

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

TUESDAY

MAY 6, 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.

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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. CONSENT CALENDAR

(Items 1 through 28)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 6)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution declaring May 2014 Foster Parent Recognition Month in Sonoma County. (Human Services)
2. Adopt a Gold Resolution honoring the Sebastopol Rotary Swim Program on the occasion of their 30th Anniversary. (Fifth District)
3. Adopt a Gold Resolution proclaiming the first full week in May 2014 as National Correctional Officers and Employees Week in Sonoma County. (Sheriff's Office)
4. Adopt a Gold Resolution proclaiming the week of May 4 –10, 2014, as Public Service Recognition Week in Sonoma County. (Human Resources)
5. Adopt a Gold Resolution recognizing May as National Bike Month, and proclaiming Thursday, May 8, 2014 as "Bike to Work Day" in Sonoma County and commending Miko Lim for his dedication to bicycling, support of Bike to Work Day, and inspiration to fellow employees and the public in Sonoma County; and Receive report and launch the One Day Clean Commute program for County employees. (General Services)

PRESENTATIONS AT DIFFERENT DATE

6. Adopt a Gold Resolution congratulating Andy Skikos on the occasion of Andy's Produce 50th anniversary. (Fifth District)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

7. Adopt a Resolution (1) making findings in support of proposed amendment to Windsor Town Green Conservation Easement and (2) authorizing the President to execute amendment agreement documents. (Fourth District)

CONSENT CALENDAR (Continued)

8. East Slope Segment Sonoma Mountain Ridge Trail Easement and Operating Agreement – Adopt a Resolution of the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District (1) making certain findings; (2) authorizing and directing the President to execute a Trail Easement Agreement with Theodore L. Eliot, Jr. and Patricia P. Eliot, Trustees of the Eliot Trust under Declaration dated February 27, 1987 and a Certificate of Acceptance for the Trail Easement, (3) authorizing and directing the General Manager to take all other actions necessary to record the Trail Easement; and (4) authorizing the General Manager to enter into an agreement with Valley of the Moon Natural History Association for the Operations and Maintenance of the East Slope Segment of the Sonoma Ridge Trail. (4/5 vote required) (First District)

SONOMA COUNTY WATER AGENCY

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

9. Authorize the Chair to execute the contract with Best Contracting Services, Inc. for \$812,950 through completion date September 2014 for construction of the 404 Aviation Boulevard Roof Replacement; and delegate authority to the General Manager of the Water Agency, to execute agreement and release of any and all claims, if required. (Fifth District)
10. Authorize the General Manager to execute an agreement with the Regents of the University of California (Lawrence Berkeley National Laboratory) to produce hydrologic and geophysical models of the Water Agency's Wohler diversion facilities (\$210,421; agreement terminates on December 31, 2015).
11. Authorize the Chair to execute an agreement with Sonoma Ecology Center to provide biochar process demonstration services for the amount of \$75,000; agreement terminates on August 31, 2016.
12. Authorize Chair to execute a second amended agreement with MMI Engineering for engineering services for water transmission hazard mitigation, increasing the amount by \$248,908, expanding the scope of work to include design development tasks and extending the agreement term by one year for a new not-to-exceed agreement total of \$331,008 and end date of June 30, 2016. (Fifth District)

CLERK-RECORDER-ASSESSOR

13. Authorize the Sonoma County Clerk-Recorder-Assessor to enter into a Memorandum of Understanding with California e-Recording Transaction Network Authority (CeRTNA) for a Government to Government (G2G) e-Recording system.

HUMAN SERVICES

14. Authorize the Director of Human Services to execute a \$150,000 contract with Lilliput Children's Services for clinical supervision of employees working toward Marriage and Family Therapist and/or Licensed Clinical Social Worker licensure for a contract term of May 2014 through June 2015

CONSENT CALENDAR (Continued)

15. Adopt a Resolution authorizing the Director of Human Services to sign and execute the Sonoma County Area Agency on Aging Medicare Improvements for Patients and Providers Act (MIPPA) Standard Agreement #MI-1314-27 with the California Department of Aging for the term of February 14, 2014 through September 29, 2014 for Human Services to receive \$30,652 and authorize the Director of Human Services to execute an amendment to the Senior Advocacy Services contract to add an additional \$24,997 (for a new contract total of \$599,387) for new MIPPA services, and for increased Health Insurance Counseling and Advocacy Program (HICAP) and Ombudsman Program capacity, no change to the term through June 30, 2014.

HUMAN SERVICES

AND

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)

16. Authorize the General Manager of the Sonoma County Water Agency and Director of Human Services to execute an agreement between the two departments in the amount of \$1,122,000 to allow the Water Agency to participate in the Sonoma County Youth Ecology Corps for fiscal years 2013/14 and 2014/15; and Accept the 2013 Sonoma County Youth Ecology Corps Evaluation report.

PROBATION

17. Adopt a Resolution authorizing the Chief Probation Officer to execute a contract for the term of June 30, 2014, to June 29, 2016, between the Sonoma County Probation Department and the State of California Department of Transportation, for payment by the State of California Department of Transportation not to exceed \$1,028,320, for the provision of maintenance and restoration services along various Marin and Sonoma County state routes provided by the Supervised Adult Crew program.

REGIONAL PARKS

18. Authorize the Director of Regional Parks to execute a Revocable License Agreement with Sonoma Valley Athletic Club, pursuant to Government Code 25536, to provide for the operation and maintenance of Arnold Field in the City of Sonoma for the period of May 1, 2014 through April 30, 2019; and Authorize the Director of Regional Parks to approve a five year extension at the expiration of the initial term, upon satisfactory performance by the licensee. (First District)
19. Authorize the Director of Regional Parks to execute a Revocable License Agreement with United Flyers of Sonoma for the construction, operation, and maintenance of a disc golf course at Taylor Mountain Regional Park for the period of May 1, 2014 through April 30, 2019 and Authorize the Director of Regional Parks to approve a five year extension at the expiration of the initial term, upon satisfactory performance by the licensee. (First and Third Districts)

CONSENT CALENDAR (Continued)**SHERIFF'S OFFICE**

20. Authorize the Sheriff to execute the 2014 Domestic Cannabis Eradication / Suppression Program (DCE/SP) letter of agreement, and any amendments that do not substantially alter the scope of the agreement, with the Drug Enforcement Administration (DEA) to receive a minimum of \$125,000 to be used for marijuana suppression and eradication activities.

TRANSPORTATION AND PUBLIC WORKS

21. Adopt an Ordinance establishing a No Parking Zone on Fifth Street (#80077) and Mill Street (#80079) in the Town of Guerneville. (Second Reading – Ready for Adoption) (Fifth District)
22. Adopt Resolution authorizing the Chair to execute certificate of acceptance for the temporary easement upon the Desmond Mitigation Bank, related to mitigating the Airport Runway Safety Improvement Project. (Fourth District)
23. Adopt Resolution declaring intent to construct four projects utilizing force account labor and equipment under Road Commissioner authority as authorized under Public Contracts Code Section 22000 through 22045(Austin Creek Road Viaduct Structure # 20c0424, Annapolis Road Viaduct # 20c0222, Annapolis Road Viaduct # 20c0223, and Annapolis Road Bridge over Janice Creek # 20c0441).
24. Authorize the Chair to execute an agreement with Brelje and Race Consulting Engineers to provide engineering services related to connecting the Central Leachate Conveyance Line to the City of Cotati Sewer Trunkline in the not-to-exceed amount of \$77,970 with a term ending May 6, 2016. (Second District)
25. Authorize the Chair to execute Amendment No. 2 with Veolia Transportation Services, Inc., to operate Sonoma County Transit from July 1, 2014 through June 30, 2016 at annual rates based upon application of the Consumer Price Index (CPI) as defined in the establishing agreement effective July 1, 2006. Projected maximum cost for fiscal year 2014-15 is \$8,102,413.
26. Authorize the Chair to execute the agreement with Mendocino Transit Authority to provide transit services in the northern coastal area of Sonoma County for \$167,000 for the period of July 1, 2014 thru June 30, 2015. (Fifth District)

MISCELLANEOUS

27. Approval the Minutes of the Meeting of: (A) April 8, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors; and (B) April 15, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency and Board of Supervisors; and (C) April 8, 2014 and April 15, 2014 of the Sonoma Valley County Sanitation District.

CONSENT CALENDAR (Continued)

APPOINTMENTS/REAPPOINTMENTS

(Item 28)

28. Approve the selection of Tennis Wick, Permit Resource Management Department Director, or his designee, as a local representative to the Sonoma County Indian Gaming Local Community Benefit Committee. (County Administrator)

III. 10:00 A.M. – BOARD MEMBER ANNOUNCEMENTS

Board Member AB 1234 announcements and statements regarding conduct unbecoming of public officials.

IV. REGULAR CALENDAR

(Items 29 through 38)

TRANSPORTATION AND PUBLIC WORKS

- 29. Pursuant to Government Code, Section 7522.56, approve the appointment of Mr. Chris Mocny as an Engineering Technician IV Retiree Extra-Help, in order to fill a critically needed position within 180 days of his retirement, with an appointment date as early as May 13, 2014.
- 30. Adopt a Resolution introducing, reading title of and waiving further reading of an ordinance establishing a 20 mile per hour speed limit on Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) and its westerly terminus (MP 10.00). (First Reading) (Fifth District)

COMMUNITY DEVELOPMENT COMMISSION

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

- 31. **10:00 A.M.** – Conduct a public hearing and approve the agreement for \$391,000 by and between the Sonoma County Community Development Commission, as seller, and the Marino Family Trust, Michael D. Marino, trustee of trust, as buyer, for the former Sheriff Substation property located at 16717 Sonoma Highway, Agua Caliente, and authorize and direct the Executive Director of the Commission to carry out all tasks necessary to comply with the terms of the agreement and close escrow. (First District)

COMMUNITY DEVELOPMENT COMMISSION

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

AND

BOARD OF SUPERVISORS

- 32. Approve the Sonoma County Consolidated Plan Action Plan: One Year Use of Funds Fiscal Year 2014-15 for the proposed use of Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grants funds and associated actions.

HUMAN SERVICES / HEALTH SERVICES

- 33. Accept Collaboration Report between the Sonoma County Department of Health Services and the Human Services Department; Authorize the Directors of Health Services and Human Services to execute an agreement with YWCA for domestic abuse and shelter services in an amount not to exceed \$177,068, with a term ending December 31, 2017; and Authorize the Directors of Health Services and Human Services to execute an agreement with the Volunteer Center of Sonoma County for 2-1-1 services in an amount not to exceed \$290,110, with a term ending June 30, 2015.

REGULAR CALENDAR (Continued)

COUNTY ADMINISTRATOR

34. Approve Advertising Program grant awards and funding allocations for Fiscal Year 2014-15.
35. Fiscal Year 2013-14 Third Quarter Budget Update –
 - (A) Accept Fiscal Year 2013-14 Third Quarter Budget Update; and authorize the County Administrator and Auditor-Controller-Treasurer-Tax Collector to complete current year budgetary adjustments consistent with prior direction which are necessary to close the fiscal year financials.
 - (B) Adopt a Resolution adjusting the Fiscal Year 2013-14 Revised Adopted Budget allowing a \$1.3 million General Fund contribution from unanticipated revenues to finance current year implementation costs for the Enterprise Financial System (EFS).
 - (C) Receive Fiscal Year 2014-15 Budget development status.

BOARD OF SUPERVISORS

36. Approve fee waiver in the amount of \$3,950 for Sonoma Veterans building rental fees for the Blood Centers of the Pacific bi-monthly community blood drives. (First District)
37. Approve fee waiver in the amount of \$914.32 for Health Inspection fees for Sonoma Home Meals dba Meals on Wheels Sonoma where meals are served to seniors in Sonoma Valley. (First District)
38. Approve a fee waiver in the amount of \$262.50 for the cost of rental of the Cotati Veterans Memorial Building for the nonpartisan League of Women’s Voters of Sonoma County candidate forum on May 7, 2014 for the Sonoma County Auditor-Controller, Treasurer-Tax Collector candidates. (Second District)

V. CLOSED SESSION CALENDAR

(Items 39 through 42)

39. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Lacey Olivarez vs. County of Sonoma. United States District Court Northern District of California 3:13-CV-01918-CRB (Govt. Code Section 54956.9(d)(1)).
40. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation – Disclosure of Adverse Party would jeopardize service of process, tactical advantage or settlement negotiations. (Govt. Code Section 54956.9(d)(4)).
41. The Board of Supervisors and the Board of Directors of IHSS Public Authority will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Guerrero v. Weber, et al Sonoma County Superior Court Case No. SCV-248680 (Govt. Code Section 54956.9(d)(1)).
42. 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)).

VI. REGULAR AFTERNOON CALENDAR

(Items 43 through 48)

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

- 43. Report on Closed Session.
- 44. **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.)
- 45. 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

PERMIT AND RESOURCE MANAGEMENT

- 46. **2:10 P.M. – ZCE13-0014 – (FIFTH DISTRICT)**
 - a) APPLICANT: Raymond Banquet
 - b) LOCATION: 505 Dusty Lane, Sebastopol
 - c) ASSESSOR’S PARCEL NO.: 061-130-098
 - d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
 - e) REQUEST: Conduct a public hearing and consider finding the project exempt from CEQA and adopt an Ordinance for a Zone Change removing the Z overlay (Second Unit Exclusion) Combining Zone on 8.42 acres.
- 47. **2:10 P.M. – UPE13-0065 – (SECOND DISTRICT)**
 - a) APPLICANT: Republic Service of Sonoma County, Inc.
 - b) LOCATION: 500 Meacham Road, Cotati
 - c) ASSESSOR’S PARCEL NO.: 024-080-019 & 030
 - d) ENVIRONMENTAL DOCUMENT: Subsequent Mitigated Negative Declaration
 - e) REQUEST: Conduct a continued public hearing on the request for a Use Permit for a Materials Recovery Facility at the County’s Central Disposal Site (i.e. landfill) and conduct vote on the Subsequent Mitigated Negative Declaration and Project.
- 48. **ADJOURNMENTS**

NOTE: The next regular meeting will be held on May 13, 2014.

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

- 1. May 13th (AM) – NSCAPCD FY 2014-15 Budget Hearing
- 2. May 13th (PM) – GPA13-0013; First General Plan Amendment 2014
- 3. May 13th (PM) – ZCE13-0019; Zone Change, 701 Leveroni Road, Sonoma
- 4. May 20th (AM) – Prop 218 for the Sanitation Sewer Rates
- 5. May 20th (PM) – ORD14-0004; Re-adopting the Official Zoning Database for the Coastal Zone
- 6. May 20th (PM) – UPE07-0008; Cornell Winery Use Permit Application, 100, 245, 420, 500 and 560 Spring Mountain Summit Trail in eastern Sonoma County
- 7. May 20th (PM) – Second General Plan Amendment for 2014



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: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Nick Honey 565-4343

Supervisorial District(s):

All

Title: Foster Parent Recognition Month

Recommended Actions:

Approve Gold Resolution declaring May 2014 Foster Parent Recognition Month in Sonoma County

Executive Summary:

Since 1999, the month of May has been designated as National Foster Parent Recognition Month. Foster parents are individuals and couples that provide vital care for infants, children and teens. These children have been removed from their homes due to abuse and neglect. Currently there are over 137 licensed foster homes in Sonoma County. Certified foster family agency homes are caring for 150 children. Approved relatives and extended family members provide placement for 157 more children. Extended family members are individuals/families in the community who have an existing relationship with the child. For example, teacher, coach or even a neighbor.

Foster families, along with extended family members share their homes to nurture infants, children and teens whose parent/parents are working to reunify with them. These children, some of whom have special needs, may be in foster care for a few weeks or for over a year. Caregivers provide permanency including adoption when children cannot be safely returned to parent/parents. Foster parents also help teens work toward successful transition into independent adult lives. Foster parenting requires patience and dedication, flexibility and a sense of humor. A foster parent's work is difficult and challenging, but their dedication has changed the lives of many in our community.

Presently, as part of the System Improvement Plan, a mandated strategic planning process to improve service delivery, a committee of foster parents, Human Services Department staff and community partners are exploring ways to improve foster parent recruitment and retention through participation in a state-wide project, Quality Parenting Initiative (QPI). The goal of this project is to maintain and develop more quality foster homes by developing agency policies that support and retain quality foster homes. Last year our staff integrated our QPI Sonoma County Mission Statement into the initial orientation so prospective foster parents understand our expectations and the value we place on foster homes that meet the special needs of the children in our care.

This year we finalized the California Partnership Agreement. This agreement is for children in foster care as a part of assisting the foster parents in understanding the values, principles, and relationships necessary to fulfill this responsibility and provide the best care to our kids. The agreement is meant to be between the foster parents and child welfare division so that there is a standard of expectations and care to all kids in the child welfare system. Where we have continued to have problems, we have developed work groups regarding such issues as transitions, ice breakers, and support and training to improve relationships within our foster care community.

Prior Board Actions:

Each year the Board of Supervisors has expressed appreciation for the outstanding contributions foster parents make in caring for our dependent children by declaring the month of May Foster Parent Recognition Month in Sonoma County.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Foster parents are important members of our child protection community. In recognizing them at the Board of Supervisors we are honoring their service and appreciating their engagement in the community to improve the lives of children who have been abused or neglected.

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	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

There are no fiscal impacts resulting from this administrative action.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):
None
Attachments:
Resolution
Related Items "On File" with the Clerk of the Board:
None



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Declaring May 2014 Foster Parent Recognition Month in Sonoma County**

Whereas, each year foster parents make an outstanding contribution in caring for dependent children, and;

Whereas, hundreds of children throughout Sonoma County are provided services through the foster care system, and;

Whereas, many of these foster parents also commit to a lifelong relationship through adoptions, and;

Whereas, many of these children are emotionally disturbed, abused, neglected and/or abandoned, and have been seriously traumatized by their early childhood experiences, and;

Whereas; children who cannot live with their birth families require the skill, nurturing, and commitment of caring foster parents, and;

Whereas; foster parents make a vital contribution to their communities and to Sonoma County, and;

Whereas, public and private agencies throughout the state of California sponsor Foster Parent Recognition events during the month of May.

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors does hereby express appreciation to the foster parents of Sonoma County by proclaiming the month of May 2014 as Foster Parent Recognition Month in Sonoma County.

Resolution #

Date:

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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: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): BOS

Staff Name and Phone Number:

Efren Carrillo 565-2241

Supervisorial District(s):

Fifth

Title: Gold Resolution

Recommended Actions:

Approve Gold Resolution honoring the Sebastopol Rotary Swim Program on the occasion of their 30th Anniversary. (Fifth District)

Executive Summary:

None.

Prior Board Actions:

None.

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

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):

None.

Attachments:

Gold Resolution.

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

None.



County of Sonoma

State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Commending The Rotary Club Of Sebastopol For Thirty Years Of Providing The Learn To Swim Program To Sebastopol Area Second Graders

Whereas, Sonoma County is one of the most beautiful counties in the Western United States, due in large part because of its scenic Pacific coastline, its historic Russian River area, and its numerous other waterways; and

Whereas, Young children and their parents do not always recognize the dangers hidden beneath the cooling currents of the Russian River, the crashing surf of the Pacific Ocean, and the inviting waters of Lake Sonoma; and

Whereas, Drowning is the second leading cause of unintentional death in the United States among children ages 1 to 14, and more than one in five of all drownings in the United States involve children under the age of 14; and

Whereas, The American Academy of Pediatrics has recommended that all children over the age of 1 receive swimming lessons, and that for every 100 children who receive swimming lessons, one life is saved; and

Whereas, The Rotary Club of Sebastopol, founded in 1925, is a group of over 100 members who embrace the concept of "Service Above Self", and have dedicated themselves to the ensuring the safety of our youth; and

Whereas, 30 years ago, a group of concerned Sebastopol Rotarians had the vision to establish a Learn To Swim program at Ives Pool in Sebastopol, a program whose charge was to teach every Sebastopol area second grader to swim for free; and

Whereas, since 1984, over 9000 Sebastopol second graders have learned not only basic swimming skills, but also how to recognize the dangers inherent in and around the waters of Sonoma County; and

Whereas, The Learn To Swim program would not have been possible without the help of hundreds of Rotarians, community volunteers, teachers, parents, and the cooperation of Ives Pool Manager Ricardo Freitas, representing the West Sonoma

Resolution #

Date:

Page 2

County Swimmers; and Lehla Irwin, head coach of the Sebastopol Sea Serpents.

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma commends the Rotary Club of Sebastopol for 30 years of outstanding efforts to promote child water safety through its Learn To Swim program.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Connie Newton, 565-8884

Supervisorial District(s):

ALL

Title: National Correctional Officers and Employees Week

Recommended Actions:

Resolution proclaiming the first full week in May as National Correctional Officers and Employees Week in Sonoma County.

Executive Summary:

Sheriff Steve Freitas, on behalf of the correctional employees of the Sonoma County Sheriff's Office, is requesting that the Board proclaim the first full week in May as National Correctional Officers and Employees Week. For 2014, National Correctional Officers and Employees Week takes place from May 4, 2014, through May 10, 2014.

In 1984, President Ronald Reagan signed Proclamation 5187 creating "National Correctional Officers' Week." The first full week in May has since been recognized as National Correctional Officers' Week to honor the work of correctional officers and correctional personnel nationwide. In 1996, Congress officially changed the name of the week to National Correctional Officers and Employees Week. President Reagan's Proclamation best describes the important role these officers and employees play within our communities. "Correctional officers have the difficult and often dangerous assignment of ensuring the custody, safety and well-being of the over 600,000 inmates in our Nation's prisons and jails. Their position is essential to the day-to-day operations of these institutions; without them it would be impossible to achieve the foremost institutional goals of security and control. Historically, correctional officers have been viewed as "guards," occupying isolated and misunderstood positions in prisons and jails. In recent years, the duties of these officers have become increasingly complex and demanding. They are called upon to fill, simultaneously, custodial, supervisory, and counseling roles. The professionalism, dedication and courage exhibited by these officers throughout the performance of these demanding and often conflicting roles deserve our utmost respect. The important work of correctional officers often does not receive the recognition from the public it deserves. It is appropriate that we honor the many contributions and accomplishments of these men and women who are a vital component of the field of corrections."

Sonoma County’s correctional employees form a core element of the Public Safety team in our community. Our correctional employees provide security, supervision, treatment services, and support reentry efforts for more than 11,000 individual cases in the course of a calendar year.

Sonoma County correctional employees serve an equal role with other types of emergency responders, such as law enforcement and fire rescue colleagues, engaging in dangerous and potentially life-threatening situations every single day. This is highlighted by the fact there are 585 correctional officers names engraved on the National Law Enforcement Officers Memorial and acts as a reminder of the seriousness and risks associated with working in the field of corrections.

The resolution before you is being requested to provide the members of Sonoma County’s community the opportunity to recognize and understand the complex, dangerous, and challenging responsibilities carried out by each and every staff member inside our detention facilities. Correctional employees take on an enormous level of both personal and professional responsibility each day they come to work. We respectfully request that the Board honor and recognize the dedication and commitment of these employees and thank the selfless men and women who continue to serve each day. We encourage all our residents to join in recognition and appreciation of the outstanding professional service correctional employees provide for the safety and welfare of our community.

Prior Board Actions:

None

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

Correctional officers and employees play a critical role in the goal of providing a safe, healthy, and caring community. Taking time to recognize the service of correctional employees reinforces the County’s commitment to this goal and acknowledges the personal sacrifices required to achieve this goal.

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):

--

Attachments:

Resolution

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

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County of Sonoma

State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, proclaiming the first full week in May as National Correctional Officers and Employees Week in Sonoma County.

Whereas, correctional officers have the difficult and often dangerous assignment of ensuring the custody, safety, and well-being of over 600,000 inmates in our Nation's prisons and jails; and

Whereas, the duties of correctional officers and employees are complex and demanding, requiring correctional officers to fill, simultaneously, custodial, supervisory, and counseling roles; and

Whereas, correctional officers provide an essential role in our community's public safety. The professionalism, dedication, and courage exhibited by correctional officers and correctional employees throughout the performance of their demanding and often conflicting roles deserve our utmost respect; and

Whereas, in 1984, President Ronald Reagan signed Proclamation 5187 creating "National Correctional Officers' Week." The first full week in May has since been recognized as National Correctional Officers' Week to honor the work of correctional officers and correctional personnel nationwide; and, in 1996, Congress officially changed the name of the week to National Correctional Officers and Employees Week; and

Whereas, members of Sonoma County's community recognize and understand the complex, dangerous, and challenging responsibilities carried out by every staff member inside our detention facilities; and

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors does hereby proclaim May 4, 2014, through May 10, 2014, as National Correctional Officers and Employees Week in the County of Sonoma; and strive to raise awareness in the community, express appreciation for the County of Sonoma's correctional officers and employees, and recognize the dedication and commitment of our correctional officers and employees who continue to serve each day.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Resources

Staff Name and Phone Number:

Sylvia Lemus, 565-1702

Supervisorial District(s):

All

Title: Public Service Recognition Week 2014

Recommended Actions:

Adopt Gold Resolution proclaiming the week of May 4, 2014 – May 10, 2014, as Public Service Recognition Week in Sonoma County.

Executive Summary:

Public Service Recognition Week (PSRW), a national program sponsored by the Public Employee Roundtable, is celebrated annually during the first week of May, with this year's week being celebrated May 4 – May 10, 2014. This national recognition week encourages government at all levels to promote government employees and careers, educate about the value of public servants and the services they provide, and recognize excellence in public service and promote the spirit of public service. The County of Sonoma began honoring Public Service Recognition Week in 1997, by hosting an onsite recognition event. Traditionally, County Employees are encouraged to pay for their meals and attend an enjoyable lunchtime event with their co-workers, during which they receive recognition from the Board of Supervisors and are served their meal by their Department Heads and Members of the Board. In the last several years, employees have enjoyed burritos, pasta, hamburgers and hotdogs.

For this year's events, Human Resources and the PSRW committee have organized a Hawaiian Luau themed recognition lunch, catered by Big Boy's BBQ, which will be held on May 7, 2014, outside the Administration building, and on May 8, 2014, at the offices near Airport Blvd. Additionally, many County departments will hold department-wide office recognition events for their staff during this week. As part of this recognition, it is important to acknowledge the efforts of all staff and the positive impact which the community and organizations receive from the effort of employee teamwork. Furthermore, it is equally important to acknowledge how county employees working together have made Sonoma County a recognized world class organization.

Sonoma County is an Award Winning Organization due to the contributions of each and every one of our County employees. It is together as one organization and one team, with the contributions of

many individuals, that we are successful in the provision of public services. In the last Annual Report, Sonoma County National and State Recognition was highlighted. Here are a few efforts that typify our employees' commitment to meeting the public's expectation of excellent service:

The **Probation Department's The Club at Juvenile Hall**, received the *2013 National Associations of Counties (NACO) Achievement Award*. This award recognizes achievement and innovative county government programs in the area of Criminal Justice and Public Safety. The development of the Boys and Girls Club (B&GC) known as, "The Club at Juvenile Hall," was a collaboration of Juvenile Hall Staff and Administrators working with B&GC staff to bring a fully functional B&GC Program into the Juvenile Hall. The idea of building relationships and providing Evidence Based Programs to a "captured" audience made sense to the parties involved. The Juvenile Hall staff administrators created this program with the sole intent of preparing the juveniles to become productive citizens. When the juvenile is back in the community, the Club provides phone and face to face contacts with the participant, through B&GC on a regular basis.

The Juvenile Hall staff and administrators also received the *2013 California State Association of Counties (CSAC) Challenge Award*, which recognizes best practices at the county level. In partnership with B&GC staff, the Juvenile Hall staff and administrators worked together to build a positive re-entry program built on evidence-based programs and building relationships with the minors in their care.

The **Auditor Controller Treasurer Tax Collector's Office** has received various awards from the Government Finance Officers Association (GFOA) Award Recognition program, including:

- *Distinguished Budget Presentation Award*

The County of Sonoma earned the Government Finance Officers Associations' Distinguished Budget Presentation Award for its budget of the Fiscal Year beginning July 1, 2013, due to the collaborative efforts of the County Administrator's Office, the Auditor-Controller-Treasurer-Tax Collector's office, and budget staff throughout the County. The award is a recognition of the County's ability to present a budget that is a policy document, financial plan, operations guide, and communications device all at once, and the presence of the award speaks highly of our staff's ability to create accurate, informative budget documents that guide the County throughout the fiscal year.

- *Excellence in Financial Reporting Award*

The Government Finance Officers Association's Excellence in Financial Reporting Award is widely considered the highest form of recognition in the area of governmental accounting and financial reporting, and it is awarded to governments who provide governmental transparency and a "spirit of full disclosure" through the production of a Comprehensive Annual Financial Report, or CAFR. This report presents in-depth financial data to area financial professionals. This award is a joint recognition of the work of both Auditor-Controller-Treasurer-Tax Collector staff and accounting personnel from departments and special districts throughout the County for their tireless efforts to make the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2012, the most accurate and representative picture of the County's finances possible.

- *Award for Outstanding Achievement in Popular Annual Financial Reporting*

The Award for Outstanding Achievement in Popular Annual Financial Reporting was presented to Auditor-Controller-Treasurer-Tax Collector staff for their efforts to produce the Popular Annual Financial Report for the Fiscal Year Ended June 30, 2012. This report is a broadly accessible summary of the in-

depth financial data presented in the CAFR, and it is intended to provide information about the County's financial status to area citizens who are not financial professionals. The award was presented to the County to recognize the report's creativity, presentation, understandability, and reader appeal.

For two years in a row, the **Department of Child Support Services (DCSS)** received two State awards, improving and rising in rank each time. DCSS received the *"Top 10 County – Statewide"* award, ranking number four in California, and also advanced from the 6th top performing county in 2012, to the 4th in 2013. It is important to note that Sonoma County is the only medium size County ranked in the top 10 statewide. Specifically, DCSS received these awards by exceeding statewide averages in the below five goals:

- Paternity Establishment
- Cases with a Support Order
- Current Support Collected
- Cases with Collections on Arrears
- Cost Effectiveness

These results are based on department-wide efforts, and resulted from Legal Processors, Case Workers (Child Support Officers), Attorneys, Management, and the Director contributing and helping the department exceed the five federal performance measures. This ongoing award winning effort continues to find new strategies to increase collections to be distributed back to Sonoma County families while remaining cost effective.

Fleet Operations – General Services, has received various awards in the last 12 months that are based on successful team effort of all the members of the Fleet Operations Division. The *2014 Top 100 Best Fleets in North America Award* recognizes and rewards peak performing fleet operations in North America. This marks the fourth year in a row that Fleet Operations has earned this award since 2010.

For the last four years, the Fleet Operations Division has also won the *Government Green Fleet Award*. This award is open to all Federal, State, and Local Government Fleets, totaling over 33,000 government fleets in North America. This award has a comprehensive set of criteria tailored around the challenges and requirements of the government fleet manager. The Fleet Operations staff has vigorously pursued the functions of the program, which are used as assessment standards for this yearly award.

Additionally, David Worthington, the County's Fleet Manager, was named as one of the top 40 commercial and public sector Fleet Managers in North America in 2013, based on his professional longevity, accomplishments, innovation, and overall industry involvement. He received the *2013 Green Fleet Magazine Sustainability All Star Award*, as one of a small group of fleet professionals that have worked to reduce greenhouse gas emissions, created green fleet and sustainability policies, and have dedicated their time and energy to ensuring the path to sustainability is clear.

Information Systems Department and **Regional Parks** collaborated on the Sonoma County Regional Parks' newly designed website, SonomaCountyParks.org, which was launched in March 2013. When launched it received a *"Best in Class" in the 2013 Interactive Media Awards*, an industry competition open to web designers from around the world. The awards recognize websites in various categories, and Regional Parks' site is one of 11 receiving the highest honor in the government category. The designation represents the best in planning, execution and overall professionalism. Later in the year, the

Web Marketing Association, awarded Sonoma County Regional Parks, for their website design, with a *Government Standard of Excellence award*.

Staff from the County’s Information Systems Department and Regional Parks managed the project, working closely with White Horse Productions of Portland, Oregon to develop a vibrant, interactive resource for enjoying Sonoma County’s parks and trails. The site launched in March, with customizable maps, photo slideshows, streamlined navigation, expanded social media links, park weather forecasts, searchable activity lists and other new features. The site is the most visited site among Sonoma County’s government departments.

The **Sonoma County Housing Authority**, of the **Community Development Commission**, recently earned a *“Highest Performance”* rating in the administration of its Section 8 Housing Choice Voucher rental assistance program. This rating is based on the U.S. Department of Housing and Urban Development’s Section 8 Management Assessment program and measure 14 separated indicators of program performance. Housing Authority employees worked diligently meeting the requirements of established program performance criteria resulting in this award. Previously, the HUD San Francisco Field Office recognized the Sonoma County Housing Authority with its *2012 Housing Choice Voucher Program of the Year award*.

Sonoma County continues its efforts to strive to be a high performing organization. The path is a constant effort which involves everyone at all levels being actively engaged, committed to public service, and collaborating on the efforts that improve the lives of our citizens and visitors. This success does not happen without each and every one of our family of County employees doing their part towards the common goal. Public Service Recognition Week is an important moment of the year, acknowledging the people committed to service and recognizing the magnitude of their impact on improving the community.

Requested Board Action: Approve and pass resolution proclaiming the week of May 4, 2014 – May 10, 2014, as Public Service Recognition Week in Sonoma County.

Prior Board Actions:

The Board has approved a similar resolution in all prior years since Public Service Recognition Week has begun in Sonoma County.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Public Service Recognition Week recognizes the value of public service and the contributions of County employees in the community.

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

There is no cost associated with this event as employees purchase their own meal ticket, which funds the lunch.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A.

Attachments:

Resolution for National Public Service Recognition Week 2014.

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

N/A.



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Recognizing May 4 – 10, 2014, As Public Service Recognition Week 2014 And Honoring Public
Service Employees At All Levels of Government**

Whereas, government workers at all levels provide the essential public services to ensure quality of life in our communities; and

Whereas, these employees work to maintain and improve the County's infrastructure, ensure the physical safety of Sonoma County residents, preserve and enrich the health of all residents, conserve and promote the natural beauty of Sonoma County's environment, and support and encourage the diversity of the County; and

Whereas, County employees work every day to enrich the quality of life through superior public service for all residents of Sonoma County and their contribution reflects the quiet, dedicated, and focused commitment of skilled and caring professionals; and

Now, Therefore, Be It Resolved, the Board of Supervisors hereby proclaims May 4 – May 10, 2014 as Public Service Recognition Week and extends their gratitude on behalf of a thankful and supportive community to all public service workers.

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 of Sonoma County

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): General Services

Staff Name and Phone Number:

Sam Ruark: 707-565-2125

Supervisorial District(s):

Countywide (1st, 2nd, 3rd, 4th and 5th Districts)

Title: One Day Clean Commute Program Launch and 2014 Bike to Work Day

Recommended Actions:

1. Receive report and launch the One Day Clean Commute program for County employees, and
2. Adopt a resolution recognizing May as National Bike Month, and proclaiming Thursday, May 8, 2014 as "Bike to Work Day" in Sonoma County, and
3. Recognize Miko Lim for his dedication to bicycling, support of Bike to Work Day, and inspiration to fellow employees and the public in Sonoma County.

Executive Summary:

The County of Sonoma's employee commute is the largest portion of the organization's greenhouse gas footprint accounting for approximately 55% of our emissions. As employees, we collectively spend approximately \$5,500,000 in fuel costs per year for our commute and emit over 13,000 metric tons of carbon.

To align with California Assembly Bill 32, the Global Warming Solutions Act of 2006, the County must dramatically reduce emissions attributed to employee commutes. The County has made significant progress in reducing the carbon footprint in the building and fleet sectors, and it is crucial that we intensify our focus on reducing the negative impact of our commute patterns.

In October 2012, the State of California passed Senate Bill 1339. This bill affects Bay Area Counties and requires that employers (including public sector employers) with over 50 employees implement a commuter benefits program by September 30, 2014. Because of prior Board support the County currently meets the minimum requirements of SB 1339 through delivery of our free bus pass program.

To date, the focus of employee commute reduction efforts have included activities such as organizing the annual employee commute survey, implementing the free bus program, and coordinating the County's participation in the annual Bike to Work Day events. These efforts have resulted in some change as the number of employees commuting to work in a single occupancy vehicles has dropped from 91% in 2000 to 85% in 2013, a 6% improvement.

One Day Clean Commute Program

The passage of Senate Bill 1339 provides the impetus to go beyond meeting the minimum compliance requirements and look for ways to more significantly impact employee commute preferences. The near future activation of the Sonoma Marin Area Rapid Transit commuter line is another reason to develop and implement new programs that motivate and inspire employees to choose cleaner ways to get to work other than riding in their car alone. To that end, in late 2013, the Energy and Sustainability Division created and implemented the “pilot” One Day Clean Commute program. This campaign is based on the latest research on behavior change for sustainable practices. Clean commute modes include walking, biking, ridesharing, transit, and teleworking.

The essence of the One Day Clean Commute program is to ask all employees to clean commute at least one day per week. If all employees were to take this action, collectively, it would reduce commute greenhouse gas emissions by 20% and save over \$1,000,000 in fuel costs annually. Clean commuting can also boost employee productivity, build relationships between employees carpooling to work, and reduce traffic. Energy and Sustainability staff is proposing a more rigorous implementation of the One Day Clean Commute Program for fiscal year 2014-2015.

The program will focus primarily on employees who are good candidates for ride sharing/carpooling, teleworking and riding the bus and future SMART train. These employees typically live more than 10 miles from work and can gain substantial benefits from clean commuting. Secondary outreach will be to those people who could potentially walk and bike to work; these people typically live within three miles of their work location. Note, the portion of employees who can walk and bike to work is much smaller than those that can carpool, telework, or take transit.

Specific elements of the One Day Clean Commute program may include, and are not limited to the following:

- Marketing through events, website, and email promotions
- Organizing ride shares/carpooling through Carma and 511.org
- A commute map that shows home hubs and work hubs
- A pledge for the Board and staff to promise to clean commute one day per week
- Incentives through 511.org
- Free Bus Pass Program (Currently, All County employees ride County busses by showing their County ID bldges.)
- Vanpools for employees who live in areas greater than twenty miles from their work location
- Coordination with Sonoma Marin Area Rapid Transit to ensure the train is highly accessible to employees
- An updated Teleworking Policy

The most recent annual commute survey reflects that most employees are willing to try a clean commute. Survey data indicated that 64% of the employees would like to try teleworking, 34% would consider ridesharing, 25% bicycling, 24% the use of transit, and 11% for vanpools. The One Day Clean Commute Program facilitates and incentivizes employees to use the multiple means of commuting a minimum of one day a week. Relative to the high level of interest in the telework option, the Metropolitan Transportation Commission through the 511.org, has a no-cost consulting service that can assist the County in developing and implementing a teleworking program that works well for the County. Energy and Sustainability staff is in preliminary conversation with Human Resources on the how the County could use this resource to develop or strengthen current teleworking strategies.

In summary the One Day Clean Commute Program will ask County employees to pledge to clean commute one day a week, utilize technology to assist employees in providing clean commute options, augment and build upon the current Free Bus Pass program, provide incentives for employees utilizing funding provided by the 511.org and may eventually link too and support any new and robust telework initiative undertaken in the future.

Bike To Work Day and 2013 Bike Champion

One element of the clean commute program is the annual Bike to Work Day. This year’s event will be held on May 8, 2014. This event celebrates bicycle commuters and promotes bicycling and sustainable transportation by highlighting the enjoyment and ease of commuting with zero-pollution. Bike to Work Day coincides with National Bike Month and California Clean Air Month. This effort provides an opportunity not only to promote the environmental benefits of bike commuting, but will also help make Sonoma County the healthiest county in California by 2020.

Bike to Work Day 2013 is organized by the Sonoma County Bicycle Coalition (S.C.B.C.) in collaboration with the City of Santa Rosa, City of Cotati, City of Sonoma, Town of Windsor, City of Rohnert Park, and the County of Sonoma.

As in previous years, the Sonoma County Administration Center Energizer Station will be located at the southwest corner of Ventura Avenue and Administration Drive between 6:00 a.m. and 9:00 a.m. on Thursday, May 8 2013. County employees and members of the public are invited to pick up prizes, have breakfast, and join members of the Board of Supervisors in supporting Bike to Work Day.

This year’s Bike Champion award goes to Miko Lim, for his leadership and commitment to biking to work. Miko Lim is an employee of the Probation Department and received eight enthusiastic nominations. He bikes four to five days a week from Sebastopol. Other employees being highly recommended for this honor with three or more nominations include Christine Williams, Leland Gee, Rich Bottarini, Ron Claret, Terri Saunders, and Vickie Miller.

Prior Board Actions:

5/7/13: Resolution recognizing May 10, 2012 as Bike to Work Day. 4/5/2011: Final report on the Climate Protection Action Plan recognizing the attainment of the 2010 goals and direct staff to continue to support the community based greenhouse gas reduction targets for 2015. 1/12/2010: Climate Protection Action Plan Update and Employee Commute Recommendations; 9/23/2008: Climate Protection Plan

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Clean Commuting reduces traffic, cuts greenhouse gas emissions, improves air quality, and decreases costs associated with fuel consumption and vehicle maintenance.

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:

Attachment A: Bike to Work Day Resolution

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

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County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Recognizing National Bike Month And Proclaiming Thursday, May 9, 2013 As "Bike To Work
Day" In Sonoma County, And Commending Miko Lim For His Dedication To
Bicycling And Support Of Bike To Work Day And Inspiration
to Fellow Employees and the Public In Sonoma County.**

Whereas, the Sonoma County Board of Supervisors recognizes the benefit of sustainable transportation methods; and

Whereas, increasing numbers of single occupant vehicle commuters results in severe traffic congestion and contributes to Sonoma County's air pollution; and

Whereas, sustainable commute methods, such as carpool, vanpool, public transit, bicycling, walking or telecommuting reduces congestion, fuel consumption, exhaust emissions and parking needs; and

Whereas, increased public awareness of the benefits of sustainable commute methods will help to ensure a healthier environment for this and future generations; and

Whereas, the Sonoma County Board of Supervisors wishes to express its support for promoting sustainable commute methods.

Now, Therefore, Be It Resolved that the Board of Supervisors proclaims Thursday, May 8, 2014, as "Bike to Work Day," and joins all other Bay Area counties and cities in promoting biking for transportation.

Be It Further Resolved the Board of Supervisors commends Miko Lim for his dedication to bicycling, support of Bike to Work Day, and inspiration to fellow employees and the public in Sonoma County and for his commitment to biking four to five days a week.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

COUNTY OF SONOMA
ENERGY AND SUSTAINABILITY DIVISION

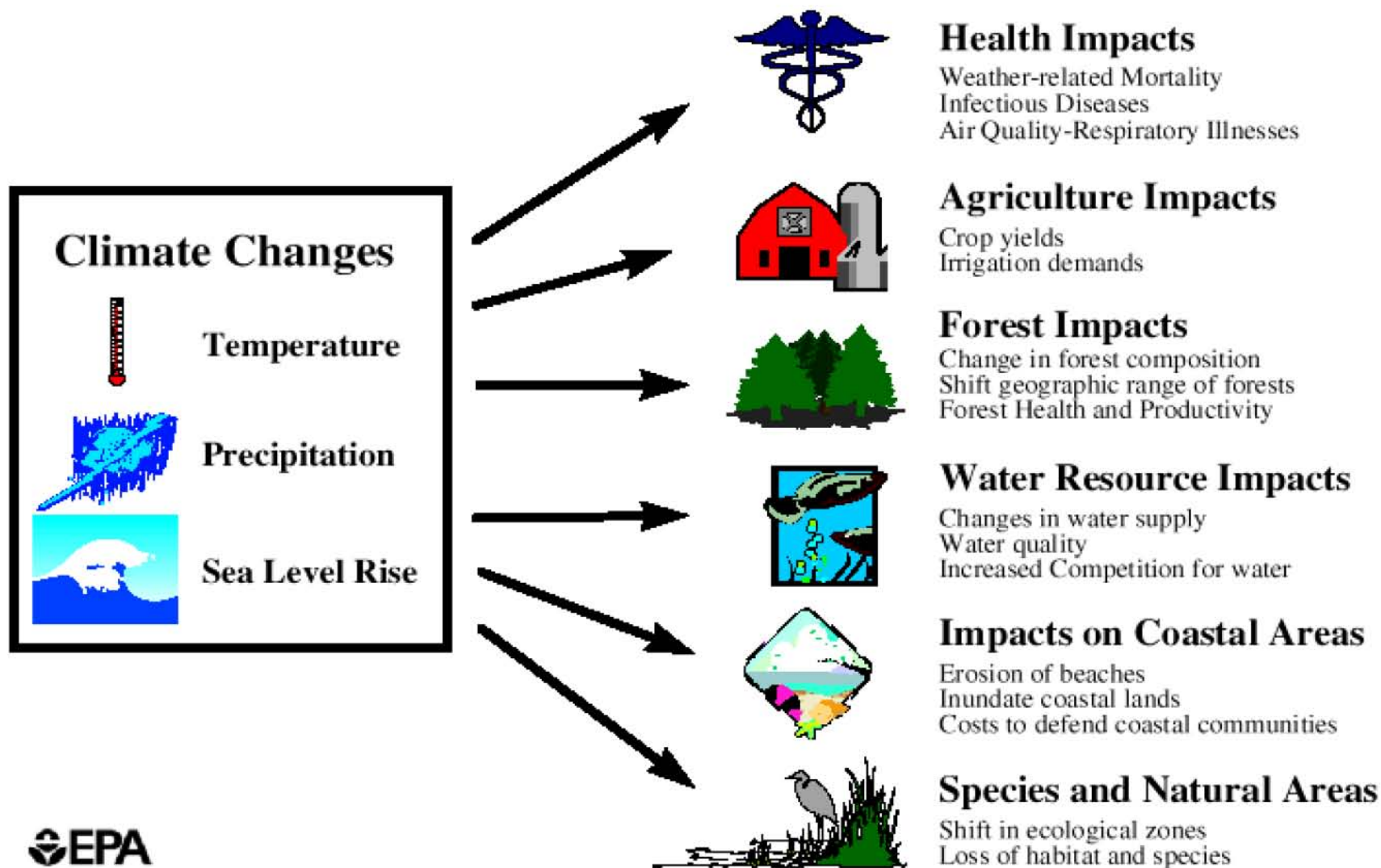
CLEAN COMMUTE PROGRAM



Prepared by Sam Ruark, Energy and Sustainability Coordinator (ASO)
And Liz Yager, Energy and Sustainability Program Manager

May 6, 2014

Potential Climate Change Impacts



The Challenge!

By 2050

- Even if all our buildings were ZERO net energy (100% renewable powered)
- And our Fleet produced ZERO emissions
- And we sent NO waste to the landfill
- We would STILL have to cut our commute emissions by

60%

SB 1339

The Commuter Benefits Program

- Pre-tax benefit, up to \$130/month
- Employer provided subsidy, up to \$75/month
- Employer provided transit, vanpool or shuttle
- Alternative commuter benefit

County of Sonoma Employee Commute

- 4500 employees
- 52% of County's GHG footprint
- Annual Fuel Costs: \$1230 per employee or \$5,500,000 collectively
- Daily Avg. commute time is 46 minutes
- Avg. Distance is 11.6 miles
- Avg. MPG is 25.5



Annual Survey Response Highlights

Current Commute Modes:

- 85% Solo Drivers
- 6% Carpooling
- 2% Biking
- 1% Public transit
- 1% walked
- 2% compressed work week
- ~1% teleworking



Clean Commute Strategies



Walking



Biking



Public Transit



Teleworking



Ridesharing

Highest Opportunity

64% of employees
want to try teleworking



Major Opportunities

34% - Ridesharing



25% - Bicycling



24% - Transit



Benefits of Clean Commuting

- Reduced traffic and noise
- Reduced greenhouse gas (GHG) emissions – 2600 tons per year
- Connections between carpoolers
- Increase in health and well-being benefits (walking and biking)
- Financial: If all employees chose a clean commute one day per week, collectively we could save \$926,314 in fuel costs per year!



One Day Clean Commute Program



- Marketing & Branding
- Incentives
- Competitions
- Pledge
- Promotional Events
- 511 Ride-matching
- Carma
- A One Day website

Future Opportunities

- Telework policy and promotion
- Electric Vehicle Education
- Guaranteed Ride Home
- Van Pools
- SMART Train



Requested Actions

- Receive report and launch the One Day Clean Commute program for County employees, and
- Adopt a resolution recognizing May as National Bike to work Month, and proclaiming Thursday, May 8, 2014 as “Bike to Work Day” in Sonoma County, and
- Recognize Miko Lim for his dedication to bicycling, support of Bike to Work Day, and inspiration to fellow employees and the public in Sonoma County.

Thank you

Questions and Comments

join

One Day



clean commute

Sam Ruark
Energy & Sustainability Division
Sam.ruark@sonoma-county.org
707-477-5211



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: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): BOS

Staff Name and Phone Number:

Efren Carrillo 565-2241

Supervisorial District(s):

Fifth

Title: Gold Resolution

Recommended Actions:

Approve Gold Resolution congratulating Andy Skikos on the occasion of Andy's Produce 50th anniversary. (Fifth District)

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	\$		\$
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: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Congratulating Andy Skikos On The Occasion Of The 50th Anniversary Of Andy's Produce

Whereas, Andy Skikos has owned and operated Andy's Produce since May 3, 1964; and

Whereas, today, Andy's Produce open air market is run by four generations of the Skikos family including children, grandchildren and great grandchildren, all five of his children have worked in the business, and four remain today; and

Whereas, Andy Skikos was an early adopter of the Go Local movement, forging relationships with many Sonoma County farmers, dairies, restaurateurs, and food producers, often being the first market to carry their products as was the case with the hugely successful La Tortilla Factory; and

Whereas, Andy has developed an iconic business that fosters tremendous customer loyalty while supporting and encouraging local farmers – to shop at Andy's is truly a pleasure for the local community; and

Whereas, Andy Skikos served as President of the St. Vincent de Paul Society of Sonoma County, and has generously donated to many non-profit organizations, including the Ceres Project, Redwood Empire Food Bank, Catholic Charities, St Jude's Children's Hospital, Becoming Independent, and can always be counted on to donate food to those in need; and

Whereas, in 2013, Andy's Produce was named "Best place to buy local produce" by the Readers of the Press Democrat – an honor that came as no surprise to Andy's loyal customers and fans.

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma congratulates Andy Skikos and his family on the occasion of the 50th Anniversary of Andy's Produce and further commends him for his great generosity to the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Consent item #7
Windsor Town Green
Conservation Easement

This item will be submitted
separately.



County of Sonoma Agenda Item Summary Report

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

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

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

Board Agenda Date: May 6, 2014

Vote Requirement: 4/5

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

Staff Name and Phone Number:

Stuart Martin, 565-7362
Alex Roa, 565-7263

Supervisory District(s):

District 1

Title: East Slope Segment Sonoma Mountain Ridge Trail Easement and Operating Agreement

Recommended Actions:

Adopt a Resolution of the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District (1) making certain findings; (2) authorizing and directing the President to execute a Trail Easement Agreement with Theodore L. Eliot, Jr. and Patricia P. Eliot, Trustees of the Eliot Trust under Declaration dated February 27, 1987 and a Certificate of Acceptance for the Trail Easement; (3) authorizing and directing the General Manager to take all other actions necessary to record the Trail Easement; and (4) authorizing the General Manager to enter into an agreement with Valley of the Moon Natural History Association for the Operations and Maintenance of the East Slope Segment of the Sonoma Ridge Trail.

Executive Summary:

BACKGROUND

After almost a decade of property and easement acquisitions at the top of Sonoma Mountain, the District successfully secured the necessary permission to design and construct a significant addition to the Sonoma Ridge Trail, a designated portion of the Bay Area Ridge Trail. The East Slope Segment Sonoma Mountain Ridge Trail Project (Project) includes a 1.2 mile segment of trail, across District owned land and two privately held parcels with trail easements. This new addition will provide sweeping views of the Sonoma Valley, and provide an extension to an already popular trail system provided by Jack London State Historic Park (JLSHP). The construction contract for the rough cut trail is expected to go to bid this summer, with work expected to commence in September 2014. In September 2013, the Board of Directors approved a contract with the Sonoma County Trails Council to recruit and direct volunteers to perform the finish work on the trail, currently scheduled for completion by December 2014.

TRAIL EASEMENT

The southernmost portion of the Project is a short trail loop through a wooded knoll. This property is owned by Mr. Theodore L. Eliot, Jr. and Mrs. Patricia P. Eliot, who have generously offered to donate a Trail Easement on the portion of land required to construct the loop. The donated area is approximately 0.05 acres, and will ultimately offer a 1/10th mile loop of new multiuse trail.

The District's Fiscal Oversight Commission considered the trail easement at its April 3 meeting, and determined, through resolution, that by accepting the donation of the trail easement, the District is not paying more or receiving less than the fair market value for the interest so received.

OPERATIONS AND MAINTENANCE AGREEMENT

Under the proposed Operation and Maintenance Agreement, upon completion of the Project the Valley of the Moon Natural History Association (VMNHA) will assume operations and maintenance of the trail and associated components. VMNHA currently manages JLSHP, which lies adjacent to the Project. Pursuant to an operating agreement with the State of California, VMNHA is charged with the daily operation and maintenance of JLSHP through at least 2017. The proposed partnership with VMNHA is desirable because VMNHA could operate the East Slope Trail as part of their operations on JLSHP. Any other potential Operator would need to access the Project via private lands or through JLSHP, which would add significant cost and time. In addition, VMNHA has expressed an interest in performing those services for minimal cost to the District.

Working in collaboration with VMNHA and considering VMNHA's existing agreement with the State of California, staff has developed an Operations and Maintenance Agreement (O&M Agreement) for the ongoing operation and maintenance needs of the Project. The proposed O&M Agreement is designed to ensure a seamless extension of the trail system at JLSHP. The O&M Agreement provides for a multi-use trail (hikers, equestrian use, and mountain cyclists) and limits certain activities such as smoking and camping. These restrictions are consistent with those maintained in JLSHP.

VMNHA will not receive any funding for the general services covered by the O&M Agreement. All labor and staff time required to fulfill the obligations of the O&M Agreement are the responsibility of the VMNHA. In the event that material costs are required for an O&M service, the District will review VMNHA's proposed costs and expenses prior to any expenditure. The services covered by this O&M Agreement will extend through 2017, and at that point a new agreement will be negotiated with either VMNHA, a new Operator, or the California Parks and Recreation Department.

VMNHA's Board of Directors considered and approved the O&M Agreement on April 30, 2014.

CONNECTING COMMUNITIES TO THE LAND

The acceptance of the trail easement and the execution of the Operation and Maintenance Agreement carries out several policies in the District's acquisition plan. In the "Recreation and Education" category,

the trail easement donation and the O & M Agreement furthers the District’s work with partners to acquire, develop, and manage a multi-use trail near the urban areas of Santa Rosa and Sonoma.

2020 SONOMA COUNTY GENERAL PLAN

The acceptance of the Trail Easement donation furthers public recreational opportunities in close proximity to the urban areas of Sonoma County, including the City of Sonoma, consistent with the Open Space and Resource Conservation Element of the 2020 Sonoma County General Plan, specifically Goal OSRC-17, which is to “establish a countywide park and trail system that meets future recreational needs of the County's residents while protecting agricultural uses,” with an emphasis on trail systems “near urban areas and on public lands.” Furthermore, acceptance of the Trail Easement donation also furthers the 2020 General Plan Land Use Element, Goal LU-10, which states that the “uses and intensities of any land development shall be consistent with preservation of important biotic resource areas and scenic features.”

DISTRICT THREE-YEAR WORK PLAN

The project is consistent with the guiding principles in the Board approved District Work Plan, specifically described under the Fee Lands Stewardship section, by enhancing the use of District owned fee properties by connecting and expanding the trail network for the East Slope Sonoma Mountain Trail. The project is also consistent with the strategies identified in the Work Plan, as it maintains the focus on leveraging District revenues by partnering to operate and manage the trail.

EXPENDITURE PLAN CONSISTENCY

The project is consistent with the District’s Expenditure Plan, specifically in providing outdoor public recreation consistent with the property’s open space values.

Prior Board Actions:

In 1995, the Board approved acquisition of a conservation easement over the Freiberg/Henshaw (now Arbit) properties, totaling 203 acres. In 1997, the Board approved purchase of a Conservation Easement over the 287 acre McCrea (now Maria Hansen Trust) property. In 2004, the District accepted the donation of a conservation easement over the Eliot property, totaling 71 acres. In March of 2010, approximately 22 acres of the Maria Hansen Trust property was conveyed in fee to the District through settlement agreement. In September of 2013, an Initial Study/Mitigated Negative Declaration of the Project was adopted, the plans and specifications for construction of the Project and the minimum qualifications for the Phase I contractor were approved, solicitation of bids for Phase I was authorized, the competitive bidding requirements were waived for Phase II of the project and the contract for Phase II was awarded to Sonoma County Trails Council.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The Project will result in a recreational backcountry trail connected to Jack London State Historic Park, and completes a segment of the Bay Area Ridge Trail. The trail will be maintained through an agreement with the Valley of the Moon Natural History Association, in a manner consistent with the management

of the Park. Trail users will be able to enjoy expansive views of the County from the East Slope of Sonoma Mountain.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ _____0_____	County General Fund	\$ _____
Add Appropriations Req'd.	\$ _____	State/Federal	\$ _____
	\$ _____	Fees/Other	\$ _____0_____
	\$ _____	Use of Fund Balance	\$ _____
	\$ _____	Contingencies	\$ _____
	\$ _____		\$ _____
Total Expenditure	\$ _____0_____	Total Sources	\$ _____0_____

Narrative Explanation of Fiscal Impacts (If Required):

No costs are associated with this O & M agreement.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

- A. Resolution
- B. Map of Project (overview)
- C. Trail Legal description

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

1. East Slope Trails Easement (four originals for execution by President of the Board of Directors)
2. Certificate of Acceptance for Trail Easement (four originals for execution by President of the Board of Directors)
3. Operations and Maintenance Agreement

Date: May 6, 2014

Resolution Number: _____

4/5 Vote Required

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT, COUNTY OF SONOMA, STATE OF CALIFORNIA, APPROVING THE ACCEPTANCE OF A TRAIL EASEMENT UPON THE ELIOT TRUST PROPERTY (APN 064-260-002); DETERMINING THAT THE ACCEPTANCE IS CONSISTENT WITH THE 2020 SONOMA COUNTY GENERAL PLAN; APPROVING AN OPERATIONS AND MAINTENANCE AGREEMENT WITH VALLEY OF THE MOON NATURAL HISTORY ASSOCIATION; MAKING CERTAIN FINDINGS PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT; AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS NECESSARY TO RECORD THE TRAIL EASEMENT.

Whereas, on September 24, 2013, by Resolution 13-0379, this Board adopted a Mitigated Negative Declaration (“Mitigated Negative Declaration”) for the East Slope Segment of the Sonoma Mountain Ridge Trail Project (“Project”), in accordance with which a Notice of Determination was posted on October 1, 2013; and

Whereas, the Project contemplates the development of a 1.2-mile natural surface trail that will comprise a part of the Bay Area Ridge Trail by extending the existing Sonoma Ridge Trail in Jack London State Historic Park across several properties, including property owned by the Eliot Trust, located at 5850 Grove St., Sonoma CA 95476 (APN 064-260-002) (the “Eliot Trust Property”); and

Whereas, the General Manager has negotiated and is now recommending the acceptance of a trail easement donation over the Eliot Trust Property (“Trail Easement”); and

Whereas, the acceptance of the Trail Easement donation fulfills policies of the Recreation and Education category of the District’s Acquisition Plan, *Connecting Communities and the Land*, in that the trail easement expands a planned trail corridor along the East Slope of Sonoma Mountain, connecting to an existing trail system in Jack London State Park; and

Whereas, the acceptance of the Trail Easement donation furthers public recreational opportunities in close proximity to the urban areas of Sonoma County, including the City of Sonoma, consistent with the Open Space and Resource Conservation Element of the 2020 Sonoma County General Plan, specifically Goal OSRC-17, which is to “establish a countywide

park and trail system that meets future recreational needs of the County's residents while protecting agricultural uses," with an emphasis on trail systems "near urban areas and on public lands"; and

Whereas, acceptance of the Trail Easement donation also furthers the 2020 General Plan Land Use Element, Goal LU-10, which states that the "uses and intensities of any land development shall be consistent with preservation of important biotic resource areas and scenic features"; and

Whereas, on April 3, 2014, the District's Fiscal Oversight Commission considered the Trail Easement and adopted a resolution finding that, by accepting the donation of the Trail Easement, the District is not paying more or receiving less than the fair market value for the interest so received.

Whereas, the General Manager has negotiated and is now recommending the approval of an Operations and Maintenance Agreement with the Valley of the Moon Natural History Association ("Operations and Maintenance Agreement"), pursuant to which the Project will be managed consistent with the Mitigated Negative Declaration and the Mitigation Measures previously adopted by this Board.

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

1. *Truth of Recitals.* That the foregoing recitations are true and correct.
2. *General Plan Consistency.* That acceptance of the Trail Easement donation is consistent with the 2020 Sonoma County General Plan because the trail thereby authorized will provide public outdoor recreational use consistent with preservation of the area's open space values and resources.
3. *Acquisition Plan Consistency.* That acceptance of the Trail Easement donation is consistent with the District's Acquisition Plan because the Trail Easement expands a planned trail corridor along the east slope of Sonoma Mountain connecting to the trail system in Jack London State Park.
4. *Expenditure Plan Consistency.* That acceptance of the Trail Easement donation is consistent with Paragraph 5 of the District's Expenditure Plan, which authorizes recreation projects within and near incorporated and urbanized areas of the County.
5. *Findings Pursuant to the California Environmental Quality Act ("CEQA").*
 - A. The Board has reviewed and considered the Mitigated Negative Declaration prepared for the Project, and has considered the facts and the evaluation contained in the staff report presented to this Board. The Board finds and determines that, in order to accept the

Trail Easement and approve the Operations and Maintenance Agreement, no subsequent Environmental Impact Report or Mitigated Negative Declaration is required under Section 15162 of the CEQA Guidelines; that no Supplemental Environmental Impact Report or Mitigated Negative Declaration is required under Section 15163 of those Guidelines; and that no Addendum to those documents is required under Section 15164 of those Guidelines. Specifically, the Board finds and determines:

- i. No substantial changes are proposed which would require major revisions of the Mitigated Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
- ii. No substantial changes have occurred with respect to the circumstances which would require major revisions of the previous Mitigated Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
- iii. No new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous Mitigated Negative Declaration was adopted, shows any of the following:
 - i. The project will have one or more significant effects not discussed in the previous Mitigated Negative Declaration; or
 - ii. Significant effects previously examined will be substantially more severe than shown in the previous Mitigated Negative Declaration; or
 - iii. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
 - iv. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or

alternative.

6. *Authority to Execute and Accept Easement.* That the President is authorized and directed to execute, on behalf of the District, that certain easement agreement with Theodore L. Eliot, Jr. and Patricia P. Eliot, Trustees of the Eliot Trust under Declaration dated February 27, 1987, on file with the Clerk, together with the certificate of acceptance required by Government Code Section 27281.

7. *Escrow Instructions; Necessary Documents.* That the District's Counsel is directed to prepare and deliver appropriate escrow instructions and other necessary documents to Fidelity National Title Company to complete the transaction as described. Upon the satisfactory completion of District's standard due diligence tasks, the General Manager is authorized to sign all closing documents and to execute any other documents necessary to complete this transaction as described, including, without limitation, making any technical, non-substantive changes in the closing documents with the prior approval of the District's Counsel.

8. *Payment of Purchase Price and Costs of Escrow.* That at the request of the General Manager, the County Auditor is directed to draw a warrant or warrants against available funds in the County's Open Space Special Tax Account payable to Old Republic Title Company for amounts necessary to close escrow, as approved and requested by the General Manager.

9. *Authority to Execute Operations & Maintenance Agreement.* That the General Manager is authorized and directed to execute, on behalf of the District, that certain Operations and Maintenance Agreement with Valley of the Moon Natural History Association on file with the Clerk.

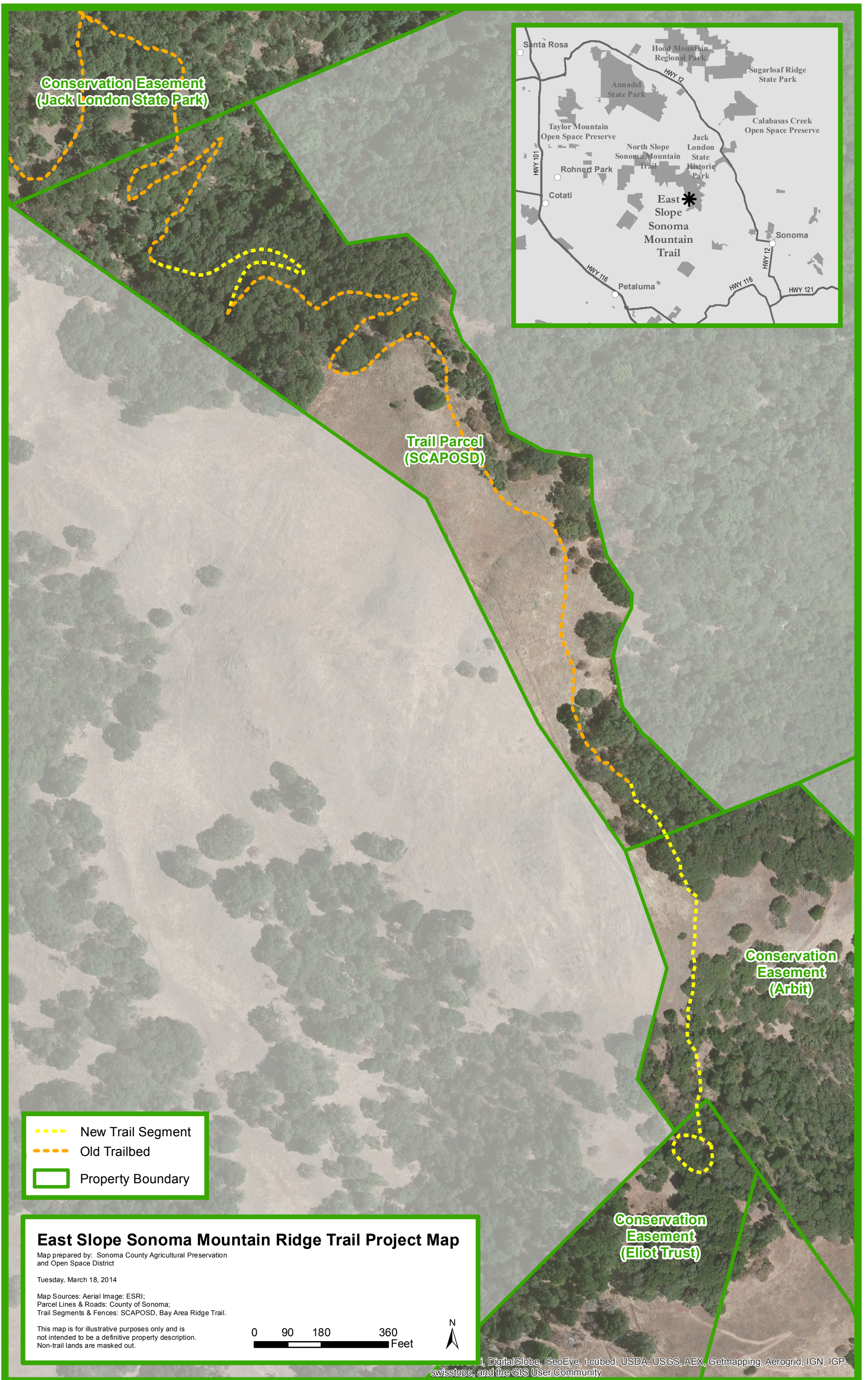
10. *Validation.* The agreement authorized by this resolution is a contract within the definition of Government Code Section 53511 and as such, any action challenging the validity of the contract including the source of funding for the consideration to be paid by this District must be commenced within 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.



Conservation Easement
(Jack London State Park)

Trail Parcel
(SCAPOSD)

Conservation Easement
(Arbit)

Conservation Easement
(Eliot Trust)

- New Trail Segment
- Old Trailbed
- Property Boundary

East Slope Sonoma Mountain Ridge Trail Project Map




Map prepared by: Sonoma County Agricultural Preservation and Open Space District
 Tuesday, March 18, 2014
 Map Sources: Aerial Image: ESRI;
 Parcel Lines & Roads: County of Sonoma;
 Trail Segments & Fences: SCAPOSD, Bay Area Ridge Trail.
 This map is for illustrative purposes only and is not intended to be a definitive property description. Non-trail lands are masked out.



Map data sources: ESRI, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



Eliot
APN 064-260-002


-  Eventual Trail Alignment
-  Parcel Boundary
-  Trail Easement (6 feet wide)

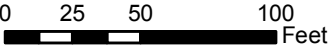
East Slope Sonoma Mountain Ridge Trail

Map prepared by: Sonoma County Agricultural Preservation and Open Space District, March 17th, 2014

Map Sources:
 Aerial Image: ESRI; Parcel Lines: County of Sonoma;
 Trail Segments & Fences: SCAPOSD, Bay Area Ridge Trail.

This map is for illustrative purposes only and is not intended to be a definitive property description.





© DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, GeoEye, AeroGrid, IGN, IGP, swisstopo, and the GIS User Community

**Legal Description
Trail Easement**

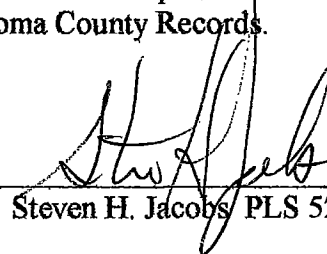
Lying within the lands of the Eliot Trust as recorded in Doc. No. 2007-023895, Sonoma County Records, and being Lot 1 of the Diamond 'A' Ranches as recorded in Book 242 of Maps at Pages 37 thru 40, Sonoma County Records, and being an for a trail lying 3.0' on each side of the following described centerline, more particularly described as follows:

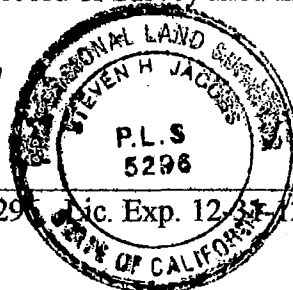
Parcel One

Commencing at a found 3/4" iron pipe, tagged RE 3230, marking the most northerly corner of said lands; thence southerly along the westerly line of said lands S45°11'02"W, 0.15 feet to a found 1½" capped iron pipe stamped RE 1023; thence continuing on said line S45°11'02"W, 49.79 feet to a set ½" iron pipe, tagged PLS 5296, being a point of intersection with the trail centerline herein described, and being the true point of beginning, which point bears N30°20'20"W, 47.58 feet from a ¾" iron pipe tagged LS 4760; thence leaving said westerly line and along the centerline of the trail S11°30'53"E, 24.65 feet; thence S13°41'10"E, 28.25 feet to Pt. 'A', being an intersection with the centerline of the loop portion of the trail, from which point a set rebar and cap, PLS 5296 bears N51°24'27"E, 2.92 feet; thence leaving said Pt. 'A' S78°10'29"E, 2.33 feet; thence S53°34'09"E, 33.64 feet from which point a set rebar & cap tagged PLS 5296 bears S37°08'03"E, 9.61 feet; thence S27°27'25"E, 37.46 feet; thence S7°54'00"W, 11.24 feet; thence S49°42'48"W, 12.10 feet, from which point a rebar & cap tagged PLS 5296 bears S20°49'56"W 7.85 feet; thence S28°06'12"W, 13.60 feet; thence S41°58'15"W, 9.76 feet; thence S56°18'10"W, 17.52 feet, from which point a rebar & cap tagged PLS 5296 bears S05°41' 5"E 8.78 feet; thence N56°58'13"W, 16.60 feet; thence N46°01'41"W, 19.48 feet; thence N57°02'12"W, 14.83 feet; thence N39°39'05"W, 14.81 feet; thence N31°38'06"W, 29.21 feet, from which point a rebar & cap tagged PLS 5296 bears S52°17'57"W, 7.03 feet; thence N33°17'12"E, 19.16 feet; thence N57°41'09"E, 28.07 feet; thence N68°28'25"E, 14.50 feet; thence S78°10'33"E, 9.66 feet to Pt. 'A', being the terminus of this description.

See Exhibit attached and made a part of this description.

Basis of Bearings for this description is the Record of Survey filed in Book 242 of Maps at Page 37-40, Sonoma County Records.

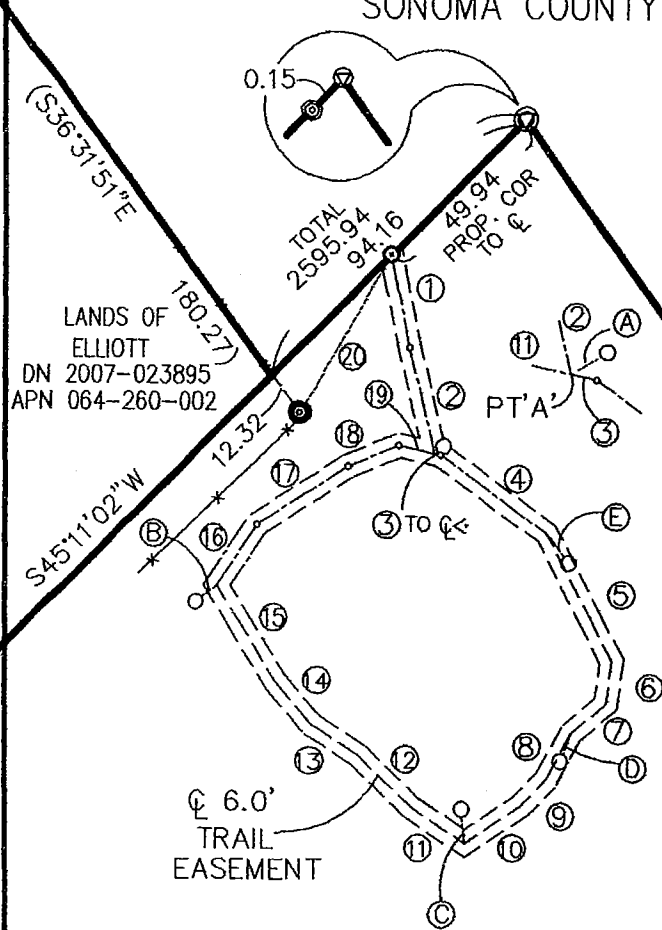

 Steven H. Jacobs PLS 5296 Lic. Exp. 12-31-13



TRAIL EASEMENT EXHIBIT

LANDS OF ELIOT TR
 APN 064-260-002
 PETALUMA RANCHO
 SONOMA COUNTY ~ CALIFORNIA

LANDS OF ARBIT
 CONSERVATION EASEMENT
 APN 133-010-064



LEGEND

- ⊙ FND 3/4" IP LS 4760
- ⊕ FND 1/2" IP NT
- ⊖ FND 3/4" IP RCE 3230
- ⊗ FND 1 1/2" IP RE 1023
- ⊙ SET 1/2" IP & TAG, PLS 5296
- SET 3/8" REBAR & CAP, PLS 5296

SEE SHEET 2
 FOR COURSE &
 DISTANCE TABLES

DIAMOND 'A' RANCHES
 242 MAPS 37 THRU 42
 SEE SHT. 2 OF 4

LOT 1

LANDS OF ELIOT TR
 DN 2007-023895
 APN 064-260-002

NOTES

1. BASIS OF BEARINGS: 242 MAPS 38, AND MONUMENTS SHOWN THEREON.
2. RECORD OF SURVEY UNDER PREPARATION FOR SUBMITTAL TO COUNTY SURVEYOR.

LANDS OF LUPINE HILL PARTNERSHIP
 DN 1997-0052777
 APN 064-260-11

PREPARED BY:
 JACOBS LAND SURVEYING
 P.O. BOX 7829
 COTATI, CA. 94931
 707 795-0733

TRAIL EASEMENT EXHIBIT

LANDS OF ELIOT

DN 2007-023895

APN 064-260-002

PETALUMA RANCHO
SONOMA COUNTY ~ CALIFORNIA

TRAIL CENTERLINE COURSE & DISTANCE TABLES

TRAIL CENTERLINE COURSES

1.	S11°30'53"E	24.65
2.	S13°41'10"E	28.25
3.	N78°10'29"E	2.33
4.	S53°34'09"E	33.64
5.	S27°27'25"E	37.46
6.	S7°54'00"W	11.24
7.	S49°42'48"W	12.10
8.	S28°06'12"W	13.60
9.	S41°58'15"W	9.76
10.	S56°18'10"W	17.52
11.	N56°58'13"W	16.60
12.	N46°01'41"W	19.48
13.	N57°02'12"W	14.83
14.	N39°39'05"W	14.81
15.	N31°38'06"W	29.21
16.	N33°17'12"E	19.16
17.	N57°41'09"E	28.07
18.	N68°28'25"E	14.50
19.	S78°10'33"E	9.66

SET REBAR TO @ INT. OF TRAIL TIES:

A.	N51°24'27"E	2.92	TO @ INT.
B.	N52°17'57"E	7.03	TO @ *
C.	S05°41'05"E	8.78	"
D.	N20°49'56"E	7.85	"
E.	N37°08'03"W	9.61	"

SEE SHEET 1
FOR MAPPING

POB TO FND 3/4" IP, LS 4760

20. N30°20'20"E 47.58

PREPARED BY:
JACOBS LAND SURVEYING
P.O. BOX 7829
COTATI, CA. 94931
707 795-0733



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 Directors, Sonoma County Water Agency

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Tom Hammond (707) 524-1178

Supervisorial District(s):

Fourth

Title: 404 Aviation Boulevard Roof Replacement

Recommended Actions:

Authorize the Chair to execute the contract with Best Contracting Services, Inc. for \$812,950 through completion date September 2014 for construction of the 404 Aviation Boulevard Roof Replacement; and delegate authority to the General Manager of the Water Agency, to execute Agreement and Release of Any and All Claims, if required.

Executive Summary:

This item requests approval of a contract with Best Contracting Services, Inc. for \$812,950 for construction of 404 Aviation Boulevard Roof Replacement.

HISTORY OF ITEM/BACKGROUND

The 404 Aviation Boulevard Office building was constructed in 1995-1996, which puts the existing original roof at the end of its design life. In addition, a solar system added to the roof in 2005, failed and reinstalled, under warranty, again in 2007, has increased foot traffic and concentrated wear on the roof. As a result, the roof has developed leaks in approximately 40 locations that are not serviceable and requires constant attention in wet weather. In addition to the waterproofing failures, the lack of reflectivity and color in the worn-out roof generates excessive heat and causes failures in the building computer server room. The higher temperatures also reduce photovoltaic efficiency.

The work consists of removing the existing 63,000 square feet of roofing and replacing it with a new commercial roofing membrane, waterproofing, and removal/reinstallation of 2,224 existing photovoltaic tiles, all while the office building remains occupied. The lighter color and higher reflectivity of the new roof material, in addition to the added insulation, will reduce the building cooling costs. The cooling demand should return to normal operational levels and the photovoltaics will operate at full design efficiencies during peak hours. The Architect's office was consulted and provided review on the 60% and 90% design phases.

The Project was advertised for bids: 2/27/2014

Bids for construction of said Project were received on 4/1/2014, as follows:

Best Contracting Services, Inc., Union City, CA	\$ 812,950
Joseph Murphy Construction, Livermore, CA	\$ 932,962
Tecta America Sacramento, Inc., Sacramento, CA	\$ 941,500
MCM Roofing Company, Inc., McClellan, CA	\$ 975,000
ALCAL Roofing, Insulation & Waterproofing, Santa Rosa, CA	\$1,022,035
Brazos Urethane, Fresno, CA	\$1,078,500
Stronger Building Services, Hayward, CA	\$1,184,000

The Engineer's Estimate was \$790,000.

ALTERNATIVES

The lowest responsive and responsible bid is from Best Contracting Services, Inc. and is \$22,950 above the Engineer's Estimate. Best Contracting Services, Inc. is experienced in this type of construction and met the experience requirements.

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

Construction on the Project is scheduled to begin approximately 6/3/2014, with an estimated completion date of 9/27/2014.

The Water Agency recommends the Board take the following actions:

1. Adopt and approve the Project Manual and Drawings ("plans and specifications") entitled "404 Aviation Boulevard Roof Replacement."
2. Authorize the General Manager of the Water Agency to sign Document 00650 (Agreement and Release of Any and All Claims), with County Counsel review, if any unresolved claims are listed by the contractor.
3. Authorize the Chair of the Board to execute the contract with Best Contracting Services, Inc. for \$812,950, for construction of the 404 Aviation Boulevard Roof Replacement and delegate authority to the General Manager of the Water Agency to execute Agreement and Release of Any and All Claims, if required.

Prior Board Actions:

None

Strategic Plan Alignment Goal 3: Invest in the Future

Invest in infrastructure to save money in the long term.

Water Agency Energy Goals and Strategies, Goal 1: Provide “carbon free water” by reducing overall energy use, improving system efficiency, and developing and utilizing renewable energy sources.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 812,950		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 812,950
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 812,950	Total Sources	\$ 812,950

Narrative Explanation of Fiscal Impacts (If Required):

FY 13/14 appropriations of \$812,950 is from the Facilities Fund. No additional appropriations 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:

Project Manual and Drawings



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: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Marcus Trotta 547-1978

Supervisorial District(s):

All

Title: Hydrologic and Geophysical Model of Wohler Facilities

Recommended Actions:

Authorize the General Manager to execute an agreement with the Regents of the University of California (Lawrence Berkeley National Laboratory) to produce hydrologic and geophysical models of the Water Agency's Wohler diversion facilities (\$210,421; agreement terminates on December 31, 2015).

Executive Summary:

This item requests authority for the General Manager to execute an agreement with the Regents of the University of California (Lawrence Berkeley National Laboratory) to produce hydrologic and geophysical models of the Water Agency's Wohler diversion facilities (\$210,421 through December 31, 2015).

HISTORY OF ITEM/BACKGROUND

On November 27, 2001, the Sonoma County Water Agency (Water Agency) Board of Directors directed staff to: 1) continue studies and research regarding the ability of natural filtration to provide adequate treatment to address 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 water quality and environmental resources of the Russian River Basin.

Since that time, the Water Agency has been working with researchers from the Lawrence Berkeley National Laboratory to better understand the surface water and groundwater flow mechanics associated with the Water Agency's diversion facilities, specifically as related to water quality at different diversion rates and different times during the year. This work is being conducted to improve the reliability of the water transmission system, and is an immediate action described in the Water Agency's September 21, 2013 Water Supply Strategies Action Plan (Strategy 6, Immediate Action 4).

The overall objective of the Lawrence Berkeley National Laboratory effort is to ultimately develop both insights and tools that can be used by the Water Agency to develop optimized and sustainable pumping schedules for the Water Agency's water supply diversion facilities. The work to be performed under the

proposed Agreement builds upon previous phases of study by Lawrence Berkeley National Laboratory researchers, which focused on: (1) the collection of geophysical data; (2) the integration of that data with hydrological computer models to simulate surface water infiltration and groundwater flow characteristics; and (3) collection of data to evaluate riverbed clogging processes and characteristics along the Russian River adjacent to the Water Agency's diversion facilities. The scope and cumulative costs of these previous studies of approximately \$550,000 were authorized by the Board between 2005 and 2011. The findings of these studies suggest that riverbed permeability is a key control on surface water infiltration characteristics, that permeability is particularly affected by seasonal clogging of the riverbed by fine particles, and that such clogging is caused by both seasonal fine-grained sediment deposition and biomass growth. Work under the proposed Agreement will collect the data needed to complete development of a computer model and monitoring approach for optimizing operations at the Water Agency's Wohler facilities. In order to fully achieve the goals of the research one additional phase of work beyond that included in the proposed Agreement will be needed to complete development of the model and monitoring approach. The scope and cost for such future work will be developed based on the results of the proposed scope of work and will be budgeted for during a subsequent fiscal year.

SERVICES TO BE PERFORMED

Under the proposed Agreement, the Consultant will perform the following five tasks to provide data needed for completing development of a numeric operational model and monitoring approach for the Water Agency's Wohler facilities:

- 1) Develop a time-varying streambed permeability function through analysis of field data collected during previous phases of the study and that considers inflatable dam operation and pumping schedules. The time-varying permeability function will be used to help predict riverbed infiltration rates during different hydrologic and operational scenarios.
- 2) Update the hydrologic computer model of the river and aquifer system using the developed streambed permeability function and field data collected during previous phases of the study.
- 3) Integrate previously collected geophysical data with hydrologic data to improve the predictive capabilities of the hydrologic computer model.
- 4) Use the updated hydrologic computer model to perform sensitivity analysis, which will identify what pumping rate and monitoring data could optimize the performance of the Water Agency's Wohler diversion facilities under varying hydrologic and operational conditions.
- 5) Further investigate the streambed permeability dynamics associated with potential streambed clogging beneath the surface of the streambed through geophysical surveys and sediment sampling and analysis.

The cost of services will not exceed \$210,421; the Agreement will terminate on December 31, 2015.

Lawrence Berkeley National Laboratory was selected to perform the work as laboratory researchers have been leading research on previous phases of the study and are developers of the computer modeling code which is being utilized to complete the study. As a federally funded laboratory, Lawrence Berkeley National Laboratory may not provide services in competition with the private sector. Due to this requirement and their unique qualifications, no other firms were contacted to perform the work.

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 Lawrence Berkeley National Laboratory 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:

- 06/11/2011: Approved agreement between Water Agency and Lawrence Berkeley National Laboratory for investigative studies. Cost \$125,185; term end 06/07/2012.
- 10/07/2008: Board approval to refine hydrologic model in the vicinity of Water Agency's diversion facilities; 08/07/2007: Board approval to initiate geophysical monitoring of hydrological processes in the Wohler area; 11/08/2005: Board approval to investigate the development of unsaturated regions below and adjacent to the Russian River near the Water Agency's diversion facilities.
- 05/25/2004: Board approval to develop an assessment methodology for the characterization of surface water/groundwater hydraulics in the vicinity of the Water Agency's diversion facilities.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

County Goal 2: Economic and Environmental Stewardship. The proposed study will provide information to improve the operation and monitoring of the Water Agency's riverbank filtration facilities, which provide potable drinking water for 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	\$ 125,000	Water Agency Gen Fund	\$ 125,000
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 125,000	Total Sources	\$ 125,000

Narrative Explanation of Fiscal Impacts (If Required):

FY 2013/2014 appropriation of \$125,000 is from the water transmission fund. Additional funding of \$85,210 will be needed to complete the study and will be budgeted for in FY 2014/2015.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

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

Draft 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: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Susan Haydon 547-1937

Supervisory District(s):

All

Title: Biochar Demonstration Project

Recommended Actions:

Authorize Chair to execute an agreement with Sonoma Ecology Center to provide biochar process demonstration services for the amount of \$75,000; agreement terminates on August 31, 2016.

Executive Summary:

This item requests approval for the Chair to execute an agreement with Sonoma Ecology Center (\$75,000 through August 31, 2016) for a biochar demonstration project.

HISTORY OF ITEM/BACKGROUND

As part of a federal cooperative agreement, the Sonoma County Water Agency (Water Agency) is proposing to provide \$75,000 in matching funds for the purchase, delivery and commissioning of a biochar retort unit (Unit) for a demonstration project (Project) that Sonoma Ecology Center is conducting under a \$75,000 Conservation Innovation Grant awarded to Sonoma Ecology Center by the United States Department of Agriculture, Natural Resources Conservation Service. Project partners include: Gold Ridge Resource Conservation District, the North Coast Resource Conservation & Development Council, and three Sonoma County farms. Other in-kind funds, in the amount of \$83,200, are matched and provided by project partners. Total funding for the Project is \$233,200.

The project is the first of its kind in the County, innovative, and represents a multi-faceted, coordinated program to demonstrate biochar's benefits and several sustainability strategies. Benefits and elements include: community scale biomass recycling, biochar production, field study in 3 different county soil types (farms) to assess soil health, carbon sequestration, water conservation, and demonstration of renewable energy.

Biochar is a name for charcoal that is suitable for use as a soil amendment. The term "bio char" refers to char (carbon) made from woody biomass or plant matter that is mixed with an inoculant, typically compost. The char is produced in a special retort chamber made of steel that heats the biomass in the

absence of oxygen (pyrolysis) and reduces it to a pure carbon form. The unit will be manufactured for capability to be operated for continuous batch processing to optimize efficiency and utilize tons of recycled biomass material.

Biochar is added to soils with the intention to improve soil functions and to reduce emissions from biomass that would otherwise naturally degrade to greenhouse gases. Biochar enhances soil tilth and it's capability to absorb and hold water. Soil application of biochar will be utilized for improving soil health by increasing soil organic matter content, fertility, beneficial microbial activity, and water holding capacity. Increased water holding capacity both reduces stormwater runoff in the winter and agricultural water use during dry periods. The purpose of the project is to introduce and explore an emerging technology to the community which can provide both public and private applications. A primary goal is to demonstrate and discover the opportunities and challenges of biochar production and highlight community sustainability and resiliency through implementation of integrated system project approach and demonstrating the cascade of cycles: energy, water, carbon, and environment. In addition to unit purchase, the project includes: demonstration of biomass recycling, production, carbon sequestration, water retention in soils, renewable energy, various applications and benefits, field studies, and community outreach of the innovative technology and integrated systems concepts.

One of the objectives in the *Energy Goals and Strategies* of the Water Agency 2013 Strategic Plan is to "explore and implement emerging technologies." The biochar processing unit would recover heat from the char production process to sustain the biochar process without using external sources of fuel, such as natural gas or propane. Thus the source of the heat would be the renewable biomass product. If successful, this technology could be a cost effective and replicable means for "re use" and appropriate disposal of leftover waste biomass by numerous entities including the Water Agency's flood control operations and local farms.

The Sonoma Ecology Center will obtain, set up, own and operate the Unit at a farm in Valley Ford, and report findings back to the Water Agency during the term of the Project. Sonoma Ecology Center staff will also train Water Agency staff on the operation and use of the Unit.

At the end of the Project, the Water Agency may decide that the Unit would be valuable for processing biomass produced by the Water Agency's flood control or other operations. Under the agreement, Water Agency would provide written notice to Sonoma Ecology Center that the Water Agency wants to assume ownership of the Unit. Upon this written notice, the Sonoma Ecology Center would disconnect all accessories and make the Unit available for pick up by the Water Agency. The Water Agency would coordinate collection and transport of the Unit to Water Agency property. There will be no cost associated with this transfer, as the Water Agency paid the original purchase cost of the Unit for the Project. If the Water Agency declines this transfer, the Unit would remain the property of Sonoma Ecology Center.

SERVICES TO BE PERFORMED

Under the proposed Agreement, the Consultant will conduct a two-year biochar demonstration project, train Water Agency Staff on use of the Unit, and report findings to Water Agency and other cooperative partners. The Consultant serves as the lead agency under the federal grant and will partner with Water Agency and several agencies, organizations and local farms to realize the project.

Prior Board Actions:

03/22/11 Approved Water Agency Energy Policy which authorized the Water Agency to pursue the goal of Carbon Free Water by 2015 and to pursue projects of regional benefit.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Water Agency Energy Goals and Strategies, Goal 2: Pursue funding and development of renewable energy projects of broad regional benefit to generate revenue, lower county-wide emissions profile, and reduce long term rate exposure risk to consumers.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 75,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 75,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 75,000	Total Sources	\$ 75,000

Narrative Explanation of Fiscal Impacts (If Required):

FY 2013/2014 appropriation of \$75,000 is from the Renewable Energy and Sustainability 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):

Attachments:

None

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

Agreement (4 copies)



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Steve Koldis 547-1914

Supervisorial District(s):

Fifth

Title: Engineering Services for Water Transmission Hazard Mitigation

Recommended Actions:

Authorize Chair to execute a second amended agreement with MMI Engineering for engineering services for water transmission hazard mitigation, increasing the amount by \$248,908, expanding the scope of work to include design development tasks and extending the agreement term by one year for a new not-to-exceed agreement total of \$331,008 and end date of June 30, 2016.

Executive Summary:

This item requests approval for the Chair to execute an Agreement with MMI Engineering, Inc. (Consultant) (adding \$248,908 through June 30, 2016 for a not-to exceed total of \$331,008) to provide engineering services and support for the planning, design, and implementation of the Russian River-Cotati Intertie at Russian River Crossing project (Project). The Project is a natural hazard mitigation project identified in the Sonoma County Water Agency's (Water Agency) Local Hazard Mitigation Plan (Plan) that will reduce the risk of damage or failure of the water supply and transmission system as a result of a major seismic event. In 2010, the Federal Emergency Management Agency (Federal Agency) preliminarily awarded a grant of \$2,948,879 to the Project, pending completion of the Federal Agency's environmental review process. Design work under this agreement is required to complete the environmental review process. The Water Agency anticipates that the design required for the environmental review could be completed by the end of 2014, the environmental review would be completed by the middle of 2015 and the Water Agency will receive a letter of obligation of funds sometime thereafter.

HISTORY OF ITEM/BACKGROUND

On January 8, 2008, the Board of Directors adopted the Water Agency's Plan, which was subsequently approved by the Federal Agency and provides the basis for procuring Federal Agency grant funds for natural hazard mitigation projects. The 2012 update to the Plan was adopted by the Water Agency's Board of Directors on December 11, 2012, and was approved by Federal Agency on August 8, 2013. The Plan identifies the highest priority mitigation projects based on the findings of the Natural Hazard

Reliability Assessment that the Water Agency completed in 2008 for its water transmission system. The Water Agency has obtained and will continue to pursue funding to implement the projects through the Federal Agency's Hazard Mitigation Assistance Program, administered by the California Office of Emergency Services.

The Plan identified the Project as one of several mitigation projects that could be implemented to reduce the risk of damage to or failure of the water supply and transmission system as a result of potential vulnerabilities to a major seismic event. The Project will replace a portion of the Russian River-Cotati Intertie Pipeline where it crosses the Russian River near Forestville. The Project would largely eliminate the pipeline's exposure to earthquake-triggered permanent ground displacement in the area by lowering elevated portions of the pipeline below the high hazard zone to an elevation that is expected to have negligible ground displacement.

SELECTION PROCESS

On February 4, 2011, the Water Agency distributed a Request for Qualifications for consulting services for natural hazard mitigation projects to 19 engineering consulting firms, including Disadvantaged Business Enterprises, in compliance with Federal Agency requirements.

MMI Engineering, Oakland, CA (Consultant) and Winzler & Kelly, Santa Rosa, CA, responded to the Request for Qualifications. Each Statement of Qualifications was evaluated on qualifications and Disadvantaged Business Enterprises outreach. The outcome of this review placed both firms on a list of qualified consultants to be considered for future projects covered in the Request for Qualifications.

The Water Agency requires the assistance of Consultant to provide specialty engineering services for the planning and design of the Project. Consultant was selected to perform this work based on its experience in seismic analysis and design for water supply infrastructure and related services, as well as its knowledge and experience with the Water Agency's water transmission system, which is susceptible to hazards related to strong earth shaking. The Water Agency does not have the expertise to conduct this work with in-house staff. Consultant has demonstrated its knowledge and familiarity with the Water Agency's system and its vulnerabilities in its prior work of preparing the Water Agency's Natural Hazard Reliability Assessment and Local Hazard Mitigation Plan.

The Water Agency and Consultant entered into an agreement for preliminary project development for the above-referenced services on May 24, 2011 in the amount of \$84,100. The agreement was amended to extend time on May 9, 2013 with a term end date of June 30, 2015. This second amended agreement is required to expand the scope of work to include design development tasks. Consultant is best suited to accomplish these design tasks in the most efficient manner because of their expertise in modeling liquefaction and lateral spread and their familiarity with our water transmission system and this specific project. The amended agreement will increase the amount by \$248,908 and extend the agreement term by one year for a new not-to-exceed agreement total of \$331,008 and end date of June 30, 2016.

SERVICES TO BE PERFORMED

Under the proposed Agreement, Consultant will conduct subsurface investigation; update geotechnical reports, prepare a model and analyze computed pipeline strains and stresses, prepare pipeline seismic

specific design recommendations, provide technical specifications for pipeline design elements that address seismic related forces, provide technical specifications and construction contract drawings for shoring design, cost estimates, and construction schedules; attend meetings; and provide Project Management. In addition, the Agreement includes optional tasks to provide construction support services and additional design support services, if requested by Water Agency.

COSTS

A grant application for this mitigation project was submitted to the Federal Agency in 2010. In February 2011 the Federal Agency preliminarily awarded funding in the amount of \$2,948,879, pending completion of the federal environmental review process. Up to 75% of the costs associated with the proposed Agreement are eligible for reimbursement under the grant, subject to certain pre-award cost limitations. The Water Agency has a separate agreement with Horizon Water and Environment to prepare the environmental documents required by the Federal Agency for this Project. The Water Agency is initiating design of the Project under this Agreement to provide more detailed information for the environmental review.

Prior Board Actions:

05/24/11 Approved agreement between Water Agency and Consultant for engineering and design services for the Agreement for Engineering Services for Water Transmission System Natural Hazard Mitigation (Russian River-Cotati Intertie Crossing at the Russian River, dated May 24, 2011 in the amount of \$82,100; term ends June 30, 2015.

02/15/11 Resolution No. 11-0063 Formally approving federal funding for Water Agency Hazard Mitigation Infrastructure Improvements and designating the General Manager or his designee to receive Federal Emergency Management Agency grant funding.

01/08/08 Resolution No. 08-0015 Formally Adopting the Sonoma County Water Agency’s Local Hazard Mitigation Plan.

Strategic Plan Alignment Goal 3: Invest in the Future

Water Agency Water Supply Goals and Strategies, Goal 1: Work with Water Contractors to retain and improve the reliability of the water supply production and distribution systems, including during short-term emergencies, such as earthquakes, and during long-term challenges caused by extended droughts and global climate change.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 248,908		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 248,908
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 248,908	Total Sources	\$ 248,908

Narrative Explanation of Fiscal Impacts (If Required):

FY 2013/2014 appropriation of \$248,908 is from the common facilities 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):

Attachments:

None

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

Amended Agreement (4 copies)

pa\\S:\CL\Agenda\agrees\05-06-2014 WA Water Transmission Hazard Mitigation_summ.docm

CF/60-64-21 MMI Engineering, Inc. (Agree for Engineering Services for Water Transmission Sys Natural Hazard Mitigation (Russian River-Cotati Intertie Crossing at the RR)) TW 10/11-117 (ID 3220)



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: Sonoma County Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Deva Proto, (707) 565-3246

Supervisorial District(s):

All

Title: CeRTNA G2G e-Recording System

Recommended Actions:

Authorize the Sonoma County Clerk-Recorder-Assessor to enter into a Memorandum of Understanding with CeRTNA for a G2G e-Recording system at no cost to the County.

Executive Summary:

The Sonoma County Recorder's Office is responsible for recording land and financial documents as provided by law, maintains and makes available to the public a comprehensive index of all documents recorded, and provides copies of recorded documents to the public.

Technology is available that would allow the Sonoma County Recorder's Office to e-record documents submitted by other governmental agencies such as the Sonoma County Tax Collector, the Department of Child Support Services, the Franchise Tax Board, the Board of Equalization, and the Employee Development Department. These agencies were responsible for over 10,000 recordings in 2013, approximately 8% of total recordings. This is the first step toward implementing an electronic document recording system which will expand e-recording to business entities, which will be brought before your Board within the next year.

The California e-Recording Transaction Network Authority (CeRTNA) is an authorized e-Recording vendor by the State of California Department of Justice, Office of the Attorney General. CeRTNA began offering the G2G (Government to Government) system to California Recorders in January of 2011. It is currently being used by 14 counties in California, and in the process of being implemented in others. There is no cost to counties for use of G2G e-recording through CeRTNA.

Currently, other governmental agencies submit documents such as liens, lien releases and abstracts of judgments for recording. The agency submitting these documents for recording prints a paper copy of the document to record, and sends it via regular mail. In the Recorder's Office, staff opens mail, extracts the document, counts the pages of the documents, and receipts and records the documents. The recorded document is scanned and verified, and indexed twice for accuracy. The paper copy of the

document is mailed back to the submitter, with the recorded information on the document.

Utilizing the e-recording technology would eliminate time consuming steps in the recording process, decrease repetitive motion by staff, and allow documents to be recorded and returned to the submitting agencies within a shorter time frame, as well as decrease the amount of paper generated. The new process would allow the agency submitting a document to send the image and indexing information to the Recorder’s Office electronically, through the secure CeRTNA portal. Recorder staff would receive the document the same day, pull the index and image into our Eagle Recorder system, record the document, verify the indexing information, and send the recording information back to the submitter electronically through the same secure portal. Both the submitting agency and the Recorder’s Office would save postage costs and time lost while the documents are in transit in the mail system. The submitting agency would no longer need to print paper copies of the documents, and repetitive motion tasks performed by Recorder staff, such as mail opening and extracting, and page counting and scanning, would be eliminated.

Procuring and utilizing the CeRTNA G2G module would allow the Sonoma County Recorder to accept electronic recordings from the Sonoma County Tax Collector, the Department of Child Support Services, the Franchise Tax Board, the Board of Equalization, and the Employee Development Department.

The Sonoma County Recorder’s Office requests authorization for the Sonoma County Clerk-Recorder-Assessor to enter into a Memorandum of Understanding with CeRTNA to utilize the G2G e-recording capability.

Prior Board Actions:

Strategic Plan Alignment Goal 3: Invest in the Future

The ability to e-record documents from these agencies would further the County Strategic Plan, investing in the future by enhancing systems to save money in the long term, as well as meeting 2014 Board objectives by advancing online services and modernizing technology platforms.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0.00		\$
Add Appropriations Req'd.	\$ 0.00	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:

G2G Memorandum of Understanding

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

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1 C. CERTNA shall install at RECORDER's facilities the necessary software
2 for RECORDER's access to the CERTNA G2G System. RECORDER shall provide
3 appropriate hardware and other software that may be necessary for connection to the
4 CERTNA G2G System. CERTNA and RECORDER shall work together to test the
5 installation to ensure that the installation is functional and is protected by applicable
6 security systems.

7 D. CERTNA retains ownership of the CERTNA G2G software and is
8 responsible for any modifications, upgrades, or enhancements. CERTNA has final
9 authority on the functionality, enhancements, or upgrades of the CERTNA G2G
10 software.

11 E. RECORDER is expressly prohibited from making any
12 software/hardware modification to the CERTNA G2G system without written consent of
13 CERTNA.

14 F. CERTNA or RECORDER or any state agency that is part of the
15 CERTNA G2G System may terminate access to the CERTNA G2G System, or any part
16 thereof, or may terminate access of any authorized staff, at any time it deems it
17 necessary to protect the CERTNA G2G System, to protect the public interest, to protect
18 the integrity of public records, or to protect homeowners or real property owners from
19 financial harm. No cause of action or liability against the RECORDER or CERTNA or
20 any government agency shall arise from any decision of the RECORDER or CERTNA
21 or any government agency to terminate or deny access of any person or entity to the
22 CERTNA G2G System.

23 G. Access to the CERTNA G2G software, scan, and transmission process
24 shall be governed by an authentication system approved by CERTNA and RECORDER.
25 All administrative access to the authentication system shall be restricted to RECORDER
26 employees and CERTNA employees and appropriate state agency employees.

1 RECORDER shall delete or modify security access for those individuals who leave its
2 employ.

3 H. RECORDER shall provide CERTNA with physical access during
4 normal business hours to all of RECORDER's hardware and software interacting with
5 the CERTNA G2G System.

6 ARTICLE III – TECHNICAL REQUIREMENTS

7 A. RECORDER shall accept digitized images or digital images of
8 recordable Instruments sent via the CERTNA G2G System in conformance with
9 Government Code section 27279.

10 ARTICLE IV – GENERAL PROVISIONS

11 A. In the performance of this MOU, CERTNA and RECORDER shall each
12 act in an independent capacity and not as an officer, employee, or agent of the other.

13 B. RECORDER shall not enter into any subcontract for services covered
14 by this MOU without first obtaining written approval from CERTNA. Any subcontract
15 shall be subject to the same terms and conditions as this MOU.

16 C. This MOU shall not be assigned by any party without the written
17 consent of the other party.

18 D. This MOU is intended by the parties hereto as a final expression of
19 their understanding with respect to the subject matter hereof and supersedes any and
20 all prior or contemporaneous MOUs or understandings or contracts. This MOU may be
21 changed or modified only upon the written consent of the parties hereto. Any alteration,
22 variation, modification, amendment or waiver of the provisions of this MOU shall be
23 valid only when reduced to writing and signed by the parties hereto.

24 E. In the event of a problem or potential problem that could impact the
25 quality or quantity of work, services, or the level of performance under this MOU, the
26 party with knowledge of the problem shall notify the other party as soon as possible in
27 writing and by telephone.

1 F. This MOU shall be governed by the laws of the State of California.

2 G. The RECORDER and CERTNA shall each have the absolute right to
3 review and audit any aspect of the CERTNA G2G System, security, all related records,
4 books, papers, documents, and other pertinent items as requested. Each party shall
5 provide full cooperation to the other party in any auditing or monitoring conducted. All
6 records pertaining to services under this MOU shall be available for examination and
7 audit by RECORDER and CERTNA representatives for a period of one year.

8 H. RECORDER agrees to indemnify, defend and hold harmless CERTNA,
9 its authorized officers, employees, agents and volunteers from any and all claims,
10 actions, losses, damages and/or liability arising from RECORDER's acts, errors or
11 omissions and for any costs or expenses incurred by CERTNA on account of any claim
12 therefore, except where such indemnification is prohibited by law. CERTNA agrees to
13 indemnify, defend and hold harmless RECORDER, its authorized officers, employees,
14 agents and volunteers from any and all claims, actions, losses, damages and/or liability
15 arising from CERTNA's acts, errors or omissions and for any costs or expenses
16 incurred by RECORDER on account of any claim therefore, except where such
17 indemnification is prohibited by law.

18 ARTICLE VI – NOTICES AND REPORTS

19 Any notice or report desired to be served by either party upon the other
20 shall be addressed, personally delivered, or mailed to the respective parties as set forth
21 below:

22 RECORDER: William F. Rousseau
23 Sonoma County Clerk-Recorder-Assessor-Registrar of Voters
24 585 Fiscal Dr. 103
Santa Rosa, CA 95403

25 CERTNA: Patrick Honny
26 Executive Director
27 CERTNA
222 W. Hospitality Lane
San Bernardino, CA 92415

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ARTICLE VII – TERM AND TERMINATION

A. This MOU shall take effect as of the date set forth above and shall continue in full force and effect until terminated hereunder.

B. Either party may terminate this MOU for any reason by serving the other party with prior written notice of at least thirty (30) business days.

C. Upon termination, all CERTNA G2G software and/or equipment owned by CERTNA or RECORDER must be returned to its owner within thirty (30) days of termination.

D. In addition to other termination provisions contained herein, in the event that either party determines that the other party's performance of its duties or other terms of this MOU are deficient in any manner, notice of such deficiency shall be sent in writing or orally, provided written confirmation is provided five (5) days thereafter. Any deficiency shall be remedied within forty-eight (48) hours of such notification, or the other party may, at its option, terminate this MOU immediately upon written notice.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first above written.

CERTNA

By: _____

RECORDER

By: _____



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Nick Honey 565-4343

Supervisorial District(s):

All

Title: Clinical supervision to support state licensing of Marriage and Family Therapists and/or Licensed Clinical Social Workers

Recommended Actions:

Authorize the Director of Human Services to execute a \$150,000 contract with Lilliput Children's Services for clinical supervision of employees working toward Marriage and Family Therapist and/or Licensed Clinical Social Worker licensure for a contract term of May 2014 through June 2015.

Executive Summary:

The Human Services Department strives to attract and retain Social Services Workers with a high level of skill and expertise in specific fields. Providing professional development opportunities is an important element in attracting and retaining Social Services Workers, and supporting them in obtaining licensure is one important way of achieving this goal. Although the license is not a requirement of the job class licensure is valuable to the Department in ensuring employees have the clinical skills to perform their jobs effectively. Clinical supervision improves workers' ability to intervene in highly complex cases involving child and elder abuse and neglect and improves their ability to identify developmental, cognitive, and behavioral issues. Clinical supervision also provides knowledge of the most recent evidence-based practices.

Social Services Workers in the Family, Youth and Children's (FY&C) Division often testify in court hearings, where their testimony is sometimes challenged by degreed professionals. Clinical supervision contributes to a higher level of knowledge and clinical practice and a more credible voice in supporting the Division's child welfare recommendations in court.

The more than 30 Social Services Workers hired within the Family, Youth & Children's and Adult & Aging Services divisions in this past year have created a greater need for clinical supervision. A 2013 worker survey confirmed the need for clinical supervision has increased well beyond what the department can provide through existing licensed staff. The Divisions which have a total of approximately 106 Social Service Worker IV positions identified at least 30 individuals ready to begin individual supervision. If

provided by staff, supervision hours would take away too much time from their regular assignments. Further, the number of Social Services Workers interested in supervision fluctuates once licenses have been obtained and by hiring and attrition, making it difficult to designate a permanent employee to do supervision. Historically there have only been a few employees interested and still pending licensure and these have been supervised by other willing employees as time has allowed and others volunteer to supervise, resulting in only a few working on licensure at one time. The large influx of new hires, as described above, could not be supervised by existing staff capacity and would result in a very lengthy backlog if done in house only. Failing to provide this valuable service to employees could result in them seeking employment in one of the many Counties which offer clinical supervision. Title IV-E funding for the Masters in Social Work program increases the number of recent graduates that often have an even greater interest in licensing support. Contracting for clinical supervision is an Upstream effort to attract employees with exceptional skills in child welfare and adult protective services to improve outcomes for our clients.

As the clinical needs of the two divisions are diverse, an outside agency is the most appropriate avenue to provide the various types of supervision needed and sufficient options to address cultural competency and the different types of licensure (Marriage & Family Therapist vs. Licensed Clinical Social Worker). There are not many agencies in Sonoma County that could provide appropriate services for both FY&C and Adult & Aging staff. A request for letters of interest was sent out to all agencies in Sonoma County who could provide these services. Lilliput Children’s Services, headquartered in Sacramento with satellite offices in Napa, is the only agency that responded that possesses the required clinical supervision expertise. Lilliput’s clinical supervisors include two Licensed Clinical Social Workers and one Licensed Marriage and Family Therapist. Human Services Department staff recommends contracting with this Lilliput for these needed services.

For a contracted amount of up to \$150,000, Lilliput Children’s Services will provide Department employees with either group or individual supervision to help fulfil their licensing requirements. Services will be provided on an hourly cost reimbursement basis for those supervision hours provided to Department employees. The funding for this contract is provided from FY&C’s supervisory training funds - \$22,000 from Fiscal Year 13-14 and \$128,000 from FY 14-15. Lilliput agrees to provide supervision for one group of eight and at least 25 individuals and agrees to increase the number of individuals available to receive supervision should there be no immediate need for a group. Lilliput will track, measure, and report outcomes, including the number and type of hours provided per participant, the licensure rate, and the number of participants licensed.

Prior Board Actions:

10/22/13 Board Item approved for \$75,000 for FY 13-14 for clinical supervision.

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

This contract will support social service workers in obtaining their state licensing and lead to a stronger, highly educated workforce which can provide better services to our clients and strengthen relationships with our community partners.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 22,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 22,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 22,000	Total Sources	\$ 22,000

Narrative Explanation of Fiscal Impacts (If Required):

The funding for this contract is provided from supervisory training funds - \$22,000 from FY 13-14 and \$128,000 from FY 14-15

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:

Contract



County of Sonoma Agenda Item Summary Report

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Diane Kaljian, Adult & Aging Director, 565-5950
Tracy Repp, Analyst, 565-5982

Supervisorial District(s):

All

Title: Execution of the California Department of Aging Standard Agreement for Medicare Improvements for Patients and Providers Act (MIPPA) and amend Senior Advocacy Services Health Insurance Counseling and Advocacy Program (HICAP) contract to include MIPPA funding and activities.

Recommended Actions:

1. Adopt a resolution authorizing the Director of Human Services to sign and execute the Sonoma County Area Agency on Aging MIPPA Standard Agreement #MI-1314-27 with the California Department of Aging for the term of 2/14/14 through 9/29/14 for Human Services to receive \$30,652; and
2. Authorize the Director of Human Services to execute an amendment to the Senior Advocacy Services contract to add an additional \$24,997 (for a new contract total of \$599,387) for new MIPPA services, and for increased Health Insurance Counseling and Advocacy Program (HICAP) and Ombudsman Program capacity, no change to the term through June 30, 2014.

Executive Summary:

The Board of Supervisors is requested to adopt a resolution authorizing the Director of Human Services to sign the MIPPA (Medicare Improvements for Patients and Providers Act) Standard Agreement #MI-1314-27 with the California Department of Aging (CDA). A copy of the agreement is on file with the Clerk of the Board. The Board is also requested to authorize the Director to amend the contract with Senior Advocacy Services (SAS) to provide additional funding for: new MIPPA services, increased HICAP services, and increased Ombudsman services, as described below.

Request for MIPPA Authorization and Resolution

MIPPA funding is to be used for activities to expand beneficiary enrollment in the Prescription Drug Low Income Subsidy Program (LIS), the Medicare Savings Program (MSP), provide outreach to those living in rural areas, provide enrollment efforts for Medicare Part D as well as promote Medicare prevention and

wellness benefits.

On March 7, 2014, the CDA released the MIPPA Standard Agreement to allocate MIPPA funds to Sonoma County. CDA split the MIPPA funding into two separate contract periods, one for 4 ½ months for the remaining state fiscal year 2/14/14 to 6/30/14 for \$18,392; and one for the remaining federal fiscal year 7/1/14 to 9/30/14 for \$12,260; for a total of \$30,652.

Request to amend SAS - HICAP contract to include MIPAA funding and activities

The Health Insurance Counseling and Advocacy Program (HICAP) provides assistance to seniors and other Medicare beneficiaries such as the younger disabled population seeking options for medical insurance coverage. MIPPA activities are a function of HICAP currently contracted to and administered by Senior Advocacy Services (SAS).

SAS has held the HICAP contract for many years; most recently awarded the contract through a competitive RFP process in 2011 and will continue to operate HICAP in FY_2013-2014 and FY_2014-2015, the end of the RFP cycle.

This item requests approval to amend the FY13-14 contract with SAS to authorize the addition of \$16,553 of the \$18,392 MIPPA funding for the term of 2-14-14 to 6-30-14 to Senior Advocacy Services for increased HICAP services. The remainder of the MIPAA funds provided through 6/30/14, a total of \$1,839, will be allocated to the Human Services Department for allowable administrative costs.

Request to amend SAS - HICAP contract to include a baseline increase from Federal Funding

The Department also received an additional \$7,240 in baseline increase from Federal Funding in March 2014 to be used in FY 13/14. These funds are requested to be part of the amended contract with SAS to provide increased funding to be used for health insurance counseling and advocacy program as part of the HICAP services described above.

Request to amend SAS - Ombudsman contract to include One-Time Only funding

The Ombudsman Program investigates and resolves complaints made by, or on behalf of, seniors who are residents of long-term care facilities, including nursing homes, assisted living facilities, board and care homes, and other similar adult residential care settings.

SAS has held the Ombudsman contract for many years; most recently awarded the contract through a competitive RFP process in 2011 and will continue to operate HICAP in FY_2013-2014 and FY_2014-2015, the end of the RFP cycle.

The Department received an additional \$1,204 in One-Time Only funding (OTO) which was allocated by CDA on March 7, 2014. OTO funding comes from unallocated federal funding, penalties charged to California Area Agency on Agings (AAA) during the audit processes, and a redistribution of unspent AAA funding statewide on an annual basis. The Department requests these funds be allocated to SAS through the contract amendment to be used for increased Ombudsman Program capacity.

Senior Advocacy Contract Amendment Total

The requested additional funding for HICAP and Ombudsman programs will increase the total funding for Senior Advocacy Services to a total of \$599,387 broken down as follows:

Ombudsman Program:

Original amount: \$142,667

(new) One-Time-Only Increase : \$1204

Total = \$143,871

Health Insurance Counseling and Advocacy Program (HICAP):

Original amount: \$425,339

(new) Baseline Increase: \$7,240

Total = \$432,579

Medicare Improvement for Patients and Providers Act

(new) \$16,553

County Funds for Backfill of Sequestration Cuts

(in existing contract) \$6,384

Prior Board Actions:

The Board has approved contracts for operation of the Health Insurance Counseling and Advocacy Program (HICAP) and Ombudsman programs each fiscal year since 1997.

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

To assist the community in making informed health insurance coverage decisions and advocate for seniors residing in long term care facilities who are unable to advocate for themselves stay safe and healthy.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 26,836		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 26,836
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 26,836	Total Sources	\$ 26,836

Narrative Explanation of Fiscal Impacts (If Required):

\$24,997 (\$16,553 MIPPA funds,\$1,204 in one-time-only funds and \$7,240 in increased baseline) will be added to the existing contract with Senior Advocacy Services and \$1,839 will be used for Human Services Department administrative costs. The remaining MIPPA funds for the contract term of 7-1-14 to 9-30-14, \$12,260, -will be included in the proposed FY 14-15 budget.

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:

Sonoma County Area Agency on Aging CDA MIPAA Standard Agreement #MI-1314-27
Senior Advocacy Services Amendment #2



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, to authorize the Director of Human Services to sign and execute the Sonoma County Area Agency on Aging MIPPA Standard Agreement #MI-1314-27 with the California Department of Aging for the term of 2/14/14 through 9/29/14 in the amount of \$30,652 and amend HICAP contract with Senior Advocacy Services to include MIPPA funding and activities.

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

Whereas, the Sonoma County Area Agency on Aging receives funds from the California Department of Aging in order to expand beneficiary enrollment in the Prescription Drug Low Income Subsidy Program (LIS), the Medicare Savings Program (MSP) and in general rural outreach and enrollment efforts for Medicare Part D; and

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

Now, Therefore, Be It Resolved that Board of Supervisors of the County of Sonoma authorizes the Director of Human Services or designee to sign and execute Standard Agreement MI-1314-27 in the amount of \$30,652 with the California Department of Aging and authorizes the Director of Human Services Department to amend and execute future Standard Agreement amendments to adjust for revenue levels based on additional funding

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors, Board of Directors, Sonoma County Water Agency and Sonoma County Human Services Department, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, South Park County Sanitation District

Staff Name and Phone Number:

Michael Thompson – (707) 521-1863
Sherry Alderman – (707) 565-8501

Supervisorial District(s):

All

Title: Sonoma County Youth Ecology Corps Program

Recommended Actions:

1. Authorize the General Manager of the Sonoma County Water Agency and Director of Human Services to execute an agreement between the two departments in the amount of \$1,122,000 to allow the Water Agency to participate in the Sonoma County Youth Ecology Corps for fiscal years 2013/14 and 2014/15.
2. Accept the 2013 Sonoma County Youth Ecology Corps Evaluation report.

Executive Summary:

In 2009, a coalition of groups including the Sonoma County Water Agency, Sonoma County Workforce Investment Board, Sonoma County Human Services Department, and the Sonoma County Office of Education and contracted community based organizations established the Sonoma County Youth Ecology Corps (SCYEC) program. Each summer the program provides local youth ages 14-24 with paychecks, environmental education, and work experience. Projects benefit the community and the environment, encourage youth to stay in or return to school, and enhance the future employability of participants. SCYEC also provides habitat improvements and promotes long-term awareness and respect of natural resources. Since 2009 SCYEC has employed more the 1,000 youth with funding of over \$5 million from federal, state and local sources.

The Water Agency provides funding for crews during the summer and provides additional funds for young adults to work throughout the year on Water Agency projects. Additionally, the Water Agency provides environmental education and a tour of the Water Agency Mirabel facilities plant to all SCYEC summer crews. The expansion of the summer program to include working on Water Agency projects

throughout the year has provided young adults further opportunities to explore careers within the Water Agency itself or other environmental arenas.

The agreement between the Water Agency and the Human Services Department will include current fiscal year and funding for the 2014/15 SCYEC program, as well as number of crews needed, length of time the crews will work and is summarized in the table below. The Water Agency, with the assistance of the SCYEC program crews, has been able to catch up on deferred maintenance projects and now require fewer crews to perform required maintenance of streams and waterways. This has resulted in a reduction in funding for the 2014/15 fiscal year.

	FY 2013/14	FY 2014/15
SCWA Funding for SCYEC	\$708,000	\$414,000
Number of Summer Crews to work 8 weeks	8	4
Number of Fall Crews for an additional 9 weeks	2	2
Number of Oct-May Crews for an estimated 30 weeks	2	1

Sonoma County Youth Ecology Corps 2013 Evaluation

The Human Services Department and the Water Agency have jointly funded an evaluation of the summer SCYEC program for the last three years. The evaluation for the 2013 summer program shows the continued progress and expansion of the SCYEC program. The strong partnership led by the Water Agency and Human Services has provided opportunities for expanding the SCYEC program by attracting new partners and additional sources of funding. The blend of funding, addition of new sources of funds and partnerships has led to the sustainability of the SCYEC program. New partners in the last year include the Sonoma County Parks Alliance linking SCYEC with projects in State, regional and city parks, City of Santa Rosa Measure O funds, the Laguna Foundation and donations from local organizations.

The chart below demonstrates the various funding and participants for each year since 2009.

Sonoma County Youth Ecology Corps Funding by Year

	Summer 2009	Summer 2010	Summer 2011	Program Year 2012/13	Estimated 2013/14	Estimated 2014/15	TOTAL
Federal/ARRA	1,202,716	439,092					\$1,641,808
Water Agency		100,000	483,007	587,803	708,000	414,000	\$2,292,810
Workforce Investment Act		272,828	309,623	356,138	529,624	540,000	\$2,008,213
TANF /CalWORKS				155,977	200,000	200,000	\$555,977
Realignment				58,668	200,000	200,000	\$458,668
Miranda Lux Grant			15,000				\$15,000
Ag & Open Space			5,000	20,000		25,000	\$50,000
Fish & Wildlife			7,320	7,280		40,000	\$54,600
Parks Alliance				3,451	45,422	48,000	\$96,873
Sonoma Co Fair						12,000	\$12,000
Other donations	4,000	9,773	4,000	4,000	4,000	4,000	\$29,773
Total	\$1,206,716	\$821,693	\$823,950	\$1,193,317	\$1,687,046	\$1,443,000	\$7,220,722
Participants	330	176	211	267	275	252	1511

The primary goals of the Evaluation Report are to evaluate the impact of the SCYEC program on the youth who participate, the environment and the community. This is the third such report published on the SCYEC program. The report is used to attract additional partners, funding and document the impacts of the program itself. The SCYEC program aligns with the County's Health Action, Cradle to Career and Upstream Investments initiatives. SCYEC was recently approved for Tier 2 of Upstream Investments and this could not have happened without the Evaluation Report.

Benefits to Youth	Benefits to the Environment	Benefit to the Community
Provides summer jobs for 200+ youth and young adults	Projects promote knowledge about conservation, ecology and the environment	Projects help to prevent flooding, provide greater access to our parks, and helps sustain community gardens
Provides workplace experience and soft skill development for youth	Provides maintenance of local habitats and streams	Provides valuable service to local non-profits
Educates youth about the importance of ecology	Increases the awareness of how we can all help in taking care of our environment	Improves parks and open space

Additionally, the SCYEC program has been replicated in several counties throughout California, including Marin, Napa, and Riverside counties. Portland Oregon recently announced its intention to replicate the program in the summer of 2014.

Prior Board Actions:

5/22/2012 and 6/25/2013 – Approval of contracts with youth service providers.
 3/22/2011 – Sonoma County Water Agency and Sonoma County Human Services Department agreement for 2010/11 and 2011/12 fiscal years.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Projects benefit the community and the environment, encourage youth to stay in or return to school, and enhance the future employability of participants.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 708,000	Water Agency Gen Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 708,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 708,000	Total Sources	\$ 708,000

Narrative Explanation of Fiscal Impacts (If Required):

Funds are included in the approved 2013/14 budget. Water Agency funds for SCYEC are included in the Human Services Department 2014/15 proposed budget.

Funding to be received by the Agriculture & Open Space District and the Sonoma County Fair are included in their 2014/15 proposed budgets. Parks Alliance funding is comprised of community donations and no Regional Parks funding.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

2013 Sonoma County Youth Ecology Corps Evaluation

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

Agreement between Water Agency and Human Services



Sonoma County Youth Ecology Corps 2013 Summer Evaluation Report



Updated March 19, 2014



Sonoma County Youth Ecology Corps (SCYEC)

2013 Summer Evaluation Report

March 19, 2014

SCYEC LEADERSHIP TEAM

Sherry Alderman

Director, Employment and Training Division
Sonoma County Human Services Department

Ann DuBay

Public Information Officer
Sonoma County Water Agency

Stephen Jackson

Director, Career Development and Workforce
Sonoma County Office of Education

Mike Thompson

Assistant General Manager, Business Operations
Sonoma County Water Agency

Mike Reilly

Sonoma County Supervisor
5th District (Retired)

Steve Trippe

President and Executive Director
New Ways to Work

Grant Davis

General Manger
Sonoma County Water Agency

Karen Fies

Assistant Director
Sonoma County Human Services Department

REPORT PREPARED BY

Megan Sirna

Department Analyst
Sonoma County Human Services Department
707.565.5836 or msirna@schsd.org

WITH APPRECIATION FOR THE ASSISTANCE PROVIDED BY

**Kathy Halloran,
Mai Garratt, and
Michelle Revecho**

Employment and Training Division, Human Services Department

Caryn Henkel

Office of the Director, Human Services Department




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EXECUTIVE SUMMARY

The Sonoma County Youth Ecology Corps (SCYEC) provides workforce training and ecosystem education to youth aged 14-24 in Sonoma County. The program began as a summer jobs program in 2009 and launched a year-round program in 2012. This evaluation focuses on the 2013 summer component of the SCYEC.

In 2013, 666 youth submitted an interest form for the SCYEC summer program before the deadline. Youth provider agencies screened youth for eligibility and conducted interviews with eligible applicants. Available funding allowed for 246 youth and young adults to be hired. The majority of the youth (83%) worked on one of 25 crews completing outdoor ecology work, with the remaining 17% of youth working at local non-profit organizations in an individual placement.

This summer, the SCYEC achieved its anticipated outcomes for youth, the environment and the community. Over the course of the summer youth improved their work readiness skills, earned money, built relationships, made plans for their future, and increased their environmental knowledge. Collectively, youth on crews completed various ecological projects, including creek restoration, trail maintenance, stream maintenance, and trash and debris removal.

Youth

Youth were paid \$8.00 to \$10.00 an hour, depending on experience, to work six to eight hours a day, four days a week, for eight weeks during the summer. Approximately 72% of youth said they saved some or all of their money, and over half used some or all of their money to pay for household expenses, including food, bills, necessities, rent and phone. In addition to the money youth earned over the summer, youth gained valuable work skills. Crew leaders and supervisors evaluated youth on 16-17 work readiness skills at the beginning and end of the summer. At the end of the summer, on average, 86% of youth had skills at entry level or above on any given skill. Almost 50% of youth had skills at entry level or above on all of the twelve core skills at the end of the summer, over double the percent of youth at this level at the beginning of the summer. Youth also demonstrated statistically significant improvements in the total number of answers correct from pre to post on the environmental knowledge questionnaire. Overall, youth were satisfied with the SCYEC.

Environment

The SCYEC crews completed numerous projects at over 76 worksites throughout Sonoma County. Some of the major accomplishments of the crews included, maintaining over 10.5 miles of waterway and 9.2 miles of trail, clearing over 8 acres of land, and removing 74,635 square feet of invasive plants. Project hosts voiced appreciation for the work of the crews, and estimate the work completed would have taken over 5,116 hours in staff time.

Community

Individual placements supported 13 non-profit organizations in Sonoma County, completing projects ranging from child care to office support. Project hosts for the individual placements estimated the value of the work the youth completed as the equivalent of over 887 hours in staff time. Additionally, crew members supported the community through their work by beautifying many public spaces. Youth reported feeling pride in contributing to the community.

BACKGROUND

The Sonoma County Youth Ecology Corps (SCYEC) provides workforce training and eco-system education to young people aged 14-24, while teaching environmental stewardship. The SCYEC is a unique collaboration of numerous county departments, nonprofits, and community groups. Since 2009, the Sonoma County Human Services Department (HSD) has administered the Sonoma County Youth Ecology Corps in partnership with:

- Sonoma County Workforce Investment Board (WIB)
- Sonoma County Youth Council
- Sonoma County Water Agency (SCWA)
- Sonoma County Office of Education (SCOE)
- New Ways to Work (New Ways)
- 6 local non-profit agencies which HSD contracts with to employ and supervise the youth:
 - Conservation Corps North Bay (CCNB)
 - Center for Social and Environmental Stewardship (The Center)
 - Petaluma People Services Center (PPSC)
 - Social Advocates for Youth (SAY)
 - Sonoma County Adult and Youth Development (SCAYD)
 - West County Community Services (WCCS)

The SCYEC began as a summer jobs program out of the American Recovery and Reinvestment Act (ARRA) in 2009. In 2012, the program was expanded to become a year-round program. 2013 marked the fifth summer of the SCYEC.

The four broad areas of SCYEC are as follows:

Youth Employment

- The SCYEC provides meaningful summer jobs for 200-300 youth and young adults each year.
- Youth and young adults learn the skills needed to find and keep permanent employment.
- Youth and young adults are placed in crew work and individual internships.
- The SCYEC offers education and training to develop core job skills.

Environmental Stewardship

- SCYEC crews complete necessary environmental and conservation related projects and learn about ecology and environmental issues.
- SCYEC crews maintain and improve local habitats and streams.
- The SCYEC helps improve access to parks and open space.
- Youth receive a number of educational enhancements, including environmental education and tours of the Sonoma County Water Agency's facilities.
- Youth receive career development opportunities.



Community Benefits

- SCYEC projects help to prevent flooding, maintain and provide access to our parks, sustain community gardens, and address safety issues on public trails and pathways.
- The SCYEC provides valuable services to local private and public nonprofits.

Strategic Partnerships

- The SCYEC brings together numerous county agencies, nonprofits, and community groups.
- The SCYEC leverages a broad array of public and private dollars.

Youth are paid between \$8.00 and \$10.00 per hour, depending on their skills and experience, for eight weeks during the summer. While most youth are employed in crews completing outdoor ecology work and environmental restoration projects, some youth may be assigned to an individual placement with a non-profit or public agency. Over the summer, youth gain the skills deemed necessary by employers in Sonoma County.

Although open to all Sonoma County 14-24 year olds, the program targets economically disadvantaged youth, especially those who are currently enrolled in Workforce Investment Act (WIA) programs, youth receiving Temporary Assistance to Needy Families (TANF), current or former foster youth, youth with a disability, pregnant or parenting youth, and/or court-affiliated youth. Funding targets determine the number and types of youth who can be served through SCYEC, with flexible dollars allowing for all youth to have access to the program.

Over the years the SCYEC has been found to:

- Build participants' work-readiness skills
- Foster environmental awareness and help build the next generation of environmental stewards
- Contribute to participants' household expenses (personal or family)
- Maintain creeks and streams
- Restore habitats
- Improve parks and trails
- Help plant and harvest community gardens, and
- Contribute to the completion of many other outdoor community projects

The SCYEC has employed more than 1,000 youth since its inception and funding has totaled over 4.7 million dollars. See page 66 for more details on the annual breakdowns of the summer program.

The 2013 SCYEC summer evaluation intends to measure the effectiveness of the SCYEC in reaching its short-term goals detailed on the logic model (page 12). The audience for the evaluation includes the Sonoma County Board of Supervisors, various Sonoma County departments, past and future youth providers, past and future funders, and past and future host sites. Information from the evaluation will inform future program design and business practices. This evaluation addresses the following research questions:

1. Did the SCYEC achieve its anticipated outcomes for the 2013 summer?
2. How does the 2013 SCYEC summer compare to previous summers?
3. What lessons can be learned from the 2013 summer program that can be applied to future program design?

LITERATURE REVIEW

The following is a very brief summary of the literature relevant to SCYEC.

History of Youth Conservation Programs

During the Great Depression, youth corps programs emerged as a means for providing young males with temporary employment. However, the demand for such programs decreased during World War II, when young men were recruited for the military. (Youth Corps, 2009) Youth corps programs reemerged in the early 1960's when President John F. Kennedy created the Peace Corps, which translated the foundation of previous service programs to the international community. Additionally, national service programs were expanded under the Economic Opportunity Act (Jastrazab, Blomquist & Orr, 1997). To meet the needs for public land conservation and combat youth unemployment, the Youth Conservation Corps (YCC) was developed in 1970. In 1976, California governor, Jerry Brown, inspired the local and state corps movement when he created the California Conservation Corps. (Jastrazab, Blomquist & Orr, 1997) The early 1980's saw an abundance of youth corps programs, and in 1985, the formation of the National Association of Service Conservation Corps (NASCC) gave more structure to the movement. This association became the primary means for youth corps service providers to collaborate and share ideas. The first National and Community Service Act was passed in 1990 to allocate funds to connect individuals with opportunities to give back to their community (Corporation for National & Community Services, n.d.). Three of the main programs resulting from this act were Senior Corps, AmeriCorps, and Learn and Serve America. Nation-wide, today, there are 127 active conservation corps, with even more local environmentally-focused employment programs for youth (The Corps Network, n.d.).

History of Youth Employment Programs

In 1977, The Youth Employment Demonstration Projects Act (YEDPA) created youth employment demonstration programs to provide meaningful employment opportunities to disadvantaged youth (Youth Employment Demonstration Projects Act, 1977). During the Reagan administration, the Job Training Partnership Act was enacted to provide job training to youth and adults. This act included provisions for summer youth employment and training programs, allocating funding to states to provide summer employment opportunities for economically disadvantaged youth (Job Training Partnership Act, 1982). The Workforce Investment Act of 1998 established provisions for youth workforce development, whereby funding is provided for workforce education and career pathways programs (U.S. Department of Labor, 2006). Under WIA, youth receive basic skills assessment, resources and guidance help to attain educational goals, leadership development opportunities, and exposure to a work environment through training and adult mentoring.

In February 2009, President Barack Obama signed the American Recovery and Reinvestment Act (ARRA). This act came into effect as a response to the economic downturn, and was intended to stimulate the economy and invest in education. ARRA provided significant funding for youth and conservation corps, including renewed funding for summer youth employment programs. (U.S. Department of Education, 2009)

At-Risk Populations

Disconnected youth are defined as youth, generally aged 16-24, who are neither employed nor enrolled in school. National data shows that about 10% of youth ages 18-24 are persistently disconnected from school and work, 15% are initially connected but become less connected over time, and 15% are

initially disconnected but increase connection over time (Bloom, Thompson & Ivy, 2010). Disconnection at some point during the adolescent years is suggested to result somewhat from the increasing unemployment rates among youth. Throughout the recession, summer youth employment rates saw all-time lows, especially among minority and low-income populations (Sum et al., 2010). In Sonoma County specifically, annual unemployment rates among 16-19 year olds is 6 percentage points higher than 20-24 year olds, and 12.9 percentage points higher than 25-64 year olds (see graph on page 13) (U.S. Census Bureau, 2011).

In a meta-analysis of education, training and employment programs for at-risk youth, it was demonstrated that youth who participated in a program that included a paid work experience saw increases in short-term employment and/or earnings (Bloom, Thompson & Ivy, 2010). Although sustained effects have not been well demonstrated, the short-term impacts are not unimportant.

Characteristics of Successful Youth Employment Programs

Although youth employment programs differ by the goals, infrastructure, activities, and participants, they generally follow a model of youth development that looks at youth's needs (i.e. safety and security, emotional support, information, social support, etc.) and constraints and opportunities (i.e. biological factors, socioeconomic status, health, and housing), and uses these to identify resources available to youth, which translates into short-term and eventually long-term outcomes for those youth.

In a synthesis of available evaluations of youth employment programs, Jekielek, Cochran, & Hair (2002) found mixed results. Much of the evidence is not conclusive; however, employment programs have the potential to expose youth to supportive relationships, reduce school absences, and increase youth's exposure to career development and job training. Those youth most likely to benefit from such programs are younger teens (ages 16-17) and youth at risk for poor educational and/or employment outcomes. These youth saw earning gains, increase in high school completion or GED obtainment, and decreased arrest rates. One of the evaluations noted that more structured programs were more likely to increase youth participation.

A similar synthesis of over 100 youth development and employment programs identified 8 common principals for effective programming (Partee & Halperin, 2006):

1. **High-quality implementation** that includes ample start-up time, agreement on the goals and purpose of the program, sufficient resources, strong leadership, and use of quality data for program improvement.
2. **Well-trained, caring and knowledgeable adults** to work with the youth, provide time and attention to the sustained success of youth.
3. **High standards and expectations** of performance for the youth.
4. **Community participation** in the planning and implementation of the program.
5. **A holistic-approach** to address the broad array of needs of youth. These strategies may include, but are not limited to, extended hours, hands-on instruction, culturally-sensitive activities, peer support, child care, and transportation.
6. **Community service and service-learning** to give youth an opportunity to contribute to their community in positive ways.
7. **Work-based learning** which adds authenticity and relevance to the experience and ensures youth learn skills that are needed for future employment.
8. **Long-term services and support** for youth to continue relationships with caring and knowledgeable adults.

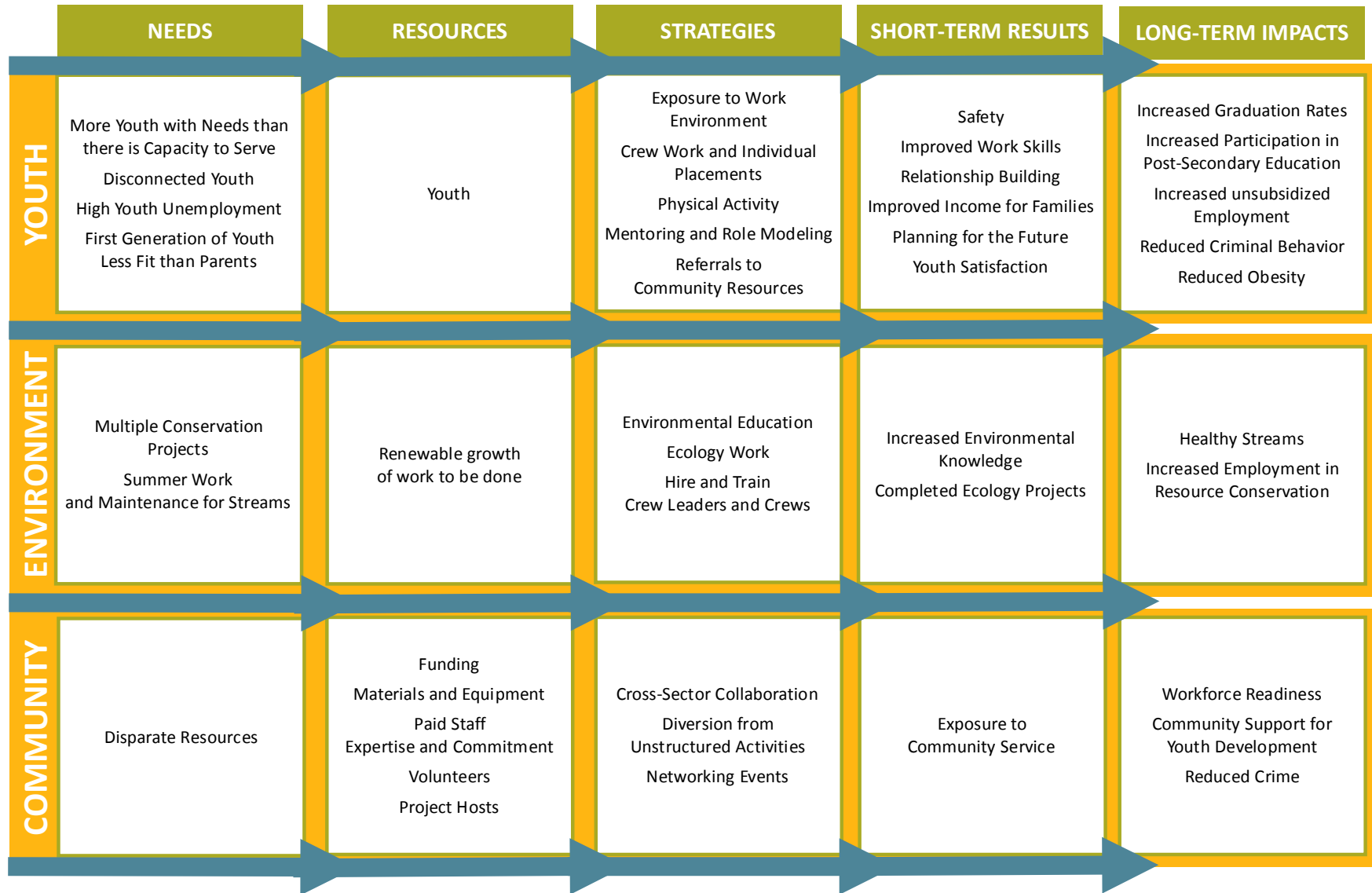
Locally, the Sonoma County Workforce Investment Board (WIB) commissioned the Economic Modeling Specialists Intl. (EMSI) to conduct a cost-benefit analysis of WIA programs. Using the number of youth who were placed in employment or education and the earnings change of older youth who retained employment in the second or third quarters after exit, the results of the analysis demonstrate the benefit-cost ratio of WIA youth programs is 0.34, or for every dollar invested in WIA youth programs, \$0.34 is saved; however, this number does not quantify many of the economic and social benefits of the programs (Economic Modeling Specialists Intl., 2013).

Conclusions

Although the results of youth employment and youth corps programs are mixed, many of the programs have demonstrated significant short-term gains for youth. Those especially impacted positively from the programming are at-risk and low-income youth. Additionally, impact has generally been measured by way of earnings; however, the social, emotional, and health benefits are not unimportant. Unfortunately, these benefits are not as simple to quantify. Programming of youth programs should incorporate the key elements identified in the above meta-analyses and more research should be conducted to understand the long-term impacts of youth employment programs past short-term earnings.

*A complete list of references is included on page 53-54.

SCYEC LOGIC MODEL

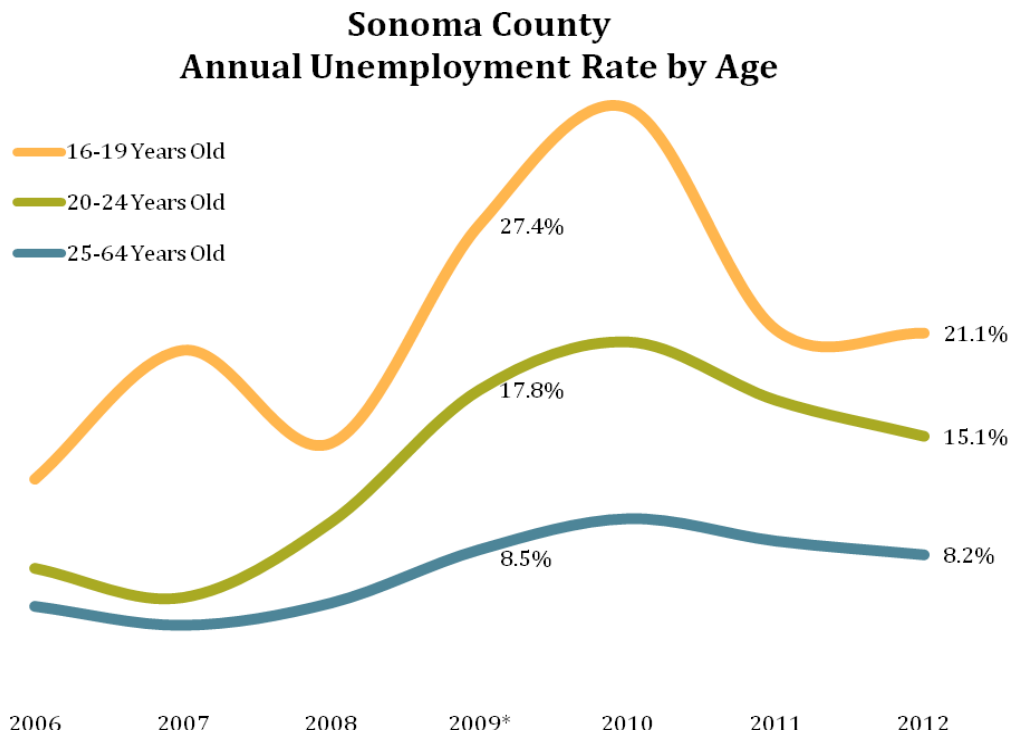


PROGRAM DESIGN

NEEDS

Youth Needs

In Sonoma County, youth ages 16-24 are faced with higher rates of poverty and unemployment than adults ages 25 and older. Monthly unemployment rates for Sonoma County by age are not available and 2013 yearly unemployment rates are not yet released; however, monthly rates from the United States show significantly higher rates of unemployment for youth than adults at the beginning of the summer (see graph in appendices on page 57). Although rates for both age groups have begun to decline since the peaks experienced during the recession, the differences between youth and adults are still significant. According to the United States Census, in 2012, 17.1% of youth ages 16-24 were living in poverty and 17.6% were unemployed, compared to 11.2% of adults ages 25-64 living in poverty and 8.3% adults who were unemployed (U.S. Census). Additionally, 7.7% of youth ages 16-19 in 2011 were classified as disconnected, meaning they were not enrolled in school (full- or part-time) and were not employed (full- or part-time). Disconnected youth are at risk for many negative outcomes and are less likely to successfully transition to adulthood. Youth that are involved in the justice system, live in a low-income family, are in foster care, and/or receive special education, are at increased risk for becoming disconnected. (Hair 2009).



* Denotes the inception of SCYEC

Environment and Community Needs

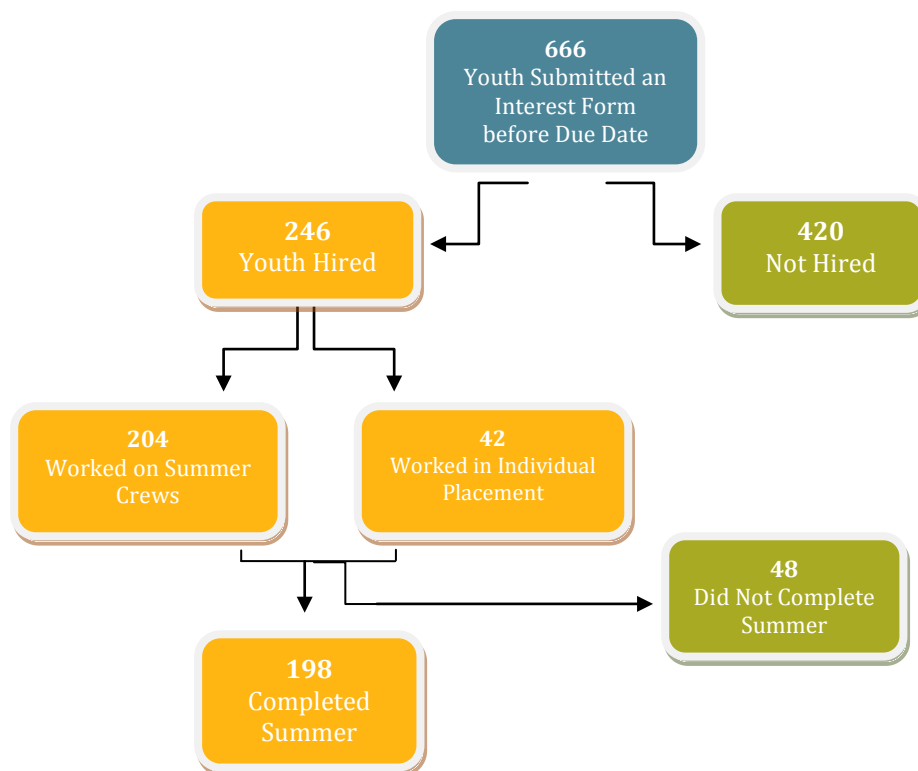
Even though the economy has started to pick up after the depths of the recession, many community projects are still on hold because of limited staffing hours and funding. Both donations and tax revenues are down, but the need for nonprofit and government services don't stop when the funding

dries up. Locally, there is still a tremendous seasonal demand for people to build trails, clean up creeks and restore native habitat for flood protection and fish passage. The SCYEC addresses the community need for environmental stewardship, and provides youth with the opportunity to work on conservation projects throughout Sonoma County.

PROGRAM COMPONENTS

Youth

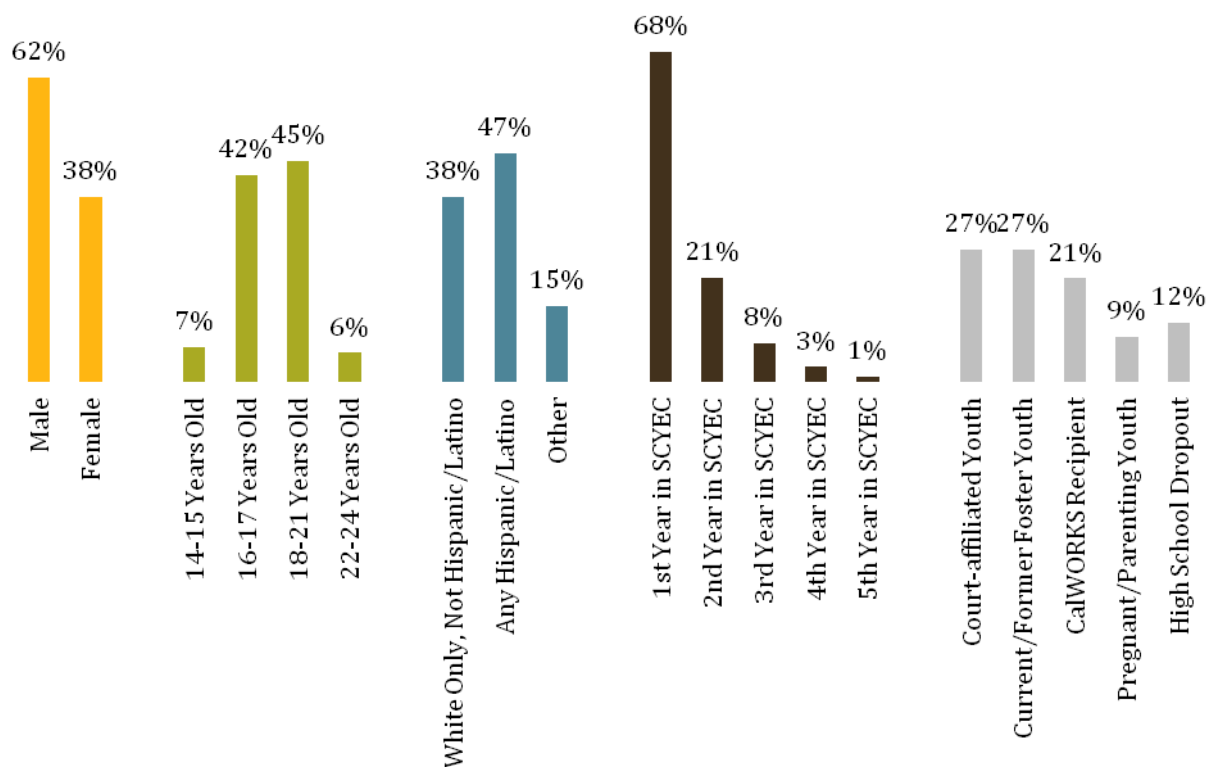
Young people are referred to the SCYEC through a variety of avenues. For instance, case managers refer current TANF and WIA recipients, youth apply based on word-of-mouth or previous SCYEC experience, non-profit organizations refer high risk youth, and youth who attend the Sonoma County Water Agency’s community service days are encouraged to apply. Six non-profit organizations (hereafter called “youth providers”) accepted interest forms and screened youth for the program. Youth were hired based on predetermined eligibility criteria, often based on funder requirements. Over the years, funding availability has dictated the total number of youth that can be served through the SCYEC summer program and the characteristics of these youth. Of the 420 youth that were not hired, the highest percentage (41%) were ineligible, mostly due to age and ineligibility for the available funding sources. Approximately 30% of youth were contacted by the youth providers, but never responded. The remaining youth either did not complete the required documents, did not show up for the interview, were referred to another agency, were interviewed and not hired, were waitlisted, or were no longer interested in the employment opportunity. In 2013, the youth providers hired 246 youth to participate in the summer work program and 25 adults to work as crew leaders, supervising the youth. The majority (83%) of the youth worked on a crew completing outdoor ecology work, while the remaining youth (17%) worked in individual placements. In total, 198 youth completed the summer.



The 48 youth that did not complete the summer had varied reasons. Fifteen percent (7) of the youth dropped out for a positive reason, including obtaining other employment or leaving for college. Thirty-eight percent (18 youth) of those that did not complete SCYEC, did so for a neutral reason, including moving, having transportation issues, scheduling conflicts, and health issues. The remaining forty-eight percent of youth (23 youth) that did not complete the summer had a negative reason, including poor performance, inappropriate behavior, excessive absences, and disinterest in the job.

The youth that participated in the 2013 SCYEC summer program were demographically diverse, as illustrated by the following graph. Just over 60% of the youth served were male, down slightly from the 2012 summer. Most of the youth (45%) were 18-21 years old, a shift from the 2012 summer, when the majority of youth were 16-17 years old. Thirty-three percent of youth had participated in the SCYEC at least one year prior to this summer. For two of the youth, this was their fifth summer. Nearly two-thirds (64%) of participating youth met the criteria for at least one risk factor (court-affiliated, foster youth, TANF, pregnant or parenting, or high school dropout). The SCYEC recruited a higher percentage of Hispanic/Latino youth (47% of participants), than their representation in the Sonoma County youth population as a whole (33% of all youth).

2013 SCYEC Youth Demographics



Each demographic category was analyzed in relation to hiring status. There were no significant relationships between sex and race/ethnicity related to hiring. There was a statistically significant relationship between age and hiring, with younger youth less likely to be hired; however, this difference is a factor of the program design, whereby older youth tend to be more employment ready than 14-15 year olds. Additionally, there was a statistically significant relationship between being a former SCYEC participant and hiring status. Repeat participants were more likely to be hired than not. Current or former foster youth and youth receiving CalWORKs were also more likely to be hired.

In addition, there were no statistically significant relationships between gender, age, ethnicity, placement type, or year in SCYEC related to completion of the summer. There were significant differences between some target groups associated with program completion. Current or former foster youth were more likely to not complete the summer than non foster youth (30% and 13%, respectively).

Demographic categories were correlated to one another to ensure protection of unintended disparities and consistent delivery of services. Youth aged 14-15 years were more likely to be Hispanic/Latino and older youth were more likely to be White only, not Hispanic/Latino. It is likely that most of the relationships that exist are factors of the target groups themselves, rather than a result of the program design.

Funding

In 2013, six organizations provided funding for the SCYEC summer program for a total amount of \$775,794. The 2013 amounts received were as follows:

Local

- \$243,978 from the Sonoma County Water Agency
- \$45,395 from the Sonoma County Parks Alliance¹
- \$4,000 from Kaiser Permanente to fund the Kick Off Event

State/Federal

- \$343,135 from the Workforce Investment Act (WIA)
- \$86,011 from Temporary Assistance for Needy Families (TANF)
- \$53,275 from Services for Transitional Age Youth (STAY)

In 2013, youth participation was funded by multiple sources. The greatest number of youth were hired from WIA funding (55%). The remaining funding sources were allocated as follows: STAY funding (36% of youth), TANF funding (21% of youth), Sonoma County Water Agency funding (31% of youth), and Parks Alliance funding (5% of youth).

For WIA, TANF, and STAY funding, youth had to meet specific eligibility requirements. The eligibility requirements for WIA are living in a low-income family and having an additional barrier to employment, such as having experienced being homeless, a runaway, or a foster youth. Youth must also have at least one barrier to employment, such as being a high school dropout, being at risk of dropping out of high school, being disabled, or being enrolled in special education. To qualify for TANF, youth must currently be part of a family receiving CalWORKs. Youth receiving STAY funding needed to be a foster child at age 16 or older or are currently in the foster care system. The following definitions were used to determine STAY eligibility:

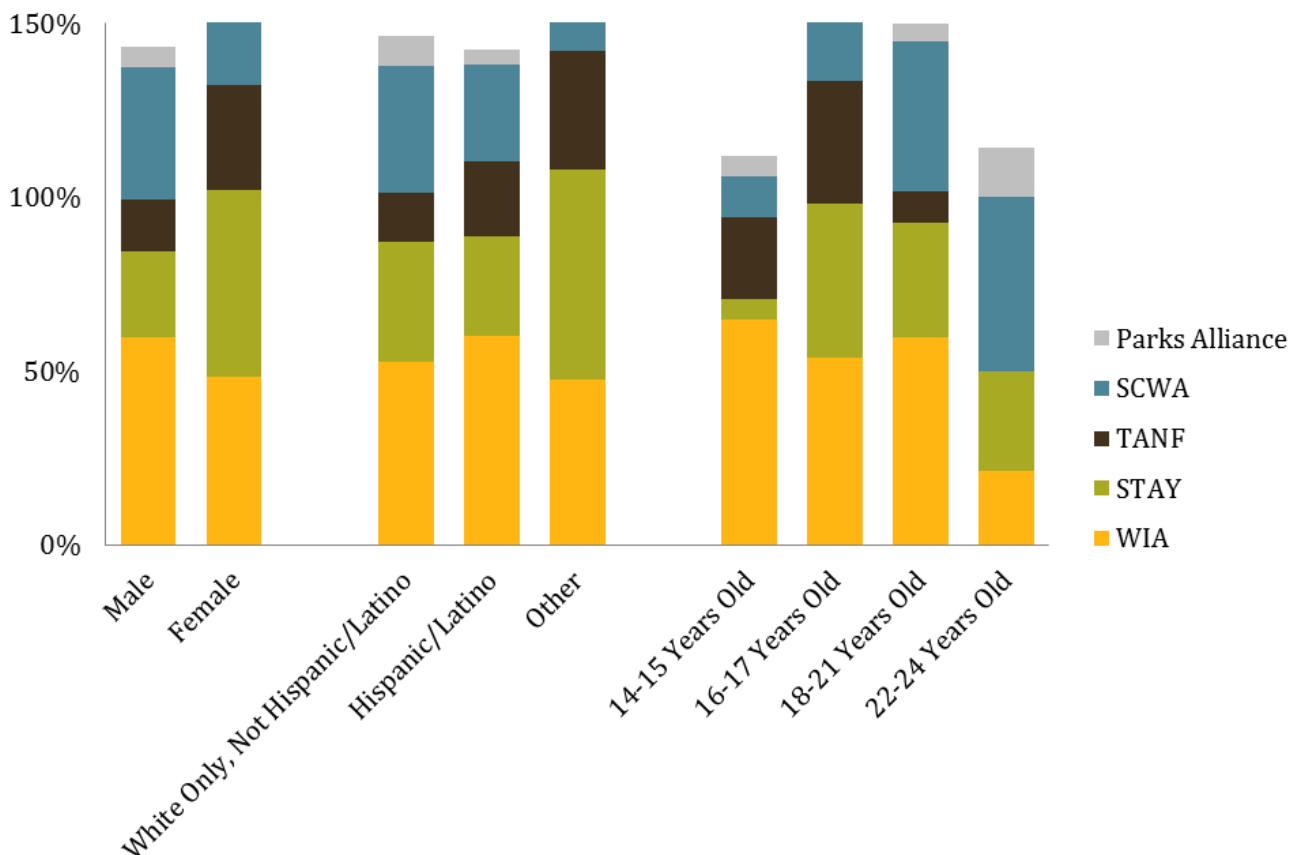
¹ Youth @Work in Our Parks funders included the Sonoma County Vintners Foundation, Traditional Medicinals, Sonoma County Regional Parks, the City of Santa Rosa, Jackson Family Wines, The John Jordan Foundation, The Laguna Foundation, Guerneville Rotary, Sebastopol Sunrise Rotary, Monte Rio Recreation and Park District and the Sonoma County Water Agency, the Sustainable Enterprise Conference and Willow Creek Financial Services.

- **Current Foster Child:** The child was removed by Court Order from the family they were living in and lived in out-of-home placement such as a foster home, group home, close family friend, or relative. They have a current social worker and are under the care and jurisdiction of the County.
- **Former Foster Child:** The youth was removed through Court Order by from their family and lived in an out-of-home placement such as a foster home, group home, close family friend, or relative. For the purposes of this program, the youth must have been a foster child at age 16 or older to be considered a former foster youth.

The Sonoma County Water Agency (SCWA) prioritized funding to youth who participated in one or more of the SCWA community service days prior to the summer program. Parks Alliance funding was directed to youth hired by two agencies as a result of the location of the projects. Additionally, Parks Alliance funds helped to fill gaps and extend work projects which were not slated to run the entire eight weeks. Finally, Parks Alliance funding allowed for one crew of Measure O² youth to work in Santa Rosa City Parks for the full eight weeks.

Since funding was not restricted to one source per youth, the numbers do not total to 100%. The following graph shows the percent of youth within each demographic group (sex, race/ethnicity, and age) funded from the various sources.

2013 SCYEC Youth Demographics by Funder



² Measure O is a Santa Rosa City Ordinance that provides funding for services in high risk neighborhoods to reduce juvenile crime and gang affiliation, among other services.

Project Hosts

In 2013, 38 public and private non-profit organizations, hosted youth and provided meaningful work and learning opportunities at various job sites throughout Sonoma County. Sixteen of the project host organizations offered individualized placements to youth, with the remaining providing crew members work at an outdoor job site.

Crew Work

State/Federal Agency

1. California State Parks
2. United States Army Corps of Engineers

County Agency

3. Sonoma County Agriculture Preservation and Open Space District
4. Sonoma County Regional Parks
5. Sonoma County Water Agency

City Agency

6. City of Cloverdale, Parks and Recreation Department
7. City of Healdsburg, Parks and Recreation Department
8. City of Petaluma, Parks and Recreation Department
9. City of Rohnert Park, Parks and Recreation Department
10. City of Santa Rosa, Parks and Recreation Department
11. Monte Rio Recreation and Park District

Environmental Non-Profit

12. Bayer Farms
13. Chanslor Wildlife, LLC
14. Friends of the Petaluma River
15. Laguna de Santa Rosa Foundation
16. LandPaths
17. Petaluma Bounty
18. Petaluma Wetlands Alliance
19. Sonoma County Parks Alliance
20. Sonoma Ecology Center – Team Sugarloaf
21. Sonoma State University Preserves
22. Stewards of the Coast and Redwoods
23. Valley of the Moon Natural History Association (Jack London Park Partners)

Other Non-Profit

24. Burbank Housing
25. Social Advocates for Youth
26. West County Community Services

Individual Placements

Environmental Non-Profit

1. Petaluma Bounty

2. The Center for Social and Environmental Stewardship Native Plant Nursery

Other Non-Profit

3. Boys and Girls Clubs
4. City of Rohnert Park Senior Center
5. PEP Housing
6. Petaluma People Services Center
7. Pets Lifeline
8. Rohnert Park Animal Shelter
9. Social Advocates for Youth
10. Sonoma Valley Teen Services
11. TLC Child and Family Services Transitional Housing Program (THP)
12. VOICES Sonoma

College

13. Santa Rosa Junior College

Project hosts were responsible for following safety procedures (including supplying water, providing a shaded area, having safety gear, etc.), orienting youth to the job assignment and worksite, training youth, and assisting in identifying appropriate and relevant skill development. Project hosts provide a healthy and safe environment, worthwhile activities, and sufficient work.

STRATEGIES

Youth providers hired youth and placed them onto a crew or into an individual placement:

Crew Work

Most of the youth (83%) worked on a crew and participated in outdoor ecology work. The crews were made up of six to eight youth who were supervised by trained crew leaders. Additionally, Sonoma County Water Agency employees provided training for all crews. There are three different crew types. The designations are as follows:

Entry Level Crew: Designed to provide crew members with valuable experience in order to build basic work readiness skills and potentially advance to senior crews. Many times this is a first job for youth. These crews are comprised of 14-17 year olds or 18-24 year olds who lack experience and are not ready for senior crew work.

Senior Level Crew: Designed for crew members with more experienced skill sets. These crews have higher levels of responsibility and use power tools in the field. Crew members must be 18 years or older to be on the senior crew.

Extended and Year-round Crew: Designed to extend the experience of SCYEC youth beyond the 8-week summer program. Exemplarily crew members are recommended, and are then interviewed by a panel of SCYEC supporting agencies for hire. Funding restrictions limit the number of youth on extended and year round crews.

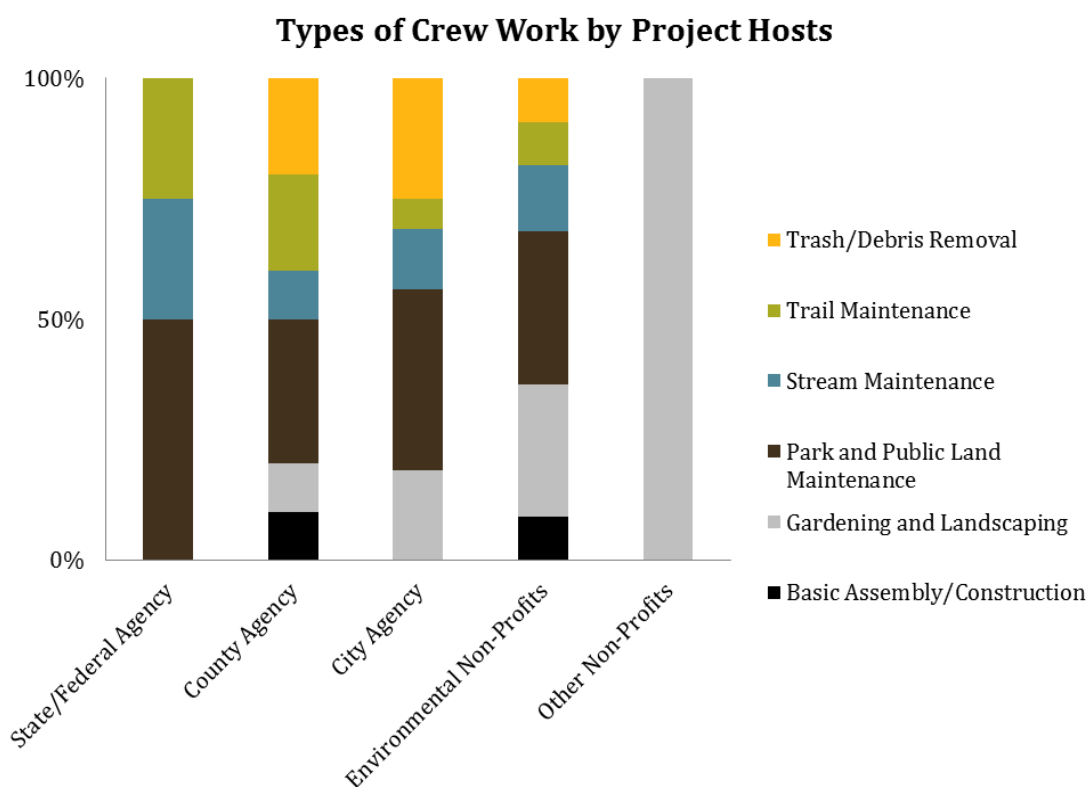
Although the daily activities of the crew varied, a typical daily structure was as follows:

- **Pick-up:** Pick-up occurs at a designated, consistent, and easy to access location for all crew members. Crew members are expected to arrive within a five minute window of a specified time.
- **Travel to worksite:** When traveling to the worksite for the day, crew leaders and crew members discuss the work of the day, the worksite, and environmental impact of the work to be done.
- **Tailgate:** Upon arriving at the worksite, crew leaders discuss any and all potential hazards of the day and that worksite.
- **Environmental work:** Crews perform ecological restoration and environmental projects on behalf of a worksite host agency.
- **Breaks:** Crew members are allotted two 10-minute breaks throughout the day.
- **Lunch:** Crew members are allotted 30 minutes for lunch.
- **Drop-off:** Drop-off occurs at the same location as pick-up.

The environment and conservation-related projects that crews completed include:

- **Stream maintenance:** Invasive and non-native plant removal
- **Fish recovery:** Endangered and protected species habitat restoration
- **Parks and public lands:** Maintenance, improvements, and public access

The following graph details the type of projects completed over the summer. Project hosts had the option to select as many project types as applicable on the Project Host Report form, as some of the work sites had multiple project types, with some crews changing project types throughout the day



and/or week. Please note this graph is not reflective of the amount of time spent in each project type throughout the summer, but rather shows the variation in project types by the different types of project

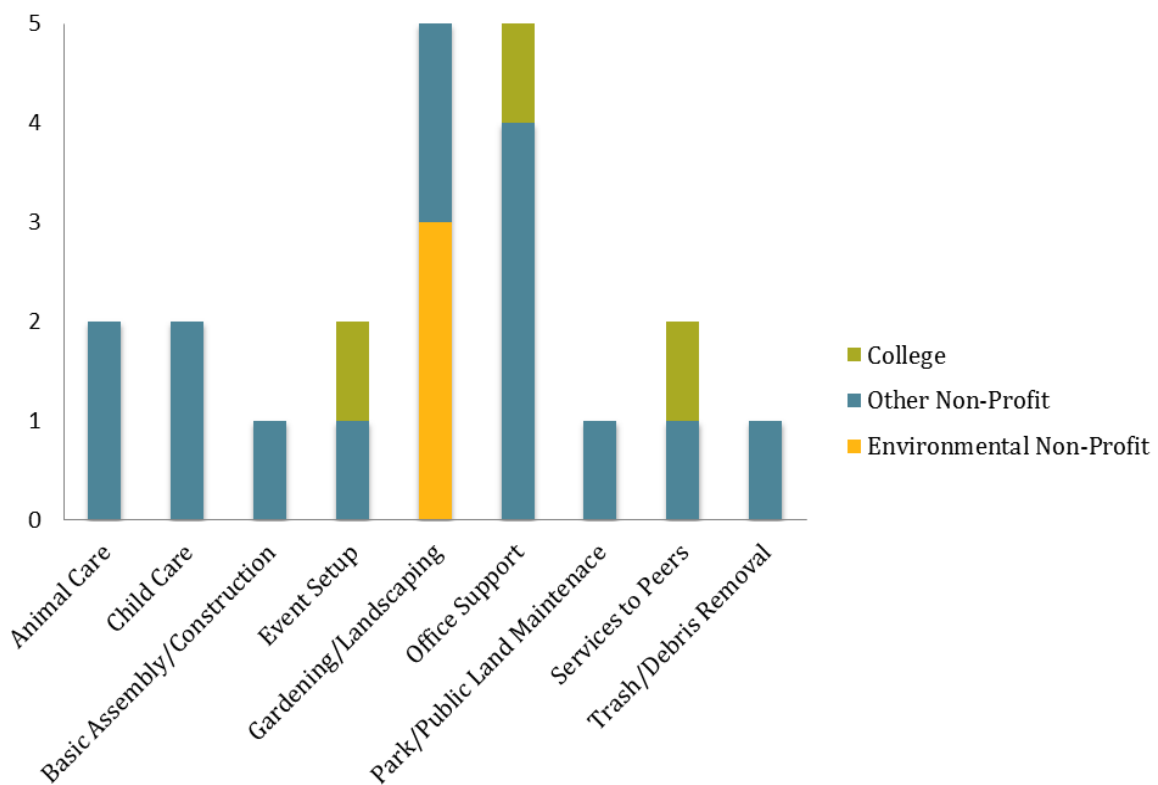
host organizations. Exact information on person hours or person days spent on each project types is difficult to discern.

Individual Placements

Seventeen percent of youth worked in an individual placement. Individualized placements were assigned based on youth’s needs or interests. Most individualized placements included administrative work such as filing, organizing, copying, inventory, event coordination, data entry, and other office duties. Some youth also worked with children in a daycare setting, in animal shelters, and at senior centers. Generally, youth worked 6-8 hour workdays, four days a week.

Not all individual placements provide information on the length of the youth’s placement. The following graph shows the number of organizations providing a specific type of project for individual placements. Some individual placements had multiple project types.

Types of Individual Placements by Project Hosts



Work Readiness Skill Development

The SCYEC is designed to provide youth with work experience where they can develop the necessary competencies for future employment. In a survey of over 200 Sonoma County businesses and employers, fifteen work skills were identified that Sonoma County employers felt necessary for youth to master prior to beginning work. This list of skills has been used and augmented to incorporate additional skills deemed necessary by program staff since the program’s inception. During the summer, all SCYEC youth were mentored and evaluated by crew leaders and supervisors on ten of these fifteen skills as well as two additional skills. Skills 11 and 12 were added specifically for the SCYEC to address the critical need for safety and appropriate interactions in a work environment.

Sonoma County Work Readiness Skills:

1. Demonstrates willingness to work
2. Demonstrates integrity
3. Demonstrates promptness
4. Avoids absenteeism
5. Avoids the use of language or comments that stereotype others
6. Maintains appropriate grooming and hygiene
7. Is respectful of the opinions and contributions of others
8. Takes responsibility for completing own work accurately
9. Demonstrates willingness and ability to learn
10. Works well with others as part of a team
11. Follows procedures established to promote safety on a consistent basis
12. Interacts appropriately with the public

In addition to the above 12 skills, youth on crews were also coached and mentored in an additional five skills:

1. Demonstrates proper tool use
2. Demonstrates awareness of safety hazards
3. Completes work proficiently
4. Understands the difference between native and non-native plants
5. Demonstrates a working knowledge of basic ecology terms

Youth in individual placements were coached and mentored in an additional four skills (these skills are included in the “plus” skills of the Work Readiness Certificate):

1. Reads and understands written information
2. Has and applies computer skills
3. Demonstrates customer service skills
4. Uses and applies basic math

To measure progress toward attainment of these work skills, crew leaders and supervisors rated youth two times throughout the summer, once at the beginning and once at the end. See the appendix (page 58-65) for more information on the rubric used for skill assessment.

Environmental Education

Youth received four environmental education lessons throughout the summer for one hour each on various ecology topics. Sonoma County Water Agency employees and Sonoma State University interns made field visits to each crew to provide the lessons. Although there was some variation in topics addressed, the core curriculum was developed by the Sonoma County Water Agency educators in conjunction with the interns delivering the lessons. In addition, crew leaders imparted daily lessons through mentoring and training.

The environmental education questions included in the youth’s pre and post program surveys were intended to measure youth’s increase in knowledge over the course of the summer.

Youth also had the opportunity to tour Sonoma County Water Agency facilities. This field trip included visiting the SCWA operations center, as well as a trip to the Russian River to see the inflatable dam, fish ladders and infiltration ponds.



Anecdotal reports suggest youth gain additional environmental education through informal relationships with project hosts. Project hosts teach youth about invasive species, habitats, nature awareness and watersheds, among other topics.

Ecology Work

Throughout the course of the summer, crew members worked at over 76 different work sites³ (see pages 43-44 for a list of the worksites for the 2013 summer). The projects varied by worksite, but included stream maintenance, creek restoration, landscaping, and invasive plant removal among other tasks. Some assignments only required a day's worth of work to complete, while others lasted the entire eight weeks. Additionally, the number of crews at a worksite depended on the demand of the outdoor work, but generally only one crew was needed per site. The 2013 worksites were generally located at Sonoma County creeks, trails, parks, other public open spaces, and beaches.

In 2013, in partnership with the Parks Alliance for Sonoma County, SCYEC launched "Youth @ Work in Our Parks." Teens and young adults worked directly in parks and other public open spaces to preserve resources in order to protect and restore our local environment, while simultaneously developing the necessary skills, knowledge, and resources to grow into healthy contributing members of the community.

Hire and Train Crew Leaders and Crews

Youth providers hired 25 adults to act as crew leaders. Before the start of the summer, crew leaders were required to participate in a two-day training for SCWA crew leaders and one day training for all other crew leaders. Through the training, crew leaders learned about the roles and responsibilities of the position and the types of projects that they would be working on throughout the summer. In addition, crew leaders received training



³ Some of the city and regional parks departments had multiple project sites which may not be reflected in that total number.

on outdoor hazards, tools, and wildlife, which gave them the knowledge to facilitate crew member learning during the summer. Crew leaders were also trained in administering performance evaluations. This training was essential in ensuring consistent ratings of youth performance across crew leaders. Crew members received training prior to starting work for the summer, in addition to continuous on-the-job training regarding tool safety, environmental stewardship, and job skills. Worksite supervisors or Crew Leaders provided youth with an orientation to each worksite and familiarized youth with the job duties and expectations about performance, attitude, conduct, and appearance.

Crew leaders and supervisors were responsible for ensuring the safety of the youth and crew, guaranteeing each work project was completed successfully, upholding high standards for workplace behavior, modeling conservation values and ethics, and creating a positive and fun experience for the youth.

Cross-Sector Collaboration

The SCYEC is a partnership between a diverse group of county and community-based agencies to create a program that is replicable and sustainable. The following agencies perform unique roles to ensure the success of the SCYEC:

1. Sonoma County Workforce Investment Board (WIB)
2. Sonoma County Youth Council
3. Sonoma County Human Services Department (HSD)
4. Sonoma County Water Agency (SCWA)
5. Sonoma County Office of Education (SCOE)
6. New Ways to Work (New Ways)
7. Youth Providers
 - a. Conservation Corps North Bay (CCNB)
 - b. Petaluma People Services Center (PPSC)
 - c. Social Advocates for Youth (SAY)
 - d. Sonoma County Adult and Youth Development (SCAYD)
 - e. The Center for Social and Environmental Stewardship (The Center)
 - f. West County Community Services (WCCS)
8. Project Hosts



HSD provides the backbone support and oversight of the SCYEC. The infrastructure of the SCYEC is managed collaboratively through ongoing conversations with the above mentioned agencies. This, along with effective cross-agency partnerships is instrumental to the success of the program. In addition, SCYEC leverages resources from multiple funding sources for maximum benefits. Project hosts and other community partners also provide an invaluable resource to the SCYEC.

Youth @Work in Our Parks

2013 marked the first year for Youth @ Work in Our Parks – a partnership between the Sonoma County Youth Ecology Corps and the Parks Alliance for Sonoma County. Crews of youth and young adults worked for 8 weeks over the summer building and clearing trails, removing invasive species, restoring habitat, and conducting general park maintenance. Overall, the program was a resounding success. The SCYEC and Parks Alliance raised over \$50,000 to hire 3.5 extra crews who worked in more than 10 parks throughout the county from Cloverdale to Santa Rosa and Kenwood to Guerneville. Parks served included Sugarloaf Ridge State Park, Lake Sonoma, the Laguna de Santa Rosa, Sonoma County Regional Parks (multiple locations) Santa Rosa City Parks (multiple locations), Jack London State Historic Park, Annadel State Park, Austin Creek State Recreation Area and Monte Rio Creekside Park.

Kick-Off Event

Each summer begins with a Kick-off event. In attendance are participating youth, the six youth provider agencies, crew leaders, and other public and private organizations. This is a time for community leaders, local elected officials, and non-profit partners to recognize the youth for the great work they will be accomplishing throughout the county over the course of the summer. This year's Kick-off event was held at Howarth Park in Santa Rosa. It included a sponsored lunch funded by Kaiser Permanente and catered by the Sonoma County Youth Probation Culinary Program.

Opportunity Fair

Towards the end of the summer, SCYEC participants attended an Opportunity Fair, held at the Finley Center in Santa Rosa, which gave youth the chance to meet with potential employers, learn about educational opportunities, practice interview skills, and receive training on money management and other financial issues. At the event, youth browsed 31 exhibitor booths from the following organizations:

1. Buckelew
2. California Human Development
3. CHOPS Teen Center
4. California Tooling and Machining Apprenticeship Association (CTMAA)
5. Dal Poggetto & Co.
6. Empire College
7. First American Home Buyers Protection
8. Goodwill Industries
9. Home Health Care, Inc.
10. North Coast Builders Exchange
11. Office Depot
12. Operating Engineers JAC
13. Redwood Credit Union
14. Santa Rosa City Schools
15. Santa Rosa Junior College
16. Santa Rosa Community Health Centers
17. Securitas
18. Small Business Development Center
19. Society of Manufacturing Engineers
20. SoCo Hospitality Group
21. Sonoma County Human Services Department – Economic Assistance
22. Sonoma County Job Link
23. Sonoma County Office of Education
24. Sonoma County Water Agency
25. Sonoma State University
26. Sprouts Farmers Market
27. The Fairmont SMI
28. US Army
29. US Marines
30. VOICES
31. Volunteer Center



Career Assessment

Each youth is provided with a lifetime Kuder Navigation membership, an online career assessment and academic planning tool, and an orientation to this system. Kuder Navigation offers a wide range of features, and youth have the opportunity to complete a career interest assessment, explore occupations of interest, and determine what salary they need to live their preferred lifestyle. In addition to the search functions, users have the option of creating an electronic portfolio, which is a step-by-step process that guides youth through educational discovery and career preparation.

EVALUATION METHODS

To answer the research questions outlined in the introduction, this evaluation analyzes youth and project host data from program surveys. Youth completed three forms (interest form, pre-program survey, and post-program survey) throughout the summer. All youth who applied to the SCYEC submitted an interest form. This was submitted prior to the start of summer, and included questions regarding youth demographics and risk factors. Only those youth who were hired completed the pre-program and post-program surveys.

In addition, crew leaders and supervisors evaluated youth's work progress with two performance evaluations, once conducted at the beginning of the summer and the other conducted at the end of the summer. Youth who were hired late or did not complete the summer did not have all of the forms and performance evaluations completed, and were excluded from analyses requiring matched pairs.

The pre-program and post-program surveys for all youth contained questions of environmental stewardship, connection to one's community, safety expectations, career aspirations, educational goals, post program plans, and overall satisfaction. Crew members completed additional questions on environmental knowledge.

Some of the questions on the pre and post test surveys were adapted from:

- **Environmental Stewardship.** Adapted from Child Trends for the Flourishing Children Project. Retrieved from http://www.performwell.org/index.php?option=com_mtree&task=att_download&link_id=399&cf_id=24
- **Connection to Community.** Adapted from The Technical Appendix of Price, C., Williams, J., Simpson, L., Jastrzab J., and Markovitz, C. (2011). *National Evaluation of Youth Corps: Findings at Follow-up*. Prepared for the Corporation for National and Community Service. Cambridge, MA: Abt Associates, Inc. Retrieved from http://www.nationalservice.gov/pdf/national_evaluation_youthcorps_technicalappendices.pdf
- **Safety Expectations.** Adapted from Williams, S. T. (2010). *The Implications of Pre-Work Safety Expectations for Workplace Accident Prevention*. (Dissertation). Retrieved from http://ir.canterbury.ac.nz/bitstream/10092/3650/1/thesis_fulltext.pdf
- **Career Aspirations Scale.** Adapted from Gray, M. P., & O'Brien, K. M. (2007). Advancing the assessment of women's career choices: The Career Aspiration Scale. *Journal of Career Assessment*, 15, 317-337.

The Sonoma County Human Services Department implemented the evaluation and conducted the data entry and analysis. The SCYEC Leadership Team and youth providers reviewed the analysis and provided interpretations and recommendations.

RESULTS

YOUTH

Improved Work Readiness Skills

Throughout the summer, youth received supportive supervision and work experience designed to help them develop and demonstrate work-readiness skills. Crew leaders then evaluated youth on these skills in June and August. The performance evaluations are repeated to ensure that SCYEC youth make progress towards development of entry-level job skills deemed necessary by Sonoma County businesses and employers.

Sonoma County Work Readiness Skills:

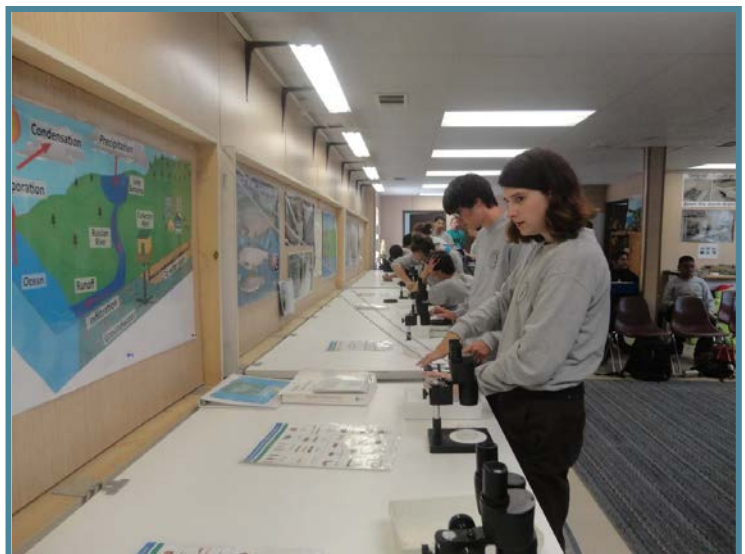
1. Demonstrates willingness to work
2. Demonstrates integrity
3. Demonstrates promptness
4. Avoids absenteeism
5. Avoids the use of language or comments that stereotype others
6. Maintains appropriate grooming and hygiene
7. Is respectful of the opinions and contributions of others
8. Takes responsibility for completing own work accurately
9. Demonstrates willingness and ability to learn
10. Works well with others as part of a team
11. Follows procedures established to promote safety on a consistent basis
12. Interacts appropriately with the public

In addition to the above 12 skills, youth on crews were also coached and mentored in an additional five skills:

1. Demonstrates proper tool use
2. Demonstrates awareness of safety hazards
3. Completes work proficiently
4. Understands the difference between native and non-native plants
5. Demonstrates a working knowledge of basic ecology terms

Youth in individual placements were coached and mentored in an additional four skills (these skills are included in the “plus” skills of the Work Readiness Certificate):

1. Reads and understands written information
2. Has and applies computer skills
3. Demonstrates customer service skills
4. Uses and applies basic math



Crew leaders and supervisors were trained to use the matrix on pages 58-65 of the appendix to rate youth's performance. The matrix provides behaviors typical of each skill at the various levels in an effort to better describe youth's performance. Although the crew leaders and supervisors were not using a rating scale, their responses were averaged and coded into the following scale:

Work Readiness Rating Scale

0 - Not Exposed: Youth was not provided the opportunity to demonstrate this skill.

1 - Training Level: Preparing to become work-ready. Needs practice and reminders.

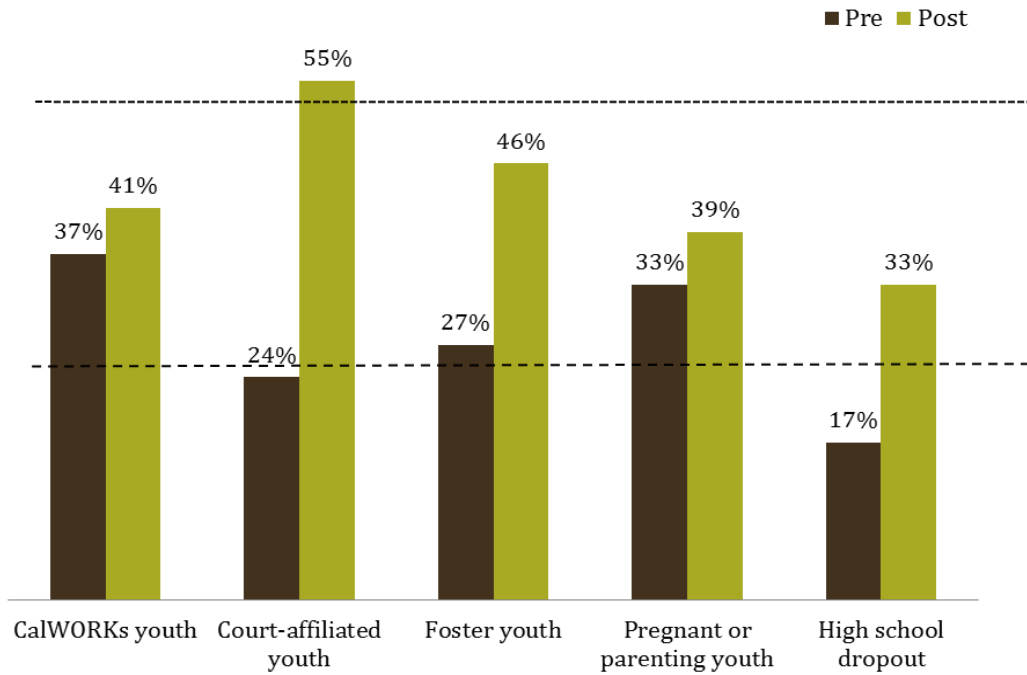
2 - Improving Toward Entry Level: Has become more work ready. Demonstrates skill with some reminders. Skill needs a bit more development.

3 - Entry Level: Work ready. Proficient. Demonstrates the skill most of the time. Rarely needs reminders. Meets and demonstrates the skills at a level equal to what is expected of any employee in a similar position.

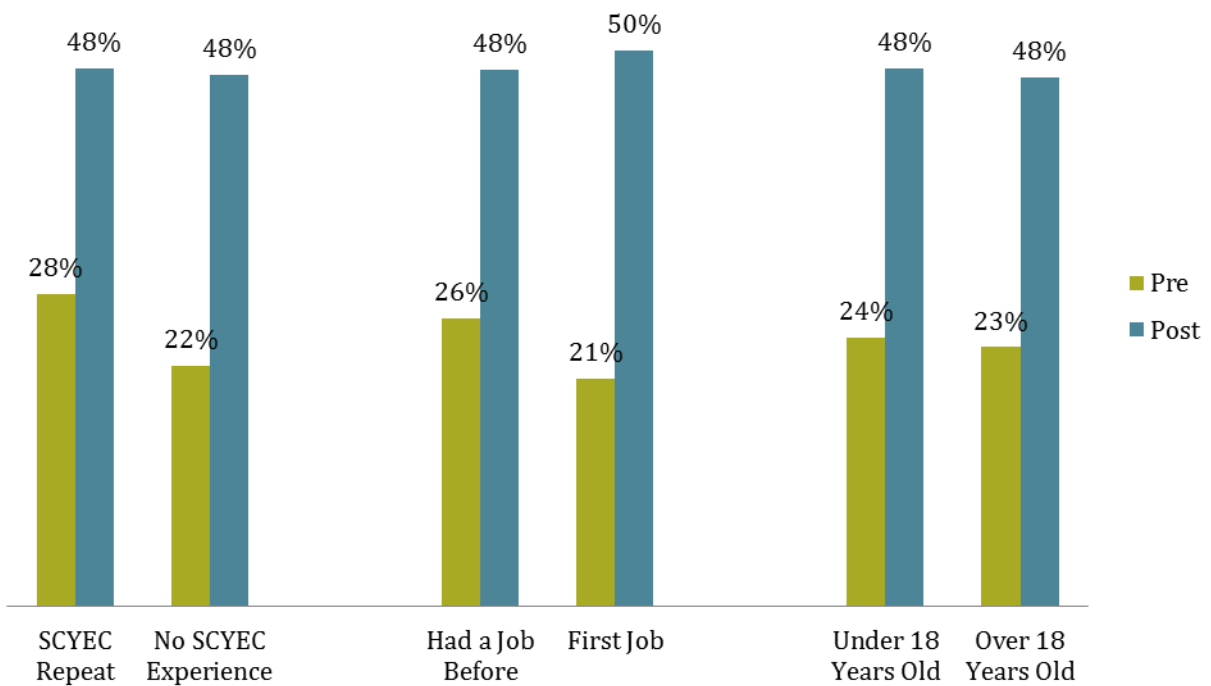
4 - Exceeds Entry Level: Exemplary. Demonstrates mastery of skills at a level above what is expected of any employee in a similar position. Demonstrates skills with no reminders and improves work quality when necessary. Identifies problems before they arise and makes adjustments accordingly. Helps others acquire the skill.

Youth are evaluated within five days of starting the SCYEC to identify baseline work readiness skills. All youth were evaluated on the first twelve skills. Crew members are evaluated on an additional five skills pertaining to crew work, and youth in individual placements were evaluated on an additional four skills related to administrative and customer service work. In June, for the baseline assessment, 24% of youth met criteria for entry level or exceeds entry level on all twelve skills. The average percent of youth that met criteria for entry level or above on a given skill in June was approximately 74%. At the end of the program, looking at the same youth as in June, 48% had work skills at entry level or exceeds entry level for all twelve skills, double the number in June, with an average of 86% having entry level or above work skills on a given skill. The following graphs shows the percent SCYEC youth that were at entry level or above for all twelve skills. The first graph is by target group. The lines across the graph show the percent of all youth at entry level or above for all twelve skills at pre and post. The second graph is by work experience level and age.

Percent of Youth at Entry Level or Above on All Twelve Skills

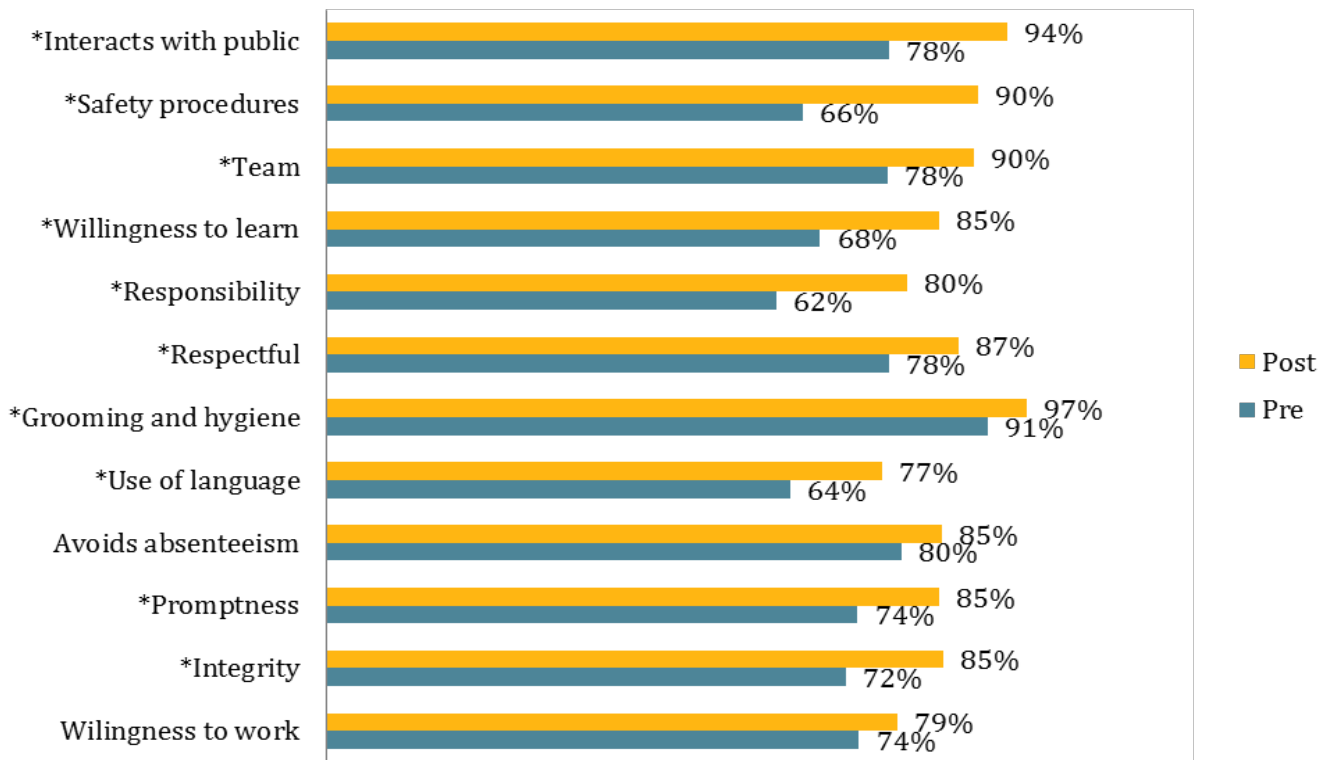


Percent of SCYEC Youth at Entry Level or Above on All Twelve Skills



The following graph shows the percent of all youth (crew members and individual placements) with skill level at entry level or above at pre and post. Statistically significant differences are represented by an asterisk before the skill on the Y-axis.

Percent of SCYEC Youth with Work Skills at Entry Level or Above at Pre and Post



In August, the highest percent of youth (97%) had skills at or above entry level for maintaining appropriate grooming and hygiene. The second most mastered skill was interacts appropriately with the public. With 77% of youth at entry level or above, avoiding use of language or comments that stereotype others was the skill the fewest number of youth mastered. These results are similar to 2012.

“SCYEC was a wonderful experience to me. The summer program helped me to expand my knowledge of ecological issues and resolutions. The summer program also gave me awareness and valuable job skills.” – Youth participant

The total number of skills at entry level or above (at pre and post) were correlated to previous SCYEC experience to determine if there was a relationship between previous work experience and work readiness. There was no difference between the work readiness of youth who had prior SCYEC experience and youth who had no prior SCYEC experience for either of the evaluations.

To affirm that the SCYEC is meeting the needs of the target populations (court-affiliated youth, pregnant/parenting teens, foster youth, and youth in CalWORKs) analyses compared the work readiness skills of youth in each of these groups to youth who were not a member of the group. Only two significant differences were found. CalWORKs youth were more likely to be at entry level or

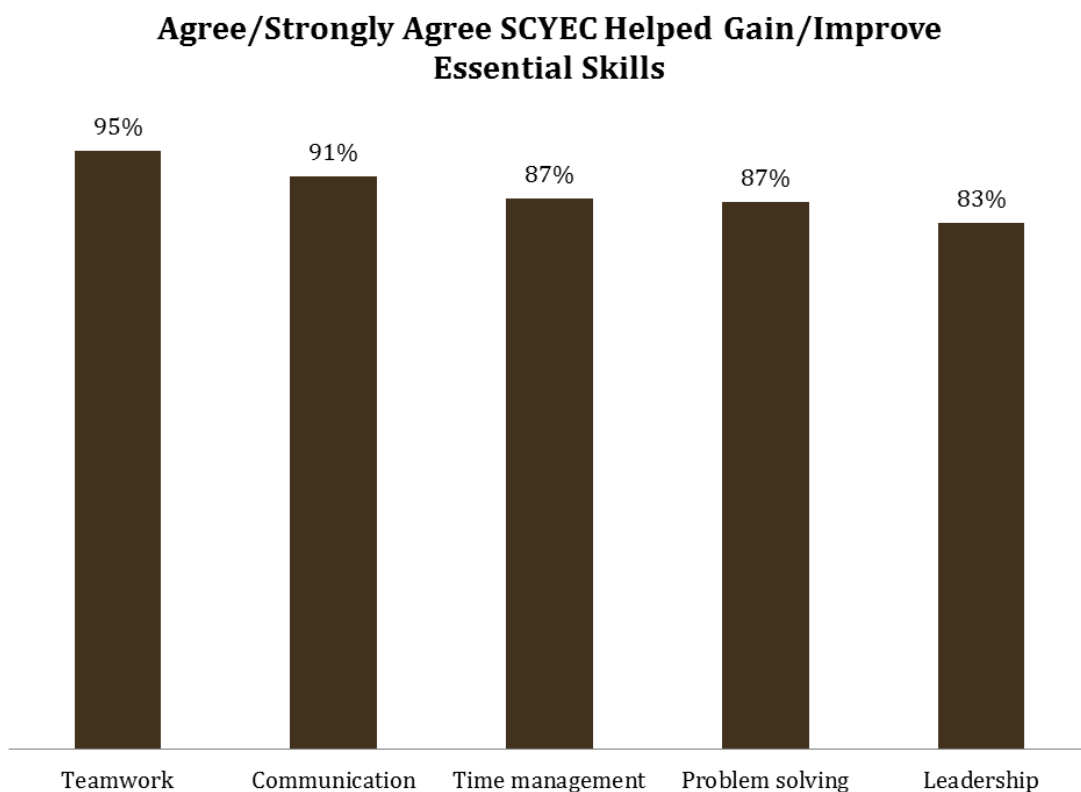
above for promptness than non-CalWORKs youth, and high school dropouts were less likely to be at entry level or above for use of language compared to non-high school dropouts.

“SCYEC helped me gain the skills I need for the work world, skills that I had not yet mastered. I learned about punctuality, patience, time management, leadership, and interpersonal and communication skills. Most importantly I’ve learned about the importance of following through with things I say I am going to do.” - Youth participant

Youth were also asked to rate on a scale of one (strongly disagree) to five (strongly agree) how much they felt the SCYEC helped them gain or improve the following soft skills:

1. Problem solving
2. Time management
3. Teamwork
4. Communication
5. Leadership

The graph below shows the percent of youth at the completion of the summer who agreed or strongly agreed the SCYEC helped them gain or improve each of these skills.



Increased Environmental Knowledge

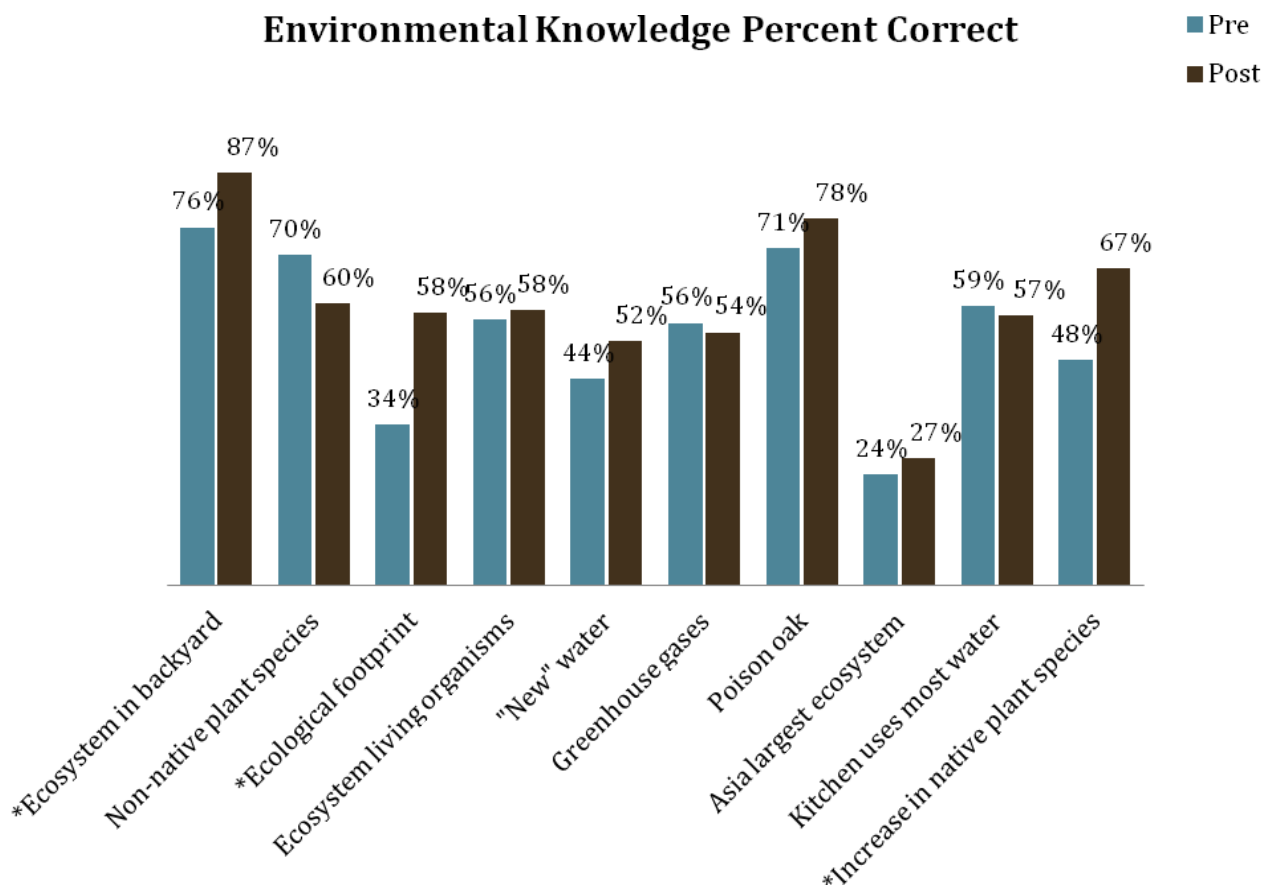
The SCYEC seeks to increase youth knowledge about the environment through outdoor ecology work and environmental education lessons. Sonoma State University students hired by the Sonoma County Water Agency are trained to provide environmental education lessons. They visited crews and

individual placements for one hour a week to teach youth about environmental issues such as stream maintenance, creek restoration, wildlife, watershed, and the connection between water and energy. Youth also learned about the environment from their crew leaders, project hosts, and volunteers.

Environmental knowledge was measured using true and false questions on pre- and post-program surveys. These questions were only administered to crew members. The questions were as follows:

1. An ecosystem can be found in your backyard. (True)
2. All non-native plant species are bad. (False)
3. An ecological footprint includes washing your car. (True)
4. An ecosystem only includes living organisms. (False)
5. "New" water is continually being produced by the Earth. (False)
6. All greenhouse gases are bad. (False)
7. Only the leaves of Poison Oak can cause allergic reaction. (False)
8. Asia is the largest ecosystem on Earth. (False)
9. In the average household, the kitchen uses the most water. (False)
10. An increase in non-native plant species typically causes an increase in native plant species. (False)

Youth made significant improvements on questions 1, 3 and 10. Additionally, there was a statistically significant increase in the total number of questions correct from pre to post. The graph below depicts the percent of youth who answered each question correctly.



Relationship Building

By working with peers in crews, the SCYEC hopes youth will learn teamwork skills. The program is designed so that each participant builds relationships with their fellow crew members and crew leader, as well as youth providers and project hosts. The youth enjoyed the relationships they developed with their crew leaders, citing that their crew leader was someone they could count on and talk to.

“The best part of SCYEC for me was the people. I got to meet so many new people throughout the program. I made a lot of new friends and met people who really changed my outlook on things and helped me grow up and see things differently.” - Youth participant

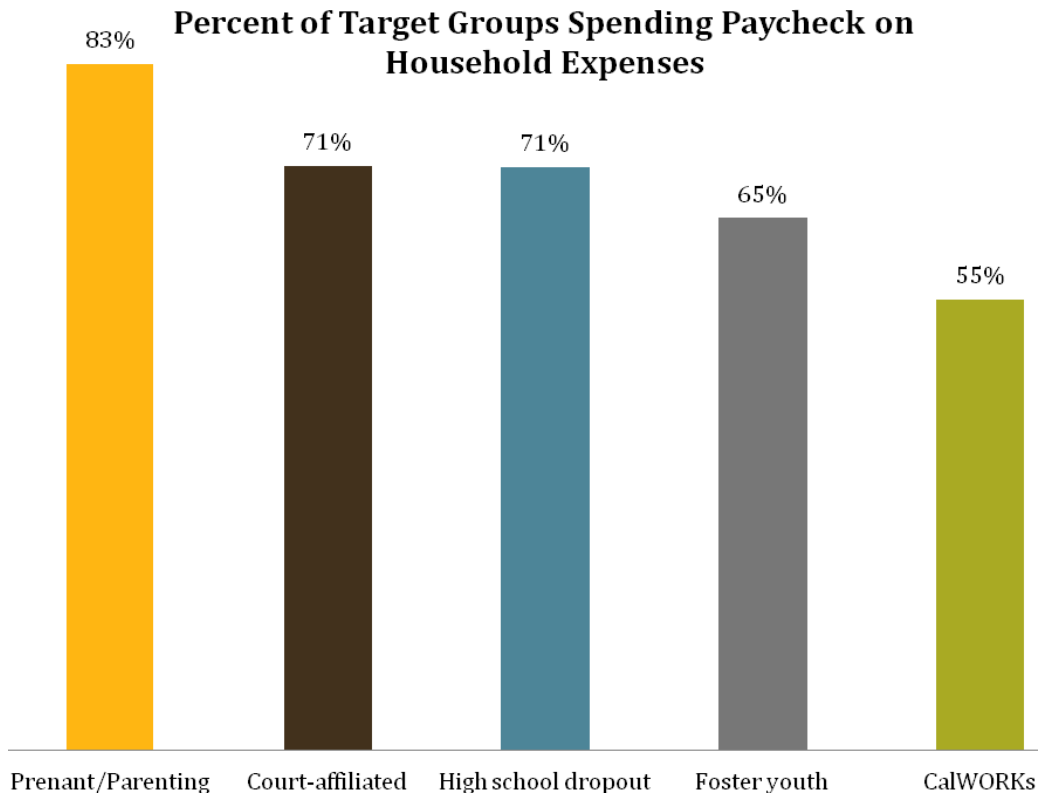
“The best part about SCYEC was getting to know a lot of people I was unfamiliar with, and getting to help the environment.” - Youth participant

Improved Income for Families

The SCYEC targets economically disadvantaged youth in hopes of increasing their income and providing them experience that will allow them to secure future employment. Wages earned help youth support themselves and their families while they gain valuable work experience. Youth who worked the entire summer made about \$1,500.

Based on self-reported post-program surveys, the highest percentage of youth (72%) said that they saved all or some of the money they earned in the SCYEC. This percentage is similar to 2012. Over fifty-six percent of youth said they used their money to pay for household expenses, including food, bills, necessities, rent, and phone. The SCYEC is helping youth support themselves and their family, as well as allowing youth to prepare for the future.

There were significant differences for some of the target groups with regards to spending income on household expenses. Court-affiliated youth and pregnant/parenting youth were more likely to spend their income on household expenses. The following graph illustrates the percent of youth in each target group that used their SCYEC money for household expenses.

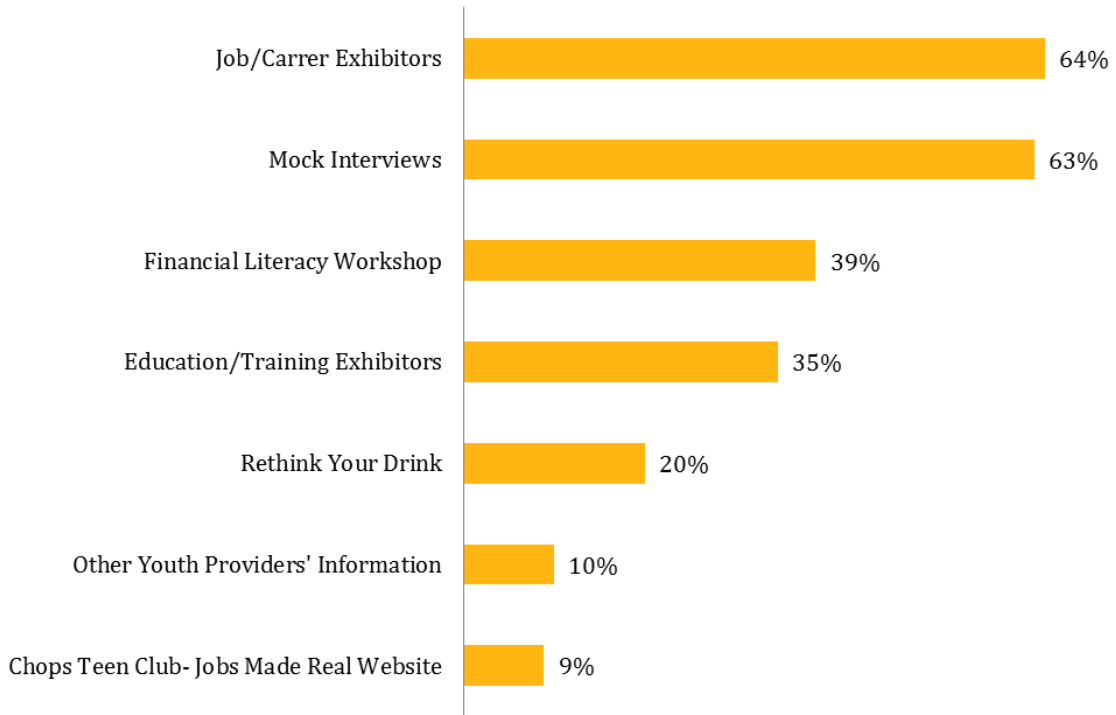


There were no significant differences in spending habits by ethnicity, age, and previous SCYEC experience found in 2012. In 2013, there was a statistically significant relationship between gender and saving money, court-ordered payments, and personal entertainment; males were more likely than females to save their money, spend their money paying court-ordered payments, and pay for personal entertainment. Additionally, there were significant relationships between age and household expenses and court-ordered payments; older youth were more likely to spend their money on household expenses than younger youth and 18-21 year olds were more likely to pay court-ordered payments than other aged youth. Youth receiving CalWORKs and pregnant/parenting youth were both more likely to spend money on car related expenses.

Planning for the Future

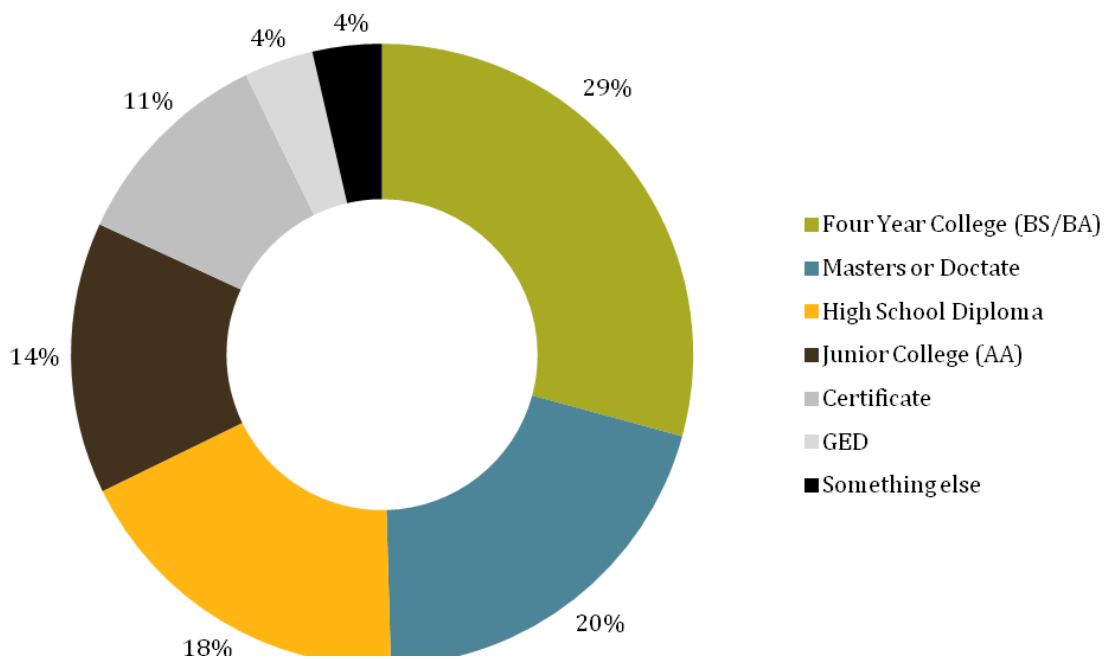
Through workforce training, mentoring, and educational lessons, the SCYEC hopes to instill youth with aspirations for the future. At the Opportunity Fair, which is coordinated by the Sonoma County Human Services Department and the Youth Council, youth had the chance to meet and talk to future employers, educators, and business professionals in Sonoma County. The fair was a networking event held at the end of the summer program that also gave youth the opportunity to practice interview skills through mock interviews. At the end of the event, youth are asked to complete a brief evaluation of the event. Nearly all of the 171 youth that completed the participant evaluation (92%) enjoyed the event, 70% of youth found the resources will help plan for their future, and 87% of youth felt the mock interview session was helpful. The following graph shows the percent of youth that found the specific resources most helpful.

Opportunity Fair Most Useful Resources



Youth were asked about their educational plans before and after the summer. At the end of the SCYEC, 63% of youth wanted to pursue an Associate’s degree (AA) or higher. When comparing goals before SCYEC to goals after, there was not a significant difference between the average degree youth wanted to pursue prior to starting SCYEC to after SCYEC. Youth’s highest degree desired is illustrated in the following chart.

Highest Educational Degree Desired



Youth are provided with a lifelong membership to Kuder Navigator, an online career exploration system hosted by the Sonoma County Office of Education. This membership allows them to complete career interests, skills confidence, and work values assessments. The career interest assessment is a short questionnaire that measures the youth’s interests and aligns them with career clusters.

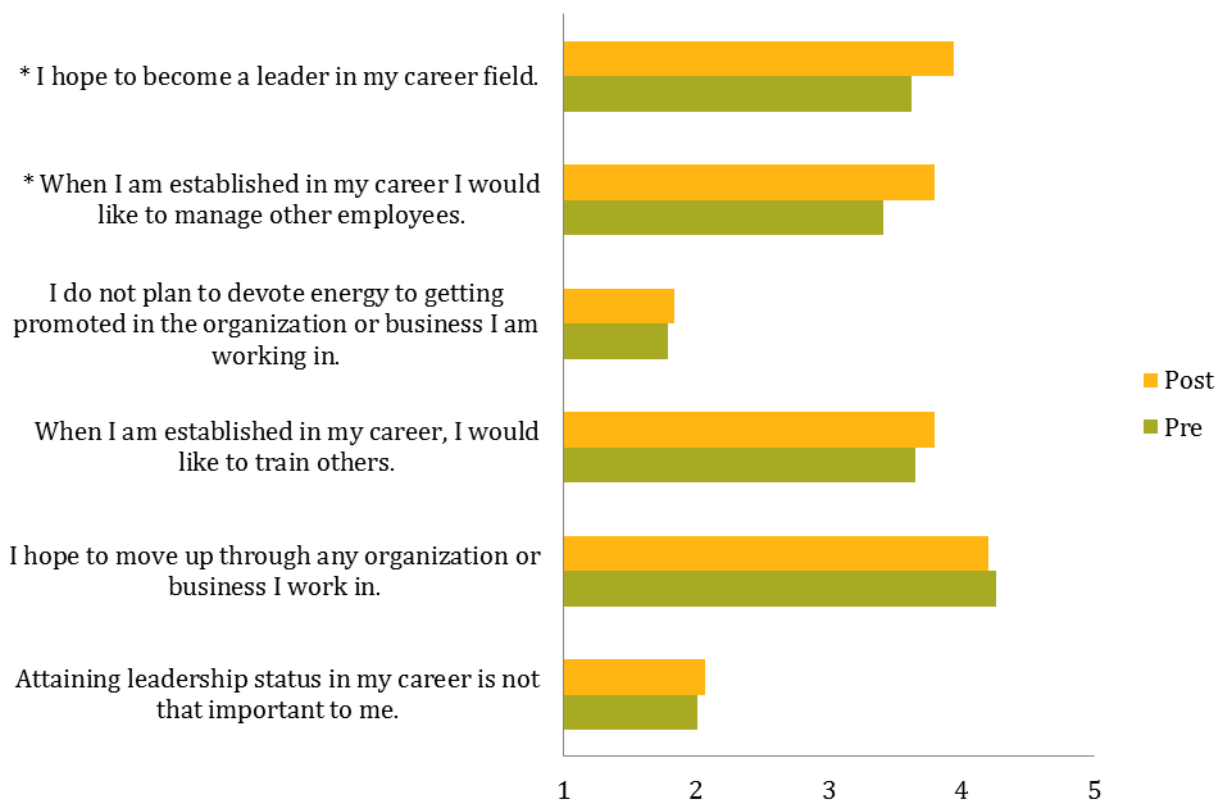
Youth answered questions on their career interests on pre and post program surveys. Additionally, youth answered a question about an interest in ecology and environment careers. 52% of youth were interested in a career in ecology and the environment at the end of the summer. There was no difference between the response to this question on the pre test and post test.

Youth’s career aspirations were measured using the Career Aspiration Scale, which had youth rate six statements using a five-point Likert scale from one (not at all like me) to five (exactly like me). The items were as follows:

1. I hope to become a leader in my career field.
2. When I am established in my career I would like to manage other employees.
3. I do not plan to devote energy to getting promoted in the organization or business I am working in.
4. When I am established in my career, I would like to train others.
5. I hope to move up through any organization or business I work in.
6. Attaining leadership status in my career is not that important to me.

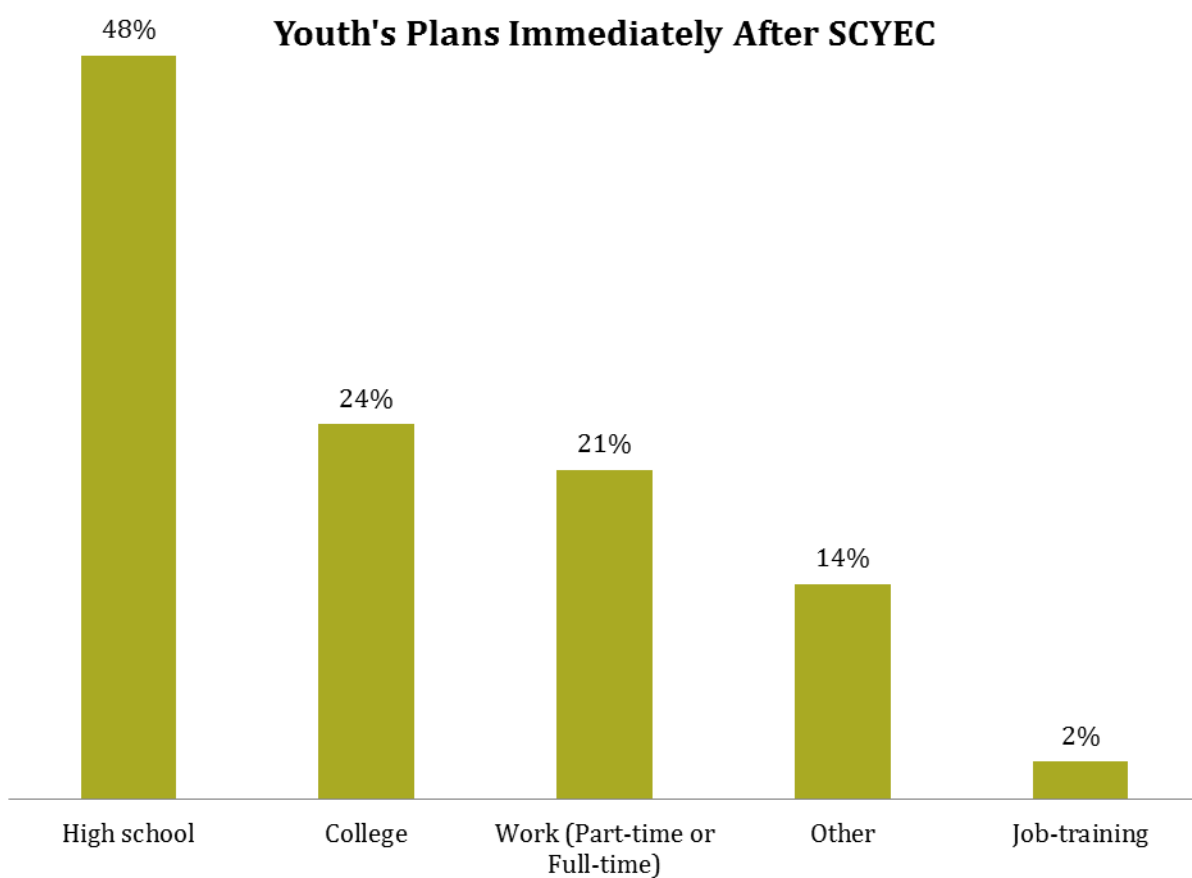
Please note items 3 and 6 are reverse scored.

Youth's Career Aspirations Average Response Level



There was a statistically significant increase in the average agreement with two of the items: I hope to become a leader in my career field and when I am established in my career field I would like to manage other employees. There was no statistically significant change from pre to post on the other four items.

Finally, youth submitted information on their plans immediately following the SCYEC. Forty-eight percent of youth had plans to return to high school in August and 24% had plans to continue on to college, with 80% of those youth planning on attending Santa Rosa Junior College. Twenty-one percent of youth had plans to work (either part-time or full-time) and 2% were attending a job-training program. Additionally, some youth were continuing on with the extended crew, obtaining their GED, applying for jobs, or did not know. These youth are counted as “other.” The following chart illustrates youth’s plans immediately following the SCYEC. Percents do not equal 100% because some youth had multiple plans (i.e. returning to school and working).

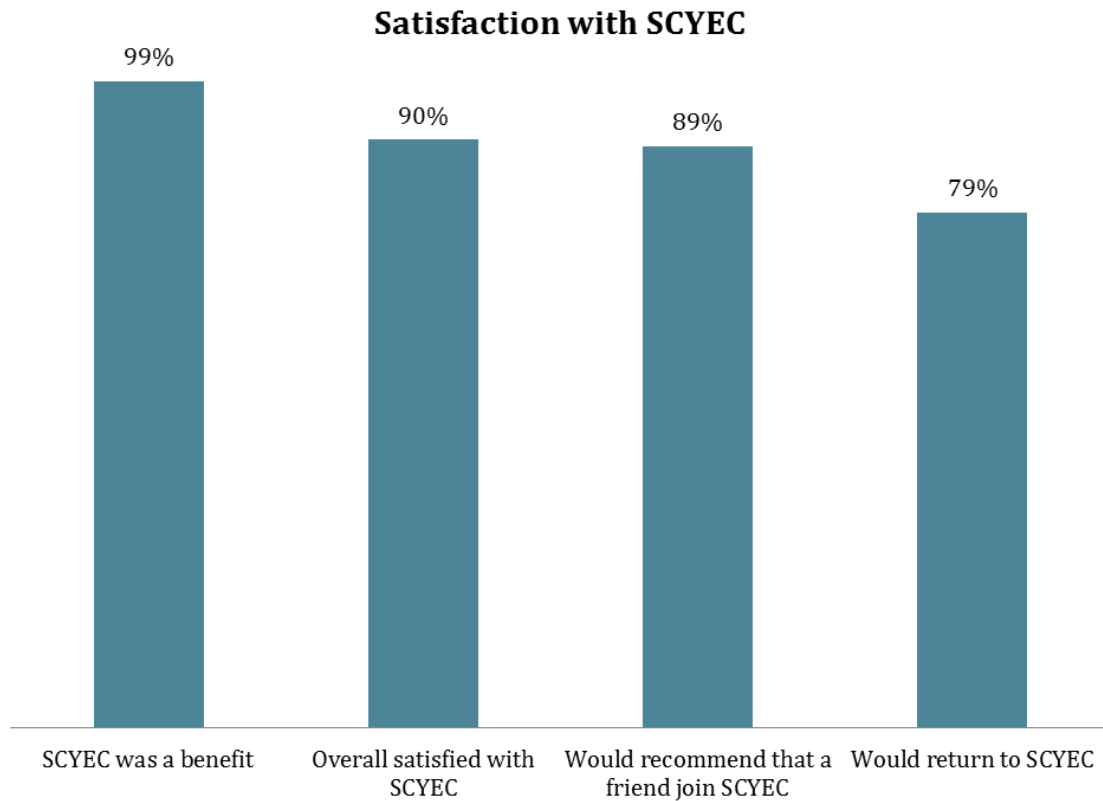


“I believe that the SCYEC is a positive building block for today’s youth. This program builds a great work ethic through modeling and positive reinforcement.” - Project host

Youth Satisfaction

Before starting the program, youth were asked if they thought the SCYEC would be a benefit to them. Almost all (97%) of youth said that it would. Most reasons included getting work experience and getting paid.

Overall, youth seemed to enjoy the SCYEC, and 99% felt that they benefited from the program. The benefits were similar to what youth expected prior to starting the program (work experience and money), but youth also enjoyed learning about the environment and working with peers. Moreover, 79% of youth stated they would return to SCYEC and 89% would recommend a friend join SCYEC. The graph below illustrates youth’s satisfaction with the SCYEC.



Youth felt that the best part of the SCYEC was getting paid and making new friends. In addition, most youth felt that the SCYEC did not need any improvement. Youth that offered suggestions, generally discussed better organization, more money and/or hours, and better tools.

“It helped me experience new things. I learned how to communicate with people and how to work with new people. I also learned a lot about the ecosystem. I gained skills I didn't have before SCYEC. I learned how to write a resume and work in a community.” - Youth participant

Safety

A primary focus for the SCYEC youth working on crews is safety. When working outdoors with tools, it is necessary that youth have appropriate training and understand safety precautions. Before beginning the summer youth were asked to rate their expectations of certain safety issues and after the summer youth were asked to rate if the safety issues were met. The questions were worded as eight statements and the youth were asked to mark their level of agreement with the statements. Youth on crews rated their expectations for each of the statements; however, youth in individual placements only responded to the first three items (Use work equipment properly, participate in safety training, and not take shortcuts). In the following graph, 1 corresponds to strongly disagree and 5 corresponds to strongly agree.

Youth's Safety Expectations



Only 14 youth had safety concerns before beginning the summer. The concerns were related to heat exposure, poison oak, wasps, and ticks. Ninety-three (93%) percent of youth felt their crew members took safety seriously and 97% felt there was enough time to safely complete their work. Additionally, 96% of youth felt they received enough supervision this summer.

ENVIRONMENT

Completed Ecology Projects

The type of project varied by worksite, but included creek restoration, landscaping, trash removal, trail maintenance, and invasive plant removal among other tasks.



In 2013, crew members collectively accomplished the following throughout Sonoma County⁴:

- Maintained 55,200 feet (or 10.5 miles) of waterway
- Maintained 48,299 feet (or 9.2 miles) of trail
- Cleared over 8 acres of land
- Planted 1,532 crops covering over 4,208 square feet
- Planted 104 plants
- Removed over 131,635 square feet of invasive plants and 694 trees
- Harvested 2,300 pounds of crops
- Distributed 1,000 pounds of crops
- Removed over 24,719 pounds and 25.8 cubic yards of debris or garbage
- Removed over 400 thirty-gallon garbage bags of vegetation
- Painted 570 square feet
- Filled 820 Dri-water tubes
- Managed storm water runoff using 514 square feet swale
- Built tents, windows, and an ADA-compliant picnic area

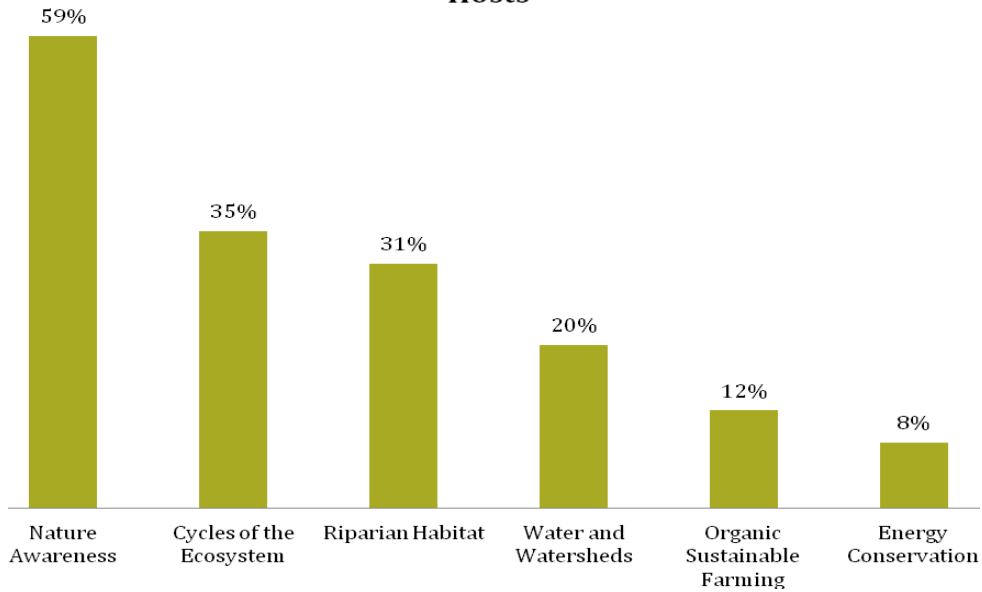


“Removing invasive species from our landscaped areas is a great benefit to the balance and sustainability of our ecosystems. Also removing trash and litter not only provides a safe and beautiful environment in our parks but also helps prevent injuries to wildlife.”
- Project host

Additionally, during the project, project hosts taught the youth environmental education lessons. This education was related to the project type and varied by location. The most common environmental education lesson taught was nature awareness, which was taught by 59% of project hosts.

⁴ Some of the results were not quantified and are not reflected in these totals.

Environmental Education Lessons Taught by Project Hosts



Crew members and project hosts were pleased with the work that was completed during the summer. Project hosts were appreciative of the work performed by crew members, and cite that the work that was done by SCYEC crews either wouldn't have otherwise been completed or would have taken up limited staff time to accomplish.

“SCYEC provides valuable support to our parks at a time when our budget would not allow us to accomplish all of the work they were able to do. This was also a wonderful opportunity for park rangers to show the students what we do and encourage them to consider a career in the natural resource field.” – Project host

Project hosts estimated that the work the crews completed over the summer saved their organization:

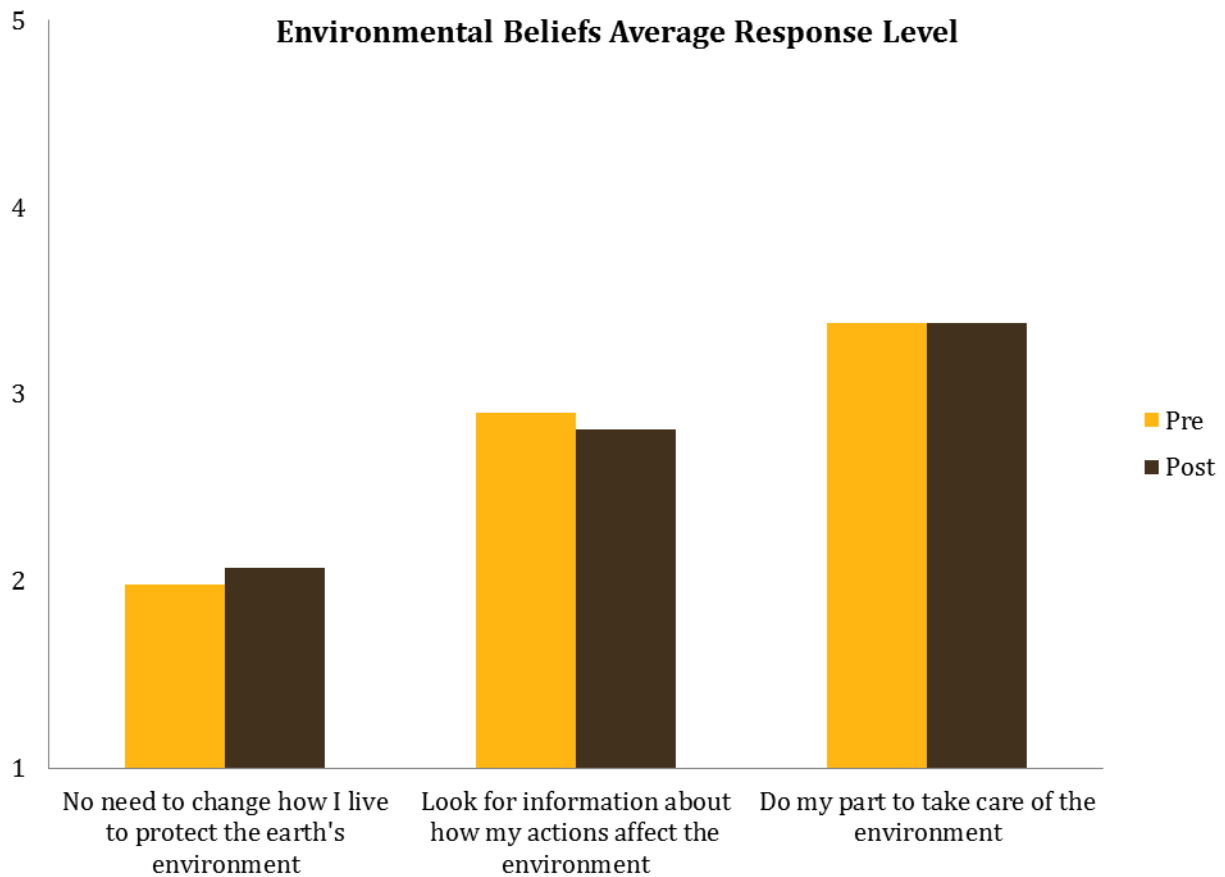
- \$6,600 in material costs
- Over 5,116 hours in staff time, valued at over \$85,772

Environmental Stewardship

All participating youth completed questions related to environmental stewardship. The three questions were adapted from the Child Trends for the Flourishing Children Project. Youth were asked to rate their agreement with three statements from one (not at all like me) to five (exactly like me). The statements were as follows:

1. I believe there is no need to change how I live to protect the earth's environment.
2. I look for information about how my actions affect the environment.
3. I do my part to take care of the environment.

There were no statistically significant changes from pre to post. These questions were new to the 2013 evaluation.



SCYEC Worksites

The following is a list of the work sites, both crew work and individual placements, for the summer.

Crew Work⁵

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Ag & Open Space <ol style="list-style-type: none"> a. Paulin Creek Open Space Preserve 2. Allman Marsh 3. Austin Creek 4. Badger Park 5. Bounty Farm 6. Brush Creek Restoration 7. Camino Collegio 8. City Park 9. City of Rohnert Park <ol style="list-style-type: none"> a. City Hall and surrounding buildings b. East Cotati Ave. Footpath c. L Section Footpath d. Rainbow Park | <ol style="list-style-type: none"> e. Snyder Lane Footpath 10. Chanslor Ranch 11. Clark Park 12. Cloverdale Boulevard 13. Colgan Creek 14. College Creek 15. Community Family Services Agency 16. Copeland Creek 17. Corona Creek 18. Flat Rock Park 19. Foothill Boulevard 20. Furber Park 21. Gateway Park 22. Guerneville Senior Center 23. Healdsburg Community Center 24. Hidden Valley Park 25. Jack London State Park 26. Kawana Springs Creek 27. LaFranchi Dairy 28. Laguna Environmental Center |
|--|---|

⁵ Some of the exact worksites at the city and regional parks may be missing.

- 29. Landpaths
 - a. Bayer Farms
 - b. Colgan Creek
 - c. Poppy Creek
 - d. Riverfront Park
- 30. Lake Ilesanjo
- 31. Lake Sonoma
 - a. Yorty Creek
- 32. Ledson Marsh Dam
- 33. Lornadell Creek
- 34. Matanzas & Spring Creeks in Doyle Park
- 35. Monte Rio Recreation and Parks
 - a. Creekside Park
- 36. Paulin Creek
- 37. Piner Creek
- 38. Poppy Creek
- 39. Ragle Ranch
- 40. Regional Parks
 - a. Chanate Historic Cemetery
 - b. Doran Beach
 - c. Maxwell Park
 - d. Norton Mental Health Center
 - e. Spud Point
 - f. Sonoma Valley Regional Parks
- 41. Rockpile Road at Lake Sonoma
- 42. Roseland Creek
- 43. Santa Rosa City Parks
- 44. Santa Rosa Creek
- 45. Shollenberger Park
- 46. Sierra Park Creek
- 47. Social Advocates for Youth
 - a. Stepping Stones
- 48. Sonoma County Water Agency Facility at Aviation Blvd.
- 49. Sonoma County Water Agency Facility at Mirabel
- 50. Sonoma State University
- 51. Stewards of the Coast & Redwoods
 - a. Bullfrog Pond
 - b. Austin Creek
 - c. Armstrong Woods
- 52. Sugarloaf
 - a. Annadel State Park
 - b. Headwaters
 - c. Maple Glen
 - d. McCormick Addition
 - e. Quercus
 - f. Grandmother Oak
 - g. Wildcat Creek
- 53. Wendell Creek
- 54. West County Community Services
- 55. Yardsley River Heritage Center



Individual Placements

- 1. Boys and Girls Club
- 2. PEP Housing
- 3. Petaluma Bounty
- 4. Petaluma People Services Center
- 5. Pets Lifeline
- 6. Rohnert Park Animal Shelter
- 7. Rohnert Park Senior Center
- 8. Santa Rosa Junior College
- 9. Sonoma Valley Teen Services
- 10. Sunflower Garden
- 11. The Center for Social and Environmental Stewardship's Native Plant Nursery
- 12. TLC Child and Family Services Transitional Housing Program (THP)
- 13. VOICES Sonoma

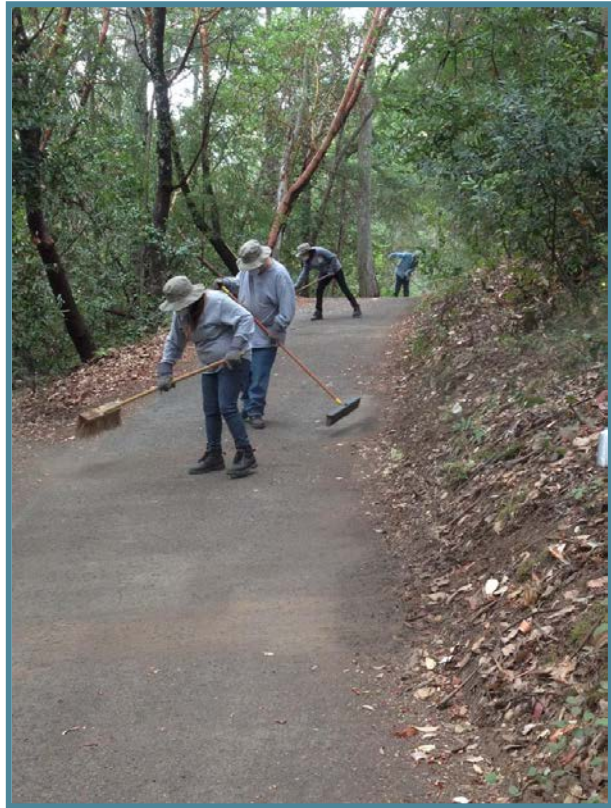
COMMUNITY

Exposure to Community Service

SCYEC youth experienced what it is like to give back to their community. Crew members saw their contributions to the community through environmental restoration, whereas youth in individual placements had an impact through the organizations they assisted and clients they served. After the program, youth voiced feeling pride in the work they accomplished. Additionally, project hosts acknowledged the impact the youth had on the community.

Before the summer, the Sonoma County Water Agency advertised community service days. Youth were encouraged to attend these events as an introduction to the SCYEC. The Sonoma County Water Agency hosted four community service days: December 8, 2012, January 12, 2013, February 2, 2013 and March 9, 2013. It was intended that

those youth who participated in at least one community service day would be given special consideration by the youth agencies when hiring youth for Sonoma County Water Agency crews. All youth that attended a community service day were contacted by the youth providers and offered interviews, with 36 submitting an interest form. Of those, 20 were hired.



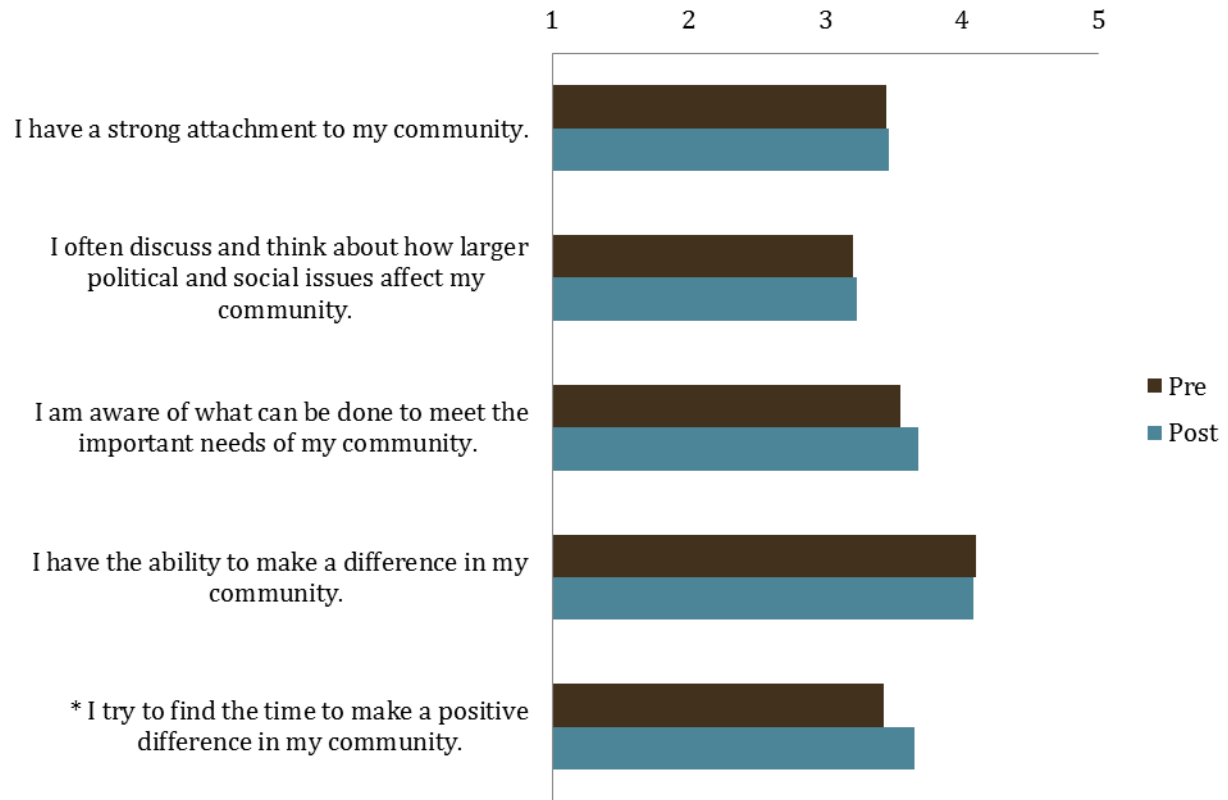
“The children we serve are impacted by the youth that assist them and present themselves as positive role models in the community.” – Project host

Connection to Community

Youth completed five questions on the pre and post surveys to assess their connection to their community. This tool was adapted from the National Youth Corps evaluation. The questions asked youth to respond on a scale from one (strongly disagree) to five (strongly agree) of how much they agreed with each statement. The statements were as follows:

1. I have a strong attachment to my community.
2. I often discuss and think about how larger political and social issues affect my community.
3. I am aware of what can be done to meet the important needs of my community.
4. I have the ability to make a difference in my community.
5. I try to find the time to make a positive difference in my community.

Youth's Connection to Community Average Response Levels



There was a statistically significant increase in the mean response level to “I try to find the time to make a positive difference in my community” from pre to post (3.4 and 3.7, respectively).

Individual Placements

Project hosts estimated that the work the individual placements completed over the summer was valued at over \$14,726.

Community Benefits

SCYEC projects help prevent flooding, maintain our parks, sustain community gardens, and address safety issues on public trails and pathways.

- Flood Prevention: urban and rural stream maintenance
- Public Access: trail and bridge building, park maintenance
- Public Safety: trail and bicycle path visibility
- Sustainable Foods: community gardens

DISCUSSION

2013 marked the fifth year of the SCYEC summer program. SCYEC continues to provide at-risk youth with an eight week paid employment opportunity and local organizations with labor and assistance. The SCYEC Leadership Team and youth provider agencies recognize the importance of meeting the needs of Sonoma County's youth; however, funding continues to drive the selection process, limiting the number of youth that can be hired. The majority of SCYEC's funding sources are reserved for at-risk youth, including youth receiving CalWORKs, current or former foster youth, court-affiliated youth, pregnant or parenting teens, and high school dropouts. This allows the SCYEC to serve those most at-risk for being disconnected to their community (not attending school or being employed), which is associated with many adverse outcomes.

As with previous summers, youth participating in the SCYEC gained skills considered desirable for entry-level employment by local employers, as well as environmental and ecological knowledge. Youth continue to describe the relationships among crew members as one of the most enjoyable aspects of the SCYEC.

At a time when jobs for young people are still scarce, youth in the SCYEC not only get a steady paycheck for the summer, but also get the benefit of working outdoors and giving back to their community. Over the summer, the projects the youth completed helped maintain creeks, trails, and parks, making life in Sonoma County more enjoyable for residents. Project hosts voice appreciation for the work of the crews, as much of the work either would have not been completed or would have taken longer without the help of the youth.

The strong leadership and commitment that the SCYEC Leadership Team, funders, youth provider agencies, and program staff provide allow for the SCYEC experience to continue past the summer for some youth. Older youth, ages 18 and up have the opportunity to work beyond the summer on extended and year round crews with the Sonoma County Water Agency. This year 32 youth continued onto the extended crew and 16 were selected to participate in a year-round crew.

After reviewing the results of the evaluation, the SCYEC Leadership team made several recommendations for the upcoming year(s) of SCYEC. These recommendations are detailed on page 51-52 and relate to both the program design and evaluation. The Leadership Team believes that putting these recommendations in place will allow the SCYEC to better serve the youth of Sonoma County and measure the success of the program.

PROGRESS ON 2012 RECOMMENDATIONS

Each year, after reviewing the results of the summer program, the Leadership Team makes recommendations for improvement. These recommendations are tracked year to year. The following are the recommendations from the 2012 summer and their status for this summer.

PROGRAM DESIGN

Community Service Days

2012 Finding: Community service days were intended to be used as an eligibility requirement for Sonoma County Water Agency funding; however, there was low turnout to the events. The events are an important pre-screening tool because youth get experience working in creeks and understanding appropriate dress before ever being hired.

2012 Recommendation: Advertise community service days more broadly and use as a prerequisite for hiring and funding decisions.

2013 Status: Community services days were advertised extensively and all youth who attended a community service day were contacted by a youth provider to apply for the summer program and were invited to an interview.

Completion

2012 Finding: Nearly 20% of youth hired did not complete the summer. Although there are some acceptable reasons for not finishing employment (i.e. family emergencies or finding other employment), the SCYEC wants to better understand the needs of those not completing the summer and how to meet those needs.

2012 Recommendation: Identify ways to understand and meet the needs of youth who are at risk for not completing the summer.

2013 Status: Evaluation forms attempted to collect more information on reasons for youth not completing the summer program. More research is needed to fully understand the reasons for dropping out (for a negative reason) and how to meet the needs of youth at risk for dropping out (for a negative reason).

EVALUATION

Safety

2012 Finding: Safety is extremely important to the success of the SCYEC. Current survey questions measure youth's recognition of safety importance but do not relate the questions back to the youth.

2012 Recommendation: Adapt safety questions to reflect the importance of safety to youth and how youth felt about how SCYEC handles their safety.

2013 Status: Safety questions adapted to reflect youth's expectations of how safety would be handled prior to the summer and how they felt safety was handled after the summer.

Environmental and Community Results

2012 Finding: The SCYEC evaluation report accurately captures the impacts of the program on youth; however, there are limited measures of environmental and community impacts.

2012 Recommendation: Measure and report impacts to youth, environment, and community in a more balanced way. Add additional measures of environmental and community impacts to better assess the SCYEC's success.

2013 Status: Additional questions were added to the youth surveys to capture youth's connection to the community and environment. In addition, more data was gathered to better quantify and understand the impact of crew work to the environment.

Work Skills Assessment

2012 Finding: Youth with previous SCYEC experience and no SCYEC experience have statistically similar performance evaluations. It is hypothesized that youth with prior SCYEC experience should have higher initial work skill ratings; however, this is not being captured by the current measure. In addition, crew leaders feel that they do not know the youth and their skills well enough the first week to give an accurate rating.

2012 Recommendation: Research outcomes- and evidence-based work skills assessments for youth and select a measure that will most accurately measure youth's work skill improvement.

2013 Status: The work skill assessment utilized was based off the performance evaluation matrix developed by the Sonoma County Youth Council. In prior years, this matrix was used as a tool to help crew leaders and supervisors complete the performance evaluation, as it gave examples of behaviors and attitudes of youth observed at various experience levels. This year, the matrix was used as the sole method of measuring youth's work skills. It provided a more objective assessment of the youth, as crew leaders and supervisors were required to select the behaviors a youth was exhibiting versus rating their level in a certain skill.

2012 Recommendation: Conduct the first performance evaluation the second week of the program so crew leaders have a better opportunity to get to know the youth and are not just "guessing."

2013 Status: The first performance evaluation was conducted the fifth day of the program.

Career Pathways

2012 Finding: The SCYEC wants to understand youth's long-term goals and see if crew work impacts interest in ecology and environmental careers. Many youth voice an interest in working at the Sonoma County Water Agency at some point throughout the summer; however, they do not select ecology and the environment as a career interest on their surveys. Youth may be overwhelmed by the amount of career choices on the survey and may also not understand the connection between career areas and specific jobs.

2012 Recommendation: Narrow down career choices on surveys. Use established career clusters and provide job examples. Add an additional question about interest in ecology and the environment careers on the pre and post program surveys.

2013 Status: The goal of this recommendation was to better understand youth's career aspirations. Instead of using career clusters, the questions on the pre and post surveys related more to leadership and aspirations. An additional open-ended question was added to ask about the youth's dream job. A question about interest working in a career related to ecology and environment was added.

2013 RECOMMENDATIONS

After reviewing the results from the summer program, the Leadership Team made the following eight recommendations for next year.

PROGRAM DESIGN

Applications, Hiring, Completion, and Gender

Over the years, the SCYEC has seen a decrease in female participation in the summer program. Although female participation in 2013 was higher than in 2012, the Leadership Team recognizes that there is an imbalance.

Recommendation: Increase recruitment to females prior to summer enrollment and make efforts to increase female participation and completion of the SCYEC.

Job Link Services

Unemployment rates for youth are much higher than for young adults and adults. Although a majority of SCYEC youth return to high school and college after the summer, a number of youth seek other employment opportunities. Sonoma County Job Link is a workforce service center. Job Link can provide services to youth over 18 years of age, including linking youth to resources such as options after high school, career planning, volunteering, college preparation and financial aid, and careers in the military.

Recommendation: Link participating youth, especially those not attending school, to Job Link services to ensure all youth have a plan at the end of the summer.

Opportunity Fair

The Opportunity Fair is a chance for participating youth to explore job options in Sonoma County, practice interview skills, and discover educational opportunities. Youth enjoyed the exhibitor booths but voiced a desire for a greater number of environmentally related exhibitors, as well as additional training, work, and educational opportunities.

Recommendation: Expand the Opportunity Fair to include more exhibitors, especially in relation to environmental and ecology work. Include additional training, work, and educational opportunities to give youth a broader idea of future possibilities.

Individual Placements

Although SCYEC is primarily crew-based, some youth choose to participate in an individual placement. Youth receiving an individual placement work at non-profit public and private organizations. The daily activities of the individual placement vary by organization; however, all placements should meet the SCYEC standards and provide youth with an enriching work experience.

Recommendation: Approve the work activities of individual placements to ensure that all youth placements are up to the standards of the SCYEC and will meet youth's needs.

Effective Programming

The literature review cited a synthesis of 100 youth development and employment programs. This synthesis identified 8 common principals for effective programming.

Recommendation: Integrate Partee & Halperin (2006)'s 8 common principals for effective programming into the SCYEC program design.

EVALUATION

Program Surveys

The SCYEC targets at-risk youth, and many who participate may be reading below grade-level. To ensure that the results of the evaluation are as reliable and valid as possible, it is important to confirm participants understand the questions on the program surveys.

Recommendation: Have former SCYEC youth assist the Human Services Department evaluation staff with creating appropriate survey questions.

Training

Before the beginning of the program, crew leaders and provider agencies receive training on the evaluation tools and surveys. They serve as the main intermediary between the evaluation staff and the youth and project hosts. To guarantee data is of the highest quality, youth providers assisting participating youth and project hosts to complete the forms should understand the evaluation tools.

Recommendation: Conduct trainings for crew leaders, youth providers, and project hosts on the importance of the evaluation tools, details of the surveys, and how to complete each form. Human Services Department staff should also prerecord a webinar for crew leaders, youth providers, and project hosts to reference throughout the summer.

Data Collection

Much of the data that has been collected from youth and project hosts has been through surveys and more quantitative measures. Anecdotally, some of the impacts may be missed. To better understand the changes to youth and project hosts, evaluators should conduct focus groups and interviews, in addition to the current survey methods.

Recommendation: Conduct focus groups with youth and follow-up interviews with project hosts to gain a better understanding of some of the impacts of the SCYEC.

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APPENDICIES

YOUTH FORMS

Youth were asked to complete multiple forms throughout the summer for evaluation and tracking purposes. The following are the forms and information collected from youth:

Interest Form

Completed by all youth applying for a summer jobs position. The information collected is as follows:

- Name
- DOB
- Age
- Sex
- Address
- Email
- Phone number
- Race/Ethnicity
- Participation in SCYEC in 2009, 2010, 2011 and/or 2012
- Participation in Sonoma County Water Agency community service days
- Youth target groups (Foster youth, CalWORKs, Pregnant and parent of a child, involved in the legal system, high school dropout)
- Over 18 years old and independent
- Had a job before
- Return to high school or college in August 2013
- Highest grade completed
- Have high school diploma, GED, or Completion Certificate

Pre-Program Survey

Completed by all youth hired for the 2013 summer. The information collected is as follows:

- Name
- DOB
- Environmental knowledge questions (crews only)
- Environmental stewardship questions
- Connection to community questions
- Safety expectation questions (a-e, crews only)
- How do you think you will spend your income?
- How far do you plan to go in school?
- What job would you most like to have?
- Career aspiration questions
- Plans immediately after SCYEC
- SCYEC will help me gain/improve the following essential skills
- Do you think SCYEC will be a benefit to you?

Post-Program Survey

Completed by all youth that completed the 2013 summer. The information collected is as follows:

- Name
- DOB
- Environmental knowledge questions (crews only)

- Environmental stewardship questions
- Safety expectation questions (a-e & i-k, crews only)
- Did you receive enough supervision?
- Did your fellow crew members take safety seriously?
- Was there enough time to safety do your work
- Did your Crew Leader/Supervisor review your performance evaluation with you
- Was the performance evaluation useful in improving your job skills?
- How did you spend the money you made this summer?
- How far do you plan to go in school?
- What career would you most like to have?
- Career aspiration questions
- Plans immediately after SCYEC
- Overall I was satisfied with SCYEC
- I would return to SCYEC
- I would recommend that a friend join SCYEC
- SCYEC helped me gain/improve the following essential skills
- SCYEC was a benefit, why?
- Best part of SCYEC
- Suggestions about changes to make to SCYEC for next year

Performance Evaluation (Two times)

Completed by crew leaders and supervisors in June and August for youth currently employed. The information collected is as follows:

- Name
- DOB
- Skill level assessed by supervisor/crew leader using performance evaluation matrix for 12 skills and an additional 5 if on a crew or an additional 4 if in individual placement

PROJECT HOST FORMS

Project hosts were asked to document the work completed at their worksites over the summer.

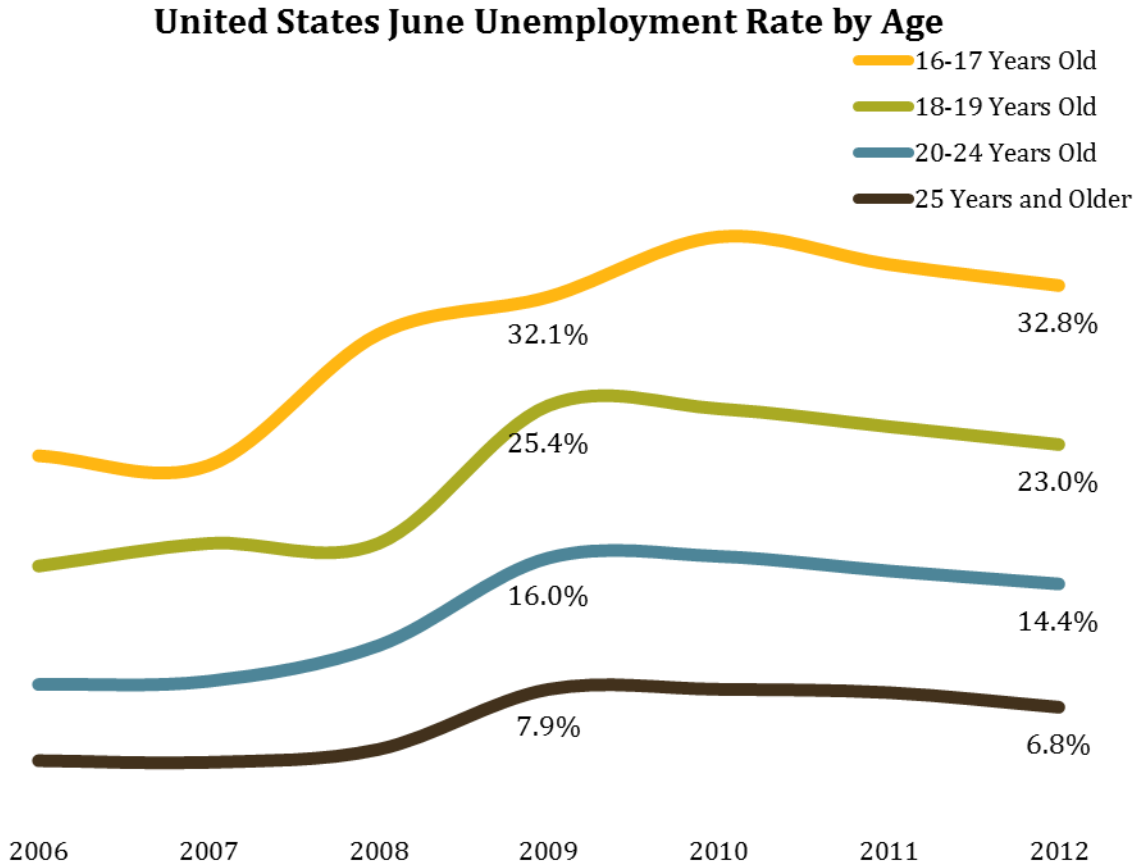
Project Host Report

Completed by project host sites at the end of the summer. The information collected is as follows:

- Organization
- Youth provider agency
- Type of assignment
- Project type
- Work completed
- Contributions
- Savings
- Benefits/impacts for youth, environment and community
- Participate in SCYEC again?
- What worked well?
- What could be improved for next year

SUMMER UNEMPLOYMENT

Sonoma County monthly unemployment rates are unavailable by age. This graph shows national rates of unemployment in June by age (U.S. Bureau of Labor Statistics). It is likely that Sonoma County monthly breakdowns would have similar age discrepancies.



PERFORMANCE EVALUATION MATRIX

The performance evaluation matrix was developed for supervisors and crew leaders to use when evaluating youth’s work skills throughout the summer. The matrix helps to ensure that all supervisors and crew leaders are evaluating youth’s performance in the same manner.

DIRECTIONS: The Worksite Supervisor will complete this Performance Evaluation to measure a youth’s readiness for successful transition into the workplace. It includes skills, attitudes, and values that are essential for professional success. Please provide an honest assessment of the youth’s level of performance. Complete this Performance Evaluation two times – on June 21 and August 2 or when a youth starts SCYEC and ends SCYEC. This MATRIX provides examples of behavior at each level of skill. It is intended to help you more fully describe the performance of each youth. **Please circle ALL behaviors, attitudes, and skills exhibited by the youth for each skill level.** In addition on the last page, list the strengths of each youth and areas that need improvement. The worksite supervisors can and should consult with their provider agency for direction when there is uncertainty.

*Skills 13-17 are just for crew members and 18-21 are just for individual placements

Skill

1. Demonstrates willingness to work	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Stops and doesn’t ask for more work • Checks cell phone frequently • Talking to friends rather than working • Leaning on tools • Waiting for someone else • Waiting for direction • Doesn’t ask questions 	<ul style="list-style-type: none"> • No longer checks cell phone • When watched is engaged in productive work • When finished with task doesn’t ask for what’s next • Doesn’t anticipate next activity • Takes a while to get ready to work – when task changes (walks slowly) • Doesn’t ask questions 	<ul style="list-style-type: none"> • Engaged in work most of the of the time (it would feel like about 90%) • Asks questions • Moves between tasks readily, efficiently, quickly • Occasionally takes initiative to start new tasks without being asked 	<ul style="list-style-type: none"> • Engaged in work 100% of the time • Offers help readily • Self starter – shows initiative
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Skill

<p>2. Demonstrates Integrity</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Hides cell phone use • Off task when crew leader not present or watching • When questioned or encouraged to get back to work, makes excuses • Does not show respect for equipment or site – or things belonging to others 	<ul style="list-style-type: none"> • When asked, admits using cell phone or being off task • Goes back to work easily when asked • Takes care of equipment and work space when reminded 	<ul style="list-style-type: none"> • Doesn't use cell phone • Easily answers questions when asked, doesn't hide anything • Independently shows respect for equipment and work space 	<ul style="list-style-type: none"> • Encourages others to take care of equipment and work space • Does the right thing when nobody is looking • Tells the truth even when it's hard • Before being asked, owns up to mistakes and suggests solutions
<p>3. Demonstrates promptness</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Often late • Often extends breaks 	<ul style="list-style-type: none"> • Rarely late • Rarely extends breaks 	<ul style="list-style-type: none"> • If late, calls that day • Returns from breaks on time 	<ul style="list-style-type: none"> • Plans ahead for being late due to a conflict • Manages breaks around work needs
<p>4. Avoids absenteeism</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Doesn't show up for work and doesn't call in • Doesn't offer an excuse when does come back • When questioned, excuse is lame 	<ul style="list-style-type: none"> • Rarely absent • When asked, has a reason 	<ul style="list-style-type: none"> • Not absent without notification • Reason for absenteeism is reasonable and acceptable (sick, doctor appointment, real family emergency) 	<ul style="list-style-type: none"> • Rarely or never absent • Doctors appointment are scheduled around work • Work is viewed as a priority for their time • If absence is necessary, it's not all day (they come back to work after the need to be absent -- for instance after a doctor's appointment)



Skill

<p>5. Avoids the use of language or comments that stereotype others</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Puts down others • Gossips • Makes derogatory comments • Comments detract from work time and work morale • Racist or sexist comments or jokes • Excessive foul language • Insensitive to negative reactions from others ("Oh dude, lighten up") • Doesn't stop when coached (doesn't generalize) 	<ul style="list-style-type: none"> • Occasionally makes an off-color joke or comment • Occasional foul language • Apologizes if asked to • Rarely puts down others for work quality 	<ul style="list-style-type: none"> • Does not intentionally make stereotyping comments • Never uses foul language • Notices response/reaction of others • Apologizes and quits if brought to their attention • Doesn't respond to other's inappropriate comments 	<ul style="list-style-type: none"> • Demonstrates model behavior of not using stereotyping comments, foul language, or inappropriate comments • Encourages others not to use stereotypical languages (acts as a leader in this area)
<p>6. Maintains appropriate grooming and hygiene</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Clothes not worn properly for the workplace • Uses heavily scented products and resists requests not to • When asked to change, resists • Visible and/or offensive body piercings or tattoos and does not accept request to cover them 	<ul style="list-style-type: none"> • Only occasionally needs reminders about appropriate dress for the workplace • Readily, willingly covers tattoos or piercings if asked • Quits using heavily scented products when asked 	<ul style="list-style-type: none"> • Come to work as clean as possible • Does not wear scented products • Wears appropriate and required clothes for the work environment • Don't wear clothes that show the 3 Bs • No offensive tattoos or body piercings (offensive to the others you are with) 	<ul style="list-style-type: none"> • Always comes to work clean and appropriately dressed • Makes suggestions to peers that are accepted by peers



Skill

<p>7. Is respectful of the opinions and contributions of others</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Talks a lot -- doesn't let other talk, dominates conversations • Interrupts • Quickly judges others' opinions • Does not try other people's ideas • Makes fun of others' opinions 	<ul style="list-style-type: none"> • Stops self when talking too much • Rarely interrupts • Makes value judgments about opinions that aren't rude but are unhelpful to the overall team spirit ("No, that's not a good idea.") 	<ul style="list-style-type: none"> • Does not interrupt • Tries other people's ideas • Does not make fun of other people's ideas (no eye rolling or gossip with others) • Asks for others' opinions 	<ul style="list-style-type: none"> • Active listening • Encourages other people to suggest ideas and opinions • Builds on others' ideas
<p>8. Takes responsibility for completing own work accurately</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Makes mistakes and doesn't notice • Has excuses for mistakes when identified • Blames others • Doesn't get work done and doesn't care 	<ul style="list-style-type: none"> • Doesn't notice own mistakes but fixes when asked • Will accept responsibility for own mistakes when pointed out to them • Completes majority of work • Wants to improve 	<ul style="list-style-type: none"> • Checks own quality without being asked • Identifies and fixes own mistakes • Talks to crew leader if unable to complete tasks • Wants to and seeks ways to improve self • Helps others when asked 	<ul style="list-style-type: none"> • Makes suggestions for improving quality of team work • Encourages others to finish their work so the whole team is complete and accurate • Voluntarily helps others
<p>9. Demonstrates willingness and ability to learn</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Does not ask questions • Is not curious about what can be learned on the job -- just putting in the time • Resists suggestions to do things differently 	<ul style="list-style-type: none"> • Sometimes asks questions • Shows some curiosity sometimes • Does things differently when asked 	<ul style="list-style-type: none"> • Asks questions • Shows curiosity • Cares about the impact of their work (impact of clean creek, impact of removing weeds, etc.) -- understands the "why" for the work • Seeks out better ways to do tasks 	<ul style="list-style-type: none"> • Seeks other (outside) sources for information that helps the work ("I was looking at this website") • Brings experiences from other parts of their life to the worksite • Learns from people other than their own crew leader/supervisor

Skill

<p>10. Works well with others as part of a team</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Works alone -- does not want to work with others • Negative attitude • Complains about others who don't pull their weight • Does not accept help from others 	<ul style="list-style-type: none"> • Works with some people but not others • Mostly a positive attitude (but some bad days) • Sometimes blames others • Usually accepts help from others 	<ul style="list-style-type: none"> • Positive attitude • Completes their own tasks in the team and then goes to help someone else • Works on tasks with other people • Knows and says the team goal • Helps keep the attitude positive 	<ul style="list-style-type: none"> • Initiates interaction with others they may not know • Invites others to work with them • Recognizes other's strengths and makes sure they work in ways that use their strengths
<p>11. Follows procedures established to promote safety on a consistent basis</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Does not wear safety equipment and resists when asked • Does not use tools correctly and resists when asked • Does not know/remember safety rules • Misuses equipment • Acts in ways or takes risks that may threaten the safety of others 	<ul style="list-style-type: none"> • Wears safety equipment usually -- and when reminded • Uses tools correctly usually -- and when reminded • Knows most safety rules -- and is open to reminders if forgets • Begins to think about safety of themselves and others before beginning tasks 	<ul style="list-style-type: none"> • Always wears safety equipment without being asked • Looks for and points out safety hazards • Reports safety incidents • Thinks about safety -- does not jump into the work without safety in mind (takes the time to think about safety) • Uses equipment correctly to ensure safety • Knows the safety rules 	<ul style="list-style-type: none"> • Appropriately makes suggestions for improving the safety of the environment • Appropriately reminds the team to be safe (wear equipment, use equipment safely)



Skill

<p>12. Interacts appropriately with the public</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Ignores the public • Makes inappropriate comments or body language 	<ul style="list-style-type: none"> • Shy -- but working to be able to respond appropriately to the public 	<ul style="list-style-type: none"> • Is polite and respectful to the public • Respond appropriately to questions • Smiles, makes good eye contact • Explains the work to the public when asked 	<ul style="list-style-type: none"> • A good ambassador for SCYEC on the worksite • After engaging with this youth, the public is impressed with SCYEC and with youth
<p>13. Demonstrates proper tool use</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Uses tools incorrectly • Tool use leads to safety hazards and threatens safety of others 	<ul style="list-style-type: none"> • Corrects tool use when reminded • Tool use occasionally leads to safety hazards 	<ul style="list-style-type: none"> • Uses appropriate tool use without reminders • Tool use does not threaten the safety of others 	<ul style="list-style-type: none"> • Always demonstrates proper tool use • Reminds fellow crew members of tool safety and proper tool use
<p>14. Demonstrates awareness of safety hazards</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Not aware of safety hazards • Behavior threatens safety of self and others • Does not report safety hazards 	<ul style="list-style-type: none"> • Usually aware of safety hazards • Needs to be reminded by crew leader and fellow crew members about safety hazards • Sometimes reports safety hazards 	<ul style="list-style-type: none"> • Aware of safety hazards • Reports safety hazards to crew leader 	<ul style="list-style-type: none"> • Always reports safety hazards to crew leader • Makes suggestions on how to avoid safety hazards • Reminds crew members about safety hazards



Skill

<p>15. Completes work proficiently</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Does not demonstrate accuracy, thoroughness and/or orderliness in performance of work assignments • Does not complete expected amount of crew work in a timely fashion and/or work results often contain mistakes and errors 	<ul style="list-style-type: none"> • Inconsistently demonstrates accuracy, thoroughness, and/or orderliness in performance of work assignments • May not complete expected amount of crew work in a timely fashion and/or work results may sometimes contain mistakes and errors 	<ul style="list-style-type: none"> • Demonstrates accuracy, thoroughness, and orderliness in performance of work assignments • Shows professional concern for quality and timeliness of work • Completes expected amount of crew work in timely fashion and avoids mistakes and errors 	<ul style="list-style-type: none"> • Performs work assignments with a high degree of accuracy, thoroughness, and orderliness • Frequently exceeds expected amount of crew work • Provides suggestions on how to improve efficiency of processes and assists in implementing when appropriate
<p>16. Understands the difference between native and non-native plants</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Does not understand the difference between native and non-native plants • Believes that we find only native species of plants in Sonoma County 	<ul style="list-style-type: none"> • Has a basic understanding of the difference between native and non-native plants • Cannot name or identify the difference in practice 	<ul style="list-style-type: none"> • Understands the difference between native and non-native plants, including the difference between non-native and invasive plants • Can name native and non-native plants found in Sonoma County, but cannot yet identify in practice 	<ul style="list-style-type: none"> • Understands the difference between native and non-native plants, including the difference between non-native and invasive plants • Can name and identify different species of native and non-native plants found in Sonoma County
<p>17. Demonstrates a working knowledge of basic ecology terms</p>	<p>Not Yet Observed</p>	<ul style="list-style-type: none"> • Does not know or understand basic ecology terms • Does not ask questions to gain a better understanding of ecology terms • Frequently confuses various ecology terms 	<ul style="list-style-type: none"> • Has a limited understanding of basic ecology terms such as ecology, species, population, community, habitat, niche, ecosystem, biosphere • Sometimes confuses various ecology terms, but remembers when corrected 	<ul style="list-style-type: none"> • Demonstrates a working knowledge of basic ecology terms such as ecology, species, population, community, habitat, niche, ecosystem, biosphere • Can answer questions about ecology terms when asked 	<ul style="list-style-type: none"> • Uses basic ecology terms during daily crew work activities • Explains the definition of ecology terms to fellow crew members • Has a basic understanding of more advanced ecological concepts



18. Reads and understands written information	Not Yet Observed	<ul style="list-style-type: none"> • Has trouble reading written information • Cannot interpret and understand written information 	<ul style="list-style-type: none"> • Makes mistakes when reading written information • Makes mistakes when interpreting written information • Requires some assistance when reading written information 	<ul style="list-style-type: none"> • Reads written information without mistakes • Understands written information • Does not require assistance when reading written information 	<ul style="list-style-type: none"> • Reads and understands written information • Can clearly communicate the message of written information
19. Has and applies computer skills	Not Yet Observed	<ul style="list-style-type: none"> • Requires assistance to use word processing and spreadsheets • Requires assistance to use email • Requires assistance to use Internet 	<ul style="list-style-type: none"> • Has basic word processing and spreadsheet skills • Has basic email skills • Has basic Internet skills 	<ul style="list-style-type: none"> • Familiar with word processing, spreadsheets, email, and Internet • Organizes/inputs data into computer • Generates and maintains documents 	<ul style="list-style-type: none"> • Competent at using word processing, spreadsheets, email, and Internet • Selects and analyzes information and communicates results using computers • Helps others readily
20. Demonstrates customer service skills	Not Yet Observed	<ul style="list-style-type: none"> • Fails to meet customer needs • Communicates poorly with customers • Gets frustrated with customers 	<ul style="list-style-type: none"> • Meets customer needs • Communicates adequately with customers • Sometimes gets frustrated with customers 	<ul style="list-style-type: none"> • Anticipates and meets customer needs • Communicates well with customers • Friendly • Helpful 	<ul style="list-style-type: none"> • Exceptional in anticipating and meeting customer needs • Communicates very well with customers • Always friendly • Always helpful
21. Uses and applies basic math skills	Not Yet Observed	<ul style="list-style-type: none"> • Inappropriate concepts are applied and/or procedures are used • No evidence of mathematical reasoning. • There is no use or inappropriate use of mathematical representations (e.g. figures diagrams, graphs, tables, etc.) • There is no use, or mostly inappropriate use, of mathematical terminology and notation 	<ul style="list-style-type: none"> • The solution is not complete indicating that parts of the problem are not understood • Some evidence of mathematical reasoning. • There is some use of appropriate mathematical representation • There is some use of mathematical terminology and notation appropriate of the problem 	<ul style="list-style-type: none"> • Uses a strategy that leads to a solution of the problem • Uses effective mathematical reasoning • Mathematical procedures used • All parts are correct and a correct answer is achieved • There is appropriate use of accurate mathematical representation. • There is effective use of mathematical terminology and notation. 	<ul style="list-style-type: none"> • The solution completely addresses all mathematical components presented in the task. • Applies procedures accurately to correctly solve the problem and verify the results. • Makes mathematically relevant observations and/or connections • There is precise and appropriate use of mathematical terminology and notation



SCYEC SUMMER PROGRAM PROFILE

Information youth, project hosts, and investments for the SCYEC from 2009-2013.

2009	2010	2011	2012	2013
Youth 300 Hired 27 Ecology Crews 64 Individual Placements	Youth 176 Hired 17 Ecology Crews 51 Individual Placements	Youth 192 Hired 23 Ecology Crews 21 Individual Placements	Youth 224 Hired 26 Ecology Crews 15 Individual Placements	Youth 246 Hired 25 Ecology Crews 42 Individual Placements
Project Hosts 32	Project Hosts 25	Project Hosts 26	Project Hosts 22	Project Hosts 38
Investments \$1.4 million American Recovery and Reinvestment Act; <i>Workforce Investment Act: Summer Jobs</i> Sonoma County Water Agency; <i>Flood Mitigation</i> Kaiser Permanente	Investments \$850,000 American Recovery and Reinvestment Act: <i>TANF Emergency Contingency Funds</i> Workforce Investment Act: <i>Youth Allocation</i> Sonoma County Water Agency; <i>Flood Mitigation</i> Kaiser Permanente	Investments \$973,595 Workforce Investment Act: <i>Youth Allocation</i> Sonoma County Water Agency; <i>Flood Mitigation</i> Temporary Assistance to Needy Families Sonoma County Fish and Wildlife Commission The Miranda Lux Foundation Sonoma County Ag and Open Space District Kaiser Permanente	Investments \$783,087 ¹ Workforce Investment Act: <i>Youth Allocation</i> Sonoma County Water Agency; <i>Flood Mitigation</i> Temporary Assistance to Needy Families Sonoma County Fish and Wildlife Commission Sonoma County Ag and Open Space District Kaiser Permanente	Investments \$775,794 Workforce Investment Act: <i>Youth Allocation</i> Sonoma County Water Agency Temporary Assistance for Needy Families Services for Transitional Age Youth Parks Alliance Kaiser Permanente

SCYEC Youth Agencies: Center for Social and Environmental Stewardship, Conservation Corps North Bay², Petaluma People Services Center, Social Advocates for Youth, Sonoma County Adult and Youth Development, West County Community Services

SCYEC Partners: New Ways to Work, Sonoma County Human Services Department, Sonoma County Office of Education, Sonoma County Water Agency, Workforce Investment Board, Youth Council

¹The SCYEC launched a year round program in 2012. The total allocation for the year-round SCYEC is \$1.3 million

²CCNB joined the SCYEC in the summer of 2012.



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 the County of Sonoma

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Probation

Staff Name and Phone Number:

Robert Ochs 565-2732

Supervisorial District(s):

Title: Contract with the California Department of Transportation – “Caltrans Right of Way” in Marin and Sonoma Counties

Recommended Actions:

Resolution authorizing the Chief Probation Officer to execute a contract for the term of June 30, 2014, to June 29, 2016, between the Sonoma County Probation Department and the State of California Department of Transportation, for payment by the State of California Department of Transportation not to exceed \$1,028,320, for the provision of maintenance and restoration services along various Marin and Sonoma County state routes provided by the Supervised Adult Crew program.

Executive Summary:

The Probation Department requests Board approval to enter into this contract with the State of California, Department of Transportation, for services to be provided by the Sonoma County Probation Department Supervised Adult Crew (SAC). This contract provides payment to Sonoma County Probation Department in an amount not to exceed \$1,028,320, and directs the Sonoma County Probation Department SAC perform roadside maintenance along Caltrans Right of Way in Marin and Sonoma Counties on various state routes. SAC will be contracted to provide two works crews, plus a supervisor for each crew, to work full-time (40 hours per week) throughout the contract term. Labor costs for both crews over the term of this contract are anticipated to total \$972,320, which will be recovered in full from the Department of Transportation. In addition, \$56,000 for approved equipment rental costs has been designated in the Department of Transportation budget for this project.

Typical crew duties articulated in this Agreement include: The clearing or trimming of overgrown brush and trees obstructing visibility, the creation of firebreaks at fence lines, the removal of fire tender, the planting of natural vegetation of friable cut and filling of slopes and any other areas subject to erosion, the restoration and reseeded of slopes and ditches, the restoration of plants, the elimination and maintenance of weeds, the restoration of water systems, the collection and elimination of litter and the removal of homeless encampments.

The work under this Agreement is anticipated to begin in June 2014. The work will proceed according to a schedule as agreed upon with the Department of Transportation until the contract maximum of \$1,028,320 is met or until June 29, 2016 when the contract expires, unless extended by an amendment.

Prior Board Actions:

12/10/2013 Resolution No. 13-0503 Annual endorsement of governmental contracts with SAC.
 12/12/2012 Resolution No. 12-0582 Annual endorsement of governmental contracts with SAC.
 06/12/2012 Resolution No. 12-0306 Authorization for the Probation Department to enter into an Agreement with State of California, Department of Transportation "CalTrans Right of Way" in Marin and Sonoma Counties from June 30, 2012 through June 29, 2014.

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

The endorsement of this contractual relationship and the ability to enter into this agreement align with the Safe, Healthy, and Caring Community strategic goal through their contribution to public safety. Participating in this program allow SAC clients to perform useful services for the community which may instill a sense of pride and community in offenders, potentially resulting in a lower likelihood of re-offense.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 514,160		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 514,160
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 514,160	Total Sources	\$ 514,160

Narrative Explanation of Fiscal Impacts (If Required):

No fiscal impact to the County of Sonoma Probation Department as a result of this Board Resolution.

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: Resolution establishing authority for The County of Sonoma, Probation Department, Chief Probation Officer to enter into Cooperative Agreement #04A4428 with the State of California, Department of Transportation.
Related Items "On File" with the Clerk of the Board:
Caltrans Cooperative Agreement #04A4428



County of Sonoma
State of California

Date: May 6, 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 County of Sonoma Probation Department To Enter Into An Agreement With
The State of California, Acting By and Through Caltrans, For The Period Of June 30, 2014,
Through June 29, 2016**

Whereas, the County of Sonoma desires to perform work for the State of California,
Acting by and through Caltrans; and

Whereas, the State of California, Acting By And Through Caltrans, requires a resolution
authorizing the Probation Department Supervised Adult Crew to Provide the services as
described and specified in the Agreement, and for the sum agreed upon in the
Agreement.

Now, Therefore, Be It Resolved that the Chief Probation Officer is hereby authorized on
behalf of the County of Sonoma Board of Supervisors to enter into an Agreement with
the State of California, Acting by and through Caltrans, for a term from June 30, 2014
through June 29, 2016.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: 4/5

Department or Agency Name(s): Regional Parks

Staff Name and Phone Number:

Bert Whitaker (707) 565-2041

Supervisorial District(s):

District 1

Title: Arnold Field Sonoma Valley Athletic Club Revocable License Agreement

Recommended Actions:

Authorize the Director of Regional Parks to execute a Revocable License Agreement with Sonoma Valley Athletic Club, pursuant to Government Code 25536, to provide for the operation and maintenance of Arnold Field in the City of Sonoma for the period of May 1, 2014 through April 30, 2019.
Authorize the Director of Regional Parks to approve a five year extension at the expiration of the initial term, upon satisfactory performance by the licensee.

Executive Summary:

The Sonoma Valley Athletic Club (SVAC) has operated and maintained the Arnold Field complex of athletic fields and facilities for three decades under agreements with the County. Arnold Field Complex consists of a football field and bleachers, a baseball/softball field, a concession stand and a parking lot. SVAC provides routine maintenance services including turf, infield, and irrigation system maintenance, cleaning of the restrooms, bleachers, and concession stand, replacement of field lights, and other routine maintenance to the facility.

Under the proposed license agreement, SVAC collects fees from athletic organizations that rent the facilities and uses those revenues to cover annual operations and maintenance costs associated with the Arnold Field Complex. A budget and proposed fee schedule is required of SVAC annually by Regional Parks. Per the Revocable License Agreement the Director of Regional Parks reviews and approves of any proposed fee changes and fee increases are capped at 5% annually. Use fees charged by SVAC comply with Prop 26 and do not exceed the amount reasonably necessary to cover or defray the costs of operating and maintaining Arnold Field for use as an athletic field. Government Code 25536 allows Regional Parks to enter into managerial contracts for park facilities.

SVAC is planning to enter into an agreement with the Sonoma Stompers (Stompers), a minor league baseball team, for use of Arnold Field as the Stompers home field beginning in June 2014. This activity is consistent with the County's desired use of the facility and is allowable under the proposed Revocable

License Agreement. In spring 2014 Stompers' management met with representatives of the County and City of Sonoma to discuss the project. The Stompers also hosted two community meetings and City of Sonoma discussed the proposal at two City Council meetings. The response from the community was positive. Regional Parks is working closely with the City of Sonoma and the Stompers to finalize a Special Use Permit that includes a thorough plan to mitigate any impacts from parking, traffic, noise, alcohol sales and security during the baseball games.

No other qualified group or individual has expressed interest in the daily operations and maintenance of the Arnold Field Complex. In summer of 2013 Regional Parks approached the Sonoma Valley Unified School District about managing Arnold Field, but the talks did not lead to an agreement. SVAC has operated and maintained Arnold Field satisfactorily at considerable savings to the County of Sonoma with significant benefits to the community.

Prior Board Actions:

For the past 20 years SVAC has maintained the Arnold Field Complex through a series of Revocable License Agreements with the County of Sonoma. The last Agreement was executed on July 31, 2012.

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):

SVAC maintains the Athletic Field, grounds, and parking lot and schedules field usage at Arnold Field at considerable savings to the County. SVAC Revenues and expenses are expected to be about \$20,000 in FY13-14, but the cost of providing a comparable level of service with County staff has been estimated at \$110,000 per year.

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:
Arnold Field SVAC RLA 2014.pdf



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: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Regional Parks

Staff Name and Phone Number:

Bert Whitaker 707 565-2041

Supervisorial District(s):

Third and First Districts

Title: Taylor Mountain Disc Golf Course Revocable License Agreement

Recommended Actions:

Authorize the Director of Regional Parks to execute a Revocable License Agreement with United Flyers of Sonoma for the construction, operation, and maintenance of a disc golf course at Taylor Mountain Regional Park for the period of May 1, 2014 through April 30, 2019.

Authorize the Director of Regional Parks to approve a five year extension at the expiration of the initial term, upon satisfactory performance by the licensee.

Executive Summary:

United Flyers of Sonoma (UFOS) is a local non-profit organization dedicated to promoting the sport of disc golf in the North Bay area. Founded in 1976 at Sonoma State University, UFOS currently operates and maintains a disc golf course at Crane Creek Regional Park, Lake Sonoma, Stafford Lake, and Luchessi Park. Disc golf, also called Frisbee golf, is a game in which players attempt to throw a plastic disc into a series of metal baskets located along a path or course.

UFOS seeks to install, operate, and maintain a disc golf course at Taylor Mountain Regional. A disc golf course is an approved amenity at the park per the Taylor Mountain Master Plan. The proposed disc golf course will be located on Kawana Knoll between the park boundary and the proposed Farmer's Lane extension route, an approved location per the Taylor Mountain Master Plan. The proposed disc golf course will consist of 18 fairways. Each fairway will have a tee area, signage, and a basket located 238 to 640 feet away from the tee area. Per the proposed agreement, UFOS can sponsor and conduct up to 12 fundraising tournaments annually. The proposed disc golf course will be open to the general public for use.

Pursuant to Government Code Section 26227, the Board of Supervisors may fund programs deemed by the Board to be necessary to meet the social needs of the population of the county, including but not limited to, the areas of health, law enforcement, public safety, rehabilitation, welfare, education, and

legal services, and the needs of physically, mentally and financially handicapped persons and aged persons. Section 26227 also allows the Board of Supervisors to make available to a public agency, nonprofit corporation, or nonprofit association any real property of the county which is not and, during the time of possession, will not be needed for county purposes, to be used to carry out such programs, upon terms and conditions determined by the Board of Supervisors to be in the best interests of the county and the general public. Staff is recommending that the Board find that the proposed license with United Flyers of Sonoma is necessary to meet the social needs of the community in the areas of health, public safety, welfare and education and that the property is not otherwise needed by the County for the term of the agreement.

Prior Board Actions:

November 18, 2008: UFOS and Regional Parks entered into a Revocable License Agreement for the construction, operation of a disc golf course at Crane Creek Regional Park.
 October 9, 2012: the Sonoma County Board of Supervisors adopted the Taylor Mountain Master Plan.

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

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):

No fiscal impact to Regional Parks.

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:
Taylor Mountain UFOS 2014 RLA.pdf



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 of Sonoma County

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Jody Like, 565-1119

Supervisorial District(s):

All Supervisorial Districts

Title: Domestic Cannabis Eradication Suppression Program Letter of Agreement

Recommended Actions:

Authorize the Sheriff to execute the 2014 Domestic Cannabis Eradication / Suppression Program (DCE/SP) Letter of Agreement, and any Amendments that do not substantially alter the scope of the Agreement, with the Drug Enforcement Administration (DEA) to receive a minimum of \$125,000 to be used for marijuana suppression and eradication activities.

Executive Summary:

The purpose of this item is to request that your Board authorize the Sheriff to execute the 2014 Domestic Cannabis Eradication / Suppression Program (DCE/SP) Letter of Agreement with the Drug Enforcement Administration (DEA) for the period of January 1, 2014 to December 31, 2014, and any Amendments that do not substantially alter the scope of the Agreement. DCE/SP will provide a minimum of \$125,000 to fund marijuana suppression and eradication activities that are performed by the Sonoma County Sheriff's Office. Although the grant period began January 1, 2014, delays in grant administration at the Drug Enforcement Administration (DEA) resulted in the Letter of Agreement being received by the Sheriff's Office on March 17, 2014. Funds received by the Sheriff's Office will be fully expended during the grant period as peak marijuana eradication season is late summer/early fall, which coincides with the grant period.

Since 1995, the Sheriff's Office has received grants from the Domestic Cannabis Eradication / Suppression Program (DCE/SP) to support the Sheriff's marijuana suppression efforts. Grant funds are currently administered by the Drug Enforcement Administration (DEA) and are designated to specifically cover seasonal marijuana eradication efforts. Our award receipts for the years 2009 – 2013 have been: \$85,000; \$108,000; \$110,000, \$100,000 and \$120,000. Funding increases are a result of both available program funding and the Sheriff's eradication successes from the prior year's harvest season. The Sheriff's Narcotics Task Force (SNTF) eradicated over 311,000 plants during the 2010 harvest season, 96,925 plants during 2011, 49,150 plants during 2012 and 42,782 plants during 2013. (Plant counts are based on calendar year.) Decreasing eradication numbers are anticipated and are due to the shift

towards smaller, indoor growing operations versus large, remote open spaces, and a shift toward larger plant size, which results in higher product volume per plant. Small-scale residential operations are more difficult and time consuming to eradicate because they require more pre-investigative work, including search warrants, interviews, research into claims of growing under the provisions of medical marijuana, and subsequent court appearances. For example, eradication of a large outdoor grow of 10,000 plants may take one-half day while eradication of an indoor grow of 200 plants may take 2 full days. Funding provided by DCE/SP provides additional resources to disrupt small “residential” grows in addition to eradication of large scale outdoor grows.

The Sheriff's Office has been notified that \$125,000 is available to the Sheriff's Narcotics Task Force at this time, i.e. calendar year 2014. The grant will fund deputy overtime, expendable and non-expendable equipment, aircraft rental, and training/travel costs, which have been approved by the DEA. In addition, the Sheriff will send detectives to DCE/SP conferences that may occur. The Sheriff's Office uses a team approach to coordinate its marijuana suppression efforts. The DCE/SP is only one part of a larger narcotics program.

Prior Board Actions:

Board approval of agreements for the Domestic Cannabis Eradication/Suppression Program for the past 17 fiscal years (FY 96-97 through FY 13-14).

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

This agreement for Domestic Cannabis Eradication/Suppression Program will promote a safer community by providing funds that enable the Sheriff's Narcotic Unit to continue disruption of illegal narcotics activity in Sonoma County.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 105,831.09	County General Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$ 105,831.09
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 105,831.09	Total Sources	\$ 105,831.09

Narrative Explanation of Fiscal Impacts (If Required):

In FY 13-14, \$120,000 was received in grant funding. \$105,831.09 is appropriated in FY 13-14; the balance of \$14,168.91 was applied to FY 12-13 to correspond with expenses incurred during FY 12-13. No matching funds are required for DCE/SP participation; however, effective 2012, funds cannot be used to offset the cost of benefits (FICA and workers' compensation) associated with overtime costs. This means the Sheriff's Office will fund a maximum amount of \$9,450 to participate in 2014 DCE/SP. The Sheriff feels that this expense is more than offset by the benefit of being able to implement \$125,000

worth of eradication activities that would not occur without the DCESP program. Revenues and expenditures for 2014 DCE/SP are included in the Sheriff's Office FY 14-15 recommended budget in the amount of \$125,000.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
None			

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

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

2014 Domestic Cannabis Eradication Suppression Program Letter of Agreement



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 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):

Fifth

Title: Fifth Street (#80077) and Mill Street (#80079) Parking Restrictions – Adopt.

Recommended Actions:

Adopt an ordinance establishing a No Parking Zone on Fifth Street (#80077) and Mill Street (#80079) in the Town of Guerneville.

Executive Summary:

The conditions of approval for the project entitled “Fife Creek Commons” (File No. PLP 08-0088 APN 070-020-022 & 037), located in the Town of Guerneville, 14119 Mill Street and 16312 Fifth Street, call for the prohibition of parking along portions of both the Mill Street and Fifth Street frontage.

In order to comply with this condition of approval, it is recommended that parking be prohibited in the areas shown on the plans for the above mentioned project. (Field conditions required slight modifications to the locations shown on the plans.) There is no cost to the County as the developer is responsible for the purchase and installation of the signs.

Prior Board Actions:

4/22/14: The board adopted a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance establishing a parking restriction on Fifth Street and Mill Street.

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

Restricting parking along these roadways will satisfy the conditions of approval.

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):
 No fiscal impact to the County, costs for installation of signs to be paid by developer.

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

Narrative Explanation of Staffing Impacts (If Required):
 None.

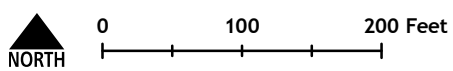
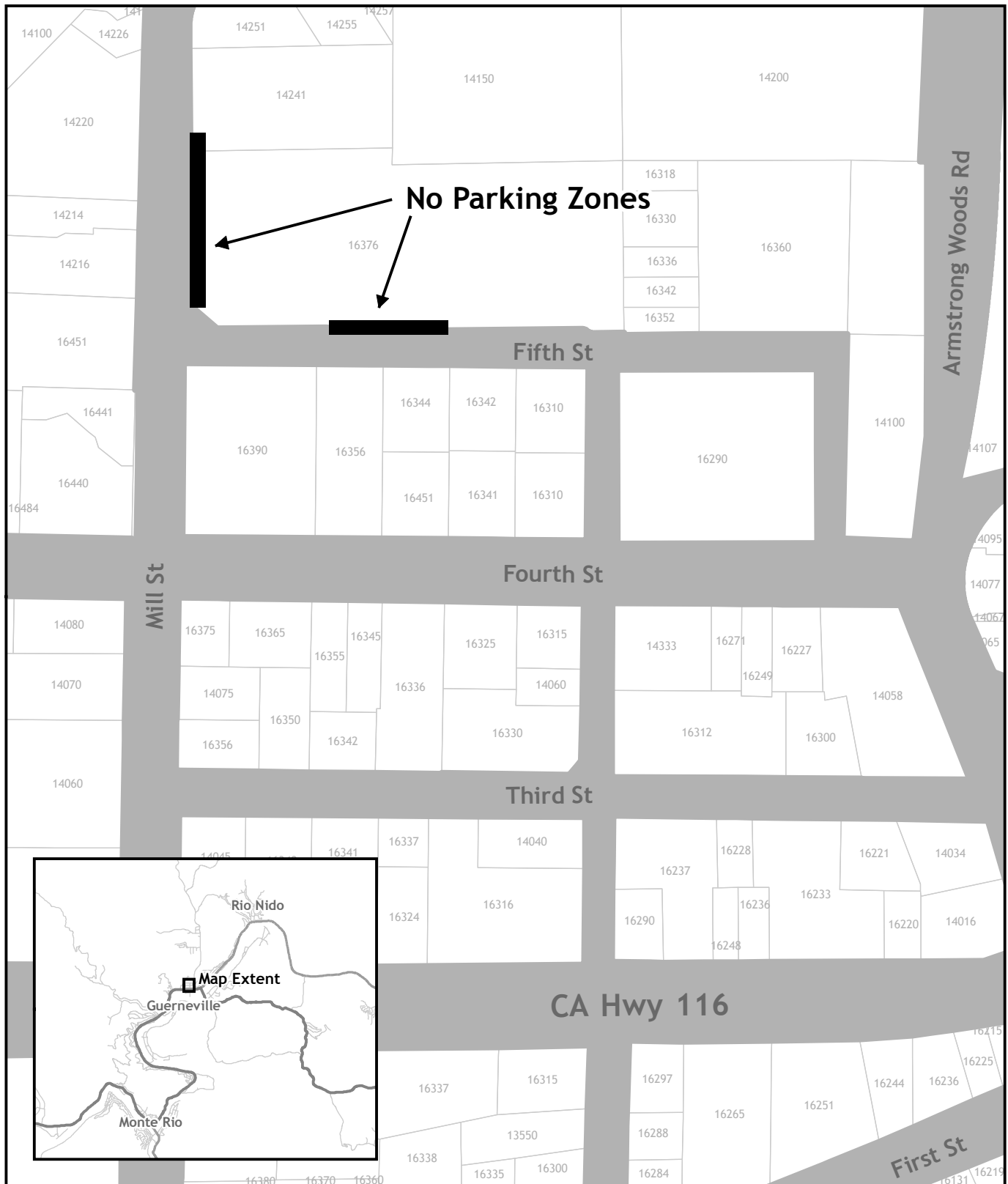
Attachments:
 Location Map; Ordinance

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

Location Map

Fifth Street and Mill Street No Parking Zones

March, 2014



ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ESTABLISHING PARKING RESTRICTIONS ON PORTIONS OF FIFTH STREET AND MILL STREET.

THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ORDAINS AS FOLLOWS:

SECTION I:

Subsection 551 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Fifth Street (#80077) beginning one hundred and seventy-three (173) feet easterly of its intersection with Mill Street (#80079) and continuing in an easterly direction along the northerly side of the road, for a distance of ninety-three (93) feet. Postmiles 10.033 to 10.050.

Subsection 552 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

Mill Street (#80079) beginning thirty-eight (38) feet northerly from its intersection with Fifth Street (#80077) then continuing in a northerly direction along the easterly side of the road, for a distance of one hundred and fifty-eight (158) feet. Postmiles 10.187 to 10.217.

SECTION II:

This Ordinance shall be, and the same is hereby declared to be in full force and effect from and after thirty days after its passage, and shall be published once before the expiration of fifteen days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the ___ day of ____, 201_, and finally passed and adopted this ___ day of ____, 201_, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin _____ Zane _____ McGuire _____ Carrillo _____ Rabbitt _____

Ayes _____ Noes _____ Abstain _____ Absent _____

SO ORDERED.

By: _____
Chairman, Board of Supervisors
County of Sonoma, State of California

ATTEST:

By: _____
County Clerk and Ex-officio Clerk of the
Board of Supervisors of said 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: May 6, 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: Acceptance of Desmond Mitigation Bank temporary easement

Recommended Actions:

Adopt resolution to authorize Chair of the Board of Supervisors to execute certificate of acceptance for the temporary easement upon the Desmond Mitigation Bank, related to mitigating the Airport Runway Safety Improvement Project.

Executive Summary:

The Transportation and Public Works Airport Division is requesting the Board of Supervisors adopt the proposed resolution authorizing and directing the Chair of the Board of Supervisors to execute the certificate of acceptance for the temporary easement upon the Desmond Mitigation Bank. The execution of the certificate of acceptance will allow staff to record the temporary access easement.

On January 14, 2014, the Board of Supervisors approved and authorized an Agreement for Sale of Wetland Credits and Riparian Opportunity between the County and the operators of the Desmond Mitigation Bank (the "Agreement"). The Agreement was executed to obtain needed wetland mitigation credits and the opportunity to perform certain mitigation work in compliance with the environmental permitting for the Runway Safety Improvement Project at the Sonoma County Airport. Per the terms of the Agreement, the parties executed a temporary access easement to allow the County to access the Desmond property as necessary.

California Government Code section 27281 requires that, in order for an easement granting an interest to a California public agency to be recorded, a certificate of acceptance must be executed, which must be authorized by the Board of Supervisors. Due to an oversight, the certificate of acceptance was not presented to the Board in January with the Agreement.

Prior Board Actions:

1/14/14: Board approved an Agreement with Desmond Mitigation Bank; 10/22/13: Board approved an agreement with East Austin LLC for conservation acreage; 9/10/13: Board approved four Agreements

and two Amendments for purchase of conservation acreage and approved three Grant Anticipation Notes, all related to the Runway Safety Project; 12/11/12: Board approved two Agreements for purchase of conservation acreage;

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This agreement supports the County’s Strategic Plan focus area of 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):

There is no fiscal impact associated with this item.

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; Certificate of Acceptance

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

Desmond Agreement, Easement Agreement



County of Sonoma
State of California

Date: May 6, 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 Certificate Of Acceptance Of A Temporary Riparian
Improvement Easement.**

Whereas, on January 14, 2014, the Board of Supervisors of the County of Sonoma, State of California ("County") approved and authorized the execution of that certain document entitled "Agreement for Sale of Wetland Credits and Riparian Opportunity" by and between the County and Christopher T. And Annie C. Desmond (the "Mitigation Agreement"); and

Whereas, on January 14, 2014, the Board approved and authorized the execution of a "Temporary Riparian Improvement Easement Agreement" between the County and Christopher T. and Annie C. Desmond pursuant to the terms of the Mitigation Agreement.

Now, Therefore, Be It Resolved that the Chair of the Board is hereby authorized to execute the certificate of acceptance for the Temporary Riparian Improvement Easement Agreement as required by California Government Code section 27281.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

CERTIFICATE OF ACCEPTANCE
(Government Code Section 27281)
OF INTEREST IN REAL PROPERTY BY THE
BOARD OF SUPERVISORS OF THE
COUNTY OF SONOMA

This is to certify that the interest in real property conveyed by the Temporary Riparian Improvement Easement Agreement dated January 28, 2014 from Christopher T. and Annie C. Desmond to the County of Sonoma, a political subdivision of the State of California, is hereby accepted by the Chair of the Board of Supervisors on behalf of the County pursuant to the authority conferred by Resolution No. _____ of the Board of Supervisors, dated May 6, 2014 and the County consents to the recording thereof by its duly authorized officer.

County of Sonoma

Dated: _____

By: _____
David Rabbitt, Chair
Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 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):

Countywide

Title: AB 720 Road Commissioner Project List

Recommended Actions:

Adopt Resolution declaring intent to construct four projects utilizing force account labor and equipment under Road Commissioner authority as authorized under Public Contracts Code Section 22000 through 22045(Austin Creek Road Viaduct Structure # 20c0424, Annapolis Road Viaduct # 20c0222, Annapolis Road Viaduct # 20c0223, and Annapolis Road Bridge over Janice Creek # 20c0441)

Executive Summary:

The Department of Transportation and Public Works (TPW) is requesting that the Board adopt a Resolution declaring its intent to construct four projects utilizing force account labor and equipment under Road Commissioner authority as authorized under AB 720.

Background for AB 720

The Uniform Public Construction Cost Accounting Act is a program created in 1983 which allows local agencies to perform public project work up to \$45,000 with its own work force if the agency elects to follow the cost accounting procedures set forth in the Cost Accounting Policies and Procedures Manual of the California Uniform Construction Cost Accounting Commission (Commission). The Act is enacted under Public Contracts Code Section 22000 through 22045 (hereafter abbreviated as PCC 22000-22045). In addition, the Act provides for alternative bidding procedures when an agency performs public project work by contract: (a) Public projects of \$45,000 or less may be performed by negotiated contract or by purchase order (PCC 22032(a)); (b) Public projects of \$175,000 or less may be let to contract by the informal procedures set forth in the Act (PCC 22032(b)); and (c) Public projects of more than \$175,000 shall be let to contract by formal bidding procedures (PCC 22032(c)). The County voluntarily became subject to the Act in 1995.

In addition to and separate from the procedures listed in the Act, under existing law, counties under the Act can use Road Commissioner authority to perform work on county roads. County Road Commissioners can have any work performed upon county highways done in one of five ways: (1) By

letting a contract covering both work and material, with the contract let to the lowest responsible bidder; (2) By purchasing the material and letting a contract for the performance of the work, with the material bought at the lowest possible cost and the contract let to the lowest responsible bidder; (3) By purchasing the material and having the work done by day labor (force account), in which case advertising for bids is not required; (4) By authorizing the county road commissioner or a registered civil engineer under the direction of the county director of transportation to execute changes for any contract in an amount not to exceed \$5,000 for contracts of \$50,000 or less, or 10% for contracts over \$50,000 but not to exceed \$250,000. For contracts whose original cost exceeds \$250,000, the extra cost for any change or addition to the work so ordered cannot exceed \$25,000, plus 5% of the amount of the original contract costs in excess of \$250,000; or, (5) By purchasing the material and letting a contract for the work or by letting a contract covering both work and material without advertising for bids when the estimated cost of emergency work necessitated by the imminence or occurrence of a landslide, flood, storm damage, or other emergency exceeds \$25,000 and the public interest and necessity demand immediate action to safeguard life, health, or property. The County recently exercised this emergency authority to construct a viaduct on Fort Ross Road where a slide occurred which closed the entire road.

In 2011, AB 720 (Chapter No. 683, Statutes of 2011) was passed and it limits the ability of certain counties to perform new road construction and road reconstruction by force account pursuant to Road Commissioner authority. Specifically, the bill, which took effect January 1, 2013, applies to counties under the Act; preserves the ability to perform emergency work and road maintenance by force account by Road Commissioner authority; and limits the total amount of new road construction and road reconstruction that can be performed by force account by Road Commissioner authority to thirty-percent of the total value of all work performed by force account less maintenance. In other words, counties can perform new road construction and road reconstruction by force account by Road Commissioner authority up to thirty-percent of the total annual value of force account less maintenance. Therefore, counties can continue new road construction and road reconstruction projects under \$45,000 without limitation. An additional component of AB 720 is that when utilizing the Road Commissioner authority for new road construction and road reconstruction projects exceeding \$45,000 a County Board of Supervisors or Road Commissioner must declare their intended list of projects prior to work commencing; which is the purpose of the adopting the Resolution presented today.

Benefits to the County:

Sonoma County has an extensive and varied network of roads and bridges. Of the 330 bridges there are approximately 30 timber viaducts that have reached their 50 year life expectancy and are becoming increasingly costly to maintain. TPW's Bridge crew has successfully re-built an estimated 30 of these structures to date by replacing the existing timber components with steel. The use of TPW forces experienced with these types of projects produces significant savings to the County in both cost and time-to-complete, largely related to the fact that formal design work required to prepare such projects for bid can be very expensive and time consuming. Example: 20c0424 - Austin Creek Rd (first project on attached list), a six span viaduct, has an estimated cost for TPW forces to re-construct of \$140K with 7 weeks to complete. If the same project were to be formally designed and prepared for bid it would cost an estimated \$140K in design costs alone with construction costs estimated at \$175K (depending on bids received) for a total of \$315K and an estimated 28 weeks to complete. Therefore, by using the authorities allowed by the law the County can save as much as 50% of the operational revenues used for these types of small projects. The four projects listed in the resolution, are considered road

reconstruction projects and individually exceed the \$45,000 limit; therefore, a declaration is required.

Going forward TPW intends to return to the Board periodically for approval of future project lists. As work is completed it will be tracked per the requirements of AB 720 to ensure the County does not exceed the thirty percent threshold annually. For FY 2013-14 the estimated allowable amount of force account work for new road construction and road reconstruction is \$1.2M based on information reported in the 2012-13 Annual Road Report, this calculation will be done annually to ensure compliance.

The Department has been working in conjunction with County Counsel to ensure the County's compliance with the requirements of AB 720.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 3: Invest in the Future

The proposed list of projects repairs and improves four existing viaduct structures within the County network.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 140,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 140,000
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 140,000	Total Sources	\$ 140,000

Narrative Explanation of Fiscal Impacts (If Required):

Total value of the list of projects presented is estimated at \$370,000 of which \$140,000 is expected to be expended within the current fiscal year. There are available appropriations within the Roads Division budget. Remaining projects will be included in the FY 14-15 Requested Budget. Projects to be funded with Roads' Division operating revenues comprised largely of state gas tax.

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:
Proposed List of Projects; Resolution
Related Items "On File" with the Clerk of the Board:
None.

Sonoma County Department of Transportation and Public Works

Proposed List of Projects to be constructed by Bridge Crew for Summer/Fall 2014 under Road Comissioner Authority per AB 720

Location	Description	Time Estimate	Cost Estimate
20c0424 - Austin Creek Rd	This is a 6 span timber viaduct. The timber stringers on several spans are splitting on the ends because of the side loading caused by the bank pressing against the backwall. This will require additional work to replace and strengthen the back wall. Plan to replace the caps, stringers, deck, railing and backwall with steel and then pave surface.	7 weeks (10 hour days)	\$140,000.00
20c0222 - Annapolis Rd	4 span timber stringer with metal decking and AC. Back wall is timber and failing. One stringer is cracked and currently braced up. Plan to replace the caps, stringers, deck, railing and backwall with steel and then pave surface.	5 weeks (10 hour days)	\$100,000.00
20c0223 - Annapolis Rd	This is adjacent to 20c0222 and I would like to do both projects while we are staged in the area. 4 span with timber stringers and metal decking and AC. Plan to replace the caps, stringers, deck, railing and backwall with steel and pave surface.	4 weeks (10 hour days)	\$80,000.00
20c0441 - Annapolis Rd	This is a single span timber bridge over Janice Creek. This structure is on a grade of approximately 8% and the downhill timber cap is beginning to crush. Plan to replace the caps, stringers, deck, railing and backwall with steel and then pave surface.	2 weeks (10 hour days)	\$50,000.00
Total Estimated Cost of Work			\$370,000.00



County of Sonoma

State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
declaring intent to utilize the subdivision (c) of Section 20395 of the Public Contract Code for
road construction or reconstruction as authorized by Section 22031 of the Public Contract Code

Whereas, Pursuant to Resolution No. 95-0163, the County declared its intention to become subject to the California Uniform Construction Cost Accounting Act; and

Whereas, subdivision (b) of Section 22031 of the Public Contract Code allows the Board of Supervisors or the County Road Commissioner to utilize, as an alternative to the procedures set forth in the California Uniform Construction Cost Accounting Act, the procedures set forth in Article 25 (commencing with Section 20390) of Chapter 1 of the Public Contract Code; and

Whereas, subdivision (c) of Section 20395 of the Public Contract Code allows the Board of Supervisors to authorize the County Road Commissioner to perform work upon county highways under the supervision or direction of the County Road Commissioner by purchasing the material and having the work done by day labor, in which case advertising for bids is not required; and

Whereas, subdivision (b)(1) of Section 22031 of the Public Contract Code allows the Board of Supervisors or the County Road Commissioner to perform new road construction and road reconstruction on county highways pursuant to subdivision (c) of Section 20395 of the Public Contract Code as long as the total annual value of the new road construction and the road reconstruction performed under the procedures set forth in subdivision (c) of Section 20395 of the Public Contract Code does not exceed 30 percent of the total value of all work performed by force account other than maintenance;

Whereas, the County Road Commissioner proposes to perform the following work on county highways pursuant to subdivision (c) of Section 20395 of the Public Contract Code:

- (1)** Perform work to replace and strengthen the back wall of a 6 span timber viaduct located at 20c0424-Austin Creek Road at an estimated cost of \$140,000;

Resolution #

Date:

Page 2

- (2) Replace the caps, stringers, deck, railing and back wall of a 4 span timber stringer located at 20c0222-Annapolis Road at an estimated cost of \$100,000;
- (3) Replace the caps, stringers, deck, railing and back wall of a 4 span timber stringer located at 20c0223-Annapolis Road at an estimated cost of \$80,000; and
- (4) Replace the caps, stringers, deck, railing and back wall on a single span timber bridge located at 20c0441-Annapolis Road at an estimated cost of \$50,000; and

Whereas, the work proposed to be performed above not does will exceed 30 percent of the total value of all work performed by force account other than maintenance; and

Whereas, subdivision (e) of Section 22031 of the Public Contract Code requires the Board of Supervisors or the County Road Commissioner to declare its intention to use the authority granted in paragraph (2) of subdivision (b) of Section 22031 of the Public Contract Code prior to commencing work thereunder.

Now, Therefore, Be It Resolved that the County Road Commissioner is hereby authorized to perform the work described above pursuant to the authority granted in subdivision (b)(1) of Section 22031 and subdivision (c) of Section 20395 of the Public Contract Code.

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

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Susan R. Klassen, (707) 565-2231

Supervisorial District(s):

Second

Title: Agreement for Engineering Services To Connect the Central Disposal Site Leachate Conveyance Line to the City of Cotati Sewer Trunkline.

Recommended Actions:

Authorize the Chair to execute an Agreement with Brelje and Race Consulting Engineers to provide engineering services related to connecting the Central Leachate Conveyance Line to the City of Cotati Sewer Trunkline in the not-to-exceed amount of \$77,970.00 with a term ending May 6, 2016.

Executive Summary:

Staff is recommending the approval of an Agreement with Brelje and Race Engineering Consultants (B&R) for engineering, technical services, and inspection services needed to connect the Central Leachate Conveyance Line to the City of Cotati sewer trunkline in the amount not-to-exceed \$77,970.

In 2013 the County released a Request for Qualifications to Provide on Call Consulting Engineering Services, where B&R was vetted and is a County-preferred vendor to provide on call engineering services. B&R recently completed a leachate feasibility study in August 2013 and is intimately familiar with the current leachate conveyance line for the Central Disposal Site as well as the Cotati master sewer plan. It is desirable to contract with a local firm which has knowledge of the project, the ability to start immediately, and can perform the work in the most time and cost effective manner.

On April 10, 2013, the County was notified by the City of Rohnert Park that the Agreement for Sewer Transmission Services for conveying leachate to the City of Santa Rosa Waste Water Treatment Plant would be terminated by the City on December 6, 2015. Given the need to vacate the line, the County Purchasing Agent signed an Agreement for Professional Services with B&R to prepare a feasibility study to assess economical disposal means other than the existing Rohnert Park line which was completed in August 2013. The report identified a connection to the Cotati trunkline as the most economical option for the County to pursue since the line is only 150 feet from the County's existing tie in to the City of Rohnert Park's trunkline. In addition, all construction could take place within the County's right of way without requiring additional environmental permits. Separately, the City of Cotati hired Carollo

Engineers to review the hydraulic feasibility of accepting leachate into the City of Cotati's existing 24-inch trunk main, given current and future expected sewer flows. Upon completion of this review by Carollo Engineers, Inc., the connection appeared to be feasible, so the County entered into discussions with the City of Cotati regarding the potential to hook into its conveyance line. Discussions are on-going but both parties are interested in continuing forward toward an agreement. The County is negotiating with the City of Cotati to determine how the total cost to the County should be paid including whether or not there will be an upfront payment amount, what the annual payment will be, and whether to make on-going payments monthly, quarterly or annually. The next step is to prepare engineering plans for review and implementation.

The Board may elect not to award this contract. However, doing so would require that the County cease using the Central Leachate Conveyance Line on December 7, 2015, which in turn would have significant economic consequences and would require leachate to be trucked to the Santa Rosa Waste Water Treatment Plant for disposal. The Board could elect to select a consultant other than Brelje & Race, but such action could delay or increase costs since the only engineering firm familiar with the project has a conflict of interest and no other engineering firms are readily familiar with the project.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Continue using the Central Leachate Conveyance Line to provide proper disposal of leachate generated at the Central Disposal Site at the most economical cost and using the most environmentally sound methods available.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 77,970		\$
Add Appropriations Req'd.	\$ 0	State/Federal	\$
	\$	Fees/Other	\$ 77,970
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 77,970	Total Sources	\$ 77,970

Narrative Explanation of Fiscal Impacts (If Required):

Appropriations are budgeted in the Refuse Enterprise Fund (286120-6500).

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 for Professional Services Between the County and Brelje & Race Consulting Engineers.			



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: May 6, 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):

Countywide

Title: Transit and Vehicle Maintenance Services

Recommended Actions:

Approve Amendment No. 2 with Veolia Transportation Services, Inc., to operate Sonoma County Transit from July 1, 2014 through June 30, 2016 at annual rates based upon application of the Consumer Price Index (CPI) as defined in the establishing agreement effective July 1, 2006. Projected maximum cost for fiscal year 2014-15 is \$8,102,413.

Executive Summary:

Sonoma County has contracted with Veolia Transportation and its predecessor ATC/Vancom (ATC) to operate Sonoma County Transit since January 1989. Prior to ATC, two other firms have operated Sonoma County Transit since its inception in July 1980.

In June 2006, following a competitive procurement process, the Board awarded a five-year agreement to Veolia Transportation Services, Inc. to operate Sonoma County Transit from July 1, 2006 through June 30, 2011. The agreement provided for up to five 1-year extensions through fiscal year 2015-16. Extension pricing for the option years, per the 2006 agreement, is based upon application of the Consumer Price Index – All Urban Consumers for the San Francisco – Oakland – San Jose area as of April 1 of that year to the rate in place for the immediately preceding option year.

On May 17, 2011, the Board approved Amendment No. 1 to the Veolia Transportation agreement which exercised three of the five extension years.

The recommended Amendment No. 2 extends the County's agreement with Veolia Transportation Services, Inc., for fiscal years 2014-15 and 2015-16, the final two extension years allowed under the 2006 establishing agreement. To comply with Federal Transit Administration procurement requirements, a new Request for Proposals will be prepared and released in early 2016 seeking proposals from qualified firms to operate Sonoma County Transit for the next five to ten year contract term beginning July 1, 2016.

The CPI for the San Francisco-Oakland-San Jose area is published bi-monthly. While the April 1 CPI was not available at the time this report was prepared, it is projected to be 2.5%. The CPI applied to the Veolia agreement the past two fiscal years has been 2.1% and 2.4%, respectively.

The in-service hour rate covers all bus operator wage and benefit costs. Veolia’s monthly fixed rate covers all wage and benefit costs associated with operations and maintenance management staff, road supervision staff, training staff, dispatchers and maintenance personnel. Also included in the monthly rate is general liability insurance which covers the operation of Sonoma County Transit. In total, Veolia Transportation employs 91 local employees that support the daily operation of Sonoma County Transit.

As the County’s transit operator, Veolia has performed well over the term of the 2006 agreement. Despite a 15% service reduction in June 2009, due to state transit funding reductions and lower sales-tax based transit funding, ridership has rebounded, increasing 6.7% through FY 2013. Through its agreement with Sonoma County, Veolia Transportation is responsible for maintaining and operating the largest fleet of natural gas powered transit coaches in the San Francisco Bay Area. The successful implementation of natural gas as Sonoma County Transit’s primary fuel source provides a significant cost savings versus a diesel powered fleet.

Prior Board Actions:

05/17/11: Board approved Amendment No. 1 with Veolia Transportation Services, Inc. to operate Sonoma County Transit July 1, 2011, through June 30, 2014. 06/06/06: Board approved Five-Year Agreement with Veolia Transportation Services, Inc. to operate Sonoma County Transit effective July 1, 2006, thru June 30, 2011.

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

Provision of countywide fixed-route transit services provides mobility options to those residing and visiting Sonoma County.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 8,042,530		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 1,690,811
	\$	Fees/Other	\$ 1,399,200
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	Transp. Development Act	\$ 4,952,519
Total Expenditure	\$ 8,042,530	Total Sources	\$ 8,042,530

Narrative Explanation of Fiscal Impacts (If Required):

Veolia's contract is funded with a combination of state, federal and local funds and revenues from fares. Based on application of the maximum in-service hours established in the 2006 agreement, the projected maximum cost of the agreement will be \$8,102,413 for fiscal year 2015 if the April 1 CPI is 2.5% as noted above.

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:

Amendment No. 2

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

None.

**TRANSIT SERVICES AGREEMENT
AMENDMENT NO. 2**

The following is an Agreement dated as of _____, 2014 by and between the County of Sonoma, hereinafter referred to as "COUNTY," and Veolia Transportation Services Inc., hereinafter referred to as "M&O."

WHEREAS, M&O has an existing agreement approved by Board Action No. 55 with COUNTY for transit services dated June 6, 2006 (the "AGREEMENT"); and

WHEREAS, the AGREEMENT permitted COUNTY to extend its contract with M&O for up to five additional option years commencing July 1, 2011 per the following criteria: Pricing for each of the five option years would be based upon application of the Consumer Price Index-All Urban Consumers for the San Francisco- Oakland-San Jose area as of April 1 of that year to the rate in place for the immediately preceding option year; and

WHEREAS, COUNTY by Amendment No. 1 awarded by Board Action No. 14 on May 17, 2011 extended the AGREEMENT to operate Sonoma County Transit for the period between July 1, 2011 and June 30, 2014; and the parties granted COUNTY the option to extend the agreement with M&O to operate Sonoma County Transit for an additional two year period between July 1, 2014 and June 30, 2016; and

WHEREAS, COUNTY now desires to extend its agreement with M&O to operate Sonoma County Transit for the period between July 1, 2014 and June 30, 2016; and

WHEREAS, M&O has indicated the ability to provide COUNTY with such services.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, COUNTY and M&O hereto agree to Amendment No. 2 to the AGREEMENT as follows:

1. Section 3. Term: Section shall be amended to read:

The term of this Agreement shall be from July 1, 2014 to June 30, 2016.

2. Section 4. Maximum Obligation: Section shall be amended to read:

For the period July 1, 2014 to June 30, 2016, COUNTY agrees to pay M&O in consideration for its services as described herein. The maximum cost to be paid by COUNTY shall be determined as follows:

Rates for FY 2014-15 and 2015-16 will be calculated based on application of the Consumer Price Index -All Urban Consumers for the San Francisco - Oakland - San Jose area as of April 1 of that year to the rate in place for the immediately preceding option year. M&O agrees that the annual rate of change will not exceed 4.0%. The above criteria determines the maximum rate, monthly fixed rate, hourly rate and rate for additional services for fiscal years 2014-15 and 2015-16.

Fiscal year 2013-14 hourly and fixed monthly rates shall be used to determine fiscal year 2014-15 and 2015-16 rates when the April 1 CPI rates are published. Fiscal year 2013-14 rates are as follows:

In-Service Hourly Rate:	\$41.73
Monthly Fixed-Rate:	\$288,379
Annual In-Service Hour Maximum:	106,500
Maximum Contract total:	\$7,904,793

3. Section 5. Price Formula: Subsections "a. & b." shall be amended to read:

(a) The fixed hourly rate will be calculated per the method described in Section 4, above, for fiscal years

2014-15 and 2015-16.

Prior to each schedule change, M&O shall present COUNTY with a calculation of proposed total service hours by route. Both Parties shall agree on the service hours necessary to perform the printed schedules. This will serve as the basis for each billing by M&O. Any deviation (i.e. increase or decrease in service hours) shall be explained in the billing and receive prior approval by County Transit Systems Manager before any increase in decrease in service is performed by M&O.

- (b) The fixed monthly rate will be calculated per the method described in Section 4, above, for fiscal years 2014-15 and 2015-16.

The monthly rate shall include but not be limited to the following fixed costs: Insurance per Section 27 of this Agreement; Vehicle operators' training and safety meeting wages; management, mechanic, dispatch, maintenance, and related staff wages; overhead costs such as employee benefits, insurance, payroll, and administration; uniforms; drivers' transfer cutters; driver name tags for bus interiors; recruiting supplies and local travel/petty cash for M&O employees; and M&O office consumable supplies.

4. Section 38. Additional Services: shall be amended to include rates for the three option years as follows:

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Revenue Service Operator's Rate	\$37.26	TBD*	TBD*
Non-Revenue Operator's Rate (Standby, etc.)	37.26	TBD*	TBD*
Maintenance Rate (Mechanics)	44.08	TBD*	TBD*
Maintenance Rate (Clerk)	24.36	TBD*	TBD*
Maintenance Rate (Operations & Main. Mgr.)	61.16	TBD*	TBD*
Road Supervisor	44.36	TBD*	TBD*
Janitorial/Vehicle Servicing Personnel	29.77	TBD*	TBD*
Dispatch Rate	42.43	TBD*	TBD*

Overhead Rate for Contractor Purchased Goods and Materials (Expressed as percent of each purchase cost excluding tax)

	10%	10%	10%
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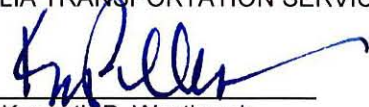
*To be determined by rate methodology described in Section 4, above, for fiscal years 2014-15 and 2015-16.

5. Except as provided above, all provisions of AGREEMENT remain in full force and effect.

[The remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 2 to be executed by and through their respective officers thereunto duly authorized on the date written below.

VEOLIA TRANSPORTATION SERVICES, INC.:

By: 
Kenneth P. Westbrook
President and COO

Date: April 16, 2014

COUNTY OF SONOMA:

David Rabbitt,
Chair, Board of Supervisors

Date: _____

Approved as to form by County:

By: _____

Date: _____

Approved as to substance by County:

By: _____

Date: _____

Certificates of Insurance on File
with the Department:

By: _____

Date: _____



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 26
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 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):

Fifth

Title: Transit Services Agreement - Mendocino Transit Authority

Recommended Actions:

Approve and authorize the Chair to Execute an Agreement with Mendocino Transit Authority to provide transit services in the northern coastal area of Sonoma County for \$167,000 for the period of July 1, 2014 thru June 30, 2015.

Executive Summary:

This agreement provides continued support for Sonoma Coast transit services provided by Mendocino Transit Authority (MTA) for fiscal year 2014-15. MTA's Route 95 provides daily service that originates in Point Arena and travels Highway 1 thru Gualala, The Sea Ranch, Jenner and Bodega Bay, then continues east to Bodega, Sebastopol and Santa Rosa. MTA's route primarily serves coast area residents as it travels into Santa Rosa in the morning and returns to the coast in the afternoon.

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

Funding for this agreement is included within the proposed FY 2014-15 Transit Division budget and is consistent with Sonoma County Transit's FY 2014-15 TDA/STA funding claim to the Metropolitan Transportation Commission.

Prior Board Actions:

5/14/13: Board approved FY 2013-14 agreement in the amount of \$167,000. 05/22/12 – Board approved FY 2012-13 agreement in the amount of \$161,000.

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

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

Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 167,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	Trans Develop Act	\$ 167,000
Total Expenditure	\$ 167,000	Total Sources	\$ 167,000
Narrative Explanation of Fiscal Impacts (If Required):			
Agreement fund with Transportation Development Act funds and is included in the FY 14-15 Transit Division budget.			
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: 27
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 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 April 8, 2014 and April 15, 2014

Recommended Actions:

Approval.

Executive Summary:

Approval of Minutes:

- (A) Minutes of the Meeting of April 8, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, 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 April 15, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency and Board of Supervisors; and
- (C) Minutes of the Meeting of April 8, 2014 and April 15, 2014 of the Sonoma Valley County Sanitation District.

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

APRIL 8, 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.

8:34 A.M. CALL TO ORDER

8:34 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)

Chairman Rabbitt noted that for Consent Item #30, the appointment of Dee Swanhuyser should be to the Agricultural Preservation and Open Space District Fiscal Oversight Commission, not the Advisory Committee, and Consent Items #17 and #22 were pulled from the agenda.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Zane announced that she had attended the Bay Area Air Quality Management District Finance Committee meeting; hosted the Safe Parking Program event; spoke at a gathering for realtors regarding Sonoma Marin Area Rail Transit (SMART); hosted the screening of the film the Invisible War; and provided an update on the Continuum of Care Homeless Vulnerability survey. She shared a few words on the late Art Warmoth.

Supervisor McGuire announced that he had attended the last meeting of the Library Joint Powers Authority Review Committee; will be hosting a North County Town Hall Meeting on the drought emergency on April 29, 2014; will attend the Russian River Watershed Formation meeting on April 20, 2014 and attended the Developmental Disabilities Breakfast.

Supervisor Carrillo reported that he had attended a public scoping meeting in Bodega Bay regarding Gleason Beach Highway 1 Realignment project; the Water Advisory Committee and Technical Advisory Committee meetings; the Local Agency Formation Commission meeting; the Sonoma County Alliance meeting to discuss Southwest Santa Rosa and Roseland Annexation; the Forestville Chamber of Commerce Town Hall Meeting regarding intersection improvements on Mirabel and Highway 116; a special meeting of the Palm Drive District Hospital Board; and the grand opening of the Sonoma County Children's Museum.

Chairman Rabbitt announced that he had attended the Golden Gate Bridge Highway and Transportation District Building and Operating Committee meeting and the California State Association of Counties Tribal Working Group meeting.

III. CONSENT CALENDAR (Items 1 through 30)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 7)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution congratulating Honorable Gary Nadler, Judge of the Superior Court of Sonoma County, on being appointed to the California Judicial Council. (Second District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0117

2. Adopt a Gold Resolution recognizing April 2014 as California's Distracted Driving Awareness Month. (Third District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0118

3. Adopt Gold Resolution recognizing April 2014 as "Sexual Assault Awareness Month." (Third District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0119

4. Adopt a Gold Resolution declaring the Month of April 2014 as Child Abuse Prevention Month in Sonoma County. (Human Services)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0120

5. Adopt a Gold Resolution proclaiming April 6, 2014, through April 12, 2014, as National Crime Victims' Rights Week in Sonoma County. (District Attorney/ Sheriff's Office/Health Services/Human Services/Probation)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0121

CONSENT CALENDAR (Continued)

PRESENTATIONS AT DIFFERENT DATE

6. Adopt a Gold Resolution congratulating David Donaldson for achieving rank of Eagle Scout. (First District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0122

7. Adopt a Gold Resolution congratulating Cheryl Diehm on her retirement after 25 years of public service. (First District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0123

SONOMA COUNTY WATER AGENCY

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

8. Authorize the General Manager: 1) to execute an agreement with Secure-24, LLC, to provide remote application hosting services (\$218,208; term is October 16, 2013, to October 31, 2015); and 2) renew the agreement for an additional one-year period, provided renewal does not increase the total cost to the Water Agency by more than \$109,104 and does not substantially change the scope of work.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

9. Authorize the Chair to execute an agreement with the City of Cotati for the Water Agency to provide reimbursement funding of groundwater well improvements (\$157,235; agreement terminates December 31, 2014).

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

10. Authorize the Chair to execute an agreement with Petaluma Joint Union High School District to provide plant propagation services (\$74,380; agreement terminates June 30, 2016).

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

CONSENT CALENDAR (Continued)

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

11. Review and accept the audit report of the Sonoma County Treasury-Treasurer Investment Pool for the quarter ended December 31, 2013.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

COMMUNITY DEVELOPMENT COMMISSION

SONOMA COUNTY WATER AGENCY

OCCIDENTAL COUNTY SANITATION DISTRICT

RUSSIAN RIVER COUNTY SANITATION DISTRICT

SOUTH PARK COUNTY SANITATION DISTRICT

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

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

12. Sonoma County Annual Audit Reports for Fiscal Year 2012-2013 - (A) Accept the Sonoma County Comprehensive Annual Financial Report (CAFR) for fiscal year 2012-2013, including separate reports for Sonoma County Fair and Exposition, Inc., Water Agency, Sonoma Valley County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Occidental County Sanitation District, Community Development Commission, Library, Transportation Project Fund, Transportation Trust Fund and Sonoma County Agricultural Preservation and Open Space District. (B) Accept the 2012-2013 Single Audit Reports for Sonoma County, Sonoma County Water Agency and the Sonoma County Sanitation Districts and Community Development Commission.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Mike McGuire (Alternate)

ABSENT: Tom Rouse

BOARD OF SUPERVISORS

13. Consider support for The California Education and Resource Reinvestment Act, SB 1017 (Evans).

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

CONSENT CALENDAR (Continued)

COUNTY ADMINISTRATOR

14. Authorize the Chair to execute an Amendment to the Personal Services Agreement with Wendy Macy as director of Human Resources, from April 5, 2014 through April 5, 2017

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

GENERAL SERVICES / HUMAN SERVICES

15. Authorize the General Services Director to execute a lease amendment with Parkway Properties 14, LLC, for Human Service Department / Medi-Cal Eligibility and Hearings staff, 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 three, 3-year options, concurrent with the existing lease.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

16. Authorize the General Services Director, to execute a lease amendment with SR Office Properties LLC, for Human Services Department / Employment & Training Division for premises located at 2227 Capricorn Way, Santa Rosa; for \$6,230 per month, to expire June 30, 2023.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

GENERAL SERVICES / TRANSPORTATION AND PUBLIC WORKS

17. Authorize the General Services to execute a License Agreement with James McConnell d/b/a Andorno's Pizza for use of a portion of County property commonly known as the Guerneville Plaza, lease payments to start at \$300/month; for a term of 5 years, with 5 years of possible extensions. (Fifth District)

Item #17 was pulled from the agenda.

HEALTH SERVICES

18. First 5 Sonoma County Triple P Agreements -

(A) Authorize the Director of Health Services to execute the fourth amendment to an agreement with Triple P America to expand Triple P - Positive Parenting Program trainings to providers of services for families of teens, increasing the agreement by \$159,528, resulting in a new not to exceed amount of \$2,001,452, with a term ending June 30, 2015.

CONSENT CALENDAR (Continued)

Item #18 Continued

- (B) Authorize the Director of Health Services to execute the first amended and restated Memorandum of Understanding with the Sonoma County Office of Education to deliver Triple P - Positive Parenting Program training and parenting materials to the Sonoma County Office of Education, increasing the agreement revenue amount by \$5,639, resulting in a new not to exceed revenue amount of \$57,346, with a term ending June 30, 2014.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

PERMIT AND RESOURCE MANAGEMENT

19. Authorize the Chair to execute an agreement with the Graton Community Services District for Permit and Resource Management Department to provide Sanitation Development Review Services for the period April 6, 2014 through April 5, 2024. (Fifth District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

PROBATION

20. Authorize the Chief Probation Officer to execute an agreement with BI Incorporated for Juvenile Probation electronic monitoring equipment and services and any amendments or extensions which do not significantly change the contract content for the period of April 15, 2014 through April 15, 2017.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

21. Authorize the Chief Probation Officer, on behalf of the County, to execute a professional services agreement with Inter-Faith Shelter Network, for the initial term April 1, 2014 through June 30, 2015 in the amount of \$121,760, to provide dedicated transitional housing beds and services for homeless AB 109 offenders. Authorize the Chief Probation Officer to execute up to three one-year contract renewal options in an amount not-to-exceed \$98,280 annually, up to maximum contract value of \$409,459 over 51 months.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

REGIONAL PARKS

22. Adopt a Resolution consenting to recordation of irrevocable offer of dedication of a public trail easement over the Hamel Family Wines Property (First District)

Item #22 was pulled from the agenda.

CONSENT CALENDAR (Continued)

23. Approve and authorize the Chair to execute the license agreements with The Sea Ranch Association for continued public access to the trails and facilities operated and maintained by the County within The Sea Ranch. (4/5 vote required) (Fifth District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

TRANSPORTATION AND PUBLIC WORKS

24. Authorize and approve Chair to sign an amendment to the agreement with Green Valley Consulting Engineers for construction management engineering services for the 2010 Pavement Preservation Program (M10001) in the amount of \$30,000, for a total agreement not to exceed amount of \$267,030, with a term ending December 31, 2014. (First, Second, Fourth and Fifth Districts)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

MISCELLANEOUS

25. Approve Minutes of the Meeting of March 11, 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

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

ABSENT: Susan Gorin.

APPOINTMENTS/REAPPOINTMENTS

(Items 26 through 30)

26. Appoint Ellen Bauer and Kathryn Pack to the Upstream Portfolio Review Committee for a two year term ending April 8, 2016. (Human Services)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

27. Appoint J. Kevin Jones, Jr. to the Commission on Human Rights for a term of two years expiring April 8, 2016. (Second District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

28. Appoint Jennifer Adams to the Library Commission for a term of four years beginning April 8, 2014 and ending April 8, 2018. (Third District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

CONSENT CALENDAR (Continued)

29. Appoint Richard Retecki to the Regional Parks Foundation for a term beginning April 8, 2014 and ending February 28, 2018. (Third District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

30. Appoint Dee Swanhuysen to the Agricultural Preservation and Open Space District Fiscal Oversight Commission for a term of two years beginning April 8, 2014 and ending April 8, 2016. (Third District)

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

IV. REGULAR CALENDAR (Items 31 through 36)

SHERIFF'S OFFICE

31. Pursuant to Government Code § 7522.56 approve the appointment of Ms. Nancy Vaughn as a Supervising Dispatcher Retiree Extra Help, Ms. Dolores Robinson as a Chef Retiree Extra Help, and Mr. Bob Zie as a Detention Assistant Retiree Extra Help, in order to fill a critically needed positions within 180 days of their retirement, with an appointment date as early as April 15, 2014.

9:41 A.M.

Present: Heidi Keith, Sheriff's Office Administrative Services Director

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

The Board heard item #36 followed by the Presentation of Consent Item #5.

9:52 A.M. The Board recessed

10:23 A.M. The Board reconvened

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

Supervisor Absent: Susan Gorin

COMMUNITY DEVELOPMENT COMMISSION

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

32. Conduct a public hearing and Adopt a Resolution of the Sonoma County Community Development Commission, in its capacity as the governing body of the Sonoma County Housing Authority, approving the Sonoma County Public Housing Agency Annual Plan for the period of July 1, 2014 - June 30, 2015, and an amended Housing Choice Voucher Administrative Plan, and authorizing submission to the U.S. Department of Housing and Urban Development.

10:24 A.M.

Present: James Hackett, Housing Authority Manager

10:25 A.M. Public Hearing opened

Duane De Witt

10:28 A.M. Public Hearing closed

REGULAR CALENDAR (Continued)

Item #32 Continued

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0124

Chairman Rabbitt announced that Regular Items #33, #34 and #35 would be heard concurrently.

COUNTY ADMINISTRATOR

33. Receive the Charter for the Board's Annexation Ad-hoc Committee on South West Santa Rosa Annexation.

Items #34, #35, and #36 were heard concurrently.

10:32 A.M.

Present:

Peter Rumble, Deputy County Administrator

John Haig, Redevelopment Manager

James Nantell, Regional Parks Deputy Director

Speaker:

Duane De Witt

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

COMMUNITY DEVELOPMENT COMMISSION

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

AND

SUCCESSOR AGENCY FOR THE SONOMA COUNTY COMMUNITY REDEVELOPMENT AGENCY

34. Roseland Village Shopping Center Demolition and Remediation Project -

(A) Adopt a Resolution approving the plans and specifications for demolition and remediation of the former bowling alley at the Roseland Village Shopping Center, authorizing the Executive Director to publish, advertise, and otherwise invite bids for the work, to be received by 2:00 p.m. on May 5th, 2014, and authorizing the Executive Director to file a Notice of Determination and a Notice of Exemption.

(B) Adopt a Resolution authorizing the Executive Director to apply for grant funding from the Sonoma County Agricultural Preservation and Open Space Matching Grant

REGULAR CALENDAR (Continued)

Item #34 Continued

Program for the development of a dedicated public place to be created at the Roseland Village Shopping Center. (Fifth District)

Items #34, #35, and #36 were heard concurrently.

10:32 A.M.

Present:

Peter Rumble, Deputy County Administrator
John Haig, Redevelopment Manager
James Nantell, Regional Parks Deputy Director

Speakers:

Duane De Witt
Terri Carrion
Ellen Zebrowski

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution Nos. 14-0125 and 14-0126

REGIONAL PARKS

35. Adopt a Resolution authorizing the Director of Regional Parks to apply for the Agricultural Preservation and Open Space District's Matching Grant Program for Moorland Park project. (Third and Fifth Districts)

Items #34, #35, and #36 were heard concurrently.

10:32 A.M.

Present:

Peter Rumble, Deputy County Administrator
John Haig, Redevelopment Manager
James Nantell, Regional Parks Deputy Director

Speakers:

Duane De Witt
Terri Carrion
Ellen Zebrowski
Rebecca Kennedy

REGULAR CALENDAR (Continued)

Item #35 Continued

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

Approved by Resolution No.14-0127

BOARD OF SUPERVISORS

36. Approve Board sponsorship in the amount of \$5,000 for the Cinco de Mayo Santa Rosa Festival. (Fifth District)

9:42 A.M.

Board Action: Approved as Recommended

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

ABSENT: Susan Gorin.

11:50 A.M. The Board recessed to closed session.

V. CLOSED SESSION CALENDAR (Items 37 through 41)

2:03 P.M. County Counsel Bruce Goldstein reported on Closed Session Items #37-41.

37. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Verizon California v. California State Board of Equalization; County of Alpine; County of Calaveras; County of Sonoma, et al. (Superior Court of the State of California, County of Sacramento, Case Numbers 34-2013-00138191 & 34-2014-00157245.) (Govt. Code Section 54956.9(d)(1)).

Board Action: Authorize the California State Board of Equalization to make a \$500,000 settlement offer pursuant to CCP sect. 998.

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo
ABSENT: Susan Gorin

38. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Sprint Telephony PCS, L.P., et al v. California State Board of Equalization; County of Alameda; County of Amador; County of Sonoma, et al. (Superior Court of the State of California, County of San Francisco, Case Number CGC-11-511298; Court of Appeal, First Appellate District, Division 1, Case Number A140540.) (Govt. Code Section 54956.9(d)(1)).

Direction was given to Counsel and staff.

39. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Lacey L. Burton v. County of Sonoma, et al SCV 253399 (Govt. Code Section 54956.9(d)(1)).

Board Action: Authorize settlement in the amount of \$80,000 to resolve the Lacey Burton v. Sonoma County Water Agency, et al. litigation and provided the County Risk Manager the authority to sign all documents associated with the resolution of this matter.

AYES: David Rabbitt, Shirlee Zane, Mike McGuire, Efren Carrillo
ABSENT: Susan Gorin

40. 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)).

Withdrawn.

41. The County of Sonoma Board of Supervisors will meet in closed session for the following: Public Employee Appointment: Health Officer (Govt. Code Section 54957(b)(1)).

Direction was given to Counsel and staff.

VI. REGULAR AFTERNOON CALENDAR (Items 42 through 46)

2:03 P.M. - RECONVENE FROM CLOSED SESSION

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

42. Report on Closed Session for matters on the agenda for April 8, 2014 and the special closed session held on March 21, 2014.

2:03 P.M. County Counsel Bruce Goldstein reported on Closed Session Items #37-41. See Section V.

43. 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.)

2:04 P.M. Public Comment Opened

Dwayne DeWitt

2:10 P.M. Supervisor Gorin joined the meeting

Frank Sun
Annette S. Elder
Rachel Lamb
Richard Hannan
John Jenkel

2:26 P.M. Supervisor Zane left the meeting

Colleen Fernald
Joe Fernandez
Terry L. Hilton

2:39 PM. Public Comment Closed

2:39 P.M. Supervisor Zane joined the meeting

REGULAR AFTERNOON CALENDAR (Continued)

2:39 P.M. David Hurst, Deputy County Counsel joined the Board replacing County Counsel Bruce Goldstein.

44. 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

2:40 P.M. No Acts or Determinations were acted on or reviewed.

PERMIT AND RESOURCE MANAGEMENT

45. PLP08-0021 - (FIFTH DISTRICT)
- a) APPLICANT: Ratna Ling Retreat Center, c/o Jack Petranker
 - b) APPELLANT: Ward Anderson
 - c) LOCATION: 35755 and 36000 Hauser Bridge Road, Cazadero
 - d) ASSESSOR'S PARCEL NO.: 109-230-024 and -018
 - e) ENVIRONMENTAL DOCUMENT: Subsequent Mitigated Negative Declaration
REQUEST: Conduct a public hearing and consider adopting a Resolution denying appeal of a Board of Zoning Adjustments decision to approve a Use Permit revising the master plan for the Ratna Ling Retreat Center.

2:40 P.M.

Present:

Cynthia Demidovich, Project Planner
Jennifer Barrett, Deputy Director Planning
DeWayne Starnes, Deputy Director of Engineering & Construction
Tennis Wick, Director, Permit and Resource Management Department

3:59 P.M. Public Hearing Opened

Speakers:

Roberta McIntyre
Hannah Clayborn
Zippy Singer
Cyrene Howland
B. Kay Barnes
Rose Zoia
Tina Wallis

4:46 P.M. The Board recessed

5:01 P.M. The Board reconvened

REGULAR AFTERNOON CALENDAR (Continued)
Item #45 Continued

5:01 P.M. Public Hearing Continued

Jean Kapolchock
Robin Caton
Daylene Whitlock
Doug Nemberg
Stephen Butler

Members of the Public:

Susan Rudy
Bill Kortum
Susan Kennedy
Caroline Singer
Dorcey Burns
Bruce Johnson
Christian Deering
Linnea Christiani
John Husband
Russell Wells
Jim Finn
Scott Farmer
Carol Vellutini
Fred Cresswell
Carolyn Pasternak
David Katz
Chris Poehlmann
Bob Higham
Matthew Breit
Susan Zerwick
Daryl Schehenbach
Morgan Wells

7:09 P.M. Supervisor Zane left the meeting

Colleen Fernald
Steve Birdlebough
Mary Abbott
Bruce Hammond

7:15 P.M. Supervisor Zane rejoined the meeting

Scot Stegeman
Terri Tachovsky
Mike Reilly
Bob Dozer
Hannah Clayborn, Appellant

REGULAR AFTERNOON CALENDAR (Continued)
Item #45 Continued

7:28 P.M. Public Hearing Closed

The Board gave direction to staff to amend the Conditions of Approval as recommended.

STRAW VOTE:

Board Action: Adopt a Resolution Continuing The Final Decision To Deny The Appeal, Thereby Adopting A Subsequent Mitigated Negative Declaration And Granting A Use Permit For A Revised Master Plan For A Retreat Center With Amended Conditions Of Approval for Property Located at 35755 and 36000 Hauser Bridge Road, Cazadero; APNs 109-230-024 and - 018 (File No. PLP08-0021) to June 10, 2014 at 8:30 A.M. on the Consent Calendar.

AYES: David Rabbit, Mike McGuire, Efren Carrillo

NOES: Susan Gorin, Shirlee Zane

Approved by Resolution No.14-0128

46. ADJOURNMENTS

8:36 P.M. The Board adjourned the meeting in memory of Jim Malone, Charles Malnati, Mike DiGiorgio, Arthur Warmoth, Robert Skelton, Albert Derrico, Thomas Clark, Jr. The meeting was adjourned to April 15, 2014 at 8:30 A.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

APRIL 15, 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.

8:34 A.M. CALL TO ORDER

8:34 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 noted a correction to the title for Closed Session Item #44 stating that the Regional Water Quality Control Board letter is dated March 18, 2014 not March 14, 2014, and he announced that Regular Item #38, East Napa Street Parking Restrictions, had been pulled from the agenda.

Counsel Goldstein made a request to add an urgent closed session matter in the case of RENALE et al v. County of Sonoma to the April 15, 2014 agenda.

Board Action: Find that the RENALE et al v. County of Sonoma et al (SCV-253728) matter arose since the agenda was published; that there is an urgency to consider the matter before the next scheduled Board meeting; and add the following as Item #44A to the Closed Session Calendar on the April 15, 2014 agenda for consideration by the Board: 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)).

UNANIMOUS VOTE

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Gorin announced that she had attended the graduation ceremony of the Commission on the Status of Women - Junior Commissioners.

Supervisor McGuire announced that he had visited with the Commission on the Status of Women - Junior Commissioners; attended a meeting with Northern Sonoma County Cities and Mendocino County Districts to discuss water reliability for summer and fall; will attend the North County Drought Town Hall meeting on April 29, 2014 and the Dry Creek Restoration Project Town Hall meeting on May 12, 2014; and attended the Fire Services Ad Hoc Committee meeting. He made a request that the Chair consider bringing forward an item on the issue of air bed and breakfast (B&Bs).

Supervisor Zane announced that she had chaired the Rohnert Park Oversight Board meeting; will host a Drought Town Hall meeting in Rohnert Park on April 23, 2014; provided the Board with an update on the Sonoma County Healthy Aging Plan; and spoke at the Continuation School Amorosa Academy regarding career and senior services. She also

BOARD MEMBER ANNOUNCEMENTS (Continued)

attended North Bay Watershed Association Conference on water resource management and the Founders Day dinner to recognize Dr. Carroll Estes on having received the UCSF Medal of Honor.

Board members congratulated Don Schwartz, County Administrator Analyst for his recent promotion to Assistant City Manager of the City of Rohnert Park.

Supervisor Carrillo announced that he had attended the first Annual Green Business Awards Program; requested that the Board write a letter in opposition to AB 2145 (Bradford) Electricity: community choice aggregation; attended the Ten Thousand Degrees dialog on higher education at Sonoma State University and announced several upcoming Drought Town Hall meetings. He also announced the upcoming North Coast Integrated Regional Water Management plan meeting on April 17, 2014 and shared a few words on the late Clarence Wikse.

Chairman Rabbitt reached consensus from the Board to bring for an item to discuss the air bed and breakfast (B&Bs) issue and a letter in opposition of AB 2145 (Bradford) in conformance with the Legislative Platform. He reported that he had attended the Sonoma County Transportation Authority meeting; spoke at the premier of the "We are Crazy About Our Kids - The Costs Benefit Analysis" film in Petaluma; and attended the Ten Thousand Degrees dialog on higher education at the Sonoma State University.

III. CONSENT CALENDAR

(Items 1 through 32)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 6)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution honoring the Graton Community Club on the occasion of their Diamond Jubilee Anniversary. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0129

2. Adopt two Gold Resolutions congratulating Darren Peterie and Tom Rusert, Co-Founders of Sonoma Birding, on being named the 2013 John Muir Conservationist of the Year. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0130

CONSENT CALENDAR (Continued)

3. Adopt a Gold Resolution declaring April 15, 2014 as "Saralee Day" in Sonoma County in celebration of the life of the late Saralee McClelland Kunde and appointing her as a Permanent "Honorary" Board Director of the Sonoma County Fair and Exposition Board. (Countywide)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0131

PRESENTATIONS AT DIFFERENT DATE

4. Adopt a Gold Resolution recognizing approximately 3,000 volunteers who served at the County during fiscal year 2012-2013, and adopt 16 Gold Resolutions recognizing the contributions of the selected Outstanding Volunteers. (Human Resources)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0132 and 14-0133 a-p

5. Adopt a Gold Resolution honoring Adam Earl Ferrick for achieving the Rank of Eagle Scout. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0134

6. Adopt a Gold Resolution commending Luz Navarette on her contributions and advocacy helping young people recognize their potential upon the occasion of her retirement from Santa Rosa Junior College. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0135

SONOMA COUNTY WATER AGENCY

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

7. Authorize the Chair to execute an agreement with Systems and Space, Inc. to design and install a high density records storage system for the amount of \$50,745; agreement terminates on December 31, 2014.

Board Action: Approved as Recommended

UNANIMOUS VOTE

8. Authorize the Chair to execute an agreement with Ascent Environmental, Inc. to provide environmental consultation for air quality, greenhouse gas, and climate change analysis support for the Russian River Fish Flow Project (\$60,000; agreement terminates on April 1, 2017).

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

SONOMA COUNTY WATER AGENCY
OCCIDENTAL COUNTY SANITATION DISTRICT
RUSSIAN RIVER COUNTY SANITATION DISTRICT
(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)
AND
SONOMA VALLEY COUNTY SANITATION DISTRICT
(Directors: Gorin, Rabbitt, Rouse)

9. Authorize the Chair to execute an agreement with CH2M Hill to provide as-needed support for the maintenance, repair, design, programming, installation and related services for supervisory control and data acquisition systems for District facilities for the amount of \$450,000; agreement terminates on June 30, 2016.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended
AYES: Susan Gorin, David Rabbitt
ABSENT: Tom Rouse

SONOMA VALLEY COUNTY SANITATION DISTRICT
(Directors: Gorin, Rabbitt, Rouse)

10. Authorize the Chair to execute an agreement with Kleinfelder West, Inc. to provide geotechnical services for replacement of Sonoma Valley Trunk Main for the amount of \$175,966; agreement terminates on March 31, 2017; and Authorize the General Manager to execute license agreements with property owners to allow a Geotechnical investigation to be conducted in an amount not to exceed \$4,000 for all License Agreements. (2/3 vote required) (First District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended
AYES: Susan Gorin, David Rabbitt
ABSENT: Tom Rouse

AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR

11. Adopt a Resolution authorizing Property Tax Administration Charge for 2013-14 as provided by SB 2557 (Maddy).

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No.14-0136

CONSENT CALENDAR (Continued)

12. Adopt a Resolution authorizing the Auditor-Controller Treasurer-Tax Collector to impound \$1,690,485 of 2013-14 property taxes derived from the assessment of business appeals in accordance with Section 26906.1 of the Government Code, State of California.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0137

CLERK-RECORDER-ASSESSOR

13. Adopt a Resolution authorizing consolidation of all elections on measures called by jurisdictions that have submitted requests for consolidation with the June 3, 2014, Primary Election, as required by Elections Code §10400.

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0138

COUNTY ADMINISTRATOR

14. Approve Amended Sonoma County Library Joint Powers Authority Agreement and initiate recruitment process for Library Commissioners to be appointed by the County.

Speaker:

Don Schwartz, Administrative Analyst, County Administrator's Office

Board Action: Approved as Recommended

UNANIMOUS VOTE

COUNTY COUNSEL

15. Approve and authorize County Counsel to execute an agreement for Sonoma County Counsel to provide Mendocino County Counsel with legal services of up to \$25,000 for a one year term.

Board Action: Approved as Recommended

UNANIMOUS VOTE

BOARD OF SUPERVISORS

16. Adopt Board Rules of Procedures 2014 update and repeal Resolution 56467 amending Board Rules.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

HEALTH SERVICES

17. Authorize the Director of Health Services to execute an agreement with Alta Planning and Design to implement comprehensive reporting and evaluation activities for the Countywide Safe Routes to School Program for the period April 1, 2014 to September 30, 2014 in an amount not to exceed \$48,150.

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN RESOURCES

18. Miscellaneous Classification and Compensation Changes - Adopt a Resolution to:
- (A) Amend the Department Allocation List for the Department of Health Services to delete 1.0 Full Time Equivalent (F.T.E.) Alcohol and Other Drug Services Assistant II, and to add 1.0 F.T.E. Alcohol and Other Drug Services Assistant III allocation, effective April 15, 2014.
 - (B) Amend the Department Allocation List for the District Attorney's Office to delete 1.0 Full Time Equivalent (F.T.E.) Legal Staff Supervisor, and to add 1.0 F.T.E. Department Analyst allocation, effective April 15, 2014.
 - (C) Amend the Department Allocation List for the Human Services Department to delete 1.0 Full Time Equivalent (F.T.E.) Eligibility Worker II, and to add 1.0 F.T.E. Social Services Worker II allocation, effective April 15, 2014.

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No.14-0139

PERMIT AND RESOURCE MANAGEMENT

19. Adopt a Resolution and Conditions of Approval for a Lot Line Adjustment between four parcels under a Land Conservation Act Contract owned by Windy Gap, LLC located at 11560 Chalk Hill Road, Healdsburg, APNs 079-120-022, -019, -020, -021 and -023 (File No. LLA13-0047). (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No.14-0140

20. Adopt a Resolution and approve a Lot Line Adjustment between three parcels involving Williamson Act land under a Land Conservation Act Contract, owned by Edward C. Gomez and Ellen Mack, Trustees; and Dutton Ranch Family Limited Partnership, located at 4500 Slusser Road, and 3970 & 3990 Laughlin Road, Windsor; APNs 066-280-049 & -029, APN 057-070-043, and APN 057-070-044 (File No. LLA13-0052). (Fourth District)

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No.14-0141

CONSENT CALENDAR (Continued)

21. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) and necessary permit extensions to Sonoma County Regional Parks for the improvements to the pile cap of the spillway under the Healdsburg Veteran's Memorial Beach Dam and Spillway Repair Project. (4/5 vote required) (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0142

22. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) and necessary permit extensions to the City of Healdsburg for the Healdsburg Avenue Bridge Retrofit/Rehabilitation Project. (4/5 vote required) (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0143

REGIONAL PARKS

23. Accept and approve the Sonoma County Parks & Recreation Advisory Commission's 2013 Annual Report and 2014 Work Plan.

Board Action: Approved as Recommended

UNANIMOUS VOTE

24. Increase the number of directors on the Sonoma County Regional Parks Foundation Board from 15 to 19 by adding four more at-large positions.

Board Action: Approved as Recommended

UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

25. Approve professional services agreement for Geyserville Pedestrian Improvements (C13003) for Coastland Civil Engineering, Inc. in an amount not to exceed \$208,681 with a term ending December 31, 2015. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

MISCELLANEOUS

26. Approve Minutes of the Meeting of: (A) March 18, 2014 for the following: Community Development Commission, Sonoma County Water Agency, and Board of Supervisors. (B) March 21, 2014 Special Meeting of the Board of Supervisors. (C) March 25, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Public Financing Authority, Sonoma County Water Agency, and Board of Supervisors.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

APPOINTMENTS/REAPPOINTMENTS

(Items 27 through 32)

27. Appoint Sean Bellach to the Sonoma Valley Citizens Advisory Commission (El Verano West seat) effective April 16, 2014 and expiring April 15, 2018. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

28. Appoint Beth Lamb to the Sonoma County Fish and Wildlife Commission beginning April 15, 2014, at the pleasure of the Board. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

29. Appoint Kalia Mussetter to the Mental Health Board beginning April 15, 2014 through April 14, 2017. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

30. Reappoint Tricia Stocks to the Advisory Council to Area Agency on Aging, Sonoma County effective April 18, 2014 and expiring on April 17, 2016. (First District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

31. Reappoint Thomas Colbert to the Library Commission for a four year term, effective April 15, 2014, through April 15, 2018. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

32. Reappoint Leo Bartolotta to the Sonoma County Regional Parks Foundation Board for a term of two years from February 20, 2014 through February 20, 2016. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

9:56 A.M. Board recessed

10:08 A.M. Board reconvened

Chairman Rabbitt announced that the Board would hear Item #36 first on the Regular Calendar, followed by Item #34.

IV. REGULAR CALENDAR

(Items 33 through 39)

SONOMA COUNTY WATER AGENCY

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

33. Approve Five Year Review and Update Report for the Sonoma Valley Groundwater Management Program and direct implementation of report recommendations. (First District)

11:01 A.M.

Present:

Jay Jasperse, Sonoma County Water Agency Chief Engineer
Marcus Trotta, Sonoma County Water Agency Hydrogeologist

Board Action: Approved as Recommended
UNANIMOUS VOTE

COUNTY COUNSEL

34. Conduct a public hearing and adopt a Resolution authorizing acquisition and condemnation of real property necessary for public purposes for the property identified as Lands Peach Tree Terrace and Corto Meno Sand & Gravel II, LLC (APN 019-320-019; 019-320-022; and 019-320-023), for the Highway 101 Interchange and Improvement Project at the Marin Sonoma Narrows, Caltrans Project No. 264089. (4/5 vote required) (Second District)

10:55 A.M.

Present:

Bill Adams - Deputy County Counsel
James Cameron, Sonoma County Transportation Authority Project Manager
Mark Weaver, Caltrans District 4 Director of Right of Way

11:00 A.M. Public Hearing opened

11:00 A.M. Public Hearing closed

Board Action: Approved as Recommended
UNANIMOUS VOTE

Approved by Resolution No.14-0144

COMMUNITY DEVELOPMENT COMMISSION

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

AND

BOARD OF SUPERVISORS

35. Homeless Initiatives Report -

(A) Accept a report on the status of the Winter's cold weather response to assist homeless persons.

REGULAR CALENDAR (Continued)

Item #35 Continued

- (B) Direct staff to continue work on the three components of a Homelessness Mitigation Plan.
- (C) Authorize the Executive Director of the Community Development Commission to execute an amendment to the Fairgrounds Safe Parking Program funding agreement with Catholic Charities of the Diocese of Santa Rosa through June 30, 2014, to allow use of remaining funds for operation of a "scattered site" safe parking program on other properties at various to-be-determined locations throughout the County.

11:21 A.M.

Present:

Mark Krug, Community Development Manager
Jenny Abramson, Community Development Associate

Speakers:

Michael A. Hilber
Christopher Bowers
Adrienne Lauby
Larry Hall
Linda R. Picton
Georgia Berland
David Grabill
Floramor Kaer

Board Action: Approved as Recommended
UNANIMOUS VOTE

Chairman Rabbitt announced that items #37 and #39 would be heard in afternoon and that the Board would be recessing to Closed Session following the "Saralee Day" gold resolution celebration.

12:16 P.M. The Board recessed to the "Saralee Day" gold resolution celebration.

AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR /COUNTY
ADMINISTRATOR

- 36. Adopt a Resolution authorizing the County general fund to purchase a parcel tax secured note from the Palm Drive Health Care District in an amount not to exceed \$1,800,000 to help cover the District's transition costs resulting from their Chapter 9 bankruptcy filing and proposed closure. (4/5 vote required) (Fifth District)

REGULAR CALENDAR (Continued)

Item #36 Continued

10:09 A.M.

Present:

David Sundstrom, Auditor-Controller/Treasurer/Tax Collector
Jonathan Kadlec, Assistant Treasurer-Tax Collector
Barry Glasser, Bond Counsel

Speakers:

Tom Harlan, CEO, Palm Drive District Hospital
Michael A. Hilber
Nancy Dobbs
Adrienne Lauby

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution No.14-0145

HUMAN RESOURCES

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

COMMUNITY DEVELOPMENT COMMISSION

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

SONOMA COUNTY WATER AGENCY

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

37. Accept staff report on a conceptual design for an Incentive Retirement Savings Plan which would include County contributions and matching of employee savings for retirement consistent with the Board's Pension Reform goals.

5:52 P.M.

Present:

Wendy Macy, Director of Human Resources
Chris Thomas, Assistant County Administrator

Speaker:

Carol Allen, Employee Relations Manager, Human Resources Department

Board Action: Approved as Recommended

UNANIMOUS VOTE

REGULAR CALENDAR (Continued)

TRANSPORTATION AND PUBLIC WORKS

38. Adopt a Resolution introducing, reading title of and waiving further reading of an Ordinance of the County of Sonoma establishing a No Parking Zone on East Napa Street (#5506) at its intersection with Eighth Street East in Sonoma. (First Reading) (First District)

Item #38 was pulled from the agenda.

BOARD OF SUPERVISORS

39. Approve fee waiver in the amount of \$4,347 for permit and health fees for the Forestville Youth Park's annual parade and fundraiser. (Fifth District)

6:29 P.M.

Board Action: Approved as Recommended
UNANIMOUS VOTE

6:29 P.M. The Board recessed to continued Closed Session

V. CLOSED SESSION CALENDAR

(Items 40 through 44A)

7:19 P.M. Counsel Goldstein reported on Closed Session items #40-44A.

40. 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)).

Continued to a future date.

41. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation - Title: Permit and Resource Management Department Director (Govt. Code Section 54957(b)(1)).

Continued to April 22, 2014.

42. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Public Employee Performance Evaluation - Title: Sonoma County Water Agency General Manager (Govt. Code Section 54957(b)(1)).

No reportable action. Direction was given to staff.

43. The Board of Supervisors will consider the following in closed session: Existing Litigation - Name of Case: Sonoma County Association of Retired Employees (SCARE) v. Sonoma County United States District Court, Northern District: Case No. CV-09-4432 CW (Govt. Code Section 54956.9(d)(1)).

No reportable action. Direction was given to Counsel and staff.

44. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Exposure to Litigation - RWQCB Letter dated March 18, 2014 concerning potential discharge violations concerning compost operations at the Central Disposal Site. (Govt. Code Section 54956.9(d)(2)).

No reportable action. Direction was given to Counsel and staff.

- 44A. 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)).

No reportable action. Direction was given to Counsel and staff.

VI. REGULAR AFTERNOON CALENDAR

(Items 45 through 50)

2:23 P.M. - RECONVENE FROM CLOSED SESSION

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

Staff Present: Veronica Ferguson, County Administrator and David Hurst, Deputy County Counsel

45. Report on Closed Session.

2:23 P.M. Chairman Rabbitt reported that the Board would reconvene into Closed Session after Item #39 to address Items #40-44A.

7:19 P.M. Counsel Goldstein reported on Closed Session items #40-44A. See Section V.

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.)

2:23 P.M. Public Comment Opened

Michael A. Hilber
Vickie Brown
Mary Morrison
Richard Hannan

2:38 P.M. Supervisor Zane left the meeting

John Jenkel
Colleen Fernald

2:45 P.M. Public Comment Closed

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

2:45 P.M. No Acts or Determinations were acted on or reviewed.

2:46 P.M. Supervisor Zane joined the meeting

REGULAR AFTERNOON CALENDAR (Continued)

PERMIT AND RESOURCE MANAGEMENT

48. ORD14-0006 - (ALL DISTRICTS)
- a) APPLICANT: County of Sonoma
 - b) LOCATION: Various
 - c) ASSESSOR'S PARCEL NO.: Various
 - d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
 - e) REQUEST: Conduct a public hearing and adopt an Ordinance extending the Economic Stimulus Ordinance to allow automatic extension of time on land use permits and make an exception allowing vacation rentals in the Land Intensive Agriculture (LIA) zone (originating ordinance amended Chapter 26 of the Sonoma County Code), and find the project exempt from the California Environmental Quality Act (CEQA).

2:46 P.M.

Present:

Jennifer Barrett, Deputy Director Planning, Permit and Resource Management Department

3:11 P.M. Public Hearing Opened

Daniel Sanchez
Kathy Ponz
Richard Dawson

3:15 P.M. Public Hearing Closed

Direction was given to staff to review the General Plan for amendments in regards to enforcement requirements around required response time of homeowners, and provide a broader analysis in vacation rental management with options to address those.

Board Action: Adopt An Ordinance Rescinding And Replacing 26-02-045, Granting Entitlement Time Extensions And Adopting An Exception To The Zoning Code For A Limited Period To Allow Vacation Rentals In The LIA Zoning District Of The County Of Sonoma.

UNANIMOUS VOTE

Approved by Ordinance No. 6063

3:17 P.M. Supervisor Carrillo left the meeting.

3:18 P.M. Supervisor Carrillo joined the meeting.

3:19 P.M. County Counsel Bruce Goldstein joined the Board replacing David Hurst, Deputy County Counsel.

REGULAR AFTERNOON CALENDAR (Continued)

COUNTY ADMINISTRATOR

49. Receive Presentation regarding the history, status and potential future of the Sonoma Development Center.

3:19 P.M.

Present:

Veronica A. Ferguson, County Administrator
Jennifer Milligan, Administrative Analyst III, County Administrator's Office
Amy Wall, Department of Developmental Services, State of California
Rita Scardaci, Director, Department of Health Services
Steve Ehret, Planning Manager, Regional Parks
Misti Arias, District Program Manager, Agricultural Preservation and Open Space District.

Speakers:

Tennis Wick, Director, Permit and Resource Management Department
Peter Rumble, Deputy County Administrator, County Administrator's Office
Karen Lange, Peterson Consulting
Margie Tittus
Richard Dale

4:21 P.M. Supervisor Zane left the meeting

John McCaull

4:24 P.M. Supervisor Zane joined the meeting

Dr. Markley Sutton

4:52 P.M. Supervisor Carrillo left the meeting

Father Tom Chesterman
Kathleen Miller
Elizabeth McCarthy

4:58 P.M. Supervisor Carrillo joined the meeting

Bob Hamilton
Dr. Gene Zingorelli
Mickey _____
Michael Allen

Board Action: Receive Presentation regarding the history, status and potential future of the Sonoma Development Center.

UNANIMOUS VOTE

REGULAR AFTERNOON CALENDAR (Continued)

5:32 P.M. The Board recessed

5:52 P.M. The Board reconvened

The Board heard items #37 and #39. See section IV.

6:27 P.M. The Board recessed to continued Closed Session.

7:19 P.M. The Board reconvened from continued Closed Session. Counsel Goldstein reported on items # 40-44A. See Section V.

50. ADJOURNMENTS

7:20 P.M. The Board adjourned the meeting in memory of Jean Smith, Mark Spaulding, Scott Hewett, Charles Hinkle, and Clarence Wikse. The meeting was adjourned to April 22, 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: 28
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Jennifer Milligan, 565-3783

Supervisorial District(s):

Title: Sonoma County Indian Gaming Local Community Benefit Committee Membership

Recommended Actions:

Approve the selection of Tennis Wick, Permit Resource Management Department Director, or his designee, as a local representative to the Sonoma County Indian Gaming Local Community Benefit Committee.

Executive Summary:

The Indian Gaming Local Community Benefit Committee (LCBC) meets annually to recommend use and distribution of the funds allocated by the State from the Indian Gaming Distribution Fund for mitigation of casino impacts. By statute the LCBC funds may only be granted to specified local jurisdictions (cities, counties and special districts) and may only be granted to mitigate casino impacts.

The LCBC is made up of two representatives from the County of Sonoma (currently Supervisors Zane and McGuire), one elected representative from the City of Healdsburg (currently Thomas Chambers), two representatives from the Tribe (currently Harvey Hopkins and Salvina Norris), and two "local representatives" selected by mutual agreement of the County of Sonoma Board of Supervisors and the Tribe. These members are currently designated as Pete Parkinson, retired Sonoma County Permit and Resource Management Department (PRMD) Director, and Gus Pina.

As Mr. Parkinson has retired from County employment within the past year, staff recommends a new appointment to the "local representative" seat to replace Mr. Parkinson. Staff recommends the PRMD Director, Mr. Tennis Wick, be appointed to this seat. The PRMD Director is uniquely qualified to understand the impacts of the casino as well as being unlikely to submit a grant request for the funds, resulting in no conflict of interest in the allocation discussions. Mr. Wick has agreed to serve in this position as well.

As the "local representatives" are agreed upon by both the Tribe and the County, this recommendation was reviewed by the Dry Creek Rancheria Tribe and received their agreement.

Staff are researching potential impacts from the Graton Casino on composition and use of the funds

which would impact FY 14/15 distribution with will occur in the Fall/Winter of 2014 and be allocated in Spring 2015.

Prior Board Actions:

4/21/09 – Appointed Pete Parkinson, PRMD Director, as a local representative to the LCBC.

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

Assures continued successful management of the LCBC allocated funds for mitigation of impacts of casino operations on the local community.

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	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

This item is administrative in nature and no fiscal impact results from the recommendation. The LCBC will be meeting in May 2014 to determine distribution of the FY 13/14 allocation from the State which totals \$32,131.

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:

n/a



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 29
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 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):

All

Title: Transportation and Public Works Appointment of Retiree Extra-Help

Recommended Actions:

Pursuant to Government Code, Section 7522.56, approve the appointment of Mr. Mocny as an Engineering Technician IV Retiree Extra-Help, in order to fill a critically needed position within 180 days of his retirement, with an appointment date as early as May 13, 2014.

Executive Summary:

Pursuant to Government Code, Section 7522.56 the Department of Transportation and Public Works (TPW) is requesting Board approval to appoint Mr. Chris Mocny as an Engineering Technician IV Retiree Extra-Help to fill a critically needed position within 180 days of his retirement.

Mr. Mocny's retirement that was effective April 1, 2014 leaves only 1.0 FTE Engineering Technician III left within the Traffic Operations unit to perform important traffic safety analysis and related projects throughout the County. In order to provide the critical coverage while TPW works to permanently fill the current vacancy, the Department is requesting the Board approve the early return of Mr. Mocny as a retiree extra-help employee. In addition to filling the critical gap, Mr. Mocny will also play an integral role in training once the new staff person is hired.

Pursuant to California Public Employees' Pension Reform Action (PEPRA), Government Code, Section 7522.56, an exception can be made to reappoint a retiree as extra-help provided the governing body certifies that the appointment is necessary to fill a critically needed position, in those circumstances where 180 days from the date of retirement has not yet passed. This approval must be in a noticed public meeting and not on a consent calendar. PEPRA includes other requirements in order for a retiree to be eligible for an extra-help appointment, such as not having accepted a retirement incentive and not having accepted unemployment arising out of prior public appointment. Both the individual and department staff will be required to complete the Retiree Extra-Help Compliance Form certifying the appropriateness of the appointment before employee starts work.

Prior Board Actions:			
None			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
This position plays a critical role in assessing traffic concerns throughout the County.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 11,345		\$
Add Appropriations Reqd.	\$	State/Federal	\$ 11,345
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 11,345	Total Sources	\$ 11,345
Narrative Explanation of Fiscal Impacts (If Required):			
Engineering Technician IV Extra-Help expenditures will be offset by salary savings in the Roads division due to staff vacancies in the Department. No additional appropriations are necessary.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Engineering Technician IV -- Extra-Help	\$33.23 - \$40.38		
Narrative Explanation of Staffing Impacts (If Required):			
This request is for a Retiree Extra-Help appointment; no permanent allocations are being added or changed.			
Attachments:			
None			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 30
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 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):

Fifth District

Title: Doran Beach Road (#61002) Speed Limit Reduction – First Read

Recommended Actions:

Adopt a resolution introducing and waiving first reading of an ordinance establishing a 20 mile per hour speed limit on Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) and its westerly terminus (MP 10.00).

Executive Summary:

Staff from both Transportation and Public Works and Regional Parks have been working closely together to identify and address speeding and pedestrian concerns on Doran Beach Road within Doran Beach Regional Park. Some of the recommendations have resulted in adding pedestrian crossing signs at each of the three camping circles and reflective raised pavement markers along the road centerline.

Based on field observations by the Transportation and Public Works, Regional Park and California Highway Patrol, a reduced speed limit consistent with other interior Regional, State and Federal park roads is appropriate due to the very heavy day and overnight use by vehicles, bicyclists and pedestrians. With parking facilities, restrooms, dog run areas and campsites existing on both sides of the 20 foot wide road, a high level of on-street activity and crossing is very common.

In that regard, Transportation and Public Works, in partnership with Regional Parks, is requesting that the Board adopt an ordinance pursuant to California Vehicle Code Section 22358.3 establishing a 20 mile per hour speed limit on the portion of Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) and its westerly terminus (MP 10.00).

Prior Board Actions:

None.

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

Due to the incredible popularity of Doran Beach Regional Park, it seems appropriate to establish a lower speed limit that is more conducive to the high level of bicycle and pedestrian activity on this narrow park

road.

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

There are adequate funds to replace the new speed limit signs with the TPW operating budget.

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:

1. Resolution
2. Ordinance
3. Location Map

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

None.



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, introducing, reading the title of, and waiving further reading of an ordinance of the County of Sonoma establishing a 20 mile per hour speed limit on Doran Beach Road (#61002) between the Regional Parks kiosk (PM 10.41) to its westerly terminus (PM 10.00).

Whereas, a proposed ordinance establishing a the speed limit on Doran Beach Road (#61002) has been introduced and the title read;

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

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ESTABLISHING THE REDUCTION OF SPEED ON DORAN BEACH ROAD AND AMENDING SONOMA COUNTY ORDINANCE NO. 664.

THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ORDAINS AS FOLLOWS:

SECTION I:

Pursuant to the authority provided by California Vehicle Code Section 22358.3, the Board of Supervisors hereby determines, on the basis of an Engineering and Traffic Survey completed in compliance with the requirements set forth in California Vehicle Code Section 627 that it is in the interest of public safety that the speed limit along portions of Doran Beach Road shall be established as set forth in Section II.

Section II

Subsection 5 is hereby added to Section III of Sonoma County Ordinance No. 664 (said section establishes a prima facie speed limit of 20 miles per hour on certain highways in the County of Sonoma) to read:

Doran Beach Road (#61002) from the Regional Parks kiosk (MP 10.41) to its westerly terminus (MP 10.00).

Section III

The board of Supervisors finds and determines that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines because it can be seen with certainty that there is no possibility that the ordinance may have significant effect on the environment. The Director of Transportation and Public Works is directed to file a notice of determination that this ordinance is exempt from CEQA and the State CEQA Guidelines.

Section IV

This Ordinance shall be, and the same is hereby declared to be in full force and effect from and after thirty (30) days after its passage, and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation published in the County of Sonoma, State of California.

Section V

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

This Ordinance shall not be codified.

In regular session of the Board of Supervisors of the county of Sonoma introduced on the ____ day of ____ 201__, and finally passed and adopted on this ____ day of ____ 201__, on a regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin____ Zane____ McGuire____ Carrillo____ Rabbitt____

Ayes____ Noes____ Abstain____ Absent____

SO ORDERED.

By: _____
Chairman, Board of Supervisors
County of Sonoma, State of California

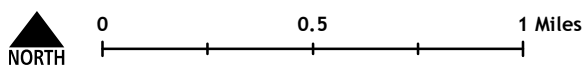
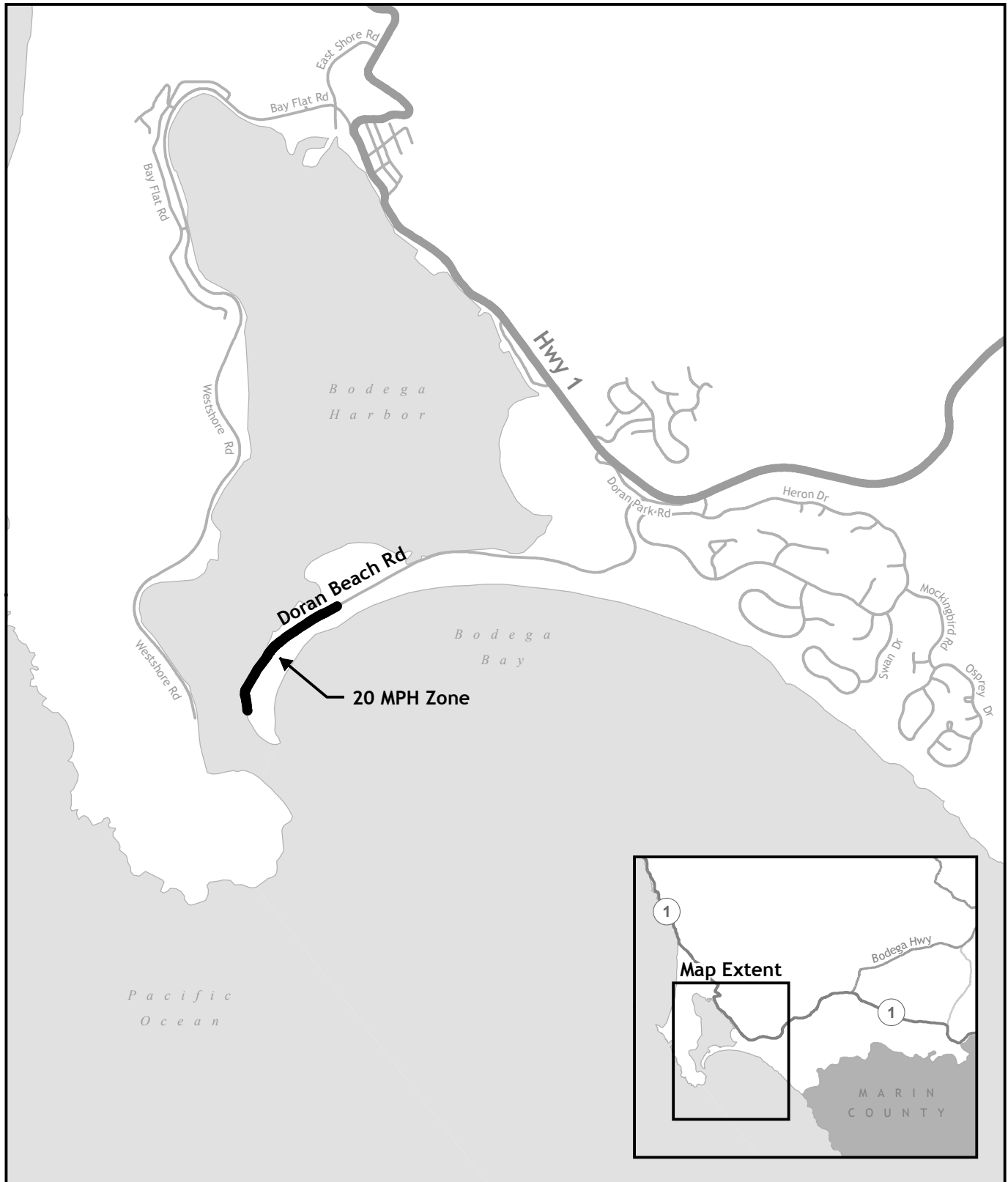
ATTEST:

By: _____
County Clerk and Ex-officio Clerk of the
Board of Supervisors of said County

Location Map

Reduced Speed Limit on Doran Beach Road

April, 2014





County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 31
(This Section for use by Clerk of the Board Only.)

To: Board of Commissioners

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

John D. Haig – 565-7508

Supervisorial District(s):

1

Title: Agreement for Sale of Real Property – 16717 Sonoma Highway, Agua Caliente

Recommended Actions:

Approve the Agreement for \$391,000 by and between the Sonoma County Community Development Commission, as seller, and the Marino Family Trust, Michael D. Marino, trustee of trust, as buyer, for the former Sheriff Substation property located at 16717 Sonoma Highway, Agua Caliente, and authorize and direct the Executive Director of the Commission to carry out all tasks necessary to comply with the terms of the Agreement and close escrow.

Executive Summary:

On December 7, 2004, your Board approved Resolution No. 04-1151 authorizing the Sonoma County Community Development Commission (CDC), acting in its capacity as the former Sonoma County Community Redevelopment Agency, to purchase the former Sonoma Valley Sheriff Substation, located at 16717 Sonoma Highway in Agua Caliente, from the County for development into affordable or farm worker housing. The CDC purchased the property for \$420,000, its appraised value as of September 2004, using Low- and Moderate-Income Housing Fund (LMIHF) revenue from the Springs Redevelopment Project Area and acquired title upon completion of the new Sheriff Substation in November 2006. When the redevelopment agency was dissolved, the CDC retained ownership of the property in its capacity as governing body for the Sonoma County Housing Authority, which acquired all housing assets of the former redevelopment agency.

The property is located approximately ½ mile north of the former Springs Redevelopment Project Area. The site consists of a rectangular shaped parcel with a one story, small wood frame building containing 960 sq. ft. and a small shed on 1 acre. The property is zoned Rural Residential within a General Plan Scenic Corridor, and maximum density allowed of 2-acres per dwelling unit. Although a General Plan amendment, zone change, and special use permit could allow development of a multi-unit affordable or farm worker housing project on the site, the recorded Covenants, Conditions and Restrictions (CC&Rs) on the property prohibit construction of more than 2 residential units on the site.

CDC staff contacted local affordable housing developers to determine their interest in developing 1 or 2 affordable or farm worker units on the property. All developers indicated a lack of interest in such a small project at this location.

On August 28, 2007, by Resolution No. 07-0707, your Board authorized and directed the Executive Director of the RDA to take actions necessary to dispose of the property in accordance with the California Community Redevelopment Law (CRL) and the State Surplus Lands Act, and to return to your Board for final approval of any agreement to sell or otherwise dispose of the property. Because the property was acquired with Redevelopment Agency LMIHF resources, the usual surplus property disposition procedures applicable to counties do not apply. Instead, the governing provisions of CRL, which continue to be applicable notwithstanding the dissolution of redevelopment agencies, allow for a negotiated sale of the property, provided your Board approves the transaction following a public hearing. From 2007 through 2012, CDC staff made a number of attempts to sell the property, but given the downturn in the real estate market 2006 and the unique characteristics of the property, few offers were received and all were rejected as too low.

In June 2013, the property was re-appraised and re-listed for sale with an asking price of \$350,000. On September 24, 2013, your Board conducted a public hearing after which it approved a Purchase Agreement with a buyer offering \$381,000 for the property; however, the buyer subsequently decided against proceeding with the transaction and cancelled the Agreement. The CDC then received an all-cash offer to purchase the property for the full \$350,000 asking price, which your Board also approved, and this buyer also declined to proceed with the transaction and cancelled his Agreement. After additional marketing activity, the CDC received three offers at or above the listed sales price of \$350,000 and countered all at \$385,000. All three potential buyers accepted the CDC's Counter-offer, with one furthering countering with an offer of \$391,000. Staff requests your Board's approval of a Purchase Agreement in this amount and authorization to proceed with the sale.

CRL Section 33431 requires the CDC's Board to hold a public hearing, notice of which must be published at least once a week for two weeks, prior to the sale of such property. The required notices have been published in The Press Democrat and your Board may now hold the required public hearing to consider approval of the attached Agreement to sell the former Sheriff Substation property. Upon Board approval, CDC staff will take all actions necessary to comply with the provisions of the Agreement to close escrow on the sale of the property. Proceeds from the sale will be retained by the CDC as governing body for the Sonoma County Housing Authority and must be used for housing-related purposes.

Prior Board Actions:

2/4/2014 – Approval of Purchase Agreement for \$350,000 offer (subsequently cancelled by buyer).
9/24/2013 - Approval of Purchase Agreement for \$381,000 offer (subsequently cancelled by buyer).
08/28/2007 – Resolution 07-0707 authorizing CDC staff to take actions necessary to dispose of the former Sheriff Substation property.
12/07/2004 – Resolution 04-1151 authorizing acquisition of the former Sheriff Substation property for development of affordable or farmworker housing.

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

Proceeds from the sale of the property will be deposited into the Low- and Moderate-Income Housing

Asset Fund and will be reused for affordable housing development, operations, and/or administration. Provision and maintenance of affordable housing is a fundamental need to ensure the health and safety of the County's lower-income residents.

Fiscal Summary - FY 13-14

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

Narrative Explanation of Fiscal Impacts (If Required):

Net proceeds of the sale will be retained by the CDC and must be used for housing-related purposes. Staff will return to the Board of Commissioners with a spending plan and an associated appropriation request at a later time.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Original Offer and Counter-Offer comprising Purchase and Sale Agreement

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

None



CALIFORNIA ASSOCIATION OF REALTORS®

COUNTER OFFER No. 2
For use by Seller or Buyer. May not be used for multiple counter offer.
(C.A.R. Form CO, Revised 11/13)

This is a counter offer to the: [] California Residential Purchase Agreement, [X] Counter Offer No. One, or [] Other ("Offer"),
dated April 7, 2014, on property known as Sonoma, CA 95476, 16717 Sonoma Hwy ("Property"),
between Michael D. Marino, Valerie M. Marino ("Buyer") and ("Seller").

- 1. TERMS: The terms and conditions of the above referenced document are accepted subject to the following:
A. Paragraphs in the Offer that require initials by all parties, but are not initialed by all parties, are excluded from the final agreement unless specifically referenced for inclusion in paragraph 1C of this or another Counter Offer or an addendum.
B. Unless otherwise agreed in writing, down payment and loan amount(s) will be adjusted in the same proportion as in the original Offer.
C. OTHER TERMS: Purchase price to be \$391,000.

Purchaser shall be Marino Family Trust, Michael D. Marino, trustee of trust.

D. The following attached addenda are incorporated into this Counter Offer: [] Addendum No. []

2. EXPIRATION: This Counter Offer shall be deemed revoked and the deposits, if any, shall be returned:
A. Unless by 5:00pm on the third Day After the date it is signed in paragraph 3 (if more than one signature then, the last signature date)(or by 5:00 [] AM [X] PM on April 11, 2014 (date)) (i) it is signed in paragraph 4, by the Buyer or Seller to whom it is sent and (ii) a copy of the signed Counter Offer is personally received by the person making it or

OR B. If the Buyer or Seller who made the Counter Offer withdraws it in writing (CAR Form WOO) anytime prior to Acceptance.
3. OFFER: BUYER OR SELLER MAKES THIS COUNTER OFFER ON THE TERMS ABOVE AND ACKNOWLEDGES RECEIPT OF A COPY.
[X] Buyer [] Seller Michael D. Marino, trustee Date 4/10/2014
[] Buyer [] Seller Date

4. ACCEPTANCE: I/WE accept the above Counter Offer (If checked [] SUBJECT TO THE ATTACHED COUNTER OFFER) and acknowledge receipt of a Copy.
[] Buyer [X] Seller Date 4/10/14 Time 1:25 [] AM [X] PM
[] Buyer [] Seller Date Time [] AM [] PM

CONFIRMATION OF ACCEPTANCE:

() / () (Initials) Confirmation of Acceptance: A Copy of Signed Acceptance was personally received by the maker of the Counter Offer, or that person's authorized agent as specified in paragraph 2A on (date) at [] AM [] PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by the maker of the Counter Offer, or that person's authorized agent whether or not confirmed in this document.

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Reviewed by Date



CO REVISED 11/13 (PAGE 1 OF 1)

COUNTER OFFER (CO PAGE 1 OF 1)

Agent: Maria Lounibos Phone: 707.935.2266 Fax: 707.935.2289 Prepared using zipForm® software
Broker: Sotheby's International Realty 25 E. Napa Street Sonoma, CA 95476

0001



CALIFORNIA ASSOCIATION OF REALTORS®

SELLER MULTIPLE COUNTER OFFER No. One (C.A.R. Form SMCO, 11/13)

Date 04/07/2014

This is a counter offer to the: California Residential Purchase Agreement, Other _____ ("Offer"), dated 03/28/2014, on property known as 16717 Sonoma Highway

between Sonoma, CA 95476 ("Property"), Michael D. Marino and Valerie M. Marino ("Buyer") and Sonoma County CDC ("Seller").

- 1. TERMS: The terms and conditions of the above referenced document are accepted subject to the following:
 - A. Paragraphs in the Offer that require initials by all parties, but are not initialed by all parties, are excluded from the final agreement unless specifically referenced for inclusion in paragraph 1C of this or another Counter Offer.
 - B. Unless otherwise agreed in writing, down payment and loan amount(s) will be adjusted in the same proportion as in the original Offer.
 - C. OTHER TERMS: 1. Purchase price to be \$385,000.00 2. Close of escrow to be within 3 days following Board of Supervisors approval. 3. All other terms remain the same.

D. The following attached addenda are incorporated into this Multiple Counter Offer: Addendum No. One

- 2. EXPIRATION: Seller is making Multiple Counter Offers to other prospective Buyers on terms that may or may not be the same as in this Multiple Counter Offer. This Multiple Counter Offer shall be deemed revoked and the deposits, if any, shall be returned:

A. Unless by 5:00PM on the third Day After the date Seller signs in paragraph 3 (if more than one Seller, then the last date) (or by AM PM on _____ (Date)) all of the following occur:

- (i) Buyer has signed this Counter Offer
- AND (ii) A copy of the Counter Offer signed by Buyer is personally received by Seller or Isaac Raboy who is authorized to receive it.
- AND (iii) After Buyer signs in paragraph 4, Seller signs in paragraph 5.
- AND (iv) A copy of this Multiple Counter Offer with Seller's signed selection in paragraph 5 is personally received by Buyer or who is authorized to receive it. (Note: Prior to the completion of 2A(i),(ii),(iii), and (iv) Buyer and Seller shall have no duties or obligations for the purchase or sale of the Property.)

OR B. If Seller withdraws this Multiple Counter Offer in writing (CAR form WOO) anytime prior to its Acceptance.

3. SELLER MAKES THIS MULTIPLE COUNTER OFFER ON THE TERMS ABOVE AND ACKNOWLEDGES RECEIPT OF A COPY. [Signature] Sonoma County CDC Date 4/7/2014

4. ACCEPTANCE: Buyer accepts the above Multiple Counter Offer (if checked SUBJECT TO THE ATTACHED COUNTER OFFER # 2) and acknowledges receipt of a copy.

Michael D. Marino, trustee Date 4/10/2014 Time AM PM

5. SELECTION OF ACCEPTED MULTIPLE COUNTER OFFER: By signing below, Seller accepts this Multiple Counter Offer. NOTE TO SELLER: Do NOT sign in this box until after Buyer signs in paragraph 4.

[Signature] Sonoma County CDC Date 4/11/14 Time 125 AM PM

(_____/_____) (Initials) Confirmation of Acceptance: A Copy of the Signed Seller Selection was personally received by Buyer or Buyer's authorized agent on (date) _____ at _____ AM PM. A binding Agreement is created when a Copy of the Signed Seller Selection is personally received by Buyer or Buyer's authorized agent whether or not confirmed in this document.

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Reviewed by _____ Date _____



SMCO 11/13 (PAGE 1 OF 1)

SELLER MULTIPLE COUNTER OFFER (SMCO PAGE 1 OF 1)

Agent: Isaac Raboy Phone: (707)939-2521 Fax: 707-935-1890 Prepared using zipForm® software
Broker: Mason McDuffie Commercial Real Estate 470 First St. East Sonoma, CA 95476

0002

Addendum No. 1 to Marino Offer, 16717 Sonoma Highway, Sonoma, CA

1. This Agreement is contingent upon approval by Seller's Board of Commissioners following a noticed public hearing in compliance with the California Community Redevelopment Law. If such approval has not occurred by May 15, 2014, then this Agreement shall be rescinded, and the Buyer's deposit shall be returned to Buyer, and neither party shall have any other duties, obligations, or rights under this Agreement.

2. Buyer understands and agrees:
 - a. The Property was acquired by the Sonoma County Community Development Commission as governing body of the Sonoma County Community Redevelopment Agency (SCCRA) with redevelopment funds from the Low and Moderate Income Housing Fund created pursuant to California Health and Safety Code Section 33334.3;
 - b. Pursuant to an act of the California Legislature, ABx1 26, SCCRA was dissolved on February 1, 2012.
 - c. By virtue of the election made by the Sonoma County Board of Supervisors in its Resolution No. 12-0004 not to retain the SCCRA's redevelopment housing operations, under California Health and Safety Code Section 34176(b), "all rights, powers, assets, duties, and obligations associated with the housing activities of the [SCCRA], excluding enforceable obligations retained by the [Successor Agency]," including the Property, automatically transferred to the Sonoma County Housing Authority on February 1, 2012 by operation of law, and is now being held by Seller, its parent body.
 - d. Seller makes no representations or warranties as to the state of the Property; provided, however, that Seller states that it believes that it has title to the Property by virtue of the matters set forth in Paragraph 2.c above. Buyer shall obtain a policy of title insurance (at Buyer's sole cost and expense) at closing to satisfy itself that the title conveyed to it by Seller is valid and marketable. Seller shall provide reasonable assistance to Buyer to assist Buyer in obtaining such title insurance.

Acknowledgement of receipt of copy of this document.

WAK

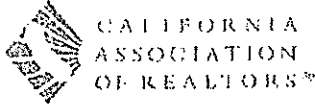
Pages _____ DocuSigned by:
 4/10/2014 Michael D. Marino, trustee
 Date _____ Signature _____
 Date _____ Signature _____

3. Seller makes no representations or warranties whatsoever with respect to the Property, including but not limited to, the physical conditions on the Property, the suitability of the Property for any particular use, the existence of any hazardous materials on the property, the zoning of the Property, or the existence of non-existence of any environmental conditions on the Property that might affect its development. Buyer agrees that this is an "AS IS" sale.
4. Notwithstanding anything in this Agreement to the contrary, if Buyer cancels the Agreement for any reason after the expiration of the Inspection Period per section 14.B.(1), then \$5,000.00 of the initial deposit shall be released to Seller in connection with the cancellation of the sale and escrow.
5. Section 14.C of the Agreement is amended to read: "If Buyer has not canceled this Agreement within the time specified in Section 14.B.(1), then Buyer shall be deemed to have waived all applicable contingencies, and may not thereafter cancel this Agreement."
6. With respect to Section 30, Buyer understands and agrees that this Agreement shall not be effective until approved by Seller's Board of Commissioners. Solely for purposes of determining the timelines in this Agreement, the execution by Seller's Executive Director shall constitute "acceptance" of this Agreement.
7. Section 26 and Section 3(l) of the Agreement are deleted.

Acknowledgement of receipt of copy of this document.

Pages	_____	DocuSigned by:
4/10/2014		<u>Michael D. Marino, trustee</u>
Date		Signature
_____	_____	88ED7D34004940B...
Date		Signature

WJK



CALIFORNIA RESIDENTIAL PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

For Use With Single Family Residential Property — Attached or Detached (C.A.R. Form RPA-CA, Revised 4/13)

Date March 27, 2014

1. OFFER:

- A. THIS IS AN OFFER FROM Michael D. Marino, Valerie M. Marino ("Buyer").
B. THE REAL PROPERTY TO BE ACQUIRED is described as 16717 Sonoma Hwy, Sonoma, CA 95476
C. THE PURCHASE PRICE offered is Three Hundred Sixty Thousand Dollars \$ 360,000.00
D. CLOSE OF ESCROW shall occur on (date) (or) 10 Days After Acceptance.

2. AGENCY:

- A. DISCLOSURE: Buyer and Seller each acknowledge prior receipt of a "Disclosure Regarding Real Estate Agency Relationships" (C.A.R. Form AD).
B. POTENTIALLY COMPETING BUYERS AND SELLERS: Buyer and Seller each acknowledge receipt of a disclosure of the possibility of multiple representation by the Broker representing that principal.
C. CONFIRMATION: The following agency relationships are hereby confirmed for this transaction: Listing Agent MMRE Commercial (Print Firm Name) is the agent of (check one): [X] the Seller exclusively; or [] both the Buyer and Seller. Selling Agent Sotheby's International Realty (Print Firm Name) (if not the same as the Listing Agent) is the agent of (check one): [X] the Buyer exclusively; or [] the Seller exclusively; or [] both the Buyer and Seller.

3. FINANCE TERMS: Buyer represents that funds will be good when deposited with Escrow Holder.

- A. INITIAL DEPOSIT: Deposit shall be in the amount of \$ 10,800.00
(1) Buyer shall deliver deposit directly to Escrow Holder by personal check, [X] electronic funds transfer, [] other
OR (2) (if checked) [] Buyer has given the deposit by personal check (or [] Other)
B. INCREASED DEPOSIT: Buyer shall deposit with Escrow Holder an increased deposit in the amount of \$
C. LOAN(S): (1) FIRST LOAN: in the amount of \$
This loan will be conventional financing or, if checked, [] FHA, [] VA, [] Seller (C.A.R. Form SFA), [] assumed financing (C.A.R. Form PAA), [] Other
(2) SECOND LOAN: in the amount of \$
This loan will be conventional financing or, if checked, [] Seller (C.A.R. Form SFA), [] assumed financing (C.A.R. Form PAA), [] Other
(3) FHA/VA: For any FHA or VA loan specified above, Buyer has 17 (or []) Days After Acceptance to Deliver to Seller written notice (C.A.R. Form FVA) of any lender-required repairs or costs that Buyer requests Seller to pay for or otherwise correct.
D. ADDITIONAL FINANCING TERMS:
E. BALANCE OF DOWN PAYMENT OR PURCHASE PRICE in the amount of \$ 349,200.00 to be deposited with Escrow Holder within sufficient time to close escrow.
F. PURCHASE PRICE (TOTAL) \$ 360,000.00

Buyer's Initials ([Signature]) ([Signature])

Seller's Initials () ()



Reviewed by Date

0004

Property Address: 16717 Sonoma Hwy
Sonoma, CA 95476

Date: March 27, 2014

G. VERIFICATION OF DOWN PAYMENT AND CLOSING COSTS: Buyer (or Buyer's lender or loan broker pursuant to 3H(1) shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of Buyer's down payment and closing costs. (if checked, verification attached)

H. LOAN TERMS:

(1) LOAN APPLICATIONS: Within 7 (or _____) Days After Acceptance, Buyer shall Deliver to Seller a letter from lender or loan broker stating that, based on a review of Buyer's written application and credit report, Buyer is prequalified or preapproved for any NEW loan specified in 3C above. (If checked, letter attached.)

(2) LOAN CONTINGENCY: Buyer shall act diligently and in good faith to obtain the designated loan(s). Obtaining the loan(s) specified above is a contingency of this Agreement unless otherwise agreed in writing. Buyer's contractual obligations to obtain and provide deposit, balance of down payment and closing costs are not contingencies of this Agreement.

(3) LOAN CONTINGENCY REMOVAL:

(i) Within 17 (or _____) Days After Acceptance, Buyer shall, as specified in paragraph 14, in writing remove the loan contingency or cancel this Agreement;

OR (ii) (if checked) the loan contingency shall remain in effect until the designated loans are funded.

(4) NO LOAN CONTINGENCY (If checked): Obtaining any loan specified above is NOT a contingency of this Agreement. If Buyer does not obtain the loan and as a result Buyer does not purchase the Property, Seller may be entitled to Buyer's deposit or other legal remedies.

I. APPRAISAL CONTINGENCY AND REMOVAL: This Agreement is (or, if checked, is NOT) contingent upon a written appraisal of the Property by a licensed or certified appraiser at no less than the specified purchase price. If there is a loan contingency, Buyer's removal of the loan contingency shall be deemed removal of this appraisal contingency (or, if checked, Buyer shall, as specified in paragraph 14B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance). If there is no loan contingency, Buyer shall, as specified in paragraph 14B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance.

J. ALL CASH OFFER (If checked): Buyer shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of sufficient funds to close this transaction. (If checked, verification attached.)

K. BUYER STATED FINANCING: Seller has relied on Buyer's representation of the type of financing specified (including but not limited to, as applicable, amount of down payment, contingent or non contingent loan, or all cash). If Buyer seeks alternate financing, (i) Seller has no obligation to cooperate with Buyer's efforts to obtain such financing, and (ii) Buyer shall also pursue the financing method specified in this Agreement. Buyer's failure to secure alternate financing does not excuse Buyer from the obligation to purchase the Property and close escrow as specified in this Agreement.

4. ALLOCATION OF COSTS (If checked): Unless otherwise specified here, in writing, this paragraph only determines who is to pay for the inspection, test or service ("Report") mentioned; it does not determine who is to pay for any work recommended or identified in the Report.

A. INSPECTIONS AND REPORTS:

(1) Buyer Seller shall pay for an inspection and report for wood destroying pests and organisms ("Wood Pest Report") prepared by _____ a registered structural pest control company.

(2) Buyer Seller shall pay to have septic or private sewage disposal systems inspected _____.

(3) Buyer Seller shall pay to have domestic wells tested for water potability and productivity _____.

(4) Buyer Seller shall pay for a natural hazard zone disclosure report prepared by Received and approved _____.

(5) Buyer Seller shall pay for the following inspection or report _____.

(6) Buyer Seller shall pay for the following inspection or report _____.

B. GOVERNMENT REQUIREMENTS AND RETROFIT:

(1) Buyer Seller shall pay for smoke detector installation and/or water heater bracing, if required by Law. Prior to Close Of Escrow, Seller shall provide Buyer written statement(s) of compliance in accordance with state and local Law, unless exempt.

(2) Buyer Seller shall pay the cost of compliance with any other minimum mandatory government retrofit standards, inspections and reports if required as a condition of closing escrow under any Law. _____.

C. ESCROW AND TITLE:

(1) Buyer Seller shall pay escrow fee _____.

Escrow Holder shall be First American Title Co. _____.

(2) Buyer Seller shall pay for owner's title insurance policy specified in paragraph 12E _____.

Owner's title policy to be issued by First American Title Co. _____.

(Buyer shall pay for any title insurance policy insuring Buyer's lender, unless otherwise agreed in writing.)

D. OTHER COSTS:

(1) Buyer Seller shall pay County transfer tax or fee _____.

(2) Buyer Seller shall pay City transfer tax or fee _____.

(3) Buyer Seller shall pay Homeowner's Association ("HOA") transfer fee _____.

(4) Buyer Seller shall pay HOA document preparation fees _____.

(5) Buyer Seller shall pay for any private transfer fee _____.

(6) Buyer Seller shall pay the cost, not to exceed \$ _____, of a one-year home warranty plan, issued by _____, with the following optional coverages:

Air Conditioner Pool/Spa Code and Permit upgrade Other: _____

Buyer is informed that home warranty plans have many optional coverages in addition to those listed above. Buyer is advised to investigate these coverages to determine those that may be suitable for Buyer.

(7) Buyer Seller shall pay for _____.

(8) Buyer Seller shall pay for _____.

Buyer's Initials (MSM) (VMM)

Seller's Initials (_____) (_____)
Reviewed by _____ Date _____



0005

16717 Sonoma Hwy
Property Address: Sonoma, CA 95476

Date: March 27, 2014

5. CLOSING AND POSSESSION:

- A. Buyer intends (or does not intend) to occupy the Property as Buyer's primary residence.
 - B. Seller-occupied or vacant property: Possession shall be delivered to Buyer at 5 PM or (Noon AM PM) on the date of Close Of Escrow; on _____; or no later than _____ Days After Close Of Escrow. If transfer of title and possession do not occur at the same time, Buyer and Seller are advised to: (i) enter into a written occupancy agreement (C.A.R. Form PAA, paragraph 2); and (ii) consult with their insurance and legal advisors.
 - C. Tenant-occupied property: (i) Property shall be vacant at least 5 (or _____) Days Prior to Close Of Escrow, unless otherwise agreed in writing. Note to Seller: If you are unable to deliver Property vacant in accordance with rent control and other applicable Law, you may be in breach of this Agreement.
- OR (if checked) Tenant to remain in possession. (C.A.R. Form PAA, paragraph 3)
- D. At Close Of Escrow, (i) Seller assigns to Buyer any assignable warranty rights for items included in the sale, and (ii) Seller shall Deliver to Buyer available Copies of warranties. Brokers cannot and will not determine the assignability of any warranties.
 - E. At Close Of Escrow, unless otherwise agreed in writing, Seller shall provide keys and/or means to operate all locks, mailboxes, security systems, alarms and garage door openers. If Property is a condominium or located in a common interest subdivision, Buyer may be required to pay a deposit to the Homeowners' Association ("HOA") to obtain keys to accessible HOA facilities.

6. STATUTORY DISCLOSURES (INCLUDING LEAD-BASED PAINT HAZARD DISCLOSURES) AND CANCELLATION RIGHTS:

- A. (1) Seller shall, within the time specified in paragraph 14A, Deliver to Buyer, if required by Law: (i) Federal Lead-Based Paint Disclosures (C.A.R. Form FLD) and pamphlet ("Lead Disclosures"); and (ii) disclosures or notices required by sections 1102 et. seq. and 1103 et. seq. of the Civil Code ("Statutory Disclosures"). Statutory Disclosures include, but are not limited to, a Real Estate Transfer Disclosure Statement ("TDS"), Natural Hazard Disclosure Statement ("NHD"), notice or actual knowledge of release of illegal controlled substance, notice of special tax and/or assessments (or, if allowed, substantially equivalent notice regarding the Mello-Roos Community Facilities Act and Improvement Bond Act of 1915) and, if Seller has actual knowledge, of industrial use and military ordnance location (C.A.R. Form SPQ or SSD).
 - (2) Buyer shall, within the time specified in paragraph 14B(1), return Signed Copies of the Statutory and Lead Disclosures to Seller.
 - (3) In the event Seller, prior to Close Of Escrow, becomes aware of adverse conditions materially affecting the Property, or any material inaccuracy in disclosures, information or representations previously provided to Buyer, Seller shall promptly provide a subsequent or amended disclosure or notice, in writing, covering those items. However, a subsequent or amended disclosure shall not be required for conditions and material inaccuracies of which Buyer is otherwise aware, or which are disclosed in reports provided to or obtained by Buyer or ordered and paid for by Buyer.
 - (4) If any disclosure or notice specified in 6A(1), or subsequent or amended disclosure or notice is Delivered to Buyer after the offer is Signed, Buyer shall have the right to cancel this Agreement within 3 Days After Delivery in person, or 5 Days After Delivery by deposit in the mail, by giving written notice of cancellation to Seller or Seller's agent.
 - (5) Note to Buyer and Seller: Waiver of Statutory and Lead Disclosures is prohibited by Law.
- B. NATURAL AND ENVIRONMENTAL HAZARDS: Within the time specified in paragraph 14A, Seller shall, if required by Law: (i) Deliver to Buyer earthquake guides (and questionnaire) and environmental hazards booklet; (ii) even if exempt from the obligation to provide a NHD, disclose if the Property is located in a Special Flood Hazard Area; Potential Flooding (Inundation) Area; Very High Fire Hazard Zone; State Fire Responsibility Area; Earthquake Fault Zone; Seismic Hazard Zone; and (iii) disclose any other zone as required by Law and provide any other information required for those zones.
- C. WITHHOLDING TAXES: Within the time specified in paragraph 14A, to avoid required withholding, Seller shall Deliver to Buyer or qualified substitute, an affidavit sufficient to comply with federal (FIRPTA) and California withholding Law (C.A.R. Form AS or QS).
- D. MEGAN'S LAW DATABASE DISCLOSURE: Notice: Pursuant to Section 290.46 of the Penal Code, information about specified registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides. (Neither Seller nor Brokers are required to check this website. If Buyer wants further information, Broker recommends that Buyer obtain information from this website during Buyer's inspection contingency period. Brokers do not have expertise in this area.)
- E. NOTICE REGARDING GAS AND HAZARDOUS LIQUID TRANSMISSION PIPELINES: This notice is being provided simply to inform you that information about the general location of gas and hazardous liquid transmission pipelines is available to the public via the National Pipeline Mapping System (NPMS) Internet Web site maintained by the United States Department of Transportation at http://www.npms.phmsa.dot.gov/. To seek further information about possible transmission pipelines near the Property, you may contact your local gas utility or other pipeline operators in the area. Contact information for pipeline operators is searchable by ZIP Code and county on the NPMS Internet Web site.

7. CONDOMINIUM/PLANNED DEVELOPMENT DISCLOSURES:

- A. SELLER HAS: 7 (or _____) Days After Acceptance to disclose to Buyer whether the Property is a condominium, or is located in a planned development or other common interest subdivision (C.A.R. Form SPQ or SSD).
- B. If the Property is a condominium or is located in a planned development or other common interest subdivision, Seller has 3 (or _____) Days After Acceptance to request from the HOA (C.A.R. Form HOA): (i) Copies of any documents required by Law; (ii) disclosure of any pending or anticipated claim or litigation by or against the HOA; (iii) a statement containing the location and number of designated parking and storage spaces; (iv) Copies of the most recent 12 months of HOA minutes for regular and special meetings; and (v) the names and contact information of all HOAs governing the Property (collectively, "CI Disclosures"). Seller shall itemize and Deliver to Buyer all CI Disclosures received from the HOA and any CI Disclosures in Seller's possession. Buyer's approval of CI Disclosures is a contingency of this Agreement as specified in paragraph 14B(3).

8. ITEMS INCLUDED IN AND EXCLUDED FROM PURCHASE PRICE:

- A. NOTE TO BUYER AND SELLER: Items listed as included or excluded in the MLS, flyers or marketing materials are not included in the purchase price or excluded from the sale unless specified in 8B or C.
- B. ITEMS INCLUDED IN SALE:
 - (1) All EXISTING fixtures and fittings that are attached to the Property;
 - (2) EXISTING electrical, mechanical, lighting, plumbing and heating fixtures, ceiling fans, fireplace inserts, gas logs and grates, solar systems, built-in appliances, window and door screens, awnings, shutters, window coverings, attached floor coverings, television antennas, satellite dishes, private integrated telephone systems, air coolers/conditioners, pool/spa equipment, garage door openers/remote controls, mailbox, in-ground landscaping, trees/shrubs, water softeners, water purifiers, security systems/alarms; (if checked) stove(s), refrigerator(s);

Buyer's Initials (MSM) (VMM)

Seller's Initials (_____) (_____)



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- (3) The following additional items:
- (4) Seller represents that all items included in the purchase price, unless otherwise specified, are owned by Seller.
- (5) All items included shall be transferred free of liens and without Seller warranty.
- C. **ITEMS EXCLUDED FROM SALE:** Unless otherwise specified, audio and video components (such as flat screen TVs and speakers) are excluded if any such item is not itself attached to the Property, even if a bracket or other mechanism attached to the component is attached to the Property; and
- 9. **CONDITION OF PROPERTY:** Unless otherwise agreed: (i) the Property is sold (a) in its PRESENT physical ("as-is") condition as of the date of Acceptance and (b) subject to Buyer's investigation rights; (ii) the Property, including pool, spa, landscaping and grounds, is to be maintained in substantially the same condition as on the date of Acceptance; and (iii) all debris and personal property not included in the sale shall be removed by Close Of Escrow.
 - A. Seller shall, within the time specified in paragraph 14A, DISCLOSE KNOWN MATERIAL FACTS AND DEFECTS affecting the Property, including known insurance claims within the past five years, and make any and all other disclosures required by law.
 - B. Buyer has the right to inspect the Property and, as specified in paragraph 14B, based upon information discovered in those inspections: (i) cancel this Agreement; or (ii) request that Seller make Repairs or take other action.
 - C. Buyer is strongly advised to conduct investigations of the entire Property in order to determine its present condition. Seller may not be aware of all defects affecting the Property or other factors that Buyer considers important. Property improvements may not be built according to code, in compliance with current Law, or have had permits issued.
- 10. **BUYER'S INVESTIGATION OF PROPERTY AND MATTERS AFFECTING PROPERTY:**
 - A. Buyer's acceptance of the condition of, and any other matter affecting the Property, is a contingency of this Agreement as specified in this paragraph and paragraph 14B. Within the time specified in paragraph 14B(1), Buyer shall have the right, at Buyer's expense unless otherwise agreed, to conduct inspections, investigations, tests, surveys and other studies ("Buyer Investigations"), including, but not limited to, the right to: (i) inspect for lead-based paint and other lead-based paint hazards; (ii) inspect for wood destroying pests and organisms; (iii) review the registered sex offender database; (iv) confirm the insurability of Buyer and the Property; and (v) satisfy Buyer as to any matter specified in the attached Buyer's Inspection Advisory (C.A.R. Form BIA). Without Seller's prior written consent, Buyer shall neither make nor cause to be made: (i) invasive or destructive Buyer Investigations; or (ii) inspections by any governmental building or zoning inspector or government employee, unless required by Law.
 - B. Seller shall make the Property available for all Buyer Investigations. Buyer shall (i) as specified in paragraph 14B, complete Buyer Investigations and, either remove the contingency or cancel this Agreement, and (ii) give Seller, at no cost, complete Copies of all investigation reports obtained by Buyer, which obligation shall survive the termination of this Agreement.
 - C. Seller shall have water, gas, electricity and all operable pilot lights on for Buyer's Investigations and through the date possession is made available to Buyer.
 - D. **Buyer Indemnity and Seller protection for entry upon property:** Buyer shall: (i) keep the Property free and clear of liens; (ii) repair all damage arising from Buyer Investigations; and (iii) indemnify and hold Seller harmless from all resulting liability, claims, demands, damages and costs. Buyer shall carry, or Buyer shall require anyone acting on Buyer's behalf to carry, policies of liability, workers' compensation and other applicable insurance, defending and protecting Seller from liability for any injuries to persons or property occurring during any Buyer Investigations or work done on the Property at Buyer's direction prior to Close Of Escrow. Seller is advised that certain protections may be afforded Seller by recording a "Notice of Nonresponsibility" (C.A.R. Form NNR) for Buyer Investigations and work done on the Property at Buyer's direction. Buyer's obligations under this paragraph shall survive the termination of this Agreement.
- 11. **SELLER DISCLOSURES; ADDENDA; ADVISORIES; OTHER TERMS:**
 - A. **Seller Disclosures (if checked):** Seller shall, within the time specified in paragraph 14A, complete and provide Buyer with a:

<input type="checkbox"/> Seller Property Questionnaire (C.A.R. Form SPO)	OR	<input type="checkbox"/> Supplemental Contractual and Statutory Disclosure (C.A.R. Form SSD)
--	----	--
 - B. **Addenda (if checked):**

<input type="checkbox"/> Addendum #	(C.A.R. Form ADM)
<input type="checkbox"/> Wood Destroying Pest Inspection and Allocation of Cost Addendum (C.A.R. Form WPA)	
<input type="checkbox"/> Purchase Agreement Addendum (C.A.R. Form PAA)	<input type="checkbox"/> Septic, Well and Property Monument Addendum (C.A.R. Form SWPI)
<input type="checkbox"/> Short Sale Addendum (C.A.R. Form SSA)	<input type="checkbox"/> Other
 - C. **Advisories (if checked):**

<input type="checkbox"/> Probate Advisory (C.A.R. Form PAI)	<input checked="" type="checkbox"/> Buyer's Inspection Advisory (C.A.R. Form BIA)
<input type="checkbox"/> Trust Advisory (C.A.R. Form TA)	<input type="checkbox"/> Statewide Buyer and Seller Advisory (C.A.R. Form SBSA)
	<input type="checkbox"/> REO Advisory (C.A.R. Form REO)
 - D. **Other Terms:**

12. **TITLE AND VESTING:**

- A. Within the time specified in paragraph 14, Buyer shall be provided a current preliminary title report, which shall include a search of the General Index, Seller shall within 7 Days After Acceptance, give Escrow Holder a completed Statement of Information. The preliminary report is only an offer by the title insurer to issue a policy of title insurance and may not contain every item affecting title. Buyer's review of the preliminary report and any other matters which may affect title are a contingency of this Agreement as specified in paragraph 14B.
- B. Title is taken in its present condition subject to all encumbrances, easements, covenants, conditions, restrictions, rights and other matters, whether of record or not, as of the date of Acceptance except: (i) monetary liens of record unless Buyer is assuming those obligations or taking the Property subject to those obligations; and (ii) those matters which Seller has agreed to remove in writing.
- C. Within the time specified in paragraph 14A, Seller has a duty to disclose to Buyer all matters known to Seller affecting title, whether of record or not.
- D. At Close Of Escrow, Buyer shall receive a grant deed conveying title (or, for stock cooperative or long-term lease, an assignment of stock certificate or of Seller's leasehold interest), including oil, mineral and water rights if currently owned by Seller. Title shall vest as designated in Buyer's supplemental escrow instructions. THE MANNER OF TAKING TITLE MAY HAVE SIGNIFICANT LEGAL AND TAX CONSEQUENCES. CONSULT AN APPROPRIATE PROFESSIONAL.
- E. Buyer shall receive a CLTA/ALTA Homeowner's Policy of Title Insurance. A title company, at Buyer's request, can provide information about the availability, desirability, coverage, and cost of various title insurance coverages and endorsements. If Buyer desires title coverage other than that required by this paragraph, Buyer shall instruct Escrow Holder in writing and pay any increase in cost.

Buyer's Initials (MSM) (VMM)

Seller's Initials (_____) (_____)

Reviewed by _____ Date _____



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13. SALE OF BUYER'S PROPERTY:

- A. This Agreement is NOT contingent upon the sale of any property owned by Buyer.
- OR B. (If checked): The attached addendum (C.A.R. Form COP) regarding the contingency for the sale of property owned by Buyer is incorporated into this Agreement.

14. TIME PERIODS; REMOVAL OF CONTINGENCIES; CANCELLATION RIGHTS: The following time periods may only be extended, altered, modified or changed by mutual written agreement. Any removal of contingencies or cancellation under this paragraph by either Buyer or Seller must be exercised in good faith and in writing (C.A.R. Form CR or CC).

- A. SELLER HAS: 7 (or _____) Days After Acceptance to Deliver to Buyer all Reports, disclosures and information for which Seller is responsible under paragraphs 4, 6A, B and C, 7A, 9A, 11A and B, and 12A. Buyer may give Seller a Notice to Seller to Perform (C.A.R. Form NSP) if Seller has not Delivered the items within the time specified.
- B. (1) BUYER HAS: 17 (or 0) Days After Acceptance, unless otherwise agreed in writing, to:
 - (i) complete all Buyer investigations; approve all disclosures, reports and other applicable information, which Buyer receives from Seller; and approve all matters affecting the Property; and
 - (ii) Deliver to Seller Signed Copies of Statutory and Lead Disclosures Delivered by Seller in accordance with paragraph 6A.
- (2) Within the time specified in 14B(1), Buyer may request that Seller make repairs or take any other action regarding the Property (C.A.R. Form RR). Seller has no obligation to agree to or respond to Buyer's requests.
- (3) By the end of the time specified in 14B(1) (or as otherwise specified in this Agreement), Buyer shall, Deliver to Seller a removal of the applicable contingency or cancellation (C.A.R. Form CR or CC) of this Agreement. However, if any report, disclosure or information for which Seller is responsible is not Delivered within the time specified in 14A, then Buyer has 5 (or _____) Days After Delivery of any such items, or the time specified in 14B(1), whichever is later, to Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement.
- (4) Continuation of Contingency: Even after the end of the time specified in 14B(1) and before Seller cancels, if at all, pursuant to 14C, Buyer retains the right to either (i) in writing remove remaining contingencies, or (ii) cancel this Agreement based on a remaining contingency. Once Buyer's written removal of all contingencies is Delivered to Seller, Seller may not cancel this Agreement pursuant to 14C(1).

C. SELLER RIGHT TO CANCEL:

- (1) Seller right to Cancel; Buyer Contingencies: If, by the time specified in this Agreement, Buyer does not Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement then Seller, after first Delivering to Buyer a Notice to Buyer to Perform (C.A.R. Form NBP) may cancel this Agreement. In such event, Seller shall authorize return of Buyer's deposit.
- (2) Seller right to Cancel; Buyer Contract Obligations: Seller, after first Delivering to Buyer a NBP may cancel this Agreement for any of the following reasons: (i) if Buyer fails to deposit funds as required by 3A or 3B; (ii) if the funds deposited pursuant to 3A or 3B are not good when deposited; (iii) if Buyer fails to Deliver a notice of FHA or VA costs or terms as required by 3C(3) (C.A.R. Form FVA); (iv) if Buyer fails to Deliver a letter as required by 3H; (v) if Buyer fails to Deliver verification as required by 3G or 3J; (vi) if Seller reasonably disapproves of the verification provided by 3G or 3J; (vii) if Buyer fails to return Statutory and Lead Disclosures as required by paragraph 6A(2); or (viii) if Buyer fails to sign or initial a separate liquidated damages form for an increased deposit as required by paragraphs 3B and 25. In such event, Seller shall authorize return of Buyer's deposit.
- (3) Notice to Buyer To Perform: The NBP shall: (i) be in writing; (ii) be signed by Seller; and (iii) give Buyer at least 2 (or _____) Days After Delivery (or until the time specified in the applicable paragraph, whichever occurs last) to take the applicable action. A NBP may not be Delivered any earlier than 2 Days Prior to the expiration of the applicable time for Buyer to remove a contingency or cancel this Agreement or meet an obligation specified in 14C(2).

D. EFFECT OF BUYER'S REMOVAL OF CONTINGENCIES: If Buyer removes, in writing, any contingency or cancellation rights, unless otherwise specified in a separate written agreement between Buyer and Seller, Buyer shall conclusively be deemed to have: (i) completed all Buyer investigations, and review of reports and other applicable information and disclosures pertaining to that contingency or cancellation right; (ii) elected to proceed with the transaction; and (iii) assumed all liability, responsibility and expense for Repairs or corrections pertaining to that contingency or cancellation right, or for inability to obtain financing.

E. CLOSE OF ESCROW: Before Seller or Buyer may cancel this Agreement for failure of the other party to close escrow pursuant to this Agreement, Seller or Buyer must first Deliver to the other a demand to close escrow (C.A.R. Form DCE).

F. EFFECT OF CANCELLATION ON DEPOSITS: If Buyer or Seller gives written notice of cancellation pursuant to rights duly exercised under the terms of this Agreement, Buyer and Seller agree to Sign mutual instructions to cancel the sale and escrow and release deposits, if any, to the party entitled to the funds, less fees and costs incurred by that party. Fees and costs may be payable to service providers and vendors for services and products provided during escrow. Release of funds will require mutual Signed release instructions from Buyer and Seller, judicial decision or arbitration award. A Buyer or Seller may be subject to a civil penalty of up to \$1,000 for refusal to sign such instructions if no good faith dispute exists as to who is entitled to the deposited funds (Civil Code §1057.3).

15. REPAIRS: Repairs shall be completed prior to final verification of condition unless otherwise agreed in writing. Repairs to be performed at Seller's expense may be performed by Seller or through others, provided that the work complies with applicable Law, including governmental permit, inspection and approval requirements. Repairs shall be performed in a good, skillful manner with materials of quality and appearance comparable to existing materials. It is understood that exact restoration of appearance or cosmetic items following all Repairs may not be possible. Seller shall: (i) obtain receipts for Repairs performed by others; (ii) prepare a written statement indicating the Repairs performed by Seller and the date of such Repairs; and (iii) provide Copies of receipts and statements to Buyer prior to final verification of condition.

16. FINAL VERIFICATION OF CONDITION: Buyer shall have the right to make a final inspection of the Property within 5 (or _____) Days Prior to Close Of Escrow, NOT AS A CONTINGENCY OF THE SALE, but solely to confirm: (i) the Property is maintained pursuant to paragraph 9; (ii) Repairs have been completed as agreed; and (iii) Seller has complied with Seller's other obligations under this Agreement (C.A.R. Form VP).

17. PRORATIONS OF PROPERTY TAXES AND OTHER ITEMS: Unless otherwise agreed in writing, the following items shall be PAID CURRENT and prorated between Buyer and Seller as of Close Of Escrow: real property taxes and assessments, interest, rents, HOA regular, special, and emergency dues and assessments imposed prior to Close Of Escrow, premiums on insurance assumed by Buyer, payments on bonds and assessments assumed by Buyer, and payments on Mello-Roos and other Special Assessment District bonds and assessments that are now a lien. The following items shall be assumed by Buyer WITHOUT CREDIT toward the purchase price: prorated payments on Mello-Roos and other Special Assessment District bonds and assessments and HOA special assessments that are now a lien but not yet due. Property will be reassessed upon change of ownership. Any supplemental tax bills shall be paid as follows: (i) for periods after Close Of Escrow, by Buyer; and (ii) for periods prior to Close Of Escrow, by Seller (see C.A.R. Form SPT or SBSA for further information). TAX BILLS ISSUED AFTER CLOSE OF ESCROW SHALL BE HANDLED DIRECTLY BETWEEN BUYER AND SELLER. Prorations shall be made based on a 30-day month.

Buyer's Initials (MSM) (VMU)

Seller's Initials (_____) (_____)



Reviewed by _____ Date _____

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- 18. **SELECTION OF SERVICE PROVIDERS:** Brokers do not guarantee the performance of any vendors, service or product providers ("Providers"), whether referred by Broker or selected by Buyer, Seller or other person. Buyer and Seller may select ANY Providers of their own choosing.
- 19. **MULTIPLE LISTING SERVICE ("MLS"):** Brokers are authorized to report to the MLS a pending sale and, upon Close Of Escrow, the sales price and other terms of this transaction shall be provided to the MLS to be published and disseminated to persons and entities authorized to use the information on terms approved by the MLS.
- 20. **EQUAL HOUSING OPPORTUNITY:** The Property is sold in compliance with federal, state and local anti-discrimination Laws
- 21. **ATTORNEY FEES:** In any action, proceeding, or arbitration between Buyer and Seller arising out of this Agreement, the prevailing Buyer or Seller shall be entitled to reasonable attorney fees and costs from the non-prevailing Buyer or Seller, except as provided in paragraph 26A.
- 22. **DEFINITIONS:** As used in this Agreement:
 - A. "Acceptance" means the time the offer or final counter offer is accepted in writing by a party and is delivered to and personally received by the other party or that party's authorized agent in accordance with the terms of this offer or a final counter offer
 - B. "C.A.R. Form" means the specific form referenced or another comparable form agreed to by the parties.
 - C. "Close Of Escrow" means the date the grant deed, or other evidence of transfer of title, is recorded.
 - D. "Copy" means copy by any means including photocopy, NCR, facsimile and electronic.
 - E. "Days" means calendar days. However, after Acceptance, the last Day for performance of any act required by this Agreement (including Close Of Escrow) shall not include any Saturday, Sunday, or legal holiday and shall instead be the next Day.
 - F. "Days After" means the specified number of calendar days after the occurrence of the event specified, not counting the calendar date on which the specified event occurs, and ending at 11:59PM on the final day.
 - G. "Days Prior" means the specified number of calendar days before the occurrence of the event specified, not counting the calendar date on which the specified event is scheduled to occur.
 - H. "Deliver", "Delivered" or "Delivery", means and shall be effective upon (i) personal receipt by Buyer or Seller or the individual Real Estate Licensee for that principal as specified in paragraph D of the section titled Real Estate Brokers on page 8, regardless of the method used (i.e. messenger, mail, email, fax, other); OR (ii) if checked, per the attached addendum (C.A.R. Form RDN).
 - I. "Electronic Copy" or "Electronic Signature" means, as applicable, an electronic copy or signature complying with California Law. Buyer and Seller agree that electronic means will not be used by either party to modify or alter the content or integrity of this Agreement without the knowledge and consent of the other.
 - J. "Law" means any law, code, statute, ordinance, regulation, rule or order, which is adopted by a controlling city, county, state or federal legislative, judicial or executive body or agency.
 - K. "Repairs" means any repairs (including pest control), alterations, replacements, modifications or retrofitting of the Property provided for under this Agreement.
 - L. "Signed" means either a handwritten or electronic signature on an original document, Copy or any counterpart.
- 23. **BROKER COMPENSATION:** Seller or Buyer, or both, as applicable, agrees to pay compensation to Broker as specified in a separate written agreement between Broker and that Seller or Buyer. Compensation is payable upon Close Of Escrow, or if escrow does not close, as otherwise specified in the agreement between Broker and that Seller or Buyer.
- 24. **JOINT ESCROW INSTRUCTIONS TO ESCROW HOLDER:**
 - A. The following paragraphs, or applicable portions thereof, of this Agreement constitute the joint escrow instructions of Buyer and Seller to Escrow Holder, which Escrow Holder is to use along with any related counter offers and addenda, and any additional mutual instructions to close the escrow: 1, 3, 4, 6C, 11B and D, 12, 13B, 14F, 17, 22, 23, 24, 28, 30 and paragraph D of the section titled Real Estate Brokers on page 8. If a Copy of the separate compensation agreement(s) provided for in paragraph 23, or paragraph D of the section titled Real Estate Brokers on page 8 is deposited with Escrow Holder by Broker, Escrow Holder shall accept such agreement(s) and pay out from Buyer's or Seller's funds, or both, as applicable, the Broker's compensation provided for in such agreement(s). The terms and conditions of this Agreement not set forth in the specified paragraphs are additional matters for the information of Escrow Holder, but about which Escrow Holder need not be concerned. Buyer and Seller will receive Escrow Holder's general provisions directly from Escrow Holder and will execute such provisions upon Escrow Holder's request. To the extent the general provisions are inconsistent or conflict with this Agreement, the general provisions will control as to the duties and obligations of Escrow Holder only. Buyer and Seller will execute additional instructions, documents and forms provided by Escrow Holder that are reasonably necessary to close the escrow.
 - B. A Copy of this Agreement shall be delivered to Escrow Holder within 3 business days after Acceptance (or _____). Escrow Holder shall provide Seller's Statement of Information to Title company when received from Seller. Buyer and Seller authorize Escrow Holder to accept and rely on Copies and Signatures as defined in this Agreement as originals, to open escrow and for other purposes of escrow. The validity of this Agreement as between Buyer and Seller is not affected by whether or when Escrow Holder Signs this Agreement.
 - C. Brokers are a party to the escrow for the sole purpose of compensation pursuant to paragraph 23 and paragraph D of the section titled Real Estate Brokers on page 8. Buyer and Seller irrevocably assign to Brokers compensation specified in paragraph 23, respectively, and irrevocably instruct Escrow Holder to disburse those funds to Brokers at Close Of Escrow or pursuant to any other mutually executed cancellation agreement. Compensation instructions can be amended or revoked only with the written consent of Brokers. Buyer and Seller shall release and hold harmless Escrow Holder from any liability resulting from Escrow Holder's payment to Broker(s) of compensation pursuant to this Agreement. Escrow Holder shall immediately notify Brokers: (i) if Buyer's initial or any additional deposit is not made pursuant to this Agreement, or is not good at time of deposit with Escrow Holder; or (ii) if Buyer and Seller instruct Escrow Holder to cancel escrow.
 - D. A Copy of any amendment that affects any paragraph of this Agreement for which Escrow Holder is responsible shall be delivered to Escrow Holder within 2 business days after mutual execution of the amendment.

Buyer's Initials (MSM) (VMM)

Seller's Initials (_____) (_____)
Reviewed by _____ Date _____



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25. LIQUIDATED DAMAGES: If Buyer fails to complete this purchase because of Buyer's default, Seller shall retain, as liquidated damages, the deposit actually paid. If the Property is a dwelling with no more than four units, one of which Buyer intends to occupy, then the amount retained shall be no more than 3% of the purchase price. Any excess shall be returned to Buyer. Release of funds will require mutual, Signed release instructions from both Buyer and Seller, judicial decision or arbitration award. AT TIME OF THE INCREASED DEPOSIT BUYER AND SELLER SHALL SIGN A SEPARATE LIQUIDATED DAMAGES PROVISION FOR ANY INCREASED DEPOSIT (C.A.F. FORM ID:)

Buyer's Initials MSM / VMM Seller's Initials _____ / _____

26. DISPUTE RESOLUTION:

A. MEDIATION: Buyer and Seller agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action. Buyer and Seller also agree to mediate any disputes or claims with Broker(s), who, in writing, agree to such mediation prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. Mediation fees, if any, shall be divided equally among the parties involved. If, for any dispute or claim to which this paragraph applies, any party (i) commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to that party in any such action. THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED. Exclusions from this mediation agreement are specified in paragraph 26C.

B. ARBITRATION OF DISPUTES:

Buyer and Seller agree that any dispute or claim in Law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. Buyer and Seller also agree to arbitrate any disputes or claims with Broker(s), who, in writing, agree to such arbitration prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. The arbitrator shall be a retired Judge or justice, or an attorney with at least 5 years of residential real estate Law experience, unless the parties mutually agree to a different arbitrator. The parties shall have the right to discovery in accordance with Code of Civil Procedure §1283.05. In all other respects, the arbitration shall be conducted in accordance with Title 9 of Part 3 of the Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction. Enforcement of this agreement to arbitrate shall be governed by the Federal Arbitration Act. Exclusions from this arbitration agreement are specified in paragraph 26C.

"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."

"WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."

Buyer's Initials _____ / _____ Seller's Initials _____ / _____

C. ADDITIONAL MEDIATION AND ARBITRATION TERMS:

(1) EXCLUSIONS: The following matters are excluded from mediation and arbitration: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage or installment land sale contract as defined in Civil Code §2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic's lien; and (iv) any matter that is within the jurisdiction of a probate, small claims or bankruptcy court. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a waiver nor violation of the mediation and arbitration provisions.

(2) BROKERS: Brokers shall not be obligated nor compelled to mediate or arbitrate unless they agree to do so in writing. Any Broker(s) participating in mediation or arbitration shall not be deemed a party to the Agreement.

27. TERMS AND CONDITIONS OF OFFER:

This is an offer to purchase the Property on the above terms and conditions. The liquidated damages paragraph or the arbitration of disputes paragraph is incorporated in this Agreement if initialed by all parties or if incorporated by mutual agreement in a counter offer or addendum. If at least one but not all parties initial, a counter offer is required until agreement is reached. Seller has the right to continue to offer the Property for sale and to accept any other offer at any time prior to notification of Acceptance. Buyer has read and acknowledges receipt of a Copy of the offer and agrees to the above confirmation of agency relationships. If this offer is accepted and Buyer subsequently defaults, Buyer may be responsible for payment of Brokers' compensation. This Agreement and any supplement, addendum or modification, including any Copy, may be Signed in two or more counterparts, all of which shall constitute one and the same writing.

28. TIME OF ESSENCE; ENTIRE CONTRACT; CHANGES: Time is of the essence. All understandings between the parties are incorporated in this Agreement. Its terms are intended by the parties as a final, complete and exclusive expression of their Agreement with respect to its subject matter, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. If any provision of this Agreement is held to be ineffective or invalid, the remaining provisions will nevertheless be given full force and effect. Except as otherwise specified, this Agreement shall be interpreted and disputes shall be resolved in accordance with the laws of the State of California. Neither this Agreement nor any provision in it may be extended, amended, modified, altered or changed, except in writing Signed by Buyer and Seller.

Buyer's Initials (MSM) (VMM)

Seller's Initials (_____) (_____)

Reviewed by _____ Date _____



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Sonoma, CA 95476

Date: March 27, 2014

29. EXPIRATION OF OFFER: This offer shall be deemed revoked and the deposit shall be returned unless the offer is Signed by Seller and a Copy of the Signed offer is personally received by Buyer, or by Maria Lounibos, who is authorized to receive it, by 5:00 PM on the third Day after this offer is signed by Buyer (or, if checked, by AM PM, on April 4, 2014 (date).

Date 3/28/2014
DocuSigned by:
Michael D. Marino
BUYER Michael D. Marino
ESBE28CE6E74C5
(Print name)

Date 3/28/2014
DocuSigned by:
Valerie M. Marino
BUYER Valerie M. Marino
6d601DDDE4234DA
(Print name)

(Address)

30. ACCEPTANCE OF OFFER: Seller warrants that Seller is the owner of the Property, or has the authority to execute this Agreement. Seller accepts the above offer, agrees to sell the Property on the above terms and conditions, and agrees to the above confirmation of agency relationships. Seller has read and acknowledges receipt of a Copy of this Agreement, and authorizes Broker to Deliver a Signed Copy to Buyer.

(If checked) SUBJECT TO ATTACHED COUNTER OFFER (C.A.R. Form CO) DATED: _____

Date _____
SELLER _____
(Print name)

Date _____
SELLER _____
(Print name)

(Address)

(_____) / (_____) CONFIRMATION OF ACCEPTANCE: A Copy of Signed Acceptance was personally received by Buyer or Buyer's authorized agent on (date) _____ at _____ AM PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by Buyer or Buyer's authorized agent whether or not confirmed in this document. Completion of this confirmation is not legally required in order to create a binding Agreement; it is solely intended to evidence the date that Confirmation of Acceptance has occurred.

REAL ESTATE BROKERS:

- A. Real Estate Brokers are not parties to the Agreement between Buyer and Seller.
- B. Agency relationships are confirmed as stated in paragraph 2.
- C. If specified in paragraph 3A, Agent who submitted the offer for Buyer acknowledges receipt of deposit.
- D. COOPERATING BROKER COMPENSATION: Listing Broker agrees to pay Cooperating Broker (Selling Firm) and Cooperating Broker agrees to accept, out of Listing Broker's proceeds in escrow: (i) the amount specified in the MLS, provided Cooperating Broker is a Participant of the MLS in which the Property is offered for sale or a reciprocal MLS; or (ii) (if checked) the amount specified in a separate written agreement (C.A.R. Form CBC) between Listing Broker and Cooperating Broker. Declaration of License and Tax (C.A.R. Form DLT) may be used to document that tax reporting will be required or that an exemption exists.

Real Estate Broker (Selling Firm) Sutterly's International Realty BRE Lic. # 0099496
By Maria Lounibos BRE Lic. # 01002021 Date 03/27/2014
Address 25 E Napa Street City Sonoma State CA Zip 95476
Telephone (707) 935-2266 Fax (707) 935-2289 E-mail lounibos@sonthlink.net

Real Estate Broker (Listing Firm) MIRE Commercial BRE Lic. # _____
By Isaac Raboy BRE Lic. # _____ Date _____
Address _____ City _____ State _____ Zip _____
Telephone (707) 321-3398 Fax (707) 939-2010 E-mail isnrc@von.com

ESCROW HOLDER ACKNOWLEDGMENT:

Escrow Holder acknowledges receipt of a Copy of this Agreement, (if checked, a deposit in the amount of \$ _____), counter offer number _____ Seller's Statement of Information and _____, and agrees to act as Escrow Holder subject to paragraph 24 of this Agreement, any supplemental escrow instructions and the terms of Escrow Holder's general provisions.

Escrow Holder is advised that the date of Confirmation of Acceptance of the Agreement as between Buyer and Seller is _____
Escrow Holder _____ Escrow # _____
By _____ Date _____
Address _____
Phone/Fax/E-mail _____
Escrow Holder is licensed by the California Department of Corporations, Insurance, Real Estate. License # _____

PRESENTATION OF OFFER: (_____) Listing Broker presented this offer to Seller on _____ (date)
Broker or Designee Initials _____

REJECTION OF OFFER: (_____) (_____) No counter offer is being made. This offer was rejected by Seller on _____ (date).
Seller's Initials _____

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525 South Virgil Avenue, Los Angeles, California 90020

Reviewed by _____
Broker or Designee _____ Date _____



0011



CALIFORNIA ASSOCIATION OF REALTORS®

BUYER'S INSPECTION ADVISORY

(C.A.R. Form BIA-A, Revised 10/02)

Property Address: 16717 Sonoma Hwy, Sonoma, CA 95476 ("Property").

A. IMPORTANCE OF PROPERTY INVESTIGATION: The physical condition of the land and improvements being purchased is not guaranteed by either Seller or Brokers. For this reason, you should conduct thorough investigations of the Property personally and with professionals who should provide written reports of their investigations. A general physical inspection typically does not cover all aspects of the Property nor items affecting the Property that are not physically located on the Property. If the professionals recommend further investigations, including a recommendation by a pest control operator to inspect inaccessible areas of the Property, you should contact qualified experts to conduct such additional investigations.

B. BUYER RIGHTS AND DUTIES: You have an affirmative duty to exercise reasonable care to protect yourself, including discovery of the legal, practical and technical implications of disclosed facts, and the investigation and verification of information and facts that you know or that are within your diligent attention and observation. The purchase agreement gives you the right to investigate the Property. If you exercise this right, and you should, you must do so in accordance with the terms of that agreement. This is the best way for you to protect yourself. It is extremely important for you to read all written reports provided by professionals and to discuss the results of inspections with the professional who conducted the inspection. You have the right to request that Seller make repairs, corrections or take other action based upon items discovered in your investigations or disclosed by Seller. If Seller is unwilling or unable to satisfy your requests, or you do not want to purchase the Property in its disclosed and discovered condition, you have the right to cancel the agreement if you act within specific time periods. If you do not cancel the agreement in a timely and proper manner, you may be in breach of contract.

C. SELLER RIGHTS AND DUTIES: Seller is required to disclose to you material facts known to him/her that affect the value or desirability of the Property. However, Seller may not be aware of some Property defects or conditions. Seller does not have an obligation to inspect the Property for your benefit nor is Seller obligated to repair, correct or otherwise cure known defects that are disclosed to you or previously unknown defects that are discovered by you or your inspectors during escrow. The purchase agreement obligates Seller to make the Property available to you for investigations.

D. BROKER OBLIGATIONS: Brokers do not have expertise in all areas and therefore cannot advise you on many items, such as soil stability, geologic or environmental conditions, hazardous or illegal controlled substances, structural conditions of the foundation or other improvements, or the condition of the roof, plumbing, heating, air conditioning, electrical, sewer, septic, waste disposal, or other system. The only way to accurately determine the condition of the Property is through an inspection by an appropriate professional selected by you. If Broker gives you referrals to such professionals, Broker does not guarantee their performance. You may select any professional of your choosing. In sales involving residential dwellings with no more than four units, Brokers have a duty to make a diligent visual inspection of the accessible areas of the Property and to disclose the results of that inspection. However, as some Property defects or conditions may not be discoverable from a visual inspection, it is possible Brokers are not aware of them. If you have entered into a written agreement with a Broker, the specific terms of that agreement will determine the nature and extent of that Broker's duty to you. YOU ARE STRONGLY ADVISED TO INVESTIGATE THE CONDITION AND SUITABILITY OF ALL ASPECTS OF THE PROPERTY. IF YOU DO NOT DO SO, YOU ARE ACTING AGAINST THE ADVICE OF BROKERS.

E. YOU ARE ADVISED TO CONDUCT INVESTIGATIONS OF THE ENTIRE PROPERTY, INCLUDING, BUT NOT LIMITED TO THE FOLLOWING:

- 1. GENERAL CONDITION OF THE PROPERTY, ITS SYSTEMS AND COMPONENTS: Foundation, roof, plumbing, heating, air conditioning, electrical, mechanical, security, pool/spa, other structural and non-structural systems and components, fixtures, built-in appliances, any personal property included in the sale, and energy efficiency of the Property. (Structural engineers are best suited to determine possible design or construction defects, and whether improvements are structurally sound.)
2. SQUARE FOOTAGE, AGE, BOUNDARIES: Square footage, room dimensions, lot size, age of improvements and boundaries. Any numerical statements regarding these items are APPROXIMATIONS ONLY and have not been verified by Seller and cannot be verified by Brokers. Fences, hedges, walls, retaining walls and other natural or constructed barriers or markers do not necessarily identify true Property boundaries. (Professionals such as appraisers, architects, surveyors and civil engineers are best suited to determine square footage, dimensions and boundaries of the Property.)
3. WOOD DESTROYING PESTS: Presence of, or conditions likely to lead to the presence of wood destroying pests and organisms and other infestation or infection. Inspection reports covering these items can be separated into two sections: Section 1 identifies areas where infestation or infection is evident. Section 2 identifies areas where there are conditions likely to lead to infestation or infection. A registered structural pest control company is best suited to perform these inspections.
4. SOIL STABILITY: Existence of fill or compacted soil, expansive or contracting soil, susceptibility to slippage, settling or movement, and the adequacy of drainage. (Geotechnical engineers are best suited to determine such conditions, causes and remedies.)

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BIA-A REVISED 10/02 (PAGE 1 OF 2)

Buyer's Initials (M L M) (V M M)
Seller's Initials () ()
Reviewed by _____ Date _____



BUYER'S INSPECTION ADVISORY (BIA-A PAGE 1 OF 2)

Agent: Maria Lounibos Phone: 707.935.2266 Fax: 707.935.2289 Prepared using zipForm® software
Broker: Sotheby's International Realty 25 E. Napa Street Sonoma, CA 95476

Property Address: 16717 Sonoma Hwy, Sonoma, CA 95476

Date: March 27, 2014

- 5. **ROOF:** Present condition, age, leaks, and remaining useful life. (Roofing contractors are best suited to determine these conditions.)
- 6. **POOL/SPA:** Cracks, leaks or operational problems. (Pool contractors are best suited to determine these conditions.)
- 7. **WASTE DISPOSAL:** Type, size, adequacy, capacity and condition of sewer and septic systems and components, connection to sewer, and applicable fees.
- 8. **WATER AND UTILITIES; WELL SYSTEMS AND COMPONENTS:** Water and utility availability, use restrictions and costs. Water quality, adequacy, condition, and performance of well systems and components.
- 9. **ENVIRONMENTAL HAZARDS:** Potential environmental hazards, including, but not limited to, asbestos, lead-based paint and other lead contamination, radon, methane, other gases, fuel oil or chemical storage tanks, contaminated soil or water, hazardous waste, waste disposal sites, electromagnetic fields, nuclear sources, and other substances, materials, products, or conditions (including mold (airborne, toxic or otherwise), fungus or similar contaminants). (For more information on these items, you may consult an appropriate professional or read the booklets "Environmental Hazards: A Guide for Homeowners, Buyers, Landlords and Tenants," "Protect Your Family From Lead in Your Home" or both.)
- 10. **EARTHQUAKES AND FLOODING:** Susceptibility of the Property to earthquake/seismic hazards and propensity of the Property to flood. (A Geologist or Geotechnical Engineer is best suited to provide information on these conditions.)
- 11. **FIRE, HAZARD AND OTHER INSURANCE:** The availability and cost of necessary or desired insurance may vary. The location of the Property in a seismic, flood or fire hazard zone, and other conditions, such as the age of the Property and the claims history of the Property and Buyer, may affect the availability and need for certain types of insurance. Buyer should explore insurance options early as this information may affect other decisions, including the removal of loan and inspection contingencies. (An insurance agent is best suited to provide information on these conditions.)
- 12. **BUILDING PERMITS, ZONING AND GOVERNMENTAL REQUIREMENTS:** Permits, inspections, certificates, zoning, other governmental limitations, restrictions, and requirements affecting the current or future use of the Property, its development or size. (Such information is available from appropriate governmental agencies and private information providers. Brokers are not qualified to review or interpret any such information.)
- 13. **RENTAL PROPERTY RESTRICTIONS:** Some cities and counties impose restrictions that limit the amount of rent that can be charged, the maximum number of occupants; and the right of a landlord to terminate a tenancy. Deadbolt or other locks and security systems for doors and windows, including window bars, should be examined to determine whether they satisfy legal requirements. (Government agencies can provide information about these restrictions and other requirements.)
- 14. **SECURITY AND SAFETY:** State and local Law may require the installation of barriers, access alarms, self-latching mechanisms and/or other measures to decrease the risk to children and other persons of existing swimming pools and hot tubs, as well as various fire safety and other measures concerning other features of the Property. Compliance requirements differ from city to city and county to county. Unless specifically agreed, the Property may not be in compliance with these requirements. (Local government agencies can provide information about these restrictions and other requirements.)
- 15. **NEIGHBORHOOD, AREA, SUBDIVISION CONDITIONS; PERSONAL FACTORS:** Neighborhood or area conditions, including schools, proximity and adequacy of law enforcement, crime statistics, the proximity of registered felons or offenders, fire protection, other government services, availability, adequacy and cost of any speed-wired, wireless internet connections or other telecommunications or other technology services and installations, proximity to commercial, industrial or agricultural activities, existing and proposed transportation, construction and development that may affect noise, view, or traffic, airport noise, noise or odor from any source, wild and domestic animals, other nuisances, hazards, or circumstances, protected species, wetland properties, botanical diseases, historic or other governmentally protected sites or improvements, cemeteries, facilities and condition of common areas of common interest subdivisions, and possible lack of compliance with any governing documents or Homeowners' Association requirements, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Buyer.

Buyer and Seller acknowledge and agree that Broker: (i) Does not decide what price Buyer should pay or Seller should accept; (ii) Does not guarantee the condition of the Property; (iii) Does not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) Does not have an obligation to conduct an inspection of common areas or areas off the site of the Property; (v) Shall not be responsible for identifying defects on the Property, in common areas, or offsite unless such defects are visually observable by an inspection of reasonably accessible areas of the Property or are known to Broker; (vi) Shall not be responsible for inspecting public records or permits concerning the title or use of Property; (vii) Shall not be responsible for identifying the location of boundary lines or other items affecting title; (viii) Shall not be responsible for verifying square footage, representations of others or information contained in investigation reports, Multiple Listing Service, advertisements, flyers or other promotional material; (ix) Shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller; and (x) Shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer and Seller agree to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.

By signing below, Buyer and Seller each acknowledge that they have read, understand, accept and have received a Copy of this Advisory. Buyer is encouraged to read it carefully.

DocuSigned by:
 Michael D. Marino 3/28/2014
 Buyer Signature _____ Date _____
 Michael D. Marino E3EBE86CF9E74C5


DocuSigned by:
 Valerie M. Marino 3/28/2014
 Buyer Signature _____ Date _____
 Valerie M. Marino 64801BDD64234DA

Seller Signature _____ Date _____

Seller Signature _____ Date _____

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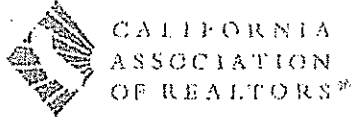
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Reviewed by _____ Date _____



0013



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (Selling Firm to Buyer) (As required by the Civil Code) (C.A.R. Form AD, Revised 11/12)

(If checked) This form is being provided in connection with a transaction for a leaseholder interest in a dwelling exceeding one year as per Civil Code section 2079.13(j) and (l).

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A Fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
(b) A duty of honest and fair dealing and good faith.
(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

BUYER'S AGENT

A selling agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller.

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
(b) A duty of honest and fair dealing and good faith.
(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more associate licensees, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.

In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

- (a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
(b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, the agent may not, without the express permission of the respective party, disclose to the other party that the Seller will accept a price less than the listing price or that the Buyer will pay a price greater than the price offered.

The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. THIS disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE BACK (OR A SEPARATE PAGE).

Signature lines for Buyer, Seller, Landlord, Tenant, Michael D. Marino, Valerie M. Marino, and Maria Lounibos with dates and license numbers.

Agency Disclosure Compliance (Civil Code §2079.14) section with bullet points and signature lines for Seller/Landlord and Buyer/Tenant.

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Reviewed by _____ Date _____



AD REVISED 11/12 (PAGE 1 OF 2)

DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 1 OF 2)

Agent: Maria Lounibos, Phone: 707.935.2266, Fax: 707.935.2289, Prepared using zipForm® software, Broker: Sotheby's International Realty 25 E. Napa Street Sonoma, CA 95476

0014

CIVIL CODE SECTIONS 2079.24 (2079.16 APPEARS ON THE FRONT)

2079.13 As used in Sections 2079.14 to 2079.24, inclusive, the following terms have the following meanings:

(a) "Agent" means a person acting under provisions of title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. (b) "Associate licensee" means a person who is licensed as a real estate broker or salesperson under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code and who is either licensed under a broker or has entered into a written contract with a broker to act as the broker's agent in connection with acts requiring a real estate license and to function under the broker's supervision in the capacity of an associate licensee. The agent in the real property transaction bears responsibility for his or her associate licensees who perform as agents of the agent. When an associate licensee owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the associate licensee functions. (c) "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee. (d) "Dual agent" means an agent acting, either directly or through an associate licensee, as agent for both the seller and the buyer in a real property transaction. (e) "Listing agreement" means a contract between an owner of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer. (f) "Listing agent" means a person who has obtained a listing of real property to act as an agent for compensation. (g) "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the listing agent. (h) "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. (i) "Offer to purchase" means a written contract executed by a buyer acting through a selling agent which becomes the contract for the sale of the real property upon acceptance by the seller. (j) "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property which constitutes or is improved with one or four dwelling units, any leasehold in this type of property exceeding one year's duration, and mobile homes, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. (k) "Real property transaction" means a transaction for the sale of real property in which an agent is employed by one or more of the principals to act in that transaction, and includes a listing or an offer to purchase. (l) "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer, and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2085, and transactions for the creation of a leasehold exceeding one year's duration. (m) "Seller" means the transferor in a real property transaction, and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor. (n) "Selling agent" means a listing agent who acts alone, or an agent who acts in cooperation with a listing agent, and who sells or finds and obtains a buyer for the real property, or an agent who locates property for a buyer or who finds a buyer for a property for which no listing exists and presents an offer to purchase to the seller. (o) "Subagent" means a person to whom an agent delegates agency powers as provided in Article 5 (commencing with Section 2349) of Chapter 1 of Title 9. However, "subagent" does not include an associate licensee who is acting under the supervision of an agent in a real property transaction.

2079.14 Listing agents and selling agents shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and, except as provided in subdivision (c), shall obtain a signed acknowledgment of receipt from that seller or buyer, except as provided in this section or Section 2079.15, as follows: (a) The listing agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. (b) The selling agent shall provide the disclosure form to the seller as soon as practicable prior to presenting the seller with an offer to purchase, unless the selling agent previously provided the seller with a copy of the disclosure form pursuant to subdivision (a). (c) Where the selling agent does not deal on a face-to-face basis with the seller, the disclosure form prepared by the selling agent may be furnished to the seller (and acknowledgment of receipt obtained for the selling agent from the seller) by the listing agent, or the selling agent may deliver the disclosure form by certified mail addressed to the seller at his or her last known address, in which case no signed acknowledgment of receipt is required. (d) The selling agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase, except that if the offer to purchase is not prepared by the selling agent, the selling agent shall present the disclosure form to the buyer not later than the next business day after the selling agent receives the offer to purchase from the buyer.

2079.15 In any circumstance in which the seller or buyer refuses to sign an acknowledgment of receipt pursuant to Section 2079.14, the agent, or an associate licensee acting for an agent, shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17 (a) As soon as practicable, the selling agent shall disclose to the buyer and seller whether the selling agent is acting in the real property transaction exclusively as the buyer's agent, exclusively as the seller's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the selling agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. (b) As soon as practicable, the listing agent shall disclose to the seller whether the listing agent is acting in the real property transaction exclusively as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the listing agent prior to or coincident with the execution of that contract by the seller.

(c) The confirmation required by subdivisions (a) and (b) shall be in the following form.

(DO NOT COMPLETE, SAMPLE ONLY) is the agent of (check one): the seller exclusively; or both the buyer and seller.
(Name of Listing Agent)
(DO NOT COMPLETE, SAMPLE ONLY) is the agent of (check one): the buyer exclusively; or the seller exclusively; or both the buyer and seller.
(Name of Selling Agent if not the same as the Listing Agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14.
2079.18 No selling agent in a real property transaction may act as an agent for the buyer only, when the selling agent is also acting as the listing agent in the transaction.

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 A dual agent shall not disclose to the buyer that the seller is willing to sell the property at a price less than the listing price, without the express written consent of the seller. A dual agent shall not disclose to the seller that the buyer is willing to pay a price greater than the offering price, without the express written consent of the buyer. This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.

2079.22 Nothing in this article precludes a listing agent from also being a selling agent, and the combination of these functions in one agent does not, of itself, make that agent a dual agent.

2079.23 A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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AD REVISED 11/12 (PAGE 2 OF 2)

Reviewed by _____ Date _____



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 2 OF 2)

16177 Sonoma 11

0015



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 32
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors and Board of Commissioners

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Mark Krug, 565-7509 & John D. Haig, 565-7508

Supervisorial District(s):

All

Title: Community Development Block Grant, HOME Investment Partnerships, Emergency Solutions Grant, and Community Services Funding Allocations for FY 2014-15.

Recommended Actions:

Approve the Sonoma County Consolidated Plan Action Plan: One Year Use of Funds Fiscal Year 2014-15 for the proposed use of Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grants funds and associated (8) Board actions. See Supplemental Page 1

Executive Summary:

This Agenda Item is seeking Board approval of the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Community Services Funding (CSF) awards for FY 2014-15, and approval of the required U.S. Department of Housing and Urban Development (HUD) FY 2014-15 Action Plan listing all programs and projects that have been recommended for funding.

The Board of Supervisors approved the Sonoma County Consolidated Plan 2010 on May 4, 2010. The Consolidated Plan is a document required by HUD for jurisdictions receiving formula CDBG, HOME and ESG funds. The Plan spans a five-year planning period and lays-out local rationales and priorities for the use of the subject federal grant funds to benefit lower-income residents. ESG funds are dedicated to homeless services purposes. HOME funds are dedicated to affordable housing development and preservation. CDBG funds can be used for a wide variety of purposes, but must be used to benefit low-income communities, households, and individuals. CDBG funds are limited by federal regulation to a maximum of 15% for operational grants for local non-profit agencies; a category entitled "public services" in the CDBG regulations. The balance, after an allowance for general administration costs, must be allocated to capital projects or economic development purposes.

On October 8, 2013, the Board adopted the FY 2014-15 Funding Policies for the CDBG, HOME, ESG, and CSF Programs. The Policies define the way in which proposals are selected, the specific objectives and criteria that are used to review proposals, the deadline dates, and the roles of the various review bodies. All of the FY 2014-15 funding proposals were due at the CDC office by December 20, 2013.

The U.S. Department of Housing and Urban Development (HUD) notified Sonoma County of the allocations for FY 2014-15 after the advisory committees completed their funding recommendations. For Committee planning purposes, staff assumed that funding would be similar to FY 2013-14. The actual, final figures subsequently received from HUD were higher in some cases and lower in other cases compared to the estimates. The FY 2014-15 final figures are: \$1,617,290 – CDBG; \$677,686 – HOME; and \$135,863 – ESG. Collectively, FY 2014-15 HUD funding is down 0.5% relative to FY 2013-14 amounts. For the HOME Program, an additional \$46,994 in unallocated funds from previous Fiscal Years is available for allocation as part of the FY 2014-15 process, consistent with local policies and HUD regulations.

The County Administrator's recommended budget for FY 2014-15 includes \$720,000 in CSF funding, the same as FY 2013-14. Of that, \$200,000 comes from Reinvestment & Revitalization funds (Redevelopment residual receipts) and the balance from the General Fund.

The Technical Advisory Committee, comprised of a representative from each of the seven jurisdictions of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and Windsor, which participate in the Urban County Joint Powers Agreement that comprises the HUD entitlement jurisdiction for purposes of receiving CDBG, HOME, and ESG funding, held a public hearing on March 10, 2014, to review and discuss all requests for CDBG funds for non-public service proposals located within the incorporated City/Town boundaries. The Technical Advisory Committee reviewed project requests totaling \$595,000 and made the recommendations listed in the attached spreadsheets for the \$510,080 estimated funding for that category. The spreadsheets also show the final recommendations totaling \$493,275, adjusted for final HUD figures following earlier direction from the Committee in anticipation of actual funds available being higher or lower than estimates.

The Community Development Committee, comprised of one representative of each supervisorial district, two Housing Authority tenant representatives, and the Director of the Human Services Department or designee, held public hearings on February 25 and March 11, 2014, to review and discuss all proposals submitted for CDBG, HOME, ESG, and CSF funding, except for the City/Town CDBG proposals referenced above. The Community Development Committee reviewed project requests totaling \$3,937,181 and made recommendations listed in the attached spreadsheets for the \$2,058,707 estimated funding for those categories. The spreadsheets also show the final recommendations totaling \$2,046,410, adjusted for final HUD figures following earlier direction from the Committee in anticipation of actual funds available being higher or lower than estimates. The Committee did not make any recommendation for use of \$148,647 in HOME funds that are required to be set aside for Community Housing Development Organization (CHDO) projects, as no applications were submitted in this category despite issuance of a second Request for Proposals (RFP) on January 31, 2014 to solicit CHDO funding requests. The CDC may issue another RFP for this purpose later this year if potential projects can be identified, or will carry over the funds for distribution in the FY 2015-16 funding cycle.

At each public hearing, after questions were answered regarding the proposals, and public comments were heard, the Community Development Committee and the Technical Advisory Committee made recommendations on proposal selection and funding levels. The Committees' recommendations for projects and programs to be assisted are listed in the attached FY 2014-15 Summary of Funding Recommendations.

Public notification of the funding recommendations and the draft Annual Action Plan was published in

the Press Democrat on March 28, 2014, with an invitation for public comment through April 29, 2014. No comments have been received to date.

Prior Board Actions:

10/8/2013: Board approved FY 2014-15 Funding Policies for HUD and Community Services Funding.
5/7/2013: Board approved Consolidated Plan Action Plan FY 2013-14.

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

All of the subject funds are allocated to benefit low income residents by supporting programs and projects that increase household safety, provide housing stability or provide routes for economic self-sufficiency.

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):

Requested actions are for FY 2014-15, with a projected fiscal impact of \$1.6 million in anticipated revenues and a corresponding \$1.6 million programming of expenses to be included in the FY 2014-15 Budget

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:
1. FY 2014-15 Summary of Funding Recommendations By Local Allocation Category and Funding Source
Related Items “On File” with the Clerk of the Board:
<ol style="list-style-type: none"> 1. Draft Action Plan: One Year Use of Funds FY 2014-15 2. FY 2014-15 Action Plan Staff Report “Affordable Housing Development, Housing Rehabilitation, Non-Housing Capital, and Economic Development-Microenterprise Projects” 3. FY 2014-15 Action Plan Staff Report “Public Service Funding” 4. FY 2014-15 Action Plan Staff Report “City/Town Projects”

SUPPLEMENTAL PAGE

Recommended Action:

1. Approve the Sonoma County Consolidated Plan Action Plan: One Year Use of Funds FY 2014-15 for the proposed use of Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grants funds.
2. Adopt the required Certifications for submission to the U.S. Department of Housing and Urban Development (HUD) with the Consolidated Plan.
3. Authorize and direct the Executive Director of the Sonoma County Community Development Commission (CDC) to execute the Standard Form 424 (Application for Federal Assistance) and the required Certifications, and to submit the Sonoma County Consolidated Plan Action Plan: One Year Use of Funds FY 2014-15 with the required Certifications and said forms to HUD.
4. Authorize and direct the Executive Director of the CDC to respond to requests for additional information from HUD and to modify the Consolidated Plan as may be required by future regulations or guidelines issued by HUD.
5. Authorize and direct the Executive Director of the CDC to execute the Funding Approval Grant Agreements, as required by HUD, on behalf of the County.
6. Authorize and direct the Executive Director of the CDC to execute Agreements with FY 2014-15 subrecipients on behalf of the County in accordance with the Action Plan: One Year Use of Funds FY 2014-15, to execute amendments and modifications to said Agreements, to execute loan and grant documents with subrecipients consistent with the terms set forth in Sonoma County’s local HOME Investment Partnership, Community Development Block Grant, Emergency Solutions Grants and/or other Board-adopted Policies, and to execute construction contracts, and related agreements on behalf of program beneficiaries, in accordance with the applicable program designs.
7. Approve the recommended awards for Community Services Funding as attached to this Summary Report for use of \$720,000 that is included in the County Administrator’s recommended FY 2014-15 budget, and authorize the Executive Director of the CDC to execute Grant Agreements and related agreements for the use of said funds.
8. Authorize the Executive Director of the CDC and the Directors of the Regional Parks Department, the Economic Development Board, and the Sonoma County Fairgrounds to execute standard Funding Agreements for use of Community Development Block Grant funds, and any subsequent amendments to the Agreements.

**Sonoma County Community Development Commission
FY 2014/2015 Funding Award Recommendations**

County-Owned Public Facilities & Improvements Proposals				
Applicant	Project Name	Amount Requested	Committee Recommendation ¹	Adjusted Award ²
Sonoma County Economic Development Board	Access to Capital Services for Sonoma County Small Businesses	\$ 30,000	\$ 30,000	\$ 30,000
Sonoma County Fair & Exposition, Inc	ADA Grace Pavilion Restroom Upgrade	\$ 99,000	\$ 99,000	\$ 99,000
Sonoma County Regional Parks	Ragle Ranch Regional Park ADA	\$ 50,000	\$ 50,000	\$ 50,000
	Total	\$ 179,000	\$ 179,000	\$ 179,000

FUNDING SOURCE			
CDBG	HOME	ESG	CSF
\$ 30,000			
\$ 99,000			
\$ 50,000			
\$ 179,000			

Countywide and Unincorporated Area Proposals				
Applicant	Project Name	Amount Requested	Committee Recommendation ¹	Adjusted Award ²
Burbank Housing Development Corp. (BHDC)	The Crossroads	\$ 350,000	\$ 182,415	\$ 173,701
Community Action Partnership of Sonoma County	Microenterprise Business Development	\$ 50,000	\$ 35,714	\$ 34,008
Sonoma County Community Development Commission	Countywide Housing Rehabilitation Program	\$ 300,000	\$ 179,847	\$ 171,255
	Total	\$ 700,000	\$ 397,976	\$ 378,964

CDBG	HOME	ESG	CSF
\$ 173,701			
\$ 34,008			
\$ 171,255			
\$ 378,964			

HOME Investment Partnerships Program (HOME)				
Applicant	Project Name	Amount Requested	Committee Recommendation ¹	Adjusted Award ²
Burbank Housing Development Corp.	The Crossroads	\$ 600,000	\$ 241,985	\$ 249,992
Community Housing Sonoma County	CHDO Operating Costs	\$ 50,000	\$ -	\$ -
MidPen Housing Corp.	Sonoma Springs Mixed Use	\$ 500,000	\$ 250,000	\$ 258,273
	Total	\$ 1,150,000	\$ 491,985	\$ 508,265

CDBG	HOME	ESG	CSF
	\$ 249,992		
	\$ -		
	\$ 258,273		
	\$ 508,265		

Town/Cities				
Applicant	Project Name	Amount Requested	Committee Recommendation ¹	Adjusted Award ²
Cloverdale	Economic Development Program	\$ 25,000	\$ 25,000	\$ 24,176
Cloverdale	S. Cloverdale Blvd. ADA Improvements	\$ 50,000	\$ 50,000	\$ 48,353
Cotati	ADA Sidewalk Ramp Improvements	\$ 210,000	\$ 160,080	\$ 154,806
Healdsburg	ADA Sidewalk Ramps Project Phase 4	\$ 100,000	\$ 85,000	\$ 82,200
Rohnert Park	<<no application submitted>>	\$ -	\$ -	\$ -
Sebastopol	ADA Transition Plan Improvements	\$ 60,000	\$ 60,000	\$ 58,023
Sonoma	<<no application submitted>>	\$ -	\$ -	\$ -
Windsor	Starr Road ADA Sidewalk Project	\$ 150,000	\$ 130,000	\$ 125,717
	Total	\$595,000	\$510,080	\$493,275

CDBG	HOME	ESG	CSF
\$ 24,176			
\$ 48,353			
\$ 154,806			
\$ 82,200			
\$ -			
\$ 58,023			
\$ -			
\$ 125,717			
\$493,275			

¹ Committee recommendations were based on estimates of HUD funding prior to notification of FY 14-15 allocation amounts.

² Recommended awards were adjusted pursuant to Committee "contingency" provisions after receipt of FY 14-15 HUD allocation amounts.

Public Services				
Total Estimated Funding Available: \$ 989,749				
Applicant	Project Name	Amount Requested	Committee Recommendation ¹	Adjusted Award ²
Community Support Network (CSN)	Permanent Supportive Housing for Transitional Age Youth	\$ 40,000	\$ 33,000	\$ 32,617
Centro Laboral de Graton	Workforce Development	\$ 100,000	\$ 15,000	\$ 15,000
Mendocino Family & Youth Services	North Coast Family & Youth Services (NCFYS)	\$ 25,000	\$ 15,000	\$ 15,000
On The Move	VOICES Sonoma	\$ 25,000	\$ 20,000	\$ 19,768
Petaluma People Services Center	PPSC System of Care	\$ 40,000	\$ 20,000	\$ 20,000
Redwood Empire Food Bank	Diabetes Wellness Project	\$ 50,000	\$ -	\$ -
Redwood Empire Food Bank	Megan Furth Harvest Pantry	\$ 50,000	\$ 38,246	\$ 37,802
Social Advocates for Youth (SAY)	Family Advocacy and Resource Assistance	\$ 25,000	\$ 17,000	\$ 16,803
Social Advocates for Youth (SAY)	Youth Employment Center at Tamayo House	\$ 28,000	\$ 20,000	\$ 20,000
Legal Aid of Sonoma County	HOME Housing Program: Eviction Defense and Homelessness Prevention Services	\$ 50,000	\$ 20,000	\$ 20,000
Legal Aid of Sonoma County	SAFE Domestic Violence Program	\$ 40,000	\$ 25,000	\$ 24,710
Petaluma People Services Center	Sonoma County Fair Housing *	\$ 62,000	\$ 52,500	\$ 51,891
Compassion.Safety.Support	Crisis Intervention, Prevention & Treatment Program	\$ 15,000	\$ 15,000	\$ 15,000
YWCA Sonoma County	YWCA Safe House Confidential Shelter & Services	\$ 50,000	\$ 35,000	\$ 34,594
Catholic Charities	Family Support Center	\$ 130,000	\$ 78,000	\$ 77,095
Catholic Charities	Samuel L. Jones Hall	\$ 30,000	\$ -	\$ -
Committee on the Shelterless	Mary Isaak Center Emergency Shelter	\$ 200,000	\$ 110,000	\$ 108,724
Community Action Partnership of Sonoma County	Sloan House Women's Shelter	\$ 50,000	\$ -	\$ -
Social Advocates for Youth (SAY)	Coffee House Emergency Teen Shelter	\$ 30,000	\$ 20,000	\$ 20,000
Sonoma Overnight Support	The Haven Emergency Shelter	\$ 40,000	\$ 23,000	\$ 22,733
West County Community Services (aka CSFA)	West County Winter Shelter	\$ 64,128	\$ 31,000	\$ 30,640
Catholic Charities	Homeless Services Center	\$ 60,000	\$ 40,000	\$ 39,536
Catholic Charities	Rapid Re-Housing *	\$ 110,000	\$ 75,000	\$ 74,130
Catholic Charities	Supportive Housing Program	\$ 85,000	\$ 20,000	\$ 20,000
Cloverdale Community Outreach Committee	Wallace House Emergency Services	\$ 50,000	\$ 35,000	\$ 34,594
Committee on the Shelterless (COTS)	Mary Isaak Center Family Transitional Housing	\$ 116,630	\$ 79,000	\$ 78,084
Committee on the Shelterless (COTS)	Rent Right Housing Education & Financial Literacy Program	\$ 60,000	\$ -	\$ -
Committee on the Shelterless (COTS)	Vida Nueva Permanent Supportive Housing	\$ 75,000	\$ 50,000	\$ 49,420
Community Action Partnership of Sonoma County	HCA Rental Assistance	\$ 50,000	\$ 28,000	\$ 27,675
Santa Rosa Community Health Centers	Care Transitions Program	\$ 29,975	\$ 20,000	\$ 20,000
The Living Room Center, Inc.	The Living Room	\$ 60,000	\$ 35,000	\$ 34,594
West County Community Services (aka CFSA)	At-Risk Case Management Services	\$ 67,448	\$ 20,000	\$ 19,771
	Total	\$1,908,181	\$989,746	\$980,181

CDBG	HOME	ESG	CSF
\$ -		\$ -	\$ 32,617
\$ -		\$ -	\$ 15,000
\$ -		\$ -	\$ 15,000
\$ -		\$ -	\$ 19,768
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ -
\$ -		\$ -	\$ 37,802
\$ -		\$ -	\$ 16,803
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ 24,710
\$ -		\$ -	\$ 51,891
\$ -		\$ -	\$ 15,000
\$ -		\$ -	\$ 34,594
\$ 55,785		\$ 21,310	\$ -
\$ -		\$ -	\$ -
\$ 108,724		\$ -	\$ -
\$ -		\$ -	\$ -
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ 22,733
\$ -		\$ -	\$ 30,640
\$ -		\$ 30,234	\$ 9,302
\$ -		\$ 74,130	\$ -
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ 34,594
\$ 78,084		\$ -	\$ -
\$ -		\$ -	\$ -
\$ -		\$ -	\$ 49,420
\$ -		\$ -	\$ 27,675
\$ -		\$ -	\$ 20,000
\$ -		\$ -	\$ 34,594
\$ -		\$ -	\$ 19,771
\$ 242,593		\$ 125,674	\$ 611,914

TOTALS \$ 4,532,181 \$ 2,568,787 \$ 2,539,685
CDC Administrative Allowance \$509,501
GRAND TOTALS \$ 3,049,186

\$ 1,293,832 \$ 508,265 \$ 125,674 \$ 611,914
\$323,458 \$67,768 \$10,189 \$108,086
\$1,617,290 **\$576,033** **\$135,863** **\$720,000**



Community Development Commission

**Funding Recommendations
for
Fiscal Year 2014-2015**

CDBG-ESG-HOME-CSF



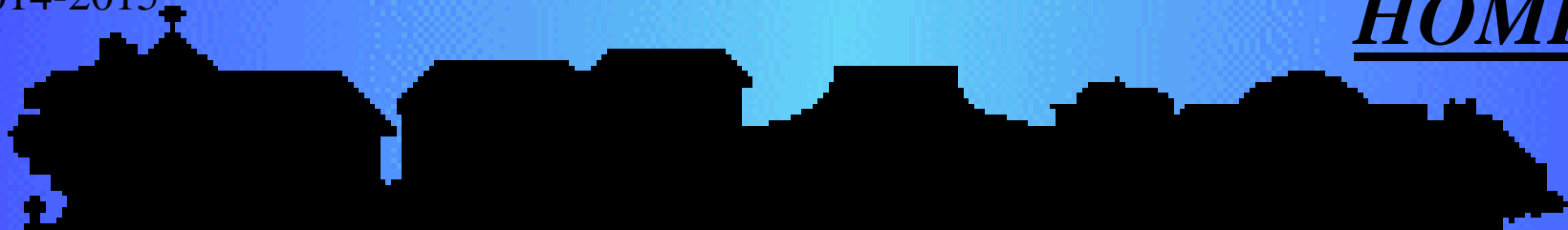
County-Owned Public Facilities & Improvements

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
SC Econ Dev Board	Capital – Small Businesses	\$ 30,000	\$ 30,000
SC Fairgrounds	Grave Pavilion ADA Restrooms	\$99,000	\$ 99,000
SC Regional Parks	Ragle Ranch ADA	\$ 50,000	\$ 50,000
	Total	<u>\$ 179,000</u>	<u>\$ 179,000</u>



Countywide and Unincorporated Area

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Burbank Housing	The Crossroads	\$ 350,000	\$ 173,701
Community Action Partnership	Microenterprise Business Development	\$ 50,000	\$ 34,008
SCCDC	Countywide Housing Rehab	\$ 300,000	\$ 171,255
	Total	<u>\$ 700,000</u>	<u>\$ 378,964</u>



<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
BHDC	The Crossroads	\$ 600,000	\$ 249,992
Community Housing Sonoma County	CHDO Operating Funds	\$ 50,000	\$ 0
MidPen Housing Corp	Sonoma Springs Mixed Use	\$500,000	\$ 258,273
	Total	<u>\$ 1,150,000</u>	<u>\$ 508,265</u>

City/Town Proposals-Funding Recommendations

<u>City</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Cloverdale	Economic Development Program	\$ 25,000	\$ 24,176
Cloverdale	S. Cloverdale Ave. ADA	\$ 50,000	\$ 48,353
Cotati	ADA Sidewalk Ramps	\$ 210,000	\$ 154,806
Healdsburg	ADA Ramps – Curb Cuts, Phase 4	\$ 100,000	\$ 82,200
Sebastopol	ADA Transition Plan Improvements	\$ 60,000	\$ 58,023
Windsor	Starr Road ADA Sidewalks	\$ 150,000	\$ 125,717
TOTAL		<u>\$ 595,000</u>	<u>\$ 493,275</u>



*Homeless Programs including Prevention,
Transitional Housing, and Permanent Supportive Housing*

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Catholic Charities	Homeless Service Center	\$ 60,000	\$ 39,536
Catholic Charities	Rapid Re-Housing	\$ 110,000	\$ 74,130
Catholic Charities	Supportive Housing Program	\$ 85,000	\$ 20,000
Cloverdale COC	Wallace House	\$ 50,000	\$ 34,594
COTS	Family Transitional Housing	\$ 116,630	\$ 78,084
COTS	Rent Right	\$ 60,000	\$ 0
COTS	Vida Nueva PSH	\$ 75,000	\$ 49,420
CAPSC	HCA Homeless Prevention	\$ 50,000	\$ 27,675
SR Comm. Health Ctrs	Care Transitions	\$ 29,975	\$ 20,000
The Living Room	The Living Room	\$ 60,000	\$ 34,594
West Cty Comm. Services	At-Risk Case Management	\$ 67,448	\$ 19,771



Homeless Shelters

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Catholic Charities	Family Support Center	\$ 130,000	\$ 77,095
Catholic Charities	Sam Jones Hall	\$ 30,000	\$ 0
COTS	Mary Isaak Center	\$ 200,000	\$ 108,724
CAPSC	Sloan House	\$ 50,000	\$ 0
SAY	Coffee House	\$ 30,000	\$ 20,000
Sonoma Overnight Support	The Haven	\$ 40,000	\$ 22,733
West County Community Services	Winter Shelter	\$ 64,128	\$ 30,640



*Legal Services, Fair Housing, Crisis Counseling,
and Domestic Violence Programs*

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Legal Aid of So County	HOME Housing Program	\$ 50,000	\$ 20,000
Legal Aid of So County	SAFE Domestic Violence	\$ 40,000	\$ 24,710
Pet. People Services Ctr	Fair Housing	\$ 62,000	\$ 51,891
Verity	Crisis Intervention	\$ 15,000	\$ 15,000
YWCA	Safe House	\$ 50,000	\$ 34,594

Community Services, Employment, Counseling and Youth Programs

<u>Applicant</u>	<u>Project Name</u>	<u>Requested</u>	<u>Recommended</u>
Comm. Support Network	PSH for Trans. Aged Youth	\$ 40,000	\$ 32,617
Centro Laboral de Graton	Workforce Development	\$ 100,000	\$ 15,000
Mendocino Family & Youth Services	North Coast Family/Youth Svs.	\$ 25,000	\$ 15,000
On the Move	VOICES Sonoma	\$ 25,000	\$ 19,768
Petaluma People Services	PPSC System of Care	\$ 40,000	\$ 20,000
Redwood Empire Food Bank	Diabetes Wellness Project	\$ 50,000	\$ 0
Redwood Empire Food Bank	Megan Furth Harvest Pantry	\$ 50,000	\$ 37,802
SAY	Family Advocacy & Resource	\$ 25,000	\$ 16,803
SAY	Youth Employment -Tamayo House	\$ 28,000	\$ 20,000



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 33
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Rita Scardaci, x7876; Jerry Dunn, x5750

Supervisorial District(s):

Countywide

Title: DHS-HSD Collaboration Report and Consolidated Contracts

Recommended Actions:

Accept Collaboration Report between the Sonoma County Department of Health Services and the Human Services Department.

Authorize the Directors of Health Services and Human Services to execute an agreement with The Young Women's Christian Association (YWCA) for domestic abuse and shelter services in an amount not to exceed \$177,068, with a term ending December 31, 2017.

Authorize the Directors of Health Services and Human Services to execute an agreement with the Volunteer Center of Sonoma County for 2-1-1 services in an amount not to exceed \$290,110, with a term ending June 30, 2015.

Executive Summary:

This item requests the Board of Supervisors 1) accept the Sonoma County Department of Health Services and Human Services Department's April 2014 Collaboration Report; 2) approve an agreement with The Young Women's Christian Association (YWCA) for domestic abuse and shelter services in an amount not to exceed \$177,068, with a term ending December 31, 2017; and 3) approve an agreement with the Volunteer Center of Sonoma County for 2-1-1 services in an amount not to exceed \$290,110, with a term ending June 30, 2015.

The Department of Health Services (DHS) and the Human Services Department (HSD) have a long standing history of collaboration. At the Board's request, the attached Collaboration Report which describes the extensive efforts between the Departments to bring high quality, coordinated services to Sonoma County's most vulnerable populations was developed. The Report highlights collaborative efforts in the following four key areas:

- **Affordable Care Act (ACA).** HSD and DHS coordinate ACA outreach and education efforts to ensure that Sonoma County residents are enrolled in appropriate health care options including coordinated messaging and data sharing to ensure accurate and consistent data; ACA training;

development of outreach materials; and support for community ACA forums.

- **County Initiatives.** DHS and HSD participate jointly in a number of County-wide initiatives designed to improve the health of the community and reduce disparities including representation on the First 5 Sonoma County Commission; the Health Action Council and its Committee for Healthcare Improvement; and Upstream Investments committees.

- **Services.** DHS and HSD work together to ensure the provision of high quality services to the public including implementation of cooperative eligibility processes; co-location of staff in each other’s facilities; collaborating on various funding opportunities such as the Care Transitions Program; Community Transformation Grant; and the Supplemental Nutrition Assistance Program Education (SNAP-Ed) program.

- **Administration.** Administratively, efforts have been implemented to improve processes, enhance client/contractor experience, and reduce costs including preparing joint board items such as the ACA quarterly updates; coordinated responses to legislative matters such as a response to a CSAC survey on options for expanding Medi-Cal; joint access to CalWIN data system to identify joint clients; and conducting joint staff training in such areas as supervisory effectiveness skills. In addition, DHS and HSD are currently working together on the following three initiatives to improve their contract process: 1) *MOU Consolidation Project* to integrate the Departments’ multiple cooperative agreements; 2) *Contract Insurance Certificate Project* to collaborate in the collection and monitoring of contractor insurance certificates, thereby reducing contract processing time and improving the experience of contractors doing business with the County; and 3) *Contract Integration Pilot Project* to jointly contract with service providers who deliver services to both DHS and HSD clients.

The first two contracts to be integrated under the pilot project are the Volunteer Center of Sonoma County and YWCA. Below is a table that shows the services that will be combined within a single amended agreement. Both agreements were previously approved by the Board of Supervisors. Integrating the agreements will not change the current scope, term, or funding amount. Each department will manage their individual scope of work and corresponding budgets, program coordination and monitoring. The Contractor will invoice each department separately.

Contractor	Health Services	Human Services	Combined Totals
Young Women’s Christian Association of Sonoma County (YWCA)	This replaces an existing agreement for the YWCA Safe House to provide temporary shelter and link these clients to critically needed services. \$125,000 1/1/13 to 12/31/17	This is a new agreement for the YWCA to provide domestic abuse services for SonomaWORKS clients and provide one on-site staff person. \$52,068 7/1/14 to 6/30/15	FY 13/14 \$25,000 FY 14/15 \$77,068 Total all years = \$177,068
Volunteer Center of Sonoma County	This replaces an existing Agreement to ensure DHS data and referral information is accurately reflected on the 2-1-1 database and Contractor shall track referrals to services, need and zip code. \$80,000 2/1/13 to 12/31/14	This is a new agreement to provide the 2-1-1 CalFresh Phone Application Program and provide maintenance of the 2-1-1 referral system. \$210,110 7/1/14 to 6/30/15	FY 13/14 \$20,000 FY 14/15 \$230,110 Total all years = \$290,110

Prior Board Actions:			
12/11/12 - Department of Health Services contract with YWCA approved by the Board for \$125,000 for a term of 1/1/13 to 12/31/17.			
2/5/13 - Department of Health Services contract with the Volunteer Center approved by the Board for \$80,000 for a term of 2/7/13 to 12/31/14.			
6/4/13 – Human Services Department contract with YWCA approved by the Board for \$52,068 for a term of 7/1/13 to 6/30/14.			
6/25/13 - Human Services Department contract with the Volunteer Center approved by the Board for \$210,110 for a term of 7/1/13 to 6/30/14.			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
The Departments’ collaborative efforts support the efficient and cost effective provision of health care services to the community.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 45,000	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$ 25,000
	\$	Fees/Other	\$ 20,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 45,000	Total Sources	\$ 45,000
Narrative Explanation of Fiscal Impacts (If Required):			
Integration of the contracts will not change the funding amount of the contracts. Current year funding for DHS is \$45,000. DHS FY 14/15 proposed budget includes \$45,000 for the two agreements. There are no current year funds included in these agreements for Human Services. HSD FY 14/15 proposed budget includes \$262, 178 for these agreements.			
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:
April 2014 Collaboration Report
Related Items "On File" with the Clerk of the Board:
Contracts

Collaboration Report

Between the



and the



April 2014

Sonoma County's Department of Health Services (DHS) and Human Services Department (HSD) have a long-standing history of collaboration to best serve the most vulnerable populations of the county. This Report highlights DHS and HSD collaborative efforts in the following four key areas: Affordable Care Act; County Initiatives; Services and Administration.

1. Affordable Care Act (ACA)

To facilitate the implementation of the ACA, also known as Health Care Reform (HCR), County agencies are required to serve a larger segment of California's population than ever before in an expeditious and coordinated manner. The Affordable Care Act requires most citizens and legal residents to have health insurance and changes the way that eligibility for subsidized health programs such as Medi-Cal, Healthy Families, and the County Medical Services Program (CMSP) is determined. Cost sharing subsidies may be available to families who, due to income, do not qualify for fully subsidized programs.

The HSD and the DHS are working together to ensure that Sonoma County residents are enrolled in appropriate health care options and that stakeholders have a voice in changes and are informed of changes before they occur.

As part of the planning process, the HSD and DHS each have a planning committee with representatives from each department on both committees. HSD and DHS staff are working together to ensure that:

- There are defined roles and responsibilities between DHS and HSD.
- The estimated number of impacted individuals in Sonoma County is determined through data sharing from both departments, ensuring use of accurate and consistent data in their planning processes.
- Staff from each department are trained, sharing training resources as appropriate. (See "Staff Training" below.)
- There is a common message. Staff from each department work together to develop outreach materials to be universally used when making presentations and providing information to the community. DHS and HSD have also collaborated on a single HCR web presence for Sonoma County: www.sonoma-county.org/healthcarereform/.

County staff assist with community forums. This includes providing organizational support, speakers, PowerPoint presentations and handouts from DHS and/or HSD.

2. County Initiatives

The DHS and HSD participate jointly in a number of County initiatives, including the following examples:

a. First 5 Sonoma County

Rita Scardaci, DHS Director, and Jerry Dunn, HSD Director, are both on the First 5 Sonoma County Commission charged with promoting, supporting and improving the

early development of children from the prenatal stage through five years of age. Together with the other commissioners, they develop a strategic plan guiding services and supports for Sonoma County children and their families. First 5 Sonoma County funds programs in both DHS and HSD and programs are evaluated for evidence-based practices.

b. Health Action Council

Led by DHS, HSD is a key partner in Health Action, a partnership of community leaders and organizations committed to improving the health of all Sonoma County residents.

A major component of Health Action, Cradle to Career, is a framework in which DHS and HSD align program delivery to connect all segments of the educational continuum. Both the DHS and HSD have pledged to be champions of the Cradle to Career framework and provide staff to meet these goals.

HSD is also represented on the Committee for Healthcare Improvement. The focus of the Committee is to improve access to healthcare for all Sonoma County residents. A specific project has been to expand the use of advance care directives, with possible implementation in conjunction with the Senior Health Initiative.

c. Upstream Investments

Led by HSD, DHS is a key partner in the Upstream Investments initiative. Upstream Investments seeks to eliminate poverty in Sonoma County and ensure equal opportunity for quality education and good health in nurturing home and community environments. Both HSD and DHS have or fund programs on the Portfolio of evidence-based practices. Rita Scardaci, DHS Director, and Jerry Dunn, HSD Director, are both members of the Policy Committee and its Executive Committee. In addition, Health and Human services staff hold up to four seats on the Portfolio Review Committee.

3. Services

The DHS and HSD collaborate on a number of services to Sonoma County residents, including the following examples:

a. AB109 Eligibility

An Eligibility Worker in Human Services receives eligibility applications directly from eligibility workers from Department of Health Services to ensure faster processing. The HSD Eligibility Worker processes applications and determines eligibility for, and makes appropriate referrals to Medi-Cal, County Medical Services Program (CMSP), CalFresh, and General Assistance (GA).

b. SonomaWORKS

DHS staff are co-located at HSD's Employment & Training building to provide mental health and substance abuse services to SonomaWORKS clients. In addition to these services, DHS staff work with teen parents in the Teen Parent program, providing specialized services to review/monitor school attendance and provide the teens with services to ensure that they make progress and graduate from high school.

c. Child Welfare

DHS's Mental Health has an MFT worker out stationed at HSD's Family, Youth & Children's (FYC) Division office to complete screenings and assessments for the mental health needs of children in foster care. There are also three out stationed employees at Valley of the Moon Children's Home that complete assessments and provide mental health services to children living there. Behavioral Health works in partnership with FYC on the Dependency Drug Court, working with parents who are in recovery from alcohol and drug addiction. Additionally, there are two Public Health Nurses out-stationed at FYC to work with children in foster care.

d. Adult Services

DHS Mental Health Service Act (MHSA) funds support the HSD Older Adult Collaborative to provide prevention and early intervention services. DHS and HSD collaborated on the Care Transitions application to the Centers for Medicare and Medicaid. The project focuses on preventing readmissions to acute care hospitals. The Senior Health Initiative is a new project that will add nurses to Adult & Aging (A&A) programs, in addition to the three nurses already at A&A serving Adult Protective Services (APS), In Home Support Services (IHSS), and MSSP clients. The new positions will assist with Care Transitions, APS and IHSS clients. Care Transitions will also focus on bringing new evidenced-based programs to Sonoma County. HSD operates the Public Conservator through an MOU with Behavioral Health. APS has an LCSW out-stationed from Behavioral Health. MHSA also funds a clinician to work with IHSS clients that have been evaluated for depression.

e. Economic Assistance

HSD and DHS work together to decrease food insecurity through outreach efforts for CalFresh, including collaborating on a Community Transformation Grant at the Farmers' Markets. HSD and DHS also collaborate on SNAP-Ed services and evaluation.

f. SNAP-Ed

Led by DHS since 2011, HSD is a key partner in the Supplemental Nutrition Assistance Program Education (SNAP-Ed). HSD has implemented nutrition interventions and education for CalFresh participants on making healthier food choices within their limited budgets.

4. Administration

The DHS and HSD collaborate on a number of administrative functions, including the following examples:

a. Communication/Outreach

- Contracts, Board Items, and Procurement - DHS and HSD collaborate on a number of joint items to the Board of Supervisors, most recently on the Affordable Care Act on 4/9/13 and 9/10/13.
- Legislation - DHS and HSD work closely to ensure that we provide a common message regarding legislation and media information. For example, CSAC surveyed counties on issues related to the risks and benefits associated with the options for expanding Medi-Cal to adults up to 138% of the Federal Poverty Level. The departments worked together to provide a response, ensuring that we mutually agreed on the outcomes of the survey.
- Website and Media Messaging - Staff from both HSD and DHS work together to ensure that our messaging to the Sonoma County residents is consistent and aligned. We mutually created a Health Care Reform website, www.sonoma-county.org/healthcarereform, to share information and resources with the community.

b. Research and Data

- Data Sharing - Staff from DHS and HSD confirm that mutual data used by each department is correct and reliable. An example of these efforts was the analysis of data to determine the estimated number of uninsured individuals in Sonoma County who would be impacted by the new ACA. In addition, we are developing a common tool to gather on-going data regarding the ACA on behalf of the community.
- CalWIN security and access - Some staff from DHS have access to HSD's CalWIN system, allowing those staff with the "need to know" information about public assistance recipients.

c. Operations

- Shared Space/Communication - As noted above, to better serve clients, DHS staffs have co-located in HSD facilities including Child Welfare, Adult Services, SonomaWORKS and Economic Assistance services. The most recent effort includes the move of the HSD Planning, Research, Evaluation & Engagement Division, including Upstream Investments to space occupied by DHS' Health Policy Planning and Evaluation Division and First 5. The Department's recognize that they serve mutual clients and that co-location of these programs and initiatives will result in improved communication between the Departments and improved services to clients.

d. Policies and Procedures

- In order to assist each other, the DHS and HSD share policies and procedures on issues such as translation services and Mobile Work.

e. Staff Training

- Staff from each department participate together in staff training opportunities. This training includes topical training such as Health Care Reform as well as on-going training such as supervisory effectiveness skills, for example.

5. Contract Collaboration Project

In addition to the above collaborative efforts, HSD and DHS are working together to identify opportunities to improve their contracting processes with the goal of improved efficiencies and contractor experience. The Departments are currently working on the following three contract improvement initiatives:

a. MOU Consolidation

The HSD and DHS allocate funding between departments to best serve the Sonoma County community. Examples of agreements that necessitate MOUs between the Departments include Mental Health (A&A), Conservator Services (A&A), Seriously Mentally Ill (E&T), READY, Community Transformation Grant, SNAP-Ed Evaluation, Cal-Learn, Mental Health & Substance Abuse (E&T), CAPIT Field Nursing (FY&C), Children's Home Clinical Services, and Adult & Aging. To reduce the resources required to administer these MOUs, HSD and DHS are currently working to consolidate the MOUs.

b. Contract Insurance Certificate

DHS and HSD are currently working together to transition their insurance exhibits to a vendor specific format. This will allow the Departments to access each other's certificates thereby reducing the amount of time it takes the Department to process a contract and improving contractors experience doing business with the County by reducing the number of certificates they must provide to the County. For example, if contractor ABC Corp has an agreement with DHS and HSD, currently they must provide a certificate of insurance to each department. By DHS and HSD providing each other access to the other contract database, they will only be required to provide a single certificate that will cover the both contracts thereby making the process more efficient for both the County and the contractor.

c. Contract Integration

As noted above, DHS and HSD currently contract with many of the same consultants/contractors. Over recent months, working with County Counsel, the Departments have developed a process which allows HSD-DHS to jointly contract with

service providers who deliver services to both DHS and HSD clients. When established criteria are met, instead of the contractor having multiple contracts with two Departments, the contractor will have a single contract with HSD and DHS. The first two contracts to be integrated under the pilot project are the Volunteer Center of Sonoma County and YWCA.

Contact information: Prepared by Karen Fies, HSD Assistant Director, and Tammy Chandler, DHS Assistant Director

Health and Human Services Collaboration



KAREN FIES, HSD ASSISTANT DIRECTOR
TAMMY MOSS CHANDLER, DHS ASSISTANT DIRECTOR

MAY 6, 2014
BOARD OF SUPERVISORS MEETING



Collaborative County Initiatives



Mutual Services



AB109 Eligibility



SonomaWORKS



Child Welfare



Adult Services



Economic Assistance



Administration



Communication and Outreach

Research and Data

Operations

Policies and Procedures

Staff Training

Contract Improvement Projects



Health Care Reform

Defined Roles and Responsibilities

Shared Data

Staff Training

Common Messaging



Health and Human Services Collaboration



KAREN FIES, HSD ASSISTANT DIRECTOR
TAMMY MOSS CHANDLER, DHS ASSISTANT DIRECTOR

MAY 6, 2014
BOARD OF SUPERVISORS MEETING





County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 34
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Jennifer Milligan, 565-3783

Supervisorial District(s):

All.

Title: FY 14/15 Advertising Program Grant Awards

Recommended Actions:

Approve Advertising Program grant awards and funding allocations for Fiscal Year 14/15.

Executive Summary:

This item requests Board consideration and approval of FY 14/15 Advertising Program grant awards and funding allocations.

Background:

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

Grant applications for FY 14/15 funding were accepted from January 21, 2014 to February 19, 2014 and an informational meeting on the Program and grant process was held for any interested parties on January 28, 2014. The application process was conducted for all categories except Category E – Local Events and Organizations, which is funded at the discretion of each supervisor throughout the fiscal year. Staff worked in collaboration with the Advertising Liaison Committee, comprised of Supervisors Carrillo and McGuire, in considering all applications, given the available funding. Recommendations are based on a consideration of Policy guidelines and restrictions as well as potential return on investment, including attendance, duration of events and advertisements, and data provided on the success of previous events and usage of prior grant awards. Attachment A details the applications received under

each category, the grant amount awarded in FY 13/14 if the event/organization previously received an award, the amount requested for FY 14/15, and the amount recommended for award. The Program Policy is also attached for reference (attachment B).

Summary of Recommendations:

Category A1- Chambers of Commerce: allocates \$29,981 to six entities for membership due 10% match awards.

Category A2 – Visitors Centers: allocates \$340,900 to 10 entities including two new entities to the program, Cloverdale and Geyserville Visitor Centers. Staff recommends that all entities with the exception of Cloverdale and Geyserville be awarded a three year grant, with the amount noted on Attachment A to be awarded in FY 14/15, 15/16 and 16/17. As these funds are used for general staffing and operations of the visitors center, this will allow for better long term planning for the visitor centers with guaranteed funding. Staff recommends awarding one year contracts to Cloverdale and Geyserville to allow for review of award use, return on investment, and success in fulfilling contract obligations.

Category A3 – Economic Development Initiatives: includes: funding to the Economic Development Department included increased funding of \$ \$50,000 towards the creation of an Economic Development District with Mendocino County; continued allocation to Building Economic Success Together (BEST); appropriations for the new permit software system approved in the Economic Development Jobs Plan in 2011; appropriations for ecotourism and environmental marketing grant awards that will be considered for award throughout the fiscal year; set aside for living wage ordinance research; continued allocation to the Community Technology Fund as previously approved; funding for the 10,000 Degrees program for direct scholarship awards to students from within Sonoma county; funding to the Community Foundation towards arts education programs in underserved schools; and a set aside for potential initiatives arising from the Arts Strategic Plan currently in process.

There remain a number of unmet needs in the Economic Development Department which staff are in the process of reviewing and will return with recommendations as part of the supplemental budget hearings if new revenue and/or increased fund balance is realized in the fourth quarter of collections.

Category A4 – Tourism Marketing Program: continues funding to Sonoma County Tourism per the Policy of allocating the first 2% of the 9% tax collected (22% of collections).

Category A5 – Visitor Way Finding & Signage: allocates \$43,000 to six entities.

Category B1 – Parks & Recreation: provides funding to the Regional Parks Department for operations and maintenance of existing parks facilities.

Category B2 – Community Impacts/Public Safety: allocates \$147,023 to four entities. This is \$57,023 over the stated category maximum of \$90,000 per the Policy. Staff recommends the additional allocation one-time only based on the merit and demonstrated benefit of the applications.

Category C – Agricultural Promotion: allocates \$160,000 to two entities. This is \$10,000 over the stated category maximum of \$150,000 to only one entity, per the Policy. Staff recommends that a one-time

award be made to the Sonoma County Harvest Fair of \$10,000 under this category in order to support the agricultural promotional value of the event which does not qualify for funding under other categories. The Harvest Fair may apply next year under another category if they meet the minimum qualifications, or they will be encouraged to work with the Aggregate group (Sonoma County Vintners, Sonoma County Winegrowers, Sonoma Valley Vintners and Growers, and Farm Trails) on a joint application for future funding consideration.

Category D – Historical Commissions: allocated \$30,000 to two entities.

Category E – Local Events/Organizations: this category provides funding to each supervisor based on allocation methodology as described in the Policy. Staff will provided updated figures for allocations to each district as part of FY 14/15 budget hearings once additional collection data is known.

Category F – Major Events/Organizations: allocates \$420,500 to 35 entities. This is \$120,500 over the stated category maximum of \$300,000. Staff recommends this over allocation based on the merits and benefits of the applications reviewed and the increase in collections revenue and available fund balance to fund the over allocation. Staff does not recommend amending the Policy and category maximum at this time as the increase in revenue and collections has only occurred recently and not yet supported as a long-term, sustainable increase.

Category G1 – Departmental Activities: provides funding to the Agricultural Commissioner’s Office for development of the California State Fair Exhibit to promote the county as a destination, and provides funding to the Sonoma County Library for historical records and digital photography collection.

Category G2 – Affordable Housing: provides funding to the Community Development Commission (CDC) for affordable housing and homeless service efforts; maintains a set aside for emergency needs throughout the year; allocates funds to the County Fund for Housing grant process managed by the CDC; and provides funding to continue work related to the Housing Element.

Category G3 – Collections/Audit Services: provides funding to the Auditor-Controller-Treasurer-Tax Collector for tax collection, audit for grant recipients, audit of tax collectors and remittance, and program support for additional audit needs such as work related to vacation rentals. Staff will also be pursuing work related to air bed and breakfasts in FY 14/15.

Category G4 – Legal Services: provides funding to County Counsel for legal support work related to the Program, contract disputes and audit/collections needs.

Category G5 – Program Administration: provides funding to the County Administrator and Board of Supervisor staff to overall program management and support.

Reserves – allocates additional funding to the Economic Uncertainty Reserve to maintain a reserve fund of 5% of TOT collections per Board direction, and allocates the remainder of available revenue to contingencies.

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

FY 14/15 Advertising Program Budget:

The recommendations summarized above and detailed in Attachment A provide for total FY 14/51 expenditures of \$10,199,154 million. These expenditures are supported through projected TOT collections and interest of \$8,246,346 and use of \$1,130,673 in available fund balance. Revenue from collections is budgeted to increase 10% of FY 13/14 budgeted revenues based on the increase in collections seen over the past year. This recommended budget maintains a fund balance of 10% of collections, or \$822,135, per Board direction.

Prior Board Actions:

June 2013: Board approved Advertising Program grants for FY 13/14 as part of the budget hearing process.

5/14/13: Board approved updates to the Advertising and Promotions Program Policy and considered preliminary grant recommendations for FY 13/14.

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

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

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary - FY 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	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

Grant awards are for FY 14/15, there is no fiscal impact on FY 13/14 as a result of this action. Adjustments will be incorporated into the supplemental FY 14/15 budget based on Board approval of these recommendations.

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 – FY 14/15 Grant Award Recommendations Attachment B - Advertising and Promotions Policy			
Related Items “On File” with the Clerk of the Board:			
None.			

FY 14/15 Advertising Grant Award Recommendations

Entity	Event/Purpose	13/14 Advrt Grant	Amount Requested		Recommendation
Category A1 - Chambers of Commerce				Category Max:	\$30,000
Cloverdale Chamber of Commerce	10% membership match	\$0	\$3,300		\$3,102
Geyserville Chamber of Commerce	10% membership match	\$1,700	\$1,900		\$1,786
Monte Rio Chamber of Commerce	10% membership match	\$225	\$195		\$183
Russian River Chamber of Commerce	10% membership match	\$4,028	\$4,600		\$4,324
Sebastopol Chamber of Commerce	10% membership match	\$6,248	\$6,900		\$6,486
Sonoma Valley Chamber of Commerce	10% membership match	\$14,080	\$15,000		\$14,100
Total Requested:			\$31,895	Total Recommended:	\$29,981
Category A2 - Visitors Center (rated on # visitors; service to unincorp. Area; cost per visitor ratio, and general public service levels)				Category Max:	n/a
Healdsburg	Existing	\$10,000	\$20,000		\$10,000
Petaluma	Existing	\$10,000	\$37,950		\$10,000
Redwood Coast	Existing	\$6,750	\$10,000		\$6,750
Russian River	Existing	\$78,800	\$88,800		\$78,800
Santa Rosa	Existing	\$31,000	\$31,000		\$31,000
Sebastopol	Existing	\$13,350	\$25,000		\$13,350
Sonoma Coast (Bodega Bay)	Existing	\$82,000	\$85,000		\$82,000
Sonoma Valley	Existing	\$94,000	\$125,000		\$94,000
Cloverdale	New	na	\$24,750		\$10,000
Geyserville	New	na	\$10,000		\$5,000
Total Requested			\$457,500	Total Recommended:	\$340,900
Category A3 - Economic Development Initiatives				Category Max:	n/a
EDB					\$1,436,498
BEST - Business Attraction					\$100,000
PRMD Software					\$460,000
EcoTourism/Environmental Marketing Grants					\$100,000
Living Wage Research					\$50,000
Education/Mentorship Ad Hoc (CTE)					\$51,000
10,000 Degrees Scholarship Funding					\$50,000
Arts Education Programs - Community Foundation					\$50,000
Art Strategic Plan Outcome Placeholder					\$150,000
				Total Recommended:	\$2,447,498

FY 14/15 Advertising Grant Award Recommendations

Entity	Event/Purpose	13/14 Advrt Grant	Amount Requested		Recommendation
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Category A4 - Tourism Marketing Program				Category Max:	n/a
Sonoma County Tourism	Operations and staffing				\$2,435,954
				Total Recommended:	\$2,435,954

Category A5 - Visitor Way Finding & Signage				Category Max:	\$50,000
Cloverdale Chamber of Commerce	Entry signs, specifically Hwy 128.	\$6,000	\$10,000		\$6,000
Friends of Rio Nido	Entry sign, new or refurbished,	\$3,000	\$12,000		\$12,000
Healdsburg Performing Arts Theater, Inc., DBA Raven Theater Windsor	Sign/marquee for Raven Theater Windsor	n/a	\$7,500		\$7,500
Sebastopol Center for the Arts	Permanent signage on Hwy 12 and 116	\$0	\$2,500		\$2,500
Sonoma County Museum	Permanent banner series in front of Museum building	\$0	\$5,000		\$5,000
Sonoma Valley Visitors Bureau	Hwy 37 Billboard Signage	\$7,000	\$20,000		\$10,000
			Total Requested	\$57,000 Total Recommended:	\$43,000

Category B1 - Parks & Recreation				Category Max:	n/a
Regional Park Department	Operations and Maintenance of existing facilities				\$2,193,617
				Total Recommended:	\$2,193,617

FY 14/15 Advertising Grant Award Recommendations

Entity	Event/Purpose	13/14 Advrt Grant	Amount Requested		Recommendation
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Category B2 - Community Impacts - Public Safety				Category Max:	\$90,000
Bodega Bay Fire Protection District	Equipment purchases (ambulance?)	\$70,000	\$90,000		\$0
Bodega Volunteer Fire Department	upgrades to community hall station 2 - \$20K; water tender - \$35K; fuel/maint to fleet - \$5K	na	\$60,000		\$20,000
Cazadero Community Services District/Cazadero VFD	Four wheel drive, four-door, fire truck	na	\$90,000		\$45,000
Cloverdale Fire Protection District	Extrication Equipment - \$26,688; Water rescue equipment - \$10,355.13	na	\$50,418		\$37,023
Valley of the Moon Fire Protection District	Replacement and update of emergency generator	na	\$90,000		\$45,000
Total Requested			\$380,418	Total Recommended:	\$147,023

Category C - Agricultural Promotion				Category Max:	\$150,000
Sonoma AgGregarate	SC Vintners, SC Winegrowers, SV Vintners & Growers, Farm Trails	\$150,000	\$150,000		\$150,000
Sonoma County Harvest Fair	2014 Sonoma County Harvest Fair	\$10,000	\$30,000		\$10,000
Total Requested			\$150,000	Total Recommended:	\$160,000

Category D - Historical Commissions				Category Max:	\$30,000
Historical Records Commission	"Peterson Prize" an annual writing competition and general records preservation efforts	\$2,000	\$5,000		\$2,000
Sonoma County Landmarks Commission	Historic Adobe Petaluma for the repair of adobe walls pedestrian walkway - \$22,500; Pond Farm is historic farm and pottery studio for increased public access - \$5,766; Geographic Information System - \$5,000	\$22,000	\$33,266		\$28,000
Sonoma County Museum	Restore the historic 1910 Post Office Building	\$6,000	\$15,000		\$0
Valley of the Moon Natural History Association	The House of Happy Walls repairs		\$10,000		\$0
Total Requested			\$63,266	Total Recommended:	\$30,000

Category E - Local Events/Organizations				Category Max:	\$160,000
District 1			\$41,216		
District 2			\$16,032		
District 3			\$18,352		
District 4			\$29,232		
District 5			\$55,168		

FY 14/15 Advertising Grant Award Recommendations

Entity	Event/Purpose	13/14 Advrt Grant	Amount Requested		Recommendation
Category F - Major Events/Organizations					\$300,000
Single Event					
Artistic Wonders Society	2014 Wunderkammer; 2014 Summer Nights Santa Rosa	\$10,000	\$35,000		\$10,000
Gravenstein Apple Fair/Sonoma County Farm Trails	Gravenstein Apple Fair August 9-10, 2014/Sonoma County Farm Trails	\$0	\$15,000		\$15,000
Luther Burbank Rose Parade and Festival	Purchase print, web & radio advertising and updating the web site	\$5,000	\$7,000		\$5,000
Sebastopol Chamber of Commerce and Visitor Center	69th Apple Blossom Festival and Parade	\$3,000	\$4,000		\$4,000
Healdsburg Chamber of Commerce	Annual Harvest Century Bike Tour	Cat E	\$1,000		\$0
VeloStreet, Inc.	Levi's GranFondo	\$0	\$50,000		\$15,000
Series (not year round)					
Pacific Coast Air Museum	Wings Over Wine Country Air Show & Climb Aboard and Special Event series	\$18,000	\$25,000		\$20,000
Petaluma Downtown Association	4 Events: Butter&Egg Days Parade/Festival, Spring & Fall Antique Fairs, Art & Garden Festival	\$13,000	\$14,500		\$14,500
Sebastopol Center for the Arts (SCA)	Art Trails	na	\$10,000		\$10,000
Sonoma County Fair & Exposition, Inc.	2014 Sonoma County Fair	\$25,000	\$50,000		\$30,000
Sonoma International Film Festival	18th Annual Film Fest	na	\$15,000		\$10,000
Sonoma Valley Visitors Bureau	Holidays in Sonoma Valley; Sonoma Valley Olive Season; Sonoma Valley Girlfriends Getaway Month	\$10,000	\$20,000		\$5,000
Summer Repertory Theatre	2014 Season Theatre Festival	\$13,000	\$15,000		\$13,000
Year Round Series					
The Sixth Street Playhouse	2014-2015 Season	\$15,000	\$25,000		\$15,000
Charles M. Schulz Museum & Research Center	General marketing program	na	\$17,000		\$10,000
Cinnabar Theater	2014-15 season	\$15,000	\$18,000		\$13,000
Green Music Center	2014-15 season	na	\$100,000		\$15,000
Healdsburg Jazz Festival, Inc.	Support expanded promotional outreach	\$8,000	\$50,000		\$11,000
Healdsburg Performing Arts Theater, Inc. DBA Raven Theater Windsor	Season advertising	na	\$25,000		\$20,000
Regional Parks	Camping/campground promotions publications	\$0	\$20,000		\$5,000
Regional Parks	Maps/promotions brochures		\$14,500		\$5,000
Santa Rosa Symphony Association	Season advertising	\$35,000	\$50,000		\$40,000
Sebastopol Center for the Arts	General year round season and event advertising	\$30,000	\$50,000		\$40,000
Sonoma County Museum	Exhibition, education and public programs	\$35,000	\$45,000		\$40,000
Sonoma Valley Museum of Art	Exhibition, marketing and advertising program	\$2,000	\$10,000		\$10,000
Team Sugarloaf, c/o Sonoma Ecology Center	General Advertising and 150th anniversary for State Parks	\$0	\$18,000		\$0
Valley of the Moon Natural History Association	Jack London State Historical park - PARK advertising promotions	na	\$50,000		\$0
Wells Fargo Center for the Arts	Advertise and promote 2014-2015 season	\$45,000	\$50,000		\$45,000
Total Requested			\$804,000	Total Recommended:	\$420,500

FY 14/15 Advertising Grant Award Recommendations

Entity	Event/Purpose	13/14 Advrt Grant	Amount Requested		Recommendation
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Category G1 - Departmental Activities				Category Max:	n/a
SoCo Agricultural Commissioner's Office	State Fair Exhibit		\$40,000		\$40,000
SoCo Library	New book entitled: Sonoma County: A History in Agricultural	na	\$5,000		\$0
SoCo Library	Online Digital Historic Photograph Collection	\$23,000	\$25,000		\$25,000
Total Requested			\$70,000	Total Recommended:	\$65,000

Category G2 - Affordable Housing				Category Max:	n/a
Set Aside Fund	Maintain in Advertising Fund				\$60,000
CDC Department	Homeless Services		\$70,000		\$70,000
PRMD	Housing Element Implementation		\$100,000		\$100,000
Rebudget PY to CDC	County Fund for Housing				\$62,934
Total Requested			\$170,000	Total Recommended:	\$292,934

Category G3 - Collections/Audit Services				Category Max:	n/a
ACTTC - Collections	Tax collections activities		\$130,819		\$130,819
ACTTC - Audit	Audit services including program grant audits, collection audits and VRBO		\$189,850		\$189,850
Total Requested			\$320,669	Total Recommended:	\$320,669

Category G4 - Legal Services				Category Max:	n/a
County Counsel	Program and collections legal services		\$41,810		\$41,810
Total Requested			\$41,810	Total Recommended:	\$41,810

Category G5 - Program Administration				Category Max:	n/a
CAO/BOS	Program staff support		\$180,000		\$180,000
EFS administration costs			\$1,787		\$1,787
Total Requested			\$181,787	Total Recommended:	\$181,787

Reserves					
Allocate to Economic Uncertainty Reserve (total 5% of revenue)					\$37,369
Allocate to Contingencies					\$28,977
Total to Reserves					\$66,346

Total Expenditures					\$9,377,019
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Revenues					
TOT Collections					\$8,221,346
Interest on pooled cash					\$25,000
Available Fund Balance					\$1,952,808
Total Revenues					\$10,199,154

Fund Balance Retained (10% of collections)					\$822,135
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ADVERTISING & PROMOTIONS PROGRAM POLICY

I. SOURCE OF FUNDS

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

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

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

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

For purposes of this policy:

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

II. POLICY STATEMENT

The Board of Supervisors wishes to encourage tourism, agriculture, and economic development in the County by supporting a series of promotional, community, and cultural, activities through the use of Advertising funds for: regional and national advertising, support of the community's spirit and its art/cultural programs, and promotion of other special events as deemed, by the Board, consistent with this Policy. Funding levels will be established annually based on collections.

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

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

III. ACTIVITIES ELIGIBLE FOR ADVERTISING AND PROMOTIONS FUNDS

A. Economic Development and Promotional Organizations

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

1. **Chambers of Commerce:**

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

2. **Visitors Centers:**

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

3. **Economic Development Board:**

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

4. **Tourism Marketing Program:**

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

5. **Visitor Way Finding and Signage:**

Funding may be provided for permanent signage related to visitor way finding and area identification. These funds are intended for the installment and maintenance of permanent identification signs, not temporary or event promotion signs. A maximum of \$50,000 per year may be made under this category.

B. County Tourism Impacts

1. **Parks & Recreation:**

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

2. Community Safety:

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

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

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

C. Agricultural Promotion

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

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

D. Historical Commissions

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

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

E. Local Events and Organizations

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

\$160,000 has been allocated for district discretion. 50% of this allocation will be divided equally across each district as baseline funding. The remaining 50% will be divided by the percent of TOT collections by district in the previous fiscal year.

F. Major County Events and Organizations

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

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

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

G. County Government Departmental Activities

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

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

1. Miscellaneous Department Activities:

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

2. Affordable Housing:

Funding may also be identified for an affordable housing program. Funding designated for affordable housing shall be recommended by the County Administrator's Office based on available funding and approved by the Board of Supervisors on an annual basis. As a goal, funds will be recommended based upon 50% of revenues directed toward this fund that are

generated from facilities established after 2002, pursuant to the March 2002 Board Policy Workshop, and after categories A-H have been funded at appropriate levels.

The Community Development Commission and the Permit and Resources Management Department shall make requests for these funds annually through the budget process for funding affordable housing programs and related efforts as well as for implementation of the Housing Element. Additionally, \$60,000 shall remain in the Affordable Housing Set Aside Fund within the Advertising Program to be available for emergency shelter needs that arise throughout the year that have not been addressed elsewhere.

Should additional funds set aside for affordable housing remain available following these requests and the Set Aside, the funds shall be allocated to the existing County Fund for Housing (CFH), administered by the Community Development Commission.

3. Collections/Audit Services:

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

4. Legal Services:

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

5. Program Administration Services:

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



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 35
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors and Board of Directors

Board Agenda Date: May 6, 2014

Vote Requirement: 4/5

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

Staff Name and Phone Number:

Christina Rivera / 565-2048

Supervisorial District(s):

All

Title: FY 2013-14 Third Quarter Budget Update & Contribution for the Enterprise Financial System.

Recommended Actions:

- A) Accept FY 2013-14 Third Quarter Budget Update; and authorize the County Administrator and Auditor-Controller-Tax-Collector to complete current year budgetary adjustments consistent with prior direction which are necessary to close the fiscal year financials.
- B) Adopt resolution adjusting the FY 2013-14 Revised Adopted Budget allowing a \$1.3 million General Fund contribution from unanticipated revenues to finance current year implementation costs for the Enterprise Financial System (EFS) Phase I.
- C) Receive FY 2014-15 Budget development status.

Executive Summary:

Each year staff provides the Board a quarterly, current year Budget update to evaluate the County's departments and agencies fiscal position projected for the remainder of the year based on revenue and expenditure estimates provided by staff. In addition, staff is taking this opportunity to recommend a cash contribution from current year General Fund (GF) unanticipated revenues to cover the Enterprise Financial System (EFS) Phase I implementation, and report on the progress of compiling the recommended budget for the coming fiscal year.

FY 2013-14 Third Quarter Budget Update

By the end of the third quarter (March 31, 2014) total County expenditures (for all funds) were \$882 million and total revenues were \$843, which were 51% and 58% of revised budget respectively. Total County GF expenditures were \$297 million and total revenues were \$219 million, 72% and 57% of the County GF budget.

During the mid-year Budget Update presented on February 25, 2014, we estimated a \$10 million GF savings at year-end. After the review of the nine months of fiscal activity, department/agency staffs were able to refine their programs' year-end estimates. Consequently, we are now projecting \$13.5 million in County GF carryover balance, an improvement of \$3.5 million from the mid-year estimates, primarily associated with unanticipated revenues as follows:

- La Plaza Debt Reserve Residual \$800,000. In FY 1999-2000 the County issued debt to purchase the La Plaza office building. The outstanding debt is now retired and the debt reserve residual was reimbursed to

the GF in FY 2013-14.

- Pension Obligation Bonds (POBs) Cost of Issuance Re-payment \$2 million. Total cost of issuance for 1993, 2003, and 2010 POBs was \$9 million, which was recovered annually through the payroll retirement rates from each of the County programs. At the beginning of FY 2013-14, \$7 million of the total cost of issuance had been reimbursed to the GF. Subsequent accounting guidance required the remaining \$2 million be reimbursed to the GF when available rather than continue to amortize over the remainder of the POBs debt schedule. Reimbursement was completed from available cash in the Retirement internal service fund accumulated above current POBs debt service obligation.
- Third Quarter Improved Revenue Projections \$700,000. Among other GF revenues, Sales tax, Charges for Services, and construction permits are estimated to achieve over budgeted revenues based on the most recent 9 month activity posted.

As in prior years, the County Administrator and Auditor-Controller-Treasurer-Tax Collector recommend the Board allow staff to execute budgetary adjustments necessary to complete the fiscal close of 2013-14 and instruct staff to return with report of transactions completed for Board ratification at the beginning of the new fiscal year.

\$1.3 Million Contribution to the Enterprise Financial System (EFS) - Phase I

The EFS Phase I implementation is well underway and on track to go live on July 1, 2014. Phase I total budget is \$12.9 million, including \$1.6 million in contingencies. As of this writing, \$10.1 million is anticipated to be spent through June 30, 2014 without relying on contingencies and financed through \$1.9 million Oracle financing and \$6.9 million GF contribution. Costs for Phase I are on track, and in some expenditure categories slightly under budget. Based on third quarter cash flow projections, \$1.3 million is needed to cover expenditures for the remainder of the year for in-house implementation costs. Given the GF one-time unanticipated revenue of \$2.8 million, staff recommends designating \$1.3 million towards EFS to avoid additional borrowing for the remainder of the year.

FY 2014-15 Budget Development

The compilation of the recommended budget is approximately 50% complete and we are on track to publish the budget by June 5, 2014, meeting the 10-day publication requirement before the June 16, 2014 scheduled date for public Budget Hearings to begin.

As reported on February 25, 2014, the bulk of recommended budget amounts have been achieved by rolling forward the FY 2013-14 revised adopted baseline budget. Departments have submitted to the County Administrator proposals for program changes, some of which require financial support to implement. The proposals are under review and will be recommended as part of the Budget Hearing's supplemental budget materials if the change and/or investment are consistent with the County's Strategic Plan goals, and/or the Board's established Policy Priorities.

Prior Board Actions:

Annually staff presents quarterly budget updates and associated actions for the Board's consideration. Last report was completed on 02/25/2014.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Periodic fiscal updates and budgetary adjustments allow the County to ensure a balanced budget and maintain fiscal sustainability.

Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$ 1,300,000
Add Appropriations Req'd.	\$ 1,300,000	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 1,300,000	Total Sources	\$ 1,300,000
Narrative Explanation of Fiscal Impacts (If Required):			
Staff recommends assigning \$1.3 million of FY 2013-14 unanticipated, one-time General Fund revenues to finance costs associated with the implementation of the Enterprise Financial System (EFS) Phase I.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
FY 2013-14 Budgetary Adjustment Resolution			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
amending the FY 2013-14 Adopted Budget by \$1.3 million to finance Enterprise Financial
System Phase I implementation costs for the remainder of the fiscal year.**

Whereas, the Board of Supervisors has received FY 2013-14 Third Quarter Budget update which includes one-time unanticipated revenues; and

Whereas, the Board of Supervisors Invest in the Future strategic goal and 2013 Board Priorities include the successful implementation of a new Enterprise Financial System.

Whereas, the Board of Supervisors has determined it prudent to assign unanticipated one-time revenues to cover project implementation cash flow needs for the remainder of the fiscal year.

Now, Therefore, Be it Resolved to assign \$1.3 million in unanticipated General Fund revenues to the new Enterprise Financial System Phase I project implementation cost.

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: 36
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

First District

Title: Fee Waiver

Recommended Actions:

Approve the fee waiver of Sonoma Veterans building rental fees for the Blood Centers of the Pacific bi-monthly community blood drives in the amount of \$3,950. (First District)

Executive Summary:

Blood Centers of the Pacific is scheduling their community bi-monthly blood drives at the Sonoma Veterans Building and requests building rental fees be waived.

Prior Board Actions:

Veterans building fees were waived in 2013.

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.	\$ 3950.00	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$ 3950.00
	\$		\$
Total Expenditure	\$ 3950.00	Total Sources	\$ 3950.00

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

SUBMIT TO:
 Board of Supervisors
 575 Administration Dr, Ste 100A
 Santa Rosa, CA 95403

COUNTY OF SONOMA



Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: Andrea Casson
First Middle Last

Mailing Address: 2324 Bethards Dr Santa Rosa Ca 95405
Number, Street, Apt/Suite City State Zip

Phone: (707) 280 - 6618 Email: acasson@bloodcenters.org
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: Blood Centers of the Pacific

Mailing Address: 2324 Bethards Dr Santa Rosa Ca 95405
Number, Street, Apt/Suite City State Zip

Phone: (707) 280 - 6618 Email: acasson@bloodcenters.org
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	Mike McGuire District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District office to receive request (select only one)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

- City Special District Other Local Government
- School Non-profit or CBO

Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: One Time Annual
Bi Monthly

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
Sonoma County Veterans Bldg	Room Charge, Set Up and Processing Fee	\$3,950.00

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
8 / 6 / 2013	Sonoma Veterans Bldg	Rental Fees	\$3,822.50
/ /			
/ /			
/ /			

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax Sales Tax Special Assessment
 User Fees

Other (please specify): _____

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.



 Authorized Signature
 4 / 4 / 14

 Date

Donor Recruitment Director

 Title

5. Description:

Blood Centers of the Pacific would like to host bi monthly blood drives for the community on the following dates:

Tuesday, July 1, 2014

Tuesday, September 2, 2014

Tuesday, November 4, 2014

Tuesday, January 6, 2015

Tuesday, March 3, 2015

Tuesday, May 5, 2015

Based on prior events, we anticipate 25 to 45 donors plus our 5 to 7 staff members.



Sonoma County Veterans Memorial Buildings
 126 First Street West
 Sonoma CA 95476
 (707) 938-4105 - Tel / (707) 938-1122 - fax

RECEIVED

APR 07 2014

BOARD OF SUPERVISORS
 COUNTY OF SONOMA

TENTATIVE APPLICATION

Customer	Reservation: 10935
Andrea Casson	Event Name: Bi-Monthly Blood Drives
Blood Center of the Pacific	Status: Tentative
2324 Bethards Drive	Phone: 707280-6618
Santa Rosa, CA 95405	

Bookings / Details	Quantity	Price	Amount
--------------------	----------	-------	--------

CHEWING GUM, GLITTER, CONFETTI, CANDLES, AND SHOES ON THE WALL(S) ARE NOT PERMITTED IN OUR FACILITIES AT ANY TIME.

HOURS RESERVED MUST INCLUDE DECORATION, SET-UP AND CLEAN-UP.

CHANGES TO THIS RESERVATION MAY BE MADE UP TO 30 DAYS PRIOR TO THE EVENT DATE

ADDITIONAL CHARGES WILL BE INCURRED IF YOUR EVENT RUNS BEYOND CONTRACTED HOURS. A \$50.00 FEE WILL BE CHARGED IF CONTRACT REQUIREMENTS ARE NOT MET 30 DAYS PRIOR TO EVENT DATE OR IF CHANGES OF ANY KIND ARE REQUESTED LESS THAN 30 DAYS BEFORE EVENT DATE. FAILURE TO PAY DEPOSIT ON TIME WILL RESULT IN CANCELLATION OF YOUR RESERVATION - THE REINSTATEMENT FEE IS \$50.00

Tuesday, July 01, 2014

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room			
Room Charge: (7.5 hours @ 55.00/hr)	1	412.50	412.50
Room Set-up Fee:			
Son. Room Set-up Fee (1 -100)	1	100.00	100.00
Processing Fee:			
Sonoma Processing Fee	1	25.00	25.00

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen			
Room Charge: (7.5 hours @ 30.00/hr)	1	225.00	225.00

Tuesday, September 02, 2014

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room			
Room Charge: (7.5 hours @ 55.00/hr)	1	412.50	412.50

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen			
Room Charge: (7.5 hours @ 30.00/hr)	1	225.00	225.00

Tuesday, November 04, 2014

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room			
Room Charge: (7.5 hours @ 55.00/hr)	1	412.50	412.50

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen			
Room Charge: (7.5 hours @ 30.00/hr)	1	225.00	225.00

Tuesday, January 06, 2015

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room			
Room Charge: (7.5 hours @ 55.00/hr)	1	412.50	412.50

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen			
Room Charge: (7.5 hours @ 30.00/hr)	1	225.00	225.00

Tuesday, March 03, 2015

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room			
---	--	--	--

Sonoma County Veterans Memorial Buildings

Reservation:

10935

Tentative

Bookings / Details

	Quantity	Price	Amount
--	----------	-------	--------

Room Charge: (7.5 hours @ 55.00/hr)

1 412.50 412.50

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen

Room Charge: (7.5 hours @ 30.00/hr)

1 225.00 225.00

Tuesday, May 05, 2015

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Dining Room

Room Charge: (7.5 hours @ 55.00/hr)

1 412.50 412.50

1:30 PM - 9:00 PM Bi-Monthly Blood Drives (Tentative) Sonoma Kitchen

Room Charge: (7.5 hours @ 30.00/hr)

1 225.00 225.00

Subtotal 3,950.00

Grand Total 3,950.00

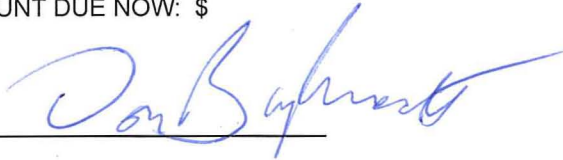
GRAND TOTAL MAY NOT REFLECT ALL POSSIBLE CHARGES

THE SIGNED/DATED TENTATIVE RESERVATION FORM AND DEPOSIT MUST BE RETURNED WITHIN 2 WEEKS OF THE DATE ON THE COVER LETTER OR THIS REQUESTED RESERVATION WILL BE CANCELLED WITHOUT FURTHER NOTICE.

PLEASE REVIEW THIS TENTATIVE RESERVATION. If any of the information is incorrect, or if you have questions or concerns, please call us at 707-938-4105. Otherwise, to hold your reservation, SIGN, DATE AND RETURN ONE COPY OF THIS FORM with a check made payable to "County of Sonoma" for the amount shown below.

Thank you for scheduling your event with us. We look forward to working with you.

AMOUNT DUE NOW: \$



Sign

4/4/14

Date

CANCELLATION:

If the event is cancelled 90 days or more from the date held, 50% of the deposit shall be retained by the County (General Services Department).

If the event is cancelled between 30-90 days of the date held, the entire deposit shall be retained.

If the event is cancelled 15-30 days of the date held 50% of the Rental Fee will be retained.

If the event is cancelled within 15 days of the event 100% of the Rental Fee will be retained.

CLEANING/DAMAGE DEPOSITS:

The entire cleaning/damage deposit will be forfeited if ANY of the following occur:

GUM IS FOUND IN THE FACILITY (FLOOR, ETC.)

GLITTER IS FOUND IN THE FACILITY

ALCOHOL IS BROUGHT INTO FACILITY DURING A "NON-ALCOHOL" EVENT



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors
Approval Date: June 2, 2009
Effective Date: July 1, 2009

1. Purpose

The purpose of this policy is to establish guidelines to be used to evaluate requests for fee waivers and to implement a structure and process through which consistent information for fee waiver requests will be collected and evaluated.

2. Background

Sonoma County is facing unprecedented fiscal challenges. As a result of the economic downturn, job and income losses, declining home values, and reduced consumption, the County's major sources of revenue property tax and sales tax have declined substantially. The situation is exacerbated by an increase in demand for county services. In light of this new fiscal reality, the county is reviewing all resource allocation decisions. Fee waivers, are an expense to the County General Fund. Fees are established to pay for the cost of a service provided by a county department. When a fee waiver is granted, the County General Fund pays the department in an amount equal to the fee waived.

3. Policy

The Board of Supervisors may, at their sole discretion, approve or disapprove fee waiver requests. Effective July 1, 2009, the following general guidelines will be used to assist in the determination of whether a requested fee waiver is eligible or ineligible.

Eligible for fee waivers	Ineligible for fee waivers
Community based organizations (CBO) or non-profits providing a direct service that is similar to or complimentary to a key county policy goal or direct service that the county is typically responsible for providing; e.g. emergency or economic assistance or basic sustenance needs (emergency food, shelter, etc.)	Flood elevation program fees
	Other county department fees
	Other governmental agencies – unless they can demonstrate an inability to pay the county fee
Governmental agencies that do not receive tax funding and can demonstrate an inability to pay the county fee	Fund raising events - where attendees pay a fee for admission to the event or in the case of festivals where vendors pay to participate in the event

4. Phased in Reduction for CBOs and Non-Profits

CBOs and non-profits that have received a fee waiver in the 12 months prior to the effective date of this policy, for an activity/event that may no longer be eligible under this policy, will be considered for a phased reduction in fees as follows:

- Year 1 – Up to two-thirds of the fee amount previously waived, may be waived
- Year 2 – Up to one-third of the fee amount previously waived, may be waived
- Year 3 – Fee waiver ineligible

The phased-in reduction does not apply to CBOs and non-profits who received fee waivers for a fund raising activity/event, where the CBO or non-profit has the ability to set entry or participation fees at a level necessary to cover costs, including the cost of any associated fees.

5. Fee Waiver Request Form

Fee waiver requests submitted on or after June 2, 2009, must be accompanied by a Fee Waiver Request Form (Attachment A). Copies of this form may be obtained from the County of Sonoma, Clerk of the Board of Supervisors, located at 575 Administration Drive, Room 100A, Santa Rosa, CA, 95403, or at the following website: <http://www.sonoma-county.org/board/index.htm>.

Fee Waiver Request Forms must be complete, signed, and accompanied by supporting documentation to demonstrate eligibility for the requested fee waiver. Demonstrated eligibility does not assure approval of a fee waiver request.

Completed Fee Waiver Request Forms shall be submitted to the Clerk of the Board of Supervisors at the address above. The Clerk will forward requests to the Board Member specified by the applicant.



County of Sonoma
Agenda Item
Summary Report

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

Agenda Item Number: 37
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors (1st District)

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-3752

Supervisorial District(s):

1st

Title: Fee Waiver

Recommended Actions:

Approve fee waiver in the amount of \$914.32

Executive Summary:

Sonoma Home Meals dba Meals on Wheels Sonoma is requesting a fee waiver for Health Inspection fees for the Meals on Wheels Program in Sonoma Valley.

Prior Board Actions:

This fee was Waived in 2010, 2011, 2012, 2013

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.	\$ 914.32	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$ 914.32
	\$		\$
Total Expenditure	\$ 914.32	Total Sources	\$ 914.32

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

SUBMIT TO:
 Board of Supervisors
 575 Administration Dr, Ste 100A
 Santa Rosa, CA 95403

COUNTY OF SONOMA

For Board of Supervisors Use Only

Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: Susan Weeks
First Middle Last

Mailing Address: P O Box 622 Sonoma CA 95476
Number, Street, Apt/Suite City State Zip

Phone: (707) 935 - 9141 Email: _____
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: Sonoma Home Meals dba Meals On Wheels Sonoma

Mailing Address: P O Box 622 Sonoma CA 95476
Number, Street, Apt/Suite City State Zip

Phone: (707) 935 - 9141 Email: _____
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	Mike McGuire District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District office to receive request (select only one)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

City Special District Other Local Government
 School Non-profit or CBO

Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: One Time Annual

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
Health Services (EH)	Food Permit	\$914.32

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
3 / / 2013	Health Services (EH)	Food Permit	\$1,002.00
3 / / 2012	Health Services (EH)	Food Permit	\$963.00
3 / / 2011	Health Services (EH)	Food Permit	\$1,002.00
3 / / 2010	Health Services (EH)	Food Permit	\$937.00

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax
 Sales Tax
 Special Assessment
- User Fees

Other (please specify): _____

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.

Sam Webb
Authorized Signature

co-director
Title

4/19/14
Date

Meals - on - Wheels of Sonoma

P. O. Box 622

Sonoma, Ca. 95476

(Non-Profit Organization)

Sonoma Home Meals DBA Meals
on Wheels of Sonoma prepares
and delivers two meals a
day five days a week to
60 clients. We ask the
clients to pay \$5 a day.
currently only 50% ± can pay.



County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565



Public Health
 Prevent. Promote. Protect

INVOICE

TO: Sonoma Home Meals Inc
 Sonoma Home Meals Inc
 PO Box 622
 Sonoma, CA 95476

Invoice ID: IN0081079
 Date: 3/4/2014

District: Food District3
 Facility ID: FA0007764

ATTN: Sonoma Home Meals Inc
 RE: Sonoma Home Meals Inc

Record ID	Program Identifier	Program Element	Description	Amount
PR0000567	Meals On Wheels	3311	Food - Mod Risk	\$ 1,002.00
		9933	REFS discount	\$ -87.68
Total Due for This Invoice:				\$ 914.32
Due Date:				4/1/2014

Pursuant to the Sonoma County Code, Chapter 14, Section 14-4(n) and 14.4.1(e) food and pool annual renewal fees will be assessed late fees of 25% of the remaining invoice balance due if full payment is not received within 30 days of due date and an additional 25% of the remaining invoice balance due if full payment is not received within 60 days of due date.

Please return this portion with your payment

From: Meals On Wheels
 275 E Spain St

Invoice ID: IN0081079
 Date: 3/4/2014

District:
 Facility ID: FA0007764

To: County of Sonoma Department of Health Services
 Environmental Health & Safety Section
 625 5th Street
 Santa Rosa, CA 95404 707-565-6565

Total Due for This Invoice: \$ 914.32
 Due Date: 4/1/2014



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors
Approval Date: June 2, 2009
Effective Date: July 1, 2009

1. Purpose

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2. Background

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	Other county department fees
	Other governmental agencies – unless they can demonstrate an inability to pay the county fee
Governmental agencies that do not receive tax funding and can demonstrate an inability to pay the county fee	Fund raising events - where attendees pay a fee for admission to the event or in the case of festivals where vendors pay to participate in the event

4. Phased in Reduction for CBOs and Non-Profits

CBOs and non-profits that have received a fee waiver in the 12 months prior to the effective date of this policy, for an activity/event that may no longer be eligible under this policy, will be considered for a phased reduction in fees as follows:

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Fee Waiver Request Forms must be complete, signed, and accompanied by supporting documentation to demonstrate eligibility for the requested fee waiver. Demonstrated eligibility does not assure approval of a fee waiver request.

Completed Fee Waiver Request Forms shall be submitted to the Clerk of the Board of Supervisors at the address above. The Clerk will forward requests to the Board Member specified by the applicant.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 38
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 6, 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: Fee Waiver

Recommended Actions:

Approve request for a fee waiver in the amount of \$262.50 for the cost of rental of the Cotati Veterans Memorial Building for the nonpartisan League of Women's Voters of Sonoma County candidate forum on May 7, 2014 for the Sonoma County Auditor-Controller, Treasurer-Tax Collector candidates.

Executive Summary:

The League of Women Voters Sonoma County is a nonpartisan political organization which encourages informed and active participation in government and influences public policy through education. They do not support or oppose any political Party or any candidate.

The Voter Service Committee (VSC) of the League of Women Voters conducts moderated forums providing an opportunity for candidates to state their positions, answer questions from the league and general public.

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.	\$ 262.50	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$ 262.50
	\$		\$
Total Expenditure	\$ 262.50	Total Sources	\$ 262.50

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:

Fee Waiver Request

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

--

SUBMIT TO:
 Board of Supervisors
 575 Administration Dr, Ste 100A
 Santa Rosa, CA 95403

COUNTY OF SONOMA

For Board of Supervisors Use Only

Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: Linda Garcia
First Middle Last

Mailing Address: 128 Jagle Street Cotati CA 94931
Number, Street, Apt/Suite City State Zip

Phone: (707) 795 - 3236 Email: _____
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: League of Women Voters Sonoma County

Mailing Address: 555 Fifth Street, Suite 300 O Santa Rosa CA 95401
Number, Street, Apt/Suite City State Zip

Phone: (707) 546 - 5943 Email: _____
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	Mike McGuire District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District office to receive request (select only one)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

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5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: One Time Annual

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
Sonoma County Veterans	Building Rental Fee	\$262.50
Memorial Building		

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
/ /			
/ /			
/ /			
/ /			

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax Sales Tax Special Assessment
 User Fees

Other (please specify): _____

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

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Linda Garcia Chair Voter Service Committee
 Authorized Signature Title
 Linda Garcia League of Women Voters
April 13 2014
 Date



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors
Approval Date: June 2, 2009
Effective Date: July 1, 2009

1. Purpose

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2. Background

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Fee Waiver Request Forms must be complete, signed, and accompanied by supporting documentation to demonstrate eligibility for the requested fee waiver. Demonstrated eligibility does not assure approval of a fee waiver request.

Completed Fee Waiver Request Forms shall be submitted to the Clerk of the Board of Supervisors at the address above. The Clerk will forward requests to the Board Member specified by the applicant.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 46
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Traci Tesconi 565-1903

Supervisorial District(s):

Fifth

Title: Zone Change to remove Z (Second Unit Exclusion) Combining Zone; Raymond Banquet, Trust, property owner; ZCE13-0014.

Recommended Actions:

Find the project exempt from CEQA and adopt an Ordinance for a Zone Change removing the Z overlay (Second Unit Exclusion) Combining Zone on 8.42 acres located at 505 Dusty Lane, Sebastopol; APN 061-130-098.

Executive Summary:

Action Requested of the Board of Supervisors:

The Board is requested to conduct a public hearing on the proposed Zone Change and consider the Planning Commission recommendation. The proposal is to remove the Z (Second Dwelling Unit Exclusion) combining district to allow construction of a Second Dwelling Unit on the project site. At the conclusion of the hearing your Board may find the proposed project exempt for CEQA and approve the Zone Change as recommended by staff and the Planning Commission.

Prior Actions:

On March 13, 2014, the Planning Commission, with a 5-0 vote, recommended that the Board of Supervisors approve the request by the property owner to remove the Z (Second Unit Exclusion) overlay district from the subject property.

Location, Zoning and Project Description:

The subject property is 8.42 acres located at 505 Dusty Lane, Sebastopol, APN 061-130-098. The base zoning is DA (Diverse Agriculture), 20 acre density, Z (Second Dwelling Unit Exclusion).

The proposed project is a request for a Zone Change to remove the Z overlay district which would then allow the property owner to construct a Second Dwelling Unit (aka granny unit) on the subject property sometime in the future. The base zoning district of DA (Diverse Agriculture) 20 acre density will remain unchanged.

General Plan Housing Element Policy HE-3c includes a program to remove the Z (Second Unit Exclusion) overlay zone from qualifying parcels when they are between two and ten acres in size. The subject property is 8.42 acres in size and construction of a future Second Dwelling Unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as Second Dwelling Units.

A Second Dwelling Unit is limited to 840 square feet in size or 1,000 square feet in size if approved with an Affordable Housing Agreement with the Community Development Commission. To date, no application for a Second Dwelling Unit has been submitted.

ISSUES DISCUSSED AT THE PLANNING COMMISSION PUBLIC HEARING

Issue #1: Origination of the Z Overlay District on the Subject Parcel

Commissioner Lynch asked PRMD staff how the Z overlay district originated on the parcel.

Resolution:

PRMD staff explained that the parcel was previously designated as AE (Agriculture Exclusive). The subject property was rezoned to the current zoning designation in 1990 as part of the implementation of the 1989 General Plan. The Board of Supervisors adopted Ordinance No. 4643 rezoning agricultural and resource lands to match the new General Plan designations. All lands that were previously zoned AE (Agriculture Exclusive) or were subject to an active Williamson Act Contract were rezoned to include the Z Combining District. The application of the Z Combining District was based on the fact that agricultural lands had the potential for agricultural-type employee housing if the land had agricultural production.

PRMD staff explained that for the subject property, the parcel does not contain any agricultural cultivation and has varying degrees of topography so it is not a prime agricultural parcel. Therefore, it is unlikely that the subject property could support a large enough agricultural operation to meet the criteria set forth in the Zoning Code to allow agricultural employee housing.

Issue #2: Second Units provide Affordable Housing

Commissioner Lynch indicated that Second Dwelling Units provide affordable housing for people living in Sonoma County and believes that a property owner should not have to pay a filing fee to have the Z (Second Unit Exclusion) district removed for his or her parcel.

Resolution:

PRMD staff responded to the Planning Commission that the request to remove the Z overlay

district must be analyzed on a case by case basis, and therefore, like other requests for Zone Changes must be initiated by the individual property owners.

Prior Board Actions:

None

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

By removing the Z (Second Dwelling Unit Exclusion) designation on this parcel, there will be potential for a new Second Dwelling Unit which has been proven, based on size limitation of 840 square feet to 1,000 square feet (with a Affordable Housing Agreement) to provide affordable housing to a lower income family and to be included to the Housing inventory of Sonoma County.

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):

This project is "at-cost" and the applicant pays all processing fees.

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:

- Exhibit A: Draft Ordinance and Sectional District Map
- Exhibit B: Vicinity Map
- Exhibit C: General Plan Land Use Map
- Exhibit D: Planning Commission Staff Report dated March 13, 2014

Exhibit E: Planning Commission Minutes dated March 13, 2014
Exhibit F: Planning Commission Resolution No. 14-005

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

None

ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF SUPERVISORS, COUNTY OF SONOMA, STATE OF CALIFORNIA, 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 THE DA (DIVERSE AGRICULTURE), B6-20 ACRE DENSITY, Z (SECOND DWELLING UNIT EXCLUSION) DISTRICT(S) TO THE DA (DIVERSE AGRICULTURE), B6-20 ACRE DENSITY DISTRICT OR OTHER APPROPRIATE DISTRICT FOR 8.42 ACRES LOCATED AT 505 DUSTY LANE, SEBASTOPOL; APN 061-130-089.

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

SECTION I: The Official Zoning Database (OZD) of the County, adopted by reference by Section 26-02-110 of the Sonoma County Code, is amended by reclassifying the following real property from the DA (Diverse Agriculture) B6-20 acre density, Z (Second Dwelling Unit Exclusion) district(s) to the DA (Diverse), B6-20 acre density district or other appropriate district for 8.42 acres located approximately 1700 feet from the intersection of Furlong Road, Sebastopol, APN 061-130-089. File No. ZCE13-0014. The Director of the Permit and Resource Management Department is directed to reflect this amendment to the OZD of the County as shown on Sectional District Map No. .

SECTION II: The Proposed Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

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

SECTION IV: This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation, published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma, passed and adopted this 6th day of May, 2014, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

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

WHEREUPON, the Chair declared the above and foregoing Ordinance duly adopted and

SO ORDERED

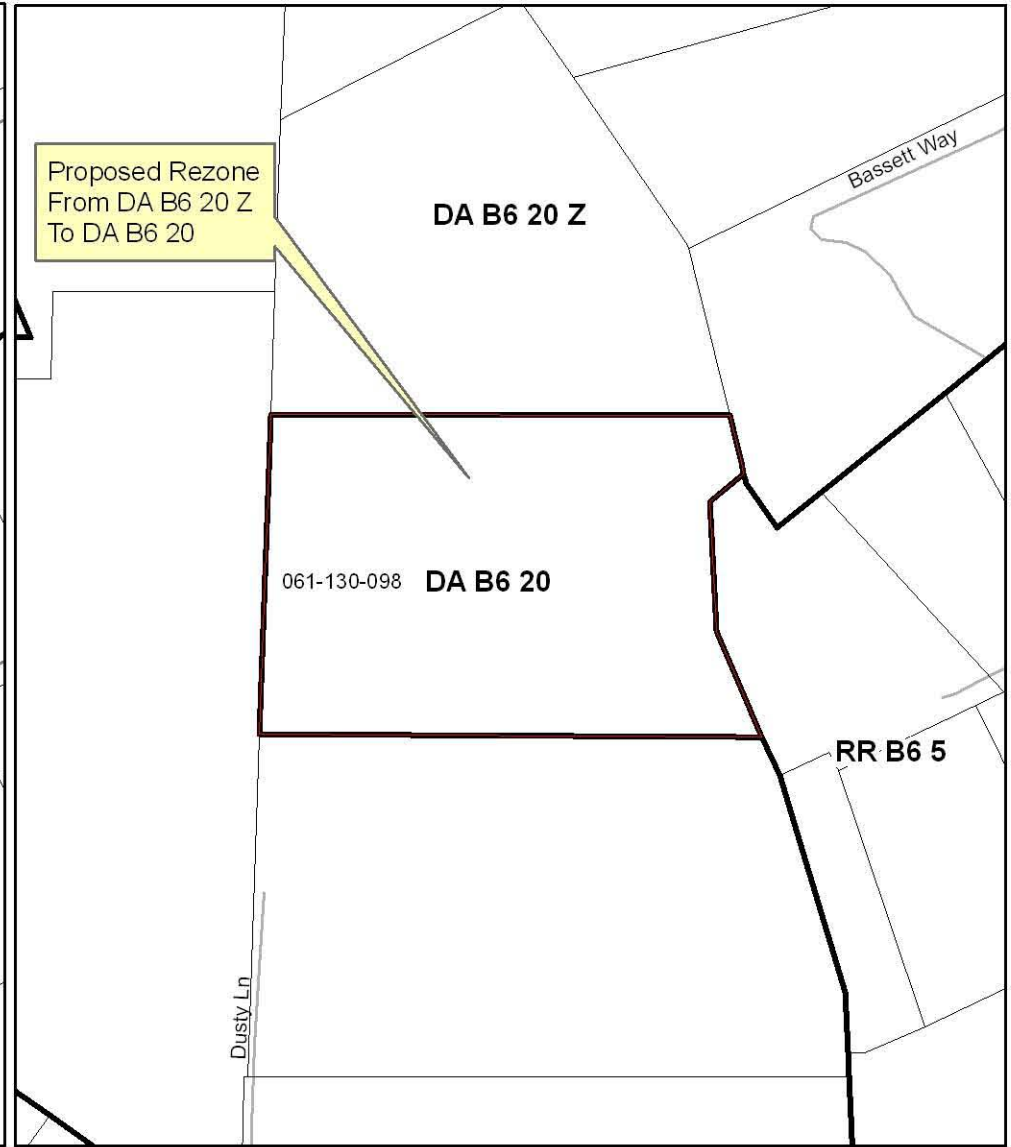
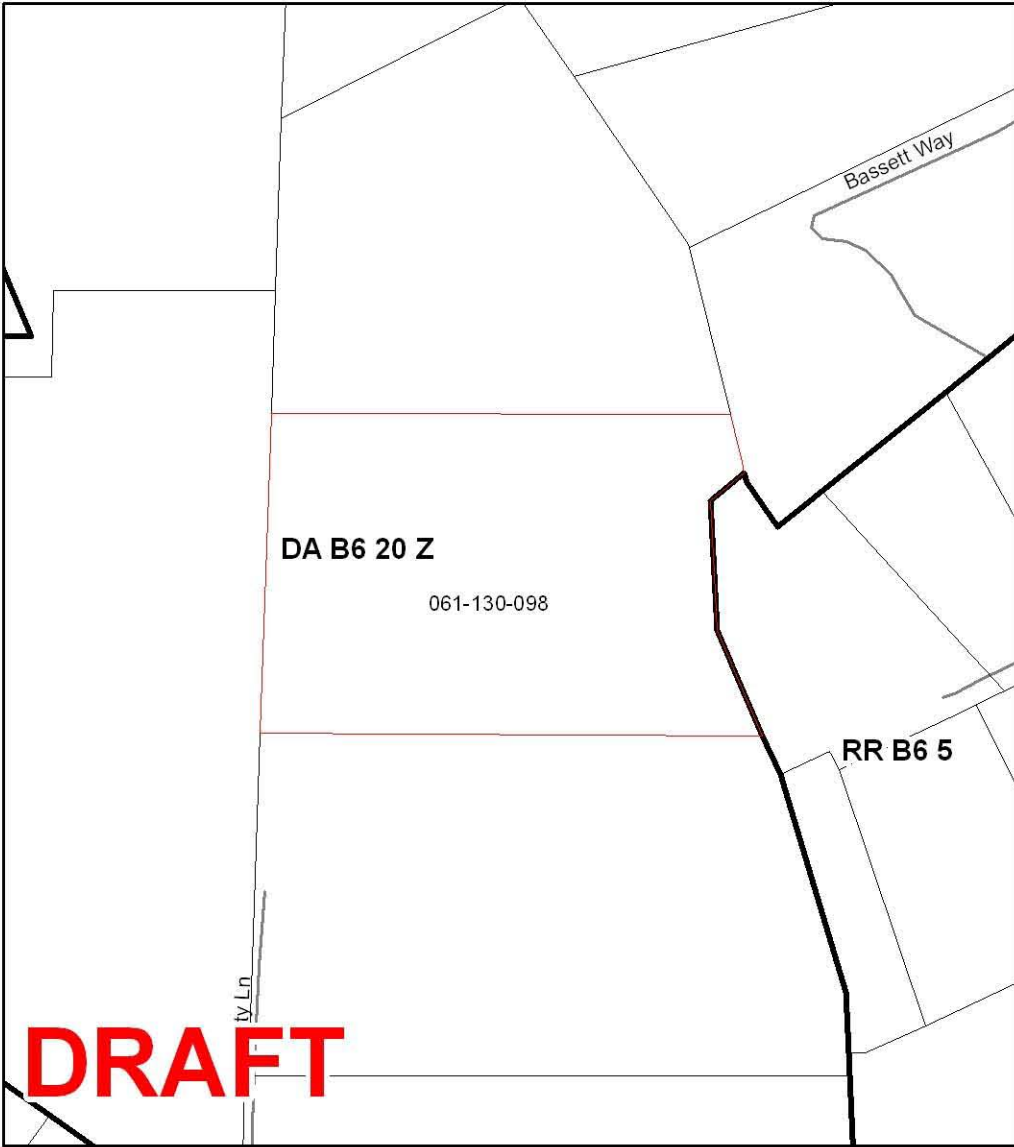
Chair, Board of Supervisors
County of Sonoma

ATTEST:

Veronica A. Ferguson
Clerk of the Board of Supervisors

Existing Zoning

Proposed Zoning



DRAFT

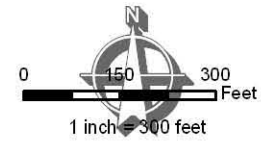
Base Map Data

- Proposed Rezone
- Basezoning by Area
- Highways
- Intermittent Stream
- Perennial Stream

Zoning Combining Districts

- LU Policy
- AH Affordable Housing
- HD Historic District
- BR Biotic Resource
- SD Scenic Design
- SR Scenic Resource
- VOH Valley Oak Habitat
- MR Mineral Resource

- G Geologic Hazard
- F2 Floodplain
- F1 Floodway



FILE: ZCE 13-0014
 AP #: 061-130-098
 Ordinance No.
 Sectional District Map No.

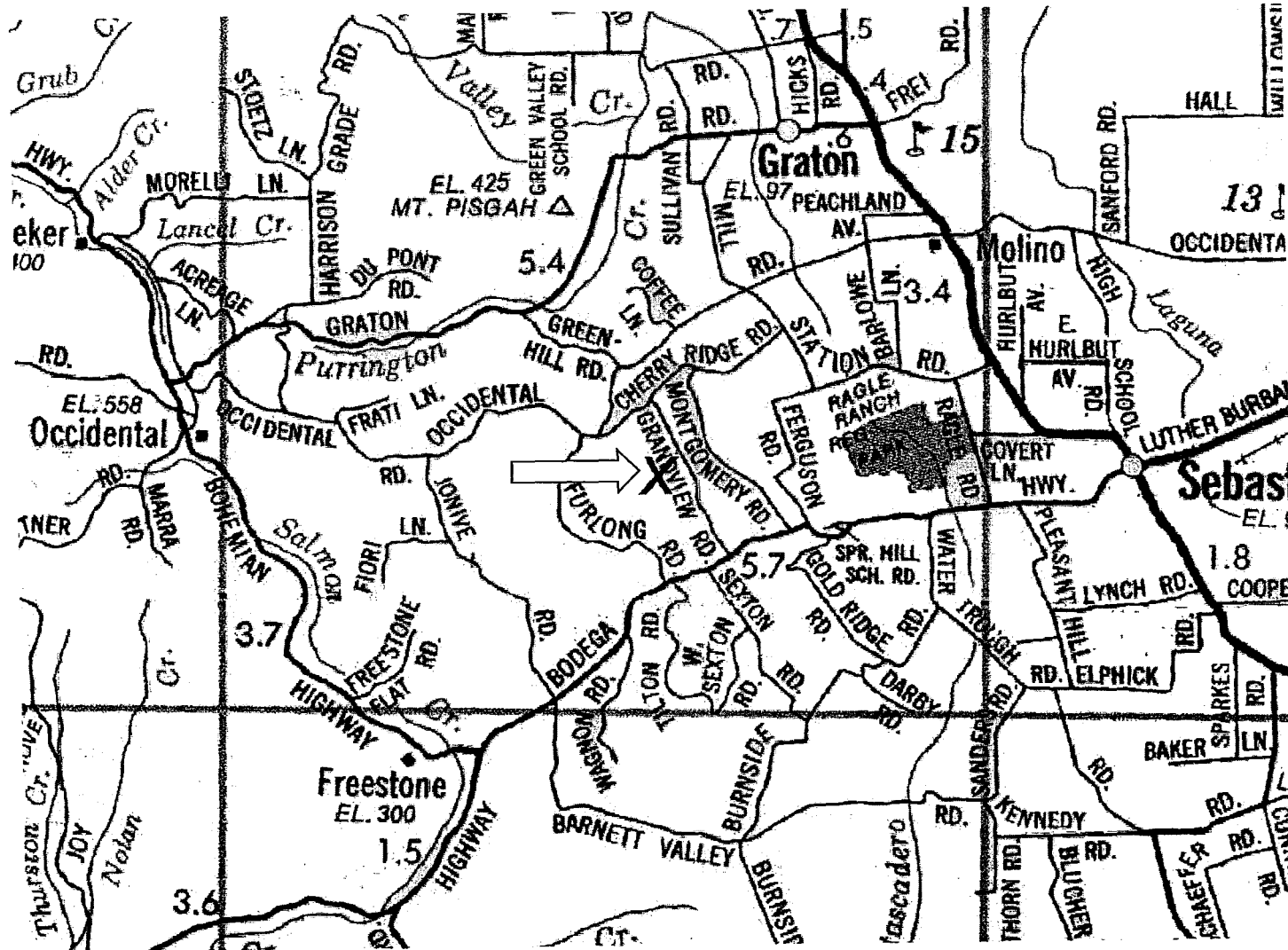
Permit and Resource Management Department
 Project Review Section



2550 Ventura Avenue, Santa Rosa, CA 95403
 (707) 565-1965 Fax (707) 565-1103



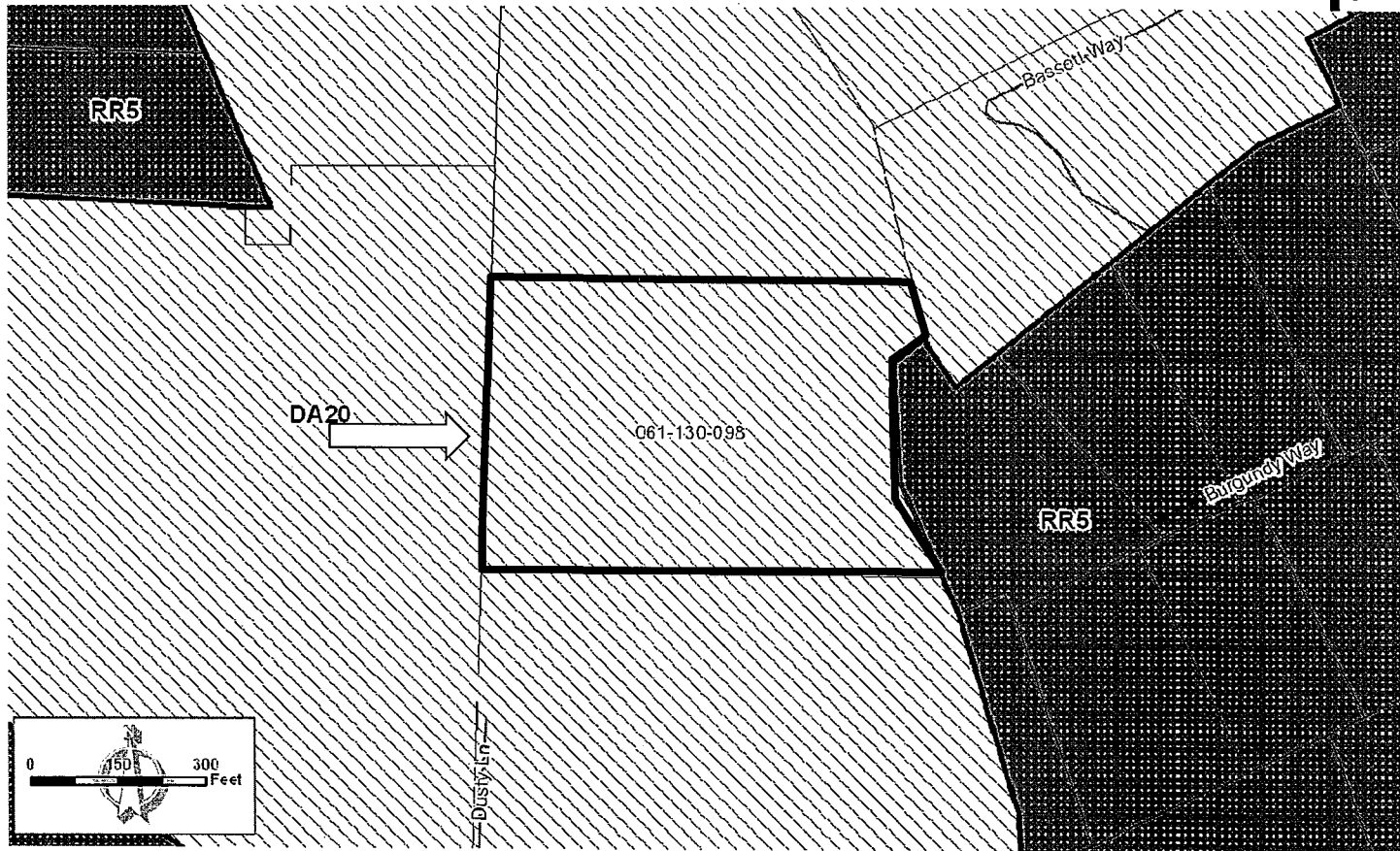
Vicinity Map



PRMD

Activity #ZCE13-0014

General Plan Land Use Map



General Plan Land Use

- Diverso Agriculture
- Land Extensive Agriculture
- Land Intensive Agriculture
- Resource and Rural Development
- Rural Residential
- Urban Residential
- Recreation / Visitor Serving Commercial

- General Commercial
- Limited Commercial
- Limited Commercial Traffic Sensitive
- General Industrial
- Limited Industrial
- Public / Quasi Public
- Planning Area Policy
- Affordable Housing
- City

Base Map Data

- Coastal Commission Boundary
- Urban Service Area Boundary
- Highway
- Perennial Streams
- Intermittent Streams

Numbers on map indicate maximum density in Acres/Unit, except Urban Residential where numbers indicate Units/Acre.



PRMD

Activity #ZCE13-0014



Sonoma County Planning Commission **STAFF REPORT**

Sonoma County Permit and Resource Management Department

2550 Ventura Avenue, Santa Rosa, CA 95403

(707) 565-1900 FAX (707) 565-1103

FILE: ZCE13-0014
DATE: March 13, 2014
TIME: 1:05 p.m.
STAFF: Traci Tesconi, Project Planner

Board of Supervisors Hearing will be held at a later date and will be noticed at that time.

SUMMARY

Applicant: Homeworks- Rene DeMonchy

Owner: Raymond Bauquet Trust

Location: 505 Dusty Lane, Sebastopol
APNs: 061-130-098 Supervisorial District No.: 5

Subject: Zone Change

PROPOSAL: Request for a Zone Change to remove the Z (Second Unit Exclusion) Zoning District on a 8.42 acre parcel.

Environmental Categorical Exemption 15061(b)(3)

General Plan: DA (Diverse Agriculture) 20-acre density

Specific/Area Plan: West Sebastopol Plan
Land Use: Agricultural and Residential

Ord. Reference: Section 26-76-005

Zoning: DA (Diverse Agriculture), 20-acre density, Z (Second Unit Exclusion)

Agricultural Preserve: No

Application Complete for Processing: December 2, 2013

RECOMMENDATION: Recommend that the Board of Supervisors approve the requested Zone Change to remove the Z (Second Unit Exclusion) district from the subject property.

ANALYSIS

Background:

The subject property was rezoned to the current zoning designation in 1990 as part of the implementation of the 1989 General Plan. The Board of Supervisors adopted Ordinance No. 4643 rezoning agricultural and resource lands to match the new General Plan designations. All lands that were previously designated as AE (Agriculture Exclusive) or that were subject to an active Williamson Act Contract were rezoned to include the Z Combining District. The application of the Z Combining District was based on the fact that agricultural lands had the potential for agricultural-type employee housing if the land had agricultural production.

Project Description:

The applicant has requested that the Z (Second Dwelling Unit Exclusion) combining district designation be removed from the subject 8.42 acre parcel to allow a second dwelling unit on the parcel.

Site Characteristics:

The project site is comprised of 8.42 acres and is located on Dusty Lane, approximately a quarter mile from the intersection of Furlong Road, in the West Sebastopol area. The project site did have a small vineyard which has been removed. Nevertheless, to qualify for agricultural employee housing under the Zoning Code a minimum of 20 acres of grapes would be required which is not possible due to the parcel size. The parcel contains an old residence and barn and is primarily flat. The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.

Surrounding Land Use and Zoning:

North: Agricultural with Residences; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Unit Exclusion)

South: Agricultural with Residences; Zoned DA (Diverse Agriculture), 40-acre density, Z (Second Unit Exclusion)

East: Residences; Zoned RR (Rural Residential), 5-acre density

West: Agricultural with Residences; Zoned DA (Diverse Agriculture), 20-acre density, Z (Second Unit Exclusion)

DISCUSSION OF ISSUES

Issue #1: Conformance with the General Plan and Precedence

The subject property received the Diverse Agriculture Z (Second Dwelling Unit Exclusion) combining designation in 1990 during the implementation of the 1989 General Plan because the parcel was zoned AE (Agriculture Exclusive) at that time. Typically, second dwelling units are allowed in the Diverse Agriculture zoning district provided: there is not a Z overlay district; the parcel is not under a Williamson Act Contract; the parcel is least two acres in size in areas served by well and septic systems; and the request meets all the Second Unit Zoning Code standards. Removal of the Z (Second Dwelling Unit Exclusion) district on the subject parcel appears to be consistent with the General Plan.

The parcel is 8.42 acres in size, not large enough to be placed under a Williamson Act contract, even though historically the parcel has been planted in vineyard and orchard. The parcel appears large enough to support a small horticultural operation for field grown plants or a greenhouse operation, or

organic farm. However, as stated in the applicant's proposal statement, the current property owner does not intend to use the project site for agricultural uses.

In addition, the General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. Policy HE-3c states:

“Review “Z” (Second Dwelling Unit Exclusion) Combining District restrictions on agricultural parcels of less than 10 acres county-wide, and consider removing the restrictions where appropriate”.

The Board of Supervisors adopted this policy and program, but directed staff to continue to implement it on a case-by-case basis due to budgetary restrictions. The subject parcel is zoned Diverse Agriculture and 8.42 acres in size. Allowing the Z to be removed and the construction of a second dwelling unit appears consistent with Policy HE-3c as an opportunity to provide affordable housing on the site by allowing a second dwelling unit.

Issue #2: Conformance with the Zoning Ordinance

Application and removal of the Z Combining District should conform to the Second Unit Exclusion Combining District Section of the Sonoma County Zoning Ordinance. Section 26-76-005 states the following reasons for applying the Z (Second Unit Exclusion) combining district:

The purpose of this district is to provide for the exclusion of second dwelling units in the following areas:

- a) Areas where there is an inadequate supply of water for drinking or firefighting purposes,*
- b) Areas where there are inadequate sewer services or danger of groundwater contamination,*
- c) Areas where the addition of second units would contribute to existing traffic hazards or increase the burden on heavily impacted streets, roads, or highways, and*
- d) Areas where, because of topography, access, or vegetation, there is a significant fire hazard (Ord. No. 4643, 1993).*

The above reasons do not appear to apply to the project site as stated with the following explanations:

Water Supply:

Groundwater availability maps show that the subject property is located in a Groundwater Availability Area 2 (major recharge area). Thus the Z (Second Dwelling Unit Exclusion) combining district would not be necessary due to the lack of water availability.

Wastewater Disposal:

In 2012, a percolation test completed on the project site qualified for a standard septic system (SEV12-0585).

Traffic Hazards:

The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not significantly increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.

Fire Hazards:

The Safety Element of the General Plan indicates areas that are prone to wildfires and would be considered to be subject to high fire danger. The subject property is not located in such an area.

Issue #3: Spot Zoning

The County of Sonoma has attempted to implement a comprehensive land use plan through its Zoning Ordinance. Spot zoning is generally considered undesirable. The subject property was compared to adjoining properties to determine the overall pattern of zoning designations. The three adjoining properties to the west are also zoned Diverse Agriculture with the Z overlay. The adjoining parcel to the east is Rural Residential zoning without the Z overlay zone. In the project vicinity is a mixed zoning of DA with the Z overlay zone and Rural Residential without the Z overlay zone. Therefore, it does not appear to be spot zoning to remove the Z overlay zone on this parcel, combined with the fact that the parcel is not under a Williamson Act contract and is too small to ever qualify for a Williamson Act contract. The request is consistent with the Board of Supervisors' direction to process such requests on a case by case basis.

STAFF RECOMMENDATION

Recommend that the Board of Supervisors approve the requested Zone Change, to remove the Z (Second Unit Exclusion) overlay zoning designation on the subject parcel.

FINDINGS FOR RECOMMENDED ACTION

1. General Plan Housing Element Policy HE-3c includes a program to remove the Z (Second Unit Exclusion) overlay zone from qualifying parcels when they are between two and ten acres in size. The subject parcel is 8.42 acres in size and construction of a future Second Dwelling Unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as Second Dwelling Units.
2. Removal of the Z (Second Unit Exclusion) combining district is consistent with the DA (Diverse Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that would be currently allowed on this site.
3. The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.
4. The removal of the Z (Second Dwelling Unit Exclusion) combining district is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. The Resource Conservation Element (Figure RC-2i) of the Sonoma County General Plan for Planning Area 6 designates the project site as an Area 2 Water Availability Area, meaning that the site is located in a major groundwater recharge area.
 - b. The 8.42 acre parcel appears to have adequate room to accommodate the leach field area required for both the primary dwelling and second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) combining district would not decrease public safety.
4. The project is exempt from CEQA pursuant to Section 15061(b)(3).

LIST OF ATTACHMENTS

- EXHIBIT A: Draft Ordinance and Sectional District Map
- EXHIBIT B: Vicinity Map
- EXHIBIT C: Zone Change application
- EXHIBIT D: Proposal Statement
- EXHIBIT E: General Plan Land Use Map
- EXHIBIT F: Assessors Parcel Map
- EXHIBIT G: Draft Resolution



*Sonoma County Combined Planning Commission
and Board of Zoning Adjustments*
DRAFT MINUTES

Sonoma County Permit and Resource Management Department
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

Date: March 13, 2014
Meeting No.: 14-002

ROLL CALL

Commissioners

Don Bennett
Paula Cook
Jason Liles
Tom Lynch
Dick Fogg, Chair

Staff Members

Jennifer Barrett
Scott Hunsperger
Sigrid Swedenborg
Melinda Grosch
Sue Dahl, Secretary
David Hurst, Chief Deputy County Counsel

1:00 PM Call to order and Pledge of Allegiance

Approval of Minutes -

Correspondence

Planning Commission / Board of Supervisors Actions

Commissioner Announcements/Disclosures

Public Appearances

Items scheduled on the agenda

PLANNING COMMISSION UNCONTESTED CALENDAR

Item No.1	Time: 1:05 p.m.	File:	PLP14-0002
Applicant:	Ken Petro / Darryl Thurner	Staff:	Scott Hunsperger
Env. Doc:	Categorical Exemption		
Proposal:	Request for: 1) a General Plan Amendment from RR (Rural Residential), 2 acre density to DA (Diverse Agriculture), 20 acre density on 0.21 acres (APN 130-180-002, respectively), and DA (Diverse Agriculture), 20 acre density to RR (Rural Residential), 2 acre density on 0.21 acres (APN 130-180-091, respectively); and 2) an amendment to the West Sebastopol Specific Plan from the Rural Residential to the Intensive Agriculture land use designation on 0.21 acres, and from the Intensive Agriculture to the Rural Residential land use designation on 0.21 acres; and 3) a corresponding Zone Change from RR (Rural Residential), B6-2 acre density to DA (Diverse Agriculture), B6-20 acre density, SR (Scenic Resource), Z (Second Dwelling Unit Exclusion) on 0.21 acres and DA (Diverse Agriculture), B6-20 acre density, SR (Scenic Resource), Z (Second Dwelling Unit Exclusion) to RR (Rural Residential), B6-2 acre density		

on 0.21 acres as required by a Condition of Approval of a previously approved Lot Line Adjustment (LLA12-0034).
Location: 3410 and 3316 Frei Road, Sebastopol
APN: 130-180-002 and -091 Supervisorial District: 5
Zoning: RR (Rural Residential) B6, 2 acre density and DA (Diverse Agriculture) B6 – 20 acre density, SR (Scenic Resources), Z (Second Dwelling Unit Exclusion)

Scott Hunsperger summarized the staff report, which is incorporated herein by reference.

Action: **Commissioner Lynch** moved to recommend approval to the Board of Supervisors. Seconded by **Commissioner Liles** and passed with a 5 - 0 vote.
Appeal Deadline: n/a
Resolution No.: 14-004

Fogg: aye	Bennett: aye	Cook: aye	Liles: aye	Lynch: aye
Ayes: 5	Noes: 0	Absent: 0	Abstain: 0	

Item No.2 Time: 1:05 File: ZCE13-0014
Applicant: Homeworks Staff: Traci Tesconi
Env. Doc: Categorical Exemption
Proposal: Request for a Zone Change to remove the Z (Second Unit Exclusion) Zoning District on a 8.42 acre parcel.
Location: 505 Dusty Lane, Sebastopol
APN: 061-130-098 Supervisorial District: 5
Zoning: DA (Diverse Agriculture), B6 – 20 acre density, Z (Second Dwelling Unit Exclusion)

Traci Tesconi summarized the staff report, which is incorporated herein by reference.

Questions from Commissioners: Commissioner Lynch commented that it seems egregious to require an applicant to spend so much money to remove a Z overlay, and wondered if it could be done administratively. **Staff Tesconi** said that this type of request is typical in the west county and came into being as a result of changes in zoning during the 89 General Plan. Unfortunately, the requests need to be looked at on a case by case basis. The subject request appears to be appropriate for the site. Deputy Director Barrett added that the Board also wants these requests reviewed on a case by case basis, and it is not part of the planning work plan.

Commissioner Lynch supports finding ways to create affordable housing in the west county. Commissioner Cook said that zoning restrictions can be an impediment to affordable housing.

Public Hearing Opened at 1:25 p.m. Speakers: Rene DuMency, Homeworks (applicant), does not foresee a conflict agriculture and the existence of a granny unit or second dwelling unit, and disagrees that second units restrict agriculture on any parcels. At the subject site, the soil is poor and there is no income from ag on the 8 acre parcel.

Public Hearing Closed 1:25

Action: **Commissioner Lynch** moved to recommend approval to the Board of Supervisors. Seconded by **Commissioner Cook** and passed with a 5—0 vote.
Appeal Deadline: n/a
Resolution No.: 14-005

Fogg: aye	Bennett: aye	Cook: aye	Liles: aye	Lynch: aye
Ayes: 5	Noes:0	Absent:0	Abstain: 0	

Item No.3 Time: 1:05 p.m. File: UPE13-0037
Applicant: Brian Paulson Staff: Sigrid Swedenborg
Env. Doc: Negative Declaration
Proposal: Request for a Water Agency educational center on a 10 acre parcel.
Location: 9560 Westside Road, Forestville
APN: 110-140-003 Supervisorial District: 5
Zoning: RRD (Resources and Rural Development), B6 – 60 acre density, BR (Biotic Resources), F1 (Primary Floodplain), F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat)

Sigrid Swedenborg summarized the staff report, which is incorporated herein by reference.

Public Hearing Opened. 1:30 p.m.

Speakers Ann Duvay, SCWA, thanked staff, and stated that the facility has been a long dream of the Water Agency. The SCWA currently runs their program in a rundown classroom on the other side of the river and needs a safe place to bring kids. There will be no increase in traffic.

Commissioner Cook suggested incorporating permeable paving. **Staff Swedenborg** said that there were constraints to doing so because of flooding, but the landscape plans include low water use, drought resistant plants, and a dry creekbed will collect water.

Commissioner Liles asked what community outreach had been done. Ms. Duvay said they had notified and met with neighbors. Notice was provided to residents 2 miles in both directions from the site, and about 20 people, including Supervisor McGuire, participated. Concern was expressed about the entrance, so they moved it. A second meeting responded to neighbor's concerns about lighting and security, which are addressed through building design and county standards. Security cameras at the site will be monitored by a security company. Parking will be on site. There is a fish survey that takes place in August, and goes from 8:00 p.m. to midnight. The facility will not be rented out or have special events.

Commissioner Fogg asked how many kids will visit the site, and **Carrie Oldin, SCWA**, said there are usually about 2,000 during the school years and 200 young adults from the Sonoma County Youth Ecology Corps during the summer.

Judith Olney, representing Jim Driesbach, Westside Road, said neighbors are concerned about use of the facility at night, and oppose community meetings as an allowed use. Felta School is available for community meetings, and educational events should end by 5:00 p.m., like winery events are required to. Olney encouraged planting as much landscape as possible to protect the rural character.

Nancy Citro, Westside Road, expressed concern about the impact on the scenic corridor from parked school buses. She supports maintaining the rural character. She also expressed concern about safety and that the building could attract vandals and burglars. She suggested parking the buses off site and said that her community group would like to use the picnic area for their community barbeque.

Robert Christiansen lives on the hill above the existing parking area, and said that the project will enhance the children's experience. He expressed concern about signage and landscaping, stating that there is heavy industrial signage at the existing facility that is unpleasant. He noted that the analysis was a bit vague and wants improvements made to the existing site as part of the project to integrate the area. Mr. Christiansen expressed concern that the bridge weight limits could be exceeded and opposed use of the building for anything other than Water Agency meetings.

Kitty DeBrauwere, Westside Road, announced that Wohler Bridge is going to be closed for repairs. She did not think they need another building. She was concerned about congestion at the site. .

Ms. Duvay, on rebuttal, stated there are only a few public meetings – two last year. They want to be able to do four per year, preferring not to end at 5:00 to allow for clean up. Buses have to be parked at the same location for emergency reasons. Cameras will be installed to help deter vandalism.

The SCWA leases Maxwell Grove to Regional Parks and is in discussion with Public Works about the retrofitting of Wohler Bridge. **Commissioner Liles** cautioned to be careful with signage.

Public Hearing Closed 2:15

Changes to Draft Conditions:

33. Modified to state that "All use of the building must end by 9 p.m. with the exception of emergencies, storage and removal of equipment, fish surveys and for scheduled maintenance."
41. Vehicles associated with construction of the project using Wohler Bridge for access shall not exceed the weight capacity of the bridge.
42. Prior to issue of the building permit, final landscape and signage plans shall be submitted to PRMD for review and approval. Final occupancy of the education building shall not be granted until the front of the site is improved with berms, rocks, and landscaping and the cyclone fencing is removed.
46. Prior to scheduling any events with 100 people on site, the applicant shall confirm that there are no publicized bicycle events in the area.

Action: **Commissioner Lynch** moved to approve the request with modified conditions. Seconded by **Commissioner Bennett** and passed with a 5-0 vote.

Appeal Deadline: ten days
Resolution No.: 14-004

Fogg: aye	Bennett: aye	Cook: aye	Liles: aye	Lynch: aye
Ayes: 5	Noes: 0	Absent: 0	Abstain: 0	

Item No.4 Time:	1:30 p.m.	File:	PLP12-0006
Con-t from:	December 19, 2013		
Applicant:	Nathan Belden	Staff:	Melinda Grosch
Env. Doc:	Mitigated Negative Declaration		
Proposal:	Request for a Use Permit for a new phased agricultural processing facility with a maximum annual production of 10,000 cases of wine and 10,000 pounds of cheese and retail sales of agricultural products, tasting by appointment only, and 10 special events annually on a 55 acre parcel.		
Location:	5561 Sonoma Mountain Road, Santa Rosa		
APN:	049-030-010	Supervisorial District:	1
Zoning:	LIA (Land Intensive Agriculture), B6-40 acre density/40 minimum, and SR (Scenic Resource).		

Melinda Grosch summarized the staff report, which is incorporated herein by reference.

Questions from Commissioners: **Commissioner Fogg** commented that the Bennett Valley Area Plan is more restrictive than the General Plan, and that the existing buildings are grandfathered in, as they were there before the Bennett Valley Area Plan was adopted. Staff Grosch stated that the debate has to do with new construction inside the scenic corridor where development has already occurred. This is often not desired on Williamson Act lands. The existing buildings are not deemed historical and all are in the visual corridor.

Public Hearing Opened. 2:55 p.m.

Speakers: **Nathan Belden, applicant** acknowledged that people were frustrated with the notification process. He attempted to do neighborhood outreach and took the project to the Bennett Valley Community Association, where he was told they would only approve the project if he changed to tasting by appointment only. The project is a big venture for he and his family, and they need to be able to connect and be viable. He agreed to tasting by appointment solely out of good faith to the neighborhood. Then after the BZA hearing, he did more outreach. He notified 360 people on the BVCA's list, put the project on their newsletter, and on the "next Door" website. About

fifty people attended the open session, and expressed concern about traffic, safety and the scale of the project. The Belden's are also concerned about safety of their customers, employees, neighbors, and their family. The project is very small: 10,000 cases of wine, and 10,000 pounds of cheese. Some milk will come from the property, and about 75 gallons a week will be hauled in. Mr. Belden said that he agreed to talk to the Zen Center and not have events on the same days, and to encourage people to come and go from the west. Also, the Zen Center stated their improvements will not result in an increase in traffic. They are just upgrading facility to meet permit standards and are not increasing their population.

Steve Martin, SMA, stated that Staff Grosch clearly covered the main issues. He asked to revise Condition 100 to state that "the vesting shall take place two years after the occupancy and start of operation of Phase I."

Daylene Whitlock, W-Trans, explained AAHSTO guidelines. The traffic study was based on data collected from 2002 to 2010 and looked at compared volumes. There was not a significant difference. The collision analysis is the most recent and came from Highway Patrol's statewide integrated traffic records program. The access from Glen Ellen is not as safe. The project will not generate much truck traffic, and will include delivery of bottles, barrels, and case goods. This will replace concentrated truck trips occurring in harvest in which they have been trucking grapes off site.

Donna Parker complained that the people who had written comments and attended the last hearing did not get a copy of the staff report. Staff Grosch said she has asked her clerical staff to send it to everyone. Ms. Parker commented that it puts the people in an awkward position, and added that tasting by appointment is not as restrictive as it appears. The Beldens could also use the communal tasting rooms in Glen Ellen to have their wines tasted. There is no infrastructure to support a tasting room..

Lauren Belden state that today is their second year anniversary for commencement of the project, and they are very concerned about safety for traffic, roads, and the tasting room. They are taking every measure they can by planning to direct people to use the safest routes, train staff, and they wants to keep area safe for the neighbors and their family. They love building community, and want a place where people and where community can get closer to the land and agriculture.

Joe Judge, Bennett Valley Grape Growers President, stated that he contacted 35 members about the Belden project. He received ten responses, all positive. The project has the support of the community, and will involve a high quality, low volume artisanal product, conservation and stewardship, promote agricultural production in Sonoma County, and will help to preserve the rural character of property for generations to come.

David Witwicki, neighbor, said he had talked to a geologist aquifers, and was sent a list of parcels surrounding ranches that he had surveyed, including himself. Donna Parker was never contacted. He questioned, given the rainfall perspective, if the water impact study has been sufficient.

Brian Mutert is one of four homeowners who look down on the Belden property, and complained at the lack of notification. He expressed concern about noise, outdoor events, as said he is opposed to weddings on ag lands. . Commissioner Fogg clarified that they are only asking for 1 wedding a year.

John Parker, Sonoma Mountain Road, said something is wrong with the hearing process. The Belden's are good people with good ideas and Parker supports the project.

Byron, said he talked to Supervisor Gorin about the permit, and she said to submit detailed concerns. He could not do this without a staff report.

Nate Belden, on rebuttal said he is cognizant about water. They have a rain catching reservoir, and the project will use the same amount of water that a 4 bedroom home would. They will monitoring water use and incorporate best practices. He was not aware of the Boudreau analysis, but the well is higher now than when it was originally drilled. They have good water on the site. They only want one wedding. The Beldens want to raise their kids and have a family business. They want a special project that will celebrate diversity of farming, and to provide the tools to let young people get involved. They purchased the property 10 years ago, made sure it was zoned LIA, and it is zoned appropriately for what he is asking for. They had many studies and have tried to cooperate. The Beldens think they are doing something special, and need direct consumers.

Public Hearing Closed 3:55

Commission Discussion

Commissioner Fogg noted that the project had been challenged as a commercial venture and asked for the definition. **Deputy Director Barrett** stated that commercial ventures are not defined in the zoning code, but the project is an ag processing use, allowable in the zoning district, and the commercial component is considered appropriate.

Commissioner Lynch wondered if the project can be restricted based on the County's inability to maintain roads. **Staff Grosch** indicated that a project on Ida Clayton Road was denied based on the inadequate road. **Commissioner Bennett** interjected that they had already reviewed the project in December, and the purpose of the continued hearing was to address those things addressed in the deliberation.

Commissioner Fogg stated that he does not think the project conflicts with the General Plan and zoning and the site has a history of farming, and there are no significant adverse environmental impacts in the mitigated negative declaration. The property is under a Type I Williamson Act Contract, the final Design Review was done, and the applicant has agreed to adhere to the operating conditions. Safety and traffic are appropriately contentious on Sonoma Mountain Road, but responsibilities for the road can't be saddled on the applicant. The applicant has the right to use his land, and it is not his fault that the road was neglected for 50 years by the County. People commented that they were concerned about the impact of the project on the rural character and precedent. There was also concern expressed about the Class III water area.

Changes to Draft Conditions:

New conditions:

64 " All events shall be coordinated with the Sonoma Mountain Zen Center so that events are not scheduled on the same dates."

78. No tour buses are allowed.

79. A sign shall be installed at the end of the driveway that states "Left Turn Only."

77 (was 76) was modified to include No Parking on Sonoma Mtn. Rd.

77. The applicant shall maintain a minimum of 96 parking spaces on-site to serve the agricultural processing facility, tasting room, and events. Parking lot surfaces, lighting and exterior landscaping shall be maintained in good condition in compliance with the approved plans and conditions herein. No parking on Sonoma Mountain Road is allowed.

103 was modified to clarify vesting of Phase II. 103 was formerly 100:

103. This Use Permit is approved for phased project development:

Phase I: Phase I shall be vested by obtaining the necessary permits and starting construction within two (2) years after the date of the granting of the Use Permit. If the development has not been commenced within the specified timeframe the Use Permit shall become automatically void and of no further effect, provided however, that upon written request by the applicant and payment of the appropriate fee prior to expiration, a one year extension of time to Phase I may be granted by the authority which granted the original permit pursuant to Section 26-92-130 of the Sonoma County Code.

Phase II: Phase II is not automatically vested with Phase I. Phase II shall be vested by obtaining the necessary permits and starting construction within two (2) years from the date of occupancy and operation of Phase I of the Use Permit. If the development has not been commenced within the specified timeframe the Use Permit for Phase II shall become automatically void and of no further effect, provided however, that upon written request by the applicant and payment of the appropriate fee prior to expiration, a one year extension of time to Phase II may

be granted by the authority which granted the original permit pursuant to Section 26-92-130 of the Sonoma County Code.

Action: **Commissioner Fogg** moved to approve the project with modified conditions. Seconded by **Commissioner Lynch** and passed with a 5-0 vote.

Appeal Deadline: ten days
Resolution No.: 14-005

Fogg: aye Bennett: aye Cook: aye Liles: aye Lynch: aye
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

Item No.5 Time: 2:00 p.m. File: ORD14-0006
Con-t from: March 6, 2014
Applicant: County of Sonoma Staff: Sandi Potter
Env. Doc:
Proposal: Adopt an ordinance for temporary economic stimulus automatically extending time extensions for land use entitlements and extending an exception to the land use limitations for vacation rentals in the LIA zone.
Location: Countywide
APN: Various Supervisorial District: all
Zoning: All

Sandi Potter summarized the staff report, which is incorporated herein by reference.

Public Hearing Opened. 4:30
Speakers:

Judith Olney, Westside Road, stated that she was confused why vacation rental permits are allowed for 50 units on LIA zoned land. Rental of guest house is not appropriate for LIA lands and should not be allowed to be built. Things are changing fast in rural areas and there are areas of heavy concentration. If buildings are built specifically to be a vacation rental, this is not consistent with the General Plan.

Daniel Sanchez, North Bay Association of Realtors, supports the staff recommendation. A two year extension would allow staff to find a permanent policy solution. Density is not increased by allowing visitors to enjoy existing home, and nothing is being taken away from agriculture.

Ken Spadoni, Healdsburg, Sonoma County resident since 19789, owns a 5 acre parcel in LIA. The health of wineries is a positive thing; they create jobs, lifestyle, tourism, beauty, and community. Vacation rentals allow participation in events and community efforts, and tourism brings in a lot of money to the County. Sonoma County is second worldwide to Tuscany. Spadoni said he resents government involvement and supports property rights.

Marc Bommersbach, Westside Road, said he is a firm believer in property rights. He lives next door to a winery that has events, and everyone's property rights need to be respected, not just those who hope to benefit. Vacation rentals cause conflict. For this reason they were banned in Healdsburg. We need to protect ag land in the county, and Bommersbach challenged the notion that we need luxury accommodations in ag lands for visitors. They are not compatible with ag, have big loud parties and the farmers do not appreciate it. Bommersbach said it is a tough issue, and supported a one year extension until the issue is fully vetted.

Public Hearing Closed 4:45

Commission Discussion:

The PC agreed to staff recommended corrections to the ordinance to match the language previously adopted by the Board of Supervisors. Staff recommended corrections to the ordinance remove the option for vacation rentals by Use Permit and also eliminate the 50 unit cap to match the language previously approved by the Board.

Action: **Commissioner Lynch** moved to recommend approval to the Board of Supervisors of the mini-stimulus ordinance as proposed by staff which includes a one-year automatic extension of time for entitlements not expired that have not expired and a two year extension of the exception ordinance for vacation rentals in LIA. Seconded by **Commissioner Bennett** and passed with a 5-0 vote.

Appeal Deadline: n/a

Resolution No.: 14-006

Fogg: aye

Bennett: aye

Cook: aye

Liles: aye

Lynch: aye

Ayes:

5

Noes: 0

Absent: 0

Abstain: 0

Resolution Number 14-005

County of Sonoma
Santa Rosa, California

March 13, 2014
ZCE13-0014 Traci Tesconi

RESOLUTION OF THE PLANNING COMMISSION, COUNTY OF SONOMA, STATE OF CALIFORNIA, RECOMMENDING THE BOARD OF SUPERVISORS FIND THE PROPOSED PROJECT EXEMPT FROM CEQA AND APPROVE THE ZONE CHANGE AS REQUESTED BY RAYMOND BAUQUET TRUST, FOR PROPERTY LOCATED AT 505 DUSTY LANE, SEBASTOPOL; APN 061-130-089.

WHEREAS, the property owner Raymond Bauquet Trust, filed an application with the Sonoma County Permit and Resource Management Department to rezone 8.42 acres from the DA (Diverse Agriculture), 20-acre density, Z (Second Unit Exclusion) to the DA (Diverse Agriculture), 20-acre density district, or other appropriate district on property located at 505 Dusty Lane, Sebastopol; APN 061-130-089; Supervisorial District No. 5; and

WHEREAS, Section 15061 (b) (3) of the California Code of Regulations provides that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and

WHEREAS, in accordance with the provisions of law, the Planning Commission held a public hearing on March 13, 2014, at which time all interested persons were given an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission makes the following findings:

1. General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. The subject parcel is 8.42 acres in size and construction of a future second dwelling unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as second dwelling units.
2. Removal of the Z (Second Unit Exclusion) combining district is consistent with the DA (Diverse Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that would be currently allowed on this site.
3. The project site is not under a Williamson Act contract and is too small to qualify for a Williamson Act contract in the future.
4. The removal of the Z (Second Dwelling Unit Exclusion) combining district is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. The Resource Conservation Element (Figure RC-2i) of the Sonoma County General Plan for Planning Area 6 designates the project site as an Area 2 Water Availability Area, meaning that the site is located in a major groundwater recharge area.

- b. The 8.42 acre parcel appears to have adequate room to accommodate the leach field area required for both the primary dwelling and second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) combining district would not decrease public safety.
5. The project is exempt from CEQA pursuant to Section 15061(b)(3).

BE IT FURTHER RESOLVED, that the Planning Commission recommends that the Board of Supervisors approve the requested Zone Change,

BE IT FURTHER RESOLVED that the Planning Commission designates the Secretary of the Planning Commission 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 Sonoma County Permit and Resource Management Department, 2550 Ventura Avenue, Santa Rosa, CA 95403.

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

Commissioner Fogg:	aye
Commissioner Bennett:	aye
Commissioner Cook:	aye
Commissioner Liles:	aye
Commissioner Lynch:	aye

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

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

SO ORDERED.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 47
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 6, 2014

Vote Requirement: Majority

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

Staff Name and Phone Number:

Ken Ellison 565-1928

Supervisorial District(s):

Second

Title: Use Permit UPE13-0065 for a Materials Recovery Facility at the County landfill for Republic Services of Sonoma County Inc.

Recommended Actions:

- 1) Conduct a continued public hearing on the request for a Use Permit (UPE13-0065) for a Materials Recovery Facility at the County's Central Disposal Site (a.k.a. landfill); and
- 2) Conduct a vote on the Subsequent Mitigated Negative Declaration and Project.

Executive Summary:

At the conclusion of testimony at the January 28th public hearing on the proposed Material Recovery Facility (MRF) at the County landfill and the related Subsequent Mitigated Negative Declaration (SMND), the Board continued the public hearing open and requested that the applicant and staff respond to the comments received on the application before and during the hearing.

The following additional documents were subsequently submitted into the record.

- a. Letter report: Comment to SWAPE Letter dated January 13, 2014, by Environmental Pollution Solutions, February 25, 2014. (addresses storm-water comments)
- b. Letter report: Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services, Inc., March 6, 2014. (addresses air quality comments)
- c. County of Sonoma Traffic Volumes, January 2008 through December 2012. (data used for air quality letter report above)

Comments on the SMND from the law firm of Lozeau Drury were received twice, first on January 10, 2014 during the public comment period on the SMND, and then on January 28, 2014 after the close of the comment period on the SMND at the public hearing on the project. Other letters were received, but

they did not raise any new issues.

Below is a summary of the primary comments received, along with a response to each:

Comments received on the SMND on January 10, 2014:

(A) Odor

Summary of Comment Received:

The SMND did not consider specific or cumulative odor issues raised in numerous complaints about the existing compost and disposal/cover operations at the landfill. The air quality study prepared for the MRF only considered one confirmed air quality complaint for the entire Central Disposal Site by the Bay Area Air Quality Management District, and not numerous other odor complaints by neighbors. Thus, an accurate baseline was not disclosed.

Response:

The Central Disposal Site has received numerous odor complaints that have been made to the Local Enforcement Agency (LEA); however, these complaints were related to the composting and landfiling activities, not specifically to the Public Tipping Building. The SMND considered odors resulting from the proposed changes at the Public Tipping Building. Given there is no change to the materials passing through the Public Tipping Building as a result of the proposed MRF operation, and no new putrescible waste will be handled by the MRF, the proposed changes would not result in any new odor impacts. It is also noted that the intent of the air quality study was not to say that there have been limited odor complaints about the compost facility. The air quality study for the MRF was prepared using the 2011 Bay Area Air Quality Management District CEQA guidelines, and pursuant to those guidelines, only one air quality complaint about the landfill in general was 'confirmed'. The project staff report noted that air quality concerns had been received regarding other uses on the landfill site.

(B) Stormwater

Summary of Comment Received:

The landfill site currently exceeds some 'EPA benchmarks' for Total Suspended Solids, including aluminum and zinc, and is in violation of its industrial stormwater permit. The new canopy roof addition is made of zinc, and the increase in truck trip tire wear from significant amounts of new material coming to the site may both generate additional stormwater pollutants. The SMND lacks detailed analysis of potential stormwater impacts.

Response:

A County water quality and stormwater consultant prepared a response to water quality issues raised by the commenter (letter report titled Comment to SWAPE Letter dated January 13, 2014, by Environmental Pollution Solutions, February 25, 2014). The following is a summary of the key responses in the report to the comments on water quality.

Although not directly related to the proposed MRF, the level of Total Suspended Solids concentrations from runoff from the Public Tipping Building area has exceeded the EPA benchmark in the past. However, the most recent data collected (November 2012 and January 2013) were well below the benchmark. Aluminum has also exceeded the EPA benchmark in the past. However, the most recent data indicates a 70% to 90% decrease in levels of aluminum. Zinc concentrations have not exceeded the benchmark values since November 2008, based on 11 sampling events.

The roofing material proposed for the canopy addition over an existing asphalt work area would be coated and therefore minimize any potential significant release of zinc. The Applicant is required to comply with this by Condition of Approval #19, which requires the use to be operated in accordance with the approved application and plans. With regards to the potential for zinc or other pollutants from tire wear from heavy trucks, given the very minor increase of ten new truck trips per day maximum for delivery of recovered materials offsite, this is considered negligible.

The report notes that the area surrounding the Public Tipping Building is routinely swept. In addition, stormwater that collects in this area, and from the roof of the proposed canopy, sheet flows to drain inlets that are equipped with filters. The stormwater then flows to a separator to further screen, filter and trap debris. From the separator the stormwater flows through a series of culverts and pipes to a sediment pond, where settling of suspended particulates occurs, prior to discharge.

The commenter states that the County has violated its Industrial Stormwater permit. This is not true, as the permit does not contain numerical effluent limits. Instead it has effluent limitation guidelines. The County must comply, and continues to comply, with the provisions of the permit, including implementing, maintaining, and continually approving BMP's to further reduce runoff contaminants.

In addition to the above, the MRF operation would occur inside an existing building with a concrete floor which is swept clean as necessary, and any interior drainage is captured in special holding tanks and treated as leachate (water that contacts refuse) for disposal at a permitted facility. No new materials (which are not already passing through the building) would be present, nor would any new waste materials be exposed to rainwater.

(C) Fire

Summary of Comment Received:

The changes in the Public Tipping Building may create a greater fire risk than materials currently being processed through the Public Tipping Building, and the SMND did not include a detailed fire prevention plan.

Response:

The SMND acknowledges some increased fire risk, but the risk is not significant. The proposed MRF would not result in any change or increase in materials being processed through the Public Tipping Building. Some processing equipment and storage of recovered materials would occur in the building and under the new canopy. All projects County-wide are required to maintain a fire prevention plan and

comply with adopted fire code standards, as would this project. The fire codes are based on site specific criteria that are well understood. They include standards for fire alarms, fire sprinkler location and flow, emergency lighting fixtures and exit signage, equipment clearance around emergency exits, fire extinguisher locations, emergency vehicle access and turnaround, etc. Adequate fire suppression equipment is also required by Cal Recycle regulations, and is verified by inspection. The proposed approval includes a standard condition to update and maintain the existing Fire Prevention Plan for the public tipping building. The existing Fire Prevention Plan has been available at PRMD for review. No significant environmental impacts are expected from continuing to meet fire codes.

(D) Hazardous Materials

Summary of Comment Received:

Site will handle, isolate and concentrate hazardous materials to a single location for processing.

Response:

Hazardous material related issues were dealt with extensively in the SMND and project Staff report. No new hazardous materials (which are not already passing through the Public Tipping Building) would be present. The existing Hazardous Materials Plan for the building would be updated in compliance with Federal, State and local regulations. The MRF operation may result in some hazardous materials concerns being reduced due to the increased review and separation of the materials entering the public tipping building.

(E) Traffic

Summary of Comment Received:

Traffic analysis was scattered through different referenced documents. The Master Operations Agreement (MOA) traffic study failed to analyze the compost project and changes or new mitigations that may have been implemented in the Final EIR for the Compost Facility.

Response:

The MOA traffic study included the traffic that would be generated if the (then) proposed new Compost facility remained at the landfill. In addition, the MRF only generates an additional 10 truck trips per day which, as described in the traffic study and SMND, would not result in any significant traffic impacts.

(F) Fair Argument Standard

Summary of Comment Received:

The “fair argument” standard should apply to the review of this use permit, as there are numerous significant changes and new impacts which require a new subsequent or supplemental EIR.

Response:

Under the fair argument legal standard, if a project opponent provides "substantial evidence that the proposed project might have a significant environmental impact, evidence to the contrary is not sufficient to support a decision to dispense with preparation of an EIR and adopt a negative declaration, because it could be fairly argued that the project might have a significant environmental impact." (Benton v. Board of Supervisors (1991) 226 Cal. App. 3d 1467, 1481). This legal standard favors EIRs where previous review has not been conducted.

However, the "fair argument" standard is inapplicable where an existing project that was previously analyzed in an EIR is being modified. In other words, the "fair argument" standard would only apply if this was a "new project", rather than a modification of an existing County waste facility (the Public Tipping Building) that was previously analyzed in an EIR. The modest changes to the existing and previously analyzed public tipping building do not constitute a completely "new project", rather than an amendment. The changes to the building itself will not be substantial, and most operations will remain the same.

Given the evidence does not support the argument that this is a completely "new project", the issues to determine are whether:

- (a) "Substantial changes are proposed in the project which will require major revisions of the [EIR]"; or
- (b) "Substantial changes occur with respect to the circumstances under which the project is being undertaken which will require major revisions in the environmental impact report"; or
- (c) "New information, which was not known and could not have been known at the time the [EIR] was certified as complete, becomes available." (Pub. Resources Code, § 21166)

In addition, any 'new information' must show the "project will have one or more significant effects not discussed in the previous EIR" (Guidelines, § 15162(a)(3)(A)), or that "Significant effects previously examined will be substantially more severe than shown in the previous EIR" (Guidelines, § 15162(a)(3)(B)). The fair argument standard does not apply to the above determinations. Instead, a decision on the above determinations needs to be based on substantial evidence in the record, taking into account all the evidence in the record (Abatti v. Imperial Irrigation Dist. (2012) 205 Cal. App. 4th 650). The SMND does not find that these triggers for a new EIR are present.

(G) MRF Permitting Requirements

Summary of Comment Received:

The SMND failed to describe the nature and extent of any required Solid Waste Facility Permit revision, or when the CEQA review will take place for this revision.

Response:

The Local Enforcement Agency (LEA) for solid waste received a referral on the application, and sent a

comment back stating a new Solid Waste Facility Permit (SWFP) would be required. CalRecycle commented on the SMND that a SWFP revision or amendment would be required. The LEA will utilize the SMND for the CEQA review prior to issuing the SWFP, and will request further CEQA review if needed.

(H) Cumulative Impacts

Summary of Comment Received:

The SMND had no cumulative analysis, particularly in regard to odors from the compost facility. Environmental review of the MRF, Master Operations Agreement (MOA), Compost facility and other landfill improvements have been piecemealed.

Response:

As noted under the ‘Odor’ section above, the proposal will not result in a new or increased contribution to odor impacts, so there is no contribution to cumulative odor impact to analyze. Appropriate environmental review has been conducted for every project or project modification related to the landfill, taking into account the review in the more comprehensive 1998 EIR. CEQA specifically allows for addendums and subsequent environmental documents in these circumstances.

Comments received on the SMND on January 28, 2014, that are different from those previously submitted:

(I) Inaccurate Project Description

(II)

Summary of Comment Received:

The SMND failed to accurately describe and analyze the MRF project and all operations within the Public Tipping Building, and fails to analyze the impacts of the entire project as a “dirty MRF”.

Response:

The 1998 EIR fully described and analyzed the operations associated with the Public Tipping Building, including the addition of a new bay (in the same location as the proposed canopy) as needed. The proposed addition of the MRF equipment will not change the type of material entering the building nor other activities currently occurring within the building. The material processed on the MRF equipment will consist of construction debris (C&D), selected public self haul, and other commercial dry route material (i.e. wood, cardboard, mixed paper, concrete, metal, plastic, glass, etc.). No hazardous, putrescible or green waste is proposed to be processed by the MRF. The project description fully described the existing conditions in sufficient detail to adequately analyze the projects potential impacts.

(J) Air Quality Impacts from Diesel Trucks

Summary of Comment Received:

The SMND failed to analyze the projects impacts from diesel particulate matter (DPM) truck emissions from the additional 10 truck trips. DPM is a toxic air contaminant, and the additional truck trips from the project will cause an exceedance of the Bay Area Air Quality Management District threshold for the probability of contracting cancer.

Response:

In order to respond to this comment, the applicant hired SCS Engineers, who prepared a letter report (Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services, Inc., March 6, 2014). This letter report found that the analysis provided in the comment letter is fundamentally flawed – It does not document or substantiate its reasoning, it does not meet professional standards, and it is clearly erroneous and inaccurate.

First, 10 additional truck trips proposed as part of the project would not trigger the requirement or need for a health risk analysis. The Bay Area Air Quality Management District CEQA guidance provides screening methods that are intended for use in determining land use near existing large volume roadways. This guidance indicates that roadway screening for cancer risk is needed where there are 10,000 to 100,000 annual average daily trips, or 1,000 annual average truck trips (AADT). The BAAQMD screening tables for Sonoma County indicate that the CEQA threshold of a lifetime cancer risk increase of 10 in a million would not be exceeded until a roadway had more than 30,000 AADT. Even then, the CEQA threshold would be exceeded only for receptors within 20 feet of the roadway. The most recent traffic counts by the County (2012) identified the 24-hour traffic counts near the Central Disposal Site entrance, to be 4,082 vehicles.

In addition to the above, the comment letter provides only vague information related to what health risk factors and model parameters were used, and the model used was a poor selection for the analysis of emissions from long linear sources, such as roadways. The letter report ran the correct model for determining emissions from the 10 truck trips, and found that the emissions were too low for the model to accurately report, and were three orders of magnitude lower than those reported by the commenter. The vast discrepancy between the results found by the commenter and the analysis in the letter report shows that the commenter's approach is fundamentally flawed and cannot be relied upon to demonstrate that there would be adverse health impacts resulting from the Project.

(K) Fair Argument for Significant Odor Impacts

Summary of Comment Received:

The SMND failed to analyze and mitigate the nuisance odor impacts of the proposed project. In addition, the SMND did not consider all of the odor complaints received at the Central Disposal Site in the last three years, including dozens of complaints since 2012, and the 40 inspections the County made related to odor complaints. This number of complaints far exceeds the Bay Area Air Quality Management District (BAAQMD) thresholds.

Response:

As stated above in the response to the January 10 comments, the Central Disposal Site (CDS) has received numerous odor complaints that have been made to the Local Enforcement Agency (LEA). However, these complaints were related to the composting and landfilling activities (or offsite dairies), and not the Public Tipping Building.

To further consider the comment, the applicant hired SCS Engineers, who prepared a letter report (Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services, Inc., March 6, 2014). This report verified that although numerous complaints had been received about the CDS, there has only been one confirmed complaint (pursuant to BAAQMD CEQA standards) associated with the CDS in the last three years. This complaint was characterized as “compost”, which is consistent with the presence of the composting operations at the CDS. The project staff report noted that air quality concerns had been received regarding other uses on the landfill site.

In regards to the proposed MRF project, the waste streams to be processed in the MRF are relatively dry, non-putrescible fractions of the municipal solid waste (MSW) stream currently passing through the Public Tipping Building (wood, cardboard, mixed paper, concrete, roofing, metal, and carpet and padding etc). These materials are not odorous when kept dry. Operations at the CDS, including the load checking program, will limit the targeted waste stream to be processed in the MRF to dry materials (i.e. Loads with wet material will not be processed by the MRF, but will instead be taken to the landfill for disposal).

Given there is no change to the materials passing through the public tipping building as a result of the proposed MRF operation, and no new putrescible waste will be handled by the MRF, the proposed changes would not result in any new odor impacts.

(L) Design Capacity Of MRF And Mandatory C&D Diversion

Summary of Comment Received:

The Sonoma County Waste Management Agency (SCWMA) is considering the adoption of a mandatory Countywide C&D Ordinance. Would the MRF have the capacity to accommodate increased diversion resulting from such an ordinance?

Response:

SCWMA considered the adoption of a Countywide C&D Ordinance at their May 2013 Board Meeting. SCWMA staff reported at that meeting that each of the ten jurisdictions in the County already have a variety of C&D diversion programs in place and that these in-place systems are diverse, yet of unique benefit to each jurisdiction. The SCWMA concluded that due to the diversity of existing programs that the current “climate” was not conducive to implementing a unified countywide C&D Ordinance at the SCWMA. Instead of such an ordinance, the SCWMA board directed staff to prepare a proposal for

future consideration for a program to certify C&D processing facilities to uniform standards, including diversion rate reporting. The MRF at the Public Tipping Building is expected to be just one of a number of resources available to increase diversion from landfilling of C&D material in Sonoma County. The new material recovery and processing equipment proposed to be installed at the Public Tipping Building is designed to target existing C&D mixed loads that currently come to the County System. The existing volumes of material have been factored into the facility design and environmental analysis. The implementation of a C&D facility certification process or ordinance would not increase the amount of material projected to be processed at the CTPF.

Comments received on the SMND on March 25, 2014:

The comments received just prior to the hearing on March 25 addressed the following issues: cumulative cancer risk, odors, stormwater, roof canopy material, the Solid Waste Facility Permit, and 30 videos. A number of these issues were addressed previously, but additional responses are warranted and discussed below.

(M) Fair Argument for Significant Cumulative Air Quality Impacts

Summary of Comment Received:

There is substantial evidence from the Bay Area Air Quality Management District (Air District), that the proposed project will have a potentially significant cumulative impact on cancer risk. The Air District data shows that the existing cancer risk for sensitive receptors located adjacent to the facility is over eight times the Air Districts CEQA significance threshold for cumulative cancer risk. The Air District calculated the existing cancer risk generated by the CDS to be 821 in a million, and 939 for the compost facility.

Response:

In order to respond to this comment, the applicant hired SCS Engineers, who prepared a letter report (Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services of Sonoma County, Inc., April 16, 2014).

The letter report found that the Air District cancer risk values were based on the most rudimentary screening. The Air District database that the commenter relied on, showing a cancer from the CDS as 821 in a million and 939 in a million for the compost facility, are unreasonable and should not be used as a basis for determining a cumulative cancer risk. The Air District is prohibited from the permitting of air pollution sources which generate a cancer risk exceeding ten in a million.

A Health Risk Assessment (HRA) was performed by the Air District in 2003, for all permitted sources at the CDS. This HRA found that the total cancer risk from all permitted sources at the CDS would be 15.1 in a million. Note that this screening methodology used by the Air District is very conservative.

With regards to the compost facility at the CDS, the letter report found that, using a very conservative

approach, the cancer risk would be 6.8 for the compost facility, giving a combined risk of CDS and the compost operation as 21.9.

The cancer risk numbers presented by the Air District, and presented by the commenter, overstate the cancer risk from the CDS and Sonoma Compost facilities by two orders of magnitude. Those values were developed using a very conservative model that does not account for weather conditions, release parameters, or the location relative to the receptors. They should not be used to analyze the cancer risk from the CDS when much more reliable HRAs (which are publicly available or are available through the Air District's document request process), and with the restrictions on carcinogenic emissions under Air District regulations (which would not allow these facilities to obtain permits unless carcinogenic risks were less than 10 in a million).

(N) Odor Impacts

Summary of Comment Received:

The staff report fails to consider the complaints by members of the public of the Central Disposal Site, and the 40 inspections conducted by the County in response to these complaints. The SMND ignores odor complaints from the members of the public simply because the complaints were filed with the County instead of the Bay Area Air Quality Management District.

Response:

As stated above in the response to the January 10 and January 28 comments (A and K), the Central Disposal Site (CDS) has received numerous odor complaints that have been made to the Local Enforcement Agency (LEA). However, these complaints were related to the composting and landfiling activities (or offsite dairies), and not the Public Tipping Building. See responses A and K above.

(O) Baseline Stormwater Conditions and Exceedance of Water Quality Benchmarks

Summary of Comment Received:

The SMND failed to establish an accurate environmental setting of the CDS. Specifically, the SMND and Staff Report fail to accurately disclose existing stormwater conditions at the CDS, and fails to incorporate mitigation measures to ensure the applicable water quality benchmarks are not exceeded by the project operation. The CDS is currently exceeding some benchmarks, and is currently causing water quality impacts that require mitigation.

In addition, the MRF will involve processing waste within the Public Tipping Building, is a source of existing benchmark violations, exceedances of magnesium, and will contribute to the ongoing violations of EPA benchmarks and of the facilities stormwater permit.

Response:

This issue was previously addressed in other response to comments (section B above). Further

responses are provided here.

A County water quality and stormwater consultant prepared a response to water quality issues raised by the commenter (letter report titled Comments to Lozeau Drury Letter Dated March 26, 2014, by Environmental Pollution Solutions, April , 2014). The following is a summary of the key responses in the report to the comments on water quality.

The commenter states the site has had long term exceedances of magnesium, in violation of the Industrial General Permit for the CDS. Exceedances of magnesium are from naturally occurring background sources present in groundwater, and the CDS has numerous naturally occurring springs that surface at the site. A test was conducted on spring water collected on site and demonstrated that background magnesium was within the same order of magnitude as the sampling point at the CDS. Other areas of Sonoma County also show background concentrations of magnesium.

The CDS has had no violations of water quality benchmarks. Exceedance of a benchmark is not a violation of the Industrial General Permit, but triggers for the County to investigate as to the source, and then implement appropriate Best Management Practices to correct, as has been done. The Industrial General Permit for the CDS authorizes discharges of industrial storm water so long as those discharges comply with all requirements, provisions, limitations and prohibitions in the Industrial General Permit. An occurrence of an exceedance of a benchmark does not constitute an impact to water quality, significant or otherwise.

The operation of the MRF equipment inside of the Public Tipping Building would not cause any additional storm water impacts. There will be no direct contact of storm water with the new equipment located inside the building.

(P) Potentially Significant Impacts from Roof Canopy

Summary of Comment Received:

The SMND failed to describe the materials used to construct the roof canopy structure. For the first time, the Staff Report states that the roof canopy addition will be made of zinc, and that coating of this canopy is required under Condition of Approval #19. Roof coating as a mitigation measure was not described in the SMND or in the Conditions of Approval. Condition 19 does not describe the materials to be used for the roof canopy, nor does it discuss roof coating. The only discussion of the roof canopy materials and the use of a roof coating is contained in the March 25, 2014 staff report.

Response:

The coating of the roof is part of the project, as described to the County by the applicant. Condition 19, although not explicitly stating the roof shall be coated, and as stated in response B above, requires the applicant to construct the canopy per its application to the County.

In addition, the existing Public Tipping Building is approximately 43,000 square foot (ft²). As stated previously, sample point SW-6, which includes stormwater from the area in front of the Public Tipping Building, has not been reported with a zinc exceedance since 2009, which is a clear indication that the

current roof structure has not caused zinc concentration exceedances in storm water at the site. The applicant proposes as part of the project that the new canopy roof addition will be coated to prevent zinc pollution in runoff from the roof. Industrial coatings of new roofs are current industry standard practice and are highly effective in preventing zinc pollution in roof run off. The new 6,500 ft² canopy roof is only a fraction of the size of the existing roof (15%, and is not expected to cause an exceedance of the zinc concentration benchmark level in storm water run-off

(Q) Calrecycle Requirements for Solid Waste Facility Permit Review

Summary of Comment:

The SMND fails to adequately describe the Projects components to enable permit review from Calrecycle. This includes the lack of a proper project description, and fails to include: the number of tons per day of C & D waste that will be processed by the MRF; the average quantity of individual types of waste received daily; and failing to describe the total capacity of the MRF. The SMND must describe the tonnages related to the operations, and explain the specific measures taken on a daily basis to ensure the MRF operations comply with any applicable Solid Waste Facility Permit (SWFP) conditions.

The current SWFP for the Central Disposal Site (CDS) sets a limit of no more than 150 tons per day of municipal solid waste that may remain on the tipping floor at the end of each day, and a general facility-wide limit of 1,500 tons per day of all waste.

Response:

As discussed in item G above, the Local Enforcement Agency (LEA) and Calrecycle commented on the SMND that a new, revision, or amendment of the Solid Waste Facility Permit would be needed. The response noted that the LEA will utilize the SNMD for their CEQA review prior to issuing the SWFP, and would request further CEQA review if needed. Note these two agencies did not comment on any specifics as it relates to the SMND.

As stated in the SMND, the addition of the MRF inside the Public Tipping Building will not change the amount of material delivered to the CDS, nor the amount of material delivered to the Public Tipping Building. The tonnage of material and type of material processed through the MRF will vary daily. The MRF will not require any changes to tonnages accepted by the facility or processed through the Public Tipping Building.

(R) Videos of Various Central Disposal Site Activities

Background:

A number of the videos focus on a CDS stormwater sediment pond discharging to a stream channel on Hammel Road. Although not related to the proposed MRF project, some background information is warranted as it relates to this discharge, prior to the responses below to the videos.

The CDS site includes a composting facility. This facility is on land leased by the County to the Sonoma

County Waste Management Agency (“Agency” - a Joint Powers Authority consisting of the County, and all of the cities). This facility is operated, under contract, by the Agency. This facility has two stormwater ponds that capture runoff from the operation, which then discharge to a sediment pond serving the CDS, adjacent to Hammel Road. This pond then discharges, as allowed by permit, to a stream channel adjacent to the pond.

The North Coast Regional Water Quality Control Board (Water Board), which regulates the discharge of storm waters, required last year that the compost facility achieve “zero-discharge” status for water that contacts windrow and finished compost material. This was done via a Waste Discharge Requirement (WDR) issued to the County as the landfill property owner. The Agency has been working on complying with this WDR since the WDR was issued last year, through a number of submissions to the Water Board. A letter to the County, from the Water Board, dated March 18, 2014, stated that the County implement zero-discharge from the compost operation by October 1, or face fines for discharges related to compost stormwater.

Summary of Videos:

30 short videos were submitted. These videos, categorized into six groups, generally show six areas and operations of the CDS, as described below – videos taken following several storm events:

- 1) videos showing the two CDS sediment ponds off of Hammel Road, and water discharging via a pipe, from one of the ponds, to a stream channel
- 2) videos of a roadside drainage ditch and two small pipes discharging into the roadside ditch in the vicinity of the leachate ponds off of Hammel Road
- 3) videos water flowing across a driveway on Mecham Road west of the CDS
- 4) videos showing a tanker type truck backed up in the area of the discharge pipe between the two sediment ponds off of Hammel Road
- 5) videos showing a tanker truck near the compost facility stormwater ponds, spray irrigating lands in the vicinity of the compost operation
- 6) videos showing some of the stormwater management features and sediment traps installed at the compost facility
- 7) one video showing damp pavement on Mecham Road in the location of the leachate line from the CDS

Response:

Group 1 videos: this discharge point is per the design of the CDS stormwater collection system, and allowed by the Water Board. The CDS is not designed to be a zero-discharge facility (see discussion above regarding the zero-discharge requirement for the compost facility).

Group 2 videos: the focus of the videos appears to be the two small drainage pipes discharging into the roadside ditch. These two drainage pipes that are part of the stormwater collection system at the CDS.

Group 3 videos: these videos show water flowing on the road shoulder of Mecham Road in front of a residence to the west of the CDS. It appears water may be backing up in the culvert under Mecham

Road. This water, in part, comes from the discharge of the landfill sediment ponds as discussed in the group 1 videos. Again, a permitted discharge point for the CDS.

Group 4 videos: in discussing with landfill staff, these videos show a tanker truck that was setting up to pump out the underdrain of the East Canyon landfill. This underdrain is below the landfill waste, and collects groundwater. The underdrain is designed to intercept this groundwater before it can enter or reach waste. On rare occasion, during large storm events, the underdrain pump cannot keep up with the water entering the drain and it need to be pumped out.

Group 5 videos: in these videos a tanker truck is land applying stormwater pumped from the compost facility stormwater ponds. This is allowed by permit for the compost facility.

Group 6: these videos show a number of measures that the compost facility has implemented to reduce sediment into their ponds.

Group 7 video: this video shows water in the location of the trench for the leachate pipeline that leaves the CDS and travels on Mecham Road, to Stony Point Road, to a connection point with the Rohnert Park trunk sewer line. The leachate then travels to the Santa Rosa Subregional Water Treatment Plant. This water is a natural process of subsurface water finding cracks in the pavement (edge of the trench) and surfacing. The leachate line has a monitoring system for detecting leaks, and is dual contained (i.e. – a pipe within a pipe).

Prior Board Actions:

December 8, 1998 - The Board certified the Final EIR for the Central Disposal Site Improvement Program.

December 17, 1998 - The Board approved the Central Disposal Site Improvement Program including the construction and operation of the public tipping building.

April 23, 2013 - The Board approved the Master Operations Agreement (MOA) for transfer of the functions and permits related to the operation of the County's solid waste system to Republic Services of Sonoma County Inc.

September 17, 2013 – The Board took original jurisdiction over the MRF Use Permit application.

January 14, 2014 - A duly noticed public hearing on the SMND and application scheduled before the Board was continued to January 28, 2014 at 2:10pm.

January 28, 2014 the Board conducted a duly noticed public hearing on the SMND and application, and then continued the public hearing open to March 25, 2014 at 2:10pm.

March 25, 2014 the Board conducted a duly noticed public hearing on the SMND and application, and then continued the public hearing open to April 22, 2014 at 2:10pm.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Recycling materials makes more efficient use of resources and generally reduces environmental impacts.

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 is an at cost project paid for by the applicant, so no impact to Department finances are expected.

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:

- Board of Supervisors Draft Resolution
- EXHIBIT A: Draft Conditions of Approval
- EXHIBIT B: Letter Report: Comment to SWAPE Letter dated January 13, 2014, by Environmental Pollution Solutions, February 25, 2014
- EXHIBIT C: Letter Report: Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services, Inc., by SCS Engineers, March 6, 2014
- EXHIBIT D: County of Sonoma Traffic Volumes, January 2008 through December 2012
- EXHIBIT E: Letter Report: Response to Comments on Sonoma County Central Disposal Site Improvement Final Environmental Impact Report Prepared for Republic Services of Sonoma County, Inc., by SCS Engineers, April 16, 2014

EXHIBIT F:letter Report: Comments to Lozeau Drury Letter Dated March 25, 2014, by Environmental Pollution Solutions, April , 2014

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

Central Disposal Site improvement program Final Environmental Impact Report, December 8, 1998

Revised Addendum to the Central Disposal Site Improvement Program Final Environmental Impact Report (SCH # 1995073068) for the Master Operations Agreement, April 17, 2013



County of Sonoma
State of California

Date: May 6, 2014

Item Number: _____
Resolution Number: 14- _____

UPE13-0065 Ken Ellison

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Adopting A Subsequent Mitigated Negative Declaration And Mitigation Monitoring Program, And Approving A Use Permit (UPE13-0065) For A Materials Recovery And Processing Equipment Operation/Facility For Dry Waste Material Inside The Existing Public Tipping Building At The County's Central Disposal Site, Addition Of Doors To Two Open Bays Of The Public Tipping Building, And Addition Of A 6,500 Square Foot Roofed/Canopy Storage Area On The West Side Of The Public Tipping Building (Over An Existing Outdoor Asphalt Work Area), On A Portion Of Parcels Totaling Approximately 395 Acres Located At 500 Meacham Road, Cotati, APNs 24-080-019 And 030, Supervisorial District 2.

Resolved, that the Board of Supervisors (“the Board”) of the County of Sonoma (“the County”) hereby finds and determines as follows:

**Section 1.
Application and Project.**

1.1 Republic Services of Sonoma County, Inc. (“the Applicant”) filed Application UPE13-0065 with the Sonoma County Permit and Resource Management Department (“PRMD”) requesting a use permit (“the Use Permit”) for a materials recovery and processing equipment operation/facility (“MRF”) for dry waste material inside the existing Public Tipping Building (“the Public Tipping Building”) at the County’s Central Disposal Site (“the Central Disposal Site”), addition of doors to two open bays of the Public Tipping Building, and addition of a 6,500 square foot roofed/canopy storage area on the west side of the Public Tipping Building (over an existing outdoor asphalt work area) (collectively “the Proposed Changes to the Public Tipping Building”), on a portion of parcels totaling approximately 395 acres located at 500 Meacham Road, Cotati, Assessor’s Parcels 024-080-019 & 030; Supervisorial District 2. More specifically, the Public Tipping Building is located on Assessor’s Parcel 024-080-019 (“the Landfill Parcel”).

1.2 The Proposed Changes to the Public Tipping Building specifically involve the installation and operation of recycling equipment inside the Public Tipping Building. The recycling equipment to be installed would consist of a slow speed auger/shredder and conveyer

belt system along the east and south inside walls of the Public Tipping Building, along with additional misters and new doors on the two open bays nearest the auger/grinder to help control dust. Materials to be recycled would include construction debris, selected public self haul, and other commercial dry route material (i.e. wood, cardboard, mixed paper, concrete, metal, plastic, glass, etc.). Hazardous materials would be prohibited. Recycled materials would be sorted into bins, pallets, or bales, and temporarily stored until pickup under the roofed/canopy storage area. Some of the smallest materials could also be used as alternative daily cover on the landfill face as specified in State law. This material, by volume and waste category, is currently passing through the Public Tipping Building on its way to the landfill at the Central Disposal Site.

- 1.3 All existing entitlements of the Public Tipping Building would continue.

Section 2. Procedural History.

2.1 On December 8, 1998, the Board certified the Central Disposal Site Improvement Program Final Environmental Impact Report (“the 1998 EIR”), and on December 17, 1998, the Board approved the Central Disposal Site Improvement Program, including construction and operation of the Public Tipping Building.

2.2 On April 23, 2013, the Board approved the Master Operations Agreement (“the MOA”) with the Applicant for long-term development, operation, and maintenance of the County’s solid waste facilities. The MOA was the product of a three-year County-City Solid Waste Advisory Group collaborative process (“the SWAG process”) involving the County, the cities in Sonoma County, and a diverse group of stakeholders. The SWAG process was launched by the Board in December 2009 to build consensus regarding Sonoma County’s long-term solid waste and recycling strategy. The SWAG process was comprehensive, transparent, and public. The MOA was crafted to accomplish the fundamental goals identified through the SWAG process. The MOA calls for the County to retain ownership of the County’s solid waste facilities and enter into a long-term operations contract with the Applicant. Under the MOA, subject to obtaining all required permits and approvals, the Applicant is required to fund and construct the installation of materials recovery processing lines and equipment inside the Public Tipping Building for processing dry commercial waste, construction and demolition material, and selected self-haul materials. The MOA does not obligate the County to approve the Use Permit, nor does it limit the Board’s authority to impose conditions on the Use Permit. An addendum to the 1998 EIR was prepared for the MOA (“the Addendum”).

2.3 On September 6, 2013, Application UPE13-0065 was submitted to PRMD. After the Application was submitted, PRMD staff reviewed the 1998 EIR and the Addendum and determined that a subsequent mitigated negative declaration was required for the Proposed Changes to the Public Tipping Building to comply with the California Environmental Quality Act (“CEQA”) and the State CEQA Guidelines. PRMD staff determined that the Application was complete for processing on December 5, 2013.

2.4 On September 17, 2013, the Board took original jurisdiction over Application UPE13-0065 (Resolution No. 13-0061).

2.5 On December 12, 2013, PRMD released a subsequent mitigated negative declaration for the Proposed Changes to the Public Tipping Building (“the Subsequent MND”) for public and agency review. The Subsequent MND assesses the potential environmental effects of implementation of the Proposed Changes to the Public Tipping Building and identifies means to eliminate or substantially reduce potential impacts.

2.6 The Board conducted a public hearing on the Subsequent MND and the Use Permit on January 28, 2014, March 25, 2014, and May 6, 2014 (collectively “the Board hearing”). At the Board hearing, the Board heard and received all relevant oral and written testimony and evidence presented or filed regarding the Subsequent MND and the Use Permit. All interested persons were given the opportunity to hear and be heard. At the conclusion of public testimony, the Board closed the Board hearing, discussed the Subsequent MND and the Use Permit, and determined to adopt the Subsequent MND and approve the Use Permit as set forth herein.

2.7 The Board has had an opportunity to review this resolution and hereby finds that it accurately sets forth the intentions of the Board regarding the Subsequent MND and the Use Permit.

2.8 The Board’s decisions herein are based upon the testimony and evidence presented to the County orally or in writing prior to the close of the Board hearing (“the record of these proceedings”). By Board Rule (Rule 22), any information submitted after the close of the Board hearing has been deemed late and not considered by the Board.

Section 3. CEQA Compliance.

3.1 PRMD completed the Subsequent MND on December 12, 2013, and beginning on that date made the Subsequent MND available for review and comment. A notice of intent to adopt the Subsequent Mitigated Negative Declaration was published and the period for receipt of comments on the Subsequent MND remained open until January 17, 2014. During the comment period, the County received written comments from a state agency, a neighborhood group, and a recognized employee organization. At the Board hearing, the County received written and oral comments from the Applicant, individual County residents, a neighborhood group, and a recognized employee organization.

3.2 The Board has considered the comments received after release of the Subsequent MND, but before the close of the Board hearing, regarding the Subsequent MND and finds that those comments do not constitute “significant new information” within the meaning of CEQA and the State CEQA Guidelines so as to require recirculation of the Subsequent MND. The Board further finds that the comments do not disclose any of the following:

(a) A new significant environmental impact resulting from the Proposed Changes to the Public Tipping Building or from a new mitigation measure proposed to be implemented. The comments do not demonstrate any new significant adverse impact resulting from the Proposed Changes to the Public Tipping Building, and the responses by the Applicant’s consultant, by the

County's consultant, and by PRMD staff, to the comments clarify or amplify the Subsequent MND's findings regarding the impacts of the Proposed Changes to the Public Tipping Building.

(b) A substantial increase in the severity of an environmental impact that will not be mitigated to a level of insignificance through adopted mitigation measures. None of the comments disclose a substantial increase in the severity of any of the previously-identified impacts.

(c) A feasible project alternative or mitigation measure that clearly would lessen the significant environmental impacts of the Proposed Changes to the Public Tipping Building, but the Applicant will not adopt it. None of the comments relate to a mitigation measure or alternative rejected by the Applicant.

(d) That the Subsequent MND was so fundamentally and basically inadequate and conclusory in nature that public review and comment on the Subsequent MND was in effect meaningless. This is clearly not the case.

3.3 The Board finds that the Subsequent MND represents a good faith and reasoned effort to provide full and adequate disclosure of the environmental effects of the Project. In making its determination to adopt the Subsequent MND and to approve the Proposed Changes to the Public Tipping Building, the Board has reviewed and considered, as a whole, the evidence and analysis presented in the Subsequent MND, the evidence and analysis presented in the comments on the Subsequent MND, and the responses prepared by the Applicant's consultant, by the County's consultant, and by PRMD staff, addressing those comments. The Board concurs with those responses to the comments. The Board has gained a well-rounded understanding of the environmental issues presented by the Proposed Changes to the Public Tipping Building and its findings are based on full appraisal of all of the evidence contained in the Subsequent MND, as well as the evidence and other information in the record of these proceedings addressing the Subsequent MND.

3.4 The Board has reviewed and considered the 1998 EIR, including the Addendum. The Board finds that the Subsequent MND has been completed in compliance with CEQA and the State CEQA Guidelines. The Board concurs with and adopts the findings in the Subsequent MND. None of the conditions described in State CEQA Guidelines section 15162(a) have occurred, and therefore a subsequent EIR is not required. The addition of the MRF inside the Public Tipping Building is a minor change in the project evaluated in the 1998 EIR and requires only minor additions or changes to the 1998 EIR to make it adequate for the project as revised. All impacts associated with installation and operation of the MRF will be mitigated to less than significant with the adoption of the mitigation identified in the Subsequent MND. The Board's concurrence in the findings in the Subsequent MND reflects the Board's independent judgment and analysis.

3.5 In accordance with CEQA and the State CEQA Guidelines, the Board must adopt a mitigation monitoring program to ensure that the mitigation measures adopted herein are implemented. The mitigation monitoring program for the 1998 EIR ("the 1998 EIR Mitigation Monitoring Program") remains in effect. A mitigation monitoring program for the Subsequent

MND (“the Subsequent MND Mitigation Monitoring Program”) shall be incorporated into the conditions of approval imposed herein and into the 1998 EIR Mitigation Monitoring Program. The 1998 EIR Mitigation Monitoring Program and the Subsequent MND Mitigation Monitoring Program will be implemented in accordance with all applicable requirements of CEQA and the State CEQA Guidelines.

Section 4. Planning and Zoning Compliance.

4.1 The Board finds that the Proposed Changes to the Public Tipping Building, as approved herein, are consistent with the Sonoma County General Plan 2020 (“the General Plan”). The Landfill Parcel is designated Public/Quasi Public in the General Plan. The Public/Quasi Public land use category provides sites that serve the community or public need and are owned or operated by government agencies, non-profit entities, or public utilities. The Public/Quasi Public land use category allows a wide range of institutional land uses, including waste disposal sites. The Landfill Parcel is owned by the County and the Proposed Changes to the Public Tipping Building serve the community and a public need, and will be part of the waste disposal infrastructure at the Central Disposal Site.

4.2 The Board finds that the Proposed Changes to the Public Tipping Building are consistent with the Sonoma County Countywide Integrated Waste Management Plan (“the CoIWMP”). The CoIWMP is the principal planning document for solid waste management in the County. The CoIWMP contains goals, objectives, policies, and short, medium, and long range objectives, together with measures designed to guide solid waste management and disposal actions of the County and the cities in Sonoma County. The Proposed Changes to the Public Tipping Building will further the CoIWMP’s objective of increasing waste diversion rates at the Central Disposal Site.

4.3 The Board finds that the Proposed Changes to the Public Tipping Building, as approved herein, are consistent with the Sonoma County Zoning Code (Chapter 26 of the Sonoma County Code) (“the Zoning Code”). The Landfill Parcel is zoned PF (Public Facilities) in the Zoning Code. The PF zoning district allows public service uses like the Proposed Changes to the Public Tipping Building with the approval of a use permit (See SCC § 26-52-040, subsections (f) and (p)).

4.4 The Board finds that the establishment, maintenance, and operation of the Proposed Changes to the Public Tipping Building, as approved herein, will not be detrimental to the health, safety, peace, comfort, and general welfare of persons residing or working in the neighborhood, nor will they be detrimental or injurious to property and improvements in the area or to the general welfare of the area.

**Section 5.
Evidence in the Record.**

5.1 The findings and determinations set forth in this resolution are based upon the record of these proceedings. References to specific statutes, ordinances, regulations, reports, or documents in a finding or determination are not intended to identify those sources as the exclusive basis for the finding or determination.

Now, Therefore, Be It Further Resolved, that based on the findings and determinations set forth in this resolution and the information contained in the record of these proceedings, the Board hereby declares and orders as follows:

1. The findings and determinations set forth in this resolution are true and correct, are supported by substantial evidence in the record, and are adopted as hereinabove set forth.

2. The Subsequent MND is adopted. PRMD is directed to file a notice of determination in accordance with CEQA and the State CEQA Guidelines.

3. The Use Permit is approved, subject to the conditions of approval set forth in Exhibit "A," attached hereto and incorporated herein by this reference.

4. The Subsequent MND Mitigation Monitoring Program set forth in Exhibit "A" is adopted and incorporated into the 1998 EIR Mitigation Monitoring Program. PRMD is directed to undertake monitoring in accordance with the Subsequent MND Mitigation Monitoring Program, and to continue monitoring in accordance with the 1998 EIR Mitigation Monitoring Program, to ensure that required mitigation measures and project revisions are complied with during project implementation.

5. The Clerk of the Board is designated as the custodian of the documents and other materials that constitute the record of the proceedings upon which the Board's decisions herein are based. These documents may be found at the office of the Clerk of the Board of Supervisors, 575 Administration Drive, Room 100A, Santa Rosa, CA 95403.

Supervisors:

Gorin: Zane: McGuire: Carrillo: Rabbitt:

Ayes: Noes: Absent: Abstain:

So Ordered.

EXHIBIT A
Conditions of Approval/Mitigation Monitoring Program

Date:	May 6, 2014	File No.:	UPE13-0065
Applicant:	Republic Services of Sonoma County Inc.	APN:	024-080-019 & 030
Address:	500 Meacham Road, Petaluma		

Project Description: Use Permit for a materials recovery and processing equipment operation/facility (a.k.a. recycling or MRF) for dry waste material inside the existing public tipping building at the County's Central Disposal Site (a.k.a. landfill), and adding doors to two open bays of the existing building, and an approximate 6,500 square foot roofed/canopy storage area addition to the same building (over an existing outdoor asphalt work area), on a portion of parcels totaling approximately 395 acres located at 500 Meacham Road, Cotati, Assessors Parcels 024-080-019 & 030, Supervisorial District 2.

Prior to vesting this Use Permit, evidence must be submitted to the file that all pre-operational conditions have been met.

BUILDING:

1. The applicant shall apply for and obtain building related permits from the Permit and Resource Management Department. The necessary applications appear to be, but may not be limited to, site review, electrical and building permits.

HEALTH:

"The conditions below have been satisfied BY _____ DATE _____

PRIOR TO BUILDING PERMIT AND VESTING THE USE PERMIT:

Water:

2. Prior to building permit issuance and vesting the Use Permit, the applicant shall provide the Project Review Health Specialist with the bacteriological (E. Coli and total coliform) arsenic and nitrate analysis results of a sample of the well water tested by a California State-certified lab. If the analysis shows contamination, the applicant will be required to treat the well per County requirements and re-test the well. If the contamination cannot be cleared from the well, destruction under permit of this department may be required. Copies of all laboratory results must be submitted to the Project Review Health Specialist.
3. The applicant shall work with the County to apply for any needed modifications to the water supply permit from the State Department of Public Health, Office of Drinking. Prior to the issuance of building permits, documentation of compliance must be submitted to the Project Review Health Specialist, or the Office of Drinking Water may e-mail clearance directly to PRMD.
4. If a Water Supply Permit is required, then the water supply well is required to have a 50-foot annular seal prior to vesting the Use Permit. Annular seals are installed at the time of construction of the water well, and are very difficult (and sometimes impossible) to retro-fit in an economic manner. If documentation of a 50-foot annular seal cannot be obtained, then a new water well may be required.

Septic:

5. Prior to building permit issuance 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 where the septic system lacks sufficient design capacity consistent with PRMD Policy 9-2-31.

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 both soils analysis and 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 patrons and employees prior to vesting the Use Permit.

OPERATIONAL REQUIREMENTS:

Water:

7. A safe, potable water supply shall be provided and maintained. The applicant shall offset a minimum of 750 gallons of well water use per day by one or more methods, including, but not limited to, using water from the Central Disposal Site sedimentation ponds for dust suppression at the Central Disposal Site.

Septic:

8. 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.
9. Use of the on-site wastewater disposal system shall be in accordance with the design and approval of the system.
10. 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.
11. When accessory portable toilets (portable toilets above the required bathroom/septic system capacity) are provided, they shall meet the following minimum requirements:
 - a. An adequate number of portable toilets shall be provided, but in no case shall the number of portable toilets be less than one toilet per one hundred (100) employees and visitors per day for day use.
 - b. Portable hand washing facilities shall be provided with all portable toilets used for serving visitors or the public.
 - c. Portable toilets shall be serviced as needed, but in no case less than once every seven days.
 - d. The applicant shall provide an accessible portable restroom on the job site where required by Federal, State or local law, including but not limited to, requirements imposed under OSHA, the Americans with Disabilities Act or Fair Employment and Housing Act.

- e. If complaints are received by PRMD regarding the number of available portable toilets that PRMD deems a valid complaint, the applicant or current operator of the Use Permit shall increase the number of portable toilets and/or increase the frequency of maintenance of the portable toilets as directed by PRMD based on County standards. The property owner and/or his agent(s) are expected to maintain portable toilets and hand washing units so that:
 - i) The holding tank does not leak or overflow.
 - ii) Toilet paper is promptly replaced when the dispenser runs out.
 - iii) Water, paper towels and soap are promptly replaced when the hand washing units run out.
 - iv) The wait to use a portable toilet shall not be so long that people use alternatives to sanitary restroom facilities.
 - v) Reliance upon portable toilets shall not create a public nuisance.

Hazardous Materials:

- 12. Comply with applicable hazardous waste generator and AB2185 (Hazardous Materials Handling) requirements and maintain any applicable permits for these programs from the Hazardous Materials Division of Sonoma County Department of Emergency Services. The existing operations in the Public Tipping Building shall continue, including a load checking program designed to detect, remove and deter attempts to dispose of prohibited wastes, including hazardous materials, and details employee training on how loads are checked for prohibited waste, and waste handling procedures. All operations personnel (i.e. scale house attendant, spotters, equipment operators, etc.) are given a minimum of eight hours of annual training on the recognition of hazardous waste. Waste is screened at the site entrance, when a vehicle dumps the load at the load checking area, and finally by heavy equipment operators moving the material on the tipping floor for loading to move to the landfill. In addition, the operations must follow all applicable OSHA and Cal OSHA workplace safety regulations, regarding the handling of hazardous materials, and exposure to toxic substances, including lead and asbestos.

Noise:

- 13. 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 pursuant to General Plan standards:

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 (4 minutes 48 seconds in any hour)	60	55
L02 (72 seconds 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.		

- 14. If noise complaints are received from nearby residents that PRMD deems valid based on County

standards, then the applicant shall conduct noise monitoring to determine if the current operations meet noise standards and identify any additional noise reduction measures necessary. A copy of the noise monitoring report shall be submitted to the Project Review Health Specialist within sixty days of notification from PRMD that a valid noise complaint based on County standards has been received. The owner/operator shall implement any additional noise reduction measures needed to meet noise standards.

15. The applicant shall apply for, obtain, and meet all conditions of the required State Solid Waste Facilities Permit (SWFP) from the Local Enforcement Agency (County Health). The SWFP shall be maintained in good standing at all times.

Smoking:

16. Smoking is prohibited at any service area (including entry lines) and in any enclosed area that is a place of employment (Sonoma County Code 32-6). "No Smoking" signs shall be conspicuously posted at the point of entry into every building where smoking is prohibited by Chapter 32 of the Sonoma County Code. The California Health and Safety Code (section 113978) also requires the posting of "No Smoking" signs in all food preparation areas, all retail food storage areas, and all food utensil washing areas. Note that Health and Safety Code section 113781 definition of food includes any beverage intended for human consumption.
17. A "Designated Smoking Area" may be established in unenclosed areas consistent with Sonoma County Code section 32-3. Designated Smoking Areas must be at least 25 feet away from any building or area where smoking is prohibited, must be conspicuously identified by signs as a smoking area, and shall be equipped with ash trays or ash cans.

TRANSPORTATION AND PUBLIC WORKS:

"The conditions below have been satisfied BY _____ DATE _____

18. Prior to issuance of any building permit, which 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.

PLANNING:

"The conditions below have been satisfied BY _____ DATE _____

19. This Use Permit (UPE13-0065) is for a materials recovery and processing equipment operation/facility (a.k.a. recycling or MRF) for dry waste material inside the existing public tipping building at the County's Central Disposal Site (a.k.a. landfill), and adding doors to two open bays of the existing building, and an approximate 6,500 square foot roofed/canopy storage area addition to the same building (over an existing outdoor asphalt work area), on a portion of parcels totaling approximately 395 acres located at 500 Meacham Road, Cotati, Assessors Parcels 024-080-019 & 030, Supervisorial District 2.

Additional overhead misters at the north side building openings, and misters at localized points in the material processing system shall be installed to supplement the public tipping building's existing misting system for odor and dust control. The additional roof canopy structure being added to the Public Tipping Building shall have a roof line lower than the existing building, and be of the same architecture and color.

The MRF shall be limited to no more than ten (10) haul truck round trips per day delivering recyclables and other reuse materials to off site end use markets. The hours of operation for the MRF within the public tipping building shall be 7 am to 6:30 pm, 7 days per week. The MRF

operation shall be limited to 10 (ten) additional employees over the current numbers operating the tipping building. The two new roll up doors being added to the east end of the public tipping building shall be kept closed when the MRF slow speed auger/shredder is operating, except one door may be briefly opened to accept delivery of materials.

The MRF use shall be operated in accordance with the proposal statement and site plans located in file UPE13-0065 as modified by these conditions. Expansion of the MRF use beyond what is permitted by the proposal statement, plans and these conditions without obtaining an approved modification to this permit shall constitute a violation of this permit. Upon written request from the County or its designee, the applicant shall provide within ten work days written or electronic documentation of the actual uses on site for purposes of verifying compliance with this condition.

The approval of this application (UPE13-0065) is in addition to all existing entitlements at the Central Disposal Site and public tipping building.

20. **Mitigation Measure:** The applicant shall limit outbound truck trips related to transportation of recovered materials from the MRF operations to end-use markets during the am peak hours of 8am to 9 am to the following: Two (2) outbound truck trips up to the year 2025; and four (4) outbound truck trips between the years of 2025 and 2040.

Mitigation Monitoring: The applicant shall keep a written or electronic record of the number of outbound truck trips during the hours of 8am to 9am related to transportation of recovered materials from the MRF operations to end-use markets. At the written request of PRMD, the applicant shall provide such records to the County within ten working days.

21. 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.
22. The applicant shall pay all applicable development fees prior to issuance of building permits or beginning operation of the use.
23. Development on this parcel is subject to the Sonoma County Fire Safe Standards and shall be reviewed and approved by the County Fire Marshal/Local Fire Protection District. Said plan shall include, but not be limited to: emergency vehicle access and turn-around at the building site(s), addressing, water storage for fire fighting and fire break maintenance around all structures. Prior to occupancy, written approval that the required improvements have been installed shall be provided to the Permit and Resource Management Department from the County Fire Marshal/Local Fire Protection District.
24. The applicant shall pay within five (5) days after approval of this project to the Permit and Resource Management Department a mandatory Notice of Determination filing fee of \$50 for County Clerk processing (check shall be made payable to Sonoma County Clerk and submitted to the Permit and Resource Management Department), and
1. _____ No additional fee because the project is exempt from Fish and Game fee.
 2. _____ \$850 because an EIR was prepared, for a total of \$885.
 3. X \$2,156.25 (or latest fee in effect at time of payment) because a Subsequent Mitigated Negative Declaration was prepared, for a total of \$2,206.25

This fee must be paid or the approval of this project is not valid.

25. All recycled materials delivered to and stored on site shall be covered and enclosed within the MRF structure/canopy. Any containers provided for recyclable materials shall be of sturdy, rustproof construction, shall have sufficient capacity to accommodate materials collected, and shall be secure from unauthorized entry or removal of materials. Storage containers for flammable material shall be constructed of nonflammable material. Loose materials shall be

- baled, palletized or placed in containers or storage bunkers within 24 hours of delivery to the site. Any green or putrescible waste that enters tipping building related to the MRF shall be removed within 24 hours. Recycled materials being taken out of the building/canopy for pickup purposes shall be loaded as quickly as practical to minimize any potential exposure to rain.
26. The site shall be maintained free of litter and any other undesirable materials, will be cleaned of loose debris on a daily basis, and will be secured from unauthorized entry and removal of materials when attendants are not present.
 27. The facility will be clearly marked with the name and phone number of the facility operator and the hours of operation. All signage shall be subject to review and approval by the Sonoma County Permit and Resource Management Department.
 28. Prior to final of building permits or operation of the use, the tree planting program on the north side of the property shall be completed to the satisfaction of the Sonoma County Permit and Resource Management Department. A mixture of one to fifteen gallon tree sizes (including a evergreen trees) shall be used. Trees shall be maintained in a healthy state and replaced as necessary.
 29. Exterior lighting shall be low mounted, downward casting and fully shielded, utilize motion detection systems where applicable and not “wash out” onto adjacent properties or into the sky. Lighting shall not be mounted above the roofline of the building and lighting under the canopies shall be fully shielded and directed downward. Flood lights are not permitted.
 30. All emissions of fumes, smoke, dust, particulate matter or odor shall comply with the latest rules and regulations of the Bay Area Air Quality Management District. Any such violation, once verified by the County, shall constitute a violation of this permit.
 31. Any drainage water collected in the MRF building holding tanks shall be removed from the site and disposed of at a facility legally authorized to accept such liquids.
 32. The transport and spreading of the fines collected from the MRF operation shall be transported in covered containers and managed according to California Code of Regulation (CCR) Title 27 regulations and LEA (Local Enforcement Agency) requirements for this material, including dust control as needed. The sites existing Dust Control Plan shall continue to apply to the entire facility, including the spreading of the fines as ADC (Alternative Daily Cover), and the MRF.
 33. The current SWFP (Solid Waste Facilities Permit) for the tipping building includes conditions to reduce potential odor impacts, including complaint logging, restrictions on length of time waste can be stored, and restrictions on the maximum pile size. All conditions of the SWFP shall continue to be met.
 34. All mitigation measures and monitoring requirements of the 1998 EIR for the Central Disposal Site Improvement Program, which included the construction and operation of the public tipping building, shall continue to be met. If a conflict arises between interpretation of the 1998 EIR mitigations and the Conditions of Approval of this Use Permit, the more restrictive of the two shall apply.
 35. Any proposed modification, alteration, and/or expansion of the use authorized by this Use Permit shall require the prior review and approval of the Permit and Resource Management Department or the Board of Zoning Adjustments, as appropriate. Such changes may require a new or modified use permit and additional environmental review.
 36. In addition to any other remedy allowed by law or this permit and in the County's sole discretion, this permit shall be subject to revocation or modification by the Board of Zoning Adjustments (BZA) if: (a) a Sonoma County Administrative Abatement Hearing Officer or the BZA finds that there has been noncompliance with any of the conditions or (b) the BZA 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 the applicable provisions of the Sonoma County Code.

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

37. The Director of PRMD is hereby authorized to modify these conditions for minor adjustments to respond to unforeseen field constraints provided that the goals of these conditions can be safely achieved in some other manner. The Applicant must submit a written request to PRMD demonstrating that the condition(s) is infeasible due to specific constraints (e.g. lack of property rights) and shall include a proposed alternative measure or option to meet the goal or purpose of the condition. The director of 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 the Director of PRMD are limited to those items that 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 the Director, and shall not affect the original permit approval date or the term for expiration of the permit.



25 February 2014

Mr. Ken Ellison
Supervising Planner
Sonoma County
Permit and Resource Management Department
2550 Ventura Avenue
Santa Rosa, CA 95403

Subject: Comment to SWAPE Letter dated 13 January 2014

Dear Mr. Ellison,

Environmental Pollution Solutions (EPS) has reviewed the SWAPE-prepared (Comments on the Subsequent Mitigated Negative Declaration, Material Recovery Facility, Petaluma, California) letter dated 13 January 2014 signed by Mr. Matt Hagemann regarding the proposed improvements at the Material Recovery Facility (MRF) located at 500 Mecham Road, Petaluma, California. Specifically, SWAPE comments (*italics*) concerning storm water have been reviewed and comments are provided.

The potential for the Project to impact stormwater quality was not considered in the SMND. We have accessed 2011-2012 reporting information for the Central Disposal Site (WDID 1 49I006101), as submitted to the Regional Water Quality Control Board 3, which shows stormwater contaminants above EPA benchmarks, including: total suspended solids (maximum of 410 mg/L as compared to the EPA benchmark of 100 mg/L); aluminum (maximum of 6.2 mg/L as compared to the EPA benchmark of 0.75 mg/L); and zinc (maximum of 0.27 mg/L as compared to the EPA benchmark of 0.117 mg/L).

The MRF is located at Sonoma County's Central Disposal Site (CDS). Storm water run-off at CDS is complicated, but has been thoroughly designed and engineered to discharge from three separate areas represented by three storm water sampling points SW-1, SW-6 and SW-7 (see attachment). Sampling point SW-6 represents the area where the MRF is located. The data collected from storm water samples at point SW-6 is the only data applicable to the MRF. SWAPE refers to the CDS Annual Report for 2011-12, but mistakenly identifies a single zinc concentration exceedance from sample point SW-7. Sample point SW-7 represents a separate area located west of the MRF and is not representative. Further, the zinc concentration of 0.27 milligrams per liter (mg/l) was an isolated exceedance at SW-7 and subsequent zinc concentration data collected at SW-7 has been well below the benchmark (0.027 mg/l, 0.053 mg/l and 0.018 mg/l) through the season ending in 2013.

Zinc concentrations at SW-6 have not exceeded the benchmark value based upon eleven sample events reported since November 2008.

Total suspended solids (TSS) concentrations at SW-6 have exceeded the benchmark, but the most recent data collected in November 2012 and January 2013 were well below the benchmark indicating a downward trend.



Aluminum concentrations at SW-6 have also exceeded the benchmark, but the most recent data (2012-13) indicates significant decrease of 70 to 90%.

Reporting data show that stormwater impacted by the facility is in violation of effluent limitations of the California Industrial Storm Water General Permit Order 97-03-DWQ.

SWAPE states that violation of effluent limits of the State Industrial Storm Water General Permit 97-03-DWQ (IGP) have occurred. This is absolutely false. The IGP does not contain numerical effluent limits, but effluent limitation guidelines. As such, the CDS facility must comply with provisions of the IGP that require Best Management Practices (BMPs) to meet guidelines. The CDS facility has implemented, maintains and continues to improve BMPs. For example, non-storm water collected from within the Tipping Building of the MRF is contained within the building. The Tipping Building floor is engineered for non-storm water to sheet flow to collection trench drains and then be conveyed to gray-water storage tanks. The system consists of two 10,000 gallon underground tanks and the conveyance system. The collected gray-water is periodically pumped out and hauled by a license wastewater hauler to a licensed wastewater treatment facility.

The surface areas surrounding the MRF are routinely swept by a regenerative sweeper and also hand swept. Storm water that collects on the MRF roof and on the surface areas around the MRF sheet flows to storm water drain inlets and catch basins. These drain inlets are equipped with *KriStar FloGard+* filters. The filtered storm water is conveyed to a Continuous Deflective Separator (CDS) system to further screen, filter and trap debris. The twice-treated storm water is then conveyed through a series of concrete culverts and HDPE pipes to Sediment Pond #5 where settling of suspended particles occurs. Finally, the thrice treated storm water is discharged at point SW-6.

Completion of the Project may further impact stormwater quality because of the handling of additional materials. The Project will result in the handling of an additional 55,000 tons of material which will require 10 additional daily truck deliveries. Increased activity at the facility may result in the generation of additional stormwater pollutants through increased tire wear from the additional truck trips and from the activity associated with the processing of the materials, including use of forklifts. Tire wear may generate zinc from tire wear along with dust (TSS).

SWAPE indicates that zinc and TSS may be generated from truck and forklift tires, which is true. Zinc is used in manufacturing process of some tires. These tires may contain zinc up to 1% by weight. However, based upon sample results from SW-6, zinc concentrations have not exceeded the benchmark value. TSS remains a potential issue, but as previously stated, recent results have been below the benchmark value. The facility actively sweeps and cleans surface areas.

Pollutants may also be generated by runoff from the 6,500 square foot roofed canopy that will be constructed as part of the Project. The canopy will be added to the west side of the



existing Public Tipping Building for bale storage and loading for transport to market. Roofing materials and building siding may contain zinc which may add to the existing zinc benchmark exceedences reported in the annual stormwater reports.

As previously stated, zinc concentrations for point SW-6 are below the benchmark indicating that the current roof of the Tipping Building is not a source of zinc exceedance. Further, it is our understanding that the proposed canopy roof will be coated to prevent zinc roof run-off that can occur from uncoated galvanized roof materials.

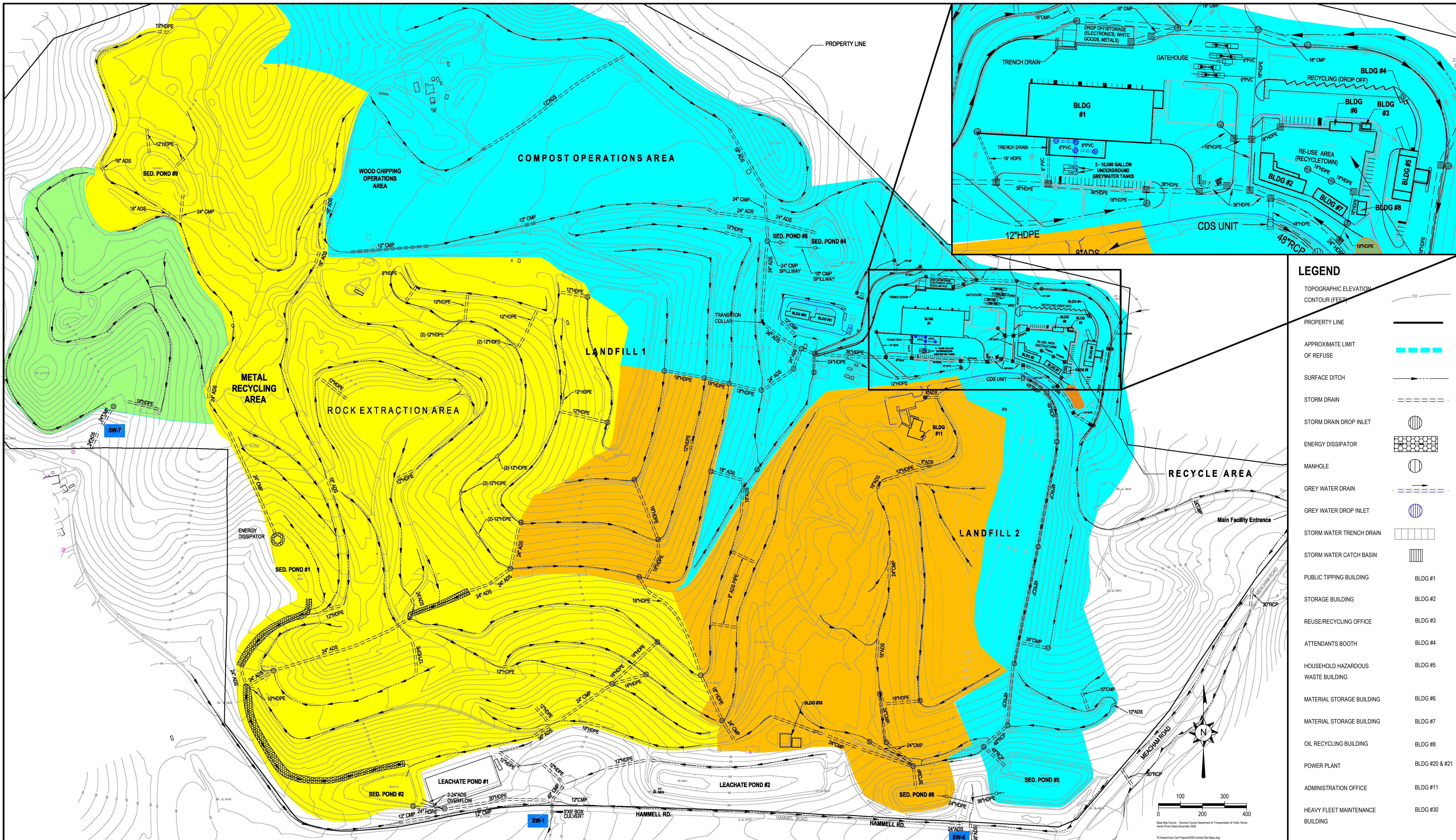
A DEIR needs to be prepared to disclose the current stormwater conditions and the exceedences of EPA benchmarks. The DEIR should evaluate impacts from the Project on stormwater quality, including increased potential for pollutants to be generated from increased traffic and from runoff from the new canopy. Mitigation should be identified in the DEIR to include source control BMPs (sweeping and routing roof drainage) and treatment BMPs (e.g., velocity separators, sorbent filter inserts, and use of downspout filters) as necessary to achieve effluent limitations set by the California Industrial Storm Water General Permit 97-03-DWQ.

The CDS facility uses numerous BMPs including several major structural BMPs (CDS system and sediment pond) to protect water quality. The current roof and tire residue do not appear to produce zinc concentrations above benchmarks. The proposed canopy roof will be coated to prevent potential zinc run-off. The CDS facility continues to improve BMPs and employs good housekeeping efforts in all facets of operations and is currently in full compliance with IGP 97-03-DWQ.

Please contact EPS at 707-322-2015 or via email at aedeicke@epsh2o.com with questions or if clarification is needed.

Sincerely,

Arthur Deicke
CPSWQ #0945, QSP/QSD #24568
Environmental Pollution Solutions, LLC
Santa Rosa, California



LEGEND

TOPOGRAPHIC ELEVATION CONTOUR (FEET)	
PROPERTY LINE	
APPROXIMATE LIMIT OF REFUSE	
SURFACE DITCH	
STORM DRAIN	
STORM DRAIN DROP INLET	
ENERGY DISSIPATOR	
MANHOLE	
GREY WATER DRAIN	
GREY WATER DROP INLET	
STORM WATER TRENCH DRAIN	
STORM WATER CATCH BASIN	
PUBLIC TIPPING BUILDING	BLDG #1
STORAGE BUILDING	BLDG #2
REUSE/RECYCLING OFFICE	BLDG #3
ATTENDANTS BOOTH	BLDG #4
HOUSEHOLD HAZARDOUS WASTE BUILDING	BLDG #5
MATERIAL STORAGE BUILDING	BLDG #6
MATERIAL STORAGE BUILDING	BLDG #7
OIL RECYCLING BUILDING	BLDG #8
POWER PLANT	BLDG #20 & #21
ADMINISTRATION OFFICE	BLDG #11
HEAVY FLEET MAINTENANCE BUILDING	BLDG #30

DESIGNED UNDER THE SUPERVISION OF		CIVIL ENGINEER, LICENSE EXPIRES:	
DESIGN		CHECKED	
DRAWING			

AS BUILT INFORMATION TO BE COMPLETED AFTER CONSTRUCTION
CONSTRUCTION COMPLETED:
AS BUILT DRAWINGS BY:

DATE	REVISION	BY	APPROVED

COUNTY OF SONOMA DEPARTMENT OF TRANSPORTATION & PUBLIC WORKS			
PHILLIP M. DEMERY, DIRECTOR			
BUDGET NUMBER	FISCAL YEAR	SHEET NUMBER	TOTAL SHEETS

SITE DRAINAGE MAP	
LOCATION: CENTRAL SITE	FIGURE: 4
DATE: MARCH 2011	SCALE: AS SHOWN

SCS ENGINEERS

March 6, 2014
File No: 01213327.00

Ken Ellison
Supervising Planner
County of Sonoma
Permit and Resource Management Department
2550 Ventura Avenue
Santa Rosa, CA 95403

**Subject: Response to Comments on Sonoma County Central Disposal site
Improvement Final Environmental Impact Report
Prepared for Republic Services of Sonoma County, Inc.**

Dear Mr. Ellison:

SCS Engineers (SCS) hereby presents its response to the comments submitted by Lozeau Drury LLP (LDLLP) regarding the proposed revision to the Central Transfer/Processing Facility (CTPF) located in Sonoma County (Project). The LDLLP comments are predominantly based on an analysis performed by Swape dated January 27, 2014 and written by Matt Hagemann (Swape Letter). The LDLLP comments present two arguments, which will be discussed in this response letter.

First, the LDLLP letter alleges that the Project could have significant, unanalyzed odor impacts. Second, based on a health risk analysis (HRA) presented in the Swape Letter, LDLLP argues that the Project will have significant health impacts from diesel trucks.

The report submitted by SWAPE does not document or substantiate its reasoning, and it does not meet professional standards. It is clearly erroneous and inaccurate.

BACKGROUND

The Project would modify the existing waste transfer and processing facility at the Central Disposal Site (CDS) to process self-haul, construction and demolition (C&D), and commercial dry waste. A summary of the Project elements related to this analysis follows. A complete description of the Project is contained in the Subsequent Mitigated Negative Declaration.

The enhanced recycling and diversion activities contemplated as part of the installation and operation of the material recovery and processing equipment have the potential to create an increase in vehicle trips in two areas:

- Up to 10 additional Passenger vehicles per day due to increased employment needed for operations related to the material recovery and processing equipment
- Approximately 10 additional Truck trips per day related to transportation of recyclables and other beneficial reuse material to end use markets



The primary operational change due to the Project will be how loads are directed within CDS when arriving. Transfer vehicles from remote transfer facilities would deliver loads of C&D and selected self-haul material to the CTPF building for processing instead of the working face of the landfill for disposal. This change would also occur for commercial dry waste material in the commercial route collection vehicles. Some wet putrescible waste from residential and commercial franchise hauling may be diverted from tipping at the CTPF to unloading directly at the working face of the landfill for disposal. The existing self-haul customers and C&D loads arriving at the CDS would continue to be directed to the CTPF as they are currently.

Another operational change proposed as part of the Project is to separate and store recovered materials suitable for bailing in bins or in bulk bunkers. Each commodity would be bailed individually. Materials suitable for bailing include cardboard, paper, containers, film plastic, and other non-putrescible materials. Bale storage would be done in the proposed addition of an approximately 6,500 square foot roof canopy structure at the west side of the existing CTPF building. The canopy will provide for loading and transport of recyclables to market as well as for protection from rain and weather.

ODOR IMPACTS

LDLLP asserts that there is a fair argument of significant nuisance odor impacts. SCS has analyzed the potential for odor impacts from the CTPF and determined that the Project is not a new source of odor. As a conservative approach, SCS reviewed the odor complaint information from the Bay Area Air Quality Management District (BAAQMD). This approach is consistent with BAAQMD CEQA guidance, which instructs project applicants to contact the BAAQMD to obtain odor complaints from the source being evaluated. SCS found that there has been only one confirmed complaint to the BAAQMD associated with CDS as a whole in the last three years. That complaint was characterized as “compost,” which is consistent with the presence of composting operations at CDS. Compost odors are not associated with CTPF operations or the Project, which would not impact composting operations or waste streams.

LDLLP has presented additional odor complaints submitted to the Lead Enforcement Agency (LEA) and the County of Sonoma. However, none of those complaints mentions the CTPF or the targeted waste streams. Typical odor descriptions are consistent with compost, the landfill, and dairy odors.

The waste streams that would be impacted by the Project are characterized as “relatively dry, mostly non-putrescible fractions of the MSW stream that are well suited for recovery of recyclable and other beneficial reuse material.” Targets for recovery include the following:

- Wood;
- Cardboard;
- Mixed paper;
- Concrete;
- Inert material;

- Roofing;
- Metal;
- Gypsum;
- Aluminum, ferrous, plastic, and glass containers;
- Film plastic;
- Fines suitable for use as alternative daily cover (ADC);
- Carpet and padding;
- Mattresses;
- Yard Waste.

These waste streams are not odorous when kept dry and aerobic. In its 2012 CEQA guidance document, the BAAQMD notes that odor generated from landfills, recycling, and composting facilities is typically associated with anaerobic decomposition.

Operations at the CDS and CTPF, including the load screening program and permit conditions, will eliminate the potential for the waste streams targeted by the Project to become wet or anaerobic and begin generating odor. The Project includes elements to protect potentially putrescible waste streams, such as cardboard, mixed paper, and yard waste, from becoming wet. The CTPF is a building with a roof and is fully enclosed on three sides, with two drop down doors proposed for the area where the processing equipment will be located. Loads of incoming waste will be deposited inside this building, so they will be sheltered from rainwater. Loads to be processed at the CTPF would be screened for putrescible waste as part of the existing load check program. Loads with wet or prohibited loads will not be allowed to be processed on the new material recovery equipment at the CTPF and will instead, be transferred for disposal as they are currently. Solid Waste Facility Permit (SWFP) Condition 17I requires that the facility shall be cleaned at the end of each operating day, which further reduces potential for wet waste to putresce.

There have been recent odor issues associated with CDS, but those issues are not associated with CTPF. Those issues are associated with composting, landfilling, and dairy activities. The Project will not result in more odorous waste streams at the CTPF or more potential for odorous conditions. The potential odor impact from the Project is clearly less than significant from a CEQA perspective.

HEALTH RISK

The assertion by Swape and by LDLLP that there exists a fair argument of significant air quality impacts from toxic diesel truck emissions is fundamentally flawed. The assertion rests on a screening HRA conducted by Swape, but there are several critical flaws with that analysis that result in the generation of fantastically high risk values.

LDLLP and Swape overlook the development of roadway screening distances by the BAAQMD and other districts and proceed to calculate unreasonably high emission rates of diesel particulate matter (DPM), and process those emissions with a flawed run of the screening version of

American Meteorological Society (AMS)/Environmental Protection Agency (EPA) Regulatory Model (AERMOD), AERSCREEN. The analysis then proceeds to calculate health risk using exposure factors that are not in common use in California or the United States, such as 15 years of exposure as a child weighing 15 kilograms, and which unreasonably generate much higher risk values than accepted exposure values would generate. Throughout the HRA, Swape provides only a vague description of where the factors used in their calculations are obtained from or what model parameters were used. No modeling input or output, data, or files were made available to confirm that these undescribed parameters were reasonable, and no citations were provided for the exposure factors. When non-standard factors have been used, they have not been explained. The level of information in the HRA is not consistent with professional standards. A HRA should present input factors, model parameters and assumptions be explained, and enough information for third parties to understand, evaluate, and replicate the analysis provided.

SCS will discuss why the procedures used by Swape are wrong and do not present a reasonable argument. SCS will also present an appropriate risk calculation methodology.

Screening Levels

Ten additional truck trips and ten employee (non-truck) trips do not trigger the requirement or need for health risk analysis. This evaluation will focus on the ten truck trips, which is the basis of the Swape allegation that the Project would result in excessive cancer risk. This is because the cancer risk associated with motor vehicles is associated with diesel-powered vehicles, which may exhaust diesel particulate matter (DPM) when in operation. Employee vehicles also contribute to impacts, but DPM is the dominant risk driving chemical from roadway emissions and is the basis for the Swape analysis.

To prevent the necessity of a complicated and unnecessary analysis, several air districts in California, including the BAAQMD, Sacramento Municipal Air Quality Management District (SMAQMD), and the California Air Resources Board (CARB) have developed screening levels for projects near major roadways. As is true for all of these agencies, the BAAQMD screening level is a conservative threshold, used to determine if a proposed project warrants further study to determine if there could be health risks from vehicle emissions. Projects that involve less vehicular traffic than the screening level thresholds are deemed by the BAAQMD to not represent a significant potential health risk from vehicle emissions or a potentially significant impact under CEQA. In its *Recommended Methods for Screening and Modeling Local Risks and Hazards* (Risk Screening Guidance) document, the BAAQMD identifies sources that “do not pose a significant health impact, even in combination with other nearby sources.”

While these screening methods are intended for use in determining land use near existing large roadways, they can also be provide a reference when determining whether new trips near a receptor will require additional analysis. The screening levels were developed by the BAAQMD and others to identify areas near roadways where cancer risk would exceed cancer thresholds (i.e. existing mobile sources on new receptors). As such, they are not directly applicable to the Project (i.e. a mobile source near existing receptors), but the screening levels provide a guide for how many vehicles it would take to create excessive cancer risk.

The BAAQMD CEQA guidance indicates that roadway screening is needed when there are 10,000 to 100,000 annual average daily trips (AADT) or 1,000 truck trips, and BAAQMD's tables show the expected increase in cancer risk when near a road. The BAAQMD screening tables for Sonoma County indicate that the CEQA threshold of a lifetime cancer risk increase of 10 in a million would not be exceeded until more than 30,000 total AADT. Even then, the CEQA threshold would be exceeded only for receptors within 20 feet of the roadway.

SMAQMD roadway screening guidance is less conservative than BAAQMD screening, but recommends no additional screening for projects adjacent to roads unless they are adjacent to more than 50,000 AADT. CARB advises that sensitive land uses not be sited within 500 feet of rural roads with greater than 50,000 AADT.

The most recent traffic count performed by the County in 2012 identified the total 24-hour traffic on Mecham road adjacent to the CDS entrance to be 4,082 trips. This represents all traffic on this segment including project and non-project related vehicles. So even on a cumulative basis the total volume of traffic is well below any of the screening levels referenced above. Adding the ten trips proposed by the Project to the existing trips still total far from the 10,000-trip threshold that requires even the most preliminary screening analysis, and the conclusion that the ten trips themselves would exceed the cancer risk threshold is more absurd. No fair and reasonable analysis can find that ten additional truck trips results in an excessive cancer risk.

Emission Calculations

In recalculating the health risk from the Project, SCS determined the emission factor for DPM using the Emission Factor 2011 (EmFac2011) model developed by CARB. The EmFac2011 model was run for Sonoma County for the years shown in *Table 1*. The DPM emission factors for each year for vehicles traveling at five miles per hour (mph) are also shown in *Table 1*. The use of the emission factor for vehicles traveling at five mph is a conservative approach. Vehicles are allowed to travel at speeds greater than five mph, and the use of higher speeds would result in lower emission factors. The approach of calculating the emission factor for every five years is also conservative because it only utilizes a lower emission factor every five years, whereas the emission factor is actually decreasing each year as regulation of diesel engines strengthens and diesel engine technology improves. EmFac2011 outputs and documentation have been included in *Attachment A*.

Table 1 - DPM Emission Rates

Year	Moving Emission Factor (g/mi)	Idle Emission Factor (g/hr)
2014	0.240	0.3844
2019	0.153	0.1283
2024	0.097	0.1091
2029	0.061	0.1084
2034	0.053	0.1080
2035	0.053	0.1079
Weighted Average	0.0771	0.1293

In determining the emission factor to use in its analysis, Swape did not account for improvements in technology and increased regulation of DPM emissions. Swape only claimed that the use of the 2014 emission factors was conservative; however, using the emission factor guidelines developed by CARB, the average emission factor over the period to which residents would be exposed to the DPM emissions is less than a third of the 2014 emission factors that Swape used for this same time period. Therefore, Swape's analysis starts with a flaw that will result in a calculated risk of more than three times greater than the actual risk by using the 2014 emission factors.

Swape also used unreasonable assumptions in calculating the DPM emissions from idling trucks. Swape used 20 minutes of idling time per truck in their emission calculations. However, diesel trucks are prohibited from idling for more than 5 minutes by the California Code of Regulations (CCR) Title 13, Section 2485. It is not reasonable to assume that trucks would operate in violation of state regulation in the emissions calculations. There is also no reason for trucks to idle.

SCS calculated an effective DPM emission rate in grams per mile (g/mile) of DPM by multiplying the idle emission rate by five minutes and dividing by twice the distance of the modeled road (0.467 miles) to get an effective increase in the emission rate of 0.012 g/mile $((0.1295 \text{ g/hour} * 5 \text{ minutes}) / (60 \text{ minutes/hour} * 0.467 \text{ miles} * 2 \text{ ways}))$ that could be added to the moving emission factor that would account for idling emissions.

Overall, SCS calculated the DPM emissions to be 0.83 grams per day for ten trips $((0.0771 \text{ g/mi} * 0.467 \text{ miles} * 2 \text{ ways} * 10 \text{ trips}) + (0.1295 \text{ g/hour} * 5 \text{ minutes}) / (60 \text{ minutes/hour}))$. This emission rate is much lower than the emission rate of 2.29 grams per day presented by Swape.

In summary, calculating diesel particulate matter (DPM) emissions from trucks is only the beginning of a health risk assessment analysis, but as shown above Swape used a DPM emissions factor that was several times higher than is realistic. This is because the Swape analysis makes two errors: (1) Swape assumed that DPM emissions factors would not improve

over time, whereas the State Air Resources Board uses a long-term projection of DPM emissions factors that takes into consideration changing regulations and improving technology, which leads to the conclusion that Swape overstates the DPM per truck by three times; and (2) Swape overstates truck idling time by four times (Swape assumes 20 minutes whereas state law limits diesel truck idling in place to 5 minutes).

Dispersion Modeling

To calculate atmospheric concentrations of DPM at nearby receptors, Swape used the AERSCREEN model. AERSCREEN is a screening model recommended by the EPA and is appropriate for modeling the impact from a single source that can be characterized as a point, volume, or area. The AERSCREEN model is a poor selection for the analysis of emissions from long linear sources such as roadways where the length of the source exceeds ten times the width of the source. AERSCREEN can only process a single source, and if that source is a linear source, AERSCREEN cannot account for bends in the road. AERSCREEN and AERMOD do not account for air turbulence caused by the vehicles themselves as they travel down the roads being modeled. As such, their utility in modeling impacts from roadways is limited at best. AERSCREEN is further limited by its ability to model only one-hour increments and the inability to scale emissions by the time of day.

AERSCREEN is an implementation of AERMOD and relies on the AERMOD processor to run. The aspect ratio (length to width) ratio of areas modeled in AERMOD and AERSCREEN should not exceed 10 to 1. The source described by Swape has an aspect ratio of greater than 80 to 1. AERMOD and AERSCREEN are not validated for use with sources with aspect ratios exceeding 10 to 1. Given the description of an area source 805 meters long and the maximum impact occurring 406 meters downwind, it is likely that Swape's conclusions appear to be based on a receptor located only 3.5 meters ($406 \text{ meters} - 805 \text{ meters}/2$) outside the modeled source and are no way reflective of actual receptor locations. In AERMOD, it is possible to model linear sources such as roads with a series of area or volume sources, but AERSCREEN is not capable of any such refinement. As such, it is inappropriate for modeling roadway emissions. The AERSCREEN run used by Swape was not capable of producing reliable results.

Furthermore, Swape describes the source parameters within the AERSCREEN model as "the length (805 meters) and width (10 meters) of the on-site service road leading to the CTPF." The report should have included the input parameters, but no other description of critical source parameters was provided, and SCS was unable to duplicate the modeling runs. Still, even Swape's brief description of the model run demonstrates major input errors in the application of this inappropriate air modeling program

An appropriate model for calculating the impacts from roadways is the CAL3QHCR model. CAL3QHCR is a refinement of the CAL3QHC roadway model which is capable of using local meteorological data to calculate impacts. CAL3QHCR was developed specifically to model roadways. It accounts for turbulence, can model several links of roadway, and can model impacts at multiple receptors. SCS utilized the CAL3QHCR model to calculate impacts from the DPM emitted by the ten trips generated by the Project. CAL3QHCR has the additional advantage of

being able to calculate annual average concentrations and to vary emission rates by the time of day.

SCS modeled the on-site roadway at CTPF as three segments. This approach approximated the actual path of the road from the Site entrance to tipping floor. This length of road was the basis for the Swape analysis. For modeling purposes SCS placed receptors at locations near the roadway, including the neighboring property to the northeast and the residences on the east side of Mecham Road. Emissions were modeled as one truck per hour for 10 hours of the day. SCS used an emission rate of 0.177 grams per mile in the model to account for the fact that the trucks would drive the same length of road on the way in and out, plus the idling emissions. After initial CAL3QHCR runs resulted in results that were too low for the model to accurately report, the number of trips was increased to 1,000 trips per hour for screening purposes. The model output in Attachment B reflects 1,000 trips in each of the modeled hours.

The meteorological data used in the model was obtained from the BAAQMD's datasets. Data from the Petaluma Airport station (station 9901, available at <http://hank.baaqmd.gov/tec/data/metdata9901.html>) was used for modeling. Data for 1997 was used because it was the most recent data available. The Petaluma Airport station was selected because it is the closest station available on the BAAQMD website and the meteorological conditions are likely to be similar given the proximity and similar surrounding terrain.

The CALQHCR model resulted in an annual average concentration of 0.0000852 micrograms per cubic meter ($\mu\text{g}/\text{m}^3$) at the neighboring property. CAL3QHR inputs and the output file are included in *Attachment B*. The model result is three orders of magnitude lower than the resulting concentration calculated by Swape. The difference in the modeling results alone is enough that if all other factors in the Swape analysis were the same, but the CAL3QHR model run were used, the risk result would be well below ten in a million. In fact, if the CAL3QHR model results are used, the results are less than one in a million.

Risk Characterization

The Swape HRA calculates the exposure to a toxin based on exposure parameters, but as discussed below, the parameters used by Swape are non-standard, and no documentation has been provided by Swape to support their assumed exposure parameters.

To calculate the health risks associated with DPM emissions from the Project trips, the modeled concentrations were used with other exposure parameters and toxicity criteria, which are approved by State agencies (see below), to evaluate carcinogenic and chronic risks at the Site.

The exposure parameters used by Swape were not consistent with current California or federal guidance. *Table 2* shows a complete list of the exposure parameters presented by Swape, and the correct parameters used by SCS. The exposure parameters are used to calculate the average dose of DPM residents would be exposed to over the exposure duration. All exposure parameters used by SCS were obtained from the May 20, 2011 memorandum from the California Department of Toxic Substances Control (DTSC) and Office of Human and Ecological Risk (HERO) (DTSC

Memo), provided in **Attachment C**, except the adult exposure duration. The exposure duration used in this analysis is 70 years of lifetime exposure, and is more conservative than the 30 year exposure duration in the DTSC memo. The values presented in the DTSC memo are recommended and appropriate exposure parameters and are used in several other risk assessment programs, as noted in the DTSC Memo's references. The exposure duration used by SCS is based on the 70 year lifetime used in the 2003 Office of Environmental Health Hazard Assessment (OEHHA) *Air Toxics Hot Spots Program Risk Assessment Guidelines* (Hotspots Guidance) and is representative of a lifetime of exposure to a source. The use of the 70 year exposure duration is conservative, and SCS notes that the DTSC Memo indicates that a total exposure of 30 years is appropriate.

Table 2 - Exposure Parameters

Parameter	Swape Value		SCS Value		Units
	Child	Adult	Child	Adult	
Inhalation Rate	10	20	10	20	m ³ /day
Exposure Frequency	174.9	174.9	350	350	days/year
Exposure Duration	15	55	6	64	years
Averaging Time	25,550	25,550	25,550	25,550	days
Body Weight	15	70	15	70	kg
Work Day	11.5	11.5	See text		hours
Operations	365	365			days

Swape does not explain from where it obtained its exposure parameters. SCS notes that some are standard exposure parameters (e.g. inhalation rate, averaging time). Others appear to be site specific (e.g. work day, operations). SCS believes the exposure frequency was calculated as 365 days/year * 11.5 hours/24 hours to account for the fact that CTPF will not operate 24 hours per day but the annual concentration derived from the AERSCREEN model run assumes that a source operates continuously. SCS agrees with this approach, but believes that the value should be 167.7 days/year (350 days*11.5 hours/24 hours).

The SCS exposure calculations have already accounted for the work day duration through the use of the CAL3QHCR model option to scale emissions by the hour of the day.

The use of a 15-year childhood exposure duration by Swape is unreasonable. While their exposure parameters are largely derived from standard EPA and DTSC parameters, the use of 15 years of childhood exposure artificially inflates results. The DTSC Memo and the Hotspots Guidance both use 6 years of childhood exposure as the standard exposure. Swape has not provided a source or justification for the use of such a long childhood. The use of 15-year childhood exposure duration characterizes children as being an average of 30 pounds in weight over the first 15 years of their lives, which is well outside of the established exposure parameters determined by the EPA and DTSC, and well outside reasonable expectation. It is possible Swape has based the childhood duration on the BAAQMD's Risk Screening Guidance, though no

reference was provided and other parameters are inconsistent with that guidance. Even if this unreasonably long childhood exposure duration were used, when combined with the emission rates determined above and the CAL3QHR results, the increase in cancer risk would still be less than significant.

Swape has not shown how the dose or health risk was calculated, though their equations are standard. *Equation 1* shows how the dose is calculated.

Equation 1:
$$Dose = \frac{C * InhR * ED * EF * conv}{AT * BW}$$

Where:

Dose = average dose at the maximally impacted location (mg/kg-day)

C = modeled concentration in outdoor air ($\mu\text{g}/\text{m}^3$)

InhR = inhalation rate (m^3/day)

ED = exposure duration (years)

EF = exposure frequency (days/year)

conv = conversion factor ($\mu\text{g}/\text{mg}$)

AT = averaging time (days)

BW = body weight (kg)

Cancer risk is calculated by multiplying the carcinogenic dose by the cancer slope factor. The cancer slope factor for DPM obtained from the OEHHA Toxicity Criteria Database (TCDB) is $1.1 (\mu\text{g}/\text{kg}\text{-day})^{-1}$. Resulting cancer is shown in *Table 3*, along with BAAQMD CEQA thresholds of significance for emissions.

Table 3 - Health Risk Results

Scenario	Dose (mg/kg-day)	Slope Factor (mg/kg-day) ⁻¹	Cancer Risk	BAAQMD CEQA Threshold
Childhood Carcinogenic Risk	4.67×10^{-9}	1.1	5.14×10^{-9}	
Adult Carcinogenic Risk	2.13×10^{-8}	1.1	2.35×10^{-8}	
Total Cancer Risk			2.86×10^{-8}	1.0×10^{-5}

The cancer risk calculated using correct DPM emission factors and approved exposure parameters approved by the appropriate regulatory agencies was 0.0286 in a million, much less than 10 in a million (1×10^{-5}). **The risk calculated by SCS is three orders of magnitude lower than the BAAQMD CEQA threshold for determining whether there is a potentially significant health risk impact.** This conclusion is consistent with the relative difference in the Project trip and screening guidelines. The ten additional truck trips from the Project are three orders of magnitude lower than the lowest screening level in BAAQMD tables of 10,000 trips. This relative difference demonstrates that the screening guidelines, while not directly applicable to the Project, provide a reasonable point of reference when evaluating the impacts of mobile

source emissions. This result demonstrates that the approach used by the BAAQMD to determine screening levels and the approach used in this HRA produce comparable results and validates those screening levels.

The vast discrepancy between the results found by Swape and both the BAAQMD analysis and this analysis shows that the Swape approach is fundamentally flawed. The methodology presented by Swape, and the conclusions that follow, are unsubstantiated, with no model inputs or results presented and no reference to the risk assessment methodology or parameters provided. The AERSCREEN run described by Swape is a misapplication of the model and yields erroneous results. In whole, the HRA presented by Swape cannot be relied upon to demonstrate that there exists a reasonable belief that there will be adverse health impacts resulting from the Project.

CLOSING

Thank you for the opportunity to assist you with this evaluation. Please don't hesitate to call John Henkelman or Patrick Sullivan at 916-361-1297 if you have any questions or need any additional information.

Sincerely,



John Henkelman, E.I.T.
Project Professional
SCS ENGINEERS



Patrick S. Sullivan
Senior Vice President
SCS ENGINEERS

Attachments:

Attachment A – EmFac2011 Outputs and Emission Rates

Attachment B – CAL3QHR Inputs and Output

Attachment C – May 20, 2011 memorandum from the DTSC and HERO

REFERENCES

- DTSC, 2011. Recommended DTSC Default Exposure Factors for Use in Risk Assessment at California Military Facilities. Sacramento.
- EPA, 1989. *Risk Assessment Guidance for Superfund, Volume I, Human Health Evaluation Manual (Part A)*. Interim Final. United States Environmental Protection Agency, 1540/1-89/002, December 1989.
- EPA, 1995. *User's Guide to CAL3QHC Version 2.0: A Modeling Methodology for Predicting Pollutant Concentrations Near Roadway Intersections*.
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- EPA, 2011. *AERSCREEN User's Guide*.
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- SMAQMD, 2011. *Recommended Protocol for Evaluating the Location of Sensitive Land Uses Adjacent to Major Roadways*.
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- BAAQMD, 2012. *Recommended Methods for Screening and Modeling Local Risks and Hazards County of Sonoma. Traffic Volumes January 2008 Through December 2012 (excerpt-Mecham Road)*

**Attachment A –
EmFac2011 Output**

CY	EMFAC2007 Vehicle Category	Fuel_Type	air_basin	season	HC (g/hr-veh)	CO (g/hr-veh)	NOX (g/hr-veh)	PM10 (g/t)	PM2.5 (g/t)	CO2 (g/hr-veh)	CO2 (with TOG (g/hr-veh))	TOG (g/hr-veh)	ROG (g/hr-veh)	Sox (g/hr-veh)
2014	HHDT	D	SF	a	5.020098198	33.27679	72.18981	0.384355	0.353607	7022.554	6917.215	7.237476	6.357452	0.066998
2019	HHDT	D	SF	a	5.14133871	36.51208	50.8305	0.128346	0.118078	7043.794	6480.29	7.412268	6.510991	0.067201
2024	HHDT	D	SF	a	5.792826726	41.36767	39.18456	0.109092	0.100365	7035.053	6331.548	8.351518	7.336036	0.067118
2029	HHDT	D	SF	a	5.818087046	41.55721	38.76828	0.108447	0.099771	7035.111	6331.6	8.387936	7.368025	0.067118
2034	HHDT	D	SF	a	5.830110012	41.64998	38.57171	0.108006	0.099365	7035.222	6331.7	8.40527	7.383251	0.067119
2035	HHDT	D	SF	a	5.831474553	41.66098	38.55029	0.107934	0.099299	7035.28	6331.752	8.407237	7.384979	0.06712

EMFAC2011 Emission Rates

Region Type: County

Region: Sonoma

Calendar Year: 2014, 2019, 2024, 2029, 2034, 2035

Season: Annual

Vehicle Classification: EMFAC2011 Categories

Region	CalYr	Season	Veh_Class	Fuel	MdYr	Speed	VMT	ROG_RUNE	TOG_RUNE	CO_RUNEX	NOX_RUNE	CO2_RUNE	CO2_RUNE	PM10_RUNE	PM2_5_RUNEX
Sonoma	2014	Annual	T7 SWCV	DSL	Aggregatec		5 10.50439	1.37424	1.564467	2.462289	36.03809	4067.032	4006.026	0.240383	0.221153
Sonoma	2019	Annual	T7 SWCV	DSL	Aggregatec		5 12.00816	1.623743	1.848508	3.071188	23.52479	4020.07	3698.465	0.153367	0.141098
Sonoma	2024	Annual	T7 SWCV	DSL	Aggregatec		5 13.25798	1.797261	2.046045	3.489355	13.87161	3991.959	3592.763	0.096696	0.08896
Sonoma	2029	Annual	T7 SWCV	DSL	Aggregatec		5 14.63788	1.87223	2.131391	3.71262	7.665067	3972.415	3575.173	0.060696	0.05584
Sonoma	2034	Annual	T7 SWCV	DSL	Aggregatec		5 16.1614	1.920034	2.185813	3.824177	4.846422	3960.523	3564.471	0.05322	0.048962
Sonoma	2035	Annual	T7 SWCV	DSL	Aggregatec		5 16.48463	1.915754	2.18094	3.816352	4.606604	3959.148	3563.233	0.052837	0.04861

**Attachment B –
CAL3QHCR Input and Output**

```

'CDWS CEQA SCREEN' 60. 2.72 0. 0. 6 1 0
1 1 90 12 31 90
23234 90 23230 90
1 0 'R'
'Neighbor SW Corner' -225 192 0
'Neighbor SE Corner' -73 204 0
'Neighbor NW Corner' -236 376 0
'Neighbor NE Corner' -42 504 0
'S Meecham Neighbor' 126 224 0
'S Meecham Neighbor' 149 326 0
2 'P'
1 1 1 1 1 1 1
'CWDS ROAD' 3
1 1
'Entrance to curve 1' 'AG' 0. 0. -301. -17. 0. 20.
2 1
'Curve 1 to curve 2' 'AG' -301. -17. -313. 127. 0. 20.
3 1
'Curve 2 to end' 'AG' -313. 127. -601. 234. 0. 20.
1 0
1 0 0.458
2 0 0.458
3 0 0.458
2 0
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2 0 0.458
3 0 0.458
3 0
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5 0
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3 0 0.458
6 0
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8 0
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9 0
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2 1000 0.458
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23 0
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3 0 0.458
24 0
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2 0 0.458
3 0 0.458

CAL3QHCR (Dated: 13196)

DATE :
02/13/14

PAGE: 1

TIME : 17:01:10

JOB: CDWS CEQA SCREEN
ROAD

RUN: CWDS

=====
General Information
=====

Run start date: 01/01/97 Julian: 1
 end date: 12/31/97 Julian: 365

A Tier 2 approach was used for input data preparation.

The MODE flag has been set to P for calculating PM averages.

Ambient background concentrations are excluded from the averages below.

Site & Meteorological Constants

VS = 0.0 CM/S VD = 0.0 CM/S Z0 = 3. CM ATIM = 60.

Met. Sfc. Sta. Id & Yr = 9901 97
Upper Air Sta. Id & Yr = 9901 97

Rural mixing heights were processed.

In 1997, Julian day 1 is a Wednesday.

The patterns from the input file
have been assigned as follows:

Pattern # 1 is assigned to Monday.
Pattern # 1 is assigned to Tuesday.
Pattern # 1 is assigned to Wednesday.
Pattern # 1 is assigned to Thursday.
Pattern # 1 is assigned to Friday.
Pattern # 1 is assigned to Saturday.
Pattern # 1 is assigned to Sunday.

Link Data Constants - (Variable data in *.LNK file)

LINK DESCRIPTION * LINK COORDINATES (M) * LENGTH BRG
TYPE H W NLANES
 * X1 Y1 X2 Y2 * (M)
 (DEG) (M) (M)

```

-----*-----*-----
-----
1. Entrance to curve 1 *      0.0      0.0      -301.0      -17.0 *      301.      267.
AG      0.0      20.0
2. Curve 1 to curve 2 *     -301.0      -17.0      -313.0      127.0 *      144.      355.
AG      0.0      20.0
3. Curve 2 to end *         -313.0      127.0      -601.0      234.0 *      307.      290.
AG      0.0      20.0
    
```

CAL3QHCR (Dated: 13196)

DATE :
02/13/14

PAGE: 2

TIME : 17:01:10

JOB: CDWS CEQA SCREEN
ROAD

RUN: CWDS

Receptor Data

```

-----
RECEPTOR          *      COORDINATES (M)
                   *      X          Y          Z
-----*-----
1. Neighbor SW Corner *      -225.0      192.0      0.0
2. Neighbor SE Corner *       -73.0      204.0      0.0
3. Neighbor NW Corner *     -236.0      376.0      0.0
4. Neighbor NE Corner *      -42.0      504.0      0.0
5. S Meecham Neighbor *      126.0      224.0      0.0
6. S Meecham Neighbor *      149.0      326.0      0.0
    
```

Model Results

Remarks : In search of the wind direction corresponding to the maximum concentration, only the first direction, of the directions with the same maximum concentrations, is indicated as the maximum.

* MAXIMUM HOURLY CONCENTRATIONS WITH ANY AMBIENT BACKGROUND CONCENTRATIONS (BKG) ADDED
* (MICROGRAMS/M**3)

```

*      REC0001  REC0002  REC0003  REC0004  REC0005  REC0006
-----*-----
MAX+BKG *      4.1921  3.1671  3.2600  1.6819  2.3503  1.7093
- BKG   *      0.0000  0.0000  0.0000  0.0000  0.0000  0.0000
-----*-----
MAX     *      4.1921  3.1671  3.2600  1.6819  2.3503  1.7093
WIND DIR*      271    267    191    213    267    256
JULIAN  *        9    332    357    331    332    73
HOUR    *        6     8     6     6     8     7
    
```

THE HIGHEST CONCENTRATION OF 4.1921 UG/M**3 OCCURRED AT RECEPTOR REC0001.

CAL3QHCR (Dated: 13196)

DATE :
02/13/14

PAGE: 3

TIME : 17:01:10

JOB: CDWS CEQA SCREEN
ROAD

RUN: CWDS

=====
Output Section
=====

NOTES PERTAINING TO THE REPORT

1. THE HIGHEST AVERAGE IN EACH OF THE FIRST TWO COLUMNS OF EACH TABLE BELOW ARE SUFFIXED BY AN ASTERISK (*).
FOR PM OUTPUT, THERE IS ONLY ONE COLUMN AND ASTERISK FOR THE ANNUAL AVERAGE/PERIOD OF CONCERN TABLE.
2. THE NUMBERS IN PARENTHESES ARE THE JULIAN DAY AND ENDING HOUR FOR THE PRECEDING AVERAGE.
3. THE NUMBER OF CALM HOURS USED IN PRODUCING EACH AVERAGE ARE PREFIXED BY A C.

PRIMARY AND SECONDARY AVERAGES.

SIX HIGHEST 24-HOUR END-TO-END AVERAGE CONCENTRATIONS IN MICROGRAMS/M**3 EXCLUDING AMBIENT BACKGROUND CONCENTRATIONS.

Rcptr	Highest Highest			Second Highest Fifth Highest			Third Highest Sixth Highest			Fourth		
	Ending	Ending	Ending	Ending	Ending	Ending	Ending	Ending	Conc	Day		
No.	Conc	Day	Hr	Calm	Conc	Day	Hr	Calm	Conc	Day	Hr	Calm
1	0.4257*	(9,24)	C 0	0.2819*	(274,24)	C 0	0.2749	(185,24)	C 0	0.2698	(45,24)	C 0
				0.2578	(171,24)	C 0	0.2574	(167,24)	C 0			
2	0.2205	(9,24)	C 0	0.1731	(185,24)	C 0	0.1557	(332,24)	C 0	0.1546	(274,24)	C 0
				0.1510	(171,24)	C 0	0.1468	(56,24)	C 0			
3	0.1389	(185,24)	C 0	0.1359	(357,24)	C 0	0.1206	(219,24)	C 0	0.1130	(12,24)	C 0
				0.1128	(107,24)	C 0	0.1120	(167,24)	C 0			
4	0.0930	(185,24)	C 0	0.0778	(107,24)	C 0	0.0763	(167,24)	C 0	0.0716	(331,24)	C 0
				0.0638	(1,24)	C 0	0.0593	(271,24)	C 0			
5	0.1253	(167,24)	C 0	0.1217	(56,24)	C 0	0.1200	(274,24)	C 0	0.1024	(65,24)	C 0
				0.1010	(9,24)	C 0	0.0979	(332,24)	C 0			
6	0.1050	(56,24)	C 0	0.0939	(167,24)	C 0	0.0932	(274,24)	C 0	0.0791	(331,24)	C 0
				0.0771	(171,24)	C 0	0.0743	(73,24)	C 0			

THE HIGHEST ANNUAL AVERAGE CONCENTRATIONS

IN MICROGRAMS/M**3
EXCLUDING AMBIENT BACKGROUND CONCENTRATIONS.

Receptor Number	Maximum Conc	Ending Day Hr	Calm
1	0.0852*	(365,24)	C 5
2	0.0398	(365,24)	C 5
3	0.0185	(365,24)	C 5
4	0.0070	(365,24)	C 5
5	0.0195	(365,24)	C 5
6	0.0115	(365,24)	C 5

CAL3QHCR (Dated: 13196)

DATE :
02/13/14

PAGE: 4

TIME : 17:01:10

JOB: CDWS CEQA SCREEN
ROAD

RUN: CWDS

LINK CONTRIBUTION TABLES

MAXIMUM 24-HOUR AVERAGED LINK CONTRIBUTIONS
IN MICROGRAMS/M**3
EXCLUDING AMBIENT BACKGROUND CONCENTRATIONS.

Rcpt No.	Total Conc	Ending Day Hr	Ambient Backgnd	Total Link	Link +1	Link +2	Link +3
1	0.4257	(9,24)	0.00	0.4257	0.1120	0.0058	0.3080
2	0.2205	(9,24)	0.00	0.2205	0.0341	0.0199	0.1665
3	0.1389	(185,24)	0.00	0.1389	0.0367	0.0350	0.0672
4	0.0930	(185,24)	0.00	0.0930	0.0575	0.0339	0.0016
5	0.1253	(167,24)	0.00	0.1253	0.1080	0.0123	0.0050
6	0.1050	(56,24)	0.00	0.1050	0.0538	0.0000	0.0512

SECOND HIGHEST 24-HOUR AVERAGED LINK CONTRIBUTIONS
IN MICROGRAMS/M**3
EXCLUDING AMBIENT BACKGROUND CONCENTRATIONS.

Rcpt No.	Total Conc	Ending Day Hr	Ambient Backgnd	Total Link	Link +1	Link +2	Link +3
1	0.2819	(274,24)	0.00	0.2819	0.0014	0.0982	0.1824
2	0.1731	(185,24)	0.00	0.1731	0.1496	0.0033	0.0202
3	0.1359	(357,24)	0.00	0.1359	0.0156	0.1183	0.0021
4	0.0778	(107,24)	0.00	0.0778	0.0445	0.0000	0.0333
5	0.1217	(56,24)	0.00	0.1217	0.0689	0.0112	0.0416
6	0.0939	(167,24)	0.00	0.0939	0.0657	0.0211	0.0071

MAXIMUM ANNUAL AVERAGED LINK CONTRIBUTIONS
IN MICROGRAMS/M**3

EXCLUDING AMBIENT BACKGROUND CONCENTRATIONS.

Rcpt No.	Total Conc	Ending Day Hr	Ambient Backgnd	Total Link	Link +1	Link +2	Link +3
1	0.0852	(365,24)	0.00	0.0852	0.0238	0.0115	0.0500
2	0.0398	(365,24)	0.00	0.0398	0.0130	0.0054	0.0214
3	0.0185	(365,24)	0.00	0.0185	0.0078	0.0024	0.0083
4	0.0070	(365,24)	0.00	0.0070	0.0026	0.0013	0.0031
5	0.0195	(365,24)	0.00	0.0195	0.0061	0.0032	0.0102
6	0.0115	(365,24)	0.00	0.0115	0.0038	0.0016	0.0060

CAL3QHCR (Dated: 13196)

DATE :
02/13/14

PAGE: 5

TIME : 17:01:10

JOB: CDWS CEQA SCREEN
ROAD

RUN: CWDS

CALM DURATION FREQUENCY

Hours of Consecutive Calm Winds	Frequency of Occurrence	(Julian day/hour ending) of Significant Occurrences
1	2	(63, 9)(176,10)
3	1	(252,10)

Program terminated normally

Attachment C –

May 20,2011 DTSC Memorandum



**CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL (DTSC)
OFFICE OF HUMAN AND ECOLOGICAL RISK (HERO)**

HUMAN HEALTH RISK ASSESSMENT (HHRA) NOTE

HERO HHRA NOTE NUMBER: 1

ISSUE DATE: May 20, 2011

ISSUE: Recommended DTSC Default Exposure Factors for Use in Risk Assessment at California Hazardous Waste Sites and Permitted Facilities.

SUMMARY

The attached table summarizes exposure factors which may be used as default values in human health risk assessments for California hazardous waste sites and permitted facilities. The recommended values were obtained primarily from USEPA and Cal-EPA DTSC guidance documents, and references for each of the exposure factors are provided. The values shown should generally be used to calculate reasonable maximum exposure (RME) estimates for residential, industrial, and construction worker receptors. Site-specific data may warrant deviation from these values. For any cases in which site specific alternate values are used, appropriate justification and documentation should be included in the risk assessment report.

While inhalation rates are provided in the attached table, US EPA's Risk Assessment Guidance for Superfund (RAGS) Part F (Supplemental Guidance for Inhalation Risk Assessment; <http://www.epa.gov/oswer/riskassessment/ragsf/index.htm>) was finalized in January 2009 and should be consulted regarding newer recommendations for evaluation of inhalation exposures. RAGS Part F recommends that concentrations of the chemical in air (e.g. mg/m³) be used to assess risk, rather than inhalation intake of a contaminant in air based on inhalation rate and body weight (e.g. mg per kg body weight per day).

Note that the default exposure parameter values listed in this table are summarized for California hazardous waste sites and permitted facilities, but may not be appropriate for certain properties and exposure scenarios (e.g. schools). The other HERO Section Chiefs¹ should be consulted for default exposure factors in such cases.

HERO ISSUE CONTACT PERSON(S):	Michael J. Wade, Ph. D., D.A.B.T. Senior Toxicologist 916.255.6653 Voice 916.255.6695 Facsimile Mwade@dtsc.ca.gov
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¹ Northern California Section (Claudio Sorrentino, Ph.D., Senior Toxicologist, 916-255-6656); Southern California Section (William Bosan, Ph.D., Senior Toxicologist, 714-484-5399)

RECOMMENDED DTSC DEFAULT EXPOSURE FACTORS FOR USE IN RISK ASSESSMENT AT CALIFORNIA HAZARDOUS WASTE SITES AND PERMITTED FACILITIES			
EXPOSURE PARAMETERS	RME SCENARIO		
	Residential	Industrial	Construction
Body weight (BW)			
adult (kg)	70 ^{a,b}	70 ^{a,b}	70 ^{a,b}
child (kg)	15 ^{b,c}		
Averaging time (AT)			
carcinogens (days)	25550 ^{a,b}	25550 ^{a,b}	25550 ^{a,b}
noncarcinogens (days)	ED x 365 ^{a,b}	ED x 365 ^{a,b}	ED x 365 ^{a,b}
Exposure duration (ED)			
adult (yr)	24 ^d	25 ^{b,c}	Site-specific, HERO default = 1
child (yr)	6 ^d		
Exposure frequency (EF) (days/yr)			
	350 ^{b,c}	250 ^{b,c}	Site-specific, HERO default = 250
Inhalation rate (InhR)			
adult	20 (m ³ /day) ^{b,c}	14 m ³ /day for the 8 hr workday ^e	20 m ³ /day for the 8 hr workday ^f
child	10 (m ³ /day) ^{b,d}		
Drinking water ingestion (IR)			
adult (L/day)	2 ^{a,b}	2 ^f	0, HERO default = 2 if on-site water is consumed
child (L/day)	1 ^{b,d}		
Soil ingestion (IR)			
adult (mg/day)	100 ^{a,b}	100 ^f	330 ^f
child (mg/day)	200 ^{a,b}		
Particulate emission factor (PEF) (m³/kg)			
	1.316E+09 ^b	1.316E+09 ^b	1.0E+06 ^g
Skin surface area for soil contact (SA)			
adult (cm ²)	5700 ^h	5700 ^h	5700 ^h
child (cm ²)	2900 ^h		
Soil adherence factor (AF)			
adult (mg/cm ²)	0.07 ^h	0.2 ^h	0.8 ^h
child (mg/cm ²)	0.2 ^h		

RECOMMENDED DTSC DEFAULT EXPOSURE FACTORS FOR USE IN RISK ASSESSMENT AT CALIFORNIA HAZARDOUS WASTE SITES AND PERMITTED FACILITIES			
EXPOSURE PARAMETERS	RME SCENARIO		
	Residential	Industrial	Construction
Dermal absorption fraction (ABS) (unitless)	Chemical specific ⁱ	Chemical specific ⁱ	Chemical specific ⁱ
Dermal permeability coefficient from water (K_p) (cm/hr)	Chemical specific ⁱ	Chemical specific ⁱ	Chemical specific ⁱ
Showering/Bathing Scenario ^k			
Skin surface area for water contact (SA) (cm ²)			
adult	18,000		
child	6,600		
Exposure time (ET)			
adult	0.58 hr/day		
child	1 hr/day		
Exposure frequency (EF) (days/yr)	350		
REFERENCES			
^a US EPA 1989, Risk Assessment Guidance for Superfund (RAGS) (Part A), EPA/540/1-89/002			
^b US EPA 2004, Region 9 Preliminary Remediation Goals. Memorandum from Stanford Smucker, Ph.D., Regional Toxicologist. (http://www.epa.gov/region09/waste/sfund/prg/index.html).			
This default PEF value corresponds to a receptor point dust concentration of approximately 0.76 µg/m ³ .			
^c US EPA 1991, RAGS Volume I: Human Health Evaluation Manual <u>Supplemental Guidance</u> "Standard Default Exposure Factors", OSWER No. 9285.6-03			
^d Cal-EPA DTSC 1994 (Second Printing 1999), Preliminary Endangerment Assessment (PEA) Guidance Manual			
^e Cal-EPA DTSC estimated this value based on the following study cited in the US EPA Exposure Factors Handbook 1997 (EPA/600/P-95/002Fa): Linn W.S, Spier C.E., and J.D. Hackney. 1993. Activity patterns in ozone-exposed construction workers. J. Occ. Med. Tox. 2(1): 1-14.			
^f US EPA 2002, Supplemental Guidance for Developing Soil Screening Levels for Superfund Sites, OSWER 9355.4-24			
^g This PEF value corresponds to a respirable dust concentration of 1 mg/m ³ . This is based on a maximum concentration of dust in air of 10 mg/m ³ recommended by the American Conference of Governmental Industrial Hygienists (ACGIH 2004, Threshold Limit Values and Biological Exposure Indices), and the assumption that 10 percent of the mass of particles are in the respirable PM10 range.			
^h Cal-EPA DTSC Draft 2000. Draft memorandum from S. DiZio, M. Wade, and D. Oudiz. Guidance for the Dermal Exposure Pathway. The DTSC recommendations detailed in the Draft 2000 memorandum were partially based on US EPA RAGS (Part E) Supplemental Guidance for Dermal Risk Assessment, Interim Guidance (1998). As discussed in the Draft 2000 memorandum, DTSC recommends that the skin surface area for industrial workers be set as 5700 cm ² based on California's more temperate climate as compared to other, colder, areas of the United States.			
ⁱ Consult the PEA Manual, Cal-EPA DTSC, January 1994 (Second Printing 1999), Note that the dermal absorption fraction for volatile organic compounds (VOCs) can be assumed to be 0. This is based on the assumption that VOCs volatilize from soil on skin and should be evaluated via the inhalation exposure pathway from soil.			
^j Consult USEPA 2004, RAGS (Part E, Supplemental Guidance for Dermal Risk Assessment), EPA/540/R/99/005. Exhibits B-3 and B-4 list K _p values for organic and inorganic chemicals in water, respectively.			
^k USEPA 2004, RAGS (Part E, Supplemental Guidance for Dermal Risk Assessment), EPA/540/R/99/005.			

COUNTY OF SONOMA

TRAFFIC VOLUMES

JANUARY 2008 THROUGH DECEMBER 2012



ROAD NAME	RD#	P.M.	LOCATION	DIR	DATE	DAY	24 Hr Vol	AM PEAK	PM PEAK		
Mark West Springs Rd	8801	A	10.22	E/Hwy 101	W/B	10/26/10	Tue	11541	960@ 0800	1023@ 1500	M
Mark West Springs Rd	8801	A	11.04	E/Ursuline Rd	E/B	07/07/09	Tue	6775	395@ 0900	679@ 1700	M
Mark West Springs Rd	8801	A	11.04	E/Ursuline Rd	W/B	07/07/09	Tue	6677	485@ 0800	525@ 1500	M
Mark West Springs Rd	8801	A	11.04	E/Ursuline Rd	E/B	10/26/10	Tue	6949	500@ 0700	659@ 1600	M
Mark West Springs Rd	8801	A	11.04	E/Ursuline Rd	W/B	10/26/10	Tue	6628	616@ 0700	553@ 1700	M
Mark West Springs Rd	8801	A	11.79	W/Riebli Rd	E/B	06/05/08	Thu	7024	416@ 0800	665@ 1700	M
Mark West Springs Rd	8801	A	12.83	E/Riebli Rd	W/B	06/05/08	Thu	4487	338@ 0700	414@ 1600	M
Mark West Springs Rd	8801	A	13.15	E/Riebli Rd	E/B	07/17/12	Tue	4588	343@ 0700	393@ 1700	M
Mark West Springs Rd	8801	A	13.15	E/Riebli Rd	W/B	07/17/12	Tue	4547	304@ 0800	441@ 1600	M
Mark West Station Rd	89010		10.40	E/Trenton Healdsburg Rd	E/B	04/15/10	Thu	190	20@ 0900	23@ 1800	M
Mark West Station Rd	89010		10.40	E/Trenton Healdsburg Rd	W/B	04/15/10	Thu	203	21@ 0800	19@ 1700	M
Marshall Ave	57026		10.16	S/Skillman Ln	N/B	07/24/08	Thu	1639	126@ 0800	126@ 1700	M
Marshall Ave	57026		10.16	S/Skillman Ln	S/B	07/24/08	Thu	1545	93@ 1100	142@ 1700	M
Marshall Ave	57026		10.16	S/Skillman Ln	N/B	03/22/11	Tue	1565	129@ 0700	131@ 1700	M
Marshall Ave	57026		10.16	S/Skillman Ln	S/B	03/22/11	Tue	1415	78@ 1100	152@ 1700	M
Mecham Rd	5802		10.28	N/Pepper Rd	N/B	05/13/10	Thu	1406	94@ 0800	182@ 1600	M
Mecham Rd	5802		10.28	N/Pepper Rd	S/B	05/13/10	Thu	1386	171@ 0700	96@ 1500	M
Mecham Rd	5802		11.22	N/Refuse	N/B	09/16/08	Tue	1894	139@ 0900	234@ 1500	M
Mecham Rd	5802		11.22	N/Refuse	S/B	09/16/08	Tue	1943	220@ 0700	166@ 1300	M
Mecham Rd	5802		11.22	N/Refuse	N/B	08/07/12	Tue	2008	165@ 1100	259@ 1500	M
Mecham Rd	5802		11.22	N/Refuse	S/B	08/07/12	Tue	2074	216@ 0600	167@ 1200	M
Meyers Grade Rd	7201		10.22	N/Hwy 1	N/B	06/09/10	Wed	131	19@ 0600	14@ 1800	M
Meyers Grade Rd	7201		10.22	N/Hwy 1	N/B	09/28/10	Tue	172	22@ 0600	18@ 1800	M
Meyers Grade Rd	7201		10.22	N/Hwy 1	S/B	09/28/10	Tue	168	16@ 0800	21@ 1200	M
Middle Two Rock Rd	57015		12.64	W/Eucalyptus Ave	E/B	04/12/11	Tue	164	12@ 1100	22@ 1600	M
Middle Two Rock Rd	57015		12.64	W/Eucalyptus Ave	W/B	04/12/11	Tue	180	19@ 0600	20@ 1700	M
Middle Two Rock Rd	57015		14.00	W/Bodega Ave	E/B	04/07/11	Thu	552	53@ 0800	49@ 1500	M
Middle Two Rock Rd	57015		14.00	W/Bodega Ave	W/B	04/07/11	Thu	431	30@ 1100	44@ 1500	M
Mill Creek Rd	99010		17.93	W/Wallace Creek Rd	E/B	08/19/08	Tue	313	32@ 0800	35@ 1500	M
Mill Creek Rd	99010		17.93	W/Wallace Creek Rd	W/B	08/19/08	Tue	304	25@ 0700	25@ 1700	M
Mill Station Rd	79007		10.63	W/Occidental Rd	E/B	08/19/09	Wed	563	43@ 1100	51@ 1500	M
Mill Station Rd	79007		10.63	W/Occidental Rd	W/B	08/19/09	Wed	585	40@ 0700	49@ 1700	M
Mill Station Rd	79007		10.63	N/Occidental Rd	N/B	08/14/12	Tue	587	45@ 0800	65@ 1700	M
Mill Station Rd	79007		10.63	N/Occidental Rd	S/B	08/14/12	Tue	580	49@ 0900	52@ 1500	M
Mill Station Rd	79007		12.86	E/Ragle Rd	E/B	07/14/11	Thu	2449	205@ 0800	207@ 1200	M
Mill Station Rd	79007		12.86	E/Ragle Rd	W/B	07/14/11	Thu	1901	111@ 1100	224@ 1700	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	E/B	09/16/08	Tue	1458	96@ 0800	129@ 1600	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	W/B	09/16/08	Tue	1804	103@ 0700	195@ 1700	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	E/B	04/27/10	Tue	1292	94@ 1100	131@ 1700	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	W/B	04/27/10	Tue	1688	88@ 0800	176@ 1700	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	E/B	12/12/12	Wed	971	79@ 0900	95@ 1600	M
Millbrae Ave	68060		10.88	E/Stony Point Rd	W/B	12/12/12	Wed	1304	70@ 1100	134@ 1600	M
Mirabel Rd	7906		10.27	S/Davis Rd	N/B	10/27/09	Tue	3465	201@ 1100	382@ 1700	M
Mirabel Rd	7906		10.27	S/Davis Rd	S/B	10/27/09	Tue	3497	385@ 0800	292@ 1600	M
Mirabel Rd	7906		10.90	S/Trenton Rd	N/B	08/06/08	Wed	3323	196@ 1100	338@ 1700	M
Mirabel Rd	7906		10.90	S/Trenton Rd	S/B	08/06/08	Wed	3317	257@ 0800	266@ 1500	M
Mirabel Rd	7906		10.90	S/Trenton Rd	N/B	08/17/10	Tue	3229	177@ 1100	338@ 1700	M
Mirabel Rd	7906		10.90	S/Trenton Rd	S/B	08/17/10	Tue	3296	239@ 1100	290@ 1600	M
Mirabel Rd	7906		10.90	S/Trenton Rd	N/B	07/12/12	Thu	3103	185@ 1100	274@ 1600	M
Mirabel Rd	7906		10.90	S/Trenton Rd	S/B	07/12/12	Thu	3098	222@ 0900	262@ 1700	M
Monte Vista Terrace	70072		10.61	E/Forest Wy	Both	05/12/11	Thu	28			M
Montecito Ave	77066		10.87	N/Zieber Rd	N/B	07/28/11	Thu	383	22@ 0900	41@ 1600	M
Montecito Ave	77066		10.87	N/Zieber Rd	S/B	07/28/11	Thu	381	28@ 0900	38@ 1500	M
Montgomery Rd	69050		10.05	N/Bodega Hwy	N/B	07/22/09	Wed	134	12@ 1100	16@ 1500	M
Montgomery Rd	69050		10.05	N/Bodega Hwy	S/B	07/22/09	Wed	139	14@ 1000	13@ 1500	M
Montgomery Rd	69050		10.05	N/Bodega Hwy	N/B	05/30/12	Wed	104	9@ 1000	15@ 1300	M
Montgomery Rd	69050		10.05	N/Bodega Hwy	S/B	05/30/12	Wed	138	13@ 0800	14@ 1300	M
Moorland Ave	68085		10.16	N/Todd Rd	N/B	04/01/09	Wed	1795	119@ 0700	159@ 1600	M

SCS ENGINEERS

April 16, 2014
File No: 01213327.00

Ken Ellison
Supervising Planner
County of Sonoma
Permit and Resource Management Department
2550 Ventura Avenue
Santa Rosa, CA 95403

**Subject: Response to Comments on Sonoma County Central Disposal site
Improvement Final Environmental Impact Report
Prepared for Republic Services of Sonoma County, Inc.**

Dear Mr. Ellison:

SCS Engineers (SCS) hereby presents its response to the comments submitted by Lozeau Drury LLP (LDLLP) regarding the proposed revision to the Central Transfer/Processing Facility (CTPF) located in Sonoma County (Project). LDLLP alleges that the cumulative risk near the CTPF exceeds Bay Area Air Quality Management District (BAAQMD or District) standards for cumulative cancer risk and that, therefore, any increase in cancer risk is a significant increase in risk under BAAQMD California Environmental Quality Act (CEQA) guidance. The LDLLP comments are predominantly based on a letter by written by Matt Hagemann of Swape dated March 25, 2014 (Swape Letter).

Based on a health risk analysis (HRA) obtained from the BAAQMD and presented in the Swape Letter, LDLLP argues that there is an existing cancer risk of more than 100 in a million in the area near the CTPF resulting from the Central Disposal Site (CDS) sources and Sonoma Compost facilities also located on the CDS property. LDLLP argues that any increase in cancer risk from the Project will have cumulatively significant health impacts from diesel trucks.

The risk values presented in the Swape Letter were obtained from a BAAQMD database that is based on only the most rudimentary screening. Swape has presented no information about how the values were determined or whether they are appropriate for determining whether baseline health risk is greater than 100. Given BAAQMD Rule 2-5-302, which prohibits the permitting of air pollution sources which generate a cancer risk exceeding ten in a million, the risk from the CDS of 821 in a million and the risk from the Sonoma Compost facility of 939 in a million are unreasonable and should not be used as a basis for determining cumulative risk. More robust HRAs are available for all permitted sources of toxic emissions at the CDS on the BAAQMD website as part of the District and Title V permitting program. The Title V permitting program requires facilities meeting certain requirements, including the CDS, to have a facility wide permit and undergo public review during the permitting process, as well as other requirements. The Sonoma Compost facility is not part of the Title V program, but a list of permitted sources is available from the BAAQMD upon request and can be used to determine whether the presented cancer risk of 939 in a million is reasonable.

BACKGROUND

The Project would modify the existing waste transfer and processing facility at the Central Disposal Site (CDS) to process self-haul, construction and demolition (C&D), and commercial dry waste. A summary of the Project elements related to this analysis follows. A complete description of the Project is contained in the Subsequent Mitigated Negative Declaration.

The enhanced recycling and diversion activities contemplated as part of the installation and operation of the material recovery and processing equipment have the potential to create an increase in vehicle trips in two areas:

- Up to 10 additional Passenger vehicles per day due to increased employment needed for operations related to the material recovery and processing equipment,
- Approximately 10 additional Truck trips per day related to transportation of recyclables and other beneficial reuse material to end use markets.

The primary operational change due to the Project will be how loads are directed within CDS when arriving. Transfer vehicles from remote transfer facilities would deliver loads of C&D and selected self-haul material to the CTPF building for processing instead of the working face of the landfill for disposal. This change would also occur for commercial dry waste material in the commercial route collection vehicles. Some wet putrescible waste from residential and commercial franchise hauling may be diverted from tipping at the CTPF to unloading directly at the working face of the landfill for disposal. The existing self-haul customers and C&D loads arriving at the CDS would continue to be directed to the CTPF as they are currently.

Another operational change proposed as part of the Project is to separate and store recovered materials suitable for bailing in bins or in bulk bunkers. Each commodity would be bailed individually. Materials suitable for bailing include cardboard, paper, containers, film plastic, and other non-putrescible materials. Bale storage would be done in the proposed addition of an approximately 6,500 square foot roof canopy structure at the west side of the existing CTPF building. The canopy will provide for loading and transport of recyclables to market as well as for protection from rain and weather.

HEALTH RISK

The assertion by Swape and by LDLLP that there exists a fair argument of significant air quality impacts from toxic diesel truck emissions is fundamentally flawed. The assertion rests on the determination by Swape that cancer risk in the area near the CTPF exceeds 100 in a million.

The Swape Letter concedes that the BAAQMD modeling performed was conservative, but it presents no analysis of just how conservative that modeling is. Instead, it jumps to the conclusion that “it is unlikely that the existing cancer risk at the nearest receptor approximately 700 feet from the facility fence line is less than 100 in one million,” without providing a basis for that claim. However, Swape should know from the previous SCS analysis of Swape HRA conclusions that overly simplified modeling or poor model selection can yield results that are several orders of magnitude from more appropriate and accurate choices. In a January 28, 2014

HRA for ten truck trips at the CTPF, Swape concluded that the increase in cancer risk was 16.5 in a million and greater than the BAAQMD cancer risk threshold. In a March 6, 2014 response letter, SCS demonstrate that through appropriate model selection and other factors, the health risks were 0.0286 in a million, four orders of magnitude lower. Yet Swape has not made any effort to demonstrate that the model used by the BAAQMD is appropriate or that a more robust risk analysis was not available.

The BAAQMD risk analysis was performed using a “box model.” The box model is a very simple model that assumes a pollutant is emitted in a confined layer of air and swept out by wind. Exposure is calculated for a receptor standing in what is effectively a box. It does not account for exhaust stacks, exhaust buoyancy due to temperature, or any other factors that lead to more pollutant dispersion or receptors that are not located at the emission source. A box model is a relatively simple calculation with few required inputs, which is likely the reason the BAAQMD selected it, but it is not an appropriate model for warm gases emitted from stacks, which is the case for most sources at the CDS and Sonoma Compost.

CDS

The BAAQMD has already performed a HRA for all permitted sources of carcinogenic emissions at the CDS. The BAAQMD performed HRAs as part of the evaluation of permit application numbers 006178 and 19313. The Engineering Evaluation Reports for both these applications are available on the BAAQMD website and represent a more robust risk analysis than the box model results in the BAAQMD database. Both evaluations were done in 2003.

Permit application 19313 was for the expansion of the landfill gas (LFG) collection system. The evaluation for that permit application included HRA results for the landfill surface prior to expansion, a LFG flare, and eight LFG to energy (LFGTE) engines. That HRA concluded that the total cancer risk from those sources was 3.88 in one million. The BAAQMD determined that the expansion resulted in an increase in cancer risk at the maximally exposed residential receptor to be 2.0 in a million, for a total risk of 5.88 in a million. The risk screening methodology used by the BAAQMD was very conservative. The HRA assumed that all engines and the flare operated at full capacity at all times, though the flare is only intended to be used when the LFG collection exceeds the engine capacity. The risk screen assumed a LFG collection efficiency of only 65 percent, and the engineering evaluation notes that 75 percent collection as a more appropriate collection efficiency and would result in lower risk. The engineering evaluation did not note which model was used, though it is apparent from the results that the evaluation included dispersion of the pollutants.

Permit application 006178 was for the installation of two LFGTE engines. The engineering evaluation notes that a HRA was conducted for the engines using the Industrial Source Complex Short Term Version 3 (ISCST3) model using screening meteorological data. The use of screening meteorological data is a very conservative approach. The screening meteorological data are a synthetic data set designed to calculate the highest possible impact in a single hour. Hourly impacts must then be adjusted to annual impacts through conservative adjustment factors. Real meteorological data are more representative of actual conditions, may not result in the worst possible meteorological condition, and can produce results for a full year of meteorological conditions rather than having to adjust the hourly impacts found using the screening

meteorological data by conservative adjustment factors. The resulting cancer risk from the engines was found to be 3 in a million.

Therefore, based on publicly available documents, the total risk from all permitted sources of toxic pollutants from the CDS is only 8.88 in a million. The BAAQMD requires that HRAs from prior to 2010 apply an adjustment factor of 1.7 as an age sensitivity factor, resulting in an increased cancer risk of 15.1 in a million. This is a conservative value and is based on a conservative assumption of poor LFG collection and conservative screening model runs. The analysis includes ten LFGTE engines, though two are mothballed and are non-operational, which results in further reductions to the cancer risk from the CDS. Still, the result of the analyses performed by the BAAQMD is almost two orders of magnitude lower than the value determined by the BAAQMD using the box model and presented by Swape.

Sonoma Compost

Sonoma Compost is not part of the Title V permitting program, so permit evaluations are not publicly available on the BAAQMD website. However, even without risk screenings conducted by the BAAQMD, it is possible to deduce that the carcinogenic risk from the composting facility is less than 100 in a million.

Swape has presented the results of the BAAQMD box model for the composting facility, which indicate that the cancer risk from the Sonoma Compost facility is 939 in a million. Swape then asserts that “it is unlikely that the existing cancer risk at the nearest receptor approximately 700 feet from the facility fence line is less than 100 in one million,” but it has made no evaluation of whether the value of 939 is reasonable, given BAAQMD rules.

Upon request using the forms provided on the BAAQMD’s CEQA Tools and Methodology website, the BAAQMD provided a list of permitted sources and toxic emissions from the Sonoma Compost facility. The only sources of carcinogenic emissions are two diesel engines, which are permitted separately. The BAAQMD provided the risk results for the first engine, a 108 horsepower (hp) diesel engine used to power the screen at the compost facility. The risk from that engine was 3 in a million for a residential receptor. Because that risk was analyzed prior to 2010, it must be adjusted by the age sensitivity factor of 1.7, resulting in a risk of 5.1 in a million. The second engine is a 2009 model, 1,050 hp grinder engine with a permit issued in 2010. It would have been subject to BAAQMD Rule 2-5-302, which prohibits the BAAQMD from issuing a permit to operate (PTO) to any source that would result in a cancer risk greater than 10 in a million. The permit for the grinder engine has conditions based on Rule 2-5, which confirm that it is subject to the BAAQMD Rule 2-5. As a conservative estimate the increased cancer risk from the grinder engine can be a maximum of 10 in a million, resulting in a total cancer risk from both engines of 15.1 in a million. This conservative estimate is much more representative of the actual cancer risk from the Sonoma Compost facility than the cancer risk of 939 in a million presented by the BAAQMD and Swape.

After a more specific information request was submitted, the BAAQMD was able to provide the results of the risk assessment for the grinder engine. As required by Rule 2-5, a HRA was conducted by the BAAQMD to demonstrate that cancer risk would be less than ten in a million for the grinder engine. The initial risk screening indicated that the health risk would be 1.2 in a

million with permitted operations of 1,500 hours per year. The applicant agreed to limit the operating time to 1,250 hours per year, resulting in a risk of 1 in a million. The risk screening was conducted in 2009; therefore, it must be adjusted by the age sensitivity factor of 1.7, resulting in a risk of 1.7 in a million. The health risk screening utilized the screening meteorological data with all the associated conservative impacts as those described for the two LFGTE engines described above.

Even a preliminary inquiry could have demonstrated that there were only two sources of toxics at the Sonoma Compost facility and that the total cancer risk of 939 was unreasonable. Upon request, the BAAQMD was able to provide health risk screening results for both sources, the total combined increased cancer risk from the Sonoma Compost facility is only 6.8 in a million.

Combined Cancer Risk

Combining the conservative cancer risk of 15.1 in a million from the CDS and 6.8 in a million from the Sonoma Compost facility results in a total conservative cancer risk of 21.9 in a million. This total risk still contains numerous conservative simplifications such as the use of screening meteorological data, the inclusion of the mothballed engines, the use of a low LFG collection efficiency, and the assumption that the grinder engine results in the maximum permissible risk. The cancer risk values developed by the BAAQMD using the box model are unreasonably high. Swape has taken those numbers at face value and offered only a caveat that it was unlikely that cumulative cancer risk was less than 100 near the CTPF, while providing no justification for that conclusion. Swape did not even attempt to use the BAAQMD's distance multiplier to determine whether risks were less than 100 where residents are located.

The cancer risk numbers presented by the BAAQMD overstate the cancer risk from the CDS and Sonoma Compost facilities by two orders of magnitude. Those values were developed using a very conservative model that does not account for weather conditions, release parameters, or the location relative to the receptors. They should not be used to analyze the risk near the CTPF in the presence of more reliable HRAs (which are publicly available or are available through the BAAQMD's document request process) and with the restrictions on carcinogenic emissions under BAAQMD regulations (which would not allow these facilities to obtain permits unless carcinogenic risks were less than 10 in a million).

CLOSING

Thank you for the opportunity to assist you with this evaluation. Please don't hesitate to call John Henkelman or Patrick Sullivan at 916-361-1297 if you have any questions or need any additional information.

Sincerely,



John Henkelman, E.I.T.
Project Professional
SCS ENGINEERS



Patrick S. Sullivan
Senior Vice President
SCS ENGINEERS

Attachments:

- Attachment A – Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 19313
- Attachment B – Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 006178
- Attachment C – Evaluation Report, Sonoma Compost Application #20837, Plant #7957 (Excerpts)

REFERENCES

- BAAQMD, 1999. *CEQA Guidance*.
- BAAQMD, 2003. *Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 19313*.
- BAAQMD, 2003. *Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 006178*.
- BAAQMD, 2011. *CEQA Air Quality Guidelines*.
- BAAQMD, 2012. *CEQA Guidance*.
- BAAQMD, 2012. *Recommended Methods for Screening and Modeling Local Risks and Hazards*
- BAAQMD, 2014. *Risk and Hazard Stationary Source Inquiry Form for Facilities 2254 and 7957*.

Attachment A –

Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 19313

**ENGINEERING EVALUATION REPORT
SONOMA COUNTY CENTRAL LANDFILL
APPLICATION NUMBER 19313**

BACKGROUND:

The Sonoma County Central Landfill (P# 2254) has applied for an expansion of their Landfill Gas Collection System S-1. The project includes the installation of approximately 4,500 linear feet of horizontal collector piping and associated header piping in an adjacent parcel of land to the east of the existing landfill. This new parcel known as the East Canyon is being developed in 3 phases for future landfilling operations. Phase I will be the installation of header piping and will be followed by the addition of horizontal collector piping in Phases II and III. Prior to any gas collection, the East Canyon will be connected to the existing Landfill Gas Collection System S-1 by a 12" pipeline.

The Gas Collection System S-1 is abated by (8) Internal Combustion Engines with a combined capacity to fire 2,522 scfm of landfill gas and (1) Flare with a landfill gas capacity range of 434 scfm to 1,330 scfm.

EMISSIONS CALCULATIONS:

Emissions from landfills with gas collection/processing systems consist of 2 parts; (1) fugitive landfill gas*, and (2) combustion emissions from the gas processing/abatement equipment.

Landfill gas is essentially a 50/50 mixture of methane and carbon dioxide with traces (usually less than 1%) of precursor organic compounds which may include several toxic air contaminants. (Ref. "Air Pollution Engineering Manual", Air & Waste Management Association; edited by Buonicore and Davis, pgs. 864-865, 1992)

Combustion emissions for the (8) IC engines and flare have previously been accounted for, assuming that each will operate at its maximum potential firing rate. Therefore, any increase in the landfill gas generation rate will not affect the cumulative increase of combustion emissions at S-1 as long as the gas collection rate does not exceed the capacity of the system. Future landfill gas flow rate projections made by Sonoma County Central Landfill using the US EPA model for "Landfill Air Emission Estimation" in AP-42 Chapter 2.4, show a steady rise in gas generation to the year 2013 and then a steady decline. The highest gas generation rate at the landfill is projected to be 4,533 CFM.

AP-42 Chapter 2.4 states that landfill gas collection efficiencies typically range from 60 to 85%, with an average of 75% most commonly used. Therefore, a collection efficiency of 75% will be assumed for the Landfill Gas Collection System S-1.

At 75% collection, the highest flow rate into the collection system during the life of the landfill is projected to be 3,400 CFM, with a fugitive emission rate of 1,133 CFM. Therefore, the existing landfill gas combustion systems should have more than enough capacity (approximately 3,850 CFM combined capacity), so there is no cumulative increase of combustion emissions from the expansion. However, since fugitive emissions will increase, there will be a cumulative increase of emissions until the year 2013.

Fugitive POC Emissions

The District periodically samples and performs an analysis of the landfill gas at the Sonoma County Central Landfill. One of the components of the analysis is the amount of non-methane organic compounds (NMOC) in the gas. The NMOC results from 5 recent source tests are as follows:

<u>Source Test #</u>	<u>NMOC (ppm as C1)</u>
96140	2,400
97106	8,500
97162	700
98017	5,600
98055	2,600

From the above District source tests, the landfill gas at the Sonoma Central Landfill has an average NMOC content of 3,960 ppm (expressed as C1), with a high of 8,500 ppm and a low of 700 ppm. Using the average NMOC value and assuming as a worst case that all NMOC are precursor organic compounds (POC), the expected POC emissions at a maximum fugitive gas emission rate of 1,133 CFM will be as follows:

Given the following:

Molecular Weight of POC	12 lb/lb-mole (total carbon)
Volume of 1 Mole Gas	385 cu.ft./mole (@ 68°F and 1 atm)

$$\begin{aligned} \text{POC} &= (3,960 \text{ E-6 lb-mole POC/lb-mole gas})(12 \text{ lb POC/lb-mole POC})(\text{lb-mole gas}/385 \text{ cu.ft.})(1,133 \text{ cu.ft./min})(1,440 \text{ min/day}) \\ &= 201 \text{ lb/day (total carbon)} \end{aligned}$$

Based on a recently measured flow rate of 2,150 CFM in the gas collection system and assuming an average collection efficiency of 75%, it is estimated that the current gas generation rate for the landfill is 2,867 CFM. With 25% of the total assumed to be fugitive emissions, the current estimated fugitive gas emission rate is 717 CFM. Therefore, using the same assumptions as above, the current fugitive POC emission rate is estimated to be:

$$\begin{aligned} \text{POC} &= (3,960 \text{ E-6 lb-mole POC/lb-mole gas})(12 \text{ lb POC/lb-mole POC})(\text{lb-mole gas}/385 \text{ cu.ft.})(717 \text{ cu.ft./min})(1,440 \text{ min/day}) \\ &= 127 \text{ lb/day (total carbon)} \end{aligned}$$

Therefore, as a result of increased fugitive emissions, the landfill expansion is expected to increase POC emissions by 74 lb/day or 13.51 tons/yr by the year 2013.

CUMULATIVE EMISSIONS:

The ultimate cumulative increase for the East Canyon expansion as currently proposed is estimated to be:

(lb/day)	(tons/yr)
POC = 74.0	POC = 13.505

TOXIC RISK ASSESSMENT:

Emissions of toxic air contaminants from this landfill are a combination of those found in the raw landfill gas (from fugitive emissions) and those in the combustion products of treated landfill gas.

The most recent District risk screen assessments for this site were conducted in June of 1995. At the time of the screens, it was estimated that the landfill had an overall gas generation rate of 2,987 CFM (2,240 CFM through the control system and 747 CFM fugitive). Risk screens were conducted assuming 2 idealized situations: (1) all collected landfill gas fired by IC engines; and (2) all collected landfill gas flared. For the most conservative risk estimate, calculated risk from the 2 scenarios were added together, then combined with the risk from fugitive landfill gas emissions to estimate the overall risk from the landfill.

It was found that the combined excess cancer risk (to the nearest receptor) of (8) fully utilized IC engines and (1) flare firing 2,240 CFM landfill gas along with 747 CFM of fugitive landfill gas emissions was 3.88 in one million. Of this risk, 1.3 in one million is attributed to fugitive emissions. (Ref. memo from Hari Doss via Dr. Pat Holmes, 06/27/95)

Since the risk from the engines and flare have previously been fully accounted for (to gas flow rates which have not yet been reached), the only increased risk to consider is from the projected increase of fugitive emissions generated from the East Canyon expansion.

The District has identified 7 toxic compounds in landfill gas samples from the Sonoma County Central Landfill and has established upper concentration limits in Permit Condition #6117 as follows:

Carcinogens

- Benzene: 0.8 ppmv
- Methylene Chloride: 2.0 ppmv
- Perchloroethylene: 2.1 ppmv
- Trichloroethylene: 1.2 ppmv
- Vinyl Chloride: 0.76 ppmv

Non-Carcinogens

- Methly Chloroform: 0.2 ppmv
- Toluene: 17.0 ppmv

Using these concentrations as upper limits and assuming an incremental landfill gas generation rate of 416 CFM, the mass emissions (lb/day) of each toxic compound from the East Canyon expansion are estimated as follows:

Given the following:

Molecular Weight (MW) of Benzene	78.1 lb/lb-mole
MW of Methylene Chloride	84.9 lb/lb-mole
MW of Perchloroethylene	165.8 lb/lb-mole
MW of Trichloroethylene	131.4 lb/lb-mole
MW of Vinyl Chloride	62.5 lb/lb-mole
MW of Methyl Chloroform	133.0 lb/lb-mole
MW of Toluene	92.1 lb/lb-mole
 Volume of 1 Mole Gas	 385 cu.ft./mole (@ 68°F and 1 atm)

Example Calculation:

$$\begin{aligned} \text{Benzene} &= (0.8 \text{ E-6 lb-mole Benzene/lb-mole gas})(78.1 \text{ lb Benzene/lb-mole Benzene})(\text{lb-mole gas}/385 \text{ cu.ft.})(416 \text{ cu.ft./min})(1,440 \text{ min/day}) \\ &= 0.10 \text{ lb/day} \end{aligned}$$

Carcinogens

- Benzene: 0.10 lb/day
- Methylene Chloride: 0.26 lb/day
- Perchloroethylene: 0.54 lb/day
- Trichloroethylene: 0.25 lb/day
- Vinyl Chloride: 0.07 lb/day

Non-Carcinogens

- Methyl Chloroform: 0.04 lb/day
- Toluene: 2.44 lb/day

In accordance with the District's risk management policy, a risk screen is required in order to determine the incremental risk associated with the landfill expansion area.

A risk screen conducted by the District found the incremental risk from the East Canyon expansion to the maximally exposed residential receptor to be 2 in one million. Therefore, in accordance with the District's risk management policy, the screen passes. (Ref. Memo from Hari Doss via Pat Holmes, 3/3/99)

Note:

The risk screen completed on 3/3/99 was based on emission rates approximately 40% higher than those shown above. The reason for this is that the fugitive emissions were originally based on a capture efficiency of 65% rather than 75%, which is now considered a more appropriate number. The higher emission rates evaluated in the risk screen only add to the conservatism of the risk estimate.

BACT REVIEW:

Best Available Control Technology (BACT/TBACT, "achieved in practice") for a Landfill Gas Gathering System is: "Horizontal and vertical gas collection lines vented to I.C. Engine or enclosed flare". (Ref. BACT/TBACT Workbook, page 101.1, Revision 1, 10/18/91)

The Gas Collection System S-1 abated by (8) Internal Combustion Engines and (1) Flare meets this requirement.

OFFSETS REVIEW:

For facilities with POC or NOx emissions between 15 tons/yr and 50 tons/yr, District Regulation 2-2-302 requires that offsets be provided by the District at a 1.0 to 1.0 ratio for all new emissions plus any pre-existing cumulative increase. Including the emissions from this application, the Sonoma County Central Landfill will have estimated facility POC emissions of 38.435 tons/yr. Therefore, POC offsets are required.

This facility has no pre-existing cumulative increase for POC emissions since 4/5/91, so offsets must only be provided for the emissions increase for this application. In order to receive POC offsets from the Small Facilities Bank all NOx sources at the facility must be equipped with Best Available Retrofit Control Technology (BARCT). The Sonoma County Central Landfill currently meets the BARCT gas collection and control requirements and surface emission requirements of Regulation 8, Rule 34 "Organic Compounds – Solid Waste Disposal Sites".

Since the facility has no available POC offsets credits and since all POC sources at the facility meet BARCT requirements, it is recommended that the required offsets be provided by the Small Facilities Emissions Bank in accordance with Regulation 2-4-414.

STATEMENT OF COMPLIANCE:

District Regulations

The Sonoma County Central Landfill is subject to the requirements of District Regulation 8, Rule 34 "Solid Waste Disposal Sites". The proposed East Canyon expansion is expected to comply with all applicable requirements.

NSPS

The East Canyon expansion is expected to increase the design capacity of the landfill beyond what they are currently permitted for by the State of California. Therefore, the New Source Performance Standard (NSPS) for Municipal Solid Waste Landfills (40 CFR 60, Subpart WWW) is now applicable. This standard requires a higher level of control for collected landfill gases and a more stringent surface emissions limit.

Under the federal standard, non-methane organics from collected landfill gases must be reduced by at least 98%, while the current District requirement is for total organics to be reduced by at least 98% by flares and by at least 97% with energy recovery devices. The surface emissions limit of Subpart WWW is 500 ppm as C1 at any location, versus 1000 ppm as C1, 7.5 cm above the landfill in Regulation 8-34. It is anticipated that the Sonoma County Central Landfill will meet these requirements.

CEQA

The Sonoma County Board of Supervisors, acting as the lead agency, certified the environmental impact report for modifications to the Sonoma County Central Landfill on December 8, 1998. (*Ref. Resolution #98-1524*)

PERMIT CONDITIONS:

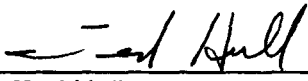
No modification of the current permit conditions (Condition #4044) for this site are required for the proposed expansion of the Landfill Gas Collection System S-1.

RECOMMENDATIONS:

It is recommended that an Authority to Construct be issued to the Sonoma County Central Landfill as follows:

S-1: Landfill Gas Collection System -- East Canyon; Stage I and Stage II expansion of gas collection system, approximately 4,500 linear feet of horizontal collector piping and associated header piping

It is also recommended that 13.505 tons/yr of POC offsets be provided for this application from the District's Small Facilities Bank.

By: 

Ted Hull
Air Quality Engineer II

Attachment B –

Engineering Evaluation Report, Sonoma Country Central Landfill, Application Number 006178

**ENGINEERING EVALUATION REPORT
SONOMA COUNTY LANDFILL
APPLICATION NUMBER 006178**

BACKGROUND:

The Sonoma County Department of Transportation and Public Works has applied for an Authority to Construct the following:

- S-13: Lean Burn IC Engine and Generator Set; Caterpillar 3516 SITA, 1138 HP, Landfill Gas Fired**
- S-14: Lean Burn IC Engine and Generator Set; Caterpillar 3516 SITA, 1138 HP, Landfill Gas Fired**

These engines are designed to run continuously at full load, burning 287 standard cubic feet per minute (scfm) of landfill gas (LFG). The existing Landfill Gas Flare A-2 will be used in a standby capacity, only operating when an engine has failed or is off line for maintenance.

EMISSION CALCULATIONS:

Certified Emission Rates

Sonoma County has stated that the IC Engines S-13, and S-14 will meet the following emission rates:

- NOx: 0.8 g/bhp-hr
- CO: 2.1 g/bhp-hr
- POC: 0.56 g/bhp-hr

NMOC (POC) Emissions

District Regulation 8-34-301.4 requires an emission control device that reduces the amount of NMOC in the collected gas by at least 98 percent by weight or emits less than 120 ppm (vol) NMOC (expressed as methane @ 3% O₂).

Source testing at the facility has shown landfill gas NMOC concentrations to be quite variable and would make a 98% reduction by the IC Engines difficult to attain on a consistent basis. Therefore, in determining the highest allowable NMOC emission rate, the concentration limit (i.e. 120 ppm dry, as methane, @ 3% O₂) should be used. The concentration limit can be converted to a mass emission (M) as follows:

Maximum Dry Exhaust Flow Rate:	2,590 dscfm (from source test results)
Excess O ₂ in Dry Exhaust Stream:	7.2% (from source test results)
Oxygen Correction Factor:	0.77; [e.g. (20.9 – 7.2)/(20.9 – 3)]
Corrected Dry Exhaust Flow Rate:	1982 dscfm @ 3% oxygen
Molecular Weight of Methane:	16 lb/lb-mole
Volume of Gas at 70°F:	386 scf/lb-mole

$$\begin{aligned} M &= [(120 \times 10^{-6})(16 \text{ lb/lb-mole})(1,982 \text{ dscf/min})]/(386 \text{ scf/lb-mole}) \\ &= 0.01 \text{ lb/min} \\ &= 0.59 \text{ lb/hr} \\ &= 0.24 \text{ g/bhp-hr} \end{aligned}$$

Since the Regulation 8-34-301.4 concentration limit is less than the limit suggested by Sonoma County, the converted 8-34 limit (0.24 g/bhp-hr) will be used to estimate NMOC (i.e. POC) emissions from the engines.

PM10 Emissions

From AP-42 Table 3.2-4, a filterable PM10 emission factor of 0.10 g/bhp-hr is given for 2-stroke lean burn IC engines fired by natural gas. In the absence of any PM10 emissions data from the manufacturer, the AP-42 factor will be assumed.

SO₂ Emissions

The District's BACT Guideline for Landfill Gas Fired IC Engines ≥ 250 HP (Document # 96.2.1, 06/02/95) states that the BACT #2 standard for SO₂ is 0.3 g/bhp-hr. Since there is no BACT #1 standard listed, the BACT #2 limit will be adopted for the IC Engines S-13 and S-14.

This limit can be compared to the expected SO₂ emissions from S-13 and S-14 as follows:

AP-42 Table 2.4-1 "Default Concentrations For LFG Constituents" provides LFG concentrations for 6 sulfur compounds typically found in landfill gas. SO₂ emissions from the IC Engines S-13 and S-14 can be estimated by performing a mass balance, using the default LFG sulfur compound concentrations and assuming all sulfur is converted into SO₂ upon combustion. The estimated SO₂ emissions from each engine are summarized in Table I Below.

Table I: SO₂ Emissions

				SO ₂ Emissions (lb/hr)
Carbon disulfide	76.13	2	0.58	0.003
Carbonyl sulfide	60.07	1	0.49	0.001
Dimethyl sulfide	62.13	1	7.82	0.022
Ethyl mercaptan	62.13	1	2.28	0.007
Hydrogen sulfide	34.08	1	35.5	0.101
Methyl mercaptan	48.11	1	2.49	0.007

Example Calculation – Carbon disulfide (CS₂):

$$\begin{aligned} SO_2 &= (0.58 \times 10^{-6} \text{ lb-mole } CS_2/\text{lb-mole gas})(2 \text{ lb-mole } SO_2/\text{lb-mole } CS_2)(64 \text{ lb } SO_2/\text{lb-mole } SO_2)(\text{lb-} \\ &\quad \text{mole gas}/386 \text{ scf}) \\ &= 1.92 \times 10^{-7} \text{ lb } SO_2/\text{scf LFG} \end{aligned}$$

At a LFG feed rate of 287 scfm, the expected SO₂ emission rate is 5.51×10^{-5} lb/min or 0.003 lb/hr.

From Table I, the total SO₂ emissions from each engine will be 0.14 lb/hr (equivalent to 0.06 g/bhp-hr). Since this is below the BACT limit, it is assumed that S-13 and S-14 will comply with BACT.

Summary of Emission Factors

In summary, the factors used to calculate emissions of criteria pollutants from S-13 and S-14 will be as follows:

- NO_x: 0.80 g/bhp-hr
- CO: 2.10 g/bhp-hr
- POC: 0.24 g/bhp-hr
- PM₁₀: 0.10 g/bhp-hr
- SO₂: 0.3 g/bhp-hr

Estimated Annual Emissions

Assuming the following operating conditions for S-13 and S-14:

Brake Horsepower
1,138

Maximum Hours of Operation
8,760 hours/yr

The highest allowable emissions for each engine will be as follows:

$$\begin{aligned} \text{NOx} &= (0.80 \text{ g/bhp-hr})(9,968,880 \text{ bhp-hr/yr})(\text{lb}/453.6 \text{ g}) \\ &= 17,582 \text{ lb/yr} \end{aligned}$$

$$\begin{aligned} \text{CO} &= (2.10 \text{ g/bhp-hr})(9,968,880 \text{ bhp-hr/yr})(\text{lb}/453.6 \text{ g}) \\ &= 46,152 \text{ lb/yr} \end{aligned}$$

$$\begin{aligned} \text{POC} &= (0.24 \text{ g/bhp-hr})(9,968,880 \text{ bhp-hr/yr})(\text{lb}/453.6 \text{ g}) \\ &= 5,275 \text{ lb/yr} \end{aligned}$$

$$\begin{aligned} \text{PM}_{10} &= (0.10 \text{ g/bhp-hr})(9,968,880 \text{ bhp-hr/yr})(\text{lb}/453.6 \text{ g}) \\ &= 2,198 \text{ lb/yr} \end{aligned}$$

$$\begin{aligned} \text{SO}_2 &= (0.3 \text{ g/bhp-hr})(9,968,880 \text{ bhp-hr/yr})(\text{lb}/453.6 \text{ g}) \\ &= 6,593 \text{ lb/yr} \end{aligned}$$

CUMULATIVE EMISSIONS:

	(lbs/day)		(tons/yr)
NOx	= 96.3	NOx	= 17.582
CO	= 252.9	CO	= 46.152
POC	= 28.9	POC	= 5.275
PM ₁₀	= 12.0	PM ₁₀	= 2.198
SO ₂	= 36.1	SO ₂	= 6.593

TOXIC RISK ASSESSMENT:

AP-42 Table 2.4-1 "Default Values for LFG Constituents" (11/98) lists default concentrations for 44 compounds commonly found in landfill gas, 24 of which are identified as TACs by the District. The attached spreadsheet estimates emissions of each compound from each of the 2 IC Engines, using the following methodology and assumptions:

- The concentration of each listed TAC is based on the AP-42 Table 2.4-1 default value.
- The LFG fuel feed rate to each engine is assumed to be a continuous 287 scfm (standard conditions: 1 atm, 70 degrees F).
- The IC Engine abatement efficiency for each compound class was taken from AP-42 Table 2.4-3 "Control Efficiencies for LFG Constituents" (11/98). (e.g. Typical control efficiencies; NMOC = 97.2%, Halogenated Species = 93.0 %, Non-Halogenated Species = 86.1%)

Based on the calculations, emissions of Acrylonitrile, 1,1,2,2-Tetrachloroethane, and Vinyl Chloride from each engine exceed the District's risk screen trigger. In addition to the TAC emissions in the spreadsheet, it is estimated that each engine will emit 628 lb/yr of Hydrogen Chloride, a secondary pollutant from the combustion of chlorinated compounds.

Risk screen modeling was performed by the District using the ISCST3 model and SCREEN3 meteorological data. The potential risk values were calculated using standard risk assessment methodology. Estimates of residential risk assume continuous 70-year exposure to the annual average pollutant concentrations.

The increased cancer risk to the maximally exposed individual receptor was found to be 3 in a million. The chronic hazard index was 0.1. Therefore, in accordance with the District's risk management policy, the risk screen passes for sources that meet TBACT.

BACT/TBACT REVIEW:

Best Available Control Technology (BACT) review is triggered for any new source that results in a potential emission on a pollutant specific basis equal to or greater than 10 pounds per highest day of POC, NPOC, NOx, SO₂, PM₁₀, or CO. Based on the emission calculations presented in this evaluation, BACT review is triggered for POC, NOx, and CO.

From the District's BACT Guideline (Document # 96.2.1, 06/02/95), the following emission standards have been established as BACT #1 "technologically feasible if cost effective" or BACT #2 "achieved in practice" for Landfill Gas Fired IC Engines \geq 250 HP:

- NOx: 1.0 g/bhp-hr (BACT #1)
- CO: 2.1 g/bhp-hr (BACT #1)
- POC: 0.6 g/bhp-hr (BACT #1)
- SO₂: 0.3 g/bhp-hr (BACT #2)

The manufacturer's certified emission rates for NOx, CO, and POC and the estimated SO₂ emission rate for the IC Engines S-13 and S-14 meet BACT.

TBACT has not been specified for this engine category, but it is assumed that meeting BACT #1 for POC emissions satisfies the TBACT requirement for risk screening purposes.

PSD REVIEW:

In accordance with Regulation 2-2-304, a PSD review is required for a major modification of a major facility if the cumulative increase, from the PSD Baseline Date, minus the contemporaneous emission reduction credits at the facility are in excess of 40 tons per year of sulfur dioxide or nitrogen oxides, or 15 tons per year of PM₁₀. Similarly, Regulation 2-2-305 requires a PSD review for a major modification of a major facility with an increase of 100 tons per year or more of carbon monoxide.

Based on the maximum permitted emissions from the existing (8) IC Engines S-4 through S-12, the current emissions estimates from the Landfill S-1, and the maximum potential emissions from the Flare A-2, the current facility-wide potential emissions for the Sonoma County Landfill (P# 2254) are calculated to be:

NOx:	90.048 tons/yr
CO:	189.968 tons/yr
POC:	43.143 tons/yr
PM ₁₀ :	21.984 tons/yr
SO ₂ :	39.053 tons/yr

Including the emissions for the IC Engines S-13 and S-14, the new potential to emit for the facility would be:

NOx:	107.630 tons/yr
CO:	236.120 tons/yr
POC:	54.403 tons/yr
PM ₁₀ :	24.182 tons/yr
SO ₂ :	39.053 tons/yr

The potential NOx emissions now exceeding 100 tons/yr, the Sonoma County Landfill would become a "Major Facility" for NOx.

Since the permit applications for the existing (8) IC Engines were received after the PSD Baseline Date (February 8, 1988), all potential NOx emissions from these engines are included in the cumulative increase for the facility. Including the emissions from the new IC Engines S-13 and S-14 and subtracting 22.430 tons/yr that the District previously offset, the facility has a cumulative NOx increase of 83.060 tons/yr.

Therefore, since the Sonoma County Landfill would now be a major facility for NO_x emissions and has a cumulative NO_x increase since the PSD baseline date greater than 40 tons/yr, PSD modeling would be required.

In order to avoid lengthy PSD modeling, Sonoma County has agreed to voluntarily accept a NO_x emission limit of 0.8 g/bhp-hr on all 10 IC Engines (the existing 8 engines currently have a NO_x limit of 1.0 g/bhp-hr). This will reduce the potential NO_x emissions at the facility to 87.910 tons/yr, below the major facility threshold. Therefore, since the Sonoma County Landfill will not be a major facility for NO_x, PSD modeling for is not triggered for the cumulative NO_x emissions at the site.

The Sonoma County Landfill is a major facility for CO. However, in accordance with Regulation 2-2-305.2, PSD modeling is not triggered for this application because the CO emissions increase from the IC Engines S-13 and S-14 will be less than 100 tons/yr.

OFFSET REVIEW:

As previously discussed, Sonoma County has agreed to take a lower NO_x limit (0.8 g/bhp-hr) for the existing IC Engines at the landfill in order to avoid PSD modeling. This action reduces the potential to emit NO_x at the facility by 17.582 tons/yr. This is exactly equal to cumulative increase of NO_x from the new engines S-13 and S-14. Therefore, potential NO_x emissions from the facility will not increase. However, the reduction is not actual because source testing over several years indicates that the existing engines currently emit less than the proposed new NO_x limit. Therefore, offsets are required for this application.

NO_x and POC Offset Requirement

In accordance with Regulation 2-2-302, facilities which emit 50 or more tons per year of precursor organic compounds or nitrogen oxides are required to provide federally enforceable offsets at a ratio of 1.15 to 1.0 for the emissions from any new or modified source and any pre-existing cumulative increase, minus any onsite contemporaneous emission reduction credits. However, the California Health and Safety Code (H&SC) Section 42314 requires air districts to provide offsets for "cogeneration projects" or "resource recovery projects", if the district has established a sufficient growth allowance to cover the emissions from the project, and if the project meets the following five criteria identified in H&SC Section 42314(a)(1-5):

- 1. The project produces less than 50 MW or less of electricity or less than 80 MW of electricity if the project processes municipal wastes.*
- 2. The project will use the appropriate degree of pollution control technology (BACT or LAER), as defined and required by the district permitting system.*
- 3. Existing permits for equipment to be replaced by the project be surrendered to the district or modified as necessary to satisfy district offset requirements. Any emission reduction credits associated with the shut down of equipment shall be credited to the project as offsets.*
- 4. The applicant has provided offsets to the extent that they are reasonably available from facilities it owns or operates in the air basin and that mitigate the remaining impacts of the project.*
- 5. For new projects that burn municipal waste, landfill gas, or digester gas, the applicant has, in the judgment of the district, made a good faith effort to secure all reasonably available emissions offsets to mitigate the remaining impact of the project, and has secured all reasonably available offsets.*

The above requirements, as they pertain to the addition of the IC Engines S-13 and S-14, are satisfied as follows:

1. The two new IC Engine/Generator Sets will add 1.5 MW of electrical production capacity to the existing facilities. This will bring the total electrical capacity of the facility to approximately 7.5 MW.
2. The IC Engines S-13 and S-14 meet the District's BACT #1 standards.
3. There will be no replacement or modification of existing equipment. Therefore no emission reduction credits are available.

4. In addition to the landfill, Sonoma County operates one other facility with District air permits. P# 9080 "Sonoma County Facilities Operations" is the County's central steam and hot water plant. This facility operates four boilers; a 3.3MMBTU/hr boiler and a 4.0 MMBTU/hr boiler that have been retrofit to meet the requirements of Regulation 9, Rule 7, and two 10.2 MMBTU/hr boilers that meet BACT. Due to the relatively low NOx emissions from the non-BACT boilers (est. 1.2 tons/yr), it would not be cost effective to retrofit them to BACT to generate a small amount of NOx credit. Therefore, Sonoma County does not have any reasonably available credits to mitigate the emissions from the proposed new IC Engines at the landfill.

5. Sonoma County reviewed the District's "BAAQMD Emission Bank Status" listed on the website. Of the 246 certificates listed, 93 had NOx offsets. Of the 93, twelve had NOx offsets for sale. Sonoma county contacted these 12 companies and found that 6 had offsets for sale. The lowest offer to sell was \$30,000 per ton. Cantor Fitzgerald, the leading emissions trading broker in the Bay Area reports that POC offsets are selling from \$19,000 to \$28,000 per ton. Part 5 of H&SC Section 42314(a) requires that the applicant "in the judgment of the district" make a "good faith effort to secure all reasonably available emissions offsets". It has been the past practice of the District to base the reasonableness of obtaining offsets for resource recovery projects on the maximum cost guidelines for requiring BACT (e.g. see Application #003540). Since the District's maximum cost limit for requiring BACT for NOx or POC control is \$17,500 per ton, the highest reasonable cost for obtaining NOx or POC offsets for resource recovery projects is \$17,500 per ton. In accordance with H&SC Section 42314(a)(5), NOx and POC offsets are not reasonably available for this project.

Since the requirements for obtaining offsets have been met, the availability of District offsets must now be considered. H&SC Section 42314(b) states that any required offsets should be provided from a growth allowance account meeting the requirements of H&SC Section 41600. While the District has not established a specific growth allowance account for resource recovery projects, the District's Small Facility Banking Account (SFBA) meets all the requirements of a H&SC Section 41600 growth allowance. Therefore, it is recommended that the District supply the offsets required for this project.

The Sonoma County Landfill has no pre-existing cumulative increase for POC or NOx. Therefore, the required POC and NOx offsets will be as follows in Table II:

Table II: Required Offsets

			Offsets Required (tons/yr)
POC	5.275	1.0:1.0	5.275
NOx	17.582	1.0:1.0	17.582

Offsets are not required for PM10 and SO₂ increases because the Sonoma County Landfill is not a major facility for PM10 or SO₂.

STATEMENT OF COMPLIANCE:

NOx and CO

The IC Engines S-13 and S-14 are subject to the requirements of Regulation 9, Rule 8 "Nitrogen Oxides and Carbon Monoxide from Stationary Internal Combustion Engines". For lean-burn engines firing either natural gas or waste derived fuel gas, NOx emissions are limited to 140 ppmv @ 15% oxygen and CO emissions are limited to 2000 ppmv @ 15% oxygen. As previously discussed, S-13 and S-14 will have NOx and CO permit limits as follows:

- NOx: 0.80 g/bhp-hr
- CO: 2.10 g/bhp-hr

In order to demonstrate compliance with Regulation 9-8, a units conversion must be made. Given the following:

LFG Fuel Factor (Stoichiometric):	4.77 scf dry c.p./scf fuel
LFG Fuel Factor (@ 15% O ₂):	16.88 scf dry c.p./scf fuel
IC Engine Fuel Consumption Rate:	287 scfm
Volume of Gas at 70°F:	386 scf/lb-mole
NOx Emission Rate:	2.0 lb/hr
NOx Molecular Weight:	46 lb/lb-mole
CO Emission Rate:	5.3 lb/hr
CO Molecular Weight:	28 lb/lb-mole

the NOx and CO emissions for S-13 and S-14 in terms of ppmv @ 15% O₂ will be:

$$\begin{aligned}
 \text{NOx} &= (2.0 \text{ lb NOx/hr}) \times (\text{lb-mole NOx}/46 \text{ lb NOx}) \times (\text{hr}/60 \text{ min}) \times (\text{scf fuel}/16.88 \text{ scf dry c.p.}) \times \\
 & \quad (\text{min}/287 \text{ scf fuel}) \times (386 \text{ scf dry c.p.}/\text{lb-mole dry c.p.}) \\
 &= 5.77 \times 10^{-5} (\text{lb-mole NOx}/\text{lb-mole dry c.p.}) \\
 &= 57.7 \text{ ppmv @ 15\% O}_2
 \end{aligned}$$

$$\begin{aligned}
 \text{CO} &= (5.3 \text{ lb CO/hr}) \times (\text{lb-mole CO}/28 \text{ lb CO}) \times (\text{hr}/60 \text{ min}) \times (\text{scf fuel}/16.88 \text{ scf dry c.p.}) \times (\text{min}/287 \\
 & \quad \text{scf fuel}) \times (386 \text{ scf dry c.p.}/\text{lb-mole dry c.p.}) \\
 &= 2.51 \times 10^{-4} (\text{lb-mole CO}/\text{lb-mole dry c.p.}) \\
 &= 251 \text{ ppmv @ 15\% O}_2
 \end{aligned}$$

Since the converted NOx and CO emission rates are below the Regulation 9-8 limits for both NOx and CO, compliance with permit condition limits will assure compliance with Regulation 9-8.

Particulate Matter and Visible Emissions

BAAQMD Regulation 6-310 limits PM emissions to 0.15 gr/dscf. If it is assumed that the IC engine exhaust gases contain 15% excess oxygen under normal operating conditions, the Regulation 6-310 limit can be compared to the AP-42 emission factor of 0.10 g/bhp-hr (i.e. 0.25 lb/hr) as follows:

As previously stated, the dry gas combustion factor at 15% excess oxygen for the landfill gas at this facility combustion is 16.88 scf dry c.p./scf fuel.

The conversion of 0.15 gr/dscf @ 15% O₂ to lb/hr is then:

$$\begin{aligned}
 &(16.88 \text{ dscf c.p.}/\text{scf fuel}) \times (287 \text{ scf fuel}/\text{min}) \times (60 \text{ min}/\text{hr}) \times (0.15 \text{ gr}/\text{dscf}) \times (\text{lb}/7,000 \text{ gr}) \\
 &= 6.2 \text{ lb/hr}
 \end{aligned}$$

Since the AP-42 PM emission rate used for S-13 and S-14 (0.25 lb/hr) is well below the converted Regulation 6-310 limit (6.2 lb/hr), compliance is assumed.

Compliance with the Ringelmann 1.0 limit of Regulation 6-301 can be demonstrated by casual observation.

SO₂ Emissions

Regulation 9-1-302 limits SO₂ emissions from the exhaust stream of any source (other than a ship) to 300 ppm (dry).

Given the following:

SO ₂ Emission Factor for S-13 and S-14:	0.75 lb/hr (from BACT limit)
Excess O ₂ in Dry Exhaust Stream:	7.2% (from source test results)
LFG Fuel Factor (@ 7.2% O ₂):	7.28 scf dry c.p./scf fuel
IC Engine Fuel Consumption Rate:	287 scfm
Volume of Gas at 70°F:	386 scf/lb-mole
Molecular Weight of SO ₂ :	64 lb/lb-mole

$$\begin{aligned}
 \text{SO}_2 &= (0.75 \text{ lb SO}_2 / \text{hr}) \times (\text{lb-mole SO}_2 / 64 \text{ lb SO}_2) \times (\text{hr} / 60 \text{ min}) \times (\text{scf fuel} / 7.28 \text{ scf dry c.p.}) \times \\
 & \quad (\text{min} / 287 \text{ scf fuel}) \times (386 \text{ scf dry c.p.} / \text{lb-mole dry c.p.}) \\
 &= 3.61 \times 10^{-5} \text{ lb-mole SO}_2 / \text{lb-mole dry c.p.} \\
 &= 36.1 \text{ ppm SO}_2 @ 7.2\% \text{ O}_2 \text{ dry}
 \end{aligned}$$

Since the SO₂ concentration based on the BACT emission rate of 0.75 lb/hr is well below 300 ppm it is assumed that S-20 will comply with Regulation 9-1-302.

Major Facility Review: Regulation 2, Rule 6

The Sonoma County Landfill was issued a Title V permit on February 27, 2001. The permitting of the IC Engines S-13 and S-14 will require a modification of the Title V permit. The addition of S-13 and S-14 does not constitute a "Significant Permit Revision" as defined in Regulation 2-6-226, nor does it qualify as a "Administrative Permit Amendment" (2-6-201). Therefore, a "Minor Permit Revision" to the Title V permit will be required. Regulation 2-6-404.4 requires that an application for a minor permit revision be submitted by the applicant prior to commencing any operation associated with the minor permit revision.

A permit condition will be added to the Authority to Construct for S-13 and S-14 requiring that an application for a Minor Permit Revision to the Title V permit be submitted prior to the start-up of either engine.

Subpart WWW: 40 CFR 60.752(b)(2)(iii)(B)

This regulation requires a control system to either reduce NMOC by 98 weight percent or reduce the outlet NMOC concentration to less than 20 ppm by volume (expressed as hexane @ 3% O₂).

The Regulation 8-34-301.4 requirement (reduce NMOC at least 98 percent by weight or emit less than 120 ppm (vol) NMOC expressed as methane @ 3% O₂) is equivalent to the federal requirement. Therefore, compliance with Regulation 8-34-301.4 ensures compliance with 40 CFR 60.752(b)(2)(iii)(B).

CEQA

This application is exempt from the requirements of a CEQA review because the permitting of "Internal Combustion Engines" as outlined in Permit Handbook Chapter 2.3 is a ministerial operation.

MODIFIED PERMIT CONDITIONS:

It is recommended that Permit Condition #6117 be modified as shown below to account for the two new IC Engines and new emissions limits for all engines.

For S-4, S-5, S-6, S-7, S-9, S-10, S-11, S-12, S-13, S-14: Lean Burn Internal Combustion Engines and Generator Sets

1. All collected landfill gas shall be vented to properly operating abatement equipment including the Internal Combustion Engines (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~) and/or the Landfill Gas Flare (A-2). Under no circumstances shall raw landfill gas be vented to the atmosphere. This limitation does not apply to unavoidable landfill gas emissions that occur during control system installation, maintenance, or repair that is performed in compliance with Regulation 8, Rule 34, Sections 113, 116, 117, or 118 or to inadvertent component or surface leaks that do not exceed the limits specified in 8-34-301.2 or 8-34-303. (basis: Regulation 8-34-301)
2. The A-2 Landfill Gas Flare shall be operated as necessary to combust excess gas when one or more of the Internal Combustion Engines (S-4, S-5, S-6, S-7, S-9, S-10, S-11, and S-12) are down ~~and~~ whenever the flow of landfill gas exceeds the capacity of ~~these~~ the IC Engines in service. (basis: Regulation 8-34-301)
3. The Internal Combustion Engines (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~) shall be fired exclusively on landfill gas. If required, natural gas can be used as a supplemental fuel, but it shall not reduce or replace landfill gas available for use in these engines. Natural gas shall not

- be used as supplemental fuel when the A-2 Flare is operating concurrently with these engines.
(basis: Offsets and Cumulative Increase)
4. District approved flowmeters, to measure landfill gas flow into the engines, shall be installed prior to any operation and maintained in good working condition. An automatically controlled landfill gas valve shall be installed, and maintained to insure that landfill gas is immediately made available for flaring to the A-2 Landfill Gas Flare when one or more of the engines are down. (basis: 8-34-301)
 5. Nitrogen Oxide (NOx) emissions, calculated as NO₂, from each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~) shall not exceed ~~78 ppmv, corrected to 15% O₂, dry basis~~ 0.80 grams per brake horsepower hour (g/bhp-hr). (basis: BACT and Offsets)
 6. Carbon Monoxide (CO) emissions from each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~) shall not exceed ~~283 ppmv, corrected to 15% O₂, dry basis~~ 2.1 g/bhp-hr. (basis: BACT)
 - ~~7. Precursor Organic Compound (POC) emissions from each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, and S-12) shall not exceed 126 ppmv, expressed as methane, corrected to 15% O₂, dry basis. When demonstrating compliance with this condition, the concentration of total non-methane organic compounds (NMOC) measured in the engine exhaust shall be assumed to be 100% POC, unless the Permit Holder concurrently tests the engine exhaust for one or more non-precursor organic compounds (NPOC). If the engine exhaust is concurrently tested for one or more NPOCs, then the following equation shall be used to determine the concentration of POC (CPOC) that is subject to this requirement:

$$CPOC \text{ (as CH}_4\text{)} = CNMOC \text{ (as CH}_4\text{)} - CNPOC \text{ (as CH}_4\text{)}$$
(basis: BACT and Offsets)~~
 - ~~7. Each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, S-12, S-13, and S-14) shall comply with either the destruction efficiency requirements or the non-methane organic compound (NMOC) outlet concentration limit specified in Regulation 8-34-301.4 (basis: BACT, Offsets, and Regulation 8-34-301.4)~~
 8. In order to demonstrate compliance with Parts #5, #6, and #7 above, Regulation 8, Rule 34, Sections 114 and 301.4, Regulation 9, Rule 8, Sections 302.1 and 302.3, and 40 CFR 60.752(b)(2)(iii)(B), the Permit Holder shall ensure that a District approved source test is conducted annually on each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~). As a minimum, the annual source tests shall determine the following:
 - a. landfill gas flow rate to each engine (dry basis);
 - b. concentrations (dry basis) of carbon dioxide (CO₂), nitrogen (N₂), oxygen (O₂), CH₄, NMOC, and total hydrocarbons (THC) in the landfill gas;
 - c. exhaust gas flow rate from each engine (dry basis);
 - d. concentrations (dry basis) of NO_x, CO, CH₄, NMOC, THC, and O₂ in the exhaust gas from each engine;
 - e. the CH₄, NMOC, and THC destruction efficiencies achieved by each engine; and
 - f. the combustion temperature of each engine during the test period.

The first annual source test for each engine shall be conducted by no later than October 1, 2002 or no later than 12 months after the issue date of the MFR Permit, whichever date occurs first. Subsequent source tests for each engine shall be conducted no sooner than 9 months and no later than 12 months after the previous source test. The Source Test Section of the District shall be contacted to obtain their approval of the source test procedures at least 14 days in advance of each source test. They shall be notified of the scheduled test date at least 7 days in advance of each source test. The source test report shall be submitted to the Compliance and Enforcement Division within 45 days of the test date.
[basis: BACT, Offsets, Regulations 8-34-114, 8-34-301.4, 8-34-412, 9-8-302.1, 9-8-302.3, and 40 CFR 60.752(b)(2)(iii)(B)]

9. The Permit Holder shall maintain the following records in a District approved logbook:
- a. On a daily basis, record the operating times for each engine.
 - b. On a daily basis, calculate and record the amount of landfill gas burned in each engine.
 - c. On any day that natural gas is burned in an engine, record the amount of natural gas burned in each engine.
 - d. On a monthly basis, summarize all daily records for each engine.
 - e. On a monthly basis, calculate and record the maximum daily and total monthly heat input rate (in BTU) to each engine based on the average methane concentration in the landfill gas (as measured during the most recent source test), a high heating value for methane of 1013 BTU/scf, a high heating value for natural gas of 1050 BTU/scf, and the amounts of landfill gas and natural gas burned in each engine (recorded pursuant to subparts b. and c. above).
- All records shall be maintained on site or shall be made readily available to District staff upon request for at least 5 years from the date of entry. These record keeping requirements do not replace the record keeping requirements contained in any applicable rules or regulations. (basis: Cumulative Increase and Offsets)
10. The heat input to each Internal Combustion Engine (S-4, S-5, S-6, S-7, S-9, S-10, S-11, ~~and S-12, S-13, and S-14~~) shall not exceed 206.64 million BTU per day or 75,423.6 million BTU per year. (basis: Regulation 2-1-301)
11. Prior to the start-up of either of the IC Engines S-13 or S-14, the Sonoma County Landfill shall submit an application for a Minor Permit Revision to their Title V permit in accordance with District Regulation 2-6-406. (basis: Regulations 2-6-404 and 2-6-406)

RECOMMENDATIONS:

It is recommended that an Authority to Construct be issued to the Sonoma County Landfill for the following:

- S-13: Lean Burn IC Engine and Generator Set; Caterpillar 3516 SITA, 1138 HP, Landfill Gas Fired**
- S-14: Lean Burn IC Engine and Generator Set; Caterpillar 3516 SITA, 1138 HP, Landfill Gas Fired**

By: _____
Ted Hull
Air Quality Engineer II

Attachment C –

Evaluation Report, Sonoma Compost Application #20837, Plant #7957 (Excerpts)

Bay Area Air Quality Management District Engineering Division

Company Name SONOMA COMPOST **Application Number** 20837
Equipment Address 550 Mechem Road **Site Number** 7957
City, Zip Code Petaluma, CA 94952 **Assigned Engineer** HTM

Application Type:

- Standard Accelerated Precertification Experimental Exemption
 Title V Synthetic Minor Banking ERC Transfer
 Portable Equipment GDF Other _____

Application Status:

	Date	Initials
Application Received	7/16/09	MES
Permit Operation Review	/ /	
Assigned to Engineer	7/16/09	MES

Incomplete	7/29/09	/ /
Reactivated	6/27/09	/ /

Application Deemed Complete	10/27/09	[Signature]
Public Notice	/ /	
Engineer	11/16/09	[Signature]
Supervisor	11/30/09	KJL
Manager	12/2/09	SK
Permit Operations	/ /	

Recommendation
 [Signature] ~~Issue AC~~ 9/6
 Issue AC
 AC

Toxics Review:

- Not Required Required

	Date	Initials	Risk	Chronic Hazard Index
Review Complete	11/04/09	OJC	1.0 x 10 ⁻⁶	0.007

Emission Offsets:

- Not Required Required / Surrendered Required / Deferred

Emissions Summary (tons/years):

Pollutant	Increase Amount	Pollutant Decrease	Decrease Amount	Basis (1)	Offset Ratio	Bank Number	Regulation (Decreases)
POC	0.301						
NOx	5.872						
CO	1.347						
PM	0.390						
SO ₂	0.007						

(1) Basis: Bank Emission Bank Withdrawal RACT RACT Reduction
 BACT Best Available Control Technology ONS On Site Credit
 BARCT Best Available Retrofit Control Technology

Title V:

Plant Title V Status _____

	Date	Initials
EPA Receipt	/ /	
EPA Action	/ /	

Comments:

**EVALUATION REPORT
SONOMA COMPOST
APPLICATION #20837
PLANT #7957**

BACKGROUND

Air Permit Specialists is applying on behalf of Sonoma Compost for an A/C & P/O for the following equipment:

S-25 On-Site Portable Horizontawood Grinder with Diesel Engine

The applicant is having a CARB portable permit for the grinder with diesel engine that is going to expire by the end of 2009. They would like to have an on-site portable permit form the District upon the expiration of the CARB portable permit.

Under this application, the applicant will use the same grinder with a new engine of 1050 BHP. The grinder is mounted with permanent water nozzles for abating particulate matters generated form the green waste grinding operations.

EMISSION CALCULATIONS

Ray Kapahi, consultant of Air Permit Specialists, has agreed to change the maximum operating hours of the proposed source from the original 1500 hr/yr to 1250 hr/yr in order to pass the risk screen.

Basis:

1. For the worst scenario, the emission calculations are based on the maximum operating hours and the maximum capacities of the grinder and diesel engine.
2. AP-42, Table 10.3-1 emission factor of 0.024 lb TSP/ton will be used for the PM emission calculation for the green waste grinding operations. Water suppression is assumed to be 50%.
3. CARB certified emission factors will be used for emission calculations for the diesel engine.
4. Maximum daily operating time is 6 hr/day. Maximum annual operating time is 1250 hr/yr, and 350 day/yr.

Diesel Engine	NMHC*	NOx*	CO	PM	SO2
g/BHP-hr	0.20	3.90	0.89	0.06	0.005
Annual Average Daily Emissions (lb/day)	1.65	32.18	7.38	0.49	0.04
Maximum Daily Emissions (lb/day)	3.69	72.07	16.53	1.11	0.09
Plant Cumulative Increase (ton/yr)	0.301	5.872	1.347	0.090	0.007
Grinder					
Maximum Capacity (ton/hr)				40	
Emission Factor (lb/ton)				0.024	
Abatement Factor (%)				50.00	
Annual Average Daily Emissions (lb/day)				1.71	
Maximum Daily Emissions (lb/day)				3.84	
Plant Cumulative Increase (ton/yr)				0.300	
Total Emissions					
Annual Average Daily Emissions (lb/day)	1.65	32.18	7.38	2.21	0.04
Maximum Daily Emissions (lb/day)	3.69	72.07	16.53	4.95	0.09
Plant Cumulative Increase (ton/yr)	0.301	5.872	1.347	0.390	0.007

- * The CARB certified combined NMHC+NOx emission rate is 4.10 g/BHP-hr. Following District policy, the estimated individual emission rates for NMHC and NOx are based on 5%/95% NMHC/NOx split.

PLANT CUMULATIVE INCREASE

	CO (ton/yr)	NOx (ton/yr)	PM10 (ton/yr)	VOC (ton/y)	SOX (ton/yr)
Current	0.170	1.790	4.418	0.040	0.150
Proposed (project)	1.347	5.872	0.390	0.301	0.007
New Total	1.517	7.662	4.808	0.341	0.157

RISK SCREEN ANALYSIS

This application triggers health risk assessment per Regulation 2-5 (New Source Review of Toxic Air Contaminants) because the PM emissions of the proposed source exceed 0.58 lb/yr. Health risk assessment was performed by Ted Hull of Toxics. The maximum cancer risk is estimated at 1.2 in a million using 1500 hr/yr operation originally proposed by the applicant. Ted Hull recommended to limit the operation to no more than 1250 hr/yr in order to reduce the cancer risk from this source to an acceptable level. The applicant, Ray Kapahi, has agreed to limit the operation to 1250 hr/yr, and this hour limit is put in the permit condition.

BACT DETERMINATION

BACT requirements are triggered because emissions of NOx and CO exceed 10 lb/day.

Since the District does not have BACT established yet for the on-site portable diesel engine, the current policy is: if the engine meets CARB portable engine requirements (newest tier emission standards), BACT is satisfied. Based on the CARB certified exhaust emissions, the proposed engine meets these standards (4.8 g/bhp-hr NMHC+NOx, and 2.6 g/bhp-hr); therefore it satisfies the BACT requirements.

OFFSET REQUIREMENT

This application does not require offsets because the plant permitted emissions of the regulated air pollutants are each below 10 ton/yr limit of Regulation 2-2-302.

COMPLIANCE DETERMINATION

The grinder is expected to comply with Regulation 6 (Particulate Matter and Visible Emissions Standards) because it is abated by the permanently mounted water nozzles.

The primer engine is expected to operate in compliance with Regulation 6-301 (Ringelmann No. 1 Limitation), and Regulation 9-1-304 Fuel Burning (<0.5% S by weight). The engine is not subject to Regulation 9-8-304 (Emission Limits - Compression-Ignited Engines: for NOx and CO emission limits) until January 1, 2012.

This source triggers NSR rule. However, BACT's are met.

This source complies with State ATCM for diesel particulate per Section 93116.3(b)(2)(A): CARB-certified emissions ≤ 0.15 g/bhp-hr.

This source complies with the federal non-road NSPS emission standards for model year 2009, as documented by CARB Executive Order U-R-001-0359.

This source is an on-site portable (defined as portable source by CARB); therefore it is not subject to 40 CFR 60, Subpart IIII, Standards of Performance for Stationary Compression Ignition Internal Combustion Engines.

Federal NESHAP does not apply because neither the source nor the facility is a major source of HAPs.

This application is considered to be ministerial under the District's Regulation 2-1-311 and therefore is not subject to CEQA review. The engineering review for this project requires only the application of standard permit conditions and standard emission factors in accordance with Permit Handbook Chapters 2.3, and 11.13.

This source is not located within 1,000 feet of the outer boundary of the nearest school; therefore school notice is not required.

CONDITIONS

S-25 On-Site Portable Horizontawood Grinder with Diesel Engine

1. The Permit Holder shall only operate the Horizontawood Grinder with Diesel Engine (S-25) with the diesel fuel of sulfur content no greater than 0.0015% by weight. (Basis: Cumulative increase, BACT, Toxic Risk Screen)
2. The Permit Holder shall not operate S-25 for more than 8 hours during any calendar day. The total operation of S-25 shall not exceed 1250 hours in any consecutive 12-month period. (Basis: Cumulative increase, BACT, Toxic Risk Screen)
3. The Permit Holder of S-25 shall use water spraying to abate emissions of particulate matters from the grinding operation. (Basis: Regulation 6)
4. The Permit Holder shall equip the diesel engine of S-25 with either:
 - a) a non-resettable totalizing meter that measures hours of operation for the engine; or
 - b) a non-resettable fuel usage meter, the maximum hourly fuel rate shall be used to convert fuel usage to hours of operation.

(Basis: Cumulative Increase)

5. S-25 shall not stay at the same site (as defined by California Air Resources Board) of the facility for more than 12 months, otherwise it shall become a stationary source and shall be subject to 40 CFR 60, Subpart IIII, Standards of Performance for Stationary Compression Ignition Internal Combustion Engines. (Basis: 40 CFR 60, Subpart IIII)
6. S-25 shall be subject to Regulation 9-8-300 (Standards), Regulation 9-8-400 (Administrative Requirements), and Regulation 9-8-500 (Monitoring and Records) effective January 1, 2012. (Basis: Regulation 9-8)

7. To determine compliance with the above conditions, the owner/operator shall maintain the following records and provide all of the data necessary to evaluate compliance with the above conditions.
- a) Daily hours of operation.
 - b) Hours of operation shall be totaled on a rolling consecutive 12-month period.
 - c) The sites (as defined by CARB) within the facility and dates at which S-25 was operated.

All records shall be retained on site for two years, from the date of entry, and shall be made available for inspection by District staff upon request. (Basis: Toxic Risk Screen, Cumulative Increase, Regulation 1-441)

RECOMMENDATION

I recommend the A/C be waived and a conditional P/O be issued to Sonoma Compost for the following equipment:

S-25 On-Site Portable Horizontawood Grinder with Diesel Engine

EXEMPTION

None.



Hon-ting Man
Air Quality Engineer II
November 16, 2009



April 23, 2014

Mr. Ken Ellison
Supervising Planner
Sonoma County
Permit and Resource Management Department
2550 Ventura Avenue
Santa Rosa, CA 95403

Subject: Comments to Lozeau Drury Letter dated March 25, 2014

Dear Mr. Ellison,

Environmental Pollution Solutions (EPS) has reviewed the Lozeau Drury-prepared letter *Agenda Item No. 35: UPE13-0065: Continued Hearing on Use Permit Application and Subsequent Mitigated Negative Declaration for Proposed Material Recovery Facility, Sonoma County Central Disposal Site, 500 Meacham Road, Petaluma, California, APN 024-080-019 & 030* (Lozeau Drury Letter) dated March 25, 2014 regarding the proposed improvements at the Material Recovery Facility (MRF) located at 500 Meacham Road, Petaluma, California. Specifically, Lozeau Drury Letter comments (italics) concerning storm water have been reviewed and comments are provided.

C. The SMND Fails to Accurately Disclose Baseline Stormwater Conditions at the Central Disposal Site Which are Currently in Violation of Stormwater Standards, and Fails to Mitigate the MRF's Contribution to These Violations.

The SMND is inadequate because it fails to establish an accurate environmental setting with regard to water quality conditions at the Central Disposal Site. Specifically, the SMND and Staff Report fail to accurately disclose existing stormwater conditions at the site, and fail to incorporate legally enforceable mitigation measures to ensure that applicable water quality benchmarks are not exceeded by Project operation.

Annual reporting information for CDS in the years 2008-2009, 2009-2010, 2010-2011, and 2011-2012 demonstrate long-term magnesium exceedances in violation of the California Industrial Storm Water General Permit Order 97-03-DWQ, including multiple violations reported at the stormwater drain closest to the Tipping Building (SW-6).

SW-6 is not a stormwater drain, but a sampling point. The Public Tipping Building is located in the northeast quadrant of the CDS on a predominantly paved and concrete surface area served by numerous storm water drains (> 22 drain inlets - DI) and catch basins (>15 catch basins - CB) that collect surface run-off and convey the storm water to the Continuous Deflector Separator. At the Continuous Deflector Separator, the storm water is further conveyed through a series of concrete culverts and pipes to Sediment Pond #5.

From Sediment Pond #5, the stored storm water is discharged through storm water sample point SW-6. The closest stormwater drains to the Tipping Building are DI-2, DI-6 and DI-7, while the closest catch basins are CB-1, CB-2, CB-3 and CB-14.



Exceedances of magnesium are from naturally occurring background sources present in groundwater. There are numerous naturally occurring springs that surface throughout the CDS. Other areas in Sonoma County also show background concentrations of magnesium.

Magnesium concentrations at the CDS have ranged from 17 milligrams per liter (mg/l) to 38 mg/l at sample point SW-6, which is above the EPA Benchmark for magnesium of 0.0636 mg/l (not 0.064 mg/l).

Prior to commencement of a recent rain event, a sample was collected directly from a spring located at the CDS and designated as the *CDS Background* sample point and analyzed for magnesium. The magnesium concentration was reported at 18 mg/l, which is within the same order of magnitude as has been reported at sampling point SW-6. This clearly demonstrates that background magnesium present in groundwater (springs) causes the exceedances of magnesium concentrations in storm water samples.

Recent video footage of rain events at CDS taken by Commenter members also document overflows from stormwater collection and filtration ponds at the facility.

The video footage is not related to the Public Tipping Area. The video was presented to the Regional Water Board in March 2014 and subsequently, the Regional Water Board issued a letter dated March 18, 2014 to Sonoma County requiring that 'zero discharge' of compost contact water be achieved by October 1, 2014. That letter is directed only to compost activities.

Violations of applicable benchmarks are per se significant impacts. 14 CCR § 15064.7(a). Mr. Hagemann similarly concludes that these exceedances constitute a significant impact on stormwater quality which requires analysis and mitigation in an EIR. Even the Staff Report recognizes that the US EPA stormwater benchmarks are the controlling standard for identifying significant water quality impacts (EPS Report, pp. 1-2), and expressly admits that the CDS site is currently in violation of some of these benchmarks as well as its own industrial stormwater permit.

There have been no violations of benchmarks. Exceedance of a benchmark is not a violation of the IGP. Exceedance of the applicable benchmarks are triggers, not significant impacts, and constitute a Discharger responsibility to investigate the source of the exceedance and install and maintain best management practices (BMPs). In previous correspondence, I've listed some of the major BMPs installed and maintained at the CDS including drain inlet filters, the Continuous Deflector System and the sediment ponds.

"The landfill site currently exceeds some 'EPA benchmarks' for Total Suspended Solids, including aluminum and zinc, and is in violation of its industrial stormwater permit." Staff Report, p. 2.

This statement is not correct. Staff did not make this statement. As previously stated, exceedances of benchmarks are not violations of the IGP, but are triggers to action.



There is therefore substantial evidence that the CDS facility is currently causing significant water quality impacts that require mitigation. The existing stormwater pollution control measures being implemented at the site do not constitute Best Available Technology ("BAT"). See Exh. A (Hagemann), p. 2.

There is no evidence that the CDS is currently causing significant water quality impacts. CEQA defines significant effect on the environment to mean substantial or potentially substantial, adverse change in the environment (CEQA Statue - Association of Environmental Professionals 2014; [http://resources.ca.gov/ceqa/docs/2014 CEQA Statutes and Guidelines.pdf](http://resources.ca.gov/ceqa/docs/2014_CEQA_Statutes_and_Guidelines.pdf)). The IGP authorizes discharges of industrial storm water so long as those discharges comply with all requirements, provisions, limitations and prohibitions in the IGP. An occurrence of an exceedance of a benchmark does not constitute an impact to water quality, significant or otherwise.

The statement that existing storm water pollution control measures being implemented at Public Tipping Building do not constitute Best Available Economically Achievable Technology [BAT – as defined by the Clean Water Act Section 304(b)(2)] is not supported. Non-storm water collected from within the Public Tipping Building is contained within the building. The Public Tipping Building floor is engineered for non-storm water to sheet flow to collection trench drains and then be conveyed to gray-water storage tanks. The system consists of two 10,000 gallon underground tanks and the conveyance system. The collected gray-water is periodically pumped out and hauled by a license wastewater hauler to a licensed wastewater treatment facility.

The surface areas surrounding the Public Tipping Area are routinely swept by a regenerative sweeper and also hand swept. Storm water that collects on the Public Tipping Building roof and on the surface areas around the building sheet flow to storm water drain inlets and catch basins. These drain inlets are equipped with *KriStar FloGard+* filters. The filtered storm water is conveyed to a Continuous Deflective Separator (CDS) system to further screen, filter and trap debris. The twice-treated storm water is then conveyed through a series of concrete culverts and HDPE pipes to Sediment Pond #5 where settling of suspended particles occurs. Finally, the thrice treated storm water is discharged at point SW-6.

Since the MRF will involve waste processing within the Tipping Building, which is admittedly a source of the existing benchmark violations from sampling point SW-6, and the County proposes to rely on existing stormwater pollution control measures for MRF operation, it follows that the MRF will contribute to the ongoing violations of EPA benchmarks and of the facility's industrial stormwater permit. There is therefore a fair argument that the MRF will have significant water quality impacts that the SMND fails to analyze and mitigate.

In fact, the SMND erroneously concludes that "the project will not result in any water quality impacts" and that the Project's "processing of material that already enters via a different method would not result in any water quality impacts." SMND, p. 14. This statement is clearly false, since existing operations at the site are causing significant water quality impacts. An EIR must be prepared to accurately disclose, analyze, and mitigate these impacts.



As previously stated, exceedances of benchmarks are not violations of the IGP. Additionally, exceedances at sample point SW-6 are not indications of pollutant contribution from the Public Tipping Building. Modifications for the MRF include installation of bay doors and a canopy that will further enhance protection of contact of industrial activities with storm water.

D. The SMND Fails to Require Effective and Enforceable Mitigation Measures to Mitigate Potentially Significant Impacts From the Roof Canopy.

The SMND failed to describe the materials that would be used to construct the Project's roof canopy. After initially reviewing the SMND, Mr. Hagemann opined that the roof canopy was likely to be constructed of a galvanized material containing substantial amounts of zinc, which was likely to contribute to the CDS facility's stormwater violations. See Commenters' Jan. 13, 2014 comments, Exhibit A. Mr. Hagemann was correct. For the first time, the Staff Report now admits that "the new canopy roof addition is made of zinc." Staff Report, p. 2. The Staff Report also states, for the first time, that the roof canopy will be coated to prevent zinc runoff that is likely to occur from such uncoated galvanized roof materials. Staff Report, p. 3. The Staff Report asserts that roof coating is a required mitigation under COA 19. Id. However, a closer reading of the SMND and all proposed COAs demonstrates that this statement is false.

"Roof coating" is not a mitigation measure proposed anywhere in the SMND or in the Project's proposed COAs. COA 19, on which the County relies, merely requires that the "roofed/canopy storage area" be "of the same architecture and color" as the existing Tipping Building roof. COAs, p. 4, COA 19. The Condition does not describe the materials to be used for the roof canopy, nor does it discuss "roof coating" at all. Rather, the first and only discussion of either the proposed roof canopy materials or the Project's proposed use of roof coating is contained in the March 25, 2014 Staff Report. The Staff Report was released just days ago and long after the official CEQA public comment period on the SMND closed on January 13, 2014. Therefore, the public was not provided any opportunity to review and comment on this newly proposed mitigation. Furthermore, the County cannot rely solely on the information contained in the Staff Report or an attached consultant report to claim that the SMND properly mitigates this potential impacts. This violates CEQA's requirement that all documents relied upon in an MND be provided to the public during the CEQA public review period (PRC § 21092(b)(1)) and that information "buried in an appendix" or report does not constitute the good faith reasoned analysis of project impacts required by CEQA. EPIC v. CDF (2008) 44 Cal. 4th 459, 494. Finally, to be effective and enforceable, all required mitigation actions must be set forth in the Project's mitigation measures (or in this case, COAs). Lotus v. Dep't of Transportation (2014) 223 Cal. App. 4th 645, 652. The County's proposed "roof coating" mitigation is not set forth in any enforceable mitigation measure. The COAs and SMND cannot be approved without that binding mitigation in place.

The existing Public Tipping Building is approximately 43,000 square foot (ft²). As stated previously, sample point SW-6 has not been reported with a zinc exceedance since 2009, which is a clear indication that the current roof structure has not caused zinc concentration exceedances



in storm water at the site. The applicant proposes as part of the project that the new canopy roof addition will be coated to prevent zinc pollution in run off from the roof. Industrial coatings of new roofs are current industry standard practice and are highly effective in preventing zinc pollution in roof run off. The new 6,500 ft² canopy roof is only a fraction of the size of the existing roof (15%) and is not expected to cause an exceedance of the zinc concentration benchmark level in storm water run-off.

A DEIR needs to be prepared to disclose the current stormwater conditions and the exceedences of EPA benchmarks. The DEIR should evaluate impacts from the Project on stormwater quality, including increased potential for pollutants to be generated from increased traffic and from runoff from the new canopy. Mitigation should be identified in the DEIR to include source control BMPs (sweeping and routing roof drainage) and treatment BMPs (e.g., velocity separators, sorbent filter inserts, and use of downspout filters) as necessary to achieve effluent limitations set by the California Industrial Storm Water General Permit 97-03-DWQ.

The operation of the MRF equipment inside of the Public Tipping Building should not cause any additional storm water impacts and will enhance storm water pollution prevention. There will be no direct contact of storm water with the new equipment located inside the building. Any alleged impacts from the driveway area and existing roof of the Public Tipping Building, which are not presently significant, would not be related to whether the MRF equipment is installed, as these are part of the existing status quo or baseline conditions. Finally, the new, small canopy to be attached to the existing Public Tipping Building will be coated so as to prevent zinc and other metals from being released in storm water run-off from the roof. The existing roof is not now causing zinc pollution in storm water run-off, which further supports this conclusion.

Please contact EPS at 707-322-2015 or via email at aedeicke@epsh2o.com with questions or if clarification is needed.

Sincerely,

A handwritten signature in cursive script, appearing to read "Arthur Deicke".

Arthur Deicke
CPSWQ #0945, QSP/QSD #24568
Environmental Pollution Solutions, LLC
Santa Rosa, California