

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

TUESDAY

MARCH 11, 2014

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. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

8:30 A.M. CALL TO ORDER

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 24)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 8)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution congratulating LandPaths Executive Director Craig Anderson on receiving Bay Nature's 2014 Local Hero Award for his work in Conservation Action. (First District)
2. Adopt a Gold Resolution proclaiming March 16 through March 22, 2014 as National Land Surveyor's week in Sonoma County. (Fourth District)
3. Adopt a Gold Resolution formally recognizing the week of March 1-7, 2014 as National Weights and Measures Week in Sonoma County. (Agricultural Commissioner)

PRESENTATIONS AT DIFFERENT DATE

4. Adopt a Gold Resolution honoring Joseph D. Reed for achieving the rank of Eagle Scout. (Second District)
5. Adopt a Gold Resolution honoring and congratulating Officer Brian Miller as 2013 Exchange Club Sonoma County Law Enforcement Officer of the Year. (Second District)
6. Adopt a Gold Resolution honoring and acknowledging Reverend Timothy P. Kellgren upon his retirement after thirty-seven years of outstanding community service as pastor of Elim Lutheran Church, Petaluma. (Second District)
7. Adopt a Gold Resolution commending Pedro Toledo on his selection as 2013 Líder of the Year, a national recognition for Latino Leaders. (Fifth District)
8. Adopt a Gold Resolution thanking Jim Sartain on his 28 years of service supporting Sonoma County youth programs. (Human Services)

CONSENT CALENDAR (Continued)

COMMUNITY DEVELOPMENT COMMISSION

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

9. Bank Accounts for Village Green II – (A) Adopt five (5) Resolutions authorizing the Executive Director of the Sonoma County Community Development Commission to open accounts at Redwood Credit Union, Bank of the West, Wells Fargo Bank, Westamerica Bank, and Bank of America, to serve the Village Green II affordable housing development, including a security deposit trust account, a capital reserve account, and an operating account, and designating the authorized signatories on the accounts; and (B) Authorize the Commission’s Executive Director to take all such actions as are required to complete the transfer of Village Green II funds from City of Sonoma to the new accounts. (First District)

SONOMA COUNTY WATER AGENCY

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

10. Authorize General Manager of the Water Agency to execute an agreement with United States Geological Survey for a water resources investigation to evaluate riverbed sediments and water quality in the vicinity of the Wohler and Mirabel water supply facilities for the amount of \$124,900; agreement terminates on January 30, 2015.

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

11. Review and accept the audit report of the Sonoma County Treasury Treasurer Investment Pool for the quarter ended September 30, 2013.
12. Authorize the Auditor-Controller-Treasurer-Tax Collector to issue checks and Automated Clearing House (ACH) payments instead of warrants, to comply with current banking processes.
13. Authorize the Auditor-Controller Treasurer-Tax Collector to sign a 3 year renewal of the SunGard AvantGard LLC contract in an amount not to exceed \$30,533 plus Consumer Price Index in year one and each subsequent year thereafter for treasury accounting and portfolio services; and ratify a \$35,000 amendment for programming expenses related to the implementation of FAMIS/PeopleSoft conversion.

BOARD OF SUPERVISORS

14. Adopt a Resolution authorizing Chair to execute Joint Powers Agreement between the County of Sonoma and the City of Sonoma continuing the Sonoma Valley Citizens Advisory Commission for a period of five (5) years from January 1, 2014, to December 31, 2018. (First District)

COUNTY COUNSEL

15. Adopt a Resolution approving conflict of interest code amendment for the West County Transportation Agency.

GENERAL SERVICES

16. Authorize the Purchasing Agent to execute a Blanket Purchase Order with Cintas Corporation for confidential document shredding services effective April 1, 2014, through March 31, 2015, with the option to extend for two (2) additional one (1) year periods, providing that extensions are agreeable to both parties. The estimated cost of the Blanket Purchase Order is expected to be approximately \$32,622 per year.

GENERAL SERVICES / HUMAN SERVICES

17. Lease expansion for Human Service Department / Medi-Cal Eligibility and Hearings Staff – (A) Authorize the Clerk to publish a notice, declaring the Board’s intention to execute a lease amendment with Parkway Properties 14, LLC, for approximately 7,281 sq. ft., in the building located at 520 Mendocino Avenue, Santa Rosa, for \$11,987 per month, or \$143,848 per year, for a term of six years, plus options, concurrent with the existing lease; and (B) Authorize the General Services Director to execute a letter-agreement with Parkway Properties 14, LLC, in advance of the execution of the proposed lease amendment by the Board, whereby County agrees to reimburse costs not to exceed \$15,000, if the proposed lease is not executed by April 16, 2014.
18. Lease expansion for Human Services Department / Employment & Training Division – (A) Authorize the Clerk to publish a notice, declaring the Board’s intention to execute a lease amendment with SR Office Properties LLC, for premises located at 2227 Capricorn Way, Santa Rosa, and (B) Authorize the General Services Director to execute a letter-agreement with SR Office Properties LLC, in advance of the execution of the proposed amendment by the Board, whereby County agrees to reimburse costs not to exceed \$15,000, if the proposed lease amendment is not executed by April 22, 2014.

PERMIT AND RESOURCE MANAGEMENT

19. Adopt a Resolution reflecting the Board’s February 4, 2014 decision to deny the appeal and partially uphold the Board of Zoning Adjustments’ approval of a Use Permit for a dog boarding, daycare, grooming, and training facility. The project is located at 6445 Highway 12, Santa Rosa; APN 030-110-036 (File No. PLP11-0042). (First District)
20. Adopt a Resolution authorizing the Chair to execute a replacement Land Conservation Act Contract for 24.2 acres requested by Ann Sandoval for Sandoval Vineyards Inc.; 1577 Grove Street, Sonoma; APN 133-050-034 (File No. AGP13-0013). (First District)

REGIONAL PARKS

21. Authorize the Chair to execute a Professional Services Agreement with ESP & Alarms for security services at Cloverdale River Park, Guerneville River Park, Maxwell Farms Regional Park, the Environmental Discovery Center at Spring Lake Park and other locations as needed for a total of \$70,000 from January 1, 2014 to December 31, 2016. (First, Fourth, and Fifth Districts)

TRANSPORTATION AND PUBLIC WORKS

22. Approve and authorize the Chair to execute an agreement with LSA Associates, Inc. for a term through December 31, 2015 and not to exceed \$812,610 for environmental mitigation compliance services related to the Runway Safety Area Project. (Fourth District)

MISCELLANEOUS

23. Approval of Minutes – (A) Minutes of the Meeting of February 11, 2014 for the following: Agricultural Preservation and Open Space District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors, and (B) Minutes of the Meeting of February 25, 2014 for the following: Agricultural Preservation and Open Space District, Community Redevelopment Agency, In-Home Supportive Services Public Authority, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency and Board of Supervisors, and (C) Minutes of the Meeting of February 11, 2014 and February 25, 2014 for the following: Sonoma Valley County Sanitation District.

APPOINTMENTS/REAPPOINTMENTS

(Item 24)

24. Appoint Archie Eckles to the Shiloh District Cemetery Board for a term of four years, the appointment will be as of March 1, 2014 and end February 28, 2018. (Fourth District)

IV. REGULAR CALENDAR

(Item 25)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

25. Adopt a Resolution approving the transfer to the State of California of the District's 50% undivided fee interest in the Wright Preservation Bank (a.k.a. Hall Road Unit of the Santa Rosa Plain Vernal Pool Ecological Reserve, A.P.N.'s 060-330-029 and 060-330-030), and authorizing the President of the Board of Directors to execute the related Quit Claim Deed and Conservation Easement agreement. (4/5 vote required) (Fifth District)

V. CLOSED SESSION CALENDAR

(Items 26 through 27)

26. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Initiation of litigation – Name of Case: Filing of Petition with State Water Resources Control Board for Temporary Urgency Change in Sonoma County Water Agency's Water Rights Permits (Govt. Code Section 54956.9(d)(4)).
27. The Board of Supervisors will consider the following in closed session: Potential initiation of litigation – Name of Case: Unfunded Landfill Liabilities (Govt. Code Section 54956.9(d)(4)).

VI. REGULAR AFTERNOON CALENDAR

(Items 28 through 31)

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

28. Report on Closed Session.
29. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA**
(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
30. 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
31. **ADJOURNMENTS**

PLEASE NOTE:

THE FOLLOWING HEARING WILL BE CONTINUED TO MARCH 25, 2014 AT 2:10 P.M.

PERMIT AND RESOURCE MANAGEMENT

2:10 P.M. – PLP12-0009 – (FOURTH DISTRICT)

- APPLICANT: Windsor Oaks Winery
- APPELLANT: Dave and Joy Koch
- LOCATION: 10810 Hillview Road, Windsor
- ASSESSOR'S PARCEL NO.: 086-100-016 and 161-020-043
- ENVIRONMENTAL DOCUMENT: Mitigated Negative Declaration
- REQUEST: Conduct a public hearing and consider adopting a Resolution denying the appeal and upholding the Board of Zoning Adjustment's approval of the request for a phased Use Permit and Design Review for an existing winery to increase production, add public and private tasting, retail sales, tours, agricultural promotional events, weddings, and participate in industry-wide events.

NOTE: The next meeting will be held on March 18, 2014.

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

- March 18th (PM) – ZCE09-0032; Zone Change - 1515 Gumview Road, Windsor
- March 25th (PM) – PLP13-0030; Use Permit and Design Review – 4170 Santa Rosa Avenue, Santa Rosa
- March 25th (PM) – UPE13-0065; Request for Use Permit – Republic Service of Sonoma County, 500 Meacham Road, Cotati
- April 8th (AM) – Housing Authority's Annual PHA Plan

5. April 8th (PM) – PLP08-0021; Appeal of a Board of Zoning Adjustments approval of Use Permit ; Ratna Ling Retreat Center, 35755 and 36000 Hauser Bridge Road, Cazadero
6. April 22nd (PM) – UPE07-0008; Cornell Winery Use Permit Application



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

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 LandPath Executive Director Craig Anderson on receiving Bay Nature's 2014 Local Hero Award for his work in Conservation Action

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: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Congratulating Craig Anderson, Executive Director of LandPaths, on being named the
2014 Bay Nature Local Hero Award Winner for Conservation Action**

WHEREAS, Craig Anderson is a 5th generation Californian and 4th generation San Francisco native who earned his MS degree in ecology for UC Berkeley after many years of working for nonprofits, including Nature Conservancy and Yosemite Institute; and

WHEREAS, Craig is a seasoned climber, hiker, outdoorsman, surfer, and world traveler who moved to Sonoma County 17 years ago to work for a new non-profit, LandPaths, which is dedicated to connecting people to the natural and agricultural landscapes of Sonoma County; and

WHEREAS, the mission of LandPaths is to “foster a love of the land in Sonoma County” through experiencing its beauty, understanding the value, and healing the land; and

WHEREAS, for the past 17 years, Craig has dedicated his energy to the mission of LandPaths, stating “With every experience I’ve ever had, I’ve tried to get out and see the world and understand people’s sense of place through their eyes. This has informed who I am – not simply to enjoy the landscape, but to be engaged in it”; and

WHEREAS, during his tenure at LandPaths, Craig has promoted “people-powered parks” as a model that facilitates stakeholder volunteerism to provide responsible stewardship and public access for protected lands; and

WHEREAS, through the creation of Bayer Farm, a combined urban farm, green space, and community center in Santa Rosa, Craig is one of the leaders engaging the county’s underserved Latino population; and

WHEREAS, in 2014 Bay Nature Institute recognized Craig Anderson’s outstanding contributions to the understanding, protection, and stewardship of the natural world in the San Francisco Bay Area; and

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby Congratulates Craig Anderson for the Honor of being named the 2014 Bay Nature Local Hero for Conservation Action.

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Mike McGuire, 565-3758

Supervisorial District(s):

Fourth District

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution proclaiming the week of March 16 through March 22, 2014 as National Surveyor's Week in the County of Sonoma.

Executive Summary:

None

Prior Board Actions:

None

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



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Proclaims the Week of March 16 through March 22, 2014 as National Surveyor's Week
in the County of Sonoma.**

Whereas, surveying has been an essential element in the development of the human environment since the beginning of recorded history and it is a requirement in the planning and execution of nearly every form of construction with its most familiar modern uses in the fields of transport, building and construction, communications, mapping, and the definition of legal boundaries for land ownership; and

Whereas, in order to accomplish their objectives, surveyors use elements of engineering, physics, mathematics, astronomy, law, and history; and

Whereas, since the colonial days of the United States, surveyors have been leaders in: the community, statesmen, influential citizens, and shapers of cultural standards. Former notable surveyors include George Washington, Thomas Jefferson, Abraham Lincoln, Lewis and Clark, Daniel Boone, and Henry David Thoreau, among many others; and

Whereas, many services are now provided through the use of sophisticated surveying equipment and techniques, including satellite-borne remote sensing devices and automated positioning, measuring, recording, and plotting equipment; and

Whereas, the establishment of the week of March 16-22, 2014 as National Surveyors Week is a fitting tribute to all surveyors; now, therefore, be it

Now, therefore, be it resolved, that the Board of Supervisors of the County Of Sonoma proclaims the week of March 16 through March 22, 2014 as National Surveyor's Week in the County of Sonoma.

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: Clerk of the Board

Board Agenda Date: March 11, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): Agricultural Commissioner/Sealer of Weights and Measures

Staff Name and Phone Number:

Tony Linegar, 565-2371

Supervisorial District(s):

All

Title: National Weights and Measures Week

Recommended Actions:

Gold Resolution formally recognizing the week of March 1-7, 2014 as National Weights and Measures Week in Sonoma County.

Executive Summary:

The week of March 1-7 2014 will be observed throughout the nation as "Weights & Measures Week." The intent of this annual observation is to remind businesses and residents throughout the country of the valuable contribution that weights and measures officials make to the economic welfare of every community and to society as a whole.

The foundation of every weights and measures program is to ensure that equity prevails in the marketplace and that every commercial transactions involving weight, measure, or count is accurate and fair. Today, weights and measures officials in Sonoma County and throughout the nation continue to ensure that business transactions are fair and equitable for everyone.

In 2013 Sonoma County Weights and Measures inspected over 10,000 commercial devices which included: 3,800 retail fuel pumps, over 2,000 electric, gas and water utility sub-meters, 130 taxi cabs and verified the pricing accuracy of over 20,000 items offered for sale at over 600 local retailers.

Prior Board Actions:

None

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):
 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):

Attachments:

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



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Recognizing the Week of March 1-7, 2014 as National Weights and Measures Week in Sonoma County

Whereas, the first American Weights and Measures law was signed into law on March 2, 1799 by President John Adams, citing the necessity for standard weights and measures enforcement as a public service; and

Whereas, California's weights and measures laws are enforced by county sealers of weights and measures; and

Whereas, the Sealer of Sonoma County inspects instruments essential to commerce such as fuel meters, grocery store and deli scales, vehicle scales, propane meters, taximeters, utility sub-meters, heavy capacity scales used to buy and sell bulk items; and

Whereas, the Sealer of Sonoma County verifies the pricing accuracy of Price Look-Up scanners used in retail sales, the accuracy of bulk commodity and firewood sales; and

Whereas, the Sealer of Sonoma County inspects packaged products such as meat, milk, bread, cheese, produce, animal feed, building materials, and beverages for true net contents; and

Whereas, the Sealer of Sonoma County enforces standards of quality for gasoline, diesel fuels, and other petroleum and automotive products

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County recognizes the week of **March 1-7, 2014 as National Weights and Measures Week** in Sonoma County

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Resolution #

Date:

Page 2



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: March 11, 2014

Vote Requirement: Majority

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 Joseph D. Reed for Achieving the Rank of Eagle Scout

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: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Honoring Joseph D. Reed for Achieving the Rank of Eagle Scout

Whereas, the Boy Scouts of America have a long and impressive history of preparing young men to assume responsibility in their communities; and

Whereas, Joseph D. Reed has participated in Troop 2 leadership positions as a Guide, Patrol Leader and as Quartermaster; and

Whereas, Joseph has worked diligently and earned 24 merit badges, some of which are Environmental Science, Citizenship in the Community, Citizenship in the World, Citizenship in the Nation, First Aid, Personal Fitness, Personal Management, Swimming, Communication, Family Life, Camping, Small Boat Sailing, Fishing, Woodcarving and Rifle Shooting; and

Whereas, for Joseph's Eagle Project, he met with the Grounds Manager of his church and selected the project of building two benches to church specifications in their new playground area; and

Whereas, Joseph's Eagle Project entailed over 100 hours of work which included planning the benches, fundraising for the cost of materials, purchasing, organizing the project and supervising construction and installation of the benches in the new children's playground area.

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors commends Joseph D. Reed upon his outstanding achievement of joining the rank of Eagle Scout.

Be It Further Resolved that the Sonoma County Board of Supervisors appreciates the effort which went into achieving the rank of Eagle Scout, and anticipates that Joseph D. Reed will have the heart and spirit of an Eagle throughout his adult life.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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 Congratulating Officer Brian Miller as 2013 Exchange Club Sonoma County Law Enforcement Officer of the Year

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):

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Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

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Attachments:

Resolution

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

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County of Sonoma
State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Honoring and Congratulating Officer Brian Miller as
2013 Exchange Club Sonoma County Law Enforcement Officer of the Year**

Whereas, Officer Brian Miller, of the Petaluma Police Department, has been selected as this years outstanding recipient of the Exchange Club's 2013 Sonoma County Law Enforcement Officer of the Year Award recognizing his excellent leadership attributes with both his peers and the local community; and

Whereas, Officer Miller has served the Petaluma Police Department since 2005 with distinction and commitment earning many commendations for excellence and multiple nominations, honors and awards bestowed by the City of Petaluma and the Sonoma County Law Enforcement Chiefs' Association; and

Whereas, During 2013 Officer Miller served as Corporal, Gang Enforcement Officer and Hostage negotiator concurrently where he distinguished himself, along with other activities, by his overall productivity as a patrol officer taking over 330 crime reports and supplements, made over 180 arrests - of which 54 were felonies – apprehended 50 parole/probation violators, answered 528 calls for service and self-initiated another 959 incidents of police activity while also performing duties as Corporal/Field Training Officer, Gang Enforcement Office and Hostage Negotiator; and

Whereas, Officer Miller is extremely engaged in the community aspects of the Petaluma Policing Program and is well aware of problems facing the community and takes great pride in focusing on those areas in his prevention and enforcement strategies while also participating and engaging in many different community groups on a regular basis, some of which are – the Special Olympics, Mentor Me Petaluma, Petaluma City Schools, COTS, Leadership Petaluma, Petaluma Police Department Citizens' Academy, the Santa Rosa Mayor's Gang Prevention Meeting and he is a member of Petaluma Elks Lodge 901.

Now, Therefore, Be It Resolved the Sonoma County Board of Supervisors honors and congratulates Officer Brian Miller as the outstanding recipient of the Exchange Club's 2013 Sonoma County Law Enforcement Officer of the Year.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

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 Reverend Timothy P. Kellgren upon his Retirement after Thirty-Seven Years of Outstanding Community Service as Pastor of Elim Lutheran Church, Petaluma.

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: March 11, 2014

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 Reverend Timothy P. Kellgren Upon His Retirement
After Thirty-Seven Years of Outstanding Community Service as
Pastor of Elim Lutheran Church, Petaluma**

Whereas, Reverend Timothy P. Kellgren has served as pastor of Elim Lutheran Church for thirty-seven years, 1977 – 2014, where he has been loved and admired by his congregation over the years; and

Whereas, In 1978 Pastor Kellgren became aware of the complete lack of affordable housing for seniors in Petaluma, and with other congregations in Petaluma, formed a non-profit corporation called Petaluma Ecumenical Properties (PEP) which began with a small five unit project and has developed fourteen additional projects bringing 376 more apartments - with an additional 50 apartments to open soon – and has provided housing and services for over 1,100 seniors and people with disabilities; and

Whereas, The first winter The Committee on the Shelterless (COTS) began operations, the founders turned to local churches for help – a former rental house belonging to the Elim Lutheran Church was made available as a homeless shelter and was used that first winter season to provide shelter to many homeless men in Petaluma – Pastor Kellgren later served a term as President of the COTS Board which is now one of the most creative and effective homeless organizations in the state and nation with over 70% of those entering the program returning to homes, work and self sufficiency; and

Whereas, Pastor Kellgren co-founded Petaluma Bounty to work toward everyone in the community having adequate fresh, healthy food – Bounty has developed many programs to help address hunger and nutrition including education to school groups, establishing a program for gathering and distributing fresh garden and orchard produce which would be otherwise wasted and through two weekly pantries, Elim Lutheran and eight other churches give away over 100,000 pounds of food a year – all either purchased from the Redwood Empire Food Bank, donated through the COTS kitchen or gleaned through the Petaluma Bounty Hunters; and

Resolution #

Date:

Page 2

Whereas, Under the initial leadership of Pastor Kellgren, over the last 35 years Elim Church members and friends have gone to Tijuana, Mexico and built approximately 45 homes for impoverished families; and

Whereas, For ten years Elim Lutheran has worked with the New Life School in Arusha, Tanzania with visits from both sides resulting in raising over \$70,000 to support their band, helping to build classrooms in their new high school and to build a hostel now providing dorm space for 70 girls. By helping provide this secondary school, these students have opportunities not possible to them otherwise; Pastor Kellgren's leadership has enhanced another ministry which can transform the lives of the people, and through them their communities, and even their country on the other side of the world.

Be It Resolved, The Sonoma County Board of Supervisors honors and acknowledges Reverend Timothy P. Kellgren upon his retirement after thirty-seven years of outstanding community service as Pastor of Elim Lutheran Church, Petaluma.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 7
(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: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors (5th District)

Staff Name and Phone Number:

Supervisorial District(s):

Supervisor Efren Carrillo, 565-2241

Countywide

Title: Gold Resolution

Recommended Actions:

Approve Gold Resolution commending Pedro Toledo on his selection as 2013 Líder of the Year, a national recognition for Latino Leaders. (Fifth 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):

None.

Attachments:

Gold Resolution

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

None.



County of Sonoma
State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Pedro Toledo For His National Recognition As Líder Of The Year 2013**

Whereas, Pedro Toledo has been recognized as the 2013 recipient of the MillerCoors Líder of the Year, a National recognition made each year to honor the importance of leadership in the Hispanic community as well as providing resources to further the work of the individual to assist community members; and

Whereas, the Líderes program recognition includes a \$25,000 grant, which Pedro Toledo has designated to benefit the Redwood Community Health Coalition where he serves as the Director of Community and Government Relations; and

Whereas, Mr. Toledo has been active in our community both through his work with RCHC, but also serves as the current president and active member of the Sonoma County Hispanic Chamber of Commerce and was an original member of Los Cien, a Latino Leadership organization; and

Whereas, Pedro Toledo's belief that every person can learn and succeed, and every person deserves the opportunity to thrive springs from his immigrant parents working long hard days to ensure that their children would have a better life and the opportunity to go to college.

Now, Therefore, Be It Resolved that the Board of Supervisors congratulates Pedro Toledo on his selection as 2013 Líder of the Year, commends him for his community organizing, and recognizes him as a true American success story and example to others.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s):

Staff Name and Phone Number:

Sherry Alderman – 707-565-8501

Supervisorial District(s):

County-wide

Title: Gold Resolution

Recommended Actions:

Gold Resolution thanking Jim Sartain on his 28 years of service supporting Sonoma County youth programs.

Executive Summary:

Prior Board Actions:

None

Strategic Plan Alignment Goal 4: Civic Services and Engagement

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



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Thanking Jim Sartain on his 28 years of service supporting Sonoma County youth programs.**

Whereas, Jim is a 30 year resident of the Sonoma County community living in Windsor with his wife, Pat, and daughter, Nicole, and

Whereas, Jim earned his B.A. Degree in Business Administration at San Francisco State University in 1974, and

Whereas, Jim is a Veteran of the U.S. Air Force and the Vietnam War having served with Det.1, 620th Tactical Control Squadron, 366th Combat Support Group, 7th AF (PACAF) at Dong Ha, Republic of Vietnam, in '68 – 69, and

Whereas, Jim has been a Senior Real Estate Advisor with Keegan & Coppin Company, Inc. since 1997. Prior to that he held management positions in the Manufacturing Industry for 24 years, and

Whereas, Jim Sartain served on the ***Workforce Investment Board Youth Council*** for 14 years, including two years as Chair, and

Whereas, Jim has been involved with Sonoma County Youth Programs for the past 28 years serving on the Boards of the following business and community affiliations:

- ***Pacific Coast Air Museum***, current Vice President
- ***Science Festival***
- ***Sonoma County Youth Council***, Founding Chairman
- ***Santa Rosa Chamber of Commerce***, Board Member and Chair of Membership /Communications Division
- ***Sonoma County Private Industry Council***, Past Chairman and Chair of Planning/Funding Committee
- ***Sonoma County Manufacturing Group***, Founding Member and Chair of Public Affairs Committee
- ***Sonoma County Alliance***, Past Board Member and Chair of Education Committee

Resolution #

Date:

Page 2

- **Personnel Association of Sonoma County**, Past Vice President/Treasurer, Chair of Programs Committee
- **California Human Development Corporation**, Past Industrial Advisory Board Member
- **School to Career Partnership**, Founding Board Member and Chair of Marketing Committee, and

Whereas, Jim Sartain has worked with five Human Services Department, Employment and Training Division Directors (Scavarda, Millikan, Dunn, Fies, and Alderman), six Sonoma County School Superintendents (Egan, Bacon, Adams, Crawford, Wong, and Herrington), hundreds of Council members, most of the county's youth service providers, and , most importantly, thousands of kids.

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors honors Jim Sartain upon his retirement from the Workforce Investment Board Youth Council for his dedication and commitment to the work of the Youth Council and thanks him for the years of service to others in the community.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Commissioners

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Community Development Commission

Staff Name and Phone Number:

John D. Haig, Jr. 565-7508

Supervisorial District(s):

1

Title: Bank Accounts for Village Green II.

Recommended Actions:

1. Approve five (5) resolutions authorizing the Executive Director of the Sonoma County Community Development Commission to open accounts at Redwood Credit Union, Bank of the West, Wells Fargo Bank, Westamerica Bank, and Bank of America, to serve the Village Green II affordable housing development, including a security deposit trust account, a capital reserve account, and an operating account, and designating the authorized signatories on the accounts.
2. Authorize the Commission's Executive Director to take all such actions as are required to complete the transfer of Village Green II funds from City of Sonoma to the new accounts.

Executive Summary:

ABx1 26 and AB 1484 (jointly, the "Dissolution Act"), amended the California Health and Safety Code to eliminate redevelopment agencies statewide, and to require the unwinding and liquidation of the obligations and assets of the former redevelopment agencies. Local housing authorities were designated as the "housing successor entities" for all local jurisdictions that chose not to retain the housing functions, assets, and obligations of their former redevelopment agencies. This choice was unilateral on the part of the jurisdictions, with housing authorities having no legal authority to refuse the designation or to decline the transfer of such housing functions. The transfer of assets and obligations to designated housing authorities occurred by operation of law on 2/1/2012. The former redevelopment agencies' liabilities did not transfer to housing successor entities; liabilities remain the responsibility of the Successor Agencies that were created in each jurisdiction.

In Sonoma County, the City of Sonoma declined to retain its former redevelopment agency housing functions, and the Sonoma County Housing Authority therefore became the housing successor entity for Sonoma. Sonoma's redevelopment housing assets and obligations, excluding liabilities, transferred to the Sonoma County Community Development Commission (CDC), as parent agency of the Sonoma County Housing Authority, as of 2/1/2012, without any action on the part of the CDC. As a result of

these transfers, the CDC received ownership of the multi-family (34-unit) Village Green II Apartments, 650 4th St., Sonoma.

A key part of the public financing for the Village Green II Apartments is comprised of on-going rental subsidies provided by the United States Department of Agriculture (USDA) Rural Housing Services. While ownership of Village Green II transferred to the CDC by operation of law, the USDA must take affirmative action to approve transfer of its financial assistance to the development. USDA representatives have advised that they will approve formal transfer of the Rural Housing Services rental subsidies for Village Green II to CDC when the CDC establishes its own financial accounts for the project, as required by USDA regulations. At least three separate accounts are required to hold tenant security deposits, a capital reserve fund, and operating funds. The accounts must be held in domestic institutions and must be insured by an agency of the federal government, which would cover deposits of up to \$250,000 in any single financial institution, or otherwise collateralized by the financial institution to the satisfaction of USDA. The CDC, USDA, and the property management firm must have direct and immediate access to the accounts. The CDC and USDA must co-sign all expenditures from the capital reserve account. The property manager must have at least one authorized signer on the operating and security deposit accounts.

Given the USDA requirements, the CDC must use private financial institutions rather than the County Treasury for Village Green II. There is currently just over \$1 million on deposit in the Village Green II accounts held by the City of Sonoma. Therefore, upon transfer to the CDC, the funds will be deposited in up to five (5) financial institutions, depending on whether one or more of the identified institutions is willing and able to provide collateral satisfactory to USDA for deposits in excess of \$250,000, the limit for the required Federal Deposit Insurance Corporation (FDIC) or National Credit Union Association (NCUA) insurance.

Approval of the attached five (5) resolutions will 1) authorize the CDC Executive Director to open accounts for Village Green II at Redwood Credit Union, Bank of the West, Wells Fargo Bank, Westamerica Bank, and Bank of America, including a security deposit trust account, a capital reserve account, and an operating account, 2) designate the authorized CDC signatories on the accounts; and 3) authorize the CDC Executive Director, who also serves as Secretary, to designate USDA and property management firm personnel as signers to the accounts, as required. Approval of this item will also authorize CDC staff to take all such actions as are required to complete the transfer of these funds from City of Sonoma to the new accounts.

Prior Board Actions:

11-13-2012 - Authorized CDC staff to perform all functions associated with ownership of real properties acquired through dissolution of redevelopment, in compliance with the Commission's adopted Procurement Policy and all other applicable laws, regulations and policies.

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

These actions will allow the CDC to continue the operation of affordable housing for low-income seniors in the City of Sonoma.

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):

None.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Five (5) Resolutions.

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

None.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Commissioners Of The Sonoma County Community Development Commission, Authorizing The Executive Director To Open One Or More Accounts At Redwood Credit Union To Serve The Village Green II Affordable Housing Development And Designating The Authorized Signatories On The Account(s).

Whereas, pursuant to California law, upon the dissolution of redevelopment agencies in the State of California effective February 1, 2012, all assets of the former City of Sonoma Community Development Agency (City Agency) were transferred to the Sonoma County Community Development Commission/Housing Authority (Commission) as the Housing Successor; and

Whereas, the affordable housing complex of Village Green II was included in the asset transfer from City Agency to the Commission; and

Whereas, the United States Department of Agriculture (USDA) provided rental subsidies to Village Green II while under City Agency's ownership; and

Whereas, USDA must approve the transfer of the ongoing rental subsidies to the Commission as new owner of Village Green II; and

Whereas, before it will approve said transfer, USDA requires that all funds in City Agency accounts related to Village Green II be transferred to Commission accounts established solely for the purpose of holding Village Green II-related funds; and

Whereas, to meet this USDA requirement, it is necessary for Commission to open new accounts for Village Green II, including a Security Deposit Trust Account, a Capital Reserve Account, and an Operating Account; and

Whereas, USDA requires that such accounts must be held in domestic institutions and insured by an agency of the federal government or backed by collateral satisfactory to the USDA; and

Whereas, USDA requires that its representative must have access to such accounts; and

Whereas, in conformance with usual and customary practice, USDA also requires that

Resolution #

Date:

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the Commission hire an approved property management firm to operate the Village Green II facility on a day-to-day basis, and provide such management firm with access to such accounts.

Now, Therefore, Be It Resolved that Kathleen H. Kane, the Executive Director and Secretary of the Sonoma County Community Development Commission, is hereby authorized to open one or more accounts at Redwood Credit Union, which accounts shall be held in the name of "Sonoma County Community Development Commission for the Benefit of Village Green II", and to enter into any necessary and required depository agreements with the financial institution.

Be It Further Resolved that Kathleen H. Kane, John D. Haig, and James Hackett are hereby designated to make deposits to said accounts on behalf of Commission and are designated as signatories for expenditures and all other financial instruments or documents.

Be It Further Resolved that Kathleen H. Kane shall designate certain staff of the USDA and the property management firms hired by Commission for daily operation of Village Green II to also make deposits to said accounts on behalf of Commission, and shall further designate certain staff of the USDA and the property management firms as signatories for expenditures from said accounts as needed to perform the daily operations of Village Green II, as required by USDA.

Be It Further Resolved that at no time shall these accounts have less than three Commission representatives designated as signatories.

Commissioners:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Commissioners Of The Sonoma County Community Development Commission, Authorizing The Executive Director To Open One Or More Accounts At Wells Fargo Bank To Serve The Village Green II Affordable Housing Development And Designating The Authorized Signatories On The Account(s).

Whereas, pursuant to California law, upon the dissolution of redevelopment agencies in the State of California effective February 1, 2012, all assets of the former City of Sonoma Community Development Agency (City Agency) were transferred to the Sonoma County Community Development Commission/Housing Authority (Commission) as the Housing Successor; and

Whereas, the affordable housing complex of Village Green II was included in the asset transfer from City Agency to the Commission; and

Whereas, the United States Department of Agriculture (USDA) provided rental subsidies to Village Green II while under City Agency's ownership; and

Whereas, USDA must approve the transfer of the ongoing rental subsidies to the Commission as new owner of Village Green II; and

Whereas, before it will approve said transfer, USDA requires that all funds in City Agency accounts related to Village Green II be transferred to Commission accounts established solely for the purpose of holding Village Green II-related funds; and

Whereas, to meet this USDA requirement, it is necessary for Commission to open new accounts for Village Green II, including a Security Deposit Trust Account, a Capital Reserve Account, and an Operating Account; and

Whereas, USDA requires that such accounts must be held in domestic institutions and insured by an agency of the federal government or backed by collateral satisfactory to the USDA; and

Whereas, USDA requires that its representative must have access to such accounts; and

Whereas, in conformance with usual and customary practice, USDA also requires that

Resolution #

Date:

Page 2

the Commission hire an approved property management firm to operate the Village Green II facility on a day-to-day basis, and provide such management firm with access to such accounts.

Now, Therefore, Be It Resolved that Kathleen H. Kane, the Executive Director and Secretary of the Sonoma County Community Development Commission, is hereby authorized to open one or more accounts at Wells Fargo Bank, which accounts shall be held in the name of "Sonoma County Community Development Commission for the Benefit of Village Green II", and to enter into any necessary and required depository agreements with the financial institution.

Be It Further Resolved that Kathleen H. Kane, John D. Haig, and James Hackett are hereby designated to make deposits to said accounts on behalf of Commission and are designated as signatories for expenditures and all other financial instruments or documents.

Be It Further Resolved that Kathleen H. Kane shall designate certain staff of the USDA and the property management firms hired by Commission for daily operation of Village Green II to also make deposits to said accounts on behalf of Commission, and shall further designate certain staff of the USDA and the property management firms as signatories for expenditures from said accounts as needed to perform the daily operations of Village Green II, as required by USDA.

Be It Further Resolved that at no time shall these accounts have less than three Commission representatives designated as signatories.

Commissioners:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Commissioners Of The Sonoma County Community Development Commission, Authorizing The Executive Director To Open One Or More Accounts At Westamerica Bank To Serve The Village Green II Affordable Housing Development And Designating The Authorized Signatories On The Account(s).

Whereas, pursuant to California law, upon the dissolution of redevelopment agencies in the State of California effective February 1, 2012, all assets of the former City of Sonoma Community Development Agency (City Agency) were transferred to the Sonoma County Community Development Commission/Housing Authority (Commission) as the Housing Successor; and

Whereas, the affordable housing complex of Village Green II was included in the asset transfer from City Agency to the Commission; and

Whereas, the United States Department of Agriculture (USDA) provided rental subsidies to Village Green II while under City Agency's ownership; and

Whereas, USDA must approve the transfer of the ongoing rental subsidies to the Commission as new owner of Village Green II; and

Whereas, before it will approve said transfer, USDA requires that all funds in City Agency accounts related to Village Green II be transferred to Commission accounts established solely for the purpose of holding Village Green II-related funds; and

Whereas, to meet this USDA requirement, it is necessary for Commission to open new accounts for Village Green II, including a Security Deposit Trust Account, a Capital Reserve Account, and an Operating Account; and

Whereas, USDA requires that such accounts must be held in domestic institutions and insured by an agency of the federal government or backed by collateral satisfactory to the USDA; and

Whereas, USDA requires that its representative must have access to such accounts; and

Whereas, in conformance with usual and customary practice, USDA also requires that

Resolution #

Date:

Page 2

the Commission hire an approved property management firm to operate the Village Green II facility on a day-to-day basis, and provide such management firm with access to such accounts.

Now, Therefore, Be It Resolved that Kathleen H. Kane, the Executive Director and Secretary of the Sonoma County Community Development Commission, is hereby authorized to open one or more accounts at Westamerica Bank, which accounts shall be held in the name of "Sonoma County Community Development Commission for the Benefit of Village Green II", and to enter into any necessary and required depository agreements with the financial institution.

Be It Further Resolved that Kathleen H. Kane, John D. Haig, and James Hackett are hereby designated to make deposits to said accounts on behalf of Commission and are designated as signatories for expenditures and all other financial instruments or documents.

Be It Further Resolved that Kathleen H. Kane shall designate certain staff of the USDA and the property management firms hired by Commission for daily operation of Village Green II to also make deposits to said accounts on behalf of Commission, and shall further designate certain staff of the USDA and the property management firms as signatories for expenditures from said accounts as needed to perform the daily operations of Village Green II, as required by USDA.

Be It Further Resolved that at no time shall these accounts have less than three Commission representatives designated as signatories.

Commissioners:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Commissioners Of The Sonoma County Community Development Commission, Authorizing The Executive Director To Open One Or More Accounts At Bank of the West To Serve The Village Green II Affordable Housing Development And Designating The Authorized Signatories On The Account(s).

Whereas, pursuant to California law, upon the dissolution of redevelopment agencies in the State of California effective February 1, 2012, all assets of the former City of Sonoma Community Development Agency (City Agency) were transferred to the Sonoma County Community Development Commission/Housing Authority (Commission) as the Housing Successor; and

Whereas, the affordable housing complex of Village Green II was included in the asset transfer from City Agency to the Commission; and

Whereas, the United States Department of Agriculture (USDA) provided rental subsidies to Village Green II while under City Agency's ownership; and

Whereas, USDA must approve the transfer of the ongoing rental subsidies to the Commission as new owner of Village Green II; and

Whereas, before it will approve said transfer, USDA requires that all funds in City Agency accounts related to Village Green II be transferred to Commission accounts established solely for the purpose of holding Village Green II-related funds; and

Whereas, to meet this USDA requirement, it is necessary for Commission to open new accounts for Village Green II, including a Security Deposit Trust Account, a Capital Reserve Account, and an Operating Account; and

Whereas, USDA requires that such accounts must be held in domestic institutions and insured by an agency of the federal government or backed by collateral satisfactory to the USDA; and

Whereas, USDA requires that its representative must have access to such accounts; and

Whereas, in conformance with usual and customary practice, USDA also requires that

Resolution #

Date:

Page 2

the Commission hire an approved property management firm to operate the Village Green II facility on a day-to-day basis, and provide such management firm with access to such accounts.

Now, Therefore, Be It Resolved that Kathleen H. Kane, the Executive Director and Secretary of the Sonoma County Community Development Commission, is hereby authorized to open one or more accounts at Bank of the West, which accounts shall be held in the name of "Sonoma County Community Development Commission for the Benefit of Village Green II", and to enter into any necessary and required depository agreements with the financial institution.

Be It Further Resolved that Kathleen H. Kane, John D. Haig, and James Hackett are hereby designated to make deposits to said accounts on behalf of Commission and are designated as signatories for expenditures and all other financial instruments or documents.

Be It Further Resolved that Kathleen H. Kane shall designate certain staff of the USDA and the property management firms hired by Commission for daily operation of Village Green II to also make deposits to said accounts on behalf of Commission, and shall further designate certain staff of the USDA and the property management firms as signatories for expenditures from said accounts as needed to perform the daily operations of Village Green II, as required by USDA.

Be It Further Resolved that at no time shall these accounts have less than three Commission representatives designated as signatories.

Commissioners:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Commissioners Of The Sonoma County Community Development Commission, Authorizing The Executive Director To Open One Or More Accounts At Bank of the America To Serve The Village Green II Affordable Housing Development And Designating The Authorized Signatories On The Account(s).

Whereas, pursuant to California law, upon the dissolution of redevelopment agencies in the State of California effective February 1, 2012, all assets of the former City of Sonoma Community Development Agency (City Agency) were transferred to the Sonoma County Community Development Commission/Housing Authority (Commission) as the Housing Successor; and

Whereas, the affordable housing complex of Village Green II was included in the asset transfer from City Agency to the Commission; and

Whereas, the United States Department of Agriculture (USDA) provided rental subsidies to Village Green II while under City Agency's ownership; and

Whereas, USDA must approve the transfer of the ongoing rental subsidies to the Commission as new owner of Village Green II; and

Whereas, before it will approve said transfer, USDA requires that all funds in City Agency accounts related to Village Green II be transferred to Commission accounts established solely for the purpose of holding Village Green II-related funds; and

Whereas, to meet this USDA requirement, it is necessary for Commission to open new accounts for Village Green II, including a Security Deposit Trust Account, a Capital Reserve Account, and an Operating Account; and

Whereas, USDA requires that such accounts must be held in domestic institutions and insured by an agency of the federal government or backed by collateral satisfactory to the USDA; and

Whereas, USDA requires that its representative must have access to such accounts; and

Whereas, in conformance with usual and customary practice, USDA also requires that

Resolution #

Date:

Page 2

the Commission hire an approved property management firm to operate the Village Green II facility on a day-to-day basis, and provide such management firm with access to such accounts.

Now, Therefore, Be It Resolved that Kathleen H. Kane, the Executive Director and Secretary of the Sonoma County Community Development Commission, is hereby authorized to open one or more accounts at Bank of America, which accounts shall be held in the name of "Sonoma County Community Development Commission for the Benefit of Village Green II", and to enter into any necessary and required depository agreements with the financial institution.

Be It Further Resolved that Kathleen H. Kane, John D. Haig, and James Hackett are hereby designated to make deposits to said accounts on behalf of Commission and are designated as signatories for expenditures and all other financial instruments or documents.

Be It Further Resolved that Kathleen H. Kane shall designate certain staff of the USDA and the property management firms hired by Commission for daily operation of Village Green II to also make deposits to said accounts on behalf of Commission, and shall further designate certain staff of the USDA and the property management firms as signatories for expenditures from said accounts as needed to perform the daily operations of Village Green II, as required by USDA.

Be It Further Resolved that at no time shall these accounts have less than three Commission representatives designated as signatories.

Commissioners:

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: 10
(This Section for use by Clerk of the Board Only.)

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Marcus Trotta 707-547-1978

Supervisory District(s):

All

Title: Mirabel and Wohler Water Quality Investigation

Recommended Actions:

Authorize General Manager of the Water Agency to execute an agreement with United States Geological Survey for a water resources investigation to evaluate riverbed sediments and water quality in the vicinity of the Wohler and Mirabel water supply facilities for the amount of \$124,900; agreement terminates on January 30, 2015.

Executive Summary:

This item requests authority for the General Manager to enter into a joint funding agreement with the United States Department of the Interior, United States Geological Survey for a cooperative water resources investigation to evaluate riverbed sediments and water quality in the vicinity of the Wohler and Mirabel water supply facilities for the amount \$124,900; termination date of January 30, 2015.

HISTORY OF ITEM/BACKGROUND

On November 27, 2001, the Sonoma County Water Agency (Water Agency) Board of Directors directed the Water Agency to:

- 1) Continue studies and research regarding the ability of natural filtration to provide adequate treatment for emerging water quality issues for potable water supply along the Russian River; and
- 2) Continue to work with federal, state, and local agencies on cooperative projects to preserve and protect the water quality and environmental resources of the Russian River Basin.

Since that time, the Water Agency has been working with scientists from the United States Geological Survey to better understand the water quality conditions prevalent in the Russian River Basin. This work is being conducted to improve the reliability of the water transmission system and is described in the Water Agency's June 2013 Water Supply Strategies Action Plan (Strategy 6, Immediate Action 4).

The proposed study builds upon prior studies that performed a series of water quality and aquifer

sediment analyses. Key findings of the studies to date include a better understanding of the role that sediment grain chemistry, dissolved organic carbon, and grain sorting play in promoting natural filtration of Russian River water. The results from those analyses were evaluated and used to develop the scope of the current proposal. The proposed studies will provide the Water Agency with information on how dissolved organic carbon varies with depth and over time within riverbed sediments, and how potential changes within the watershed (such as the potential for future wildfire events) could affect water quality. Data from this study will allow the Water Agency to better assess the ability of river and basin sediments to efficiently remove microbiological contaminants during river bank filtration, as well as understand and plan for the potential affects from future events.

SERVICES TO BE PERFORMED

Under the proposed Agreement, the United States Geological Survey will:

1. Assess temporal and spatial variability in microbial communities within aquifer sediments and the water column using DNA-based molecular techniques;
2. Employ modified seepage meters and drive point samplers within the Russian River and infiltration ponds to compare the removal of bacteria and microspheres under natural and dissolved organic carbon-amended conditions;
3. Conduct detailed laboratory investigations in order to provide comparisons of dissolved organic carbon changes, including those caused by potential wildfire events, and sediment characteristics which may affect removal efficiencies of sediments for oocysts.

The cost of services will not exceed \$124,900 through January 30, 2015. The total cost of the study to fully achieve the goals of the research is estimated to be approximately \$400,000. Additional costs of \$125,000 in fiscal year 2014/2015, and \$150,000 in fiscal year 2015/2016 will be needed to complete the study, and will be budgeted for, as needed, under separate agreements during subsequent fiscal years. To help reduce these future costs, the Water Agency and United States Geological Survey are planning to apply for up to \$100,000 to support the research through the Water Research Foundation’s Tailored Collaboration Program.

REQUEST FOR GENERAL MANAGER AUTHORITY TO TERMINATE

The standard template used for professional services agreements includes the following language, “Authority to Terminate: Water Agency’s right to terminate may be exercised by Water Agency’s General Manager.” Since the subject agreement was prepared by U.S. Geological Survey using its form, this language is not included. Therefore, staff requests that the General Manager be authorized to terminate the Agreement, if appropriate, in keeping with standard protocol.

Prior Board Actions:

- 12/7/2010: Approved agreement between the Water Agency and the United States Department of the Interior, United States Geological Survey for a joint funding agreement to evaluate aquifer sediments and water quality. Cost \$150,000; term end September 30, 2012.
- 11/27/2001: Resolution No. 01-1397 authorizing Water Agency to: 1) continue studies and research regarding the ability of natural filtration to address emerging water quality issues for potable water supply; and 2) continue to work with federal, state and local agencies on cooperative projects to preserve and protect water quality.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

County Goal 2: Economic and Environmental Stewardship - The proposed study will provide information

on the ability of the Water Agency’s riverbank filtration facilities to continue addressing emerging water quality issues for the potable drinking water supply serving approximately 600,000 residents in Sonoma and Marin Counties.

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

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 124,900	Water Agency Gen Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Water Transmission fund Fees/Other	\$ 124,900
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 124,900	Total Sources	\$ 124,900

Narrative Explanation of Fiscal Impacts (If Required):

FY 2013/2014 appropriation of \$124,900 is from the Water Transmission fund. No additional appropriation is required.

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:

N/A

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

United States Geological Survey Agreement (1 copy)



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: The Board of Supervisors of Sonoma County

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Scott Jann - (707) 565-8305
Terina Tracy - (707) 565-3234

Supervisorial District(s):

Title: 03-11-2014 ACTTC Audit Report Treasurer Investment Pool

Recommended Actions:

Review and accept the audit report of the Sonoma County Treasury Treasurer Investment Pool for the quarter ended September 30, 2013.

Executive Summary:

California Government Code Section 26920 requires quarterly cash counts, and verification that the records of the County Treasurer and Auditor are reconciled pursuant to Section 26905.

We performed certain audit procedures and a review for the quarter ending September 30, 2013. These procedures included but are not limited to verification the fiscal records of the County Treasurer and the Auditor are reconciled, a quarterly physical cash count of the cash in the Treasury, and confirmation of account balances per the Treasury Investment Reports for September 30, 2013.

As stated in the Internal Audit Charter, the Internal Audit Division is organized and managed to optimize auditor independence, including not being directly involved in the day-to-day operation of the system of internal controls and having the ability to report directly to the Board with review findings. As such, we believe that the Internal Audit Division maintained independence during this review.

There were no significant findings as a result of our procedures.

Prior Board Actions:

The Board reviewed and accepted the Agreed Upon Procedures and Review Reports for the quarter ending June 30, 2013 on August 20, 2013.

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:

ATTACHMENT "A" 1st Quarter Treasurer Investment Pool Compliance Audit Report

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

NONE

Internal Audit

S o n o m a C o u n t y

Compliance Audit: County of Sonoma Treasury Treasurer Investment Pool

For the Quarter Ended
September 30, 2013

The County of Sonoma Treasury's cash in the vault agrees with amounts in the Treasury records, Treasury cash and investments for the quarter ended September 30, 2013 agree with ending bank statement balances, and the records of the County Treasurer and Auditor have been reconciled. Internal controls over the preparation and review of the quarterly bank reconciliations and the quarterly report of the Treasurer's Statement of Assets are adequately designed and implemented. We have reviewed the Treasurer's statement of assets and the amounts reported are supported by the Treasurer's records and bank and investment statements.

Audit No: 3575
Report Date January 14, 2014



Audit Manager: Kanchan K. Charan, CPA
Audit Supervisor: Damian Gonshorowski, CPA
Auditor: Scott Jann

Table of Contents

County of Sonoma Treasury
Treasurer Investment Pool
Audit No. 3575

For the Quarter Ended
September 30, 2013

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Procedures and Results.....	3 - 4
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Supplemental Statement:	
Statement of Assets	6

Introduction and Background

Introduction

We have completed a compliance audit of the County of Sonoma Treasury for the period July 1, 2013 to September 30, 2013. We conducted our audit in accordance with the *International Standards for the professional Practice of Internal Auditing (Standards)*, and in accordance with certain sections of the California Government Code. These standards require that we identify, analyze, evaluate, and document sufficient information and evidence to achieve our audit objectives. We believe that the evidence obtained provides a reasonable basis for the results, observations, and recommendations contained in our report.

The purpose of our engagement is to determine that the Treasury has complied with California Government Code section 26905 which requires the auditor to reconcile the cash and investment accounts as stated on the auditor's books with the cash and investment accounts as stated on the Treasurer's books, section 26920(a) requiring that at least once in each quarter, the county auditor shall perform, or cause to be performed, a review of the treasurer's statement of assets in the county treasury and issue a report thereof, and section 26922 requiring that the auditor shall file a copy of the quarterly report prepared pursuant to Section 26920(a) in the office of the Clerk of the Board of Supervisors.

We would like to thank management and staff for their time, information, and cooperation throughout the engagement.

Background

The County of Sonoma Treasury is responsible for the safekeeping and investment of funds for the County, School Districts and Special Districts. The Treasury oversees all banking operations for the County and its Departments and is the paying agent for all debt and Special Assessments. All public financing is coordinated through the Treasury, as well as tax and revenue anticipation notes for the County and School Districts and General Obligation bonds for the School Districts. The Treasury also manages an investment portfolio of over \$1.5 billion and allocates over \$12 million in interest earnings annually.

Objectives and Scope

Objectives

The primary objectives of this audit were to determine if:

1. Cash in the Treasury vault agrees with amounts in the Treasury records;
2. Treasury cash and investments exist and agree with bank and other safekeeping agents' statements;
3. Internal controls over the preparation and review of quarterly bank reconciliations are adequately designed and implemented;
4. The records of the County Treasurer and Auditor have been reconciled, per Government Code §26905;
5. Internal controls over the quarterly report of the Treasurer's Statement of Assets are adequately designed and implemented to ensure amounts and types of assets are accurately reported, the report is properly reviewed, signed, and on file with the Clerk of the Board pursuant to Government Code §26922

Scope

The audit was for the period July 1, 2013 to September 30, 2013. The scope of our work included the following:

- A preliminary survey to update our knowledge of the operating environment; identify changes in laws and regulations, systems, personnel and organization structure
- A risk analysis to identify significant risks of non compliance with policies, procedures or laws, loss or misuse of assets and inefficiencies in processes
- A review and evaluation of internal controls designed to ensure compliance with the above requirements and to adequately reduce the risk identified
- Tests of compliance to gain assurance that the internal control system is functioning as intended and is achieving its design objectives
- Follow up to determine the status of previous audit report findings and recommendations

Procedures and Results

Procedures

We have performed the procedures enumerated below:

1. Count cash in the Treasury vault and verify amounts to Treasury records
2. Verify existence and valuation of Treasury cash and investments held in banks and other safekeeping agents through the agents' statements
3. Review bank reconciliations for mathematical accuracy, reasonableness, and authorization
4. Review the deferred compensation reconciliations for completeness and verify balances to Nationwide confirmations
5. Verify a quarterly report of Treasury assets is properly reviewed, signed, and on file with the Clerk of the Board pursuant to Government Code §26922
6. Verify that records of the County Treasurer and Auditor have been reconciled, per Government Code §26905
7. We will present a written report listing the procedures applied and our related findings
8. We will express our opinion as to whether we are aware of any material modifications that should be made to the Treasurer's Statement of Assets in order for it to be presented in conformity with Government Code §26920.

Results

Objective #1: Cash in the Treasury vault agrees with amounts in the Treasury records

The results of our cash count on October 1, 2013 support that cash on hand in the Treasury as of September 30 agrees with Treasury records (Teller Cash Sheets).

Objective #2: Treasury cash and investments exist and agree with banks' and other safekeeping agents' statements

The results of our tests verified the existence and valuation of Treasury cash and investments agree with banks' and other safekeeping agents' statements

Objective #3: Internal controls over the preparation and review of quarterly bank reconciliations are adequately designed and implemented

Internal controls over the preparation and review of quarterly bank reconciliations are found to be adequately designed and implemented.

Objective #4: The records of the County Treasurer and Auditor have been reconciled, per Government Code §26905

The reconciliation of the records of the County Treasurer and Auditor has been successfully performed.

Objective #5: Internal controls over the quarterly report of the Treasurer's Statement of Assets are adequately designed and implemented to ensure amounts and types of assets are accurately reported, the report is properly reviewed, signed, and on file with the Clerk of the Board pursuant to Government Code §26922

Internal controls over the quarterly report of the Treasurer's Statement of Assets are found to be adequately designed and implemented. We have reviewed the Treasurer's statement of assets and the amounts reported are supported by the Treasurer's records and bank and investment statements.

Observations and Recommendations

Observations

No exceptions were noted as a result of our procedures.

Recommendations

None.

Supplemental Statement

**Sonoma County Treasury
Statement of Assets
September 30, 2013**

	Investment Pool
Cash in Vault	\$ 138,921
Cash in Banks	17,954,810
Investments	
Securities	1,133,045,310
Local Agency	49,863,310
Mutual Funds	98,163,970
Checks and County Warrants	508,913
Deferred Compensation	283,980,457
 Total Assets	 <u><u>\$ 1,583,655,690</u></u>

Note 1: Financial Statement Presentation

This special-purpose statement of net assets was prepared for the purpose of presenting the net assets of the Treasury pursuant to the California Code Section 26920 and is not intended to be a presentation in conformity with generally accepted accounting principles. The amounts presented are unadjusted book value. Accordingly, note disclosures required by Governmental Accounting Standards Board Statement No. 40 deposit and Investment Risk Disclosures, an amendment to GASB Statement No. 2, are not presented, since such disclosures are not required by the California Government Code Section 26920.



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: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Donna Dunk 565-3274

Supervisorial District(s):

ALL

Title: Authorize issuance of checks and Automated Clearing House (ACH) Payments

Recommended Actions:

Authorize the Auditor-Controller-Treasurer-Tax Collector (ACTTC) to issue checks and Automated Clearing House (ACH) Payments instead of warrants, to comply with current banking processes.

Executive Summary:

Staff is recommending the authorization of the Auditor-Controller-Treasurer-Tax-Collector (ACTTC) to issue checks and ACH Payments in lieu of warrants to comply with current banking industry standards. The ACTTC has historically issued warrants rather than checks or ACH Payments for payroll to individual employees, accounts payable to vendors, to local governments, to taxpayers receiving tax refunds, to recipients of unemployment benefits, and to owners of unclaimed money. A warrant is a written order to pay that instructs a federal, state, or county government treasurer to pay the warrant holder on demand or after a maturity date. A warrant differs from a check in that a warrant contains a promise to pay when the government has funds available for such payment, but not before. A warrant is not a negotiable instrument. A check is a negotiable instrument that contains an immediate promise to pay and may be payable on demand.

The banking institutions that provide banking services to Sonoma County only process checks and ACH payments and will no longer process warrants. Government Code 53912 allows the ACTTC to issue checks and ACH Payments in lieu of warrants when authorized by the governing body.

Issuing checks rather than warrants is in line with Sonoma County's current procedures. California differentiates between regular warrants, which can be exchanged immediately for cash, and registered warrants, which are IOUs. As an example of registered warrants, during the State's budget crisis in the late 1990s, the State treasurer was forced to issue warrants paying 18% interest in lieu of paying the State's bills with real money. Sonoma County does not issue registered warrants and only issues regular warrants which by definition are checks which are payable on demand. Also, even though checks do not expire within 6 months, as warrants do, the ACTTC has a process whereby banks will stale date checks

over 6 months old and not pay them on demand.

With this change in the banking industry, authorization is needed from your Board under the authority of Government Code 53912 to issue checks and ACH payments instead of warrants.

Prior Board Actions:

None.

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):

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

To: Board of Supervisors of Sonoma County

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Paul Cocking 565-2858

Supervisorial District(s):

Countywide

Title: Treasury Accounting Services Contract Renewal not to exceed \$30,533 plus CPI in year one and each subsequent year increase will be at the rate of CPI; and Ratification of Product Services Amendment for \$35,000.

Recommended Actions:

Authorize the Auditor-Controller Treasurer-Tax Collector (ACTTC) to sign a 3 year renewal of the SunGard AvantGard LLC contract in an amount not to exceed \$30,533 plus CPI in year one and each subsequent year thereafter for treasury accounting and portfolio services; and ratify a \$35,000 amendment for programming expenses related to the implementation of FAMIS/PeopleSoft conversion.

Executive Summary:

The Treasury is responsible for the safekeeping and investment of funds for the County, School Districts and Special Districts. As part of this function the Treasury oversees all banking operations, as well as, fund accounting of the investment pool. In order to accomplish these tasks staff utilizes an investment accounting software program provided by SunGard AvantGard LLC. The SunGard accounting platform is the principle fund accounting system used to track the balances of pool participants and the values of investments held by the Pool, which is tied directly into the County's general ledger. Two additional modules are also used to track the cash flow needs of the pool participants and provide cashing functionality which provides depository utility. The SunGard system provides a full-featured fund accounting system for tracking the daily activity of all pool participants' funds on deposit with the Treasury and is the industry standard used by multiple counties and agencies throughout the State. In light of the work taking place with the FAMIS/PeopleSoft conversion, the ACTTC is requesting the term of the contract be extended for a period of 3 years, for an amount not to exceed \$30,533 plus CPI in year one and each subsequent year thereafter, at which time Treasury will review options available in the market place and pursue an appropriate longer-term contract with whichever vendor is most appropriate.

The Enterprise Financial System (EFS) has been designated a number one priority by the Board of

Supervisors. As a result of EFS integrating all of the County departments' mainframe systems into one global system, programming needs to be done to integrate SunGard with the new Oracle PeopleSoft system. After a careful review, it has been determined that SunGard will need 17.5 business days (approximately one calendar month) to accomplish this programming. Due to the urgent nature of the EFS schedule and in an effort to avoid delaying the EFS implementation process, the Auditor-Controller Treasurer-Tax Collector signed a product services statement of work amendment to the current SunGard contract that we are respectfully asking you to ratify the statement of work signed on 01/13/2014 for \$35,000 related to the integration of the Sungard and Peoplesoft systems.

Prior Board Actions:

6/6/2006 Board approved existing contract by resolution #06-0509.

Strategic Plan Alignment Goal 3: Invest in the Future

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 30,532		\$
Add Appropriations Req'd.	\$ 35,000	State/Federal	\$
	\$	Fees/Other	\$ 65,532
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 65,532	Total Sources	\$ 65,532

Narrative Explanation of Fiscal Impacts (If Required):

The additional appropriations will be paid from Treasury administration fees and the \$35,000 will be requested in the next budget adjustments.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items "On File" with the Clerk of the Board:			
<ol style="list-style-type: none">1. Product Services Amendment – dated2. Product Services Amendment - dated January 13, 2014			



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: March 11, 2014

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: Joint Powers Agreement

Recommended Actions:

Resolution authorizing Chair to execute Joint Powers Agreement between the County of Sonoma and the City of Sonoma continuing the Sonoma Valley Citizens Advisory Commission.

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):

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Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

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Attachments:

Joint Powers Agreement; Exhibit A, Sonoma Valley Citizens Advisory Commission Rules and Procedures; Exhibit B, Sonoma Valley Planning Area,, Resolution.

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

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**JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF
SONOMA AND THE CITY OF SONOMA CONTINUING THE
SONOMA VALLEY CITIZENS ADVISORY COMMISSION**

This Agreement is made by and between the County of Sonoma, a political subdivision of the State of California (“County”), and the City of Sonoma, a general law city (“City”), and is dated for convenience as of January 1, 2014.

RECITALS

Whereas, County and City share responsibility for local planning in the Sonoma Valley; and

Whereas, according to statewide growth projections, County and City are faced with the potential for unprecedented population growth and development; and

Whereas, Sonoma Valley, with its beautiful landscape, historic buildings, and growing industries producing wine, dairy, and other agricultural products, is an ideal environment for local residents and businesses; and

Whereas, it is in the public interest that County and City coordinate their local planning activities; and

Whereas, this coordination is enhanced by better communication; and

Whereas, Government Code section 65101 authorizes the establishment of joint advisory agencies through a plan or organization mutually agreeable to cooperating counties and cities; and

Whereas, County and City have established the Sonoma Valley Citizens Advisory Commission (“the Commission”) pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

Whereas, County and City desire to continue the Commission in existence for a period of five (5) years.

OPERATIVE PROVISIONS

Now, Therefore, Be It Agreed as follows:

1. By virtue of resolutions of County and City authorizing the execution of this Agreement, the Commission is hereby continued in existence.

2. The Commission shall be empowered from January 1, 2014, to December 31, 2018 (“the five-year term”), and shall be subject to review by County and City each year of its existence. The Commission may, at the conclusion of the five-year term, be continued for a time certain upon mutual consent of County and City, subject to periodic review as previously defined.

3. County and City reserve the right to terminate this Agreement and the Commission at any time upon mutual agreement, or upon sixty (60) days notice from either party to the other.

4. The boundaries and area subject to the jurisdiction of the Commission are shown in Exhibit “A,” attached hereto and incorporated herein by this reference.

5. The Commission shall consist of eleven (11) commissioners, two (2) alternate commissioners, two (2) emeritus (non-voting) commissioners, two (2) ex-officio (non-voting) members, and two (2) alternate ex-officio (non-voting) members. The commissioners, alternate commissioners, and emeritus commissioners shall be from the Subareas shown in Exhibit “A.” The ex-officio members and alternate ex-officio members shall be representatives from County and City. Representation shall be generally based upon the population distribution of the Sonoma Valley. It is understood that in addition to meeting the following geographical criteria, it is desirable that the commissioners, alternate commissioners, and emeritus commissioners represent a wide range of interest, varied experience and expertise, and include members of the general public to encourage a greater voice in local government decisions. Commissioners, alternate commissioners, emeritus commissioners, ex-officio members, and alternate ex-officio members shall be selected as follows:

(a) Representing County:

(1) El Verano West: three (3) commissioners from the area covered by the portions of Subareas 3, 4, and 10 that lie to the west of Sonoma Creek.

(2) Springs East: two (2) commissioners from the area covered by the portions of Subareas 3 and 9 that lie to the east of Sonoma Creek.

(3) North Valley: two (2) commissioners from the area covered by Subareas 5, 6, 7, and 8.

(4) South Valley: one (1) commissioner from the area covered by Subareas 11, 12, 13, and 14.

(5) One (1) alternate commissioner from the area covered by Subareas 3 - 14, inclusive.

(6) One (1) emeritus commissioner from the area covered by Subareas 3 - 14, inclusive, who shall be a former commissioner or alternate commissioner.

(7) One (1) ex-officio member and one (1) alternate ex-officio member from County’s Planning Agency, which is comprised of the Board of Supervisors, Planning Commission, Board of Zoning Adjustments, and Permit and Resource Management Department staff.

(b) Representing City:

(1) City of Sonoma: three (3) commissioners and one (1) alternate commissioner from the area covered by Subareas 1 and 2, being the city of Sonoma and its primary sphere of influence.

(2) One (1) emeritus commissioner from the area covered by Subareas 1 and 2, who shall be a former commissioner or alternate commissioner.

(3) One (1) ex-officio member and one (1) alternate ex-officio member from City's Planning Agency, which is comprised of the City Council, Planning Commission, and Planning Department staff.

6. One commissioner shall be designated and shall act as representative of public service agencies, such as water, fire, school, and other districts or entities.

7. The commissioners, alternate commissioner, emeritus commissioner, ex-officio member, and alternate ex-officio member representing County shall be appointed by County's Board of Supervisors. The commissioners, alternate commissioner, emeritus commissioner, ex-officio member, and alternate ex-officio member representing City shall be appointed by City's City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valley-wide significance.

9. The Commission may also, from time to time, hold publicly noticed "town hall meetings" to inform local citizens, provide a forum for local citizens within the Sonoma Valley to raise and discuss local planning issues of importance, and to recommend long range policy direction for resolution of those issues.

10. The rules and procedures for governance of the Commission shall be as set forth in Exhibit "B," attached hereto and incorporated herein by this reference. The rules and procedures may be amended or modified upon mutual consent of County and City.

11. County and City, through their respective planning agencies, shall cooperate with the Commission to reach the goals of this Agreement.

In Witness Whereof, County and City have executed this Agreement as set forth below.

County:
County of Sonoma

By: _____
Chair, Board of Supervisors

ATTEST:

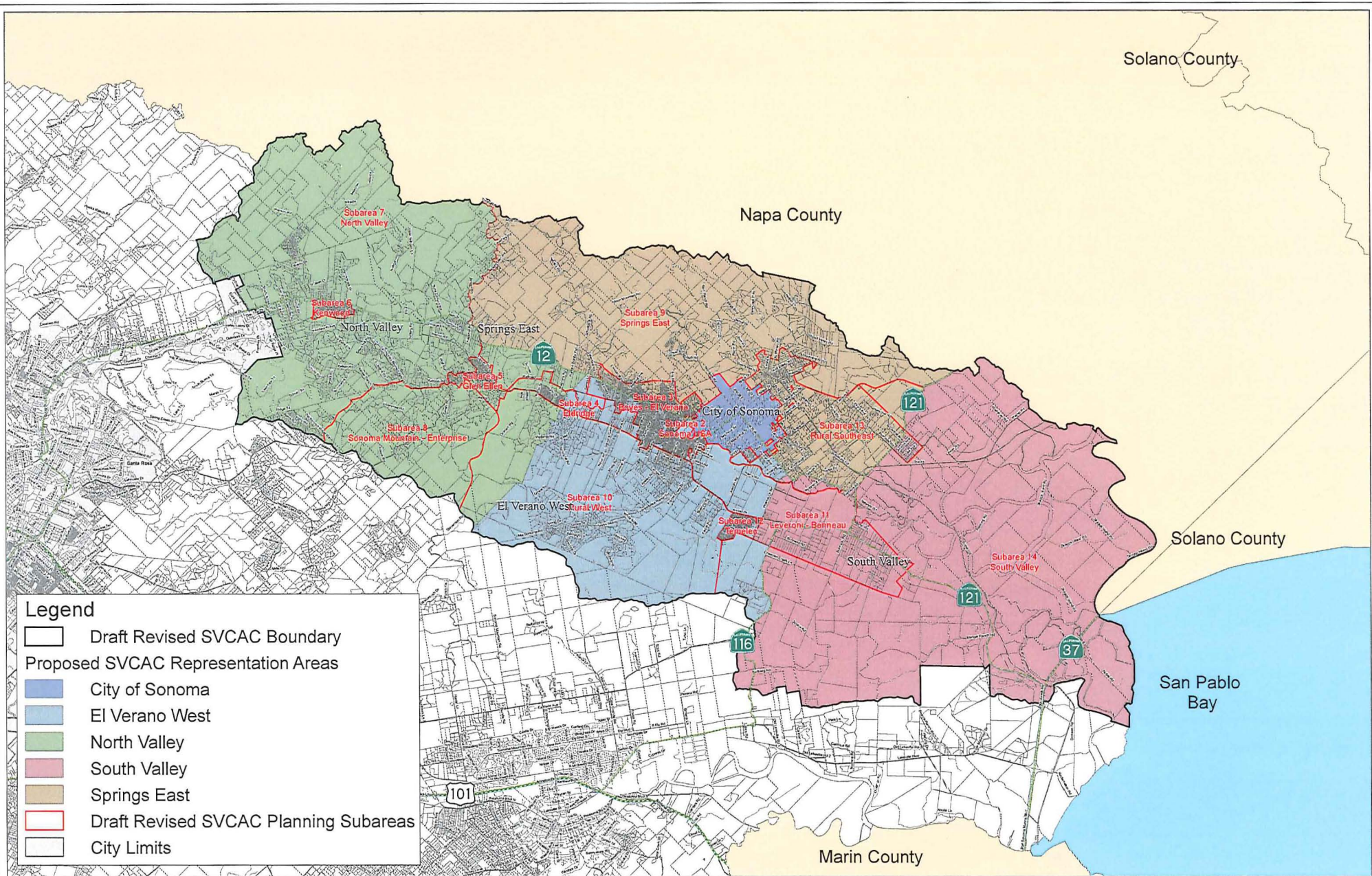
Veronica A. Ferguson, Clerk of the
Board of Supervisors

City:
City of Sonoma

By: _____
Mayor

ATTEST:

City Clerk



Legend

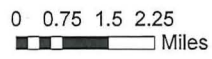
- Draft Revised SVCAC Boundary
- Proposed SVCAC Representation Areas
- City of Sonoma
- El Verano West
- North Valley
- South Valley
- Springs East
- Draft Revised SVCAC Planning Subareas
- City Limits

Sonoma Valley Citizen Advisory Commission Area

Exhibit A

County of Sonoma

Permit and Resource Management Department



1 inch equals 0.75 miles



2550 Ventura Avenue, Santa Rosa, California 95403
707-565-1900 FAX 707-565-1103

Note:
1. Parcel Boundaries derived from 1:5000 outline maps and revised using Assessor Parcel Maps. Alignment inaccuracies occur due to interpolation.
2. Data is for planning purposes.
3. Questions regarding this map and the data herein should be directed to PRMD (707) 565-1000.
4. Topography USGS 7.5 Quadrangle sheet.
Map Scale and Reproduction methods limit precision in physical features displayed. This map is for illustrative purposes only, and is not suitable for parcel-specific decision making. The parcels contained herein are not intended to represent surveyed data. Site-specific studies are required to draw parcel-specific conclusions. Assessor's parcel data are current as of July 1, 2013. For more current parcel data consult the County of Sonoma Assessor's Office.

No part of this map may be copied, reproduced, or transmitted in any form or by any means without written permission from the Permit and Resource Management Department (PRMD), County of Sonoma, California.

EXHIBIT “B”
SONOMA VALLEY CITIZENS ADVISORY COMMISSION
RULES AND PROCEDURES

I. Commissioners.

A. Appointment: Appointment of County’s eight commissioners, one alternate commissioner, one emeritus commissioner, one ex-officio member, and one alternate ex-officio member shall be made by County’s Board of Supervisors. Appointment of City’s three commissioners, one alternate commissioner, one emeritus commissioner, one ex-officio member, and one alternate ex-officio member shall be made by City’s City Council.

B. Qualifications: Each commissioner and alternate commissioner shall be a resident of, and registered voter in, the area represented by that commissioner or alternate commissioner.

C. Terms of Office: Commissioners and alternate commissioners shall serve four-year terms at the pleasure of their appointing authority. No commissioner or alternate commissioner shall serve more than two terms unless their appointing authority approves an exception to allow the commissioner or alternate commissioner to serve an additional term or terms. In any case, County and City each reserve the right to remove a commissioner or alternate commissioner it appointed regardless of the term of appointment, with or without cause. Emeritus commissioners, ex-officio members, and alternate ex-officio members shall serve at the pleasure of their appointing authority and may be removed at any time, with or without cause.

D. Duties of Commissioners:

1. To attend and participate in meetings of the Commission.
2. To study and analyze appropriate material submitted.
3. To participate in discussions and research and write necessary reports.
4. To serve on such subcommittees as may be designated by the Commission.
5. To aid the public in understanding and participating in local planning issues, and the processes of local government.

E. Vacancies: In event of termination, death, resignation, or inability to serve on the part of any commissioner or alternate commissioner, such condition shall be brought to the attention of the appointing authority. “Inability to serve” shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) consecutive regular meetings without a valid excuse, the appointing authority shall be notified and requested to appoint a more active replacement.

At any time that a vacancy occurs, either County or City, as the case may be, shall have sixty (60) days to fill the vacancy. Should either County or City fail to act in the time specified, the Commission shall have the authority to make the appointment in accordance with the prescribed membership.

F. Officers: At the first meeting in each calendar year, the Commission shall elect a Chair, Vice Chair, and Secretary. The Chair shall perform the functions specified in these Rules and Procedures. When the Chair is absent, the Vice Chair shall assume the duties of the Chair. If the Chair and the Vice Chair are both absent, the remaining members of the Commission shall select one of its members to act as Chair Pro Tem. The Secretary shall act as secretary to the Commission.

G. Office: The principal place of business of the Commission shall be determined by the Commission. At a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.

H. Compensation: Commissioners shall serve without compensation.

II. Meetings.

A. Frequency and Location: Meetings of the Commission shall be on an “as needed” basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to County’s Board of Supervisors and City’s City Council and their staffs. All meetings shall be held within the area shown in Exhibit “A” to the Joint Powers Agreement and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.

B. Brown Act: All meetings and all deliberations of the Commission shall be open to the public and shall be governed by the Brown Act.

C. Rules of Procedure: All meetings of the Commission shall be conducted, insofar as practical, according to Roberts Rules of Order or other parliamentary authority adopted by the Commission.

D. Presiding Official: The Chair, or the Vice Chair in the Chair’s absence, shall preside over all meetings of the Commission. In case of absence of both the Chair and the Vice Chair, the Chair Pro Tem shall preside.

E. Agenda: The Chair shall be responsible for setting the agenda of each meeting of the Commission. Each agenda shall be reviewed by County’s First District Supervisor and by City’s Mayor. County’s First District Supervisor and City’s Mayor shall assign respective staff to attend as needed.

F. Voting: Each member of the Commission is entitled to one vote. A member may abstain from voting in cases of conflict of interest, in which case he or she must state what the

conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.

G. Minutes of Meeting: The minutes of each meeting of the Commission shall include a copy of the Agenda, the official public record of the meeting, and shall indicate any actions taken by the Commission. A copy of the minutes shall be sent to County and City.

H. Special Meetings: Special meetings of the Commission may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.

I. Notice of Meetings: Notice of meetings of the Commission shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as County's Board of Supervisors or City's City Council may request.

J. Quorum: Six voting members of the Commission shall constitute a quorum of the Commission.

K. Alternate Commissioner: County's alternate commissioner shall serve only in the absence of one of County's commissioners. Likewise, City's alternate commissioner shall serve only in the absence of one of City's commissioners. Each alternate commissioner who serves is entitled to one vote.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____
Resolution _____
Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Authorizing The Chair To Execute A Joint Powers Agreement With The City Of Sonoma Continuing The Sonoma Valley Citizens Advisory Commission For A Period Of Five (5) Years From January 1, 2014, To December 31, 2018

Whereas, the County of Sonoma (“the County”) and the City of Sonoma (“the City”) have established the Sonoma Valley Citizens Advisory Commission (“the Commission”) pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

Whereas, the County and the City mutually desire to continue the Commission in existence for five (5) years from January 1, 2014, to December 31, 2018;

Now, Therefore, Be It Resolved that the Board of Supervisors hereby authorizes the Chair to execute a Joint Powers Agreement with the City of Sonoma continuing the Sonoma Valley Citizens Advisory Commission for a period of five (5) years from January 1, 2014, to December 31, 2018.

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

To: Sonoma County Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

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

Supervisorial District(s):

Title: West County Transportation Agency Conflict of Interest Code Amendment

Recommended Actions:

Adopt resolution approving conflict of interest code amendment for the West County Transportation Agency.

Executive Summary:

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

The West County Transportation Agency amended its conflict of interest code to update position titles and add or delete positions, and has requested that the Board of Supervisors, as the code reviewing body, review and approve its amended code. County Counsel has reviewed these changes, and has determined that the code complies with the Political Reform Act. The West County Transportation Agency has been notified that the Board would consider this matter today, and they notified their employees of the right to be heard on the proposed amendments. No one has requested an opportunity to appear.

Prior Board Actions:

Biannually, last in 2013: Approved Conflict of Interest Code amendments for various agencies.

Strategic Plan Alignment

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:

1. Resolution
2. Amended Conflict of Interest Code Submitted by West County Transportation Agency

Re

--



County of Sonoma

State of California

Date: March 11, 2014

Resolution Number: _____

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Approving an Amendment to the Conflict of Interest Code for the West County
Transportation Agency**

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

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

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

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

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

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

WEST COUNTY TRANSPORTATION AGENCY

BOARD POLICY

3008

ADMINISTRATION

CONFLICT -OF-INTEREST CODE

The Political Reform Act, (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) containing the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of West County Transportation Agency (JPA).

APPENDIX A

**WEST COUNTY TRANSPORTATION AGENCY
A JOINT POWERS AGENCY**

DESIGNATED POSITIONS

<u>Designated Positions Category</u>	<u>Assigned Disclosure</u>
Board Members	1, 2
Executive Director	1, 2
Consultants	*

*Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code (Gov. Code Sec. 81008).

APPENDIX B

WEST COUNTY TRANSPORTATION AGENCY A JOINT POWERS AGENCY

DISCLOSURE CATEGORIES

Category 1 (Interests in Real Property)

Designated positions assigned to this category must report:

Interests in real property, located in whole or in part: (1) within the boundaries of any school district served by the JPA; (2) within two miles of the boundaries of any school district served by the JPA; or (3) within two miles of any land owned or used by the JPA, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Category 2 (Investments, Business Interests, Gifts, and Loans)

Designated positions assigned to this category must report:

Investments and business positions in business entities and sources of income, including gifts, loans, and travel payments, from any source.

Revised and re-adopted 9/11/13

Amended and re-adopted 2/12/14



County of Sonoma Agenda Item Summary Report

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): General Services

Staff Name and Phone Number:

Ginny Bauer,
Assistant Purchasing Agent
707 565-2433

Supervisorial District(s):

N/A

Title: Confidential Document Shredding

Recommended Actions:

Authorize the Purchasing Agent to execute a Blanket Purchase Order with Cintas Corporation for confidential document shredding services effective April 1, 2014, through March 31, 2015, with the option to extend for two additional one year periods, providing that extensions are agreeable to both parties. The estimated cost of the Blanket Purchase Order is expected to be approximately \$32,622 per year.

Executive Summary:

The proposed Blanket Purchase Order will provide confidential shredding services for several County departments. The Blanket Purchase Order will facilitate ease of payments by the departments using the document shredding services. Currently, the County has a Blanket Purchase Order with Access Information Management that will expire March 31, 2014.

Background

County departments require routine confidential shredding services. Departments dealing in highly sensitive and confidential matters must destroy aged documents in a manner that ensures the County's integrity and compliance with the law. Shredding provides the required protection. The proposed Agreement will establish a contract with a qualified vendor for the pickup, shredding, and disposal of confidential documents and microfilm. Approximately 600,000 pounds of documents are shredded annually. Currently, the County has a Blanket Purchase Order with Access Information Management. This contract expires March 31, 2014.

Procurement

The Purchasing Division issued a Request for Proposal (RFP) soliciting submittals from fifteen vendors for Confidential Material Pickup, Shredding and Disposal. Three (3) responses were received and evaluated based on the following criteria: ability to perform services; professional qualifications; project approach

and work schedule; quality of work verified by references; cost relative to scope of services; and locality of the Proposer. No local responses were received.

Cintas Corporation of Fremont, California was ranked number one in the selection process. The Cintas proposal demonstrated a solid record of service, the ability to perform required work, and had the lowest price overall for the services requested. The remaining two proposals (Access Information Management and Recall) were deemed to not offer the same level of service provided by Cintas Corporation. Key components of the Cintas proposal was offering both on and off-site shredding services, a dedicated account manager, extensive reporting services and a lower pricing structure. The General Services Purchasing Agent recommends that the County enter into a Blanket Purchase Order Agreement with Cintas Corporation of Fremont for document shredding services.

Prior Board Actions:

June 10, 2008 – BPO Agreement was awarded to Access Information Management.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

All shredded material is recycled which saves water resources, landfill space and trees.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 32,622	County General Fund	\$ 32,622
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 32,622	Total Sources	\$ 32,622

Narrative Explanation of Fiscal Impacts (If Required):

Sufficient appropriations for this blanket purchase order are in the various departments' budgets. Actual charges are subject to each department's respective use of the service(s). The estimated cost of these services is \$32,622 annually. Prior shredding expenses in the past four (4) fiscal years have been as follows: FY 2009/10 \$35,894, FY 2010/11 \$28,454, FY 2011/12 \$34,768 and FY 2012/13 \$31,370.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):
Attachments:
Cintas Scope of Work and Rate Sheet
Related Items "On File" with the Clerk of the Board:
Request For Proposal (RFP)

ATTACHMENT: B Pick Up Sites

ACCOUNT NUMBER	SERVICE ADDRESS	PLACEMENTS	SCHEDULE	NOTES
A0228-HEALTH SERVICES	3322 CHANATE RD, OLDER ADULT TEAM, SANTA ROSA	(1) 64G BIN	EVERY OTHER THURSDAY	
A0228-HEALTH SERVICES	3324 CHANATE RD, SANTA ROSA	(1) 64G BIN	EVERY OTHER THURSDAY	
A0228-HEALTH SERVICES	1247 CENTURY COURT, ANIMAL CARE & CONTROL, SANTA ROSA	(2) 40" CONSOLES	EVERY OTHER TUESDAY	
A0228-HEALTH SERVICES	1300 CODDINGTON CIRCLE, DUI, SANTA ROSA	(1) 64G BIN	4TH TUESDAY MONTHLY	
A0228-HEALTH SERVICES	1360 N. MC DOWELL BLVD, MENTAL HEALTH, PETALUMA	(1) 64G BIN	TUESDAY EVERY 8 WEEKS	
A0228-HEALTH SERVICES	1430 NEOTOMAS AVE, ORINDA CENTER, SANTA ROSA	(1) 64G BIN	EVERY OTHER WEDNESDAY	
A0228-HEALTH SERVICES	16390 MAIN ST. COMMUNITY MENTAL HEALTH, GUERNEVILLE	(1) 40" CONSOLE	TUESDAY EVERY 4 WEEKS	
A0228-HEALTH SERVICES	2350 PROFESSIONAL DR. FACT, SANTA ROSA	(1) 64G BIN	EVERY THURSDAY	
A0228-HEALTH SERVICES	2665A DUTTON MEADOW AVE, CA CHILDRENS SERVICES, SANTA ROSA	(1)27" CONSOLE & (1) 64G BIN	EVERY WEDNESDAY	
A0228-HEALTH SERVICES	3313 CHANATE RD, ADMIN/LAB, SANTA ROSA	(2) 40" CONSOLES	EVERY THURSDAY	
A0228-HEALTH SERVICES	3322 CHANATE RD, MENTAL HEALTH ANNEX, SANTA ROSA	(1) 64G BIN	EVERY OTHER THURSDAY	
A0228-HEALTH SERVICES	3322 CHANATE RD, MENTAL HEALTH-NORTON, SANTA ROSA	(2) 64G BINS, (1) 24" CONSOLE & (1) 27" CONSOLE	EVERY THURSDAY	
A0228-HEALTH SERVICES	3333 CHANATE RD, CHANATE HALL, SANTA ROSA	(4) 35G BINS, (1) 40" CONSOLE & (1) 64G BIN	EVERY OTHER THURSDAY	
A0228-HEALTH SERVICES	418 RILEY STREET, SUITE A & B, SANTA ROSA	(1) 64G BIN	ON CALL	
A0228-HEALTH SERVICES	625 5TH STREET, PUBLIC HEALTH, SANTA ROSA	(6) 64G BINS	EVERY OTHER TUESDAY	
A0228-HEALTH SERVICES	499 HUMBOLDT, VISTA FAMILY HEALTH CENTER (HIV/AIDS), SANTA ROSA	(2) 64G BINS	ON CALL	
A0228-HEALTH SERVICES	490 MENDICINO AVE, SUITE 202, SANTA ROSA	(1) 40" CONSOLE	ON CALL	
A0228-HEALTH SERVICES	7425 LOS GUILICOS RD., JUVENILE HALL DEPT. A, SANTA ROSA	(1) 40" CONSOLE & (1) 64G BIN	WEDNESDAY EVERY 4 WEEKS	
A3120-SHERIFF DEPT.	133 N. PYTHAIN RD, GRAND JURY, BUILDING L, SANTA ROSA	(1) 64G BIN	ON CALL	
A3120-SHERIFF DEPT.	16255 CHURCH ST, GUERNEVILLE	(1) 64G BIN	TUESDAY EVERY 4 WEEKS	
A3120-SHERIFF DEPT.	175 1ST STREET WEST, SONOMA	(1) 64G BIN	EVERY WEDNESDAY	
A3120-SHERIFF DEPT.	2254 ORDINANCE RD, SANTA ROSA	(2) 64G BINS	EVERY TUESDAY	
A3120-SHERIFF DEPT.	2755 MENDOCINO AVE, SUITE 202 (UPSTAIRS), SANTA ROSA	(1) 40" CONSOLE & (1) 64G BIN	EVERY WEDNESDAY	
A3120-SHERIFF DEPT.	2796 VENTURA AVE, SANTA ROSA	(8) 64G BINS	EVERY THURSDAY	
A3120-SHERIFF DEPT.	3336 CHANATE RD, CORONERS OFFICE, SANTA ROSA	(1) 64G BIN	EVERY THURSDAY	
A3120-SHERIFF DEPT.	520 LARKFIELD CENTER, SANTA ROSA	(1) 64G BIN	ON CALL	
A3120-SHERIFF DEPT.	555 SEBASTOPOL RD, SANTA ROSA	(1) 64G BIN	ON CALL	
A3120-SHERIFF DEPT.	562 RUSSELL AVE, SANTA ROSA	(9) 64G BINS	EVERY WEDNESDAY	
A3120-SHERIFF DEPT.	600 ADMINISTRATION DR., COURT SECURITY, 2ND FLR, SUITE 14, SANTA ROSA	(1) 64G BIN	TUESDAY EVERY 3 WEEKS	
A3120-SHERIFF DEPT.	620 LARKFIELD, SANTA ROSA	(3) 65G BINS & (3) 64G BINS	ON CALL	
A3120-SHERIFF DEPT.	7425 LOS GUILICOS RD, GRAND JURY, KENWOOD	(1) 64G BIN	ON CALL	
A3120-SHERIFF DEPT.	810 GROVE STREET, SUITE B, SONOMA	(1) 64G BIN	EVERY WEDNESDAY	
A3120-SHERIFF DEPT.	9291 OLD REDWOOD HIGHWAY, SUITE 300B, WINDSOR	(1) 64G BIN	EVERY OTHER TUESDAY	
A3121- SHERIFF DEPT. 2	2796 VENTURA AVE, SANTA ROSA	(9) 64G BINS	ON CALL	
A3122-RECORDS MANAGEMENT	1375 N. DUTTON AVE, SANTA ROSA	(1) 64G BIN	TUESDAY EVERY 12 WEEKS	
A3124-EMERGENCY SERVICES	2300 COUNTY CENTER DRIVE, SUITE B220, SANTA ROSA	(1) 13QT CONSOLE & (2) 65G BINS	EVERY OTHER TUESDAY	
A3126-WATER AGENCY	204 CONCOURSE BLVD, SANTA ROSA	(1) 65G BIN	THIRD TUESDAY MONTHLY	
A3126-WATER AGENCY	404 AVIATION BLVD, ROOM 108, SANTA ROSA	(1) 64G BIN	THIRD TUESDAY MONTHLY	

A3127-ASSESSORS OFFICE	585 FISCAL DRIVE, SUITE 104F, SANTA ROSA	(2) 64G BINS	EVERY OTHER THURSDAY	
A3128-CHILD SUPPORT SERVICES	3725 WESTWIND BLVD, SUITE 200, SANTA ROSA	(2) 64G BINS	EVERY TUESDAY	
A3129-COMMUNITY DEVELOPMENT COMMISSION	1440 GUERNEVILL RD, SANTA ROSA	(1) 40" CONSOLE & (2) 64G BINS	EVERY OTHER TUESDAY	
A3130-ACTTC	433 AVIATION BLVD, SUITE 120, SANTA ROSA	(2) 64G BINS	ON CALL	
A3130-ACTTC	575 ADMINISTRATION DRIVE, SUITE 117A, SANTA ROSA	(1) 64G BIN	EVERY OTHER THURSDAY	
A3130-ACTTC	585 FISCAL DRIVE, SUITE 100, SANTA ROSA	(2) 64G BINS	EVERY OTHER THURSDAY	
A3131-TRANSPORTATION & PUBLIC WORKS	2300 COUNTY DRIVE, SUITE B100, SANTA ROSA	(2) 64G BINS	EVERY OTHER TUESDAY	
A3131-TRANSPORTATION & PUBLIC WORKS	355 WEST ROBLES AVE, SANTA ROSA	SEE NOTES	ON CALL	NO BIN- WE BRING 64G BIN
A3132-INFORMATION SYSTEMS	2300 PROFESSIONAL DR., SANTA ROSA	(1) 64G BIN	THURSDAY EVERY 12 WEEKS	
A3132-INFORMATION SYSTEMS	2615 PAULIN DR., MAIN BUILDING, SANTA ROSA	(2) 64G BINS	EVERY OTHER THURSDAY	ONE BIN IS FOR MEDIA
A3132-INFORMATION SYSTEMS	370 ADMINISTRATION DRIVE, SANTA ROSA	(2) 64G BINS	2ND WEDNESDAY EVERY OTHER MONTH	
A3133-COUNTY COUNCIL	575 ADMINISTRATION DRIVE, SUITE 117D, SANTA ROSA	(1) 64G BIN	THURSDAY EVERY 4 WEEKS	
A3133-COUNTY COUNCIL	575 ADMINISTRATION DRIVE, SUITE 105, SANTA ROSA	(1) 64G BIN	EVERY OTHER THURSDAY	
A3134-DISTRICT ATTY	2300 COUNTY CENTER DR. SUITE 171B (INVESTIGATIONS) SANTA ROSA	(1) 64G BIN	TUESDAY EVERY 4 WEEKS	
A3134-DISTRICT ATTY	2300 COUNTY CENTER DR. SUITE B182 (AUTO THEFT) SANTA ROSA	(1) 64G BIN	1ST TUESDAY MONTHLY	
A3134-DISTRICT ATTY	2755 MENDOCINO AVE, ROOM 101, SANTA ROSA	(1) 40" CONSOLE	ON CALL	
A3134-DISTRICT ATTY	2755 MENDOCINO AVE, SUITE 100, SANTA ROSA	(1) 40" CONSOLE	ON CALL	
A3134-DISTRICT ATTY	575 ADMINISTRATION DR. SUITE 117B, SANTA ROSA	(1) 64G BIN	ON CALL	
A3134-DISTRICT ATTY	600 ADMINISTRATION DR. ROOM 212J, SANTA ROSA	(1) 40" CONSOLE & (1) 64G BIN	EVERY OTHER TUESDAY	
A3134-DISTRICT ATTY	600 ADMINISTRATION DR. ROOM 103J, SANTA ROSA	(1) 40" CONSOLE	EVERY OTHER TUESDAY	
A3134-DISTRICT ATTY	7425 LOS GUILICOS RD, SUITE D (JUVENILE DIVISION) SANTA ROSA	(1) 64G BIN	WEDNESDAY EVERY 4 WEEKS	
A3135-HUMAN RESOURCES	575 ADMINISTRATION DRIVE, SUITE 117C (LIABILITY UNIT), SANTA ROSA	(1) 64G BIN	THURSDAY EVERY 4 WEEKS	
A3135-HUMAN RESOURCES	575 ADMINISTRATION DR. SUITE 116B, SANTA ROSA	(3) 64G BINS	EVERY THURSDAY	
A3136-PRMD	2550 VENTURA AVE, SANTA ROSA	(1) 64G BIN	EVERY THURSDAY	
A3137-REGIONAL PARKS	2300 COUNTY CENTER DR. SUITE A120, SANTA ROSA	(1) 64G BIN	TUESDAY EVERY 4 WEEKS	
A3138-REGISTRAR OF VOTERS	435 FISCAL DRIVE, SANTA ROSA	(1) 64G BIN	THURSDAY EVERY 12 WEEKS	
A3139-PROBATION	2300 COUNTY CENTER DRIVE, SUITE B210, SANTA ROSA	(1) 40" CONSOLE	ON CALL	
A3139-PROBATION	370 ADMINISTRATION DRIVE, UPSTAIRS, SANTA ROSA	(1) 64G BIN	1ST WEDNESDAY MONTHLY	
A3139-PROBATION	538 ELIZA WAY, SIERRA YOUTH CENTER, SANTA ROSA	(4) 64G BINS	ON CALL	
A3139-PROBATION	600 ADMINISTRATION DRIVE, 1ST FLR, SUITE 104J, SANTA ROSA	(2) 64G BINS	EVERY TUESDAY	
A3139-PROBATION	7400 STEVE OLSON LANE, FORESTVILLE	(1) 64G BIN	ON CALL	
A3139-PROBATION	7425 LOS GUILICOS RD, DEPT B., SANTA ROSA	(1) 40" CONSOLE & (1) 64G BIN	EVERY OTHER WEDNESDAY	
A3140- RETIREMENT	433 AVIATION BLVD., SUITE 100, SANTA ROSA	(1) 64G BIN	EVERY OTHER TUESDAY	
A3141- HUMAN SERVICES	100 CHILDRENS CIR., SANTA ROSA	(1) 64G BIN	WEDNESDAY EVERY 4 WEEKS	
A3141- HUMAN SERVICES	112 CHILDRENS CIR., SANTA ROSA	(2) 64G BINS	WEDNESDAY EVERY 4 WEEKS	
A3141- HUMAN SERVICES	1202 APOLLO WAY, SUITE 100, SANTA ROSA	(9) 64G BINS	EVERY WEDNESDAY	
A3141- HUMAN SERVICES	2225 CHALLENGER WY., S.U.I., SUITE 100A, SANTA ROSA	(1) 64G BIN	EVERY OTHER WEDNESDAY	
A3141- HUMAN SERVICES	2227 CAPRICORN WY., SUITE 100, SANTA ROSA	(5) 64G BINS	EVERY OTHER WEDNESDAY	(1) OF THE BINS IS IN SUITE 100B
A3141- HUMAN SERVICES	2550 PAULIN DR., MAIN FLOOR, SANTA ROSA	(9) 64G BINS, (2) 40" CONSOLES & (1) 36" CONSOLE	EVERY THURSDAY	
A3141- HUMAN SERVICES	3600 WESTWIND BLVD, SANTA ROSA	(4) 64G BINS & (4) 40" CONSOLES	EVERY TUESDAY	
A3141- HUMAN SERVICES	3725 WESTWIND BLVD, SUITE 101, SANTA ROSA	(3) 64G BINS, (1) 27" CONSOLE & (2) 40" CONSOLES	EVERY TUESDAY	

A3141- HUMAN SERVICES	520 MENDOCINO AVE, MAIN FLOOR, SANTA ROSA	(3) 64G BINS & (1) 40" CONSOLE	EVERY WEDNESDAY	
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ATTACHMENT "A"

CINTAS

Scope of Work /Rate Sheet

SCOPE OF WORK

SERVICES INCLUDE:

-Material is picked up from individual departments at various sites on a scheduled basis as required per Attachment "C" Pick-Up Sites.

COLLECTION

-All (collection) containers are locking and are supplied by the Vendor at no additional cost to the County of Sonoma.

ON-SITE SERVICE

-On-site shredding is available with a certified Cintas truck.

OFF-SITE SERVICE

-Transporting material (to be shredded) in fully enclosed vehicles which are locked at all times. Vehicles are equipped with specialized security features including Cintas LockDown™.

- Cintas will provide the County with a dated receipt (for material picked up) is given to County representatives at the time of pickup.

-Confidential material awaiting destruction is never stored more than 72 hours after pickup (per the NAID certification standards of Access Information Mgmt. Co.). The main facility is locked, enclosed, alarm-monitored, and CCTV tracked, and digitally recorded.

INVOICING

-Invoices (for all departments) are sent on a monthly basis.

-Invoices include the pickup date, weight and cost.

PRICING

OFF-SITE SERVICES

1. 13 Qt. Under Desk Unit \$3.00 each per service
2. 24" Under Desk Unit \$3.00 each per service
3. 27" Under Desk Unit \$3.00 each per service
4. 40"- Consoles \$4.00 each per service

PRICING (Cont'd)

5. 64- Gallon Containers \$7.00 each per service
6. 95-Gallon Containers \$9.00 each per service
7. 175- Gallon Containers \$13.00 each per service 8.
8. Media Bin- Recurring \$50.00
9. Per Box (Moving Box)- Purge \$3.00 each per service
10. Media Per Box (Moving Box)- Purge \$25.00

ON-SITE SERVICES

1. 13 Qt. Under Desk Unit \$3.00 each per service
2. 24" Under Desk Unit \$3.00 each per service
3. 27" Under Desk Unit \$3.00 each per service
4. 40"- Consoles \$4.00 each per service
5. 64- Gallon Containers \$7.50 each per service
6. 95-Gallon Containers \$9.50 each service
7. Per Box (Moving Box) – Purge \$4.00 each per service

Cintas provides service at a per console/container price.

Cintas does not charge for fuel, labor or maintenance, including but not limited hourly rates for labor, software costs, software maintenance costs, implementation fees, shipping, insurance, communications, documentation reproduction, and all expenses, including travel, meal reimbursement, hotel per diems taxes, etc.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors of Sonoma County

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): General Services / Human Services

Staff Name and Phone Number:

José Obregón, General Services, 707-565-2977
Jerry Dunn, Human Services, 707-565-5855

Supervisorial District(s):

All

Title: Lease expansion for Human Service Department / Medi-Cal Eligibility and Hearings staff

Recommended Actions:

1. Authorize the Clerk to publish a notice, declaring the Board's intention to execute a lease amendment with Parkway Properties 14, LLC, for approximately 7,281 sq. ft., in the building located at 520 Mendocino Avenue, Santa Rosa, for \$11,987 per month, or \$143,848 per year, for a term of six years, plus options, concurrent with the existing lease and
2. Authorize the General Services Director to execute a letter-agreement with Parkway Properties 14, LLC, in advance of the execution of the proposed lease amendment by the Board, whereby County agrees to reimburse costs not to exceed \$15,000, if the proposed lease is not executed by April 16, 2014.

Executive Summary:

This matter involves a proposed lease expansion for the Human Services Department (H.S.D.) MediCal Eligibility program and the H.S.D. Hearings program. H.S.D. currently occupies approximately 28,837 rentable sq. ft. of office space, in the building located at 520 Mendocino Avenue, Santa Rosa (Premises), under a lease, dated June 25, 2013 with Parkway Properties 14, LLC (Landlord).

H.S.D. wishes to lease approximately 7,281 rentable sq. ft. of additional space on the 3rd floor (2014 Expansion Space) in the same building, for program services expansion. The space will provide the staff work space and conference rooms necessary for the Department's Medi-Cal Eligibility and Hearings program staff. (Please see attached floor plan, [Attachment 1.](#)) The Hearings Group would occupy Suites 301A and 301B, comprised of approximately 2,028 sq. ft.; and the Medi-Cal Eligibility staff would occupy Suite 302, comprised of approximately 5,253 sq. ft. The total leased premises after the addition of the 2014 Expansion Space would be approximately 36,118 rentable sq. ft.

Program Information.

The Economic Assistance Service Center (EASC) currently located at 520 Mendocino Avenue serves individuals and families receiving Medi-Cal, CalFresh, and County Medical Services Program (CMSP) benefits and services (approximately 49,000 ongoing cases). H.S.D. currently has 99 employees at EASC, including new Eligibility Workers hired to provide services pursuant to the Patient Care and Affordable Care Act (Health Care Reform).

By State law, H.S.D. clients can appeal any adverse action regarding their application for, or continued benefits in, public assistance programs. Clients can appeal actions in a variety of programs including: Medi-Cal, CalFresh, CalWORKs, In-Home Supportive Services (IHSS), CMSP, and General Assistance (GA). In addition to benefit appeal cases clients can also appeal and request hearings for administrative review and investigation of discrimination complaints. In the past three years, H.S.D. received an average of 682 appeals each year, or approximately 57 per month. It is anticipated as caseloads increase due to the implementation of Health Care Reform that there will be a corresponding increase in appeal cases.

Hearings are currently held at two sites: one at 2550 Paulin Drive and the other at 3600 Westwind Boulevard. The expansion at 520 Mendocino Avenue will allow H.S.D. to combine staff at one site and facilitate the Department’s ability to meet the anticipated increase in the number of appeals. The 2550 Paulin Drive location hosts three Hearing staff offices and a Hearing Room. The Hearing Staff offices will be repurposed as offices for other supervisors and managers. The Hearing Room will be repurposed to a conference room/meeting room. The Hearing staff office at 3600 Westwind will be repurposed for another HSD supervisor or manager.

Proposed Lease Amendment. According to the terms of the proposed lease amendment, the occupancy date would occur on or about June 1, 2014. The proposed blended rental rate of \$1.65 per sq. ft. approximates market rental value of comparable office space in downtown Santa Rosa. The base rental rate for the 2014 Expansion Space would be annually adjusted concurrent with the original lease, using the Consumer Price Index, but in no case would rent be increased more than 4% per annum. Staff has negotiated terms for the proposed lease amendment as follows:

2014 Expansion

Space Premises: Approximately 7,281 sq. ft., in Suites 301A, 301B, and 302 at 520 Mendocino Avenue, Santa Rosa

Rent: \$11,987 per month, or approximately \$1.65 per sq. ft. The rental rate is ‘blended’, as the County would pay \$1.69 per sq. ft. for the office space; and \$.85 per sq. ft. for the staff restrooms identified on the floor plan as Suite 301B, which is accessible only through Suite 301A. The breakdown in lease rent for the 2014 Expansion Space is as follows:

Suite 301a	1,650 sq. ft.	\$1.69 per sq. ft.	\$ 2,788.50
Suite 301b	378 sq. ft.	\$0.85 per sq. ft.	321.30
Suite 302	5,253 sq. ft.	\$1.69 per sq. ft.	<u>8,877.57</u>
Total – 2014 Expansion Space Rent per month			\$11,987.37

Tenant Improvement

Allowance: The landlord would provide County with a tenant improvement allowance

of up to \$100,000 for the landlord's completion of the tenant improvements. The tenant improvements are minimal, and include relocation of the server in Suite 302, the build-out of a conference room and the build-out of additional officespaces to accommodate the new staff. Landlord would pay for all design and architectural services, completion of construction documents and permitting for the construction of the tenant improvements.

Proposed Letter Agreement: The Department needs to accommodate the staffing for the Hearings Unit and additional staffing for Medi-Cal Eligibility programs as quickly as possible, as there is no available space in the current premises for incoming staff. To expedite construction of the tenant improvements in the expanded space, staff proposes a letter-agreement whereby the landlord will proceed with construction drawings and permit applications during the public noticing period required by the California Government Code, provided the County guarantees reimbursement of these costs in an amount not to exceed \$15,000, should the Board of Supervisors not approve the proposed lease by April 16, 2014. In the event the County executes the proposed amendment, County will have no obligation to reimburse landlord for these costs, as they are a landlord responsibility under the proposed amendment. The letter-agreement ([Attachment 2](#)) is proposed as a means to attain the targeted occupancy date of June 1, 2014.

If your Board takes the requested actions and in line with California Government Code this matter will return to the Board at 8:30 A.M. on April 8, 2014, for consideration and possible consummation of the proposed amendment for the 2014 Expansion Space at 520 Mendocino Avenue, Santa Rosa.

Prior Board Actions:

05/21/13—Authorized General Services Director, to execute new lease of the Premises
04/23/13—Declared intent to enter into new lease
11/27/07—Authorized General Services Director, or his Deputy, to exercise option to extend lease term
05/13/03—Authorized General Services Director to exercise option to extend lease term
07/28/98—Authorized Chairman to execute lease
06/28/98—Declared intent to enter into lease of the Premises
12/16/97—Authorized General Services Director to secure additional space to implement SonomaWORKS program

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

The proposed lease amendment allows H.S.D. to provide space for additional program staff for Economic Assistance Programs, Affordable Care Act Programs, and consolidated space for Hearings, within the same building H.S.D. currently occupies. This space is centrally located in downtown Santa Rosa and close to public transportation.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 11,987		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 11,987
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 11,987	Total Sources	\$ 11,987

Narrative Explanation of Fiscal Impacts (If Required):

The proposed commencement date for the 2014 Expansion Premises is anticipated to be June 1, 2014, with a resultant increase in monthly lease rent for the Fiscal Year 2013-2014 in the amount of \$11,987 per month. Lease costs are included in the Fiscal Year 2013-2014 Budget.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

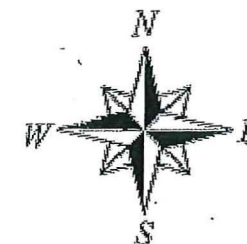
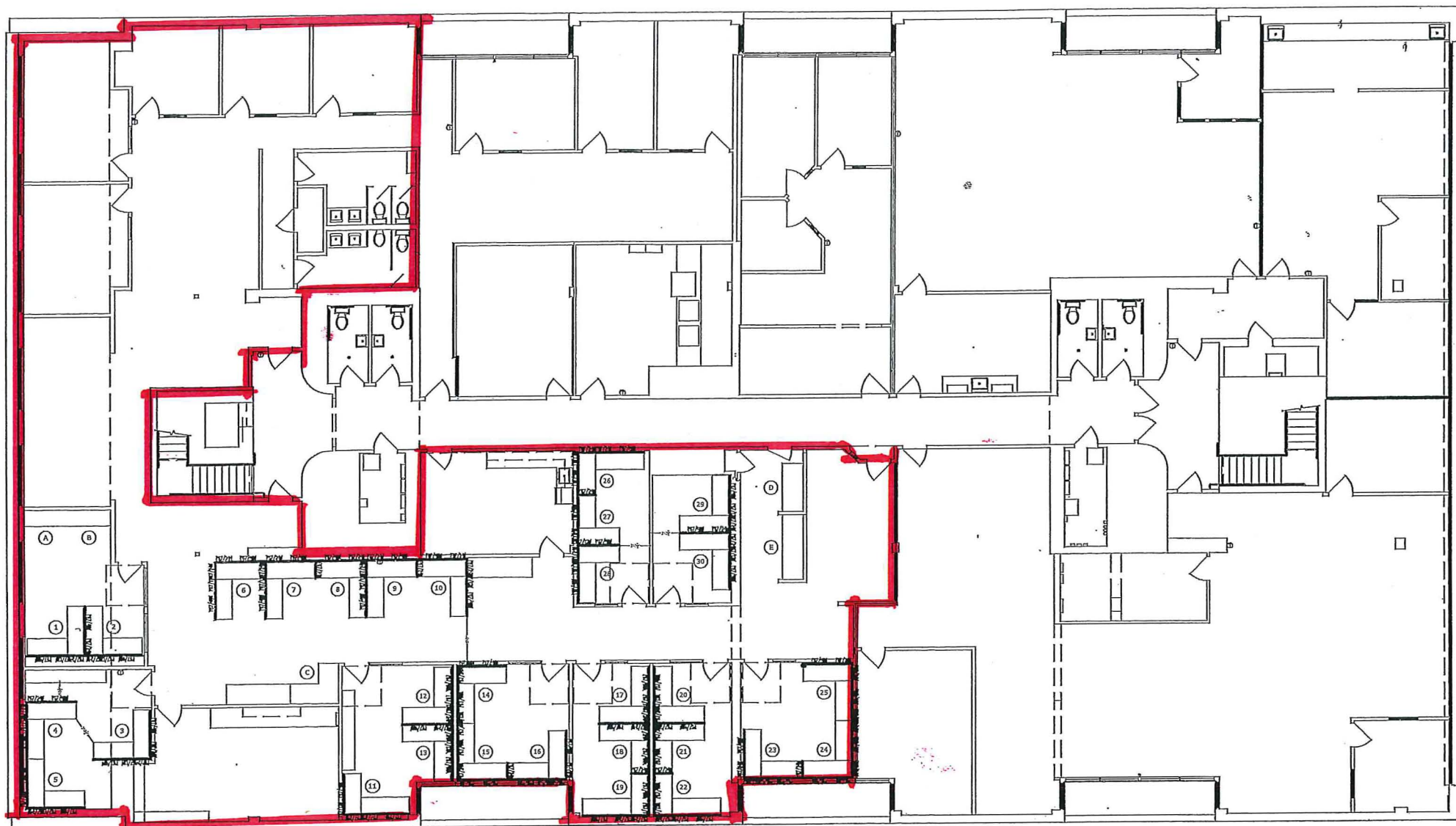
Attachments:

Attachment 1 - preliminary floor plan
 Attachment 2 - letter agreement
 Attachment 3 - public notice request

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

Copy of proposed lease amendment

Mendocino Avenue ↔



2014 Expansion Space: Suites 301a, 301b and 302, 520 Mendocino Avenue, Santa Rosa, CA

VIA 1st Class Mail and E-mail, DPeterson@keegancoppin.com

March 12, 2014

Parkway Properties 14, LLC
In c/o Keegan & Coppin, Inc.
Attn: Dave Peterson,
1355 N. Dutton Avenue
Santa Rosa, CA 95401

Re: Proposed first amendment ("Amendment") to Lease dated June 25, 2013 ("Lease"), between Parkway Properties 14, LLC ("Landlord") and the County of Sonoma ("County") for premises located at 520 Mendocino Avenue, Santa Rosa, California ("Premises")

Dear Mr. Peterson:

In order to expedite construction of the 2014 Expansion Space as defined by the above-referenced proposed Amendment, County is willing to guarantee certain costs thereof in the event that the Amendment is not executed by County, as outlined below, provided that Landlord diligently proceeds with design of the 2014 Expansion Space premises and applies for all applicable permits.

This guarantee is subject to the following conditions:

- (1) In the event the Amendment is executed by County on or before April 16, 2014, then this guarantee shall be of no force or effect, and County shall not be required to reimburse Landlord for any costs.
- (2) In the event the Amendment is not executed by County on or before April 16, 2014, then County shall reimburse Landlord for actual costs incurred in preparing architectural design development and construction drawings based on the preliminary space plan attached to the Amendment; provided, however, that in no event shall County be required to reimburse Landlord in an amount greater than Fifteen Thousand and No/100 Dollars (\$15,000.00), nor shall County be required to reimburse Landlord for any costs incurred after April 16, 2014.
- (3) In the event the Amendment is executed by County after April 16, 2014, then Landlord shall refund any monies received from County hereunder within thirty (30) days of the execution date of the Amendment.

- (4) This guarantee shall only be binding on County in the event it is executed by the General Services Director, or his Deputy.

If you are in agreement with the terms of this guarantee, please have the appropriate person sign this letter where indicated below and return a copy of it to me.

Very truly yours,

Ed Buonaccorsi, Deputy Director
Facilities Development & Management
County of Sonoma

“Landlord”: Parkway Properties, LLC, a California
limited liability company

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

“County”: COUNTY OF SONOMA, a political
subdivision of the State of California

By: _____
José Obregón, Director
General Services Department
Date: _____

**PUBLIC NOTICE
OF INTENT OF COUNTY
TO LEASE REAL PROPERTY**

NOTICE IS GIVEN that the Sonoma County Board of Supervisors intends to authorize the Director of the Department of General Services, or his Deputy, to lease approximately seven thousand two hundred eighty-one (7,281) sq. ft. of additional, improved office space, more or less depending on final configuration, situated in that certain office building ("Building") located at 520 Mendocino Avenue, Santa Rosa, California, for use by the Human Services Department Medi-Cal Eligibility and Hearings program staff. The Board intends to lease the premises from Parkway Properties 14, LLC, a California limited liability company, for the blended monthly rental rate of One and 65/100 Dollars (\$1.65) per sq. ft., said rental subject to increase as set forth in the proposed lease amendment, for an approximately six (6) year term, commencing no later than thirty (30) days after completion of the tenant improvements by the landlord. Additional information regarding the proposed lease amendment is available for public review at the Office of the Director of the Sonoma County General Services Department, 2300 County Center Drive, Suite A200, Santa Rosa, California 95403. The Board of Supervisors will meet on April 8, 2014, at 8:30 a.m. at the Sonoma County Administration Building, Room 102A, 575 Administration Drive, Santa Rosa, California to consummate the lease amendment.

Clerk of the Board of Supervisors

Public notice of the County's intention to lease the Property shall be published once a week for three successive weeks in accordance with Government Code Section 25350 and 6063.



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: Sonoma County Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): General Services / Human Services

Staff Name and Phone Number:

José Obregón, General Services, 707/565-2977
Jerry Dunn, Human Services, 707/565-5855

Supervisorial District(s):

All

Title: Lease expansion for Human Services Department / Employment & Training Division

Recommended Actions:

- 1) Authorize the Clerk to publish a notice, declaring the Board's intention to execute a lease amendment with SR Office Properties LLC, for premises located at 2227 Capricorn Way, Santa Rosa, and
- 2) Authorize the General Services Director to execute a letter-agreement with SR Office Properties LLC, in advance of the execution of the proposed amendment by the Board, whereby County agrees to reimburse costs if the proposed lease amendment is not executed by April 22, 2014.

Executive Summary:

General. This matter involves a proposed lease expansion for the Human Services Department (HSD) Employment & Training Division ("HSD E&T Division"). In 2001, the HSD E&T Division consolidated all of its functions, which includes the SonomaWORKS and Job Link programs and divisions, in one building, at 2227 Capricorn Way. The lease with CA-The Lakes Limited Partnership, predecessor in interest to SR Office Properties LLC ("Landlord"), of approximately 46,278 rentable sq. ft. of office space, expires on June 30, 2023. Department administration has requested additional space to address work space needs for SonomaWORKS Fiscal, the Welfare Fraud Prevention Special Investigation Unit (SIU), the Family Stabilization area by CalWorks, as well as to add a training room for all staff.

Special Investigation; Welfare Fraud Prevention Units ("SIU"). The SIU program is responsible for the prevention and investigation of fraud in the public assistance programs, administered by HSD. The mission of SIU is to ensure program integrity, in the issuance, administration and receipt of public assistance benefits.

SonomaWORKS Fiscal. This unit processes payments for social worker clients, child care, transportation and ancillary expenses.

Family Stabilization Program. The Family Stabilization (FS) is a new program, offered through CalWORKS, which is designed to help clients become more self-sufficient. CalWORKS/SonomaWORKS clients who participate in the Welfare-to-Work (WTW) program may be eligible for FS assistance if they are determined by County to be experiencing an interference with their ability to participate in WTW services. FS provides more intensive case management and assignment to additional activities or barrier removal services necessary to achieve self-sufficiency.

HSD wishes to lease approximately 3,461 sq. ft. of additional office space on the 1st floor of 2227 Capricorn Way ("Expansion Space"), to provide room for new employees and training facilities. Areas vacated by the SonomaWORKS Fiscal Unit will be back-filled by projected program expansion in the upcoming fiscal year. Additionally, a training room will be expanded to accommodate staff training and meeting requirements that cannot be accommodated in current facilities. (Please see attached floor plan, [Attachment 1.](#))

Proposed Lease Expansion. According to the terms of the proposed lease amendment, the occupancy date would occur on or about August 1, 2014. The monthly rent rate for the additional space would be \$1.80 per sq. ft., or \$6,230 per month, through June 30, 2016. The total monthly rent for the entire leased HSD space would be \$87,217 per month for FY2014-15. The rent for the Expansion Space would be consistent with the existing Lease beginning July 1, 2016. Staff has negotiated terms for the proposed lease amendment as follows:

2014 Expansion

Space Premises:

3,461 sq. ft., in Suite 101 at 2227 Capricorn Way, Santa Rosa

Rent:

\$6,230 per month, or \$1.80 per sq. ft. This rental rate and amount would be effective upon execution of the proposed lease amendment through June 30, 2016. The rent would increase, to \$1.87 per sq. ft., beginning July 1, 2016, consistent with the existing leased Premises, and be subject to annual adjustments pursuant to the Lease.

Tenant

Improvements:

The tenant improvements required for the Expansion Space would be completed and paid for by the Landlord at its sole cost and expense. The approximate cost for the tenant improvements is \$145,350.

Strategic Plan. Consistent with service delivery principles promoted by the Comprehensive County Facilities Plan (C.C.F.P.), all programs in this facility would be considered for centralized consolidation with additional related Human and Health Services programs. The allocation of total lease space proposed here was screened against C.C.F.P. space guidelines and found to be in conformance with recommended space utilization targets.

Proposed Letter Agreement: The Department needs to accommodate the additional staffing for the SIU program as quickly as possible to address current space inadequacies. In order to expedite development of the 2014 Expansion Space staff proposes that the County enter into a letter-agreement with the landlord whereby the landlord will proceed with construction drawings and permit applications during the public noticing period required by the California Government Code, provided the County guarantees reimbursement of these costs, in an amount not to exceed \$15,000, should the Board of Supervisors not approve the proposed lease amendment by April 22, 2014. In the event the County

executes the proposed amendment to expand the Premises the County will have no obligation to reimburse the landlord for these costs, as they are a landlord responsibility under the proposed amendment. The letter-agreement (Attachment 2) is proposed as a means to attain the targeted occupancy date of August 1, 2014.

If your Board takes the requested actions, and in line with California Government Code, this matter will return to the Board at 8:30 A.M. on April 8, 2014, for consideration and possible consummation of the proposed amendment.

Prior Board Actions:

12/14/10: Authorized General Services Director to execute lease, approve construction drawings, modify certain documents and execute change orders for tenant improvements; approved resolution authorizing budgetary adjustments to HSD FY2010-11 Final Budget in the amount of \$463,000; authorized the Chair to execute an amendment to professional services contract with Josette Brault, Architect, in the amount of \$41,175, for project management for the HSD Lease Consolidation Project

11/09/10: Declared intent to enter into subject lease; authorized General Services Director, or his designee, to execute letter-agreement whereby landlord would prepare architectural construction drawings and apply for building permits prior to potential execution of lease; and 2) authorized Chair to execute professional services contract with A.G. Frey Company.

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

The proposed amendment will promote the expansion of additional services as well as continuity in the delivery of needed HSD services in Sonoma County at its present location, which is convenient and familiar to its clientele.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 74,760	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$ 74,760
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 74,760	Total Sources	\$ 74,760

Narrative Explanation of Fiscal Impacts (If Required):

According to the terms of the proposed amendment, lease rent would be increased in FY2014-15 by approximately \$6,230 per month (from \$80,987 per month, to \$ 87,217 per month) for the additional leased space. Total impact for the addition of the 2014 Expansion Space for FY2014-15 would be \$74,760 (12 months X \$6,230).

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Floor Plan, Letter-agreement; Notice			
Related Items “On File” with the Clerk of the Board:			
Copy of proposed amendment			

**PUBLIC NOTICE
OF INTENT OF COUNTY
TO LEASE REAL PROPERTY**

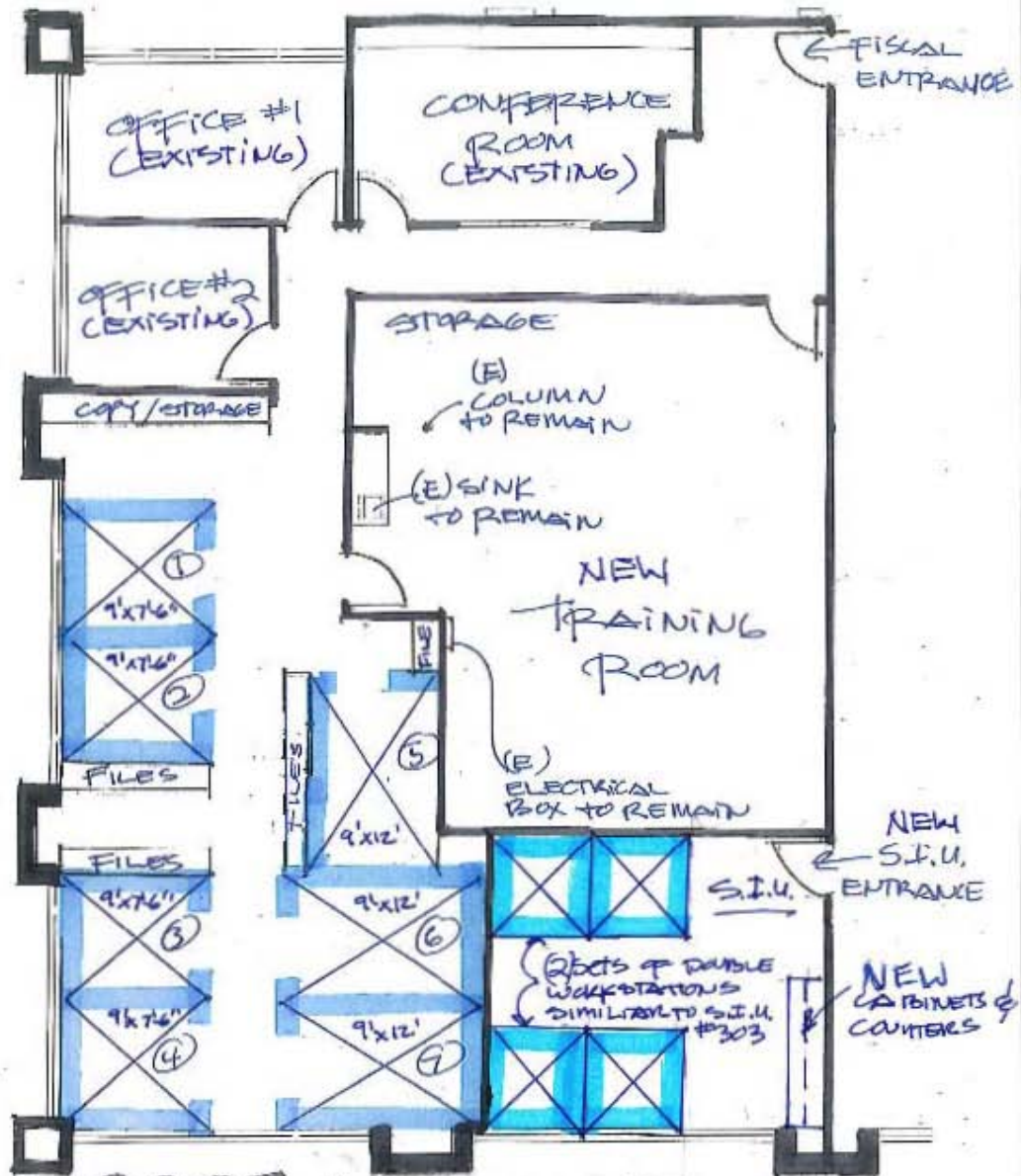
NOTICE IS GIVEN that the Sonoma County Board of Supervisors intends to authorize the Director of the Department of General Services to lease an additional three thousand four hundred sixty-one (3,461) sq. ft. of improved office space, more or less depending on final configuration, situated in that certain office building ("Building") located at 2227 Capricorn Way, Santa Rosa, California, for use by the Human Services Department Family, Special Investigation and Welfare Fraud Prevention Units. The Board intends to lease the premises from CA-The Lakes Limited Partnership, a Delaware limited partnership, for the base monthly full service rental of One and 60/100 Dollars (\$1.80) per sq. ft. of office space, plus the cost of gas and electric utilities, said rental subject to increase as set forth in the proposed lease amendment, commencing no later than thirty (30) days after completion of the tenant improvements by the landlord, and expiring on June 30, 2023, pursuant to the original lease dated December 14, 2010. Additional information regarding the proposed lease amendment is available for public review at the Office of the Director of the Sonoma County General Services Department, 2300 County Center Drive, Suite A200, Santa Rosa, California 95403. The Board of Supervisors will meet on April 8, 2014, at 8:30 a.m. at the Sonoma County Administration Building, Room 102A, 575 Administration Drive, Santa Rosa, California to consummate the lease.

Clerk of the Board of Supervisors

Public notice of the County's intention to lease the Property shall be published once a week for three successive weeks in accordance with Government Code Section 25350 and 6063.

EXHIBIT I-3

Approved Space Plan



2227 CAPRICORN
SUITE 101

12/12/13

OPTION #5
2/3

ATTACHMENT 2

VIA 1st Class Mail and E-mail, frank@basin-street.com

March 12, 2014

SR Office Properties LLC
In c/o Basin Street Properties
Attn: Frank J. Marinello
119 C Street
Petaluma, CA 94952

Re: Proposed first amendment ("Amendment") to Lease dated December 14, 2010 ("Lease"), between SR Office Properties, successor-in-interest to CA-The Lakes Limited Partnership ("Landlord") and the County of Sonoma ("County") for premises located at 2227 Capricorn Way, Santa Rosa, California ("Premises")

Dear Mr. Marinello:

In order to expedite construction of the 2014 Expansion Space as defined by the above-referenced proposed Amendment, County is willing to guarantee certain costs thereof in the event that the Amendment is not executed by County, as outlined below, provided that Landlord diligently proceeds with design of the 2014 Expansion Space premises and applies for all applicable permits.

This guarantee is subject to the following conditions:

- (1) In the event the Amendment is executed by County on or before April 22, 2014, then this guarantee shall be of no force or effect, and County shall not be required to reimburse Landlord for any costs.
- (2) In the event the Amendment is not executed by County on or before April 22, 2014, then County shall reimburse Landlord for actual costs incurred in preparing architectural design development and construction drawings based on the preliminary space plan attached to the Amendment; provided, however, that in no event shall County be required to reimburse Landlord in an amount greater than Fifteen Thousand and No/100 Dollars (\$15,000.00), nor shall County be required to reimburse Landlord for any costs incurred after April 22, 2014.
- (3) In the event the Amendment is executed by County after April 22, 2014, then Landlord shall refund any monies received from County hereunder within thirty (30) days of the execution date of the Amendment.

ATTACHMENT 2

- (4) This guarantee shall only be binding on County in the event it is executed by the General Services Director, or his Deputy.

If you are in agreement with the terms of this guarantee, please have the appropriate person sign this letter where indicated below and return a copy of it to me.

Very truly yours,

Ed Buonaccorsi, Deputy Director
Facilities Development & Management
County of Sonoma

“Landlord”: SR Office Properties LLC, a California limited liability company

By: G&W Ventures, LLC, a California limited liability company

By: _____
Matthew T. White, Manager

Date: _____

“County”: COUNTY OF SONOMA, a political subdivision of the State of California

By: _____
José Obregón, Director
General Services Department

Date: _____



County of Sonoma Agenda Item Summary Report

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Melinda Grosch 707-565-2397

Supervisorial District(s):

First

Title: Final Resolution on the appeal of the Board of Zoning Adjustments' approval of the request for a Use Permit for a Commercial Dog Kennel; Heidi Niemann. PLP11-0042.

Recommended Actions:

Adopt a Resolution reflecting the Board's February 4, 2014 decision to deny the appeal and partially uphold the Board of Zoning Adjustments' approval of a Use Permit for a dog boarding, daycare, grooming, and training facility. The project is located at 6445 Highway 12, Santa Rosa; APN 030-110-036.

Executive Summary:

On February 21, 2013 the Board of Zoning Adjustments reviewed and approved an application by Heidi Neiman for a 35 dog boarding, daycare, training, and grooming facility on her 3 acre parcel at 6445 Highway 12, Santa Rosa.

On February 27, 2013 the Board of Zoning Adjustments decision was appealed by Bob Haroche, of Beyers - Costin, representing three of the neighbors.

On February 4, 2014 at its regularly scheduled meeting the Board of Supervisors heard the appeal of the Board of Zoning Adjustments approval of the Use Permit requested by Heidi Neiman. After extensive public testimony and Board discussion the Board took a straw vote and with a 5-0 vote denied the appeal and approved a modified project. The Board's approval allows:

A boarding, dog daycare, training, and grooming facility for a maximum of 20 dogs. A maximum of 8 daycare dogs is allowed. All 20 dogs could be boarded dogs if there are no daycare dogs. There are 3 employees. The total number of dogs on-site includes the owner's dogs.

Modified Conditions of Approval are attached, including the reduced number of permitted dogs and all references to Phase II since the project is no longer a phased project. A one year operational review

continues to be required and no additional dogs beyond the 20 dog limit will be considered as a part of the operational review. The review is to ensure that mitigation measures and conditions are effective, and that neighborhood concerns have been addressed. The review is to be a publicly noticed hearing with the Board of Zoning Adjustments.

Prior Board Actions:

On February 4, 2014 the Board took a straw vote to deny the appeal and approved the project with modified Conditions of Approval.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The Use Permit process provides the opportunity to establish a dog boarding business in close proximity to a customer base needing its services.

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):

None. The costs of the County processing the application are paid for by the applicant.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Attachment A: Draft Board of Supervisors Resolution and Exhibit A Conditions of Approval

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



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

PLP11-0042 Melinda Grosch

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Denying The Appeal, Adopting A Mitigated Negative Declaration, And Granting A Use Permit
With Modified Conditions Of Approval For A 20 Dog Daycare And Boarding Kennel, For
Property Located At 6445 Highway 12, Santa Rosa; APN 030-110-036.**

Whereas, the applicant, Heidi Niemann, filed an application with the Sonoma County Permit and Resource Management Department for a Use Permit and Design Review for a Boarding Kennel and Dog Daycare for up to 35-dogs. The facility will include training and grooming, for property located at 6445 Highway 12, Santa Rosa; APN 030-110-036; Zoned DA (Diverse Agriculture), B6-10 acre density, SR (Scenic Resource), VOH (Valley Oak Habitat); Supervisorial District No 1; and

Whereas, a Mitigated Negative Declaration was prepared and posted for the proposed project in accordance with the appropriate law and guidelines in March 2012; and

Whereas, the Mitigated Negative Declaration was updated in January 2013 to include information from the revised proposal statement and the supplemental noise studies; and

Whereas, the revised Mitigated Negative Declaration was posted for the proposed project in accordance with the appropriate law and guidelines; and

Whereas, on March 15, 2012, the Board of Zoning Adjustments held a public hearing on the matter, took public testimony and, with a 5-0 straw vote, continued the hearing to a time and date uncertain to allow the applicant to provide additional information on the following issues: 1) building insulation, particularly how the heating/cooling system will be insulated to provide full sound mitigation; 2) explore methods to reduce or eliminate customer left turns into Richards Road from Highway 12 and from Richards onto Highway 12; 3) consider reducing the number of dogs to be boarded; and 4) require a one-year review of the Use Permit to ensure that the operation is not impacting the neighborhood; and

Whereas, in accordance with the provisions of law, the Board of Zoning Adjustments held a continued public hearing on February 21, 2013, at which time all interested persons were given an opportunity to be heard; and

Whereas, on February 27, 2013 the appellant filed a timely appeal of the Board of Zoning Adjustments' approval of the project; and

Whereas, in accordance with the provisions of law, the Board of Supervisors held a public hearing on February 4, 2014, at which time all interested persons were given an opportunity to be heard; and

Whereas, with a 5-0 straw vote, the Board of Supervisors approved a 20 dog daycare and boarding kennel with training and grooming and requested that staff prepare a final Resolution and revised Conditions of Approval reflecting the changes and bring the item back on the consent calendar on March 11, 2014.

Now, Therefore, Be It Resolved that the Board of Supervisors makes the following findings:

1. The site has a Diverse Agriculture General Plan and Zoning Designation. The DA (Diverse Agriculture) zoning designation expressly allows commercial kennels subject to approval of a conditional use permit. The owner will continue to raise sheep each year on a seasonal basis or make the land available for another agricultural use on approximately 50% of the parcel and the continuation of this agricultural use will satisfy the primary agricultural use requirement of the DA zoning designation taking into consideration the non-agricultural use allowed by the use permit granted by this resolution. The site is also located within a Community Separator. Commercial and industrial uses allowed by the agricultural and resource land use categories are allowed in Community Separators. Implementation of the conditions established for landscaping, colors, and lighting will ensure compliance with the SR (Scenic Resources) designation of the site.

2. Based upon the information contained in the Initial Study included in the project file, it has been determined that there will be no significant environmental effect resulting from this project, because mitigation measures have been incorporated into the project as Conditions of Approval. The Mitigated Negative Declaration has been completed in compliance with CEQA State and County guidelines, and the information contained therein has been reviewed and considered.

3. The establishment, maintenance or operation of the use for which application is made will not, under the circumstances of this particular case, be detrimental to the health, safety, peace, comfort and general welfare of persons residing or working in the neighborhood of such use, nor be detrimental or injurious to property and improvements in the neighborhood or the general welfare of the area. The particular circumstances in this case are: a) the potential visual impacts are adequately mitigated by the proposed landscaping, and lighting; b) the potential noise impacts will be mitigated by a dog management plan, insulation in the kennel building, pre-screening of dogs who are allowed to stay at the kennel, and confining dogs to the kennel building between 8:00 p.m. and 7:00 a.m.; c) the accident rate for the affected section of Highway 12 is substantially lower than for similar roads in California, thus a

left-hand turn pocket is not warranted for this project; d) the Richards Road entrance has adequate sight distances for the travel speeds based on standards established by CalTrans; e) the number of dogs for boarding/ daycare has been reduced from 35 to 20 with training and grooming services offered only for those dogs on-site for boarding or daycare; f) a one year operational review by the Board of Zoning Adjustments has been included in the conditions of approval to ensure that neighborhood concerns have been addressed; and g) the applicant has limited the total number of dogs for daycare to 8-dogs.

Be It Further Resolved that the Board of Supervisors hereby denies the appeal and adopts the Mitigated Negative Declaration and Mitigation Monitoring Program set forth in the Conditions of Approval. The Board of Supervisors certifies that the Mitigated Negative Declaration has been completed, reviewed, and considered, together with comments received during the public review process, in compliance with CEQA and State and County Guidelines, and finds that the Mitigated Negative Declaration reflects the independent judgment of the Board.

Be It Further Resolved that the Board of Supervisors hereby grants the requested Use Permit, subject to the Conditions of Approval in Exhibit "A," attached hereto.

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

Supervisors:

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

So Ordered.

done under permit and the current standards from the PRMD Well and Septic Section and may require soils analysis, groundwater, and percolation testing. If a permit for a standard, innovative or experimental sewage disposal system sized to meet all peak flows cannot be issued, then the applicant shall revise the project (fees apply and a hearing may be required) to amend the Use Permit to a reduced size, not to exceed the on-site disposal capabilities of the project site and attendant easements. The Project Review Health Specialist shall receive a final clearance from the Well and Septic Section that all required septic system testing and design elements have been met.

6. Toilet facilities shall be provided for employees prior to vesting the Use Permit. A copy of the Floor Plan showing the location of the restrooms shall be submitted to the Project Review Health Specialist prior to issuance of building permits.

Vector Control:

7. A Mosquito and Vector Control Plan acceptable to the Marin-Sonoma Mosquito and Vector Control District (telephone 707-285-2200) shall be submitted prior vesting the Use Permit. The Project Review Health Specialist shall receive a copy of the Mosquito and Vector Control Plan and an acceptance letter from the Marin-Sonoma Mosquito and Vector Control District.

OPERATIONAL REQUIREMENTS:

Water:

8. A safe, potable water supply shall be provided and maintained.

Septic:

9. Maintain the Annual Operating Permit for any alternative (mound or pressure distribution) or experimental sewage disposal system installed per Sonoma County Code 24-32, and all applicable waste discharge requirements set by the Regional Water Quality Control Board.
10. Prior to project operation and vesting the Use Permit, the applicant shall have a capacity/wastewater flow analysis and proper functioning of the wastewater system inspection completed by a Registered Civil Engineer or Registered Environmental Health Specialist regarding the existing septic system's ability to accommodate the peak flows from all sources granted in the Use Permit and any additional sources from the parcel.

Any necessary system expansion or modifications, and demonstration of reserve areas, shall be done under permit and the current standards from the PRMD Well and Septic Section and may require soils analysis, groundwater, and percolation testing. If a permit for a standard, innovative or experimental sewage disposal system sized to meet all peak flows cannot be issued, then the applicant shall revise the project (fees apply and a hearing may be required) to amend the Use Permit to a reduced size, not to exceed the on-site disposal capabilities of the project site and attendant easements.

Mitigation Monitoring: The Project Review Health Specialist shall receive a final clearance from the Well and Septic Section that all required septic system testing and design elements have been met.

11. Use of the on-site wastewater disposal system shall be in accordance with the design and approval of the system.
12. All future sewage disposal system repairs shall be completed in the Designated Reserve areas and shall meet Class I Standards. Alternate reserve areas may be designated if soil evaluation and testing demonstrate that the alternative reserve area meets or exceeds all of the requirements that would have been met by the original reserve area. If wastewater ponds or a package treatment plant are needed, then a modification of the Use Permit may be required, as

determined by PRMD.

Noise:

13. All dogs being considered for care shall be screened to eliminate dogs that are not well behaved in the absence of their owners.
14. Only neutered dogs shall be accepted for care at this kennel.
15. A kennel attendant shall be present when client dogs are allowed outdoors.
16. Disciplining collars (i.e., bark activated citronella spray or electronic shock or vibration) shall be used as needed.
17. Management of Dogs:
 - a. No more than 20 dogs are permitted on site (including interior locations) at one-time.
 - b. No dogs are permitted outdoors between 8 p.m. and 7 a.m. each day of the week.
 - c. No more than 10 dogs will be permitted outdoors at any time, including any dogs having access to outdoor runs.
 - d. Grouping of dogs in the four "Exercise Areas" (as described on the project site plan dated October 1, 2012) combined shall not exceed 10 dogs total at any time.
 - e. Grouping of dogs in the "Yard" and "Garden" areas (as described on the project site plan dated October 1, 2012) shall not exceed 10 dogs total at any time.
18. Kennel Building:
 - a. All doors and windows of the existing kennel building shall be kept closed at all times except as needed for entrance and egress.
 - b. Dog doors for the existing kennel shall have double covers including hard panel sliding members and heavy flat type members. Sliding panels shall have gaskets or seals for best practicable perimeter sealing.
 - c. The existing kennel building shall have upgraded insulation including the following: permanent sealing of the garage door; increasing the insulation of all windows to provide a minimum of three decibels reduction; replacement of exterior doors with solid core assemblies; additional layer of sound reducing drywall with the following specifications: Quiet Rock on all interior walls bringing the overall STC rating of the wall assemblies to 53 from the prior rating of 34 to 39. (These mitigation measures have been completed for the existing kennel building.)

Mitigation Monitoring: PRMD staff shall review the building permits to ensure that the proposed noise mitigation measures are installed in the buildings.

Any noise complaints will be investigated by PRMD staff. If such investigation indicates that the appropriate noise standards have been or may have been exceeded, the permit holders shall be required to install, at their expense, additional professionally designed noise control measures. Failure to install the additional noise control measure(s) will be considered a violation of the use permit conditions. If noise complaints continue, PRMD shall investigate complaints. If violations are found, PRMD shall seek voluntary compliance from the permit holder and thereafter may initiate an enforcement action and/or revocation or modification proceedings, as appropriate. Animal Control may initiate their own enforcement actions for barking dogs which could lead to the revocation of their kennel license. Loss of the kennel license will result in revocation of the Use

Permit.

19. Noise shall be controlled in accordance with Table NE-2 (or an adjusted Table NE-2 with respect to ambient noise as described in General Plan 2020, Policy NE-1c,) as measured at the exterior property line of any affected residential or sensitive land use:

TABLE NE-2:Maximum Allowable Exterior Noise Exposures*

Hourly Noise Metric ¹ , dBA	Daytime (7 a.m. to 10 p.m.)	Nighttime (10 p.m. to 7 a.m.)
L50 (30 minutes in any hour)	50	45
L25 (15 minutes in any hour)	55	50
L08 (5 minutes in any hour)	60	55
L02 (1 minute in any hour)	65	60
¹ The sound level exceeded n% of the time in any hour. For example, the L50 is the value exceeded 50% of the time or 30 minutes in any hour; this is the median noise level. The L02 is the sound level exceeded 1 minute in any hour. *The maximum allowable Exterior Noise Exposures were reduced 5 dBA for barking dogs and then increased 5 dBA due to ambient noise.		

20. If noise complaints are received from nearby residents, and they appear to be valid complaints in PRMD's opinion, then the applicant shall conduct a Noise Study to determine if the current operations meet noise standards and identify any additional noise Mitigation Measures if necessary. A copy of the Noise Study shall be submitted to the Project Review Health Specialist within sixty days of notification from PRMD that a noise complaint has been received. The owner/operator shall implement any additional Mitigation Measures needed to meet noise standards.

Solid Waste:

21. All garbage and refuse on this site shall accumulate or be stored in non-absorbent, water-tight, vector resistant, durable, easily cleanable, galvanized metal or heavy plastic containers with tight fitting lids. No refuse container shall be filled beyond the capacity to completely close the lid. Garbage and refuse on this site shall accumulate or be stored for no more than seven calendar days, and shall be properly disposed of at a County Transfer Station or County Landfill before the end of the seventh day.

DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS:

"The conditions below have been satisfied" BY _____ DATE _____

22. Prior to issuance of any permit that results from approval of this application, a development fee (Traffic Mitigation Fee) shall be paid to the County of Sonoma, as required by Section 26, Article 98 of the Sonoma County Code.

FIRE AND EMERGENCY SERVICES:

"The conditions below have been satisfied" BY _____ DATE _____

23. Development on this parcel is subject to the Sonoma County Fire Safety Ordinance (Sonoma County Code). All applications for development approvals shall be accompanied by plans, engineering calculations, and other data necessary to determine compliance with the provisions of the codes, and shall include but not be limited to the following:
- a. The subject property shall be in full compliance with Zoning regulations, Building Code regulations, Hazardous Materials regulations, and Fire Code Regulations, consistent with the 2010 California Fire Code as adopted and amended by Sonoma County Code.

- b. A building permit shall be obtained for any change in the use or character of a building that will place it in a different occupancy group.
- c. Applicable Fire Code construction permits shall be obtained prior to the commencement of project improvements requiring such permits as required by the 2010 California Fire Code as adopted and amended by Sonoma County Code.
- d. Applicable Fire Code operational permits shall be obtained prior to the operation of any activity that would require such permit as required by the 2010 California Fire Code as adopted and amended by Sonoma County Code.
- e. Applicable Hazardous Materials Business Plan and Inventory Statement shall be provided where required by the 2010 California Fire Code as adopted and amended by Sonoma County Code.
- f. Roadways, driveways, bridges and gates shall be in compliance with Sonoma County Fire Safe Standards Division-B, including but not limited to the following: roadway grades, widths, lengths, surfaces; turnouts and turn-arounds; bridge load capacities, widths, and signage.
- g. Addressing shall be in compliance with Sonoma County Fire Safe Standards Division-C.
- h. Defensible space shall be required and maintained throughout the life of the building(s) as required in Sonoma County Fire Safe Standards Division E, and the 2010 California Fire Code as adopted and amended by Sonoma County Code.

PLANNING:

"The conditions below have been satisfied" BY _____ DATE _____

24. This Use Permit allows a boarding kennel, dog daycare, training, and grooming facility for a maximum of 20 dogs on-site at any one time (including the owner's own dogs) as described on the application form, the proposal statement, and the site plan submitted to this department as modified by these conditions and mitigation measures.

A maximum of 20 dogs will be allowed for boarding, training, and dog daycare including the owner's own dogs. No more than 8 dogs for daycare are allowed on-site at any one time. Boarded dogs may make up the balance of dogs on-site such that if there are no daycare dogs there may be up to 20 boarded dogs (less the owner's dogs). The existing garage building shall be retrofitted to provide increased noise insulation and provide adequate kennel space for up to 20 dogs. An accessible restroom shall be constructed in the kennel building (garage conversion).

Employees:

Up to three full-time employees will be required to provide adequate supervision for all dogs in outside areas. No more than 10 dogs are allowed outside at any one time. Dogs must be supervised at a ratio of no less than one person per 10 dogs when in the outside areas. Currently two of the employees live on-site.

Training shall be a board-and-train program with the dog's owner(s) working one-on-one with the dog trainer after training is complete to help the owner understand the dog training received and how to use the commands. Group classes of up to five owners at a time will also be conducted. Both private instruction and group classes are to be held on Saturdays – private lessons from 9:00 a.m. to 11:00 a.m. and group lessons from 1:00 p.m. to 3:00 p.m. The dog trainer will be on an on-call basis as demand for services dictates.

Grooming will only be for boarded dogs or dogs participating in the dog daycare program for a minimum of five hours per week. The groomer will be on an on-call basis as demand for services

dictates. Dog bathing and grooming will be conducted inside the former detached garage that was converted to a kennel.

Business Hours:

The kennel will be open from 7:00 a.m. to 7:00 p.m., Monday through Friday, 8:00 a.m. to 4:00 p.m. Saturday, and 12:00 p.m. to 7:00 p.m. Sunday for pick-up and drop-off. All dogs shall remain indoors between 8:00 p.m. and 7:00 a.m.

The use shall be operated in accordance with the proposal statement and site plan located in File No. PLP11-0042 as modified by these conditions.

Best Management Practices:

1. The Meadows Kennel is an appointment only business. Therefore, all pickups, drop offs and assessments will be by appointment only. This will allow the operator to schedule arrivals and departures during off-peak hours.
2. A maximum of three business related peak hour round-trips (pick-ups or deliveries - i.e., six one-way trips) will be allowed.
3. As a condition of contract only right-in/right-out turns from Richards Road will be allowed during peak hours and encouraged during all other times.
4. A pick-up and delivery service is available to clients for pick-up and delivery of dogs for either daycare or boarding. The vehicle used in this service accounts for one round-trip of the peak hour trips.
5. All dogs being considered for care will be screened through preliminary observation to determine (1) acceptable behavior, (2) compatibility, and (3) no separation anxiety from their owners.
6. A kennel attendant will be present with outdoor dogs at all times with a ratio no less than 1 attendant for every 10 dogs. Since this is a 24 hour a day/7 day a week business more than 3 people may be on the employment roster but no more than three employees will be on site at any one time).
7. A maximum of 10 dogs will be allowed outdoors at any given time. This includes open kennel doors.
8. If a dog barks, attendant will separate the dog in time out. If barking continues, the owner or emergency contact person is called to pick up the dog or the dog will be dropped off to the owner or contact person.
9. In a worst-case scenario, and with the owner's consent, up-to-date disciplining collars could be used. Such collars would be set to vibrate or spray but not shock the dog.
10. No dog will be outdoors between 8:00 p.m. and 7:00 a.m.
11. All employee arrival and departures will be scheduled outside peak hour times. (At the time of this approval peak hours are 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m.)
25. The applicant shall maintain a minimum of five parking spaces on-site to serve the boarding, dog day care, grooming, and training facility. Parking lot surfaces, lighting and exterior landscaping shall be maintained in good condition in compliance with the approved plans and conditions herein.
26. This Use Permit PLP11-0042 shall supersede all prior Use Permits, upon implementation or when

all the pre-operational conditions have been met and this Use Permit is vested.

27. This use shall be constructed, maintained, and operated in conformance with all applicable county, state, and federal statutes, ordinances, rules, and regulations. A violation of any applicable statute, ordinance, rule or regulation shall be a violation of the Use Permit, subject to revocation.
28. Prior to establishment of the use, a license from the Sonoma County Animal Regulation Division shall be obtained. A copy of the approved license shall be submitted to the Project Planner. If the license is revoked, proper notification shall be made to PRMD and the Use Permit may also be revoked at that time.
29. All light fixtures in the kennel buildings shall be fitted with low energy bulbs such as fluorescent or L.E.D. bulbs.

Mitigation Monitoring: The project planner shall not sign-off on project operation until all lights are shown to have the appropriate low energy use bulbs.

30. Prior to commencing the use or issuance of building permits, an exterior lighting plan shall be submitted for design review by PRMD Project Review. Lighting shall be downward facing, fully shielded, and located at the lowest possible point to the ground to prevent spill over onto adjacent properties, glare, nighttime light pollution and unnecessary glow in the rural night sky. Security lighting shall be put on motion sensors. Flood lights and uplights are not permitted. Luminaires shall have a maximum output of 1000 lumens per fixture. Total illuminance beyond the property line created by simultaneous operation of all exterior lighting shall not exceed 1.0 lux.

Light fixtures shall be full cut-off fixtures, take ground fog into consideration, shall not be located at the periphery of the property and shall shut off automatically when the use is not operating. No lighting shall be directed towards off-site areas.

Mitigation Monitoring: The Project Review planner shall not approve the construction of the kennel building or operation of the boarding kennel until a lighting plan has been reviewed and approved.

31. Lighting plans shall be designed to meet the Lighting Zone LZ2 for rural standards from Title 24 effective October 2005.
32. All exterior fixtures shall be limited to lamps not exceeding 100 watts (incandescent) or equivalent lumens.
33. The "Meadows" monument sign currently located at the intersection of Highway 12 and Richards Road shall be revised and the design shall be submitted for review and approval by PRMD Project Review staff prior to sign installation. The applicant shall provide a site plan indicating relocation of the sign unless it is replaced with distinctive fencing or sculpture. Additionally, the sign shall be landscaped and natural materials shall be used around the base to make the sign more compatible with the rural nature of the site.

Mitigation Monitoring: Prior to vesting of the Use Permit the planner shall inspect the site, to ensure that the sign or alternative identification is appropriately landscaped and installed.

34. Dog waste shall be removed as it is deposited and at a minimum two times per day (morning and evening) from all areas that the dogs have access to. Waste shall be placed in air tight containers and removed from the site at least once a week. Runs shall not be hosed down. Solid waste shall be removed and residue and liquid waste shall be mopped up and the area cleaned with a disinfectant solution. The gravel areas shall be disinfected routinely with a dilute mixture (typically 15%) of chlorine bleach and water.

Mitigation Monitoring: Kennels are routinely inspected by Sonoma County Animal Care and Control who are checking for overall cleanliness, as well as security, and proper control of dogs at

the kennel. If complaints are received they will be investigated by both PRMD staff and Animal Control. Failure to comply with the manure management plan will result in more frequent inspections and may result in the revocation of the kennel license.

35. All building and/or grading permits shall have the following note printed on plan sheets:

"In the event that archaeological resources such as pottery, arrowheads, midden or culturally modified soil deposits are discovered at any time during grading, scraping or excavation within the property, all work shall be halted in the vicinity of the find and County PRMD - Project Review staff shall be notified and a qualified archaeologist shall be contacted immediately to make an evaluation of the find and report to PRMD. PRMD staff may consult and/or notify the appropriate tribal representative from tribes known to PRMD to have interests in the area. Artifacts associated with prehistoric sites include humanly modified stone, shell, bone or other cultural materials such as charcoal, ash and burned rock indicative of food procurement or processing activities. Prehistoric domestic resources include hearths, firepits, or house floor depressions whereas typical mortuary resources are represented by human skeletal remains. Historic artifacts potentially include all by-products of human land use greater than 50 years of age including trash pits older than fifty years of age. When contacted, a member of PRMD Project Review staff and the archaeologist shall visit the site to determine the extent of the resources and to develop and coordinate proper protection/mitigation measures required for the discovery. PRMD may refer the mitigation/protection plan to designated tribal representatives for review and comment. No work shall commence until a protection/mitigation plan is reviewed and approved by PRMD - Project Review staff. Mitigations may include avoidance, removal, preservation and/or recordation in accordance with California law. Archeological evaluation and mitigation shall be at the applicant's sole expense.

If human remains are encountered, all work must stop in the immediate vicinity of the discovered remains and PRMD staff, County Coroner and a qualified archaeologist must be notified immediately so that an evaluation can be performed. If the remains are deemed to be Native American, the Native American Heritage Commission must be contacted by the Coroner so that a "Most Likely Descendant" can be designated and the appropriate provisions of the California Government Code and California Public Resources Code will be followed."

Mitigation Monitoring: Building/grading permits shall not be approved for issuance by Project Review staff until the above notes are printed on the building, grading and improvement plans.

36. The project's landscaping shall comply with the Sonoma County Water Efficient Landscape Ordinance <http://library.municode.com/HTML/16331/level1/CH7D3WAEFLA.html>.

Mitigation Monitoring: The project planner shall ensure that the project has satisfactorily completed Water Efficient Landscape plan check and approval process prior to vesting the Use Permit.

37. The applicant shall pay all applicable development fees prior to issuance of building permits.
38. Prior to building permit issuance or prior to exercising this approval, whichever comes first, the property owners shall execute and record a Right-to-Farm declaration on a form provided by PRMD.
39. At the time of submitting a building permit application, the applicant shall submit to PRMD a Condition Compliance Review fee deposit (amount to be determined consistent with the ordinance in effect at the time). In addition, the applicant shall be responsible for payment of any additional compliance review fees that exceed the initial deposit (based upon hours of staff time worked) prior to final inspection being granted.
40. A one year operational review will be conducted by the Board of Zoning Adjustments after one-year of operation. The applicant shall apply for an operational review with the Board of Zoning Adjustments to ensure that mitigation measures and conditions of approval are effective and

address neighbor concerns.

41. This "At Cost" entitlement is not vested until all permit processing costs are paid in full. Additionally, no grading or building permits shall be issued until all permit processing costs are paid in full.
42. All grading and development on site shall be done in compliance with the County Tree Protection Ordinance, including protection of trees during construction with a chain link fence at the dripline, and replacement of damaged or removed trees. The project's grading and landscape plans shall detail all tree protection implementation measures.
43. Any proposed modification, alteration, and/or expansion of the use authorized by this Use Permit shall require the prior review and approval of PRMD or the Board of Zoning Adjustments, as appropriate. Such changes may require a new or modified Use Permit and additional environmental review.
44. The Director of PRMD is hereby authorized to modify these conditions for minor adjustments to respond to unforeseen field constraints provided that the goals of these conditions can be safely achieved in some other manner. The applicant must submit a written request to PRMD demonstrating that the conditions is infeasible due to specific constraints (e.g. lack of property rights) and shall include a proposed alternative measure or option to meet the goal or purpose of the condition. PRMD shall consult with affected departments and agencies and may require an application for modification of the approved permit. Changes to conditions that may be authorized by PRMD are limited to those items that are not adopted standards or were not adopted as mitigation measures or that were not at issue during the public hearing process. Any modification of the permit conditions shall be documented with an approval letter from PRMD, and shall not affect the original permit approval date or the term for expiration of the permit.

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

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

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

If human remains are encountered, all work must stop in the immediate vicinity of the discovered remains and PRMD staff, County Coroner and a qualified archaeologist must be notified immediately so that an evaluation can be performed. If the remains are deemed to be Native American, the Native American Heritage Commission must be contacted by the Coroner so that a "Most Likely Descendant" can be designated and the appropriate provisions of the California Government Code and California Public Resources Code will be followed."

Mitigation Monitoring: Building/grading permits shall not be approved for issuance by Project Review staff until the above notes are printed on the building, grading and improvement plans.

38. The project's landscaping shall comply with the Sonoma County Water Efficient Landscape Ordinance <http://library.municode.com/HTML/16331/level1/CH7D3WAEFLA.html>.

Mitigation Monitoring: The project planner shall ensure that the project has satisfactorily completed Water Efficient Landscape plan check and approval process prior to ~~building permit issuance~~ vesting the Use Permit.

39. ~~Construction activities for this project shall be restricted as follows:~~

- ~~a. All internal combustion engines used during construction of this project will be operated with mufflers that meet the requirements of the State Resources Code, and, where applicable, the Vehicle Code. Equipment shall be properly maintained and turned off when not in use.~~
- ~~b. Except for actions taken to prevent an emergency, or to deal with an existing emergency, all construction activities shall be restricted to the hours of 7:00 a.m. and 7:00 p.m. on weekdays and 9:00 a.m. and 7:00 p.m. on weekends and holidays. If work outside the times specified above becomes necessary, the applicant shall notify the PRMD Project Review Division as soon as practical.~~
- ~~c. There will be no start up of machines nor equipment prior to 7:00 a.m., Monday through Friday or 9:00 am on weekends and holidays; no delivery of materials or equipment prior to 7:00 a.m. nor past 7:00 p.m., Monday through Friday or prior to 9:00 a.m. nor past 7:00 p.m. on weekends and holidays and no servicing of equipment past 7:00 p.m., Monday through Friday, or weekends and holidays. A sign(s) shall be posted on the site regarding the allowable hours of construction, and including the developer's phone number for public contact.~~
- ~~d. Pile driving activities, if any, shall be limited to 7:30 a.m. to 7:00 p.m. weekdays only.~~
- ~~e. Construction maintenance, storage and staging areas for construction equipment shall avoid proximity to residential areas to the maximum extent practicable. Stationary construction equipment, such as compressors, mixers, etc., shall be placed away from residential areas and/or provided with acoustical shielding. Quiet construction equipment shall be used when possible.~~
- ~~f. The developer shall designate a Project Manager with authority to implement the mitigation prior to issuance of a building/grading permit. The Project Manager's phone number shall be conspicuously posted at the construction site. The Project Manager shall determine the cause of noise complaints (e.g. starting too early, faulty muffler, etc.) and shall take prompt action to correct the problem.~~

~~Mitigation Monitoring: PRMD staff shall ensure that the measures are listed on all site alteration, grading, building or improvement plans, prior to issuance of grading or building permits. Any noise complaints will be investigated by PRMD staff. If violations are found, PRMD shall seek voluntary compliance from the permit holder and thereafter may initiate an enforcement action and/or revocation or modification proceedings.~~

40. The applicant shall pay all applicable development fees prior to issuance of building permits.
41. Prior to building permit issuance or prior to exercising this approval, whichever comes first, the property owners shall execute and record a Right-to-Farm declaration on a form provided by PRMD.
42. At the time of submitting a building permit application, the applicant shall submit to PRMD a Condition Compliance Review fee deposit (amount to be determined consistent with the ordinance in effect at the time). In addition, the applicant shall be responsible for payment of any additional compliance review fees that exceed the initial deposit (based upon hours of staff time worked) prior to final inspection being granted.
43. A one year operational review will be conducted by the Board of Zoning Adjustments Aafter one-year of operation. ~~as a 20-dog kennel and prior to issuance of the building permit for Phase II~~ The applicant shall apply for an operational review with the Board of Zoning Adjustments to ensure that mitigation measures and conditions of approval are effective and address neighbor concerns. ~~review whether the conditions have addressed neighborhood concerns. If the review is favorable then Phase 2 may commence and the maximum number of dogs may be raised to 35 dogs.~~
44. This "At Cost" entitlement is not vested until all permit processing costs are paid in full. Additionally, no grading or building permits shall be issued until all permit processing costs are paid in full.
45. All grading and development on site shall be done in compliance with the County Tree Protection Ordinance, including protection of trees during construction with a chain link fence at the dripline, and replacement of damaged or removed trees. The project's grading and landscape plans shall detail all tree protection implementation measures.
46. Any proposed modification, alteration, and/or expansion of the use authorized by this Use Permit shall require the prior review and approval of PRMD or the Board of Zoning Adjustments, as appropriate. Such changes may require a new or modified Use Permit and additional environmental review.
47. The Director of PRMD is hereby authorized to modify these conditions for minor adjustments to respond to unforeseen field constraints provided that the goals of these conditions can be safely achieved in some other manner. The applicant must submit a written request to PRMD demonstrating that the conditions is infeasible due to specific constraints (e.g. lack of property rights) and shall include a proposed alternative measure or option to meet the goal or purpose of the condition. PRMD shall consult with affected departments and agencies and may require an application for modification of the approved permit. Changes to conditions that may be authorized by PRMD are limited to those items that are not adopted standards or were not adopted as mitigation measures or that were not at issue during the public hearing process. Any modification of the permit conditions shall be documented with an approval letter from PRMD, and shall not affect the original permit approval date or the term for expiration of the permit.

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

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

~~Phase 1 shall commence within two years from the date of approval. Phase II may not commence prior to the one year operational review as specified in condition #43. If the review is favorable Phase II may commence anytime within two years after the operational review.~~

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



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Melinda Grosch 707-565-2397

Supervisorial District(s):

First

Title: Land Conservation Act Contract Replacement; 1577 Grove Street; AGP13-0013.

Recommended Actions:

Adopt a Resolution authorizing the Chair of the Board of Supervisors to execute a replacement Land Conservation Act Contract for 24.2 acres requested by Ann Sandoval for Sandoval Vineyards Inc.; 1577 Grove Street, Sonoma; APN 133-050-034.

Executive Summary:

Action Requested of the Board of Supervisors: The Board previously initiated phase-out of substandard parcels, but allows owners to replace their contracts when they qualify for a different type. Sandoval Vineyards, Inc. seeks approval of a replacement Land Conservation Act Contract for prime agricultural land planted in vineyards. Your Board is requested to adopt a resolution to rescind an existing Non-Prime contract and replace it with a new Prime contract for a 24.2 acre parcel within Agricultural Preserve 2-354 and authorize the Chair to execute the replacement Land Conservation Act Contract and attached Land Conservation Plan.

Location, Zoning and Project Description: The project site is located in the Sonoma Valley at 1577 Grove Street, Sonoma. The project site is 24.2 acres with a well and 19.5 +/- acres of vineyard. There is an existing residence and agricultural storage building on the project site. The parcel is zoned LIA (Land Intensive Agriculture) 40 acres/dwelling unit, Z (Second Unit Exclusion), SR (Scenic Resources).

Background: The parcel was first placed under a Land Conservation Act Contract in 1971. The current owners conduct a vineyard operation which is considered a prime agricultural use and the soils are prime soils meeting the criteria for inclusion in the Land Conservation Act program. The 24.2 acre subject parcel is less than 40 acres, the minimum size for a Non-Prime contract. Earlier this year, the Board of Supervisors initiated phase-out of undersized parcels and the subject parcel would have its Land Conservation Act Contract non-renewed. If the Board of Supervisors does not approve a replacement contract, the property will phase out of the program over the next nine years.

As part of the Board of Supervisors' December 2011 update of the *Sonoma County Uniform Rules for Agricultural Preserves and Farmland Security Zones* ("Uniform Rules") the Board eliminated the distinction between Prime (Type I) and Non-Prime (Type II) Agricultural Preserves. This allows the County to enter into either a Prime or Non-Prime contract in any established Preserve. The subject land at issue here is within an established Preserve (2-354).

Also as part of the update of the Uniform Rules, the County has implemented use of a Land Conservation Plan which is attached to and incorporated into a Land Conservation Act Contract. The Land Conservation Plans show locations of various agricultural, open space, permitted, and compatible land uses on contracted land. Future changes to the Land Conservation Plan may be approved by the Director of PRMD and recorded on title of the subject parcel.

Replacement Prime Land Conservation Act Contract on land located within an existing Agricultural Preserve:

The Sandoval Vineyards, Inc. parcel qualifies for a Land Conservation Act Contract for prime agricultural land for the following reasons:

- a) Land is within an Agricultural Preserve: The parcel is currently located within an Agricultural Preserve 2-354. No expansion of the existing Agricultural Preserve is necessary.
- b) Prime farmland: Contracts for parcels under 40 acres in size must be on designated prime farmland. Prime agricultural land is defined as land planted with fruit- or nut-bearing trees, vines, bushes, or crops which have a nonbearing period of less than five years and meet the minimum income requirements. The parcel is planted with 19.5 +/- acres of vineyard comprised of Cabernet Sauvignon, Sauvignon Blanc, and Malbec that has produced the required income for the last three years, and it meets the definition of prime agricultural land.
- c) Minimum Parcel Size: The land must be at least 10 acres in size for a Prime Land Conservation Act contract. The 24.2 acre parcel exceeds the 10-acre minimum parcel size for a new Prime Land Conservation Act Contract.
- d) Agricultural Use of the Land: The land must be devoted to agricultural use. In Sonoma County this means that at least 50% of the land is used for agriculture purposes. The 24.2 acre parcel has 19.5 +/- acres planted in vineyard and, therefore, exceeds the 50% requirement.
- e) Non-Agricultural Compatible Uses: Non agricultural uses of the land must be listed in the Uniform Rules as compatible uses. In addition to the agricultural use of vineyards the parcel is developed with a residence, an agricultural storage building, and a well. Such uses are listed as "compatible uses" in Uniform Rule 8.3. Compatible uses must be limited to 5 acres or 15% of the total acreage, whichever is less. Here the 15% standard applies. Compatible uses occupy approximately 2.3 acres which is within the allowable area for compatible uses.
- f) Minimum Income Requirement: For vineyard land, the minimum income requirement is \$1,000.00 per acre gross annual income. The vineyard operation generates an income ranging from \$1,723 to

\$5,365 per acre gross annual income between the years of 2010 and 2012.

g) Single Legal Parcel Requirement: The land proposed for the contract is comprised of a single legal parcel.

Staff Recommendation: Staff recommends the Board of Supervisors approve the request because all of the state and local requirements for a Prime Land Conservation Act Contract for the 24.2 acres within the existing Agricultural Preserve have been met.

Prior Board Actions:

On December 13, 2011, the Board approved the *Sonoma County Uniform Rules for Agricultural Preserves and Farmland Security Zones* (Resolution No. 11-0678). In addition, this Board of Supervisors Resolution authorized PRMD to non-renew substandard sized parcels unless a replacement contract is obtained.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Land Conservation Act Contracts support agriculture and agribusiness by assisting in the preservation of agricultural land through the incentive of reduced property taxes in exchange for retaining the land in agricultural production.

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):

Approval of the replacement Land Conservation Act Contract means that the owner will continue to pay a reduced property tax assessment based upon the value of the agricultural uses rather than the land value under Proposition 13. This results in a reduction in the County's share of property tax revenue for each parcel under a Land Conservation Act Contract. The amount of this reduction for an individual contract depends on parcel-specific variables including the Proposition 13 status of the land and the value of the agricultural crop, and is determined annually by the Assessor's office. The Board has not requested, and staff does not recommend, evaluating property tax revenue implications on a contract-by-contract basis. Instead, the Board has directed that, as a policy matter, approving new contracts is important to the County's agricultural economy and outweighs the cost in reduced property tax revenue.

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:			
Att A: Draft Board of Supervisors Resolution			
Related Items “On File” with the Clerk of the Board:			
Land Conservation Act Contract with attached Exhibit A (legal description) and Exhibit B (Land Conservation Plan with attached Site Plan).			



County of Sonoma
State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

AGP13-0013 Melinda Grosch

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Approving The Request By Sandoval Vineyards, Inc., C/O Ann Sandoval, To 1) Rescind An Existing Land Conservation Act Contract (Williamson Act Contract) And Replace It With A New Land Conservation Act Contract And Attached Land Conservation Plan, And 2) Authorize The Chair To Execute The New Land Conservation Act Contract And Land Conservation Plan, For Prime Agricultural Land Located At 1577 Grove Street, Sonoma, APN 133-050-034.

Whereas, a request has been made by property owners of Sandoval Vineyards Inc., c/o Ann Sandoval, to authorize the Chair of the Board to rescind an existing Land Conservation Act (Williamson Act Contract) Contract and replace it with a new Land Conservation Act Contract and attached Land Conservation Plan, for prime agricultural land located at 1577 Grove Street, Sonoma, APN 133-050-034, Supervisorial District No. 1; and

Whereas, on December 13, 2011, the Board of Supervisors adopted the updated *Sonoma County Uniform Rules for Agricultural Preserves and Farmland Security Zones (Uniform Rules)* (Resolution No. 11-0678); and

Whereas, consistent with the *Uniform Rules*, County Counsel has revised the Land Conservation Act Contract form, which now incorporates a Land Conservation Plan identifying the various uses of the contracted land. Future changes to identified land uses require amendment of the Land Conservation Plan. The Board, pursuant to Resolution No. 11-0678, has authorized the Director of PRMD to approve amendments to executed Land Conservation Plans; and

Whereas, the Board of Supervisors finds that the 24.2 acre parcel, is currently located in Agricultural Preserve 2-354, and presently meets the requirements for a new Prime (Type I) Land Conservation Act Contract.

Now, Therefore, Be It Resolved that the Board of Supervisors makes the following specific findings concerning the requirements for a new Prime (Type I) Land Conservation Act Contract ("Contract"):

1. As required by Uniform Rule 4.2, the land proposed to be restricted by the Contract is a single legal parcel, presently identified as APN 051-180-013; and

2. As required by Uniform Rule 4.2, the land proposed to be restricted by the Contract is currently located within a designated Agricultural Preserve (2-337); and

3. The land proposed to be restricted by the Contract is Prime farmland and is 21.04 acres in size, which exceeds the 10 acre minimum parcel size requirement for a Prime Land Conservation Act Contract under Uniform Rule 4.2; and

4. As required by Uniform Rule 4.2, the land proposed to be restricted by the Contract presently meets the minimum annual commercial agricultural income requirement of \$1,000.00 per acre gross for vineyard land under a Prime Land Conservation Act Contract; and

5. Consistent with Uniform Rule 4.2, the land is devoted to an agricultural use because more than 50% of the land is planted with a commercial vineyard, which is a prime agricultural use; and

6. All non-agricultural uses of the land are allowed as compatible uses in Uniform Rule 8.0, and consistent with Government Code Section 51238.1.

Be It Further Resolved that the Board of Supervisors finds the requested action categorically exempt from the California Environmental Quality Act pursuant to Section 15317, of the State CEQA Guidelines, which provides that executing a new Land Conservation Act Contract is exempt from the California Environmental Quality Act.

Be It Further Resolved that the Board of Supervisors hereby grants the request by Sandoval Vineyards Inc., c/o Ann Sandoval by approving rescission of the existing Type II contract and simultaneous replacement of that contract with a new Prime Land Conservation Act Contract and attached Land Conservation Plan, to restrict the 24.2 acre parcel located at 1577 Grove Street, Sonoma, APN 133-050-034.

Be It Further Resolved that the Board of Supervisors authorizes the Chair of the Board of Supervisors to execute the Land Conservation Act Contract and attached Land Conservation Plan.

Be It Further Resolved that the Clerk of the Board of Supervisors is hereby instructed to record within 20 days and no later than December 31, 2014 (1) this Resolution and (2) the associated Land Conservation Act Contract and attached Land Conservation Plan with the Office of the Sonoma County Recorder.

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

Resolution #
Date: March 11, 2014
Page 3

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: 21
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): Regional Parks

Staff Name and Phone Number:

Bert Whitaker (707) 565-3955

Supervisorial District(s):

First, Fourth, and Fifth Districts

Title: ESP & Alarms Security Services PSA

Recommended Actions:

Authorize the Chair of the Board to execute a Professional Services Agreement with ESP & Alarms for security services at Cloverdale River Park, Guerneville River Park, Maxwell Farms Regional Park, the Environmental Discovery Center at Spring Lake Park and other locations as needed for a total of \$70,000 from January 1, 2014 to December 31, 2016.

Executive Summary:

Regional Parks has contracted with ESP & Alarms since 2004 for security services at Cloverdale River Park, Guerneville River Park, Maxwell Farms Regional Park, the Environmental Discovery Center at Spring Lake Park, and at other locations on an as-needed basis. Security services deter vandalism, protect park property, and minimize malicious mischief at parks with a history of these issues. ESP & Alarms provides cost effective security services after hours when Regional Parks' staff is not available to patrol facilities.

In November 2009 Regional Parks released a Request For Proposals (RFP) for security services. The RFP was distributed directly to 14 security service firms in the greater Bay Area and Regional Parks received three bids. ESP & Alarms was the vendor selected for a three year contract. Due to the economic downturn in 2010 Regional Parks renegotiated the Agreement with ESP & Alarms and received a 10% reduction in rates. As such, the Dept Head was authorized to extend the term of the agreement for an additional year. However the approved amount of the agreement was not increased to accommodate the extension, therefore today's agreement applies retroactively to January 1, 2014. ESP & Alarms has met the Department's expectations and Regional Parks recommends entering into another 3-year agreement at the current level of service with ESP & Alarms. Prior to the end of the term of this agreement, staff anticipates conducting a competitive procurement process for these services.

The proposed Agreement provides for scheduled after hours security services at Cloverdale River Park, Guerneville River Park, Maxwell Farms Regional Park, the Environmental Discovery Center at Spring Lake

Park, and at other locations on an as-needed basis. Rates will increase slightly but will still be lower than rates negotiated in 2009. The total contract amount is \$70,000 over three years with an annual cost of \$20,200 for scheduled patrols and an additional amount for ad hoc security services.

Prior Board Actions:

January 2010 Board of Supervisors approved a 3 year contract with ESP and Alarms for security services at Cloverdale River Park, Guerneville River Park, Maxwell Farms Regional Park, and the Environmental Discovery Center at Spring Lake Park.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 13,420	County General Fund	\$ 13,420
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 13,420	Total Sources	\$ 13,420

Narrative Explanation of Fiscal Impacts (If Required):

Current year County General Fund appropriations of \$13,420 included in budget for security services.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

PSA ESP & Alarms 2014.pdf

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

PSA ESP & Alarms 2014.pdf

Standard Professional Services Agreement (“PSA”)
Revision F – April 2012

AGREEMENT FOR PROFESSIONAL SERVICES

This agreement ("Agreement"), dated as of _____, 20__ (“Effective Date”) is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and ESP & Alarms, Inc., a California Corporation (hereinafter "Consultant").

R E C I T A L S

WHEREAS, Consultant represents that it is a duly qualified and licensed security service provider, experienced in the provision of security and related services; and

WHEREAS, in the judgment of the Purchasing Agent, it is necessary and desirable to employ the services of Consultant for providing security services to Cloverdale River Park, Maxwell Farms Regional Park, Spring Lake Regional Park Environmental Discovery Center, and Guernville River Park.

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

A G R E E M E N T

1. Scope of Services.

1.1 Consultant's Specified Services.

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

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

1.3 Performance Standard. Consultant shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Consultant's profession. County has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release. If County determines that any of

Consultant's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with County to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

1.4 Assigned Personnel.

- a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Consultant's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of Consultant's control, Consultant shall be responsible for timely provision of adequately qualified replacements.

2. Payment.

For all services and incidental costs required hereunder, Consultant shall be paid in accordance with the following terms:

Consultant shall be paid on a time and material/expense basis in accordance with the budget set forth in **Exhibit B**, provided, however, that total payments to Consultant shall not exceed \$70,000, without the prior written approval of County. Consultant shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of the County Department receiving the services. The bills shall show or include: (i) the task(s) performed; (ii) the time in quarter hours devoted to the task(s); (iii) the hourly rate or rates of the persons performing the task(s); and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

Unless otherwise noted in this agreement, payments shall be made within the normal course of county business after presentation of an invoice in a form approved by the County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by the County.

Pursuant to California Revenue and Taxation code (R&TC) Section 18662, the County shall withhold seven percent of the income paid to Consultant for services performed within the State

of California under this agreement, for payment and reporting to the California Franchise Tax Board, if Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Consultant does not qualify, County requires that a completed and signed Form 587 be provided by the Consultant in order for payments to be made. If consultant is qualified, then the County requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, the contractor agrees to promptly notify the County of any changes in the facts. Forms should be sent to the County pursuant to Article 12. To reduce the amount withheld, Consultant has the option to provide County with either a full or partial waiver from the State of California.

3. Term of Agreement. The term of this Agreement shall be from January 1, 2014 to December 31, 2016 unless terminated earlier in accordance with the provisions of Article 4 below.

4. Termination.

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

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

4.3 Delivery of Work Product and Final Payment Upon Termination.

In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product) and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Payment Upon Termination. Upon termination of this Agreement by County, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, Consultant shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the

amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Consultant.

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

5. Indemnification. Consultant agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant'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 Consultant's expense, subject to Consultant's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance. With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in **Exhibit C**, which is attached hereto and incorporated herein by this reference

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

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

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

9. Representations of Consultant.

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

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

9.3 No Suspension or Debarment. Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration. If the Consultant becomes debarred, consultant has the obligation to inform the County

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

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

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

9.7 Statutory Compliance. Contractor agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement.

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

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

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

9.11 Ownership and Disclosure of Work Product. All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement shall be the property of County. County shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Consultant shall promptly deliver to County all such documents, which have not already been provided to

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

13. Miscellaneous Provisions.

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

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

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

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

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

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

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

13.8. Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

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

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

CONSULTANT: ESP & ALARMS, INC.

By: [Signature]

Name: DENNIS JAMARCK JR

Title: OWNER

Date: 2-18-14

COUNTY: COUNTY OF SONOMA

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

By: [Signature]
Department Head

Date: 2/20/14

APPROVED AS TO FORM FOR COUNTY:

By: _____
Chair
Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board of Supervisors

Scope of Services – Third Party Security Services

At each of the defined locations, under the terms specified, Consultant shall provide Security Services which include, but are not limited to, providing trained uniformed security guards to patrol specified areas on foot or in a marked vehicle for the purposes of performing inspections and responding to undesirable circumstances as needed. Inspections include, but are not limited to, walking or driving through specified areas to ensure all unauthorized vehicles have left, no after-hour usage is occurring, and the area is clear of any illegal or undesirable activities or circumstances. Consultant shall provide all equipment, uniforms, and vehicles necessary to perform stated Security Services.

Cloverdale River Park

Consultant shall provide Security Services at Cloverdale River Park including the following:

1. Inspect and patrol parking area prior to gate closure.
2. Close and lock entrance gates each day after Sunset but not later than the time specified as the Park Closing Time in the schedule below.

Park Closing Times:

January	7 pm
February	7 pm
March	8 pm
April	9 pm
May	9 pm
June	9 pm
July	9 pm
August	9 pm
September	9 pm
October	8 pm
November	7 pm
December	7 pm

While providing Security Services, Consultant and its agents and personnel, shall follow the following protocol under the specified circumstances:

1. For problems requiring immediate attention: Upon discovery call the field office at Healdsburg Veterans Memorial Beach at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777. Prepare a written report. Fax a copy of the report to 707-433-3071. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A

Santa Rosa CA 95403

2. For miscellaneous vandalism and/or property damage: Upon discovery, call the field office at Healdsburg Veterans Memorial Beach at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777.

3. In the event of an emergency: Immediately call the Sonoma County Sheriff's Office Dispatch at 707 565-2121 and comply with any directions provided. Thereafter, immediately call the field office at Healdsburg Veterans Memorial Beach at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777. Prepare a written report. Fax a copy of the report to 707-433-3071. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

4. For situations in the Park in which a public safety agency has been contacted and become involved: First, communicate with the representatives of said public safety agency to confirm they have reviewed the situation and are prepared to address the situation without further assistance from Consultant. Second, determine which agency will be responsible for locking the gate once all agency representatives have exited the Park. If the gate is locked open, notify the field office at Healdsburg Veterans Memorial Beach at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777. Prepare a written report. Fax a copy of the report to 707-433-3071. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

5. When an unoccupied vehicle is located in the Park after hours: Report unoccupied vehicles in the park after hours using the "lock in notice" form, which will be provided by Sonoma County Regional Parks as needed.

Guerneville River Park

Each week during the contract period, Consultant shall provide Security Services at Guerneville River Park. Security Services shall be provided while the Park is closed and shall specifically include:

1. From October 1 through March 30, between the hours of 9:30 pm and 11:00 pm Friday and Saturday evenings, and from April 1 through September 30, between the hours of 9:30 pm and 11:00 pm Friday and Saturday evenings and two other week nights, Consultant shall inspect and patrol the park, including the locked restroom area, picnic areas, and under the pedestrian and road bridges. The restroom and gate will be locked at sunset by Park staff.

Exhibit A

While providing Security Services, Consultant and its agents and personnel, shall follow the following protocol under the specified circumstances:

2. For problems requiring immediate attention or for miscellaneous vandalism and/or property damage: Upon discovery, call the Field Office at Healdsburg Veterans Memorial Beach – North Central Operations at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777. Prepare a written report. Fax a copy of the report to 707-433-3071. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

3. In the event of an emergency: Immediately call the Sonoma County Sheriff's Office at 707-565-2121 and comply with any directions provided. Thereafter, immediately notify the Field Office at Healdsburg Veterans Memorial Beach – North Central Operations at 707-433-1625 and the Supervising Park Ranger at 707-565-1234 x 99777. Prepare a written report. Fax a copy of the report to 707-433-3071. Mail the original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

4. For after-hours activity in the park (such as camping, possession of drugs and/or alcohol, loitering), call the Sonoma County Sheriff's Office Dispatch at 707-565-2121 and request a response by a Deputy.

Maxwell Farms Regional Park

Each week during the contract period, Consultant shall provide Security Services at Maxwell Farms Regional Park on Friday and Saturday nights (hereinafter referred to as "weekend night"), plus one additional alternating night between Sunday and Thursday (hereinafter referred to as "weekday night"), to be agreed upon between the Parties. Security Services shall be provided while the Park is closed and shall specifically include:

1. Boys and Girls Club: Four times on each weekend night and three times on each weekday night, consultant shall inspect and patrol the exterior of the building and its surrounding areas, and manually check the security of each of the doors of the building.

2. Park Ranger Residence: Four times on each weekend night and three times on each weekday night, consultant shall inspect and patrol the areas immediately surrounding the Park Ranger Residence.

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Exhibit A

3. Group Picnic, Field and Lawn Areas: Four times on each weekend night and three times on each weekday night, consultant shall patrol and inspect each area.

While providing Security Services, Consultant and its agents and personnel, shall follow the following protocol under the specified circumstances:

1. For problems requiring immediate attention or for miscellaneous vandalism and/or property damage: Upon discovery, call South Division Headquarters at Tolay Lake Regional Park at 707-789-9644 and the Supervising Park Ranger at 707-565-1234 x 99606. Prepare a written report. Fax a copy of the report to 707-789-9672. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

2. In the event of an emergency: Immediately call the Sonoma County Sheriff's Office Dispatch at 707-565-2121 and comply with any directions provided. Thereafter, immediately notify the park by calling South Division Headquarters at Tolay Lake Regional Park at 707-789-9644 and the Supervising Park Ranger at 707-565-1234 x 99606. Prepare a written report. Fax a copy of the report to 707-789-9672. Mail the original report:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

Spring Lake Regional Park

Each week from March 1 through October 31 during the contract period, Consultant shall provide Security Services at Spring Lake Regional Park, on three alternating nights, to be agreed upon between the Parties, but to always to include one Friday or Saturday night. There shall be no patrol services between November 1 through February 28 during the contract period. Security Services shall specifically include:

1. Environmental Discovery Center: Consultant shall patrol and inspect areas around the Environmental Discovery Center and Violetti entrance to park facility, including walking the perimeter of the building and the observation deck behind the building to ensure that doors and windows are secured. Each night of Security Services shall include three separate patrols and inspections of the specified areas between 10:00 pm and 5:00 am.

While providing Security Services, Consultant and its agents and personnel, shall follow the following protocol under the specified circumstances:

1. For problems requiring immediate attention OR for miscellaneous vandalism and/or property damage: Upon discovery call Mountain Valley Division Headquarters at Spring Lake
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Exhibit A

Park at 707-539-8092 and the Supervising Park Ranger at 707-565-1234, x 99413. Prepare a written report. Fax a copy of the report to 707-538-8038. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

2. In the event of an emergency: Immediately call the Santa Rosa Police Department and comply with any directions provided. Thereafter, immediately notify the park by calling Mountain Valley Division Headquarters at Spring Lake Park at 539-8092 and the Supervising Park Ranger at 565-1234, x 99413. Prepare a written report. Fax written report to 707-538-8038. Mail original report to:

Sonoma County Regional Parks
2300 County Center Drive Suite 120A
Santa Rosa CA 95403

Additional Security Guards

Consultant shall provide additional Security Guard Services as specified by County on an as-needed basis. Duration of these services, location(s) and specific requirements for the security guard(s) shall be specified at the time of the request.

Exhibit B: ESP & Alarms Rates

January 1, 2014 - December 31, 2016

	Current	
Cloverdale	450.00	
Guerneville River Park		
Oct - Mar	144.00	
Apr - Sep	288.00	
Maxwell Farms	792.00	
SLP/EDC		
Mar - Oct	432.00	
no service Nov - Apr	-	
Fuel Surcharge	25.00	
5% Hardship Discount	88.55	

Payments for Scheduled Work by Month January 1, 2014 - December 31, 2017							5 % Hardship		
	Cloverdale	Guerneville	Maxwell Farms	Spring Lake Park	Fuel Surcharge	Subtotal	Discount*	Invoice Total	
October	450.00	144.00	792.00	432.00	25.00	1,843.00	88.55	1,754.45	
November	450.00	144.00	792.00		25.00	1,411.00	88.55	1,322.45	
December	450.00	144.00	792.00		25.00	1,411.00	88.55	1,322.45	
January	450.00	144.00	792.00		25.00	1,411.00	88.55	1,322.45	
February	450.00	144.00	792.00		25.00	1,411.00	88.55	1,322.45	
March	450.00	144.00	792.00	432.00	25.00	1,843.00	88.55	1,754.45	
April	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
May	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
June	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
July	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
August	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
September	450.00	288.00	792.00	432.00	25.00	1,987.00	88.55	1,898.45	
						<u>21,252.00</u>	<u>1,062.60</u>	<u>20,189.40</u>	

*Hardship discount = \$21,252 * .05 = 1,062.60 or 88.55 per month

Totals:

Per Month

Oct	1,754.45
Nov - Feb	1,322.45
Mar	1,754.45
Apr - Sep	1,898.45

Annual Payment	<u>20,189.40</u>
Scheduled Amount	<u>60,568.20</u>
Additional Services (as needed)	4,431.80
Total Contract Amount:	<u><u>65,000.00</u></u>

Exhibit C

With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance

- a. Required if Consultant has employees.
- b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. Required Evidence of Insurance: Certificate of Insurance.

If Consultant currently has no employees, Consultant agrees to obtain the above-specified Workers Compensation and Employers Liability insurance should any employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Umbrella Liability Insurance. If Consultant maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Consultant.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by County. Consultant is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Consultant has a claim against the insurance or is named as a party in any action involving the County.
- d. The County of Sonoma and the Sonoma County Water Agency, their Officers, Agents, and Employees shall be additional insureds for liability arising out of operations by or on behalf of the Consultant in the performance of this Agreement.
- e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.

- f. The policy definition of “insured contract” shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the “f” definition of insured contract in ISO form CG 00 01, or equivalent).
- g. The policy shall cover inter-insured suits between the additional insureds and Consultant and include a “separation of insureds” or “severability” clause which treats each insured separately.
- h. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.

3. Automobile Liability Insurance

- a. Minimum Limits: \$1,000,000 combined single limit per accident.
- b. Insurance shall apply to all owned autos. If Consultant currently owns no autos, Consultant agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
- c. Insurance shall apply to hired and non-owned autos.
- d. Required Evidence of Insurance: Certificate of Insurance.

4. Professional Liability/Errors and Omissions Insurance

- a. Minimum Limit: \$1,000,000 per claim or per occurrence.
- b. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by County.
- c. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
- d. Coverage applicable to the work performed under this Agreement shall be continued for two (2) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- e. Required Evidence of Insurance: Certificate of Insurance.

5. Standards for Insurance Companies

Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

6. Documentation

- a. The Certificate of Insurance must include the following reference: Security Services at Cloverdale River Park, Guernville River Park, the EDC at Spring Lake Park, and Maxwell Farms Regional Park.
- b. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Consultant agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in Sections 1 – 4 above.
- c. The name and address for Additional Insured endorsements and Certificates of

Insurance is: County of Sonoma and the Sonoma County Water Agency, their Officers, Agents, and Employees, attention Regional Parks, 2300 County Center Drive, Ste 120A, Santa Rosa CA, 95403.

- d. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
- e. Consultant shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- f. Upon written request, certified copies of required insurance policies must be provided within thirty (30) days.

7. Policy Obligations

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

8. Material Breach

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



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

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):

Fourth

Title: Mitigation compliance services related to the Runway Safety Area Project

Recommended Actions:

Approve and authorize the Chair to execute an agreement with LSA Associates, Inc. for a term through December 31, 2015 and not to exceed \$812,610 for environmental mitigation compliance services related to the Runway Safety Area Project.

Executive Summary:

The Department of Transportation and Public Works Airport Division requests the Board of Supervisors approve and authorize the Chair of the Board to execute an agreement with LSA Associates, Inc. in an amount not to exceed \$812,610 with a term ending December 31, 2015 for mitigation compliance related to the Runway Safety Area Project.

In connection with the Runway Safety Area Project ("RSA"), the County is required to complete certain riparian and wetland mitigations as part of the permit conditions of the US Army Corps of Engineers (Corps) and California Department Fish and Wildlife. Permit compliance will require the construction of the mitigation site and maintenance and monitoring of the site to ensure the viability for 10 years. The estimated amount of the work is \$2,382,010 over the course of the mitigation projects.

Under this agreement, LSA Associates, Inc. will monitor construction of the riparian sites and ensure environmental compliance under the various permits from the US Army Corps of Engineers, the Regional Water Quality Control Board, California Department of Fish and Wildlife, and the United States Fish and Wildlife Service, as well as the requirements set forth in the Environmental Impact Report and the Environmental Assessment, through December 2015. These activities will occur at two on-Airport locations (Airport Creek and Sonoma County Airport Consolidated Mitigation Area) and three off-Airport locations (Desmond Mitigation Bank, Devil's Creek Mitigation Site, and Brown Farm Mitigation Site).

LSA Associates, Inc. has been selected on the basis of its demonstrated competence and professional qualifications necessary to complete the work to be performed under this agreement (Government

Code §4526). LSA Associates, Inc. has already performed substantial work on the RSA, both as a sub-consultant of Mead and Hunt, the engineering firm that was competitively selected for the RSA in part based on LSA Associates’ professional qualifications, and as a sub-contractor of RS&H California, Inc., the firm that prepared the environmental documentation for the RSA. Through its work upon the RSA to date, LSA Associates has demonstrated its ability to competently and efficiently perform the work needed to comply with all relevant environmental permits and approvals.

In addition, by contracting with LSA Associates, the County will be able to continue to move forward with the RSA without the substantial delay and expense that would result from transitioning these services to a new provider that is not experienced with the environmental planning related to the RSA. Because of budgetary and time constraints for the completion of the RSA, the prevention of such unnecessary delay and expense is critical. Based on the foregoing, staff determined it was in the best interest of the County to contract with LSA Associates at this time for the first two years of the mitigation compliance tasks required under the resource agencies permit conditions.

Staff will go through an open competitive procurement process before returning to the Board of Supervisors with an agreement for the remainder of the monitoring period covering January 2016 through December 2024.

Prior Board Actions:

1/7/14 No. 18 Res. 14-0008: Board approved purchase of performance bonds related to the mitigation compliance project; 10/22/13 No. 23: Board approved mitigation agreement with East Austin LLC; 9/10/13 No. 40: Board approved four mitigation agreements and two amendments; 1/24/12 No. 46: Board certified the Final Environmental Impact Report, amended the General Plan, and adopted the Airport Master Plan; 12/8/09: No. 29: Board approved agreement for professional engineering services with Mead & Hunt, Inc.

Strategic Plan Alignment Goal 3: Invest in the Future

The action supports the County’s strategic goal of investing in the future by continuing progress on the runway safety area project which will create a well-maintained transportation facility that promotes mobility, connectivity and convenience for the passengers and users of the Airport.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 250,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 225,000
	\$	Fees/Other	\$ 25,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 250,000	Total Sources	\$ 250,000

Narrative Explanation of Fiscal Impacts (If Required):

The Airport has received a Federal Aviation Administration grant award for 90% of the funding for the mitigations. Airport operating revenues will be used as the local match to the federal grant. The expenditures by fiscal year are estimated to be: FY13-14 - \$250,000, FY 14-15 - \$379,000, FY 15-16 - \$183,610.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

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

Agreement



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

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 February 11, 2014 and February 25, 2014

Recommended Actions:

Approval.

Executive Summary:

Approval of Minutes:

- (A) Minutes of the Meeting of February 11, 2014 for the following: Agricultural Preservation and Open Space District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors, and
- (B) Minutes of the Meeting of February 25, 2014 for the following: Agricultural Preservation and Open Space District, Community Redevelopment Agency, In-Home Supportive Services Public Authority, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency and Board of Supervisors, and
- (C) Minutes of the Meeting of February 11, 2014 and February 25, 2014 for the following: Sonoma Valley County Sanitation District, and

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			
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

FEBRUARY 11, 2014

8:30 A.M.

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

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

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

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

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

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

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. Closed session items may be added prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

8:33 A.M. CALL TO ORDER

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

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

Supervisor Absent: Susan Gorin

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

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Carrillo thanked County road crews and emergency personnel for responding to storm weather conditions during the weekend and announced that the Department of Water Resources awarded Sonoma County the Prop 84 Round II Integrated Regional Water Management Implementation Grant of \$5.3 million dollars. He also provided an update on the Water Bond at the State level.

Supervisor Zane reported that she had attended a Town Hall meeting at the Sonoma County Fairgrounds to discuss the safe parking homeless program; announced an upcoming Forum on Homelessness; attended the Sonoma County Transportation Authority/Regional Climate Authority meeting; and the Sonoma County Employee Service Awards dinner.

Supervisor McGuire extended a thank you to the Transportation and Public Works road crew for their response to storm weather conditions and announced that he had attended the Russian River Compact meeting. He stated that the Library Joint Powers Agreement (JPA) Review Committee will be convening to finalize the amended JPA and shared that the Saralee Kunde's memorial service will be held on February 16, 2014.

Chairman Rabbitt extended a thank you to the Transportation and Public Works road crew for their response to storm weather conditions and reported that Water Agency staff participated in a atmospheric river study of the National Oceanic and Atmospheric Administration.

III. CONSENT CALENDAR (Items 1 through 26)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 6)

CONSENT CALENDAR (Continued)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution congratulating Alba Silva on the occasion of her 100th birthday and thanking her for a lifetime of service to others. (Second District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0047

PRESENTATIONS AT DIFFERENT DATE

2. Adopt a Gold Resolution honoring Lisa Leeb for her commitment to the issue of homelessness and for her tenure as the Executive Director of Sonoma Overnight Support (SOS). (First District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0048

3. Adopt a Gold Resolution honoring Jeanette Mancini Mitchell for her contributions to fostering Italian culture in California's North Bay and for her 30 years of devotion and commitment to the North Bay Italian Cultural Foundation. (First District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0049

4. Adopt a Gold Resolution honoring the life of Mary West: peacemaker, citizen and women's rights advocate. (First and Third Districts)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0050

5. Adopt a Gold Resolution recognizing and commending Detective Rick Cox, 2014 recipient of Enrique Camarena Award, Petaluma Elks Lodge 901. (Second District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0051

6. Adopt a Gold Resolution honoring Robert Judd for his many valuable contributions to the community through his environmental and social leadership. (Third District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0052

CONSENT CALENDAR (Continued)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

7. Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to execute a professional services agreement with Conservation Strategy Group, L.L.C. for the total amount of \$180,000 for a period of three years.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

SONOMA COUNTY WATER AGENCY
OCCIDENTAL COUNTY SANITATION DISTRICT
RUSSIAN RIVER COUNTY SANITATION DISTRICT
SOUTH PARK COUNTY SANITATION DISTRICT

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

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

8. Authorize the Chair to execute an agreement with Miksis Services, Inc. to provide maintenance services for wastewater collection systems for the amount of \$150,000; agreement terminates on February 11, 2017.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Mike McGuire (Alternate)

ABSENT: Tom Rouse

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

9. Agua Caliente Creek Sewer Crossing Easement Agreements and Temporary Construction Agreements -

- (A) Authorize the Water Agency staff to negotiate the acquisition of easements and temporary construction rights (collectively Property Rights) on behalf of the Sonoma Valley County Sanitation District as required for construction of Agua Caliente Creek Sewer Crossing, for the appraised value of the property rights;

CONSENT CALENDAR (Continued)

Item #9 Continued

- (B) Authorize the General Manager to offer to reimburse property owners up to \$5,000 in cost for an independent appraisal of property rights and to reimburse the property owners reasonable cost upon receipt of the copy of the contracted appraisal in accordance with Code of Civil Procedure Section 1263.025;
- (C) Authorize the General Manager to execute agreements to acquire the Property Rights on behalf of the District; to execute certificates of acceptance on behalf of the District; and to execute such other documents and take such other actions as are necessary to close the purchase transactions;
- (D) Authorize the filing of a Notice of Exemption. (First District)

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Mike McGuire (Alternate)

ABSENT: Tom Rouse

BOARD OF SUPERVISORS

- 10. Disbursement of Fiscal Year 2013/14 First District Advertising Funds - 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 Theatre Alliance, \$2,500

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

COUNTY COUNSEL

- 11. Authorize the Chair of the Board of Supervisors to execute the First Amendment of the Legal Services Agreement with Hanson Bridgett LLP to provide for an increase to the hourly rates it charges the County, consistent with rates Hanson Bridgett normally charges other public entity clients for representation of the County in the matter of Sonoma County Association of Retired Employees (SCARE) v. County of Sonoma (U.S. District Court, Case No. CV 09-4432). (4/5 vote required)

Board Action: FAILED

AYES: David Rabbitt, Mike McGuire, Efren Carrillo

NOES: Shirlee Zane

ABSENT: Susan Gorin

GENERAL SERVICES

- 12. Various License Agreements and Amendments for Public Benefit in Need of Renewal - (A) Authorize the General Services Director to execute, or renew and modify license agreements with the Licensee Organizations for the following premises: (1)The Bird Rescue Center, for

CONSENT CALENDAR (Continued)

Item #12 Continued

premises located on County Farm Road, near Chanate Road; (2) Drug Abuse Alternatives Center (DAAC) for premises located at 1430 Neotomas Avenue, Santa Rosa (3) State of California Department of Corrections and Rehabilitation / Police and Corrections Team (PACT), for premises located at 1300 Coddington Center, Santa Rosa; (4) The River Friends of the Library, for premises located at 14900 Armstrong Woods Road, Guerneville; (5) Sonoma County Wildlife Rescue, for premises located at 171 Pythian Road, Santa Rosa; (6) Swiss-CA Foundation, for premises located at 141 Stony Circle; and (7) The Friends of Villa Grande, located at the firehouse building and adjacent land. (B) Make findings pursuant to Government Code Section 26227.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

GENERAL SERVICES / HEALTH SERVICES

13. Authorize the General Services Director to execute a lease amendment with Coddington Enterprises for 1250-1300 Coddington Center for the Health Services Department in order to: (1) extend the lease term through September 30, 2014; (2) reduce the rental payments from \$15,123 per month (\$1.56 psf) to \$14,566 per month (\$1.50 psf); (3) specify maintenance and repairs to be performed by the landlord; and (4) provide for a \$10,000 allowance to be used by County, as needed for repairs and/or relocation expenses. (Third District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

HUMAN SERVICES

14. Authorize the Director of Human Services to execute amendments to service provider agreements for senior nutrition services for Council on Aging (COA), \$261,000; and Petaluma People Services Center (PPSC), \$39,000 for at total of \$300,000 Fiscal Year 2013-14. Both contracts have terms beginning July 1, 2013 and ending June 30, 2014.

Speaker:

Ken Rawles

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

PERMIT AND RESOURCE MANAGEMENT

15. Authorize the Chair to execute a Deed and Covenant to allow one detached farm family dwelling unit on the property located at 1995 Spring Hill Road, Petaluma, APN 020-010-044 (Thomas L. Sipes and Lucia Antonelli; File No. ZPE11-0574). (Second District)

CONSENT CALENDAR (Continued)

Item #15 Continued

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

PERMIT AND RESOURCE MANAGEMENT
AND
SONOMA VALLEY COUNTY SANITATION DISTRICT
(Directors: Gorin, Rabbitt, Rouse)

16. Adopt a Resolution authorizing the Chair of the Board of Directors to execute an Outside Service Area Agreement with the Sonoma Valley County Sanitation District for public sewer service to property located at 22540 Broadway, Sonoma, California, APN 128-422-056. (First District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Mike McGuire (Alternate)

ABSENT: Tom Rouse

Approved by Resolution No.14-0053

TRANSPORTATION AND PUBLIC WORKS

17. Approve and authorize Chair to sign construction Contract Change Order No. 1 with Ghilotti Construction Company in the amount of \$135,000 for the 2013 Pavement Preservation Project- Overlays No. C12018. (4/5 vote required) (Second and Fourth Districts)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

18. Adopt a Resolution accepting the roads as shown on the improvement plans entitled "Improvement Plans for 3290-3352 Moorland Avenue Moorland Park MJS 92-189", into the County highway system for maintenance: Apricot Lane #68166, Butterfield Lane #68167, Hazelnut Lane #68168, Newton Street #68169 and the extension and renumbering of Newmark Drive #68158; and Declare Apricot Lane #68166 at Newmark Drive #68158; Butterfield Lane #68167 at Apricot Lane #68166 and at Newmark Drive #68158; Newton Street #68169 at Butterfield Lane #68167 and at Hazelnut Lane #68168; Hazelnut Lane #68168 at Moorland Avenue #68085 and at Newmark Drive #68158; and Newmark Drive #68158 at Moorland Avenue #68085 to be stop-controlled intersections. (Fifth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0054

CONSENT CALENDAR (Continued)

MISCELLANEOUS

19. Approve the minutes of the meeting of January 14, 2014 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

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

APPOINTMENTS/REAPPOINTMENTS

(Items 20 through 26)

20. Appoint John Azevedo to the Agricultural Preservation and Open Space District Advisory Committee for a term of 2 years expiring February 11, 2016 representing the District's agricultural community. (County-wide)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

21. Appoint Curt Nichols to the Agricultural Preservation and Open Space District Advisory Committee for a term of 2 years expiring February 11, 2016 representing the District's business community. (County-wide)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

22. Appoint Bob Williamson to the Sonoma County Employee Retirement Association Board of Trustees in the Fifth Trustee position for the term ending December 31, 2016. (Countywide)

Speakers:

Bob Williamson

Bill Robotka

Jane Vosburg

Ken Rawles

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

23. Appoint Thomas Peterson to the Sonoma County Transportation Authority Citizens Committee effective February 11, 2014. (First District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

CONSENT CALENDAR (Continued)

24. Appoint Bob Meade to the Green Valley Cemetery District effective February 11, 2014 for a coterminous term. (Fifth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

25. Reappoint Melody Montero to the Community Action Partnership of Sonoma County Board of Directors for a 3 year term from February 27, 2014 to February 27, 2017. (Fourth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

26. Reappoint Bill Harrison to the Bicycle and Pedestrian Advisory Committee for a 2 year term retroactively effective February 1, 2013 through February 1, 2015. (Fourth District)

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

IV. REGULAR CALENDAR (Items 27 through 30)

HUMAN SERVICES / PROBATION

27. Approve the Sonoma County Child Welfare Services 2014-2019 System Improvement Plan and authorize submission to the California Department of Social Services.

9:29 A.M.

Present: Jerry Dunn, Human Services Department Director; Nick Honey, Director of Human Services Department Family Youth and Children Division; and David Koch, Deputy Chief Probation Officer

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

10:35 A.M. Board recessed

10:52 A.M. Board reconvened

TRANSPORTATION AND PUBLIC WORKS

28. Receive a report on Proposition 1B expenditures and authorize Chair to sign amended list of County projects to be funded in part or in total by Proposition 1B.

10:52 A.M.

Present: Tom O’Kane, Deputy Director of Engineering & Maintenance - Transportation and Public Works Department, and Tasha Houweling, Administrative Services Officer - Transportation and Public Works Department

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

29. Accept an update on the Southwest Santa Rosa area Safe Routes to School Project and authorize the Chair to sign an agreement for construction management services on the project with Green Valley Consulting Engineers in a not to exceed amount of \$63,160 with a term ending December 31, 2015. (Fifth District)

11:11 A.M.

Present: Tom O’Kane, Deputy Director of Engineering & Maintenance - Transportation and Public Works Department; Tasha Houweling, Administrative Services Officer - Transportation and Public Works Department; and Brian Vaughn, Health Services Division Director of Health Policy Planning & Evaluation

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

REGULAR CALENDAR (Continued)

BOARD OF SUPERVISORS

30. Approve request for a fee waiver in the amount of \$850 for use of the Petaluma Veterans Memorial Building Parking Lot Cruisin' the Boulevard on May 17, 2014. (Second District)

11:33 A.M.

Board Action: Approved as Recommended

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

11:34 A.M. The Board recessed

V. CLOSED SESSION CALENDAR – NONE

VI. REGULAR AFTERNOON CALENDAR (Items 31 through 35)

2:08 P.M. - RECONVENE

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

Supervisor Absent: Susan Gorin

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

31. Report on Closed Session.

None

32. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (Comments are restricted to matters within the Board’s jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

2:08 P.M. Public Comment Opened

Peter Tscherneff
Mary Morrison
Richard Hannan
Rachel Lamb
John Jenkel
Tony Gerald
Ashley Kimball
Lois Pearlman
Colleen Fernald

2:35 P.M. Public Comment Closed

33. 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

2:35 P.M. No Acts or Determinations were acted on or reviewed.

2:37 P.M. Jeff Brax, Deputy County Counsel joined the Board replacing Counsel Goldstein.

REGULAR AFTERNOON CALENDAR (Continued)

PERMIT AND RESOURCE MANAGEMENT

34. 2:10 P.M. - ZCE13-0011 - (SECOND DISTRICTS)

- a) APPLICANT: Frederick Groverman
- b) LOCATION: 4400 and 440 Ormsby Lane, Petaluma
- c) ASSESSOR'S PARCEL NO.: 137-030-039 and portion of 137-030-040
- d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
- e) REQUEST: Conduct a public hearing and Adopt a Resolution and Ordinance approving a Zone Change as a condition of a previously approved Lot Line Adjustment (LLA12-0037) on a 49.24 acre parcel located

2:37 P.M.

2:38 P.M. Public Hearing Opened

2:38 P.M. Public Hearing Closed

Board Action: Adopt A Resolution Finding The Proposed Project Exempt From CEQA And Approve The Zone Change As Requested By Frederick Groverman and William Groverman, for Property Located At 400 and 440 Ormsby Lane, Petaluma; APNs 137-030-039 and portion of 137- 030-040.

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Resolution No.14-0055

Board Action: Adopt an Ordinance Amending the Official Zoning Database of the County of Sonoma, Adopted by Reference by Section 26-02-110 of the Sonoma County Code, by Reclassifying Certain Real Property From DA (Diverse Agriculture), B6-20 Acre Density/2 Acre Minimum, SR (Scenic Resources), VOH (Valley Oak Habitat) Districts to DA (Diverse Agriculture), B7 (Frozen Lot Size), SR (Scenic Resources), VOH (Valley Oak Habitat) Districts, For 49.24 Acres Located At 400 and 440 Ormsby Lane, Petaluma, APN 137-030-039 and Portion of 137-030-040.

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, and Efren Carrillo.

ABSENT: Susan Gorin.

Approved by Ordinance No. 6059

35. ADJOURNMENTS

2:39 P.M. The Board adjourned the meeting in memory of Leah Nicole Johnson. The meeting was adjourned to February 21, 2014 at 2:00 P.M.

Respectfully submitted,

Michelle Arellano
Chief Deputy Clerk of the Board

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

TUESDAY

FEBRUARY 25, 2014

8:30 A.M.

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

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

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

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

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

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

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. Closed session items may be added prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

8:32 A.M. CALL TO ORDER

8:32 A.M. Chairman Rabbitt called the meeting to order.

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

Staff Present: Veronica A. Ferguson, County Administrator and Bruce Goldstein, 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 the addition of an Agenda Addendum, Closed Session item #44A.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor McGuire thanked Susan Klassen and Jason Nutt from the Transportation and Public Works Department for bringing forth agenda item #26 - Vehicle Length Restrictions on Laughlin Road for the Board's consideration later that day. He announced that he had attended the Restorative Justice Conference and the Library Joint Powers Agreement Review Committee meeting.

Supervisor Zane announced that she had spoken at a homelessness forum sponsored by the Press Democrat; attended an Affordable Care Act Forum with Congressman Mike Thompson; chaired the Rohnert Park Oversight Committee meeting; attended the Bay Area Air Quality Management District Board meeting; the Sonoma Marin Area Rail Transit (SMART) Board meeting; and the Restorative Justice Conference. She stated that she will be absent from the March 11, 2014 Board of Supervisors meeting, will Chair the National Association of Counties (NACo) Long Term Care Subcommittee meeting and attend the NACo National Committee to Preserve Social Security and Medicare Foundation meeting. She will also travel to Atlanta to participate on the Sonoma County Healthy Aging Collaborative and she asked the Board to adjourn the meeting in memory of John LeBaron.

Supervisor Gorin announced that she had attended the Bay Conservation Development Commission meeting, shared information from the Bay Delta Canal project and Safe Guard California, and attended the Sonoma County First 5 Commission meeting and Sonoma Clean Power Authority workshops.

Supervisor Carrillo reported that he had attended the California State Association of Counties (CSAC) Board of Directors meeting; local meetings regarding the Forestville Town Square project; and thanked the Sonoma County Water Agency for their response to the Russian River waste water pipeline rupture.

BOARD MEMBER ANNOUNCEMENTS (Continued)

Chairman Rabbitt reported that he had traveled to Washington D.C. on behalf of the North Bay Water Reuse Authority to meet with several legislative representatives regarding the Reclamation Infrastructure Finance and Innovation Act of 2014. He attended the SMART Board meeting; the Sonoma County Employees Retirement Association meeting; spoke at the No Name Women's Group to discuss pensions; the 2014 Drought Workshop sponsored by the Agricultural Commissioner's Office; and the February 21, 2014 Board of Supervisors Workshop. He also participated on a tour with the Governor's Drought Task Force in Mendocino and provided a Rancho Feeding Corporation Slaughterhouse update.

III. CONSENT CALENDAR (Items 1 through 33)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 7)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution proclaiming Mediation Week in Sonoma County, March 10 - 16, 2014. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 14-0056

2. Adopt a Gold Resolution proclaiming March 2014 as Women's History Month in Sonoma County. (Human Resources)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 14-0057

3. Recognition presentation of the Sonoma County Department of Child Support Services for receiving the "Top Ten County - Statewide" award from the California Department of Child Support Services. (Child Support Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

PRESENTATIONS AT DIFFERENT DATE

4. Adopt a Gold Resolution congratulating Suzanne Brangham on being named 2014 Sonoma Alcaidessa. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 14-0058

5. Adopt three Gold Resolutions congratulating Jon and Susan Reiter, Wendell Freeman, and Laura Rogers on receiving the 2014 Kenwood Education Foundation's "Big Heart" Award. (First District)

CONSENT CALENDAR (Continued)

Item #5 Continued

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 14-0059 a, b, c

6. Adopt a Gold Resolution declaring February 15 - 22, 2014 as National Future Farmers of America Week and recognizing Elsie Allen High School's Outstanding Future Farmers of America Program. (Second and Fifth Districts)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 14-0060

7. Adopt a Gold Resolution honoring Gail Yates for her 27 years of service to the National Association of Counties (NACo). (Countywide)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution No. 14-0061

SONOMA COUNTY WATER AGENCY

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

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

8. Authorize the General Manager of the Water Agency, acting as the Administrative Agency for North Bay Water Reuse Authority (Authority), to execute the first amended agreement with CDM Smith, Inc., increasing the amount by \$5,000, for additional meetings with study participants, with no time extension, for a new not-to-exceed agreement total of \$412,560; agreement terminates on June 30, 2014. (First and Second Districts)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended
AYES: David Rabbitt, Susan Gorin
ABSENT: Tom Rouse

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR / COUNTY
ADMINISTRATOR / INFORMATION SYSTEMS / GENERAL SERVICES

9. Enterprise Financial System (EFS) Project Implementation - (A) Accept quarterly update on the Enterprise Financial System Project Implementation. (B) Authorize the Information Systems Department Director to sign the agreement with Bottomline Technologies for installation, implementation, training, and support services for the C-Series Payments

CONSENT CALENDAR (Continued)

Item #9 Continued

software upgrade for integration with the Enterprise Financial System. The total cost for Bottomline's services is not to exceed \$119,500 for the term of February 2014 to September 2014.

Board Action: Approved as Recommended
UNANIMOUS VOTE

COUNTY COUNSEL

10. Authorize the County Counsel to execute a Legal Services Agreement with Farella Braun + Martell LLP for representation of the County in the matter of California River Watch v. County of Sonoma (U.S. District Court, Case No. 3:14-CV-00217-MEJ) with a not to exceed limit of \$250,000. (4/5 vote required)

Board Action: Approved as Recommended
UNANIMOUS VOTE

DISTRICT ATTORNEY

11. Authorize the Chair to execute amendments to agreements for professional services with YWCA of Sonoma County, Verity, and Council on Aging, for the term of October 1, 2013 through August 31, 2016, for the purpose of providing training services for the Office of the District Attorney in accordance with the Office of Violence Against Women Abuse Later in Life grant. Amendments will increase the sum total of the three respective Agreements by \$5,450.

Board Action: Approved as Recommended
UNANIMOUS VOTE

GENERAL SERVICES / SHERIFF'S OFFICE

12. Authorize the Director of the General Services Department to execute a Revocable License Agreement with the County of Mendocino for installation and operation of emergency services communications equipment at the Pt. Arena telecommunication site located at 25470 Ten Mile Road, Pt. Arena, CA, Mendocino County, for an initial term through November 12, 2018 at an annual cost of \$2,400 and with options for extension.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HEALTH SERVICES

13. Supplemental Nutrition Assistance Program-Education (SNAP-Ed) and Healthy Eating Active Living (HEAL) Contracts - Authorize the Director of Health Services to execute:

(A) The seventh amendment to an agreement with Laurie Hiatt, expanding the scope of work to include food access technical assistance and healthy retail environment activities, increasing the amount by \$37,500 resulting in a new total not to exceed amount of \$156,830 with a term ending September 30, 2014;

CONSENT CALENDAR (Continued)

Item #13 Continued

- (B) An agreement with Community Child Care Council of Sonoma County for SNAP-Ed nutrition education activities for children ages birth to five and their parents with a term end date of September 30, 2016, in an amount not to exceed \$42,000;
- (C) An agreement with Community Action Partnership for SNAP-Ed youth engagement activities with a term end date of September 30, 2016, in an amount not to exceed \$45,000;
- (D) The fourth amendment to an agreement with Santa Rosa Memorial Hospital, expanding the scope of work to continue implementing and evaluating the South Santa Rosa leadership training and mentoring program, increasing the amount by \$7,500 resulting in a new total not to exceed amount of \$244,813 with a term ending June 30, 2014.

Board Action: Approved as Recommended
UNANIMOUS VOTE

- 14. Authorize the Director of Health Services to execute the second amendment to an agreement with Robert Rowen-Herzog, for California Children's Services specialized pediatric physical therapy services, increasing the contract by \$70,000 resulting in a new total not to exceed amount of \$119,900, and extending the term from June 30, 2014 to June 30, 2016.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN SERVICES

- 15. Authorize the Director of Human Services to execute a contract with Bischoff Performance Improvement Consulting to allow Dr. B.J. Bischoff to provide technical assistance to support the expansion of Sonoma County Upstream Investments activities for an amount not to exceed \$15,275 and an end date of June 30, 2014.

Board Action: Approved as Recommended
UNANIMOUS VOTE

- 16. Approve 5% increase of the maximum General Assistance grant and adopt changes to the General Assistance Manual of Policies and Procedures (see table in Attachment A).

Board Action: Approved as Recommended
UNANIMOUS VOTE

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

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

- 17. Authorize the Chair of the Sonoma County In-Home Supportive Services Public Authority Board of Directors to sign a renewal employment contract with Michael Humphrey as Public Authority Manager for a three-year term beginning on March 4, 2014.

Board Action: Approved as Recommended
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

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

18. Woodstove Change-Out Rebate Incentive Program 2014 Extension - (A) Approve extension of the 2013 Woodstove Change-Out Rebate Incentive Program in order to fund three projects on the program waiting; (B) Increase total program budget by \$15,000 (to \$59,318); (C) Increase augmentation amount from \$500 to \$1,000 per project voucher and establish a new project category for businesses in the Russian River area; and (D) Authorize the Air Pollution Control Officer to adjust timelines as needed to ensure program effectiveness.

Board Action: Approved as Recommended
UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

19. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) for in-channel work and necessary permit extensions to the Sonoma County Water Agency for Annual Stream Maintenance Activities. (4/5 vote required)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No. 14-0062

20. Adopt a Resolution and Conditions of Approval for a Lot Line Adjustment between two parcels involving Williamson Act, owned by Peter Michael Winery and Richard and Paula Freschet, Trust; located at 12400 Ida Clayton Road and 16585 Highway 128, Knights Valley (Calistoga); APNs 120-040-015 & -016, and 120-070-004 (File No. LLA10-0018). (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No. 14-0063

PERMIT AND RESOURCE MANAGEMENT/ TRANSPORTATION AND
PUBLIC WORKS

21. Adopt a Resolution of Local Support authorizing the Director of Transportation and Public Works to obtain the approved \$800,000 from the Metropolitan Transportation Commission for Priority Development Area Grant funds for the preparation of plans for the Sonoma Springs and Airport Industrial areas. (First and Fourth Districts)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No. 14-0064

SHERIFF'S OFFICE

22. Adopt an Ordinance revising and amending Sections 18-1, 19-7, and 19-15 of the Sonoma County Code, with respect to prohibitions on unauthorized camping and loitering. (4/5 vote required) (Second Reading - Ready for Adoption)

CONSENT CALENDAR (Continued)

Item #22 Continued

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Ordinance No. 6060

23. Authorize the Sheriff to execute the agreement with Asbestos Management Group of California, Inc., for lead cleaning services at the Los Guilicos indoor firing range for the period of February 25, 2014 through February 24, 2016, in an amount not to exceed \$73,550. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

SUCCESSOR AGENCY FOR THE SONOMA COUNTY COMMUNITY
REDEVELOPMENT AGENCY

24. Adopt a Resolution of the governing Board of the Successor Agency for the Sonoma County Community Redevelopment Agency, approving the Recognized Obligation Payment Schedule for the period July 1, 2014 to December 31, 2014. (First and Fifth Districts)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 14-0065

TRANSPORTATION AND PUBLIC WORKS

25. Approve the assignment of the central disposal site cell tower lease agreement from New Cingular Wireless PCS, LLC, to Crown Castle International Corporation, and authorize the Director of Transportation and Public Works to execute the Letter of Assignment. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

26. Adopt a Resolution prohibiting vehicles with trailers or semi-trailers with kingpin to rear axle lengths exceeding thirty-eight feet (38') on Laughlin Road between River Road and Slusser Road and authorize the Director of Transportation and Public Works to install associated signage, to allow for enhanced public safety enforcement in this area. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No. 14-0066

MISCELLANEOUS

27. Approval of Minutes - (A) Minutes of the Special Meeting of January 21, 2014 of the Board of Supervisors; (B) Minutes of the Meeting of January 28, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma

CONSENT CALENDAR (Continued)

Item #27 Continued

County Public Finance Authority, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors; (C) Minutes of the Meeting of January 28, 2014 of the Sonoma Valley County Sanitation District; and (D) Minutes of the Special Meeting of January 29, 2014 of the Board of Supervisors; and (E) Minutes of the Meeting of February 4, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Sonoma County Water Agency and Board of Supervisors.

Board Action: Approved as Recommended
UNANIMOUS VOTE

APPOINTMENTS/REAPPOINTMENTS

(Items 28 through 33)

28. Upstream Investments Policy Committee and Portfolio Review Committee Appointments - (A) Continue the Upstream Investments Policy Committee, with representatives from the recommended departments and organizations, for three years; (B) Reappoint current Portfolio Review Committee members Monique Chapman, Carol Simmons, Jennifer O'Donnell, and Serena Lienau for a second two-year term; (C) Appoint new members Karin Demarest and Rebecca Wachsberg to a two-year term on the Portfolio Review Committee. (Human Services)

Board Action: Approved as Recommended
UNANIMOUS VOTE

29. Reappoint Eeve Lewis and Daniel Markwyn to terms ending March 1, 2018, and reappoint Anthony Hoskins to a term ending April 5, 2018 to the Historical Records Commission. (Clerk-Recorder-Assessor)

Board Action: Approved as Recommended
UNANIMOUS VOTE

30. Appoint Nubia Padilla to the Sonoma County Commission on Human Rights effective February 25, 2014 and expiring on February 25, 2016. (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

31. Reappoint Michael Eunice to the Sonoma County Bicycle and Pedestrian Advisory Committee effective March 20, 2014 and expiring on March 20, 2016. (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

32. Reappoint Christopher Woodcock to the Sonoma County Bicycle and Pedestrian Advisory Committee effective March 20, 2014 and expiring on March 20, 2016. (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

33. Reappoint Jonathan Coe to the Sonoma County Tourism Board for a term of two years beginning February 25, 2014 and ending February 25, 2016. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

9:38 A.M. The Board recessed

9:47 A.M. The Board reconvened

IV. REGULAR CALENDAR (Item 34 through 37)

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)
AND
BOARD OF SUPERVISORS

34. Receive an update on drought conditions facing the region, adopt a Resolution of the Board of Supervisors proclaiming a drought emergency in Sonoma County, and adopt a Concurrent Resolution of the Board of Supervisors and the Board of Directors of the Sonoma County Water Agency urging a community-wide 20% voluntary reduction in water use and directing other specific actions in response to drought conditions.

9:47 A.M.

Present:

Veronica Ferguson, County Administrator
Peter Rumble, Community and Governmental Affairs Manager
Grant Davis, General Manager - Sonoma County Water Agency
Jay Jasperse, Sonoma County Water Agency Chief Engineer
Brad Sherwood, Sonoma County Water Agency Community & Governmental Affairs Principal
Program Specialist

Speakers:

Tony Linegar, Agricultural Commissioner
Stephanie Larson, Executive Director, University of California Cooperative Extension
Susan Klassen, Director, Transportation and Public Works
Jose Obregon, Director, General Services
Caryl Hart, Director, Regional Parks
Jennifer Barrett, Deputy Director, Permit and Resource Management
Rita Scardaci, Director, Department of Health Services
Al Terrell, Fire Chief
Brenda Adelman
Peter Tscherneff
Dennis Rodoni
Rue Furch

Board Action:

- A. Receive an update on drought conditions facing the region, and:
- B. Adopt a Resolution of the Board of Supervisors proclaiming a drought emergency in Sonoma County, and
- C. Adopt a Concurrent Resolution of the Board of Supervisors and the Board of Directors of the Sonoma County Water Agency urging a 20% voluntary reduction in water use and other specific actions in response to drought conditions.
- D. Adopt a Resolution of the Board of Supervisors Requesting the California Office of Emergency Services Concurrence in Local Emergency

REGULAR CALENDAR (Continued)

Item #34 Continued

- E. Adopt a Resolution of the Board of Supervisors Requesting that the Governor of the State of California Request a Presidential Declaration of Emergency

UNANIMOUS VOTE

Approved by Resolutions No. 14-0067, 14-0068, 14-0069, 14-0070

11:58 A.M. The Board recessed

12:10 P.M. The Board reconvened

COUNTY ADMINISTRATOR

35. Receive a state budget report from the County's state legislative advocates, Paul Yoder and Karen Lange, of Peterson Consulting, Inc., and Shaw, Yoder, and Antwih.

12:10 P.M.

Present: Paul Yoder and Karen Lange, of Peterson Consulting, Inc., and Shaw, Yoder, and Antwih; and Peter Rumble, Deputy County Administrator

Speakers:

Susan Klassen, Director, Transportation and Public Works

Kathleen Kane, Executive Director, Community Development Commission

Information Only.

County Administrator Ferguson announced that Regular calendar items #36 and #37 would be heard at 2:00 p.m.

12:45 P.M. The Board recessed to closed session.

COUNTY ADMINISTRATOR

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)

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

36. Fiscal Year 2013-14 Budget Update and Fiscal Year 2014-15 Budget Workshop -

- (A) Receive Fiscal Year 2013-14 mid-year estimates, multiyear fiscal projections, updated fund balance directory, and anticipated state/federal budget impacts.

REGULAR CALENDAR (Continued)

Item #36 Continued

- (B) Adopt a Concurrent Resolution of the Board of Supervisors/Directors, the Agricultural Preservation & Open Space District, the Community Development Commission, the Northern Sonoma County Air Pollution Control District, and the Sonoma County Water Agency adjusting Fiscal Year 2013-14 appropriations and position allocation (4/5 vote required).
- (C) Adopt a Resolution of the Board of Directors of the Sonoma Valley County Sanitation District adjusting Fiscal Year 2013-14 appropriations and position allocation (2/3 vote required).
- (D) Reaffirm the County's current financial and budget policies.

2:40 P.M.

Present:

Veronica A. Ferguson, County Administrator Officer
Christina Rivera, Deputy County Administrator

Speakers:

Rita Scardaci, Director of Health Services
Jerry Dunn, Director of Human Services
Mike Gossman, Sonoma County Water Agency

Board Action: Approve Actions A, B, C, and D and direct staff to identify alternative funding sources as part of Action D.

UNANIMOUS VOTE

Approved by Resolution 14-0071

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Susan Gorin

ABSENT: Tom Rouse

Approved by Resolution 14-0072

REGIONAL PARKS

37. Accept report on Deferred Maintenance Needs for Sonoma County Regional Parks.

4:02 P.M.

Present:

Caryl Hart, Director
Bert Whitaker, Manager, Regional Parks

Board Action: Approve as Recommended

UNANIMOUS VOTE

V. CLOSED SESSION CALENDAR (Items 38 through 44)

5:47 P.M. Counsel Goldstein reported on Closed Session items #38-44A.

38. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Pending Litigation - Name of Case: Philip Ammirati v. County of Sonoma Workers' Compensation Appeals Board Nos. ADJ8211454, ADJ8211440, ADJ8211326 and ADJ7185065. (Govt. Code Section 54956.9(d)(1)).

Board Action: Approve the settlement of the four pending workers' compensation cases of Philip Ammirati by a Stipulation in the amount of \$55,016 on negotiated terms and conditions was approved with direction given to the Risk Manager to effectuate the settlement.

UNANIMOUS VOTE

39. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Pending Litigation - Name of Case: Hollynn Delil v. County of Sonoma. U.S. Northern District Court Case No. C13-0423 (Govt. Code Section 54956.9(d)(1)).

Direction was given to Counsel and staff.

40. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Significant exposure to litigation - Name of Case: Hollynn Delil against the County of Sonoma re: Occidental (Govt. Code Section 54956.9(d)(2)).

Direction was given to Counsel and staff.

41. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Renewed Efforts of Neighbors Against Landfill Expansion (RENALE), et al. v. County of Sonoma, et al.; SCV 253728 (Govt. Code Section 54956.9(d)(1)).

Direction was given to Counsel and staff.

42. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Potential Litigation - Name of Case: Unfunded Landfill Liabilities (Govt. Code Section 54956.9(d)(4)).

Direction was given to Counsel and staff.

43. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Arnold v. Martin, California Human Development Corp., County of Sonoma, et al. SCV 254574 (Govt. Code Section 54956.9(d)(1)).

Direction was given to Counsel and staff.

CLOSED SESSION CALENDAR (Continued)

44. 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. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).

Direction was given to Counsel and staff.

- 44A. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Pending Litigation - Name of Case: County of Sonoma v. Days Inn, et al.; SCV-252396 (Govt. Code Section 54956.9(d)(1)).

Board Action: Approve a settlement agreement in Transient Occupancy Tax (TOT) dispute where defendants will pay the County \$183,000 to resolve the dispute in exchange for a waiver of penalty and costs.

UNANIMOUS VOTE

VI. REGULAR AFTERNOON CALENDAR (Items 45 through 48)

2:13 P.M. - RECONVENE FROM CLOSED SESSION

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

Supervisor Absent: Supervisor Carrillo

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

45. Report on Closed Session.

2:13 P.M. Chair Rabbitt reported that Closed Session will reconvene after Item #37.

46. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

2:13 P.M. Public Comment Opened

Vickie Brown
Peter Tscherneff

2:17 P.M. Supervisor Carrillo joined the meeting

Mary Morrison
Michelle Miller
Richard Hannan
John Jenkel
Colleen Fernald
Harvey Goldberg

2:40 P.M. Public Comment Closed

2:40 P.M. The Board heard regular items #36 and #37. See Section IV. Regular Calendar.

47. 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

4:36 P.M. No Acts or Determinations were acted on or reviewed.

REGULAR AFTERNOON CALENDAR (Continued)

4:36 P.M. The Board recessed into continued closed session.

5:47 P.M. The Board reconvened from closed session.

Supervisor Absent: Supervisor Carrillo

48. ADJOURNMENTS

5:50 P.M. The Board adjourned the meeting in memory of John LeBaron. The meeting was adjourned to March 11, 2014 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano
Chief Deputy Clerk of the Board



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: March 11, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board Of Supervisors

Staff Name and Phone Number:

Supervisor Mike McGuire, 575-3758

Supervisorial District(s):

Fourth District

Title: Appointment

Recommended Actions:

Approve the appointment of Archie Eckles to the Shiloh District Cemetery Board for a term of four years, the appointment will be as of March 1, 2014 and end February 28, 2018.

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	\$		\$
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: 25
(This Section for use by Clerk of the Board Only.)

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

Board Agenda Date: March 11, 2014

Vote Requirement: 4/5

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

Staff Name and Phone Number:

Stuart Martin, 565-7362

Supervisorial District(s):

5th

Title: Wright Preservation Bank (a.k.a. Hall Road Unit of the Santa Rosa Plain Vernal Pool Ecological Reserve) Transfer

Recommended Actions:

Adopt a resolution approving the transfer to the State of California of the District's 50% undivided fee interest in the Wright Preservation Bank (a.k.a. Santa Rosa Plain Ecological Reserve, A.P.N.'s 060-330-029 and 060-330-030), and authorizing the President of the Board of Directors to execute the related Quit Claim Deed and Conservation Easement agreement.

Executive Summary:

Project Description

In accordance with an Agreement between the District and the State of California which was signed in 1998, the District is prepared to transfer its 50% fee interest in the property to the State of California and record a conservation easement in favor of the District. The District has determined that all of the contractual conditions for that transfer have been met by the State. The primary conservation purpose of the conservation easement is the preservation of the "unique biotic resource consisting of high quality vernal pool endangered species habitat currently existing on the Property." The Board recommended this as a Tier One priority transfer in the 'District Fee Lands Strategy' in November, 2012.

Background

Property Description

The 173.63-acre Wright Preservation Bank property, formerly known as the Cramer property, and now designated by the State as the 'Hall Road Unit of the Santa Rosa Plain Vernal Pool Ecological Reserve' ("Reserve"), is located west of Santa Rosa between Occidental Road on the south and Hall Road on the north, and borders the Santa Rosa city limits on the west. The Reserve contains about 49 acres of seasonal wetlands known as vernal pools and wet swales, which are surrounded by grassy uplands. It is one of the largest and least disturbed vernal pool habitats on the Santa Rosa Plain. The property provides habitat for two State and Federally listed threatened and endangered flowers (Sebastopol

Meadowfoam and Burke's Goldfields). It also provides habitat for the California Tiger Salamander and an important feeding and resting habitat for waterfowl and other birds. The Reserve lies within a County designated Scenic Landscape Unit, and is highly visible from the Occidental Road Scenic Corridor. Finally, the property is located within the designated "Greenbelt and Scenic Hillside" area of Connecting Communities and the Land, the District's Long-Range Acquisition Plan.

Property Acquisition

The District awarded a matching grant to the State of California on December 3, 1996 to acquire the property. The project called for the District and the State of California (acting by and through the State Department of Fish and Game, now called California Department of Fish and Wildlife) to each hold a 50% undivided interest as tenants in common. The property was purchased for \$3.3 million on January 21, 1998. The District contributed \$1.65 million, and the State of California Wildlife Conservation Board contributed an equal amount for the acquisition.

Mitigation Bank

The State created the Wright Preservation Bank pursuant to a Memorandum of Agreement ("Memorandum"), dated December 7, 1997, with three Federal agencies: the U.S. Army Corps of Engineers- San Francisco District, the U.S. Environmental Protection Agency, and the U.S. Fish and Wildlife Service. The purpose of the bank was to provide mitigation for vernal pool wetlands impacted by development in the Santa Rosa Plain, and to provide funds for the acquisition of other wetlands or plant habitats in Sonoma County. The sale of mitigation credits was contracted out to the Sotoyome Resource Conservation District. Credits were sold to various private and public parties, including the County of Sonoma. The mitigation credits were sold starting in December, 1998 and were sold out in 2004.

Agreement between State and District

The District and the State entered into an agreement ("Agreement") on January 9, 1998 to identify the terms and conditions for managing the property, selling wetland mitigation credits, distributing the proceeds between the State and District, and then transferring the District's interest to the State in exchange for a conservation easement after the credits were sold. The Agreement created three funds: an Endowment Fund for future property management, a Resource Conservation District Landowner Assistance Fund ("Assistance Fund") for evaluating other potential mitigation properties, and an Acquisition Fund. The Acquisition Fund was designed to provide funding for acquisition of other wetland properties in Sonoma County. As of June 17, 2013 the balance of the Acquisition Fund is \$1,507,921.94. This amount is available for other District acquisition projects, and staff will return to the Board with recommendations for their use as opportunities present themselves.

Property Operations and Management

The California Department of Fish and Wildlife is responsible for the operations and maintenance of the Reserve. A Wetland Habitat Preservation Plan was agreed to by all parties at the close of escrow to guide the State's management. Interest from the Endowment Fund, and principal if needed, is available for the perpetual protection and management of the Reserve. To date, State management activities include the creation and implementation of a grazing plan, and the mapping of vernal pools and species. Volunteer activities on the property have included the placement of bird boxes by LandPaths, Valley oak

plantings, and wetland restoration. The Reserve has also hosted school visits and research projects. The Agreement also requires the State to report to the District the expenses required to manage the Reserve. The District has obtained expense reports from the State and is satisfied that the expenses are reasonable for the management of the Reserve.

County Trail

The District required the grant of an Irrevocable Offer of Dedication of a trail easement to the County, which was recorded on November 6, 1998. A trail connecting the Santa Rosa Creek trail to the Joe Rodota Trail through the Reserve is identified in the County's 2010 Bicycle and Pedestrian Plan as a Priority One project. The location of the trail on the Reserve was generally described in the Offer as following a north/south direction along the eastern perimeter. The specific location of the trail is to be determined at a later date by mutual agreement between the County and the State. District staff consulted with Sonoma County Regional Parks staff about the timing of trail placement and construction. Regional Parks advised the District that it is not ready to negotiate the specific location with the State at this time because there are no other trail segments to the north or south of the property to complete the connection, and there are no funds allocated for developing the trail at this time.

Conservation Easement and Transfer

The Agreement provides that once the State has expended \$1.65 million from the Acquisition Fund for the acquisition and preservation of wetlands in Sonoma County (an amount equal to the District's contribution to the acquisition), or five years have passed since the close of escrow, whichever occurs first, the District will transfer its 50% fee interest in the Property to the State. The State met a condition of the Agreement by spending \$2 million on the Tolay Ranch project, now held by Regional Parks, out of the Acquisition Fund. The State also provided an accounting of the income and expenses for the Funds. In accordance with the Agreement, upon the transfer, the conservation easement will be recorded on the Property to permanently protect the unique biotic resources of the site.

CEQA

This project is exempt from the requirements of the California Environmental Quality Act (Public Resources Code Sections 21000 and following) because it is not a discretionary "Project" as defined in Public Resources Code Sections 21065 and 21080. Alternatively, this project is exempt from the requirements of the California Environmental Quality Act pursuant to Section 15313 of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to preserve fish and wildlife habitat; alternatively is exempt pursuant to Section 15317 of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to maintain the open space character of the area; and alternatively is exempt pursuant to Section 15325(a) and (c) of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to preserve the existing natural conditions and to allow for restoration of natural conditions, respectively.

Prior Board Actions:

The Board approved the joint acquisition and the Agreement with the State of California on December 3, 1996. The Board approved the District Fee Lands Strategy on November 20, 2012 for transferring this

property.

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):

This transaction has no operating budget impact. The resulting conservation easement will be recorded as an intangible asset of the District instead of fee land property.

Staffing Impacts

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

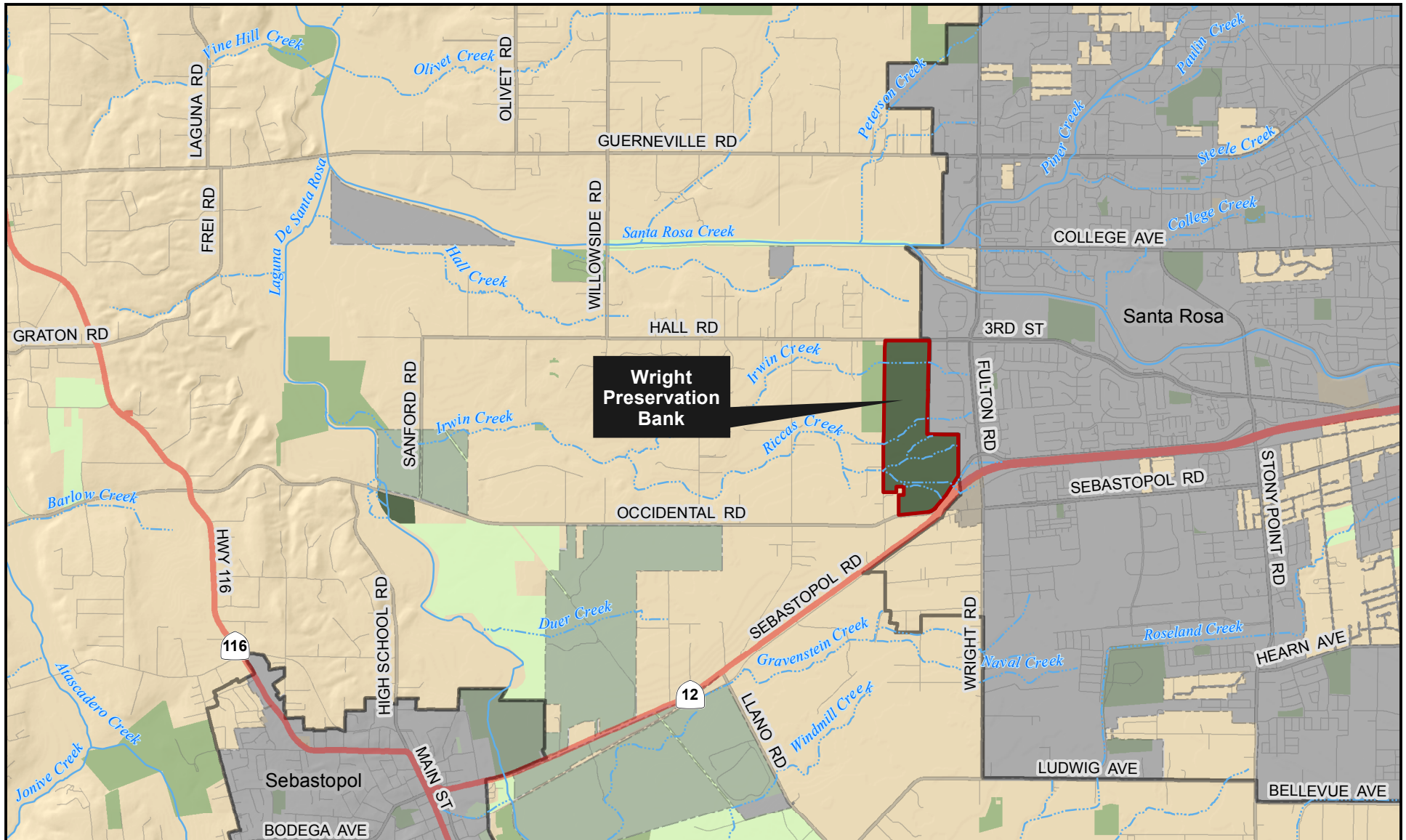
Narrative Explanation of Staffing Impacts (If Required):

Attachments:

1. Location map
2. Site map
3. Resolution

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

Conservation Easement, Quit Claim Deed, Certificate of Acceptance, NOE



**Wright
Preservation
Bank**



SONOMA COUNTY
AGRICULTURAL PRESERVATION
AND OPEN SPACE DISTRICT

Map Date: 1/29/2014
Sources: CPAD (protected areas); Sonoma Co. GIS (parcels, cities); Nat. Geo/ESRI (base map)
This map is for illustrative purposes and not intended to be a definitive property description.

Wright Preservation Bank Location Map



-  Wright Preservation Bank
-  Incorporated City Land
-  Urban Growth Boundary
-  District Fee Title
-  District Conservation Easement
-  Other Public and Protected Land

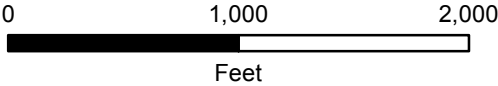


USGS, County of Sonoma

Wright Preservation Bank Site Map



SONOMA COUNTY
AGRICULTURAL PRESERVATION
AND OPEN SPACE DISTRICT



- Intermittent Stream
- Assessor Parcel

Map Date: 1/29/2014
 Sources: SCWA (streams); County GIS (parcels, streets); USGS, Sonoma Co (2011 aerial)
 This map is for illustrative purposes only and not intended to be a definitive property description.



County of Sonoma

State of California

Date: March 11, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Directors of the Sonoma County Agricultural Preservation and Open Space District, State Of California, approving the transfer to the State of California of the District's 50% undivided fee interest in the Wright Preservation Bank (a.k.a. Hall Road Unit of the Santa Rosa Plain Vernal Pool Ecological Reserve, A.P.N.'s 060-330-029 and 060-330-030), and authorizing the President of the Board of Directors to execute the related Quit Claim Deed and Conservation Easement agreement.

Whereas, on December 3, 1996, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District ("District") approved the joint acquisition, with the State of California, of the Wright Preservation Bank Property, known at the time of approval as the Cramer Property, and now known as the 'Hall Road Unit of the Santa Rosa Plain Vernal Pool Ecological Reserve' ("Property"); and

Whereas, the joint acquisition was accomplished by the District, through its Matching Grant Program, together with the State, acting by and through the State of California Department of Fish and Game (now called California Department of Fish and Wildlife), Wildlife Conservation Board ("State"). The Property was purchased on January 21, 1998 with the District and the State each granted an undivided 50% interest; and

Whereas, the State signed a Memorandum of Agreement to create the Wright Preservation Bank on the Property with the U.S. Army Corps of Engineers- San Francisco District, the U.S. Environmental Protection Agency, and the U.S. Fish and Wildlife Service on December 4, 1997. The Memorandum provided for the perpetual conservation, management and protection of vernal pools and associated endangered species, and allowed the Property to operate as a preservation bank to sell mitigation credits. It also allowed credit sale proceeds to be used to create three funds: an Acquisition Fund to be used for various purposes including the funding of wetland acquisitions in Sonoma County, an Endowment Fund to perpetually protect the Property, and a Resource Conservation District Landowner Assistance Fund to evaluate other wetland properties for mitigation; and

Whereas, the District and the State signed an agreement for the Purchase and Management of the Property ("Purchase Agreement") on January 9, 1998 which

Resolution #

Date:

Page 2

specified the responsibilities of both parties, including the perpetual obligation of the State to operate and manage the Property, how the mitigation credit sales proceeds would be distributed to each of the three funds, the reporting of credit proceeds, and the conditions under which the District would transfer its 50% undivided interest to the State in exchange for a conservation easement over the Property after the mitigation credits were sold; and

Whereas, the conservation easement between the District and the State was negotiated by both parties and attached as Exhibit "C" to the Purchase Agreement, to be recorded after those conditions in the Agreement were met, and to be recorded when the District's 50% undivided interest is quit claimed to the State; and

Whereas, District is satisfied the State has met all of the requirements for transfer outlined in the Purchase Agreement;

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

1. Truth of Recitals. The foregoing recitations are true and correct.
2. Conservation Easement Certificate of Acceptance. The President of the Board of Directors is authorized and directed to execute, on behalf of the District, the "Deed and Agreement by and between the State of California acting by and through the Department of Fish and Wildlife, the Wildlife Conservation Board and the Sonoma County Agricultural Preservation and Open Space District Conveying a Conservation Easement and Assigning Development Rights," together with the certificate of acceptance required by Government Code 27281.
3. Transfer of Title. The President of the Board of Directors is authorized and directed to execute, on behalf of the District, a Quit Claim Deed to transfer the District's undivided 50% fee interest in the Property to the State of California.
4. Environmental Exemption. That the project authorized by this resolution is exempt from the requirements of the California Environmental Quality Act (Public Resources Code Sections 21000 and following) pursuant to Section 15313 of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to preserve fish and wildlife habitat; alternatively is exempt pursuant to Section 15317 of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to maintain the open space character of the area; and alternatively is exempt pursuant to Section

Resolution #

Date:

Page 3

15325(a) and (c) of Title 14 of the California Code of Regulations because the purpose of the transfer to the State of California and the recording of a conservation easement is to preserve the existing natural conditions and to allow for restoration of natural conditions, respectively.

5. Notice of Exemption. That, immediately upon the adoption of this resolution, the General Manager is directed to post and to maintain the posting of a notice of exemption pursuant to Public Resources Code 21152.

6. Validation. The agreement authorized by this resolution is a contract within the definition of Government Code Section 53511 and as such, any action challenging the validity of the contract including the source of funding for the consideration to be paid by this District must be commenced within sixty (60) days of the adoption of this resolution pursuant to section 863 of the Code of Civil Procedure.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

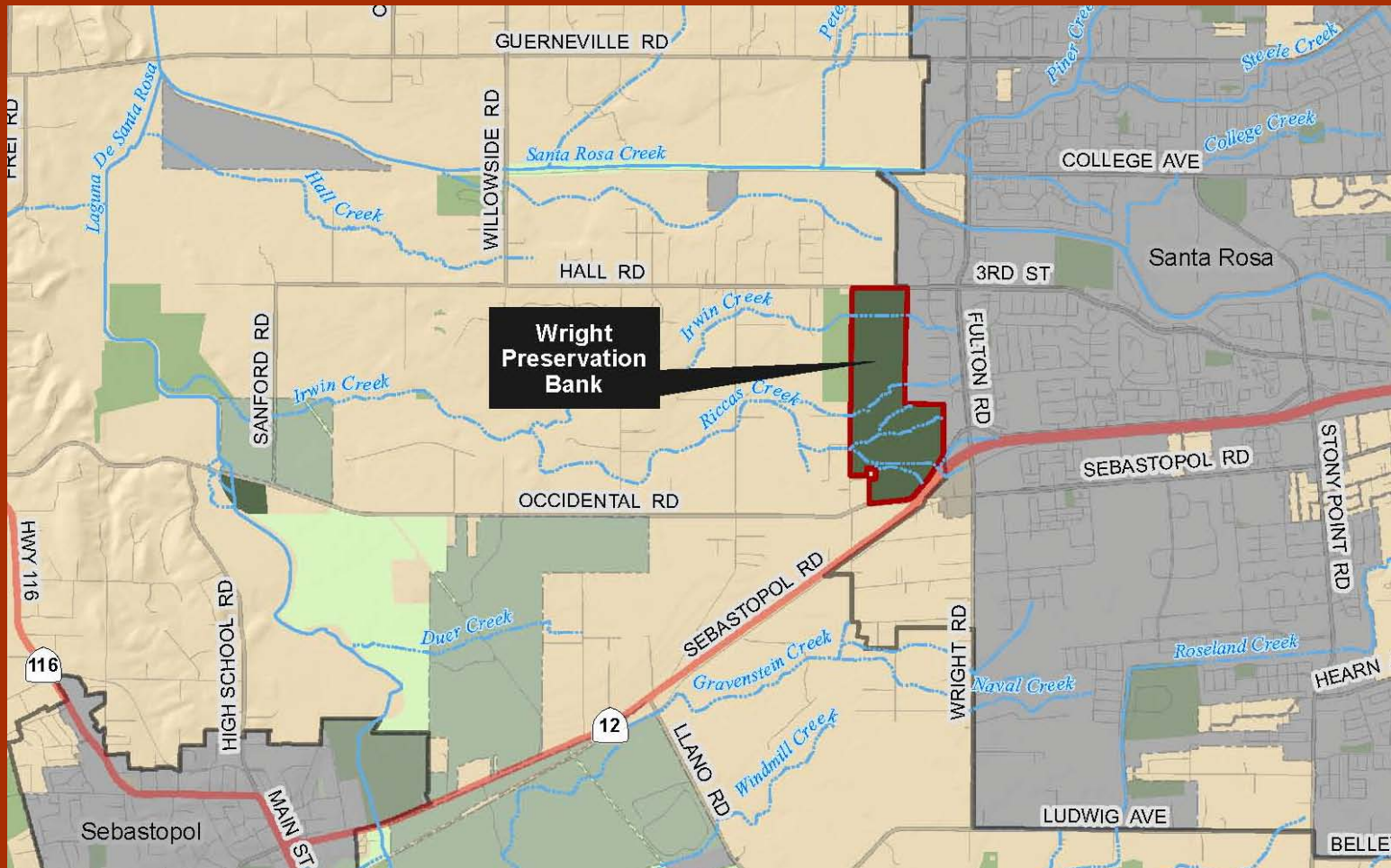


WRIGHT PRESERVATION BANK TRANSFER

BOARD OF DIRECTORS
MARCH 11, 2014



LOCATION MAP







PROPERTY FEATURES

- **173.63 ACRES**
- **VERNAL POOLS WITH
ENDANGERED SPECIES**
- **PRIORITY GREENBELT NEAR
SANTA ROSA**
- **SCENIC LANDSCAPE &
SCENIC CORRIDOR**





VERNAL POOLS



TIGER SALAMANDER HABITAT





BURKES GOLDFIELD



SEBASTAPOL MEADOWFOAM





VALLEY OAKS



RESTORATION





PROJECT STRUCTURE

- **DISTRICT AND STATE PURCHASED PROPERTY IN 1998**
- **STATE HIRED R.C.D. TO RUN MITIGATION BANK**
- **DISTRICT WILL TRANSFER 50% OWNERSHIP TO STATE**
- **DISTRICT WILL HOLD CONSERVATION EASEMENT**

