from the California Environmental Quality Act pursuant to Guidelines §15378(b)(4) because they assist in "the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment."

DIRECTORS:

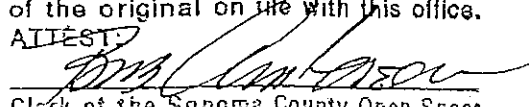
SANGIACOMO: aye ANDERSON: aye PRUNUSKE: aye

HAMMOND: aye KAPOLCHOK: aye

SO ORDERED.

The within instrument is a correct copy
of the original on file with this office.

ATTEST:


Clerk of the Sonoma County Open Space
Authority of the State of California, in and for
the County of Sonoma.

Resolution No. 2006-006

Dated: May 10, 2006

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
OPEN SPACE AUTHORITY MAKING RECOMMENDATIONS TO THE SONOMA
COUNTY BOARD OF SUPERVISORS AND TO THE BOARD OF DIRECTORS OF
THE SONOMA COUNTY AGRICULTURAL PRESERVATION & OPEN SPACE
DISTRICT REGARDING A MEASURE TO EXTEND THE AUTHORITY'S SALES
TAX FOR OPEN SPACE.

WHEREAS, the General Manager of the Sonoma County Agricultural
Preservation & Open Space District ("the District") has advised this Board that she has
recommended to the Board of Supervisors of the County of Sonoma ("the County") and
to the Board of Directors of the District that a measure be placed on the November 7,
2006 General Election ballot to extend the Authority's sales tax for open space for an
additional twenty years without an increase in rate; and

WHEREAS, this Board has considered at length the General Manager's letter of
March 28, 2006 with respect to both changes in the Authority's voter approved
Expenditure Plan and the future role of the Authority should the voters approve an
extension of the tax and has adopted this resolution in order to memorialize its
recommendations to the District and to the County.

NOW THEREFORE BE IT RESOLVED that this Board of Directors makes the
following recommendations with regard to a ballot measure to extend the current sales tax
for open space:

The New Expenditure Plan

1. *Limited Changes.* Any change in the current Expenditure Plan should only be
made after judicious and careful deliberation and then only in response to clear and
significant open space needs of the community.

2. *Agricultural Designation.* The District and the Authority have always given the
preservation of agricultural lands a high priority, nonetheless it should be clearly
expressed in a new expenditure plan. Agricultural property should be added to the list of
open space designations.

3. *Recreational Property; Open Space Values.* The primacy now given by the current expenditure plan to open space values over recreational uses of property purchased by the District should be preserved.

4. *Development Costs of Recreational Property.* The current expenditure plan allows expenditures for development costs of the District's recreational properties and that should be continued in a new plan but the amount should be limited to the cost of initial facilities necessary for the earliest public use of the property pursuant to a matching grant agreement.

5. *Operation and Maintenance Costs of Recreational Property.* While the Authority recognizes the expectation that properties bought for public recreational uses should be opened at the earliest possible time, it is concerned that the use of revenue for those purposes could significantly decrease the District's ability to acquire key open space properties. Any provision in the new expenditure plan for operation and maintenance costs associated with the recreational use of District properties should be subject to the following limitations:

A. Expenditures should be capped at 3% of the District's annual revenue;

and

B. Expenditures should be limited in time to not more than 3 years.

In those extraordinary circumstances where additional operations and maintenance funding is necessary the foregoing limitations should only be overridden with the consent of the Authority.

6. *Bonding Authority.* The District currently has a lease-purchase arrangement with the County and the County Treasurer which has proven to be very beneficial when there are numerous purchase opportunities that exceed current revenues. The County Auditor has recommended the addition of bonding authority to give the District the opportunity to reduce interest costs. The ballot measure should include bonding authority to allow the District to borrow against future sales tax revenue.

7. *Appraisals.* No acquisition should close unless the Authority has determined that the purchase price does not exceed fair market value.

8. *Expenditure Plan Consistency.* No acquisition should close unless the Authority has determined that it is consistent with the Expenditure Plan.

The New Role of the Authority

1. *Continuity of Current Tasks.* To the extent allowed by law, the current role of the Authority should be preserved in any new contract among the County, the District and the Authority.

2. *New Tasks.* The following new tasks for the Authority should be provided in the contract:

A. *Special Tax Oversight.* Assure that no appropriations from special tax account are either directly or indirectly transferred to County General Fund. See Government Code §50075.1 attached.

B. *Oversight of Operation and Maintenance Costs for Recreational Use.* District General Manager provides a report to the Authority for review and comment of expenditures for initial capital improvements, maintenance and operation on transferred District properties, including grant agreements and reporting documents between District and third parties.

C. *Performance Measurement.* From time to time review District's acquisitions to assure that there is a fair balance of acquisitions among the open space categories specified in the Expenditure Plan taking into account the District's purchase opportunities. The criteria to be used to determine a fair balance would be the acreage acquired, cost and number of transactions in each category taking into consideration the purchase opportunities available.

D. *Auditor's Annual Report.* Review, comment and, when appropriate, endorse the Auditor's annual report. See Government Code §50075.3

A New Contract Among the County, the District and the Authority

1. *Stewardship Funds.* If the voters approve the extension of the sales tax for open space then all Authority fund balances, existing at the close of business on March 31, 2011, should be left in the Authority's budget and used by the Authority for stewardship purposes for existing District properties. Those purposes should include, but not be limited to, costs associated with the reduction of fire hazards and invasive plants harmful to neighboring agricultural and other properties.

2. *Operation and Maintenance Funds.* The funding of operation and maintenance expenditures should be through the Authority's budget to assist the Authority in performing its oversight task.

DIRECTORS:

COOKE: Aye

ALYS: Absent

KAPOLCHOK: Aye

ANDERSON: Aye

PRUNUSKE: Aye

4 Ayes

0 Noes

1 Absent

0 Abstain

DAVID E. SUNDSTROM, CPA
AUDITOR-CONTROLLER
TREASURER -TAX COLLECTOR

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DONNA DUNK, CPA
ASSISTANT
AUDITOR-CONTROLLER

JONATHAN KADLEC
ASSISTANT
TREASURER-TAX COLLECTOR

October 8, 2013

Ms. Veronica Ferguson
Sonoma County Administrator
575 Administration Drive
Santa Rosa, CA 95403

Dear Ms. Ferguson,

Attached are reports prepared by the District in response to our audit. The sources and methods for preparing these reports appear reasonable; however, we have not performed sufficient procedures to gain assurance of their accuracy and reliability. The ACTTC staff who provides accounting support to the District is currently working on a report that will provide a more complete picture of the District's activities related to the expenditure and acquisition plans. This report, we anticipate, will also aid us in performing reconciliations and other procedures to gain assurance of the accuracy of other reports as well.

Following is a description of the attached reports:

1. Appendix 1 - Operation and Maintenance (O&M)

This report covers the period starting FY 2006-07 to FY2012-13 and is intended to include all costs that meet the definition of operations and maintenance per measure F. The District included post acquisition capital expenditure transactions as well.

The District does not separately identify O&M in its systems. To produce this report, the District identified all properties classified "recreational" for acquisition plan purposes and retrieved all expenditure transactions related to those properties from the general ledger system.

2. Appendix 2 - Post Acquisition Costs

This report is intended to include all costs other than purchase price or other capitalized costs. The County's general ledger system and other systems were utilized to construct this report. Since none of the systems identify transactions by expenditure or acquisition plan categories, a "pivot table" (a functionality of excel) was used to extract information from the general system to which expenditure and acquisition plan categories were added.

Letter to Veronica Ferguson

October 8, 2013

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3. Appendix 3 - Acquisition Costs

This report includes the cost of all properties successfully acquired. It excludes costs associated with properties that the District attempted to acquire but, for some reason, decided not to purchase. The column titled "District's Contribution" is the amount the District paid towards the purchase price. Other capitalized costs have been excluded. The ACTTC staff who provides accounting support to the District is currently in the process of developing a report of acquisition cost that will coincide with the reporting period of the above two reports, include all capitalized costs and costs of abandoned properties.

We have completed our follow up to determine the status of implementation of the District's O&M reserve policy. The District had a policy since August 7th 2007 to maintain an O&M reserve equal to 10% of the measure revenue to date less O&M expenditures to date. The District set up the O&M reserve with a balance of \$200,000 in FY 12-13 and increased it by \$200,000 and \$7.2 million in FY 13-14. The reserve balance currently is \$7.3 million. In order to comply with this policy, the District will need to have a system to accurately determine the O&M expenditure.

We do not see a clear purpose for having a reserve policy for O&M. Generally, a reserve is used to ensure legally or otherwise restricted funds are spent for qualified purposes only. From our understanding of the measure, no portion of the measure revenue is restricted to O&M. The total O&M expenditure however is limited to 10% of the measure revenue. We are also not aware of any District board policy that requires that 10% of the measure revenue be spent for O&M only.

Accurately tracking the actual O&M expenditures, we believe, would be sufficient to ensure that the Measure's limit is not exceeded.

Sincerely,



Kanchan Charan, CPA
Internal Audit Manager

Enclosures

Appendix 1

**Sonoma County Ag Preservation & Open Space District
Specified Revenue & Expenditure Reporting
November 2007 through FYE 2013**

Revenues	11/1 - 6/30/2007	FYE 2008	FYE 2009	FYE 2010	FYE 2011	FYE 2012	FYE 2013	Total
1140 Sales/Use Taxes	13,713,940	19,249,112	17,359,171	15,348,517	15,278,741	18,260,198	19,443,594	118,653,274
4680 L.T. Debt-Proceeds	-	84,343,101	22,513	-	-	-	-	84,365,614
Total Revenues	13,713,940	103,592,214	17,381,685	15,348,517	15,278,741	18,260,198	19,443,594	203,018,888

Properties	11/1 - 6/30/2007	FYE 2008	FYE 2009	FYE 2010	FYE 2011	FYE 2012	FYE 2013	2013 CE Bal	Total
Laguna Trail		13,166	13,605	260,218	800,678	192,588	183,943	3,353	1,467,553
50 - Salaries/Employee Benefits		7,724	3,308	23,465	25,336	6,895	7,056		73,784
60 - Services/Supplies		5,442	10,298	10,635	48,365	67,414	66,815		208,968
85 - Capital Assets				226,119	726,977	118,279	110,072	3,353	1,184,801
Lawson		10,147	1,156	1,106	246	2,057	140		14,853
50 - Salaries/Employee Benefits		447	1,078	1,106	246	2,057	140		5,074
60 - Services/Supplies		9,700	79						9,779
Mark West Properties		40,580	7,628	25,619	39,675	58,584	34,932	519	207,537
50 - Salaries/Employee Benefits		12,480	5,482	7,598	17,245	8,042	7,226		58,072
60 - Services/Supplies		28,100	2,146	18,022	22,155	48,629	20,623	519	140,194
85 - Capital Assets					275	1,913	7,083		9,271
North Slope Sonoma Mountain Properties	73,810	138,196	105,528	258,886	898,066	513,088	541,916	9,372	2,538,861
50 - Salaries/Employee Benefits		74,839	65,653	101,210	73,133	81,244	61,743		457,822
60 - Services/Supplies	73,810	63,357	36,985	70,159	29,025	51,829	170,426	1,650	497,241
85 - Capital Assets			2,890	87,517	795,908	380,016	309,746	7,722	1,583,799
Sonoma Mountain Ranch/Walsh			19,981	40,482	35,884	8,167	6,253		110,767
50 - Salaries/Employee Benefits			9,455	14,639	10,802	4,974	5,196		45,067
60 - Services/Supplies			10,525	24,767	16,311	3,193	1,057		55,853
85 - Capital Assets				1,075	8,772				9,847
Taylor Mountain Properties	38,359	63,378	132,011	307,908	438,179	329,632	198,476	513	1,508,456
50 - Salaries/Employee Benefits		15,670	39,451	69,786	43,646	37,529	44,184		250,266
60 - Services/Supplies	38,359	47,707	92,560	127,447	143,953	107,080	128,069	513	685,688
85 - Capital Assets				110,675	250,581	185,023	26,223		572,501
Healdsburg Ridge Properties	10,741	94,222	96,682	76,471	175,965	311,768	190,150	82,667	1,038,667
50 - Salaries/Employee Benefits		48,828	56,132	20,284	32,015	36,813	30,791		224,864
60 - Services/Supplies	10,741	45,393	34,212	43,178	24,213	55,469	45,461	12,749	271,416
85 - Capital Assets			6,338	13,009	119,737	219,486	113,899	69,918	542,386
Montini	14,008	53,652	79,067	61,754	61,830	126,189	259,390	296,390	952,279
50 - Salaries/Employee Benefits		33,808	42,122	34,739	24,118	65,500	55,579		255,867
60 - Services/Supplies	14,008	19,844	36,945	19,830	39,142	40,396	107,217	8,795	286,177
85 - Capital Assets				7,184	(1,430)	20,293	96,594	287,595	410,236
Calabazas Creeek Preserve (Sugarloaf)	5,355	22,387	42,553	45,333	45,770	19,122	80,289	23	260,833

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50 - Salaries/Employee Benefits		10,899	12,524	12,267	25,906	7,963	38,748		108,307
60 - Services/Supplies	5,355	11,487	30,029	33,066	19,864	11,160	13,519	23	124,503
85 - Capital Assets							28,022		28,022
Carrington Ranch (Sonoma Coast)	21,129	38,268	42,978	32,546	27,839	7,607	30,619		200,986
50 - Salaries/Employee Benefits		12,374	10,148	5,487	7,379	3,581	8,869		47,839
60 - Services/Supplies	21,129	25,893	32,829	27,058	20,460	4,026	21,751		153,147
East Slope Sonoma Mountain (Jack London)						8,382	61,418	14,715	84,516
50 - Salaries/Employee Benefits						6,506	15,985		22,491
60 - Services/Supplies						1,876	4,168	325	6,369
85 - Capital Assets							41,265	14,391	55,656
Keegan/Coppin (Annadel)		6,974	1,297	62	160	3,938	749		13,180
50 - Salaries/Employee Benefits		780	574	62	160	602	527		2,704
60 - Services/Supplies		6,194	723			3,337	223		10,476
Poff (Sonoma Coast)		23,247	85,499	75,585	33,295	57,652	22,214		297,492
50 - Salaries/Employee Benefits		16,476	9,163	7,012	10,789	5,800	11,221		60,460
60 - Services/Supplies		6,772	76,336	68,573	10,742	51,851	10,993		225,267
85 - Capital Assets					11,765				11,765
Occidental Road		698	1,562	37	507		22		2,826
50 - Salaries/Employee Benefits		698	1,562	37	507		22		2,826
Paulin Creek	834	13,067	8,224	6,001	7,830	2,874	25,800		64,629
50 - Salaries/Employee Benefits		2,980	905	4,185	1,526	1,212	4,979		15,788
60 - Services/Supplies	834	10,086	7,318	1,816	6,304	1,662	20,821		48,841
Saddle Mountain	3,744	71,174	172,967	141,209	17,693	23,598	13,753	11,155	455,294
50 - Salaries/Employee Benefits		13,493	13,675	14,174	4,845	6,657	6,498		59,342
60 - Services/Supplies	3,744	57,682	154,907	32,378	8,635	1,825	7,255		266,426
85 - Capital Assets			4,384	94,657	4,214	15,116		11,155	129,526
Clover Springs		11,299	4,760	23,191	30,204	773	828		71,055
50 - Salaries/Employee Benefits		9,507	3,784	16,055	14,980	458	828		45,612
60 - Services/Supplies		1,793	976	7,136	15,224	315			25,443
Jenner Headlands		29,569	10,337	17,223	152,218	192,790	317,666	430,327	1,150,130
50 - Salaries/Employee Benefits		7,914	6,070	11,549	8,405	11,337	4,951		50,227
60 - Services/Supplies		21,655	4,267	5,674	24,192	67,724	73,199	239,842	436,553
85 - Capital Assets					119,621	113,729	239,515	190,485	663,350
Fitch Mountain		482	770	764	1,139	4,032	16,535	506	24,227
50 - Salaries/Employee Benefits		482	233	559	982	2,898	12,300		17,455
60 - Services/Supplies			536	205	157	1,134	4,234	506	6,772
Tolay Lake Ranch		2,665	1,059	5,450	7,258	15,496	3,969		35,896
50 - Salaries/Employee Benefits		1,190	1,059	2,622	403	301	1,014		6,588
60 - Services/Supplies		1,475		2,828	6,854	15,196	2,955		29,308
Willow Creek	320	5,019	2,178	16,983	18,246	14,919	13,578		71,242
50 - Salaries/Employee Benefits		2,025	2,060	1,724	2,229	2,422	1,296		11,757
60 - Services/Supplies	320	2,994	118	15,259	16,016	12,497	12,282		59,486
Fee Lands Strategy						14,218	29,584		43,803

Appendix 1

50 - Salaries/Employee Benefits						14,218	26,312		40,530	
60 - Services/Supplies							3,273		3,273	
Total		168,301	638,189	829,842	1,396,826	2,792,683	1,907,475	2,032,224	849,540	10,615,081

Criteria

Report includes all costs of labor allocated to the identified property groups except for cost center D3 (acquisition).

Report includes non labor costs allocated to the identified property groups for the following subobjects:

- 5905 - Classification Costs (Cost Applied Labor)
- 6169 - Maint-Open Space Prop
- 6175 - Maint-Land/Easements
- 6610 - Legal Services
- 6611 - Legal Research
- 7022 - Public Relations Exp
- 8510 - Buildings/Improvements
- 9618 - Py Enc-Maint Bldgs/Imp
- 9700 - Py Enc-Special Dept Exp
- 9852 - Py Enc-Bldg/Imp

Costs related to acquisition (cost center D3) were excluded from the subobjects listed above.

Revenues from Sales Tax and Long Term Debt Proceeds were included from the following index codes:

- 077305 - Open Sp Spec Tax Acct-2007 Bond
- 077313 - Open Sp Spec Tax Acct-Meas F
- 797019 - So Co Open Space Authority

Sources

- EZ FAMIS Expenditure Transactions Report.
- EZ FAMIS Expenditure Summary Report.
- SCAPOSD Labor Database.
- Property List provided Sheri Emerson.

DRAFT

V.1

Appendix 2

0307	Santa Rosa Creek Greenway - 3 Bridges	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	217	72	339	7	259	880	1,773
				Services and Supplies	-	886	-	-	-	1,000	1,886
0314	Schopflin Ballfields	Recreation	Community separators and greenbelts	Salaries and Benefits	107	47	-	11	1,317	911	2,393
				Services and Supplies	-	-	-	-	2,155	137	2,292
0318	Sebastopol Skate Park and Community Garden	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	1,637	579	2,804	229	-	307	5,556
				Services and Supplies	348	413	1,187	-	-	-	1,948
0321	Sebastopol Skate Park and Community Garden	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	9,017	1,402	140	49	-	85	10,694
				Services and Supplies	6,000	-	-	-	-	-	6,000
0172	Sonoma Coast State Park - Red Hill Addition	Recreation	Scenic landscape units and scenic corridors	Salaries and Benefits	280	161	-	19	-	-	460
0381	Sonoma Coast State Park - Willow Creek Addition	Recreation	Biotic habitat areas, riparian corridors and other areas of biotic significance	Salaries and Benefits	1,626	1,954	1,782	2,009	1,699	945	10,015
				Services and Supplies	2,994	59	15,259	16,016	11,573	5,903	51,805
				Other Charges	-	-	-	-	924	6,378	7,302
0473	Sonoma Garden Park	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	-	-	1,357	19,103	15,259	991	36,711
				Services and Supplies	-	-	-	2,293	2,916	-	5,209
0335	Sonoma Valley Regional Park - SDC Addition	Recreation	Scenic landscape units and scenic corridors	Salaries and Benefits	483	498	8	-	279	439	1,706
				Services and Supplies	2,343	-	-	8,911	-	-	11,254
				Capital Assets	-	-	12,374	-	2,981	-	15,355
0346	Sunset Beach Park	Recreation	Biotic habitat areas, riparian corridors and other areas of biotic significance	Salaries and Benefits	185	1,340	455	689	-	-	2,668
				Services and Supplies	201	79	-	-	-	-	280
0426	Sunset Beach Park Addition	Recreation	Biotic habitat areas, riparian corridors and other areas of biotic significance	Salaries and Benefits	36	322	106	-	-	-	465
0357	Tolay Lake Ranch	Recreation	Biotic habitat areas, riparian corridors and other areas of biotic significance	Salaries and Benefits	2,132	1,091	2,626	403	301	1,014	7,567
				Services and Supplies	19,948	-	2,828	6,854	7,386	2,955	39,971
				Other Charges	-	-	-	-	7,810	-	7,810
0139	West County Trail	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	738	184	1,532	159	-	-	2,613
				Services and Supplies	634	-	-	-	-	-	634
				Capital Assets	-	-	88,000	-	-	-	88,000
0330	West County Trail - Forestville Trailhead	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	279	92	545	16	-	11	943
0371	West County Trail	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	6,601	216	119	35	-	-	6,970
				Services and Supplies	708	-	-	-	-	-	708
0388	Windsor Town Green	Recreation	Other open space projects through a matching grant program	Salaries and Benefits	236	716	20	368	705	1,953	3,998
				Services and Supplies	59	-	-	-	378	56	493
0280	Wright Hill Ranch	Recreation	Biotic habitat areas, riparian corridors and other areas of biotic significance	Salaries and Benefits	38,578	9,341	7,048	10,867	5,800	11,221	82,856
				Services and Supplies	24,328	76,417	68,573	10,742	51,851	11,493	243,404
				Capital Assets	-	-	-	11,765	-	-	11,765
Total Recreation					381,065	458,094	575,106	561,164	751,235	674,853	3,401,517
0270	Paula Lane	Urban Open Space	Other open space projects through a matching grant program	Salaries and Benefits	998	3,301	6,489	6,559	11,207	1,817	30,370
				Services and Supplies	-	2,322	209	907	6,757	111	10,306
Total Urban Open Space					998	5,624	6,697	7,465	17,964	1,928	40,676
					1,205,923	1,527,373	1,743,954	2,455,455	2,429,779	2,116,243	12,178,778

Criteria: Report includes all costs of labor allocated to the identified properties.
 Report includes all non labor costs allocated to the identified properties except for costs of acquisition of land and easements (subobjects 8500, 9480, 9850, 9855).

Sources: EZ FAMIS Expenditure Summary Report
 SCAPOSD Labor Database
 Property Listing By Category Report provided by Mary Dodge.

Appendix 3

Sonoma County Agricultural Preservation and Open Space District
Protected Lands

Updated: May 31, 2013

	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
3	CLOUDY BEND	Agriculture	2	368.00	03/26/93	\$ 100,000		\$ 100,000	\$ 412,000	Conservation Easement
8	ST. FRANCIS VINEYARDS	Agriculture	1	92.00	09/23/93	\$ 875,000		\$ 875,000	\$ 1,570,000	Conservation Easement
9	VASILA	Agriculture	2	200.00	09/24/93	\$ 125,000		\$ 125,000	\$ 125,000	Conservation Easement
11	BURNS	Agriculture	2	560.00	11/10/93	\$ 425,000		\$ 425,000	\$ 440,000	Conservation Easement
13	DOUGAN	Agriculture	2	376.00	06/21/94	\$ 350,000		\$ 350,000	\$ 492,000	Conservation Easement
25	MAFFIA (Stony Point Ranch)	Agriculture	2	285.00	04/28/95	\$ 470,000		\$ 470,000	\$ 506,000	Conservation Easement
28	LANG	Agriculture	4	243.00	06/30/95	\$ 1,250,000		\$ 1,250,000	\$ 1,550,000	Conservation Easement
30	DUTTON RANCH	Agriculture	5	69.00	09/15/95	\$ 315,000		\$ 315,000	\$ 340,000	Conservation Easement
33	SILACCI DAIRY	Agriculture	2	196.00	11/15/95	\$ 495,000		\$ 495,000	\$ 540,000	Conservation Easement
35	SANTA ANGELINA (McMicking)	Agriculture	4	787.00	01/03/96	\$ 1,725,000		\$ 1,725,000	\$ 3,450,000	Conservation Easement
42	MICKELSEN	Agriculture	2	419.00	05/24/96	\$ 670,000		\$ 670,000	\$ 787,000	Conservation Easement
43	SLEEPY HOLLOW DAIRY (Herzog)	Agriculture	2	561.00	06/07/96	\$ 990,000		\$ 990,000	\$ 1,200,000	Conservation Easement
44	KNUDTSEN DAIRY	Agriculture	2	221.00	07/23/96	\$ 423,000		\$ 423,000	\$ 423,000	Conservation Easement
48	SOTOYOME HIGHLANDS (Weston)	Agriculture	4	1160.00	12/11/96	\$ 1,650,000		\$ 1,650,000	\$ 1,980,000	Conservation Easement
55	MORRISON BROTHERS DAIRY	Agriculture	2	137.00	11/03/97	\$ 375,000		\$ 375,000	\$ 392,000	Conservation Easement
60	AGGIO RANCH	Agriculture	2	249.00	02/20/98	\$ 485,000		\$ 485,000	\$ 498,000	Conservation Easement
68	HAFEY RANCH	Agriculture	4	500.00	09/30/98	\$ 900,000		\$ 900,000	\$ 1,390,000	Conservation Easement
71	MAZZETTA DAIRY	Agriculture	2	480.62	04/23/99	\$ 990,000		\$ 990,000	\$ 990,000	Conservation Easement
75	NAHMENS	Agriculture	2	255.00	06/25/99	\$ 1,150,000		\$ 1,150,000	\$ 1,223,000	Conservation Easement
77	COLLISS	Agriculture	5	1578.00	01/05/00	\$ 1,025,000		\$ 1,025,000	\$ 1,395,000	Conservation Easement
79	CAMOZZI DAIRY	Agriculture	2	256.00	01/21/00	\$ 1,500,000		\$ 1,500,000	\$ 1,580,000	Conservation Easement
94	IELMORINI DAIRY	Agriculture	5	1217.00	01/10/02	\$ 1,800,000		\$ 1,800,000	\$ 1,856,000	Conservation Easement
95	AZEVEDO DAIRY	Agriculture	2	236.00	01/29/02	\$ 1,750,000		\$ 1,750,000	\$ 2,115,000	Conservation Easement
100	MARTIN	Agriculture	2	429.42	04/05/02	\$ 1,600,000		\$ 1,600,000	\$ 1,785,000	Conservation Easement
104	BIANCHI	Agriculture	5	631.26	05/03/02	\$ 1,518,000		\$ 1,518,000	\$ 1,615,000	Conservation Easement
103	SCOTT	Agriculture	2	533.32	08/16/02	\$ 3,345,000		\$ 3,345,000	\$ 3,900,000	Conservation Easement
113	BRAYTON	Agriculture	2	130.00	05/30/03	\$ 1,301,500		\$ 1,301,500	\$ 1,370,000	Conservation Easement
122	FLOCCINI	Agriculture	2	153.16	02/26/04	\$ 780,000		\$ 780,000	\$ 1,070,000	Conservation Easement
127	ROBLAR RANCH	Agriculture	2	758.00	05/21/04	\$ 2,269,500		\$ 2,269,500	\$ 2,775,000	Conservation Easement
130	MAFFIA RANCH	Agriculture	2	245.00	10/13/04	\$ 1,150,000		\$ 1,150,000	\$ 1,150,000	Conservation Easement
	SUMMER HOME PARK	Agriculture	5	69.0	03/15/05	\$ -		\$ -	\$ -	Conservation Easement
145	TREMARI	Agriculture	2	874.86	04/18/07	\$ 2,650,000		\$ 3,150,000	\$ 3,710,000	Conservation Easement (Ptn pd by NRCS Grant \$500K)
		Agriculture Total				\$ 34,452,000	\$ -	\$ 34,952,000	\$ 42,629,000	
158	FALLETTI RANCH	Farms & Ranches	2	4.4	10/17/08	\$ 3,135,000		\$ 3,300,000	\$ 3,300,000	FEE District holds CE (ptn pd by City of Cotati \$165k)
160	PACHECO DAIRY	Farms & Ranches	2	230.2	03/20/09	\$ 1,500,000		\$ 1,500,000	\$ 1,545,000	Conservation Easement
164	GILARDI	Farms & Ranches	5	396.0	06/04/09	\$ 1,615,000		\$ 1,615,000	\$ 1,615,000	Conservation Easement
166	QUINLAN	Farms & Ranches	5	248.0	09/25/09	\$ 1,680,000		\$ 1,680,000	\$ 1,860,000	Conservation Easement
165	SITTENAUER (LA REVE BERRY FARM)	Farms & Ranches	2	8.65	09/28/09	\$ 387,000		\$ 387,000	\$ 387,000	Conservation Easement
171	SMITH FAMILY RANCH	Farms & Ranches	2	238.39	12/22/09	\$ 2,300,000		\$ 2,300,000	\$ 2,300,000	Conservation Easement & Irrevocable Trail Offer
175	CRANE HOME RANCH	Farms & Ranches	1	48.53	06/25/10	\$ 365,750		\$ 365,750	\$ 385,000	Conservation Easement
179	UNCLE HENRY'S RANCH	Farms & Ranches	2	96.69	09/24/10	\$ 1,000,000		\$ 1,000,000	\$ 1,022,000	Conservation Easement

Appendix 3

	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
		Farms & Ranches Total				\$11,982,750	\$0	\$12,147,750	\$12,414,000	
1	MARTY	Greenbelts	2	223.00	09/04/92	\$ 495,000		\$ 495,000	\$ 495,000	Conservation Easement
6	ALBA LANE	Greenbelts	4	31.00	09/14/93	\$ 635,000		\$ 635,000	\$ 635,000	Conservation Easement
7	WHITE	Greenbelts	4	41.00	10/07/93	\$ 448,000		\$ 448,000	\$ 448,000	Conservation Easement
10	BROWN	Greenbelts	3	14.00	10/29/93	\$ 190,000		\$ 190,000	\$ 200,000	Conservation Easement
12	ST. LUKE'S	Greenbelts	4	33.00	04/29/94	\$ 660,000		\$ 660,000	\$ 660,000	Conservation Easement
14	COTATI HIGHLANDS	Greenbelts	2	317.00	06/30/94	\$ 2,080,000		\$ 2,080,000	\$ 2,080,000	Conservation Easement
17	DELOACH	Greenbelts	4	75.00	09/01/94	\$ 535,000		\$ 535,000	\$ 535,000	Conservation Easement
18	ZIEDRICH	Greenbelts	4	42.00	09/01/94	\$ 140,000		\$ 140,000	\$ 140,000	Conservation Easement
15	SAN FRANCISCO ARCHDIOCESE	Greenbelts	2	28.00	09/02/94	\$ 133,000		\$ 133,000	\$ 133,000	FEE
19	FITCH MOUNTAIN	Greenbelts	4	178.50	09/15/94	\$ 1,030,000		\$ 1,030,000	\$ 1,030,000	Conservation Easement
20	FITCH MOUNTAIN DONATION	Greenbelts	4	3.50	09/15/94			\$ -	\$ -	Conservation Easement
24	HAROUTUNIAN SOUTH	Greenbelts	2	21.00	05/23/95	\$ 169,200		\$ 169,200	\$ 169,200	FEE
26	CARINALLI	Greenbelts	5	245.00	06/16/95	\$ 760,000		\$ 760,000	\$ 760,000	Conservation Easement
29	SILBERSTEIN (Wikiup)	Greenbelts	4	12.00	09/07/95	\$ 200,000		\$ 200,000	\$ 290,000	Conservation Easement
34	NICHOLAS FARMS	Greenbelts	1	306.00	12/12/95	\$ 1,400,000		\$ 1,400,000	\$ 1,584,000	Conservation Easement
37	MATTERI	Greenbelts	3	116.00	01/19/96	\$ 790,000		\$ 790,000	\$ 875,000	FEE
32	MOON RANCH	Greenbelts	2	381.00	03/29/96	\$ 1,400,000		\$ 1,400,000	\$ 1,400,000	Conservation Easement
50	YEE	Greenbelts	2	630.00	04/25/97	\$ 795,000		\$ 795,000	\$ 832,000	Conservation Easement
51	YOUNG - ARMOS	Greenbelts	3	45.00	05/19/97	\$ 370,000		\$ 370,000	\$ 443,000	FEE
53	GEARY RANCH	Greenbelts	1	592.00	07/31/97	\$ 2,300,000		\$ 2,300,000	\$ 2,300,000	Conservation Easement
56	KEEGAN & COPPIN	Greenbelts	1	24.00	12/11/97	\$ 550,000		\$ 550,000	\$ 550,000	FEE
57	WINDSOR OAKS (Stein)	Greenbelts	4	711.00	02/17/98	\$ 1,600,000		\$ 1,600,000	\$ 2,255,000	Conservation Easement
62	HAROUTUNIAN - NORTH	Greenbelts	4	18.00	02/27/98	\$ 395,000		\$ 395,000	\$ 435,000	FEE
63	OKEN	Greenbelts	3	73.00	04/13/98	\$ 890,000		\$ 890,000	\$ 890,000	FEE
66	DASHIELL/MOLLE	Greenbelts	3	83.00	08/04/98	\$ 330,000		\$ 330,000	\$ 330,000	Conservation Easement
65	WHITE II	Greenbelts	4	15.00	08/14/98	\$ 235,000		\$ 235,000	\$ 235,000	Conservation Easement
70	BATH - WATT	Greenbelts	3	47.00	12/21/98	\$ 790,000		\$ 790,000	\$ 790,000	FEE
74	SKILES	Greenbelts	1	171.00	05/18/99	\$ 632,000		\$ 632,000	\$ 632,000	Conservation Easement
76	NUNES	Greenbelts	3	120.00	12/23/99	\$ 975,000		\$ 975,000	\$ 1,100,000	FEE
82	COOK RANCH	Greenbelts	1	519.00	10/04/00	\$ 1,700,000		\$ 1,700,000	\$ 1,886,000	Conservation Easement
87	HO	Greenbelts	1	30.00	05/04/01	\$ 560,000		\$ 560,000	\$ 560,000	FEE
84	GLEN OAKS	Greenbelts	1	234.00	05/18/01	\$ 1,500,000		\$ 1,500,000	\$ 1,665,000	Conservation Easement
89	ALPHA FARM	Greenbelts	5	428.53	12/17/01	\$ -		\$ -	\$ -	Conservation Easement
90	BROWN FARM	Greenbelts	5	500.34	12/17/01	\$ -		\$ -	\$ -	Conservation Easement
91	KELLY FARM	Greenbelts	5	396.29	12/17/01	\$ -		\$ -	\$ -	Conservation Easement
92	STONE FARM	Greenbelts	5	114.93	12/17/01	\$ -		\$ -	\$ -	Conservation Easement
97	MORELLI	Greenbelts	2	454.00	03/20/02	\$ 2,161,000		\$ 2,161,000	\$ 2,161,000	Conservation Easement

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	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
102	BALLETTO	Greenbelts	5	252.66	04/18/02	\$ 2,600,000		\$ 2,600,000	\$ 2,650,000	Conservation Easement
110	GROSSI	Greenbelts	1	48.00	12/31/02	\$ 315,000		\$ 315,000	\$ 315,000	Conservation Easement
118	CONNOLLY	Greenbelts	4	63.00	07/31/03	\$ 250,000		\$ 250,000	\$ 250,000	Conservation Easement
120	JACOBS RANCH	Greenbelts	1	168.00	08/13/03	\$ 4,878,000		\$ 4,878,000	\$ 4,878,000	FEE
126	WILROTH	Greenbelts	1	240.00	04/30/04	\$ 2,220,000		\$ 2,220,000	\$ 2,765,000	Conservation Easement
128	ELIOT	Greenbelts	1	71.00	05/28/04	\$ -		\$ -	\$ -	Conservation Easement
132	WILROTH (11.3 acres)	Greenbelts	1	39.00	12/01/04	\$ -		\$ -	\$ 52,000	FEE
139	MONTINI	Greenbelts	1	98.0	12/15/05	\$ 11,300,000		\$ 12,550,000	\$ 12,550,000	FEE (Ptn Pd by C.C Grant \$1,250,000)
	MONTINI	Greenbelts	1	57.0	12/15/05	\$ 200,000		\$ 1,350,000	\$ 1,350,000	Conservation Easement (Ptn. Pd by City Grant \$1,150,000)
140	TAYLOR MOUNTAIN (RUSSELL)	Greenbelts	3	823.0	01/13/06	\$ 18,000,000		\$ 18,000,000	\$ 18,000,000	FEE
144	CRANE	Greenbelts	1	80.55	09/08/06	\$ 1,100,000		\$ 1,100,000	\$ 1,100,000	Conservation Easement
191	TAYLOR MOUNTAIN	Greenbelts	3	0.0						Transfer with CE
148	CLOVER SPRINGS	Greenbelts & Scenic	4	248.7	09/28/07	\$ 7,780,000		\$ 7,980,000	\$ 7,980,000	FEE
154	QUAILBROOK RANCH	Greenbelts & Scenic	1	160.0	06/05/08	\$ 1,600,000		\$ 1,600,000	\$ 1,600,000	Conservation Easement
	QUAILBROOK RANCH	Greenbelts & Scenic	1	0.0	06/05/08	\$ -		\$ -	\$ -	Irrevocable Trail Offer
161	COOKE RANCH	Greenbelts & Scenic	1	193.0	06/02/09	\$ 1,000,000		\$ 1,000,000	\$ 4,100,000	Conservation Easement & Irrevocable Trail Offer
172	DANIELLI	Greenbelts & Scenic	1	164.58	03/31/10	\$ 1,480,500		\$ 1,480,500	\$ 1,645,000	Conservation Easement
		Greenbelts & Scenic Total				\$ 79,571,700	\$ -	\$ 82,171,700	\$ 87,733,200	
2	MCCORD/AUDUBON PRESERVE	Natural Resources	4	3053.00	12/09/92	\$ 700,000		\$ 700,000	\$ 1,682,000	Conservation Easement
4	SEBASTOPOLRAILROAD FOREST	Natural Resources	5	8.00	07/29/93	\$ 20,000		\$ 20,000	\$ 20,000	Conservation Easement
5	DOERKSEN	Natural Resources	1	120.00	08/20/93	\$ 107,000		\$ 107,000	\$ 550,000	Conservation Easement
21	MYERS	Natural Resources	5	373.00	12/16/94	\$ 100,000		\$ 100,000	\$ 500,000	Conservation Easement
22	FOX	Natural Resources	4	(22.00)	02/02/95	\$ 150,000		\$ 150,000	\$ 194,000	Conservation Easement
23	HEALDSBURG RIDGE	Natural Resources	4	(33.00)	02/27/95	\$ 300,000		\$ 300,000	\$ 339,000	Conservation Easement
31	FREIBERG	Natural Resources	1	122.62	09/22/95	\$ 937,500		\$ 937,500	\$ 937,500	Conservation Easement
	HENSHAW	Natural Resources	1	80.38	09/22/95	\$ 312,500		\$ 312,500	\$ 312,500	Conservation Easement
41	LAGUNA UPLANDS (Palm Terrace)	Natural Resources	5	8.00	05/03/96	\$ 900,000		\$ 900,000	\$ 1,240,000	Conservation Easement
49	GUTTMAN	Natural Resources	4	158.00	09/04/96	\$ 400,000		\$ 400,000	\$ 413,650	Conservation Easement
46	CALLAHAN	Natural Resources	4	106.00	09/26/96	\$ 550,000		\$ 550,000	\$ 600,000	Conservation Easement
52	MCCREA	Natural Resources	1	287.00	07/23/97	\$ 1,200,000		\$ 1,200,000	\$ 1,353,000	Conservation Easement
54	HEPPER	Natural Resources	5	87.00	09/05/97	\$ 285,000		\$ 285,000	\$ 465,000	Conservation Easement
58	WRIGHT PRESERVATION BANK (Cramer)	Natural Resources	5	173.00	01/21/98	\$ 1,650,000		\$ 1,650,000	\$ 3,600,000	FEE
64	SONOMA DEVELOPMENT CNT - Area 1	Natural Resources	1	290.00	01/06/99	\$ 255,000		\$ 255,000	\$ 255,000	Conservation Easement
81	GROVE OF THE OLD TREES	Natural Resources	5	28.00	09/13/00	\$ 1,250,000		\$ 1,250,000	\$ 2,740,000	Conservation Easement
83	MODINI	Natural Resources	4	1725.00	12/06/00	\$ 1,044,000		\$ 1,044,000	\$ 1,160,000	Conservation Easement
86	DEWAR	Natural Resources	5	40.00	05/11/01	\$ 284,750		\$ 284,750	\$ 335,000	Conservation Easement
88	COOLEY RANCH	Natural Resources	4	19064.00	12/28/01	\$ 5,750,000		\$ 6,000,000	\$ 11,915,000	CE (ptn pd by Water Agency Grant \$250K)
105	MCCULLOUGH	Natural Resources	1	(284.00)	08/27/02	\$ 2,898,500		\$ 2,898,500	\$ 2,898,500	Conservation Easement
99	RIGLER	Natural Resources	5	415.00	09/17/02	\$ 850,000		\$ 850,000	\$ 850,000	Conservation Easement
109	KEEN	Natural Resources	1	60.64	12/24/02	\$ 350,000		\$ 350,000	\$ 700,000	Conservation Easement
119	INDIAN VALLEY	Natural Resources	5	24.78	07/16/03	\$ 465,000		\$ 465,000	\$ 930,000	Conservation Easement

Appendix 3

	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
116	VAN HOOSEAR WILDFLOWER PRESERVE	Natural Resources	1	163.00	07/14/04	\$ 3,300,000		\$ 5,000,000	\$ 5,690,000	Conservation Easement (Ptn. Pd by WCB Grant \$1.7)
131	DICKSON RANCH	Natural Resources	2	648.00	11/02/04	\$ 2,600,000		\$ 4,212,000	\$ 5,090,000	Conservation Easement (Ptn pd by SLT \$1.612)
	WILLOW CREEK - Seed Orchard Tract	Natural Resources	5	305.00	05/06/05	\$ 1,805,000		\$ 1,805,000	\$ 1,805,000	Conservation Easement
	WILLOW CREEK - Northern Tract	Natural Resources	5	210.00	05/06/05	\$ 630,000		\$ 630,000	\$ 630,000	Conservation Easement
136	CAMP GUALALA	Natural Resources	5	425.0	12/05/05	\$ 450,000		\$ 450,000	\$ 850,000	Conservation Easement (Ptn pd by Dept of Forestry \$400K)
142	SADDLE MOUNTAIN - Phase I	Natural Resources	1	960.0	08/24/06	\$ 8,700,000		\$ 9,700,000	\$ 14,400,000	FEE (Ptn Pd by C.C Grant \$1,000,000)
	SADDLE MOUNTAIN - Phase II	Natural Resources	1		07/06/07					
177	MARIA HANSEN TRUST EXCHANGE	Natural Resources	1	-33.55	pending	\$ -		\$ -	\$ -	1st CE amendment/Grant Deed
		Natural Resources Total				\$ 38,244,250	\$ -	\$ 42,806,250	\$ 62,455,150	
16	LORENZINI	Recreation	5	221.00	08/22/94	\$ 500,000		\$ 500,000	\$ 1,597,000	Conservation Easement
27	GRATON RAILROAD TRAIL	Recreation	5	16.00	05/31/95	\$ 174,356		\$ 174,356	\$ 240,000	FEE (District Holds C.E.)
36	MCCORMICK RANCH	Recreation	1	353.00	01/08/96	\$ 1,700,000		\$ 1,700,000	\$ 4,157,000	Conservation Easement
39	SCHOPFLIN (UNITY) BALLFIELDS	Recreation	4	21.00	04/03/96	\$ 400,000		\$ 400,000	\$ 405,000	FEE (District Holds C.E.)
40	ANDERSON	Recreation	4	30.00	04/10/96	\$ 220,000		\$ 220,000	\$ 220,000	FEE (District Holds C.E.)
38	ALMAN MARSH	Recreation	2	27.00	05/30/96	\$ 54,000		\$ 54,000	\$ 54,000	FEE (District Holds C.E.)MG
47	TREADWELL	Recreation	4	10.00	07/05/96	\$ 100,000		\$ 100,000	\$ 100,000	FEE (District Holds C.E.)
45	MCNEAR PENINSULA	Recreation	2	10.00	10/14/96	\$ 184,500		\$ 184,500	\$ 184,500	FEE (District Holds C.E.)MG
	MCCORMICK RANCH	Recreation		1011.00	05/29/97	\$ 650,000		\$ 650,000		FEE (District Holds C.E.)
59	MAGERS (Gray Creek Portion)	Recreation	5	62.00	01/15/98	\$ 80,000		\$ 80,000	\$ 80,000	Conservation Easement
61	GUSTAFSSON (Gray Creek Portion)	Recreation	5	30.00	03/11/98	\$ 134,000		\$ 134,000	\$ 134,000	Conservation Easement
69	MONTE RIO SCHOOL DISTRICT	Recreation	5	4.00	02/04/99	\$ 188,000		\$ 188,000	\$ 188,000	FEE (District Holds C.E.)
67	BODEGA BAY FIREHOUSE	Recreation	5	0.50	04/16/99	\$ 50,000		\$ 50,000	\$ 50,000	Conservation Easement
73	MOM'S BEACH	Recreation	5	11.00	04/23/99	\$ 70,000		\$ 70,000	\$ 70,000	FEE (District Holds C.E.)
72	NATHANSON CREEK	Recreation	1	0.70	06/01/99	\$ 95,000		\$ 95,000	\$ 190,000	Conservation Easement
78	WINDSOR TOWN GREEN	Recreation	4	3.30	01/12/00	\$ 764,500		\$ 764,500	\$ 764,500	FEE (District Holds C.E.)MG
80	RED HILL	Recreation	5	911.00	12/07/00	\$ 1,370,000		\$ 1,370,000	\$ 2,175,000	Conservation Easement
85	SOLAK	Recreation	5	0.60	12/29/00	\$ 165,000		\$ 165,000	\$ 165,000	FEE (District Holds C.E.)
93	RICHARDSON (Cloverdale River Park)	Recreation	4	2.00	01/18/02	\$ 53,000		\$ 53,000	\$ 53,000	FEE (District Holds C.E.)MG
107	PAULIN CREEK	Recreation	3	9.00	07/31/02	\$ 1,575,000		\$ 1,575,000	\$ 1,900,000	FEE
108	KEISER PARK	Recreation	4	6.81	08/30/02	\$ 1,140,000		\$ 1,140,000	\$ 1,140,000	FEE (District Holds C.E.)MG
106	RIVERFRONT PARK (Hanson Aggregates)	Recreation	4	304.62	10/09/02	\$ 3,803,000		\$ 6,353,000	\$ 6,353,000	FEE (District Holds C.E.) Ptn pd by Water Agency \$2.550
101	GIROUARD (Cloverdale River Park)	Recreation	4	0.33	10/31/02	\$ 18,500		\$ 18,500	\$ 18,500	FEE (District Holds C.E.)MG
96	PRINCE MEMORIAL GREENWAY	Recreation	3	0.50	12/27/02	\$ 4,000,000		\$ 4,000,000	\$ 4,000,000	Conservation Easement(Dev./Rest. MG)
98	SUNSET BEACH	Recreation	5	21.00	01/31/03	\$ 616,000		\$ 616,000	\$ 770,000	FEE (District Holds C.E.)
114	ASBORNO/NELSON	Recreation	4	98.00	03/11/03	\$ 4,250,000		\$ 4,250,000	\$ 4,250,000	FEE
111	JOHNSON	Recreation	1	297.00	03/25/03	\$ 3,000,000		\$ 3,000,000	\$ 3,000,000	FEE (District Holds C.E.)

Appendix 3

	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
115	JOHNSON ACCESS	Recreation	1	2.67	03/25/03	\$ 1,025,000		\$ 1,025,000	\$ 1,025,000	FEE (District Holds C.E.)
117	CARRINGTON COAST RANCH	Recreation	5	335.00	05/16/03	\$ 4,800,000		\$ 4,800,000	\$ 4,800,000	FEE
112	FOX POND	Recreation	4	52.90	11/10/03	\$ 2,880,000		\$ 2,880,000	\$ 2,880,000	FEE
125	SKILES (Fee)	Recreation	1	47.00	01/29/04	\$ -		\$ -	\$ 200,000	FEE (Pd by a C.C. Grant)
121	PETALUMA MARSH ACCESS/ENHANCEMENT	Recreation	2	221.00	02/27/04	\$ 2,006,000		\$ 2,006,000	\$ 2,006,000	FEE (District holds C.E.) MG
124	SEBASTOPOL SKATE PARK	Recreation	5	1.00	10/21/04	\$ 125,000		\$ 125,000	\$ 125,000	FEE (District holds C.E.) MG
123	CALABAZAS CREEK (BELTANE)	Recreation	1	1290.00	10/22/04	\$ 9,115,000		\$ 9,115,000	\$ 9,615,000	FEE
133	COOPER'S GROVE	Recreation	1	226.0	01/31/05	\$ 4,865,000		\$ 4,865,000	\$ 5,527,000	FEE
134	SUMMER HOME PARK	Recreation	5	3.2	03/15/05	\$ 365,000		\$ 365,000	\$ 365,000	FEE (District holds C.E.)
129	WILLOW CREEK - Park Tract	Recreation	5	3373.00	05/06/05	\$ 7,790,000		\$ 18,350,000	\$ 18,350,000	FEE (District holds CE) Ptn pd by WCB/SCC \$10,560)
135	TOLAY LAKE	Recreation	2	1769.0	09/29/05	\$ 11,176,018		\$ 18,000,000	\$ 18,000,000	FEE (District holds C.E.) Ptn pd by Contributions \$6,823,982)
137	PRINCE GATEWAY PARK (BOYETT)	Recreation	3	0.5	10/07/05	\$ 405,000		\$ 405,000	\$ 405,000	FEE (District holds C.E.)
138	LAWSON	Recreation	1	247.3	10/07/05	\$ 1,160,000		\$ 1,160,000	\$ 1,160,000	FEE
141	HEALDSBURG RIDGE PROPERTIES	Recreation	4	2.9	12/29/05	\$ -		\$ -	\$ -	Conservation Easement
143	SANTA ROSA CREEK GREENWAY (3 Bridges)	Recreation	3	50.42	07/03/06	\$ 800,000		\$ 800,000	\$ 800,000	Conservation Easement
159	OCCIDENTAL RD PROPERTY	Recreation	5	15.6	11/10/08	\$ -		\$ -	\$ -	FEE
186	SONOMA GARDEN PARK	tion & Education, Farms & R	1	6.00	11/18/2011	\$119,763	\$119,763	\$ -	\$ -	CE (\$119,763 for development)
146	SDC - AREA 3	Recreation & Education	1	41.0	06/22/07	\$ 600,000		\$ 600,000	\$ 600,000	FEE (District holds C.E.)
149	WRIGHT HILL RANCH (POFF)	Recreation & Education	5	1235.0	09/28/07	\$ 4,850,000		\$ 5,600,000	\$ 5,600,000	FEE (Ptn pd by C.C. Grant \$750k)
151	ROCHE RANCH	Recreation & Education	1 & 2	1657.0	12/21/07	\$ 2,000,000		\$ 13,000,000	\$ 14,086,000	CE (ptn pd by WCB grant, Moore, SLT)
157	LAGUNA ACQUISITION & IMPROVEMENT	Recreation & Education	5	9.1	10/17/08	\$ 675,000		\$ 675,000	\$ 675,000	CE (\$125K for restoration, \$675K for acquisition)
162	RUSSIAN RIVERKEEPER STEWARDSHIP PARK	Recreation & Education	5	5.0	12/30/08	\$ 50,000		\$ 50,000	\$ 50,000	Conservation Easement(Dev./Rest. MG)
163	SONOMA MOUNTAIN RANCH	Recreation & Education	1	282.5	12/30/08	\$ 8,450,000		\$ 9,950,000	\$ 9,950,000	FEE (Ptn Pd by C.C Grant \$1.5)
168	MCCULLOUGH	Recreation & Education	1	460.96	09/15/09	\$ 8,463,000		\$ 8,463,000	\$ 8,463,000	FEE
167	PATTERSON POINT	Recreation & Education	5	1.8	09/17/09	\$ 140,000		\$ 140,000	\$ 210,000	Fee(District holds C.E.) MG
176	BAYER NEIGHBORHOOD PARK & GARDENS	Recreation & Education	5	5.84	05/06/10	\$1,311,229	\$3,938,771	\$5,250,000	\$5,075,000	Fee(District holds C.E.) MG
178	GIORGI PARK, PHASE 1	Recreation & Education	4	2.16	06/30/10	\$500,000	\$1,844,049	\$750,000	\$725,000	Fee (District holds C.E.) MG
180	BURBANK AVE PHASE 1b	Recreation & Education	5	10.97	03/01/11	\$1,406,000	\$2,074,000	\$3,480,000	\$ -	Fee (District holds C.E.) MG
182	VAN STEYN	Recreation & Education	3	5.30	03/25/11	\$0		\$0	\$114,000	Fee Donation
188	PAULA LANE OPEN SPACE PRESERVE	Recreation & Education	2	10.10	5/14/2012	\$1,050,000	\$1,890,000	\$1,050,000	\$ 1,050,000	Conservation Easement MG
181	GIORGI PARK, PHASE 2	Recreation & Education	4	1.72	6.30.11	\$270,000	\$330,000	\$485,000	\$ -	Fee (District holds C.E.) MG
153	COLGAN CREEK	Recreation & Education	5	1.6	pending					FEE (Ptn pd by City of SR grant \$174,560)
155	WEST COUNTY REGIONAL TRAIL*	Recreation & Education		0.5	reimbursement	\$ 88,000		\$ -	\$ -	Conservation Easement(Dev./Rest. MG)
156	SEBASTOPOL SKATEPARK & COMMUNITY GARDEN	Recreation & Education	5	-1.1	reimbursement	\$ 529,575		\$ -	\$ -	Conservation Easement(Dev./Rest. MG)
	MARIA HANSEN TRUST EXCHANGE	Recreation & Education	1	22.05						FEE

Appendix 3

	Property	Acq. Plan Category	District	Acreage	Escrow Date	District's Contribution	Partnership Funding	Purchase Price	Independent Appraised Value	Transaction Type
174	1400 BURBANK AVE (APN 125-331-001)	Recreation & Education	5	5.96	04/07/10	\$ 2,420,000	\$2,854,350	\$ 2,420,000	\$ 2,420,000	Fee (District holds C.E.) MG
Recreation & Education, Farms & Ranches Total						\$ 104,789,441	\$ 13,050,933	\$ 142,963,856	\$ 146,534,500	
147	PITKIN MARSH	Water, Wildlife and Natural Areas	5	27.0	09/28/07	\$ 400,000		\$ 970,000	\$ 970,000	CE (ptn pd by WCB Grant \$570k)
150	CRESTA	Water, Wildlife and Natural Areas	1	340.0	11/15/07	\$ 3,060,000		\$ 3,060,000	\$ 3,060,000	FEE
152	HAYFORK RANCH	Water, Wildlife and Natural Areas	1	217.0	12/31/07	\$ 650,500		\$ 650,500	\$ 650,500	Conservation Easement
169	JENNER HEADLANDS	Water, Wildlife and Natural Areas	5	5360.00	12/17/09	\$ 10,150,000		\$36,000,000	\$ 36,100,000	Conservation Easement (ptn. paid by U.S. Forest Service, NOAA, other grant funding)
170	RIDDELL PRESERVE	Water, Wildlife and Natural Areas	4	400.00	12/30/09	-		-	-	Conservation Easement
183	KLESKO, PHASE 1	Water, Wildlife and Natural Areas	4	2018.1	7/26/2011	\$1,312,560	\$350,256	\$1,312,560	\$1,312,560	Conservation Easement
184	MEADOWLARK FIELD	Water, Wildlife and Natural Areas	5	53	10/14/11	\$203,643	\$257,000	\$203,643		Conservation Easement MG
185	KLESKO, PHASE 2	Water, Wildlife and Natural Areas	4	697.6	11/22/11	\$353,440		\$453,440	\$453,440	Conservation Easement
190	AUBERGE (Sonoma Country Inn)	Water, Wildlife and Natural Areas	1	65.51	12/20/2011	\$0		\$0		Fee Donation
187	PRYOR RANCH	Water, Wildlife and Natural Areas	4	1509.00	12/21/2011	\$2,400,000		\$2,400,000	\$2,655,000	Conservation Easement
189	BORDESSA RANCH	Water, Wildlife and Natural Areas	5	460.81	5/25/2012	\$850,000	\$650,000	\$1,500,000	\$1,770,000	Conservation Easement
192	PRESERVATION RANCH	Water, Wildlife and Natural Areas	5	18300.0	5/31/2013	\$4,000,000	\$0	\$4,000,000		conservation fee buyer
173	O'BRIEN, ROBERT	Water, Wildlife and Natural Areas	5	15.00		\$ -		\$ -	\$ -	Donation of Conservation Easement
	Water, Wildlife and Natural Areas Total					\$ 23,380,143	\$ 1,257,256	\$ 50,550,143	\$ 46,971,500	
	CLOVER SPRINGS - Transfer to City of Cloverdale				6.30.11					

TOTALS: 105,497.19 \$ 292,420,284 \$ 14,308,189 \$ 365,591,699 \$ 398,737,350

protected lands as of 6/3/2013

Grants, Partner Funding, and Discounts \$ 73,171,415

Notes:

District Contribution - was obtained from Board resolutions, escrow closing settlement statements, or District financial records (white claims and JVs for wire transfers).

Partnership Funding - (This will depend on if the money was granted at time of escrow or reimbursed post closing) Board packet/resolutions, escrow closing settlement statements, grant agreements, or District financial records.

Purchase Price - obtained from Board resolutions, escrow closing settlement statements, or purchase contracts.

Independent Appraised Value - obtained from Independent third-party appraisal commissioned for each project.

The protected lands spreadsheet is used to track basic information related to successful acquisition projects to date. The primary focus being on time of acquisition, total acres protected and the comparison of the District's contribution and the purchase price and/or market value. This information allows us to easily evaluate acquisition efforts on an annual basis, amount of protected land, and savings to the tax payers.

TABLE 1. TIER ONE PROPERTIES (PROPOSED TRANSFER ENTITY IDENTIFIED).							
	Acres	Status	Agricultural Use	Public Access	Open Space Dedication	Proposed Transfer Entity	Expected Transfer Date
TIER ONE PROPERTIES	3408						
Recommended for Transfer to Regional Parks	2968						
Laguna Trail	0	Trail construction complete, trail easement transferred to Regional Parks	N/A	Open	N/A	Regional Parks	2011
Lawson	247	Regional Parks has conducted assessments and other studies, managing as part of Hood Mountain	No	Volunteer workdays	Yes	Regional Parks	2014
Mark West properties	801	Phase 2 acquisitions pending	Yes	Outings	No	Regional Parks	2014
North Slope Sonoma Mountain properties	537	District conducting resource assessment, trail and related amenities under construction	Yes	Outings, Volunteer Patrol, Workdays	Partial	Regional Parks	2013
Sonoma Mountain Ranch/Walsh	283	Grazing plan in preparation	Proposed	Outings	Yes	likely Regional Parks	tbd
Taylor Mountain properties	1100	Transfer in early 2013	Yes	Permit Program, Outings, Workdays	Partial	Regional Parks	2013
Recommended for Transfer to Others	440						
Cramer/ Wright Preserve	174	Land management by Department of Fish and Game	No	Outings	Yes	California Dept Fish and Game	2015
Haroutunian North	18	Currently leased by farmer	Yes	Outings, Tours, Farm stand	No	private farmer	2014
Healdsburg Ridge properties	150	Trail construction complete, transfer in 2013	No	Open	Yes	City of Healdsburg	2013
Montini	98	Trail construction and transfer by end of 2013	Yes	Outings, Volunteer Patrol, Workdays	Yes	City of Sonoma	2013

TABLE 2. TIER TWO PROPERTIES (TRANSFER ENTITY NOT YET IDENTIFIED)					
	Acres	Status	Agricultural Use	Public Access	Open Space Dedication
TIER TWO PROPERTIES	5297				
Acquired as addition to State Parks System (proposed park unit)	2925				
Calabazas Creek Preserve (Sugarloaf)	1290	Management plan in preparation, grant secured for trail planning	No	Outings, Volunteer Patrol, Workdays	No
Carrington Ranch (Sonoma Coast)	335	Grazing plan in preparation, evaluation of historic structure	Proposed	Outings, Volunteer Patrol, Workdays	Yes
East Slope Sonoma Mountain (Jack London)	40	Trails plan in preparation, grant secured for trail planning	N/A	Outings	N/A
Keegan/Coppin (Annadel)	24	Leased for grazing	Yes	No	No
Poff (Sonoma Coast)	1236	Management plan pending, leased for grazing	Yes	Outings	Yes
Other (primarily greenbelt/ community separator acquisitions)	1186				
Dogbane	3	Culturally-important plant population	No	Annual Harvest, Workdays	No
Haroutunian South	21	Closed to public-some ecological research	No	No	No
Ho	30	Leased for row crops	Yes	No	Yes
Occidental Road	15	Adjacent to Laguna, Regional Parks patrols	No	Outings	No
Oken	76	Leased for grazing	Yes	No	No
Paulin Creek	8	Vegetation maintenance, Regional Parks patrols	No	Outings, Volunteer Patrol, Workdays	Yes
Saddle Mountain	960	Resource assessments completed, management plan pending	No	Outings, Volunteer Patrol	Yes
San Francisco Archdiocese	28	Leased for grazing	Yes	No	No
Young/Armos	45	Leased for hay production	Yes	No	No

Date: October 15, 2013

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Directors Of The Sonoma County Agricultural Preservation and Open Space District, Updating the District's Initial Public Access, and Operations and Maintenance Policy

Whereas, In November of 2006, the voters of Sonoma County approved Measure F (*Sonoma County Open Space, Clean Water, and Farmland Protection Measure*) extending the District's funding for an additional twenty years. Measure F included an Expenditure Plan, which governs the District's expenditure of tax revenues, and which became effective upon voter approval ("2006 Expenditure Plan").

Whereas, Paragraph 6 of the 2006 Expenditure Plan authorizes expenditures for initial public access and operation and maintenance of recreational lands as follows:

"Operation and maintenance of land includes limited funding for initial public access, operation and maintenance of recreational lands purchased in accordance with this Plan. No more than 10 percent of total revenues generated over the life of the Measure shall be made available for operation and maintenance purposes."

Whereas, this Board finds that the plain language of Paragraph 6 of the 2006 Expenditure Plan authorizes the following expenditures of tax revenues: (1) Payments to entities receiving fee-title transfer of recreational properties, for the purposes of funding operation and maintenance costs that support initial public access; (2) Costs related to resource management and infrastructure maintenance on District lands intended for recreational use; (3) Costs to provide interim access or permit programs, public outings and educational programs on recreational lands protected by the District but not currently open to the general public; (4) Capital improvements to provide initial public access on lands intended for recreational use; and (5) related District staff and legal costs;

Whereas, in 2007, the Board adopted Resolution No. 07-0666, which approved a policy proposed by the previous General Manager for budgeting funds under Paragraph 6 for operations and maintenance, directing the General Manager to periodically review the policy and recommend any needed changes arising from changed circumstances;

Resolution #

Date:

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Whereas, the General Manager has recommended that Resolution No. 07-0666 be updated in order to clarify Board direction and to ensure that funding is available to achieve a balanced program over the life of Measure F.

Now, Therefore, Be It Resolved that with respect to expenditures of tax revenues under Paragraph 6 of the 2006 Expenditure Plan, the policy of the District shall be as follows:

1: Capital Improvements

Expenditures related to capital improvements, including District staff and consultant time, materials and supplies, and legal costs, to support initial public access on District protected lands intended for recreational use shall be included within the 10% cap on operations and maintenance expenditures under Paragraph 6 of the 2006 Expenditure Plan.

2: Payments to Recreational Partners

Payments to entities receiving fee-title transfer of District recreational properties, for the purposes of funding operation and maintenance costs that support initial public access, shall continue and shall be included with the 10% cap on operations and maintenance expenditures under Paragraph 6 of the Expenditure Plan. These payments may be for a period not to exceed three years from the date of fee title transfer and shall be made on a reimbursement basis according to an approved work plan. The District may grant an extension of the three-year time frame in the case of extraordinary circumstances.

3: Recreational Lands Management Costs

Expenditures related to resource management and infrastructure maintenance on District lands intended for recreational use, including District staff and consultant time, materials and supplies, and legal costs, shall be included within the 10% cap on operation and maintenance expenditures under Paragraph 6 of the 2006 Expenditure Plan.

4: Interim Access, Permit, and Outings Costs

Expenditures to provide interim access or permit programs, public outings, and educational programs on recreational lands protected by the District but not currently open to the public, including District staff and consultant time, materials and supplies, and legal costs, shall be included within the 10% cap on operations and maintenance expenditures under Paragraph 6 of the 2006 Expenditure Plan.

5: Annual appropriations for Initial Public Access and O&M Expenditures and Reserve Fund contribution:

Resolution #

Date:

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As part of the annual budgeting process, the General Manager shall recommend (a) allocations for qualifying initial public access and operations and maintenance expenditures for specific properties or projects, and (b) an annual contribution to the District's Operation and Maintenance Reserve. Total allocations shall not, cumulatively, exceed 10 % of the special tax revenues of the District to the date of the allocation. The Board of Directors will retain the flexibility to re-allocate funds, from the District's Operation and Maintenance Reserve for other purposes eligible under Measure F as it deems appropriate.

Be It Further Resolved that this Resolution clarifies Resolution No. 07-0666. In the event of any inconsistencies, this Resolution shall govern.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.