

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

TUESDAY

JANUARY 10, 2017

8:30 A.M.

(The regular afternoon session commences at 1:30 p.m.)

Susan Gorin	First District	Sheryl Bratton	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	Fourth District		
Lynda Hopkins	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 or bos@sonoma-county.org as soon as possible to ensure arrangements for accommodation.

Public Transit Access to the County Administration Center:

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

APPROVAL OF THE CONSENT CALENDAR

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

PUBLIC COMMENT

Any member of the public 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 time to speak 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.

**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. INSTALLATION CEREMONY

- A. Administration of the Oath of Office and presentation of Certificate of Election to Sonoma County Supervisor Shirlee Zane, Third District, and remarks.
- B. Administration of the Oath of Office and presentation of Certificate of Election to Sonoma County Supervisor Susan Gorin, First District, and remarks.
- C. Administration of the Oath of Office and presentation of Certificate of Election to Sonoma County Supervisor Lynda Hopkins, Fifth District, and remarks.

III. NOMINATION AND ELECTION OF BOARD CHAIR, VICE-CHAIR AND CHAIR PRO-TEM

BOARD OF SUPERVISORS
AND
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
COMMUNITY DEVELOPMENT COMMISSION
IN-HOME SUPPORTIVE SERVICES (IHSS) PUBLIC AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY
NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT
OCCIDENTAL COUNTY SANITATION DISTRICT
RUSSIAN RIVER COUNTY SANITATION DISTRICT
RIO NIDO GEOLOGIC HAZARD ABATEMENT DISTRICT
SONOMA COUNTY PUBLIC FINANCING AUTHORITY
SONOMA COUNTY WATER AGENCY
SONOMA COUNTY WATER AND WASTEWATER FINANCING AUTHORITY
SOUTH PARK COUNTY SANITATION DISTRICT

(Directors/Commissioners: Gorin, Rabbitt, Zane, Gore, Hopkins)

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Zane, Mayor Hundley)

- 1. Selection of Officers 2017 –
 - (A) Adopt a Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2017 for the Board of Supervisors, Directors and Commissioners;
 - (B) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Corporation;
 - (C) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Authority; and
 - (D) Adopt a Resolution naming the officers of the Sonoma County Water and Wastewater Financing Authority.
 - (E) Remarks of the incoming Chair.
 - (F) Seating selection at the dais.
 - (G) Comments from the floor.
- 2. Approve the County of Sonoma Board of Supervisors calendar of meetings for the year 2017.

IV. RECESS TO RECEPTION IN FOYER

V. CONSENT CALENDAR

(Items 3 through 28)

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, Gore, Hopkins)

3. Petaluma Aqueduct Cathodic Protection Upgrade Design –
(A) Authorize the General Manager to execute the Third Amended Agreement for Petaluma Aqueduct Cathodic Protection Upgrade Design Services with JDH Corrosion Consultants to provide aqueduct design, site investigation, and monitoring services, increasing the amount by \$71,570, expanding the scope of work to accommodate design modifications associated with environmental and right-of-way changes, extending the agreement term by one year for a new not-to-exceed agreement total of \$227,000 and end date of January 31, 2019.
(Second and Third Districts)
(B) Authorize the General Manager to amend the agreement provided amendments do not cumulatively increase the total cost by more than 10 percent and do not substantially change the scope of work.
4. Authorize the General Manager to execute an agreement with New Ways to Work for consulting services related to the Sonoma County Youth Ecology Corps through December 31, 2018 in the amount of \$124,800.

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, Gore, Hopkins)

AND

OCCIDENTAL COUNTY SANITATION DISTRICT
RUSSIAN RIVER COUNTY SANITATION DISTRICT
SOUTH PARK COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Zane, Gore, Hopkins)

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Zane, and Mayor Hundley)

5. Authorize the Water Agency's General Manager to execute an agreement with Flexim Americas, Corp. to provide as-needed on-site meter calibration services for the amount of \$180,000; agreement terminates on August 31, 2019.

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

6. Authority to Invest and Reinvest Funds and Approval of Statement of Investment Policy –
(A) Adopt a Concurrent Resolution of the Board of Supervisors and all Districts governed ex-officio by the Board of Supervisors renewing authorization for the County Treasurer to assume full responsibility for all transactions and expenditures related to the investment and reinvestment of funds on deposit in the County Treasury.
(B) Approve the County of Sonoma Statement of Investment Policy.
7. Adopt a Resolution to transfer certain unclaimed funds in the amount of \$5,000 or more totaling \$11,356 to the County General Fund.

CONSENT CALENDAR (continued)

BOARD OF SUPERVISORS

8. Arnold Drive Bike Lane Feasibility Study -
- (A) Adopt a Minute Order directing the Transportation and Public Works Department to initiate the Arnold Drive Bike Lane Feasibility Study and bring forward a proposed funding agreement between the County and Sonoma County Transportation Authority to reimburse the County for preparation of the Study when Measure M funding designated for the project becomes available in 2018-2019; and
 - (B) Approve the use of Contingency funds in the amount of \$50,000 for Transportation and Public Works Department to initiate the study that will be reimbursed by the Sonoma County Transportation Authority when Measure M funding becomes available in 2018-2019. The remaining \$200,000 required to complete the study will be included as part of the Fiscal Year 2017-18 budget process. (First District)

COUNTY ADMINISTRATOR/FIRE AND EMERGENCY SERVICES

9. Fire Services Project Contracts
- (A) Authorize the Director of Fire and Emergency Services to execute contracts with Timber Cove Fire Protection District (\$74,700) for training and facilities improvements to increase access to and use of an existing water tender in Region 4; with Russian River Fire Protection District (\$16,960) to develop a model of shared services with Monte Rio that will facilitate cooperation, cost savings, and potentially eventual consolidation; with Windsor Fire Protection District (\$60,000) to hire a temporary program manager to pilot a volunteer recruitment and retention program.
 - (B) Authorize the Director of Fire and Emergency Services to execute contracts with various Fire Protection Districts to distribute funding totaling \$483,968 to fire protection districts to provide for continued operations as set forth in Attachment 1.
 - (C) Authorize the Director of Fire and Emergency Services to execute contracts with Russian River Fire Protection District (\$32,303), Bodega Bay Fire Protection District (\$6,715), and the Coast Life Support District (\$10,714) to pay for dispatch fees from 2015-16 that were not paid previously.
 - (D) Delegate authority to the Director of Fire and Emergency Services to execute future Fiscal Year 2016-17 contracts based on recommendations of the Fire Services Advisory Council as they are determined by Staff to meet the goals of the ongoing Fire Services Project and fit within existing funding allocated for this purpose.

COUNTY COUNSEL/HUMAN RESOURCES

10. Authorize County Counsel to execute a Third Amendment to Agreement for legal services with Anne Keck of the Keck Law Offices for tort defense legal services to provide for an increase of \$100,000 to the contract amount for a new not-to-exceed contract amount of \$250,000 and extension of the contract term to February 28, 2019. (4/5 vote required)

CONSENT CALENDAR (continued)

GENERAL SERVICES/HUMAN SERVICES

11. Lease Expansion for Human Services Department at 5350 Old Redwood Highway, Suite 400, Petaluma –
- (A) Authorize the Clerk to publish a notice declaring the Board's intention to enter into a lease amendment with Cornerstone Properties SA, LLC for approximately 3,650 sq. ft. of office space located at 5350 Old Redwood Highway, Suite 400, Petaluma for an initial rental rate of \$1.65 per sq. ft. per month (approximately \$6,023 per month or \$72,270 per year) which is subject to adjustment as more particularly described in the lease for an initial term of 10 years with two, 5-year options to extend the term; and
 - (B) Authorize the General Services Director to execute a letter-agreement whereby the Landlord will prepare architectural construction drawings and apply for building permits prior to potential execution of the proposed lease amendment and approval by the Board.
(First Action)
12. 3725 Westwind Blvd, Santa Rosa Lease Amendment –
- Authorize the General Services Director to execute an Amendment to the existing lease to extend the Lease Expiration Date from May 31, 2017 to May 31, 2027 and provide two, five year options to further extend the lease term to 2037 expand the Existing Premises from 24,164 square feet to 32,347 square feet; reduce rent in Existing Premises from \$2.43 per square foot per month to \$1.90 per square foot per month, reduce annual rent escalations from 4% to 3%, and require the Landlord at Landlord's expense to make approximately \$1,000,000 in Tenant Improvements to the Existing Premises, Expansion Space, Building Common Areas, Site and Parking. (Second Action – Ready for Adoption)

HUMAN RESOURCES/HEALTH SERVICES

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, Gore, Hopkins)

13. Miscellaneous Classification & Compensation—Medical Therapy Program –
- (A) Adopt a Concurrent Resolution amending Salary Resolution 95-0926, Appendix A – Salary Tables, to establish the new classification and salary of Medical Therapy Program Manager effective January 10, 2017.
 - (B) Adopt a Concurrent Resolution amending Memorandum of Understanding between the County and SEIU– Local 1021, Appendix A – Salary Table Scales, to establish the new classification and salary of Supervising Pediatric Therapist, and abolish the classification of Chief Therapist – Children's Therapy Program effective January 10, 2017.
 - (C) Adopt a Resolution amending the position allocation list of the Department of Health Services to add 2.0 full-time equivalent Supervising Pediatric Therapist and 1.0 full-time equivalent Medical Therapy Program Manager effective January 10, 2017.

CONSENT CALENDAR (continued)

HUMAN SERVICES

14. Execution of two California Department of Aging (CDA) Standard Agreements and amendments to Sonoma County Area Agency on Aging (AAA) senior services provider contracts to include standard agreement funding increases –
- (A) Authorize the Director to execute two CDA Standard Agreement Amendments to accept state and federal funding increases for AAA services for a total of \$148,049.
- (1) Area Plan Standard Agreement AP-1617-27 Amendment #1 for Older Americans Act (OAA) services for the term of July 1, 2016 through June 30, 2017 to increase funding by \$116,426 to a maximum amount of \$2,220,258.
- (2) Authorize the Director of Human Services to execute the MIPPA (Medicare Improvement for Patients and Providers Act) Standard Agreement #MI-1517-27 Amendment #1 for the term of September 30, 2015 through September 29, 2017 to increase funding by \$31,623 to a maximum amount of \$86,413.
- (B) Authorize the Director to execute contract amendments to local community-based senior service provider contracts by allocating Standard Agreement funding increases by \$118,993 for provision of services to seniors in Sonoma County.

HUMAN SERVICES/PROBATION

15. Authorize the Human Services Director and Chief Probation Officer to approve contracts with Social Advocates for Youth (\$180,000) and Seneca Family of Agencies (\$215,552) for a total amount of \$395,552 to provide supportive services to youth in foster care for a term of January 1, 2017 through June 30, 2017.

MISCELLANEOUS

16. Approve the Minutes of the Meetings of December 6, 2016 and December 12, 2016 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors.

TRANSPORTATION AND PUBLIC WORKS

17. Award of Contract for the Hauser Bridge Replacement Project –
- (A) Approve the plans and specifications for the Hauser Bridge Road over South Fork Gualala River – Hauser Bridge Replacement Project C11006.
- (B) Award the contract to low bidder Granite Construction in the amount of \$4,393,519 plus a 10% contingency and Authorize the Chair to execute construction contract C11006. (Fifth District)

APPOINTMENTS/REAPPOINTMENTS

(Items 17 through 19)

18. Approve the appointment of Bill Smith to the Agricultural Preservation and Open Space District Advisory Committee serving a two-year term beginning on January 10, 2017 and ending on December 31, 2018. (Fourth District)

CONSENT CALENDAR (continued)

19. Approve the appointment of Stu Clark to the AB 939 Task Force serving a three-year term beginning on January 10, 2017 and ending on January 10, 2020. (Fourth District)
20. Approve the re-appointment of John Suazo to the Mental Health Board serving a three-year term beginning on January 10, 2017 and ending on December 31, 2020. (Fourth District)
21. Appoint Carrie Castro to the Sonoma County Commission on the Status of Women, effective January 10, 2017 and expiring on January 11, 2019. (First District)
22. Appoint Betzy Chavez to the Sonoma County Community Development Committee, effective January 10, 2017 and expiring on January 11, 2019. (First District)
23. Appoint Howard Sapper to the Sonoma County Commission on Human Rights, effective January 10, 2017 and expiring on January 11, 2019. (First District)
24. Approve the appointment of John Lowry to the Planning Commission and Board of Zoning Adjustments, Coterminus (Fifth District)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 20 through 23)

PRESENTATIONS AT THE BOARD MEETING

25. **8:30 A.M.** – Adopt a Gold Resolution proclaiming January 10, 2017 as Helen Rudee Day. (Third District)
26. **1:30 P.M.** – Adopt a Gold Resolution designating January 2017 as Eligibility Worker, Employment and Training Specialist, and Eligibility Specialist Recognition Month. (Human and Health Services)
27. **1:30 P.M.** – Adopt a Gold Resolution proclaiming January 2017 as Human Trafficking Awareness Month in Sonoma County. (District Attorney, Human Resources, Health Services, Human Services, Probation, Sheriff’s Office.)
28. **1:30 P.M.** – Adopt a Gold Resolution declaring January 21, 2017 as “Sonoma County Stands Together for Women” Day. (Third District)

VI. REGULAR CALENDAR

(Items 29 through 34)

ECONOMIC DEVELOPMENT BOARD/HUMAN SERVICES

29. Accept and approve the Year of the Senior Plan and authorize County departments including the Economic Development Board, Human Services Department, and others to proceed with implementation.

COMMUNITY DEVELOPMENT COMMISSION

(Commissioners: Gorin, Rabbitt, Zane, Gore, Hopkins)

AND

HUMAN SERVICES

30. Funding for The Palms Inn Single Room Occupancy (SRO) units - Concurrent action by Board of Supervisors and Board of Commissioners to:
- (A) Adopt a Resolution adjusting the FY 2016-17 Budget by \$143,700 to support operational costs associated with providing 104 units at the Palms Inn for permanent supportive housing; and
 - (B) Authorize the Human Services Director to execute an amendment to an agreement with Catholic Charities for veteran case management services, increasing the contract by \$60,000 for the period of January 1, 2017 through December 31, 2017.

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Zane, Mayor Hundley)

31. **10:00 A.M.** – Conduct a Public Hearing and Adopt a Resolution for the Sonoma Valley Sewer Lateral Ordinance –
- (A) Adopt a Resolution introducing, reading the title and waiving further reading of a proposed Ordinance amending the sanitation code to provide requirements for side sewer inspection and building sewer repair.
 - (B) Adopt a Resolution authorizing and directing staff to implement a loan program, upon Adoption of the Ordinance introduced January 10, 2017, requiring side sewer inspection and building sewer repair to assist property owners in the Sonoma Valley County Sanitation District with the costs of obtaining permits and repairing their building sewers.
(First District) (First Reading) (2/3 vote required)

BOARD OF SUPERVISORS
AND
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
COMMUNITY DEVELOPMENT COMMISSION
IN-HOME SUPPORTIVE SERVICES (IHSS) PUBLIC AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY
NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT
OCCIDENTAL COUNTY SANITATION DISTRICT
RUSSIAN RIVER COUNTY SANITATION DISTRICT
RIO NIDO GEOLOGIC HAZARD ABATEMENT DISTRICT
SONOMA COUNTY PUBLIC FINANCING AUTHORITY
SONOMA COUNTY WATER AGENCY
SONOMA COUNTY WATER AND WASTEWATER FINANCING AUTHORITY
SOUTH PARK COUNTY SANITATION DISTRICT
 (Directors/Commissioners: Gorin, Rabbitt, Zane, Gore, Hopkins)
AND
SONOMA VALLEY COUNTY SANITATION DISTRICT
 (Directors: Gorin, Zane, Mayor Hundley)

- 31A. Establish assignments for members of the Board of Supervisors and the Board of Directors of the Sonoma County Water Agency for the year 2017.

TRANSPORTATION AND PUBLIC WORKS

- 32. Adopt a Resolution introducing, reading the title of, and waiving the reading of an Ordinance amending Ordinance No. 2300 establishing no parking restrictions on the east side of Moorland Avenue (#68085) from Postmile 10.655 to Postmile 10.68 at the intersection with Hazelnut Lane. (Fifth District) (First Reading)

BOARD OF SUPERVISORS

- 33. Approve Board Sponsorship of \$6,000 to support a two-day summit on January 30 and 31, 2017. The Summit is being organized and partially funded by Catholic Charities and the Santa Rosa Homeless Collective. (Third District)

- 34. **PUBLIC COMMENT ON CLOSED SESSION ITEMS**

VII. CLOSED SESSION CALENDAR

(Items 35 through 38)

35. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Anticipated Litigation or significant exposure to litigation.
(Government Code Section 54956.9(d)(2))
36. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Brian Covington vs. County of Sonoma, Workers’ Compensation Appeals Board Nos. ADJ9830237, ADJ10325566, ADJ9323387 and ADJ9797661.
(Government Code Section 54956.9(d)(1)).
37. The Board of Supervisors will consider the following in the closed session: Conference with Real Property Negotiator – 32,678 square foot office building located at 600 Bicentennial Way, Santa Rosa, CA, For the County: Caroline Judy, General Services Director, or Marc McDonald, Real Estate Manager; For the Seller: Bill Hardy, BH Goethe Bicentennial, LLC. Under Negotiation: Terms and conditions of the proposed acquisition.
(Government Code Section 54956.8)
38. The Board of Supervisors, The Board of Directors of the Sonoma County Water Agency, and The Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Real Property Negotiator. Property: 117 acres located on or around 3313, 3322, 3323, 3325, 3333, and 3410 Chanate Road, and Belvedere Way, Santa Rosa, CA., APN No’s: 180-090-001; 180-090-002; 173-130-038 (Belvedere Way); 180-090-003; 180-090-004; 180-090-005; 180-090-006; 180-100-001; 180-100-029; 180-090-016; 180-090-009; 180-090-010; 180-090-008; 180-090-007; 180-820-010 and 180-820-009. Negotiators: For County: Caroline Judy, General Services Director. For District: Bill Keene, Agricultural Preservation and Open Space District General Manager. For Agency: Grant Davis, Sonoma County Water Agency General Manager. For Potential Buyers: Prospective Proposers. Under Negotiation: Direction to Real Property Negotiators regarding the potential sale of County owned land along with potential open space uses of District and Agency owned land.
(Government Code Section 54956.8)

VIII. REGULAR AFTERNOON CALENDAR

(Items 39 through 45)

39. **RECONVENE FROM CLOSED SESSION**

40. **REPORT ON CLOSED SESSION**

IX. BOARD MEMBER REPORTS ON ASSIGNED BOARDS, COUNCILS, COMMISSIONS OR OTHER ATTENDED MEETINGS

X. 1:30 P.M. - PRESENTATIONS/GOLD RESOLUTIONS

(Items 21 through 23, approved on the Consent Calendar)

41. **2:00 P.M. - PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD AND ON BOARD MEMBER REPORTS**

(Comments are restricted to matters within the Board’s jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Each person is usually granted time to speak at the discretion of the Chair. 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.)

FAIRGROUNDS

42. **2:10 P.M.** - Conduct a Public Hearing and Adopt a Resolution approving the 2017 Operating and Capital Improvements Budget and the 2017 Employee Position Allocation List for the Sonoma County Fair and Exposition, Inc.

COUNTY ADMINISTRATOR

43. Approve the Sonoma County 2017 State and Federal Legislative Platform to be used by County staff, legislative advocates, and the legislative delegation in efforts to seek policy support and acquire state and federal resources for County priorities.
(A) Approve the Sonoma County 2017-2018 State and Federal Legislative Platform to be used by County staff, legislative advocates, and the legislative delegation in efforts to seek policy support and acquire state and federal resources for County priorities.
(B) Receive a state legislative report from the County’s state legislative advocates, Paul Yoder and Karen Lange, of Shaw, Yoder, and Antwih.

PERMIT AND RESOURCE MANAGEMENT

44. Permit and Resource Management Department: Review and possible action on the following:
Acts and Determinations of Planning Commission/Board of Zoning Adjustments
Acts and Determinations of Project Review and Advisory Committee
Acts and Determinations of Design Review Committee
Acts and Determinations of Landmarks Commission
Administrative Determinations of the Director of Permit and Resource Management

(All materials related to these actions and determinations can be reviewed at:
<http://www.sonoma-county.org/prmd/b-c/index.htm>)

45. **ADJOURNMENT**

NOTE: The next regular meeting will be held on Tuesday, January 24, 2017.

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

January 24, 2017 (AM) – Russian River-Cotati Intertie Pipeline Seismic Hazard Mitigation at Mark West Creek Crossing Project – Hearing of Necessity.

January 24, 2017 (AM) – Russian River-Cotati Intertie Pipeline Seismic Hazard Mitigation at Russian River Crossing Project – Hearing of Necessity.

January 24, 2017 (PM) - Accessory Dwelling Unit and Junior Accessory Dwelling Unit Ordinance Adoption, ORD16-0002.



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/Directors/Commissioners

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors 565-2241

Supervisorial District(s):

Title: Appointment of Officers

Recommended Actions:

1) Adopt a Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2017 for the Board of Supervisors, Directors and Commissioners, 2) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Corporation, 3) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Authority, and 4) Adopt a Resolution naming the officers of the Sonoma County Water and Wastewater Financing Authority.

Executive Summary:

Discussion:

Prior Board Actions:

October 25, 2016 Appointment of Officers – Sonoma County Public Financing Corporation and Authority.
January 5, 2016 Appointment of Officers.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

To foster a professionally managed county organization that is accessible, transparent, fiscally responsible and accountable to the public.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
<p>ATTACHMENT A – Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2017 for the Board of Supervisors, Directors and Commissioners.</p> <p>ATTACHMENT B - Resolution appointing Officers of the Sonoma County Public Financing Corporation.</p> <p>ATTACHMENT C - Resolution appointing Officers of the Sonoma County Public Financing Authority.</p> <p>ATTACHMENT D - Resolution naming the Officers of the Sonoma County Water and Wastewater Financing Authority.</p>			

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

To: Board of Supervisors/Directors/Commissioners

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors 565-2241

Supervisorial District(s):

Title: Appointment of Officers

Recommended Actions:

1) Adopt a Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2017 for the Board of Supervisors, Directors and Commissioners, 2) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Corporation, 3) Adopt a Resolution naming the officers of the County of Sonoma Public Financing Authority, and 4) Adopt a Resolution naming the officers of the Sonoma County Water and Wastewater Financing Authority.

Executive Summary:

Discussion:

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January 5, 2016 Appointment of Officers.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

To foster a professionally managed county organization that is accessible, transparent, fiscally responsible and accountable to the public.

Fiscal Summary			
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Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
<p>ATTACHMENT A – Resolution appointing the Chair, Vice-Chair and Chair Pro-Tem for the year 2017 for the Board of Supervisors, Directors and Commissioners.</p> <p>ATTACHMENT B - Resolution appointing Officers of the Sonoma County Public Financing Corporation.</p> <p>ATTACHMENT C - Resolution appointing Officers of the Sonoma County Public Financing Authority.</p> <p>ATTACHMENT D - Resolution naming the Officers of the Sonoma County Water and Wastewater Financing Authority.</p>			

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



County of Sonoma
State of California

Date: January 10, 2017

Item Number: 1
Resolution Number: 17-0001

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Appointing Chair, Vice Chair And Chair Pro Tem For The Year 2017 For The
Board Of Supervisors, Board Of Directors, Commissioners.**

Be It Resolved that the Board of Supervisors of the County of Sonoma hereby appoints:

Supervisor Zane, Chair

Supervisor Gore, Vice Chair

Supervisor Rabbitt, Chair Pro Tem

Supervisors/Directors/Commissioners:

Gorin: Rabbitt: Gore: Hopkins: Zane:

Ayes: Noes: Absent: Abstain:

So Ordered.

Sonoma Valley County Sanitation District Directors:

Gorin: Zane: Hundley:

Ayes: Noes: Absent: Abstain:

So Ordered.



County of Sonoma
State of California

Date: January 10, 2017

Item Number: 1
Resolution Number: 17-

4/5 Vote Required

**Resolution Of The Board Of Directors Of The Sonoma County Public Financing Corporation,
Approving The Appointments Of President, Secretary, Assistant Secretaries, Treasurer, and
Assistant Treasurer Of The Corporation**

Whereas, Article 3.05 of the By-Laws for the County of Sonoma Public Financing Corporation requires that an annual meeting be held for the purpose of organization, selection of officers and the transaction of other business.

Now, Therefore, Be It Resolved that Shirlee Zane, Chair of the Board of Supervisors of the County of Sonoma is hereby appointed the President of the Corporation; Sheryl Bratton, County Administrator of the County of Sonoma, is hereby re-appointed as Secretary of the Corporation; Rebecca Wachsberg and Christina Rivera and Peter Rumble, Deputy County Administrators of the County of Sonoma are hereby re-appointed as Assistant Secretaries; Donna Dunk, Auditor-Controller-Treasurer-Tax Collector of the County is hereby re-appointed Treasurer; and Jonathan Kadlec, Assistant Treasurer-Tax Collector is hereby re-appointed as Assistant Treasurer of the Corporation.

Directors:

Gorin: Rabbitt: Gore: Hopkins: Zane:

Ayes: Noes: Absent: Abstain:

So Ordered.



County of Sonoma
State of California

Date: January 10, 2017

Item Number: 1
Resolution Number: 17-

4/5 Vote Required

**Resolution Of The Board Of Directors Of The Sonoma County Public Financing Authority,
Approving The Appointments Of Chair, Vice Chair, Secretary, Assistant Secretaries, Treasurer,
Assistant Treasurer And Legal Advisor Of The Authority**

Whereas, Article II Section 2.04(a) of the Joint Exercise of Powers Agreement for the County of Sonoma Public Financing Authority requires that an annual meeting be held for the purpose of organization, election of officers and the transaction of other business.

Now, Therefore, Be It Resolved that Shirlee Zane, Chair of the Board of Supervisors of the County of Sonoma is hereby elected Chair of the Authority; James Gore, Vice-Chair of the Board of Supervisors is hereby elected Vice Chair of the Authority; Sheryl Bratton, Clerk of the Board of Supervisors is hereby re-appointed as Secretary of the Authority; Rebecca Wachsberg, Christina Rivera and Peter Rumble, Deputy County Administrators of the County of Sonoma are hereby re-appointed as Assistant Secretaries of the Authority; Donna Dunk, Auditor-Controller-Treasurer-Tax Collector of the County is hereby re-appointed Treasurer of the Authority; Jonathan Kadlec, Assistant Treasurer-Tax Collector of the County of Sonoma, is hereby re-appointed as Assistant Treasurer of the Authority; and Bruce Goldstein, County Counsel of the County of Sonoma is hereby re-appointed Legal Advisor of the Authority.

Directors:

Gorin: Rabbitt: Gore: Hopkins: Zane:

Ayes: Noes: Absent: Abstain:

So Ordered.



County of Sonoma
State of California

Date: January 10, 2017

Item Number: 1
Resolution Number: 17-

4/5 Vote Required

Resolution Of The Board Of Directors Of The Sonoma County Water and Wastewater Financing Authority (Authority) Confirming Officers of the Authority.

Whereas, the First Amended Joint Exercise of Powers Agreement between the Sonoma County Water Agency, the Russian River County Sanitation District, and the Sonoma Valley County Sanitation District requires that the Board of Directors of the Authority hold at least one regular meeting each year; and

Whereas, the Bylaws of the Authority require confirmation of officers to be the first order of business at the first meeting of the Authority held in each calendar year; and

Whereas, the Bylaws of the Authority specifically identify that the officers of the Authority shall be a Chair, Vice-Chair, Executive Director, Secretary, Treasurer, and Controller; and

Whereas, the Bylaws state that the Chair of the Authority shall be the Chair of the Board of Supervisors; the Vice-Chair shall be the Vice-Chair of the Board of Supervisors; the Executive Director shall be the person who is the General Manager of the Agency; the Secretary shall be the person who is the Clerk of the Board of Supervisors; the Treasurer of the County shall be the Treasurer of the Authority; and the Auditor-Controller of the County shall be the Controller of the Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sonoma County Water and Wastewater Financing Authority hereby finds, determines, and declares as follows:

1. All of the above recitals are true and correct.
2. The above-named individuals shall be the officers of the Sonoma County Water and Wastewater Financing Authority.

PASSED AND ADOPTED on January 10, 2017, by the following vote:

Directors:

Gorin: Rabbitt: Gore: Hopkins: Zane:

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: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors 565-2241

Supervisorial District(s):

Countywide

Title: Board of Supervisors Calendar of Meetings for 2017

Recommended Actions:

Approve the County of Sonoma Board of Supervisors calendar of meetings for the year 2017.

Executive Summary:

The Board Chair has proposed the calendar of meetings for the year 2017.

Discussion:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Board of Supervisors 2017 meeting calendar			
Related Items "On File" with the Clerk of the Board:			

DRAFT 2017 BOARD MEETING CALENDAR

<h1 style="margin: 0;">January 2017</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 New Year's Day Holiday	3	4	5	6	7
8	9	10 8:30 a.m. Board Meeting	11	12	13	14
15	16 Martin Luther King Day Holiday	17 No Meeting	18	19	20	21
22	23	24 8:30 a.m. Board Meeting	25	26	27	28
29	30	31 9:00 a.m. Board Strategic Planning Retreat				

DRAFT 2017 BOARD MEETING CALENDAR

February 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 8:30 a.m. Board Meeting	8	9	10	11
12	13 Lincoln's Birthday Holiday	14 11:00 a.m. Special Closed Session	15	16	17	18
19	20 President's Day Holiday	21 10:00 a.m. Board Meeting (Please note the later start time.)	22	23	24	25 NACo DC Legislative Conference (2/25 - 3/1/17)
26	27 NACo	28 No Meeting NACo DC Legislative Conference				

DRAFT 2017 BOARD MEETING CALENDAR

March 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 NACo DC Legislative Conference (2/25 - 3/1/17)	2	3	4
5	6	7 8:30 a.m. Board Meeting	8	9	10	11
12	13	14 No Meeting	15	16	17 11:00 a.m. Special Closed Session	18
19	20	21 8:30 a.m. Board Meeting	22	23	24	25
26	27	28 8:30 a.m. Board Meeting	29	30	31	

DRAFT 2017 BOARD MEETING CALENDAR

April 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 8:30 a.m. Board Meeting	5	6	7	8
9	10	11 8:30 a.m. Board Meeting	12	13	14	15
16 Easter	17	18 No Meeting	19	20	21	22
23	24	25 8:30 a.m. Board Meeting	26	27	28 11:00 a.m. Special Closed Session	29

DRAFT 2017 BOARD MEETING CALENDAR

May 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 8:30 a.m. Board Meeting	3	4	5	6
7	8	9 8:30 a.m. Board Meeting	10	11	12	13
14	15	16 8:30 a.m. Board Meeting	17 CSAC Leg Conference	18 CSAC Leg Conference	19	20
21	22 11:00 a.m. Special Closed Session	23 8:30 a.m. Board Meeting	24	25	26	27
28	29 Memorial Day Holiday	30 No Meeting	31			

DRAFT 2017 BOARD MEETING CALENDAR

June 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 8:30 a.m. Board Meeting	7	8	9	10
11	12 Budget Hearings	13 8:30 a.m. Board Meeting Budget Hearings	14 Budget Hearings	15 Budget Hearings	16 11:00 a.m. Special Closed Session Budget Hearings	17
18	19 Budget Hearings	20 8:30 a.m. Board Meeting Budget Hearings	21 Budget Hearings	22 Budget Hearings	23 Budget Hearings	24
25	26	27 No Meeting	28	29	30	

DRAFT 2017 BOARD MEETING CALENDAR

<h3 style="margin: 0;">July 2017</h3>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 Independence Day Holiday No Meeting	5	6	7	8
9	10	11 8:30 a.m. Board Meeting	12	13	14	15
16	17	18 8:30 a.m. Board Meeting	19	20	21 NACo Annual Conference Columbus (7/21-24/17)	22
23	24 NACo	25 No Meeting	26	27	28	29
30	31					

DRAFT 2017 BOARD MEETING CALENDAR

August 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 8:30 a.m. Board Meeting				
6	7	8 No Meeting	9	10	11	12
13	14	15 8:30 a.m. Board Meeting	16	17	18 11:00 a.m. Special Closed Session	19
20	21	22 8:30 a.m. Board Meeting	23	24	25	26
27	28	29 11:00 a.m. Special Closed Session	30	31		

DRAFT 2017 BOARD MEETING CALENDAR

September 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Labor Day Holiday	5 No Meeting	6	7	8	9
10	11	12 8:30 a.m. Board Meeting	13	14	15 11:00 a.m. Special Closed Session	16
17	18	19 8:30 a.m. Board Meeting	20	21	22	23
24	25	26 8:30 a.m. Board Meeting	27	28	29	30

DRAFT 2017 BOARD MEETING CALENDAR

October 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 8:30 a.m. Board Meeting	4	5	6	7
8	9	10 8:30 a.m. Board Meeting	11	12	13	14
15	16	17 No Meeting	18	19	20	21
22	23	24 8:30 a.m. Board Meeting	25	26	27	28
29	30	31 No Meeting				

DRAFT 2017 BOARD MEETING CALENDAR

November 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 8:30 a.m. Board Meeting	8	9	10 Veterans' Day Holiday	11
12	13	14 8:30 a.m. Board Meeting	15	16	17	18
19	20	21 No Meeting	22	23 Thanksgiving Day Holiday	24 Thanksgiving Day Holiday	25
26	27 CSAC Annual Conference Sacramento	28 No Meeting CSAC Annual Conference Sacramento	29 CSAC Annual Conference Sacramento	30 CSAC Annual Conference Sacramento		

DRAFT 2017 BOARD MEETING CALENDAR

December 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 CSAC Annual Conference Sacramento	2
3	4	5 8:30 a.m. Board Meeting	6	7	8	9
10	11	12 8:30 a.m. Board Meeting	13	14	15	16
17	18 11:00 a.m. Special Closed Session	19 No Meeting	20	21	22	23
24	25 Christmas Day Holiday	26 No Meeting	27	28	29	30



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 Directors, Sonoma County Water Agency

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Hannah Salafia 524-6435

Supervisorial District(s):

Second and Third

Title: Petaluma Aqueduct Cathodic Protection Upgrade Design

Recommended Actions:

- A) Authorize Water Agency's General Manager to execute the Third Amended Agreement for Petaluma Aqueduct Cathodic Protection Upgrade Design Services with JDH Corrosion Consultants, to provide aqueduct design, site investigation, and monitoring services, increasing the amount by \$71,570, expanding the scope of work to accommodate design modifications associated with environmental and right-of-way changes, extending the agreement term by one year for a new not-to-exceed agreement total of \$227,000 and end date of January 31, 2019.
- B) Authorize the Water Agency's General Manager to amend the agreement provided amendments do not cumulatively increase the total cost to the Water Agency by more than 10 percent, while retaining authorities under Resolution 04-0547, and do not substantially change the scope of work.

Executive Summary:

The purpose of the Petaluma Aqueduct Cathodic Protection project is to construct an impressed current corrosion protection system that protects the pipeline exterior from corrosive impurities in the soils and groundwater surrounding the pipeline. The cathodic protection system also allows the Water Agency to monitor any pipeline corrosion and thus take action to remedy such deterioration. The design for the Petaluma Aqueduct Cathodic Protection Upgrade (Project) is now close to being finalized, but environmental and right-of-way complications for the chosen sites along the aqueduct have required re-design of some locations of the Project. The proposed third amended agreement is needed to incorporate these design changes into the bid documents. Construction is anticipated to begin in summer of 2017.

In addition, to avoid further delays in the design phase of the Project due to minor unforeseen circumstances, authority is being requested for Sonoma County Water Agency's (Water Agency) General Manager to amend the agreement provided amendments do not cumulatively increase the total \$227,000 cost by more than 10% (\$22,700), while retaining authorities that apply during the construction phase under Resolution 04-0547.

Discussion:

The Sonoma County Water Agency's seven aqueducts were constructed as early as the 1950s to provide a reliable supply of drinking water from the Russian River diversion system to residents in portions of Sonoma and Marin counties. The Petaluma aqueduct runs from downtown Santa Rosa to the south side of Petaluma. The aqueducts are constructed of mortar lined and coated steel pipe ranging in size from 12 to 54 inches in diameter. The pipe is mainly protected from corrosion using a galvanic cathodic protection system consisting of sacrificial magnesium anodes connected directly to the pipeline. The anodes corrode instead of the pipe, thereby protecting the pipe. The typical useful life of anodes is 30 years.

Without adequate protection from corrosion, the Water Agency's water transmission pipelines' structural integrity could weaken and become vulnerable to failure. This could disrupt the Water Agency's ability to reliably deliver drinking water. Therefore in 2009, the Water Agency conducted a corrosion assessment of its water transmission aqueducts. Water Agency staff determined that the Petaluma aqueduct's existing cathodic protection system is no longer adequately providing protection from corrosion based on National Association of Corrosion Engineers' Standards. This potential corrosion does not pose a risk to the quality of drinking water, only to the integrity of the system. Testing was conducted to evaluate cost-effective, alternative solutions, and Water Agency staff is recommending an impressed current cathodic protection system to replace the galvanic system. An impressed current system works under the same principles as a galvanic system except that the anodes would be concentrated in fewer locations, and it would have an estimated useful life of up to 50 years, thus reducing construction, operation, and maintenance costs.

Water Agency and JDH Corrosion Consultants, Inc., (Consultant) first entered into this agreement to design an impressed current cathodic protection system for the Petaluma aqueduct on April 26, 2011 (through June 30, 2012) for \$115,000. Also on this date, the Water Agency's Board of Directors authorized the General Manager to amend the agreement, provided the amendments did not cumulatively increase the total cost to the Water Agency by more than \$11,500 and did not substantially change the scope of work. On May 30, 2012, the agreement was amended to add a task for vacuum excavation (potholing) of proposed well sites to verify that no unmarked utilities exist in the construction area for the Project. The First Amended Agreement increased the agreement amount by \$10,430 for a new total of \$125,430. On June 25, 2013, the agreement was amended to expand the scope of work to include utility research, modify the design details per Water Agency's direction, oversee site investigations, provide monitoring services, and comply with Sonoma-Marin Area Rail Transit right-of-way requirements. The Second Amended Agreement increased the agreement amount by \$30,000 for a new total of \$155,430, and extended the agreement term by four years to June 30, 2017.

Concurrent Resolution No. 04-0547, dated June 8, 2004, authorizes the Water Agency's General Manager to execute amendments to agreements related to the construction of projects (e.g., architectural design, engineering, inspection, etc.) so long as certain conditions are met, up to a maximum of \$50,000. The purpose of the Resolution is to allow amendments to a professional service agreement because of a Change Order on an active construction project, so the project doesn't have to be stopped.

The Water Agency does not own the right of way for the Petaluma aqueduct. The Water Agency has operations, maintenance, and access easements with numerous private property owners, city governments, and public entities. Property ownership along the aqueduct has changed since the

Petaluma aqueduct was first constructed. Therefore, accessing the aqueduct for construction of new equipment has required modified access routes and revised locations of cathodic protection equipment and thus lengthy negotiations with property owners. In analyzing environmental impacts in accordance with the California Environmental Quality Act (CEQA) at several of the proposed sites, the Water Agency identified environmental issues that need to be addressed before the remainder of the design takes place.

Every Cathodic Protection site to be constructed requires a PG&E electrical service, and several of the Cathodic Protection sites also changed locations requiring new PG&E service applications to be submitted to obtain the electrical service. The process to get the services approved through PG&E, elongated the design process. Water Agency staff propose to amend the agreement to accommodate project delays associated with right of way, CEQA, and PG&E services and to ensure that Project design modifications associated with environmental and right-of-way changes are incorporated into the bid documents.

SELECTION PROCESS

On February 18, 2010, Water Agency sent a Request for Qualifications to three firms:

JDH, Concord, CA

Corrpro Companies, Inc., San Leandro, CA

Farwest Corrosion Control Company, Hayward, CA

JDH Corrosion Consultants, Inc. and Corrpro Companies, Inc., responded to the Request for Qualifications, and a list of qualified consultants was created. JDH Corrosion Consultants, Inc., was selected from the list of qualified consultants to perform the work because:

Consultant is a corrosion consulting firm specializing in corrosion protection

- 1) Consultant is already familiar with the Project as a result of its work on the Annual Aqueduct Cathodic Protection Surveys and Petaluma Aqueduct Annual Pipeline Continuity Testing
- 2) Consultant provided a reasonable schedule
- 3) Consultant performed well in the past on the Sonoma Aqueduct Cathodic Protection Upgrade Project.

SERVICES TO BE PERFORMED

Under the proposed third amended agreement, the Consultant will ensure that necessary Project design modifications associated with environmental and right-of-way changes are incorporated into the bid documents.

The proposed amended agreement also includes standard Living Wage Ordinance and prevailing wage language.

The additional cost is \$71,570, for a new not-to-exceed agreement total of \$227,000. The new end date is January 31, 2019.

RECOMMENDATION

Water Agency staff recommends that the Board approve the proposed third amended agreement in order to complete the design.

In addition, to avoid further delays in the design phase of the Project due to minor unforeseen circumstances, authority is being requested for Water Agency's General Manager to amend the agreement provided amendments do not cumulatively increase the total cost by more than 10%, while retaining authorities that exist during the construction phase under Resolution 04-0547.

Prior Board Actions:

06/25/2013: Approved second amended agreement between Water Agency and JDH Corrosion Consultants for Petaluma Aqueduct Cathodic Protection Upgrade Design Services. Extended term by four years and increased amount by \$30,000 for a new not-to-exceed total of \$155,430; second amended agreement terminates June 30, 2017.

04/26/2011: Approved agreement between Water Agency and JDH Corrosion Consultants for Petaluma Aqueduct Cathodic Protection Upgrade Design Services. Cost \$115,000; term end July 1, 2012.

Strategic Plan Alignment Goal 3: Invest in the Future

Invest in protecting our pipeline from corroding and reduce maintenance cost by reducing the amount of man-hours required to take readings.

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			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$ 71,570		
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$ 71,570		
Use of Fund Balance			
Contingencies			
Total Sources	\$ 71,570		
Narrative Explanation of Fiscal Impacts:			
Budgeted amount of \$ 71,570 is available from FY 2016/2017 appropriations for the Water Transmission fund. No additional appropriation is required.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
Amended Agreement (1 copy)			
Related Items "On File" with the Clerk of the Board:			

DRAFT Third Amended Agreement for Petaluma Aqueduct Cathodic Protection Upgrade Design Services

This third amended agreement (“Third Amended Agreement” or “Agreement”) is by and between **Sonoma County Water Agency**, a body corporate and politic of the State of California (hereinafter “Water Agency”), and **JDH Corrosion Consultants, Inc.**, a California Corporation (hereinafter “Consultant”). The Effective Date of this Agreement is the date the Agreement is last signed by the parties to the Agreement.

RECITALS

- A. Consultant represents it is a duly qualified firm, experienced in evaluating existing pipeline corrosion conditions on-site, preparing comprehensive reports on pipeline corrosion, designing cathodic protection systems, providing on site construction services and training, and related services as required.
- B. In July 2008 and November 2009, Water Agency conducted a cathodic protection survey and continuity test on the Water Agency’s Petaluma Aqueduct.
- C. Based on the results of these studies, Water Agency desires to employ the services of Consultant to design a cathodic protection system for the Petaluma Aqueduct.
- D. Water Agency and Consultant first entered into this agreement on April 26, 2011. Also on this date, the Water Agency’s Board of Directors authorized the General Manager to amend the agreement, provided the amendments do not cumulatively increase the total cost to the Water Agency by more than \$11,500 and do not substantially change the scope of work.
- E. Water Agency first amended this agreement to add a task of vacuum excavation, or potholing, at the site to verify that no unmarked utilities exist in the construction area.
- F. The First Amended Agreement increased the Agreement amount by \$10,430 to perform the additional work described in the Exhibit A, attached thereto, for a new not-to-exceed total of \$125,430.
- G. The Second Amended Agreement extended the term to allow for utility research, modified the design details per Water Agency’s direction, Consultant oversight of site investigations, and compliance with Sonoma-Marin Area Rail Transit District (SMART) right-of-way requirements. The Agreement amount increased by \$30,000 for a new total of \$155,430.
- H. This Third Amended Agreement extends the term by two years to allow for design modifications associated with environmental and right-of-way issues to be incorporated into the design, completion of the scope of work, and increases the Agreement amount by \$71,570 for a new total of \$227,000.

- I. Concurrent Resolution No. 04-0547, dated June 8, 2004, authorizes Water Agency’s General Manager to execute amendments to agreements related to the construction of projects (e.g., architectural design, engineering, inspection, etc.) so long as certain conditions are met, up to a maximum of \$50,000.
- J. This Third Amended Agreement supersedes all previous agreements and amendments between the parties.

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

A G R E E M E N T

1. RECITALS

1.1 The above recitals are true and correct.

2. LIST OF EXHIBITS

2.1 The following exhibits are attached hereto and incorporated herein:

- a. Exhibit A: Scope of Work
- b. Exhibit B: Schedule and Submittals
- c. Exhibit C: Design Submittal Breakdown
- d. Exhibit D: Schedule of Rates
- e. Exhibit E: Petaluma Aqueduct Pipeline Continuity Testing
- f. Exhibit F: Proposed Cathodic Protection Rectifier Map

3. SCOPE OF SERVICES

3.1 Consultant’s Specified Services. Consultant shall perform the services and submit the documents described in Exhibit A (hereinafter “Scope of Work”), within the times or by the dates provided for in Exhibit A and pursuant to Article 9. In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.

3.2 Cooperation with Water Agency. Consultant shall cooperate with Water Agency in the performance of all work hereunder. Consultant shall coordinate the work with Water Agency’s Project Manager. Contact information and mailing addresses:

Water Agency	Consultant
Project Manager: Hannah Salafia	Contact: Darby Howard
404 Aviation Blvd.	1100 Willow Pass Ct.
Santa Rosa, CA 95403-9019	Concord, CA 94520
Phone: 707-524-6435	Phone: 925-927-6630
Email: Hannah.Salafia@scwa.ca.gov	Email: dhoward@jdhcorrosion.com

3.3 Performance Standard and Standard of Care. Consultant hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with the requirements of applicable federal, state and local laws, it being understood that acceptance of Consultant's work by Water Agency shall not operate as a waiver or release. Water Agency has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees that its work will be performed and its operations conducted in accordance with the standards of a reasonable professional having specialized knowledge and expertise in the services provided under this Agreement. If Water Agency determines that any of Consultant's work is not in accordance with such level of competency and standard of care, Water Agency, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with Water Agency to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 6; or (d) pursue any and all other remedies at law or in equity.

3.4 Assigned Personnel.

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

4. PAYMENT

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

4.2 Hourly Rates: For all services and incidental costs authorized hereunder, Agency agrees to pay Consultant as shown in Exhibit D, Schedule of Rates. No more than 90% will be paid until the final design is submitted for staff review. The total amount paid under this Agreement shall not exceed **\$227,000**. Attachment B provides further details of required submittals and milestones.

- 4.3 Payment for Expenses. Consultant shall be entitled to reimbursement for expenses incurred in completion of the services, only as authorized in Exhibit D. Agency will reimburse Consultant for required permit fees.
- 4.4 Invoices for Original Agreement and First and Second Amended Agreements. Consultant shall submit its bills in arrears on a monthly basis, in a form approved by Water Agency's Project Manager. The bills shall show or include:
- a. Consultant name
 - b. Name of Agreement
 - c. Water Agency's Project-Task number(s) 7439-05 and Account number(s) 675108 6140.
 - d. Task performed with an itemized description of services rendered by date
 - e. Hourly rate or rates of the persons performing the task
 - f. Copies of receipts for reimbursable materials/expenses
- 4.5 Invoices for Third Amended Agreement. Consultant shall submit its bills in arrears upon final acceptance of work under the appropriate submittal, not already completed under the Original Agreement, First Amended Agreement, or Second Amended Agreement, as listed in Exhibit B (Schedule and Submittals), in a form approved by Water Agency. The bills shall show or include:
- a. Consultant name
 - b. Name of Agreement
 - c. Water Agency's Project-Activity Code T0171C001.
 - d. Task performed with an itemized description of services rendered by date
 - e. Hourly rate or rates of the persons performing the task
 - f. Copies of receipts for reimbursable materials/expenses
- 4.6 Rate Changes. Upon at least 30 days written notice, Consultant may change the rates up to 3% per year, commencing one year from the Effective Date of this Agreement and no more than once every 12 months thereafter.
- 4.7 Availability of Funding in Subsequent Fiscal Years.
- a. Water Agency's performance under this Agreement in subsequent years is contingent upon appropriation of funds by Water Agency's Board of Directors. Water Agency shall have no liability under this Agreement if sufficient funds are not appropriated in subsequent fiscal years by the Water Agency's Board of Directors for the purpose of this Agreement.
 - b. If funding for this Agreement for any fiscal year is reduced or eliminated by Water Agency's Board of Directors, Water Agency shall have the option to either terminate this Agreement in accordance with Article 6 or offer an amendment to Consultant to reflect the reduced amount.
- 4.8 Acceptance. Acceptance or rejection of any work delivered to Water Agency will be made by Water Agency within 30 days after receipt. Such acceptance will be for the purpose of qualification for payment only, and any errors, defects, deviations from specifications, or other defaults in performance under

the Agreement on the part of Consultant discovered within one year of the date of final delivery of all work shall be corrected by Consultant at Consultant's expense within 90 calendar days after notice and demand from Water Agency. In the event of rejection of any portion of the work, acceptance will be made only after the resubmitted work conforms to the requirements herein.

5. **TERM OF AGREEMENT**

5.1 The term of this Agreement shall be from April 26, 2011 ("Effective Date") to January 31, 2019 unless terminated earlier in accordance with the provisions of Article 6 (Termination).

6. **TERMINATION**

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

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

6.3 Delivery of Work Product and Final Payment Upon Termination. In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to Water Agency all materials and work product subject to Paragraph 11.10 and shall submit to Water Agency an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

6.4 Payment upon Termination. Upon termination of this Agreement by Water Agency, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if services are to be paid on a per-hour or per-day basis, then Consultant shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to termination times the applicable hourly or daily rate; and further provided, however, that if Water Agency terminates the Agreement for cause pursuant to Paragraph 6.2, Water Agency shall deduct from such amounts the amount of damage, if any, sustained by Water Agency by virtue of the breach of the Agreement by Consultant.

6.5 Authority to Terminate. Water Agency's right to terminate may be exercised by Agency's General Manager.

7. INDEMNIFICATION

7.1 Consultant agrees to accept responsibility for loss or damage to any person or entity, including Water Agency, and to defend, indemnify, hold harmless, and release Water Agency, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant hereunder, whether or not there is concurrent negligence on the part of Water Agency, but, to the extent required by law, excluding liability due to conduct of Water Agency. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

8. INSURANCE

With respect to performance of work under this Agreement, Consultant shall maintain insurance as described below:

- 8.1 Workers' Compensation Insurance. Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language:
- a. This policy shall not be cancelled or materially changed without first giving thirty (30) days' prior written notice to the Sonoma County Water Agency.
- 8.2 General Liability Insurance. Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than one million dollars (\$1,000,000) for each occurrence and two million dollars (\$2,000,000) for general aggregate and products/completed operations aggregate. Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:
- a. The Sonoma County Water Agency, its officers, agents, and employees, are named as additional insured for all liability arising out of the ongoing and completed operations by or on behalf of the named insured in the performance of Third Amended Agreement for Petaluma Aqueduct Cathodic Protection Upgrade Design Services between the Sonoma County Water Agency and JDH Corrosion Consultants, Inc.
 - b. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
 - c. The insurance provided herein is primary and non-contributory coverage to the additional insured(s) with respect to any insurance or self-insurance programs maintained by the additional insured(s).

- d. This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Water Agency.
- 8.3 Automobile Liability Insurance. Automobile liability insurance covering bodily injury and property damage in an amount no less than one million dollars (\$1,000,000) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles. Said policy shall be endorsed with the following language:
- a. This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Water Agency.
- 8.4 Professional Liability Insurance. Professional liability insurance for all activities of Consultant arising out of or in connection with this Agreement in an amount no less than one million dollars (\$1,000,000) for each occurrence. In the event Consultant cannot provide an occurrence policy for professional liability insurance, Consultant shall provide insurance covering claims made as a result of performance of this Agreement and shall maintain such insurance in effect for not less than two (2) years following completion of performance of this Agreement. Said policy shall be endorsed with the following specific language:
- a. This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Water Agency.
- 8.5 Documentation. The following documentation shall be submitted to the Water Agency:
- a. Properly executed Certificates of Insurance and policy endorsements clearly evidencing all coverages, limits, and endorsements required above. Water Agency representative will sign the Agreement only after said insurance documentation has been submitted. Consultant agrees to maintain current Certificates of Insurance and endorsements evidencing the above-required coverages, limits, and endorsements on file with the Water Agency for the duration of this Agreement.
 - b. Upon Water Agency's written request, certified copies of the insurance policies. Said policy copies shall be submitted within thirty (30) days of Water Agency's request.
 - c. After the Agreement has been signed, properly executed Certificates of Insurance and endorsements shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
- 8.6 Policy Obligations. Consultant's indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- 8.7 Material Breach. If Consultant, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of this Agreement. Water Agency, in its sole option, may terminate this Agreement and obtain damages from Consultant resulting from said breach. Alternatively, Water Agency may purchase such required insurance coverage, and without further notice to Consultant, Water Agency may deduct from sums due to Consultant any premium costs advanced by

Water Agency for such insurance. These remedies shall be in addition to any other remedies available to Water Agency.

- 8.8 Subconsultants' Insurance. Consultant shall require all of its subcontractors, subconsultants, and other agents to maintain the same insurance coverage as specified above for Consultant.

9. PROSECUTION OF WORK

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

10. EXTRA OR CHANGED WORK

- 10.1 Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Changes to lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the Agreement, may be executed by the Water Agency's General Manager in a form approved by County Counsel. The parties expressly recognize that Agency personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Consultant to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the Water Agency.

11. REPRESENTATIONS OF CONSULTANT

- 11.1 Status of Consultant. The parties intend that Consultant, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of Water Agency and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits Water Agency provides its employees. In the event Water Agency exercises its right to terminate this Agreement pursuant to Article 6, above, Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.
- 11.2 Communication with Water Agency's Contractor. All communication shall be between Consultant and Water Agency. Consultant shall have no authority to act on behalf of Water Agency, to stop work, to interpret conditions of the construction contract, or to give direction to Water Agency's contractor.

Nothing in this provision shall serve to limit Consultant's responsibility to provide such engineering or related services as are required to complete other work or correct any errors or omissions of Consultant in the performance of services under this agreement.

- 11.3 Taxes. Consultant agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Consultant agrees to indemnify and hold Water Agency harmless from any liability which it may incur to the United States or to the State of California or to any other public entity as a consequence of Consultant's failure to pay, when due, all such taxes and obligations. In case Water Agency is audited for compliance regarding any withholding or other applicable taxes, Consultant agrees to furnish Water Agency with proof of payment of taxes on these earnings.
- 11.4 Records Maintenance. Consultant shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to Water Agency for inspection at any reasonable time. Consultant shall maintain such records for a period of four (4) years following completion of work hereunder.
- 11.5 Conflict of Interest. Consultant covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if required by law or requested to do so by Water Agency, Consultant shall submit a completed Fair Political Practices Commission Statement of Economic Interests (Form 700) with the Water Agency within 30 calendar days after the Effective Date of this Agreement and each year thereafter during the term of this Agreement, or as required by state law.
- 11.6 Statutory Compliance/Living Wage Ordinance: Consultant agrees to comply, and to ensure compliance by its subconsultants or subcontractors, with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, Consultant expressly acknowledges and agrees that this Agreement is subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.
- 11.7 Nondiscrimination. Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in

employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

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

11.9 Accessibility Standards:

a. Consultant shall comply with applicable accessibility standards including, but not limited to, the Americans with Disabilities Act (ADA). Deliverables delivered under this agreement shall adhere to (1) the Section 508 Standards for Electronic and Information Technology Accessibility, 36 C.F.R. §1194, issued under Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794(d)) (the "Section 508 Standards") and the following guidelines:

- Website(s) (if applicable) shall contain clear navigation methods. Pages shall contain identical header links to allow users to easily navigate site in a familiar manner.
- Tables used to display data shall be constructed to allow screen readers to interpret and read the data in logical fashion.
- Context and orientation information shall be provided on each page. Any page shall be read in a way which reveals the site, the location within the site, and a clear method of navigating to different content.
- Images shall have ALT tags containing explanatory text or an empty ALT tag (ALT= " ") to describe graphics. The text for an ALT tag shall describe the content, rather than file name or size.
- Images, especially charts and graphs, that need lengthy explanation not possible in an ALT tag shall use the LONGDESC tag.
- PDF (Portable Document Format) files shall be made accessible by ensuring:
 - (1) The document is a searchable text file, not an image only scan

- (2) The document's form fields, if any, are accessible (Note: Form fields are an advanced topic outside the scope of this documentation)
 - (3) The document structure is indicated by tags
 - (4) The reading order is clear and easy to follow
 - (5) Descriptive text is available for graphics, links and form fields
 - (6) Navigational aids are available
 - (7) A document language is specified
 - (8) The document uses fonts that allow characters to be extracted by assistive technology
 - (9) The security settings (if any) don't interfere with screen reader
 - (10) Bookmarks are included for documents over 50 pages
- Navigation shall not rely on color.
 - If graphics are used for linking, an equivalent text link shall be provided as well.
 - Pages shall contain titles identifying page content.
 - Navigation design shall not be entirely dependent upon a script (Javascript, Java, etc.). When a script is used to facilitate performance or to create a more friendly user environment, navigation shall still work if the user has turned off Javascript within the browser.
 - Documents shall not require a timed response.
 - Documents shall not contain flickering content.
- b. If materials submitted for web posting or designed web pages are not ADA accessible, Consultant shall be responsible for remediation and correction at Consultant's own expense. Failure to remediate material identified as non-compliant in a reasonable time period shall be considered a material breach of contract at the Water Agency's sole discretion.

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

12. PREVAILING WAGES

- 12.1 General: Consultant shall pay to any worker on the job for whom prevailing wages have been established an amount equal to or more than the general prevailing rate of per diem wages for (1) work of a similar character in the locality in which the work is performed and (2) legal holiday and overtime work in said locality. The per diem wages shall be an amount equal to or more than the stipulated rates contained in a schedule that has been ascertained and determined by the Director of the State Department of Industrial Relations and Water Agency to be the general prevailing rate of per diem wages for each craft or type of workman or mechanic needed to execute this Agreement. Consultant shall also cause a copy of this determination of the prevailing rate of per diem wages to be posted at each site work is being performed, in addition to all other job site notices prescribed by regulation. Copies of the prevailing wage rate of per diem wages are on file at Water Agency and will be made available to any person upon request.
- 12.2 Compliance Monitoring and Registration: This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Consultant shall furnish and shall require all subcontractors to furnish the records specified in Labor Code section 1776 (e.g. electronic certified payroll records) directly to the Labor Commissioner in a format prescribed by the Labor Commissioner at least monthly (Labor Code 1771.4 (a)(3)). Consultant and all subcontractors performing work that requires payment of prevailing wages shall be registered and qualified to perform public work pursuant to Labor Code Section 1725.5 as a condition to engage in the performance of any services under this Agreement.
- 12.3 Subcontracts: Consultant shall insert in every subcontract or other arrangement which Consultant may make for performance of such work or labor on work provided for in the Agreement, provision that Subcontractor shall pay persons performing labor or rendering service under subcontract or other arrangement not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed in the Labor Code. Pursuant to Labor Code Section 1775(b)(1), Consultant shall provide to each Subcontractor a copy of Sections 1771, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code.
- 12.4 Compliance with Law: Consultant stipulates that it shall comply with all applicable wage and hour laws, including without limitation Labor Code Sections 1725.5, 1775, 1776, 1777.5, 1813, and 1815 and California Code of Regulations, Title 8, Section 16000, et seq.

13. DEMAND FOR ASSURANCE

- 13.1 Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance

and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article 13 limits Water Agency's right to terminate this Agreement pursuant to Article 6.

14. ASSIGNMENT AND DELEGATION

- 14.1 Consent: Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.
- 14.2 Subcontracts: Notwithstanding the foregoing, Consultant may enter into subcontracts with the subconsultants specifically identified herein. Exaro Technologies is an approved subconsultant for potholing services. If no subconsultants are listed, then no subconsultants will be utilized in the performance of the work specified in this Agreement.
- 14.3 Change of subcontractors or subconsultants: If, after execution of the Agreement, parties agree that subconsultants will be utilized, Consultant may enter into subcontracts with subconsultants to perform other specific duties pursuant to the provisions of this paragraph. The following provisions apply to any subcontract entered into by Consultant:
- a. Prior to entering into any contract with subconsultant, Consultant shall obtain Water Agency approval of subconsultant. Water Agency's Board of Directors must approve the selection of any subconsultant if the amount payable to subconsultant under the agreement exceeds \$25,000. In connection with such approval, Consultant shall provide Water Agency with copies of the responses to Consultant's Request for Proposals (RFP) to subconsultants, the names of key personnel who will be performing work under the agreement, and an explanation of Consultant's reasons for choosing the recommended subconsultant based upon the criteria in the RFP.
 - b. All agreements with subconsultants shall (a) contain indemnity requirements in favor of the Water Agency in substantially the same form as that contained in Section 6, (b) "Termination" contain language that the subconsultant may be terminated with or without cause upon reasonable written notice, and (c) prohibit the assignment or delegation of work under the agreement to any third party.

15. MEDIATION OF DISPUTES

- 15.1 If a dispute arises out of or relates to this Agreement, or an alleged breach thereof, and if the dispute cannot be settled through negotiation, before resorting to litigation, the Water Agency and Consultant agree first to try in good faith to settle the dispute by mediation. If the parties cannot agree on a mediator or mediation rules to use, the parties shall use the construction industry mediation procedures developed by the American Arbitration Association, with the following exceptions to those procedures:
- a. The mediation shall be conducted in Santa Rosa, California.
 - b. Unless otherwise agreed to in writing by the parties participating in the mediation, the mediation shall be concluded no later than sixty (60) days after the first mediation session. If the dispute has not been resolved at that time, any party may elect at that time to pursue litigation.
 - c. The parties agree to exchange all relevant non-privileged documents before the first scheduled mediation session.

16. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AND MAKING PAYMENTS

- 16.1 All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as specified in Paragraph 3.2.
- 16.2 When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by electronic means, the notice, bill, or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill, or payment is deposited in the U.S. mail and postmarked on the date of the electronic transmission (for a payment, on or before the due date), (2) the sender has a written confirmation of the electronic transmission, and (3) the electronic transmission is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article.

17. MISCELLANEOUS PROVISIONS

- 17.1 No Waiver of Breach. The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 17.2 Construction. To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of

the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Consultant and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Consultant and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

- 17.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
- 17.4 No Third-Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 17.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the forum nearest to the city of Santa Rosa, in the County of Sonoma.
- 17.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 17.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 17.8 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date last signed by the parties to the Agreement.

Reviewed as to funds:

TW 09/10-090C

By: _____
Water Agency Division Manager -
Administrative Services

Approved as to form:

By: _____
Cory O'Donnell, Deputy County Counsel

Insurance Documentation is on file with
Water Agency

Date/TW Initials: 9/28/16 rv

Sonoma County Water Agency

**JDH Corrosion Consultants, Inc., a
California corporation**

By: _____
Grant Davis
Water Agency General Manager

By: _____

(Please print name here)

Date: _____

Title: _____

Date: _____

EXHIBIT A
Scope of Work

1. GENERAL

- 1.1 Consultant shall provide design and construction support services for the Petaluma Aqueduct Current Cathodic Protection system as described in this agreement. The cathodic protection system shall be an impressed current that will consist of installing DC rectifiers, drilling deep well anode beds, and several test stations along the Petaluma Aqueduct. The cathodic protection system shall protect the existing pipeline from further corrosion for a design life of 30 years or longer.
- 1.2 Consultant agrees to perform all obligations described in this Agreement and to furnish all necessary engineering skills, services, labor, supplies, supervision, and material required to perform and complete the Project.
- 1.3 By execution of this Agreement, Consultant warrants that it has carefully examined the Project site and has satisfied itself of all local and any special conditions affecting the proposed Scope of Work. Tests, survey results, geotechnical reports, or other data or information, whether furnished by the Agency, or referenced in this Agreement, are for the Consultant's convenience. The Water Agency does not guarantee that such tests or preliminary investigations or other data and information are accurate and assumes no responsibility whatsoever as to their accuracy or interpretation. Consultant shall satisfy itself as to the accuracy or interpretation of all such tests or survey results or other information or data.

2. COORDINATION

- 2.1 Consultant shall coordinate all work, except assistance during construction, with the Water Agency's Project Manager, Hannah Salafia (email: Hannah.Salafia@scwa.ca.gov; phone: 707-524-6435). Consultant shall coordinate assistance during construction with Dennis Daly (Dennis.Daly@scwa.ca.gov phone: 707-547-1984). Consultant's contact shall be Darby Howard (email: dhoward@jdhcorrosion.com ; phone: 925-027-6630).

3. HAZARDOUS WASTE

- 3.1 Services relating to the identification, investigation, or remediation of hazardous waste contamination are not included within the Scope of Work; should such services be required, the cost of such services and the party to perform the services will be negotiated separately by Water Agency.

4. COST ESTIMATES

- 4.1 Prepare a Statement of Probable Construction Costs and revise as required herein.

5. DESIGN

- 5.1 Prepare Project design, as recommended in the Water Agency-approved Design Report.
- 5.2 Identify and perform sufficient site investigation(s) for purpose of developing Project design.
- 5.3 Prepare a Design Notebook. The Design Notebook shall be a loose-leaf notebook containing, as appropriate, copies of the Design Report, stamped and signed design calculations, conceptual design criteria with appropriate exhibits to indicate the agreed-to requirements, engineering sketches, schematic layouts, product and material selection evaluation, alternate solutions available to Water Agency that Consultant recommends, and supporting information pertaining to the design of the Project. The design calculations and engineering sketches shall be in sufficient detail to design the Project with its appurtenances. The Design Notebook shall include a technical memorandum summarizing the design parameters.
- 5.4 Prepare a detailed construction cost estimate for the Project broken down by bid item. Provide estimated quantities for unit priced items.
- 5.5 Prepare a construction schedule showing the anticipated timeframe for completing construction of major units. Use a simple bar chart approach for each item and indicate the anticipated critical path of construction.

6. ADDITIONAL REQUIREMENTS:

- 6.1 Water Agency will obtain encroachment permits as required.
- 6.2 Determine right-of-way needs for the Project and provide information to Water Agency
- 6.3 Identify requirements, if any, which Water Agency may not have identified. Applicable requirements include, but are not limited to provisions in the environmental documents, including the Mitigation Monitoring Plan (if applicable), permits (if applicable), right-of-way agreements, and local ordinances. Water Agency will conduct Environmental Impact Report.
- 6.4 Incorporate all known applicable requirements into Project.
- 6.5 Design Stages and Meetings:
 - a. Progress with design in the following stages and ensure that the each stage includes the listed elements:
 - b. Kick off Meeting: Discuss Project scope and schedule based on the Design report submitted. Consultant shall establish the amount of current required to bring the Petaluma pipeline up to full corrosion protection levels and

provide several possible locations and design criteria for anode wells and rectifier sites.

- c. Design Workshop: Present assumptions and preliminary conclusions to be included in the draft Design Report. The Water Agency may direct the Consultant regarding the assumptions made that may alter the conclusions.
 - 30%: Project parameters shall be fully defined; calculations, including sizing of all Project components, shall be complete; and preliminary sketches and drawings shall be available. Indicate all topographic property boundaries, USA mark-out, and potholing and identify any utility conflicts as warranted. Contact PG&E for power drop approvals and requirements. Obtain well logs within the proposed deep anode bed locations. All design parameters shall be in accordance with NACE and Agency/CSI MasterFormat Standards. Cathodic protection design shall be in accordance with NACE Standard SPO169-2007 and SPO572-2007 as applicable.
 - 60%: Draft drawings shall describe the general size, nature, and complexity of the Project and indicate right-of-way; alignment and location of facilities should be final; underground facilities should be shown on drawings; electrical services should be identified; draft specifications shall be completed with sufficient detail to allow Water Agency review and comment. Contact other utilities in the area and city and let them know about the impending installation of an impressed current cathodic protection system. Alignment and location of anode beds and rectifiers shall be final and within Agency's existing right-of-way; draft technical specifications shall be completed with sufficient detail to allow Agency review and comment. All design parameters shall be in accordance with NACE and Agency/CSI MasterFormat Standards
 - 90%: Specifications and drawings shall be completed and right-of-way, permits, applications for new or modified services should be submitted to PG&E; and regulatory considerations shall be resolved within industry standards. Prepare drawings clearly indicating the scope, extent, and character of the work to be provided by contractor. All design parameters shall be in accordance with NACE and Agency/CSI MasterFormat Standards. All changes and modifications shall be incorporated in this design and outstanding issues resolved.
 - 99%: All changes and modifications shall be incorporated, any outstanding issues resolved, and all specifications and drawings essentially complete.

6.6 Meeting Information:

- a. Arrange, attend, prepare agendas for, and conduct meetings at each design stage.

- b. Prepare design summary letter reports. At meetings, discuss the progress and direction of the design. Advise Water Agency in writing how Water Agency comments impact Project scheduling and cost.
- c. Prepare meeting minutes for each meeting within 7 days of each meeting.
- d. Meetings shall be held at the Water Agency's Office, 404 Aviation Boulevard, Santa Rosa, California unless otherwise noted.

7. **SURVEYING SERVICES**

7.1 General:

- a. Horizontal datum shall be North American Datum of 1983 (NAD 83) and vertical datum shall be North American Vertical Datum of 1988 (NAVD 88).
- b. The Agency will provide on-site survey control which will consist of not less than two inter-visible coordinate/elevation points as required to provide coordinate/elevation control for Design and Construction Surveys.

7.2 Design Surveys:

- a. Requests for survey services (Survey Requests) shall be submitted to the Agency's Licensed Land Surveyor and shall allow sufficient lead time to allow timely delivery of the requested product by the Agency.
- b. The consultant shall initiate such meetings and/or coordination with the Agency required to develop an agreement with the Agency about the scope of surveying services, timing required for the Agency to produce the requested product, and secure approval for the resulting Survey Request from the Project Manager for the Agency.
- c. Survey Requests submitted shall be sufficient in detail for the Agency to identify types and extent of surveys required, scale, accuracy, timing requirements and all other pertinent information. The Agency reserves the right to reject any Survey Requests that in the view of the Agency's Licensed Land Surveyor, do not contain the information required for the Agency to facilitate the Survey Request.
- d. Design Survey data provided by the Agency will consist of existing features for which visible, accessible surface indications exist, which can physically be measured and appropriately illustrated using accepted industry standards.
- e. Design Surveys will provide the coordinate/elevation values and symbols for points established for Design/Construction control.
- f. Design Survey data will be provided in digital format using Autodesk Land Development Desktop (2007 or later) in AutoCAD .dwg format.

8. DRAFTING SERVICES

- 8.1 Prepare all drawings, using AutoCAD version 2007 or later. (Check software requirements with Agency drafting department before starting project.) Include the following with sufficient detail to describe construction of the Project and to allow receipt of bids from qualified contractors:
 - a. Title sheet with location map, vicinity map, index to drawings, and legend (abbreviations, symbols, etc.)
 - b. Plans
 - c. Profiles (where applicable)
 - d. Sections
 - e. Construction details
 - f. Control diagram
 - g. Other drawings as may be needed for construction
- 8.2 Include the following features on each plan and profile drawing:
 - a. Location of control points provided by the Water Agency with point number identification, elevation, and description
 - b. Graphic scale
 - c. North arrow
 - d. Key map
 - e. Mapping showing streets, edges of pavement, ditch flowlines, and top of curb
- 8.3 Use Agency-provided template drawings, title blocks, and border drawings. Basic layers and line types are part of template drawings and are recommended where applicable.
- 8.4 Prepare plan drawings using the primary scale of: horizontal 1" = 40' and vertical 1" = 4'. Obtain prior approval before preparing plan drawings in any other scale. Drawings noting critical dimensions will be sufficient.
- 8.5 Prepare finished contract drawings and maps on a durable, dimensionally stable vellum 22" x 34" gross size. A 1½" blank margin shall be left on all edges of the sheets. No hand-drawn media is allowed.
- 8.6 Finished contract drawings will also be supplied in native AutoCAD format as specified in 10.1 along with all supporting files such as fonts, Xref and image files, point data, plotter and/or pen style table configuration files.
- 8.7 Drawing composition shall utilize the model/layout space format such that real world size, geographic/coordinate location and orientation integrity from Agency provided Xref and image files is maintained. Plan scale and orientation manipulation required for legibility or other contract dictates will be accepted only in layout space.

- 8.8 Electronic drawing file names will be at the direction of the Agency's drafting department. Xref files shall have filename with an "X" prefix. (i.e., X_ExTopo for original existing topographic file used as base reference file).
- 8.9 Minimize the use of notes on drawings. Specifications of all types shall be written in the Specifications and shall not be added to Drawings.
- 8.10 Use match lines with appropriate sheet numbers.
- 8.11 Use lettering size no smaller than a 0.12-inch tall Leroy letter template and 0.010-inch (0.25 mm) pen diameter for all construction notes and data.
- 8.12 Ensure that drawings will be easily readable when reduced to 11" x 17".
- 8.13 Ensure that the 60% draft drawings describe the general size, nature, and complexity of the Project.
- 8.14 Reconcile drawings with specifications to minimize redundancies and avoid conflicts.

9. SPECIFICATIONS PREPARATION

- 9.1 Assist Water Agency's Project Manager in completing the Water Agency's Project Manual Questionnaire.
- 9.2 Prepare Divisions 2 through 16 (Technical Specifications), as appropriate, of the Project Manual as necessary for construction of the Project in conformance with the Project Manual concept of the Construction Specification Institute (CSI), using the Water Agency's templates, and the 1995 edition of CSI's MasterFormat, including SectionFormat and PageFormat.
- 9.3 Comply with all applicable provisions of the Public Contract Code, including, but not limited to formal and informal bid procedures and the avoidance of closed proprietary specifications (where no substitutions are allowed).
- 9.4 Assist the Water Agency to develop justification memos for any proposed sole-source of products/materials; for special qualification of bidders, manufacturers, installers, or other professionals performing construction work for the Project; and for other special circumstances that require justification to the Water Agency's Board of Directors.
- 9.5 Provide Bid item descriptions for inclusion in Division 1. Ensure that method of payment for all materials, equipment, and work required to complete Project is described clearly.
- 9.6 In coordination with Water Agency's Project Manager, reconcile redundancies and conflicts with Water Agency-prepared Division 0 and Division 1 requirements.

10. ASSISTANCE DURING BIDDING AND CONSTRUCTION

- 10.1 For bidding:
 - a. Answer questions submitted by Water Agency ("questions") during bid advertisement period.
 - b. Communicate only through Water Agency.

- c. Immediately hand-deliver or email copies of any non-Water Agency questions directed to Consultant to Water Agency.
- d. Alert Water Agency to potential impacts, if any, associated with questions including, but not limited to, impacts on schedule and cost.
- e. Upon request from Water Agency, prepare Addenda to clarify, correct, or change the Bidding Documents in accordance with the following:
 - Paragraphs 2 and 11
 - Water Agency-provided drafting standards and standard form for Addenda
- f. If Consultant chooses to prepare Addenda drawings manually, revise electronic files and resubmit to Water Agency.

10.2 For construction:

- a. Assist Water Agency by providing engineering and related services after the receipt of construction bids as requested by Water Agency.
- b. Attend preconstruction conference.
- c. Assist Agency by answering request(s) for information (RFIs), as requested by Water Agency (up to 30 RFIs).
- d. Submittal Review:
 - Review contractor's submittals of information and shop drawings for the Project and either mark "No Exceptions Taken," "Make Corrections Noted," "Revise and Resubmit," or "Rejected" on each submittal. Provide Water Agency with a brief written narrative of what is required from the contractor for all items the Consultant marks on each submittal response.
- e. Ensure that all copies of submittals reviewed are stamped, dated, and signed by the person performing the review.
- f. Review all items that have been submitted by the contractor as a substitution or an "approved equal" for specified items. Ensure that each substituted item meets the performance requirements specified in the Project specifications and ensure its compatibility with all other components of the operating system (electrical connections, size, etc.). Consult with Water Agency's Project Manager regarding acceptability of the proposed substitution.
- g. Upon completion of review, return the submittals with any written narratives to the Agency.
- h. Upon request from Agency, provide construction spot inspections. Write summary memo of each spot inspection requested and provide to Water Agency 2 working days after date of spot inspection.
- i. Review and comment on proposed Change Order(s), if any. Provide comments to the Water Agency in writing within 2 working days after receipt of the proposed Change Order(s).
- j. Upon request from Water Agency, assist Agency with Final Inspection.

- k. Consultant shall conduct field testing and assist Agency during construction of the Petaluma Aqueduct Cathodic Protection Upgrade, this includes:
 - Energize all rectifiers
 - Test all new test stations
 - Measure polarization on pipeline at all test stations (instant off readings minus the native potential)
 - Synchronize interruption of rectifiers and conduct continuity testing on each section of pipeline and determine degree of continuity
 - Locate open joints and electrical discontinuities along each section of pipeline using over the line cell-to-cell and close interval pipe-to-soil potential survey techniques
 - Work with Agency to bond open joints
 - Re-energize and retest complete cathodic protection system following discontinuity repairs
 - Allow several weeks for the pipeline to polarize and then re-adjust rectifier settings
 - Provide Water Agency electronic copy of test readings in Microsoft Office Excel 2007 format

11. OPERATIONS AND MAINTENANCE MANUAL REQUIREMENTS

- 11.1 Sheet Size: 8½ x 11 inch
- 11.2 Drawing Size: Reduce drawings or diagrams to an 8½ x 11 inch or 11 x 17 inch size. However, where reduction is not practical to ensure readability, fold larger drawings separately and place in vinyl envelopes bound into the binder. Identify vinyl envelopes with drawing numbers.
- 11.3 Binding: Bind in heavy-duty white vinyl 3-ring binders not more than 3” thick, with standard three-hole punch, two inside pockets, and a clear overlay (front pocket). Binder shall be no more than 80% full.
- 11.4 Multiple Items: Multiple items may be combined into one binder; tab each section with plastic-coated dividers.
- 11.5 Volumes: create volumes, numbered sequentially, as appropriate.
- 11.6 Page Protectors: Provide plastic sheet lifters prior to first page and following last page.
- 11.7 Binder title: Include the following title on front and spine of binder(s):

**PETALUMA AQUEDUCT CATHODIC PROTECTION UPGRADE PROJECT
 INSTALLATION, OPERATION, AND MAINTENANCE MANUAL,
 ___(year)___
 VOLUME [__(number) of __(total number of volumes)]**

- 11.8 Contents:
 - a. Introductory Information shall include:

- b. Title page to provide the same information as paragraph 7 above
- c. Contractor's name, address, and telephone number
- d. Table of Contents: include a complete table of contents in each volume, if applicable
- e. Include, at a minimum, the following detailed information for each item as applicable and as required by individual Specification Sections:
- f. Bill of materials: include manufacturer, complete model number, quantity, and equipment location.
- g. Operational information: shall include
 - Equipment function, normal operating characteristics, limiting operations.
 - Operating instructions for startup, routine and normal operation, regulation and control, shutdown, and emergency conditions.
 - A list of recommended spare parts with a price list, predicted life of parts subject to wear, and a list of spare parts provided under this Contract.
 - Instrumentation or tag numbers relating the equipment back to the Contract Documents.
- h. Maintenance information shall include:
 - Assembly, disassembly, installation, alignment, adjustment, and checking instructions.
 - Lubrication and maintenance instructions including specific type and amount of lubricant and recommended lubrication interval.
 - Outline, cross-section, and assembly drawings; engineering data; and electrical diagrams, including elementary diagrams, labeled wiring diagrams, connection diagrams, word description of wiring diagrams and interconnection diagrams.
 - Test data and performance curves.
 - Parts lists or other documents packed with equipment when delivered.
 - Include a filled-out Maintenance Summary form (included at the end of this Section 11 as the first page(s) of each manual. Complete maintenance requirements in detail. Reference to the manual will not be accepted. For equipment items involving components or sub-units, a Maintenance Summary for each operating component or sub-unit is required.
- i. Troubleshooting guide.
- j. Electronic Media Format: Compatible with Microsoft Word 2000 for Windows AutoCAD 2007 or later in Drawing format (.dwg), or Adobe (.pdf) unless directed otherwise by Agency. The document shall have searchable features.

11.9 Final Submittal: Upon favorable review of Installation, Operation, and Maintenance Manual(s) by Agency, deliver the final approved Installation, Operation, and Maintenance Manual(s). Electronic media format copy shall

include all tables, charts, drawings, codes and all other matters reflected in hard copies.

12. ADDITIONAL TASKS UNDER FIRST AMENDED AGREEMENT

- 12.1 Vacuum excavate eight (8) pothole locations to clear area of underground utilities per furnished drawings up to 10' deep. Backfill with native material off roadway and class II aggregate in street. Repair asphalt with cold permanent patch.

13. ADDITIONAL TASKS UNDER SECOND AMENDED AGREEMENT

- 13.1 Coordinate access, field locate, and mark test station locations along pipeline.
- 13.2 Incorporate drawing markups for the referenced test station sites. Integrate survey marks and develop drawing views and labeling.
- 13.3 Conform parcel maps and survey drawings, provided by the Agency, with Agency standards.
- 13.4 Oversee pothole investigations of all anode well locations for the Project.
- 13.5 Comply with new SMART right-of-way requirements.

14. ADDITIONAL TASKS UNDER THIRD AMENDED AGREEMENT

- 14.1 Incorporate design changes needed to accommodate environmental and right-of-way issues identified to date.

EXHIBIT B

**Table 1
Schedule and Submittals**

MILESTONE	DOCUMENTS TO BE SUBMITTED	DATE
Notice to Proceed with Design	-	TBD
30% Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and one electronic copy • one design summary letter report • one construction cost estimate • one Technical Memorandum • one draft Table of Contents for specifications • (6) 30% design review meeting agendas and one electronic copy 	5 weeks from NTP
30% Design Review Meeting	-	6 Weeks from NTP
30% Design Review Meeting Minutes	2 copies of meeting minutes and one electronic copy	7 Weeks from NTP
60% Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and specifications and one electronic copy • one construction schedule • one Technical Memorandum • (10) 60% design review meeting agendas and one electronic copy 	12 Weeks from NTP
60% Design Review Meeting	-	13 Weeks from NTP
60% Design Review Meeting Minutes	2 copies of meeting minutes and one electronic copy	14 Weeks from NTP

MILESTONE	DOCUMENTS TO BE SUBMITTED	DATE
90% Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and specifications and one electronic copy • one design summary letter report • one construction cost estimate • one Technical Memorandum • (6) 90% design review meeting agendas and one electronic copy 	16 Weeks from NTP
90% Design Review Meeting		17 Weeks from NTP
90% Design Review Meeting Minutes	2 copies of meeting minutes and one electronic copy	18 Weeks from NTP
Staff Review Submittal	<ul style="list-style-type: none"> • electronic copy of drawings and specifications • one construction cost estimate 	a mutually agreed upon date, depending on Agency's ROW acquisition
Final Design Submittal	<ul style="list-style-type: none"> • Complete set of revised and final stamped and signed original drawings (and electronic file) • Complete set of copy-ready reduced drawings • Complete set of revised and final stamped and signed specifications (and electronic file) • one construction cost estimate • one copy of design/construct survey information • one Technical Memorandum 	a mutually agreed upon date, depending on Agency's ROW acquisition

MILESTONE	DOCUMENTS TO BE SUBMITTED	DATE
Draft Addendum submittal, if applicable	as appropriate	Within 10 calendar days prior to Bid Opening
Final Addendum submittal, if applicable	as appropriate	Within 9 calendar days prior to Bid Opening

EXHIBIT C

Design Submittal Breakdown

Item of Work	Design Submittal Breakdown	Estimated Amount
Preliminary Engineering Design Report	Technical Memorandum describing design concept including updated sample survey data	\$5,000
30% Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and one electronic copy • one design summary letter report • one construction cost estimate • one Technical Memorandum • one draft Table of Contents for specifications (6) 30% design review meeting agendas and one electronic copy	\$20,000
60 % Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and specifications and one electronic copy • one construction schedule • one Technical Memorandum (10) 60% design review meeting agendas and one electronic copy	\$30,000
90 % Design Submittal	<ul style="list-style-type: none"> • 2 sets of drawings and specifications and one electronic copy • one design summary letter report • one construction cost estimate • one Technical Memorandum (6) 90% design review meeting agendas and one electronic copy	\$15,000
Staff Review Submittal	<ul style="list-style-type: none"> • electronic copy of drawings and specifications • one construction cost estimate 	\$57,230

Item of Work	Design Submittal Breakdown	Estimated Amount
Final Design Submittal	<ul style="list-style-type: none"> • Complete set of revised and final stamped and signed original drawings (and electronic file) • Complete set of copy-ready reduced drawings • Complete set of revised and final stamped and signed specifications (and electronic file) • one construction cost estimate • one copy of design/construct survey information • one Technical Memorandum 	\$49,300
	<ul style="list-style-type: none"> • 	
Total for Design Submittal		\$176,530
	<ul style="list-style-type: none"> • 	
Engineering Services During Design	<ul style="list-style-type: none"> • Vacuum excavation (potholing) 8 places 	\$10,430
Engineering Services During Bidding and Construction	<ul style="list-style-type: none"> • As needed engineering bid and construction services including: • Logging deep anode well resistance • Testing of buried cathodic protection wires prior to backfill • Meetings and general engineering assistance as requested by the Agency and Contactor 	\$15,000

Item of Work	Design Submittal Breakdown	Estimated Amount
Engineering Services Following Construction	<ul style="list-style-type: none"> • Energizing, testing, and GPS locating of all rectifiers. • Testing and sub-meter GPS locating of all new test stations. • Continuity testing on each section of the pipeline to determine continuity. • Measure polarization on pipeline at all test stations (instant off readings minus the native potential). • Work with Agency to bond open joints. • Re-energize and retest complete cathodic protection system following discontinuity repairs. • Allow several weeks for the pipeline to polarize and re-adjust rectifier settings. • Conduct interference testing at selected locations, as warranted. • Prepare an operation and maintenance manual for completed system. 	\$25,000
TOTAL		\$226,960

EXHIBIT D
Schedule of Rates under Original Agreement,
and First and Second Amended Agreements

Personnel	Hourly Rates
Project Manager	\$175
Senior Corrosion Engineer	\$160
Corrosion Design Specialist	\$145
Corrosion Project Supervisor	\$135
Project Engineer	\$125
Corrosion Technician	\$95
Field Technician	\$80
Drafting/ AutoCad	\$68
Clerical	\$60
Expenses	
Subsistence - Room and Meals per Diem (Not-to-exceed)	Cost
Mileage for personal car	Current IRS Standard Mileage Rate
Rental car	daily rate, at cost
Travel (Airfare, etc.)	Cost
Reproduction, Outside Testing & Consulting Services	Cost + 5%
Vacuum excavate potholes	\$1,304 each

Expenses

Agency will reimburse Consultant for other actual costs for the reasonable, necessary, out-of-pocket, non-overhead expenses incurred by Consultant in the performance of services hereunder.

**Schedule of Rates
Under Third Amended Agreement**

Personnel	Hourly Rates
Principal	\$220
Design Engineer	\$175
Project Supervisor	175
Project Engineer	\$165
Corrosion Technician	\$135
Field Technician	\$115
Expenses	
Mileage for personal car	Current IRS Standard Mileage Rate
Reproduction, Outside Testing & Consulting Services	Cost + 5%

EXHIBIT E

PETALUMA AQUEDUCT PIPELINE CONTINUITY TESTING REPORT

(Begins on the following page.)



October 27, 2009

Sonoma County Water Agency
P.O. Box 11628
Santa Rosa, CA 95406

Attention: Anjenette Alcayde Hayre
Water Agency Engineer

Subject: Petaluma Aqueduct
Pipeline Continuity Testing

Dear Anjenette,

JDH Corrosion Consultants has completed the electrical continuity testing of the Petaluma Aqueduct. The results of our testing, and our recommendations for corrosion control of the pipeline, are enclosed for your use.

INTRODUCTION

The pipeline which is the subject of this project is the Petaluma Aqueduct for the Sonoma County Water Agency. Our 2007 annual survey of the Petaluma Aqueduct determined that the existing galvanic anode cathodic protection system and impressed current system for significant sections of this pipeline is not providing sufficient protection to meet NACE criteria for corrosion protection. This project was conducted to determine whether the pipeline has a sufficient level of electrical continuity in order to be suitable for retrofitting with an impressed current cathodic protection (ICCP) system over its entire length.

The Petaluma Aqueduct consists of approximately 86,000 feet of 24-inch and 33-inch diameter cement mortar lined and coated steel pipe. This aqueduct extends south from the connection to the Santa Rosa Aqueduct near downtown Santa Rosa along the Northwestern Pacific Railroad tracks to Petaluma and the connection to North Marin Water District's waterline on Petaluma Blvd. at McNear Ave. The cathodic protection system for the Petaluma Aqueduct consists of 32-pound magnesium anodes installed at test stations and directly bonded to the pipe, and an impressed current rectifier (non-operational) at Cinnabar Road in Petaluma.

TEST METHODS

Electrical continuity testing was conducted using a combination of various test methods as required to determine if the aqueduct is suitable for retrofitting with an impressed current cathodic protection system.

Pipe-to-soil potentials were measured using a Model LC4 multimeter manufactured by MC Miller. Potentials were measured versus a copper, copper-sulfate reference electrode placed in contact with the soil directly over the pipe at the existing test stations. The LC4 is a high impedance voltmeter used to reduce the effects of contact resistance between the electrode and the soil and to prevent the electrode from polarizing. When the soil is very dry, water is poured on the ground and the electrode is set in the wet soil to reduce contact resistance between the reference electrode and the soil. The pipeline test lead is connected to the positive terminal of the volt meter and the reference electrode is connected to the negative terminal of the referenced meter for the purpose of measuring pipe-to-soil potentials at each test station location.

1100 Willow Pass Court, Concord, CA 94520 Tel. No. 925.927.6630 Fax No. 925.927.6634

The voltage of the pipeline can be measured and the measurement we use during corrosion studies is the voltage difference or potential between the structure and the environment. The potential between the pipeline and soil can be measured using a suitable high input impedance voltmeter and a standard reference electrode. In order to provide a means of contacting the environment, reference electrodes have been developed that have stable and reproducible potentials. By measuring the voltage difference between a standard reference electrode and the pipeline, a value is obtained for the potential of the structure, which is dependent only on the type of reference electrode, and the structure potential. Pipe-to-soil potentials listed in the tables were measured using a copper, copper-sulfate reference electrode.

Attenuation Method

Continuity testing consisted first of measuring "As Found" or "Native" structure-to-soil potentials at all accessible test stations between the ends of the pipeline. Using an auxiliary metallic structure as a temporary anode, a portable test rectifier was used to impress DC current onto the pipeline, temporarily applying cathodic protection to the subject pipeline. An interrupter circuit in series with the rectifier DC output was activated in order to allow measurement of structure-to-soil potentials with the current applied (rectifier "On") and with the current temporarily interrupted (rectifier "Off"). Based on this data, the quantity "Delta E" is calculated for each test point as the difference between the rectifier "On" and the "Off" potential measurement. Based on an analysis of the "Delta E" values, an assessment of electrical continuity for each section of pipeline tested can be made.

TEST RESULTS AND DISCUSSION

Pipe-to-soil potentials measured on the Petaluma Aqueduct, during the 2007 annual survey, did not meet NACE criteria for corrosion protection. Consequently, it was recommended that an ICCP system should be installed in order to enhance the existing cathodic protection current sufficient to meet the NACE criteria. The efficacy of such a system, however, is dependent on the feasibility of establishing electrical continuity along the majority of the pipeline. That is not to say that the pipeline must be continuous at the time of the initial testing, but that it can be made continuous without an inordinate financial outlay.

The results of our continuity testing indicate there are several electrical discontinuities on the Petaluma Aqueduct, including but not limited to those, between the following test stations:

Location of Discontinuity	Comments
Between Sta 1+23 and Sta 16+66	
Between Sta 40+00 and Sta 87+00	
Between Sta 184+00(approx.) and Sta 223+59	
Between Sta 263+50 and Sta 275+41	
Between Sta 282+00 and Sta 306+08	
Between Sta 367+66 and Sta 404+96	
Between Sta 409+26 and Sta 417+85	
Between Sta 552+59 and Sta 601+50	
Between Sta 601+50 and Sta 610+68	
Between Sta 672+78 and Sta 683+00	
Between Sta 784+35 and Sta 792+35	Possible buried insulating flange at 791+94

CONCLUSIONS AND RECOMMENDATIONS

The Petaluma Aqueduct has eleven confirmed discontinuities. More may be located once ICCP is installed on the pipeline and further testing can be conducted, however we consider this to be a reasonable degree of overall electrical continuity, thus making it feasible to implement an ICCP system. Once the ICCP system is on-line, electrical discontinuities can be located and removed as was performed on the Sonoma Aqueduct. Therefore, we recommend the installation of an ICCP system for protection of the Petaluma Aqueduct along with the installation of some additional test stations along with repairs to some existing test stations to improve the quality of the data sets in future surveys.

We appreciate the opportunity to assist **Sonoma County Water Agency** on this project. If you have any questions, or if we can be of any additional assistance at this time, please contact our office at (925) 927-6630.

Respectfully submitted,

Darby Howard

J. Darby Howard, Jr., P.E.
JDH Corrosion Consultants, Inc.
Principal



Sean Carey

Sean Carey
JDH Corrosion Consultants, Inc.
Supervisor, Corrosion Projects

H:\Project Folders\2008 Contracts\28066 - SCWA - As-Needed Services\Petaluma Continuity\Petaluma Continuity Report - Rev1.docx

Petaluma Aqueduct

FIELD CORROSION DATA

October 2009

Station No.	2009		
	PIPE-TO-SOIL POTENTIALS (-mV)		
	On	Instant Off	Δ E

Rectifier @ 30+25 (48V/14A)

1+23	668	662	6
16+66	1308	1100	208
25+50	1457	1381	76
30+25	2.3V	1108	-
40+00	1016	865	151
87+00	920	920	0

Rectifier @ 158+00 (20V/22A)

40+00	983	983	0
87+00	1029	964	65
95+58	1076	1035	41
110+41	1027	983	44
114+81	1058	982	76
130+50	1166	999	167
158+00	1951	1035	-
PU-20*	1242	1036	206
PU-21*	1058	1007	51
PU-22*	1158	1054	104

Rectifier @ 224+39 (30V/18A)

PU-21*	972	972	0
PU-22*	995	995	0
223+59	1823	796	1027
224+39	2.3V	775	-

Rectifier @ 224+39 (40V/12A)

224+39	1667	1125	-
225+99	1434	954	480
227+59	1460	1017	443
229+99	1354	902	452
231+59	1330	1088	242
237+19	1181	827	354
263+50	1034	1026	8
275+41	417	417	0
282+00	520	520	0

* PU refers to test stations with unmarked and unknown footstationing on the Petaluma pipeline. PU-22 is approx. 181+00.

Station No.	2009		
	PIPE-TO-SOIL POTENTIALS (-mV)		
	On	Instant Off	Δ E

Rectifier @ 336+67 (50V/12A)

274+80	448	436	12
282+00	551	543	8
306+08	816	718	98
336+67			-
349+18	1051	875	176
351+58	957	818	139
353+18	961	840	121
357+18	980	838	142
358+36	949	852	97
366+07	976	854	122
367+66	947	855	92
404+96	831	831	0
405+61	870	870	0

Rectifier @ 475+20 (15V/22A)

409+26	901	901	0
417+85	943	901	42
451+98	958	850	108
475+20	3.2V	998	-
494+50	1066	1003	63
535+31	922	910	12
552+59	991	963	28
601+50	970	969	1

Rectifier @ 630+90 (40V/24A)

601+50	1020	1020	0
610+68	1205	1000	205
630+90	1943	1038	-
672+78	1070	1020	50
683+00	1074	968	106

Rectifier @ 702+00 (33V/25A)

672+78	977	973	4
683+00	1068	972	96
693+85	1077	946	131
702+00	2.3	1040	-

Station No.	2009		
	PIPE-TO-SOIL POTENTIALS (-mV)		
	On	Instant Off	Δ E

Rectifier @ 784+35 (20V/20A)

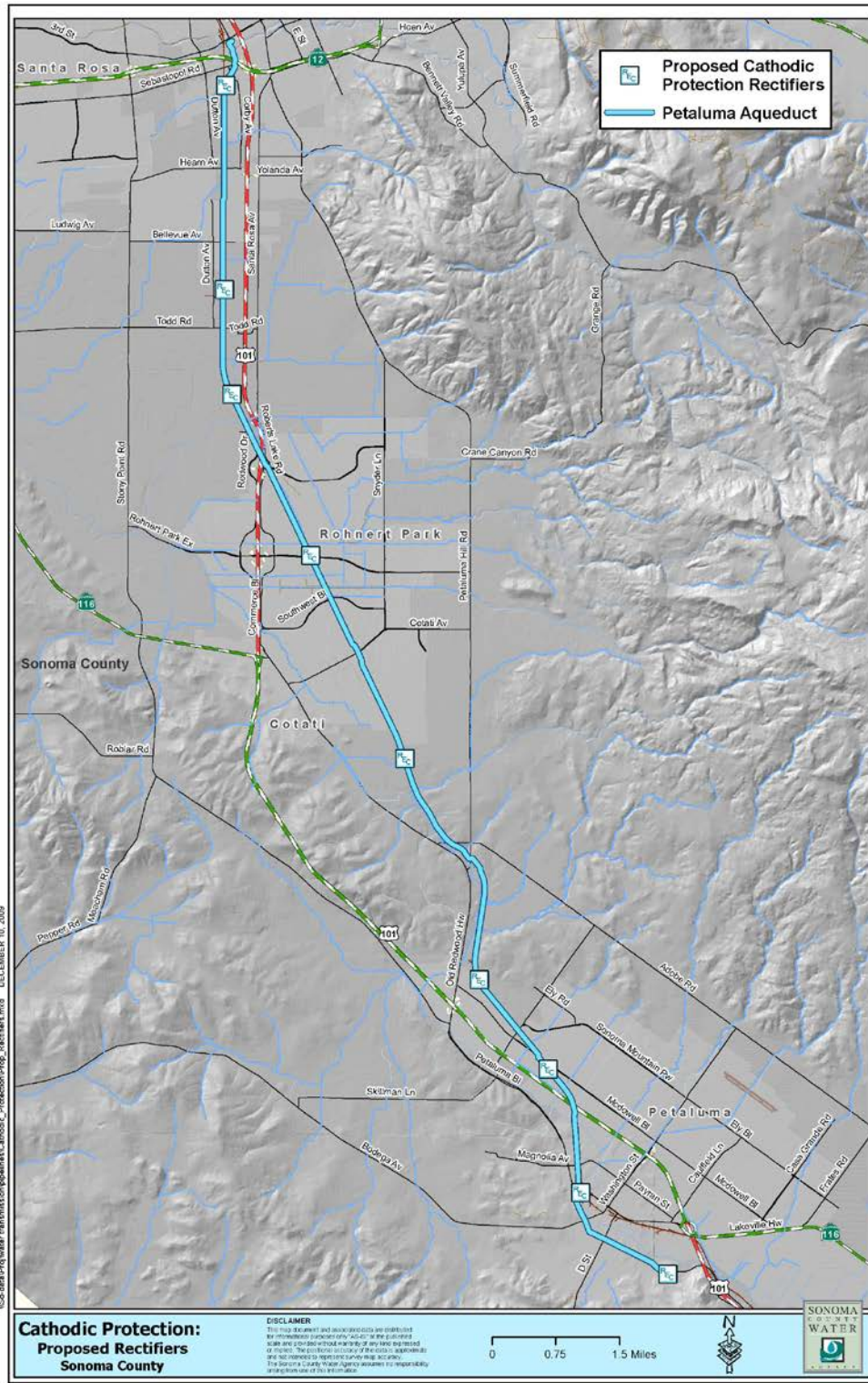
693+85	1077	946	131
702+00	1000	960	40
737+29	1078	973	105
747+50	1072	974	98
756+63	1054	960	94
760+45	992	960	32
768+90	1211	950	261
778+00	1303	817	486
784+00	2200	1033	1167
784+35	2.3V	977	-

Rectifier @ 868+40 (20V/25A)

784+35	891	900	-9
792+90	886	856	30
868+40	2.1V	807	-

EXHIBIT F

PROPOSED CATHODIC PROTECTION RECTIFIER MAP





County of Sonoma Agenda Item Summary Report

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

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

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Ann DuBay 707-524-8378

Supervisorial District(s):

Title: Consulting Services for Sonoma County Youth Ecology Corps

Recommended Actions:

Authorize Sonoma County Water Agency's General Manager to execute an agreement with New Ways to Work for consulting services related to the Sonoma County Youth Ecology Corps through December 31, 2018 in the amount of \$124,800.

Executive Summary:

New Ways to Work (Consultant) creates model programs that connect young people to employment and other services. Consultant helped develop the Sonoma County Youth Ecology Corps (SCYEC) model and has provided technical and program development assistance to Sonoma County Water Agency (Water Agency) to ensure that Water Agency's roles and responsibilities in the SCYEC are clear and that the program is sustainable over time. Given substantial changes to the Federal Workforce Investment and Opportunity Act, the primary funding source for the SCYEC, Water Agency staff believe that continuation of Consultant's involvement in the SCYEC will result in program improvements, including workforce training and apprenticeship opportunities. The term of this agreement is from January 1, 2017 through December 31, 2018, and the cost is \$124,800.

Discussion:

Consultant works nationally on designing work-education programs for at-risk young people, and in 2008, designed the SCYEC, in cooperation with the Water Agency and County of Sonoma Human Services Department (HSD). As the SCYEC designer, and as the Consultant that assisted with implementation of the SCYEC, Consultant has a unique understanding of the program's history, funding, and relationships.

For this reason, since 2009, the Water Agency has contracted with the Consultant to assist with ongoing program improvements, expansion and replication for SCYEC, and has partnered with HSD, the Sonoma County Workforce Investment Board, and the Sonoma County Office of Education in implementing the SCYEC.

SCYEC has provided summer and year-round employment to eligible youth and young adults working on projects that benefit the community, lead to a sense of accomplishment, instill a strong work ethic, encourage the return to school, and enhance the future employability of the participants, as well as reinforce participants' awareness of the relationship between education and vocational skills acquisition. In the seven years since the SCYEC began, more than 1,600 young people have been employed.

The type of projects vary by worksite, but include waterway, public lands and trail maintenance; invasive plant and debris removal; and gardening or landscaping activities. For example, in 2015, over 26 cubic yards of garbage were removed from creeks and trails in Santa Rosa, including many materials known to harm riparian health. The Santa Rosa crew also freed 233 creekside trees from English ivy, an invasive that can kill off trees if left unchecked. Additionally, the removal of invasive plant species along creek trails and channels allows native species to thrive, providing water quality enhancement and habitat for wildlife. The trails and access roads along creeks provide multi-use recreational opportunities and enhance public exposure to nature in a largely urban environment.

The Water Agency performs vegetation maintenance on constructed flood control channels to decrease the potential for flooding and also performs mitigation projects that include riparian restoration. Since its inception, SCYEC crews have removed invasive plants (primarily Himalayan blackberries) to increase the capacity of channels and have planted native species to help create a riparian canopy.

Consultant helped expand the SCYEC model to other communities, including Riverside and Contra Costa Counties, and has connected the SCYEC to these programs and to programs in Napa and Marin Counties with the goal of creating a regional coalition of similar programs to advocate for state funding. Water Agency staff believe that continuation of Consultant's involvement in the SCYEC could leverage Water Agency watershed restoration resources with other state and federal funding sources. For example, the goal articulated in the Water Agency's current and past legislative platforms is to get language into the state park and water bond proposals that would give additional points to grant applications that include YEC crews. The Consultant has advised the Water Agency's legislative advocacy team and other YECs on technical ideas and on strategy to help promote this language (which is now included in the most recent park bond proposal), but does not serve as a lobbyist.

In 2014 Congress made substantive changes to the Federal Workforce Investment and Opportunity Act, the primary funding source for the SCYEC program. Specifically, the law now focuses on out-of-school and unemployed young people, and places a greater emphasis on jobs that lead to careers. Key provisions of the law will be implemented in 2017. Under the new agreement, the Consultant will work with the Water Agency on improvements to its SCYEC program, including year-round opportunities for workforce training and internships.

SELECTION PROCESS

In October 2014, Water Agency staff conducted a Request for Statements of Qualifications inviting firms interested in providing strategic consulting services for the SCYEC. Tasks included assistance with program design, coordination of program partners, development, and implementation of a funding sustainability plan and development and implementation of a program and replication plan.

Consultant was the only firm to submit a Statement of Qualifications. Consultant was evaluated on responsiveness to the work requirements, professional qualifications and overall performance commitment, demonstrated ability to perform the work in accordance with best practices common to the industry, and exceptions to standard terms in the sample agreement.

Consultant was determined to be qualified to perform the work because Consultant was a founding member of the SCYEC in 2008-2009, has a deep understanding of the SCYEC and its partnerships; was responsible for the initial program design and implementation of the SCYEC, guiding its program development and implementation, and documenting its early success; has in-depth regional, state, and national experience in providing strategic support to assist Youth Councils (formed under the Workforce Investment Act) with building their capacity to provide age-appropriate, developmental services to young people; and is a nationally recognized technical assistance and training organization. Consultant's approach is to utilize state-of-the-art process tools and organizational change methodologies commonly used in the private sector and to work closely with governmental entities, foundations, and local communities to design and implement strategies and solutions to identified issues, problems, or priorities relating to youth and the institutions that serve them.

Given the Consultant's deep understanding of the SCYEC goals and operation, SCYEC's integral role in communication and cooperation between the agencies that manage the SCYEC and the niche role SCYEC plays nationally in developing work-education programs for at-risk youth, Water Agency staff recommend that the Consultant serve as the sole provider for this agreement.

The county Purchasing Agent approved the single source waiver for this agreement on October 11, 2016.

SERVICES TO BE PERFORMED

Under the proposed agreement, the Consultant will continue to assist the Water Agency with design improvements and implementation of the SCYEC, coordinate visits for state and federal representatives, review and coordinate press releases and packets, update and implement the SCYEC sustainability plan, and work with SCYEC partners to identify other areas of California that could benefit from replication and assist in that effort.

The proposed agreement includes standard Living Wage Ordinance language.

The cost of services will not exceed \$124,800, and the term end date is December 31, 2018.

RECOMMENDATION

Water Agency staff recommends that the Board authorize Water Agency's General Manager to execute an agreement with New Ways to Work for consulting services related to the SCYEC through December 31, 2018 in the amount of \$124,800.

Prior Board Actions:

01/27/15: Authorized Chair to execute an agreement between consultant and Water Agency for consulting services for Sonoma County Youth Ecology Corps. Cost \$124,800; term end 9/30/2016.

- 09/10/13: Approved first amended agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Ecology Corps. Cost \$87,400; term end 9/30/2014.
- 02/28/12: Approved agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Ecology Corps. Cost \$124,800; term end 9/30/2013.
- 11/02/10: Approved agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment. Cost \$80,000; term end 9/30/2011.
- 06/07/10: Approved fourth amended agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment Program. Cost \$25,000; term end 12/31/2010.
- 12/15/09: Approved third amended agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment Program. Cost \$85,000; term end 12/31/2009.
- 10/28/09: Approved second amended agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment Program. Cost \$20,000; term end 12/31/2009.
- 06/16/09: Approved first amended agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment Program. Cost \$166,300; term end 12/31/2009.
- 05/01/09: Approved agreement between Water Agency and New Ways to Work for Consulting Services for Sonoma County Youth Employment Program. Cost \$25,000; term end 9/30/2009.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

County Goal 2: Economic and Environmental Stewardship – The project supports Goal 2 as the Youth Ecology Corps provides paychecks and job training to young people, while teaching them about watershed management, parks maintenance, and environmental stewardship.

Water Agency Flood Control Goals and Strategies, Goal 1: Maintain, operate, and modify flood protection facilities to meet current and future public needs. The project supports Flood Control Goal 1 by assisting the Water Agency in maintaining flood control channels.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$31,200	\$62,400	\$31,200
Additional Appropriation Requested			
Total Expenditures	\$31,200	\$62,400	\$31,200
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$31,200	\$62,400	\$31,200
Use of Fund Balance			
Contingencies			
Total Sources	\$31,200	\$62,400	\$31,200
Narrative Explanation of Fiscal Impacts:			
Budgeted amount of \$31,200 is available from FY 2016/2017 appropriations for the Flood Control Zones 1A, 2A, 3A, and Water Transmission funds. FY 2017/2018 and 2018/2019 appropriations will be budgeted in those fiscal years.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Draft Agreement (1 copy)			
Related Items "On File" with the Clerk of the Board:			

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CF/15-0-21 New Ways to Work (Agree for Consulting Services Related to Sonoma County Youth Ecology Corps Program) 16/17-043 (ID 5870)
CF/0-0-1 General Manager and Chief Engineer Authorization Resolutions (ID 32)

DRAFT Agreement for Consulting Services Related to Sonoma County Youth Ecology Corps

This agreement (“Agreement”) is by and between **Sonoma County Water Agency**, a body corporate and politic of the State of California (“Water Agency”) and **New Ways to Work**, a non-profit California corporation (“Consultant”). The Effective Date of this Agreement is the date the Agreement is last signed by the parties to the Agreement, unless otherwise specified in Article 5 (Term of Agreement).

RECITALS

- A. Consultant represents that it is duly qualified to provide technical assistance for Water Agency’s Sonoma County Youth Ecology Corps (SCYEC) for youth and young adults and related services.
- B. Since 2009, the Water Agency has partnered with Sonoma County Human Services Department, the Sonoma County Workforce Investment Board, and the Sonoma County Office of Education in implementing the SCYEC.
- C. SCYEC has provided summer and year-round employment to eligible youth and young adults working on projects that benefit the community, lead to a sense of accomplishment, instill a strong work ethic, encourage the return to school, and enhance the future employability of the participants, as well as reinforce participants’ awareness of the relationship between education and vocational skills acquisition. In the seven years since the SCYEC began, more than 1,600 young people have been employed.
- D. Consultant creates model programs that connect young people to employment and other services. Consultant helped develop the SCYEC model and has provided technical and program development assistance to Water Agency to ensure that Water Agency’s roles and responsibilities in the SCYEC are clear and that the program is sustainable over time.
- E. Consultant helped expand the SCYEC model to other communities, including Riverside and Contra Costa Counties, and has connected the SCYEC to these programs and to programs in Napa and Marin Counties with the goal of creating a regional coalition of similar programs to advocate for state funding.
- F. Water Agency performs vegetation maintenance on constructed flood control channels to decrease the potential for flooding and also performs mitigation projects that include riparian restoration.
- G. Water Agency believes that continuation of Consultant’s involvement in the SCYEC could leverage Water Agency flood protection and watershed restoration resources with other state and federal funding sources.
- H. Given substantial changes to the Federal Workforce Investment and Opportunity Act, the primary funding source for the SCYEC, the Water Agency believes that continuation of Consultant’s involvement in the SCYEC program will result in program improvements,

including career pathways, workforce training, and apprenticeship opportunities that address talent pipeline issues.

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

AGREEMENT

1. RECITALS

1.1. The above recitals are true and correct.

2. LIST OF EXHIBITS

2.1. The following exhibits are attached hereto and incorporated herein:

- a. Exhibit A: Scope of Work
- b. Exhibit B: Schedule of Costs
- c. Exhibit C: Insurance Requirements

3. SCOPE OF SERVICES

3.1. *Consultant's Specified Services:* Consultant shall perform the services described in Exhibit A (Scope of Work), within the times or by the dates provided for in Exhibit A and pursuant to Article 9 (Prosecution of Work). In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.

3.2. *Cooperation with Water Agency:* Consultant shall cooperate with Water Agency in the performance of all work hereunder. Consultant shall coordinate the work with Water Agency's Project Manager. Contact information and mailing addresses:

Water Agency	Consultant
Project Manager: Ann DuBay 404 Aviation Boulevard Santa Rosa, CA 95403-9019 Phone: 707-524-8378 Email: Ann.DuBay@scwa.ca.gov	Contact: Steve Trippe 555 South Main Street, #3 Sebastopol, CA 95472 Phone: 707-824-4000 Email: sgtrippe@newwaystowork.org
Remit invoices to: Susan Bookmyer Same address as above or Email: susan.bookmyer@scwa.ca.gov	Remit payments to: Attn: Accounts Receivable Same address as above.

3.3. *Performance Standard and Standard of Care:* Consultant hereby agrees that all its work will be performed and that its operations shall be conducted in

accordance with the standards of a reasonable professional having specialized knowledge and expertise in the services provided under this Agreement and in accordance with all applicable federal, state and local laws, it being understood that acceptance of Consultant’s work by Water Agency shall not operate as a waiver or release. Water Agency has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. If Water Agency determines that any of Consultant’s work is not in accordance with such level of competency and standard of care, Water Agency, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with Water Agency to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 6 (Termination); or (d) pursue any and all other remedies at law or in equity.

3.4. *Assigned Personnel:*

- a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time Water Agency, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from Water Agency.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by Water Agency to be key personnel whose services were a material inducement to Water Agency to enter into this Agreement, and without whose services Water Agency would not have entered into this Agreement. Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of Water Agency.
- c. With respect to performance under this Agreement, Consultant shall employ the following key personnel:

<i>Title</i>	<i>Name</i>
Project Manager	Steve Trippe

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

4. PAYMENT

4.1. *Total Costs:*

- a. Total costs under this Agreement shall not exceed \$124,800.
- b. No more than \$112,320 will be paid until the Updated Sustainability Plan per Task 4 of Exhibit A (Scope of Work) is submitted.

- 4.2. *Method of Payment:* Consultant shall be paid in accordance with the following terms:
- a. Consultant shall be paid in accordance with Exhibit B (Schedule of Costs). Billed hourly rates shall include all costs for overhead and any other charges, other than expenses specifically identified in Exhibit B. Expenses not expressly authorized by the Agreement shall not be reimbursed.
- 4.3. *Invoices:* Consultant shall submit its bills in arrears on a monthly basis, based on work completed for the period, in a form approved by Water Agency. The bills shall show or include:
- a. Consultant name
 - b. Name of Agreement
 - c. Water Agency's Project-Activity Codes:
 - i. X0057 A002
 - ii. T0146 D034
 - iii. Y0010 D034
 - iv. F0170 C018
 - v. F0251 D034
 - vi. F0289 D034
 - d. Task performed with an itemized description of services rendered by date
 - e. Summary of work performed by subconsultants, as described in Paragraph 14.4
 - f. Time in quarter hours devoted to the task
 - g. Hourly rate or rates of the persons performing the task
 - h. List of reimbursable materials and expenses
 - i. Copies of receipts for reimbursable materials and expenses
- 4.4. *Monthly Reports with Invoices:* Payment of invoices is subject to receipt of the monthly reports required under Tasks 3, 5, and 7 of Exhibit A.
- 4.5. *Timing of Payments:* Unless otherwise noted in this Agreement, payments shall be made within the normal course of Water Agency business after presentation of an invoice in a form approved by Water Agency for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by Water Agency.
- 4.6. Taxes Withheld by Water Agency:
- a. Pursuant to California Revenue and Taxation code (R&TC) Section 18662, the Water Agency shall withhold seven percent of the income paid to Consultant for services performed within the State of California under this Agreement, for payment and reporting to the California Franchise Tax Board, if Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of

business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

- b. If Consultant does not qualify, as described in Paragraph 4.6.a, Water Agency requires that a completed and signed Form 587 be provided by Consultant in order for payments to be made. If Consultant is qualified, as described in Paragraph 4.6.a, then Water Agency requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, Consultant agrees to promptly notify Water Agency of any changes in the facts. Forms should be sent to Water Agency pursuant to Article 15 of this Agreement. To reduce the amount withheld, Consultant has the option to provide Water Agency with either a full or partial waiver from the State of California.

4.7. *Funding:*

- a. Funding for this Agreement is as follows:

<i>Current Fiscal Year</i>	<i>Budgeted Appropriation</i>
2016/2017	\$62,400
<i>Subsequent Fiscal Years</i>	<i>Planned Appropriation</i>
2017/2018	\$62,400

- b. Availability of Funding in Subsequent Fiscal Years:
 - i. Water Agency’s performance under this Agreement in subsequent years is contingent upon appropriation of funds by Water Agency’s Board of Directors. Water Agency shall have no liability under this Agreement if sufficient funds are not appropriated in subsequent fiscal years by Water Agency’s Board of Directors for the purpose of this Agreement.
 - ii. If funding for this Agreement for any fiscal year is reduced or eliminated by Water Agency’s Board of Directors, Water Agency shall have the option to either terminate this Agreement in accordance with Article 6 (Termination) or offer an amendment to Consultant to reflect the reduced amount.

5. TERM OF AGREEMENT

- 5.1. The term of this Agreement shall be from January 1, 2017 (“Effective Date”) to December 31, 2018, unless terminated earlier in accordance with the provisions of Article 6 (Termination).

6. TERMINATION

- 6.1. *Authority to Terminate:* Water Agency’s right to terminate may be exercised by Water Agency’s General Manager.

- 6.2. *Termination Without Cause:* Notwithstanding any other provision of this Agreement, at any time and without cause, Water Agency shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to Consultant.
- 6.3. *Termination for Cause:* Notwithstanding any other provision of this Agreement, should Consultant fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, Water Agency may immediately terminate this Agreement by giving Consultant written notice of such termination, stating the reason for termination.
- 6.4. *Delivery of Work Product and Final Payment Upon Termination:* In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to Water Agency all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement subject to Paragraph 12.9 and shall submit to Water Agency an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.
- 6.5. *Payment Upon Termination:* Upon termination of this Agreement by Water Agency, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and reimbursable expenses properly incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if services are to be paid on a per-hour or per-day basis, then Consultant shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to termination multiplied by the applicable hourly or daily rate; and further provided, however, that if Water Agency terminates the Agreement for cause pursuant to Paragraph 6.3, Water Agency shall deduct from such amounts the amount of damage, if any, sustained by Water Agency by virtue of the breach of the Agreement by Consultant.

7. INDEMNIFICATION

- 7.1. Consultant agrees to accept all responsibility for loss or damage to any person or entity, including Sonoma County Water Agency, and to indemnify, hold harmless, and release Sonoma County Water Agency, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant agrees to provide a complete defense for any claim or

action brought against Sonoma County Water Agency based upon a claim relating to Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant's obligations under this Article 7 apply whether or not there is concurrent or contributory negligence on the part of Sonoma County Water Agency, but, to the extent required by law, excluding liability due to conduct of Sonoma County Water Agency. Sonoma County Water Agency shall have the right to select its legal counsel at Consultant's expense, subject to Consultant's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

8. INSURANCE

8.1. With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in Exhibit C (Insurance Requirements).

9. PROSECUTION OF WORK

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

10. EXTRA OR CHANGED WORK

10.1. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Changes to lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the Agreement, may be executed by the Water Agency's General Manager in a form approved by County Counsel. The parties expressly recognize that Water Agency personnel are without authorization to order all other extra or changed work or waive Agreement requirements. Failure of Consultant to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of Water Agency.

11. CONTENT ONLINE ACCESSIBILITY

- 11.1. *Accessibility:* Water Agency policy requires that all documents that may be published to the Web meet accessibility standards to the greatest extent possible, and utilizing available existing technologies.
- 11.2. *Standards:* All consultants responsible for preparing content intended for use or publication on a Water Agency/County-managed or Water Agency/County-funded web site must comply with applicable federal accessibility standards established by 36 C.F.R. Section 1194, pursuant to Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794(d)), and Water Agency's Web Site Accessibility Policy located at <http://webstandards.sonoma-county.org>.
- 11.3. *Certification:* With each final receivable intended for public distribution (report, presentations posted to the Internet, public outreach materials), Consultant shall include a descriptive summary describing how all deliverable documents were assessed for accessibility (e.g., Microsoft Word accessibility check; Adobe Acrobat accessibility check, or other commonly accepted compliance check).
- 11.4. *Alternate Format:* When it is strictly impossible due to the unavailability of technologies required to produce an accessible document, Consultant shall identify the anticipated accessibility deficiency prior to commencement of any work to produce such deliverables. Consultant agrees to cooperate with Water Agency staff in the development of alternate document formats to maximize the facilitative features of the impacted document(s); e.g., embedding the document with alt-tags that describe complex data/tables.
- 11.5. *Noncompliant Materials; Obligation to Cure:* Remediation of any materials that do not comply with Water Agency's Web Site Accessibility Policy shall be the responsibility of Consultant. If Water Agency, in its sole and absolute discretion, determines that any deliverable intended for use or publication on any Water Agency/County-managed or Water Agency/County-funded Web site does not comply with Water Agency Accessibility Standards, Water Agency will promptly inform Consultant in writing. Upon such notice, Consultant shall, without charge to Water Agency, repair or replace the non-compliant materials within such period of time as specified by Water Agency in writing. If the required repair or replacement is not completed within the time specified, Water Agency shall have the right to do any or all of the following, without prejudice to Water Agency's right to pursue any and all other remedies at law or in equity:
 - a. Cancel any delivery or task order
 - b. Terminate this Agreement pursuant to the provisions of Article 6 (Termination); and/or
 - c. In the case of custom Electronic and Information Technology (EIT) developed by Consultant for Water Agency, Water Agency may have any necessary changes or repairs performed by itself or by another contractor. In such

event, Consultant shall be liable for all expenses incurred by Water Agency in connection with such changes or repairs.

- 11.6. *Water Agency's Rights Reserved:* Notwithstanding the foregoing, Water Agency may accept deliverables that are not strictly compliant with Water Agency Accessibility Standards if Water Agency, in its sole and absolute discretion, determines that acceptance of such products or services is in Water Agency's best interest.

12. REPRESENTATIONS OF CONSULTANT

- 12.1. *Status of Consultant:* The parties intend that Consultant, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of Water Agency and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits Water Agency provides its employees. In the event Water Agency exercises its right to terminate this Agreement pursuant to Article 6 (Termination), Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.
- 12.2. *No Suspension or Debarment:* Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration.
- 12.3. *Taxes:* Consultant agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Consultant agrees to indemnify and hold Water Agency harmless from any liability which it may incur to the United States or to the State of California or to any other public entity as a consequence of Consultant's failure to pay, when due, all such taxes and obligations. In case Water Agency is audited for compliance regarding any withholding or other applicable taxes, Consultant agrees to furnish Water Agency with proof of payment of taxes on these earnings.
- 12.4. *Records Maintenance:* Consultant shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to Water Agency for inspection at any reasonable time. Consultant shall maintain such records for a period of four (4) years following completion of work hereunder.

- 12.5. *Conflict of Interest:* Consultant covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if required by law or requested to do so by Water Agency, Consultant shall submit a completed Fair Political Practices Commission Statement of Economic Interests (Form 700) with Water Agency within 30 calendar days after the Effective Date of this Agreement and each year thereafter during the term of this Agreement, or as required by state law.
- 12.6. *Statutory Compliance/Living Wage Ordinance:* Consultant agrees to comply, and to ensure compliance by its subconsultants or subcontractors, with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, Consultant expressly acknowledges and agrees that this Agreement is subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.
- 12.7. *Nondiscrimination:* Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.
- 12.8. *Assignment of Rights:* Consultant assigns to Water Agency all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications, if any, now or later prepared by Consultant in connection with this Agreement. Consultant agrees to take such actions as are necessary to protect the rights assigned to Water Agency in this Agreement, and to refrain from taking any action which would impair those rights. Consultant's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as Water Agency may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of Water Agency. Consultant shall not use or permit another to use the plans and specifications in connection with this or any other project without first obtaining written permission of Water Agency.

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

13. DEMAND FOR ASSURANCE

13.1. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. “Commercially reasonable” includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article 13 limits Water Agency’s right to terminate this Agreement pursuant to Article 6 (Termination).

14. ASSIGNMENT AND DELEGATION

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

14.2. *Subcontracts:* Notwithstanding the foregoing, Consultant may enter into subcontracts with the subconsultants specifically identified herein. If no subconsultants are listed, then no subconsultants will be utilized in the performance of the work specified in this Agreement.

- 14.3. *Change of Subcontractors or Subconsultants:* If, after execution of the Agreement, parties agree that subconsultants not listed in Paragraph 14.2 will be utilized, Consultant may enter into subcontracts with subconsultants to perform other specific duties pursuant to the provisions of this Paragraph 14.2. The following provisions apply to any subcontract entered into by Consultant other than those listed in Paragraph 14.2 above:
- a. Prior to entering into any contract with subconsultant, Consultant shall obtain Water Agency approval of subconsultant. Water Agency's Board of Directors must approve the selection of any subconsultant if the amount payable to subconsultant under the agreement exceeds \$25,000. In connection with such approval, Consultant shall provide Water Agency with copies of the responses to Consultant's Request for Proposals (RFP) to subconsultants, the names of key personnel who will be performing work under the agreement, and an explanation of Consultant's reasons for choosing the recommended subconsultant based upon the criteria in the RFP.
 - b. All agreements with subconsultants shall (a) contain indemnity requirements in favor of Water Agency in substantially the same form as that contained in Article 7, (b) contain language that the subconsultant may be terminated with or without cause upon reasonable written notice, and (c) prohibit the assignment or delegation of work under the agreement to any third party.
- 14.4. *Summary of Subconsultants' Work:* Consultant shall provide Water Agency with a summary of work performed by subconsultants with each invoice submitted under Paragraph 4.3. Such summary shall identify the individuals performing work on behalf of subconsultants and the total amount paid to subconsultant, broken down by the tasks listed in the Scope of Work.

15. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS, AND MAKING PAYMENTS

- 15.1. *Method of Delivery:* All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. Mail, courier service, or electronic means. Notices, bills, and payments shall be addressed as specified in Paragraph 3.2.
- 15.2. *Receipt:* When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by electronic means, the notice, bill, or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill, or payment is deposited in the U.S. mail and postmarked on the date of the electronic transmission (for a payment, on or before the due date), (2) the sender has a written confirmation of the electronic transmission, and (3) the electronic transmission is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the

recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 15.

16. MISCELLANEOUS PROVISIONS

- 16.1. *No Bottled Water:* In accordance with Water Agency Board of Directors Resolution No. 09-0920, dated September 29, 2009, no Water Agency funding shall be used to purchase single-serving, disposable water bottles for use in Water Agency facilities or at Water Agency-sponsored events. This restriction shall not apply when potable water is not available.
- 16.2. *No Waiver of Breach:* The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 16.3. *Construction:* To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Consultant and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Consultant and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.
- 16.4. *Consent:* Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
- 16.5. *No Third-Party Beneficiaries:* Except as provided in Article 7 (Indemnification), nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 16.6. *Applicable Law and Forum:* This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or in the forum nearest to the city of Santa Rosa, in the County of Sonoma.
- 16.7. *Captions:* The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

- 16.8. *Merger:* This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. Each Party acknowledges that, in entering into this Agreement, it has not relied on any representation or undertaking, whether oral or in writing, other than those which are expressly set forth in this Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 16.9. *Survival of Terms:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 16.10. *Time of Essence:* Time is and shall be of the essence of this Agreement and every provision hereof.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date last signed by the parties to the Agreement.

Reviewed as to funds:

TW 16/17-043

By: _____
Water Agency Division Manager -
Administrative Services

Approved as to form:

By: _____
[Name], Deputy County Counsel

Insurance Documentation is on file with Water Agency

Date/TW Initials: _____

Sonoma County Water Agency and Russian River County Sanitation District

New Ways to Work, a non-profit California corporation

By: _____
Grant Davis
Water Agency General Manager

By: _____

Authorized per Water Agency's Board of Directors Action on December 13, 2016

(Please print name here)

Date: _____

Title: _____

Date: _____

Exhibit A

Scope of Work

1. COMMENCEMENT OF WORK

- 1.1. Consultant is authorized to proceed immediately with the performance of this Agreement upon the Effective Date of this Agreement.

2. TASKS

2.1. Task 1: Implementation and Program Improvements

- a. In consultation with SCYEC partners, plan agendas for weekly or biweekly conference calls and periodic face-to-face meetings of the SCYEC partners, including emailing agendas to participants, coordinating calls and meetings, and providing meeting summaries and follow up information.
- b. Provide program improvements and implementation support including assistance to SCYEC partners in year-round program design and connections to related initiatives.
- c. Monitor status of potential federal funding sources, and communicate findings through monthly email updates to Water Agency and SCYEC partners.
- d. Assist with media release for kick-off event and opportunity fair.
- e. Work with SCYEC partners to define SCYEC enhancements (educational and skills training and events and activities).

Deliverable	Due Date
Draft Agendas	3 calendar days before each meeting or phone call
Final Agendas	1 calendar day before each meeting or phone call
Draft Summaries	Within 5 calendar days after each meeting or phone call
Final Summaries	Within 10 calendar days after each meeting or phone call
Email Updates	The first of each month

2.2. Task 2: Legislative Visits and Communication

- a. Coordinate visits for state and federal representatives.
- b. Work with Water Agency staff to identify key state and federal representatives, contact representatives, and schedule site visits.
- c. Work with Water Agency staff and SCYEC partners to identify appropriate sites.
- d. Develop an agenda in consultation with Water Agency staff and SCYEC partners.
- e. Coordinate materials, press outreach, and logistical needs.

- f. Assist Water Agency staff in coordination of meetings with legislative delegations in district offices and Sacramento to discuss SCYEC legislative and funding needs.
- g. Prepare written meeting summaries of the meeting content, outcomes, and next steps for each meeting, consultation, or communication with state legislative or Congressional representatives or their staff.
- h. Letters and Emails:
 - i. Prepare letters and emails to representatives in draft form and submit to Water Agency for review and approval in accordance with the dates listed below. Water Agency will return 1 copy of each draft to Consultant with comments or approval in writing within 5 calendar days.
 - ii. If Water Agency requests revisions, revise and resubmit 1 copy for Water Agency approval.
 - iii. Following Water Agency approval and prior to Water Agency's acceptance of work under this Agreement, submit the final approved document(s) to Water Agency.
 - iv. If requested by Water Agency, send final letters to intended recipients.

Deliverable	Due Date
Site visits	During the 2017 and 2018 programs
Meeting summaries	Within 5 calendar days of each meeting
Draft letters and emails	As requested by Water Agency
Final letters and emails	Within 14 calendar days of receipt of Water Agency final comments

2.3. Task 3: Press Releases and Press Packets

- a. Review press releases for SCYEC solicitations, kick-off event, opportunity fair, other SCYEC events, and final report.
- b. For press events, assist in coordination of press packets, as requested by Water Agency.

Deliverable	Due Date
Comments on Press Releases	Within 1 calendar day after receipt of each press release
Summary of Media Links	With Monthly Reports under Task 9

2.4. Task 4: Sustainability Plan

- a. In coordination with SCYEC partners, update sustainability plan every six months to reflect completed elements and to identify new opportunities.

Deliverable	Due Date
Updated Sustainability Plan	April 1, 2017; October 1, 2017; April 1, 2018; and October 1, 2018

2.5. Task 5: Sustainability Implementation

- a. Complete components of the sustainability plan identified and requested by Water Agency including supporting solicitation of new partners such as County of Sonoma (Probation and Emergency Services), cities, Resource Conservation Districts, parks, environmental organizations, and the private sector.

Deliverable	Due Date
Activity Updates	With Monthly Reports under Task 9

2.6. Task 6: Replication in Other Areas of State and Development of a State-wide Network

- a. As replication opportunities are presented through conferences and communications possible partners (as identified through replication analysis conducted in previous agreement, provide quarterly updates on progress made in replicating program.
- b. Following Water Agency approval of a potential replication opportunity, provide support to Water Agency staff and potential replication partners in the design and start up of an SCYEC program in other communities. Support includes but is not limited to:
 - i. Communicating by telephone and email with potential project partners to promote the value of the SCYEC approach.
 - ii. Assisting Water Agency staff with preparation of documents and communication materials that describe the benefits of replicating the SCYEC.
 - iii. Organizing and participating in site visits to promote the replication of the SCYEC.
 - iv. Organizing and documenting conference calls and site visits between SCYEC partner staff and potential replication partner staff.
 - v. Providing direct technical assistance to the potential replication partners in program design and start-up activities via telephone and on-site activities.
 - vi. Providing email updates to Water Agency staff and supporting participation in replication activities as appropriate and feasible.

Deliverable	Due Date
Updates Regarding Program Replication, if applicable	With Monthly Reports under Task 9

- 2.7. Task 7: Provide Feedback to County of Sonoma Evaluator
- a. Provide Water Agency perspective on the program design, implementation, and evaluation criteria to the County of Sonoma evaluation team.

Deliverable	Due Date
Summary of emails, notes from phone calls, and written comments provided to evaluator	With Monthly Reports under Task 9

- 2.8. Task 8: Document the SCYEC Program: Its Partnerships, and Its Benefits to Young People, Employers, and the Community

- a. History Materials
- i. Assist Water Agency staff in the development of fact sheet, worksite project descriptions, and other materials that document the history and benefits of the SCYEC.
 - ii. Review: Within 7 calendar days of receipt of materials from Water Agency.
 - a) First Draft: Prepare the history materials in draft form and submit to Water Agency for review and approval in accordance with the date listed for this deliverable. Water Agency will return 1 copy of the draft history materials to Consultant with comments or approval in writing.
 - b) Subsequent Draft(s): If Water Agency requests revisions, revise the draft history materials and resubmit 1 copy of the draft history materials for Water Agency approval.
 - c) Final: Following Water Agency approval and prior to Water Agency's acceptance of work under this Agreement, submit the final approved history materials to Water Agency in accordance with the date listed for this deliverable.
- b. Outreach Materials
- i. Assist Water Agency staff and the SCYEC partners in ensuring that the broader benefits of SCYEC to employers, the community, and youth are continually and clearly articulated through materials and outreach efforts.
 - ii. Review: Within 7 calendar days of receipt of materials from Water Agency.
 - d) First Draft: Prepare the outreach materials in draft form and submit to Water Agency for review and approval in accordance with the date listed for this deliverable. Water Agency will return 1 copy of the draft outreach materials to Consultant with comments or approval in writing.
 - e) Subsequent Draft(s): If Water Agency requests revisions, revise the draft outreach materials and resubmit 1 copy of the draft outreach materials for Water Agency approval.

- f) Final: Following Water Agency approval and prior to Water Agency’s acceptance of work under this Agreement, submit the final approved outreach materials to Water Agency in accordance with the date listed for this deliverable.

Deliverable	Due Date
Draft History Materials	Within 7 days of receipt of materials from Water Agency
Final History Materials	Within 7 days of receipt of edits from Water Agency
Draft Outreach Materials	Within 7 days of receipt of materials from Water Agency
Final Outreach Materials	Within 7 days of receipt of edits from Water Agency

2.9. Task 9: Monthly Reports

- a. Prepare monthly reports. Submit one copy to Water Agency in accordance with the date listed for this deliverable.
- b. Include the following in each monthly progress:
 - i. A detailed list of work performed
 - ii. Dates and subject of meetings conducted, meeting attendees, and summaries of meeting results and media links
 - iii. Other information as appropriate or as requested by Water Agency

Deliverable	Due Date
Monthly Report	Monthly with invoices

3. DELIVERABLES

- 3.1. Submit one electronic copy in PDF format (emailed or on CD) and three hard copies of each final deliverable to Water Agency
- 3.2. Comply with requirements of Paragraph 11 (Content Online Accessibility).

Exhibit B

Schedule of Costs

PERSONNEL	
Title	Rate
Executive Consultant	\$160 per hour
Professional Consultant	\$125 per hour
Support Staff	\$75 per hour
EXPENSES	
Item	Cost
Local travel	included in hourly rate
Out-of-County travel (mileage)	\$0.54 per mile
Out-of-County travel (including airfare, lodging, and local transportation, as pre-approved by Water Agency)	at cost
Incidental copying	included in hourly rate
Outside printing	at cost
Incidental office costs, including postage, communications, supplies, occupancy and utilities	included in hourly rate
Other costs including meeting and event costs	at cost

Exhibit C

Insurance Requirements

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

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

1. **INSURANCE**

- 1.1. Workers Compensation and Employers Liability Insurance
 - a. Required if Consultant has employees as defined by the Labor Code of the State of California.
 - b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
 - c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
 - d. Required Evidence of Insurance: Certificate of Insurance.
 - e. If Consultant currently has no employees as defined by the Labor Code of the State of California, Consultant agrees to obtain the above-specified Workers Compensation and Employers' Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.
- 1.2. General Liability Insurance
 - a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
 - b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance. If Consultant maintains higher limits than the specified minimum limits, Water Agency requires and shall be entitled to coverage for the higher limits maintained by Consultant.
 - c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by Water Agency. Consultant is responsible for

any deductible or self-insured retention and shall fund it upon Water Agency's written request, regardless of whether Consultant has a claim against the insurance or is named as a party in any action involving the Water Agency.

- d. Sonoma County Water Agency, its officers, agents, and employees, shall be endorsed as additional insureds for liability arising out of operations by or on behalf of the Consultant in the performance of this Agreement.
- e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
- f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the "f" definition of insured contract in Insurance Services Office form CG 00 01, or equivalent).
- g. The policy shall cover inter-insured suits between the additional insureds and Consultant and include a "separation of insureds" or "severability" clause which treats each insured separately.
- h. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status, and
 - ii. Certificate of Insurance.

1.3. Automobile Liability Insurance

- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limit may be provided by a combination of Automobile Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance.
- b. Insurance shall cover all owned autos. If Consultant currently owns no autos, Consultant agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
- c. Insurance shall cover hired and non-owned autos.
- d. Required Evidence of Insurance: Certificate of Insurance.

1.4. Standards for Insurance Companies

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

1.5. Documentation

- a. The Certificate of Insurance must include the following reference: TW 16/17-043.
- b. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Consultant agrees to maintain current Evidence of

Insurance on file with Water Agency for the entire term of this Agreement and any additional periods if specified in Sections 1.1, 1.2, or 1.3, above.

- c. The name and address for mailing Additional Insured endorsements and Certificates of Insurance is: Sonoma County Water Agency, 404 Aviation Boulevard, Santa Rosa, CA 95403-9019.
- d. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
- e. Consultant shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- f. Upon written request, certified copies of required insurance policies must be provided within thirty (30) days.

1.6. Policy Obligations

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

1.7. Material Breach

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



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: Boards of Directors: Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, and South Park County Sanitation Districts

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, and South Park County Sanitation Districts

Staff Name and Phone Number:

Eric Keel (707) 547-1074

Supervisorial District(s):

All

Title: On-Site Meter Calibration Services

Recommended Actions:

Authorize Water Agency's General Manager to execute an agreement with Flexim Americas, Corp. to provide as-needed maintenance, repair, and on-site meter calibration services for the amount of \$180,000; agreement terminates on August 31, 2019.

Executive Summary:

The Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, and South Park County Sanitation Districts (Water Agency) utilize Flexim meters to measure flow through pipes at their various wastewater treatment plant facilities. Flexim must calibrate these meters and perform related services periodically using proprietary software. This item requests authority for the Water Agency's General Manager to execute an agreement with Flexim Americas Corp. (Flexim) to provide as-needed on-site meter calibration services for the amount of \$180,000; agreement terminates on August 31, 2019.

Discussion:

The Water Agency operates eight sanitation zones and districts in Sonoma County.

In 2006, the Water Agency installed Flexim non-invasive, ultrasonic meters at each of the wastewater treatment plants within its various sanitation districts. The clamp-on meters were chosen as a money-saving alternative to more standard "inline" meters, which require pipe removal and the installation of welded flanges. Over 25 meters are located at the influent and effluent pipelines of each facility and calculate flow from the pumps at the various plants. They are also used for billing, SCADA control, and plant operation.

In order for each system to continue to operate at a high level, the Flexim meters must be serviced periodically. Thus far, these meters have not been calibrated since they were installed. Flexim uses

proprietary software to calibrate and monitor these meters. This and related work must be done on an as-needed basis to maintain Water Agency facilities' effectiveness and efficiency.

SELECTION PROCESS

No selection process was conducted because Flexim uses proprietary software to calibrate and monitor the functioning of these meters. Flexim can easily access parts or tools needed for meter repair or replacement and requires that their company perform the work to maintain warranty.

SERVICES TO BE PERFORMED

Under the proposed agreement, Flexim will perform as-needed maintenance, repair, and calibration of meters; troubleshoot problems; install and replace parts; and perform field work and related services relating to meter calibration for Water Agency.

The cost of services will not exceed \$60,000 in fiscal year 2016/2017, \$60,000 in fiscal year 2017/2018, and \$60,000 in fiscal year 2018/2019. The total agreement amount is \$180,000. The term end date is August 31, 2019.

Prior Board Actions:

None

Strategic Plan Alignment Goal 3: Invest in the Future

This agreement ensures that we will continue to maintain our infrastructure and ability to provide clean drinking water to our customers. This will also help keep operation costs down by allowing us to streamline the processing and treatment of water and wastewater.

Fleet and Facilities Goals and Strategies, Goal 1: Provide leadership in management and the long-term preservation of the Water Agency's physical assets.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$60,000	\$60,000	\$60,000
Additional Appropriation Requested			
Total Expenditures	\$60,000	\$60,000	\$60,000
Funding Sources			
General Fund/WA GF	\$0	\$0	\$0
State/Federal			
Fees/Other	\$60,000	\$60,000	\$60,000
Use of Fund Balance			
Contingencies			
Total Sources	\$60,000	\$60,000	\$60,000
Narrative Explanation of Fiscal Impacts:			
Budgeted amount of \$60,000 is available from FY 2016/2017 appropriations for the Water Transmission Fund. FY 2017/2018 appropriations will be budgeted in that fiscal year.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
N/A			
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
Agreement (1 copy)			
Related Items "On File" with the Clerk of the Board:			

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CF/60-60-21 Flexim Americas Corporation (Agree for As-Needed On-Site Meter Calibration Services) 15/16-129 (ID 5654)

Agreement for As-Needed On-Site Meter Calibration Services

This agreement (“Agreement”) is by and between **Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District**, collectively referred to as “Water Agency”) and **Flexim Americas Corporation**, a New York corporation (“Service Provider”). The Effective Date of this Agreement is the date the Agreement is last signed by the parties to the Agreement, unless otherwise specified in Article 7 (Term of Agreement).

RECITALS

- A. Service Provider certifies that it is a New York corporation duly authorized to do business in the State of California, registered with the Secretary of State of California, and represents that it is a duly qualified and licensed meter calibration firm, experienced in meter calibration and related services.
- B. Water Agency is in need of meter calibration and related services on an as-needed basis at its various facilities.
- C. Sonoma County Water Agency operates and manages Airport/Larkfield/Wikiup Sanitation Zone, Geyserville Sanitation Zone, Penngrove Sanitation Zone, and Sea Ranch Sanitation Zone (“Zone[s]”).
- D. Sonoma County Water Agency operates the Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District (“Districts”) under contract with Districts. References to District employees are understood to be Sonoma County Water Agency employees acting on behalf of the Districts.

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

AGREEMENT

1. RECITALS

- 1.1. The above recitals are true and correct.

2. LIST OF EXHIBITS

- 2.1. The following exhibits are attached hereto and incorporated herein:
- a. Exhibit A: Agreement Memorandum
 - b. Exhibit B: Scope of Work
 - c. Exhibit C: Schedule of Costs
 - d. Exhibit D: Insurance Requirements

3. WATER AGENCY'S REQUEST FOR SERVICES

- 3.1. *Initiation Conference:* The Water Agency's Agreement Administrator, Eric Keel, will initiate all requests for services through an Initiation Conference, which may be in person, by telephone, or by email. During the Initiation Conference, the Project Manager and Service Provider will establish and agree on the project information shown in Exhibit A (Agreement Memorandum).
- 3.2. *Agreement Memorandum:* Water Agency will prepare an Agreement Memorandum setting forth the terms for the subject project as established during the Initiation Conference. The Agreement Memorandum will be in the form as set forth in Exhibit A and will be executed by both parties prior to commencement of work.
- 3.3. *Amount of Work:* Water Agency does not guarantee a minimum or maximum amount of work. However, under no circumstances shall the amount of work (including materials) under any single Agreement Memorandum exceed \$40,000.

4. SCOPE OF SERVICES

- 4.1. *Service Provider's Specified Services:* Service Provider shall perform the services listed in Exhibit B (Scope of Work) or as requested in the Agreement Memorandum, within the times or by the dates provided in the Agreement Memorandum and pursuant to Article 11 (Prosecution of Work). Service Provider shall provide all necessary manpower and equipment required to carry out the requested services in a professional and expeditious manner.
- 4.2. *Funding Requirements:* Work under this Agreement may, on occasion, be funded with state, federal, or other funding. On these occasions, the funding entity may impose additional requirements that Service Provider must meet. Such requirements will be included in the Agreement Memorandum. By signing the Agreement Memorandum, Service Provider agrees that it will adhere to such requirements in connection with its performance of services.

4.3. *Contact Information:*

Water Agency	Service Provider
Agreement Administrator: Eric Keel 404 Aviation Boulevard Santa Rosa, CA 95403-9019 Phone: (707) 547-1074 Email: ekeel@scwa.ca.gov	Contact: Rodrigo Cano 2819 Crow Canyon Road, Suite 100 San Ramon, CA 94583 Phone: (925) 217-4909 Email: rcano@flexim.com
Remit invoices to: Susan Bookmyer Same address as above or Email: susan.bookmyer@scwa.ca.gov	Remit payments to: Same address as above Attn: Accounts Receivable

4.4. *Cooperation with Water Agency:* Service Provider shall coordinate the work with the Project Manager named in the Agreement Memorandum.

4.5. *Performance Standard and Standard of Care:* Service Provider hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with the standards of a reasonable professional having specialized knowledge and expertise in the services provided under this Agreement and in accordance with all applicable federal, state and local laws, it being understood that acceptance of Service Provider’s work by Water Agency shall not operate as a waiver or release. Water Agency has relied upon the professional ability and training of Service Provider as a material inducement to enter into this Agreement. If Water Agency determines that any of Service Provider’s work is not in accordance with such level of competency and standard of care, Water Agency, in its sole discretion, shall have the right to do any or all of the following: (a) require Service Provider to meet with Water Agency to review the quality of the work and resolve matters of concern; (b) require Service Provider to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 8 (Termination); or (d) pursue any and all other remedies at law or in equity.

4.6. *Assigned Personnel:*

- a. Service Provider shall assign only competent personnel to perform work hereunder. In the event that at any time Water Agency, in its sole discretion, desires the removal of any person or persons assigned by Service Provider to perform work hereunder, Service Provider shall remove such person or persons immediately upon receiving written notice from Water Agency.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by Water Agency to be key personnel whose services were a material inducement to Water Agency to enter into this Agreement, and without whose services Water Agency would not have entered into this

Agreement. Service Provider shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of Water Agency.

- c. Key personnel shall be as listed in the applicable Agreement Memorandum.
- d. In the event that any of Service Provider's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Service Provider's control, Service Provider shall be responsible for timely provision of adequately qualified replacements.

5. **SAFETY**

- 5.1. *Site Safety Officer.* Prior to commencement of work, Service Provider shall designate a Site Safety Officer (SSO) and alternate SSO for this work and shall provide the names, telephone and/or cellular/pager numbers of both SSOs to Project Manager. Both SSOs shall be employees of Service Provider.
- 5.2. *Safety Orders.* All work shall be performed in accordance with the California Code of Regulations (CCR) Title 8, Division 1, Chapter 4 - Industrial Safety Orders and all other applicable laws to ensure the safety of the public and those performing the work.
- 5.3. *Safety Plan and Program.*
 - a. *Scope:* Service Provider shall furnish a copy of an Injury and Illness Prevention Program (IIPP), a Site-Specific Safety and Health Plan (SSHP), and a Confined Space Program for this work. Service Provider shall also provide copies of applicable Material Safety Data Sheets and information regarding the SSO as described below. All plans, programs, and other information described herein shall be furnished to Water Agency's Project Manager prior to commencement of work.
 - b. *Injury and Illness Prevention Program:* Service Provider's IIPP shall conform with the General Industrial Safety Orders (CCR Title 8, Division 1, Chapter 4, Subchapter 7, Section 3203), and the California Labor Code (Section 6401.7).
 - c. *Site-Specific Safety and Health Plan and Monitoring:* The SSHP shall describe health and safety procedures to be implemented during all phases of work in order to ensure safety of the public and those performing the work. The SSHP shall be modeled after the guidelines for a SSHP listed in CCR Title 8, Division 1, Chapter 4, Subchapter 7, Section 5192, Item (b)(4).
 - d. *Confined Space Program:* The work site contains permit- and non-permit-confined spaces. Water Agency will provide Service Provider with any available information regarding existing permit space hazards, entry operations, and safety information relating to work in the existing permit spaces as set forth in the General Industrial Safety Orders (CCR Title 8, Division 1, Chapter 4, Subchapter 7, Section 5157). Permit space entry is allowed only through compliance with a permit space program meeting the

requirements of Section 5157 of the General Industrial Safety Orders. During entry operations, or at the conclusion of entry operations, Service Provider shall verbally notify Water Agency of the permit space program followed and of any hazards confronted or created in permit spaces during entry operations.

6. **PAYMENT**

- 6.1. Total Costs: Total costs under this Agreement shall not exceed \$180,000.
 - a. *Task Limit:* Under no circumstances shall the amount of work (including materials) under any single Agreement Memorandum exceed \$40,000.
- 6.2. *Method of Payment:* Service Provider shall be paid in accordance with the following terms:
 - a. Service Provider shall be paid in accordance with Exhibit C (Schedule of Costs). Billed hourly rates shall include all costs for overhead and any other charges, other than expenses specifically identified in Exhibit C. Expenses not expressly authorized by the Agreement shall not be reimbursed.
- 6.3. *Invoices:* Service Provider shall submit its bills in arrears on a monthly basis, based on work completed for the period, in a form approved by Water Agency. The bills shall show or include:
 - a. Service Provider name
 - b. Name of Agreement
 - c. Water Agency's Project-Activity Code as listed in the applicable Agreement Memorandum.
 - d. Task performed with an itemized description of services rendered by date
 - e. Time in quarter hours devoted to the task
 - f. Hourly rate or rates of the persons performing the task
 - g. Summary of work performed by subconsultants, as described in Paragraph 17.4
- 6.4. *Site Visit Reports with Invoices:* Payment of invoices is subject to receipt of the site visit reports required under Task 2.1 of Exhibit B.

6.5. *Funding:*

a. Funding for this Agreement is as follows:

<i>Current Fiscal Year</i>	<i>Budgeted Appropriation</i>
2016/2017	\$60,000
<i>Subsequent Fiscal Years</i>	<i>Planned Appropriation</i>
2017/2018	\$60,000
2018/2019	\$60,000

b. Availability of Funding in Subsequent Fiscal Years:

- i. Water Agency’s performance under this Agreement in subsequent years is contingent upon appropriation of funds by Water Agency’s Board of Directors. Water Agency shall have no liability under this Agreement if sufficient funds are not appropriated in subsequent fiscal years by Water Agency’s Board of Directors for the purpose of this Agreement.
- ii. If funding for this Agreement for any fiscal year is reduced or eliminated by Water Agency’s Board of Directors, Water Agency shall have the option to either terminate this Agreement in accordance with Article 8 (Termination) or offer an amendment to Service Provider to reflect the reduced amount.

7. TERM OF AGREEMENT

7.1. This Agreement shall remain in effect until depletion of the not-to-exceed amount listed in paragraph 6.1, or until August 31, 2019, whichever occurs first, unless terminated earlier in accordance with the provisions of Article 8 (Termination).

8. TERMINATION

8.1. *Authority to Terminate:* Water Agency’s right to terminate may be exercised by Water Agency's General Manager.

8.2. *Termination Without Cause:* Notwithstanding any other provision of this Agreement, at any time and without cause, Water Agency shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to Service Provider.

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

8.4. *Delivery of Work Product and Final Payment Upon Termination:* In the event of termination, Service Provider, within 14 days following the date of termination,

shall deliver to Water Agency all materials and work product subject to Paragraph 14.8 and shall submit to Water Agency an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

- 8.5. *Payment Upon Termination:* Upon termination of this Agreement by Water Agency, Service Provider shall be entitled to receive as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Service Provider bear to the total services otherwise required to be performed for such total payment; provided, however, that if services are to be paid on a per-hour or per-day basis, then Service Provider shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to termination multiplied by the applicable hourly or daily rate; and further provided, however, that if Water Agency terminates the Agreement for cause pursuant to Paragraph 8.3, Water Agency shall deduct from such amounts the amount of damage, if any, sustained by Water Agency by virtue of the breach of the Agreement by Service Provider.
- 8.6. *Termination for Non-Appropriation:* Water Agency may terminate this Agreement at any time, upon giving Service Provider thirty (30) days written notice, for any of the following reasons:
- a. Water Agency has exhausted all funds legally available for payments to become due under this Agreement;
 - b. Funds which have been appropriated for purposes of this Agreement are withheld and are not made available to Water Agency;
 - c. No appropriation of funds for payments has been made for purposes of this Agreement in the budget for the next fiscal year; or
 - d. An appropriation of funds for the next fiscal year has been made for purposes of this Agreement, but prior to actual release, such appropriation has been withdrawn.

9. **INDEMNIFICATION**

- 9.1. Service Provider agrees to accept all responsibility for loss or damage to any person or entity, including Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District, and to indemnify, hold harmless, and release Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District, their officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Service Provider, that arise out of, pertain to, or relate to Service

Provider's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Service Provider agrees to provide a complete defense for any claim or action brought against Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, or South Park County Sanitation District based upon a claim relating to Service Provider's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Service Provider's obligations under this Article 9 apply whether or not there is concurrent negligence on the part of Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, or South Park County Sanitation District, but, to the extent required by law, excluding liability due to conduct of Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, or South Park County Sanitation District. Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District shall have the right to select their legal counsel at Service Provider's expense, subject to Service Provider's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Service Provider or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefits acts, or other employee benefit acts.

10. INSURANCE

- 10.1. With respect to performance of work under this Agreement, Service Provider shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in Exhibit D (Insurance Requirements).

11. PROSECUTION OF WORK

- 11.1. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for Service Provider's performance of this Agreement shall be extended by a number of days equal to the number of days Service Provider has been delayed.
- 11.2. When work is requested of Service Provider by Water Agency, all due diligence shall be exercised and the work accomplished without undue delay, within the performance time specified in the Agreement Memorandum(s).

12. EXTRA OR CHANGED WORK

12.1. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the Scope of Work or significantly lengthen time schedules may be executed by the Water Agency's General Manager in a form approved by County Counsel. The parties expressly recognize that Water Agency personnel are without authorization to order all other extra or changed work or waive Agreement requirements. Failure of Service Provider to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Service Provider shall be entitled to no compensation whatsoever for the performance of such work. Service Provider further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of Water Agency.

13. CONTENT ONLINE ACCESSIBILITY

- 13.1. *Accessibility:* Water Agency policy requires that all documents that may be published to the Web meet accessibility standards to the greatest extent possible, and utilizing available existing technologies.
- 13.2. *Standards:* All consultants responsible for preparing content intended for use or publication on a Water Agency/County-managed or Water Agency/County-funded web site must comply with applicable federal accessibility standards established by 36 C.F.R. Section 1194, pursuant to Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794(d)), and Water Agency's Web Site Accessibility Policy located at <http://webstandards.sonoma-county.org>.
- 13.3. *Certification:* With each final receivable intended for public distribution (report, presentations posted to the Internet, public outreach materials), Service Provider shall include a descriptive summary describing how all deliverable documents were assessed for accessibility (e.g. Microsoft Word accessibility check; Adobe Acrobat accessibility check, or other commonly accepted compliance check).
- 13.4. *Alternate Format:* When it is strictly impossible due to the unavailability of technologies required to produce an accessible document, Service Provider shall identify the anticipated accessibility deficiency prior to commencement of any work to produce such deliverables. Service Provider agrees to cooperate with Water Agency staff in the development of alternate document formats to maximize the facilitative features of the impacted document(s); e.g., embedding the document with alt-tags that describe complex data/tables.

- 13.5. *Noncompliant Materials; Obligation to Cure:* Remediation of any materials that do not comply with Water Agency's Web Site Accessibility Policy shall be the responsibility of Service Provider. If Water Agency, in its sole and absolute discretion, determines that any deliverable intended for use or publication on any Water Agency/County-managed or Water Agency/County-funded Web site does not comply with Water Agency Accessibility Standards, Water Agency will promptly inform Service Provider in writing. Upon such notice, Service Provider shall, without charge to Water Agency, repair or replace the non-compliant materials within such period of time as specified by Water Agency in writing. If the required repair or replacement is not completed within the time specified, Water Agency shall have the right to do any or all of the following, without prejudice to Water Agency's right to pursue any and all other remedies at law or in equity:
- a. Cancel any delivery or task order
 - b. Terminate this Agreement pursuant to the provisions of Article 8 (Termination); and/or
 - c. In the case of custom Electronic and Information Technology (EIT) developed by Service Provider for Water Agency, Water Agency may have any necessary changes or repairs performed by itself or by another contractor. In such event, Service Provider shall be liable for all expenses incurred by Water Agency in connection with such changes or repairs.
- 13.6. *Water Agency's Rights Reserved:* Notwithstanding the foregoing, Water Agency may accept deliverables that are not strictly compliant with Water Agency Accessibility Standards if Water Agency, in its sole and absolute discretion, determines that acceptance of such products or services is in Water Agency's best interest.

14. REPRESENTATIONS OF SERVICE PROVIDER

- 14.1. *Status of Service Provider:* The parties intend that Service Provider, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Service Provider is not to be considered an agent or employee of Water Agency and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits Water Agency provides its employees. In the event Water Agency exercises its right to terminate this Agreement pursuant to Article 8 (Termination), Service Provider expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.
- 14.2. *Taxes:* Service Provider agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Service Provider agrees to indemnify and hold Water Agency harmless from any liability which it may incur

to the United States or to the State of California or to any other public entity as a consequence of Service Provider's failure to pay, when due, all such taxes and obligations. In case Water Agency is audited for compliance regarding any withholding or other applicable taxes, Service Provider agrees to furnish Water Agency with proof of payment of taxes on these earnings.

- 14.3. *Records Maintenance:* Service Provider shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to Water Agency for inspection at any reasonable time. Service Provider shall maintain such records for a period of four (4) years following completion of work hereunder.
- 14.4. *Conflict of Interest:* Service Provider covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Service Provider further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if required by law or requested to do so by Water Agency, Service Provider shall submit a completed Fair Political Practices Commission Statement of Economic Interests (Form 700) with Water Agency within 30 calendar days after the Effective Date of this Agreement and each year thereafter during the term of this Agreement, or as required by state law.
- 14.5. *Statutory Compliance/Living Wage Ordinance:* Service Provider agrees to comply with, and to ensure compliance with from its subcontractors, all applicable federal, state and local laws, regulations, statutes and policies – including but not limited to the County of Sonoma Living Wage Ordinance – applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, Service Provider expressly acknowledges and agrees that this Agreement is subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.
- 14.6. *Nondiscrimination:* Service Provider shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.
- 14.7. *Assignment of Rights:* Service Provider assigns to Water Agency all rights throughout the world in perpetuity in the nature of copyright, trademark,

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

- 14.8. *Ownership and Disclosure of Work Product:* All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Service Provider or Service Provider's subcontractors, consultants, and other agents in connection with this Agreement shall be the property of Water Agency. Water Agency shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Service Provider shall promptly deliver to Water Agency all such documents, which have not already been provided to Water Agency in such form or format as Water Agency deems appropriate. Such documents shall be and will remain the property of Water Agency without restriction or limitation. Service Provider may retain copies of the above described documents but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of Water Agency.
- 14.9. *District Liability:* Districts are separate legal entities from Sonoma County Water Agency, operated under contract by Sonoma County Water Agency. To the extent any work under this Agreement relates to District activities, Service Provider shall be paid exclusively from District funds. Service Provider agrees that it shall make no claim for compensation for Service Provider's services against Sonoma County Water Agency funds and expressly waives any right to be compensated from other funds available to Sonoma County Water Agency.

15. PREVAILING WAGES

- 15.1. *General:* Service Provider shall pay to any worker on the job for whom prevailing wages have been established an amount equal to or more than the general prevailing rate of per diem wages for (1) work of a similar character in the locality in which the work is performed and (2) legal holiday and overtime work in said locality. The per diem wages shall be an amount equal to or more than the stipulated rates contained in a schedule that has been ascertained and determined by the Director of the State Department of Industrial Relations and

Water Agency to be the general prevailing rate of per diem wages for each craft or type of workman or mechanic needed to execute this Agreement. Service Provider shall also cause a copy of this determination of the prevailing rate of per diem wages to be posted at each site work is being performed, in addition to all other job site notices prescribed by regulation. Copies of the prevailing wage rate of per diem wages are on file at Water Agency and will be made available to any person upon request.

- 15.2. *Compliance Monitoring and Registration:* This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Service Provider shall furnish and shall require all subcontractors to furnish the records specified in Labor Code section 1776 (e.g. electronic certified payroll records) directly to the Labor Commissioner in a format prescribed by the Labor Commissioner at least monthly (Labor Code section 1771.4(a)(3)). Service Provider and all subcontractors performing work that requires payment of prevailing wages shall be registered and qualified to perform public work pursuant to Labor Code section 1725.5 as a condition to engage in the performance of any services under this Agreement.
- 15.3. *Subcontracts:* Service Provider shall insert in every subcontract or other arrangement which Service Provider may make for performance of such work or labor on work provided for in the Agreement, provision that Subcontractor shall pay persons performing labor or rendering service under subcontract or other arrangement not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed in the Labor Code. Pursuant to Labor Code Section 1775(b)(1), Service Provider shall provide to each Subcontractor a copy of Sections 1771, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code.
- 15.4. *Compliance with Law:* Service Provider stipulates that it shall comply with all applicable wage and hour laws, including without limitation Labor Code Sections 1725.5, 1775, 1776, 1777.5, 1813, and 1815 and California Code of Regulations, Title 8, Section 16000, et seq.

16. DEMAND FOR ASSURANCE

- 16.1. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified

demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article 15 limits Water Agency's right to terminate this Agreement pursuant to Article 8 (Termination).

17. ASSIGNMENT AND DELEGATION

- 17.1. *Consent:* Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.
- 17.2. *Subcontracts:* Notwithstanding the foregoing, Service Provider may enter into subcontracts with the subconsultants specifically identified herein. If no subconsultants are listed, then no subconsultants will be utilized in the performance of the work specified in this Agreement.
- 17.3. *Change of Subcontractors or Subconsultants:* If, after execution of the Agreement, parties agree that subconsultants not listed in Paragraph 17.2 will be utilized, Service Provider may enter into subcontracts with subconsultants to perform other specific duties pursuant to the provisions of this Paragraph 17.3. The following provisions apply to any subcontract entered into by Service Provider other than those listed in Paragraph 17.2 above:
- a. Prior to entering into any contract with subconsultant, Service Provider shall obtain Water Agency approval of subconsultant. Water Agency's Board of Directors must approve the selection of any subconsultant if the amount payable to subconsultant under the agreement exceeds \$25,000. In connection with such approval, Service Provider shall provide Water Agency with copies of the responses to Service Provider's Request for Proposals (RFP) to subconsultants, the names of key personnel who will be performing work under the agreement, and an explanation of Service Provider's reasons for choosing the recommended subconsultant based upon the criteria in the RFP.
 - b. All agreements with subconsultants shall (a) contain indemnity requirements in favor of Water Agency in substantially the same form as that contained in Article 9, (b) contain language that the subconsultant may be terminated with or without cause upon reasonable written notice, and (c) prohibit the assignment or delegation of work under the agreement to any third party.
- 17.4. *Summary of Subconsultants' Work:* Service Provider shall provide Water Agency with a summary of work performed by subconsultants with each invoice submitted under Paragraph 6.3. Such summary shall identify the individuals

performing work on behalf of subconsultants and the total amount paid to subconsultant, broken down by the tasks listed in the Scope of Work.

18. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS, AND MAKING PAYMENTS

- 18.1. *Method of Delivery:* All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. Mail, courier service, or electronic means. Notices, bills, and payments shall be addressed as specified in Paragraph 4.2.
- 18.2. *Receipt:* When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by electronic means, the notice, bill, or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill, or payment is deposited in the U.S. mail and postmarked on the date of the electronic transmission (for a payment, on or before the due date), (2) the sender has a written confirmation of the electronic transmission, and (3) the electronic transmission is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 18.

19. MISCELLANEOUS PROVISIONS

- 19.1. *No Bottled Water:* In accordance with Water Agency Board of Directors Resolution No. 09-0920, dated September 29, 2009, no Water Agency funding shall be used to purchase single-serving, disposable water bottles for use in Water Agency facilities or at Water Agency-sponsored events. This restriction shall not apply when potable water is not available.
- 19.2. *No Waiver of Breach:* The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 19.3. *Construction:* To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Service Provider and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of

the other. Service Provider and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

- 19.4. *Consent:* Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
- 19.5. *No Third-Party Beneficiaries:* Except as provided in Article 9 (Indemnification), nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 19.6. *Applicable Law and Forum:* This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or in the forum nearest to the city of Santa Rosa, in the County of Sonoma.
- 19.7. *Captions:* The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 19.8. *Merger:* This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 19.9. *Survival of Terms:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 19.10. *Time of Essence:* Time is and shall be of the essence of this Agreement and every provision hereof.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date last signed by the parties to the Agreement.

TW 15/16-129

Reviewed as to substance:

By: _____
Water Agency General Manager

Reviewed as to funds:

By: _____
Water Agency Division Manager -
Administrative Services

Approved as to form:

By: _____
Adam Brand, Deputy County Counsel

Insurance Documentation is on file with
Water Agency

Date/TW Initials: 7/19/16 JC

**Sonoma County Water Agency, Occidental
County Sanitation District, Russian River
County Sanitation District, and South Park
County Sanitation District**

**Flexim Americas Corporation, a New York
corporation**

By: _____
Grant Davis
Water Agency General Manager
Authorized per Boards of Directors
Action on January 10, 2016

By: _____

Date: _____

(Please print name here)

Title: _____

Date: _____

Sonoma Valley County Sanitation District

By: _____
Chair, Board of Directors

Date: _____

Attest:

By: _____
Clerk of the Board

Exhibit A

Agreement Memorandum No. _____

TW 15/16-129

Service Provider shall perform the services as outlined in Exhibit B (Scope of Work) of the Agreement and as modified below, if applicable, within the times or by the dates provided for herein. . Under no circumstances shall the amount of work (including materials) under this Agreement Memorandum exceed \$40,000.

- A. Date of Initiation Conference:
- B. Project Manager Name:
- C. Project Manager Phone:
- D. Project Manager E-mail:
- E. Project Name:
- F. Project Location
- G. Project-Activity Code:
- H. Schedule for receipt of deliverables:
Draft Report Due:
Final Report Due:
- I. Not-to-exceed amount for this Agreement Memorandum: \$40,000
- J. List of key personnel or authorized subcontractors, if applicable:
- K. Modifications to Exhibit B (Scope of Work), additional requirements, or attach additional sheet:
- L. Funding Requirements, if any: See Attached.

Flexim Americas Corporation

- Sonoma County Water Agency**
- Choose one--- County Sanitation District**

By: _____

Reviewed by Project Manager:

Title: _____

By: _____

Date: _____

By: _____

Eric Keel, Agreement Administrator

Water Agency copies to:
Accounting and Records
Joan Hultberg
Jake Spaulding

Date: _____

Exhibit B

Scope of Work

1. **COMMENCEMENT OF WORK**

- 1.1. Service Provider is authorized to proceed with work upon receipt of each Agreement Memorandum.

2. **TASKS**

- 2.1. Requested services may include, but are not limited to, the following:
 - a. Meter:
 - i. Maintenance
 - ii. Repair
 - iii. Calibration
 - iv. Troubleshooting problems
 - v. Installation and/or replacement
 - vi. Parts
 - vii. Equipment
 - viii. Field Service
 - ix. Other related services as requested by Water Agency
 - b. Site Visit Reports
 - i. Prepare site visit reports. Submit one copy to Water Agency within seven (7) days of each site visit during the term of this Agreement.
 - ii. Site visit reports shall include the following:
 - a) A detailed list of work performed
 - b) Date, time, place, location, and work performed during each visit
 - c) Other information as appropriate or as requested by Water Agency

3. **DELIVERABLES**

- 3.1. Submit one electronic copy in PDF format (emailed or on CD) and three hard copies of each final deliverable to Water Agency.
- 3.2. Comply with requirements of Paragraph 13 (Content Online Accessibility)

Exhibit C

Schedule of Costs

Flexim Technical Service Rates

Field Service

- **Field Engineer Labor Rates:** **\$1,300/Day - \$162.50/Hour**
 - Minimum 4 hour day
 - Weekday overtime (after 8 Hrs.) and Saturday billed at 1.5 times normal rate
 - Sundays and Holidays billed at 2.0 times normal rate
- **Field Engineer Labor Rates -WaveInjector:** **\$1,500/Day - \$187.50/Hour**
 - Minimum 4 hour day
 - Weekday overtime (after 8 Hrs.) and Saturday billed at 1.5 times normal rate
 - Sundays and Holidays billed at 2.0 times normal rate
- **Travel Rates:** **\$100.00/Hour**
 - Expenses billed at cost + 10% administration fee
- **Local Service:**
 - **NY Metropolitan Area** (75 miles from Flexim NY office)
 - **CA Northern** (75 miles from Flexim CA Office)
 - **Houston** (75 miles from Houston office)
 - Flat Rate 8 hour day (on site) **\$1,400.00**
 - Flat Rate 4 hour day (1-4 hrs. on site) **\$800.00**
 - Rate inclusive of travel and expenses. Overtime additional at 1.5x \$162.50/hr
- **Insurance Certificate**(charges for additional waivers) **\$250.00**
- **Platform Rate:** **\$1,875/12 hr day +**
15% platform duty per diem.....\$2,150/day total
- **Weekend Platform rate +25%.....\$2,687/day**
- **Standby Rates:** **\$1,300/day**
- **International Rate:** **\$1,500/day**
- **Contracts and Flat Rate Services:**
 - We can provide you with a flat rate quote for start-up, calibration, maintenance, and flow measurement services.

Factory Service

- **Labor Rates:** **\$150.00/Hour**

Training

- **Factory Training:** **\$1000.00/day + 100/person**
\$600/half day
 - Training at Flexim Americas NY facility
 - Field training at the customer facility is available at the standard Field Service Rates + costs for training manuals

Exhibit D

Insurance Requirements

Service Provider shall maintain and require all of its subcontractors and other agents to maintain the insurance listed below unless such insurance has been expressly waived by the attachment of a *Waiver of Insurance Requirements*. Service Provider shall not commence Work, nor allow its employees, subcontractors or anyone to commence Work until the required insurance has been submitted and approved by Water Agency. Any requirement for Service Provider to maintain insurance after completion of the Work shall survive this Agreement.

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

1. INSURANCE

- 1.1. Workers Compensation and Employers Liability Insurance
 - a. Required if Service Provider has employees as defined by the Labor Code of the State of California.
 - b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
 - c. Employers' Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
 - d. The policy shall be endorsed to include a written waiver of the insurer's right to subrogate against Water Agency.
 - e. Required Evidence of Insurance:
 - i. Subrogation waiver endorsement and
 - ii. Certificate of Insurance
 - f. If Service Provider currently has no employees as defined by the Labor Code of the State of California, Service Provider agrees to obtain the above-specified Workers' Compensation and Employers' Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.
- 1.2. General Liability Insurance
 - a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
 - b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The General Aggregate shall apply separately to each Project. The required limits may be satisfied by a combination of General Liability Insurance and either

Commercial Excess or Commercial Umbrella Liability Insurance. If Service Provider maintains higher limits than the specified minimum limits, Water Agency requires and shall be entitled to coverage for the higher limits maintained by Service Provider.

- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by Water Agency. Service Provider is responsible for any deductible or self-insured retention and shall fund it upon Water Agency's written request, regardless of whether Service Provider has a claim against the insurance or is named as a party in any action involving the Water Agency.
- d. Insurance shall be continued for one (1) year after completion of the Work.
- e. Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District, their officers, agents, and employees, shall be endorsed as additional insureds for liability arising out of ongoing and completed operations by or on behalf of the Service Provider in the performance of this Agreement. The foregoing shall continue to be additional insureds for (1) year after completion of the Work under this Agreement.
- f. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
- g. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the "f" definition of insured contract in ISO form CG 00 01, or equivalent).
- h. The policy shall be endorsed to include a written waiver of the insurer's right to subrogate against Water Agency.
- i. The policy shall cover inter-insured suits between the additional insureds and Service Provider and include a "separation of insureds" or "severability" clause which treats each insured separately.
- j. Required Evidence of Insurance:
 - i. Copy of the additional insured endorsement or policy language granting additional insured status, and
 - ii. Certificate of Insurance.

1.3. Automobile Liability Insurance

- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limit may be satisfied by a combination of Automobile Liability Insurance and either Commercial Excess or Commercial Umbrella Liability Insurance.

- b. Insurance shall cover all owned autos. If Service Provider currently owns no autos, Service Provider agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
 - c. Insurance shall cover hired and non-owned autos.
 - d. Required Evidence of Insurance: Certificate of Insurance.
- 1.4. Standards for Insurance Companies
- a. Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.
- 1.5. Documentation
- a. The Certificate of Insurance must include the following reference: TW 15/16-129.
 - b. Service Provider shall submit all required Evidence of Insurance prior to the execution of this Agreement. Service Provider agrees to maintain current Evidence of Insurance on file with Water Agency as specified in Sections 4.1, 4.2, or 4.3 above for the required period of insurance.
 - c. The name and address for mailing Additional Insured endorsements and Certificates of Insurance is: Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District, 404 Aviation Boulevard, Santa Rosa, CA 95403-9019.
 - d. Service Provider shall submit Required Evidence of Insurance for any renewal or replacement of a policy that already exists, at least ten (10) days before expiration or other termination of the existing policy.
 - e. Service Provider shall provide immediate written notice if: (1) any of the required insurance policies are terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
 - f. Upon written request, Service Provider shall provide certified copies of required insurance policies within thirty (30) days.
- 1.6. Policy Obligations
- a. Service Provider's indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- 1.7. Material Breach
- a. If Service Provider fails to maintain insurance which is required pursuant to this Agreement, such failure shall be deemed a material breach of this Agreement. Water Agency, at its sole option, may terminate this Agreement and obtain damages from Service Provider resulting from said breach. Alternatively, Water Agency may purchase the required insurance, and without further notice to Service Provider, Water Agency may deduct from sums due to Service Provider any premium costs advanced by Water Agency

for such insurance. These remedies shall be in addition to any other remedies available to Water Agency.

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
07/06/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER L.P.L. Risk Management Ltd. 148-2 Remington Blvd Ronkonkoma, NY 11779 Donna Zehentner	CONTACT NAME: Donna Zehentner PHONE (A/C, No, Ext): 631-676-7020 E-MAIL ADDRESS:	FAX (A/C, No): 631-676-7030	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Flexim Americas Corp 250-V Executive Drive Edgewood, NY 11717	INSURER A : GREAT AMERICAN INS CO		
	INSURER B : UTICA NATIONAL ASSURANCE CO		10687
	INSURER C : TRAVELERS PROPERTY CAS.CO.OF		25674
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	PL3842393-01	05/18/2016	05/18/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			4744241	05/18/2016	05/18/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10000			XS3842394-01	05/18/2016	05/18/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	IKUB-4E06925-4-16	05/01/2016	05/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District, their officers, agents, and employees are listed as additional insureds with respect to General Liability on a primary and non-contributory basis as required by written

CERTIFICATE HOLDER**CANCELLATION**

SONOMAW SONOMA COUNTY WATER AGENCY ITS OFFICERS, AGENTS AND EMPLOYEES 404 AVIATION BLVD SANTA ROSA, CA 95403	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

NOTEPAD:

HOLDER CODE SONOMAW
INSURED'S NAME Flexim Americas Corp

FLEXI-1
OP ID: JM

PAGE 2
Date 07/06/2016

contract. Waiver of subrogation applies in favor of additional insureds as
required by written contract

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SPECIALTY PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following is a summary of the Limits of Insurance and additional coverage provided by this endorsement. For complete details on specific coverages, consult the Policy contract wording.

Subjects of Insurance

Non-Owned Watercraft up to 51 feet

Non-Owned Aircraft Chartered with Crew

Medical Expenses – \$5,000 Limit

Medical Expenses – Completed Operations – Dental Services

Who Is an Insured:

- Fellow Employee Coverage
- Broadened Named Insured

Additional Insured – Ongoing Operations (Subject to Exclusions)

Additional Insured – Vendors (Subject to Exclusions)

Fire Legal Liability – \$300,000 Limit

Broad Notice of Occurrence

Unintentional Errors or Omissions

Waiver of Subrogation

Non-Employee Discrimination

Incidental Malpractice Liability

Contractual Liability for Railroad Exposures

The following amends the Commercial General Liability Coverage Part:

NON-OWNED WATERCRAFT

SECTION I - COVERAGES, Coverage A Bodily Injury and Property Damage Liability, 2. Exclusions, g. Aircraft, Auto or Watercraft, (2), is deleted and replaced with the following:

This exclusion does not apply to:

(2) a watercraft that you do not own that is:

(a) less than 51 feet long; and

(b) not being used to carry persons or property for a charge;

NON-OWNED AIRCRAFT

The following is added to SECTION I - COVERAGES, Coverage A Bodily Injury and Property Damage Liability, 2. Exclusions, g. Aircraft, Auto or Watercraft:

This exclusion does not apply to:

(6) An aircraft in which you have no ownership interest and that you have chartered with crew.

MEDICAL PAYMENTS

Unless Coverage C Medical Payments, or the Products-Completed Operations Hazard has been excluded from this Policy, the following applies:

SECTION I - COVERAGES, Coverage C Medical Payments, 2.f. is deleted and replaced with the following:

f. Products - Completed Operations Hazard

Included within the "products-completed operations hazard."

However, this exclusion does not apply to expenses for dental services.

SECTION III - LIMITS OF INSURANCE - 7., is deleted entirely and replaced with the following:

7. Subject to paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person, is the greater of:

a. \$5,000 any one Person; or

b. the Medical Expense Limit shown in the Declarations.

WHO IS AN INSURED

SECTION II - WHO IS AN INSURED is deleted entirely and replaced with the following:

1. If you are designated in the Declarations as:

a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

- d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.
- e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Each of the following is also an insured:

- a. Your "volunteer workers" only while performing duties related to the conduct of your business, and your "employees," other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" or "volunteer workers" is an insured for:

(1) "Personal and advertising injury":

- (a) to you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;
- (b) to the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of paragraph (1)(a) above;
- (c) for which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in paragraphs (1)(a) or (1)(b) above; or

(2) "Bodily injury" or "Personal and advertising injury"

- (a) arising out of "incidental medical malpractice" due to his or her providing or failing to provide professional health care services. However, this exclusion does not apply to nurses, emergency medical technicians or paramedics who are employed by you to provide medical or paramedical services.

(3) "Property damage" to property:

- (a) owned, occupied or used by,
- (b) rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by

you, any of your "employees," "volunteer workers," any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

- b. Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.
- c. Any person or organization having proper temporary custody of your property if you die, but only:
 - (1) with respect to liability arising out of the maintenance or use of that property; and

- (2) until your legal representative has been appointed.
- d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.
3. Any organization that you own at the inception of this Policy, or any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain during the policy period majority ownership or majority interest, will qualify as a Named Insured if:
- a. there is no other similar insurance available to that organization; and
 - b. the first Named Insured shown in the Declarations has the responsibility of placing insurance for that organization; and
 - c. that organization is incorporated or organized under the laws of the United States of America.

However:

- (1) coverage under this provision 3 is afforded only until the next occurring annual anniversary of the beginning of the policy period shown in the Declarations, or the end of the policy period, whichever is earlier; and
- (2) coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
- (3) coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

ADDITIONAL INSURED - ONGOING OPERATIONS

The following is added to SECTION II - WHO IS AN INSURED - SECTION 2:

- e. Any person or organization (called additional insured) that you are required to add as an additional insured on this Policy under:
- (1) a written contract or agreement or;
 - (2) an oral contract or agreement where a certificate of insurance showing that person or organization as an additional insured has been issued;
- however the written or oral contract must be:
- (a) currently in effect or becoming effective during the term of this Policy; and
 - (b) executed prior to the "bodily injury," "property damage," "personal injury," or "advertising injury" which first manifests on or after the date of the inception of this policy period, as shown in the Declarations Page of the Policy but prior to the earlier of the date of expiration or cancellation of this Policy.

With respect to the insurance afforded such additional insured, the following additional provisions apply:

- (1) that person or organization is only an additional insured with respect to liability arising out of:
 - (a) premises or equipment you own, rent, lease, or occupy; or

(b) your ongoing operations performed for that additional insured by or for you.

The insurance provided to such additional insured does not apply to "bodily injury" or "property damage" included within the "products-completed operations hazard."

- (2) The Limits of Insurance applicable to any such additional insured are those specified in the written contract or agreement or in the Declarations for this Policy, whichever are less and are subject to the terms and conditions of this Coverage Form. These Limits of Insurance are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.
- (3) A person's or organization's status as an additional insured under this endorsement ends 30 days after your operations or agreement for that additional insured are completed or cease, or the expiration of this Policy, whichever is earlier.

The insurance provided to any additional insured does not apply to "bodily injury," "property damage," "personal injury," or "advertising injury" arising out of an architect's, engineer's, or surveyors' rendering of or failure to render any professional services including:

- (1) the preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; and
- (2) supervisory, inspection, or engineering services.

It is further agreed that this insurance shall be primary and noncontributory, but only in the event of the Named Insured's sole negligence.

ADDITIONAL INSURED - VENDORS

The following is added to SECTION II - WHO IS AN INSURED - 2:

- f. Any person or organization (referred to below as vendor), but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:
 - (1) The insurance afforded the vendor does not apply to:
 - (a) "bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (b) any express warranty unauthorized by you;
 - (c) any physical or chemical change in the product made intentionally by the vendor;
 - (d) repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
 - (e) any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
 - (f) demonstration, installation, servicing or repair operations, except such operations performed by the vendor in full compliance with the manufacturer's written instructions at the vendor's premises in connection with the sale of the product;

- (g) products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor.
- (h) "bodily injury" or "property damage" arising out of the sole negligence of the vendors for its own acts or omission of those of its employees or anyone else acting on its behalf.

However, this exclusion does not apply to:

- (1) the exceptions contained in subparagraphs (d) or (f); or
 - (2) such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
- (2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.
- (3) It is further agreed that this insurance shall be primary and noncontributory, but only in the event of the Named Insured's sole negligence.

FIRE LEGAL LIABILITY

SECTION III - LIMITS OF INSURANCE - 6., is deleted and replaced by the following:

6. Subject to paragraph 5. above, the Damage to Premises Rented to You Limit shown in the Declarations, for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with the permission of the owner, is the greater of:
- a. \$300,000 any One Premises; or
 - b. the Damage to Premises Rented to You Limit shown in the Declarations.

DUTIES IN THE EVENT OF OCCURRENCE, OFFENSE, CLAIM OR SUIT

The following is added to SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS - 2. Duties in the Event of Occurrence, Offense, Claim or Suit:

- e. Knowledge of any "occurrence," offense, claim or suit by any agent, servant or employee of the Named Insured does not in itself constitute knowledge by the Insured unless notice of such injury, claim or suit shall have been received by an officer, manager, risk manager, authorized employee, or partner of a Named Insured.

UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS - 6. Representations:

- d. If you unintentionally fail to disclose any hazards existing at the inception date of this Policy, we will not deny coverage under this Coverage Form because of such failure. However, this does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

WAIVER OF SUBROGATION

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS – 8., is deleted and replaced with the following:

8. Transfer or Rights of Recovery Against Others to Us

- a. If the Insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The Insured must do nothing after loss to impair those rights. At our request, the Insured will bring "suit" or transfer those rights to us and help us enforce those rights.
- b. If required by a written "insured contract" executed prior to the occurrence or offense, we waive any right of recovery we have against any person or organization named in such "insured contract," because of payments we make for injury or damage arising out of your ongoing operations or "your work" for that person or organization.

NON EMPLOYMENT DISCRIMINATION LIABILITY

Unless Coverage B Personal and Advertising Injury Liability is excluded from this Policy, the following applies:

The following is added to SECTION V – DEFINITIONS, 14. "Personal and advertising injury":

- h. discrimination or humiliation that results in injury to the feelings or reputation of a natural person, but only if such discrimination or humiliation is not done intentionally by or at the direction of the Insured with the knowledge that the act would violate the rights of another and would inflict "personal and advertising injury" and not directly or indirectly related to the employment, prospective employment or termination of employment of any person or persons by any insured.

INCIDENTAL MALPRACTICE LIABILITY

The following is added to SECTION V – DEFINITIONS:

23. "Incidental Medical Malpractice" means injury arising out of the negligent rendering or failure to render medical or paramedical services to persons by any physician, dentist, nurse, emergency medical technician or paramedic who is employed by you to provide such services provided you are not engaged in the business or occupation of providing any services referred to in this definition.

CONTRACTUAL LIABILITY FOR RAILROAD EXPOSURES

SECTION V – DEFINITIONS – 9. "Insured Contract" f.(1), is deleted in its entirety.

This endorsement does not change any other provision of the Policy.



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: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Paul Cocking – 565-2858
Cathy Patton – 565-2073

Supervisorial District(s):

Countywide

Title: Authority to Invest and Reinvest Funds & Approval of Statement of Investment Policy

Recommended Actions:

1. Approval of the Concurrent Resolution of the Board of Supervisors of the County of Sonoma and all Districts governed ex-officio by the Board of Supervisors renewing authorization for the County Treasurer to assume full responsibility for all transactions and expenditures related to the investment and reinvestment of funds on deposit in the County Treasury
2. Approval of the County of Sonoma Statement of Investment Policy.

Executive Summary:

This item provides for the annual review of the delegated authority of the Board to the Treasurer to invest and reinvest funds as provided for in County Ordinance 5037, adopted by the Board of Supervisors on June 17, 1997. The Ordinance permits the annual delegation of the authority to invest and reinvest funds held on deposit in the county Treasury, as well as the authority to sell or exchange securities. The County Treasurer then assumes full responsibilities for all transactions and expenditures related to the investment and reinvestment of funds on deposit in the Sonoma County Treasury until the annual delegation expires or until the Board revokes its delegation of authority by ordinance.

Related to this authority, the Treasurer annually reviews the Investment Policy and makes changes based on changes to Government Codes as appropriate and subsequently submits the Investment Policy for review by the Sonoma County Treasury Oversight Committee.

Discussion:

Previously the state mandated that each county form and empanel a Treasury Oversight Committee (TOC). This Committee consists of six (6) members: (1) the Sonoma County Auditor-Controller-Treasurer-Tax Collector; (2) a Public Member appointed by the County Board of Supervisors; (3) the Sonoma County Superintendent of Schools; (4) a representative of the Special Districts in the County; (5)

the Sonoma County Administrator; and (6) a representative of the School Districts and Community College Districts. While this is no longer mandated, the County has continued to view this as a best practice. The TOC annually calls for an annual audit to be conducted to determine the County Treasury's compliance with Article 6. County Treasury Oversight Committees of the California government code and reviews the Investment Policy.

Regardless of whether changes are made, the Investment Policy is brought annually to the Board for approval per Government Code Section 53646. On December 22, 2016, the TOC reviewed the Investment Policy being submitted, which is unchanged from last year. The Board of Supervisors reviewed and approved the current Policy at their meeting on December 15, 2015 and the Policy being submitted today is unchanged since it was last reviewed and approved by the Board of Supervisors.

The pool comprises the County, school districts and special districts; and ranges in size from \$1.5 billion to \$2.0 billion due to seasonal revenues and expenditures.

Prior Board Actions:

12-15-2015 – Board of Supervisors approved the Statement of Investment Policy and Resolution #15-0489 Delegating Authority to Invest and Reinvest
12-09-2014 – Board of Supervisors approved the Statement of Investment Policy and Resolution #14-0018 Delegating Authority to Invest and Reinvest
These have been approved year prior since 1997.

Strategic Plan Alignment Goal 3: Invest in the Future

The Treasurer maintains a balanced investment portfolio to ensure sufficient liquidity for County programs.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
<ol style="list-style-type: none"> 1. Resolution of the Board of Supervisors 2. Statement of Investment Policy 			
Related Items "On File" with the Clerk of the Board:			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District And The Board Of Directors Of The Northern Sonoma County Air Pollution Control District, Authorizing The County Treasurer To Assume Full Responsibility For All Transactions And Expenditures Related To The Investment And Reinvestment Of Funds On Deposit In The County Treasury

Whereas, Ordinance 5037 dated June 17, 1997 authorized the County Treasurer of the County of Sonoma to invest and reinvest funds as provided by California Government Code Sections 27000.1 and 27000.3; and

Whereas, the Sonoma County Treasurer has been designated as the agent of the County with regards to investment of funds, to serve as fiduciary of the funds and be subject to the Prudent Investor Standard; and

Whereas, Government Code Section 53607 allows Board to renew this one-year delegation annually.

Now, Therefore, Be It Resolved that the Board of Supervisors, acting as the Governing Board of Sonoma County and as the Governing Board of Directors of the various districts listed above, hereby renews its delegation of authority for investments to the Treasurer of Sonoma County to invest and reinvest funds as provided by Government Code Section 27000.1 and 27000.3

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

COUNTY OF SONOMA



STATEMENT OF INVESTMENT POLICY

Effective 01-10-17

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COUNTY OF SONOMA

STATEMENT OF INVESTMENT POLICY

Under the authority delegated to the County Treasurer by the Board of Supervisors to invest and reinvest all of the funds in the County Treasury and, in accordance with the California Government Code, the following sets forth the investment policy of the County of Sonoma:

1. POLICY STATEMENT

The purpose of this Investment Policy (Policy) is to establish cash management and investment guidelines for the County Treasurer, who is responsible for the stewardship of the Sonoma County Pooled Investment Fund (Pooled Investment Fund). Each transaction and the entire portfolio must comply with California Government Code Section 53601, et. seq., Section 53635, et. seq., and this policy. All portfolio activities will be judged by the standards of the Policy and ranking of investment objectives.

2. STANDARDS OF CARE

The County Treasurer is the Trustee of the Pooled Investment Fund and, therefore, a fiduciary subject to the prudent investor standard. The County Treasurer, employees involved in the investment process and the members of the Treasury Oversight Committee (Oversight Committee) shall refrain from all personal business activity that could conflict with the management of the investment program. All individuals involved will be required to report all gifts and income in accordance with California State law. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the County Treasurer shall act with the care, skill, prudence and diligence to meet the aims of the investment objectives listed in the Policy.

3. INVESTMENT OBJECTIVES

The Pooled Investment Fund shall be prudently invested in order to earn a reasonable return, while awaiting application for governmental purposes. The specific objectives for the Pooled Investment Fund are ranked in order of importance:

- [a] **SAFETY OF CAPITAL** - The preservation of capital is the primary objective. Each transaction shall seek to ensure that capital losses are avoided, whether they be from securities default or erosion of market value.
- [b] **LIQUIDITY** - As a second objective, the Pooled Investment Fund should remain sufficiently flexible to ensure the County Treasurer meets all operating requirements, which may be reasonably anticipated in any depositor's fund.

- [c] **MAXIMUM RATE OF RETURN** - As the third objective, the Pooled Investment Fund should be designed to attain a rate of return through budgetary and economic cycles, consistent with the risk limitations, prudent investment principles and cash flow characteristics identified herein.

4. IMPLEMENTATION

In order to provide direction to those responsible for management of the Pooled Investment Fund, the County Treasurer has established this Policy and presented it to the Treasury Oversight Committee and the Board of Supervisors, and has provided the report to the legislative body of local agencies that participate in the Pooled Investment Fund.

The Policy defines investible funds; authorized instruments; credit quality required; maximum maturities and concentrations; collateral requirements; qualifications of broker-dealers and financial institutions doing business with, or on behalf of, the County; limits on gifts and honoraria; the reporting requirements; the Treasury Oversight Committee; the manner of appropriating costs; and the criteria to request withdrawal of funds.

5. PARTICIPANTS

- [a] **STATUTORY PARTICIPANTS** - General Participants are those government agencies within the County of Sonoma for which the Sonoma County Treasurer is statutorily designated as the Custodian of Funds.
- [b] **VOLUNTARY PARTICIPANTS** - Other local agencies, such as Special Districts and Cities for which the Treasurer is not the statutory designated Custodian of Funds, may participate in the Pooled Investment Fund. Such participation is subject to the consent of the County Treasurer and must be in accordance with the California Code Section 53684, et seq. The agency must approve in writing the Pooled Investment Fund as an authorized investment and accept the County of Sonoma Investment Policy.

6. AUTHORIZED PERSONS

The Sonoma County Board of Supervisors, by resolution, has delegated investment responsibility for the Sonoma County Investment Program to the Auditor-Controller-Treasurer-Tax Collector. Daily

management responsibility of the investment program has been assigned to the Assistant Treasurer-Tax Collector. The Treasury Manager or the Investment and Debt Officer are also authorized to initiate investment transactions.

All investment decisions shall be made with care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person acting as a trustee in a like capacity and familiarity would use in the conduct of funds of a like character, and with like aims, to safeguard the principal and maintain the liquidity needs of depositors.

7. AUTHORIZED INVESTMENTS

Authorized investments shall match the general categories established by the California Government Code Section 53635, et. seq., and further defined by California Government Code Section 53601, et. seq.. Authorized investments shall also include, in accordance with California Government Code Section 16429.1, investments into the State Local Agency Investment Fund (LAIF). No investment shall be made in any security with a maturity greater than five years, unless the Board of Supervisors has granted express authority to make that investment. As the California Government Code is amended, this Policy shall likewise become amended.

8. PROHIBITED INVESTMENTS

No investments shall be authorized that have the possibility of returning a zero or negative yield if held to maturity. These shall include inverse floaters, range notes, and interest only strips derived from a pool of mortgages.

9. INVESTMENT CRITERIA

Investment Type	Maximum Maturity	Maximum % of Pool	Rating
U.S Treasury and Agency Securities (§53601 (b & f))	5 years	100	N/A
Obligations Issued or Unconditionally Guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation or Inter-American Development Bank (§53601 (q))	5 years	30	AA
Bonds and Notes issued by local agencies (§53601 (a & e))	5 years	100	N/A
Registered State Warrants and Municipal Notes and Bonds (§53601 (c & d))	5 years	100	N/A
Bankers' Acceptances (See Section 10) (§53601 (g))	180 days	40	N/A
Commercial Paper (See Section 11) (§53601 (h) and (§53635 (a))	270 days	40	A-1/F-1/P-1
Negotiable Certificates of Deposit (§53601 (i))	5 years	30	N/A
Repurchase Agreements (See Section 12) (§53601 (j))	1 year	100	N/A
Reverse Repurchase Agreements and Securities Lending Agreements (See Section 12) (§53601 (j))	92 days	20	N/A
Medium Term Corporate Notes (§53601 (k))	5 years	30	A
Mutual Funds & Money Market Mutual Funds (See Section 13) (§53601 (l))	N/A	20	Aaa & AAAM
Collateralized Mortgage Obligations (§53601 (o))	5 years	20	AA
Joint Powers Agreement (See Section 14) (§53601 (p))	N/A	20	N/A
Local Agency Investment Fund (LAIF) (§16429.1)	N/A	As limited by LAIF	N/A
Investment Trust of California (CalTRUST) (§6509.7)	N/A	As limited by CalTRUST	N/A

Collateralized Time Deposits (\$53649et seq.)	5 years	N/A	N/A
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10. BANKERS' ACCEPTANCE

No more than 30 percent of the agency's surplus funds may be invested in the Bankers' Acceptances of any one commercial bank pursuant to this section.

11. COMMERCIAL PAPER

All commercial paper issuers must maintain an "A-1" rating by Standard & Poor's Corporation, a "P-1" rating by Moody's Investor Service, or a "F-1" rating by Fitch Financial Services, issued by corporations operating within the United States, and having total assets in excess of five hundred million dollars (500,000,000.00). As used in this policy, "corporation" includes a limited liability company.

No more than 10% of the total assets of the investments held by a local agency may be invested in any one issuer's Commercial Paper.

12. REPURCHASE AND REVERSE REPURCHASE AGREEMENTS / SECURITIES LENDING AGREEMENTS

Under California Government Code Section 53601, Paragraph (j) and Section 53635, the County Treasurer may enter into repurchase agreements and reverse repurchase agreements / securities lending agreements. The maximum maturity of repurchase agreements shall be one year. The maximum maturity of a reverse repurchase agreement shall be 92 days, and the proceeds of reverse repurchase agreements / securities lending agreements may not be invested beyond the expiration of the agreement. The reverse repurchase agreements / securities lending agreements must be "matched to maturity."

13. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS

A Mutual Fund managed by an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by Government Code Section 53601, subdivisions (a) to (k), inclusive, or subdivisions (m) to (o) and with assets under management in excess of five hundred million dollars (\$500,000,000.00).

No more than 10% of the agency's funds may be invested in any one Mutual Fund.

14. JOINT POWERS AGREEMENT

With approval of the Board of Supervisors, the Treasurer is allowed to enter into a Joint Powers Agreement with governments whose policies are consistent with or more restrictive than Sonoma County's Statement of Investment Policy.

15. COLLATERAL

Repurchase agreements executed with approved broker-dealers must be collateralized with either: (1) U.S. Treasuries or Agencies with a market value of 102% for collateral marked to market daily; or (2) money market instruments which are on the approved list of the County and which meet the qualifications of the Policy, with a market value of 102%. Use of mortgage-backed securities for collateral is not permitted. For purposes of investing the daily excess bank balance, the collateral provided by the County's depository bank can include mortgage-backed securities valued at 100%.

16. CRITERIA FOR THE SELECTION OF BROKER/DEALERS AND FINANCIAL INSTITUTIONS

All transactions initiated on behalf of the Pooled Investment Fund and Sonoma County shall be executed through either government security dealers reporting as primary dealers to the Market Reports Division of the Federal Reserve Bank of New York, financial institutions that directly issue their own securities which have been placed on the Approved List of Broker/Dealers and Financial Institutions or broker/dealers in the State of California approved by the County Treasurer based on the reputation and expertise of the company and individuals employed . All brokers/dealers and financial institutions must have a strong industry reputation and open lines of credit with other dealers. Further, these firms must have an investment grade rating from at least one national rating service, if applicable.

Broker/dealers and financial institutions which have exceeded the political contribution limits within a four year period to the County Treasurer or any member of the governing board of a local agency or any candidate for those offices, are prohibited from the Approved List of Broker/Dealers and Financial Institutions.

Each broker/dealer or financial institution will be sent a copy of this Policy and a list of those persons authorized to execute investment transactions. Each firm must acknowledge receipt of such materials to qualify for the Approved List of Broker/Dealers and Financial Institutions.

Each broker/dealer and financial institution authorized to do business with Sonoma County shall, at least annually, supply the County Treasurer with financial statements.

17. WITHDRAWAL REQUESTS

- [a] **STATUTORY PARTICIPANTS** - The County Treasurer will honor all requests to withdraw funds for normal cash flow purposes that are approved by the Sonoma County Auditor-Controller at a one dollar net asset value. Any requests to withdraw funds for purposes other than cash flow, such as for external investing, shall be subject to the consent of the County Treasurer. In accordance with California Government Code Section 27136, et seq., such requests for withdrawals must first be made in writing to the County Treasurer. These requests are subject to the County Treasurer's consideration of the stability and predictability of the Pooled Investment Fund, or the adverse effect on the interests of the other depositors in the Pooled Investment Fund. Any withdrawal for such purposes shall be at the market value of the Pooled Investment Fund as of the date of the withdrawal.
- [b] **VOLUNTARY PARTICIPANTS** - For outside participants who utilize Government Code Section 53684, where the County Treasurer does not serve as the agency's treasurer, any withdrawal request, with the exception of normal cash flow withdrawals, shall submit the request for withdrawal to the County Treasurer to determine the timing of the payout, in order that the withdrawal will not adversely affect the interests of the other depositors in the County Treasury Investment Fund. Withdrawals will be paid based upon the market value of the Pooled Investment Fund. If the Treasurer deems appropriate, the deposits may be returned at any time.

18. DELIVERY & SAFEKEEPING

Delivery of all securities shall be either to the County Treasurer or to a third party custodian. No securities shall be held in the safekeeping of a broker / dealer unless it is collateral for a reverse repurchase agreement.

19. APPORTIONMENT OF INTEREST & COSTS

Interest shall be apportioned to all Pooled Investment Fund participants quarterly, based upon the ratio of the average daily balance of each individual fund to the average daily balance of all funds in the Pooled Investment Fund. The amount of interest apportioned shall be determined using the accrual method of accounting, whereby interest will be apportioned for the quarter in which it was actually earned. The Treasurer shall deduct from the gross interest earnings those budgeted administrative costs relating to the management of the Treasury, including salaries and other compensation, banking costs, equipment costs, supplies, the cost of information services, audit and any other costs as provided by Section 27013 of the Government Code. The deduction shall be adjusted to actual cost in the fourth quarter of the fiscal year and/or the first quarter of the following fiscal year.

20. REVIEW, MONITORING AND REPORTING OF THE PORTFOLIO

Quarterly, the County Treasurer will provide to the Treasury Oversight Committee, the Board of Supervisors, and to any local agency participant a report on the Pooled Investment Fund. The report will list the type of investments, name of issuer, maturity date, par amount and dollar amount of the investment. For the total Pooled Investment Fund, the report will list average maturity, the market value and the pricing source. Additionally, the report will show any funds under the management of contracting parties, a statement of compliance to the Investment Policy and a statement of the Pooled Investment Fund's ability to meet the expected expenditure requirements for the next six months.

Annually, the County Treasurer shall provide to the Treasury Oversight Committee a Statement of Investment Policy. Additionally, the County Treasurer will render a copy of the Statement of Investment Policy to the Board of Supervisors and to the legislative body of the local agencies that participate in the Pooled Investment Fund.

21. LIMITS ON HONORARIA, GIFTS AND GRATUITIES

In accordance with California Government Code Section 27133 (d), et seq., this Policy hereby establishes limits for the County Treasurer, individuals responsible for management of the portfolios, and members of the Oversight Committee. Any individual who receives an aggregate total of gifts, honoraria and gratuities in excess of \$50 in a calendar 12 month time period from a broker/dealer, bank or service provider to the Pooled Investment Fund must report the gifts, dates and firms to the County Treasurer and complete the appropriate state forms.

No individual may receive aggregate gifts, honoraria and gratuities in a calendar twelve (12) month time period in excess of the limits established by the Fair Political Practices Commission (FPPC). Any violation must be reported to the FPPC on an annual basis.

22. AUDITS

The Treasury Oversight Committee shall initiate an annual audit to ensure the County's Investment Portfolio is in compliance with its policy and state law.

23. EXCEPTION TO POLICY

The County Treasurer, except as prohibited by state law, can make exceptions to the investment purchasing limits when he deems it in the best interest of all of the Pooled Investment Fund participants. All exceptions will be reported in the quarterly report. Any State of California legislative action that further restricts allowable maturities, investment type, or percentage allocations will become effective immediately.

24. INVESTMENT OF BOND PROCEEDS

The County Treasurer shall invest bond proceeds using the standards of the County of Sonoma's Investment Policy. The bond proceeds will be invested in securities permitted by the bond documents. If the bond documents are silent, the bond proceeds will be invested in securities permitted by the County of Sonoma's Investment Policy.

25. DISASTER RECOVERY PLAN

The County Treasurer's Disaster Recovery Plan includes contact information for the Treasury staff and key county personnel, as well as contact information for authorized banks and brokers. Copies of the plan have been distributed to the investment staff: Assistant Treasurer-Tax Collector, Treasury Manager, and Investment and Debt Officer.

In the event we are unable to conduct normal business operations, the investment staff shall interact with one another by home phone, cell phone, or e-mail to decide on an alternate location from which to conduct daily operations. If unable to contact one another, the investment staff shall establish contact with one another through the County Office of Emergency Services.

GLOSSARY OF TERMS

ACCRUED INTEREST

Interest that has accumulated but has not yet been paid from the most recent interest payment date or issue date to a certain date.

BANKERS' ACCEPTANCES

A time bill of exchange drawn on and accepted by a commercial bank to finance the exchange of goods. When a bank "accepts" such a bill, the time draft becomes, in effect, a predated, certified check payable to the bearer at some future specified date. Little risk is involved for the investor because the commercial bank assumes primary liability once the draft is accepted.

BASIS POINT

One basis point is equal to 1/100 of one percent. For example, if interest rates increase from 4.25% to 4.50%, the difference is referred to as a 25-basis-point increase.

BOOK VALUE

The value of a held security as carried in the records of an investor. May differ from current market value of the security.

BROKER/DEALER

Any person engaged in the business of effecting transactions in securities in this state for the account of others or for her/his own account. Broker/dealer also includes a person engaged in the regular business of issuing or guaranteeing options with regard to securities not of her/his own issue.

COMMERCIAL PAPER

Short-term, unsecured promissory notes issued in either registered or bearer form and usually backed by a line of credit with a bank. Maturities do not exceed 270 days and generally average 30-45 days.

COUPON RATE

The annual rate of interest payable on a security expressed as a percentage of the principal amount.

CREDIT RISK

The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

CURRENT YIELD

The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

CUSIP NUMBERS

CUSIP is an acronym for Committee on Uniform Security Identification Procedures. CUSIP numbers are identification numbers assigned each maturity of a security issue and usually printed on the face of each individual security in the issue. The CUSIP numbers are intended to facilitate identification and clearance of securities.

DISCOUNT

The amount by which the par value of a security exceeds the price paid for the security.

EARNINGS APPORTIONMENT

The quarterly interest distribution to the Pooled Investment Fund Participants where the actual investment costs incurred by the Treasurer are deducted from the interest earnings of the Pooled Investment Fund.

FAIR VALUE

The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

FEDERAL FUNDS

Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend Fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

FEDERAL FUNDS RATE

Interest rate at which banks lend federal funds to each other.

FEDERAL OPEN MARKET COMMITTEE (FOMC)

This committee sets Federal Reserve guidelines regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

FLOATING RATE NOTE

A debt security whose interest rate is reset periodically (monthly, quarterly, annually) and is based on a market index (e.g. Treasury bills, LIBOR, etc.).

INTEREST

The amount earned while owning a debt security, generally calculated as a percentage of the principal amount.

LOCAL AGENCY INVESTMENT FUND (LAIF)

The State of California investment pool in which money of local agencies is pooled as a method for managing and investing local funds.

MARKET VALUE

The price at which a security is trading and could presumably be purchased or sold.

MATURITY

The date upon which the principal of a security becomes due and payable to the holder.

MONEY MARKET MUTUAL FUND

A mutual fund with investments directed in short-term money market instruments only, which can be withdrawn daily without penalty.

PAR

The stated maturity value, or face value, of a security.

PAR VALUE

The stated or face value of a security expressed as a specific dollar amount marked on the face of the security; the amount of money due at maturity. Par value should not be confused with market value.

PREMIUM

The amount by which the price paid for a security exceeds the security's par value.

PRIME RATE

A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

REPURCHASE AGREEMENT OR RP OR REPO

An agreement consisting of two simultaneous transactions whereby the investor purchases securities from a bank or dealer and the bank or dealer agrees to repurchase the securities at the same price on a certain future date. The interest rate on a RP is that which the dealer pays the investor for the use of his funds. Reverse repurchase agreements are the mirror image of the RPs when the bank or dealer purchases securities from the investor under an agreement to sell them back to the investor.

SECURITIES LENDING

A transaction wherein the Treasurer's Pooled Investment Fund transfers its securities to broker/dealers and other entities for collateral which may be cash or securities and simultaneously agrees to return the collateral for the same securities in the future.

SETTLEMENT DATE

The date on which the purchase or sale of securities is executed. For example, in a purchase transaction, the day securities are physically delivered or wired to the buyer in exchange for cash is the settlement date.

TRADE DATE

The date and time corresponding to an investor's commitment to buy or sell a security.

WEIGHTED AVERAGE MATURITY

The remaining average maturity of all securities held in a portfolio.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Dana Shern 565-3229
Cathy Patton 565-2073

Supervisorial District(s):

Countywide

Title: Transfer of Unclaimed Funds to the County General Fund

Recommended Actions:

Adopt a resolution to transfer certain unclaimed funds in the amount of \$5,000 or more totaling \$11,355.23 to the County General Fund.

Executive Summary:

Unclaimed money consists of funds which are not the property of the County but remain in the County Treasury for three or more years without a claim being filed by the legal owners. The unclaimed funds currently held in the Treasurer's trust funds include funds deposited by the Auditor-Controller-Treasurer-Tax Collector's Office and the Probation Department, as well as the Public Administrator.

Discussion:

California Government Code Section 50050 and 50055 provides that individual items of any amount, fifteen dollars (\$15) and over, with known depositor names, that are held in the County Treasury and remain unclaimed for three years become the property of the County if not claimed after a notice has been published once a week for two successive weeks in a newspaper of general circulation. California Government Code Section 50053 states that when any such money becomes the property of the County and is in a special fund, the legislative body may transfer it to the general fund. California Government Code Section 50057 states that for individual items in the amount of five thousand dollars (\$5,000) or less, the legislative body of any county may, by resolution authorize the county treasurer to perform on its behalf any act required or authorized to be performed by it under Sections 50050, 50053 and 50055.

On November 13, 2012, the Board approved the delegation of the authority to the County Treasurer to transfer, on the Board's behalf, unclaimed funds in the amount of five thousand dollars (\$5,000) or less to the County's General Fund.

The County Treasurer published a notice of unclaimed funds in satisfaction of the requirement of Government Code Section 50051, in the Press Democrat newspaper on October 17 and 24, 2016. These

funds consisted of excess proceeds related to storage facility auction sales to extinguish renter liens, the Unclaimed-Deceased Trust and Probation Clearing Trust. Of these published amounts, there was one (1) amount greater than five thousand dollars (\$5,000), in the amount of \$11,355.23, which was not claimed and requires approval to transfer to the County's General Fund. Prior to this publication the County Treasury made available a detailed listing of unclaimed funds deposited. This listing has been provided to various individuals and companies that specialize in the recovery of unclaimed funds. Several claims have been filed and paid through this process. In addition, the Public Administrator/Public Guardian/Public Conservator's office conducts a search for relative of the estates of deceased persons, which they have deposited under Probation Code Section 7663.

The Auditor-Controller-Treasurer-Tax Collector will continue to request Board approval to transfer individual items of unclaimed funds that are greater than five thousand dollars (\$5,000) to the County's General Fund.

Staff requests the Board to adopt a resolution to transfer certain unclaimed funds in the amount of \$5,000 or more totaling \$11,355.23 to the County General Fund.

Prior Board Actions:

01-15-13 – Approved transfer of unclaimed funds totaling \$12,917.10 – Resolution #13-0016

11-13-12 – Approved delegation of Authority to Treasurer – Resolution #12-0522

02-15-11 – Approved transfer of unclaimed funds totaling \$62,175.97

Strategic Plan Alignment Goal 4: Civic Services and Engagement

The County has done its due diligence to locate the owners of the unclaimed funds.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
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 of the Board of Supervisors			
Related Items "On File" with the Clerk of the Board:			
1) Unclaimed Funds Listing 2) Proof of Publication			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Authorizing Transfer Of Unclaimed Funds To The County General Fund**

Whereas, unclaimed funds in the amount of five thousand dollars (\$5,000) or more are on deposit with the County Treasurer; and

Whereas, California Government Code Section 50050 provides that money that is not the property of the County and remains unclaimed in its treasury or in the official custody of its officers for three years is the property of the County after notice has been published once a week for two consecutive weeks in a newspaper of general circulation and if no person has claimed the money or filed and served a verified complaint; and

Whereas, the Treasurer caused notice to be published in the Press Democrat in satisfaction of the requirements of Government Code Section 50051; and

Whereas, no person has claimed the money or filed and served a verified complaint; and

Whereas, unclaimed funds in the amount of \$11,355.23 are now the property of the County and are currently deposited in the Treasure Trust Fund; and

Whereas, California Government Code Section 50053 provides that when any such money becomes the property of the County and is in a special fund, the legislative body may transfer it to the general fund; and

Now, Therefore, Be It Resolved, that pursuant to the provisions of Section 50053 the unclaimed \$11,355.23 which has become the property of the County shall be transferred to the County's General Fund.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin 565-2241

Supervisorial District(s):

First

Title: Arnold Drive Bike Lane Feasibility Study

Recommended Actions:

Adopt a Minute Order directing the Transportation and Public Works (TPW) Department to initiate the Arnold Drive Bike Lane Feasibility Study and bring forward a proposed funding agreement between the County and Sonoma County Transportation Authority to reimburse the County for preparation of the Study when Measure M funding designated for the project becomes available in 2018-2019; and

Approve use of Contingencies funds in the amount of \$50,000 for Transportation and Public Works Department to initiate the study that will be reimbursed by the Sonoma County Transportation Authority when Measure M funding becomes available in 2018-2019. The remaining \$200,000 required to complete the study will be included as part of the FY 17/18 budget process.

Executive Summary:

This item requests Board approval to direct the Transportation and Public Works Department to initiate the Arnold Drive Bike Lane feasibility study required as part of the project implementation process of the Sonoma County Transportation Authority (SCTA) Countywide Bicycle and Pedestrian Master Plan. The feasibility study will determine if legal size bike lanes could be constructed with minimal or no removal of trees along Arnold Drive. The project is scheduled for and funded with Measure M funds in 2018/19 and the proposed action would allow necessary steps to move the project up by a year to address bicyclist, pedestrian and motorist safety concerns.

Discussion:

The Countywide Bicycle and Pedestrian Master Plan (Plan) assists in defining priorities for bicycle and pedestrian improvements, identifying strategies for the implementation of associated projects and programs, and supporting countywide bicycle and pedestrian coordination. There are a total of 1,027 projects detailed in the Plan, which represent all jurisdictions in Sonoma County. Sonoma County has 289 bicycle/pedestrian projects in the Plan, one of which is the Arnold Drive project currently scheduled for FY 2018/19 and earmarked with \$250,000 in Measure M funding.

The project implementation process requires preparation of a feasibility study involving a conceptual design (with consideration of possible alternatives and environmental issues) and cost estimate for individual projects as needed. Originally programmed for Measure M funding in FY 2020/21, the SCTA Board moved funding for the Arnold Drive Bike Lane feasibility study to 2018 due to long standing safety concerns for bicyclists, pedestrians and motorists that travel along Arnold Drive due to the lack of bike lanes and shoulders. The feasibility study will determine if legal size bike lanes could be constructed with minimal or no removal of trees along that road.

The First District office has worked closely with constituents to increase bicyclist safety and is requesting that the County general fund loan TPW \$250,000 to complete the study sooner with reimbursement from SCTA for this amount in FY 2018/19 when the allocated Measure M funding for the project becomes available. As this project was not originally anticipated until 2020/21, the project is not currently included in the Capital Improvement Plan or the TPW Budget. TPW is exploring use of extra help staffing resources to assist with managing and moving this project along to avert impacts to workloads due to staff capacity constraints.

Today's Board action would authorize use of \$50,000 in general fund contingencies this fiscal year to allow TPW to initiate the study. TPW anticipates that the project will require an estimated 18 months to complete the department can begin preparation of a Request for Proposal for a consultant in January 2017. The remaining \$200,000 required to complete the study would be included as part of the FY 17/18 budget process.

If approved, this item would give direction to TPW to return with next steps needed to complete the feasibility study including a proposed funding agreement between the County and SCTA for reimbursement of \$250,000 to the County General Fund loan to TPW to prepare the study in advance of FY 2018/19. If this item and next step actions are approved, TPW could initiate this project approximately 18 months sooner than it might have otherwise.

Prior Board Actions:

None.

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

Bikeway projects support a well maintained transportation and facility network that promotes mobility, health and safety, connectivity and convenience.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses		200,000	
Additional Appropriation Requested	50,000		
Total Expenditures	50,000	200,000	
Funding Sources			
General Fund/WA GF		200,000	
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies	50,000		
Total Sources	50,000	200,000	
Narrative Explanation of Fiscal Impacts:			
<p>Additional appropriations of \$50,000 are requested as a loan from the County General Fund to allow TPW to initiate the procurement process for the feasibility study. Budget adjustments will be made during consolidated budget adjustments. \$200,000 will be requested as part of the FY 17/18 budget process. SCTA will reimburse the County the total amount of \$250,000 in 2018 when Measure M funding becomes available.</p>			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Minute Order			
Related Items "On File" with the Clerk of the Board:			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Minute Order
Number: _____

4/5 Vote Required

Minute Order Of The Board Of Supervisors Of The County Of Sonoma, State Of California, directing the Transportation and Public Works Department to prepare a funding agreement between the County and Sonoma County Transportation Authority for reimbursement to the County for the preparation of the Arnold Drive Bike Lane Feasibility Study in the amount of \$250,000 in 2018-19 when allocated Measure M funds become available and approve use of Contingencies funds in the amount of \$50,000 in FY 16/17 as a loan to Transportation and Public Works Department to fund the study. The remaining \$200,000 required to complete the study will be included in the Transportation and Public Works Departments budget as part of the FY 17/18 budget process.

Direct the Transportation and Public Works Department to bring forward a funding agreement between the County and Sonoma County Transportation Authority to reimburse the County General Fund \$250,000 in 2018-19 when allocated Measure M funds become available for the Arnold Drive Bike Lane Feasibility Study, and approve use of Contingencies funds in the amount of \$50,000 as a loan to Transportation and Public Works Department to initiate the study in FY 2016-17 with the remaining \$200,000 required to complete the study to be included as part of the FY 17/18 budget process.

Supervisors:

Gorin: Rabbitt: Gore: Hopkins: Zane:

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): County Administrator's Office; Fire and Emergency Services

Staff Name and Phone Number:

Peter Bruland 565-3086
Al Terrell 565-1157

Supervisorial District(s):

All

Title: Fire Services Project Contracts

Recommended Actions:

- A. Authorize the Director of Fire and Emergency Services to execute contracts with Timber Cove Fire Protection District (\$74,700) for training and facilities improvements to increase access to and use of an existing water tender in Region 4; with Russian River Fire Protection District (\$16,960) to develop a model of shared services with Monte Rio that will facilitate cooperation, cost savings, and potentially eventual consolidation; with Windsor Fire Protection District (\$60,000) to hire a temporary program manager to pilot a volunteer recruitment and retention program.
- B. Authorize the Director of Fire and Emergency Services to execute contracts with various Fire Protection Districts to distribute funding totaling \$464,312 to fire protection districts to provide for continued operations as set forth in Attachment 1.
- C. Authorize the Director of Fire and Emergency Services to execute contracts with Russian River Fire Protection District (\$32,303), Bodega Bay Fire Protection District (\$6,715), and the Coast Life Support District (\$10,714) to pay for dispatch fees from 2015-16 that were not paid previously.
- D. Delegate authority to the Director of Fire and Emergency Services to execute future Fiscal Year 2016-17 contracts based on recommendations of the Fire Services Advisory Council as they are determined by Staff to meet the goals of the ongoing Fire Services Project and fit within existing funding allocated for this purpose.

Executive Summary:

The Board of Supervisors formed the Fire Service Advisory Council (Council) in the Spring of 2016 with the goal of making recommendations to improve the efficiency, effectiveness and sustainability of fire services in Sonoma County. During the Fiscal Year 2016-17 budget the Board of Supervisors set aside \$1.28 million in Proposition 172 public safety funding for the project, as well as \$768,000 in one-time Transient Occupancy Tax revenue to pay for dispatch. As part of its charge, the Council makes recommendations for how best to use this funding to improve fire and emergency services in Sonoma

County. This item seeks authorization to enter into agreements with various Fire Service agencies to distribute funding for specific projects and more generally to distribute a portion of funds allocated for the preservation of existing services. This item also seeks authorization for the Director of Fire and Emergency Services to enter into future agreements based on recommendations of the Council if they are determined by County staff to fall within the mission of the Fire Services Project and fall within resources already allocated to the Fire Services Project.

Discussion:

As part of the 2014 Board priorities the county launched a multi-year project to create a more efficient, effective, and sustainable fire services in Sonoma County. In December 2015 staff returned to the Board to present consensus recommendations from the project's stakeholder Advisory Committee regarding a governance model for the fire system and a request for \$9.4 million for implementing recommendations. Assuming that full funding would not be immediately available, the recommendations included dividing available funds into three broad areas, with 50% allocated to maintaining existing levels of service, 25% allocated to recruitment and retention, and 25% allocated to incentivizing collaboration.

While the governance model recommendations saw a single agency as a long-term vision, it was not deemed practical in the short term. Instead, it opted for a Regional Model to assist with coordination and incentivize collaboration between agencies. The model consists of seven geographical regions based on existing dispatch zones and the establishment of a countywide Fire Services Advisory Council (Council). Attachments 2 and 3 contain a map of the Regions and a list of which agencies fall into which Regions. Regions are numbered based on existing dispatch zones, which run from 3 to 9. Zones 1 and 2 correspond to CAL FIRE and the County, respectively, and thus do not represent geographic regions. In June 2015 during the FY 2015-16 budget hearings, the Board of Supervisors approved a policy designed to allocate a portion of Proposition 172 public safety sales tax funds toward fire services. The initial allocation for FY 2015-16 was set at \$999,000, with a share of growth to be allocated until an ongoing total of 8% of Proposition 172 funds was allocated to fire services. In the FY 2016-17 fiscal year the amount of Proposition 172 funds had grown to \$1.28 million. In addition, the Board of Supervisors allocated \$768,000 in one-time Transient Occupancy Tax to fire services to help pay for dispatch costs.

On October 11, 2016 the Board approved the first set of funding recommendations from the Council, and received a report on the status of the Council and ongoing needs. The Council has met three additional times and has come up with additional funding recommendations. These include:

- Funding of a proposal by Region 4 to provide \$74,700 to Timber Cove Fire Protection District in order to facilitate better use of an existing water tender to support response in that region and beyond. The program will include training of additional drivers for the tender, relocation of the tender to a new location that is more accessible to agencies in the region, and facilities improvements including the installation of water tanks at that station.
- Funding of \$16,960 to Russian River Fire Protection District in order to develop a shared service model with Monte Rio Fire Protection District that will allow for use of volunteers and paid staff to cover both Districts, provide joint purchasing power, standardize equipment, supplies and reporting programs, implement joint training, and share administrative services.

- Funding of \$60,000 to Windsor Fire Protection District to pilot a Volunteer Recruitment and Retention Program that will pay for a part time program manager to develop and implement the program. The program will provide volunteers that will be available to assist throughout Region 7 and will provide valuable information related to recruitment and retention of volunteer firefighters that may be useful throughout Sonoma County.
- Under the recommended allocation approved by the Board in December 2015, half of funding was to be set aside for maintenance of service at existing districts. After paying for dispatch fees, which was approved by the board on October 11, 2016, \$464,312 is still available for distribution from this pot of money. The Council recommends distribution of this FY 2016-17 funding to partially pay for needs identified in the Fire Service Project interim report, including funding lost to the Educational Revenue Augmentation Fund, funding lost to Redevelopment, funding to support districts who receive less than a 6% allocation of Proposition 13 base 1% property taxes, and to pay for funding lost when lands become public. Fully funding these areas would require approximately \$7.8 million. Under the recommendations, each district will get an amount of total funds distributed proportional to their needs under the factors discussed. The recommended allocation of these funds are laid out in Attachment 1. In the spring of 2017 new information, including a county-wide Standards of Cover Report will be available to help guide future recommendations by the Council and the ad hoc committee. However, as that will not be available until late in the year it was decided that current year funding should not be held up while waiting for more information.
- In April 2015 the Board approved payment of dispatch fees for fire districts. At the time, there were questions raised by County Counsel about the payment of fees related to medical transport calls. As such, these payments were not made. This did not affect most districts, but did affect two (Bodega Bay Fire Protection District and Russian River Fire Protection District) that provide ambulance services. In addition, the project recommendations had included payment of public ambulance dispatch fees for Coast Life Support District, prorated to cover the portion of calls that originate in Sonoma County. The legal questions around this have since been resolved, and funding from FY 2015-16 exists that was set aside to cover these costs but not utilized. The intent was to pay for these contracts in full, and this item requests funding of these dispatch costs in full.

An ad hoc committee of Supervisors Gore and Rabbitt has helped guide the creation of the Advisory Council and supported implementation of its work. The supervisors separately attended the November and December meetings and heard concerns from the Council, including concerns regarding the pace at which funding is distributed. In response to these concerns, Fire and Emergency Services is seeking ways to streamline and enhance its support for fire services countywide. Because the Board has given direction to staff as to how funding should be allocated generally, including establishment of the three areas discussed above (e.g., 50% allocated to maintaining existing levels of service, 25% allocated to recruitment and retention, and 25% allocated to incentivizing collaboration) and the ad hoc believes it is important to expedite distribution of funds to support Fire Service needs, the County Administrator and Director of Fire and Emergency Services recommends the Board delegate authority to the Director of Fire and Emergency Services to approve future funding recommendations from the Advisory Council during FY 2016-17, consistent

with the Board’s direction. After recommendations in this item, \$230,654 remains to be allocated to incentivizing collaboration and recruitment and retention (details are in Attachment 4). This delegated authority will significantly decrease the time it takes to provide funding for approved recommendations, allowing the various fire agencies to implement actions more quickly. The Director of Fire and Emergency Services will provide quarterly reports to the County Administrator and to the Board of the recommended and approved projects.

Prior Board Actions:

October 11, 2016 – Accept a report from the Fire Services Advisory Committee and approve initial funding recommendations.

April 19, 2016 – Adopt a resolution creating the Fire Services Advisory Council and appointing its initial members.

December 8, 2015 – Receive the interim report on the Fire Services Project and give direction on recommendations of the Advisory Committee

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

Fire and emergency services are critical to the safety, health, and well-being of Sonoma County’s residents and visitors.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$665,704		
Additional Appropriation Requested			
Total Expenditures	\$665,704		
Funding Sources			
General Fund/WA GF	\$665,704		
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$665,704		

Narrative Explanation of Fiscal Impacts:

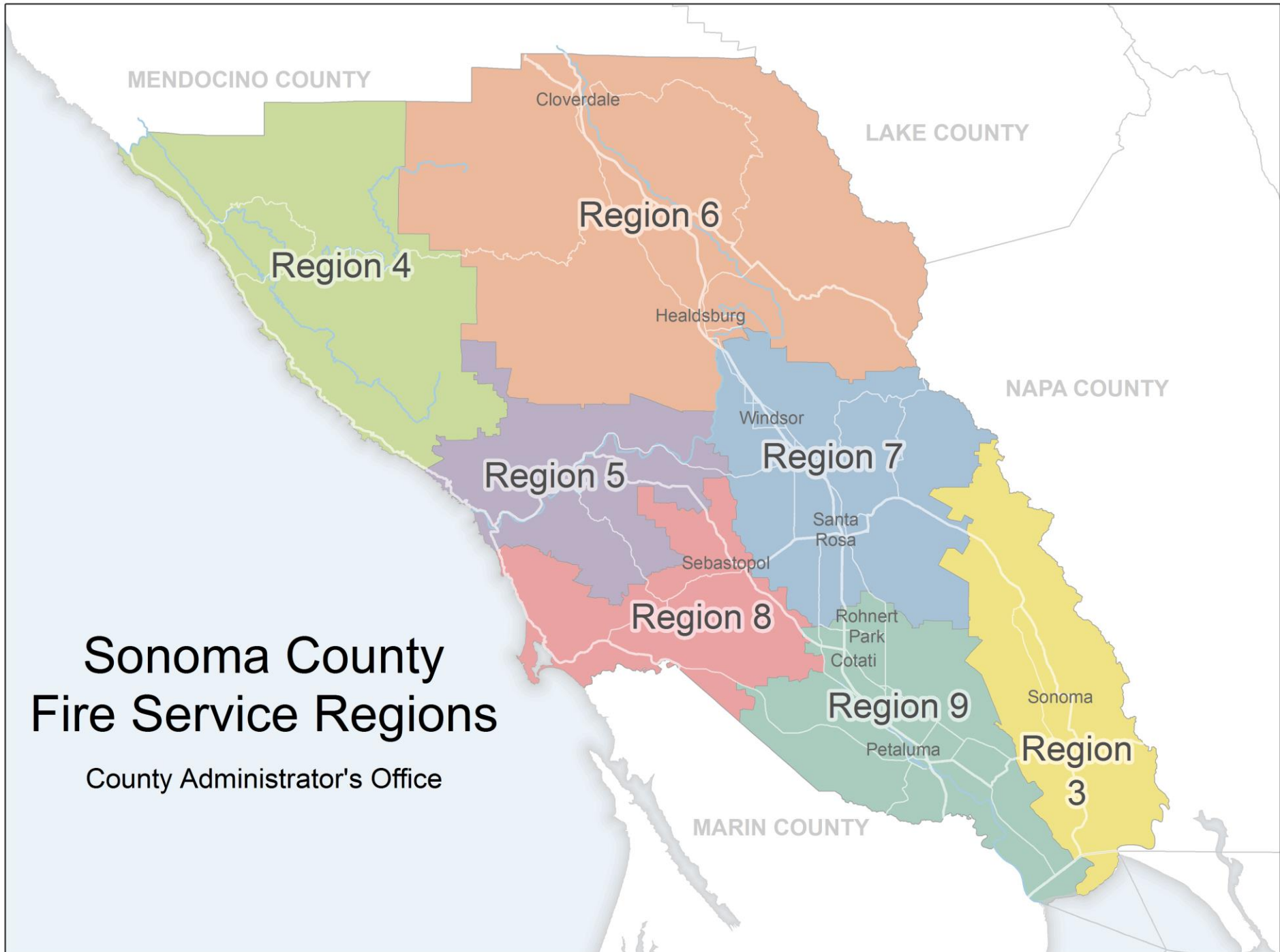
Funding for the contracts totals \$665,704, and is included in the amounts budgeted for the Proposition 172 funding allocated to the Fire Services Project in the Fiscal 2016-17 budget. Attachment 4 lays out the details of the 2016-17 Fire Services Project budget, including the projects currently under consideration.

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 – Allocation of funding to maintain level of service Attachment 2 – Regional Map Attachment 3 – List of Fire Districts by Region Attachment 4 – Fire Services Project Budget			
Related Items “On File” with the Clerk of the Board:			

Updated numbers for fire agencies with options for distribution of funds

Remaining funding for maintenance of level of service:	\$	464,312
Full Funding of amount lost to land becoming public	\$	22,800
Amount available to distribute:	\$	441,512

District	Amount to pay ERAF	Redevelopment	Support for TRA's with less than 6% for fire	Total Requested funding for backfill	Distribution based on available amount	Amount lost to land becoming public (to be paid in full)	Total amount for distribution
BENNETT VALLEY FIRE	\$ 48,353	\$ -	\$ 70	\$ 48,423	\$ 2,783	\$ 4,400	\$ 7,183
BODEGA BAY FIRE	\$ 47,858	\$ -	\$ 186,987	\$ 234,845	\$ 13,499	\$ 100	\$ 13,599
CAZADERO COMMUNITY SERVICE	\$ 30,804	\$ -	\$ 2,973	\$ 33,778	\$ 1,942	\$ 200	\$ 2,142
CLOVERDALE FIRE	\$ 4,063	\$ 111,745	\$ 245,614	\$ 361,422	\$ 20,775	\$ 2,700	\$ 23,475
CSA #40	\$ -	\$ -	\$ 995,961	\$ 995,961	\$ 57,248	\$ 300	\$ 57,548
FORESTVILLE FIRE	\$ 23,981	\$ -	\$ 37,617	\$ 61,598	\$ 3,541	\$ 3,000	\$ 6,541
GEYSERVILLE FIRE	\$ -	\$ -	\$ 499,552	\$ 499,552	\$ 28,714	\$ 100	\$ 28,814
GLEN ELLEN FIRE	\$ 4,798	\$ -	\$ 3,246	\$ 8,044	\$ 462	\$ -	\$ 462
GOLD RIDGE FIRE	\$ 110,600	\$ -	\$ 219,239	\$ 329,839	\$ 18,959	\$ -	\$ 18,959
GRATON FIRE	\$ 78,227	\$ -	\$ -	\$ 78,227	\$ 4,496	\$ -	\$ 4,496
KENWOOD FIRE	\$ 39,993	\$ -	\$ -	\$ 39,993	\$ 2,299	\$ -	\$ 2,299
MONTE RIO FIRE	\$ 8,599	\$ 314	\$ 19,885	\$ 28,797	\$ 1,655	\$ 5,100	\$ 6,755
North Sonoma Coast Fire	\$ 1,050,073	\$ -	\$ 22,511	\$ 1,072,584	\$ 61,652	\$ 100	\$ 61,752
OCCIDENTAL CSD ZN II - FIRE	\$ -	\$ -	\$ 132,802	\$ 132,802	\$ 7,633	\$ -	\$ 7,633
RANCHO ADOBE FIRE	\$ 36,280	\$ 53,993	\$ 40,239	\$ 130,512	\$ 7,502	\$ 1,600	\$ 9,102
RINCON VALLEY FIRE	\$ 272,107	\$ -	\$ 480,233	\$ 752,340	\$ 43,244	\$ 3,200	\$ 46,444
ROSELAND FIRE	\$ -	\$ 139,014	\$ -	\$ 139,014	\$ 7,990	\$ -	\$ 7,990
RUSSIAN RIVER FIRE	\$ 232,953	\$ -	\$ 2,228	\$ 235,181	\$ 13,518	\$ 600	\$ 14,118
SHELL-VISTA FIRE	\$ 77,879	\$ 3,665	\$ 357,412	\$ 438,955	\$ 25,231	\$ -	\$ 25,231
TIMBER COVE FIRE	\$ 29,074	\$ -	\$ 4,132	\$ 33,206	\$ 1,909	\$ 300	\$ 2,209
VALLEY OF THE MOON FIRE	\$ 239,729	\$ 289,210	\$ 51,649	\$ 580,587	\$ 33,372	\$ -	\$ 33,372
WINDSOR FIRE	\$ 196,904	\$ 71,599	\$ 1,176,996	\$ 1,445,498	\$ 83,087	\$ 1,100	\$ 84,187
Total	\$ 2,532,272	\$ 669,539	\$ 4,479,346	\$ 7,681,158	\$ 441,512	\$ 22,800	\$ 464,312



Sonoma County Fire Service Regions

County Administrator's Office

Region	Entity
3	Eldridge FD
3	Glen Ellen
3	Kenwood
3	Mayacamas
3	Schell Vista
3	Sonoma Valley
4	Annapolis
4	Fort Ross
4	The Sea Ranch
4	Timber Cove
5	Camp Meeker
5	Cazadero
5	Forestville
5	Monte Rio
5	Occidental
5	Russian River
6	Cloverdale
6	Dry Creek Rancheria FD
6	Geyserville
6	Healdsburg/Sotoyome
6	Knights Valley
7	Bennett Valley
7	Central Fire (Rincon Valley+Windsor)
7	Mountain
7	Santa Rosa
8	Bloomfield
8	Bodega
8	Bodega Bay
8	Gold Ridge
8	Graton
8	Sebastopol
8	Valley Ford
9	Lakeville
9	Petaluma
9	Rancho Adobe
9	Rohnert Park
9	San Antonio
9	Two Rock
9	Two Rock Coast Guard FD
9	Wilmar

Agenda date:	1/10/2017
Fire Services Project Contracts	

Detailed fiscal breakdown

Funding Sources	Incentivizing Collaboration	Recruitment and Retention	Maintaining Level of Service	Total
Prop 172	\$320,858	\$320,858	\$641,717	\$1,283,433
Transient Occupancy Tax	\$0	\$0	\$768,000	\$768,000
Total Funding Sources	\$320,858	\$320,858	\$1,409,717	\$2,051,433
Previously Approved Projects				
Backfill to CSA 40	\$119,701	\$119,701	\$119,701	\$359,103
Dispatch Fees	\$0	\$0	\$825,703	\$825,703
Zone 8 4WD UTV	\$20,000	\$0	\$0	\$20,000
Total Previously Approved Projects	\$139,701	\$119,701	\$945,404	\$1,204,807
Recommended Projects				
Zone 4 Water Tender	\$66,200	\$8,500	\$0	\$74,700
Zone 5 Joint Admin/Training	\$16,960	\$0	\$0	\$16,960
Zone 7 Vol Rec/Ret	\$0	\$60,000	\$0	\$60,000
Funding for continued Operations	\$0	\$0	\$464,312	\$464,312
Total Recommended Projects	\$83,160	\$68,500	\$464,312	\$615,972
Remaining 2016-17 funds	\$97,997	\$132,657	\$0	\$230,654



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: Sonoma County Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: 4/5

Department or Agency Name(s): County Counsel/Human Resources

Staff Name and Phone Number:

Debbie Latham (707) 565-3101
Marcia Chadbourne (707) 565-2473

All

Title: Anne Keck, Keck Law Offices – Third Amendment to Legal Services Agreement

Authorize County Counsel to execute a Third Amendment to Agreement for legal services with Anne Keck of the Keck Law Offices, for tort defense legal services, to provide for an increase of \$100,000 to the contract amount for a new not to exceed contract amount of \$250,000, and extension of the contract term to February 28, 2019.

Executive Summary:

Board Resolution No. 85-2577 delegated responsibility for the oversight and management of civil litigation to County Counsel in consultation with the Risk Manager (Human Resources Department), with both departments sharing responsibility for the coordination and oversight of the work performed by outside counsel. On August 4, 2014, County Counsel and HR-Risk Management, retained Anne Keck of the Keck Law Offices to provide specific legal services in connection with the following litigation matters: *Mateos-Sandoval, et. al. v. County of Sonoma, et al.*, USDC Northern District of California, Case Number: CV-11-5817 TEH (NC) (“Mateos-Sandoval”); and, *Flynn v. County of Sonoma*, Sonoma County Superior Court Case No. SCV-255708, based on her unique expertise and prior experience related to these matters. The Flynn case was dismissed by the Court and the County prevailed on the appeal. Because the Mateos-Sandoval case has now entered an appellate phase which requires complicated briefing and defense work, the original legal services agreement amount not to exceed \$25,000, as extended by first amended agreement of \$75,000 and second amended agreement of \$50,000, is insufficient to cover the continued representation costs.

The *Mateos-Sandoval* case has an extensive and complicated procedural history. The litigation has included several motions to dismiss, an appeal to the Ninth Circuit, Summary Judgment and Plaintiff’s motion for class certification. While the County prevailed in its opposition, Plaintiff has now appealed the class certification denial. Ms. Keck has unique expertise with this complex matter which warrants her continued retention to achieve the best result in the case.

This Third Amendment to the Agreement increases the contract maximum limit by an additional \$100,000, and extends the term of the contract from February 28, 2017 until February 28, 2019. The total not-to-exceed amount of the contract will now be \$250,000. The Third Amendment to Agreement retains the ability to assign additional matters to the Keck Law Office if her expertise is needed. The contract limit may or may not be reached depending on case demands.

Discussion:

Prior Board Actions:

February 10, 2015 - First Amendment to Legal Services Agreement
 September 15, 2015 - Second Amendment to Legal Services Agreement

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This contract supports the ability to protect the County's economic interests.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$25,000	\$50,000	\$25,000
Additional Appropriation Requested			
Total Expenditures	\$25,000	\$50,000	\$25,000

Funding Sources

General Fund/WA GF			
State/Federal			
Fees/Other	\$25,000	\$50,000	\$25,000
Use of Fund Balance			
Contingencies			
Total Sources	\$25,000	\$50,000	\$25,000

Narrative Explanation of Fiscal Impacts:

The County of Sonoma is self-insured for general liability and maintains an internal service fund with actuarially determined reserves to pay for the administration, defense, and payment of tort claims. The cost of this contract for outside legal services is within the budget of this fund.

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Proposed Third Amendment to Legal Services Agreement.			
Related Items "On File" with the Clerk of the Board:			
First and Second Amendment to Legal Services Agreement. Original Legal Services Agreement.			

**THIRD AMENDMENT TO LEGAL SERVICES AGREEMENT BETWEEN THE
COUNTY OF SONOMA AND ANNE KECK, KECK LAW OFFICES**

This Third Amendment to the Legal Services Agreement is made by and between the County of Sonoma (“County”) and Anne Keck, Keck Law Offices (“Attorney”). This Amendment to the Legal Services Agreement is required by Business and Professions Code Section 6148 and is intended to fulfill its requirements.

RECITALS

WHEREAS, the County and Attorney entered into a legal services agreement dated August 4, 2014 (the “Effective Date”), for Attorney to represent the County in the following matters:

- *Mateos-Sandoval, et al. v. County of Sonoma, et al.*, United States District Court, Northern District of California, Case No. CV-11-5817 TEH (NC), and Ninth Circuit Court of Appeal No. 13-15250; and
- *Flynn v. County of Sonoma*, Sonoma County Superior Court Case No. SCV-255708;

WHEREAS, the County and Attorney entered into a First Amendment to the Legal Services Agreement on March 2, 2015 (extending the term to 2/28/16 and increasing the not-to-exceed amount from \$25,000 to \$100,000); and

WHEREAS, the County and Attorney entered into a Second Amendment to the Legal Services Agreement on September 24, 2015 (extending the term to 2/28/17 and increasing the not-to-exceed amount from \$100,000 to \$150,000); and

WHEREAS, the not-to-exceed amount of the contract has been reached and the parties desire to amend the contract to increase the not-to-exceed amount from \$150,000 to \$250,000, and extend the term of the agreement to 2/28/19;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties agree to amend the legal services agreement as of its Effective Date, as follows:

AGREEMENT

1. Compensation. The maximum allowed compensation under the agreement shall be increased by an additional \$100,000 for a not-to-exceed maximum of \$250,000.00. Attorney shall be paid at the rate set forth in Exhibit A of the Agreement.

2. The term of the contract shall be extended to February 28, 2019.

3. All other terms and conditions of the legal services agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this amendment as of the dates set forth below.

Dated: _____, 2017

By: _____
Anne L. Keck
Keck Law Offices

Dated: _____, 2017

County of Sonoma

By: _____
Bruce D. Goldstein
County Counsel

CERTIFICATES OF INSURANCE ON
FILE WITH AND APPROVED AS TO
SUBSTANCE BY DEPARTMENT:

By: _____

Dated: _____



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: Sonoma County Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Marc McDonald, General Services: 707-565-3468
Karen Fies, Human Services: 707-565-6990

Supervisorial District(s):

Title: Lease Expansion for Human Services Department at 5350 Old Redwood Highway, Suite 400, Petaluma

Recommended Actions:

- 1) Authorize the Clerk to publish a notice, declaring the Board's intention to enter into a lease amendment with Cornerstone Properties SA, LLC (Landlord), for approximately 3,650 sq. ft. of office space, located at 5350 Old Redwood Highway, Suite 400, Petaluma, for an initial rental rate of \$1.65 per sq. ft. per month (approximately \$6,023 per month or \$72,270 per year), which is subject to adjustment as more particularly described in the lease, for an initial term of 10 years, with two, 5-year options to extend the term; and
- 2) Authorize the General Services Director to execute a letter-agreement whereby the Landlord will prepare architectural construction drawings and apply for building permits prior to potential execution of the proposed lease amendment and approval by the Board.

Executive Summary:

This matter involves a proposed lease expansion for the Human Services Department (HSD) at 5350 Old Redwood Highway, Petaluma (the Building). On August 16, 2016, your Board approved execution of a lease with Cornerstone Properties SA, LLC (the Landlord), for 12,299 sq. ft. of office space located in the Suite 100 in the same Building. HSD wishes to expand into Suite 400, comprised of 3,650 sq. ft. of office space, to conduct meetings and training required by staff in connection with the HSD Neighborhood Services Program for south Sonoma County clients. The initial rent rate would be \$6,023 per month (\$1.65 per sq. ft.), for an initial 10-year term, with two, 5-year options. If your Board takes the requested action, this matter will return to the Board on or about February 7, 2017, for consideration and consummation of the proposed lease amendment.

Discussion:

HSD Neighborhood Services. "Neighborhood Services" (the "Program") is the concept of improving service delivery by establishing regional offices to deliver a wide array of HSD services within multiple communities. These offices may vary in size depending on need, affordability (considering the cost of

rent and the space needed), and the availability of space. Based on HSD's analysis, HSD concludes there is both a service need and a business case to expand access to areas outside of Santa Rosa, particularly, but not in priority order, to Cloverdale, Petaluma, Sonoma Valley, and West County.

On May 3, 2016, your Board approved HSD's recommendations to establish offices in multiple areas of the County, and it was determined that the first new multi-service office site would be situated in south Sonoma County, in Petaluma. On August 16, 2016, your Board approved execution of a lease with Cornerstone Properties SA, LLC (the Landlord), for 12,299 sq. ft. of office space located in the Suite 100 at 5350 Old Redwood Highway, Petaluma.

HSD wishes to lease an additional 3,650 sq. ft. of space in Suite 400 (the Expansion Premises), adjacent to Suite 100. (Please see attached floor plan, [Attachment 1.](#)) The Expansion Premises will be used to accommodate staff training and meeting requirements, expand the lobby to accommodate seating from 10 – 15 clients to 20 – 25 clients, and to provide a staff break room, of which these functions cannot be accommodated in Suite 100. This expansion space benefits the public by: 1) creating meeting space to host Family meetings, Family/teen meetings, Linkages meetings and Community meetings, 2) hosting public trainings such as Foster parent training, Public Health training for families, nutritional training, and various Adult & Aging trainings for the elderly and In Home Support Services, 3) providing community unity and to build family unity, and 4) creating more work services in Suite 100 to support more clients, and this is accomplished by moving the meeting rooms and the break room from Suite 100 to this expansion suite.

Proposed Lease Expansion. According to the terms of the proposed lease amendment, the occupancy date for the Expansion Premises would occur on or about May 1, 2017, coinciding with the occupancy date of the original Premises (Suite 100), which is currently under construction. The monthly rent rate for the Expansion Premises will be \$1.65 per sq. ft., or \$6,023 per month. The proposed rent rate of \$1.65 per sq. ft. approximates market rental value, which for the Petaluma area, ranges from \$1.45 to \$1.86 per sq. ft. for office space. The total monthly rent for the entire leased Premises after the proposed expansion will be \$26,316 per month (\$20,293 for Suite 100 and \$6,023 for Suite 400). These lease rent rate and terms for the Expansion Premises will be consistent with the existing Lease. Staff has negotiated terms for the proposed lease amendment as follows:

Expansion Space Premises:	3,650 sq. ft., in Suite 400 at 5350 Old Redwood Highway, Petaluma.
Term:	Ten years, with two, 5-year options to extend the Lease term. The Director of General Services is authorized to exercise the Lease options. Upon exercise of County's first 5-year option, Landlord will repaint and install new carpeting throughout the Expansion Premises and original Premises at Landlord's sole cost and expense.
Rent:	\$6,023 per month, or \$1.65 per sq. ft. Rent will be subject to annual \$.05 per sq. ft. fixed adjustments pursuant to the proposed lease amendment, and concurrent with the original Lease. For the first two months, County is provided with a rent equivalent to two months' half-rent (\$6,023 total), for the Expansion Premises.
Tenant	

Improvements: The tenant improvements required for the Expansion Premises would be completed and paid for by the Landlord at Landlord's sole cost and expense.

Termination: County may terminate the Lease upon 120 days' prior written notice and payment of a termination fee, for non-appropriation of funds or discontinuance of the Program, and for any reason, or no reason.

Funding. The fiscal impact of opening Neighborhood Services sites in other parts of the County will include the cost of rent and one-time expenses to set up each office. These costs are predominately reimbursable through State and Federal funding sources and there would be no additional impact to the Department's General Fund contribution.

Proposed Letter Agreement. To expedite construction and facilitate efforts to have the Expansion Premises ready as early as possible for the Program, staff proposes a letter-agreement whereby the Landlord will proceed with construction drawings and permit applications during the public noticing period required by the California Government Code, provided the County guarantees reimbursement of these costs, in an amount not to exceed \$20,000, should the Board of Supervisors not approve the proposed Lease on or before February 7, 2017. In the event the County executes the proposed amendment on or before February 7, 2017, the County will have no obligation to reimburse Landlord for these costs as they are a landlord responsibility under the proposed amendment. The letter-agreement is proposed and endorsed by the occupying Department as a means to attain the targeted occupancy date of May 1, 2017. Please see Attachment 4 for a copy of the proposed letter-agreement.

Long-Term Space Need Review. The Petaluma location for the Neighborhood Services program was reviewed by General Services' staff. Staff concludes that the Petaluma location supports the Neighborhood Services model, will allow maximum utilization of the space with multiple HSD services, reduce vehicle miles traveled by clients and County staff, and overall provide easier access to County services for south Sonoma County residents.

Public Notice Requirement: Procedural Authority. Government Code Section 25350 requires two (2) Board actions, which includes publication of a notice of intent, for an agreement where County is tenant, the lease agreement is valued at more than \$50,000, and the term is greater than three (3) years. If your Board takes the requested action, and in line with Government Code, this matter will return to the Board on or about February 7, 2017, for consideration and consummation of the proposed lease amendment for 5350 Old Redwood Highway, Suite 400, Petaluma, CA.

Prior Board Actions:

None.

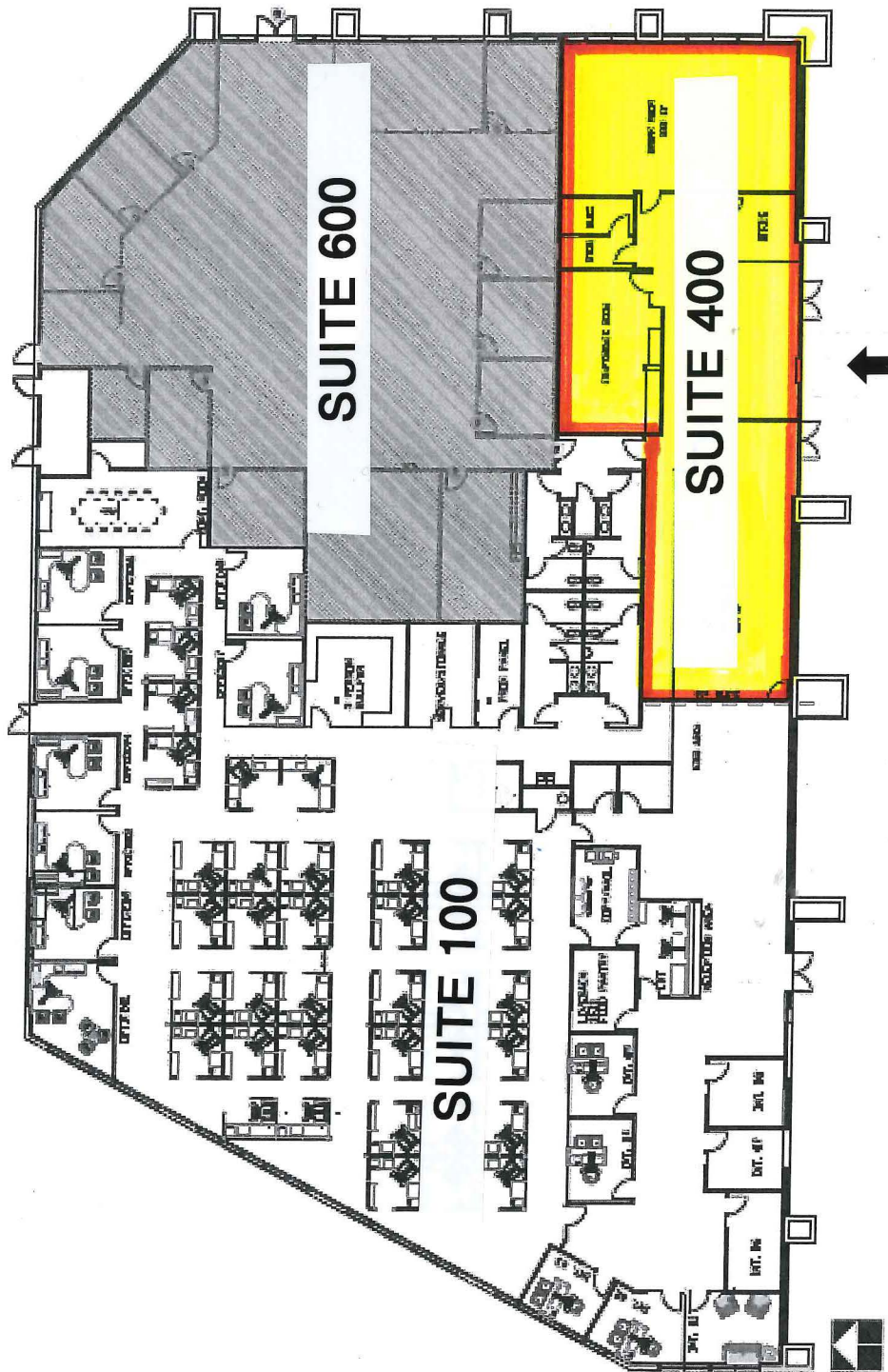
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

The execution of the proposed lease amendment will provide meeting and training room space, expansion of lobby seating for clients, and a break room for staff for providing services in accordance with the Neighborhood Services model to clients residing in the south Sonoma County area.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	6,023	72,635	74,825
Additional Appropriation Requested			
Total Expenditures	6,023	72,635	74,825
Funding Sources			
General Fund/WA GF			
State/Federal	6,023	72,635	74,825
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	6,023	72,635	74,825
Narrative Explanation of Fiscal Impacts:			
<p>The anticipated commencement date for the proposed Lease is approximately May 1, 2017. The rent cost for FY 16/17 will be \$6,023, as follows:</p> $\$ 6,023 = (\$6,023 \div 2) \times 2 \text{ months (half-rent for months of May and June 2017)}$ <p>This lease expense is included in HSD's proposed FY16-17 budget. Landlord will pay for all operating expenses, including utilities, maintenance and janitorial services.</p>			
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 1: Floor Plan Attachment 2: Notice of Intent Attachment 3: Copy of proposed Lease Amendment Attachment 4: Letter-Agreement			

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

Proposed Suite 400 Space Plan and Suite 100 Revisions



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

NOTICE IS GIVEN that the Sonoma County Board of Supervisors intends to authorize the Director of the Department of General Services, to lease approximately three thousand six hundred fifty (3,650) sq. ft. of office space ("Premises"), more or less depending on final configuration, in that certain one-story building ("Building"), located at 5350 Old Redwood Highway, Suite 400, Petaluma, California, for use by the Human Services Department. The Board intends to lease the Premises from Cornerstone Properties SA, LLC, a California limited liability corporation, for the base monthly full service rental of One and 65/100 Dollars (\$1.65) per sq. ft. of office, said rental subject to increase at a rate of five cents (\$.05) per year during the term of the lease, as set forth in the proposed lease amendment. The term of the lease for the Premises shall be ten (10) years, with two (2) optional extension terms of five (5) years. Additional information regarding the proposed lease amendment is available for public review at the Office of the Director of the Sonoma County General Services Department, 2300 County Center Drive, Suite A200, Santa Rosa, California 95403. The Board of Supervisors will meet on or after February 7, 2017, at 8:30 a.m. at the Sonoma County Administration Building, Room 102A, 575 Administration Drive, Santa Rosa, California to consummate the lease amendment.

Clerk of the Board of Supervisors

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

FIRST AMENDMENT TO LEASE

This First Amendment ("First Amendment"), dated as of _____, 2017 ("Effective Date"), is by and between **CORNERSTONE PROPERTIES SA, LLC**, a California limited liability company ("Landlord") and the **COUNTY OF SONOMA**, a political subdivision of the State of California ("Tenant"). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the Lease (as defined below). Landlord and Tenant are sometimes collectively referred to herein as the "parties" and singularly, as "party."

R E C I T A L S

WHEREAS, Landlord and Tenant entered into that certain Lease dated August 22, 2016 ("Lease"), for premises located at 5350 Old Redwood Highway, Suite 100, Petaluma, California ("Premises"); and

WHEREAS, Landlord and Tenant desire to further amend the Lease in order to: (i) expand and redefine the Premises, for the addition of Suite 400, comprised of three thousand six hundred fifty (3,650) sq. ft. of rentable area; (ii) provide for additional work of improvement for Suite 400; (iii) recalculate the Rent; (iv) provide for an additional rental abatement; and (v) modify other certain terms of the Lease as more particularly set forth below.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

A G R E E M E N T

1. The foregoing Recitals are true and correct.
2. Effective as of the Effective Date of this First Amendment, the Lease is hereby modified as follows:
 - A. Section 1.1 of the Lease is hereby deleted in its entirety and replaced with the following:

"1.1 Lease of Premises. Subject to Section 1.5 relating to Tenant's right to expand the Premises (as defined below), Landlord hereby leases to Tenant and Tenant leases from Landlord those certain premises described in Exhibit A ("Original Premises"), and those certain premises described in Exhibit A-2, attached hereto and by this reference made a part hereof ("Suite 400 Expansion Premises"); which Original Premises and Suite 400 Expansion Premises are hereinafter collectively referred to as the "Premises", which are situated in that certain single-story office building commonly known as **5350 Old Redwood Highway** ("Building"), which Building is situated on that certain real property commonly known as Sonoma County Assessor's Parcel Number 137-250-001 located in the City of Petaluma, County of Sonoma, State of California ("Real Property"). Subject to verification as provided in Subsection 1.4.2, the Rentable Area (as defined in Section 1.4) and the Usable Area (as defined in Section 1.4) of the Premises is fifteen thousand nine hundred forty-nine (15,949) square feet, while the Rentable Area of the Building is twenty-two thousand

five hundred eighty-three (22,583) square feet. The Building, the areas servicing the building, and the land on which the Building and those areas are located (as shown on the site plan attached to this Lease as **Exhibit B**) are sometimes collectively referred to as the “Real Property”.

B. The following section is hereby added to the Lease as Section 1.3.1:

“1.3.1 Preparation of Suite 400 Expansion Premises. The rights and obligations of the parties regarding the construction and renovation of the Suite 400 Expansion Premises before the commencement of the Lease Term are stated in the Leasehold Improvement Agreement (“LIA”) attached to this Lease as **Exhibit C** and **Attachment C-2**. Landlord shall deliver the Suite 400 Expansion Premises in a turnkey condition. In addition, Landlord shall pay for all design and architectural services, completion of construction documents and permitting for construction of the improvements for the Suite 400 Expansion Premises. If this Lease conflicts with the LIA, the LIA shall prevail. Landlord hereby represents and warrants to Tenant that Landlord shall complete the Suite 400 Expansion Premises in accordance with the terms and conditions of the LIA, even in the event that Landlord fails to obtain financing for some or all of the improvements. The General Contractor (as defined in the LIA) shall comply with the applicable provisions of California Labor Code Sections 1720.2 and 1770 et seq., regarding prevailing wages. Landlord agrees to engage a qualified third-party CalGreen or similarly qualified professional during the inspection phase to ensure the leasehold improvement project is in compliance with applicable CalGreen requirements on or promptly after the date of Substantial completion as defined below) of the Suite 400 Expansion Premises.”

C. The following section is hereby added to the Lease as Section 2.3.1:

“2.3.1 Substantial Completion of Landlord’s Work for Suite 400 Expansion Premises. The work to be done for the Suite 400 Expansion Premises by Landlord pursuant to the provisions of **Exhibit C** and **Attachment C-2** shall be “substantially completed” when Landlord has delivered to Tenant a temporary or final certificate of occupancy for the Suite 400 Expansion Premises and Landlord’s work has been substantially performed, although minor details or adjustments that do not interfere with Tenant’s use of such space may have not been completed. Landlord shall diligently pursue completion of any minor details or adjustments that have not been performed at the time Landlord gives the aforesaid notice of substantial completion to Tenant. Notwithstanding anything contained herein to the contrary, if, after receiving the aforesaid notice from Landlord that the Landlord’s work is substantially completed, Tenant shall be delayed in installing and completing or having installed and completed any finishing work necessary for the operation of Tenant’s business in the Suite 400 Expansion Premises (including, without limitation, files, reproduction and other office equipment, and telephone communications facilities) or in completing the move or installation of substantially all of its furniture and other equipment into the Suite 400 Expansion Premises so as not to be able to commence its business there, by reason of fire, casualty, acts of God, strikes, lockouts, or other labor troubles, inability to secure materials, governmental laws or regulations, or other causes of whatever kind beyond the reasonable control of Tenant, then the Commencement Date for the Suite 400 Expansion Premises shall be deferred for a period of time equivalent to the period of such delay, any said deferral not to exceed sixty (60) days. Evidence of when the Landlord’s work has been substantially performed shall be a certificate to that effect signed by Landlord’s architect and Tenant’s architect. The terms “Substantial Completion of Landlord’s Work”, “substantially completed” and similar terms are defined in Section 5.1 of **Exhibit C**. Landlord agrees to use reasonable

efforts to provide Tenant with at least thirty (30) days' advance notice of the date on which the Suite 400 Expansion Premises are expected to be substantially completed. Provided Tenant has complied with the insurance provisions set forth in Section 9.1 and **Exhibit G**, Tenant shall have the right of early access to the Suite 400 Expansion Premises for a period of thirty (30) calendar days prior to the Commencement Date for the Suite 400 Expansion Premises, for installation of Tenant's furniture, fixtures and equipment."

D. The following section is hereby added to the Lease as Section 2.4.1.

"2.4.1 Delay in Commencement of the Suite 400 Expansion Premises. If Landlord, for any reason whatsoever (other than a Tenant Delay (as such term is defined in the LIA) or other reason as otherwise provided below), fails to give Tenant notice by **August 4, 2017**, that the Landlord's work for the Suite 400 Expansion Premises is substantially completed, as provided for above, then Tenant may withhold from the first rental payment and subsequent rental payments as may be necessary, as liquidated damages, an amount equal to the Rent otherwise due for each day after said date during which Landlord has failed to give Tenant such notice of substantial completion of the Suite 400 Expansion Premises.

Notwithstanding the foregoing, if Landlord, for any reason whatsoever (other than a Tenant Delay (as such term is defined in the LIA) or as provided below), fails to give Tenant notice that Landlord's work in the Suite 400 Expansion Premises is substantially completed by **November 6, 2017**, Tenant at its option shall have the right, by giving Landlord fifteen (15) days' prior written notice of its intention to do so, to cancel the Lease with respect to the Suite 400 Expansion Premises (without complying with Section 2.6), and upon Landlord's return of any monies previously deposited by Tenant, the parties hereto shall have no further rights or liabilities with respect to each other. Landlord's obligation to complete the Suite 400 Expansion Premises within the time specified in this Section 2.4.1 shall not be extended for any reason except delays caused by Tenant, casualty, acts of God, strikes, lockouts, or other labor troubles, fire, flood, war, civil disorder or government regulations or government delay (e.g. delays in issuance of any permit or other entitlement required for the Suite 400 Expansion Premises, government-caused delays in conducting any inspection required by any such permit or entitlement and similar delays)."

E. The following section is hereby added to the Lease as Section 4.1.1:

"4.1.1 Rent and Rent Commencement for the Suite 400 Expansion Premises. Rent for the Suite 400 Expansion Premises shall commence on the day that is the earlier of the following: (i) the first Monday following the elapse of thirty (30) days from actual receipt by Tenant of written notice of the Suite 400 Expansion Premises Substantial Completion Date, or (ii) the date that Tenant occupies the Suite 400 Expansion Premises. In addition to the Rent specified under Section 4.1, Tenant shall pay to Landlord Rent, in equal monthly installments of Six Thousand Twenty-Two and 50/100 Dollars (\$6,022.50) for the Suite 400 Expansion Premises. Rent for the Suite 400 Expansion Premises shall be annually adjusted concurrently with the adjustment of Rent for the Original Premises on the Commencement Date of the Original Premises in accordance with Section 4.3 of the Lease, beginning upon the first anniversary of the Commencement Date for the Original Premises that occurs after the Suite 400 Expansion Premises Substantial Completion. Rent shall be paid in advance on or before the first day of each and every calendar month during the Lease Term, without any setoff or deduction except as provided in Section 4.4. Landlord shall provide an invoice for the Suite 400 Expansion Premises, together with the Original Premises, to Tenant no later than the 10th day of the preceding month for the following month's Rent,

however failure by Landlord to deliver any such invoice to Tenant shall not relieve Tenant of the obligation to pay Rent. Payment shall be made at the address set forth in Section 19.3 or at any other place that Landlord may from time to time designate in writing. Tenant shall not be obligated to recognize any agent for the collection of Rent until written notice of the appointment and the extent of the authority of such agent shall be provided to Tenant by Landlord. Tenant shall not be responsible for any operating expenses or operating expense pass-throughs (e.g., expense stop or base year type) for the Suite 400 Expansion Premises during the Lease Term.”

F. Section 4.4 of the Lease is hereby deleted in its entirety and replaced with the following section:

“4.4 Rent Concessions. Tenant shall be entitled to a rent credit equivalent to six (6) months’ half-rent for ten thousand six hundred forty-five (10,645) square feet of Rentable Area of the Original Premises; and a rent credit equivalent to two (2) months’ half-rent for three thousand six hundred fifty (3,650) square feet of the Rentable Area (the Suite 400 Expansion Premises). In addition, Tenant shall be entitled to a rent credit equivalent to twenty-four (24) months for one thousand six hundred and fifty-four (1,654) square feet of the Original Premises.”

G. Article 8 of the Lease is hereby deleted in its entirety and replaced with the following section:

“Parking. Included in Tenant's rental herein is the right of Tenant's customers and invitees to use free of charge, in common with other tenants (except as expressly provided below): (i) fifty (50) parking spaces in connection with the Original Premises, and (ii) fourteen (14) parking spaces in connection with the Suite 400 Expansion Premises (approximately 4 parking spaces for each 1,000 square feet of Rentable Area), in the parking area associated with the Building as shown on the site plan attached hereto as **Exhibit B**. Landlord shall install two (2) electric vehicle charging stations (the design, specification and configuration of which shall be determined by Landlord) (hereinafter the “EVCS”) and designate two (2) parking stalls for said EVCS in the parking area. Landlord may establish a billing system for electricity consumed by EVCS users. In addition, Landlord shall reserve and designate for Tenant’s exclusive use: (i) four (4) parking stalls in connection with the Original Premises, and (ii) one (1) parking stall in connection with the Suite 400 Expansion Premises, adjacent to Tenant’s entrance to the Premises. Landlord shall also provide ADA-designated parking stalls as required by Laws and Orders. Said EVCS, reserved and ADA parking stalls shall count toward Tenant’s allotment of sixty-four (64) total parking spaces.”

H. **Exhibit A-2** (Suite 400 Expansion Premises, outlined in red), **Attachment A-1** (Design and Construction Schedule for Suite 400 Expansion Premises) and **Attachment C-2** (Tenant’s Design Requirements for Suite 400 Expansion Premises) attached hereto and by this reference, are hereby deemed attached to the Lease.

3. Except to the extent the Lease is specifically amended or supplemented hereby, the Lease, together with exhibits is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be, construed to modify, invalidate or otherwise affect any provision of the Lease or any right of Landlord or Tenant arising thereunder.

4. This First Amendment shall be governed and construed under the internal laws of the State of California, and any action to enforce the terms of this First Amendment or for the breach thereof shall be brought and tried in the County of Sonoma.

LANDLORD AND TENANT HAVE CAREFULLY READ AND REVIEWED THIS FIRST AMENDMENT AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS FIRST AMENDMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

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

“LANDLORD”: **CORNERSTONE PROPERTIES SA, LLC**, a California limited liability company

By: _____
Alon Adani, Member

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

By: _____
Caroline Judy, Director
General Services Department

The General Services Director, or General Services Deputy Director, is authorized to execute this Lease, pursuant to the Board of Supervisors' Summary Action dated _____, 2017.

APPROVED AS TO FORM FOR TENANT:

Elizabeth Coleman With, Deputy County Counsel

APPROVED AS TO CONTENT FOR TENANT:

Karen Fies, Director
Human Services Department

Marc McDonald, Real Estate Manager
General Services Department

CERTIFICATE OF INSURANCE ON FILE WITH DEPARTMENT:

Reviewed by: _____ Date: _____

EXHIBIT A-2

Suite 400 Expansion Premises
(outlined in red)

Attachment A-1

**Design and Construction Schedule
for Suite 400 Expansion Premises**

MILESTONE	DATE or DAYS TO COMPLETE
1. Tenant approves final sketch plan (attached)	Completed
2. Tenant submits sketch plan to LL (attached)	Completed
3. Tenant's Board of Supervisors Meets to Declare Intention to Enter into Lease and Issues Guarantee Letter for Designer Fees and Permits	January 10, 2017
4. Landlord submits Design Development Documents for approval by Tenant	January 24, 2017
5. Tenant approves Design Development Documents	January 31, 2017
6. Tenant's Board of Supervisors Meets to Conduct Public Hearing and Execute Lease	February 7, 2017
7. Architect completes Final Plans based on approved Design Development Documents	
8. Tenant will approve, conditionally approve or disapprove the Final Plans	
9. Architect completes the Final Plans and Specifications	
10. Tenant orders furniture, fixtures and equipment	
11. Last day for Landlord and Tenant to agree upon and initial the Final Plans	
12. Last day for Landlord to obtain all Permits	
13. Scheduled Completion Date of Leasehold Improvements and start of Tenant fixturation period	
14. Last day for Substantial Completion of Leasehold Improvements	
15. Completion of punch list and final walkthrough	
16. Tenant fixturation period completed	
17. Last day that LL can give Tenant notice that the work is Substantially Completed, or Tenant may terminate	

ATTACHMENT C-2

Tenant-approved sketch plan:

Furniture, Fixtures, Trade Fixtures and Equipment Are Tenant's Work and Are Not Part of Leasehold Improvements or Landlord's Work



SONOMA COUNTY
GENERAL SERVICES DEPARTMENT

CAROLINE JUDY
DIRECTOR

VIA 1st Class Mail and E-mail

January 10, 2017

Cornerstone Properties SA, LLC
Attn: Alon Adani, Member
5401 Old Redwood Highway, Suite 110
Petaluma, CA 94954

Re: Proposed First Amendment ("Amendment") between Cornerstone Properties SA, LLC ("Landlord") and the County of Sonoma ("County") for the premises located at 5350 Old Redwood Highway, Suite 400, Petaluma, California ("Expansion Premises")

Dear Mr. Adani,

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

This guarantee is subject to the following conditions:

- (1) In the event the Amendment is executed by County on or before February 14, 2017, then this guarantee shall be of no force or effect, and County shall not be required to reimburse Landlord for any costs.
- (2) In the event the Amendment is not executed by County on or before February 14, 2017, then County shall reimburse Landlord for actual costs incurred in preparing architectural design development and construction drawings based on the preliminary space plan attached to the Amendment; provided, however, that in no event shall County be required to reimburse Landlord in an amount greater than Twenty Thousand and No/100 Dollars (\$20,000.00), nor shall County be required to reimburse Landlord for any costs incurred after February 14, 2017.
- (3) In the event the Amendment is executed by County after February 14, 2017, then Landlord shall refund any monies received from County hereunder within thirty (30) days of the execution date of the Amendment.
- (4) This guarantee shall only be binding on County in the event it is executed by the General Services Director, or her Deputy.

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

Very truly yours,

Caroline Judy, Director
General Services Department
County of Sonoma

“Landlord”: **Cornerstone Properties SA, LLC**, a California limited liability company

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

“County”: **County of Sonoma**, a political subdivision of the State of California

By: _____
Caroline Judy, Director
General Services Department
Date: _____

C: Karen Fies
Steve Fischer
Marc McDonald
Alma Roger



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: Sonoma County Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Marc McDonald, General Services: 707-565-3468
Steve Fischer, Human Services: 707-565-5850

Supervisorial District(s):

Title: 3725 Westwind Blvd, Santa Rosa Lease Amendment

Recommended Actions:

Authorize the General Services Director to execute an Amendment to the existing lease, to extend the Lease Expiration Date from May 31, 2017 to May 31, 2027, and provide two (2) five (5) year options to further extend the lease term to 2037, expand the Existing Premises from 24,164 square feet to 32,347 square feet; reduce rent in Existing Premises from \$2.43/square foot/month to \$1.90/square foot/month, reduce annual rent escalations from 4% to 3%, and require the Landlord at Landlord's expense to make approximately \$1,000,000 in Tenant Improvements (TIs) to the Existing Premises, Expansion Space, Building Common Areas, Site and Parking. (Second Action)

Executive Summary:

Purpose. The Director of General Services, in consultation with the Human Services Department, requests Board consideration of an Amendment to an Existing Lease located in Building Y at 3725 Westwind Blvd, Santa Rosa for office space occupied by the Human Services Department's Adult and Aging Division (Division). The Existing Lease for the premises, consisting of 24,164 square feet (sf), will expire on May 31, 2017. The proposed Lease Amendment (Amendment) will extend the lease term by up to twenty (20) years, increase operational efficiency by providing an additional 8,183 sf of Expansion Space that will enable the Division to consolidate neighboring operations under one roof, reduce operating costs through a 22% reduction in rent per square foot, reduce annual rent escalations from 4% to 3%, and provide at Landlord's sole expense approximately \$1,000,000 in Tenant Improvements. Board approval of the Amendment will enable the Division to maximize its effectiveness and efficiency.

The notice of intent for this transaction has been published for the required period pursuant to the Board's action of December 13, 2016.

Discussion:

The Human Services Department provides the following services at 3725 Westwind Blvd.

List of services: Adult Protective Services (APS), Area Agency on Aging (AAA), In-Home Supportive Services (IHSS), IHSS Payroll, Public Authority, Veteran's Services, Public Authority/Public Guardian/Public Conservator (PA/PG/PC), Multiservices Senior Services Program (MSSP)/Linkages

Current office space at 3725 Westwind, Blvd., consisting of 24,164 sf, is inadequate in size for current Division needs. In response to this space problem, in December 2014 the Division entered into a lease agreement for 4,985 sf of office space at 3645 Westwind Blvd, a neighboring building for a combined total of 29,149 sf. The lease at 3645 Westwind Blvd was seen at the time as a short term solution to meet the Division's need for overflow space. Both the lease at 3645 Westwind Blvd and 3725 Westwind Blvd expire on May 31, 2017.

In June of 2015, The County of Sonoma Human Services' Department Adult and Aging Division and General Services initiated a search for space with the goal of identifying suitable space to meet the Division's current and anticipated demand for services, reducing rent to market levels, and modernizing the appearance of the offices. The resulting county-wide search did not reveal a suitable alternative to the current location.

In January of 2016, 8,183 sf of space adjacent to the Division's premises at 3725 Westwind Blvd, became available, creating the opportunity for the Division to meet space and client demands by expanding in its current building rather than relocating. The benefit to the Division is the opportunity to save the Division the cost and disruption of moving. The benefit to the public is the Division being able to retain a long term presence at a site its client base is familiar with, an improvement in the Division's efficiency in providing services to the public by having all its operations under one roof, improved lobby access for Division clients, and a cleaner, more attractive environment for the public to visit.

The General Services' staff has negotiated the Amendment to the Lease to extend the base term through May 31, 2027. In addition, the Amendment provides the Division two (2) five (5) year extension options, expansion of the Premises to 32,347 sf through the absorption of the vacated adjacent space, reduction of rent to \$1.90/square foot from \$2.43/square foot, reduction of annual rent escalations from 4% to 3%, and commitment from the Landlord to provide approximately \$1,000,000 in Tenant Improvements to the premises.

If this Amendment is not approved the Division will recommence its search for suitable space. While this search is underway the Division will retain occupancy of the premises on a "hold over" basis, subject to termination on 90 days' notice. Additionally, as a "hold over" tenant rent will increase from \$58,719 per month (\$2.43/square foot/month) to \$64,590 per month (\$2.67/square foot/month). And we would stand a chance of losing the 8,183 sf of "overflow" space.

Your approval of the proposed Amendment will allow the Division uninterrupted operations for up to twenty (20) years at its current site, increase operational efficiency by providing the Division with the expansion space it needs to consolidate operations and allow for future growth, reduce Division expenses through a 22% reduction in its rental rate per square foot and a reduction of annual rent escalations from 4% to 3%, and provide the Division with approximately \$1,000,000 in Tenant Improvements to upgrade and improve the Premises.

Amendment. The proposed Amendment to the Lease Agreement between Gilmore Development Properties, Inc. as Landlord and the County of Sonoma, as Tenant contains the following key provisions:

1. Extend the Lease Expiration Date from May 31, 2017 to May 31, 2027.
2. Provide the County two (2) options that each extend the term an additional five (5) years, enabling the County to maintain control of the Premises through May 31, 2037. Each extension option is subject to written notice by the County at least 180 days prior to the end of the then current term.
3. Expansion of the Premises from 24,164 sf at 3725 Westwind Blvd. (plus 4,985 square feet at 3645 Westwind Blvd, for a combined total of 29,149 square feet) to 32,347 sf through the absorption of 8,183 sf of adjacent space, providing the Division occupancy of the entire first floor of the Building.
4. Reduction of rent per square foot from \$2.43/square foot to \$1.90/square foot, and the reduction of annual rent escalations from the current 4% to 3% over the previous year's annual rent.
5. The Landlord will provide at the Landlord's sole cost and expense approximately \$1,000,000 in Tenant Improvements. TIs will include complete build-out of the 8,183 sf of Expansion Space as well as improvements to the Existing Premises, the Building common areas, general site improvements and parking improvements. In addition the Landlord will be required to make cosmetic improvements to the Premises at the beginning of each Option Term.
6. The Amendment maintains the County's right to terminate the Lease Agreement at any time with three hundred (300) days' written notice if termination is due to non-appropriation of funds ("Non-appropriation of Funds").

County staff, with input from real estate brokerages, determined that the negotiated rent, lease terms and Landlord's Tenant Improvements contribution represent an acceptable fair market rental rate for the location and is consistent with rates and lease terms of other office tenants in the area.

The closest office lease comparable in size and proximity is a lease amendment executed by the County in November 2015 to extend an existing lease totaling 21,397 square feet, consisting of 15,197 square feet of office space and 6,200 square feet of warehouse space, located in the Airport Business Center at 133 Aviation Blvd, Santa Rosa. The Agricultural Commissioner and UCCE share the space.

The rent for 133 Aviation Blvd, effective 12/1/16, is \$1.81 per square foot/month plus the cost of utilities and janitorial. If we add an estimated cost of janitorial of \$.05 per square foot/month, the cost for 133 Aviation Blvd would be \$1.86 per square foot per month plus utilities, versus \$1.90 per square foot/month plus utilities for the proposed 3725 Westwind Blvd lease extension commencing 6/1/17.

The proposed lease extension at 3725 Westwind Blvd offers a higher market value for the rent paid than the executed lease extension at 133 Aviation Blvd for two reasons: The premises at 3725 Westwind Blvd will be built out as 100% Class A office space while the premises at 133 Aviation includes 29% warehouse space that has a lower market value than office space. In addition, the proposed lease extension at 3725 Westwind includes approximately \$1,000,000 tenant improvements to be constructed and paid for by the landlord, while the executed lease extension at 133 Aviation Blvd included only new carpet and paint paid for by the landlord.

According to Keegan & Coppin’s Office Vacancy Reports, the office vacancy rate in the Airport Area has dropped from 10.6% in Q4 2015 to 9.4% in Q3 2016, and that it has the lowest office vacancy rate of any geographic area Keegan & Coppin tracks in Sonoma County.

Project Costs and Construction Schedule. The total project cost of the Amendment to the Lease at 3725 Westwind Blvd is estimated at \$164,153, consisting of \$160,000 for relocating 20 employees into the Expanded Premises and \$4,153 installation of Audio Visual equipment. The County will continue to pay utilities separately to the Landlord per the terms and conditions of the existing Lease Agreement, with estimated monthly payments of \$6,145 (\$.19/square foot).

Proposed Letter Agreement. To expedite construction and facilitate efforts to have the Premises ready as early as possible for the Program, the Board on December 13, 2016 authorized the General Services Director to execute a Letter Agreement whereby the Landlord will proceed with construction drawings and permit applications during the public noticing period required by the California Government Code, provided the County guarantees reimbursement of these costs, in an amount not to exceed \$30,000, should the Board of Supervisors not approve the proposed Lease on or before January 31, 2017. In the event the County executes the proposed Lease on or before January 31, 2017, the County will have no obligation to reimburse Landlord for these costs as they are a landlord responsibility under the proposed Lease. The letter-agreement is proposed and endorsed by the occupying Department as a means to attain the targeted occupancy date of June 1, 2017. Please see Attachment 2 for a copy of the proposed letter-agreement.

Regulatory Conformance. The project conforms with all regulatory requirements.

Procedural Authority. Government Code Section 25350 requires two (2) Board actions, which includes publication of a notice of intent for three (3) consecutive weeks, for an agreement where County is tenant, the lease agreement is valued at more than \$50,000, and the term is greater than three (3) years. The notice of intent for this transaction has been published for the required period pursuant to the Board’s action of December 13, 2016.

Prior Board Actions:

- 10/10/06 – Declare intent to enter into a Lease with Gilmore Development Properties, Inc.
- 12/05/06 – Authorize General Services Director to execute Lease.
- 12/13/16 – Declare intent to execute an Amendment to the existing Lease Agreement.
- 12/13/16 – Authorize General Services Director to execute Letter Agreement that provides County guarantee of reimbursement to Landlord of architecture and permitting costs in an amount not to exceed \$30,000.

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

The Amendment, along with the resultant extension and expansion of the Human Services Department’s Adult and Aging Division’s lease term and premises in Building Y at 3725 Westwind Blvd, will support the human service needs of the residents of Sonoma County by maintaining the Division’s uninterrupted operations.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$67,605	\$813,291	\$837,690
Additional Appropriation Requested			
Total Expenditures	\$67,605	\$813,291	\$837,690
Funding Sources			
General Fund/WA GF			
State/Federal	\$67,605	\$813,291	\$837,690
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$67,605	\$813,291	\$837,690
Narrative Explanation of Fiscal Impacts: Rent and utility impacts for FY 16-17 is included in the Human Services Department budget, and rent and utility impacts for FY 17-18 and FY 18-19 will be included in the Human Services Department 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:			
Attachment 1: Letter Agreement Attachment 2: Amendment to Lease Agreement between Gilmore Development Properties, Inc. as Landlord and the County of Sonoma as Tenant			
Related Items "On File" with the Clerk of the Board:			
Lease between Gilmore Development Properties, Inc. as Landlord and the County of Sonoma as Tenant			



SONOMA COUNTY
GENERAL SERVICES DEPARTMENT

CAROLINE JUDY
DIRECTOR

ADMINISTRATIVE SERVICES • ENERGY & SUSTAINABILITY • FACILITIES DEVELOPMENT & MANAGEMENT • FLEET OPERATIONS • PURCHASING

VIA Certified Mail, Return Receipt Request, and Email

November 10, 2016

Gilmore Development Properties, Inc.
Attn: Roger Mackenzie, President
Mackenzie & Albritton, LLP
220 Sansome Street, 14th Floor
San Francisco, CA 94104

Re: Proposed Lease Amendment ("Amendment") to an existing Lease Agreement between GILMORE DEVELOPMENT PROPERTIES, INC., a California corporation ("Landlord"), and the COUNTY OF SONOMA, a political subdivision of the State of California ("Tenant") for the premises located on the first floor of 3725 Westwind Boulevard, Santa Rosa, CA ("Premises")

Dear Mr. Mackenzie,

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

This guarantee is subject to the following conditions:

- (1) In the event the Lease is executed by County on or before January 31, 2017, then this guarantee shall be of no force or effect, and County shall not be required to reimburse Landlord for any costs.
- (2) In the event the Lease is not executed by County on or before January 31, 2017, then County shall reimburse Landlord for actual costs incurred in preparing architectural design development and construction drawings based on the preliminary space plan attached to the Lease; provided, however, that in no event shall County be required to reimburse Landlord in an amount greater than Thirty Thousand and No/100 Dollars (\$30,000.00), nor shall County be required to reimburse Landlord for any costs incurred after January 31, 2017.
- (3) In the event the Lease is executed by County after January 31, 2017, then Landlord shall refund any monies received from County hereunder within thirty (30) days of the execution date of the Lease.

November 10, 2016

SONOMA COUNTY
GENERAL SERVICES DEPARTMENT



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

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

Very truly yours,

Caroline Judy, Director
General Services Department
County of Sonoma

California

“Landlord”: Gilmore Development Properties, Inc., a corporation

By: Roger D. Mackenzie
 Name: ROGER D. MACKENZIE
 Title: Pres.
 Date: 11/11/16

of the State of

“County”: County of Sonoma, a political subdivision
California

By: _____
 Caroline Judy, Director
 General Services Department

Date: _____

- C: Karen Fies
- Carl Vanden Heuvel
- Steve Fischer
- Marc McDonald
- Peter O’Brien

FIRST AMENDMENT TO LEASE

This First Amendment ("First Amendment"), dated as of _____, 2016 ("Effective Date") is by and between **GILMORE DEVELOPMENT PROPERTIES, INC.**, a California corporation ("Landlord"), and the **COUNTY OF SONOMA**, a political subdivision of the State of California ("Tenant"). All initially capitalized terms used herein shall, unless otherwise defined, have the respective defined meanings stated in the Lease, meaning ascribed to those terms in the Lease (as defined below). Landlord and Tenant are sometimes collectively referred to herein as the "parties" and singularly, a "party."

RECITALS

WHEREAS, Landlord and Tenant entered into that certain Lease dated December 5, 2006 ("Original Lease") for premises located at 3725 Westwind Boulevard, Building Y, Santa Rosa, California, ("Original Premises") for an initial term of ten (10) years commencing May 21, 2007 and expiring May 31, 2017; and

WHEREAS, by letter dated September 19, 2007, Landlord amended the Original Lease in order to redefine the Rentable Area of the Premises as 24,164 square feet; and

WHEREAS, by letter dated April 17, 2008, Landlord amended the Original Lease, in order to redefine the monthly Rent effective May 1, 2008 through May 20, 2009; and

WHEREAS, by letter dated October 20, 2008, Tenant amended the Original Lease in order to redefine the monthly Rent based on the amended Rentable Area of the Premises; and

WHEREAS, by Letter dated March 31, 2009, Tenant amended the Original Lease to redefine the monthly rental adjustments for the Original Lease for the Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth and Tenth Lease Years based on the confirmed Rentable Area of the Premises; and

WHEREAS, the Original Premises as redefined pursuant to the above amendments, shall hereafter be referred to as the Existing Premises; and

WHEREAS, Landlord and Tenant desire to further amend the Original Lease in order to: (i) acknowledge Tenant's continued occupancy of the twenty-four thousand one hundred sixty-four (24,164) square feet of Rentable Area of the Existing Premises pursuant to the terms and conditions of the Original Lease, through the commencement date of this First Amendment; (ii) expand the premises of the Original Lease; (iii) complete modifications to the site parking area; (iv) extend the Original Lease for an additional term of ten (10) years; (v) provide for additional option(s) to extend the Lease term; (vi) specify rental payments and rental adjustments; (vii) provide for certain tenant improvements, modifications and repairs to the Existing Premises, the Expanded Premises, the Building common area, and parking area of the Real Property; (viii) provide for amendments to Tenant's rights to terminate the Lease; (ix) redefine and expand Tenant's

parking rights; and (x) provide for certain other terms and conditions as hereafter set forth.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to amend the Lease as follows:

A G R E E M E N T

1. The foregoing Recitals are true and correct.
2. Effective as of the Effective Date of this First Amendment, the Lease is modified as follows:

A. The Lease Term is currently scheduled to expire on May 31, 2017 ("Lease Expiration Date"). As of the date of this First Amendment, the Lease Term is extended to May 31, 2027 ("Revised Lease Expiration Date") and, unless terminated earlier under the terms of the Lease, will expire on the Revised Lease Expiration Date. The period of time beginning on the day following the Lease Expiration Date and continuing through the Revised Lease Expiration Date is the "Extended Term".

B. Section 1.1 of the Lease is hereby deleted and replaced with the following Section 1.1:

"1.1 Lease of Premises. Landlord leases to Tenant and Tenant leases from Landlord those certain Premises described in Exhibit A attached hereto ("Premises"), which are located on the first floor in the building commonly known as Building Y of Westwind Business Park located at 3725 Westwind Boulevard, Santa Rosa, California, 95403-1005, and also known as a portion of Assessor's Parcel No. 059-370-025, located in the unincorporated area of the County of Sonoma ("Building"). Subject to verification as provided in Section 1.4.2, the Rentable Area (as defined in Section 1.4) and Usable Area (as defined in Section 1.4) of the Premises are thirty-two thousand three hundred forty-seven (32,347) square feet and twenty-eight thousand eight hundred forty-two (28,842) square feet, respectively, while the Rentable Area of the Building is approximately sixty-eight thousand seven hundred eighty-two (68,782) square feet. The Building, the areas servicing the Building (including any adjacent parking structure and parking area), and the land on which the Building and those areas are located (as shown on the site plan attached to this Lease as Exhibit B) are sometimes collectively referred to as the "Real Property".

1.1.1 Existing Premises. The Rentable Area of the Premises of the Original Lease is 24,164 square feet of space on the first floor of the Building ("Existing Premises").

1.1.2 Expanded Premises. The Rentable Area of the Premises of the Original Lease is expanded to include 8,183 Rentable square feet (Usable Area of 7,267 square feet with a load factor of 12.6%) contiguous to the Existing Premises on the first floor of the Building ("Expanded Premises")."

C. Section 1.3 of the Lease is hereby deleted and replaced with the following Section 1.3:

"1.3 Preparation of Premises. Tenant improvements shall be provided on a turn-key basis subject to mutually agreed upon architectural plans and construction documents prepared by Landlord's architect. Landlord shall complete the demolition, improvements, repairs and modifications to the Premises at Landlord's sole cost and expense based on the following preliminary plans: (i) Improvements/Modifications to Existing and Expanded Premises described in **Exhibit C** attached hereto; (ii) First Level Floor Plan and Finish Plan for Existing Premises described in **Exhibit C-1** attached hereto; (iii) Demolition for Proposed Sonoma County Human Services Tenant Improvements described in **Exhibit D** attached hereto; (iv) Preliminary Space Plan-Option 5 described in **Exhibit E** attached hereto; and (v) Site Plan and Area of Work described in **Exhibit F** attached hereto. All work in the Existing Premises shall be completed by Landlord during Tenant's non-business hours of 7:00 a.m.-6:00 p.m. Monday through Friday and Saturday 9:00 a.m.-1:00 p.m., with exception of County-recognized holidays, unless otherwise agreed to in writing by the parties. Landlord's architect shall provide final construction drawings and a complete design and construction schedule from the estimated Commencement Date through final certificate of occupancy of the Expanded Premises. Tenant shall be responsible for the costs for Landlord to install Tenant's AV equipment (approximately \$4,153.00) and the cost to install two (2) EV chargers (approximately \$13,000.00). Landlord shall comply with the applicable provisions of California Labor Code Sections 1720.2 and 1770 et seq., regarding general prevailing wages. Landlord shall coordinate the scheduling of the work of improvement described in Exhibits C through F of this Section 1.3 with Tenant's Facilities Manager."

D. Section 1.5 of the Lease is hereby deleted in its entirety.

E. Section 1.6 of the Lease is hereby deleted in its entirety.

F. Section 2.2 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.2 and Section 2.2.1:

"2.2 Commencement Date. The term of this Extended Term shall commence on June 1, 2017. ("Commencement Date"). Tenant shall continue uninterrupted occupancy of the Existing Premises pursuant to the terms of the Original Lease until expiration of the Original Lease Term on May 31, 2017. Occupancy and use of the Expanded Premises by Tenant shall commence on the earlier of the following dates: (a) May 1, 2017; or (b) completion of the Tenant Improvements and modifications for the Existing Premises, Expanded Premises, the Building common areas and site modifications pursuant to **Exhibit C**, **Exhibit C-1**, **Exhibit D**, **Exhibit E**, and **Exhibit F**, attached hereto, issuance of a final certificate of occupancy by Landlord for the Expanded Premises, and expiration of the Fixturization Period described below.

2.2.1 Fixturization Period. Tenant shall have the right to access the Expanded Premises for a period of thirty (30) calendar days, at no charge to Tenant, to install furniture, fixtures and equipment ("FF&E") commencing on the substantial completion of Landlord's work and delivery of the Expanded Premises to Tenant. Upon the determination of the Commencement Date, Landlord and Tenant shall

execute a written acknowledgement of the Commencement Date and attach it to this Lease Amendment.”

G. Section 2.5 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.5:

“2.5. Option to Extend Term. Landlord grants to Tenant two (2) options to extend the Extended Term (the “Extension Options”, each an “Extension Option”, collectively the “Option Terms”), for a period of five (5) years each, subject to the terms described in this Section 2.5.”

H. Section 2.5.1 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.5.1.

“2.5.1 Conditions of Option. An Extension Option may be exercised only by written notice delivered by Tenant to Landlord as provided in Section 2.5.3 and only if, as of the date of delivery of the notice, Tenant is not in material default under the Lease after the expiration of any applicable cure periods. If Tenant properly exercises an Extension Option, the Extended Term, as it applies to the entire Premises then leased by Tenant, shall be extended for the Option Term. If Tenant properly exercises the first Extension Option, Landlord shall, if requested by Tenant, prior to the commencement of the first Extension Option, repaint the Premises and install new carpeting throughout the Premises and first floor common area of the Building, during non-business hours, in a manner reasonably acceptable to Tenant. Cost for furniture lift and relocation necessary for the installation of new carpet shall be included and performed at Landlord’s sole cost and expense.”

I. Section 2.5.2.1 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.5.2.1:

“2.5.2.1 First Option Term. The rent payable by Tenant during the first Option Term shall be equal to the Fair Market Rental Value of the Premises as of the commencement of the first Option Term. For purposes of this Section 2.5.2.1, Fair Market Rental Value of the Premises shall be the rental rate, including all escalations, at which tenants lease comparable space as of the commencement of the first Option Term. For this purpose “comparable space” shall be office space that is: (a) not subleased; (b) not subject to another tenant’s expansion rights; (c) not leased to a tenant that holds an ownership interest in the landlord; (d) not leased to a tenant under a renewal or an extension of a lease; (e) comparable in size, location, and quality to the Premises; (f) leased for a term comparable to the first Option Term; and (g) located in comparable buildings.”

J. Section 2.6.1 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.6.1:

“2.6.1 Non-appropriation of Funds. Tenant may terminate this Lease, in accordance with Section 2.6.3 with respect to all or part of the Premises upon three hundred (300) days prior written notice to Landlord (“Termination Notice”) on the happening of any one or more of the following events: (a) the County Board of

Supervisors fails to appropriate sufficient funds for the rental of the Real Property covered by this Lease; (b) the County Board of Supervisors discontinues, in whole or in part, the program or agency for which the Premises were leased; or (c) the funding, whether County, State or Federal, for the program or agency for which the Premises were leased is reduced or withdrawn.”

K. Section 2.6.2 of the Lease is hereby deleted in its entirety.

L. Section 2.6.3.1 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.6.3.1:

“2.6.3.1 Exercise of Termination Right. The Premises subject to any Termination Notice shall be referred to as the “Canceled Premises”. The termination shall be effective as of three hundred (300) days, in the case of termination under Section 2.6.1 after Tenant delivers the Termination Notice to Landlord (“Lease Termination Date”). Tenant’s delivery of the Termination Notice to Landlord shall be accompanied by an amount equal to the Lease Termination Fee, as defined in Section 2.6.3.2.”

M. Section 2.6.3.2 of the Lease is hereby deleted in its entirety and replaced with the following Section 2.6.3.2:

“2.6.3.2 Lease Termination Fee. Before giving the Termination Notice, Tenant shall give Landlord a preliminary notice in writing stating Tenant’s intention to exercise the right to terminate and the proposed Lease Termination Date. Within thirty (30) days after receiving the preliminary notice from Tenant, Landlord shall notify Tenant of the amount of the Lease Termination Fee based on the appropriate Lease Termination Date set forth in Tenant’s notice. In the event Tenant terminates this Lease pursuant to Section 2.6.1, the Lease Termination Fee shall be equal to the unamortized costs of the new tenant improvements and modifications and commission costs for the Extended Term. For the purposes of this calculation, the rent reduction herein and all other improvement and commission costs shall be amortized over the ten-year period from the Commencement Date (June 1, 2017, the effective date of the rent reduction for the Existing Premises) to the expiration date of the Extended Term (May 31, 2027) at an interest rate of SIX PERCENT (6.0%) per year.”

N. Section 2.6.3.2.1 of the Lease is hereby deleted in its entirety.

O. Section 4.1 of the Lease is hereby deleted in its entirety and replaced with the following Section 4.1, Section 4.1.1 and Section 4.1.2:

“4.1 Definition of Rent-Limited Setoff. Tenant shall pay to Landlord rent (“Rent”) in equal monthly installments of Sixty-One Thousand Four Hundred Fifty-Nine and 30/100 Dollars (\$61,459.30) (\$1.90 per sq. ft. per month of the Rentable Area of the Premises), in advance on or before the first day of every calendar month during the Extended Term, without any setoff or deduction except as provided in Section 4.1.1, below, Section 5.1 and Section 20.2. Payment shall be made at the address set forth in Section 19.4 or at any other place that Landlord may from time to time designate in writing.

4.1.1 Rent-Existing Premises. The rent for the Existing Premises shall remain unchanged from the current rent paid by Tenant. Tenant shall pay to Landlord in equal monthly installments of Fifty-Eight Thousand Eight Hundred Twenty-Six and 62/100 Dollars) (\$58,826.62) (\$2.43 per sq. ft. per month of the Rentable Area of the Existing Premises, net of utilities) through May 31, 2017. The rent for the Existing Premises shall be reduced to equal monthly installments of Forty-Five Thousand Nine Hundred Eleven and 60/100 Dollars (\$45,911.60) (\$1.90 per sq. ft. per month of the Rentable Area of the Existing Premises, net of utilities), beginning June 1, 2017, the Commencement Date of the Extended Term.

4.1.2 Rent-Expanded Premises. Tenant shall pay to Landlord in equal monthly installments of Fifteen Thousand Five Hundred Forty-Seven and 70/100 Dollars (\$15,547.70) (\$1.90 per sq. ft. per month of the Rentable Area of the Expanded Premises, net of utilities), as of the Commencement Date of the Expanded Premises defined in Section 2.2."

Section 4.3 of the Lease shall be deleted in its entirety and replaced with the following Section 4.3:

"4.3 Rental Adjustments. Rent shall be increased on the first anniversary of the Commencement Date of the Extended Term and on each subsequent anniversary through May 31, 2027 by THREE PERCENT (3.0%) per year."

P. Article 8 of the Lease is hereby deleted in its entirety and replaced with the following ARTICLE 8:

"ARTICLE 8
PARKING

Included in Tenant's rental herein is the right of Tenant's employees, contractors, agents, customers and invitees to have the right to use free from charge four (4) parking spaces for each one thousand (1,000) square feet of Rentable Area of the Premises in the parking area associated with the Building. Tenant shall have the right to require Landlord to appropriately designate a total of eighteen (18) of the spaces as reserved for Tenant. In addition to the four (4) regular ADA spaces located in the rear parking area and four (4) regular ADA spaces located in the front parking area associated with the Building, Landlord shall complete site and parking area improvements per Exhibit F, attached hereto, to provide a total of ten (10) regular ADA parking spaces located at the front of the Building. In addition to the regular ADA parking spaces, Landlord shall also designate one (1) regular ADA parking space and one (1) van accessible ADA parking space in those spaces located closest to the Building in the rear parking lot. In no event shall Landlord reserve any other parking spaces on the Real Property (including for other tenants, licenses or occupants of the Building or the tenants, licenses or for occupants of other buildings or other properties) without the prior written consent of Tenant. In the event Landlord installs a system of charging for parking in the parking area, Landlord shall establish and make available to Tenant no charge validations issued to Tenant's customers and invitees for the use of such parking to the extent of said parking spaces in the parking area. Landlord represents and warrants and Tenant understands

and acknowledges that there are two hundred eighty (280) parking spaces in the parking area associated with the Building.”

3. Brokers. Jeffrey Wilmore and Dave Peterson of Keegan & Coppin Company, Inc. ONCOR International (“Broker”) represent the Landlord in connection with the negotiations for this Lease transaction, and Ron Crocker and Lyn Crocker of Mason McDuffie Commercial Real Estate (“Broker”), represent the Tenant. Upon execution of this Lease Amendment Landlord shall be responsible to pay 100% of the commission due to the Brokers per a separate agreement. In the event that any other broker or finder perfects a claim for a commission or finder’s fee based upon any such contract, dealing or communication, the party through whom the broker or finder makes his or her claim shall be responsible for said commission or fee and all costs and expenses (including reasonable attorneys’ fees) incurred by the other party in defending against the same.

4. Effectiveness of Lease. Except to the extent the Lease is explicitly modified by this First Amendment, the Lease, together with exhibits is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be constructed to modify, invalidate or otherwise affect any provision of the Lease or any right of Tenant arising thereunder.

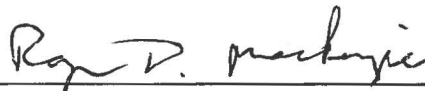
5. This First Amendment shall be governed by and construed under the internal laws of the State of California, and any action to enforce the terms of this Third Amendment or for the breach thereof shall be brought and tried in the County of Sonoma.

LANDLORD AND TENANT HAVE CAREFULLY READ AND REVIEWED THIS FIRST AMENDMENT AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS FIRST AMENDMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

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

"LANDLORD":

GILMORE DEVELOPMENT PROPERTIES INC.,
a California corporation

By: 
Roger Mackenzie, President

"TENANT":

COUNTY OF SONOMA, a political subdivision
of the State of California

By:

Caroline Judy, Director
General Services Department

The General Services Director is authorized to sign this First Amendment pursuant to the Board of Supervisor's Summary Action dated _____, 2016.

APPROVED AS TO FORM FOR TENANT:

Elizabeth Coleman
Deputy County Counsel

APPROVED AS TO SUBSTANCE FOR TENANT:

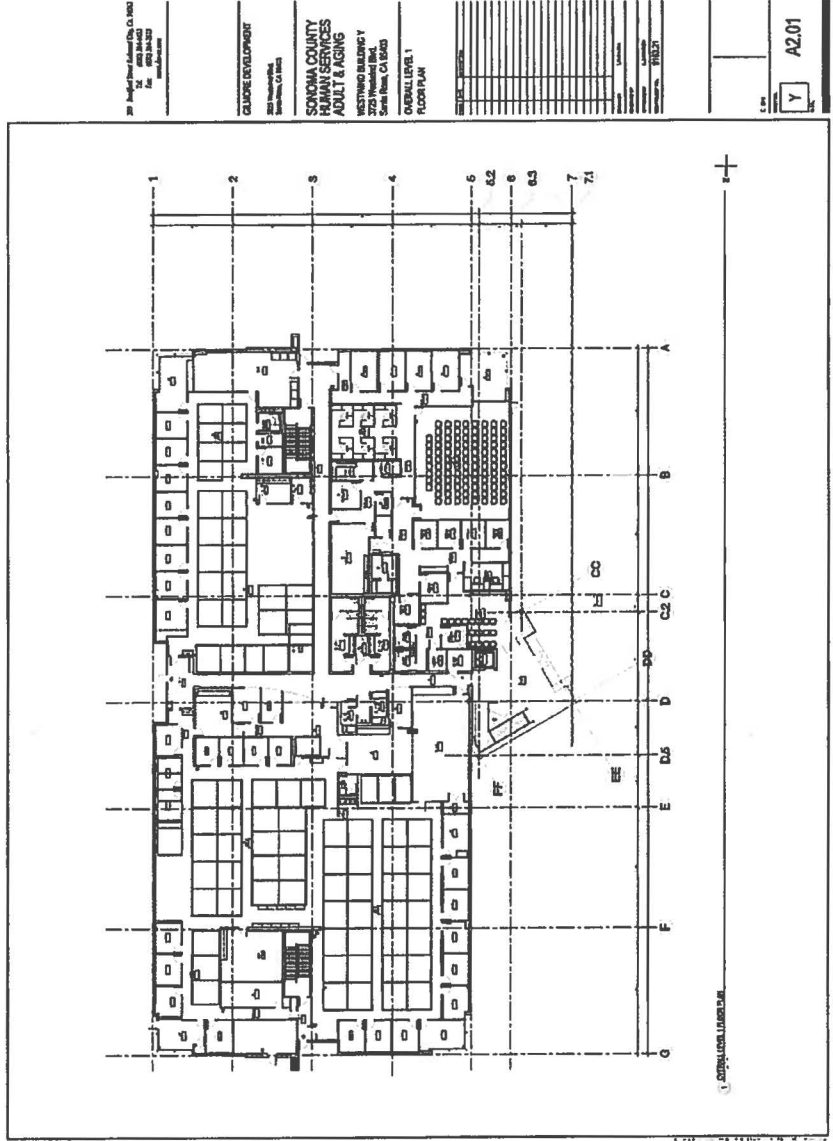
Karen Fies, Director
Human Services Department

Marc McDonald
Real Estate Manager

EXHIBIT A

3725 Westwind Boulevard

Premises



RDM

EXHIBIT B

Site Plan

Building Y

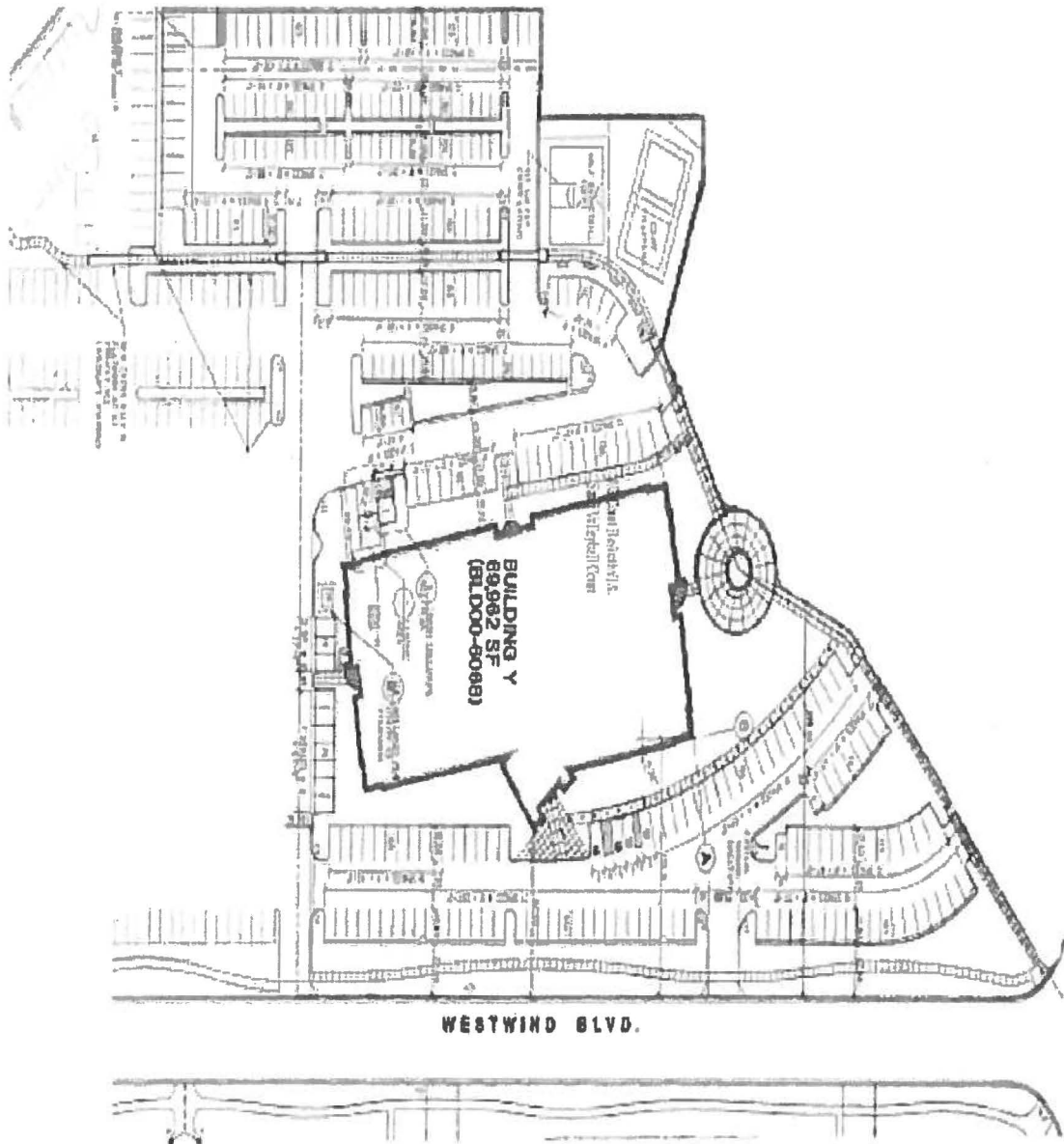


EXHIBIT C
3725 Westwind Boulevard
Improvements/Modifications to Existing and Expanded Premises

Paint

1. All conference room interiors
2. Hallway wall from Carnelian to Office 113
3. Exterior wall outside Office 116
4. Hallway wall from Williamson to Office 125
5. Hallway from Williamson to the 117 corridor (south entrance)
6. Hallway walls (both sides) from Office 134 to northwest corridor entrance
7. All of Office 140
8. All of Office 141
9. All of reception area (Room 101)
10. Exterior wall of office 146 that faces the employee entrance
11. All of north suite break room (Room 156)
12. All of Office 160 (copy area)
13. Employee side wall from Office 161 to the corner

Miscellaneous

14. Install an Insta-hot in Room 128 (south side coffee break area).
15. Replace linoleum in break room 156.
16. Corner guards all around.
17. Install chair rails in conference rooms; Carnelian, Topaz, Amethyst, Lobby, and Office 151.
18. Deep clean cabinets, counter tops, walls and floor in both break areas.
19. Install new solid core door at existing entrance to reception area.*

Building Y Common Area Upgrades

1. Replace carpet and repaint all first floor common areas.**
2. Repaint first floor core restrooms and showers.
3. Replace plastic laminate lavatory counters in first floor core restrooms.

Additional Improvements included at no additional cost to Tenant (Items # 1 through #7 of Landlord's proposal)

1. Additional bathrooms on the interior of the Premises
2. Electric vehicle chargers
3. Additional ADA parking stalls and walkways
4. Exterior door from the Premises to the exterior
5. Sound insulation in the walls
6. Install Tenant-provided AV system

* Represents an addition to Exhibit A-1

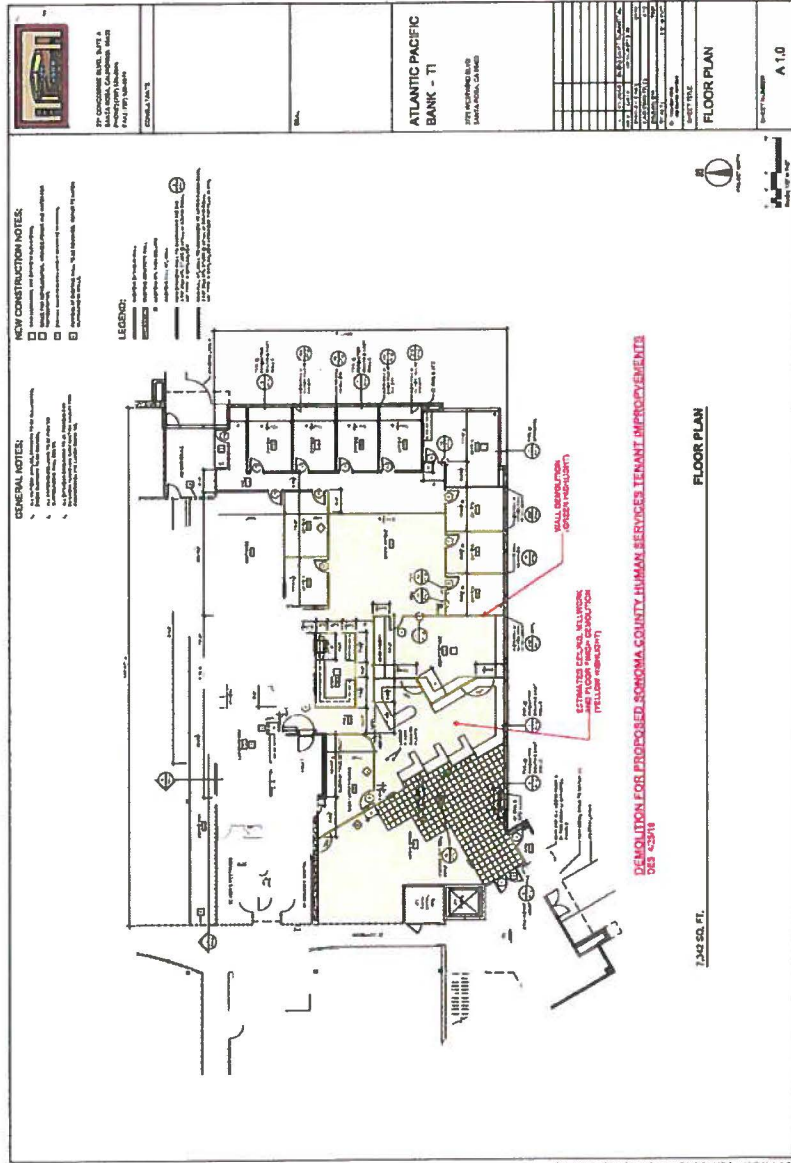
** Represents an amendment to Exhibit A-1

All work in the Existing Premises will be completed by Landlord during Tenant's non-business hours, including week-ends.

EXHIBIT D

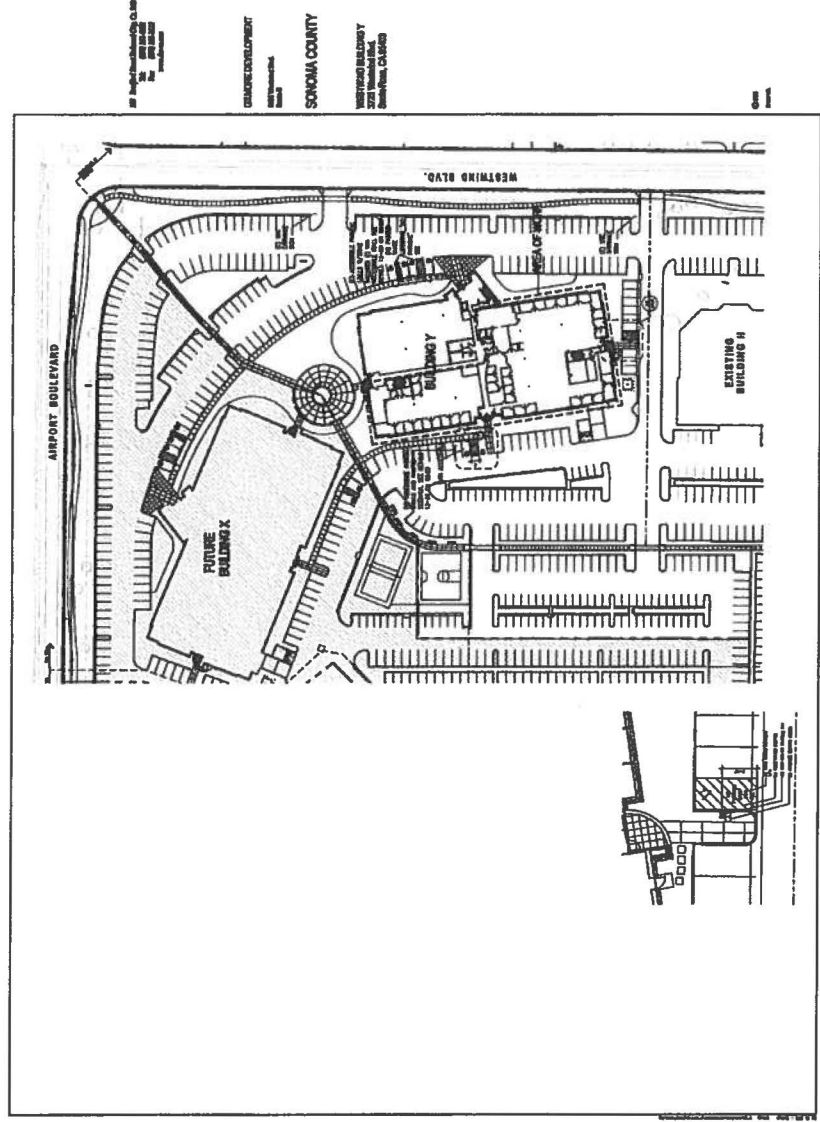
3725 Westwind Boulevard

Expanded Premises Demolition Plan



RDM

EXHIBIT F
3725 Westwind Boulevard
Planned Improvements to Site





County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors of the County of Sonoma, Board of Directors of the Sonoma County Water Agency, Board of Commissioners of the Community Development Commission, Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, and Board of Directors of the Northern California Air Pollution Control District

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services and Human Resources Department

Staff Name and Phone Number:

Dan Taylor, 565-4416
David Phillips, 565-2147

Supervisorial District(s):

Countywide

Title: Miscellaneous Classification & Compensation—Medical Therapy Program

Recommended Actions:

Adopt a Concurrent Resolution amending Salary Resolution 95-0926, Appendix A – Salary Tables, to establish the new classification and salary of Medical Therapy Program Manager, effective January 10, 2017.

Adopt a Concurrent Resolution amending Memorandum of Understanding between the County and SEIU - Local 1021, Appendix A - Salary Table Scales, to establish the new classification and salary of Supervising Pediatric Therapist, and abolish the classification of Chief Therapist-Children's Therapy Program, effective January 10, 2017.

Adopt a Resolution amending the position allocation list of the Department of Health Services to add 2.0 full-time equivalent Supervising Pediatric Therapist and 1.0 full-time equivalent Medical Therapy Program Manager, effective January 10, 2017.

Executive Summary:

California Children's Services (CCS) is a state mandated program within the Department of Health Services (DHS) ensuring that low income children with complex medical conditions receive appropriate medical and therapy services. CCS provides comprehensive medical case management and care coordination services and operates a Medical Therapy Program (MTP). The MTP provides needed specialized physical and occupational therapy services at three locations across the county. DHS asked Human Resources (HR) to determine the classification(s) needed to comply with state licensing mandates and to provide an appropriate span of control. Based on its evaluation, HR found that establishing a Medical Therapy Program Manager classification and a Supervising Pediatric Therapist classification would be most appropriate for the MTP's operational and compliance needs.

Discussion:

CSS MTP services are provided by Occupational and Physical Therapists specialized in the needs of children with musculoskeletal conditions. It is not uncommon for these children to receive therapy services on a weekly basis for many years as they slowly learn to move their bodies to gain as much function and range of motion as possible. DHS now has two main Medical Therapy Units (MTU's) located on Rancho Los Guilicos Road in Valley of the Moon and in Petaluma and one satellite unit in central Santa Rosa.

In 2007, state Children's Medical Services (CMS), a branch of the California Department of Health Care Services, did a Caseload Review recommending that the County develop supervisory positions that could assist in the daily oversight of the therapy sites. Additionally, due to the County's caseload of over 300 children, state CMS also recommended that DHS plan for an additional main MTU. The additional site allows for medical therapy conferences where an interdisciplinary team of physicians, therapists, school personnel, and other agencies involved in the care of the child and family meet to review case progress and establish new objectives.

The Program's current structure poses both an operational and a compliance challenge. The MTU's are currently overseen by a single Chief Therapist – Children's Therapy Program position that is responsible for both daily staff oversight and overall program planning and coordination. Additionally, the Chief Therapist class serves as the designated, state mandated "Chief Therapist."

The Chief Therapist directly supervises a total of 22 regular positions consisting of:

- 16 licensed Occupational and Physical Therapists,
- 1 Supervising Public Health Nurse,
- 2 Public Health Aides,
- 1 Public Health Assistant,
- 1 Medical Secretary, and
- 1 Office Assistant.

This span of control, of one supervisor to 22+ individuals, does not provide an appropriate level of staff supervision, support, and oversight to ensure effective and efficient day-to-day operations. Further, it does not allow for managerial-level program planning, development, and outreach. Therefore, HR found that the single Chief Therapist position classification needs to be replaced.

Instead, HR determined that both a supervisory and a management level classification should be established to ensure appropriate levels of oversight for the MTP. First, the Supervising Pediatric Therapist is a licensed classification responsible for the MTP's first line clinical and administrative supervision. DHS has determined that two Supervising Pediatric Therapist positions are needed to ensure an appropriate span of control for staff at MTP sites. Second, the new licensed management classification of Medical Therapy Program Manager is to be responsible for overall program oversight, including planning, policy development, budget development and management, and collaboration with community partners. From a compliance standpoint, the Medical Therapy Program Manager is the appropriate position to carry this Chief Therapist designation.

HR and SEIU met and conferred over the impacts of the study and the specification for the Supervising Pediatric Therapist classification. In accordance with HR's recommendation, the Civil Service Commission adopted the new classifications of Supervising Pediatric Therapist and Medical Therapy

Program Manager and approved the promotion of the Chief Therapist incumbent to Medical Therapy Program Manager pursuant to Civil Service Rule 3.3B at its May 5, 2016, meeting.

Bargaining Unit Determinations:

Pursuant to the County's Employee Relations Policy, HR determined that the new classification of Supervising Pediatric Therapist be allocated to SEIU, Bargaining Unit 95-Supervisory and that the new classification of Medical Therapy Program Manager be allocated to Unrepresented Administrative Management 50.

The County Administrator's Office and Department of Health Services concur with HR's recommendations.

Salary Recommendations:

HR determined that the salary for the new Supervising Pediatric Therapist classification could be set based on the external matches, resulting in a 11.56% differential between the journey level, Physical Therapist II – Children's Therapy Program (\$7,300 top monthly step), and the new supervisory level. However, HR has concerns about setting the salary based solely on the external market due to the fact that the differential could change over time as the journey and supervisory level classes are in different bargaining units which are surveyed independently. Therefore, HR looked at internal equity to determine an appropriate differential, and based on similar supervisory classes in DHS, determined that a 14% differential between Supervising Pediatric Therapist and the journey level of the series would be most appropriate.

HR, DHS management, and SEIU participated in several meet and confer sessions, and during this process SEIU proposed a higher salary for the Supervising Pediatric Therapist. At the final meet and confer HR disagreed with SEIU's proposal, and the two sides were unable to reach an acceptable agreement. The County believes it has fulfilled its obligation to meet and confer in good faith for the new classifications, in accordance with the current MOU between SEIU and the County. While SEIU is not in agreement with HR's salary recommendation, HR recommends the salary of this new classification be adopted regardless of any future actions.

For the Medical Therapy Program Manager classification's salary, HR reviewed market data from the standard County comparators and found that only three have a licensed managerial classification above that equivalent to the Supervising Therapist (Marin, Contra Costa, and Alameda Counties). Since three matches is insufficient to set salary externally, HR looked at internal equity considerations and compensable factors to determine the appropriate differential between this new managerial classification and that of the Supervising Pediatric Therapist. Within DHS the only comparable discipline-specific management level classification requiring professional licensure or certification and that oversees licensed/certified professional staff in providing direct health care services is the Environmental Health Program Manager. The salary for this classification was set at 15% above that of the Supervising Environmental Health Specialist. Given the similarities between these two classifications, HR determined that the 15% salary differential would be appropriate for the new Medical Therapy Program Manager.

Therefore, based on analysis, HR's recommended salaries for the two new classifications are as follows:

Classification Title	Proposed Monthly Salary (I-Step)	Ongoing Salary Administration
Supervising Pediatric Therapist	\$8,322	14% above Physical Therapist II
Medical Therapy Program Manager	\$9,571	15% above Supervising Pediatric Therapist

Prior Board Actions:

Throughout the year, HR submits several Miscellaneous Classification and Compensation Board Items that require Board approval in order to be fully adopted and implemented.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

These changes support the alignment of the public services provided by the departments with community's needs by ensuring a professionally managed county organization that is accessible, transparent, fiscally responsible, and accountable to the public.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	135,665	538,211	538,211
Additional Appropriation Requested			
Total Expenditures	135,665	538,211	538,211

Funding Sources

General Fund/WA GF			
State/Federal	67,832	269,106	269,106
Fees/Other	33,916	134,552	134,552
Use of Fund Balance			
Contingencies			
Health Realignment	33,917	134,553	134,553
Total Sources	135,665	538,211	538,211

Narrative Explanation of Fiscal Impacts:

FY 16-17 increased costs of \$135,665 are based on new allocations being filled beginning February 1st. The ongoing annual salary and benefits cost for the 2.00 FTE Supervising Pediatric Therapists is \$346,702 (\$173,351 each FTE) and for the 1.00 FTE Medical Therapy Program Manager is \$191,509, for a total of \$538,211. The annualized increase in costs associated with this item is \$355,821. CCS/MTP program staff is funded 25% with Health Realignment, 25% Social Services Realignment, and 50% from State/Federal

funds. DHS is able to absorb the estimated costs associated with these new allocations, which includes salary and benefits, into its current and ongoing budgets.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Supervising Pediatric Therapist	6,845-8,322	2	
Medical Therapy Program Manager	7,872-9,571	1	
Chief Therapist – Children’s Therapy Program	7,143-8,682		1

Narrative Explanation of Staffing Impacts (If Required):

The incumbent in the Chief Therapist position will be reclassified into the Medical Therapy Program Manager position in accordance with Civil Services Rule 3.3b.

Attachments:

1. Concurrent Resolution amending the Salary Resolution, with Attachment A – Salary Tables
2. Concurrent Resolution amending the Memorandum of Understanding between the County and SEIU - Local 1021, with Attachment A – Salary Scales Table
3. Resolution amending the Allocation Lists for the Department of Health Services

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

1. Report to Civil Service Report recommending new classifications of Supervising Pediatric Therapist and Medical Therapy Program Manager



County of Sonoma

State of California

Date: January 10, 2017

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District, And The Board Of Directors Of The Northern Sonoma County Air Pollution Control District Amending Salary Resolution No. 95-0926, Appendix A - Salary Tables, Administrative Management – Bargaining Unit 0050, To Establish The New Classification And Salary For Medical Therapy Program Manager, Effective January 10, 2017.

Whereas, a classification study conducted by Human Resources staff determined the need for a new classification of Medical Therapy Program Manager to provide administrative management for the Medical Therapy Unit Program; and

Whereas, on May 5, 2016, the Civil Service Commission adopted the new classification of Medical Therapy Program Manager; and

Whereas, pursuant to the Employee Relations Policy, Human Resources recommends the new classification of Medical Therapy Program Manager be in Bargaining Unit 0050-Administrative Management; and

Whereas, Human Resources determined that the classification of Medical Therapy Program Manager is exempt in accordance with the Fair Labor Standards Act, and recommends the salary range be 4527 hourly.

Now, Therefore, Be It Resolved that the job classification and salary of Medical Therapy Program Manager be established and adopted; and that Salary Resolution No. 95-0926, Appendix A - Salary Tables, Administrative Management – Bargaining Unit 0050, be amended to reflect the new classification and salary range, as set forth in Attachment A, effective January 10, 2017.

Supervisors/Directors/Commissioners:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

**COUNTY OF SONOMA
SALARY RESOLUTION****APPENDIX A
SALARY TABLES****ADMINISTRATIVE MANAGEMENT - Unit 0050**

Job Code	Job Title	A Step Rate (January 10, 2017)	A Step Rate (March 14, 2017)
2320	MEDICAL THERAPY PROGRAM MANAGER	\$45.27	\$46.63



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____

Resolution Number: _____



4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District, And The Board Of Directors Of The Northern Sonoma County Air Pollution Control District Amending The Memorandum of Understanding Between The County And SEIU - Local 1021, Appendix A - Salary Table Scales, To Establish The New Classification Of And Salary For Supervising Pediatric Therapist, and to abolish the classification of Chief Therapist-Children's Therapy Program, effective January 10, 2017.

Whereas, a classification study conducted by Human Resources determined the need for a new classification of Supervising Pediatric Therapist to provide on-site, licensed supervision for the Medical Therapy Unit Program at all locations; and

Whereas, on May 5, 2016, the Civil Service Commission adopted the new classification of Supervising Pediatric Therapist, and abolished the classification of Chief Therapist-Children's Therapy Program; and

Whereas, pursuant to the Employee Relations Policy, Human Resources recommends the new classification of Supervising Pediatric Therapist be represented by SEIU, Local 1021, Bargaining Unit 0095-General Supervisory; and

Whereas, Human Resources determined that the classification of Supervising Pediatric Therapist is non-exempt in accordance with the Fair Labor Standards Act, and recommends the salary range be 3936; and

Whereas, The County presented a salary proposal and offered to meet and confer on the impacts of the study recommendation to establish a new classification and salary for the job classification Supervising Pediatric Therapist, represented by SEIU, Local 1021, in accordance with Government Code 3500; and

Whereas, the County has fulfilled its obligation to meet and confer in good faith for up to 30 days on the salary range for the new classification, as stated in the current Memorandum of Understanding between SEIU and the County; and

Resolution #

Date:

Page 2

Whereas, the Board has met all legal requirements under Government Code Sections 23026 and 31515.5;

Now, Therefore, Be It Resolved that the job classification of and salary for Supervising Pediatric Therapist be established and adopted, and that the Memorandum of Understanding between the County and SEIU - Local 1021, Appendix A - Salary Table Scales be amended to reflect the new classification and salary range, as set forth in Attachment A, effective January 10, 2017.

Supervisors/Directors/Commissioners:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

APPENDIX A
SALARY TABLE SCALES

SEIU General Supervisory – 0095

Job Code	Job Title	Appendix A-2 A Step Rate (January 10, 2017)	Appendix A-2 A Step Rate (March 14, 2017)
2318	Supervising Pediatric Therapist	\$39.36	\$40.54
2319	Chief Therapist Children's Therapy Program		\$41.07



County of Sonoma

State of California

Date: January 10, 2017

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Amending The Department Allocation List For The Department of Health Services To Reflect The Addition Of 2.0 Full-Time Equivalent Supervising Pediatric Therapist And 1.0 Full-Time Equivalent Medical Therapy Program Manager And The Deletion Of 1.0 Full-Time Equivalent Chief Therapist – Children’s Therapy Program, Effective January 10, 2017.

Whereas, a classification study conducted by Human Resources determined that new classifications of Supervising Pediatric Therapist and Medical Therapy Program Manager were needed to ensure an organizational structure that more effectively delivers therapy services to clients and provides for adequate onsite clinical and administrative supervision at all locations; and

Whereas, on May 5, 2016, the Civil Service Commission adopted the new classifications of Supervising Pediatric Therapist and Medical Therapy Program Manager; and

Whereas, the Department of Health Services has determined, with concurrence of the County Administrator’s Office, that two positions of Supervising Pediatric Therapist are needed to provide appropriate supervision to twenty-two licensed professional and support staff at multiple Medical Therapy Program and satellite locations.

Now, Therefore, Be It Resolved that the Department Allocation List of the Department of Health Services is hereby revised as follows:

Budget Index	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
22020105 331000	2318	Supervising Pediatric Therapist	0.00	2.00	2.00	Ongoing	3936
22020105 331000	2320	Medical Therapy Program Manager	0.00	1.00	1.00	Ongoing	4527
22020105 331000	2319	Chief Therapist – Children’s Therapy Program	1.00	(-1.00)	0.00	Ongoing	4107

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Resolution #16-0208
Date: January 10, 2017
Page 2

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



CHIEF THERAPIST - CHILDREN'S THERAPY PROGRAM

Class Code:
2319

Bargaining Unit: SEIU-95

COUNTY OF SONOMA (CA)
Established Date: May 1, 1980

SALARY RANGE

\$41.07 - \$49.92 Hourly
\$3,296.85 - \$4,007.27 Biweekly
\$7,143.17 - \$8,682.42 Monthly
\$85,718.02 - \$104,189.03 Annually

DEFINITION:

Under general administrative and medical direction, is responsible for planning, organizing and administering the therapy program for orthopedically handicapped children for the County of Sonoma Public Health Department; supervises and coordinates the training and work of the personnel assigned unit; and does related work as required.

Distinguishing Characteristics

This single position class is the highest level in the Children's Therapy series, and has overall responsibility for the day-to-day planning and operation of the Public Health Department Physically Handicapped Children's Therapy Program. The incumbent coordinates the therapy program with the teaching program and the school, supervises occupational and physical therapists and support staff; and personally carries a small therapy caseload.

This class differs from the next lower classes of Occupational Therapist II - Children's Therapy Program and Physical Therapist II - Children's Therapy Program, which are the fully experienced working level, by means of the administrative and supervisory duties of this class.

TYPICAL DUTIES:

Consults with medical and administrative staff in formulating policies, procedures and standards for therapy services.

Participates in the development of the budget for therapy services and controls expenditures for such services.

Performs periodic patient chart review to ensure quality care and to ensure appropriate records are being maintained.

Analyzes and plans for the effective and efficient utilization of personnel and physical and material resources.

Selects and trains staff; schedules work assignments and evaluates work performance of subordinate staff; takes or recommends appropriate personnel actions.

Performs intake evaluations of patients and administers tests to measure physical and functional abilities and assigns caseloads accordingly; plans and provides physical or occupational therapy treatment programs for a variety of patients; confers with physicians and staff therapists regarding progress of patients.

Consults with members of patients' families regarding home care of children; visits homes to observe environment; makes recommendation for special treatment.

Acts as clinic manager for pediatric and orthopedic clinics in scheduling the children to be seen by the physician, setting up school rooms for the clinic, taking notes of the examination and preparing any needed clinic forms.

Maintains liaison between school personnel and therapy unit; confers with the school principals concerning plans for the school year, problems arising between the therapy unit and the education program, and the coordination of the children's schedules for education and therapy.

Consults with staff of community agencies involved in the care of physically handicapped children including general and specific information regarding case management; assists Public Health Nurses and other Public Health staff in identifying children in need of therapy services.

Supervises maintenance of clinical case records and reports; prepares reports on department status, progress and needs.

Assesses the need for equipment and supplies; requisitions supplies and equipment and assures proper maintenance of all equipment.

Participates in staff meetings and professional conferences, consults and coordinates with groups of parents, teachers and students and other interested persons; explains and interprets the therapy program to professional and community groups.

Keeps informed of current trends in therapy to physically handicapped children and related health disciplines.

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of: modern therapy, principles and methods of occupational and physical therapy, especially as applied to physically handicapped children; proper use and operation of modern occupational and physical therapy equipment and appliances; anatomy, physiology, neuro-muscular functions and dysfunctions, and kinesiology; pathology and injuries which result in physical impairment.

Considerable knowledge of: growth and development of normal and handicapped children; supervision and training; psychology and abnormal psychology.

Working knowledge of: federal and state rules, regulations and policies as related to disabled children services and medical eligibility.

Ability to: plan, organize and direct a therapy program for physically disabled children; supervise, direct, coordinate and evaluate the work of subordinate personnel; understand and interpret physician's orders and adapt treatment programs to individual circumstances; effectively coordinate the disabled children's therapy program with other public health and community programs; supervise the maintenance of complete and detailed department records, and to prepare accurate and concise technical reports; exercise tact and good judgment in dealing with patients, staff, parents, school personnel and the public; prepare and present oral and written reports; comply with common public health safety practices and procedures; cope with working with handicapped children and their families and to move children utilizing appropriate transfer techniques.

MINIMUM QUALIFICATIONS:

Experience: Any combination of training and experience which would provide an opportunity to acquire the required knowledge and abilities. Normally, considerable professional experience as a licensed physical therapist or registered occupational therapist, would provide such opportunity. It is also desirable to have at least two years of experience with a program providing therapy to orthopedically or neuro-muscularly disabled children.

License: Possession of a valid license to practice physical therapy as required by section 2650 of the California Business and Professions Code; OR registration with the National Registry of the American Occupational Therapy Association (AOTA); or eligibility for such license; or registration by time of employment.

Possession of a valid California driver's license at the appropriate level including necessary special endorsements, as required by the State of California to perform the essential job functions of the position.



REPORT TO THE CIVIL SERVICE COMMISSION

NEW POSTION/CLASSIFICATION STUDY

Job Classification Studied:	Current Classification: Chief Therapist – Children’s Therapy Program New Classifications : Supervising Pediatric Therapist and Medical Therapy Program Manager
Department/Division:	Health Services – Public Health
Position Reports to (Classification):	Health Program Manager
Incumbent:	Tara Dikeman
Bargaining Unit:	SEIU - 0025
Study Requested by:	Department

Recommendation:

Adopt the new classification specifications for Supervising Pediatric Therapist and Medical Therapy Program Manager, reclassify one Chief Therapist – Children’s Therapy Program position allocated to the Department of Health Services to Medical Therapy Program Manager and promote the incumbent in accordance with Civil Service Rule 3.3(B), and abolish the classification of Chief Therapist – Children’s Therapy Program.

Justification Submitted in the Request:

Human Resources received a request from the Department of Health Services (DHS) to create a licensed, supervisory classification to provide first line clinical and administrative supervision for the Physical Therapists and Occupational Therapists who work in the Medical Therapy Unit (MTU) and two satellite locations. This new class would help ensure both an organizational structure that more effectively delivers therapy services to clients and onsite clinical and administrative supervision at all locations.

There is currently one Chief Therapist – Children’s Therapy Program (Chief) position providing oversight to the Medical Therapy Program. The request noted that a new supervisory classification would remedy the current span of control issue in which one Chief supervises 22 regular, extra-help, and contracting staff, including 7 Physical Therapists II – Children’s Therapy Program positions, and 6 Occupational Therapist – Children’s Therapy Program positions. This position also supervises 1 extra-help therapist, 2 contracting therapists, 1 extra-help Supervising Public Health Nurse, 2 Public Health Aide II’s, 1 Public Health Assistant, 1 Medical Secretary, and 1 Office Assistant II.

Background:

The California Children’s Services (CCS) program, a partnership between the California Department of Health Care Services and County health departments, provides diagnostic and treatment services, medical case management, and physical and occupational therapy

services to children under age 21 with CCS-eligible medical conditions.

The Medical Therapy Program (MTP) is a special program within CCS that provides physical therapy, occupational therapy, and medical therapy conference services for children who have handicapping conditions, generally due to neurological or musculoskeletal disorders, and they provide these services at Medical Therapy Units (MTUs), which are outpatient clinics located in designated public schools. Approximately 351 CCS clients in Sonoma County receive physical and occupational therapy services at MTUs staffed by DHS Physical Therapists and Occupational Therapists. Physical therapy is primarily provided to address mobility and ambulation needs, while occupational therapy is primarily provided to address self-help skills for Activities of Daily Living (ADLs).

Findings & Analysis:

The current Chief supervises thirteen licensed therapists at 3 MTU sites. HR researched MTP organizational structures, including the number of MTU locations, and the level of lead or supervisory oversight at comparison agencies, and found that a ratio of 1 supervising therapist for every 7 journey-level licensed therapists is typical. Accordingly, the Chief's current span of control of 22 staff members precludes the appropriate level of both licensed on-site supervision and overall program management. Therefore, HR first reviewed the current classification to determine if it could be updated to address these issues and then evaluated other options for ensuring the appropriate level of on-site professional oversight of the therapists and overall programmatic management and planning.

Chief Therapist – Children's Therapy Program:

The current classification is a single class position responsible for overall day-to-day planning and operation of the program, including both programmatic management and direct supervisory responsibility of therapists and support staff, in addition to handling a small caseload. Given the large span of control and multiple work sites, the current classification does not sufficiently address the need for an additional level of supervision as it is a single position class. The State program requires that there be a designated program Chief Therapist; therefore, simply updating the specification to allow for two Chiefs does not adequately address the need for a mandated Chief designation.

Human Resources reviewed the County's classifications and found that there are not other classifications that can be used for this program. Therefore, HR determined that the existing class should be abolished and that two new classes be created to address the program's operational needs more appropriately. The first proposed new classification, titled Supervising Pediatric Therapist, is a supervisory-level class with overall on-site, professional, clinical oversight for the therapist staff. The second, titled Medical Therapy Program Manager, is a program manager level class with overall responsibility for program planning, policy development, budgetary planning, and other administration duties, while assuming the state designated title of Chief Therapist.

Supervising Pediatric Therapist:

The proposed Supervising Pediatric Therapist classification is characterized by the responsibility for providing timely and effective site-specific supervision and clinical oversight, enhancing the effective implementation of new procedures, and increasing opportunities for group training time. Further this classification requires three years of professional experience as either a physical or occupational therapist, with one year focused on the treatment of disabled children, and current professional licensure. These responsibilities and requirements

are aligned with those of comparable supervising therapist classifications at other agencies.

Medical Therapy Program Manager:

The proposed Medical Therapy Program Manager (Manager) classification is primarily focused on administrative management responsibilities, and assumes the state designated title of Chief Therapist. The position's responsibilities include collaborating and coordinating with the Sonoma County Special Education Local Plan Area (SELPA), conferring with school principals, working with community agencies, attending leadership meetings, planning and coordinating discipline specific meetings, and developing and leading quality assurance and utilization review activities. The requirements for this classification include four years of professional experience as either a physical or occupational therapist, with one year focused on the treatment of disabled children, two years of supervisory experience, and current professional licensure.

Given the current span of control and organizational structure, the Health Program Manager has assisted with some liaison and outreach duties for the new Manager classification since 2014. However, HR found that the Chief Therapist has been performing these duties for most of the time along with the full scope of the rest of the Manager-level duties since 2011. Accordingly, HR found that the single position of Chief Therapist should be reclassified to Medical Therapy Program Manager and the incumbent promoted in accordance with Civil Service Rule 3.3(B).

Human Resources believes the creation of these two new classifications and abolishment of the existing classification more appropriately addresses the operational and programmatic needs of the Children Services program at DHS.

Recommendation:

Adopt the new classification specifications for Supervising Pediatric Therapist and Medical Therapy Program Manager, reclassify one Chief Therapist – Children's Therapy Program position allocated to the Department of Health Services to Medical Therapy Program Manager and promote the incumbent in accordance with Civil Service Rule 3.3(B), and abolish the classification of Chief Therapist – Children's Therapy Program (Chief).

Report Prepared by:	David Phillips, Human Resources Analyst
Report Approved by:	Spencer Keyword, Recruitment and Classification Manager
Date:	May 5, 2016

Medical Therapy Program Manager

Definition

Under general administrative and medical direction, is responsible for planning, organizing, and directing the Medical Therapy Program (MTP) of California Children Services (CCS); establishes policies and procedures for the therapy program; develops and evaluates the therapy program; plans and directs a training program; oversees management of therapists and other personnel; prepares budget estimates and required reports; collaborates with community partners; acts in a liaison role to schools; and ensures compliance with legislative mandates, minimum standards, and State rules and regulations.

Distinguishing Characteristics

This is a single-position management class, which reports to a Health Program Manager. This position has overall responsibility for the operation of the MTP. In addition, the incumbent assumes the state designated title of Chief Therapist. The incumbent supervises the therapy program, participates in statewide work groups to establish best practices, collaborates with school administrators, oversees the work of the Supervising Pediatric Therapists and support staff, and may supervise other professional therapists as needed.

This class differs from the next lower class of Supervising Pediatric Therapist in that the latter has first line supervisory responsibilities, while this class has overall responsibility for program planning, policy development, budgetary planning, and other administrative duties.

This class is distinguished from the class of Health Program Manager who has administrative responsibility for CCS and advises and assists the Medical Therapy Program Manager on the redevelopment and implementation of CCS policy.

Typical Duties

Duties may include but are not limited to the following:

Plans, develops, implements, and evaluates annual program goals; formulates policies for and plans, organizes, and directs the MTU program for children with neuromuscular, muscular, and orthopedic disabilities; provides coordination and continuously assesses MTU service availability, utilization, and accessibility of MTU services for eligible children.

Manages and participates in the preparation of program budgets by reviewing and analyzing services levels, operating costs, and projected improvements for conformity with the overall departmental program.

Serves as a liaison with State Children's Medical Services (CMS) physical therapy consultant on matters related to MTU policies, procedures, and services.

Works with CMS Medical Director, CCS and MTU staff in developing and leading both formal and informal quality assurance activities and utilization review to ensure that MTU services and appropriate documentation are completed inclusive of medical/Medi-Cal services and is in compliance with State CMS/CCS and Federal Financial Participation activities; assures that all sites meet standards required for state approval.

Evaluates and plans for the effective and efficient utilization of personnel, physical, and material resources; plans and directs training program; develops internship opportunities and work plans.

Interviews, makes hiring recommendations, and ensures appropriate training of new staff; assigns work at the main Medical Therapy Unit(s), establishes staff core competencies for evaluation and evaluates staff and recommends disciplinary actions as needed.

Provides supervision to Supervising Pediatric Therapists and support staff at MTUs and satellite sites.

Confers with school principals regarding plans for the school year and resolves problems arising between the therapy unit and the education program.

Works with various community agencies such as North Bay Regional Center and Office of Education who provide services to special-needs children; interprets the MTU program to these groups or through case coordination or Individual Educational Plans (IEPs) and through appropriate sharing of records and future-oriented planning of service coordination.

Promotes and facilitates other public health services needed by the MTU-eligible population that usually are administered by other public health programs such as community level health education, and health protection (e.g. disaster preparedness or communicable disease control).

Plans and coordinates monthly MTU staff meetings in addition to discipline specific meetings; attends CMS leadership monthly meetings, quarterly Children's Regional Integrated Service System (CRISS) Medical Therapy Program Work Group meetings and other community agency meetings.

Collaborates and coordinates with Special Education Local Plan Area (SELPA) Liaison in planning for necessary equipment and supplies for MTU children as well as facility needs; assumes responsibility for the working relationship between the Local Education Areas/SELPA's and CCS; develops and implements interagency agreements between the School Districts/SELPA's and CCS.

Ensures that the MTP is compliant with all guidelines set forth in appropriate legislation; orients and trains school personnel in the CCS referral process, general eligibility criteria, informing them of State or County changes that effect the school district; trains CCS staff and informs therapists about the Interagency Agreements with the SELPA's, including but not limited to CCS responsibilities, timelines, referrals back to the school, and the role of CCS in the classroom.

Receives complaints from parents about clinical, program, and/or administrative problems; reviews documents and meets with staff as necessary regarding the complaints and oversees response to family; determines resolution and adjusts services to the MTU child if appropriate.

Works collaboratively with other departmental program managers; participates on inter and intra agency committees.

Brings to the attention of the CMS Medical Director, nursing and social services staff any relevant and emerging issues for the MTU; educates policy makers and funding entities about the local problems and the recommended solutions for children eligible for MTU services upon request.

Facilitates strong relationships and collaborates with essential community partners such as SELPA, Sonoma County Office of Education (SCOE), vendors, specialized transportation systems, and other community-based resources for families with children with special needs.

Performs related duties as assigned.

Knowledge and Abilities

Thorough knowledge of: principles and methods of occupational and physical therapy, especially as applied to children with physical disabilities; proper use and operation of modern occupational and physical therapy equipment and appliances; anatomy, physiology, neuromuscular functions and dysfunctions, and kinesiology; pathology and injuries which result in physical impairment.

Considerable knowledge of: growth and development of children and those with physical disabilities; supervision and training; psychology and abnormal psychology.

Working knowledge of: federal and state rules, regulations and policies as related to services and medical eligibility for children with physical disabilities.

Ability to: plan, organize and direct a therapy program for children with physical disabilities; supervise, direct, coordinate and evaluate the work of subordinate personnel; understand and interpret physician's orders and adapt treatment programs to individual circumstances; effectively coordinate the children's therapy program with other public health and community programs; supervise the maintenance of complete and detailed department records, and to prepare accurate and concise technical reports; exercise tact and good judgment in dealing with patients, staff, parents, school personnel and the public; prepare and present oral and written reports; comply with common public health safety practices and procedures; cope with working with children and their families and to move children utilizing appropriate transfer techniques.

Minimum Qualifications

Experience: Any combination of training and experience which would provide an opportunity to acquire the required knowledge and abilities. Normally, four years of full-time paid experience as a licensed physical or occupational therapist, one year of which must have been treating children with physical disabilities, and two years of which includes working in a supervisory capacity.

License: Possession of a current, valid license to practice physical therapy issued by the Physical Therapy Board of California or a current, valid license to practice occupational therapy issued by the California Board of Occupational Therapy. License must be renewed every two years prior to expiration.

Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required depending upon assignment to perform the essential job functions of the position.

Supervising Pediatric Therapist

Definition

Under general administrative and medical direction, is responsible for planning, coordinating, supervising, and evaluating the work of occupational and physical therapists in the Medical Therapy Program (MTP) of California Children's Services (CCS). This class directs and supervises operations and the work of staff assigned to one or more Medical Therapy Units (MTUs); handles administrative details; coordinates therapy programs; and supervises and coordinates the training and work of personnel.

Distinguishing Characteristics

This class is the first level supervisor in the Children's Therapy series, and has responsibility for the day-to-day coordination of the Medical Therapy Program. The incumbent supervises, instructs, and evaluates occupational and physical therapists and support staff; establishes therapists' performance standards; coordinates activities; ensures staff compliance with policies and procedures; and personally carries a small therapy caseload.

This class differs from the next lower classes of Occupational Therapist II - Children's Therapy Program and Physical Therapist II - Children's Therapy Program, which are the fully experienced working level, by means of the administrative and supervisory duties of this class.

This class is distinguished from the next higher class of Medical Therapy Program Manager, in that the latter has responsibility for the overall direction and program planning of the CCS Medical Therapy Program. This class receives supervision from the Medical Therapy Program Manager.

Typical Duties

Duties may include but are not limited to the following:

Plans, organizes, directs, and reviews the work of occupational and physical therapists at the Medical Therapy satellite units.

Participates in the selection of therapists and assigns, reviews, and evaluates their work.

Orients new therapists to the policies and procedures of the MTU, the CCS Medical Therapy Program, the County Department of Health Services, and the school districts.

Instructs therapists in technical procedures and demonstrates therapy techniques as appropriate; conducts educational meetings to discuss problems, procedures, and new techniques in the field, as well as staff meetings for consultation, interpretation of policy, and planning staff activity.

Assigns MTU clients to individual Occupational Therapists (OT) and Physical Therapists (PT) to produce equitable workloads and match individual skills and abilities with the work to be done.

Reviews the work of MTU satellite staff and schedules individual supervisory conferences in order to ensure conformance to program policy and MTU standards and appropriateness of service given and referrals made.

Confers with school personnel concerning plans for the school year and resolves any issues arising between the therapy unit and the education program; acts as the representative of the MTU at education meetings as needed.

Maintains a small caseload and provides treatment and instruction in therapeutic exercises and developmental techniques.

Consults and works with individual therapists in evaluating patients' disabilities, planning treatment programs, re-evaluating patients' condition and progress to determine effectiveness of the program, and adapting or changing individual treatment as required.

Reviews therapy reports prior to Medical Therapy Conferences and follows up with therapists as needed.

Ensures staff compliance for effective time utilization and scheduling of clients, and maintain timely recording of therapy services.

Provides input to the Medical Therapy Program Manager regarding program procedures, development, staffing needs, and budget requirements for assigned MTU; and participates in meetings with Pediatric Therapist Manager to ensure service, standards, and procedures are consistent among all MTUs.

Approves bi-weekly time sheets, reviews and authorizes vacations and leave requests.

Holds MTU satellite staff meetings and one-on-one meetings with MTU satellite staff to discuss and review departmental, county and/or Children's Medical Services (CMS) state policies and procedures.

Performs related duties as assigned.

Knowledge and Abilities

Considerable knowledge of: principles and methods of occupational and physical therapy, especially as applied to children with physical disabilities; proper use and operation of modern occupational and physical therapy equipment and appliances; anatomy, physiology, neuromuscular functions and dysfunctions, and kinesiology; pathology and injuries which result in physical impairment; growth and development of children; psychology and abnormal psychology.

Working knowledge of: federal and state rules, regulations and policies as related to services and medical eligibility for children with physical disabilities.

Knowledge of: principles and techniques of supervision and training.

Ability to: plan, organize and direct a therapy program for children with physical disabilities; supervise, direct, coordinate and evaluate the work of subordinate personnel; instruct others in therapeutic modalities; interact effectively with children, their families, and others; understand and interpret physician's orders and adapt treatment programs to individual circumstances; effectively coordinate the children's therapy program with other public health and community programs; supervise the maintenance of complete and detailed department records; to prepare accurate and concise case records and reports; exercise tact and good judgment in dealing with patients, staff, parents, school personnel and the public; prepare and present oral and written reports; comply with common public health safety practices and procedures; cope with working with children and their families and to move children utilizing appropriate transfer techniques.

Minimum Qualifications

Experience: Any combination of training and experience which would provide an opportunity to acquire the required knowledge and abilities. Normally, three years of full-time paid experience as a licensed physical or occupational therapist, one year of which must be treating children with physical disabilities.

License: Possession of a current, valid license to practice physical therapy issued by the Physical Therapy Board of California or a current, valid license to practice occupational therapy issued by the California Board of Occupational Therapy. License must be renewed every two years prior to expiration.

Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required depending upon assignment to perform the essential job functions of the position.



County of Sonoma Agenda Item Summary Report

Agenda Item Number: 14

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

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

To: Sonoma County Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number:

Tracy Repp – (707) 565-5982

Norine Doherty – (707) 565-7321

Supervisorial District(s):

Title: Execution of two California Department of Aging (CDA) Standard Agreements and amendments to Sonoma County Area Agency on Aging senior services provider contracts to include standard agreement funding increases.

Recommended Actions:

1. Authorize the Director of Human Services to execute two CDA Standard Agreement Amendments to accept state and federal funding increases for Area Agency on Aging (AAA) services for a total of \$148,049.
 - A. Area Plan Standard Agreement AP-1617-27 Amendment #1 for Older Americans Act (OAA) services for the term of 7-1-16 through 6-30-17 to increase funding by \$116,426 to a maximum amount of \$2,220,258.
 - B. Authorize the Director of Human Services to execute the MIPPA Standard Agreement #MI-1517-27 Amendment #1 for the term of 9-30-15 through 9-29-17 to increase funding by \$31,623 to a maximum amount of \$86,413.
2. Authorize the Director of Human Services to execute contract amendments to local community-based senior service provider contracts by allocating Standard Agreement funding increases by \$118,993 for provision of services to seniors in Sonoma County.

Executive Summary:

Approval of this agenda item will authorize the Director of Human Services to execute two CDA Standard Agreements to accept state and federal funding increases as well as execute amendments to local community-based senior service provider contracts by allocating Standard Agreement funding increases for provision of services to seniors in Sonoma County.

Discussion:

The Sonoma County Area Agency on Aging (AAA) is responsible for planning and developing policy and advocating for the needs of seniors, adults with disabilities, and their caregivers throughout Sonoma

County. CDA is authorized to distribute Federal funds of the Older Americans Act (OAA), Ombudsman program and Medicare Improvement for Patients and Providers Act (MIPPA) to local AAAs to fund services to assist seniors and people with disabilities to remain safely in their homes and long term care facilities for as long as possible.

The AAA contracts funding received from CDA to local service providers selected through a competitive Request for Proposal (RFP) process. The FY 2015-2017 contracts approved by this board item are with Council on Aging (COA), Petaluma Peoples Service Center (PPSC), and Senior Advocacy Services (SAS). All three agencies were awarded AAA contracts through the RFP issued in 2014.

CDA issues Area Plan Standard Agreement Amendments each year to allocate unanticipated federal revenue, if available, also-known as One-Time-Only (OTO) funding, as well as allocate increases or decreases to fiscal year baseline funding.

CDA issues MIPPA funding to support 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. MIPPA funding is allocated on a year-by-year basis and is not guaranteed each fiscal year. MIPPA follows a Federal Fiscal Year calendar with modifications to reflect the State Fiscal Year.

Recap of AAA service provider contract increases per this board item for FY 2016-17:

	Council on Aging Amend #2	Petaluma People Services Center Amend #3	Senior Advocacy Services Amend #2	Total
Initial FY16-17 Contract Total	\$1,225,198	\$225,050	\$667,316	\$2,117,564
Congregate Meals OTO (Fed)	\$18,153	\$5,733		\$23,886
Home Delivered Meals OTO (State)	\$32,238	\$5,248		\$37,486
Transportation: Volunteer Driver Program OTO (Fed)		\$8,962		\$8,962
Baseline Increase to Senior Nutrition	\$850	\$850		\$1,700
Ombudsman OTO (Fed)			\$4,123	\$4,123
Ombudsman OTO (State)			\$14,196	\$14,196
Elder Protection OTO (Fed)			\$179	\$179
MIPPA			\$28,461	\$28,461
Total Increase	\$51,241	\$20,793	\$46,959	\$118,993
Amended Contracts not to Exceed:	\$1,276,439	\$245,843	\$714,275	\$2,236,557

Prior Board Actions:

1. December 6, 2016: Board approved COA and PPSC contract amendments #1 and #2, respectively, to increase funding for nutrition services.
2. July 12, 2016: Board approved CDA Standard Agreement #AP-1617-27 - FY 16/17 AAA Area Plan Services.
3. June 14, 2016: Board approved all Human Services Department contracts for FY 16/17.

4. March 15, 2015: Board approved MIPPA Standard Agreement #MI-1517-27 for term of 9-30-15 through 9-29-17.			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
To provide services to seniors, age 60 and over and people living with disabilities that assist with maintaining health, independence, socialization, and ability to remain at home as well as to advocate for seniors residing in long term care facilities who are unable to advocate for themselves stay safe and healthy.			
Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	118,993		
Additional Appropriation Requested			
Total Expenditures	118,993		
Funding Sources			
General Fund/WA GF			
State/Federal	118,993		
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	118,993		
Narrative Explanation of Fiscal Impacts:			
Funding and expenditures of \$148,049 is included in the FY16-17 Adopted Budget. The remaining \$29,056 is comprised of administrative costs and other funding to contracts that did not meet the Board of Supervisors' threshold for review of exceeding \$50,000. There will be no impact to the General Fund.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			

Attachments:
Related Items "On File" with the Clerk of the Board:
<ol style="list-style-type: none">1. CDA Area Plan Standard Agreement #AP-1617-27 Amendment #12. CDA MIPPA Standard Agreement #MI-1517-27 Amendment #13. Council on Aging Contract Amendment #24. Petaluma People Services Center Contract Amendment #35. Senior Advocacy Services Contract Amendment #2



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: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department and Probation Department

Staff Name and Phone Number:

Nick Honey, Family, Youth & Children's Services
565-4343
David Koch, Probation 565-2731
Barbara Cromwell, Family, Youth & Children's
Services 565-8373

Supervisorial District(s):

All

Title: Approval of Contracts for Supportive Services for Foster Youth

Recommended Actions:

Authorize the Human Services Director and Chief Probation Officer to approve contracts with Social Advocates for Youth (\$180,000) and Seneca Family of Agencies (\$215,552) for a total amount of \$395,552 to provide supportive services to youth in foster care for a term of January 1, 2017 through June 30, 2017.

Executive Summary:

The Human Services and Probation Departments contract for supportive services for foster youth including transitional age temporary housing and connecting youth with supportive adults. New contracts are required with Social Advocates for Youth for their continued operation of Stepping Stone, a temporary housing and support program for young people participating in Extended Foster Care through AB-12, and with Seneca Family of Agencies to continue the Lifelong Connections program which connects foster youth with extended family, friends and community members in an effort to increase the supportive network for the youth. The services provided through these contracts were formerly provided through MOUs between the Human Services Department, Probation Department, Seneca Family of Agencies (Seneca), and Social Advocates for Youth.

New contracts are necessary for these services because the Human Services Department now manages the Wraparound Reinvestment funds being utilized for these services. The contract with Seneca Family of Agencies for Lifelong Connections services is in the amount of \$215,552 and will support foster youth by connecting youth with natural and permanent supportive adults. The contract with Social Advocates for Youth for the Dream Center Stepping Stone housing program totals \$180,000 and will provide temporary housing and transitional support services for up to twelve youth at any time. The contracted

period for both of these services will be from January 1, 2017 through June 30, 2017 and funding for these programs is already budgeted.

Discussion:

The Human Services Department, Probation Department, Department of Health Services and Sonoma County Office of Education participate in a leadership capacity on the Sonoma County Youth & Family Partnership Committee (SCYFP), which formerly provided oversight of Wraparound Reinvestment funding. The Wraparound Program uses foster care funding that would normally pay for a youth to reside in a high level group home (which costs \$9,182 to \$10,410 per month per youth), and instead directs the funds to Seneca to provide a variety of intensive services to the youth and their families so that youth can remain in their home. Over time, actual costs of services is less than what is being paid to Seneca which results in savings that must be spent in support of foster youth under California's Wraparound Program. As outlined in the original Wraparound board item dated July 14, 2009, the SCYFP was designated as the advisory body to determine spending of Wraparound Reinvestment funds. The SCYFP approved reinvestment funding for the provision of additional supportive services for foster youth through community-based organizations.

The Human Services Department will now retain and manage the Wraparound Reinvestment savings and contract directly with the service providers. The contracts in this item are for just 6 months in order to ensure uninterrupted services and as approved by the Purchasing Agent, so that the Department can conduct a formal procurement prior to the 2017/18 fiscal year. The SCYFP will continue to meet to discuss ongoing issues related to the coordination and improvement of services for children and youth in Sonoma County.

The contract with Seneca Family of Agencies for Lifelong Connections services is in the amount of \$215,552 and will support thirty-six foster youth by identifying and connecting youth with natural and permanent supportive adults including relatives, guardians and prospective adoptive parents. The contract with Social Advocates for Youth for the Dream Center Stepping Stone housing program totals \$180,000 and will provide temporary housing and transitional support services for up to twelve youth at any time. The contracted period for both of these services will be from January 1, 2017 through June 30, 2017, allowing for a formalized procurement to be completed prior to the start of the new fiscal year. Funding for these programs is already budgeted for the remainder of the FY 2016/17 and no additional appropriation is required.

Prior Board Actions:

- June 14, 2016: Board of Supervisor approval of contract with Seneca Family of Agencies for the provision of wraparound services for youth for the period of 07/01/16 to 06/30/18 for \$10,368,000.
- June 16, 2015: Board of Supervisor approval of contract with Seneca Family of Agencies for the provision of wraparound services for youth for the period of 07/01/15 to 06/30/16 for \$5,184,000.
- July 14, 2009: Board of Supervisor approval of The Sonoma County Wraparound Plan for submission to the State and approve any future routine technical modifications that may be required.

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

These contracted services support a safe, healthy and caring community by providing additional supportive service to vulnerable, at-risk and foster youth.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$395,552	\$791,104	
Additional Appropriation Requested			
Total Expenditures	\$395,552	\$791,104	
Funding Sources			
General Fund/WA GF			
State/Federal	\$395,552	\$791,104	
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$395,552	\$791,104	
Narrative Explanation of Fiscal Impacts:			
Funds for these contracts are included in the approved FY 16/17 Human Services budget.			
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:			
Contract with Social Advocates for Youth for Stepping Stone Temporary Housing and Support Contract with Seneca Family of Agencies for Lifelong Connections Program			



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: January 10, 2017

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):

Countywide

Title: Minutes of the Meetings of December 6, 2016 and December 12, 2016

Recommended Actions:

Approve the Minutes of the Meetings of December 6, 2016 and December 12, 2016

Executive Summary:

Approve the Minutes of the Meetings of December 6, 2016 and December 12, 2016 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors.

Discussion:

None

Prior Board Actions:

None

Strategic Plan Alignment Not Applicable

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Minutes			
Related Items "On File" with the Clerk of the Board:			

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

TUESDAY

DECEMBER 6, 2016

8:30 A.M.

Susan Gorin	First District	Sheryl Bratton	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	Fourth District		
Efren Carrillo	Fifth District		

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Sheryl Bratton, County Administrator and Bruce Goldstein, County Counsel

8:33 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. [8:34 a.m. CONSENT CALENDAR \(Items 1 through 25\)](#)

COMMUNITY DEVELOPMENT COMMISSION
(Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)

1. [Accept the Fiscal Year 2015-16 Housing Successor Agency Annual Report.](#)

[Summary](#)
[Attachment 1](#)
[Attachment 2](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY
(Directors: Gorin, Rabbitt, Zane, Gore, Carrillo)

2. [Ralphine Tanks Flow-Through Conversion Project - \(A\) Adopt and Approve the Project Manual and Drawings for the "Ralphine Tanks Flow-Through Conversion Project. \(B\) Authorize the General Manager to complete the Ralphine Tanks Flow-Through Conversion Project by force account with its own employees. \(C\) Authorize the General Manager to procure all necessary materials to complete the Ralphine Tanks Flow-Through Project including the butterfly valves and combination air valves through a sole source pursuant to Public Contract Code Section 3400\(c\)\(2\). \(Third District\)](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

BOARD OF SUPERVISORS

3. [Approve Advertising Program grant awards and Authorize the County Administrator to execute a contract with the following non-profit entities for advertising and promotions activities for Fiscal Year 2016-17: DeMeo Teen Club Inc. doing business as Chop's Teen Club for the Annual Art Gala and Back to the Future...Come Back to Lena's for the Future of Our Teens, \\$1,000; Children's Museum of Sonoma County for ongoing Children's Museum of Sonoma County events throughout the year, \\$2,000. \(Third District\)](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

COUNTY ADMINISTRATOR

4. [Agreement with Sonoma County Public Law Library - \(A\) Authorize the County Administrator to sign an agreement with the Sonoma County Public Law Library providing up to \\$40,000 per fiscal year for Fiscal Year 2016-17 and Fiscal Year 2017-18 as a match to fundraising efforts, and County funding to conduct a Management Review of Law Library operations not expected to exceed \\$50,000. \(B\) Approve the use of \\$40,000 in Contingency funds for Fiscal Year 2016-17 to support this agreement.](#)

[Summary](#)
[Attachment 1](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

5. [Adopt a Resolution approving and making findings related to the AB 1600 Development Fees Annual Reports for Fiscal Year 2015-16 for the Regional Parks Department and the Department of Transportation and Public Works.](#)

[Summary](#)
[Resolution](#)
[Report](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0450

6. [Resource Conservation District Two-Year Memorandum of Understanding Agreement - \(A\) Authorize the Chair to execute a two-year Memorandum of Understanding agreement with the Gold Ridge Resource Conservation District and the Sonoma Resource Conservation District for technical assistance services, grant development, and multi-agency conservation goals coordination in the amount of \\$500,000 with a term ending June 30, 2018. \(B\) Approve the use of Contingency funds in the amount of \\$250,000 to fund the first year of the Resource Conservation District agreement.](#)

[Summary](#)
[MOU](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

7. [Authorize the Fire and Emergency Services Director to execute four-year agreements with the Rincon Valley Fire Protection District, the Rancho Adobe Fire Protection District, and the City of Rohnert Park to distribute Graton Mitigation Fund monies for Fiscal Years 2016-17 through 2019-20.](#)

[Summary](#)
[Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

FIRE AND EMERGENCY SERVICES

8. [Authorize the Director to execute the Urban Areas Security Initiative Memorandum of Understanding with the City and County of San Francisco for the receipt of Urban Areas Security Initiative regional grant funds in the amount of \\$151,278 for one staff position.](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

GENERAL SERVICES/SHERIFF'S OFFICE

9. [Authorize the General Services Director to execute a Sublease Agreement between OTA Broadcasting \(SFO\) LLC as Landlord, and the County of Sonoma as Tenant, for installation and operation of communications equipment at OTA's Mount Burdell communications facility located in northern Marin County for an initial term of ten years at an annual rental cost of \\$39,600 with one extension option of five years. \(Second Action – Ready for Adoption\)](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

HEALTH SERVICES

10. [Accreditation Support Initiative Grant - Authorize the Director to execute a grant agreement with the National Association of County and City Health Officials to accept \\$15,000 in revenue to support development of a Workforce Development Plan.](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

HUMAN RESOURCES

11. [Adopt a Resolution approving the Side Letter Agreement between the County of Sonoma and Deputy Sheriffs' Association \(DSA\) amending the Memorandum of Understanding, Section 15.1 Definition of Standby, changing standby pay and agreeing to implement a mandatory standby rotation effective December 20, 2016.](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0451

12. [Miscellaneous Classification and Compensation Changes – Adopt a Resolution amending the Department Allocation Lists for the Regional Parks Department to reflect the deletion of 1.0 full-time equivalent Environmental Discovery Center Coordinator, 1.0 full-time equivalent Aquatic Specialist, 1.0 full-time equivalent Department Analyst, 1.0 full-time equivalent Secretary, 2.0 full-time equivalent Office Assistant II, 1.0 full-time equivalent Account Clerk II, and 1.0 full-time equivalent Senior Office Assistant allocations and the addition of 2.0 full-time equivalent Department Program Manager, 1.0 full-time equivalent Accountant III, 1.0 full-time equivalent Office Support Supervisor, 2.0 full-time equivalent Senior Office Assistant, and 2.0 full-time equivalent Senior Account Clerk allocations; and the Sheriff's Office to reflect the deletion of 1.0 full-time equivalent Payroll Clerk, 2.0 full-time equivalent Senior Account Clerk, and 1.0 full-time equivalent Storekeeper and the addition of 1.0 full-time equivalent Department Analyst, 2.0 full-time equivalent Payroll Clerk, and 1.0 full-time equivalent Senior Storekeeper allocations effective December 6, 2016.](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0452

HUMAN SERVICES

13. [Authorize the Director to execute amendments to increase agreements with the Council on Aging by \\$261,000 for a not-to-exceed amount of \\$1,225,198 and Petaluma People Services Center by \\$39,000 for a not-to-exceed amount of \\$225,050 for senior nutrition services through June 30, 2017.](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

MISCELLANEOUS

14. [Approve the Minutes of the Meetings of October 25, 2016 and November 1, 2016 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors; and Approve the Minutes of the Meeting of November 1, 2016 for the Sonoma Valley County Sanitation District.](#)

[Summary](#)
[Minutes 1](#)
[Minutes 2](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

PERMIT AND RESOURCE MANAGEMENT

15. [Authorize the Director to execute the first amendment to an agreement with Dudek for preparation of an Environmental Impact Report for the proposed Belden Barns Winery and Cheese Creamery Project in an amount not-to-exceed \\$83,340 for a new not-to-exceed contract total of \\$270,180 \(costs to be reimbursed by the project applicant\). \(First District\)](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

16. [Authorize the Director to approve the first amendment to the May 2016 services agreement with Cream's Dismantling, Inc. in an amount not-to-exceed \\$19,995 to abate code violations on the real property owned by Field of the Wood Church, Inc. at 1080, 1122, 1150, and 1196 Liberty Road, Petaluma; APNs 021-121-008, -009, -010, -011, and -012 for a new not-to-exceed contract total of \\$121,710. \(Second District\)](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

SHERIFF'S OFFICE

17. [Authorize the Sheriff to execute an Agreement for Inmate Communications Services with Legacy Inmate Communications, Inc. for an initial term of five years with five additional one-year options to extend effective March 1, 2017 at no expense to the County.](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

TRANSPORTATION AND PUBLIC WORKS

18. [Amendment No.1 to Agreement with BKF Engineers, Inc. for Design Engineering and Landscape Architecture Services for Highway 101 at Airport Blvd. Interchange in Sonoma County from Post Mile 25.6 to Post Mile 27.0 \(G14001\) – Authorize the Chair to sign Amendment No. 1 to the agreement with BKF Engineers, Inc. for the Highway 101 at Airport Blvd. Landscape Project to extend the term of the agreement by 12 months ending January 28, 2018, adjust the project schedule, and adjust hourly wage rates provided that total payments to the consultant shall-not-exceed the original agreement amount of \\$384,551. \(Fourth District\)](#)

[Item materials](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

APPOINTMENTS/REAPPOINTMENTS

(Items 19 through 22)

19. [Approve the appointment of Eleanor Grogan to the Agricultural Preservation and Open Space District Advisory Committee serving a two-year term beginning on December 6, 2016 and ending on December 6, 2018. \(Third District\)](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

20. [Approve the re-appointment of Richard Hughes to the Gold Ridge Resource Conservation District serving a four-year term beginning on December 2, 2016 and ending on December 6, 2020. \(Fifth District\)](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

21. [Approve the re-appointments of Stephen M. Beckwith and James Brush as regular members and Trina Hartmann as an alternate member to the Assessment Appeals Board serving three-year terms beginning retroactively on September 5, 2016 and ending on September 4, 2019.](#)

[Summary](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

22. [Approve the re-appointment of Kimberly Keller to the Workforce Investment Board serving a two-year term beginning on December 6, 2016 and ending on December 6, 2018. \(Human Services\)](#)

[Summary](#)

[List](#)

Board Action: Approved as Recommended
UNANIMOUS VOTE

PRESENTATIONS/GOLD RESOLUTIONS

(Items 23 through 25)

PRESENTATIONS AT THE BOARD MEETING

23. [Adopt a Gold Resolution celebrating Sonoma Resource Conservation District's 70 Years of Service. \(Third District\)](#)

[Summary](#)

Resolution

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0453

PRESENTATIONS AT A DIFFERENT DATE

- 24. [Adopt a Gold Resolution honoring Chief Frank Treanor on his retirement from the Rancho Adobe Fire District after 10 Years of Public Service. \(Second District\)](#)

Summary
Resolution

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0454

- 25. [Adopt a Gold Resolution recognizing John Azevedo for serving as President of Sonoma County Farm Bureau from January 2015 through December 2016. \(Third District\)](#)

Summary
Resolution

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0455

Public Speaker on the Consent Calendar:
Michael Hilber

III. REGULAR CALENDAR (Items 26 through 30)

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

AND
REGIONAL PARKS

- 26. [Wendle property fee acquisition, the grant of conservation easement and recreation conservation covenant, and transfer of the Mark West Properties to the County of Sonoma - \(A\) District staff recommend that the District Board of Directors take the following actions: 1\) Adopt a Resolution of the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District to fund acquisition by the County of Sonoma of fee title to the Wendle property for \\$2.5 million as an addition to the future Mark West Creek Regional Park and Open Space Preserve; 2\) Authorize and direct the President to execute a conservation easement and recreation conservation covenant and a Certificate of Acceptance; 3\) Authorize and direct the General Manager to negotiate and enter into an agreement with the County for reimbursement of a portion of \\$2.5 million purchase price; 4\) Authorize and direct the President to sign a Certificate of Acceptance for the Irrevocable Offer of Dedication; 5\) Determine that the project is consistent with the Sonoma County General Plan 2020 and the District’s Expenditure Plan; 6\) Direct the General Manager to file a Notice of Exemption for the acquisition of the conservation easement and recreation covenant; and 7\) Direct the General Manager to negotiate and enter into a Transfer Agreement with the County to transfer Cresta I, Cresta II, and McCullough I \(collectively the Mark West Properties\) to the County for the future Mark West Creek Regional Park and Open Space Preserve, and execute other documents related to the Wendle purchase and the transfer. \(B\) County staff recommend that the Sonoma County Board of Supervisors take the following actions: 1\) Adopt a Resolution by the Board of Supervisors of Sonoma County to take fee title to the Wendle property and grant a conservation easement and recreation conservation covenant to the Sonoma County Agricultural Preservation and Open Space District; 2\) Delegate authority to the Board Chair to execute a Certificate of Acceptance for the Wendle fee title; 3\) Direct the Director of Regional Parks to file a Notice of Exemption for the fee acquisition; 4\) Authorize and direct the Director of Regional Parks to negotiate and enter into an agreement with the District for reimbursement of a portion of the \\$2.5 million dollar purchase funds to the District-which agreement, at a minimum, shall include a security instrument and an Irrevocable Offer of Dedication transferring fee title to the District to ensure repayment of](#)

[the District funds; 5\) Authorize and direct the Director of Regional Parks to enter into a Transfer Agreement with the District to transfer Cresta I, Cresta II, and McCullough I and other acquired properties to the County for a future Regional Park and Open Space Preserve, and execute other related documents related to the Wendle purchase and the transfer. \(4/5 vote required\) \(First District\)](#)

[Item materials](#)

[PowerPoint presentation](#)

8:48 a.m. Presenters:

Stuart Martin, Land Acquisition Specialist
Misti Arias, Land Acquisition Program Manager
Steve Ehret, Regional Parks Planning Manager
Russ Pinto, Regional Parks Acquisition Specialist

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolutions 16-0456, 16-0457(a) and 16-0457(b)

HUMAN SERVICES/HEALTH SERVICES
AND
COMMUNITY DEVELOPMENT COMMISSION
(Commissioners: Gorin, Rabbitt, Zane, Gore, Carrillo)

27. [Senior Homeless Prevention Program - \(A\) Approve the implementation of the Senior Homeless Prevention Program. \(B\) Authorize the allocation of \\$37,500 in Contingency funds for Fiscal Year 2016-17 to partially fund the Senior Homeless Prevention Program. \(C\) Approve the addition of 2.0 time-limited full-time equivalent allocation to support the Senior Homeless Prevention Program.](#)

[Summary](#)

[Resolution](#)

[Proposal](#)

[PowerPoint presentation](#)

9:24 a.m. Presenters:

Karen Fies, Director of Human Services
Margaret Van Vliet, Executive Director Community Development Commission
Diane Kaljian, Division Director, Adult and Aging Services

Public Speakers:

Ronit Rubinoff
Alain Serkissian
Joy Lovinger
Elece Hempel
Marrienne McBride
Connie Aust
Anita LaFollette
Michael Hilber
Duane DeWitt

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 16-0459

The Board recessed: 10:27 a.m.

The Board reconvened: 10:43 a.m.

COUNTY COUNSEL/ COUNTY ADMINISTRATOR/HUMAN RESOURCES

28. [Adopt a Resolution to approve an agreement to settle Sonoma County Association of Retired Employees \(SCARE\) v. Sonoma County, et al., U.S. Northern District Court Case No. CV-09-4432 CW.](#)

- [Summary](#)
- [Attachment 1](#)
- [Resolution](#)
- [Attachment 2](#)
- [Attachment 3](#)
- [PowerPoint presentation](#)

10:43 a.m. Presenters:

Bruce Goldstein, County Counsel
Sheryl Bratton, County Administrator
Marcia Chadbourne, Risk Manager
Kara Abelson, Deputy County Counsel

Public Speakers:

Chip Atkin
Michael Hilber
Kathleen Cook
Thomas Morabito

Board Action: Approved as Recommended
UNANIMOUS VOTE
Approved by Resolution 16-0458

BOARD OF SUPERVISORS

29. [Approve a fee waiver in the amount of \\$637 for rental of the Guerneville Veterans Building to host the West County Community Services Thanksgiving event/meal to be held on November 24, 2016. \(Fifth District\)](#)

- [Summary](#)
- [Application](#)
- [Fees](#)

11:36 a.m. Board Action: Approved as Recommended
UNANIMOUS VOTE

30. [Approve Board Sponsorship of \\$5,065 to the Sebastopol Center for the Arts for the AARP Tax-Aide Program at the Sebastopol Veteran's Memorial Building for facility use fees from February 2, 2017 through April 13, 2017. \(Fifth District\)](#)

- [Summary](#)
- [Letter](#)
- [Application](#)
- [Fees](#)

11:36 a.m. Board Action: Approved as Recommended
UNANIMOUS VOTE

31. [PUBLIC COMMENT ON CLOSED SESSION ITEMS](#)

Michael Hilber

The Board recessed into Closed Session: 11:40 a.m.

- IV. [CLOSED SESSION CALENDAR \(Items 32 through 37\)](#)

1:37 p.m. County Counsel Bruce Goldstein reported on Closed Session Items 32 through 37.

32. [The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Sam Villeggiante vs. County of Sonoma, Workers’ Compensation Appeals Board Nos. ADJ8798874, ADJ8797875 and ADJ9426522 \(Government Code Section 54956.9\(d\)\(1\)\).](#)

The Board approved the settlement of Sam Villeggiante’s workers’ compensation claims by way of Compromise and Release Agreement for Settlement in the amount of \$120,000.00, with direction to the Risk Manager to execute all documents necessary to effectuate the settlement.

UNANIMOUS VOTE

33. [The Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Alfred Bordessa and Joseph Bordessa, as Successor - Trustees of the Bruno Bordessa and Dorothy Bordessa Revocable Intervivos Trust \(Created by Declaration of Trust Dated June 12, 2000\) vs. Sonoma County Agricultural Preservation and Open Space District; and Does 1 through 20, inclusive, Sonoma County Superior Court Case No. SCV 256943. \(Government Code Section 54956.9\(d\)\(1\)\).](#)

The Board authorized the filing of a cross-complaint against the Bordessas.

UNANIMOUS VOTE

34. [The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation of Director of Regional Parks. \(Government Code Section 54957\(b\)\(1\)\).](#)

No reportable action. Direction was given to staff.

35. [The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Anticipated Litigation or significant exposure to litigation. \(Government Code Section 54956.9\(d\)\(2\)\).](#)

No reportable action. Direction was given to counsel and staff.

36. [The Board of Commissioners of the Community Development Commission will consider the following in closed session: Conference with Real Property Negotiator. Properties: 18084 Highway 116, Guerneville, CA 95446, 0.35 acres \(APN 072-220-0260\); and 18072 Highway 116, Guerneville, CA 95446, 0.82 acres \(APN 072-220-027\). Negotiating parties: Kim Menary and Thomas Burger. For the Agency: Jim Leddy, Special Projects Director, and John Haig, Assistant Executive Director, Community Development Commission. Under Negotiation: Price and terms of payment for purchase. \(Government Code Section 54956.8\)](#)

The Board authorized termination of real property negotiations as the project has become economically infeasible.

UNANIMOUS VOTE

37. [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: Christina Cramer and Carol Allen. Employee organization: All. Unrepresented employees: All, including retired employees. \(Government Code Section 54957.6 \(b\)\).](#)

No reportable action. Direction was given to counsel and staff.

- V. [REGULAR AFTERNOON CALENDAR \(Items 38 through 43\)](#)

38. [RECONVENE FROM CLOSED SESSION](#)

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Staff Present: Sheryl Bratton, County Administrator and Bruce Goldstein, County Counsel

39. [REPORT ON CLOSED SESSION](#)

2:10 p.m. County Counsel Bruce Goldstein reported on Closed Session Items 32 through 37. See Item IV.

VI. [BOARD MEMBER REPORTS ON ASSIGNED BOARDS, COUNCILS, COMMISSIONS OR OTHER ATTENDED MEETINGS](#)

Supervisor Rabbitt attended an Association of Bay Area Governments (ABAG) meeting on November 17, 2016, when the Preferred Scenario for the One Bay Area Plan was adopted. He attended a Sonoma County Transportation Authority (SCTA) Measure "M" Ad Hoc Committee meeting when a discussion was held concerning extension of a transportation measure in the State of California for transportation projects matching funds. On November 28, 2016, he attended the California State Association of Counties (CSAC) annual meeting and chaired the Housing Land Use and Transportation Policy Committee, the Tribal Workshop Consortium, and moderated the Affordable Housing Panel. He attended a Pension Ad Hoc with Supervisor Zane on December 2, 2016.

Supervisor Zane attended the Bay Area Air Quality Management District and First 5 Commission meetings on December 5, 2016. On November 30 through December 1, 2016, she attended the Association of California Water Agencies' Conference where she was part of a panel presentation entitled "A New Frontier in Water Operations: Atmospheric Rivers, Seasonal Predictions and Weather Forecasting Technology."

Supervisor Gorin attended the CSAC Annual Conference on November 28, 2016, where she discussed groundwater sustainability and cannabis. She attended the Cannabis Town Hall meeting with Supervisor Carrillo on December 2, 2016; a meeting with members of First District at Mountain Home Ranch discussing gravel trucks, the quarry, cell service and cannabis, and will be attending a Glen Ellen Town Forum. On December 8, 2016, she will be attending a Sonoma Valley Connect meeting and she received a proclamation from the Valley of the Moon Fire Protection District thanking the Board for funding.

Supervisor Gore attended a Governance Ad Hoc Committee meeting discussing procedure; hosted a public hearing on the Fish Flow Environmental Impact Report (EIR) discussing the lower river; slept outside over night during the "One Cold Night" event with Social Advocates for Youth (SAY), and met with the United Pomo Nations Council meeting discussing the Russian River with Supervisor Carrillo. He attended CSAC where he was elected to the Executive Committee and announced that on January 28, 2016, the Latino Caucus of California Supervisors will come to Sonoma County to participate in a retreat to discuss issues affecting the state.

Supervisor Carrillo attended the CSAC annual meeting from November 29 through 30, 2016, when he participated in a panel discussion on water issues; a Housing Summit on November 17, 2016, discussing community engagement and housing; the Fish Flow Environmental Impact Report public hearing on November 17, 2016, and the Sonoma Clean Power Authority (SCPA) meeting discussing rates. He announced the 75th Anniversary Pearl Harbor Remembrance Day Event on December 7, 2016, when tribute will be paid to three Sonoma County residents who lost their life during the attack.

VII. [1:57 p.m. - PRESENTATIONS/GOLD RESOLUTIONS](#)
[\(Item 23, approved on the Consent Calendar\)](#)

40. [PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD AND ON BOARD MEMBER REPORTS](#) (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.)

2:04 p.m. Public comment opened

Public Speakers:

Supervisor Judy Morris (Trinity County)

Duane Dewitt

Peter Tscherneff

Patricia Baskerville

Carla Aubrineau

Jane Weal

Roy Jimenez

Rear Koch

Mary Morrison

Maria Halstrom

Roseanne Snyder
Chris Gibbons
Colleen Fernald
Richard Hannon
John Jenkel
Thomas Morabito

2:37 p.m. Public comment closed 2:37 p.m. Deputy County Counsel Jeff Brax replaced County Counsel Bruce Goldstein.

PLEASE NOTE: THE FOLLOWING ITEM MAY ALSO BE HEARD BY THE BOARD AT THE DECEMBER 13, 2016 MEETING AT 2:10 P.M.

**COUNTY ADMINISTRATOR'S OFFICE/PERMIT AND RESOURCE
MANAGEMENT/AGRICULTURE/WEIGHTS AND MEASURES/HEALTH SERVICES**

41. [2:38 p.m. - Conduct a Public Hearing and Consider whether to:](#)
[\(A\) Adopt the Negative Declaration and approve the Medical Cannabis Land Use Ordinance amending the zoning code to permit and regulate medical cannabis businesses; \(Majority\)](#)
[\(B\) Adopt a Resolution amending the Uniform Rules for Agricultural Preservation and Farmland Security Zones to list medical cannabis cultivation as a compatible use within Agricultural Preserves subject to review by the Department of Conservation; \(Majority\)](#)
[\(C\) Adopt a Resolution introducing, reading the title of, and waiving further reading of the proposed Ordinance amending Chapter 14 of the Sonoma County Code to regulate medical cannabis dispensaries and edible cannabis product manufacturing sites; \(Majority\) \(First Reading\)](#)
[\(D\) Adopt the Cannabis Tax Ordinance establishing a general business tax on cannabis operators and placing the Cannabis Tax Ordinance on the ballot for a March 7, 2017 election, which will become effective if it is approved by a majority of the voters voting on the measure; and Adopt a Resolution introducing, reading the title of, and waiving further reading of the proposed Cannabis Tax Ordinance; \(Majority\) \(First Reading\) and](#)
[\(E\) Adopt a Resolution declaring an emergency and calling a special election to submit to the voters of Sonoma County the proposed Cannabis Tax Ordinance, and ordering that the election be consolidated with the special election to be conducted on March 7, 2017. \(Unanimous vote required\)](#)

[Item materials](#)

Presenters:

Rebecca Wachsberg, Deputy County Administrator
Sita Kuteira, Analyst, County Administrator's Office
Alegria De la Cruz, Deputy County Counsel
Amy Lyle, Planner, Permit and Resource Management Department
Tony Linegar, Agriculture Commissioner
Tennis Wick, Director, Permit and Resource Management Department
Jennifer Barrett, Deputy Director Planning, Permit and Resource Management Department
Dr. Karen Milman, Health Officer, Health Services
Lauren Walker, Deputy County Counsel

4:24 p.m. Public comment opened

Public Speakers:

Teri Shore
James Johnson
Carole Robinson
David Scott
Richard Rudansky
Heidi Dieffenbach-Carle
Julie Mercer-Ingram
Larry Kates
Ron Hensic
Linda Ortiz
Brian Elliot

Jolene Strange
Steven Knudsen
Joe Tembrock
Debra Tsouprake
Dr. Steven Herrington
Carolyn Mori
Carlos Campos
Lawrence Brook
Kim Bishop
Sarah Miller
Dr. Jonathan Cachet, PhD.
Gina Belforte
Edie Bishop
Ryan Wood
Judy Tembrock
Paul Cayler
Anne Seeley
Michael McCracken
Linda Mansell
Tawnie Logan
Kumari Sirades
Donna Frank
Jean Martin
Leif Soderlina
Natalie Balfour
Richard Gunderson
Eric Childletter
Mike Whitener
Kathleen Whitener
Craig Harrison
Joe Munson
Gary Lucas
Kevin Costello, M.D.
Craig Litwin
Timothy Hedges
Lawrence Lossing
Steve Spiegleman
Julie Hunter
Bev Buswell
Sarah Shrader
Joan Fleck
Karen Gundersen

Public Comments Closed: 6:01 p.m.

The Board recessed: 6:02 p.m.

The Board reconvened: 6:11 p.m.

Section C Discussion

Within the Medical cannabis ordinance, Supervisor Gorin and Gore want to increase set backs from 600 to 1,000 feet in the land ordinance.

Supervisor Zane wants to keep edibles out of kids hands, and wants to cut back in what's manufactured. Staff reported that the county would be aligned with state requirements, which will return to the Board in the future.

Supervisor Rabbitt suggested uniformity in labeling cannabis products, as well as pursuing educational campaigns.

Section C Vote

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 16-0460

Section E Discussion

Supervisor Gorin suggested a June election rather than in March, if possible.

Section E Vote

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 16-0461

Section D vote

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 16-0462

The Board designated Supervisors Carrillo and/or Zane to sign the ballot arguments.

Sections A and B discussions will be continued to the December 13, 2016 at 2:10 p.m. and December 20, 2016 meetings. The Board can still accept public communications at that time.

42. [Permit and Resource Management Department: Review and possible action on the following: Acts and Determinations of Planning Commission/Board of Zoning Adjustments Acts and Determinations of Project Review and Advisory Committee Acts and Determinations of Design Review Committee Acts and Determinations of Landmarks Commission Administrative Determinations of the Director of Permit and Resource Management \(All materials related to these actions and determinations can be reviewed at: <http://www.sonoma-county.org/prmd/b-c/index.htm>\)](http://www.sonoma-county.org/prmd/b-c/index.htm)

[Acts and Determinations](#)

7:14 p.m. Board Action: Approved as Recommended

UNANIMOUS VOTE

43. [7:15 p.m. ADJOURNMENT](#)

7:15 p.m. The Board adjourned the meeting in the memory of Gene Crozat, Elizabeth Kemp, Clara Bowman, Barrett Clark, Pat Eliot, Jean Bowman and Gary Giacomini, Former Marin County Supervisor. The meeting was adjourned to December 13, 2016 at 8:30 A.M.

Respectfully submitted,

Roxanne Epstein,
Chief Deputy Clerk of the Board

**ACTION SUMMARY
COUNTY OF SONOMA
BOARD OF SUPERVISORS
MONDAY, DECEMBER 12, 2016**

Supervisors Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo

Sheryl Bratton, County Administrator
Bruce Goldstein, County Counsel

- I. 9:02 a.m. CALL TO ORDER**
- II. 9:03 a.m. PLEDGE OF ALLEGIANCE**
- III. 9:03 a.m. BOARD MEMBER ANNOUNCEMENTS** None
- IV. 9:03 a.m. PUBLIC COMMENT ON MATTERS LISTED ON THE AGENDA**
(Government Code Section 54954.3(a))

Public Speakers: None

The Board recessed into closed session: **9:03 a.m.**

The Board reconvened from closed session: **12:35 p.m.**

V. CLOSED SESSION CALENDAR
(Item 1)

1. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – County Administrator. (Government Code Section 54957(b)(1)).

No reportable action. Direction was given to staff.

VI. 12:35 p.m. RECONVENE FROM CLOSED SESSION

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, James Gore, Efren Carrillo.

Staff Present: Sheryl Bratton, County Administrator
Bruce Goldstein, County Counsel

Report on Closed Session.

12:35 p.m. Chair Carrillo reported on Closed Session Item 1. See Item V.

VII. 12:35 p.m. ADJOURN

The meeting was adjourned to August 30, 2016 at 8:30 A.M.

Respectfully submitted,
Roxanne Epstein,
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: 17
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 10, 2017

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: Award of Contract for the Hauser Bridge Replacement Project

Recommended Actions:

1. Approve the plans and specifications for the Hauser Bridge Road over South Fork Gualala River - Hauser Bridge Replacement Project C11006.
2. Award the contract to low bidder Granite Construction, in the amount of \$4,393,518.75 plus a 10% contingency and authorize the Chair to execute construction contract C11006.

Executive Summary:

The Hauser Bridge project will replace the existing one-lane Hauser Bridge Road Bridge over the South Fork of the Gualala River (Bridge No. 20C-0240) with a two-lane, 29-foot wide and 165-foot long two-span asymmetric steel tied arch bridge.

Discussion:

Transportation and Public Works is actively working on fifteen bridge projects. The top priority are the nine mandatory seismic projects, second in priority are projects that are eligible for toll credits in lieu of local match, of which this project is one. Additionally, limited environmental constraints and minimal public impact have helped to accelerate the schedule of this project. The existing Hauser Bridge carries Hauser Bridge Road over the South Fork of the Gualala River about 4 miles east of the junction of Highway 1 and Kruse Ranch Road, near Cazadero. Built in 1947, the existing bridge consists of a one-lane steel truss structure with a steel grid style deck. The new bridge will be two lanes designed to meet current design standards including improvements to roadway approaches and appurtenant facilities. The project does not increase vehicular traffic capacity, but will provide two traffic lanes with shoulders. Due to the low traffic volume on Hauser Bridge Road, pedestrians, bicycles, and vehicles will share the travel lanes and shoulders.

The project was advertised for bids October 26, 2016 – November 29, 2016.

Bids were opened on November 29, 2016.

Bids were received as follows:

Granite Construction: \$4,393,518.75
Valentine Corporation: \$5,056,320.15
Gordon N. Ball, Inc.: \$5,091,914.50
Golden State Bridge, Inc.: \$5,380,589.75
Shimmick Construction: \$6,675,610.00

The Engineer's Estimate was: \$4,100,000.00

The low-bid of Granite Construction is \$293,518.75 (7.2%) above the Engineer's Estimate. The second low-bid is \$662,801.40 (15.1%) higher than the low bidder. Mobilization costs represent the majority of the 7.2% cost difference between the Engineer's Estimate and the lowest bid.

Granite Construction is experienced in this type of work. They have been in operation for over 90 years and have constructed many bridges similar to Hauser Road Bridge.

The total estimated cost of construction is \$4,832,871 including 10% for contingency. This contract is 100% federally funded, with 88.53% through the Highway Bridge Program (HBP) and the typical 11.47% local match requirement being offset with available Toll Credits. Toll or transportation development credits are a federal transportation funding tool that can be utilized by states as a means of meeting local and state matching requirements for federal funding. State credits are accrued when capital investments are made in federally-approved tolled facilities including toll roads and bridges. These credits can be used as a "soft match" meaning that they do not represent an actual source of funding but reduce the amount of funding a state or local entity has to contribute and allow many programs to be funded with 100% federal funds as opposed to the traditional 88.53/11.47% percent split between federal and state/local funding sources.

A separate agreement for construction management services for this project, typically 15% of total construction cost, will be brought to the Board for approval in late January. Appropriations are available in the FY 2016-17 Road Division Capital Improvement budget and will be requested as necessary during the FY 2017-18 budget process. The Notice to Proceed is expected to be issued immediately after the execution of construction contract C11006 so that preliminary work, including required tree removal, can be performed within the permitted environmental window. The majority of construction is expected to start in May 2017.

Prior Board Actions:

05/07/2013: Board approved engineering design contract to OPAC Consulting Engineers for the replacement of Hauser Bridge totaling \$728,848 with a term ending December 31, 2015.
11/10/2015: Board approved an amendment to agreement with OPAC Consulting Engineers, extending term of agreement to December 31, 2019.

Strategic Plan Alignment Goal 3: Invest in the Future

The project invests in the future by replacing aging public infrastructure.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$1,000,000	\$3,832,871	
Additional Appropriation Requested			
Total Expenditures	\$1,000,000	\$3,832,871	
Funding Sources			
General Fund/WA GF			
State/Federal	\$1,000,000	\$3,832,871	
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$1,000,000	\$3,832,871	
Narrative Explanation of Fiscal Impacts:			
<p>Appropriations are included in the FY 2016-17 Road Division Capital Improvement budget and will be requested during FY 17-18 budget process. Estimated fiscal year breakdown of costs is detailed above, including the 10% contingency. The construction contract is 100% federally funded through the Highway Bridge Program (HBP) (88.53% HBP with 11.47% local match requirement offset from available Toll Credits.</p>			
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:			
Contract, Special Provisions, Bid Book, Plans			



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Gore (707) 565-2241

Supervisorial District(s):

Fourth District

Title: Re-appointment

Recommended Actions:

Appoint Bill Smith to the Agricultural Preservation and Open Space District Advisory Committee for a two year term beginning January 10, 2017 and ending December 31, 2018.

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 15-16

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

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



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Gore (707) 565-2241

Supervisorial District(s):

Fourth District

Title: Appointment

Recommended Actions:

Appoint Stu Clark to the AB 939 Task Force for a three year term beginning January 10, 2017 and ending January 10, 2020

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 15-16

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

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



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Gore (707) 565-2241

Supervisorial District(s):

Fourth District

Title: Appointment

Recommended Actions:

Reappoint John Suazo to the Mental Health Board for a three year term beginning January 10, 2017 and ending December 31, 2020

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 15-16

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

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



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 21

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Appointment

Recommended Actions:

Appoint Carrie Castro to the Sonoma County Commission on the Status of Women, effective 1/10/17 and expiring on 1/11/2019. (First District)

Executive Summary:

Appoint Carrie Castro to the Sonoma County Commission on the Status of Women, effective January 10, 2017 and expiring on January 11, 2019. (First District)

Discussion:**Prior Board Actions:**

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma
Agenda Item
Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First District

Title: Appointment

Recommended Actions:

Appoint Betzy Chavez to the Sonoma County Community Development Committee, serving a two year term, effective 1/10/2017 and expiring on 1/11/2019. (First District)

Executive Summary:

Appoint Betzy Chavez to the Sonoma County Community Development Committee, serving a two year term, effective January 10, 2017 and expiring on January 11, 2019.

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 16-17

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:

--

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

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County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Appointment

Recommended Actions:

Appoint Howard Sapper to the Sonoma County Commission on Human Rights, effective 1/10/17 and expiring on 1/11/2019. (First District)

Executive Summary:

Appoint Howard Sapper to the Sonoma County Commission on Human Rights, effective January 10, 2017 and expiring on January 11, 2019. (First District)

Discussion:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma
Agenda Item
Summary Report

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

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

To:

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): BOS

Staff Name and Phone Number:

Supervisor Lynda Hopkins 565-2241

Supervisorial District(s):

Fifth

Title: Appointment

Recommended Actions:

Approve the appointment of John Lowry to the Planning Commission and Board of Zoning Adjustments, Cotermimus (Fifth District)

Executive Summary:

None.

Discussion:

None.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
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:			
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: 25
(This Section for use by Clerk of the Board Only.)

To:

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s):

Staff Name and Phone Number:

Supervisor Shirlee Zane
(707) 565-2241

Supervisorial District(s):

Third District

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution Proclaiming January 10, 2017 Helen Rudee Day. (Third District)

Executive Summary:

Adopt a Gold Resolution Proclaiming January 10, 2017 Helen Rudee Day. (Third District)

Discussion:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Recognizing January 10, 2017 As Helen Rudee Day.**

Whereas, Helen Rudee has been an outspoken advocate for women, children, health and environmental issues throughout her life and career; and

Whereas, Helen made raising her four children a high priority, being very active with their schools and serving with the Parent Teacher Association (PTA) before being appointed and then elected to the Santa Rosa Board of Education, where she stayed for 10 years; and

Whereas, being the first woman to serve as Chair of the Santa Rosa School Board, both the School Board and the PTA were Helen's springboard to politics, and in recognition of her work, she received the Honorary Service and Continuing Service Awards from the California Congress of Parents and Teachers; and

Whereas, in 1976 Helen was the first woman elected to the Sonoma County Board of Supervisors, where she unseated the short-term Third District incumbent despite the men who cautioned her with statements like "You're a nice girl, Helen, but I can't vote for a woman."; and

Whereas, Helen has been dedicated to bringing more women into political office through organizations like the Women's Political Caucus in the Bay Area, she was instrumental in the formation of Sonoma County's Commission on the Status of Women; and

Whereas after serving three terms on the Board of Supervisors, Helen remained politically active as an advocate on matters such as education and health care that are at the root of myriad women's issues; and

Whereas, in 1996, Helen was awarded an Honorary Doctorate in Humane Letters from Sonoma State University in recognition of her civic engagement; and

Resolution #

Date:

Page 2

Whereas, for her service to her community and significant influence on Sonoma County, the Press Democrat named Helen one of the Fifty Most Influential People in Sonoma County during the 20th Century; and

Whereas, in the "Rudee years" on the Board of Supervisors, the political stock of women was rising all over the country and Sonoma County assumed a leadership role with the advent of the Women's History Project that led to National Women's History Month, incubated here and celebrated each March; and

Whereas, Helen has been an active and outspoken community leader for many years, whose work as a trailblazer has made our community rich in opportunity for women and led us to this day where the Board of Supervisors has for the first time in its history a female majority of elected representatives.

Now, therefore be it resolved that the Board of Supervisors of the County of Sonoma, State of California, proclaims January 10th, 2017 Helen Rudee Day, with all due appreciation and respect for our first woman Supervisor.

Supervisors:

Gorin:

Rabbitt:

Zane:

Gore:

Carrillo:

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: 26
(This Section for use by Clerk of the Board Only.)

To: The Board of Supervisors of Supervisors of Sonoma County

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Human Services Department and Department of Health Services

Staff Name and Phone Number:

Kim Seamans, 707-565-2198
Barbie Robinson, 707-565-4777

Supervisorial District(s):

All

Title: Eligibility Worker, Employment and Training Specialist and Eligibility Specialist Recognition Month

Recommended Actions:

Adopt a Gold Resolution designating January 2017 as Eligibility Worker, Employment and Training Specialist and Eligibility Specialist Recognition Month

Executive Summary:

More than 300 Eligibility Workers (EW), Employment and Training Specialists (ETS), Eligibility Specialists (ES), and related supervisors are employed by Sonoma County.

In 2016, EWs, ETSs and ESs from the Human Services Department and the Department of Health Services served more than 105,000 individuals throughout Sonoma County in the course of their duties. Eligibility Worker, Employment and Training Specialist, and Eligibility Specialist Recognition Month honors these employees for their dedication and commitment to their job and their community.

Discussion:

CalWORKs, CalFresh, Medi-Cal and subsidized Covered California health insurance plans provide a crucial safety net and sense of hope for families facing difficult health and financial situations. Whether it is a homebound senior struggling to afford food and medication, a parent caring for children on a low income, a family trying to maintain health insurance coverage or a college student who needs help with food expenses, these programs offer vital services to meet the basic needs of vulnerable community members. Eligibility Workers, Employment and Training Specialists, and Eligibility Specialists are the connection between those in need and these programs. EWs, ETSs and ESs must be knowledgeable of the wide range of programs and other resources so that they can effectively assist each client to obtain the most beneficial program and answer questions of the general public.

EWs assigned to the Department of Health Services, Behavioral Health Division, assure that individuals have access to both care and benefits. These EWs provide outreach to clients in need of services at homeless shelters, homeless service centers, the County detention facility, Brookwood Health Center, and acute psychiatric hospitals. Providing Whole Person Care, the EWs also use these opportunities to assist clients with applications for Medi-Cal, CalFresh, General Assistance, Social Security, Short-Term disability, and unemployment benefits, and to advocate for Behavioral Health clients when benefit issues occur.

EWs in the Human Services, Family, Youth and Children Division, determine Foster Care payment benefits and Medi-Cal for over 1,600 children in the Foster Care system and ensure former foster care youth continue to receive Medi-Cal until they are 26 years old. EWs and ETSs in the Employment and Training Division work with families to improve parent’s prospect for employment. Economic Assistance Division ESs provide Medi-Cal, CalFresh, General Assistance benefits and determine subsidized insurance coverage through the Covered California insurance exchange. EWs in the Special Investigation Unit safeguard the integrity of the programs and services offered by Human Services Department providing quality assurance and opportunities for improvement in casework accuracy. EWs in the Adult and Aging Division work closely with In Home Supportive Services Social Workers to coordinate Medi-Cal benefits with in-home assistance services for over 2,500 Sonoma County residents who are at risk of out-of-home placement.

Prior Board Actions:

The Board has previously honored Eligibility Workers and Employment and Training Specialists by designating the month of January as Eligibility Worker Recognition Month.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

This item fosters an increased understanding of what the County does.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	0	0	0
Additional Appropriation Requested			
Total Expenditures	0	0	0
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	0		0
Narrative Explanation of Fiscal Impacts:			
None			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
Resolution			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma

State of California

Date: January 10, 2017

Item Number: _____

Resolution Number: _____



4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Designating January 2017 As Eligibility Worker, Employment and Training Specialist and
Eligibility Specialist Month.**

Whereas, the Eligibility Worker, Employment and Training Specialist and Eligibility Specialist classifications were established to provide for more efficient service in determining eligibility for public assistance; and

Whereas, Eligibility Workers, Employment and Training Specialists and Eligibility Specialists interact with the public with professionalism, respect and compassion; and

Whereas, Eligibility Workers, Employment and Training Specialists and Eligibility Specialists are responsible for processing applications and managing caseloads while maintaining very high standards of job performance; and

Whereas, Eligibility Workers, Employment and Training Specialists and Eligibility Specialists are required to be well versed in many areas so that they can effectively provide services to public assistance recipients, foster care providers and the general public; and

Whereas, Eligibility Workers, Employment and Training Specialists and Eligibility Specialists perform valuable services and it is important that all Sonoma County residents recognize the contribution they make to the community of Sonoma County;

Now, Therefore, Be It Resolved that the Board of Supervisors of the County of Sonoma do hereby designate January 2017 as the Eligibility Worker, Employment and Training Specialist and Eligibility Specialist Recognition Month in Sonoma County and salute the fine record of service and achievement which they dedicated individuals have established in our county.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

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: 27
(This Section for use by Clerk of the Board Only.)

To:

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): District Attorney's Office; Human Resources; Health Services; Human Services; Probation Department; Sheriff's Office

Staff Name and Phone Number:

William Brockley 565-3366

Supervisorial District(s):

Title: Human Trafficking Awareness Month

Recommended Actions:

Adopt a Gold Resolution proclaiming January 2017, as Human Trafficking Awareness Month in Sonoma County.

Executive Summary:

On behalf of the many public and private agencies working together to raise awareness of and combat human trafficking, six departments -- Human Resources (The Commission on Human Rights and the Commission on the Status of Women), the District Attorney, Health Services, Human Services, Probation and the Sheriff's Office and seven community based organizations have come together to seek a proclamation naming January 2017, as HUMAN TRAFFICKING AWARENESS MONTH in Sonoma County.

Background: In January 2010, President Obama instituted an annual month-plus of awareness events on human trafficking with a proclamation declaring January as National Slavery and Human Trafficking Prevention Month. All of these events culminated in the annual celebration of National Freedom Day on February 1st. Likewise, many state and city governments, along with civil society, are taking time to acknowledge and focus on human trafficking.

Human Trafficking is modern-day slavery. It is defined as "the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act, in which a commercial sex act is induced by force, fraud, or coercion, or in which the person forced to perform such an act is under the age of 18 years." The victims are among the most vulnerable members of society, including women and children, who are forced, defrauded or coerced into labor (commonly in sweatshops, on farms, or for domestic service) or into sexual servitude.

The statistics on the extent of human trafficking are astounding:

1. The International Labor Organization of the United Nations estimates that 12.3 million people around the world fall victim to human trafficking.
2. The United States State Department estimates that almost 800,000 people are trafficked across international borders each year.
3. The United States Department of Justice estimates that between 14,000 and 17,500 victims of human trafficking are brought into the United States each year.
4. On a local level, the Human Rights Center, University of California, Berkeley, reported in a 2005 study that 80 percent of the documented human trafficking cases in California occurred in San Diego, Los Angeles and the San Francisco Bay Area.
5. Since 2011, 161 Human Trafficking and Prostitution cases have been filed by the District Attorney's Office. Notable is the considerable increase in felony cases involving traffickers since 2012: Prior to 2012, the DA's Office averaged 3.6 felony trafficking cases per year; from 2012-2014 the rate has been 9.0 felony cases per year.

These figures are even more alarming when one considers that victims of this crime live in fear and often avoid law enforcement, so human trafficking violations are often not reported.

This annual national observance is intended to enhance the fight against and increase the awareness of human trafficking. Our community must be aware of the realities of human trafficking, and we must be dedicated to stopping and eliminating this contemporary manifestation of slavery. Certainly, Sonoma County is recognizing some changes: The increase in felony cases since 2012 has come with a corresponding decrease in misdemeanor cases. Pre-2012, an average of 65 misdemeanor cases per year were seen in the DA's office; since 2012, the average has been 27 misdemeanor cases. This trend is reflective of the recognition of the role of the victim in trafficking crimes being reported to the District Attorney's Office. Still, victims of human trafficking need support in order to escape and recover from the physical, mental, emotional and spiritual trauma associated with their victimization. Increased awareness remains a critical function of the fight.

District Attorney's Office

As the Chair of the Sonoma County Human Trafficking Task Force, the Sonoma County District Attorney's Office is dedicated to providing the members of our community with a safe place to live by holding the guilty accountable, protecting the innocent, and preserving the dignity of victims and their families.

The National Center for Missing & Exploited Children estimates that each year 100,000 children are the victims of commercial sexual exploitation in the United States.

The Sonoma County Human Trafficking Task Force (HTTF), with the invaluable assistance of the member agencies, has furthered the mission in five key areas:

1. Community education, engagement, and collaboration;
2. Law enforcement training, intelligence sharing, and coordination;
3. Innovative charging of cases and vigorous prosecution of offenders;

4. Coordinated delivery of HTTF services; and
5. Engaged and enlisted policy makers, legislators and community decision makers.

In 2000, Congress passed the Trafficking Victims Protection Act to “combat trafficking in persons, especially into the sex trade, slavery, and involuntary servitude, to reauthorize certain Federal programs to prevent violence against women, and for other purposes.” (P.L. 106-386 [H.R. 3244] 28 Oct 2000). This law provides law enforcement officials with the necessary tools to combat trafficking in persons, both domestically and abroad. Seeking to coordinate and complement federal legislation, Assembly Bill 22 (Lieber, 2005) and Senate Bill 180 (Kuehl) were enacted to provide multiple protections at the State level. AB 22 added Section 236.1 to the California Penal Code, which establishes human trafficking for forced labor or services as a felony crime. This law was amended by the Chelsea King Child Predator Prevention Act of 2010 to impose a fine of \$100,000 when the victim is under the age of 18.

Although there are laws to prosecute perpetrators of human trafficking and to assist and protect victims of human trafficking, awareness of the issues surrounding human trafficking is essential for effective enforcement. The District Attorney joins the efforts by other County departments, individuals, businesses, organizations, and governing bodies to promote the observance of the National Month of Human Trafficking Awareness in January of each year to raise awareness of and to actively oppose human trafficking.

Family Justice Center Sonoma County

The Family Justice Center Sonoma County (FJCSC) empowers family violence victims to live free from violence and abuse by providing comprehensive services, centered on and around the victim, through a single point of access. The FJCSC is an integral partner in the Human Trafficking Task Force, and hosts their meetings at the FJCSC building. Various on-site collaborative partners offer services to victims as needed. The partnership between the FJCSC with community based nonprofit organizations, with law enforcement agencies and the District Attorney’s office, is a strong model of collaboration in serving victims.

Department of Health Services

The Sonoma County Department of Health Services works closely with the Human Services Department, the District Attorney’s Office, the Family Justice Center Sonoma County, the Sheriff’s Office, other local law enforcement and public safety agencies, and community partners, such as Verity and the YWCA of Sonoma County, to support victims of human trafficking by providing forensic medical examinations to victims of sexual assault and by participating on the Human Trafficking Task Force. Public Health representation on the Human Trafficking Task Force ensures members receive relevant information and guidance on community public health issues.

The Sexual Assault Response Team (SART)/Redwood Children’s Center (RCC) team is a multi-disciplinary team of trained professionals, including medical, legal, law enforcement and survivor advocacy representatives. The team provides specialized, coordinated services to the people of Sonoma County. Health Services’ Forensic Examiners receive special training in forensic evidence collection and directed medical examinations for both adult and child cases of sexual assault. They provide 24-hour, seven days a week on-call services for all suspected cases of adult and child sexual assault or abuse. Health Services remains a committed partner in looking toward the safety and support of victims of sexual assault and

human trafficking in a caring and professional environment through a multi-disciplinary and victim-centered approach.

Department of Human Resources: Commission on the Status of Women and Commission on Human Rights

For many years, the Commission on the Status of Women (CSW) encouraged the formation of a county task force that was dedicated to aiding victims of human trafficking, and have supported and partnered with, many organizations in their efforts to build community awareness about this issue in Sonoma County.

Since the 2014-2015 school year, the youth mentorship programs of each commission – the Junior Commissioner Projects – have created community service projects designed to bring awareness to human trafficking. The Junior Commission on Human Rights has created a Public Service Announcement video each year exposing the harsh realities of human trafficking here in Sonoma County. The Junior Commission on the Status of Women put together a presentation at school assemblies educating their peers on what human trafficking is, how to spot a victim whom also might be a friend, and what to do to help. During the 2015-2016 school year, Windsor High School (WHS) teachers incorporated the presentation into the curriculum and students created an incredible display of art depicting the horrors of human trafficking. The exhibit was on display at WHS prior to being on display outside the Board of Supervisors chambers earlier this year.

The Commissions continue their commitment to build awareness of this horrible crime, and to support the county-wide efforts lead by the District Attorney’s office and the Sonoma County Human Trafficking Task Force.

Human Services Department (HSD)

HSD has led the Commercially Sexually Exploited Children Steering Committee since its inception in 2014 as a subcommittee of the Sonoma County Human Trafficking Task Force. Since September 2014, HSD has identified and supported over 65 youth by holding immediate multi-disciplinary team meetings with other members of the Inter-agency CSEC Steering Committee. These children or youth are identified as either being trafficked or at high risk for being commercially exploited. With the support of agencies such as Law Enforcement including SRPD and SCSO and other city departments, SAY, Verity and VOICES, and within our county departments, Probation, Behavioral Health, Public Health, Juvenile Hall, and Substance Use Disorders Services, our monthly meetings and multi-disciplinary team meetings provide a venue to facilitate the search for appropriate housing and coordination of services that meets the needs of each individual. Recent legislation has added that children who run away are particularly vulnerable to being exploited and provisions have been put in place to address this critical issue.

Federal and State CSEC funding has provided the revenue for staff and community partners to participate in high level training as well as education for CSE youth or potentially trafficked children and updates have been made that allow CSEC and/or missing children to be tracked within the county, within the state, and across state lines. HSD provides forensic interviewers, supervision and administrative support for the Redwood Children's Center which is located at the Family Justice Center Sonoma County. Staff at Family, Youth, and Children’s Services including the Valley of the Moon Children’s Home have been instrumental in the identification of CSEC and coordination of services to assist them.

Probation Department

The Sonoma County Probation Department works collaboratively with other law enforcement agencies to provide active community supervision of offenders who have committed acts of violence against vulnerable victims. Maintaining awareness of offender conduct in the community deters further victimization and provides the opportunity to observe activities that may suggest further criminal conduct. The Probation Department is committed to reducing violence through the monitoring of offenders and staying connected to the community. A large portion of women and adolescent females in the criminal and juvenile justice systems have been victims of violence and/or sexual abuse. The Department has developed new protocols to address adolescent runaways who are high risk for being commercially exploited. The Department works closely with community-based organizations to provide resources and support to assist these individuals in addressing their trauma, thereby enabling them to live healthier lives in the community. The Department supports the County's efforts to increase awareness of this tragic crime, and to apprehend and prosecute anyone involved in human trafficking.

Sheriff's Office

The Sonoma County Sheriff's Office is committed to identifying, vigorously investigating, and assisting in the prosecution of individuals both engaged in Human Trafficking in Sonoma County and/or traveling to or through Sonoma County for the purpose of engaging in Human Trafficking. The Sheriff's Office recognizes the challenges associated with combating this insidious crime, and that some of the most vulnerable people in our community may be victims of Human Trafficking.

Detectives of the Sonoma County Sheriff's Office Domestic Violence/Sexual Assault Unit attend training at the State and Federal level that informs them of the most current trends and techniques used in investigating Human Trafficking crimes. Within the Domestic Violence Sexual Assault Unit, there are two Detectives assigned with the responsibility of maintaining expertise in Human Trafficking crimes and trends. The Detectives attend the North Bay Human Trafficking Innocence Lost Task Force meetings every quarter. Additionally, the Sonoma County Sheriff's Office participates in the Sonoma County Commission on Human Trafficking Task Force, which provides members a forum for intelligence gathering and networking to combat Human Trafficking more effectively.

In October 2016, the Sonoma County Sheriff's Office Domestic Violence/Sexual Assault Unit and Santa Rosa Police Department Domestic Violence/Sexual Assault Unit participated in the FBI's "Operation Cross Country," an operation targeting multiple facets of Human Trafficking. The local operation targeted solicitors loitering to engage in an act of prostitution, as well as attempting to purchase underage victims for sex. All of the sworn deputies in the Sonoma County Sheriff's Office have attended a two-hour Human Trafficking class.

In a continuing effort to serve the community better, the Sonoma County Sheriff's Office, in coordination with several governmental and non-governmental community services based organizations, proactively seeks to combat Human Trafficking by identifying resources available to the Human Trafficking victims, and assists in establishing a framework for providing those services in a safe and confidential environment.

This year, Sonoma County Sheriff's Office Domestic Violence/Sexual Assault Unit detectives plan to participate in a joint operation with local agencies in a planned, concentrated law enforcement action that focuses on capturing Traffickers and rescuing child victims. This local effort will be coordinated in conjunction with the FBI's Criminal Investigative Division, in partnership with the Child Exploitation-Obscenity Section (CEOS) of the Department of Justice and the National Center for Missing & Exploited Children (NCMEC). The impetus for the operation stems from the Innocence Lost National Initiative to address the growing problem of children forced into prostitution.

Discussion:

Prior Board Actions:

Each year since 2008, the Board of Supervisors has issued a Gold Resolution recognizing Human Trafficking Awareness Month.

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

In raising awareness, recognizing Human Trafficking Awareness Month plays an important part in the larger strategy to deal with the issue of human trafficking: The event raises community education, reaches out to victims, and encourages the community to support services to address human trafficking as a serious health and public safety issue in Sonoma County.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

None

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Not Applicable			
Narrative Explanation of Staffing Impacts (If Required):			
Not applicable			
Attachments:			
Resolution			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA,
STATE OF CALIFORNIA, PROCLAIMING JANUARY 2017, TO BE
HUMAN TRAFFICKING AWARENESS MONTH IN SONOMA COUNTY**

Whereas, Sonoma County has a tradition of advancing fundamental human rights; and

Whereas, given the people of Sonoma County's commitment to protecting individual freedom, eliminating human trafficking, including early or forced marriage, commercial sexual exploitation, forced labor, labor obtained through debt bondage, involuntary servitude, slavery, slavery by descent, and involuntary imprisonment is imperative, and

Whereas, to combat human trafficking within Sonoma County, the United States and throughout the world, people and governments must be aware of human trafficking and must confront this contemporary manifestation of slavery; and

Whereas, the Board of Supervisors and the people of Sonoma County actively oppose all individuals, groups, organizations and governments and their entities who support, advance, or commit acts of human trafficking; and

Whereas, victims of human trafficking need support in order to escape and recover from the physical, mental, emotional, and spiritual trauma associated with their victimization; and

Whereas, although laws to prosecute perpetrators of human trafficking and to assist and protect victims of human trafficking have been enacted, awareness of the issues surrounding human trafficking by those most likely to come in contact with victims is essential to effective enforcement because the techniques that traffickers use for enslaving their victims severely limit self-reporting; and

Whereas, individuals, public agencies, private organizations and businesses in Sonoma County should join together and work to end human trafficking through education.

Now, Therefore, Be It Resolved that the Board of Supervisors, in joining in this national observance is one example of the ongoing commitment to raise awareness of and actively oppose human trafficking, hereby proclaims January 2017, as Human Trafficking Awareness Month in Sonoma County.

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

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: 28
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s):

Staff Name and Phone Number:

Supervisor Shirlee Zane

Supervisorial District(s):

Third

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution Proclaiming January 21, 2017 "Sonoma County Stands For Women" Day. (Third District)

Executive Summary:

Adopt a Gold Resolution Proclaiming January 21, 2017 "Sonoma County Stands For Women" Day. (Third District)

Discussion:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Supervisors of the County of Sonoma

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Office of the County Counsel

Staff Name and Phone Number:

Bruce Goldstein 565-6118

Supervisorial District(s):

First, Fourth, Fifth,

Title: Amendment to Appointments to Northern Sonoma County Air Pollution Control District

Recommended Actions:

Adopt a Resolution of the Board of Supervisors rescinding Resolution No. 16-0393 and designating two County Board of Supervisors as the members that shall sit on the Board of Directors of the Northern Sonoma County Air Pollution Control District.

Executive Summary:

On October 11, 2016, the Board of Directors of the Northern Sonoma County Air Pollution Control District ("District") adopted a resolution directing the Air Pollution Control Officer ("APCO") to formally invite the cities of Cloverdale, Healdsburg, and Windsor to each hold a seat on the Air District Board of Directors. Concurrently, your Board of Supervisors, by resolution, supported the District Board in such effort and designated Supervisors from Districts 4, 5 and 1, which are within the District territory, to sit on the District Board of Directors. In addition your Board would pick a Supervisor, if one or three Cities chose to join the Air District Board, to insure an odd number of total seats.

Subsequently all three cities have indicated that they will each appoint a member to hold a seat of the District Board of Directors.

State law provides discretion for the County and Cities to select their own representatives, but emphasizes that the District Board composition shall reflect, to the extent feasible and practicable, the geographic diversity and population variation in the Air District. In the spirit of this directive, and given the flexibility of the supporting statute, the County may re-assess and tailor its initial member contributions in Resolution No. 16-0393. The County now proposes to designate two County Supervisors as representatives (instead of three or four). These two supervisors, plus the cities' three representatives, will also provide for a desirable odd number of District Board members. Therefore, it is proposed that this new resolution shall designate two County Supervisors, and thereby make it necessary to rescind the previous Resolution No. 16-0393.

Discussion:

The District is an independent air district that is separate agency of the state. The District Board has the authority to set the overall policy and to execute the general powers granted to the District. (See Health & Safety Code sections 40700 *et seq.* and see Government Code sections 53000 *et seq.*) Currently the District Board is comprised solely of the five (5) members of the Board of Supervisors.

These powers include appointing the Air Pollution Control Officer (APCO), determining the compensation of the Air Pollution Control Officer and all other staff, and adopting the Air District's budget. Generally the District Board is responsible for directing the fundamental policy and governance of the Air District, as well as development of Air District regulations for the enforcement and implementation of local, state, and federal rules pertaining to air quality. The District Board has many responsibilities and powers defined in state law, and can regulate any owner or operator of any air pollution emission source, except a noncommercial vehicular source, pursuant to Health & Safety Code section 40910.

In the mid- 1990's, legislation was passed to allow for cities to participate in air districts, and to allow air districts to contract with Counties for services. These state laws were intended to allow cities to play a more prominent role in air district activities, including funding activities, governance and public health related decisions. City participation was based on the population of the incorporated areas within a county reaching a certain threshold (greater than 35% of residents living within incorporated areas).

Since that time, Sonoma County residents as a whole (and residents within only the portion of Sonoma County within the Air District, specifically, the Cities of Cloverdale, Healdsburg and Windsor) reside in numbers above the threshold (greater than 35% live within incorporated areas). When the population of the incorporated areas reaches this size, city participation should be invited. Based on this population increase, and the fact that the Air District manages many grants and fees programs, enforces state laws against private and public entities, and has permitting authority over many activities within its boundaries, the Air District Board of Directors, by resolution on October 11, 2016, directed the current APCO to formally invite the Cities of Cloverdale, Healdsburg and Windsor to join the Air District Board of Directors.

The Board of Supervisors concurrently passed Resolution No. 16-0939 supporting the APCO's efforts and designated the County Board of Supervisors from Supervisorial Districts 1, 4, and 5, as the members that shall sit on the Board of Directors of the Northern Sonoma County Air Pollution Control District, and left open a selection of a fourth supervisor annually, if only one or three Cities chose to join the Air District Board.

County Supervisorial Districts 4 and 5 nearly comprise the entire Air District territory with only a very small portion of District 1 Supervisorial Districts 2 and 3 and the majority of 1 are completely outside of the District and under the legal purview of another Air District; the Bay Area Air Quality Management District. Given those demographics and since state law provides that the governing board composition shall reflect, to the extent feasible and practicable, the geographic diversity and population variation in the Air District, staff recommended, and the County Board of Supervisors adopted, the designation of supervisors from Districts 4, 5 and 1 to sit on the Board of Directors.

Subsequent to the Boards' October 11, 2016 action, all three cities have indicated that they will each appoint a member to hold a seat on the District Board of Directors.

After Resolution No. 16-0939 was adopted and all three cities indicated they would appoint a member to the District Board of Directors, the District and County staff re-assessed the County contribution of 3 or 4 supervisors as District Board representation and concluded that 2 County Supervisors was most prudent.

County staff now request that the Board of Supervisors of the County of Sonoma take the following action:

1. Designate two County Board of Supervisors, as the members that shall sit on the Board of Directors of the Northern Sonoma County Air Pollution Control District.

Discussion:

Prior Board Actions:

October 11, 2016 resolution number No. 16-0939 reflecting that the County Supervisors from Supervisorial Districts 1, 4, and 5 shall sit on the Board of Directors of the Northern Sonoma County Air Pollution Control District, and left open a selection of a fourth supervisor annually, if only one or three Cities chose to join the Air District Board of Directors.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

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

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
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 of the Board of Supervisors of the County of Sonoma			
Related Items "On File" with the Clerk of the Board:			



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Declaring January 21, 2017 "Sonoma County Stands Together for Women" Day**

Whereas, January 21, 2017 is the eve of the 44th anniversary of the historic U.S. Supreme Court decision Roe v Wade that decriminalized abortion; and

Whereas, on January 21, 2017, Sonoma County residents will rally to support courageous, competent, accomplished, forward thinking women and men at all levels of government; and

Whereas, great strides have been taken over the last decades to increase diversity in the workplace, strive for equal pay for equal work, protect workers from discrimination in healthcare issues, and to enhance and protect women's rights; and

Whereas, many Americans are feeling threatened due to recent negative rhetoric about women, people of color, disabled Americans, veterans, and many more; and

Whereas, many are shaken by the threats to our civil rights with the increased acceptance of racist, homophobic, anti-Semitic, and xenophobic language that is becoming increasingly common across the country; and

Whereas, the hard fought battle for worker's rights, including a minimum wage, may see years of progress reversed or curtailed; and

Whereas, we will be joining marchers in 80 other cities throughout the country on January 21, 2017 to support women's rights and that of all disenfranchised people who fear a loss of their civil liberties.

Now, therefore be it resolved that the Board of Supervisors of the County of Sonoma, State of California, proclaims that January 21, 2017 be declared "Sonoma County Stands Together for Women" Day making a powerful statement that regardless of skin color, physical or mental ability, religion, gender or gender identity, nationality, immigration

Resolution #

Date:

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status, or sexual orientation, Sonoma County Stands With You.

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Supervisors of the County of Sonoma, State of California, rescinding Resolution No. 16-0393 and designating two County Board of Supervisors as the members that shall sit on the Board of Directors of the Northern Sonoma County Air Pollution Control District.

Whereas, the Northern Sonoma County Air Pollution Control District (“District”) is an independent air district that is a separate agency of the state; and

Whereas, City participation in air district boards is triggered in state Statute when greater than 35% of the population of the county live within its incorporated areas; and

Whereas, the District Board of Directors formally invited the Cities of Cloverdale, Healdsburg, and Windsor to each hold a seat on the District Board of Directors; and

Whereas, the Board of Supervisors of the County of Sonoma adopted a resolution on October 11, 2016, resolution number No. 16-0939, reflecting that three (3) members of the Board of Supervisors would be appointed to sit as members of the amended District Board of Directors and a fourth (4th) Supervisor would be appointed if an odd number of cities accepted the invitation to hold a seat on the District Board of Directors;

Whereas, the Cities of Cloverdale, Healdsburg, and Windsor have each now indicated that they will each appoint a member to hold a seat on the District Board of Directors; and

Whereas, the Board of Supervisors has determined that designating two County Supervisors to the District Board will sufficiently represent the demographics of the District; and;

Whereas, the legal boundaries of the District are wholly comprised of Supervisorial Districts 4 and 5, and a small portion of Supervisorial District 1; and

Resolution #

Date:

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Now, Therefore, Be It Resolved: that the Board of Supervisors of the County of Sonoma names Supervisors _____ and _____ to be members of the amended District Board of Directors.

Also, Be It Resolved: that this resolution rescinds Resolution 16-039.

Supervisors:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

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: 29
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Economic Development Board/Human Services Department

Staff Name and Phone Number:

B. Stone (707) 565-7170 | K. Fies (707) 565-6990

Supervisorial District(s):

All Districts

Title: Year of the Senior Plan

Recommended Actions:

Accept and approve the Year of the Senior Plan and authorize County departments including the Economic Development Board, Human Services Department, and others to proceed with implementation.

Executive Summary:

The Sonoma County Economic Development Board (EDB) and the Human Services Department (HSD) seek to establish 2017 as the Year of the Senior to celebrate the county's senior population. The Year of the Senior Plan identifies collaborative new strategies, programs, and resources to promote healthy senior citizenship, and to seize the economic opportunities brought on by an aging population.

Discussion:

Sonoma County is experiencing a significant demographic shift. In 2014, 17% of persons in Sonoma County were over the age of 65, compared to 13% at the state level. Those over the age of 65 will represent over 23% of the County's population by 2030. Given these demographic changes, the County is in a unique position to prepare for this shift's implications on the economy and community at large.

The Sonoma County Economic Development Board (EDB) and the Human Services Department (HSD) seek to establish 2017 as the Year of the Senior to celebrate the county's senior population, to collaboratively formulate new strategies, programs, and resources to promote healthy senior citizenship, and to seize the economic opportunities brought on by an aging population. This year-long agenda would also act as a precursor to continue establishing the infrastructure and resources for Sonoma County to become a leader in age-friendliness.

The Year of the Senior Plan would act as a complement to the efforts of Aging Together Sonoma County. The Year of the Senior Plan would support Aging Together's mission of "promoting a community that

ages together and supports opportunities where we can enlighten, encourage, and care for each other with honor, respect and interdependence”.

In addition to working towards these established age-friendly initiatives four specific goals have been established for the Year of the Senior:

- Support new opportunities for senior entrepreneurship
- Continue to enhance Sonoma County’s image as a tourist destination for seniors
- Encourage age-friendly business practices
- Raise awareness of the economic challenges and positive outcomes of an aging population

Partnerships with Other Departments

Other County Departments have been invited to participate in the Year of the Senior to add value to these initiatives through their unique focuses and perspectives. These contributions will be explored further as we move into 2017. The HSD and the Area Agency on Aging are already active through promoting dignity, independence, and the quality of life for seniors, adults with disabilities, and their caregivers. The Year of the Senior could serve to complement these activities.

Costs and Budget

No new costs are expected. Several message-orientated initiatives, such as an age-friendliness certification program for business, could be conducted using already available staff resources.

Prior Board Actions:

Aging Together Sonoma County – An Age-Friendly Initiative

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The recommended action aligns with the County’s Strategic Plan Goal 2, “Economic and Environmental Stewardship”, as the growing population of seniors who live in or visit Sonoma County represents a significant economic impact to our local economy and the Year of the Senior will work to make our county more age friendly for both residents and visitors to serve as a welcoming community and destination to this growing demographic.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures	0	0	0
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	0	0	0
Narrative Explanation of Fiscal Impacts:			
No costs 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):			
N/A			
Attachments:			
Year of the Senior Plan			
Related Items "On File" with the Clerk of the Board:			
N/A			

2017: The Year of the Senior

Proposal Outline



Alex Avard and Evan Haynes
2016



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October 2016

Sonoma County residents, much like those in the rest of the country and in many other parts of the world, are aging at a breakneck pace. The baby boomer generation – who have represented the beating heart of the American workforce for decades – are beginning to enter a new stage of their life as they reach retirement age *en masse*.

While there has been much national and local discussion centered on the challenges of this reality, little attention has been devoted to the economic potential of such a large-scale demographic transformation, which becomes more easily identifiable using the framework of age-friendliness.

The World Health Organization defined ‘Age-Friendliness’ in 2007 as a policy approach characterized by five key goals:

- i) Recognizing the wide range of capacities, market preferences, and interactions among older people
- ii) Anticipating and responding flexibly to aging-related needs and preferences
- iii) Respecting their decisions and lifestyle choices
- iv) Protecting those who are most vulnerable
- v) Promoting their inclusion in and contribution to all areas of community life

This paradigm enables communities to tap into the potential of their aging population, rather than become overburdened by the strain of any related economic tensions.

Age-friendliness is becoming an increasingly important concept as the senior population continues to grow, and the promotion of age-friendliness in Sonoma County represents a new opportunity for economic development.

Sonoma County is designated as an Age-Friendly Community by the World Health Organization.

As such, Sonoma County is in a remarkable position to pave the way as the first in the United States to implement a ‘*Year of the Senior*’ in 2017, in collaboration with the full-scale, lasting age-friendly program.

However, this effort cannot be undertaken by only one organization alone. A successful initiative requires multiple collaborative partnerships spanning the public and private sectors, comprised of industry leaders and change-makers. The proposal herein outlines an effective program that will highlight the importance of the senior population in the Sonoma County economy, as well as cross-coordinate the resources that are available to them.

Proposal

The proposal herein calls for the creation of a '*Year of the Senior*' designation in Sonoma County in 2017; and the development of a year-long focused strategy of celebrating the county's senior population as well as collaboratively formulating new strategies, programs, and resources to promote healthy senior citizenship. This year-long agenda would also act as a precursor to continue establishing the infrastructure and resources for Sonoma County to become a state leader in age-friendliness.

Background

In fall 2015, the Sonoma County Economic Development Board (EDB) began to investigate the impact of an aging population in Sonoma County.

The main conclusions from this study were incorporated into the drafting of an Aging Report, which compiled demographic and workforce statistics at the local, state and national levels to discuss the implications of a rapidly proliferating senior population in Sonoma County.

On further research, the EDB was able to identify a number economic opportunities brought by an aging population, and discovered the increasing popularity of age-friendly programs, which has been successfully implemented in areas such as British Columbia and Santa Clara. The Area Agency on Aging (AAA)'s '*Aging Together*' program has also explored these opportunities in Sonoma County.

Such potential warrants the need for a concerted effort to raise awareness about this demographic shift, and its implications for the economy and community at large, initially in the form of a '*Year of the Senior*'.

Overview

Sonoma County's population is aging rapidly. Those over the age of 65 already make up 17% of the county's demographic, and will represent well over 25% of the population by 2030. The county also exceeds national and state trends as an aging population. In 2014, 17% of persons in Sonoma County were over the age of 65, compared to 13% in California and 14.5% nationally.

Despite the challenges, an aging population presents unique opportunities. Baby boomers are currently the most economically active group in the country, representing the biggest spenders and most productive workers when compared to all other age groups.

On top of that, Americans reaching retirement age are redefining historic trends through their increased likelihood to stay in work. Leading reports find that the majority of baby boomers wish to continue with some form of work after they reach retirement age, with senior entrepreneurship also on the rise.

Even as the number of retirees expands, the social economy is predicted to benefit, as the majority of volunteers in the charity sector are over the age of 65, and give more hours of service to the industry than any other age group.

Meanwhile, a 2015 Gallup poll suggests that baby boomers are spending more of their money with each passing year, indicating that their spending power will only continue to grow as they age.

Tourism, too, represents a promising sector with regards to seniors. The 2014 Sonoma County Visitor Profile Study found that 45% of tourists to the area were aged 55 or above.

Taking all of this into consideration, the U.S. stands to gain an estimated \$8 trillion “longevity bonus” (as labeled by famed gerontologist, Ken Dychtwald) from retirees who are able to volunteer and contribute for a longer period of time.

Some Factors Affecting Economic Spending on an Aging Population

- **Health** – As people age, health risks become more serious. This leads to increased healthcare costs for seniors and society to mitigate those risks. Healthcare costs for people over 65 in the United States and other developed countries are three to five times greater than the costs for those under 65 (CDC).
 - Potential Partner: Sonoma County Department of Health Services (DHS)
- **Safety** – Home safety is one aspect of increased spending. This includes various installations to make home appliances more accessible, like a walk-in shower through a bathtub door. The needs demanded from the police would also change, as the needs of an aging community change.
 - Potential Partners: Sonoma County Sheriff’s Office, city police, 911 emergency services, North Bay Builders’ Exchange
- **Mobility** – Seniors typically drive less than younger people, and they are less able to walk or cycle for long distances and times. While senior mobility declines, the need for mobility is maintained. Lower mobility also means there is less of an opportunity for seniors to work. There is also a delivery aspect – when mobility decreases, the demand for delivery services increase.
 - Potential Partner: Area Agency on Aging and its Aging Together *Sonoma County*; Volunteer driver programs, including the Sebastopol Senior Center, Catholic Charities, Petaluma People Service Center, Vintage House Sonoma.

Goals

- **Support Senior Entrepreneurism** - Those over the age of 55 represent one of the largest sources of entrepreneurship in the US, and a business assistance service that caters to this demographic could build on this reality even further.
- **Continue to enhance Sonoma County’s image as a tourist destination for seniors** – Already nearly half of the tourists coming into Sonoma County are aged 55 or above, making them of vital importance to the strength of the county’s tourism industry. Making the County more accessible to seniors could cultivate the economic value seniors derive from and contribute to the County’s tourist destinations.

- **Encourage Age-Friendly Business Practices** - Data has shown that businesses that accommodate the needs and wants of seniors experience a growth in profit, not to mention customer satisfaction. There are several certifiers that assess businesses as age-friendly, such as the Elders in Action Age-Friendly Business Network, and the Age-Friendly Business Academy.
- **Raise awareness of the challenges and positive outcomes of an aging population** - The oncoming risks facing the labor market and healthcare sectors could place significant tension upon the local economy if left ignored. Informed discussion and action needs to be taken to tackle these issues.

Rationale

- Despite an overwhelming amount of data which tells us of the untapped potential of the purchasing power and economic vitality of the senior population, there has been a distinct lack of local investment in this opportunity.
- This is a timely project, and a proactive approach makes sense considering the rate at which this demographic continues to grow.
- The EDB already has several resources in place for a ‘Year of the Senior’, via the work already put towards 2016’s ‘Year of the Entrepreneur’, in addition to the data compiled from the in-house Aging Report.
- Sonoma County has an Area Agency on Aging, which helps to meet the needs of seniors, adults with disabilities, and their caregivers. The ‘Year of the Senior’ would be a healthy complement to this, with a more concentrated focus on celebrating the senior economic accomplishments and potential in Sonoma County.

Case Study: Entrepreneur Wally Blume forms *Denali Flavors* at Age 62

In 1995 Wally Blume formed Denali Flavors – an ice cream company. After spending 20 years in the dairy business, Blume was prompted to start his own company after his boss pitched the idea of a vegetable-based ice cream.



Repulsed by that prospect, Blume developed [Moose Tracks](#), Denali Flavors’ most well-known flavor. It’s vanilla ice cream with fudge and chocolate covered peanut butter cups. The company now makes an average annual revenue of \$80 million. Blume’s principal tip for starting a business is ‘know your industry’. In the case of Denali Flavors, Blume found a niche that he was able to take advantage of:

“It doesn’t take a Rhodes Scholar to understand that chocolate fudge and peanut butter cups are going to outsell tomato ice cream every day of the year.”

Blume is also an active philanthropist. He has given to Latvian orphanages and Russian homeless shelters for children, among others.

References

Late Bloomers. [Entrepreneur.com](#).

How to Make a Fortune after 50. [Reuters.com](#).

Plan

- Review idea and collaborate with the Human Services Department (HSD) and, if supportive, proceed to County Administrator's Office and Board of Supervisors
- Form a short-term group to plan 2017 as '*The Year of the Senior*'
- Appoint a citizen group to review plans and guide the year; which could then form the basis for a more permanent and comprehensive age-friendly program in Sonoma County
- Announce the program's launch at the State of the County in 2017
- Work with the Age-Friendly Coordinator at the Council on Aging

Potential Partners

- **Sonoma County Human Services Department (HSD)** – The Area Agency on Aging advisory council and "Aging Together", a community initiative. This project has seven diverse goals that relate to the inclusion and focus on seniors in the community. The '*Year of the Senior*' would serve to complement Goal 6 of "Aging Together" (Employment and Financial Security). This goal is concerned with adequate access to economic resources, services, and support to live independently.
- **Other County Departments and Community Organizations** – This initiative is also open to any other county departments and community organizations that would be interested in collaborating. For example, there are opportunities for the '*Year of the Senior*' and the Sonoma County Department of Health Services (DHS) to complement each other with any other goals that the DHS might have for the County.

Expected Results

- Heightened county-wide awareness of the economic potential regarding the senior community
- Increased tourism revenue from promoting attractions and businesses as age-friendly
- Facilitated collaboration and consensus among key parties and organizations, developing partnerships for more effective policy-making on aging
- New and improved communication channels among the local government, the business community, and the senior population
- First factual, broadly accepted economic study of seniors and their significance to Sonoma County
- Long-term goal of a stronger, more diversified economy which is able to dynamically react to the changing opportunities and needs of an aging population

Costs and Budget

The budget for the '*Year of the Senior*' depends very much on the scope and size of the project itself. Several message-oriented initiatives, such as an age-friendliness certification program for businesses, could be conducted using already available staff resources. Regardless of the initial expense, it is widely considered that the long-term cost-effectiveness of age-friendliness is more

economically fruitful than a community without such a policy. Healthier, vibrant communities where seniors are able to get out and reduce the risk of worsening health conditions, is a community which avoids heavier financial costs further down the road. Many areas which have implemented age-friendliness in some capacity received cross-organizational support, both in terms of finance and infrastructure, to provide for the costs of the program. Thus, if Sonoma County were to consider age-friendliness as a practical policy model, building collaborative partnerships would almost certainly be the first step.

Case Study: City of Surrey Age Friendly Strategy (British Columbia, Canada)

The City of Surrey's Age Friendly initiatives originated through the Crime Reduction Strategy before a Seniors Advisory and Accessibility Committee was formed. This committee, along with internal staff support and various community partners, were considered instrumental in the development of many age friendly projects and events.

The Committee was allocated a full time person to focus on the 'Age Friendly Strategy' implementation and build further on the Age Friendly initiatives. Alongside this was also a part time staff member working 20 hours a week along with the support of the Manager.

The main costs to the program were from marketing and staff. The program received funding from a number of sources:

- Two Union of British Columbia Municipalities grants, totaling to \$40,000
- British Columbia Securities funded the Focus on Seniors Forums for five years, for approximately \$75,000
- Sponsorship through partnerships with agencies and other community partners (e.g. outreach, marketing, translation of posters and other marketing materials, translation with presentations)

Case Study: Age-Friendly British Columbia, Canada

In 2007, the province of British Columbia developed an Age-Friendly Initiative (AFBC) which was based off of the World Health Organization's report; *Global Age-Friendly Cities: A Guide*.



The initiative determined several key features for an age-friendly community:

1. Outdoor spaces and public buildings that are pleasant, secure & accessible.
2. Affordable and accessible public transport.
3. Opportunities for social participation for all ages and cultures
4. Opportunities for employment and volunteerism that cater to older persons' interests and abilities
5. Readily available Age-friendly communication and information
6. Community support and health services are tailored to older persons' needs.

An Age-friendly Communities Implementation Team (AFCIT) was recruited to assist the various communities of British Columbia in putting this plan to action within their local jurisdictions.

Three years later, an evaluation report was conducted to assess the progress and future sustainability of the AFBC. The report used feedback acquired from the communities that undertook the program, to identify eight key factors in the successes of actualizing age-friendliness within the communities of British Columbia. The report found that communities were more successful if they:

1. **Had strong local partnerships that were inclusive of seniors and other stakeholders** – Successful communities had steering committees made up of a wide range of stakeholders, which first and foremost included seniors.
2. **Had a champion in the community who was passionate about the issue** – Without such a person to articulate a vision that is both manageable and worthwhile, certain projects fail to gather momentum.
3. **Appointed a dedicated staff person to work on the initiative** – These people were often municipal employees who served as a link between the steering committee and the politicians.
4. **Obtained a small grant to get started** – Communities were able to use these grants to leverage additional funds and create innovative partnerships to enhance work on AFBC projects.
5. **Introduced small changes at the outset of the project** – One strategy used by successful communities was to select “low hanging fruit” to demonstrate that worthwhile change could take place quickly and with limited resources, with one such example being the production of a guide to local seniors' services.
6. **Cultivated a healthy relationship with the local media** – This resulted in high coverage of events and project activities, raising awareness and engaging with the public by keeping them informed.
7. **Had the strong support of local government** – A number of communities asked the local municipal council to pass a resolution declaring that council endorse the AFBC. The community mayor or town councilor would also sit on the local steering committee and play an active role in the entire process

These key contributors to success may be useful to understanding the path for Sonoma County to implementing its own age-friendliness program, especially with regards to funding. The AFBC project received a \$500,000 dollar grant in 2007 and, as of 2010, this funding had been depleted, excluding the local grants gained by the communities themselves.

Sources

Aging in the Pikes Peaks Region, 2015. The Innovations in Aging Collaborative.

Americans' Perspectives on New Retirement Realities and the Longevity Bonus, 2013. Merrill Lynch.

Age-friendly British Columbia, 2010. Gallagher, E.

Age-Friendly Business Network, 2016. Elders in Action.

Certified Age-Friendly Business (CAFB), 2016. Age-Friendly Business Academy.

Creating an Age-friendly Snohomish County, 2011. Snohomish Health District.

Demographic and Economic Trends in 2016 and Beyond, 2016. Douglas C. Robinson

Global Age-friendly Cities: A Guide, 2007. World Health Organization.

Public Health and Aging, 2003. Centers for Disease Control and Prevention.

The Art of Aging 2016 Needs Assessment and Community Report



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 and Board of Commissioners

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Margaret Van Vliet (707) 565-7505
Karen Fies (707) 565-5750

Supervisorial District(s):

All

Title: Funding for The Palms Inn Single Room Occupancy (SRO) Units

Recommended Actions:

Concurrent action by Board of Supervisors and Board of Commissioners to:

1. Adopt a Resolution adjusting the FY 2016-17 Budget by \$143,700 to support operational costs associated with providing 104 units at the Palms Inn for permanent supportive housing; and
2. Authorize the Human Services Director to execute an amendment to an agreement with Catholic Charities for veteran case management services, increasing the contract by \$120,000 for the period of January 1, 2017 through December 31, 2017.

Executive Summary:

This Board item authorizes the approval of a budget resolution, included as Attachment A, to provide gap funding of up to \$143,700 for operational costs associated with the operation of the Palms Inn hotel as a permanent supportive housing facility for the homeless. The item also authorizes the execution of amendments with Catholic Charities necessary to facilitate the gap funding.

The Palms Inn property, located at 3345 Santa Rosa Avenue, Santa Rosa, was converted from a limited-service hotel, to 104 units of permanent supportive housing through collaboration with Catholic Charities, the City of Santa Rosa, the Community Development Commission (CDC), and the Human Services Department (HSD). A complex layered structure of funding is supporting the effort, including funds from Department of Veteran Affairs Supportive Housing (VASH) program, Housing and Urban Development (HUD) Continuum of Care grants, Sonoma County Housing Authority HOME Tenant-Based Rental Assistance, and City of Santa Rosa Rapid Re-Housing totaling more than \$2 million annually.

Approval of this board item will authorize additional contributions from HSD and CDC, increasing the support that was originally approved by the Board last year to support the conversion of the Palms Inn to permanent supportive housing.

Discussion:

On December 15, 2015, the Board authorized \$260,000 to support a gap in operational costs for the Palms Inn, which was converted by its owner from a hotel to a permanent supportive housing facility for the homeless. The funds provided for 24/7 staffing coverage by Catholic Charities, primarily in the form of case management services for residents. The funding authorized by the Board last year was intended to be one-time funding to support the effort, which presented an unprecedented opportunity to provide immediate permanent supportive housing for 104 homeless individuals (60 veterans receiving VASH vouchers and 44 non-veteran residents) that were already screened by the Homeless Outreach Services Team (HOST) and were awaiting available housing.

CDC staff structured the agreement with Catholic Charities as one-time to encourage the identification of sustainable outside support. CDC staff also encouraged Catholic Charities to complete the entitlement processes and contractual arrangements that supported the full number of housing units as planned as part of the effort to achieve sustainable operations. Catholic Charities completed the entitlement process and contractual arrangements, but notified the CDC in November that they were unable to identify sufficient outside support. Catholic Charities has identified a \$350,000 funding gap for calendar 2017. The Executive Director of Catholic Charities also indicated the organization would not be able to meet the contractual obligation entered into with the Palms Inn owner without closing the funding gap and would therefore have to give notice to vacate the property. This action would directly affect the 104 tenants.

Loss of the 104 permanent supportive housing units at the Palms Inn would result in the immediate displacement of at least 104 individuals who are veterans and/or medically fragile adults into shelters or onto the street. At least 44 of those displaced would be the most vulnerable chronically homeless persons housed by the County-funded Homeless Outreach Service Team (HOST). The HOST Year 1 Evaluation Report estimated that the average housed HOST participant saved \$18,000 per person in emergency room use alone. This means that the 44 HOST units at the Palms Inn save nearly \$800,000 annually in emergency room costs. In addition to emergency room visits, the case management services – including behavioral health services – are generally costs borne by the County in other, potentially more costly, circumstances.

The total cost of displacement is undoubtedly far higher: according to *Home Not Found*, a 2015 comprehensive cross-sector cost study about residents who experienced homelessness in Santa Clara County, the most costly 10% of the homeless population (the same profile targeted by the HOST project) costs an average of \$83,000 per year to the public, while investment per person at the Palms Inn averages \$18,227.

Given the fiscal and human cost exceed those of providing services at the Palms Inn, staff recommends that continued financial support is in the County's interest. To that end, CDC staff recommends the County contribute a total of \$143,700 to help close the funding gap as follows:

- Reallocate \$83,700 that was not disbursed in the recent County Fund for Housing awards. This original \$2 million allocation was made from the Reinvestment and Revitalization (R&R) fund under Policy Area 6 of the Board’s adopted 5-year R&R funding plan adopted in March, 2016. Reallocation for support of the Palms Inn project is consistent with Policy Area 2 of the 5-year plan, which funds a number of related shelter and housing programs delivered through community based providers.
- Through the Human Services Department federal claiming sources, match \$60,000 of R&R funds to provide a total \$120,000 that Catholic Charities can use to provide additional case management services to veterans focused on available benefits and needed resources.
- The balance of \$23,700 in R&R will fund facility and property management.

Other efforts that will be taken to bridge the funding gap and establish a sustainable funding model include:

- Catholic Charities is actively engaged in asking other jurisdictions and organizations for the balance of \$46,300 needed to operate the project for the rest of the 2016-17 fiscal year.
- The owner of the Palms Inn has agreed to waive the rent for the community space for a second year, for a cost savings of \$90,000.
- Catholic Charities will apply for funding through the CDC’s FY 2017-18 competitive funding process. Any award made through this process will fund the gap in operating expenses for the second half of 2017.
- CDC will make a total of 14 HOME Tenant-Based Rental Assistance vouchers available (currently 10 are available) and work with Catholic Charities and the Department of Housing and Urban Development (HUD) to maximize the benefit of these vouchers. Once approved by HUD, the use of all 14 vouchers can free up approximately \$140,000 in Continuum of Care leasing funds to cover other operational expenses. These funds are renewable on an annual basis and can be a source of ongoing sustainable funding.
- In addition, Catholic Charities will seek assistance from elected officials, including members of the Congressional Delegation, to obtain previously-committed Veterans Administration funds in the amount of \$80,000.
- Catholic Charities has established a fundraising committee to generate support for any remaining gap in future years, including from the local major hospital systems.
- Santa Rosa Health Centers is exploring the potential of opening an on-site clinic at the Palms Inn, which would support services, including County Behavioral Health, for residents and the community. Having a clinic co-located could potentially present further ongoing funding opportunities for the project.

If approved, CDC will return to the Board in May to report on the efforts to establish a sustainable funding model and the potential for reducing the County’s costs following the outcome of the CDC competitive funding process.

Prior Board Actions:

December 15, 2015 – Approval of \$260,000 in gap funding for the Palms Inn
 October 20, 2015—Approval of a six month PRMD fee deferral in the amount of \$17,285.00

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
The Palms Inn project will provide permanent supportive housing, which will protect and enhance the physical wellbeing of people who are homeless in Sonoma County.			
Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses		0	0
Additional Appropriation Requested	143,700		
Total Expenditures			
General Fund/WA GF			
State/Federal	60,000		
Fees/Other			
Use of Fund Balance	83,700		
Contingencies			
Total Sources	143,700	0	0
Narrative Explanation of Fiscal Impacts:			
The attached Budget Resolution approves appropriations and Board authority level transfers totaling \$143,700. The Budget Resolution authorizes CDC to transfer appropriations in the amount of \$83,700, from Reinvestment and Revitalization (R&R) fund to cover \$23,700 in contract costs and \$60,000 that HSD will use as local funds to draw down an additional \$60,000 in federal funds. The resolution also increases appropriations by \$120,000 for HSD.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Not applicable			
Attachments:			
1. Palms Inn Budget Summary			

2. Amendment to Human Services Department funding agreement with Catholic Charities, for veteran case management services.
3. Resolution
4. Budget Resolution

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

Agenda date:	1/10/2017
Catholic Charities - Palms Inn	

	Catholic Charities 2016 Budget	Catholic Charities 2017 Budget Plan	Catholic Charities Annual Budget Plan
EXPENSES			
Unit Rent	1,216,704	1,306,656	1,306,656
Commercial/Office Space Rent	90,000	90,000	90,000
Case Management Services	200,000	238,977	238,977
24/7 Staffing	200,542	120,000	120,000
Property Management	30,660	43,647	43,647
Operational Costs (IT, Food, Supplies, Contingency, etc.)	<u>57,153</u>	<u>96,353</u>	<u>96,353</u>
Total Operating Expenses	\$ 1,795,059	\$ 1,895,633	\$ 1,895,633
REVENUE			
Veteran Affairs Supportive Housing (VASH) and Case Management Funding	829,360	853,840	853,840
Continuum of Care Funding	276,900	314,100	314,100
Sonoma County Housing Authority Project-Based Vouchers	110,760	0	0
Sonoma County Tenant Based Rental Assistance	55,380	175,896	175,896
City of Santa Rosa Rapid Rehousing Assistance	44,304	62,820	62,820
Catholic Charities Funding	128,355	138,977	138,977
City of Santa Rosa (Pending approval)	0	46,300	46,300
Fundraising and/or Competitive Grants	0	70,000	213,700
Waived Commercial Rent from Owner	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Total Operating Revenue	\$ 1,535,059	\$ 1,751,933	\$ 1,895,633
GAP FUNDING			
	Awarded on 12/15/15	New Request	
Human Services Department Funding	60,000	60,000	<i>Catholic Charities Palms Inn Program will apply for CDC County Fund for Housing grants.</i>
General Fund 15/16 Contingencies	200,000	0	
Reinvestment & Revitalization - CDC Fund Balance	<u>0</u>	<u>83,700</u>	
Total Gap Funding	<u>260,000</u>	<u>143,700</u>	
Total Available Funding	\$ 1,795,059	\$ 1,895,633	\$1,895,633



County of Sonoma
State of California

Date: January 10, 2017

Item Number: 7
Resolution Number: _____

4/5 Vote Required

Concurrent Resolution of the Board of Supervisors of the County of Sonoma, State of California, and the Sonoma County Board of Commissioners of the Sonoma County Community Development Commission, authorizing budgetary adjustments to the 2016-17 budgets for the Human Services Department and Community Development Commission, in the amount of \$143,700.

Whereas, the Board of Supervisors has adopted a Final Budget for the Human Services Department; and

Whereas, the Board of Commissioners for the Sonoma County Community Development Commission has adopted a Final Budget for the Community Development Commission; and

Whereas, the Government Code allows for adjustments to the Final Budget during the 2016 – 2017 Fiscal Year; and

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

The County Auditor-Controller is hereby authorized and directed to make the budgetary adjustments as shown in Exhibit A.

Supervisors and Commissioners:

Gorin:

Rabbitt:

Gore:

Hopkins:

Zane:

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

So Ordered.

EXHIBIT A

Palms Inn Budget Adjustments FY 2015-16

Summary of Requested Adjustments

	FTE Impacts (+/-)	Gross Expenditure	Revenue & Reimbursement	Net Cost
Human Services - Other Fund				
Recognize \$60,000 Reinvestment and Revitalization (R&R) Contribution as local match for \$60,000 in Federal Community Service Block Grant funds totaling \$120,000 in expenditure to increase the Catholic Charities contract .	0.0	120,000	120,000	0
Community Development Commission - Other Fund				
Transfer \$83,700 of R&R revenue appropriated in the Community Housing Fund as follows: \$60,000 to the Human Services Department as local match funding and \$23,700 to the Community Services fund as expenditure to increase the Catholic Charities agreement to support the Palms Inn project	0.0	83,700	0	83,700
Sub-Total Adjustments	0.0	203,700	120,000	83,700
GRAND TOTAL ADJUSTMENTS	-	203,700	120,000	83,700
Other Funds For Board Consideration		203,700	120,000	83,700
		203,700	120,000	83,700



County of Sonoma Agenda Item Summary Report

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

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

To: Board of Directors, Sonoma Valley County Sanitation District

Board Agenda Date: January 10, 2017

Vote Requirement: 2/3 - SVCSD

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

Staff Name and Phone Number:

Kevin Booker, 521-1865

Supervisorial District(s):

First

Title: Sonoma Valley Sewer Lateral Ordinance

Recommended Actions:

- A) Adopt a resolution introducing, reading the title and waiving further reading of a proposed ordinance amending the sanitation code to provide requirements for side sewer inspection and building sewer repair.
- B) Adopt a resolution authorizing and directing staff to implement a loan program, upon adoption of the ordinance introduced January 10, 2017 requiring side sewer inspection and building sewer repair, to assist property owners in the Sonoma Valley County Sanitation District with the costs of obtaining permits and repairing their building sewers.

Executive Summary:

The Sonoma Valley County Sanitation District (District) is presenting for Board consideration and adoption amendments to the current Sanitation Ordinance of the District, to provide additional requirements for Sewer Lateral Maintenance, Inspection, and Repair. The purpose of the amendments is to reduce inflow and infiltration into the collection systems. In addition, the District is seeking to set up a loan program to assist property owners in making repairs that may be necessary as a result of this ordinance.

Discussion:

Purpose of Ordinance :

The Sonoma Valley County Sanitation District provides tertiary treatment of domestic wastewater for the City of Sonoma and unincorporated areas of Glen Ellen, Boyes Hot Springs, El Verano, and Agua Caliente. The District's service area population is approximately 36,000. The collection system consists of 135 miles of gravity flow pipelines. 2015 data shows there are approximately 10,600 connections (residential/commercial) within the District. During the wet season, November through April, wastewater is discharged into Schell Slough. During the dry season, May through October, recycled water is used for wetlands management and for agricultural irrigation. In addition, recycled water is supplied to mixing

chamber for the restoration of 9,460 acres of saline ponds in the Napa River Unit of the Napa-Sonoma Marsh Wildlife Area.

The District is presenting an ordinance that will amend District Sanitation Code to reduce inflow and infiltration through cracks in sewer pipes and into the collection systems, thereby preventing or lowering the potential for Sanitary Sewer Overflows to occur. This also will reduce the amount of influent into the treatment plants, potentially reducing the cost to operate the wastewater treatment and disposal facilities. Reducing additional flows may also result in less need to increase the size of sewer mains and trunks and for expansion of treatment and disposal facilities, further reducing costs to ratepayers.

Sewage collection systems (facilities for collecting, pumping, treating and disposing of sewage or wastewater) are designed to handle sewage flows from houses and businesses plus some additional flow from infiltration and inflow. However, infiltration and inflow entering the system can be much higher than the collection, pumping, or treatment systems' designed capacity when there is infiltration above design parameters due to deteriorated sewer pipes or significant sources of rainwater inflow. Such stresses on sewer collection, pumping, and/or treatment capacity can result in sewage spills which may pose a risk to public health and the environment. In addition to causing sewage spills, high flows can also affect the ability of the treatment plant to adequately treat the wastewater to standards required by its permit.

The current Sanitation Code requires the sewer service user to maintain the user's side sewer, which consists of the privately owned building sewer lying between the structure and the property line, and the District owned lateral sewer, which provides a direct and exclusive connection from the building sewer to the public sewer main. The proposed Sanitation Code amendments clarify the requirements for the testing of side sewers and repair or replacement of privately owned building sewers. Based on fairly high infiltration rates in certain areas and other evidence, District staff believe there may be a significant contribution to infiltration and inflow from deteriorated building sewers. The purpose of the proposed amendments is to establish triggers for when testing of side sewers shall occur and when repair or replacement of building sewers will be necessary.

Development of Ordinance:

Pursuant to settlement agreements entered into by the District's Board with the San Francisco Bay Regional Water Quality Control Board and Northern California River Watch in March and August 2015, respectively, the District agreed to develop a proposed ordinance for inspection and repair of sewer laterals for Board consideration. The District's Board is not required to adopt any such ordinance under both settlement agreements, only to consider a proposed ordinance for adoption. The settlement agreements also provided that the District hold public meetings to receive public input on the proposed ordinance before presenting it to the Board. The District held two public meetings (at the Glen Ellen Fire Protection District office and at the Sonoma Charter School) in October to engage the public's opinions on the proposed amendment. At each meeting, a presentation was given on the proposed amendment followed by discussion on the proposed amendment. The public was encouraged to comment. Comments received included: 1) Concerns on the impact on a buying/selling property; 2) unclear responsibility, between District and property owner, on the maintenance of the side sewer and repair of building sewer; 3) permit requirements. To address concerns regarding impact of buying/selling property, the proposed ordinance amendment is not tied to the property transaction, therefore it is anticipated not to have an

impact on that process. District staff explained the responsibilities of the user, per the current Sanitation Ordinance. Permits will be required for sewer repair in compliance with the California Building Standards Code and County requirements.

Based on this direction, District staff and County Counsel developed an initial draft of the ordinance which included the following triggering events for inspection, and if necessary repair, of sewer laterals: (1) Based on indications that inspection and repair may be necessary, the General Manager or Chief Engineer of the District may require inspection of any side sewer that is thirty (30) years old or older and connected to the public sewer system, and (2) If the District is replacing a sewer main, inspection of the side sewers connected to the sewer main is required. Upon either trigger, the side sewer shall be tested by the user, at the user's own expense, in accordance with the requirements of the ordinance, to ensure the side sewer meets District standards for infiltration and ex-filtration. 2015 data shows of the approximately 10,600 connections (residential/commercial), approximately 7,800 connections are older than 30 years (built prior to 1986), and may be subject to this amendment. The majority of these connections are residential properties. Initially, the District will target approximately 200 inspections annually. Depending on the results, that number may increase.

If a building sewer fails inspection, the user will have 365 days from the date the District notifies the user of the failure to obtain permits and begin repairs of the building sewer.

The ordinance is exempt from the California Environmental Quality Act (CEQA). This ordinance is not a project within the meaning of Public Resources Code Section 21065 or CEQA Guidelines Section 15378. Notwithstanding the determination that this ordinance is not a project, if this ordinance were a project, it would be exempt pursuant to CEQA Guideline Sections 15061(b)(3), 15301, 15302, 15307, and 15308.

To assist with repairs, the Sonoma County Community Development Commission (CDC) offers a loan program for low-income residents. Property owners who qualify as low-income households can receive loan funding for the permit processing and construction costs from the CDC.

Loan Program:

For those property owners who do not qualify for the CDC program, the District would like to implement a loan program to assist property owners with the costs of obtaining permits and repairing/rehabilitating their building sewer connected to a public sewer system. The loan program will provide financing for (1) permitting costs, and (2) construction costs associated with repairing/rehabilitating the building sewer. The property owner will have to enter into an agreement with the District to allow the District or District's contractor to make repairs of the sewer lateral. Cost for the repair will be placed onto the property tax bill in addition to the annual sewer service charge.

The loan program will be implemented by the District, the Treasurer-Tax Collector, and the Auditor Controller. The proposed loan program will provide financing for 100 percent of the total cost associated with the two cost categories listed above, up to a maximum of \$10,000 per parcel. District staff have indicated that typical construction costs are anticipated to be between \$3,000 and \$7,000 per building sewer and that permit fees are approximately \$1000 in (2016 costs).

The building sewer loan will be secured by a lien against the property and shall be repaid over a period not to exceed 10 years. The lien will run with the property. Annual payments for the building sewer loan

will be included on the property's sewer service bill, which shows up on the property owner's tax bill, and will be sufficient to cover both principal and interest. Interest on the loan balance will be determined based upon the Treasury Ten-year Note rate (not to exceed 12%), at the time the loan is secured plus an administrative rate. The administrative rate includes additional points on the overall interest rate to help offset the expense of administering the loan program.

The loan program will be available to affected property owners. The District anticipates setting aside \$150,000 per year for the loan program.

The fiscal 2016-17 budget for the District does not provide appropriations to finance implementation of the loan and inspection program. The District is requesting \$40,000 be re-budgeted in FY 2016/17 to initiate the sewer lateral loan program. For 2017-18, \$150,000 will be budgeted, along with expected revenue for loan repayments. The amount budgeted for the program will be adjusted in the future based on demand.

The loan program is exempt from CEQA. This program is not a project within the meaning of Public Resources Code Section 21065 or CEQA Guidelines Section 15378. Notwithstanding the determination that this program is not a project, if this program were a project, it would be exempt pursuant to CEQA Guideline Sections 15061(b)(3), 15301, 15302, 15307, and 15308.

Prior Board Actions:

None

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

County Goal 1: Safe, Healthy and Caring Community; the amendment to the sewer ordinance may help to promote and improve the health, safety & quality of life of residents in Sonoma Valley.

Water Agency Sanitation Goals and Strategies, Goal 2: The amendment to the sewer ordinance will provide the opportunity for the District to reduce costs associated with transporting and treating wastewater.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$40,000	\$150,000	\$150,000
Additional Appropriation Requested			
Total Expenditures	\$40,000	\$150,000	\$150,000
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$40,000	\$150,000	\$150,000
Use of Fund Balance			
Contingencies			
Total Sources	\$40,000	\$150,000	\$150,000
Narrative Explanation of Fiscal Impacts:			
The District will re-budget \$40,000 for the initial funding of the loan program. Future budgets will include appropriations for this program (currently estimated at \$150,000) and anticipated revenue from loan repayments.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
N/A			
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
Resolution R1 and R2			
Related Items “On File” with the Clerk of the Board:			
Ordinance			

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Directors of the Sonoma Valley County Sanitation District, Authorizing and Directing Staff to Implement a Loan Program, upon adoption of the Ordinance introduced January 10, 2017 Requiring Side Sewer Inspection and Building Sewer Repair, to Assist Property Owners in the Sonoma Valley County Sanitation District with the Costs of Obtaining Permits and Repairing Their Building Sewers

Whereas, the Sonoma County Water Agency operates the Sonoma Valley County Sanitation District (District) pursuant to contract; and

Whereas, under the District Sanitation Code, sewer service users connect to a main sewer via side sewers, which comprise privately owned building sewers that connect to publicly owned lateral sewers at the users' property lines; and

Whereas, the District Sanitation Code makes sewer service users responsible for the maintenance and repair of their building sewers and the cleaning and clearing of side sewers; and

Whereas, faulty side sewers are susceptible to water infiltration and inflow, which may cumulatively create a substantial risk of sanitary sewer overflows; and

Whereas, on January 10, 2017, the Sonoma Valley County Sanitation District Board of Directors (Board) will consider adopting an ordinance requiring side sewers to be inspected when: (1) the side sewer is thirty (30) years old or older and the District makes certain findings indicating it may be faulty, and (2) the District replaces a main sewer to which the side sewer connects; and

Whereas, Health and Safety Code sections 5464 and 5465 authorize an entity to pay the cost to repair or replace sewer laterals and subsequently collect repayment from the users of the laterals by (i) paying contractors to do the work and succeeding to the contractors' rights to payment, including the right to obtain liens on the users' property, or (ii) passing a resolution by 2/3 vote to fix the costs of repair, fix the times at which the costs will become due, establish a payment period not to exceed 30 years and an interest rate not to exceed 12%, and provide that the costs

Resolution #

Date:

Page 2

shall constitute a lien on the property; and

Whereas, in accordance with Health and Safety Code sections 5464, 5465, and 5474 *et seq.*, the District can collect such costs on the property tax roll,

Whereas, the loan program is exempt from the California Environmental Quality Act because it is not a project within the meaning of Public Resources Code Section 21065 or California Environmental Quality Act Guidelines Section 15378, and notwithstanding the determination that this program is not a project, if this program were a project, it would be exempt pursuant to California Environmental Quality Act Guideline Sections 15061(b)(3), 15301, 15302, 15307, and 15308.

Now, Therefore, Be It Resolved that the Board of the District authorizes and directs the General Manager of the District to implement a loan program described in the January 10, 2017 Agenda Item Summary Report, if and only if the Board adopts the Sewer Lateral Ordinance on January 24, 2017. The loan program shall be for owners of property within the Sonoma Valley County Sanitation District for the purpose of financing the construction related costs of repairing or rehabilitating their building sewers, in addition to permitting and inspection fees. Such loans shall not exceed \$10,000 for (1) the Sonoma County Permit and Resource Management Department's permit processing and inspection fees, and (2) construction costs. Each loan shall be secured by a lien on the property, shall be included in and collected through annual property tax bills, shall be repaid with payments due according to the deadlines provided on such property tax bills, shall not exceed \$10,000 except as described in the next paragraph, shall be determined based upon the Treasury Ten-year Note rate (not to exceed 12%), and shall be for a period of no more than 10 years.

Be It Further Resolved that, if the loan program is implemented, the General Manager of the District is authorized to allow individual loans of no more than \$15,000, when, in the opinion of the General Manager of the District, such amount is justified by individual site conditions upon the property.

Be It Further Resolved that, if the loan program is implemented, the General Manager of the District, the County Auditor and the County Treasurer-Tax Collector are authorized and directed to take all actions and sign all documents necessary and appropriate to carry out this resolution and the transactions authorized herein.

Sonoma Valley County Sanitation District Directors:

Hundley:

Gorin:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Date: January 10, 2017

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Directors of the Sonoma Valley County Sanitation District Introducing, Reading the Title of, and Waiving Further Reading of an Ordinance Requiring Inspection of Potentially Faulty Side Sewers that are Thirty (30) Years Old or Older, and Side Sewers Connected to Sewer Mains Undergoing Replacement, and Requiring Repair if Necessary.

Whereas, a proposed ordinance entitled Ordinance Amending the Sonoma Valley County Sanitation District Code to Provide Requirements for Side Sewer Inspection and Building Sewer Repair has been introduced and the title has been read,

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

Be It Further Resolved that the Board of Directors of the Sonoma Valley County Sanitation District will consider adoption of the proposed ordinance on January 10, 2017 at 575 Administration Drive, Room 102A, Santa Rosa, California.

Be It Further Resolved that the Clerk of the Board shall cause a summary of the proposed ordinance to be published five (5) days in advance of the Board meeting to consider adoption of the ordinance in a newspaper of general circulation published in the County of Sonoma, State of California.

Sonoma Valley County Sanitation District Directors:

Hundley:

Gorin:

Zane:

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: 31A
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors 565-2241

Supervisorial District(s):

All

Title: Board Assignments

Recommended Actions:

Approve Ad-Hoc, Standing Committees and Board Assignments for members of the Board of Supervisors and the Board of Directors of the Sonoma County Water Agency for the year 2017.

Executive Summary:

At the first meeting of the year, the Board approves assignments, ad-hoc and standing committees, and department liaison responsibilities for 2017. Special assignments include committees, governing boards of independent government entities, etc. for which Board members serve as part of the official duties associated with the office of Sonoma County Supervisors, Directors, and Commissioners.

Once the Board has approved the 2017 assignments, a completed list will be placed on file with the Clerk of the Board, and will be posted on the Board's website.

Discussion:

Prior Board Actions:

Yearly at the first Board meeting in January.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
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:			
2017 Board Assignments			

2017 Board of Supervisors Ad-Hoc Committee Assignments

Assignment	Creation Date	Description	Gorin	Rabbitt	Zane	Gore	Hopkins
Ad-Hoc Committees							
Fire Services	3/18/14	Review fire service delivery and operations county-wide, with committee ending June 2017.					
Chanate and Los Guilicos (renamed from Facilities)	3/18/14	For the purpose of procuring, operating, and maintaining County facilities and real estate assets to maximize the highest and best use of county facilities and systems.					
Medicinal Marijuana Regulation and Safety Implementation	1/5/16 (reformed from prior ad hoc of 10/28/14)	Focus on zoning recommendations as it relates to land use and public safety, and review past ad hoc committee recommendations.					
Implementation of the Sustainable Groundwater Management Act (SGMA)	1/5/16	For the purpose of working with interested parties on the issues, with committee ending June 2017.					
Strategic Planning	1/5/16	For the purpose of developing a County Strategic Plan.					
Pension	11/15/16	Guiding continued pension reform efforts.					



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

Board Agenda Date: January 24, 2017

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: Establish No Parking Restrictions on Moorland Avenue (#68085) - Adopt

Recommended Actions:

Adopt an ordinance amending Ordinance No. 2300 by establishing no parking restrictions on the east side of Moorland Avenue (#68085) from Postmile 10.655 to Postmile 10.68 at the intersection with Hazelnut Lane.

Executive Summary:

Staff from Transportation and Public Works (TPW) and Sonoma County Transit (SCT) have been working together for the past several months to address concerns in the Moorland Avenue neighborhood regarding public transit facilities, specifically the installation of a new bus shelter. The requested action to establish No Parking Zone in the vicinity of the requested shelter is the first step in the process.

Discussion:

At an August 2016 public meeting with TPW staff, the community identified concerns and requests related to traffic and transit issues on Moorland Avenue, a major collector road that carries average daily traffic of approximately 3,800 vehicles per day. Moorland Avenue services the transportation needs of the immediate unincorporated area and provides a direct connection north to Bellevue Avenue in the City of Santa Rosa and south to Todd Road and State Highway 101.

One specific request discussed the need for a new bus shelter to provide some refuge for transit users waiting to board during adverse weather conditions. TPW and SCT staff met in the field to review potential locations for a bus shelter. Considerations were given to potential aesthetic impacts, ease of pedestrian access, and ability to incorporate the shelter within existing pedestrian facilities at relatively low cost and effort. Ultimately, the southeast corner of the Moorland Avenue/Hazelnut Lane intersection was chosen due to its wide sidewalk and minimal aesthetic impact to nearby housing.

The proposed No Parking restriction also aligns with the Board's recently adopted Complete Streets Policy (Resolution No. 15-0463) of providing a transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians,

bicyclists, and persons with disabilities.

Prior Board Actions:

January 10, 2017 - Resolution waiving the reading of the ordinance.

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

This requested action will help ensure safety and comfort of community members who utilize the public transit system.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses	\$500.00		
Additional Appropriation Requested	\$0.00		
Total Expenditures	\$500.00		

Funding Sources

General Fund/WA GF			
State/Federal	\$500.00		
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$500.00		

Narrative Explanation of Fiscal Impacts:

Estimated expense to install the signage for No Parking zone is \$500. Appropriations are available within the 2016 Road Maintenance budget, to be funded with operating revenues comprised largely of state gas taxes.

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.

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA,
STATE OF CALIFORNIA, AMENDING SONOMA COUNTY ORDINANCE NO. 2300 BY
ESTABLISHING NO PARKING RESTRICTIONS ON MOORLAND AVENUE.**

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

Section I. Subsection 561 is hereby added to Section VII of Sonoma County Ordinance No. 2300 (said Section establishes No Parking zones) to read:

East side of Moorland Avenue (#68085) from Postmile 10.655 to Postmile 10.68.

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

Section III. This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in *The Press Democrat*, 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 _____, 2017, and finally passed and adopted this _____ day of _____, 2017, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin: ___ Rabbitt: ___ Gore: ___ Hopkins: ___ Zane: ___

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:

Clerk of the Board of Supervisors

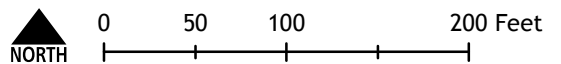
Location Map

Proposed No Parking Zone - Moorland Avenue

November, 2016



Transportation & Public Works Department
County of Sonoma





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 Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s):

Staff Name and Phone Number:

Supervisor Shirlee Zane
(707) 565-2241

Supervisorial District(s):

Third District

Title: Board Sponsorship of the Santa Rosa Homeless Collective Summit on Homeless Solutions

Recommended Actions:

Approve Board Sponsorship of \$6,000 to support a two day summit on January 30 and 31, 2017. The Summit is being organized and partially funded by Catholic Charities and the Santa Rosa Homeless Collective.

Executive Summary:

This item requests a sponsorship of \$6,000 to help underwrite a summit on homelessness to be held in Santa Rosa on January 30 and 31, 2017. The summit, being organized by Catholic Charities and the Santa Rosa Homeless Collective, is intended to help the community better understand and implement approaches that are proven to help end homelessness.

The summit will outline the main currents of thought and practice in what Housing First is and what it is not. It will cover an understanding of typologies of homelessness, the importance of assessment, how that fits within coordinated assessment, and the service orientation required to truly implement Housing First. Keynote presenter Iain De Jong, a world-renowned advocate for positive social change, will run attendees through an understanding of how other models to addressing homelessness fail and why, debunking myths associated with such things as homelessness, addiction, and mental illness.

With a focus on evidence, the intention of the two day summit is to lay an irrefutable case for why ending homelessness beats managing homelessness, and how even some of our best intentions make the problem worse, not better.

Santa Rosa Homeless Collective Steering Committee is comprised of a number of local organizations including Sonoma County Board of Supervisors, Santa Rosa City Council, Catholic Charities, Social Advocates for Youth, Santa Rosa Police Department, Burbank Housing and a number of other organizations. The Steering Committee responsibilities are; engage the entire community and build commitment and participation in the shared vision and goals, develop and implement collaborative

recommendations furthering identified goals, develop metrics and track progress toward goals, and to develop and implement communication plans to keep system partners and broader community engaged and informed about progress toward goals.

Discussion:

Prior Board Actions:

Board Sponsorship January 10, 2017 for the amount of \$6,000.

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

The County’s contribution supports the Board of Supervisors goal to provide homes for all and will complement the County’s Toolbox for Ending Homelessness and other related initiatives.

Fiscal Summary

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested	6,000		
Total Expenditures	6,000		

Funding Sources

General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies	6,000		
Total Sources	6,000		

Narrative Explanation of Fiscal Impacts:

Staffing Impacts

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

Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Summit budget and narrative proposal.			
Related Items "On File" with the Clerk of the Board:			
Summit Budget, letter of service from OrgCode Consulting, Inc., event flyer			

Santa Rosa Homeless Collective: Summit on Homeless Solutions

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<i>Expense</i>		
OrgCode Consulting Fees	\$ 5,250.00	
Daily Per Diem for Meals and Incidentals	\$ 780.00	
Travel Costs	\$ 1,500.00	Assumes that we get the hotel rooms donated
Marketing and Advertisement	\$ 1,500.00	
Supplies	\$ 1,000.00	Brochures, paper, pens, etc.
Food	\$ 2,500.00	Assumes that lunch is covered through food trucks (will allow for coffee, snacks, etc.)
Springhill Community Church Fee	\$ 1,000.00	
Contingency Line Item	\$ 2,000.00	
Total	\$ 15,530.00	
<i>Revenue</i>		
County of Sonoma	\$ 6,000.00	
City of Santa Rosa	\$ 500.00	
Conference Fees	\$ 10,000.00	Assumes \$25/day with 200 participants
Hospitals	\$ 3,500.00	
Total	\$ 20,000.00	
<i>Overall</i>		
Revenue	\$ 20,000.00	
Expenses	\$ 15,530.00	
Total	\$ 4,470.00	Balance of funds will be used to support the work of Santa Rosa Homeless Collective

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: Jennielynn Holmes
First Middle Last

Mailing Address: _____
Number, Street, Apt/Suite City State Zip

Phone: () - Email: _____
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: Catholic Charities Diocese of Santa Rosa

Mailing Address: 465 A. Street Santa Rosa CA 95401
Number, Street, Apt/Suite City State Zip

Phone: (707) 800 - 2372 Email: jholmes@srcharities.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	James Gore District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
District office to receive request (select only one)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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
	Event Sponsorship	\$6,000.00

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
/ /			
/ /			
/ /			
/ /			

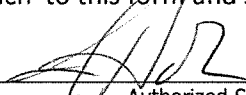
9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax
 Sales Tax
 Special Assessment
 User Fees

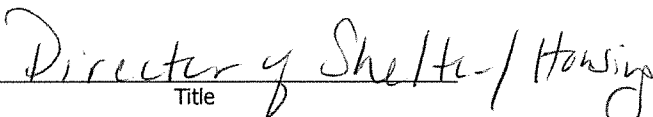
Other (please specify): _____

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



 Title

12 11 41 10

 Date



September 27, 2016

TO: Jennielynn Holmes
Director of Shelter and Housing
Catholic Charities of the Diocese of Santa Rosa

FROM: Iain De Jong
President & CEO
OrgCode Consulting, Inc.

RE: Two Day Conference in Santa Rosa

This service offer outlines our approach to a two day conference in Santa Rosa to help the community better understand and implement approaches that are proven to help end homelessness.

Day One – Making Housing First Work On the Front Lines

The morning will be spent outlining the main currents of thought and practice in what Housing First is and what it is not. It will cover an understanding of typologies of homelessness, the importance of assessment, how that fits within coordinated assessment, and the service orientation requires to truly implement Housing First. It will run attendees through an understanding of how other models to addressing homelessness fail and why, debunking myths associated with such things as homelessness, addiction, and mental illness. With a focus on evidence, the intention is to lay an irrefutable case for why ending homelessness beats managing homelessness, and how even some of our best intentions make the problem worse, not better.

In the afternoon, we will break into three groups for the non-profit providers present: single adults (including chronic and veterans), families, and youth. In each of these break-outs we will have individually facilitated discussions on appropriate approaches to outreach, engagement, sheltering, and housing with supports. Each is grounded in what is best for each population to make the services work operationally.

Day Two – Moving the System Into Ending Homelessness

This day is focused squarely on policy makers, funders, executives, board members, and elected officials to understand how and why ending homelessness is a critical task, and managing homelessness perpetuates the problem.

In the morning the focus is on helping this understand what homelessness is and what it is not, and why certain approaches to engaging with people that are homeless, and certain types of services, get better results than others.

In the afternoon, we start with a focus on how to invest in change in order to spend on impact – moving the proverbial supertanker in the ocean to get the entire system going in the best possible direction. And then there is time set aside for a safe, robust questions and answers sessions where people can engage with experts in the field in a comfortable way in front of their peers.

OrgCode Staffing for this Project

Iain De Jong will lead this project. On Day One, he will be assisted by Kris Freed and Erin Wixsten. On Day Two, Iain will be the main presenter, with assistance from Erin in facilitating the questions and answers session.

Cost

We never want our fees to be a barrier to organizations accessing our services. The bid contained herein, therefore, is open to negotiation prior to the commencement of the work.

Day One	\$3,000
Day Two	\$2,250

Travel and accommodation will be charged at cost. Each OrgCode staff will be provided a daily per diem of \$65 for meals and incidentals.

Closing Thoughts

Thank you for the opportunity to share these ideas with you. I hope and trust these ideas would be of assistance to your community and help you move forward in working towards ending homelessness.

I look forward to hearing from you in the near future.



Iain De Jong
OrgCode Consulting, Inc.



SUMMIT ON HOMELESS SOLUTIONS

A MEANINGFUL CONVERSATION ABOUT
ENDING HOMELESSNESS

KEY PRESENTER

IAIN DE JONG

President of ORGCODE,
a national expert on
homeless solutions

WHEN

JAN. 30TH - 31ST

2017

8:30am-5:00pm

WHERE

**SPRING HILLS
COMMUNITY
CHURCH**

**3700 Fulton Road
Santa Rosa, CA**

TICKETS

\$50 for both days of the Summit

No one will be turned away for lack of payment as many scholarships are available

Registration Deadline: Friday, January 23rd

www.summitonhomelessolutions.eventbrite.com

PRESENTED BY

Santa Rosa Homeless Collective

SPONSORS

County of Sonoma, City of Santa Rosa, St. Vincent DePaul, Office of State Senator Mike McGuire





FREQUENTLY ASKED QUESTIONS

Who should attend the Summit?

Non-profit homeless services providers, policymakers, funders, executives, board members, elected officials, and anyone interested in helping to identify solutions to homelessness.

What if I cannot afford the conference fee?

We do not want the fee to be a barrier and have many scholarships available. To receive a scholarship please email Mahriana Robinson (mrobinson@srcharities.org).

Where is it?

The Summit will be held in beautiful Santa Rosa, CA (www.visitsantarosa.com), the largest city in Sonoma County (www.sonoma.com). The conference will be held at Spring Hills Community Church (3700 Fulton Road, Santa Rosa, CA), which has some of the most comfortable seats in the County!

What should I expect?

You will be learning from one of the leading experts on innovative solutions to ending homelessness, Iain De Jong! You will also learn best practices we have introduced locally to reduce homelessness by over 30%. Networking opportunities will be available throughout both days.

What should I wear?

Wear what is comfortable for you!

Are you going to feed us?

Light snacks and beverages will be available throughout the day. Food trucks will be available to purchase food during lunch time.

If I am coming from out of town where should I stay?

Hilton Sonoma Wine Country (3555 Round Barn Blvd, Santa Rosa, CA) has a limited number of rooms reserved at a special rate of \$119/night). First come, first serve!

www.hilton.com
(707)523-7555

Group ID: Summit on Solutions to Homlessness
Group code: SHS

What is the Santa Rosa Homeless Collective?

The Santa Rosa Homeless Collective is a group of stakeholders from various sectors working to bring collective expertise, resources, and data to improve the homeless, housing and services systems so that all members of our community have a safe place to live.

What if I have questions?

The first point of contact will be Mahriana Robinson (mrobinson@srcharities.org; 707-542-5426) and the second point of contact will be Jennielynn Holmes (jholmes@srcharities.org; 707-800-2372).

Who Is Iain De Jong?

Iain is the President and CEO of OrgCode (www.orgcode.com). He travels the world to learn and share best practices on ending homelessness. Programs that Iain has designed and developed have been awarded and acknowledged nationally and internationally more than a dozen times.

"With a focus on evidence, the intention of this summit is to lay a irrefutable case for why ending homelessness beats managing homelessness and how even some of our best intentions make the problem worse not better.."





County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 42
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Fair & Exposition, Inc.

Staff Name and Phone Number:

Rebecca Bartling, 545-4218

Supervisorial District(s):

Title: 2017 Sonoma County Fairgrounds Budget

Recommended Actions:

Adopt a Resolution approving the 2017 Operating and Capital Improvements Budget and the 2017 Employee Position Allocation List, for Sonoma County Fair and Exposition, Inc.

Executive Summary:

Pursuant to Government Code 25905, the Board of Supervisors contracts with the Sonoma County Fair and Exposition, Inc. (Fair) to operate the Sonoma County Fair. The Board of Supervisors retains authority to approve and/or alter the budget of the Fair. The Fair Board of Directors request that the Sonoma County Board of Supervisors approve the 2017 annual budget, as adopted by the Fair Board of Directors on November 22, 2016.

2017 Budget Overview

For 2017, Sonoma County Fair & Exposition, Inc., returns to reporting on a calendar year basis. The Sonoma County Board of Supervisors last approved the FY 2016/17 Fair Budget in June 2016. The Adopted 2016 Calendar Year budget has been restructured using the 2015-16 and 2016-17 adopted budgets to be reflective of a calendar year budget for comparison purposes.

The 2017 budget projects a net operating surplus of \$551,422, prior to depreciation expense, and identifies capital improvement expenditures of \$964,000, of which \$566,000 are funded by grants and private parties.

The Fair will repay the \$700,000 revolving County Treasury note, issued to pay the Fair's photovoltaic installation project settlement, by June 2017. The source of funds for debt repayment will either come from a new note issued by a private lender, or from cash provided by operations. The Fair anticipates better managing cash by reducing the Fair's financing of buyers participating in the Junior Livestock Auction.

Fund balance is budgeted to decrease \$46,478, as compared to a decrease of \$172,412 in the 2016 Restructured 2016 budget, a \$126,000 or 73% change, due primarily to an increase in net operating

surplus and capital funding.

The Fair calendar year budget will be include in the Sonoma County FY 2017-18 recommended and adopted budget.

Discussion:

Summary of Significant Budget Changes and Projections from Prior Year's Adopted Budget

Expenses by Category

1. Salaries and Benefits increased \$156,000 (3%)
 - Negotiated labor agreements and anticipated health care benefit costs for SEIU and Local 39 represented employees.
 - 3% Cost of Living Adjustment (COLAs) for SEIU represented and Salary Resolution staff, effective March 1, 2016 and for Local 39 represented staff, effective July 19, 2016.
 - Lump sum payments for Salary Resolution employees.
 - Salary adjustment made to the Fair Manager (CEO) classification upon hire and merit increase to the Deputy Fair Manager position.
 - Minimum wage increase affecting seasonal employees.
 - There are no changes to Full Time Equivalent allocations
2. Services and Supplies increased \$282,000 (7%)
 - Increase in Interim Department operating expenses associated with a projected increase in volume of Interim rental activity such as facility rentals and Recreational Vehicle Park and golf course use (non-fair building and facility rental). (\$130,000)
 - Increase in the cost of entertainment during the Fair. Format was enhanced to attract additional gate admission and concession revenues, by offering fair patrons more entertainment that doesn't require additional admission charges. (\$61,000).
 - Increase in Maintenance Department costs of fuel, supplies, and equipment rental, due primarily to the increased Interim rental activity. (\$80,000)
 - Net other increases (\$11,000)
3. Capital Expenditures increased \$864,000 (864%)
 - Non-Fair-funded Capital Expenditures including the construction of the Smith Village Storm Water mitigation project (\$458,000) approved by the Board of Supervisors on May 10, 2016, funded by the developer of Smith Village, Sunwood Santa Rosa; and American's with Disabilities Act (ADA) corrective work performed in the Showcase Café Restrooms, funded through the Sonoma County Community Development Commission grant (\$108,000).
 - Fair-funded Capital Expenditures including the replacement of the roof on the Grace Pavilion building enhanced WiFi capabilities within the main campus as well as in the Recreational Vehicle (RV) Park, purchase and installation of cameras at the gates for increased security, and interim event equipment replacement.
4. Other Financing Uses decreased \$250,000 (55%)
 - The Fair had anticipated making a \$450,000 principal payment on the existing revolving photovoltaic installation project note with the County Treasury in the prior year adopted budget, however the Fair will pursue refinancing the entire remaining balance of

the County Treasury note (\$700,000) with a new note from a private lender with the intention of making a principal payment of \$200,000 on the new note. Should securing a new loan not be feasible, the Fair will repay the existing Treasury note with operational cash while effectively fulfilling annual Fair commitments.

Revenue (Sources)

1. Use of Fund Balance decreased \$126,000 (73%)
 - Increases in net Interim revenues. Non-fair time use of the facility continues to expand, with the recovering economy and as a result of a greater push to market the facility.
 - Decrease in principal payment on photovoltaic installation project note in anticipation of liquidation of the remaining balance of the County Treasury note with funds from a note from a private lender.
2. Charges for Services increased \$739,000 (8%)
 - Increase in Interim revenues due to expected increases to usage of the facility, partially offset by a decrease in Fair revenues of \$123,000, due to an expected decrease in Racing Commission revenues from a general decline in the industry as well as change to racing dates (see below).
3. Other Financing Sources increased \$440,000 (347%)
 - Capital contribution increase is due, primarily, to Sunwood Santa Rosa's funding of storm water improvements at the fairgrounds.

Other Budget and Financial information

The California Horse Racing Board (CHRB) has changed the 2017 racing schedule and has awarded Sonoma County Fair & Exposition, Inc. racing dates in the first three weeks of August, which is a week later than last year's schedule. Fair management believes that extending the fair dates through the third week of August would adversely affect the Fairgrounds net revenues, as schools will be back in session and admissions will drastically decrease. However, to maximize both fair admissions and racing revenues, the fair would benefit best by running concurrently with racing for as many days as possible. Therefore, the County fair will be condensed and run for 11 days, from August 3 - August 13, 2017, with racing also beginning on August 3rd. To maximize the opportunity for patrons to attend the fair, the fair will not close on Mondays, as it has in prior years. Management believes that the proposed fair schedule will not result in a material drop in admissions.

2016 Financial Overview

2016 was a challenging year for the Fairgrounds, but also a year of successes and milestones.

Beginning January 1, 2017, the Fairgrounds will return to a calendar year budget. For comparative purposes the 2015/2016 and 2016/2017 fiscal year budgets have been restated as a 2016 calendar year budget.

Attendance at the County Fair was flat, as was revenue, compared to the prior year. However, net Fair revenue was \$132,000 lower than budget, due primarily to a decrease in horse racing commissions.

Sales at the Junior Livestock sale set a record at \$1.5 million.

Projected gross revenue from rental of the facilities, at other than fair time (Interim Sales) reached an all-time high at \$2.4 million mainly due to increase in RV Park usage, increase in facility rentals and associated rates for 2017. This exceeded budgeted revenue by \$450,000.

2016 also marked the completion of construction of Saralee and Richard's Barn, thanks to the fund-raising efforts of the Sonoma County Fair Foundation and the Board of Supervisors award of Advertising and Promotions Program funds totaling \$375,000. The 11,250 sq ft building will add to Interim income producing facilities for 2017, and will provide additional needed resources for the County Fair.

The Harvest Fair, held in October, was well-attended, well-received, and generated \$20,000 more net income than was budgeted.

Capital Improvement Project list

The Capital Improvement Project list is shown as Attachment #2. The Fair continues to work on ADA related projects, specifically those that improve restroom accessibility and path of travel.

The Grace Pavilion roof is scheduled to be repaired. The roof leaked during this past winter, to the extent that it was affecting the events, and the Fairgrounds ability to maximize revenues.

The Smith Village Storm Water mitigation project will increase storm water management at the Fairgrounds. Sunwood Santa Rosa, developer of Smith Village, will construct the improvements at no cost to the Fairgrounds, as a mitigating offset to the Smith Village project. Construction should be completed during calendar 2017. An approximately \$120,000 payment will be made, by Sunwood Santa Rosa, to be held in a designated bank account, to fund maintenance of the improvements over the next 20 years.

Position Allocation List

Please see Attachment #3 for the listing to be approved. There are no requested changes to the existing Allocation List consisting of 30.75 full time equivalent employees.

Strategic Objectives

In 2017 a strategic Master Plan will be completed for the Fairgrounds property should the Board of Supervisors reallocate Advertising and Promotions funds for this project. In FY 2015-16 the Board allocated \$100,000 in Advertising funds toward this endeavor however this project was delayed to 2017 to allow the recently hired CEO time to settle in to her new role. , The strategic Master Plan will provide guidance and recommendations for future development and possible repurposing of underutilized assets on the property. The Master Plan will be a road map for the staff and Board of Directors of the Sonoma County Fair and Exposition Inc., County Department of General Services and Board of Supervisors to follow in an effort to provide for a more financially sound and robust facility; meeting the needs of the residents of Sonoma County and the region.

Programming enhancements will continue to be implemented for the Sonoma County Fair with a continued focus on entertainment that appeals to the broad demographics of Sonoma County; resulting

in increased attendance, revenues and community appeal. An emphasis will continue in the agricultural educational and other exhibit programs to insure alignment with the Fair's core mission.

Focus will continue in the efforts to increase interim use of the Fairgrounds including outreach to new promoters and event producers including potential clients for use of the new Saralee and Richard's Barn.

Prior Board Actions:

The Board Approves the Fair budget annually.
 June 16, 2016 Board adopted resolutions approving the FY 15-16 and 16-17 County Fair Budgets.
 May 10, 2016 Board approved License Agreement with Sunwood Santa Rosa, LLC to construct storm water improvements on a portion of the County-owned Fairgrounds.

Strategic Plan Alignment Economic and Environmental Stewardship

The Sonoma County Fair provides economic and environmental stewardship by promoting and showcasing local and statewide agricultural and livestock industries.

Fiscal Summary

	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Expenditures			
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

The Sonoma County Fair budget total expenses, revenues, and fund balance use for 2017 are \$10,821,551.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
No change from prior adopted budgets			
Attachments:			
Attachment #1, Board Resolution Attachment #2 Financial Summary Attachment #3 Capital Improvement Budget Attachment #4 Sonoma County Fairgrounds Position Allocation List Attachment #5 Fair 2017 Budget as Approved by Fair Board Attachment #6 Powerpoint Presentation			
Related Items “On File” with the Clerk of the Board:			

County of Sonoma
State of California

Date: **January 10, 2017**

Item Number: _____
Resolution Number: _____

4/5 Vote Required

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ADOPTING THE 2017 OPERATING AND CAPITAL IMPROVEMENT BUDGETS AND APPROVING THE COUNTY EMPLOYEE POSITION ALLOCATION LIST FOR THE SONOMA COUNTY FAIR AND EXPOSITION, INC.

Whereas, The 2017 Operating Budget, the 2017 Capital Improvements Budget and the County Employee Position Allocation list for Sonoma County fair and Exposition, Inc. requires adoption/approval by the Board of Supervisors; and,

Whereas, The Sonoma County Fair Board of directors recommends that the 2017 Operating and Capital Improvement budgets be adopted and the county Employee Position allocation List be approved; and,

Whereas, the Sonoma County Board of Supervisors, after giving appropriate public notice held a public hearing on the 2017 Sonoma County Fair and Exposition, Inc budgets and County Employee Position Allocation list on January 10, 2017

Now, Therefore, Be It Resolved, That the Board of Supervisors adopts the 2017 Sonoma County Fair and Exposition, Inc. Operating and Capital Improvement budgets and approves the 2017 County Employee Position Allocation List as submitted.

Supervisors:

Gorin:

Rabbit:

Gore:

Hopkins:

Zane:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

FAIRGROUNDS 2017 FINANCIAL SUMMARY

Program Uses	Calendar Year 2016	Calendar Year 2017		
	*Restructured Adopted Budget	Recommended Budget	Difference from 2016	% Change from 2016
County Fair	2,971,808	2,933,777	(38,031)	(1.3)
Horse Racing/Satellite Wagering	1,420,486	1,330,927	(89,559)	(6.3)
Admin/Debt Service/Cap. Imp.	1,777,813	2,451,581	673,768	37.9
Interim Events	1,441,881	1,776,066	334,185	23.2
Maintenance	2,156,838	2,329,200	172,362	8.0
Total Expenditures by Program	9,768,826	10,821,551	1,052,725	10.8
Expenses by Category				
Salaries and Benefits	5,125,845	5,282,231	156,386	3.1
Services and Supplies	4,092,981	4,375,320	282,339	6.9
Other Charges	0	0	0	0
Capital Expenditures	100,000	964,000	864,000	864.0
Appropriation for Contingencies	0	0	0	0.00
Special Items	0	0	0	0.00
Other Financing Uses	450,000	200,000	(250,000)	(55.56)
Capital Assets	0	0	0	0.00
Total Expenditures by Category	9,768,826	10,821,551	1,052,725	10.8
Revenues/Use of Fund Balance (Sources)				
General Fund Contribution	0	0	0	0.0
Use of Fund Balance	172,412	46,578	(125,834)	(73.0)
Tax Revenue	0	0	0	0.0
Licenses, Permits, Franchises	0	0	0	0.0
Intergovernmental Revenues	0	0	0	0.0
Fines, Forfeitures, Penalties	0	0	0	0.0
Revenue - Use of Money & Property	0	0	0	0.0
Charges for Services	9,469,914	10,208,973	739,059	7.8
Miscellaneous Revenue	0	0	0	0.0
Other Financing Sources	126,500	566,000	439,500	347.4
Special Items	0	0	0	0.0
Reimbursements	0	0	0	0.0
Total Revenues/Use of Fund Balance	9,768,826	10,821,551	1,052,725	10.8
Total Permanent Positions	30.75	30.75	0.00	0.00

**The Adopted 2016 Calendar Year budget has been restructured using the 2015-16 and 2016-17 adopted budgets to be reflective of a calendar year budget for comparison purposes.*

Capital Improvements - Budget 2017

Status	Item	Project Estimate	Outside Support Funding	Fair Funds
<u>ADA Projects - Outside Funding</u>				
	Showcase Café Restroom	\$120,000	\$108,000	\$12,000
				\$0
				\$0
				\$0
				\$0
Subtotal		\$120,000	\$108,000	\$12,000
<u>Other Projects - Outside Funding</u>				
	Smith Village Storm Water	\$458,000	\$458,000	\$0
				\$0
				\$0
Subtotal		\$458,000	\$458,000	\$0
		Project Estimate		Fair Funds
<u>Other Projects - Internal Funding</u>				
	Grace Roof	\$300,000		\$300,000
	RV WiFi	\$22,000		\$22,000
	CCTV Cameras	\$20,000		\$20,000
	Saralee Building WiFi - Inside	\$15,000		\$15,000
	Saralee Building WiFi - Outside	\$14,000		\$14,000
Subtotal		\$371,000	\$0	\$371,000
Capital Improvement Total		\$949,000	\$566,000	\$383,000

Status	Equipment/Soft Goods Purchases over \$5,000 Item	Project Estimate	Fair Funds
	Interim equipment (tables, chairs, other)	\$15,000	\$15,000
			\$0
			\$0
			\$0
			\$0
Equipment Purchase Total		\$15,000	\$0

JLA Fund Capital Projects (JLA Restricted Funds used for these projects)	Project Estimate
Equipment	
JLA Projects Total	\$0

* In 2014, ShowWorks Program for \$5,000

Total Capital Project Budget	\$964,000	\$566,000	\$398,000
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Sonoma County Fair & Exposition, Inc. - Position Allocation List
2017 Budgeted Positions - County Employees

Attachment #4

Title	Job Code	Adopted 2016 (Including Vacant)	Changes 2017	2017 Budget (Including Vacant)	Vacant	Narrative	2017 Budget Less Projected Vacant
SENIOR OFFICE ASSISTANT	0003	1.00		1.00			1.00
SECRETARY	0023	1.00		1.00			1.00
SECRETARY	0023	1.00		1.00			1.00
STOREKEEPER	0311	1.00		1.00			1.00
ACCOUNTING TECHNICIAN	0404	1.00		1.00	1.00	May Hire in second quarter 2017	
ACCOUNTING TECHNICIAN	0404	1.00		1.00			1.00
SIMULCAST ATTENDANT	0742	0.75		0.75	0.75	May hire in 2017 if Jockey Club Revenues support the hire	
SENIOR SIMULCAST ATTENDANT	0743	1.00		1.00	0.25	Will increase to 1.0 FTE in 2017	1.00
FAIRGROUNDS MAINTENANCE WORKER	0748	1.00		1.00	1.00	Will hire in December 2016	1.00
FAIRGROUNDS MAINTENANCE WORKER	0748	1.00		1.00	1.00	May hire in 2017 if Interim Revenues support the hire	
FAIRGROUNDS MAINTENANCE WORKER	0748	1.00		1.00	1.00	May hire in 2017 if Interim Revenues support the hire	
FAIRGROUNDS MAINTENANCE WORKER	0748	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	1.00		1.00			1.00
FAIR MANAGER	0750	1.00		1.00			1.00
DEPUTY FAIR MANAGER	0755	1.00		1.00			1.00
INTERIM EVENTS COORDINATOR	0756	1.00		1.00			1.00
FAIRGROUND PREMIUM EXHIBIT ASSISTANT	0757	1.00		1.00			1.00
PREMIUM AND EXHIBIT COORDINATOR	0758	1.00		1.00			1.00
MARKETING AND PROMOTIONS COORDINATOR	0759	1.00		1.00			1.00
FAIR FINANCIAL SERVICES OFFICER	0761	1.00		1.00			1.00
HEAVY EQUIPMENT MECHANIC II	5226	1.00		1.00			1.00
BUILDING MECHANIC II	5335	1.00		1.00	1.00	Will hire in December 2016	1.00
BUILDING MECHANIC II	5335	1.00		1.00			1.00
BUILDING MECHANIC II	5335	1.00		1.00			1.00
BUILDING MECHANIC II	5335	1.00		1.00			1.00
FAIR GROUNDS BUILDING SUPERINTENDENT	5355	1.00		1.00			1.00
TOTALS		30.75		30.75	6.00		27.00

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Income Statement Budget Worksheet

	Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
	12/31/2014	12/31/2015	10/31/2016	2017	2016			
Operating Revenue								
Fair (less JLA)	6,891,685	6,819,246	6,810,934	6,910,749	6,810,934	99,816	7,033,900	(123,151)
Interim	2,048,547	2,350,388	1,986,716	2,761,280	2,400,016	361,264	1,945,384	815,896
Satellite Wagering	438,628	403,955	353,667	391,144	403,827	(12,683)	365,090	26,054
Harvest Fair	183,787	108,488	127,317	127,000	127,317	(317)	110,000	17,000
Miscellaneous Non-Fair	17,139	20,129	34,978	18,800	37,078	(18,278)	15,540	3,260
Prior Year Revenue Adjustments	20,867	0	0	0	0	0	0	0
Total Operating Revenue	9,600,654	9,702,207	9,313,612	10,208,973	9,779,172	429,802	9,469,914	739,059
Operating Expense								
Administration	1,216,894	1,171,356	1,098,450	1,270,081	1,311,807	41,726	1,204,813	(65,268)
Maintenance	2,021,965	2,125,664	1,898,992	2,329,200	2,203,016	(126,184)	2,156,838	(172,362)
Fair	4,239,641	3,941,847	3,966,408	3,921,683	4,015,220	93,537	4,090,315	168,632
Interim	1,365,334	1,407,982	1,433,749	1,709,766	1,679,239	(30,527)	1,371,881	(337,885)
Satellite Wagering	324,852	325,234	302,349	343,022	354,275	11,254	301,979	(41,043)
Harvest Fair	110,198	101,813	93,616	102,300	93,616	(8,684)	110,000	7,700
Harvest Fair Allocated Expenses	(40,033)	(35,800)	(30,700)	(36,000)	(30,200)	5,800	(40,000)	(4,000)
Prior Year Expense Adjustments & Other Expenses	587	(28,017)	1,635	0	1,635	1,635	0	0
Other - Interest Expense	19,700	3,333	12,190	17,500	16,022	(1,478)	23,000	5,500
Total Operating Expense	9,259,140	9,013,411	8,776,689	9,657,551	9,644,630	(12,921)	9,218,826	(438,725)
Operating Income (Loss)	341,515	688,796	536,923	551,422	134,542	416,881	251,088	300,334
Other Operating Revenue (Net)	0	0	0	0	0	0	0	0
Capital Contributions	80,350	165,493	183,048	566,000	183,048	382,952	126,500	439,500
Net Income (Loss) Not Incl Depreciation	421,865	854,289	719,971	1,117,422	317,590	799,833	377,588	739,834
Net Income (Loss) Not Incl Depreciation	421,865	854,289	719,971	1,117,422	317,590	799,833	377,588	739,834

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Revenue Summary

Budget Worksheet

	Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed
	12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	to 2016 Budget
Fair Revenue								
Admissions	1,643,804	1,589,143	1,695,800	1,876,267	1,695,800	180,467	1,799,500	76,767
Commercial Space	423,576	430,638	425,600	450,000	425,600	24,400	425,000	25,000
Carnival	685,848	687,926	688,470	688,500	688,470	30	685,000	3,500
Concessions	1,121,685	1,185,344	1,179,013	1,226,742	1,179,013	47,730	1,142,500	84,242
Exhibits	101,053	90,745	89,020	87,150	89,020	(1,870)	103,900	(16,750)
Racing	1,678,893	1,751,135	1,615,049	1,340,750	1,615,049	(274,299)	1,636,500	(295,750)
Attractions	343,454	211,800	165,639	208,325	165,639	42,686	326,500	(118,175)
VIP Tent	31,830	23,591	51,128	52,616	51,128	1,488	31,000	21,616
Sponsorships	332,220	278,175	347,608	382,433	347,608	34,825	320,000	62,433
Parking	425,528	465,491	459,963	499,666	459,963	39,703	463,000	36,666
Miscellaneous	103,794	105,259	93,644	98,300	93,644	4,656	101,000	(2,700)
Total Fair	6,891,685	6,819,246	6,810,934	6,910,749	6,810,934	99,816	7,033,900	(123,151)
Interim Revenue								
Building Rental	350,733	420,267	347,111	610,300	425,611	184,689	323,300	287,000
Facility Rental	249,917	288,251	245,174	304,000	265,674	38,326	201,000	103,000
Long Term Rentals	101,142	106,111	84,185	106,000	98,185	7,815	106,000	0
RV Park	263,327	345,977	347,214	415,000	414,214	787	335,000	80,000
Equipment Rental	168,979	136,380	112,956	154,000	139,956	14,044	144,000	10,000
Parking Revenues	289,603	338,026	267,526	415,000	347,526	67,475	354,000	61,000
Utility Reimbursement	4,637	3,387	5,783	4,000	6,283	(2,283)	4,750	(750)
Costs Recovered	56,442	65,631	68,804	70,000	72,804	(2,804)	35,400	34,600
Concessions	410,967	481,851	373,956	504,980	451,956	53,024	292,134	212,846
Other Revenues	152,800	164,508	134,007	178,000	177,807	193	149,800	28,200
Total Interim	2,048,547	2,350,388	1,986,716	2,761,280	2,400,016	361,264	1,945,384	815,896
Satellite Wagering	438,628	403,955	353,667	391,144	403,827	(12,683)	365,090	26,054
Harvest Fair	183,787	108,488	127,317	127,000	127,317	(317)	110,000	17,000
Miscellaneous Non-Fair	17,139	20,129	34,978	18,800	37,078	(18,278)	15,540	3,260
Prior Year Rev	20,867	0	0	0	0	0	0	0
Operating Revenue	9,600,654	9,702,207	9,313,612	10,208,973	9,779,172	429,802	9,469,914	739,059
Capital Contribution	80,350	165,493	183,048	566,000	183,048	382,952	126,500	439,500
Total Revenue	9,681,004	9,867,700	9,496,660	10,774,973	9,962,220	812,754	9,596,414	1,178,559

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Expense Summary

Budget Worksheet

	Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed to 2016 Budget
	12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	
Fair Expense								
Publicity	359,970	349,728	360,846	348,811	361,776	12,965	309,933	(38,878)
Attendance	476,750	474,758	501,315	488,025	501,315	13,290	513,785	25,760
Premiums	306,678	288,334	311,311	317,500	311,311	(6,189)	296,500	(21,000)
Hall of Flowers	250,743	250,703	214,025	229,883	214,025	(15,858)	254,859	24,976
Exhibits	618,487	620,100	623,362	601,755	669,244	67,490	672,025	70,270
Miscellaneous Fair	181,150	189,589	183,558	206,152	183,558	(22,594)	224,791	18,639
Racing	1,171,527	1,082,214	1,106,295	987,905	1,108,295	120,390	1,118,507	130,602
Attractions	874,335	686,421	665,696	741,652	665,696	(75,956)	699,915	(41,737)
Total Fair	4,239,641	3,941,847	3,966,408	3,921,683	4,015,220	93,537	4,090,315	168,632
Interim	1,365,334	1,407,982	1,433,749	1,709,766	1,679,239	(30,527)	1,371,881	(337,885)
Satellite Wagering	324,852	325,234	302,349	343,022	354,275	11,254	301,979	(41,043)
Harvest Fair	110,198	101,813	93,616	102,300	93,616	(8,684)	110,000	7,700
Harvest Fair Allocated Expenses	(40,033)	(35,800)	(30,700)	(36,000)	(30,200)	5,800	(40,000)	(4,000)
Administration	1,216,894	1,171,356	1,098,450	1,270,081	1,311,807	41,726	1,204,813	(65,268)
Maintenance	2,021,965	2,125,664	1,898,992	2,329,200	2,203,016	(126,184)	2,156,838	(172,362)
Prior Year Operating Expense Adjustment	587	(28,017)	1,635	0	1,635	1,635	0	0
Other - Interest Expense	19,700	3,333	12,190	17,500	16,022	(1,478)	23,000	5,500
Total Operating Expense	9,259,140	9,013,411	8,776,689	9,657,551	9,644,630	(12,921)	9,218,826	(438,725)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Fair Revenues (Racing On Racing Page)

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Admissions Revenue									
Fair Admission - Full Price									
41010-30-10	Fair Admission	1,183,358	1,110,923	1,196,490	1,359,267	1,196,490	162,777	1,196,000	163,267
	Total Fair Admissions - Full Price	1,183,358	1,110,923	1,196,490	1,359,267	1,196,490	162,777	1,196,000	163,267
Fair Admission - Discount									
41011-30-10	Admissions Prior Year	0	0	0	0	0	0	0	0
41020-30-10	Discounted Fair Admissions	391,390	427,260	458,670	475,000	458,670	16,330	545,000	(70,000)
41021-30-10	Discount Racing Patrons	69,056	50,960	40,640	42,000	40,640	1,360	58,500	(16,500)
	Total Fair Admissions - Discount	460,446	478,220	499,310	517,000	499,310	17,690	603,500	(86,500)
	Total Fair Admissions Revenue	1,643,804	1,589,143	1,695,800	1,876,267	1,695,800	180,467	1,799,500	76,767
Commercial Space Revenue									
41500-50-10	Indoor Commercial Space	325,660	326,660	328,540	350,000	328,540	21,460	325,000	25,000
41600-50-10	Outside Commercial Space	97,916	103,978	97,060	100,000	97,060	2,940	100,000	0
	Total Commercial Space	423,576	430,638	425,600	450,000	425,600	24,400	425,000	25,000
Carnival Revenue									
42100-50-10	Carnival Revenue	685,848	687,926	688,470	688,500	688,470	30	685,000	3,500
Food Concession Revenue									
42200-50-10	Food Concessions	638,187	675,207	689,184	737,235	689,184	48,051	664,000	73,235
42210-50-10	Food Voucher Concessions	(1,387)	(1,003)	(630)	0	(630)	630	(1,500)	1,500
	Total Food Concession Revenue	636,800	674,204	688,554	737,235	688,554	48,681	662,500	74,735
Alcohol Concessions									
42300-50-10	Alcohol Concessions	447,511	481,666	463,880	489,507	463,880	25,627	445,000	44,507
42400-50-10	Other Concessions	37,374	29,474	26,578	0	26,578	(26,578)	35,000	(35,000)
	Total Alcohol Concessions	484,885	511,140	490,458	489,507	490,458	(951)	480,000	9,507
	Total Food and Alcohol Concessions	1,121,685	1,185,344	1,179,013	1,226,742	1,179,013	47,730	1,142,500	84,242
	Total Admissions Revenue	3,874,913	3,893,051	3,988,883	4,241,509	3,988,883	252,626	4,052,000	189,509
Exhibits Revenue									
43100-50-10	Entry Fees	46,151	42,804	48,236	50,000	48,236	1,764	45,000	5,000
Donated & Sponsored Awards									
43300-50-10	Sponsored Awards	27,500	21,770	18,685	16,000	18,685	(2,685)	35,000	(19,000)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Fair Revenues (Racing On Racing Page)

Budget Worksheet

		Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed to 2016 Budget
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	
46510-50-10	Friends of Fair	0	0	0	0	0	0	0	0
47815-50-10	Exhibits Sponsorships	0	(110)	0	0	0	0	0	0
	Total Donated & Sponsored Awards	27,500	21,660	18,685	16,000	18,685	(2,685)	35,000	(19,000)
46500-50-10	Flower Show Preview Tickets	21,490	18,510	21,060	18,500	21,060	(2,560)	20,000	(1,500)
43400-50-10	Rodeo Queen	96	0	400	1,500	400	1,100	500	1,000
47601-50-10	Sale of Birds and Small Animals	0	0	0	0	0	0	0	0
47602-50-10	Other Exhibits Rev-milk sales/golf carts	5,255	5,332	0	400	0	400	3,000	(2,600)
47700-51-10	Art Sale	560	2,439	639	750	639	111	400	350
		27,401	26,281	22,099	21,150	22,099	(949)	23,900	(2,750)
	Total Exhibits	101,053	90,745	89,020	87,150	89,020	(1,870)	103,900	(16,750)
Attractions/Admissions Revenue									
46100-80-10	Rodeo	0	0	0	0	0	0	0	0
46160-80-10	Destruction Derby	0	0	0	0	0	0	0	0
46150-80-10	Chris Beck Paid Shows	342,494	211,760	131,615	143,325	131,615	11,710	325,000	(181,675)
47821-80-10	Other Attractions Revenue	0	0	15,317	65,000	15,317	49,683	0	65,000
	Total Attractions	342,494	211,760	146,932	208,325	146,932	61,393	325,000	(116,675)
47200-50-10	Novelties	0	0	0	0	0	0	1,500	(1,500)
48810-80-10	Cost Recovered - Attractions	960	40	18,707	0	18,707	(18,707)	0	0
	Total Attractions/Admission Revenue	343,454	211,800	165,639	208,325	165,639	42,686	326,500	(118,175)
Parking Revenue									
47110-30-10	Fair Parking	406,933	445,321	441,748	481,166	441,748	39,418	445,000	36,166
47111-30-10	Vets Lot Parking	0	0	0		0	0	0	0
47120-30-10	Fair Preferred Parking	10,170	10,710	9,630	10,000	9,630	370	10,000	0
47130-30-10	Fair Exhibitor Credential Parking	8,425	9,460	8,585	8,500	8,585	(85)	8,000	500
	Total Parking Revenue	425,528	465,491	459,963	499,666	459,963	39,703	463,000	36,666
						0	0		
47825-90-10	VIP Tent	31,830	23,591	51,128	52,616	51,128	1,488	31,000	21,616

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Fair Revenues (Racing On Racing Page)

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Sponsorship Revenue									
46400-80-10	Rodeo Sponsorship	0	0	0	0	0	0	0	0
47800-90-10	Sponsorships Revenue	331,800	277,075	346,758	381,433	346,758	34,675	320,000	61,433
47810-90-10	County Exhibit Sponsorships	0	0	0	0	0	0	0	0
47813-51-10	Sustainable Sponsorships	0	0	0	0	0	0	0	0
47813-90-10	Sustainable Exhibit Sponsorships	0	0	0	0	0	0	0	0
47820-80/90-10	Farmer's Day Sponsorships	420	1,100	850	1,000	850	150	0	1,000
Total Sponsorship Revenue		332,220	278,175	347,608	382,433	347,608	34,825	320,000	62,433
Miscellaneous Fair Revenue									
46330-80-10	Fair Merchandise	2,111	963	1,100	1,000	1,100	(100)	0	1,000
						0	0		0
47500-20-10	Advertising Revenues	22,000	15,163	12,763	15,000	12,763	2,238	20,000	(5,000)
47710-90-10	Golf Cart Fees	2,125	2,225	2,000	2,000	2,000	0	1,500	500
47700-90-10	Fair Special Events	40	(40)	0	0	0	0	0	0
48520-10-10	Other (Insurance Reimbursement)	3,415	2,105	2,280	2,300	2,280	20	3,500	(1,200)
Total Other		27,580	19,453	17,043	19,300	17,043	2,258	25,000	(5,700)
48240-10-10	Trailer & RV Parking Fees	49,535	56,035	50,196	50,000	50,196	(196)	51,000	(1,000)
47823-80-10	Ticket Convenience Fees	0	0	0	0	0	0	0	0
48880-10-10	ATM Fees Earned Fairtime	24,568	28,809	25,306	28,000	25,306	2,694	25,000	3,000
Total Miscellaneous Fair Revenue		103,794	105,259	93,644	98,300	93,644	4,656	101,000	(2,700)
Total Fair Revenue		5,212,792	5,068,111	5,195,885	5,569,999	5,195,885	374,115	5,397,400	172,599

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Publicity Expense
Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget	
Publicity Wages & Benefits									
Salaries & Wages - Temporary									
50013-20-10	Salaries & Wages Temp. - Overtime	855	5,605	1,075	0	1,075	1,075	2,500	2,500
50020-20-10	Salaries & Wages Temporary	23,938	31,757	35,032	40,000	35,032	(4,968)	38,000	(2,000)
	Total Salaries & Wages - Temporary:	24,793	37,362	36,107	40,000	36,107	(3,893)	40,500	500
Payroll Taxes									
55070-20-10	Unemployment Insurance Publicity	810	1,012	843	843	843	0	1,983	1,140
55000-20-10	FICA/Medicare	1,897	2,900	2,762	3,060	2,762	(298)	3,260	200
	Total Payroll Taxes	2,707	3,912	3,605	3,903	3,605	(298)	5,243	1,340
Employee Benefits - Employer's Share									
55080-20-10	Sick Pay - Temporary	0	550	0	500	0	(500)	0	(500)
Worker's Compensation Insurance									
55020-20-10	Workers Comp Insurance	1,273	1,543	1,526	1,608	1,526	(82)	1,900	292
	Total Workers Compensation Insurance:	1,273	1,543	1,526	1,608	1,526	(82)	1,900	292
	Total Wages & Benefits	28,773	43,367	41,238	46,011	41,238	(4,772)	47,643	1,632
Professional Services (Contractual)									
56000-20-10	Contract Services - Publicity	2,275	6,678	5,913	7,000	6,513	(488)	4,500	(2,500)
56001-20-10	Contract Services - Publicity TT	1,458	0	0	0	0	0	0	0
65060-20-10	Agency Services-Graphics	15,794	6,771	4,028	5,000	4,028	(972)	2,000	(3,000)
	Total Professional Contract Services	19,527	13,449	9,941	12,000	10,541	(1,460)	6,500	(5,500)
Supplies and Expense									
62010-20-10	Postage	32	0	0	0	0	0	0	0
62030-20-10	Supplies - Publicity	2,250	3,124	5,261	2,500	5,591	3,091	1,990	(510)
62031-20-10	Office Supplies	1,250	582	892	1,500	892	(608)	800	(700)
62034-20-10	Supplies - Publicity	3,334	1,430	1,926	3,500	1,926	(1,574)	1,500	(2,000)
65065-20-10	Sponsorship Expenses	5,920	18,127	11,810	12,000	11,810	(190)	2,000	(10,000)
73030-20-10	Special Repairs & Equipment	0	0	500	500	500	0	0	(500)
	Total Supplies & Expense	12,786	23,263	20,390	20,000	20,720	720	6,290	(13,710)
Advertising									
62032-20-10	Advertising - Funbook	2,102	1,568	1,731	2,000	1,731	(269)	2,000	0
65010-20-10	Media - Radio	67,680	57,115	54,646	60,000	54,646	(5,354)	60,000	0

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Publicity Expense
Budget Worksheet

		Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed to 2016 Budget
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	
65015-20-10	Media - Television	0	0	0	0	0	0	0	0
65020-20-10	Media - Print	40,344	32,487	29,372	30,000	29,372	(628)	30,000	0
65025-20-10	Media - Outdoor	10,720	12,247	16,819	15,000	16,819	1,819	13,000	(2,000)
65030-20-10	Multi-Media Advertising	28,608	35,526	27,054	30,000	27,054	(2,946)	29,000	(1,000)
65035-20-10	Public Relations	3,280	582	300	300	300	0	1,000	700
65040-20-10	Media - Production	9,741	4,330	7,154	7,000	7,154	154	6,000	(1,000)
65050-20-10	Poster Art & Production	441	1,122	463	500	463	(37)	1,500	1,000
65055-20-10	Schedule of Events	11,769	9,231	8,462	5,000	8,462	3,462	10,000	5,000
65075-20-10	Newsletter	0	0	0	0	0	0	0	0
65078-20-10	Pre-Fair Events - Publicity	7,013	7,139	8,624	8,500	8,624	124	7,000	(1,500)
65080-20-10	Fair Guide	64,229	60,006	75,512	60,000	75,512	15,512	25,000	(35,000)
65085-20-10	Website	5,850	2,967	4,140	7,500	4,140	(3,360)	11,000	3,500
	Total Advertising	251,775	224,321	234,278	225,800	234,278	8,478	195,500	(30,300)
Other VIP Patio - Directors' Room									
65070-20-10	Directors Room	47,108	45,328	55,000	45,000	55,000	10,000	54,000	9,000
	Total Other VIP Patio - Directors' Room	47,108	45,328	55,000	45,000	55,000	10,000	54,000	9,000
	Total Publicity Expense	359,970	349,728	360,846	348,811	361,776	12,965	309,933	(38,878)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Attendance Operations Expense

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Wages and Benefits								
Salaries and Wages - Temporary								
50013-30-10	Salaries & Wages Temp. - Overtime Admissions	3,098	2,678	0	0	0	0	0
50040-30-10	Salaries & Wages - Cashiers	6,908	149	12,564	10,000	12,564	2,564	(10,000)
50070-30-10	Salaries & Wages Temp - Admissions	75,153	78,674	80,304	82,000	80,304	(1,696)	108,200
	Total Salaries & Wages - Temporary	85,160	81,501	92,868	92,000	92,868	868	108,200
Payroll Taxes								
55000-30-10	Payroll Taxes - FICA/Medicare Attendance	6,515	6,235	7,104	7,038	7,104	66	8,059
55070-30-10	Payroll Taxes - Unemployment Ins. Attendance	5,280	5,053	5,590	5,538	5,590	51	6,399
	Total Payroll Taxes	11,795	11,288	12,694	12,576	12,694	118	14,458
Employee Benefits - Employer's Share								
55080-30-10	Sick Pay - Temporary	0	0	0	150	0	(150)	0
Worker's Compensation Insurance								
55020-30-10	Workers Comp. Insurance - Attendance/Fair	3,526	3,362	2,647	3,698	2,647	(1,051)	4,627
55021-30-10	Workers Comp. Insurance - Volunteers	0	0	0	0	0	0	1,000
	Total Workers Compensation Insurance	3,526	3,362	2,647	3,698	2,647	(1,051)	5,627
	Total Wages & Benefits	100,481	96,151	108,209	108,425	108,209	(215)	128,285
Professional Services (Contractual)								
56000-30-10	Contract Services - Attendance	11,450	5,971	230	500	230	(270)	13,000
56020-30-10	Security Service - Fair (Carnival Lot - Police)	109,307	115,902	131,738	120,000	131,738	11,738	110,000
56021-30-10	Private Security - Fair	140,416	148,720	143,521	145,000	143,521	(1,479)	148,000
56022-30-10	Fire Inspection - Fair	8,557	7,517	7,650	7,800	7,650	(150)	8,500
56023-30-10	First Aid - Fair Attendance	27,957	26,220	27,191	27,500	27,191	(309)	27,500
56024-30-10	Admissions Services	17,022	13,500	16,470	16,000	16,470	470	18,000
56025-30-10	Other - E-Tix Support/Brinks Truck	4,974	5,547	9,241	7,000	9,241	2,241	5,000
	Total Professional Services (Contractual)	319,683	323,377	336,041	323,800	336,041	12,241	330,000
Supplies and Expense								
62030-30-10	Supplies - Attendance	1,932	1,090	1,207	1,500	1,207	(293)	2,200
62031-30-10	Employee Tee Shirts/Hats	154	12,894	13,344	13,500	13,344	(156)	5,200
62032-30-10	Office Supplies Fair Attendance	0	0	397	500	397	(103)	0
62050-30-10	Tickets & Credentials	14,377	12,658	11,884	10,000	11,884	1,884	10,600
62051-30-10	Signage/Other/Drinking Water	11,312	12,678	5,482	8,000	5,482	(2,518)	8,000
62052-30-10	Tickets & Order Forms	7,085	(6,233)	893	1,000	893	(107)	0
72050-30-10	Equipment Rental - Attendance	10,219	6,027	4,902	5,500	4,902	(598)	10,000
	Total Supplies and Expense	45,079	39,115	38,109	40,000	38,109	(1,891)	36,000

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Attendance Operations Expense

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Equipment Rental								
72051-30-10 Light Towers	0	4,247	7,316	4,000	7,316	3,316	3,000	(1,000)
72052-30-10 Metal Detectors	11,508	10,873	11,640	11,800	11,640	(160)	11,500	(300)
72053-30-10 Golf Carts	0	995	0	0	0	0	3,000	3,000
72054-30-10 Tram Tractors	0	0	0	0	0	0	0	0
73030-30-10 Special Repairs & Equip	0	0	0	0	0	0	2,000	2,000
Total Equipment Rental	11,508	16,115	18,956	15,800	18,956	3,156	19,500	3,700
Total Attendance Expense	476,750	474,758	501,315	488,025	501,315	13,290	513,785	25,760

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Premium Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Premium Expense									
Cash Awards									
58010-40-10	Cash Awards	188,848	177,236	198,126	198,500	198,126	(374)	188,000	(10,500)
58010-55-10	Cash Awards - Hall of Flowers	101,288	101,488	99,050	109,500	99,050	(10,450)	102,000	(7,500)
Total Cash Awards		290,135	278,724	297,176	308,000	297,176	(10,824)	290,000	(18,000)
Sponsored Cash Awards									
58040-40-10	Trophies, Medals, Ribbons	16,543	9,610	14,135	9,500	14,135	4,635	6,500	(3,000)
Total Sponsored Cash Awards		16,543	9,610	14,135	9,500	14,135	4,635	6,500	(3,000)
Total Premium Expense		306,678	288,334	311,311	317,500	311,311	(6,189)	296,500	(21,000)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Hall of Flowers Expense

Budget Worksheet

G/L #	Actual	Actual	Actual	Proposed	Projected	Proposed to 2016 Projected	Budget	Variance
	YTD	YTD	PTD		Calendar		Calendar	Proposed
	12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	to 2016 Budget
Hall of Flowers Wages & Taxes								
50013-55-10	Overtime - HOF	20	770	0	0	0	0	0
50075-55-10	Hall of Flowers Wages	84,327	78,940	63,899	70,000	63,899	(6,101)	10,000
Total Salaries & Wages - Temporary:		84,346	79,710	63,899	70,000	63,899	(6,101)	10,000
Payroll Taxes								
55000-55-10	FICA/Medicare - HOF	5,830	3,787	4,888	5,355	4,888	(467)	(317)
55070-55-10	Unemployment Insurance - HOF	3,688	3,759	3,035	4,214	3,035	(1,179)	1,174
Total Payroll Taxes		9,519	7,546	7,923	9,569	7,923	(1,646)	857
Worker's Compensation Insurance								
55020-55-10	Worker's Comp. HOF	4,562	3,288	2,687	2,814	2,687	(127)	786
Total Hall of Flowers Wages & Benefits:		98,427	90,544	74,509	82,383	82,383	0	11,643
Hall of Flowers Design								
56090-55-10	HOF Designer Fee	77,000	77,000	77,000	77,000	77,000	0	12,833
Hall of Flowers Contracts								
56095-55-10	HOF Contract Services	22	3,620	6	500	6	(494)	5,500
Hall of Flowers Materials								
60090-55-10	HOF Materials	75,294	79,539	62,510	70,000	62,510	(7,490)	(5,000)
Total Hall of Flowers Expense		250,743	250,703	214,025	229,883	214,025	(15,858)	24,976

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Exhibits Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Exhibits Wages & Benefits									
Salaries & Wages - Permanent									
50010-50-10	Salaries & Wages Permanent	106,908	128,729	94,228	74,085	116,828	42,743	136,636	62,551
50012-50-10	Salaries & Wages Perm. - Overtime	932	2,559	975	6,322	975	(5,347)	11,048	4,726
50015-50-10	Salaries & Wages Perm. - Paid Leave	7,104	4,425	7,814	7,758	9,064	1,306	7,405	(353)
55011-50-10	Salaries & Wages Perm. - Cash Allowance	12,954	13,800	8,942	10,764	11,334	570	14,928	4,164
Total Salaries & Wages - Permanent:		127,897	149,513	111,960	98,929	138,202	39,273	170,017	71,088
Salaries & Wages - Temporary									
50013-50-10	Salaries & Wages Temporary - Overtime	23,216	27,472	59	0	59	59	9,500	9,500
50020-50-10	Salaries & Wages Temporary	178,845	163,280	226,829	229,440	226,829	(2,611)	200,000	(29,440)
Total Salaries & Wages - Temporary:		202,061	190,751	226,888	229,440	226,888	(2,552)	209,500	(19,940)
Employee Benefits - Employer's Share									
54000-50-10	Employee Benefits - Employer's Share-Accrued Leave	5,930	9,108	3,499	0	3,499	3,499	0	0
55010-50-10	Employee Benefits - Employer's Share-Health Benefits	15,833	16,704	10,974	13,913	15,974	2,061	17,881	3,968
55030-50-10	Employee Benefits - Employer's Share-Other Benefits	570	39	9,393	2,000	9,393	7,393	0	(2,000)
55080-50-10	Sick Pay - Temporary	0	0	336	300	336	36	0	(300)
55040-50-10	Employee Benefits - Employer's Share-Retirement	52,547	64,724	46,620	40,418	56,620	16,202	56,000	15,582
Total Employee Benefits - Employer's Share:		74,880	90,575	70,822	56,631	85,822	29,191	73,881	17,250
Payroll Taxes									
55000-50-10	Payroll Taxes - FICA/Medicare Perm.	9,151	10,566	8,628	6,745	10,728	3,983	11,400	4,655
55001-50-10	Payroll Taxes - FICA/Medicare Temp.	15,621	12,907	17,383	17,552	17,383	(170)	16,500	(1,052)
55070-50-10	Payroll Taxes - Unemployment Ins. Temp.	10,814	9,992	12,333	13,812	12,333	(1,479)	12,050	(1,762)
55071-50-10	Payroll Taxes - Unemployment Ins. Perm.	120	133	103	842	143	(699)	546	(296)
Total Payroll Taxes		35,705	33,599	38,447	38,951	40,587	1,636	40,496	1,545

Worker's Compensation Insurance

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Exhibits Expense

Budget Worksheet

		Actual	Actual	Actual		Projected		Budget	Variance
		YTD	YTD	PTD	Proposed	Calendar	Proposed to 2016	Calendar	Proposed to 2016
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016	Projected	2016	Budget
55020-50-10	Workers Comp. Insurance - Permanent	5,682	6,605	2,205	4,052	3,205	(847)	6,381	2,329
55021-50-10	Workers Comp. Insurance- Temporary	8,694	7,859	7,926	9,751	7,926	(1,825)	7,800	(1,951)
	Total Workers Compensation Insurance:	14,377	14,464	10,130	13,803	11,130	(2,673)	14,181	378
	Total Exhibits Wages & Benefits:	454,921	478,901	458,248	437,755	502,630	64,875	508,075	70,320
Judges (Contractual)									
56040-50-10	Judges (Contractual)	25,716	25,125	24,844	25,000	24,844	(156)	26,250	1,250
Professional Services - Other (Contractual)									
56080-10-10	Straw Removal	6,745	6,030	8,325	8,400	8,325	(75)	7,000	(1,400)
56000-50-10	Professional Services - Other (Contractual)	34,426	27,520	39,794	41,000	41,294	294	42,500	1,500
	Total Professional Services (Contractual)	41,171	33,550	48,119	49,400	49,619	219	49,500	100
Supplies & Expense									
60050-50-10	Premium Book	9,731	9,324	9,581	7,000	9,581	2,581	9,500	2,500
60060-50-10	Rodeo Queen	2,120	499	796	1,500	796	(704)	1,400	(100)
60081-50-10	Birds & Other Small Animal	0	0	0	0	0	0	250	250
60082-50-10	Milk Barn Expense	2,274	766	2,092	2,250	2,092	(158)	1,200	(1,050)
62030-50-10	Other Supplies	16,986	20,378	23,801	22,750	23,801	1,051	18,000	(4,750)
68040-50-10	Demo Kitchen Expense	7,581	8,517	7,725	7,750	7,725	(25)	8,300	550
68050-50-10	Inspiration Station Expense	6,450	5,010	3,150	3,050	3,150	100	4,500	1,450
68081-50-10	Friends of Fair Awards	0	0	0	0	0	0	0	0
68085-50-10	Insurance	233	243	0	250	0	(250)	250	0
73030-50-10	Special Repairs & Equipment	0	0	0	0	0	0	100	100
	Total Supplies & Expense	45,375	44,737	47,145	44,550	47,145	2,595	43,500	(1,050)
Tent and Booth Rental									
72030-50-10	Tent & Booth Rental Exhibits	0	1,094	0	750	0	(750)	1,200	450
Other Equipment Rental									

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Exhibits Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
72050-50-10	Other Equipment Rental	1,838	942	1,770	1,800	1,770	(30)	1,500	(300)
Scholarship/Flower Show Preview									
62031-50-10	Supplies-Flower Show Preview	14,151	12,418	12,480	12,500	12,480	(20)	13,000	500
68080-50-10	Scholarships Awarded	11,000	10,000	10,000	10,000	10,000	0	10,000	0
68095-51-10	Licenses & Permits - Sustainable Exhibit	0	0	0	0	0	0	0	0
	Total Other Scholarship/Flower Show Preview	25,151	22,418	22,480	22,500	22,480	(20)	23,000	500
Ag Education Exhibit									
60140-50-10	Agriculture Education Exhibit	24,315	13,334	20,757	20,000	20,757	757	19,000	(1,000)
	Total Exhibits Expense	618,487	620,100	623,362	601,755	669,244	67,490	672,025	70,270

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Miscellaneous Fair Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Wages and Benefits									
Parking Lot - Salaries and Wages - Temporary									
50013-10-10	Overtime Parking Fair Temps	4,721	5,082	0	0	0	0	4,500	4,500
50030-10-10	Parking Wages - Fair	74,424	70,971	79,211	80,000	79,211	(789)	78,700	(1,300)
55000-10-10	FICA/Medicare Parking-Fair	6,055	5,818	6,060	6,120	6,060	(60)	6,365	245
55020-10-10	Workers Comp- Parking Fair	3,175	3,137	2,165	3,216	2,165	(1,051)	3,717	501
55070-10-10	Unemployment Insurance Parking-Fair	4,406	4,392	4,480	4,816	4,480	(336)	5,009	193
	Total Wages & Benefits	92,780	89,401	91,915	94,152	91,915	(2,237)	98,291	4,139
Sponsorships									
65065-10-10	Sponsorships	0	0	592	1,000	592	(408)	0	(1,000)
Cost of Fair Merch/Misc									
62051-10-10	Sign Machine Supplies	2,782	4,468	2,829	2,000	2,829	829	4,500	2,500
66090-80-10	Fair Merchandise	0	0	0	0	0	0	0	0
	Total Cost of Fair Merch/Misc	2,782	4,468	2,829	2,000	2,829	829	4,500	2,500
VIP Tent									
65066-10-10	Other - VIP	32,998	33,596	34,694	36,000	34,694	(1,306)	30,000	(6,000)
Convenience Fees									
68065-10-10	E-Tix Convenience Fees	0	145	1,933	0	1,933	1,933	0	0
75th Anniversary Celebration									
67030-10-10	75th Anniversary Celebration-other	0	0	0	0	0	0	0	0
Commercial Exhibits & Concessions									
60150-50-10	Commercial Exhibits Expense	3,489	952	6,141	3,500	6,141	2,641	2,500	(1,000)
Vets Lot Parking									
72045-50-10	Parking Site Rental - Fair	32,422	31,021	29,611	32,000	29,611	(2,389)	30,000	(2,000)
Fair Special Event									
67040-10-10	Fair Special Event	587	0	0	0	0	0	10,000	10,000
Volunteer Coordinator									
56002-10-10	Volunteer Coordinator	3,750	0	1,161	2,500	1,161	(1,339)	2,500	0
Contract Services - RV Park - Fair									

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Miscellaneous Fair Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
56000-10-10	Contract Services - RV Park - Fair	12,342	30,007	14,682	35,000	14,682	(20,319)	47,000	12,000
Total Misc Fair Expense		181,150	189,589	183,558	206,152	183,558	(22,594)	224,791	18,639

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Racing Revenue & Expense

Budget Worksheet

Attachment #5

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Racing Admissions									
45110-60-10	Lower Box Seats	78,087	49,725	53,364	26,000	53,364	(27,364)	47,000	(21,000)
45120-60-10	Upper Box Seats	3,172	1,420	1,711	750	1,711	(961)	1,800	(1,050)
45130-60-10	Reserved Racing Seats	62,484	50,649	53,318	26,500	53,318	(26,818)	38,500	(12,000)
45140-60-10	Other Racing Admissions	11,812	13,496	23,305	11,500	23,305	(11,805)	7,000	4,500
45150-60-10	Named Races	6,760	6,850	6,430	6,500	6,430	70	5,500	1,000
45320-60-10	Racing Advertisements	1,000	0	0	0	0	0	1,000	(1,000)
	Total Racing Admissions	163,315	122,140	138,128	71,250	138,128	(66,878)	100,800	(29,550)
Track Commissions									
45200-60-10	Track Commissions	1,407,973	1,564,824	1,348,335	1,210,000	1,348,335	(138,335)	1,457,700	(247,700)
45355-60-10	NCOTWINC Reim	26,637	15,613	80,034	35,000	80,034	(45,034)	28,000	7,000
48810-60-10	Costs Recovered - Racing	13	11	1,195	0	1,195	(1,195)	0	0
	Total Track Commissions	1,434,623	1,580,448	1,429,564	1,245,000	1,429,564	(184,564)	1,485,700	(240,700)
Program Sales									
45330-60-10	Race Program Sales	62,923	32,415	33,011	16,500	33,011	(16,511)	35,000	(18,500)
45340-60-10	Race Forms/Tip Sheets	16,392	14,224	12,898	7,000	12,898	(5,898)	14,000	(7,000)
	Programs/Forms	79,315	46,639	45,909	23,500	45,909	(22,409)	49,000	(25,500)
Other									
45350-60-10	Other Racing Revenue	1,640	1,908	1,448	1,000	1,448	(448)	1,000	0
	Total Racing Revenue	1,678,893	1,751,135	1,615,049	1,340,750	1,615,049	(274,299)	1,636,500	(295,750)
Horse Racing Wages & Benefits									
Salaries and Wages (Non Pari-Mutuel)									
50013-60-10	Overtime Race Program & Ticket Sellers	5,118	4,952	20	0	20	20	2,500	2,500
51000-60-10	Local 1877 Wages	42,555	36,221	33,972	35,000	33,972	(1,028)	38,000	3,000
51010-60-10	Local 78 Wages	15,555	13,396	11,899	12,000	11,899	(101)	14,500	2,500
51020-60-10	Local 495 Wages	88,834	90,509	88,146	90,000	88,146	(1,854)	90,000	0
51030-60-10	Race Program & Ticket Sellers	58,437	60,295	53,695	22,182	53,695	31,513	50,800	28,618
51080-60-10	Non Union Racing Wages	157,291	149,451	141,578	80,409	141,578	61,169	150,000	69,591
56001-60-10	Contract Services Track Announcer	0	0	0	0	0	0	0	0
	Total Wages (Non Pari-Mutuel)	367,791	354,825	329,310	239,591	329,310	89,719	345,800	106,209
Salaries and Wages (Pari-Mutuel)									
51040-60-10, 6830-6	Local 280 Wages	83,952	70,985	59,143	36,045	59,143	23,098	85,000	48,955
Employee Benefits									
55050-60-10	Health & Welfare	58,820	53,069	76,526	60,000	76,526	16,526	61,000	1,000

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Racing Revenue & Expense

Budget Worksheet

Attachment #5

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
55060-60-10	Pension	46,971	26,457	20,541	40,000	20,541	(19,459)	40,000	0
	Total Employee Benefits	105,791	79,526	97,067	100,000	97,067	(2,933)	101,000	1,000
55000-60-10	Payroll Taxes - FICA/Medicare Temp.	34,820	28,548	29,733	29,606	29,733	128	32,956	3,351
55070-60-10	Payroll Taxes - Unemployment Ins. Temp.	25,292	23,132	22,676	23,297	22,676	(622)	23,917	620
	Total Payroll Taxes	60,113	51,679	52,409	52,903	52,409	(494)	56,873	3,970
55080-60-10	Employee Benefits - Employer's Share Sick Pay - Temporary	0	0	0	0	0	0	0	0
55020-60-10	Worker's Compensation Insurance Workers Comp. Insurance- Temporary	18,373	17,546	11,162	15,557	11,162	(4,395)	15,734	177
	Total Racing Wages & Benefits	636,019	574,561	549,091	444,096	549,091	104,995	604,407	160,311
56000-60-10	Professional Services (Contractual) - Racing Contract Services-Racing	91,014	96,106	103,235	90,000	105,235	15,235	94,000	4,000
56002-60-10	CARF Dues	0	0	0	0	0	0	0	0
56003-60-10	Track Sound	8,628	8,628	8,870	9,000	8,870	(130)	9,000	0
56004-60-10	Closed Circuit TV	35,282	32,197	53,862	34,000	53,862	19,862	30,000	(4,000)
56005-60-10	First Aid/Ambulance	18,687	15,330	15,943	16,000	15,943	(57)	15,500	(500)
56006-60-10	Finish Line Photos	8,945	7,615	7,645	7,600	7,645	45	7,800	200
56007-60-10	Replay Show	0	0	0	0	0	0	0	0
56008-60-10	Laundry Services	4,355	3,685	3,685	3,700	3,685	(15)	3,800	100
56009-60-10	Phone Set Up	4,412	2,189	7,069	4,500	7,069	2,569	4,500	0
56010-60-10	CARF Fairtime	0	0	0	0	0	0	0	0
56011-60-10	CARF Shared Expenses	0	0	0	0	0	0	0	0
56012-60-10	Racing Promotions Coordinator	4,400	3,200	0	0	0	0	4,000	4,000
56013-60-10	Director of Racing	17,850	14,367	35,564	33,000	35,564	2,564	20,000	(13,000)
56015-60-10	Other Services	10,327	3,927	17,575	15,000	17,575	2,575	9,500	(5,500)
56020-60-10	Security	17,637	24,208	23,057	23,000	23,057	57	25,000	2,000
56060-60-10	Parimutuel Audit	3,315	0	2,915	3,000	2,915	(85)	4,500	1,500
56080-60-10	Straw Removal	6,530	9,045	8,325	8,500	8,325	(175)	6,300	(2,200)
72040-60-10	Jumbotron Rental	33,150	28,050	28,050	28,000	28,050	50	28,500	500
	Total Professional Services	264,531	248,548	315,795	275,300	317,795	42,495	262,400	(12,900)
56016-60-10	Supplies and Expense CARF Admin Fee	0	0	0	0	0	0	0	0
62030-60-10	Racing Supplies	9,155	7,707	10,898	5,000	10,898	5,898	8,500	3,500
62031-60-10	Office Supplies	0	1,636	1,128	1,000	1,128	128	0	(1,000)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Racing Revenue & Expense

Budget Worksheet

Attachment #5

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
62040-60-10	Condition Books	2,541	2,239	2,230	2,800	2,230	(570)	5,600	2,800
62050-60-10	Other Expense	16,711	18,344	5,647	20,000	5,647	(14,353)	30,000	10,000
62060-60-10	Grandstand Dining	0	0	0	4,000	0	(4,000)	0	(4,000)
62070-60-10	Race Programs & Forms	48,485	45,287	46,047	45,000	46,047	1,047	44,000	(1,000)
65022-60-10	Racing Advertising	4,930	1,872	0	5,000	0	(5,000)	5,000	0
65095-60-10	Racing Promotion	16,804	25,104	15,409	17,000	15,409	(1,591)	17,000	0
68010-60-10	Dues & Subscriptions	610	(400)	610	0	610	610	0	0
81000-60-10	Equip. > 500 < 5,000	0	1,187	0	0	0	0	0	0
70052-60-10	Turf Track Materials	11,232	31,868	11,442	10,000	11,442	1,442	22,000	12,000
70055-60-10	Track Materials	16,337	6,563	26,831	35,000	26,831	(8,169)	5,000	(30,000)
73030-60-10	Special Repairs & Equip	5,477	6,661	1,105	3,000	1,105	(1,895)	6,000	3,000
	Total Supplies & Expense	132,282	148,067	121,346	147,800	121,346	(26,454)	143,100	(4,700)
	Rental - Totalisator Equipment								
56030-60-10	Totalisator Service	7,266	6,758	4,709	4,709	4,709	0	6,700	1,991
56035-60-10	Starter Fees/Incentives	56,208	17,300	46,500	46,500	46,500	0	35,000	(11,500)
	Rental - Other Equipment								
72010-60-10	Starting Gate Rental	9,531	8,162	9,140	9,500	9,140	(360)	8,700	(800)
72020-60-10	Office Equipment Rental	3,363	2,795	2,818	3,000	2,818	(182)	3,200	200
72030-60-10	Televisions Rental	0	0	0	0	0	0	0	0
72050-60-10	Other Equipment Rental	62,328	76,024	56,896	57,000	56,896	(104)	55,000	(2,000)
	Total Equipment Rental	75,221	86,980	68,854	69,500	68,854	(646)	66,900	(2,600)
	Total Racing Expense	1,171,527	1,082,214	1,106,295	987,905	1,108,295	120,390	1,118,507	130,602
	Profit / (Loss)	507,366	668,921	508,754	352,845	506,754	(153,909)	517,993	(165,148)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Fair Entertainment Expense (Attractions Expense)

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Attractions/Entertainment Wages & Benefits									
Salaries & Wages - Temporary									
50013-80-10	Salaries & Wages Temp - Overtime Attractions	1,037	0	0	0	0	0	850	850
52000-80-10	Stagehand Wages	4,794	4,536	2,483	3,500	2,483	(1,018)	0	(3,500)
52010-80-10	Salaries & Wages Temp. Event Assistant	37,417	31,888	33,335	39,000	33,335	(5,665)	38,500	(500)
Total Salaries & Wages - Temporary:		43,248	36,424	35,818	42,500	35,818	(6,682)	39,350	(3,150)
Attractions Payroll Taxes									
55000-80-10	Payroll Taxes - FICA/Medicare Temp.	3,079	9,481	2,740	3,251	2,740	(511)	3,151	(100)
55070-80-10	Payroll Taxes - Unemployment Ins. Temp.	2,496	2,258	2,221	2,559	2,221	(338)	2,619	61
Total Attractions Payroll Taxes		5,575	11,740	4,961	5,810	4,961	(849)	5,770	(40)
Employee Benefits - Employer's Share									
55080-80-10	Sick Pay - Temporary	0	0	0	0	0	0	0	0
Attractions Worker's Compensation Insurance									
55020-80-10	Workers Comp. Insurance- Temporary	1,694	1,502	1,057	1,709	1,057	(651)	2,095	387
Total Workers Compensation Insurance:		1,694	1,502	1,057	1,709	1,057	(651)	2,095	387
Total Wages & Benefits		50,517	49,666	41,836	50,018	41,836	(8,182)	47,215	(2,803)
Professional Services (Chris Beck Paid Shows)									
56001-80-10	Contracted Labor (Production Crew)	848	0	0	0	0	0	1,000	1,000
56002-80-10	Concerts - Booking Agent (both)	23,500	10,000	0	0	0	0	10,000	10,000
56003-80-10	Catering (Concerts)	0	0	1,882	2,500	1,882	(618)	0	(2,500)
56004-80-10	Concert Series Lighting	32,799	32,399	19,013	19,013	19,013	(1)	33,500	14,487
56005-80-10	Concert Series Sound	18,000	18,000	0	0	0	0	19,000	19,000
56006-80-10	Concert Series Stage	0	0	0	0	0	0	0	0
56015-80-10	Other Services Concerts (Security & Driver)	16,708	4,689	750	750	750	0	14,500	13,750
62032-80-10	Supplies - Concerts (including E-Tix)	1,428	608	681	700	681	(19)	2,000	1,300
66060-80-10	Chris Beck Shows	237,381	113,842	0	0	0	0	130,000	130,000
66068-80-10	Concert Series FOH Mgmt	0	0	0	0	0	0	0	0
66040-80-10	Rodeo	41,682	2,670	1,320	3,891	1,320	(2,571)	0	(3,891)
		372,347	182,208	23,645	26,854	23,645	(3,209)	210,000	183,146
Professional Services (Chris Beck Non Paid Shows)									
56000-80-10	Contract Services - Sound, Lights, Ambulance	45,998	41,265	42,044	42,000	42,044	44	47,000	5,000
72030-80-10	Tent & Booth	31,321	28,500	20,918	21,000	20,918	(82)	30,000	9,000
72040-80-10	Trailer Rental	1,170	0	0	0	0	0	1,200	1,200

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Fair Entertainment Expense (Attractions Expense)

Budget Worksheet

		Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	to 2016 Budget
72050-80-10	Equipment Rental - Attractions	1,566	3,165	2,648	2,700	2,648	(52)	3,000	300
72051-80-10	Other Equip Rental - Concerts (Stage, Trailers, Chairs)	21,917	25,026	868	1,000	868	(132)	22,000	21,000
73030-80-10	Special Repairs & Equipment	340	56	517	500	517	17	1,000	500
	Total Professional Services	102,312	98,012	66,996	67,200	66,996	(204)	104,200	37,000
Supplies & Expense									
62030-80-10	Supplies	31,971	27,480	26,099	25,000	26,099	1,099	18,000	(7,000)
62031-80-10	Office Supplies & Postage	2,118	1,630	959	800	959	159	1,000	200
67015-70-10	Insurance	3,905	2,410	0	0	0	0	3,500	3,500
68095-50-10	Licenses & Permits - Commercial exhibits	277	277	0	0	0	0	0	0
81000-80-10	Equipment>\$500<\$5000 - Attractions	0	0	0	1,000	0	(1,000)	0	(1,000)
	Total Supplies & Expenses	38,271	31,797	27,058	26,800	27,058	258	22,500	(4,300)
Grounds Entertainment									
66050-80-10	Ground Entertainment	139,865	208,592	381,057	159,780	381,057	221,277	180,000	20,220
66075-80-10	Hat Day	0	218	1,414	1,500	1,414	(86)	6,000	4,500
66070-80-10	Community Theater	77,844	(929)	929	269,000	929	(268,071)	0	(269,000)
	Total Grounds Acts	217,709	207,881	383,400	430,280	383,400	(46,880)	186,000	(244,280)
Grandstand Entertainment (paid shows)									
66065-80-10	Chris Beck -Other Dirt Events	49,899	79,491	108,290	103,500	108,290	4,790	85,000	(18,500)
	Total Grandstand Acts	49,899	79,491	108,290	103,500	108,290	4,790	85,000	(18,500)
Sustainable Exhibits and Farmers Day									
66080-80-10	Farmers Day	13,406	12,366	12,897	12,000	12,897	897	13,000	1,000
66087-51-10	Sustainable Exhibit	29,875	25,000	1,575	25,000	1,575	(23,425)	32,000	7,000
	Total Other Attractions	43,281	37,366	14,472	37,000	14,472	(22,529)	45,000	8,000
	Total Attractions Expense	874,335	686,421	665,696	741,652	665,696	(75,956)	699,915	(41,737)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Interim Revenue & Expense

Budget Worksheet

G/L #		Actual	Actual	Actual	Proposed	Projected	Proposed to 2016 Projected	Budget	Variance
		YTD	YTD	PTD		Calendar		Calendar	Proposed
		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	to 2016 Budget
Rental of Buildings									
48110-10-60	Grace Pavilion Rental	215,155	201,384	170,267	325,000	200,267	124,733	191,000	134,000
48120-10-60	VG Garrett Rental	20,375	45,496	45,050	55,000	49,050	5,950	14,000	41,000
48130-10-60	EC Kraft Rental	35,682	63,483	47,700	70,000	53,700	16,300	25,000	45,000
48140-10-40	Finley Hall Horse Shows	0	2,450	7,350	8,000	7,350	650	0	8,000
48140-10-60	Finley Hall Interim Events	19,720	24,790	20,340	33,000	25,340	7,660	22,500	10,500
48150-10-60	Hall of Flowers & Annex Rental	33,976	51,092	18,606	58,000	42,606	15,394	38,000	20,000
48160-10-60	Showcase Hall	21,817	27,462	8,288	22,000	17,788	4,212	20,000	2,000
48170-10-60	Other Building Interim	110	310	110	300	110	190	800	(500)
48190-10-40	Saralee's Barn - Base Rate				35,000		35,000	0	35,000
48220-10-60	Racing Grandstand	3,900	3,800	29,400	4,000	29,400	(25,400)	12,000	(8,000)
	Total Rental of Building s	350,733	420,267	347,111	610,300	425,611	184,689	323,300	287,000
48180-10-40	Stall Rent - Horse Show	17,202	19,634	15,190	15,000	15,190	(190)	18,000	(3,000)
48210-10-60	Lyttle Cow Palace - Interim	49,750	45,550	33,100	54,000	38,100	15,900	43,000	11,000
48250-10-60	Other Facility - Interim	70,871	95,279	75,002	95,000	82,002	12,999	59,000	36,000
48265-10-60	Brookwood Parking Lot	14,448	17,945	26,964	23,000	28,964	(5,964)	20,000	3,000
48280-10-60	Carnival Lot	68,295	78,229	60,213	82,000	64,713	17,288	27,000	55,000
48290-10-60	Chris Beck - Interim	29,352	31,615	34,706	35,000	36,706	(1,706)	34,000	1,000
	Total Grounds Rental	249,917	288,251	245,174	304,000	265,674	38,326	201,000	103,000
48300-10-40	Equipment Rental - Horse Show	0	0	0		0	0	0	0
48300-10-60	Equipment Rental - Interim	168,979	136,380	112,956	154,000	139,956	14,044	144,000	10,000
48350-10-40	Sound Equipment - Horse Shows	0	0	0		0	0	0	0
48350-10-60	Sound Equipment - Interim	0	0	0		0	0	0	0
	Total Equipment Rental	168,979	136,380	112,956	154,000	139,956	14,044	144,000	10,000
48820-10-60	Food Concessions - Interim	138,725	119,553	74,756	145,000	114,756	30,244	114,000	31,000
48821-10-60	Alcohol Concession - Interim	259,148	349,901	291,708	350,000	326,708	23,292	162,000	188,000
48840-10-60	Other Concessions - Interim	1,667	2,253	1,735	3,980	2,935	1,045	5,904	(1,924)
48860-90-80	Vendor Space Fees	0	0	0	0	0	0	0	0
48880-10-60	ATM Fees Interim	11,427	10,143	5,757	6,000	7,557	(1,557)	10,230	(4,230)
	Total Concession s	410,967	481,851	373,956	504,980	451,956	53,024	292,134	212,846
Utility Fee Reimbursement									
48500-10-60	Utility Reimbursements - Interim	4,637	3,387	5,783	4,000	6,283	(2,283)	4,750	(750)
Interim Parking Revenue									
48270-30-60	Parking - Interim	289,603	338,026	267,526	415,000	347,526	67,475	354,000	61,000

Long Term Rentals

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Interim Revenue & Expense

Budget Worksheet

		Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed to 2016 Budget
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	
48255-10-60	Car Mart	61,388	66,695	54,512	67,000	62,512	4,488	67,000	0
48256-10-60	Other - Long Term Rentals	39,753	39,416	29,673	39,000	35,673	3,327	39,000	0
	Total Long Term Rentals	101,142	106,111	84,185	106,000	98,185	7,815	106,000	0
RV Park 48240-10-60	Trailer & RV	263,327	345,977	347,214	415,000	414,214	787	335,000	80,000
Costs Recovered 48810-10-60	Costs Recovered - Interim	56,442	65,631	68,804	70,000	72,804	(2,804)	35,400	34,600
Security/Insurance Reimbursement 48510-10-60	Security Reimbursements	148,595	161,602	129,861	175,000	172,861	2,139	145,000	30,000
48515-10-60	Alcohol Reimbursements	0	0	1,600		1,600	(1,600)	0	0
48520-10-60	Insurance Reimbursements	4,205	2,906	2,546	3,000	3,346	(346)	4,800	(1,800)
	Total Other Interim Revenue	152,800	164,508	134,007	178,000	177,807	193	149,800	28,200
	Total Interim Revenue	2,048,547	2,350,388	1,986,716	2,761,280	2,400,016	361,264	1,945,384	815,896
Interim Wages & Benefits									
Salaries & Wages - Permanent									
50010-30-60	Salaries & Wages Permanent	411,183	383,395	409,629	547,303	487,629	(59,674)	465,194	(82,109)
50012-30-60	Salaries & Wages Perm. - Overtime	36,276	48,523	66,053	49,907	75,053	25,146	48,502	(1,405)
50015-30-60	Salaries & Wages Perm. - Paid Leave	51,545	35,575	36,885	34,550	42,349	7,799	27,392	(7,158)
55011-30-60	Salaries & Wages Perm. - Cash Allowance	53,986	55,586	50,939	64,584	62,899	(1,685)	66,288	1,704
	Total Salaries & Wages - Interim Permanent	552,989	523,078	563,507	696,345	667,931	(28,414)	607,376	(88,969)
Salaries & Wages - Temporary									
50020-30-60	Salaries & Wages Temp - Interim	97,085	87,893	119,007	100,000	129,007	29,007	50,000	(50,000)
	Salaries & Wages Temp - Parking Wages								
50030-30-60	Interim	50,289	43,803	48,311	60,000	55,811	(4,189)	43,000	(17,000)
50013-30-60	Salaries & Wages Temp. - Overtime Interim	8,613	8,723	2,556	0	3,356	3,356	2,400	2,400
	Total Salaries & Wages - Interim Temporary	155,987	140,419	169,873	160,000	188,173	28,173	95,400	(64,600)
Employee Benefits - Employer's Share									
54000-30-60	Employee Benefits - Employer's Share-Accrued Leave	894	19,763	11,655	0	11,655	11,655	0	0
55010-30-60	Employee Benefits - Employer's Share-Health Benefits	67,893	71,194	70,851	94,532	88,851	(5,681)	88,984	(5,548)
55030-30-60	Employee Benefits - Employer's Share-Other Benefits	9,313	9,660	30,128	20,080	30,128	10,048	0	(20,080)
55080-30-60	Sick Pay - Temporary	0	421	0	300	0	(300)	0	(300)
55040-30-60	Employee Benefits - Employer's Share-Retirement	215,493	197,345	207,029	236,372	247,029	10,657	222,500	(13,872)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Interim Revenue & Expense

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Total Employee Benefits - Employer's Share:	293,593	298,384	319,663	351,284	377,663	26,379	311,484	(39,800)
Payroll Taxes								
55071-30-60 Payroll Taxes - Unemployment Ins. Perm.	460	417	444	3,793	544	(3,249)	1,822	(1,971)
55070-30-60 Payroll Taxes - Unemployment Ins. Temp.	6,815	6,248	7,982	9,632	8,782	(850)	6,120	(3,512)
55000-30-60 Payroll Taxes - FICA/Medicare Perm.	38,355	36,777	43,089	47,984	51,689	3,705	47,300	(684)
55001-30-60 Payroll Taxes - FICA/Medicare Temp.	11,933	11,170	12,995	12,240	14,895	2,655	7,986	(4,254)
Total Payroll Taxes	57,564	54,612	64,510	73,649	75,910	2,261	63,228	(10,421)
Worker's Compensation Insurance								
55020-30-60 Workers Comp. Insurance - Permanent	23,876	23,374	13,660	27,556	17,660	(9,896)	24,000	(3,556)
55021-30-60 Workers Comp. Insurance- Temporary	7,654	5,785	7,348	6,432	8,648	2,216	5,843	(589)
Total Workers Compensation Insurance:	31,530	29,159	21,009	33,988	26,309	(7,680)	29,843	(4,145)
Total Wages & Benefits	1,091,664	1,045,652	1,138,562	1,315,266	1,335,986	20,720	1,107,331	(207,935)
Supplies & Expense								
62030-30-60 Supplies - Interim	25,870	14,963	21,024	25,000	21,024	(3,976)	11,000	(14,000)
62031-30-60 Office Supplies	92	113	0	2,000	0	(2,000)	100	(1,900)
65021-30-60 Advertising - Interim	0	503	0	10,000	0	(10,000)	2,500	(7,500)
67010-30-60 Concession & Other Costs Reimbursed	47,480	41,141	45,640	48,000	45,640	(2,360)	3,000	(45,000)
68065-10-60 Ticket Convenience Fees - Interim	0	0	0	0	0	0	0	0
72045-30-60 Parking Site Rental - Interim	4,199	10,194	2,316	10,000	2,316	(7,684)	4,000	(6,000)
73030-30-60 Special Repairs & Equip	1,446	4,226	910	5,000	2,160	(2,840)	7,500	2,500
Total Interim Supplies & Equipment	79,087	71,139	69,891	100,000	71,141	(28,859)	28,100	(71,900)
RV Park - Interim								
56000-30-60 RV Park - Contract Services	113	1,063	1,833	2,000	1,833	(168)	250	(1,750)
62032-30-60 RV Park - Supplies	3,324	534	952	2,000	1,118	(882)	1,000	(1,000)
65020-30-60 RV Park - Advertising/Publicity	5,726	198	2,467	3,000	2,467	(533)	1,000	(2,000)
70010-30-60 RV Park - Gas & Electricity	51,286	58,645	57,979	60,000	64,979	4,979	61,200	1,200
70015-30-60 RV Park - Water & Sewer	11,149	12,851	11,074	13,000	13,074	74	13,000	0
73010-30-60 RV Park - Equipment Repair	0	0	0	0	0	0	0	0
73020-30-60 RV Park - Buildings & Grounds Repair	613	900	900	2,500	900	(1,600)	1,650	(850)
Total RV Park Supplies & Expense	72,210	74,192	75,204	82,500	84,370	1,870	78,100	(4,400)
Other - Sec/Insurance Reimbursement								
67015-30-60 Insurance Reimbursed	3,270	3,080	2,200	3,500	2,600	(900)	4,400	900
56020-30-60 Security - Non-Fair	1,983	131	0	2,500	250	(2,250)	1,650	(850)
67005-30-60 Security Fees Reimbursed	114,409	169,682	115,590	160,000	150,590	(9,410)	115,500	(44,500)
Total Other - Sec/Ins Reimbursed	119,662	172,893	117,790	166,000	153,440	(12,560)	121,550	(44,450)
Land Rent								
56081-10-60 Cal Trans Median Strip Rent	0	18,640	10,170	15,000	10,170	(4,830)	10,000	(5,000)

Straw Removal/Equip Rent

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Interim Revenue & Expense

Budget Worksheet

G/L #		Actual	Actual	Actual	Proposed	Projected	Proposed	Budget	Variance
		YTD	YTD	PTD		Calendar	to 2016	Calendar	Proposed
		12/31/2014	12/31/2015	10/31/2016	2017	2016	Projected	2016	to 2016 Budget
56080-10-40	Straw Removal	0	0	0	0	0	0	1,500	1,500
72050-30-60	Equipment Rental	637	2,397	3,687	3,000	3,687	687	2,000	(1,000)
Total Other Expenses		637	2,397	3,687	3,000	3,687	687	3,500	500
56000-10-40	Contract Services - Interim	2,072	18,348	11,002	20,000	13,002	(6,998)	18,300	(1,700)
56002-80-60	Business Partner Incentive	0	4,721	7,442	8,000	7,442	(558)	5,000	(3,000)
Total Interim Expense		1,365,334	1,407,982	1,433,749	1,709,766	1,679,239	(30,527)	1,371,881	(337,885)
Profit / (Loss)		683,214	942,407	552,967	1,051,514	720,777	330,736	573,503	478,011

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Jockey Club Revenue & Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
48600-70-70	Interim Rental - Jockey Club	175	0	0	0	0	0	0	0
48605-70-70	Interim Concessions - Jockey Club	0	0	0	0	0	0	0	0
48610-70-70	Commissions	274,050	252,325	231,434	255,396	264,434	(9,038)	230,000	25,396
48620-70-70	Admissions - General	45,678	42,652	34,613	38,161	39,613	(1,452)	40,000	(1,839)
48625-70-70	Turf Club Admissions	9,206	8,033	6,911	7,260	7,511	(251)	6,500	760
48630-70-70	Jockey Club Program Sales	621	17	0	0	0	0	0	0
48635-70-70	Jockey Club Program Commission	4,188	4,057	2,287	2,591	2,687	(96)	3,400	(809)
48640-70-70	Concessions	11,822	9,417	8,112	9,235	8,912	323	9,500	(265)
48650-70-70	Other Jockey Club Sales	1,609	404	379	435	439	(4)	440	(5)
48660-70-70	Jockey Club Periodicals - Race Forms	76,827	74,462	61,427	67,925	70,427	(2,502)	65,000	2,925
48680-70-70	CMC Reimbursement	0	0	0	0	0	0	0	0
48810-70-70	Costs Recovered - Simulcast	0	3	0	0	0	0	0	0
48811-70-70	Costs Recovered - Simulcast - Prior Year	0	0	0	0	0	0	0	0
48880-70-70	ATM Fees Earned	14,454	12,585	8,505	10,141	9,805	336	10,250	(109)
	Total Satellite Wagering Revenue	438,628	403,955	353,667	391,144	403,827	(12,683)	365,090	26,054
Jockey Club Wages & Benefits									
Salaries & Wages - Permanent									
50010-70-70	Salaries & Wages Permanent	42,204	46,303	37,271	50,172	43,639	(6,533)	38,083	(12,089)
50012-70-70	Salaries & Wages Perm. - Overtime	816	1,399	3,397	1,601	3,637	2,036	1,778	177
50015-70-70	Salaries & Wages Perm. - Paid Leave	7,423	4,326	5,280	5,337	6,126	788	5,014	(323)
55011-70-70	Salaries & Wages Perm. - Cash Allowance	6,942	7,022	5,545	7,176	6,741	(435)	7,464	288
	Total Salaries & Wages - Permanent:	57,385	59,050	51,493	64,287	60,143	(4,144)	52,339	(11,948)
Salaries & Wages - Temporary									
50013-70-70	Salaries & Wages Temporary - Overtime	994	1,445	823	0	823	823	300	300
50020-70-70	Salaries & Wages Temporary	64,335	69,284	80,825	80,000	91,425	11,425	63,600	(16,400)
	Total Salaries & Wages - Temporary:	65,329	70,729	81,648	80,000	92,248	12,248	63,900	(16,100)
Employee Benefits - Employers Share									
54000-70-70	Employee Benefits - Employer's Share-Accrued Leave	(659)	975	571	0	571	571	0	0

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Jockey Club Revenue & Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
55010-70-70	Employee Benefits - Employer's Share-Health Benefits	10,652	9,953	13,736	20,879	17,136	(3,744)	13,153	(7,726)
55030-70-70	Employee Benefits - Employer's Share-Other Benefits	589	104	733	500	733	233	0	(500)
55080-70-70	Sick Pay - Temporary	0	204	1,291	500	1,291	791	0	(500)
55040-70-70	Employee Benefits - Employer's Share-Retirement	23,069	24,604	19,494	19,347	23,094	3,747	19,950	603
Total Employee Benefits - Employer's Share:		33,650	35,840	35,825	41,226	42,825	1,599	33,103	(8,123)
JOCKEY CLUB EXPENSE									
Payroll Taxes									
55000-70-70	Payroll Taxes - FICA/Medicare Perm.	3,367	3,616	3,394	4,369	3,994	(375)	3,879	(490)
55001-70-70	Payroll Taxes - FICA/Medicare Temp.	4,990	5,426	6,345	6,120	7,145	1,025	5,400	(720)
55070-70-70	Payroll Taxes - Unemployment Ins. Temp.	2,130	1,897	2,178	4,816	2,278	(2,538)	2,289	(2,527)
55071-70-70	Payroll Taxes - Unemployment Ins. Perm.	37	39	32	421	102	(319)	390	(31)
Total Payroll Taxes		10,524	10,978	11,949	15,726	13,519	(2,207)	11,958	(3,768)
Worker's Compensation Insurance									
55020-70-70	Workers Comp. Insurance - Permanent	2,471	2,596	1,141	1,955	1,467	(489)	1,934	(21)
55021-70-70	Workers Comp. Insurance- Temporary	3,246	3,213	3,721	3,400	4,201	801	2,995	(405)
Total Workers Compensation Insurance:		5,716	5,809	4,861	5,355	5,667	312	4,929	(426)
Total Wages & Benefits		172,604	182,406	185,776	206,595	214,402	7,808	166,229	(40,366)
Professional Services & Contracts									
56000-70-70	Contract Services - Satellite	4,385	5,528	8,347	8,000	9,347	1,347	5,100	(2,900)
56020-70-70	Security Service - Satellite	23,284	26,321	15,604	23,000	20,204	(2,796)	28,800	5,800
72050-70-70	Equipment Rental - Jockey Club	2,941	3,912	3,119	3,700	3,719	19	3,000	(700)
Total Professional Services & Contracts		30,611	35,761	27,070	34,700	33,270	(1,430)	36,900	2,200
Advertising & Marketing									
65020-70-70	Advertising - Jockey Club	12,039	1,715	43	0	2,543	2,543	2,500	2,500
65095-70-70	Cost of Giveaway Items	0	0	0	0	0	0	1,200	1,200
Total Advertising Expense		12,039	1,715	43	0	2,543	2,543	3,700	3,700
Jockey Club Supplies & Expense									
62020-70-70	Telephone	2,695	3,397	4,289	4,700	4,889	189	4,100	(600)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Jockey Club Revenue & Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
62030-70-70	Tickets & Supplies	165	440	12	100	12	(88)	500	400
62031-70-70	Supplies	3,330	2,486	4,881	4,000	5,041	1,041	1,770	(2,230)
68095-70-70	Licenses & Permits	529	0	399	400	399	(1)	800	400
73010-70-70	Equipment Repair	8,127	2,890	3,938	4,600	4,538	(62)	3,900	(700)
73020-70-70	Building Repair	3,734	3,956	0	2,000	600	(1,400)	3,500	1,500
73030-70-70	Special Repairs & Equip	0	975	842	1,000	1,442	442	4,000	3,000
Total Jockey Club Supplies & Expense		18,579	14,143	14,360	16,800	16,920	120	18,570	1,770
Programs, Concessions & Parking									
66090-70-70	Cost of Novelties Sold	0	0	0	0	0	0	0	0
62080-70-70	Cost of Periodicals Sold	62,986	63,169	49,770	56,187	57,770	1,583	51,100	(5,087)
Total Programs, Concessions & Parking		62,986	63,169	49,770	56,187	57,770	1,583	51,100	(5,087)
							0		0
56085-70-70	Garbage	4,533	2,476	5,670	5,040	6,310	1,270	4,480	(560)
70010-70-70	Gas & Electricity	13,551	16,903	12,814	15,500	14,814	(686)	12,300	(3,200)
70015-70-70	Water & Sewer	9,950	8,661	6,847	8,200	8,247	47	8,700	500
Total Fuel & Utilities		28,034	28,039	25,331	28,740	29,371	631	25,480	(3,260)
81000-70-70	Improvements under \$5K	0	0	0	0	0	0	0	0
Total Satellite Wagering Expense		324,852	325,234	302,349	343,022	354,275	11,254	301,979	(41,043)
Profit / (Loss)		113,776	78,722	51,318	48,123	49,552	(1,430)	63,111	(14,989)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Harvest Fair

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual YTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
HARVEST FAIR REVENUE									
48810-10-20	Cost Recovery Cost Recovered - Harvest Fair	183,787	108,488	127,317	127,000	127,317	(317)	110,000	17,000
	Total Cost Recovery	183,787	108,488	127,317	127,000	127,317	(317)	110,000	17,000
Interim Wages & Benefits									
Salaries & Wages - Permanent									
50010-10-20	Allocated Maintenance Wages	18,614	14,800	9,619	15,000	9,619	(5,381)	14,800	(200)
50010-30-20	Allocated Interim Wages	15,546	12,000	10,854	12,000	10,854	(1,146)	12,000	0
50010-50-20	Allocated Exhibits Wages	562	4,000	2,466	4,000	2,466	(1,534)	4,000	0
50010-90-20	Allocated Administration Wages	5,311	5,000	7,261	5,000	7,261	2,261	5,000	0
	Total Allocated Wages - Permanent:	40,033	35,800	30,200	36,000	30,200	(5,800)	35,800	(200)
Salaries & Wages - Temporary									
50020-10-20	Temp Wages Harvest Fair Maintenance	10,795	7,533	3,103	7,000	3,103	(3,897)	7,000	0
50020-20-20, 50013-20-20	Temp Wages Publicity Harvest Fair	2,398	9,103	12,077	9,000	12,077	3,077	5,000	(4,000)
50020-30-20	Temp Wages Harvest Fair Interim	0	0	0	0	0	0	0	0
50020-50-20, 50013-50-20	Temp Wages Harvest Fair Exhibits	27,259	30,777	26,407	28,000	26,407	(1,593)	29,000	1,000
50020-90-20	Temp Wages Harvest Fair Administration	1,179	1,283	1,458	1,500	1,458	(42)	4,000	2,500
50030-30-20	Temp Wages Harvest Fair Parking	2,783	0	2,296	2,000	2,296	296	2,000	0
50040-30-20	Temp Wages Harvest Fair Cashiers	0	0	0		0	0	0	0
50070-30-20, 50013-90-20	Temp Wages Harvest Fair Admissions	6,970	6,188	7,926	7,000	7,926	926	7,000	0
52010-80-20	Temp Wages Harvest Fair Attractions Special Event	1,540	1,920	1,374	2,000	1,374	(626)	500	(1,500)
	Total Salaries & Wages - Interim Temporary	52,923	56,804	54,641	56,500	54,641	(1,859)	54,500	(2,000)
Employee Benefits - Employer's Share									
55010-xx-20, 55030-xx	Employee Benefits - Allocated Wages	0	0	0	0	0	0	0	0
	Total Employee Benefits - Employer's Share	0	0	0	0	0	0	0	0
Payroll Taxes									
55071-xx-20	Unemployment Ins. Allocated Wages	0	0	0	0	0	0	0	0

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Harvest Fair

Budget Worksheet

		Actual YTD	Actual YTD	Actual YTD	Proposed	Projected Calendar	Proposed to 2016	Budget Calendar	Variance Proposed to 2016
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016	Projected	2016	Budget
55070-xx-20	Unemployment Ins. Temp.	1,976	1,930	1,758	2,000	1,758	(242)	1,500	(500)
55000-xx-20	FICA/Medi - Allocated Wages	0	0	0	0	0	0	4,200	4,200
55000-xx-20, 55001-xx	FICA/Medi - Temp Wages	4,049	4,346	4,218	4,400	4,218	(182)	0	(4,400)
Total Payroll Taxes		6,025	6,276	5,976	6,400	5,976	(424)	5,700	(700)
Worker's Compensation Insurance									
55020-xx-20, 55021-xx	Workers Comp. Insurance - Allocated Wages	0	0	500	0	500	500	0	0
55020-xx-20, 55021-xx	Workers Comp. Insurance- Temporary	2,130	2,342	2,299	2,400	2,299	(101)	3,000	600
Total Workers Compensation Insurance:		2,130	2,342	2,799	2,400	2,799	399	3,000	600
Total Allocated Wages & Benefits		40,033	35,800	30,700	36,000	30,700	(5,300)	40,000	4,000
Total Temp. Wages & Benefits		61,078	65,421	62,916	65,300	62,916	(2,384)	59,000	(6,300)
Total Wages & Benefits		101,110	101,221	93,616	101,300	93,616	(7,684)	99,000	(2,300)
Other Expenses									
62010-90-20	Postage - Harvest Fair	0	0	0	0	0	0	0	0
68085-90-20	Miscellaneous - Harvest Fair	9,088	592	0	1,000	0	(1,000)	11,000	10,000
Total Other Expenses		9,088	592	0	1,000	0	(1,000)	11,000	10,000
Total Harvest Fair Expense		110,198	101,813	93,616	102,300	93,616	(8,684)	110,000	7,700
Profit / (Loss)		73,589	6,675	33,700	24,700	33,700	(9,000)	0	24,700

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Administrative Expense

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Administration Wages & Benefits								
Salaries & Wages - Permanent								
50010-90-80	Salaries & Wages Permanent	376,739	366,240	326,688	405,091	403,688	(1,403)	406,000 909
50012-90-80	Salaries & Wages Perm. - Overtime	6,729	8,778	23,214	11,631	23,214	11,583	7,300 (4,331)
50015-90-80	Salaries & Wages Perm. - Paid Leave	40,291	35,624	30,906	30,030	35,688	5,657	28,386 (1,644)
55011-90-80	Salaries & Wages Perm. - Cash Allowance	35,328	35,813	28,694	33,490	34,674	1,184	37,620 4,130
	Total Salaries & Wages - Permanent:	459,087	446,456	409,502	480,242	497,264	17,021	479,306 (936)
Salaries & Wages - Temporary								
50013-90-80	Salaries & Wages Temporary - Overtime	2,915	2,636	0	0	0	0	3,000 3,000
50020-90-80	Salaries & Wages Temporary	71,396	34,250	24,666	40,000	24,666	(15,334)	15,800 (24,200)
	Total Salaries & Wages - Temporary:	74,311	36,886	24,666	40,000	24,666	(15,334)	18,800 (21,200)
Employee Benefits - Employer's Share								
54000-90-80	Employee Benefits - Employer's Share-Accrued Leave	4,603	(26,254)	15,057	0	15,057	15,057	0 0
55010-90-80	Employee Benefits - Employer's Share-Health Benefits	38,868	40,320	31,011	56,513	41,611	(14,902)	45,848 (10,665)
55030-90-80	Employee Benefits - Employer's Share-Other Benefits	6,644	5,765	31,498	31,610	31,498	(112)	0 (31,610)
55050-90-80	GASB 98 Pension Expense	0	0	40,210	0	40,210	40,210	0 0
55080-90-80	Sick Pay - Temporary	0	0	136	150	136	(14)	0 (150)
55040-90-80	Employee Benefits - Employer's Share-Retirement	192,117	200,869	159,528	203,755	189,528	(14,227)	185,000 (18,755)
	Total Employee Benefits - Employer's Share:	242,232	220,699	277,441	292,028	318,041	26,013	230,848 (61,180)
Payroll Taxes								
55000-90-80	Payroll Taxes - FICA/Medicare Perm.	33,041	32,929	31,695	31,298	37,695	6,397	39,000 7,702
55001-90-80	Payroll Taxes - FICA/Medicare Temp.	5,685	2,396	1,897	3,060	1,897	(1,163)	1,200 (1,860)
55070-90-80	Payroll Taxes - Unemployment Ins. Perm.	3,190	1,848	1,286	2,408	1,286	(1,122)	1,235 (1,173)
55071-90-80	Payroll Taxes - Unemployment Ins. Temp.	417	416	362	2,528	782	(1,746)	2,317 (211)
	Total Payroll Taxes:	42,333	37,589	35,240	39,294	41,660	2,366	43,752 4,458
Worker's Compensation Insurance								
55020-90-80	Workers Comp. Insurance - Permanent	20,105	20,333	9,797	21,359	12,997	(8,362)	21,600 241
55021-90-80	Workers Comp. Insurance- Temporary	3,499	1,508	912	1,608	912	(696)	904 (704)
	Total Workers Compensation Insurance:	23,604	21,841	10,709	22,967	13,909	(9,058)	22,504 (463)
	Total Administration Wages & Benefits:	841,567	763,470	757,557	874,531	895,539	21,008	795,210 (79,321)
Administration Professional Services (Contracts)								
56000-90-80	Other Services & Misc.	7,921	32,408	35,085	36,000	37,085	1,085	20,600 (15,400)
56005-90-80	County Indirect Expenses	45,022	131,036	58,233	60,000	85,233	25,233	66,103 6,103
56050-90-80	Legal Fees	10,897	4,570	5,596	10,000	8,796	(1,204)	18,300 8,300

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Administrative Expense

Budget Worksheet

		Actual YTD	Actual YTD	Actual PTD	Proposed	Projected Calendar	Proposed to 2016 Projected	Budget Calendar	Variance Proposed to 2016 Budget
G/L #		12/31/2014	12/31/2015	10/31/2016	2017	2016		2016	
56070-90-80	Payroll Service	28,459	33,172	24,376	35,000	31,376	(3,624)	28,600	(6,400)
56075-90-80	Computer Support	13,888	8,303	8,767	9,000	11,767	2,767	20,100	11,100
Total Admin Professional Services (Contracts):		106,188	209,488	132,057	150,000	174,257	24,257	153,703	3,703
Director's Expense									
68070-90-80	Director's Expense	8,514	15,224	8,475	10,000	9,475	(525)	11,000	1,000
Traveling/Training Expense - Employees									
68090-90-80	Traveling/Training Expense	7,326	7,701	8,356	8,500	9,856	1,356	10,000	1,500
Office Supplies and Expense									
56020-30-80	Security Alarms - Grounds	0	0	0	0	0	0	0	0
62030-90-80	Office Supplies & Expense	16,142	23,771	21,770	23,000	23,270	270	17,750	(5,250)
62060-90-80	Computer Supplies	549	225	0	3,200	0	(3,200)	0	(3,200)
68040-90-80	Miscellaneous Expense	802	850	3,810	1,000	3,910	2,910	450	(550)
68060-90-80	Bank/Credit Card Fees	62,517	63,030	65,344	63,000	68,344	5,344	60,500	(2,500)
68075-90-80	Staff Meetings	751	51	110	150	235	85	450	300
68095-90-80	Licenses & Permits	6,704	6,957	7,298	8,000	8,298	298	6,000	(2,000)
72020-90-80	Office Equipment Rental (Copier Lease)	11,168	11,799	12,511	13,000	13,511	511	11,500	(1,500)
73010-90-80	Equipment Repair	117	719	0	500	250	(250)	1,500	1,000
73030-90-80	Special Repairs & Equipment	1,240	(771)	776	1,000	776	(224)	1,300	300
78890-90-80	Donations	8,341	0	1,254	500	1,254	754	0	(500)
Total Administration Office Supplies & Expense:		108,332	106,631	112,875	113,350	119,850	6,500	99,450	(13,900)
Telephone and Postage Expense									
62010-90-80	Postage	12,436	16,643	12,412	15,000	13,912	(1,088)	16,600	1,600
62015-90-80	Air Postage	123	131	557	200	557	357	350	150
62020-90-80	Telephone	25,295	32,762	26,705	34,000	31,705	(2,295)	28,600	(5,400)
Total Administration Telephone & Postage Expense:		37,855	49,536	39,673	49,200	46,173	(3,027)	45,550	(3,650)
Dues and Subscriptions									
68010-90-80	Dues & Subscriptions	12,169	13,484	5,225	12,000	8,725	(3,275)	8,200	(3,800)
Insurance (General Liability)									
68085-90-80	Insurance Other	66,525	(3,040)	7,740	20,000	18,540	(1,460)	64,800	44,800
68086-90-80	Liability Claims	0	0	0	0	2,500	2,500	2,500	2,500
Total Insurance (General Liability) Expense:		66,525	(3,040)	7,740	20,000	21,040	1,040	67,300	47,300
Audit Expense									
56060-90-80	Audit Fees	25,000	0	25,000	30,000	25,000	(5,000)	12,000	(18,000)
Current Year Bad Debt Expenses									
68020-90-80	Bad Debt Expense	0	323	15	500	15	(485)	0	(500)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Administrative Expense

Attachment #5

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget	
68020-58-10	JLA Bad Debt Expense	0	0	0	0	0	0	0	
68030-90-80	Misc/Cash Over/Short	214	8,538	394	500	394	(106)	(500)	
81000-90-80	Equipment>\$500<\$5000 - Admin	3,205	0	1,082	1,500	1,482	(18)	900	
	Total Administration Expense	1,216,894	1,171,356	1,098,450	1,270,081	1,311,807	41,726	1,204,813	(65,268)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Maintenance and General Operations Expense

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Maintenance Wages & Benefits									
Salaries & Wages - Permanent									
50010-10-80	Salaries & Wages Permanent	486,534	524,541	411,686	588,616	522,686	(65,930)	566,000	(22,616)
50012-10-80	Salaries & Wages Perm. - Overtime	37,645	34,043	46,983	41,936	48,983	7,047	34,600	(7,336)
50015-10-80	Salaries & Wages Perm. - Paid Leave	67,160	79,177	65,363	53,721	74,103	20,382	51,720	(2,001)
55011-10-80	Salaries & Wages Perm. - Cash Allowance	68,202	68,762	50,758	71,760	61,558	(10,202)	71,160	(600)
	Total Salaries & Wages - Permanent:	659,540	706,523	574,790	756,033	707,330	(48,703)	723,480	(32,553)
Salaries & Wages - Temporary									
50013-10-80	Salaries & Wages Temporary - Overtime	6,717	9,656	0	0	0	0	8,000	8,000
50020-10-80	Salaries & Wages Temporary	163,485	207,039	215,754	215,000	226,754	11,754	226,000	11,000
55999-99-99	Payroll Contra account for CIP projects	0	0	0	0	0	0	0	0
	Total Salaries & Wages - Temporary:	170,201	216,696	215,754	215,000	226,754	11,754	234,000	19,000
Employee Benefits - Employers Share									
54000-10-80	Employee Benefits - Employer's Share-Accrued Leave	2,873	2,763	(2,387)	0	(2,387)	(2,387)	0	0
55010-10-80	Employee Benefits - Employer's Share-Health Benefits	82,890	94,652	80,583	134,114	98,583	(35,531)	89,100	(45,014)
55030-10-80	Employee Benefits - Employer's Share-Other Benefits	9,708	8,316	20,382	12,990	20,382	7,392	0	(12,990)
55080-10-80	Sick Pay - Temporary	0	60	424	300	424	124	0	(300)
55040-10-80	Employee Benefits - Employer's Share-Retirement	257,064	290,481	214,212	283,403	254,212	(29,191)	258,400	(25,003)
	Total Employee Benefits - Employer's Share:	352,536	396,272	313,214	430,807	371,214	(59,592)	347,500	(83,307)
Payroll Taxes									
55000-10-80	Payroll Taxes - FICA/Medicare Perm.	45,808	48,923	42,540	52,347	52,140	(207)	57,801	5,454
55001-10-80	Payroll Taxes - FICA/Medicare Temp.	13,642	17,885	16,538	16,448	16,538	90	15,500	(948)
55070-10-80	Payroll Taxes - Unemployment Ins. Temp.	8,740	10,615	10,727	12,943	10,727	(2,216)	10,833	(2,110)
55071-10-80	Payroll Taxes - Unemployment Ins. Perm.	554	605	484	3,793	684	(3,108)	2,800	(993)
	Total Payroll Taxes	68,744	78,028	70,289	85,530	80,089	(5,441)	86,934	1,404
Worker's Compensation Insurance									
55020-10-80	Workers Comp. Insurance - Permanent	28,437	(24,694)	12,009	25,687	16,409	(9,278)	29,819	4,132
55021-10-80	Workers Comp. Insurance- Temporary	7,280	8,936	7,400	8,643	7,900	(743)	8,400	(243)
	Total Workers Compensation Insurance:	35,717	(15,757)	19,409	34,330	24,309	(10,021)	38,219	3,889
	Total Maintenance Wages & Benefits:	1,286,738	1,381,762	1,193,457	1,521,700	1,409,697	(112,003)	1,430,133	(91,567)
Professional Services (Contractual)									
56000-10-80	Contract Services	60,282	70,506	59,287	70,000	64,287	(5,713)	56,200	(13,800)
56086-10-80	Recycling Program	0	0	0	2,000	0	(2,000)	3,000	1,000
	Total Contract Services:	60,282	70,506	59,287	72,000	64,287	(7,713)	59,200	(12,800)
Rental - Maintenance Equipment									
72050-10-80	Equipment Rental - Maintenance	26,445	14,969	22,474	25,000	23,474	(1,526)	16,500	(8,500)
Light, Heat, Water and Power									
70010-10-80	Gas & Electricity	95,553	137,655	111,231	120,000	128,731	8,731	119,250	(750)
70010-10-20	Gas & Electricity -Harvest Fair (reimbursement)	(5,500)	0	0	0	0	0	(5,500)	(5,500)
70015-10-80	Water & Sewer	118,403	131,590	95,290	125,000	111,290	(13,710)	128,000	3,000
	Total Utilities:	208,456	269,245	206,521	245,000	240,021	(4,979)	241,750	(3,250)
Maintenance of Equipment - Supplies and Expense									
73010-10-80	Equipment Repairs	42,940	39,906	26,961	45,000	34,361	(10,639)	43,720	(1,280)
68095-10-80	Licenses & Permits - Maintenance	5,478	5,946	5,131	5,500	5,131	(369)	5,500	0
70040-10-80	Mechanic Supplies	13,665	11,646	8,351	13,000	11,751	(1,249)	14,750	1,750
70045-10-80	Fuel	48,034	51,748	30,594	55,000	34,594	(20,406)	40,500	(14,500)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Attachment #5

Maintenance and General Operations Expense

Budget Worksheet

G/L #	Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
Total Maintenance of Equipment:	110,116	109,246	71,036	118,500	85,836	(32,664)	104,470	(14,030)
Maintenance of Buildings & Grounds - Supplies and Expense								
62030-10-80 Office Supplies	3,202	1,661	3,949	4,000	4,333	333	2,300	(1,700)
70020-10-80 Janitorial Supplies	58,838	51,758	63,315	60,000	65,315	5,315	46,250	(13,750)
70025-10-80 Landscape Supplies	13,668	14,633	8,994	15,000	10,994	(4,006)	13,380	(1,620)
70030-10-80 Electrical Supplies	28,347	23,982	14,383	25,000	15,383	(9,617)	17,800	(7,200)
70035-10-80 Carpentry/Plumbing Supplies	15,231	9,123	16,773	18,000	17,773	(227)	12,850	(5,150)
70050-10-80 Grounds Supplies	47,902	39,680	56,391	50,000	63,691	13,691	51,350	1,350
70060-10-80 Paint Supplies	24,385	17,304	33,193	30,000	35,693	5,693	31,500	1,500
70070-10-80 Chairs/Tables/Other Inventory	6,122	869	4,046	5,000	11,546	6,546	7,500	2,500
73021-10-80 Special Repairs - ADA	8,218	8,035	5,356	5,000	5,356	356	0	(5,000)
73020-10-80 Building & Ground Repairs	40,763	35,983	39,576	42,000	44,376	2,376	36,100	(5,900)
Total Maint of Buildings & Grounds	246,677	203,028	245,977	254,000	274,461	20,461	219,030	(34,970)
Trash Removal, Clean Up (Contractual)								
56085-10-80 Garbage Service	62,760	69,113	74,780	70,000	78,780	8,780	69,375	(625)
Special Repairs & Equipment								
73030-10-80 Special Repairs & Equipment	12,661	0	14,274	15,000	14,274	(726)	9,700	(5,300)
Equipment >\$500<\$5,000- Maintenance								
81000-10-80 Equipment >\$500<\$5,000- Maintenance	7,830	7,795	11,186	8,000	12,186	4,186	6,680	(1,320)
Total Maintenance Expense:	2,021,965	2,125,664	1,898,992	2,329,200	2,203,016	(126,184)	2,156,838	(172,362)

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Other Revenue

Budget Worksheet

G/L #		Actual YTD 12/31/2014	Actual YTD 12/31/2015	Actual PTD 10/31/2016	Proposed 2017	Projected Calendar 2016	Proposed to 2016 Projected	Budget Calendar 2016	Variance Proposed to 2016 Budget
	Other Operating Revenue (Misc Non-Fair)								
48400-90-80	Interest	3,055	2,526	2,025	2,500	3,025	(525)	4,000	(1,500)
48850-90-80	Other Misc. Revenue	2,417	490	685	500	685	(185)	0	500
48870-90-80	Discounts Earned	797	600	517	500	617	(117)	540	(40)
48810-10-80	Costs Recovered	10,715	16,193	27,593	15,000	28,593	(13,593)	11,000	4,000
48401-90-80	Outstanding Receivables Interest	156	319	4,157	300	4,157	(3,857)	0	300
	Total Other Operating Revenue	17,139	20,129	34,978	18,800	37,078	(18,278)	15,540	3,260
48910-90-80	Prior Year Revenue Adjustments	20,867	0	0	0	0	0	0	0
31101-90-80, 31200-90-80	Capital Contribution	80,350	165,493	183,048	566,000	183,048	382,952	126,500	439,500
47600-50-10, 47600-52-10,	JLA - Net of Expenses	21,377	45,012	(61,053)	0	(61,053)	61,053	0	0

Sonoma County Fair - 2017 Budget as Passed by the Sonoma County Fair Board on November 22, 2016

Other Expense

Budget Worksheet

G/L #		Actual	Actual	Actual	Proposed	Projected	Proposed	Budget	Variance
		YTD	YTD	PTD		Calendar	to 2016	Calendar	Proposed
		12/31/2014	12/31/2015	10/31/2016	2017	2016	Projected	2016	to 2016 Budget
Prior Year Operating Expense Adjustments & Other Expenses									
91080-90-80	Prior Year Expense	587	(28,017)	1,635	0	1,635	1,635	0	0
75025-90-80	Gain or Loss on Sale of Assets	0	0	0	0	0	0	0	0
Total Prior Year & Other Expenses		587	(28,017)	1,635	0	1,635	1,635	0	0
Other Interest Expense									
75010-90-80	Other - Interest Expense	19,700	3,333	12,190	17,500	16,022	(1,478)	23,000	5,500

Fairgrounds

Becky Bartling, Fairgrounds Chief Executive Officer
Michelle Arellano, CAO Analyst



Fairgrounds



- Recommended Budget: \$10.8 million
- \$1 million, or 10.78 %, increase from 2016



- 30.75 Permanent Positions

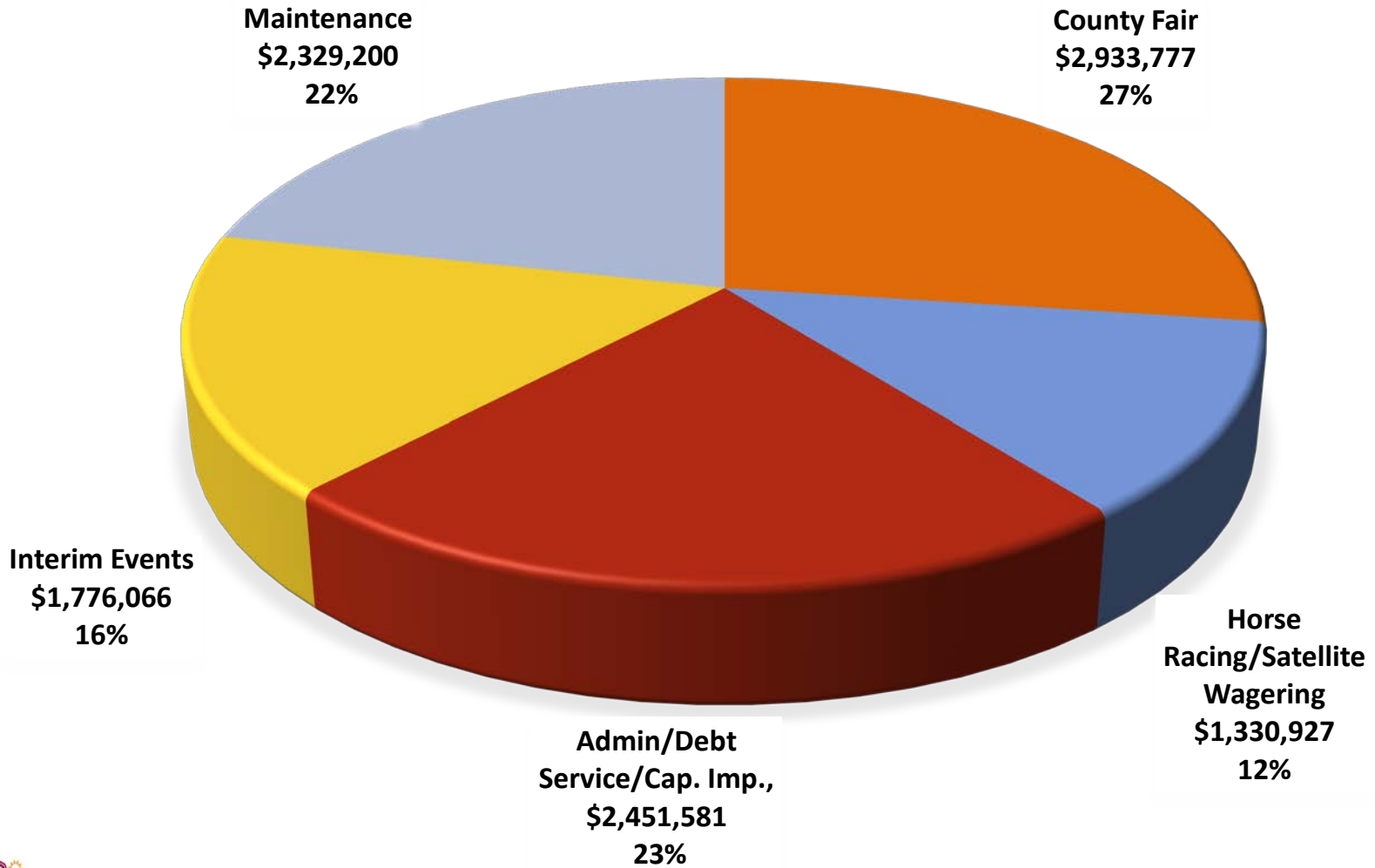
Fairgrounds

Significant Budget Changes

- Salaries & Benefits increased \$156,000
- Services and Supplies increased \$282,000
 - Interim rental activities & associated maintenance costs
 - County Fair entertainment
- Capital Expenditures increased \$864,000
 - Storm water mitigation project
 - Grace Pavilion roof replacement
- Other Financing Uses decreased \$250,000
 - Refinance County Treasury note with a private lender

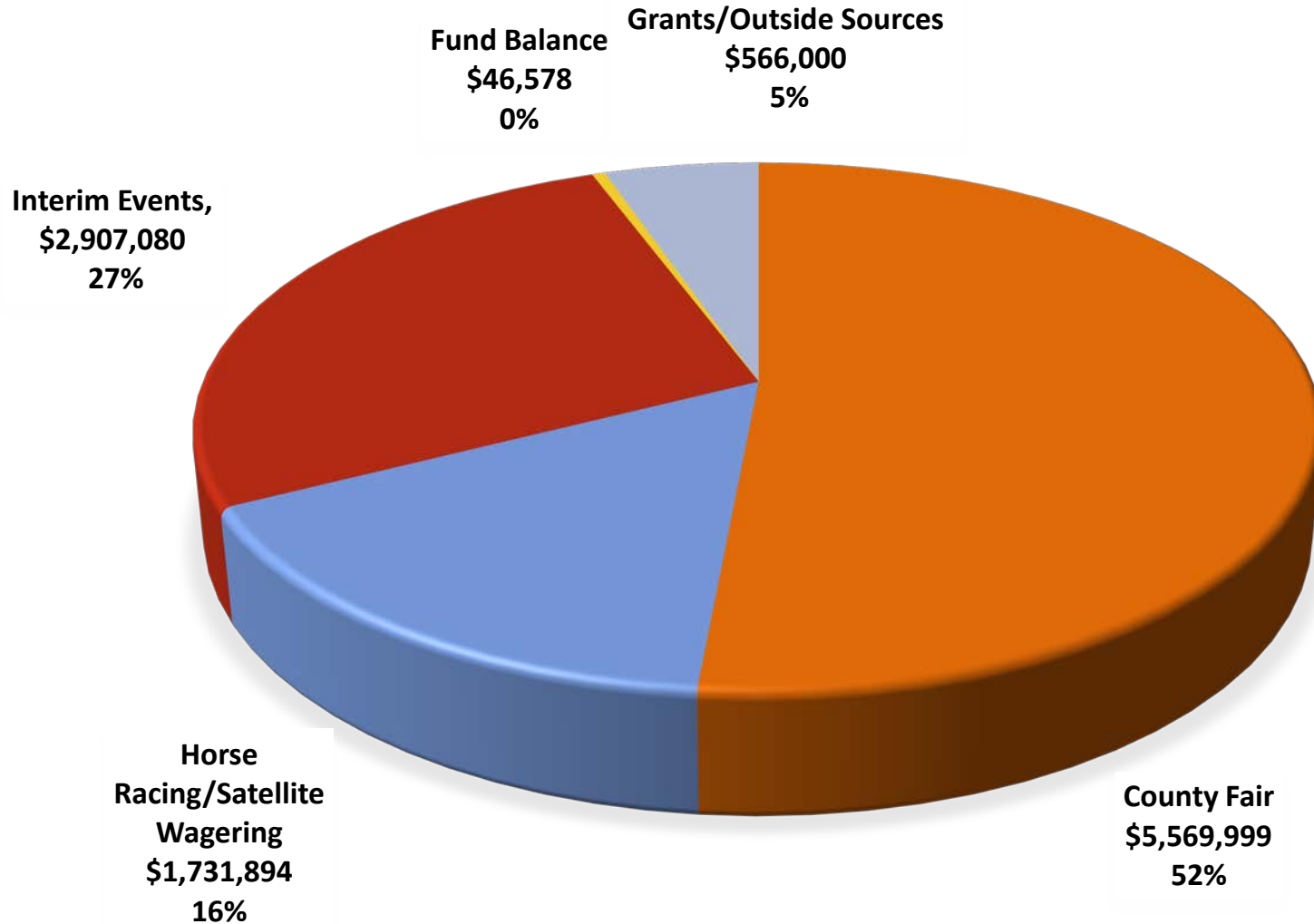
Fairgrounds

2017 Expenditures by Program



Fairgrounds

2017 Revenue Sources



Fairgrounds Overview

Rebecca Bartling
Chief Executive
Officer

County Fair

Horse Racing/
Satellite
Wagering

Administrative/
Debt
Service/Capital
Improvement

Interim
Operations

Maintenance

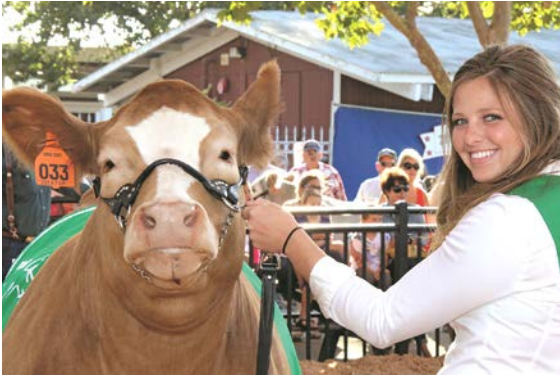
Carnival
Concert and Arena
Shows
Junior Livestock
Auction
Flower Show
Contests

Wine Country Racing
Jockey Club
Derby Dog Dash
Trackside & Paddock
View Dining
Racing Seminars

Facility-wide ADA
improvements
County Treasury
Note
Human Resources

Facility Rentals
Country Summer
Event
National Heirloom
Festival
Emerald Cup
Wine Country
Winter Festival

Storm water
management
improvements
Water conservation
efforts
Internal roadway
safety improvements



County Fair

- Junior Livestock Auctions raised \$1,507,304 for local youth (up 3% from 2015) – making it one of the largest JLAs in the state
- Food and beverage concessions up 4.5%
- Attendance up 2%
- New free concerts to drive admissions
- Grand opening of Saralee & Richard’s Barn
- Sold out Rodeo, Destruction Derby and Monster Truck shows in Chris Beck Arena
- New, local food vendors added



Horse Racing & Satellite Wagering

- Racing date challenges led to a 9% decrease in average daily handle. Horse Racing continues to see a decline throughout California
- Offered a strong incentive program for horsemen to run
- Increased customer experience with enhanced seating and dining options at the track
- Only California fair race meet that offers a turf track.
- Ran a special promotion for the “Bonus Week” of racing. Sunday was dollar hot dogs and dollar beer



Administrative, Debt Service, Capital Improvement

- Continued ADA improvements facility-wide
- New Saralee and Richard's Barn pavilion project completed
- Paid down Sonoma County Treasury note by \$200,000
 - Debt will be repaid by new note issued by private lender or, if not feasible, by cash provided by operations.
- New electronic sign to improve event advertising experience



Interim Operations

- Interim revenue up 24% from budget for the first 11 months of calendar 2016
- 3rd year of Country Summer Music Festival (approx. 20,000 attendees)
- 5th year of National Heirloom Festival
- 4th Year of the Emerald Cup; 20,000 attendees with local hotels filled.
- Over 350 events (1 Million visitors) – bringing new cultural experiences to Sonoma County



Maintenance

- Storm water drainage improvements
- Equipment replacement to meet air quality requirements
- Roadway improvements for safety and enhanced customer experience
- Continued water conservation efforts
- New footing in show ring for exhibitors and livestock safety

Fairgrounds

By the Numbers 2016

2016 Sonoma County Fair

278,000	Admissions
14,000	Seniors Admitted Free
8,100	Kids Admitted Free
600	Seasonal Employees

2016 – Other Major Events

20,000	Country Summer
20,000	The Emerald Cup
6,000	Sonoma County Harvest Fair

Fairgrounds Objectives 2017

- Promote the Event Center at the Fairgrounds as a tourist attraction.
- Continue developing a Capital Improvement Plan, including the continuation of fundraising efforts for the Saralee and Richard's Barn.
- Complete a Master Plan for the Fairgrounds property; focusing on underutilized assets.

Fairgrounds Objectives 2017

- Enhance programming for the Sonoma County Fair to increase attendance and patron satisfaction; including addition of a new, more spectacular carnival.
- Days of the Fair will change from 15 to 11 to maximize revenues and efficiencies.
- Opening day of the Fair will be opening day of the races.
- Continue marketing efforts for the Sonoma County Event Center.

Thank you!





County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 43
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 10, 2017

Vote Requirement: Majority

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

Staff Name and Phone Number:

Rebecca Wachsberg 565-3782

Supervisorial District(s):

Title: Sonoma County 2017-2018 State and Federal Legislative Platform

Recommended Actions:

- A. Approve the Sonoma County 2017-2018 State and Federal Legislative Platform to be used by County staff, legislative advocates, and the legislative delegation in efforts to seek policy support and acquire state and federal resources for County priorities.
- B. Receive a state legislative report from the County's state legislative advocates, Paul Yoder and Karen Lange, of Shaw, Yoder, and Antwih.

Executive Summary:

The County has robust levels of advocacy at all levels of government led by the Board of Supervisors and supported by the departments, staff, and community partners. These efforts are driven by the core priority to provide the County with the needed resources and policies to enrich the quality of life in Sonoma County through superior public service. Each year the Board of Supervisors adopts a countywide legislative platform to provide direction to staff and legislative advocates in seeking resources and policy support for County priorities. This year, staff recommends that the Board begin adopting two-year platforms to align with the legislature and ensure the County is better positioned to advocate effectively throughout the two-year cycle.

Discussion:

To determine legislative priorities, departments determine general and specific needs and then meet with the County's state legislative advocates to review submittals and assess opportunities and strategies. On the federal issues of importance, staff collects departments' interests and reviews them with federal advocates to provide priorities for Board review.

As the Board serves as the governing body of other agencies (i.e. the Sonoma County Water Agency and the Sonoma County Agricultural Preservation and Open Space District), some of the items in the Platform may be approved by other Board actions. The intention of the Platform is to ensure cross-departmental coordination and the strongest support for Board-led advocacy efforts by including all departmental initiatives in one document.

The recommended draft of the Sonoma County 2017-2018 State and Federal Legislative Platform (Attachment A) contains state and federal priorities and is divided into six sections: 1) Guiding Principles, 2) State Priorities, 3) State Issues, 4) Federal Priorities, 5) Federal Issues, and 6) General Issues.

1) Guiding Principles: These provide the broader policy directions for specific issues and direction for staff and legislative advocates when responding to unanticipated legislation.

2) State Priorities: The priority issues summarize the proposed areas where the County expects our legislative advocates to pursue introduction and/or passage of legislation. This year they include:

- S1. Increasing Tax Revenue for County Road Infrastructure
- S2. Pension Reform
- S3. Anti-Poverty, Affordable Housing, and Homelessness Assistance
- S4. Sonoma Developmental Center
- S5. Regulation of Cannabis
- S6. Onsite Wastewater Treatment Systems
- S7. Emergency and Disaster Preparedness and Assistance

The number of State Priorities has been reduced from last year's platform to account for successes in the last legislative session and to hone advocacy efforts on local, targeted, and achievable solutions. The remaining priorities have been updated to reflect the current status of Sonoma Developmental Center (SDC) efforts, recommendations from the Pension Ad Hoc Committee and the Pension Advisory Committee, passage of new State and local cannabis laws, and State interest in by-right housing solutions.

3) State Issues: These are state issues that the County will actively support, including supporting the efforts of others (California State Association of Counties, professional organizations, or other counties) to advance the items. New State Issues include testing of microbial contamination of freshwater bodies such as the Russian River, implementation of new foster care laws, amendments to long-term care delivery for seniors, increasing the reimbursable hours for crisis stabilization services, Medi-Cal reimbursement for inpatient psychiatric services, implementation of the Sustainable Groundwater Management Act, oversight of Property Assessed Clean Energy (PACE) programs, supporting local poultry farmers by replacing licensing requirements with a registration program, funding of jail diversion programs for those with behavioral health issues, and improving mental health services for criminal offenders.

4) Federal Priorities: The proposed federal legislative priorities are intended to be the primary focus of advocacy. The following are the recommended priority issues:

- F1. Anti-Poverty, Affordable Housing, and Homelessness Assistance
- F2. Tribal Affairs
- F3. Adverse Childhood Experiences and Campaign for Trauma-Informed Policy and Practice
- F4. Evidence-based Home Visiting
- F5. Bodega Bay Dredging
- F6. Federal Aviation Administration Reauthorization

F7. Geothermal Royalties Revenues

The number of Federal Priorities has also been reduced to more effectively target advocacy efforts. In light of a new Congress and Administration, health-related priorities have particularly been focused to maintain support for adverse childhood experiences initiatives and evidence-based home visiting programs, which have been particularly successful in Sonoma County. The priority related to affordable housing has been amended to address the issue of the Fair Market Rent (FMR) established by the Department of Housing and Urban Development. Efforts will focus on establishing an FMR that is commensurate with local rents. With transportation legislation being passed last year, advocacy this year will center on Federal Aviation Administration Reauthorization. Additionally, the County will continue to advocate for fee-to-trust reform and funding to complete the dredging of Bodega Bay.

5) Federal Issues: These are federal issues that the County will actively support, including supporting the efforts of others (National Association of Counties, professional organizations, or other counties) to advance the items. The County will join efforts of other organizations to advocate against the repeal or defunding of the Affordable Care Act. Additionally, new Federal Issues include support for alternative fuels programs, biodiesel tax incentives, and legislative fixes to enable local meat producers by allowing broader use of state certified meat processing facilities.

6) General Issues: These are issues with connections to both state and federal legislative or funding action that the County will actively support, including supporting the efforts of others (California State Association of Counties, National Association of Counties, professional organizations, or other counties) to advance the items. An issue related to immigration was added in order to advocate at the State and federal levels to ensure adequate legal protections for undocumented immigrants in addition to support for unaccompanied immigrant minors.

The Board is requested to approve the Sonoma County 2017-2018 Legislative Platform to be used by County staff, legislative advocates, and the legislative delegation in efforts to seek policy support and acquire state and federal resources for County priorities. Approving the Legislative Platform at the beginning of the two year legislative session enables the County to begin advocating and provides the County's delegation a comprehensive account of the County's priorities and interests to be considered as they draft and assess legislation. As done in prior years, the Board and staff will continue to assess priorities and add and modify them as needed.

2016 Legislative Session Wrap-up

During the last legislative session the County made advancements in key areas at the State and Federal levels. At the State level, the County worked closely with the administration on the transition of the Sonoma Developmental Center and successfully supported funding to Regional Centers and assessments of the property. During an extraordinary session on tobacco, the County supported many successful pieces of legislation including bills that placed restrictions on electronic cigarettes, further reduced smoking in the workplace and increased the minimum legal age to purchase tobacco from 18 to 21. Additionally, legislation was passed that will improve the regulation of the cannabis industry including adding standards to cannabis product manufacturers and incorporating a new cultivation license type for cottage size farmers.

On the federal level, the County successfully secured its share of geothermal royalties totaling \$2,100,000, and obtained funding to continue critical dredging projects in Bodega Bay. Additionally, the County supported Congress's passing of the Fixing America's Surface Transportation Act (FAST Act), which authorizes funding and federal policy through 2020.

Report from the County's State Legislative Advocates

The first year of the 2017-2018 State Legislative Session is now underway. The County's legislative advocates, Paul Yoder and Karen Lange of Shaw, Yoder, and Antwih, will present the Board with an update on legislative actions of interest to the County. Additionally, the Governor's Proposed Budget is scheduled to be released in early January. If the budget is available, the legislative advocates will also speak to the implications of the Governor's Budget proposal.

Prior Board Actions:

11/17/15: Approval of the Sonoma County 2016 State and Federal Legislative Platform and Report by State Advocates.

6/24/14: Approval of legislative advocacy contracts.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

While the Legislative Platform covers all of the County's strategic goals, the goal primarily supported by this action is Goal 4, Civic Services and Community Engagement. The Board has been a proactive advocate at the state and federal levels of government. This activity is to ensure that the County funding sources are protected and enhanced and that any legislation or regulations that impact county service delivery are also shaped to support the County's mission.

Fiscal Summary			
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Legislative advocacy and adoption of the Legislative Platform are covered by existing budgets. State and federal funding sources total in excess of \$430 million annually to the County and advocacy protects and enhances those sources.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Proposed 2017-2018 State and Federal Legislative Platform			
Related Items “On File” with the Clerk of the Board:			

SONOMA COUNTY



2017-2018 STATE AND FEDERAL LEGISLATIVE PLATFORM

SONOMA COUNTY
BOARD OF SUPERVISORS

Susan Gorin..... District 1

David Rabbitt District 2

Shirlee Zane District 3

James Gore District 4

Lynda Hopkins District 5

Sheryl Bratton.....County Administrator

County Staff

Rebecca Wachsberg
Deputy County Administrator - Community and Government Affairs
County of Sonoma
575 Administration Drive, Suite 104A
Santa Rosa, CA 95403
(707) 565-3782
Rebecca.Wachsberg@sonoma-county.org

Sita Kuteira
Administrative Analyst
County of Sonoma
575 Administration Drive, Suite 104A
Santa Rosa, CA 95403
(707) 565-3771
Sita.Kuteira@sonoma-county.org

State Advocates

Shaw / Yoder / Antwih, Inc.
Paul Yoder and Karen Lange
1415 L Street, Suite 1000
Sacramento, CA 95814
(916) 441-4424
paul@shawyoderantwih.com
klange@shawyoderantwih.com

Federal Advocates

Alcalde & Fay
Paul Schlesinger
2111 Wilson Boulevard, 8th Floor
Arlington, VA 22201
(703) 841-0626
Schlesinger@Alcalde-Fay.com

Van Scoyoc Associates
Steve Palmer and Thane Young
101 Constitution Ave. NW
Washington, DC 20001
(202) 638-1950
spalmer@vsadc.com
tyoung@vsadc.com

Sonoma County Legislative State Delegations

<p>Governor Jerry Brown (D) Governor of California State Capitol Building Sacramento, CA 95814</p> <p>Phone: (916) 445-2841</p>	<p>Website: www.gov.ca.gov 124 Hall of the States 444 North Capitol Street NW Washington, D.C. 20001</p> <p>Phone: (202) 624-5270</p>
State Representatives	
State Senate	
<p>Senator Mike McGuire (D) State Senate District 2 50 D St., #120A Santa Rosa, CA 95404</p> <p>Phone: (707) 576-2771</p>	<p>Website: http://sd02.senate.ca.gov/ State Capitol, Room 5064 Sacramento, CA 95814</p> <p>Phone: (916) 651-4002</p>
<p>Senator Bill Dodd (D) State Senate District 3 2751 Napa Valley Corporate Dr. Bldg 4 Napa, CA 94558</p> <p>Phone: (707) 224-1990</p>	<p>Website: http://sd03.senate.ca.gov/ State Capitol, Room 5114 Sacramento, CA 95814</p> <p>Phone: (916) 651-4003</p>
State Assembly	
<p>Assemblymember Jim Wood (D) 2nd Assembly District 50 D Street, Suite 450 Santa Rosa, CA 95404</p> <p>Phone: (707) 576-2526</p>	<p>Website: www.asmdc.org/members/a02/ P.O. Box 942849 Sacramento, CA 94249-0002</p> <p>Phone: (916) 319-2002</p>
<p>Assemblymember Cecilia Aguiar-Curry (D) 4th Assembly District 50 D Street, Suite 350 Santa Rosa, CA 95404</p> <p>Phone: (707) 576-0400</p>	<p>Website: www.asmdc.org/members/a04/ P.O. Box 942849 Sacramento, CA 94249-0004</p> <p>Phone: (916) 319-2004</p>
<p>Assemblymember Marc Levine (D) 10th Assembly District 50 D Street, Suite 301 Santa Rosa, CA 95404</p> <p>Phone: (707) 576-2631</p>	<p>Website: www.asmdc.org/members/a10/ P.O. Box 942849 Sacramento, CA 94249-0010</p> <p>Phone: (916) 319-2010</p>

Federal Representatives

United States Senate

Senator Kamala Harris (D)
United States Senate
201 I Street, Suite 7-600
Sacramento, CA 95814

Phone: (916) 448-2787

Website: www.harris.senate.gov
40B Dirksen Senate Office Building
Washington, DC 20510

Phone: (202) 224-3553

Senator Dianne Feinstein (D)
United States Senate
One Post Street, Suite 2450
San Francisco, CA 94104

Phone: (415) 393-0707

Website: www.feinstein.senate.gov
331 Hart Senate Office Building
Washington, D.C. 20510

Phone: (202) 228-3954

United States House of Representatives

Congressman Jared Huffman (D)
California's 2nd Congressional District
206 G Street, Unit #3
Petaluma, CA 94952

Phone: (202) 225-5161

Website: www.huffman.house.gov/
1630 Longworth HOB
Washington, D.C. 20515-0501

Phone: (202) 225-5161

Congressman Mike Thompson (D)
California's 5th Congressional District
2300 County Center Drive
Santa Rosa, CA 95403

Phone: (707) 226-9898

Website: www.mikethompson.house.gov/
231 Cannon HOB
Washington, DC 20515-0501

Phone: (202) 225-3311

Sonoma County 2017-2018 Legislative Platform

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Introduction and Guiding Principles

Introduction and Guiding Principles

Introduction

The ability of the County to serve the residents of Sonoma County and provide for a thriving and sustainable community requires support from all levels of government. Local government is uniquely and best positioned to support, serve, and respond to community and individual needs. However, State and Federal legislative policy and action is often needed to support local government in having this impact. State and Federal action can affect the County's ability to deliver, shape, and resource services, and remove obstacles to delivering those services.

In order to fulfill Sonoma County's commitment to the community, positive State and Federal action, including the allocation of resources, is being sought. Sonoma County has engaged with legislative advocates at the State and Federal levels, resulting in the accomplishment of legislative priorities and positioning Sonoma County to receive significant financial resources.

To this end, Sonoma County adopts an annual legislative platform that provides a guide for Sonoma County's legislative advocates, and highlights key issues important to the local community. The platform provides 10 over-arching guiding principles, prioritizes State and Federal issues intended for specific legislative action, and lays out ongoing general State and Federal issues that the County will monitor for potential action should opportunities arise.

The numbering of items and order are for tracking purposes and do not denote rank or relative importance. Additionally, some items identified as State priority issues could yield advocacy opportunities in a Federal setting, and conversely. For the Federal Priorities, where appropriate, issue areas have identified federal resources the County is actively seeking.

Guiding Principles

Through this platform, Sonoma County will use advocates, professional associations (such as the California State Association of Counties and the National Association of Counties), local elected officials, and staff to:

1. Seek out, develop, and support legislative and budget efforts that protect and/or enhance local governments' revenues, maximize the County's access to state and federal funding sources, and/or increase local funding flexibility.
2. Oppose any effort to balance the state budget through the taking of local government resources, and support legislation that will allow the County to ensure full cost recovery for services provided to other governmental entities.
3. Support legislation that furthers the goals identified in the County's Strategic Plan: Safe, Healthy and Caring Communities; Economic and Environmental Stewardship; Invest in the Future; and Civic Services and Engagement.

4. Encourage and seek legislation to facilitate orderly and sustainable economic development, and increase the opportunity for discretionary revenues, and programmatic and financial flexibility for the County.
5. Oppose unfunded mandates, and oppose any realignment initiatives which fail to fully fund services shifted to the County, including appropriate cost of living increases and cost increases due to population and caseload growth.
6. Support the County's authority to assure mutually acceptable tax sharing agreements for annexation and incorporation that protect or enhance the County's ability to provide services to its residents.
7. Support legislation that provides tax, bond and other funding formulas for the equitable distribution of state and federal monies while opposing attempts to decrease, restrict, or eliminate County revenue sources.
8. Support legislation and budget action that provides additional and continuing funding for local road infrastructure.
9. Support legislation that encourages mutually respectful relationships between tribal and local governments including reform to both the fee-to-trust process and off-reservation gaming provisions to insure that the impacts of tribal development are fully mitigated and jurisdictional issues are resolved.
10. Support state and federal action advancing the health, vibrancy and resiliency of local communities through evidence-based preventative services and efforts, and consistent with the National Prevention Strategy, including prevention of community violence and chronic disease; increasing access to care, services, and housing; investment in safe and complete streets, parks and infrastructure; emphasizing education and early childhood development; and engaging the public.

State Priorities

State Priorities

S1. Increasing Tax Revenues for County Road Infrastructure

The revenues received from taxing fuel suppliers are deposited in the State Highway Users Tax Account (HUTA). These revenues are allocated to the State, counties, and cities. More than 80% of all road miles in the State are owned and operated by cities and counties; however, the State receives the majority (56%) of the HUTA revenues for state highway maintenance. As a whole, State gas tax revenues are woefully inadequate to cover the road infrastructure needs across the state, 54 out of 58 counties have average Pavement Condition Indexes that are at risk or poor. Despite dedicating local funding to pavement preservation, Sonoma County is one of these counties. Existing funding levels to cities and counties is \$1.65 billion/year. Funding needed to just maintain existing road conditions for cities and counties is \$3.33 billion/year.

Research shows that voters strongly support increased funding for transportation improvements, and are more open to a package that spreads potential tax or fee increases across a broad range of options. History tells us that voters have supported dedicating and constitutionally-protecting transportation dollars for transportation purposes (Proposition 42, 2002; Proposition 1A, 2006).

Action: Sponsor or support legislation that would:

- Increase and stabilize State revenues to the County;
- Create a significant investment in transportation infrastructure and split money equally between the State and local governments. Funding should come from a broad range of revenue sources, move California towards an all-users pay system, and include guarantees to assure taxpayers that funds will be spent responsibly and that direct subventions for road funding will be maintained to continue transparent funding, effective planning and cost effective execution;
- Reduce the voter threshold for local special sales tax measures; and
- Increase the cap on the total sales tax rate allowed within a jurisdiction.

S2. Pension Reform

The Public Employee Pension Reform Act of 2012 (PEPRA) made significant changes to pension law for Public Employees Retirement System (PERS) contracting agencies as well as 1937 Act counties. Reducing Sonoma County's pension system costs is an ongoing and top priority of the Board of Supervisors as the County strives to ensure a fair, equitable, and sustainable pension system **for taxpayer and employee alike**. Sonoma County supports pension reform efforts consistent with the principles adopted by the California State Association of Counties (CSAC). Concerns include loss of local control, lack of recognition for those programs that are fiscally and managerially sound, and loss of flexibility and employee choice of retirement age. Additionally, PEPRA remains ambiguous in many areas and requires further clarification.

Action: Sponsor or support legislation to further clarify PEPRA. Clean-up legislation should address, for example, but not be limited to, the ability to share the costs due to market investment losses and actuarial assumption changes equally with employees; clarity and flexibility regarding ad hoc cost of living adjustment (COLA) programs for retirees under the County Employees Retirement Law (CERL) for application with PEPRA; implementation of defined benefit plans with lower benefit formulas than PEPRA for active and new employees; and implementation of "hybrid" retirement plans for active and new employees that would include both defined benefit and defined contribution components.

S3. Anti-Poverty, Affordable Housing, and Homelessness Assistance

Sonoma County's real estate market is experiencing escalating rents and vacancy rates as low as 1.5% (REIS, Inc. 2015). Rent increases in Sonoma County are some of the highest among metropolitan areas in California as well as communities throughout the Country. A majority of renters earning less than 50% of area median income pay more than half their income toward rent, whereas the accepted affordability standard is 30% or less of household income (Center for Neighborhood Technology, 2014). These conditions are exposing more lower-

income households to the risk of becoming homeless and pushing out working families. Rental assistance, and funding and policies to increase affordable housing stock would help to alleviate these impacts.

The lack of affordable housing stock in the County helps to fuel the rate of homelessness for local residents. During the last biennial point-in-time homeless count conducted in January 2016, 2,906 people were without permanent housing, with 1,906 of those sleeping outdoors. There are now 7,464 local households on the Sonoma County Housing Authority's Housing Choice Voucher (Section 8) Program waiting list, many of which are homeless or at-risk of becoming homeless.

For those who receive rental assistance, it is very common to be denied housing by landlords throughout the County who refuse to accept Section 8 vouchers as a form of rent payment. Currently, neither federal law nor California law prohibits discrimination against tenants with Section 8 vouchers. In California, Section 8 vouchers do not qualify as a "source of income" and thus are not covered under the State's source of income antidiscrimination provisions. There are several states and some local jurisdictions within California that do have laws to protect tenants against discrimination based on the use of public housing assistance.

The California Department of Health Care Services (DHCS) is proposing providing Medi-Cal funds for shelter and new housing with wrap around services. Medicaid-funded shelter could contribute to better health outcomes and reduced total cost of care for beneficiaries. DHCS will be introducing ideas to local jurisdictions that can support the goal of a whole-person approach to care for vulnerable populations.

Action: Sponsor or support legislation that would:

- Enhance the state Earned Income Tax Credit;
- Provide a permanent source of funding or affordable housing bonds for development of affordable housing;
- Increase funds for operation of homelessness assistance programs;
- Sustain the Emergency Solutions Grant funding to Sonoma County homeless service providers;
- Normalize the new California Emergency Solutions Grant program funding in the baseline budget;
- Support efforts to effect meaningful reform on the policy of housing insecurity to achieve better outcomes for vulnerable populations;
- Evaluate options for targeted populations including homeless individuals who utilize Emergency Rooms and hospitals, and nursing facility residents who can be cared for in a community setting;
- Make funds and new programs equally available to both rural and urban areas;
- Eliminate discrimination against tenants or landlords based on the use of Section 8 vouchers or other government assistance; and
- Target funding to those already providing by-right housing and support legislation that would:
 - Encourage by-right density bonuses exceeding those required by Government Code 65915;
 - Encourage the use of combining zones that make affordable higher-density housing projects a by-right use subject only to design review; and
 - Encourage the limitation of design review discretion to design elements only (no discretion as to land use or density).

S4. Sonoma Developmental Center

Sonoma Developmental Center (SDC) is the oldest facility in California established specifically for serving the needs of individuals with developmental disabilities. The facility opened its doors to 148 residents in 1891. Since that time, SDC has served as a critical resource to people in Sonoma County as well as throughout the North Bay Region. SDC provides an extensive array of services that promote ongoing health, learning, self-advocacy and increased independence; and innovative social, recreational, educational, vocational, and other programs are continuously offered. Not only does SDC provide valuable services to individuals and families, it also serves as a significant scenic and environmental resource; SDC is adjacent to natural open space and park land, along with

heavily traveled wildlife trails. Ensuring the land continues to provide these community benefits is of great importance to the Board of Supervisors and the community.

Action: The County supports working with State and community stakeholders to sponsor and develop legislation, funding, and other opportunities to: solidify and support comprehensive health services to adequately meet the needs of the I/DD population in Sonoma County, including primary, specialty and crisis services; retain expertise in delivering comprehensive health services locally for the I/DD population; develop future plans for the SDC site leveraging locally-informed priorities; and preserve critical environmental and recreational resources on the SDC site.

S5. Regulation of Cannabis

The cannabis industry has long had a significant presence in Sonoma County, and regulating the industry has been a designated work priority of the Board of Supervisors for a number of years. These efforts resulted in the passage of a comprehensive local framework for medical cannabis in December 2016. Nearly 20 years after California voters legalized medical cannabis via Proposition 215 (1996), the State legislature passed the Medical Cannabis Regulation and Safety Act (MCRSA) in 2015 to license, regulate, and address the impacts of commercial medical cannabis businesses. Then in November 2016, voters passed Proposition 64, the “California Control, Regulate and Tax Adult Use of Marijuana Initiative,” also known as the “Adult Use of Marijuana Act” (AUMA). State government agencies are now charged with developing regulations to implement these two new State laws.

As the State develops regulations and makes amendments to MCRSA and AUMA, it is important to retain and strengthen components of the laws that are critical to Sonoma County and other local governments, such as local control and taxation authority, environmental preservation, public safety, and public health protections. Further, as local governments implement local and State regulations, funding assistance will be critical to ensuring successful integration of the cannabis industry into the legal economy while protecting residents and the environment against negative impacts.

Action: Sponsor or support legislation, regulations, and budgetary actions that would:

- Increase funding for environmental protection and clean up, code enforcement, public safety, and health and human services programs;
- Retain or enhance local control over regulating the medical and nonmedical cannabis industries, particularly in the areas of land use and health;
- Reconcile differences in MCRSA and AUMA as well as discrepancies between cannabis laws and existing California Code that create challenges for local implementation;
- Ensure adequate funding to local governments for implementation of state programs, including pesticide regulation, pest prevention, and nursery, direct marketing, and organic regulatory programs.
- Establish regulations for edible cannabis products that mirror food safety regulations, including local enforcement authority;
- Increase funding to strengthen and enhance substance use disorder (SUD) outpatient treatment programs, DUI and Drug court programs, student assistance programs like Project Success Plus, and field-based outreach programs at high schools and colleges such as the Mobile Support Team (MST) and the Crisis Assessment Prevention Education (CAPE) team; and
- Implement state-wide outreach and media campaigns to educate the public on what the law permits, the risks of cannabis use, and safe cannabis consumption.

S6. Wastewater Treatment Infrastructure

Maintenance, repair and replacement of wastewater treatment infrastructure is critical to ensuring that all waste is properly treated and disposed of. If sewer lines or laterals or septic systems have failed or are underperforming, the untreated wastewater can contaminate groundwater, rivers and streams, creating a major public health concern.

Onsite Wastewater Treatment Systems, most typically individual septic systems, are most common in unincorporated areas of the County that are more remote and cannot be served by municipal sewer systems. Many of these communities have older infrastructure and aging septic systems that are beginning to fail. The North Coast Regional Water Quality Control Board (Regional Water Board) is in the process of developing and adopting a Pathogen Total Maximum Daily Load (TMDL) and an Action Plan to identify and reduce bacteria levels in the Russian River that are in part caused by these underperforming and failing septic systems. Pursuant to the TMDL, many property owners will be required to repair or replace their septic systems. Upgrading an underperforming septic system can cost between \$5,000 and \$20,000, and completely replacing a failed system with a new one can cost \$30,000 to \$60,000. In some instances this cost represents a large percentage of the total property value. The County, the Community Development Commission and the Regional Water Board have entered into a Memorandum of Understanding under which the parties have committed to seeking funding and financing mechanisms to assist these homeowners with repairing and replacing onsite septic systems.

Additionally, further innovations are needed in the area of onsite sewage treatment that would enable the process to be more effective and affordable. Current efforts are focused on pretreatment and alternative technologies for improving or supplanting onsite wastewater treatment systems. Additional research and development and subsequent testing and certification of new technologies will play an important role in assisting homeowners and protecting the public health from failing septic systems.

Action: Sponsor or support legislation that would:

- Fund the testing, repair, and replacement of sewer laterals and collection systems;
- Assist homeowners with financing the repair or replacement of onsite wastewater treatment systems;
- Fund the study and testing of new and alternative technologies to improve or supplant onsite wastewater treatment systems; and
- Increase the ability for new technologies to be tested and become certified for use for onsite sewage treatment.

S7. Emergency and Disaster Preparedness and Assistance

The County is responsible for the planning and coordination of response, recovery, and mitigation activities related to emergencies and disasters. This includes developing emergency operations plans, conducting trainings, and communicating with the community. In addition, the County provides vital support to neighboring counties experiencing emergencies. The County works closely with the California Department of Forestry and Fire Protection (CAL FIRE), which protects against wildfires and provides fire and emergency services to counties throughout the State. State and Federal assistance to local governments and CAL FIRE is critical to improving emergency planning and disaster response. Further, funding is required to provide financial assistance to local governments and private property owners to efficiently repair homes, businesses, infrastructure and the natural environment.

Action: Sponsor or support legislation that would:

- Advocate for additional funding for emergency operations planning, exercises to validate the planning process, trainings, and equipment;
- Seek funding for emergency planning specifically addressing the safety of seniors and those with disabilities; and
- Increase access to funding for local jurisdictions for disaster-related damages.

State Issues

State Issues

Following are the County's general state advocacy issues for 2017-2018. General advocacy issues differ from priority advocacy issues in that the County's legislative advocates will primarily support the efforts of others to enact legislation to address these concerns, which are most often shared concerns of multiple counties. The State Issues are categorized by functional area within the County organization.

Health & Human Services

S8. Prevent Tobacco Use Among Youth and Young Adults

Despite progress made in reducing the number of tobacco users over that last 20 years, tobacco use remains the leading cause of preventable death in the US, with almost half a million deaths and \$170 billion in health care expenses annually. In Sonoma County, tobacco use contributes to all of the top four leading causes of death (cancer, heart disease, stroke and lower respiratory disease). Health behavior practices formed in adolescence play a crucial role in health throughout life. This is particularly true for tobacco use, where 90% of current smokers started before the age of 18 and 95% started before the age of 21. Those who start smoking young are more likely to have a long-term addiction to nicotine than people who start smoking later in life, putting them at greater risk for smoking-related illness and death.

Raising the price of tobacco and eliminating discounting of tobacco products has been proven to limit purchases by groups that are price-sensitive, such as youth. Increasing the cost of tobacco is widely recognized as the most effective way to reduce youth smoking. The 2000 U.S. Surgeon General's Report, *Reducing Tobacco Use*, found that raising tobacco-product prices decreases the prevalence of tobacco use and is one of the most effective tobacco prevention and control strategies.

The tobacco industry has been resorting increasingly to tactics that make nicotine products attractive to new consumers, especially youth. Currently, federal law bans flavored cigarettes, while other flavored tobacco products such as little cigars (similar in size to cigarettes) and cigarillos are not banned. Furthermore, the federal ban on flavored cigarettes does not include menthol cigarettes. Menthol use has long been one of the key strategies to soften the harshness of tobacco, making it more palatable and contributing greatly to facilitating smoking onset. The Food and Drug Administration (FDA) has recently reviewed the issue, and its tobacco advisory committee has confirmed the harmful role played by menthol flavorings, yet no federal regulation has been issued to date. Use of e-cigarettes, which come in a variety of flavors, more than doubled among middle and high school youth from 2013 to 2014 and continues to rise. Prohibiting flavored tobacco products would decrease the attraction of these products to youth.

Action: Sponsor or support legislation that would:

- Establish a minimum price and discount ban for all tobacco products;
- Increase the state tax on tobacco products;
- Establish local authority to tax tobacco products; and
- Restrict the sale of flavored nicotine-containing products.

S9. Improve Access to Behavioral (Mental) Health Services in Primary Care

Patients being seeing in a primary care setting may also have mental or behavioral health needs that require treatment by a different provider at that same setting. However, Federally Qualified Health Centers (FQHCs) and Rural Health Centers (RHCs) are currently prohibited from billing for a mental health visit of a patient on the same day they bill for a medical visit for that patient. This creates a logistical obstacle to vulnerable clients as they then have to return to the clinic on a different day in order to obtain care. Patients with the greatest need for mental health support often have the most difficulty returning to the health center which can result in a

worsening of their condition. Delayed access to mental health care and a decline in mental health functioning can impact their children, family and the larger community. Making both medical and mental health visits payable on the same day of service would address a primary barrier to mental health care within a FQHC or RHC.

Action: Sponsor or support efforts, similar to AB 858 (Wood), to increase access to mental health services within Federally Qualified Health Centers (FQHCs) and Rural Health Centers (RHCs) to improve their ability to provide and be reimbursed for both medical and behavioral (mental) health services to Medi-Cal beneficiaries on the same day, in the same location.

S10. Restoration of Health and Mental Health Realignment Funding Baselines

The formula for the distribution of realignment between the Social Services, Health, and Mental Health Services Trust Funds allocates funding to Human Services on a priority basis based on increased caseload growth. Increased realignment growth is diverted to Human Services with little or no growth in the funding for the Health or Mental Health Trust Funds. As a result, the department has been forced to make reductions to health and mental health realignment programs and services.

This inequity in the current realignment funding formula was made worse by the downturn in the economy, which resulted in a significant decrease in revenue and a lowering of baseline funding levels. As a result, any growth in revenues above the new lower baselines go disproportionately to the Social Services Trust Fund, thereby further reducing available funding for health and mental health realignment funded programs. Furthermore, Governor Brown has indicated his interest in opening up the 1991 Realignment to shift more services from the State to counties. This causes the concern that the share of realignment funds that currently flows to Sonoma County could be eroded by pressures from other counties to secure a larger share of the original realignment.

Action: Support legislation that provides a temporary restructuring of the realignment distribution formulas to provide growth in health and mental health funding consistent with levels that existed prior to the downturn in overall realignment funding. Oppose efforts to reduce funding from the 1991 Realignment to Sonoma County or add more realigned services without additional adequate funding.

S11. Distribution of Alcohol and Other Drug (AOD) Treatment State Discretionary Funding

Since 1994, as a result of the *Sobkey v. Smoley* court decision, the disparity in the distribution of AOD discretionary state general funds has grown. Some counties receive no AOD discretionary state general funds (such as Sonoma County), some receive less than 50 cents per capita, and some receive more than 50 cents per capita. The methodology for distribution of AOD state discretionary general funds needs to be revisited and a more equitable distribution methodology developed. Furthermore, juveniles are not eligible for alcohol and drug related services, which results in significant unmet need. The County substantiated, through its recent Jail Alternatives Study, the high correlation between alcohol and other drug use and involvement with the criminal justice systems. Investing in upstream programs, like AOD treatment, and making these services available to all age groups, could relieve pressure on the criminal justice system, thereby resulting in savings to the County and to the State.

Action: Support legislation that provides a base level (minimum \$1.00 per capita) of state discretionary funding to all counties for local alcohol and other drug treatment programs to be used for various eligible populations as determined by each county.

S12. Emergency Medical Services (EMS) Planning and Local Control

In 1980, the California Legislature enacted the EMS Act, which empowers counties to establish local EMS agencies (LEMSAs) to develop and implement EMS systems (Health & Safety Code, §1797.200). The formation of LEMSAs was and continues to be needed to oversee the varying special interests of both public and private providers, hospitals, and tertiary resources to ensure a coordinated systems approach to the delivery of

emergency medical services for the people of California in their most vulnerable moments. As specified in the EMS Act, LEMSAs are empowered to create an EMS system to provide for a “specially organized arrangement” involving “personnel, facilities, and equipment for the effective and coordinated delivery” of EMS in “emergency conditions”. (Id., §1797.78) Legislation that reduces county control over local planning and emergency medical services by requiring local policies and procedures to be reviewed and approved by the State Emergency Medical Services Authority would fail to reflect California’s diverse geography and population and would negatively impact local emergency medical services agencies.

Action: Support legislation and regulatory measures that would:

- Maintain or strengthen the authority and governing role of counties and their LEMSAs to plan, implement, and evaluate all aspects and components of the EMS system;
- Enhance the ability of the LEMSA medical director to assure medical control of the EMS system;
- Improve the quality and delivery of EMS and prehospital patient care;
- Protect the confidentiality of the quality improvement process and promote information sharing between providers, hospitals and LEMSAs;
- Encourage the participation of EMS system providers and hospitals in evidenced based research;
- Continue general fund support for multi-county regional EMS agencies;
- Provide for adequate and stable funding for LEMSAs and EMS systems components, including, but not limited to: EMS administration, trauma systems, specialty centers (e.g., trauma, pediatric, cardiac, stroke), ambulance transport, and uncompensated care by emergency department physicians and on-call specialists.

Oppose legislation and regulatory measures that would impose State reviews of county policies for EMS planning and delivery, including measures that would:

- Weaken the authority and governing role of counties and their LEMSAs to plan, implement, and evaluate all aspects and components of the EMS system;
- Weaken the ability of the LEMSA medical director to assure medical control of the EMS system;
- Result in fragmentation of the EMS systems and the delivery of prehospital emergency medical care;
- Allow cities and special districts to provide EMS independent of County/LEMSA administration and medical direction.

S13. Sugar-Sweetened Beverage Consumption Among Youth

Overweight and obese children constitute a preventable public health crisis. According to the California Department of Education, 37% of students in 5th, 7th, and 9th grade in Sonoma County are overweight or obese. Sugar-sweetened beverages play a significant role in contributing to the youth overweight and obesity epidemic. While efforts to protect youth from the harmful effects of sweetened beverages are having some positive impacts in Sonoma County, consumption among teens increased 10% in recent years.

Overweight, obesity and physical inactivity cost Sonoma County hundreds of millions of dollars per year, attributable to health care costs and lost productivity. Fees or State funding could be used to fund upstream community-based childhood obesity prevention programs; early recognition, monitoring and weight management interventions in medical settings; and educational, policy and public health approaches that promote nutrition and physical activity in schools as well as providing healthy food choices in retail stores.

Action: Support legislation that would:

- Reduce consumption of sugar-sweetened beverages among youth, including through a sweetened beverage tax or fee or sugar-sweetened beverage warning labels; and
- Increase access to healthy food and beverages, decrease availability of unhealthy food and beverages, support local businesses to become CalFresh and WIC approved vendors, and promote licensing laws that support retail stores to carry fresh produce and other healthy foods and beverages.

S14. California Children’s Services Program

The California Children’s Services (CCS) program provides diagnostic and treatment services, medical case management, and medical therapy which includes physical and occupational therapy services (PT and OT) to children under 21 with CCS-eligible medical conditions. Historically, the CCS program has operated as a public health program for the benefit of medically fragile children. Services have been paid for by a combination of state, federal, and county funds and provided on a fee-for-service basis rather than through a capitated financial agreement. In 2017, the law that requires CCS services be provided on a fee-for-service basis, outside of managed care, will sunset.

An agreement between the California Department of Education and the California Department of Health Care Services dated on January 24th, 2007, delineates the roles and responsibilities of local health departments and local Special Education Local Planning Agencies (SELPA) with respect to facilities, transportation, equipment and other costs related to the delivery of medical therapy services at public schools. In recent years, lawsuits and differing interpretations of the program’s authorizing legislation and subsequent operating agreements have caused local agencies to examine potential policy solutions to improve the program and access to services.

Action: Support efforts to review and update the 2007 Interagency Agreement (CCS Information Notice No.: 07-01) (IAA) between California Department of Health Services, CMS Branch and California Department of Education (CDE), Special Education Division and clarify the roles and responsibilities of each state agency. As stated in the IAA, this document will be reviewed by CDE, Special Education Division and DHS CCS at least every three years and modified as necessary. This review is needed to assist the counties in evaluating the responsibilities between the Local Education Agency (LEA)/Special Education Local Plan Area (SELPA) and the CCS Medical Therapy Program.

S15. Communicable Disease Control

Control of communicable diseases is a fundamental and required responsibility of local governmental public health agencies. Strategies to prevent the spread of infectious disease include surveillance, immunizations, disease investigation, laboratory testing, treatment, and response activities.

Immunizations are a critical strategy of disease control. Not only do immunizations protect the individual who is vaccinated, but they also create community immunity which blocks the spread of disease. Low vaccination rates put communities at risk for outbreaks. Sonoma County has pockets of very low childhood immunization rates, with some local elementary schools having vaccine exemption rates exceeding 20%. In addition, not all adults, including those caring for vulnerable populations, are up-to-date on their immunizations. As a result the community is at greater risk of outbreaks of vaccine preventable diseases.

Research has shown that for some specific infectious diseases, such as tuberculosis, the best way to prevent the spread is to ensure infected individuals receive full treatment so they cannot pass it to others. Some individuals face challenges in completing treatment due to the out-of-pocket costs not covered by insurance. If treatment of these infectious diseases were classified as a preventive service, insurance companies would be required to cover the services without a copay for the individual.

Additionally, rapid and accurate identification of a case is critical for disease control, which requires laboratory diagnosis. California law requires a number of diseases to be reported to local health departments. The law also requires that certain isolates, when cultured, be sent to local public health laboratories for additional testing. Local health departments pursue further characterization of these isolates including genetic “typing” which can enable identification of clusters of related cases which in turn enables an epidemiologic investigation to identify the source of an outbreak. However, new techniques in the private market can identify a disease through molecular testing without growing a culture. Currently, in those situations, no sample is sent to the local public health laboratory. This interferes with public health’s ability to recognize clusters, trace outbreaks, identify trends, and monitor pharmaceutical resistance.

Another laboratory issue is that California rules are different than federal rules regarding the skill level, certifications and education requirements of the public health laboratory director. At present, the number of eligible individuals does not meet existing need for laboratory direction; furthermore, many current public health lab directors are eligible for retirement. Efforts are needed to increase training for and career pathways to become a California public health laboratory director.

Communicable disease control not only involves activities related to humans but also includes vector control to prevent spread of pathogens. Recent years have seen an increase in mosquito-borne diseases that must be researched and controlled.

Action: Support legislative and regulatory efforts to:

- Increase child and adult immunization rates and improve tracking of immunization rates;
- Improve insurance coverage of treatment for communicable diseases;
- Amend California law so that certain samples must be sent to the local public health laboratory regardless of whether a laboratory had to perform a culture;
- Address public health laboratory workforce shortages including the availability of training programs; and
- Support funding for disease response, control and research including laboratory identification, vector control, and treatment/management of infected individuals that does not come at the expense of other public health programs.

S16. CSU flexibility and increased access to Psychiatric Hospital Beds

In 2016, California Behavioral Health Directors Association initiated many activities and worked on deliverables related to this goal. Staff laid the ground work in 2016 by successfully opposing AB 1300 (Ridley-Thomas) and building out the SB 82 (Steinberg) crisis grants by California Housing Finance Agency. This work will continue to be developed into additional policy strategies and initiatives for the next two year legislative cycle starting in 2017. Next steps in the planning process are identifying potential sources and funding levels, articulating the desired roles for private health plans, Medicare, and Medi-Cal managed care plans (making a strong case for the shared responsibilities for medically complicated cases), and advocating for flexibility in the use of crisis stabilization units, for example, changing Crisis Stabilization Unit's from 23 hour programs to 72 hour programs.

Action: Support legislation that would expand the number of hours of crisis stabilization services that are reimbursable from 20 hours to 72 hours.

S17. Inpatient Psychiatric Services

The Medicaid Institutions for Mental Diseases (IMD) exclusion prohibits the use of federal Medicaid financing for care provided to most patients in mental health and substance use disorder residential treatment facilities larger than 16 beds. The exclusion applies to all Medicaid beneficiaries under age 65 who are patients in an IMD, except for payments for inpatient psychiatric services provided to beneficiaries under age 21, and has long been a barrier to efforts to use Medicaid to provide nonhospital inpatient behavioral health services.

In late April 2016, the federal government issued its managed care final rule on managed overhauls of the Medicaid program for the first time in more than 10 years. For many behavioral health providers, the most significant provision allows—for the first time ever—for Medicaid to pay for inpatient treatment in a facility with more than 16 beds, by tempering the IMD exclusion.

However, the new Medicaid rule does not apply to California's Mental Health Plan, including Sonoma County Department of Health Services, Behavioral Health Division's Medi-Cal Mental Health Plan, because it is paid on a fee for service basis and not under a risk-based contract. Therefore, it is necessary allow a carving out of the inpatient benefit as a capitated or risk based claimed service resulting in relief from the IMD exclusion due to

the Medicaid final rule. This would allow for the utilization of free standing psychiatric hospitals for adults funded through Medi-Cal.

Action: Support legislation that would require the State to carve out the inpatient psychiatric services and reimburse California Medi-Cal Mental Health Plan's on a risk-basis.

S18. Certification of Mental Health Peer Providers

Peer providers who use their lived experience with mental illness and recovery, coupled with skills learned through formal training, are valuable additions to service delivery in behavioral health settings. Independent clinical research demonstrates that peer support specialists reduce hospitalizations and hospital days, improve client functioning, increase client satisfaction, reduce family concerns, alleviate depression and other symptoms, and enhance client self-advocacy.

Peer support services are an evidence-based, cost-beneficial service that both the federal Centers for Medicare and Medicaid (CMS) and federal Substance Abuse and Mental Health Services Administration (SAMHSA) fully endorse states to implement. Additionally, peer support services are included in California's 1115 Waiver Renewal-- Medi-Cal 2020-- as submitted to the federal CMS. Although DHCS anticipates that there will be substantial growth in the demand for peer support specialists, there are no statewide training or supervision standards, and there is currently no Medi-Cal peer certification program. Further, the U.S. Department of Veterans' Affairs and more than 34 states have already established programs for the certification of peers.

SB 614 (Leno) introduced in 2015, for example, would have required the State Department of Health Care Services to establish, by July 1, 2017, a statewide peer, parent, transitional-age, and family support specialist certification program, as a part of the State's comprehensive mental health and substance use disorders delivery system and the Medi-Cal program. The bill included 4 certification categories: adult peer support specialist, transitional-age youth peer support specialist, family peer support specialist, and parent peer support specialist. The bill would have enabled California to meet federal CMS requirements, obtain new federal Medicaid financial participation, provide a framework and standards for peer provider training, better define peer support services, and expand an evidence-based practice. Additionally, SB 614 allowed for the use of Mental Health Services Act Funds and Workforce Education and Training Funds to be matched with federal funds for the purpose of establishing and maintaining the Peer Support Certification Program. The use of these funds for this purpose is consistent with Proposition 63 of 2004 as determined by the Legislative Counsel Bureau.

Action: Support legislation that advances peer support programs for mental health treatment services.

S19. Prevent and Reduce Prescription Drug Abuse and Misuse

Abuse and misuse of prescription drugs (opioid pain relievers, stimulants, and sedatives) is a growing public health problem in the United States and in Sonoma County. National data from the Centers for Disease Control and Prevention indicate that drug-induced deaths now exceed all other causes of injury-related deaths. Increased nonmedical use of prescription drugs has fueled the increases in addiction and mortality. Opioid use and abuse and subsequent morbidity and mortality rates are higher in Sonoma County than in California. The impact of prescription drug abuse demands immediate community attention.

Policies that strengthen funding, access and use of California's Controlled Substance Utilization Review and Evaluation System (CURES) database are beneficial as they help to reveal patient prescription patterns (e.g., "doctor shopping") and prescribing opioid trends. In turn, this data aids in drug abuse surveillance and prevention efforts. Furthermore, policy that promotes links between the CURES, State mortality data, and Electronic Health Records (EHR) systems will allow for deeper understanding of trends. These linkages currently do not exist.

Statewide expansion of safe medication disposal programs is critical in the response to misuse of prescription drugs. Most medical providers and pharmacies will not take medication back from patients. However, it is important to remove these prescription medications from the community safely so that they are not misused. Nearly 70% of people misusing prescription pain relievers report receiving them from a friend or relative. Medication disposal programs allow individuals to dispose of unneeded or expired medications in a safe, timely, and environmentally responsible manner and can help prevent potential diversion and abuse.

Action: Support legislation that would:

- Require pharmacists to counsel patients on the proper storage and disposal of opioids and better enable health providers to prescribe abuse-deterrent formulation (ADF) opioids;
- Allow pharmacies to accept unused and expired prescription medications and make drug companies responsible for the cost of disposing unused portions of their products;
- Strengthen funding, access and use of the CURES database; and
- Promote links between the CURES, State (CDPH/DHCS) mortality data, and EHR systems.

S20. Microbiological Contamination of Freshwater Beaches and Recreational Waters

One of California's biggest industries is tourism, and beaches are a significant tourist attraction as well as an integral part of California's culture and economy. Beaches, or more precisely waters adjacent to the beach, must be safe for swimming and other recreational use. When certain bacteria are present in sufficient concentrations, they pose a health hazard for swimming. County health officers issue various types of warnings when certain kinds of bacteria are found in the water at levels that exceed standards. These indicator bacteria imply the potential presence of microscopic disease-causing organisms originating from human and animal wastes. In addition, they indicate the presence of toxins presented by cyano-bacteriological algal blooms. Not only does beach contamination pose real health risks to beach goers, the negative publicity that comes with postings and closures undermines the tourism industry.

In California there are currently four types of warnings about ocean beach water conditions: postings, closures, rain advisories, and permanent postings. Postings are the most common type of warning. Postings are triggered when a water sample fails to meet the California Department of Public Health (CDPH) Ocean Water-Contact Sports Standard (California Health and Safety Code Sections 115875-115915). A beach posting is a warning to the public that the bacteria levels in the beach water may cause illness, and local health officers are recommending the public stay out of the water in areas where the signs are visible. The most common cause of postings is the dry weather discharge of urban runoff from storm drain systems.

In 1997, AB 411 passed, which through definition of recreational beaches and storm water, limits the requirement for counties to create a sampling/monitoring program only if state funds are available. Currently, state funds are only available for the ocean beaches. Therefore, many jurisdictions have highly populated freshwater beaches (rivers, streams, lakes) that are not being monitored for bacteriological contamination.

Since 1987, the County's Department of Health Services (DHS) has conducted a bacteriological sampling program, utilizing the CDPH guidance documents, at the 10 most populated freshwater beaches along the Russian River. Recently, across California and along the Russian River, environmental conditions have changed with restricted flows due to drought conditions, water conservation and fish habitat renewal. These conditions have created an environment that is capable of supporting the growth of harmful algal blooms. These algal blooms can release harmful toxins, which potentially put the beach goers and their pets at harm.

In 2015 and 2016, DHS created a pilot project to monitor the algal conditions along the Russian River, utilizing the California Office of Environmental Health Hazard Assessment (OEHHA) guidelines and the most current information available. Sonoma County and many other counties are encountering increased awareness of the potential risks associated with the toxic blooms, have been testing the waters for the presence of algal toxins, posting cautions and warnings, and keeping the public informed about the river conditions and best practices.

Sponsor or support legislation that would:

- Establish a funded State program for the microbiological sampling and monitoring of freshwater beaches;
- Increase testing laboratories, analysis and research for cyanobacterial toxins. Work with local jurisdictions to fund the development of laboratory research facilities and expand resources; and
- Develop set standards and methodologies for microbiological testing at freshwater beaches similar to those established in the guidance documents.

S21. Funding for Continuum of Care Reform

The Continuum of Care Reform (CCR), also known as AB 403, which was signed into law in October 2015, comprehensively reforms placement and treatment options for youth in foster care. In order to support the successful transition of foster care to the model outlined by the CCR, the State must fund counties to take on the extra responsibilities that are required to effectively implement this transition and ongoing treatment.

County Mental Health Plans (MHPs) are responsible for the successful implementation of CCR. The MHPs must hire more staff to ensure quality of care, quality assurance, site certification, and ongoing monitoring of treatment. MHP Quality Assurance/Compliance staff will be responsible for: certification of Specialty Mental Health Services provided in Resource Family Homes (formerly group homes); monitoring the provision of services in Resource Family Homes; certification of Fosters Family Agencies (FFA); oversight of FFAs to ensure appropriate provision of Therapeutic Foster Care (TFC) and ongoing training to foster families; and, monitoring compliance for the provision of specialty mental health services in FFAs and Resource Family Homes. Additionally, MHP licensed clinical staff are required to attend and participate in Child Family Teams (CFT) for the purpose of obtaining feedback, reporting progress, hearing suggestions, and coordinating treatment for specialty mental health treatment from CFT members.

MHPs also offer the best oversight for monitoring the use of psychotropic medications. MHPs will need to expand their pediatric psychiatrist time to ensure psychotropic medications are appropriate and medically necessary for all foster children receiving specialty mental health services.

Action: Support legislation and budgetary action that increases funding for implementation of the Continuum of Care Reform and County Mental Health Plans.

S22. Current and Future Realigned Health and Human Service Programs

The 2011-12 State Budget Act included the 2011 Realignment. While a large part of this shift of responsibilities from the State to counties focused on the public safety systems, it also included the realignment of two mental health and several substance use disorders programs.

The 2011 Realignment shifted funding for mental health managed care and the state general fund contribution to the local match for children's Medi Cal services (known as Early and Periodic Screening, Diagnostic and Treatment (EPSDT) funding) to the sales tax revenues identified to fund this realignment. While the counties have been responsible for managing the provision of Medi-Cal services to children in their role as the Medi-Cal Specialty Mental Health Plan, this action shifted financial risk for these services to counties. In addition to this change related to the EPSDT funding, the mental health managed care allocation funding was also shifted from state general fund to sales tax revenue, a funding source that fluctuates with economic stability. In the past, the State has withheld cash payments in leaner years based on lower than budgeted sales tax receipts, requiring counties to float the required cash for behavioral health programs.

Along with the realignment of mental health funding and risk, 2011 Realignment shifted financial risk and responsibility to manage substance use disorders services, including the Drug Medi-Cal Program, Drug Courts, Perinatal Drug Program, and Non-Drug Medi-Cal Services.

While cash payments are controlled by the State and services are mandated to be provided by counties, the State continues to control rate setting and to retain the certification of new providers even if the County would prefer to not contract with the provider due to risk associated with some providers' lesser than optimal quality assurance. As cost of doing business adjustments drive up provider rates, the State could force counties to fund "excess costs" with '91 realignment or other local funds. The counties would incur risk in their ability to manage their provider networks, utilization or quality. The solution to this conflict lies in establishing guidelines for Medi-Cal Managed Care contracts that are in alignment with federal guidelines.

Action: Support legislation and regulations that would:

- Provide counties the authority and processes needed to manage the new responsibilities shifted to them by the State;
- Index the allocation of mental health managed care funding to cover the costs of psychiatric hospitalization and other mandated mental health services; and
- Establish reimbursement rates under Medi-Cal Managed Care Contracts.

Oppose any efforts to reduce Sonoma County's share of funding from 2011 Realignment.

S23. In-Home Supportive Services (IHSS)

The County's interest is to sustain the 2012 funding methodology for IHSS as established in the 2012-13 Budget. The county contribution for IHSS increased each year until a Maintenance of Effort (MOE) was established for IHSS. The MOE replaced the share of cost methodology that was used to determine the county cost for IHSS. The new MOE allows counties to fund the IHSS program and support the community at a lower cost.

The MOE took effect July 1, 2012, and includes a substantial shift in how counties budget IHSS costs. All 58 counties began paying the MOE in July 2012, regardless of the date of transfer of collective bargaining for IHSS Providers. The base year for county expenditures for the MOE is the 2011-12 fiscal year; since 2014-15, the county MOE increases by an inflation factor of 3.5% per year (with the exception of years when 1991 Realignment revenues decline). The county MOE will be increased for the county's share of any costs of locally negotiated wage and benefit increases prior to the State taking over collective bargaining if the State approves.

Action: Sponsor or support legislative efforts to provide sustaining wages to IHSS workers while limiting the County's obligation to increase local funding.

S24. Elimination of Fingerprinting Requirement for Participation in CalWORKs Program

The Governor approved legislation in 2011 that eliminated the fingerprinting requirement for persons applying for CalFRESH assistance; however, a commensurate elimination of fingerprint requirements for CalWORKs was not approved. Fingerprinting has not been proven to reduce instances of fraud, but does create a barrier for both applicants and for counties, as getting fingerprinted can be difficult for persons who live in rural areas without access to transportation.

Action: Support legislation to repeal the fingerprinting requirement for CalWORKs applicants.

S25. Resource Family Approval for Relative Caregivers

California is starting statewide implementation of a new, unified process of approving foster families called Resource Family Approval (RFA) that will apply to both relative and non-relative foster homes. By 2017, the only way to be approved as a new foster parent will be to go through RFA; families already approved prior to January 2017 will have additional time to convert to the new RFA standards. While RFA has positive facets, the new approval standards were not written with relative caregivers in mind which could lead to unintended consequences, such as a reduction of the number of relative caregivers overall. Under RFA, relatives – like non-relative foster parent applicants – will be required to complete training hours, a psychosocial assessment, and

risk assessment. Unlike non-relative foster parents, many relatives will be attempting to meet these requirements while simultaneously responding to the needs of a traumatized child already residing in their home, and navigating the complexities of the foster care system, courts, schools, and health care systems. Compounding these difficulties, caregivers are not eligible for foster care payments until they have been approved as a resource family, which can take many months.

Action: Support legislation that removes barriers to obtaining Resource Family Approval for relative caregivers of foster children.

S26. Aging Services Long Term Care

The delivery of long term care in California must be vastly improved. Senator Carol Liu published the report titled “A Shattered System” which resulted from the work of the Senate Select Committee on Aging and Long Term Care. The report describes the lack of coordinated long term care services and supports for seniors in California. California’s system of service delivery is dysfunctional in a number of areas due to the fragmentation of responsibility and funding for interrelated services. The structure of state government provides barriers to coordinating and delivering services to millions of aging people. Most programs and services are scattered through many state departments which creates inefficiencies and barriers to strategic planning.

Long-term care delivery must be suited to each individual’s functional needs and financial situations. Consumer preferences for community-based care are a standard for service delivery. A coordinated support system would better utilize state resources and provide a greater benefit to those receiving services. As California confronts the growing number of issues resulting from millions of additional older people who are more diverse in their needs, values and backgrounds, our current system is clearly lacking in both coordination and funding.

Action: Support legislative and budgetary efforts to reduce fragmentation within the long term care delivery system and adequately fund a system of care for seniors in California.

Natural Resources

S27. Pesticide Law Enforcement Activities

In the budget-trailer bill (Chapter 741, Statutes of 2003; SB 1049 (Committee on Budget and Fiscal Review)), intent language indicates that the Department of Pesticide Regulation (DPR) should fund county Agricultural Commissioners’ local pesticide regulatory programs with \$22 million annually. The Legislature failed to appropriate adequate funding to DPR to meet this level and no authority was provided to county Agricultural Commissioners to establish fees to cover their program costs. As approximately \$16 million in county general funds are contributed per fiscal year in order to maintain the integrity and quality of the pesticide regulatory system Californians have grown to expect, it is critical to find a way to fund these local programs.

Action:

- Support methods that would provide long-term stable funding for county pesticide regulatory activities;
- Support legislative or budgetary proposals that maintain or increase funding through the pesticide mill fee that is sufficient for pesticide regulatory activities to protect the safety of workers, the public and the environment and provides funding for education, outreach and compliance assessment activities related to the safe use of pesticides; and
- Support the preemptive status of State pesticide laws and authority provided to the DPR and California Agricultural Commissioners.

S28. Invasive Weed Management Funding

Invasive noxious or non-native weeds continue to proliferate on public and private lands throughout California, threatening the State’s critical infrastructure, biodiversity, and ecological integrity. Weed Management Areas

(WMA's) have been formed around the state to bring together all stakeholders concerned about invasive weed control within their respective areas. County stakeholders had established viable WMA's and funding needed to support these efforts. Unfortunately, weed management funding has been eliminated and the State's role in weed management has been significantly reduced or eliminated.

Action: Support legislative or budget proposals to fund invasive weed control on public and private lands throughout the State.

S29. California Land Conservation Act of 1965 (Williamson Act)

The Land Conservation Act is one of the most effective tools in preventing the loss of farmland and open space. The Act provides tax breaks to landowners who contract with a county to keep their land in agriculture or open space for a period of 10 years. To encourage county participation in the program, the State historically reimbursed counties a portion of the property tax revenue losses resulting from the lower assessments. The State discontinued the reimbursement in FY 2010-2011.

Action: Support legislative or budget proposals to fund the Land Conservation Act subventions to counties.

S30. Protection of Oak Woodlands

The Oak Woodland Conservation Act approved in 2001 encourages conservation of oak woodlands through the preparation and implementation of Oak Woodland Management Plans adopted by local legislative bodies. Funding is needed for the preparation and implementation of Oak Woodland Management Plans.

Action: Support legislation and budget language that provides funding for preparation and implementation of Oak Woodland Management Plans.

S31. Groundwater Banking for Local Water Supply

Groundwater banking is an important component of the Water Agency's water supply strategies for the future. A number of barriers at the state level stand in the way of successful implementation of groundwater banking programs locally. Barriers include the high cost of preliminary studies required to determine feasibility, uncertain authority to capture and divert storm water flows for underground recharge and storage, the need to re-designate point of use or time of use under water rights permits, and unwarranted regulatory restrictions on underground recharge and storage of surface water in underground aquifers. Legislative action and participation in development of regulatory policy could be very valuable in moving local groundwater banking programs forward.

Action: Support legislation that would:

- Provide guidelines for implementation of Proposition 1 groundwater project grants that fund groundwater banking or aquifer recharge programs in areas such as Sonoma Valley;
- Expedite regulatory approval and permitting for groundwater banking and aquifer recharge programs; and
- Allow surface water to be directed to off-stream reservoirs and stored for longer than 30 days.

S32. Recycled Water

The State of California has recognized the importance of recycled water for meeting future water needs in the state and has set statewide goals to increase distribution and use of recycled water. However, existing statutes continue to regulate recycled water as a waste rather than a resource, resulting in burdensome rules that have the effect of delaying and increasing the costs associated with reuse initiatives like the North Bay Water Reuse Authority programs and other projects under development by local sanitation districts and cities.

Action: Support legislation that would:

- Facilitate implementation of recycled water projects in ways that are protective of public health and surface and ground water quality; and

- Promote efficient implementation of recycled water projects throughout California.

S33. Sustainable Groundwater Management

In September 2014, Governor Brown signed into law the Sustainable Groundwater Management Act (SGMA), historic legislation requiring that California’s critical groundwater resources be sustainably managed by local agencies. SGMA requires the formation, by June 30, 2017, of new Groundwater Sustainability Agencies (GSAs) tasked with assessing the conditions in their local basins and adopting locally-based Groundwater Sustainability Plans for medium- and high-priority groundwater basins, as designated by the California Department of Water Resources. Groundwater Sustainability Plans must be completed by January 31, 2022, and implementation of these plans must bring the basins into sustainability within 20 years of adoption.

In Sonoma County, three of the County’s 14 basins and sub-basins are designated as medium-priority: Santa Rosa Plain, Sonoma Valley and Petaluma Valley. No Sonoma County basins are currently designated as high-priority. The County and the Water Agency are in the process of working with other GSA-eligible entities to form these GSAs and develop governance structures and financing and staffing plans. Support from the State is needed to defray costs of implementing SGMA, and to provide clarity on issues related to implementation while preserving ability of local agencies to best implement in their specific areas.

Action: Support legislation or budgetary action that would:

- Increase funding for implementation of SGMA; and
- Provide for clarity in implementation while preserving local ability to tailor actions to basin-specific conditions.

Monitor legislation that impacts SGMA implementation and groundwater sustainability.

Development Services

S34. Improve Code Enforcement Efforts by Counties

Successful abatement of nuisances and other code enforcement actions often include an award of costs and fines or penalties to the County. Current State law provides a specific process for ordering the cost of the abatement to be specially assessed against the parcel. Fines and penalties, however, are not currently added to the tax roll and must be collected through other methods. Government Code section 25845 and Government Code section 53069.4 address county authority with regards to nuisance abatement and collection of costs, fines and penalties. An amendment to these specific provisions of the Government Code to authorize also adding penalties to the tax roll would greatly increase the effectiveness of code enforcement penalty recovery.

Action: Support legislation to amend Government Code section 25845 and/or Government Code section 53069.4, and support other legislative efforts to specifically authorize abatement penalties to be specially assessed against the real property.

S35. Broadband Deployment

Broadband connection throughout Sonoma County would foster significant economic development, and provide enhanced education, safety, and other benefits. However, broadband deployment and access throughout the County remains challenging due to geography and market forces. In particular, the Sonoma coast and Northern Sonoma County include isolated and remote areas without significant utility or other infrastructure. Market forces have proven inadequate to achieve general broadband access in the County. Additional funding and regulatory incentives are required to ensure that all residents are provided broadband access. Furthermore, the data utilized by regulatory agencies regarding broadband penetration in rural areas remains questionable.

Action: Sponsor or support legislative and funding programs to effectuate broadband deployment throughout Sonoma County. Support legislative and regulatory actions that produce accurate metrics to gauge broadband access in the County. Broadband deployment data should reflect actual services and speeds and be able to be verified in the field.

S36. Dissolution of Redevelopment Agencies

Governor Brown approved legislation in 2011 to eliminate all redevelopment agencies (RDAs) in California. The provisions of the Redevelopment Dissolution Act as initially enacted and subsequently revised have been unclear, subject to change, and in some cases apparently contrary to other laws (such as federal contract law). Additionally, the State Department of Finance (DOF) has exercised broad, unilateral, and retroactive decision-making authority in implementing the Dissolution Act. Despite close adherence to the provisions of the Act, the duly appointed County Oversight Board's decision to authorize completion of the Highway 12 and Roseland Shopping Center projects was challenged by the DOF, forcing the County Successor Agency to file two lawsuits, which ultimately resulted in a favorable Court ruling and approval to proceed.

The DOF has continued to abuse its decision-making authority by denying the Successor Agency's requests for Redevelopment Property Tax Trust Funds (RPTTF) to pay the annual "housing entity administrative cost allowance" to the Sonoma County Housing Authority, as Housing Successor, as mandated by the enactment of AB 471 (Atkins) in February 2014. The cost allowance was established to provide adequate funds for administration of housing assets and obligations for situations in which the housing functions of the former redevelopment agency were not retained by the sponsoring community and therefore transferred to the local housing authority by operation of law. Successor agencies are required to list this cost on their Recognized Obligation Payment Schedule (ROPS) and to pay the housing successor a minimum of \$150,000 annually for a period of five years (FY 14-15 through FY 18-19). The DOF asserts that the Sonoma County Housing Authority is the same as the County itself, and therefore not entitled to receive the cost allowance, despite the fact that it is a separate legal entity from the County. This position is not supported by the existing statute.

While the elimination of RDAs will greatly impede the County's ability to improve and expand the infrastructure, facilities, and economies of the three project areas of Roseland, Sonoma Valley Springs, and Russian River, the County as Successor Agency and the Sonoma County Community Development Commission (CDC) as Housing Successor are complying with every provision and timeline established in the Dissolution Act. The State DOF is not adhering to this same standard, and is therefore frustrating the Successor Agency and Housing Successor's attempts to unwind and satisfy the former County RDA's non-housing obligations, and prudent management of the former County, City of Sebastopol, and City of Sonoma RDAs' housing assets. The County Successor Agency has joined with other local jurisdictions to appeal this staff level decision to the Courts.

Health and Safety Code (HSC) 34183 sets forth the process by which Non-Housing Successor Agencies receive an annual administrative allowance to unwind the Oversight Board's approved projects of the Agency enumerated on the ROPS. HSC 34183 currently allocates tax increment revenue, to the extent that funds are available in the RPTTF under ABX1 26 to meet obligations, in the following order: pass-through payments, ROPS payments, Successor Agency administrative costs, and residual distributions. This "waterfall" of funds poses a problem to Successor Agencies in that, when the ROPS obligations for project delivery expenses exceed tax increment revenue available for distribution, the Agency does not receive administrative costs associated with performing the work. All available funding is allocated to advance and complete approved projects, eliminating any available funding for administrative costs, which effectively prevents necessary administration associated with completion of enforceable obligations. To remedy this, the distribution of RPTTF to Successor Agencies should be reordered, placing Successor Agency administrative costs before ROPS payments, allowing Successor Agencies to collect administration costs necessary to fund the organizational infrastructure needed to complete approved projects.

Action: Support legislation that:

- Removes or reduces the State DOF's authority to overturn Oversight Board decisions that are made appropriately pursuant to the terms of the Dissolution Act;
- Enables Successor Agencies and Housing Successors to use bond proceeds from issuances through December 29, 2011, (the date on which the State Supreme Court upheld the validity of the Dissolution Act) for the purposes stated in the bond indenture;
- Requires the DOF to adhere to the provisions of the statute and approve RPTTF for Successor Agencies to pay the housing administrative cost allowance established by AB 471 (Atkins) to a Housing Successor that is a separate legal entity from the community that created the redevelopment agency;
- Creates new programs or financing mechanisms that could be used in Sonoma County to support redevelopment, infrastructure, and economic development activities; and
- Reorders the distribution of RPTTF to Successor Agencies, placing Successor Agency administrative costs before ROPS payments.

Oppose passage of any legislation that:

- Strengthens the State DOF's unilateral authority to overturn Oversight Board decisions that are made appropriately pursuant to the terms of the Dissolution Act.

Monitor new legislation or initiatives that:

- Revise the Dissolution Act to reform the way in which Successor Agencies will be permitted or required to implement the unwinding and final satisfaction of their enforceable obligations;
- Revise the Dissolution Act to reform the way in which the Housing Successors will be allowed to take ownership of, and use, housing assets of the former RDAs; and
- Amend the housing provisions of the Community Redevelopment Law to reform the way in which Housing Successors are permitted or required to use housing assets, and future income from housing assets.

S37. Seismic Safety

State law requires that General Plans include a Safety Element that evaluates seismic safety and establishes policies and programs to address potential concerns. State law also requires property owners to post notice of unreinforced masonry buildings potential safety hazards but does not provide funding to actually address these public safety concerns.

Earthquakes can also result in significant damage and hazardous conditions in mobile home parks. Sonoma County operates a program to install earthquake resistant bracing systems (ERBS) under the flooring of mobile home units, flexible gas lines, and hot water heater bracing. These measures are intended to prevent units from falling from their pier supports, or rupturing gas lines. The primary goal is to prevent fires that can spread throughout a mobile home park, and secondarily to minimize damage to the units themselves. Because a fire can be caused by just one unit's ruptured gas line and can quickly spread to other units throughout a mobile home park, ERBS should be installed on all units to be most effective. To date, funding for this program has been available only for some areas of the County and only for units owned and occupied by specific income-eligible households.

Action: Support legislation and budget language that provides funding for seismic safety measures such as retrofits of unreinforced masonry buildings as well as auto shut offs, earthquake resistant bracing, flexible gas lines, and water heater bracing for mobile homes and other structures. This program should be available to all mobile home park residents, regardless of income.

S38. Community Choice Aggregation

The Water Agency and the County engaged in feasibility studies for development of a Community Choice Aggregation program (Sonoma Clean Power) that provides local residents and businesses with an alternative

source for electric power. A joint powers authority was formed to develop and implement Sonoma Clean Power, including an independent Board of Directors that is currently governing the entity. Sonoma Clean Power has been serving customers including the Water Agency since May 2014, and all eligible cities within Sonoma County have voted to join the County in participating. From its inception Community Choice has been subject to legislative and regulatory schemes intended to weaken these programs and restrict consumer choice. Active participation in the legislative and regulatory processes is essential to continuation of Community Choice in Sonoma County.

Action:

- Monitor future community choice legislation and oppose bills that have negative impacts on Sonoma Clean Power or on further expansion of Community Choice programs;
- Support legislation that reduces cost or removes barriers to Community Choice implementation; and
- Submit filings and testimony before the California Public Utilities Commission regarding utility cost allocation, energy efficiency programs and other issues impacting Sonoma Clean Power.

S39. Air Pollution Program Efficiency and Effectiveness

Legislation, State regulations, and policy substantially shape local air pollution control programs. Each year, legislative efforts, as well as rules and policies, are proposed at the state level. Air pollution control districts and the California Air Resources Board currently fund grants to incentivize cleanup of various pollution sources. Some of these grants are supported with state funds, others with local funds. Incentive programs are an increasingly important tool to achieve reductions in air pollution, including pollutants that harm public health and/or contribute to climate change.

Action:

- Support air quality bills or efforts that improve air quality or public health protection and enhance or do not restrict the air district's authorities;
- Work to minimize negative program impacts and costs;
- Oppose or seek to change air quality bills or efforts that harm air quality or public health, or that restrict air district authority or impose significant unfunded obligations; and
- Support budget initiatives, legislation, or regulatory changes to increase funds for incentive programs to reduce air pollution, reduce incentive program complexity and enhance incentive program efficiency and effectiveness.

S40. Aviation Fuel Tax Diversion to State General Fund

Per Federal Aviation Administration (FAA) Policy and Procedures Concerning the use of Airport Revenue, the State was notified in 2014 that California and others have until December 8, 2017, to allocate aviation fuel taxes to aeronautical purposes. The State has estimated between \$100 to \$150 million is currently directed to the State General Fund in violation of FAA policy. Legislation is required to bring the State into compliance and provide important funding for aeronautical purposes.

Action: Support legislation that would allocate aviation fuel taxes in compliance with FAA policies and provide additional funding for aeronautical purposes.

S41. Household Hazardous Waste Program and Funding

Many existing products and several new waste streams have been identified as hazardous waste when discarded, requiring the County to provide for collection and load checking to remove these wastes from the waste stream. The State has provided funding assistance for only a limited number of these items.

Local agencies, including Sonoma County, are currently tasked with diverting 100% of Household Hazardous Waste (HHW) from landfills. Collectively, these waste streams are costing the County and ratepayers hundreds

of thousands of dollars to manage annually. The Sonoma County Waste Management Agency oversees all waste diversion mandated under AB 939 (Salas), including HHW, and is funded with a surcharge on tipping fees. Managing the hazardous waste program accounts for over 78% of the Sonoma County Waste Management Agency's ongoing budget, and over 65% of the program cost is spent on the cost of disposing of HHW.

All mandated improvements should come with identified funding sources. An unfunded mandate would force local governments to significantly increase garbage rates and/or taxes, or shift funding from mandated recycling and composting programs.

Extended Producer Responsibility (EPR) is a vital component to HHW programs. EPR provides an economic incentive to manufacturers to make their products less toxic and easier to process at the end of the product's useful life. Waste streams such as batteries, fluorescent lamps, electronic devices, pharmaceuticals, and sharps have emerged as a major concern, and require attention and action from the Legislature.

Action:

- Support extended producer responsibility (EPR) legislation, including extended responsibility for mercury-containing items (fluorescent lamps and tubes etc.), electronic devices (in addition to CRT's), batteries, sharps, pharmaceuticals, and other hazardous items that are prohibited from landfill disposal; and
- Oppose unfunded mandates that increase program costs for local government HHW programs or diminish the flexibility of local programs.

S42. Comprehensive Service Delivery to Address Energy, Poverty and Jobs

Funding and programs to address community and individual health and wellness, such as those related to climate, energy, transportation, housing, food, and poverty, are not currently integrated into comprehensive service delivery systems. Coordinating and integrating broad public and private support services has the potential to engender greater and longer-lasting improvements to client conditions and create significant short- and long-term cost savings. Currently, program delivery systems are typically short-term and isolated from other services, without consideration for comprehensive and long-term impact and interaction. Local government planning, coordination and delivery of a broad array of programs to improve health, human, housing, energy and transportation services could stabilize and transition underserved communities to sustainable and secure communities.

Action: Support legislation that would:

- Aggregate both state and local resources into an *Integrated Climate Funding Market* model, using a performance-based approach, to expedite implementation, reduce administrative redundancies, optimize return on investment and achieve deeper savings;
- Require implementing a comprehensive service delivery approach for underserved and tenant-based communities over a period of at least 10 years;
- Incentivize property owners to accept permanent improvements to property through housing and energy programs that will permanently improve the finances of tenant residents and businesses;
- Combine program funding to retrofit housing and shift family transportation to zero emission vehicles; and
- Integrate workforce development for building performance and zero emission vehicles into the system of service delivery created through comprehensive program design.

S43. Selection and Implementation of a National Home Energy Score Standard

Performance Benchmarking for residential and nonresidential buildings is essential to understanding and then managing the energy usage of a building, in relation both to others and to an objective standard. The Home Energy Scoring (HES) Tool developed by Lawrence Berkeley National Laboratory (LBNL) on behalf of the U.S. Department of Energy (DOE) would provide that standard at a low-cost. The primary goal is to provide a standardized set of energy information.

The HES is similar to a vehicle's miles-per-gallon rating. It informs homeowners and homebuyers of how much energy a home is expected to use and provides suggestions for improving its energy efficiency. It also allows homeowners to compare the energy performance of their homes to other homes nationwide. The HES includes: 1) the Score itself, 2) facts about the home including data collected and energy use breakdown, and 3) recommendations to improve the Score and the energy efficiency of the home. The HES can be used to support appraisals and real estate listings. The data translates easily to appraisal information, including the Green Addendum, and can easily be transported to the multiple listing service (MLS) to support energy efficiency in real estate valuation. It helps customers have a consistent frame of reference as they move between states. The HES current pricing is \$79-\$129 for a score, versus \$450 and up for a California Home Energy Rating System (HERS II) rating.

Action: Support legislation that would:

- Increase direct funding of contractor training and access to the HES Tool; and
- Require a recent HES be made available to prospective buyers at the point of sale of the building.

S44. Job Order Contracting

A Job Order Contract (JOC) is an annual, competitively bid, firm fixed unit price, non-specific scope contract used for the performance of repair and remodeling construction work, including renovation, alteration, painting, and repair. The JOC program affords tremendous efficiencies by way of completing a formal bidding process. Once the bidding process is complete and an award is made, project managers, utilizing local contractors wherever possible, can contract work out quickly, often at lower overall project cost. Current law limits the term of JOC contracts to one year. However, a one year term is too limiting, particularly when going through a thorough and robust bidding process. A longer term would reduce administrative work required each year, reducing the annual cost of administering the JOC program.

Action: Support legislation or regulation to increase the term limit of JOC contracts beyond one year.

S45. Force Account Dollar Limits

The Public Contract Code allows counties to utilize in-house workers for construction projects up to \$45,000 in value under a Force Account. While the Force Account Dollar Limit was increased from \$30,000 to \$45,000, this threshold is simply too low. Construction costs have increased significantly over the past several years, resulting in many smaller projects exceeding the \$45,000 limit and requiring them to be bid. Bidding these smaller projects increases the overall project costs and, in many cases, it is difficult to find contractors willing to bid on these projects.

Action: Support legislation or regulatory policy to increase the existing Force Account Dollar Limit.

S46. Informal Construction Dollar Thresholds

The Public Contract Code allows construction projects under \$175,000 to be bid using an informal bidding process through the Purchasing Agent. The informal bidding process has allowed counties to bid out work more quickly and at less cost than the formal bidding process. With the increased construction costs, fewer projects are able to take advantage of the informal process as they exceed the \$175,000 threshold, requiring them to be bid using the more costly formal bidding process. Increasing the threshold for informal bidding presents low risk and allows counties to save time and money bidding these smaller projects.

Action: Support legislation or regulatory policy to increase the Informal Construction Dollar Threshold.

S47. The Sonoma County Green Business Program

The Sonoma County Green Business Program (SGBP) certifies small-to-medium sized businesses (SMBs) for meeting a high set of environmental standards in the areas of energy efficiency, water conservation, waste

reduction, pollution prevention, and employee behavioral changes. The California State Assembly Committee on Jobs, Economic Development and the Economy reports that businesses under 100 employees comprise nearly 98% of all state businesses and are responsible for employing over 37% of all workers. SMBs use an estimated 45% of all energy in California. Considered “hard to reach” by utilities and state programs alike, SMBs typically lack expertise, time, and funding to implement new conservation practices, even when it would benefit both their bottom line and California’s greenhouse gas goals. Local Green Business Programs like the SGBP collaborate via a formally established network called the California Green Business Network to coordinate, share resources, create/update standards, and expand the program statewide.

In 2011, AB 913 (Feuer) was signed by the governor and recognized the California Green Business Program. As part of the bill, the California Green Business Program received funding and staff support from the Department of Toxic Substances Control (DTSC). However in 2012, due to state budget cuts, AB 913 was amended to no longer have DTSC provide any fiscal or staff support.

Action: Support legislation that would:

- Increase direct funding of local Green Business Programs or the California Green Business Network;
- Support the creation of unsiloed small businesses multi-media funds (focused on reducing energy, water, waste, pollution prevention, wastewater, behavioral environmental changes) through one state agency; and
- Effectuate AB 913 and add a funding component.

S48. Property Assessed Clean Energy (PACE)

Property Assessed Clean Energy (PACE) programs are innovative local government financing programs that allow a property owner to apply for funds to pay for energy efficiency and renewable energy improvements that will reduce their energy and water cost and consumption. Participation in the program is voluntary and repayment is accomplished through a property tax assessment on the participating home or business. An increasing number of local jurisdictions have implemented PACE programs as an economic development strategy, an environmental protection strategy, and as a means of helping homeowners and business clear the primary barrier to efficiency upgrades: steep up-front costs.

In August 2015, the Department of Housing and Urban Development (HUD) announced that it intended to allow Federal Housing Administration (FHA) financed properties to use the PACE program if certain conditions were met. In July 2016, the Obama Administration made good on that promise, allowing homeowners with Veterans Affairs (VA) and FHA insured mortgages to participate in PACE programs in order to install energy efficient and water retrofits in their homes. In addition, the Department of Energy issued revised PACE financing guidelines.

To date over 400 local governments in California have voted to authorize PACE programs in their communities and over 70,000 participating homeowners have PACE liens.

PACE financing does not constitute a loan, but instead is built on traditional tax assessments, which local governments have managed for over 100 years. PACE does not increase risk to homeowners, business owners, lenders, or the financial system. However, the Federal Housing Finance Agency (FHFA) has yet to recognize PACE financing as a local property tax lien.

In September 2016, the Governor signed AB 2693 (Dababneh), which adds consumers protections to California’s PACE Program. Still, additional consumer protections and oversight are needed to ensure proper operation by the various PACE program operators.

Action: Support legislation that increases consumer protections and oversight of PACE financing programs.

S49. Limited Liability for Agritourism Operations

Agritourism presents a unique opportunity for people to participate in agriculturally based operations or activities that are important to Sonoma County. These activities vary widely and may include a pumpkin patch, picking fruit, visiting cheese creameries and grape stomping. However, these activities carry risks and the cost of liability insurance and the risk of liability prevents many potential agritourism operations. To address this, some states have passed laws to limit the liability for agritourism by protecting the operations from being liable for “injury to or the death of a participant arising from the inherent risks of an agri-tourism activity” with specific stipulations about signage and related noticing depending upon the state. (Oregon Revised Statutes, Chapter 535 (2015)).

Action: Support legislation that limits the potential liability of organizations engaging in agritourism activities, while maintaining protections for participants and consumers.

S50. Small-Scale Poultry Producers

Currently, even small-scale poultry producers in California are required to obtain a license from the California Department of Food and Agriculture (CDFA) in order to sell poultry products to hotels, restaurants, institutions, distributors and retail stores and to cure and smoke meat, putting a strain on these small businesses. The United States Department of Agriculture (USDA) provides for exemptions from some of its requirements for those growing and producing less than 20,000 units, including allowing for a full range of meat processing and sales. Seven states currently allow the full rights and privileges granted by the USDA exemption without requiring a state license. Additional states require licenses, but essentially mirror USDA regulations and exemptions. In order to provide viable economic opportunities for small-scale producers, California should recognize the USDA exemptions and replace the requirement for a CDFA license with CDFA registration and fully allow for processing and sales. Regulations on CDFA registrants should include sufficient protections to address public health and environmental concerns.

Action: Support legislation that would replace State requirements for small-scale poultry producers to obtain a State license with a registration requirement, while ensuring protection of the public health.

S51. Climate Protection

The County and the Water Agency are vulnerable to the impacts of climate change on extreme weather, sea level rise and water reliability. Both entities have made significant investments to reduce greenhouse gas emissions and prepare climate adaptation plans. The State recently enacted SB 32 setting a goal to reduce statewide greenhouse gas emissions to 40% below 1990 levels by 2030. It is critically important that the State continue to lead in the areas of both climate mitigation and adaptation.

Action: Support Water Agency efforts to:

- Support legislation and regulatory policy to achieve SB 32 climate goals including continuation of the State’s successful cap-and-trade program;
- Continue to urge the State to invest funds from cap-and-trade and other sources in local programs to reduce emissions and improve climate resilience;
- Support development of statewide administration of energy efficiency and renewable power programs funded by the Public Utilities Commission and other state agencies preferably in a form independent of investor-owned utilities; and
- Work with local, regional and statewide partners to advance programs that significantly improve climate protection and water resilience in California and Sonoma County.

S52. Water-Related Revenue Allocations for Water Suppliers

The State has from time to time looked to the water sector to capture additional revenue through reallocation of property tax revenue or application of statewide fees on water use. Enactment of Proposition 1A largely restricted the State’s ability to seize local property tax revenue to fund other needs. However, going forward it is

critically important to oppose other efforts to reallocate property taxes locally or to impose additional statewide fees on water use. Water Agency customers currently pay a watershed related charge that funds implementation of the Biological Opinion. Additional State fees on water use would be an added burden on ratepayers. Any reduction in the property tax allocation to the Water Agency would severely impact the Agency's non-enterprise activities in fishery restoration and flood protection.

Action:

- Oppose legislation or regulatory policy that would apply statewide water use fees on local water users unless those revenues are directed to meet local needs;
- Work to ensure that any legislation or initiative reallocating local property tax revenue does not reduce the share of these revenues currently allocated to the Water Agency; and
- Provide information and testimony where needed and work with other agencies and associations to further these goals.

S53. Reclamation vs. Restoration of Terrace Mines

The Surface Mining and Reclamation Act requires mining operators to prepare Reclamation Plans to ensure mining sites are properly reclaimed for an appropriate end use. However, many historic terrace mining sites are being reclaimed to an end use that is harmful to endangered fish. Terrace mines are often reclaimed by maintaining a disconnected floodplain and deep water ponds that provide anaerobic conditions that trap endangered fish and cause toxic contaminants to accumulate. Restored floodplains would provide critical habitat for endangered fish and avoid the entrapment and contamination issues. Changes to adopted Reclamation Plans for major restoration efforts to restore historic floodplain functions are costly to prepare and even more costly to implement, in part because state law requires bonding for any improvements.

Action: Support legislation and budget language that would:

- Provide funding for preparation of Restoration Plans for mining sites that provide for reconnected floodplain habitats in lieu of revised Reclamation Plans, and allow bonding requirements to be waived by the local agency when other public funding for the implementation of the restoration project is provided; and
- Provide funding of specific restoration sites, including the two terrace mining sites along the middle reach of the Russian River.

S54. Storm Drain Maintenance Assessment Districts

Storm drains are separated by law from sewer drains. To form a maintenance district and assess property owners to fund storm drain maintenance requires a high threshold of voter approval (66 2/3 %). AB 2403 (Rendon) expands the definition of "water" under Proposition 218 to include storm water which is used to enhance water supply (allowing for a 60% or less vote). While helpful, this legislation will apply in limited circumstances and will likely not affect storm water projects which provide benefits to the environment.

Action: Support legislation that assists with funding for storm water maintenance and that lowers the voter approval threshold to form storm water maintenance districts to 60% or less of property owners.

S55. Building Accessibility

Building accessibility regulations are established and promulgated on both Federal and State levels. Federal regulations are updated every 20 years and State regulations are updated every 3 years. One component previously required in both Federal and State regulations was the requirement to install detectable warning strips prior to entering a vehicular way. These warning strips are commonly known as "truncated domes." Truncated domes serve visually impaired citizens to provide an audible detection. Unfortunately, these same truncated domes impose a hazard to the citizens who are dependent on using walkers, wheelchairs, crutches and otherwise can cause a trip and slip hazard. Due to the liability of using truncated domes outweighing the benefit, the 2010 Federal Standards for Accessible Design dropped the requirement to install truncated domes. However, the 2013 California Building Code did not follow suit and retained the requirement.

Action: Support legislation to amend the State Building Code (California Building Code) to mirror federal standards and remove the requirement to install and maintain truncated domes.

S56. Transportation Fee Limits

The County has authority to issue transportation permits for extra-legal loads (i.e., over height, width or length) on County roadways. The County issues over 1,000 such permits each year. Approximately 80% of these permits are for one-time uses, such as moving a large piece of equipment or a building. The remaining permits are annual permits for entities that regularly move large loads.

The fees for these permits are set by the Vehicle Code at an amount not to exceed the fee collected by Caltrans for similar permits on State highways. The fees themselves are set in the California Code of Regulations. Currently these fees are \$16 for a one-time permit and \$90 for an annual permit. The time needed for County staff to process these permits is not great. However, these very low fees do not begin to cover the actual cost. Staff analysis indicates that these fees only recover just over 60% of the actual cost. Occasionally, a permit takes many hours of staff time to ensure the transport will occur safely.

Action: Support legislation or regulation that would:

- Amend the California Code of Regulations, Title 21, Section 1411.3 to increase transportation permit fees for one-time and annual permits to \$50.00 and \$110.00, respectively;
- Amend California Vehicle Code Section 35795 to allow local jurisdictions to charge transportation permit fees that reflect the cost of processing these permits; and
- Effectuate the Caltrans Transporter Permits Advisory Council proposal to increase transportation permit fees by 19% and support efforts to move toward eventual full cost recovery for these permits.

S57. Statewide General Obligation Bonds for Water or Parks

The State has a practice of funding major water or parks related needs through voter approval of statewide general obligation bonds. Most recently Proposition 1, approved by the voters in 2014, provided \$7.5 billion in funding for water related projects. The measure allocated \$26.5 million to the North Coast and \$65 million to the Bay Area for implementation of Integrated Regional Water Management Plans and provided funding for recycled water, storm water, groundwater, fisheries, watershed restoration, flood control and storage programs. The legislature and other organizations are now developing language for both a new water bond and a new parks bond that if approved would appear most likely on the 2018 general election ballot.

Action:

- Participate in the development of future bond initiatives to ensure that local priorities, including integrated regional water management plans, are included and that the County and region are eligible for funding;
- Support language that gives the Sonoma Youth Ecology Corps the same priority for funding as given to the California Conservation Corps; and
- If needed, activate the Water Bond Coalition or other local or regional coalitions to support equitable allocate of bond funding to northern and coastal California.

S58. Proposition 218 and Stormwater and Water Fees

A recent court decision strictly limited the authority of water providers to implement water conserving tiered rate structures based on an interpretation of the California Constitution as amended under Proposition 218. In Proposition 218, water service, wastewater service and refuse disposal were exempted from the vote requirements but fees for stormwater maintenance and flood protection were not exempted. Stormwater programs are of increasing importance at this time due to the rising flood risk, the need to protect listed species, and the need to capture stormwater for aquifer recharge and other purposes.

Action: Support legislation that would:

- State clearly that tiered water rate structures for conservation purposes are allowed under the Constitution; and
- Find that flood protection and stormwater maintenance, capture, and water quality improvement are included in the category of fees exempt from the two-thirds vote requirement.

S59. California State Solid Waste Tipping Fees

Cities and counties have worked hard and have borne a significant cost to maximize their solid waste recycling activities while minimizing their solid waste landfill disposal. Sonoma County locally funds programs to reduce our waste stream and increase diversion for recycling and compost. As of 2014, Sonoma County's estimated waste diversion level was 74.6%. The County currently taking action to increase our diversion to achieve 80% waste diversion.

Tipping fees on waste in Sonoma County are \$116.00/ton for self-haulers, which make up about 22% of haulers at the landfill. The rate for the County is 123.86, and 127.95 for cities. Currently, \$1.40 is paid to the State on every ton disposed to fund the activities of CalRecycle. Proposals have been brought forward that would substantially increase this CalRecycle Fee imposed on operators of disposal facilities to \$4.00/ton. This increase would be directly born by self-haulers and passed on to customers in cities and unincorporated areas.

For years, CalRecycle has neglected to recognize that its current structure of revenue generation through solid waste tipping fees is insufficient. Instead of raising tipping fees on solid waste, CalRecycle should implement approaches that reflect the changing nature of the solid waste management system.

Action: Oppose any substantial increase on the Disposal Fee imposed on operators of disposal facilities. Any increases to tipping fees should reflect expanded or new programs that reduce the waste stream. Any new proposals for revenue generation should diversify funding sources and be decided through a stakeholder process with local participation.

Justice Services

S60. Jail Alternative Model Recognition

The Legislature passed and the Governor signed SB 863 as part of the 2014-15 budget. This legislation provides funding for jail beds that are accompanied by programming facilities to improve outcomes for released prisoners. The Sonoma County Strategic Plan, adopted by the Board of Supervisors in December 2007 and re-affirmed by the Board in October 2009 and November 2010, discusses the need to "more effectively address public safety issues at the lowest risk levels for all members of the community, including early detection, intervention, and diversion of minor criminal activity, substance abuse, and mental health issues." Sonoma County recently updated the Criminal Justice Master Plan. This revision updated the offender profile to take into consideration the implementation of Public Safety Realignment and Proposition 47, and will help inform recommendations for the most appropriate detention alternatives for Sonoma County.

Sonoma County is exploring a number of jail alternatives including the potential development of an expanded Day Reporting Center. This model holds offenders accountable while providing programs to help them become productive members of our community, and assists offenders in taking responsibility for their lives through law-abiding and responsible behavior. The model includes offering programs and services such as job skills training, life skills classes, thought-restructuring programs, cognitive behavioral interventions, individual and group counseling, alcohol and drug counseling, family counseling, and financial management classes.

Action: Support the establishment of a funding source that allows counties to propose construction of Day Reporting Centers to accommodate offender programming and services in a non-custodial setting.

S61. PC 1170(h) Sentencing Structure

Criminal Justice Realignment (AB 109) represented a paradigm shift in the criminal justice system, shifting prison housing for “low level offenders” from prison to county jails, and transferring the supervision from State Parole to counties. AB 109 requires the imprisonment of offenders meeting specified conditions in local jails instead of prison. Penal Code Section 1170(h) specified those crimes, and also enabled the Court the discretion to impose a “split sentence” to enable a period of community supervision for offenders serving felony sentences in local jails.

PC 1170(h) does not limit the length of county jail commitment. The only restrictions on the eligibility for a county jail commitment are based on the offense or the offender’s record. This has resulted in some local jurisdictions being required to house inmates in county jails for extremely lengthy periods of time, putting pressure on local jail capacity and changing the nature of the inmate population county jails were built for.

Action: Support legislation to change the PC 1170(h) sentencing structure to limit the length of 1170(h) sentences at county jail/local prison to a maximum sentence of five years, and limiting sentences imposed consecutively to ten years in the aggregate, with all sentences subject to PC 4010 credits.

S62. Reimbursement for Court Security Costs

Pursuant to Government Code Section 69922, the Sheriff's Office is obligated to provide security for the local Court. For the past several years, funding for court security services has been provided through the State Trial Court Trust Fund as a payment from our local Court. Many costs have been either non-eligible or not allowed to be paid until additional funds were allocated to the local Court by the State Legislature. These costs include new hire and ongoing general deputy training, initial uniform and equipment, Lieutenant's time managing the Court Security Bureau, professional services such as payroll and accounting, general overhead, retiree health care, 4850 costs, and costs to transport inmates to and from court.

As part of the 2011-2012 State Budget, the legislature enacted a "realignment" of State program responsibilities and revenues to local government. With the passage of AB 118 (Committee on Budget), the Local Revenue Fund 2011 and various subaccounts, including the Trial Court Security Account, were created in the State Treasury. Funding is provided through specified tax sources and other monies. The Trial Court Security Account monies are allocated monthly by the State Controller to the counties. Certain court security costs not funded in the past will be eligible to be reimbursed if monies are sufficient in the Trial Court Security Account. These costs include lieutenant pay and professional services.

Confusion still exists around what can be funded since the Administrative Office of the Courts rules and SB 1396 (Dunn) still apply with regard to the billing principals of negotiated security contracts. The legislative language must be consistent and allow the broadest use of the funds so that counties are not responsible for payment of court costs. Ideally, new legislative language should also allow for expansion of the funds to apply to costs required for the transportation of inmates to and from Court facilities. Additionally, realignment funding for court security ensures that future funding includes cost of living adjustments and allows for additional costs related to new judgeships, expansion of court facilities, or other conditions requiring additional court security personnel.

Action: Support legislation that would:

- Allow counties to be reimbursed for all costs for court security;
- Provide future court security funding to the counties with cost of living adjustments, provisions for new judgeships, changing or expanding court facilities, and other events that require additional court security personnel or security costs;
- Allow for other court security related items, such as transporting inmates to and from Court facilities, to be considered as eligible costs for realignment funding;
- Clean up language in the Superior Court Law Enforcement Act of 2001 (SB 1396) to be consistent with the Realignment Act of 2011 (AB 118);

- Revise Government Code 69922 as a result of the State's Realignment Act of 2011 (AB 118);
- Clarify the definition of what court security costs are and provide that all court security costs shall be reimbursable; and
- Expand the eligibility of costs to include transportation of inmates.

S63. Mental Health Treatment for Criminal Offenders

Adequate mental health treatment for criminal offenders and those charged but not yet convicted is a necessary component of the criminal justice system. Approximately 30% of the current inmate population has been diagnosed or treated for mental illness. Mental health assessments for treatment and for the determination of trial competency are important for a client's criminal defense and general well-being. Successful mental health treatment also reduces recidivism as misdemeanor charges may result from inappropriate behaviors while treatments are lapsed.

Action: Support legislative efforts that provide mental health assessments and treatment programs while incarcerated or under court/probation supervision.

S64. Jail Diversion Programs

Jail diversion programs incorporate pre-trial services and supervision as well as transitional housing for homeless individuals with behavioral health disorders. Pre-Trial Services include providing assessment, discharge planning, clinical services and case management to individuals with behavioral health disorders who, because they are homeless or otherwise not connected to treatment and supports, score too high on the Sonoma Pretrial Risk Assessment Tool (SPRAT) to take advantage of the pre-trial program. Resources are needed to lower SPRAT scores and allow individuals with serious behavioral health issues to await their court date in the community instead of in the jail.

Transitional housing program for homeless individuals with behavioral health disorders who have been released from custody is an important part of the pre-trial program. Individuals would be allowed to live in the house for up to 60 days while they identify other housing resources and access treatment services. Each individual housed would be connected with a case manager who would help with system navigation and direct services. The house would have a live-in "peer" house manager with prior experience in the mental health system.

Action: Support legislation and budgetary efforts that would fund jail diversion programs for individuals with behavioral health disorders.

S65. Court Fees, Fines and Penalties

Revenue from filing fees, fines and penalties assessed by the Courts are distributed broadly to support the criminal justice system in California, as well as other programs. Counties are required to support the cost of Court operations in each county through a Maintenance of Effort requirement that was established by the Lockyer-Isenberg Trial Court Realignment Act. The County funds this primarily through revenue received from court-ordered fines and penalties. These fines and penalties also provide financial support for the Alternate Defense Counsel services provided in cases where the Public Defender cannot provide services due to a conflict of interest. In addition, penalty assessments support other activities in the County, including lab testing fees for alcohol and drugs in the District Attorney's office, Emergency Medical Services to indigent individuals through the Maddy and Richie Funds, and operational support for substance use disorder treatment services, law enforcement services, and road maintenance. At the state level, fine and penalty revenue supports trust funds that are passed through to the County for Peace Officer Standards and Training (POST) for sworn deputies and Standards and Training for Corrections (STC) for correctional and probation officers. Other entities, such as the Public Law Library are also impacted by the reduced revenue from Court filing fees.

The County acknowledges that the high fines and penalties put an undue burden on those on the margins of poverty, and efforts to reduce fees and penalties is a strategy in the efforts to reduce poverty. However, since

these fees and penalties support critical, mandated functions, any reduction to fees and penalties should be offset by state support for these functions, or a reduction in the Maintenance of Effort required for Court Support operations, or a combination of both.

Action: Support legislation that reduces fees and penalties only if there is a corresponding reduction in the county obligation to fund court support operations or increased revenue from the State. This should apply both to long-term reductions in fees and penalties, and any short-term strategies such as amnesty programs.

Administrative Support & Fiscal Services

S66. Workers' Compensation

Since passage of SB 899 (Poochigian) Workers' Compensation Reform, labor representatives and the workers' compensation applicant attorney bar have sought legislative support for weakening the just-enacted reforms, pressed the Administrative Director to produce weakened guidelines, and pursued legal challenges to the new reforms. Previously, extraordinarily high workers' compensation costs experienced by Sonoma County and other public employers resulted in the need to divert important discretionary general funds away from other identified needs to offset this growing liability. Further, the claims adjudication system became unbalanced to the point that common sense often did not prevail in the determination of benefits.

Action: Oppose all legislative and administrative efforts aimed at further reducing improvements made to the workers compensation system through SB 899. Continue to actively support the legislative platforms outlined by various statewide public employer organizations, including the California State Association of Counties (CSAC), the CSAC Excess Insurance Authority (CSAC-EIA), and the Public Agency Risk Managers Association (PARMA).

S67. California Paid Sick Leave Law Clarification

In September 2014, through AB 1522 (Gonzales), the State enacted the Healthy Workplaces, Healthy Families Act of 2014 ("Paid Sick Leave Law"), codified as Labor Code Sections 245 through 249. The provisions of the law become effective July 1, 2015. In summary, the law:

- Mandates minimum sick leave accrual levels (accrue up to 24 hours annually, with possible cap of 48 hours) for all workers in California after 30 days of employment;
- Provides protected use of accrued sick leave (employer cannot deny use, employee determines how much time is needed; employer may not retaliate, threaten to demote or discharge, or discriminate for use of sick leave); and
- Expands the situations under which employees may use accrued sick leave. Previously, use of sick leave was generally limited to care of self, child, spouse, domestic partner, or parent. The new law added grandparent, grandchild and parent-in-law to the list. Employees may also use the time to seek relief and assistance - medical, shelter, restraining orders, etc. – related to incidents of domestic violence or sexual assault.

Action: Support legislation or regulations that would:

- Clarify whether paid and unpaid interns are considered temporary employees and therefore eligible to accrue sick leave;
- Clarify whether the interpretation of "hours worked" (as used in 246 (b)(1) – *An employee shall accrue paid sick days at the rate of not less than one hour per every 30 hours worked...*) means regular hours worked, as opposed to overtime hours;
- Clarify whether conditions and protections in the new law pertaining to the use of accrued time apply to all accrued sick leave, or whether it can be applied to a subset of accrued sick leave hours that meet the minimum amount requirements; and
- Allow employers to address excessive, unsubstantiated, use of leave, including by requiring medical certification/documentation, or at least limiting the no-documentation-required provision of this law to the first 48 hours of sick leave used per year.

S68. Fair Share of Property Tax Administration Costs

Since 2005 the State of California, on behalf of schools, has not paid any of the property tax administration costs. The prior Property Tax Administration Program (PTAP) only covered a small portion of the State's share of the costs (Sonoma County's share was \$1,035,000). The County, cities and special districts pay all costs for the property tax administration program, but get less than 40% of the property tax revenue. Having the State pay its "Fair Share" of the administration costs would provide more financial support for Assessor's, Tax Collector's and Auditor's offices, as well as potentially reducing the County's cost for the program.

Action: Support legislation that would ensure that the State, on behalf of schools, provides its share of needed funds associated with administering and collecting property taxes.

S69. Vacation Rentals and Transient Occupancy Tax Collection

The rapid growth of the online home sharing economy poses many challenges to local municipalities. One such challenge is the identification of vacation homes that are operating without the required permits and certificates, and the resulting difficulty in collection of Transient Occupancy Tax (TOT). Due to real concerns for their users' privacy and safety, most online sites do not post actual property addresses or full names and contact information for their users. This poses a challenge to governments in properly identifying illegal operators, and to Tax Collectors in properly identifying the appropriate entity to tax. Additionally, due to the ease of registration and a lack of proper instruction, many individuals engaged in the home sharing economy are not aware of Sonoma County's permitting and TOT requirements. Requiring online home sharing sites to collect and share information with local governments, as well as to collect TOT and allow for audits, will significantly improve tax compliance and remove the competitive advantage non-payers enjoy.

Action: Support legislation that requires online vacation rental and home sharing sites to:

- Collect and share vacation rental information with California municipalities;
- Collect TOT on behalf of California municipalities; and
- Allow for the audit of their users as prescribed by the Sonoma County TOT Ordinance.

S70. Single Sourcing Based on Green Standards

Sonoma County supports State action to develop "Green Standards" for single source procurement/sourcing decisions as they relate to the purchase of goods and professional services. As many of the standards today are self-certifying, the appropriate criteria would need to be established so that it is fair for all parties. Developing green preference programs, for example, would allow true benefits to be realized by suppliers. Similarly, expanding existing law to include incentives for suppliers that objectively demonstrate certifications in particular areas promotes expertise and an overall acceleration of green projects. Local government agencies will benefit from any legislative processes that help support and govern such green procurement policies.

Action: Support legislation that authorizes local procurement agencies to single-source green goods and professional services, and that provides incentives for suppliers to objectively demonstrate certifications.

Federal Priorities

Federal Priorities

F1. Anti-Poverty, Affordable Housing, and Homelessness Assistance

Sonoma County's real estate market is experiencing escalating rents and vacancy rates as low as 1.5% (REIS, Inc. 2015). Rent increases in Sonoma County are some of the highest among metropolitan areas in California as well as communities throughout the Country. A majority of renters earning less than 50% of area median income pay more than half their income for rent, whereas the accepted affordability standard is 30% or less of household income (Center for Neighborhood Technology, 2014). These conditions are exposing more lower-income households to the risk of becoming homeless and pushing out working families. Rental assistance and funding and policies to increase affordable housing stock would help to alleviate these impacts.

Sonoma County's rent increases cannot keep pace with the Fair Market Rent (FMR) established by the Department of Housing and Urban Development (HUD). In 2016, HUD's FMR for a 2-bedroom unit was only \$1,414, whereas actual market rent was upwards of \$1,600, making it difficult for households to find rentals that they can afford. HUD develops FMR for metropolitan and non-metropolitan areas utilizing Area Community Survey estimates (ACS) and the Bureau of Labor Statistics Consumer Price Index data. There is a two year delay between HUD's receipt of survey estimates and the implementation of FMRs. To bridge the two year gap, HUD then uses a national trend factor of annual growth over the past five years. This methodology does not capture steep rent increases that may happen during the two year lag-time and using national trend data does not accurately capture the local rental market.

The lack of affordable housing stock in the County helps to fuel the rate of homelessness for local residents. During the last biennial point-in-time homeless count conducted in January 2016, 2,906 people were without permanent housing, with 1,906 of those sleeping outdoors. There are now 7,464 local households on the Sonoma County Housing Authority's Housing Choice Voucher (Section 8) Program waiting list, many of which are homeless or at-risk of becoming homeless. For those who receive assistance, it is very common to be denied housing by landlords throughout the County who refuse to accept Section 8 vouchers as a form of rent payment. Currently, neither federal law nor California law prohibits discrimination against tenants with Section 8 vouchers. There are several states throughout the Country and some local jurisdictions within California that do have laws to protect tenants against discrimination based on the use of public housing assistance.

Action: Support legislation that would:

- Increase the federal minimum wage;
- Provide a permanent source of funding for development of affordable housing;
- Increase funding for the Housing Choice Voucher Program to increase the number of households that can be served by local housing authorities;
- Provide Housing Choice Vouchers dedicated to veterans (VASH Vouchers) to the Sonoma County Housing Authority (currently provided only to Santa Rosa Housing Authority);
- Increase funds for operation of homelessness assistance programs;
- Make funds and new programs equally available to both rural and urban areas;
- Address the historic inequities to homeless assistance funding across the nation, not just with basic funding formulas (which will take many years to impact local funding) but with new funding to directly address these inequities;
- Support efforts to effect meaningful reform on the policy of housing insecurity to achieve better outcomes for vulnerable populations;
- Evaluate options for targeted populations including homeless individuals who utilize Emergency Rooms and hospitals, and nursing facility residents who can be cared for in a community setting;
- Provide funds directly to local jurisdictions, through block grants or similar mechanisms, to allow for local prioritization and decision-making regarding use of resources for specific homelessness assistance and affordable housing developments;

- Eliminate discrimination against tenants or landlords based on the use of government assistance;
- Increase the Fair Market Rent for the Housing Authority's jurisdiction to give voucher holders increased odds in finding safe, decent, and affordable housing;
- Accelerate the procurement of each year's Area Community Survey (ACS) data to capture more recent, relevant rent information so that FMRs do not have such a large lag time between HUD's receipt of data and the implementation of area Fair Market Rents;
- Localize the trend data used to set Fair Market Rents; and
- Provide resources for housing developments with higher density, speedier permitting and fewer restrictions on accessory dwelling units, incorporating the framework from the White House's 2016 Housing Development Toolkit.

F2. Tribal Affairs

Federally recognized Indian tribes can develop lands held in trust by the federal government without regard to local land use plans, such as the County General Plan. Such developments can result in significant adverse impacts on the county, its citizenry, services, lands, and infrastructure that the county may not have the ability to mitigate. Recognizing this, the Board has adopted resolutions and provided policy direction both on specific development proposals and more general matters to better address tribal gaming and other development on tribal lands. Board policy has included opposing tribal gaming and insuring that the impacts of tribal development projects are fully mitigated. In addition, the Board and County staff have actively participated in developing policy that deals with these issues on regional, state, and national levels.

Action: Monitor and support efforts to enact legislation and regulations consistent with California State Association of Counties (CSAC) and National Association of Counties (NACo) policies, prior and future Board resolutions, and policy direction with respect to tribal recognition, fee-to-trust reform, and development proposals. Oppose legislation and regulations that are inconsistent with the above.

Specific actions include:

- Monitor development of federal rules and legislation regarding tribal acknowledgment and appeals;
- Advocate revisions to the trust acquisition process to insure that impacts of tribal development projects are fully mitigated; and
- Advocate the County's position, in coordination with CSAC, as legislation is developed to address the *Carcieri* decision or otherwise affect the trust land acquisition process.

F3. Adverse Childhood Experiences and Campaign for Trauma-Informed Policy and Practice (CTIPP)

Adverse childhood experiences (ACEs) are traumatic experiences, such as abuse and neglect, which can result in toxic stress and have a profound effect on a child's developing brain and body. Childhood exposure to adverse experiences increases risk for lifelong health and behavior problems, such as cancer, stroke and depression.

Research over the last two decades confirms that children carry the effects of childhood experiences into adulthood. The challenges they face in school, life and ultimately, the state of their health are often the symptoms of toxic stress. Toxic stress, unlike manageable stress, refers to the long-term changes in brain architecture and organ systems that develop after extreme, prolonged and repeated stress goes untreated. Exposure to ACEs puts our children at higher risk for learning difficulties, emotional problems, developmental issues and long-term health problems.

Action: Support evidence-based solutions to reduce children's exposure to ACEs, support initiatives to improve and enhance screening for ACEs, address impacts of those experiences, invest in preventive health care and mental health and wellness initiatives, support legislation that carries forward this imperative, and provide local support for community partnerships addressing ACEs.

F4. Evidence-based Home Visiting

The Affordable Care Act included a provision establishing the Maternal, Infant and Early Childhood Home Visiting (MIECHV) Program by amending Title V of the Social Security Act to provide funds for evidence-based home-visiting to families in at-risk communities. Funding began in 2011 to provide services to high-risk and pregnant mothers to improve their health care and that of their children. The County's Public Health Division was awarded an allocation of \$375,000 in FY16-17 via the California Home Visiting Program (CHVP) to support the County's implementation of the Nurse Family Partnership program.

Home visiting programs provide lifelong health and economic benefits to both the mother and children served in the program, thereby producing substantial savings to federal, state and local governments. Expanding access to home visiting programs for the highest need populations would greatly improve the health and wellness of families and would reap substantial benefits in reduced costs to public programs.

Action: Support legislation which seeks to develop the means to leverage public and private dollars to substantially expand evidence-based home visiting programs across the State.

F5. Bodega Bay Dredging

Bodega Bay, located in Sonoma County on the California Coast about 60 miles north of San Francisco, is a shallow draft harbor of refuge that supports a Coast Guard search-and-rescue station, commercial and sport fishing, and recreational craft. The Operations and Maintenance schedule provides for periodic inspection and repair of three breakwaters and infrequent (11-year cycle) maintenance dredging of the Federal Channel (including three turning basins) to a depth of 12 feet Mean Lower Low Water.

Legislation was introduced into Congress in 2016 that contained \$4.285 million. In the new session and in light of a new administration, the County must ensure that funding is retained, although it is still insufficient to complete dredging of the entrance channel. An additional \$2.815 million will be sought through the Army Corps of Engineers Federal Fiscal Year 2017 work plan or the Federal Fiscal Year 2018 budget in order to dredge the entire federal channel.

Action: Add necessary funding to Bodega Bay Operations and Maintenance dredging to Army Corps Federal Fiscal Year 2017 work plan or the President's Army Corps budget.

F6. Federal Aviation Administration Reauthorization

In July of 2016, the Federal Aviation Administration (FAA) Extension, Safety, and Security Act of 2016 extended federal aviation funding near existing levels through September 2017. The Charles M. Schulz Sonoma County Airport is in the process of developing plans for several key capital projects over the next couple years. Since most of these projects rely heavily on the availability of Federal funding through the Airport Improvement Program (AIP), it is critical to ensure that the Federal Aviation Administration's (FAA) bill be reauthorized, updated, and modernized.

Action: Advocate before the Congress on the following airport development and service issues:

- Modernize the Passenger Facility Charge. Urge Congress to modernize the federal cap on the locally set Passenger Facility Charge (PFC) user fee by setting it at \$8.50 and adjusting it annually to offset the impact of inflation. The Airport currently collects the maximum allowable of \$4.50 per passenger enplanement. These funds are used to pay for the match requirements for the Runway Safety Area project and at this rate, our PFC collection is committed for the next 15 years. With an increase in PFCs, the Airport would use PFCs for projects such as the terminal upgrades and enhancements. Congress has not increased the PFC since 2000.
- Protect the AIP Grant Program. Urge Congress to fully protect and increase the AIP funding levels, as this grant program helps finance critical safety, security and capacity projects at airports. The Airport has identified the need for \$28 million in capital needs over the next five years for completion of the Runway Safety Areas (RSA) project, ramp rehabilitations, land acquisition, a new aircraft rescue and firefighting

facility building, and terminal expansion (which does not include the construction of a new terminal). Congress has funded the AIP program at \$3.35 billion for the last few years, which is well short of the FAA estimates for AIP eligible projects.

- Preserve Tax Exempt Bonds. Urge Congress to preserve and restore tax exempt financing for airport bonds and eliminate the alternative minimum tax burden on private activity bonds. Current law allows for tax exempt financing for airport projects. The Airport currently does not use bonds to finance airport projects, however, with the plans for a new terminal it is critical to have access to low cost financing.

Additionally, miscellaneous items may present themselves requiring input and advocacy, such as:

- FAA tower funding. Three years ago, the FAA proposed eliminating funding for contract Air Traffic Control towers (which included Sonoma County). Urge Congress to continue the \$144 million contract tower program.
- Small Community Air Service Development Grants. The Airport has been awarded two small community air service development grants to assist in our efforts to attract new commercial air service. We believe it is highly likely that the Airport will need to submit grant applications in the future.
- Protect the Public Interest in Air Traffic Control. Previous reauthorization proposals in the legislature proposed to separate the Air Traffic Organization from the FAA and create a not-for-profit corporation to operate and modernize the Air Traffic Control system. Any new system should guarantee a voice for public interest.

F7. Geothermal Royalty Revenues

Sonoma County received a share of Geothermal Royalty revenues from September 2006 through October 2010, for a total of \$5.4 million. Since 2010, these funds have been placed in jeopardy, with intervention required by the County's legislative delegation in order to provide short-term fixes. Without permanent protection, this funding source remains threatened.

Action: Seek legislative or budget action that permanently protects the County's geothermal royalty share of \$2,100,000.

Federal Issues

Federal Issues

Following are the County's general federal advocacy issues for 2017-2018. General advocacy issues differ from priority advocacy issues in that the County's legislative advocates will primarily support the efforts of others to enact legislation to address these concerns, which are most often shared concerns of multiple counties. The Federal Issues are categorized by functional area within the County organization.

Health & Human Services

F8. Federal Healthcare Reform

In March 2010, President Obama signed into law comprehensive health care reform, the Patient Protection and Affordable Care Act (ACA). Since the opening of the Marketplace, more than 10 million Americans have gained insurance coverage. The Expansion of Medicaid coverage has allowed more Californians access to health insurance. As of August 2016, nearly 10.5 million Californians had attained Medi-Cal coverage. In Sonoma County, over 112,000 people were served by Medi-Cal in August. This expansion is part of historic levels of insured individuals. In 2015, 91.4% of Californians had health insurance and in Sonoma County, 93.2% of all residents were insured.

The ACA continues to provide important funding for community health centers, and funds a variety of public health and workforce development programs and it is important that all components of the ACA and funding sources be protected. Toward that end, the County supports legislative and regulatory efforts that implement the ACA in a manner that promotes high-quality, cost-effective care; stabilizes and maintains the local health care safety-net; maintains a strong public infrastructure; strengthens prevention-focused primary care; addresses health disparities; supports and preserves the strengths of the current system, including the unique qualities of county-operated systems that specialize in serving vulnerable populations; and protects the funding provided for in the ACA.

Unfortunately, the new Congress has expressed a strong interest in repealing all or part of the ACA. In addition to other impacts, repeal of the Medi-Cal expansion components of the ACA and/or coverage under Covered California would impact nearly 60,000 individuals in Sonoma County. Sonoma County has made tremendous gains since 2014 in reducing inequities in access to health insurance. With repeal of the ACA, the historic progress throughout the County and nationwide would be reversed.

Action:

- Oppose legislation that would reduce the benefits or programs created by the ACA or withdraw funding for implementation;
- Oppose Federal efforts to place a per-capita cap on funding or limiting the ability of states to leverage funds through assessments on providers; and
- Monitor any new State or Federal legislation that would modify funding or responsibilities related to the County's role in implementing the ACA.

F9. Increase Chronic Disease Prevention and Wellness Promotion

Millions of Americans suffer from diseases that can be prevented by addressing common risk factors like tobacco use, poor nutrition, and physical inactivity. Chronic diseases in California such as heart disease, cancer, lung disease, stroke, diabetes, obesity and asthma increasingly place a burden on our communities. Aspects of the community environment such as recreation facilities, building safe communities, and ensuring access to low cost farm-fresh fruits and vegetables can mitigate chronic disease issues.

In 2010, Congress created the Prevention and Public Health Fund (PPHF), as part of the federal Affordable Care Act (ACA), to expand and sustain the necessary infrastructure to prevent disease, provide for early detection, and manage conditions before they become severe. The PPHF can address the many emerging and persistent chronic disease rates that Sonoma County must address to become the healthiest county in the State by 2020.

The Fund is the nation's largest single investment in prevention. Programs supported by the Fund take an innovative approach by supporting cross-sector, public-private partnerships and collaborations to improve health outcomes, reduce the chronic disease burden, and lower health costs. Since 2010, the Fund has provided \$5.25 billion to support state and local public health efforts to transform and revitalize communities, build epidemiology and laboratory capacity, track and respond to disease outbreaks, train the nation's public health and health care workforce, prevent the spread of HIV/AIDS, expand access to vaccines, reduce tobacco use, and help control the obesity epidemic.

The Fund is intended to ensure a coordinated, comprehensive, sustainable, and accountable approach to improving our country's health outcomes through effective prevention and public health programs and should be used "for programs authorized by the Public Health Service Act, for prevention, wellness, and public health activities" (ACA). The money is to be strategically used to support disease prevention by promoting access to vaccines, building the public health workforce, and investing in community-based prevention. Furthermore, the Act specifically states that community-based prevention funding must only support evidence-based prevention programs which have been shown through scientific research to reduce chronic disease, including behavioral health conditions, and address health disparities. Research has shown that effective community level prevention activities focusing on nutrition, physical activity and smoking cessation can reduce chronic disease rates and have a significant return on investment.

The Prevention Fund provides the first-ever, reliable national funding stream for public health, while creating jobs, bending the health-care cost curve, and prioritizing disease prevention. It creates an unprecedented opportunity for local health departments to augment and expand existing chronic disease programs or to participate in new programs to address longstanding chronic disease issues in their communities. However, this fund may be targeted to pay for other initiatives.

Action:

- Support the recommendation that members of the House and Senate Appropriations Committees allocate the Prevention Fund, and ensure that PPHF resources are allocated in a manner that enhances counties' efforts to prevent disease and injury, promote health and ultimately reduce healthcare costs;
- Strongly oppose any efforts to use the Prevention and Public Health Fund from the Affordable Care Act (ACA) as an offset for revenue lost in any other legislative proposals. Such actions could eliminate the Fund, and mark a severe blow to this monumental commitment to prevention and public health under the Act;
- Support a varied policy agenda addressing the prevention of chronic disease and promotion of wellness;
- Support a dedicated funding stream to fund preventive health services or activities that improve community health outcomes, including focus on social determinants of health;
- Encourage the allocation of new revenue streams in an equitable manner across all local health jurisdictions;
- Seek to improve nutrition, obesity and fitness education programs as well as health literacy, educational attainment, income security, healthy and equitable built environments and policies that support health throughout the life cycle; and
- Advocate for flexibility to design prevention programs to take advantage of health department strengths and encourage the provision of base funding with additional funding available on a competitive basis.

F10. Threat to Primary Care Access

Health Centers' federal funding is financed through a mix of annual discretionary appropriations and mandatory funding appropriated through the mandatory Health Centers Fund. Health Centers face a funding cliff as

mandatory funding for Health Centers is scheduled to end. With only discretionary funding at current levels, Health Centers would see up to a 70% reduction in grant funding, leading to closures of sites, staff layoffs and elimination of health care access in some of the nation's most vulnerable communities. This would reverse 12 years of bipartisan investment in Health Centers, and would occur just as the demand for the primary and preventive care Health Centers provide is growing.

In addition to Health Centers, the National Health Service Corps and Teaching Health Centers programs also face looming funding cliffs. The National Health Service Corps is a vital program that provides scholarships and loan repayment to providers that commit to serving in underserved areas. The Teaching Health Center program is an innovative effort focused on growing the supply of primary care providers trained in community-based settings.

Action: Support stabilizing funding levels for Health Centers to ensure continued viability, invest in access and prevention, and meet increasing demand. Continuing funding for the vitally important National Health Service Corps and Teaching Health Center primary care workforce programs.

F11. Temporary Assistance for Needy Families (TANF) Reauthorization

Authorization of Temporary Assistance for Needy Families (TANF) was temporarily extended to September 30, 2015, by the Continuing Appropriations Resolution of 2015. Ideally, reauthorization will include a revision of how the state's Work Participation Rate (WPR) is calculated. Currently, the formula for WPR ensures failure because the numerator includes all recipients who are required to participate in work activities, and the denominator includes recipients who are not required to work. Nearly 5,100 Sonoma County residents receive TANF (CalWORKs).

Action: Support reauthorization of TANF including a revised definition of WPR.

F12. Elder Justice Act

After years of advocacy efforts, the Elder Justice Act (EJA), the nation's first comprehensive national legislation addressing elder abuse, was signed into law in March 2010. Appropriations have not been authorized at the levels that were proposed by President Obama, which left the most provisions of this law unfunded. The EJA has the promise of establishing federal standards for adult protective services and providing a dedicated federal funding stream for services to protect seniors and vulnerable adults from abuse. The EJA also provides funding for the Long Term Care Ombudsman to investigate abuse and neglect in skilled nursing facilities. Additionally the law provides for the establishment of Forensic Centers on Elder Abuse and training in abuse investigation standards. The County urges full federal funding to support the Elder Justice Act as it was originally designed.

Action: Support increased federal budget appropriations for the Elder Justice Act.

F13. Older Americans Act (OAA)

The Older Americans Act (OAA) was reauthorized in 2015 on its 50th Anniversary. The OAA is vitally important to Sonoma County because the State funding for Area Agencies on Aging (AAAs) is limited to annual one-time only appropriations included in the State budget. Seniors age 60 years and older account for 24% of the total population in Sonoma County. By 2030, seniors age 65 years and older will account for a projected 25% of the County's population. Public services for older adults are limited, with the majority of services only available to seniors with low incomes.

Congress passed the OAA in 1965 to address a lack of community social resources for older persons. The Act established a national network of AAAs which oversee a variety of social services for seniors, including nutrition, elder abuse prevention, legal services and advocacy, and caregiver resources. The OAA is not adequately funded and does not reflect the need for senior services or the population growth of people over age 60. With the limited state funding to support California's Area Agencies on Aging programs, it is critical that the federal

funding expand to support senior services. The County urges the support of OAA funding to expand services and advocate for increased flexibility in federal regulations.

Action: Support the OAA and increased federal funding for the OAA programs.

F14. Close the Readiness Gap with Investments in Early Care and Education

A multitude of longitudinal studies shows that investments in high-quality early childhood education for three- and four-year-old children and access to quality child care yield a significant dividend to communities including improved educational, employment and health outcomes, a reduction in the achievement gap, lower crime rates and fewer people in need of economic assistance. Multiple barriers that restrict full access to high quality early care and education include a lack of adequate system infrastructure and outdated eligibility criteria for subsidized preschool and quality early care.

Action: Support legislative efforts that:

- Increase access to quality early childhood education and school readiness programs that are designed to align with common core standards;
- Fully fund voluntary, transitional kindergarten for all four-year-old children;
- Expand access to State government subsidized slots for all low-income, three-year-old children by expanding facilities and raising the income levels to qualify;
- Increase federal funding levels for Early Head Start, Head Start, and other federally sponsored early childcare and education programs to ensure access for all qualifying Sonoma County families; and
- Address the critical need for early childcare and education facilities by increasing State and Federal funding opportunities for infrastructure development.

F15. Family Justice Center Sonoma County

The Family Justice Center Sonoma County (FJCSC) is a multi-disciplinary, physically co-located model with a coordinated, single point-of-access offering comprehensive services for victims of family violence. The FJC collaborative model is designed to improve victim safety and recovery, increase success in offender prosecutions, and reduce family violence injuries and homicide. Additional collateral benefits documented as outcomes include increased service efficiencies through the provision of collaborative services, and increased community support for services being offered to victims and their children, thus reducing costs and increasing revenues. All Family Justice Centers seek to improve the services being offered to victims, and to reduce the number of locations a victim must visit as well as the number of visits they must make to tell their story and receive the help they need. The United States Department of Justice, through its Office on Violence against Women (O.V.W.), has identified the Family Justice Center model as a best practice in the field of domestic violence intervention and prevention services. Additionally, Congress has recognized the importance of Family Justice Centers as a "purpose area" in the Title of the Violence Against Women Act (V.A.W.A. 2005).

Action: Seek Federal appropriations or other grant sources for continued and enhanced advocacy programs at the Sonoma County Family Justice Center, such as expansion of the video conferencing program that allows victims in remote locations to more easily access FJCSC services.

Development Services

F16. Federal Transportation Funding Priorities

The County has numerous transportation infrastructure projects that are planned or require funding. Transportation infrastructure is critical to the continued success and bolstering of Sonoma County's economic development, tourism, and manufacturing industries. In December of 2015, Congress passed H.R. 22, the FAST Act (Fixing America's Surface Transportation Act), establishing funding levels and federal policy for our nation's highways and public transit systems for fiscal years 2016 through 2020. Legislation that supports FAST Act

implementation should improve project streamlining and highway safety, and expand on the California Environmental Quality Act (CEQA) for National Environmental Policy Act (NEPA) reciprocity pilot program.

Action: Support legislation to aid in implementing the FAST Act or other actions that include the following components:

- Funding. Support legislation that increases funding levels with adjustment for inflation for road, bridge, and transit programs.
- Project Streamlining. Current delivery processes for receiving federal funding result in higher project costs and longer completion times. Support legislation that - for projects under \$5 million and similar to ones identified in MAP-21 - establishes an exemption allowing projects receiving limited federal funding to be performed in the same manner that state and local governments accomplish projects. Support legislation which allows for projects that are within the existing roadway right-of-way to be substantially streamlined.
- Safety Initiatives. Rural roads have a disproportionate number of highway fatalities in the U.S., at roughly 57%. Support future transportation bills that require State Departments of Transportation to coordinate with local agencies in developing Strategic Highway Safety Plans. Urge congress to support Toward Zero Deaths Grants which would provide local and non-profit organizations with funding to establish and implement these effective safety programs.
- CEQA for NEPA Reciprocity. Environmental protections afforded by CEQA surpass those of NEPA, however the current dual reporting practice causes increased costs and delays for CEQA and NEPA review. Support action that eliminates the duplication of reporting overlapping analysis. In instances where NEPA surpasses CEQA in environmental analysis, mandate that those portions be included in the CEQA analysis for federally-funded transportation projects.

F17. Federal Tax Credits: Solar and Energy Efficiency

The speed and scale of renewable generation and energy efficiency deployment continue to lack the magnitude required to mitigate the impacts of fossil fuel generated emissions. The fossil fuel industry still benefits from system wide economic advantages not shared by renewable generation and the “nega-watts” of energy efficiency.

The Federal solar tax credit was extended in December 2015. Maintenance and expansion of that tax credit along with reinstatement of energy efficiency tax credits will support job growth and work force expansion in these areas, elevate the priority of taking action for taxpayers, and balance the support of the federal government across competing industries.

Action: Support legislation that would:

- Maintain and expand the Solar Investment Tax Credit (ITC);
- Extend and expand the Business Energy Investment Tax Credit (ITC); and
- Restore and expand the Residential Energy Efficiency Tax Credit.

F18. Alternative Fuels Programs

Despite the recent drop in gasoline prices, prices still remain volatile and the United States continues to spend \$300 billion a year on oil from the Organization of the Petroleum Exporting Countries (OPEC) and other countries. More than 70% of the oil imported is used as transportation fuel. Gasoline is used for our national fleet of 250 million cars and light trucks and diesel fuel for our 8 million heavy-duty trucks and off-road equipment.

Technological innovations have enabled vehicles using electricity, natural gas, propane, biodiesel, ethanol and hydrogen to take hold in the market place. According to the U.S. Energy Information Administration (EIA), there are nearly 1.2 million alternative fuel vehicles in use in the United States and more than 38,000 alternative fueling stations, but unfortunately this represents a small fraction of the total American fleet.

In addition to enhancing our energy security, the clean transportation industry is also critical to our economic growth and global competitiveness:

- The more than 400,000 plug-in electric vehicles on the road are a highly visible point in the larger, and expanding, electric supply chain. The global market for lithium ion batteries in the light duty fleet will grow from \$3.2 billion in 2013 to \$24.1 billion in 2023, and the revenue in the infrastructure segment is projected to grow to \$5.8 billion in annual revenue by 2022.
- The ethanol industry contributes more than \$52 billion to our nation's economy, including nearly 400,000 American jobs.
- Biodiesel has grown into a 2-billion-gallon per year industry with nearly 200 plants across the country supporting more than 60,000 jobs.
- On U.S. roads, there are nearly 150,000 buses, delivery trucks and vans, taxicabs, and other vehicles running on clean-burning propane. With an extensive propane distribution network in place, consumers are able to access record-high stocks of propane to meet their vehicle fueling needs.
- The U.S. is the number one producer of natural gas in the world, and American businesses and consumers continue to embrace natural gas vehicles. Approximately 155,000 NGVs operate on U.S. roads today. These vehicles are supported by 1,750 fueling stations that are connected by 1.5 million miles of natural gas pipelines. Projections indicate that the transportation sector will consume 1.2 trillion cubic feet of clean burning, domestic natural gas by 2030 and that 50% of the light and heavy duty vehicle markets could be powered by natural gas by 2050.

Action: Support legislation and budgetary action that would:

- Extend tax incentives for alternative fuels, vehicles and infrastructure, including: tax credits that support electric charging, natural gas, propane and biofuels infrastructure; tax credits for sellers of natural gas and propane; tax credits for producers of biodiesel and cellulosic biofuels; special depreciation allowances for cellulosic biofuel plant property; tax credits for conversion to plug-in hybrid vehicles; and tax credits for purchases of alternative fuel vehicles (maintain credit for electric vehicles and reinstate credit for natural gas and propane vehicles);
- Ensure adequate Federal funding for Key Alternative Fuels Programs, including \$50 million for the *DOE Clean Cities program*, with \$25 million in competitive grants for new alternative fuel and vehicle deployment strategies, and \$70 million for the *EPA Clean Diesel Grants program*; and
- Preserve and expand the Renewable Fuels Standard (RFS) to ensure that the Country diversifies the fuels market with clean alternatives that create new jobs and reduce pollution.

F19. Biodiesel Tax Incentives

The current biodiesel tax credit allows a mixture credit available to the blender of the fuel which is supporting the growth of renewable diesel in California and other western states. Legislation was introduced in July 2016 to reform the biodiesel tax credit and extend the new policy for three years, which supports only domestic biodiesel producers. Renewable diesel is a true "drop in" alternative fuel that requires no changes to infrastructure, vehicles fuel systems or the operation and maintenance of vehicles and equipment. Renewable diesel reduces emissions by between 65% and 90% and reduces particulate matter by up to 33% over conventional petroleum based diesel fuels. It meets industry group standards and all of the California Air Resources Board's diesel specification standards.

The current tax credit is allowing the renewable diesel producers to expand their market share and justify the investment in larger scale production facilities in the United States to meet demand. The proposed changes to the tax credit would discourage investment in infrastructure that has a higher cost than biodiesel production facilities.

Action: Support legislation that would extend the current tax credit in its current form for another three years, which would provide regulatory stability that promotes investment in renewable diesel domestic infrastructure production facilities.

F20. Sonoma County Transit Modernization and Enhancements

Urge support for federal assistance that will facilitate continuing efforts to modernize the Sonoma County Transit fleet with clean-energy, low/no emission replacement transit coaches. Since 2006, Sonoma County Transit has been the only Bay Area transit system to operate an all-natural gas powered heavy-duty bus fleet. Federal assistance is also sought to make necessary capacity and energy efficiency improvements to Sonoma County Transit's fixed-route and Americans with Disabilities Act (ADA) paratransit operating facility constructed in 1984.

Action: Support efforts that lead to the provision of needed transit capital assistance for these projects.

F21. Sonoma County Transportation Authority (SCTA) Projects

As a quorum of the Sonoma County Board of Supervisors helps constitute the Sonoma County Transportation Authority, and regional transportation priorities reflect County residents' needs, this Platform recommends working, where feasible, in collaboration with SCTA staff and advocates to seek support for local projects and initiatives.

Action: Support, where feasible, the Sonoma County Transportation Authority (SCTA) Legislative Platform, including the following:

- Monitor any efforts at the federal level to implement funding or financing mechanisms that could impact transportation;
- Engage in administrative deliberations on project delivery and implementation at the federal and state level;
- Advocate for efficiencies in project delivery and cost cutting measures that enable more projects to be built;
- Advocate for legislative or administrative proposals to increase overall funding levels for transportation infrastructure, operations and maintenance in Sonoma County. Options may include: cap-and-trade revenue; Statewide bond; Vehicle miles traveled tax; Fuel tax; Carbon tax; Vehicle registration fee; and Vehicle license fee;
- Advocate for reduction of the voter threshold for special sales tax measures; and
- Oppose efforts to reduce or divert funding from transportation projects, and support efforts to protect and preserve transportation funding.

F22. State Licensed Meat Processing Facilities

Under current federal law, meat from livestock harvested by state licensed facilities cannot be sold. Only meat harvested at a United States Department of Agriculture (USDA) inspected facility can be sold to the public. Throughout California, there are few options for ranchers and they are often forced to drive hours to a USDA facility when a state licensed facility is much closer. A change to these federal laws is needed to support small farmers who currently lack reasonable access to processing facilities, to improve consumer access to locally raised meats, and to help revitalize rural communities. In addition to being able to sell "amenable" species, such as cattle, swine, sheep and goats, producers should be able to sell "non-amenable" species, such as bison, elk and deer. These locally raised, "exotic" meats would present new opportunities for restaurants and markets and provide an additional viable option for local livestock ranchers and ultimately help sustain agriculture and preserve open spaces in Sonoma County.

Action: Support legislation that would remove the Federal ban on the sale of amenable and non-amendable meats from custom meat harvesters and producers within a state and instead make these sales and operations subject to state law.

General Issues

General Issues

Following are the County's general advocacy issues for 2017-2018. General advocacy issues differ from priority advocacy issues in that the County's legislative advocates will primarily support the efforts of others to enact legislation to address these concerns, which are most often shared concerns of multiple counties. General advocacy issues have connections to both State and Federal legislative or funding action. The General Issues are categorized by functional area within the County organization.

Health & Human Services

G1. Health Coverage for All Children and Adult Californians

The Patient Protection and Affordable Care Act (ACA) dramatically reduced the number of uninsured; however, there remain 4 million Californians without insurance. Many of the uninsured work for employers that do not offer insurance, and those who are offered insurance often cannot afford their share of the premium. Young adults, racial and ethnic minorities, and those who are non-citizens are more likely to be uninsured. Lack of insurance has a significant impact on an individual's ability to access health care services. Uninsured adults are more likely to postpone or forego health care altogether, are less able to afford prescription drugs, and less likely to follow through on treatment plans. Reduced access to quality health care results in poor health, preventable hospitalizations, and premature death.

Similar to the efforts that have been made to provide insurance coverage for uninsured children, the County supports the development of a long term solution that will provide health care coverage for all residents of California. Toward that end, the County urges the State and Federal governments to build upon the ACA with the goal of expanding a system of health care coverage and medical care delivery for all children and adults. Expansion should preserve the strengths of the current system, including the unique qualities of county operated systems, such as the County's Healthy Kids program, but also address areas of concern such as correctional health services. Finally, health care reform must include mental health parity provisions that provide coverage for mental health services equal to coverage for medical and surgical benefits and ensure adequate ongoing funding for both expanded and core mental health services.

Action: Support legislative or budgetary efforts that would:

- Provide health insurance for all children and adults regardless of immigration status and a stable source of funding for all residents of California consistent with the *Health Care Reform Principles of Action* adopted by the Board;
- Enable expansion of Medi-Cal to adults over 19 regardless of immigration status; and
- Enhance comprehensive mental health services.

Oppose legislative or budgetary efforts that would repeal or weaken the Affordable Care Act.

G2. Dental Health

Half of all children and one-third of adults in California are now eligible for the State's Medi-Cal and Denti-Cal programs, however the State continues to struggle with providing adequate access to dental care. According to a recent State audit, 56% of enrolled children did not receive any dental care in 2013 and the majority of counties have an insufficient number of Denti-Cal providers. A recent report by the Department of Health Care Services found that since 2008, the number of Denti-Cal providers has declined 15%, while 5 million more Californians have enrolled in the program. Additionally, the State's Little Hoover Commission recently completed a review of the Denti-Cal program and calls it one of State government's "greatest deficiencies" that has

“thoroughly alienated the dental profession with reimbursement rates among the nation’s lowest, an abundance of restrictive rules and reliance on outdated paper-based administrative processes.”

Untreated dental problems result in days missed at school or work and increased susceptibility to other more damaging health problems such as meningitis, lung and heart disease. More than half of pediatric ER visits in one year were for dental problems, with half of those children between 1 and 5 years of age.

Sugar-sweetened beverages (SSBs) are the single largest source of added sugar in the American diet and a primary cause of dental decay – the most common chronic childhood disease, experienced by more than two-thirds of children in California. Soda is the most consumed beverage in the U.S. and 41% of California children 2-17 consumed at least one SSB a day, including 65% of teenagers. The frequency of consumption, along with the combination of high levels of sugar and acid, make these beverages exceptionally damaging to teeth. SSBs are also displacing consumption of milk, the principle source of calcium in the diet, which is critical to the development of healthy teeth.

Evidence-based prevention strategies with the highest return on investment include community water fluoridation, school sealant programs and teeth brushing programs. In California, 63.7% of the population receives fluoridated water, ranking 34th in the U.S., reaching an estimated 24 million residents. That number is steadily increasing: San Jose, once the only large city in the U.S. without this public health benefit, will be fluoridating its municipal system in 2017. The Healthy People Oral Health 2020 goal is to increase the proportion of the U.S. population served by community water systems with optimally fluoridated water to 79.6%.

Action: Support legislation that would:

- Provide local support for efforts to expand dental services to schools and preschools, and to integrate dental health into primary care;
- Expand access to dental health services for low-income Californians;
- Increase Denti-Cal reimbursement levels to encourage qualified dental clinicians to participate in providing care to low-income children and adults;
- Ensure Denti-Cal reimbursement for preventive dental services provided in the primary care setting;
- Ensure funding and enforcement of the school entrance examination requirement (California Education Code 49452.8);
- Develop funding for water fluoridation efforts;
- Expand access to dental health services for low-income Californians; and
- Encourage dental health education program expansion including adequate funding.

G3. Health Disparities and Health Inequities

Health disparities and inequities result from numerous interactions between community environments, social pressures, lifestyle factors and economic conditions. In California, minority populations have a higher incidence of chronic diseases, higher mortality rates and worse health outcomes. In addition, low-income residents, regardless of race, lack access to regular medical care and lack adequate health insurance coverage, if any at all. The Health Services Department has emphasized these programs to reduce these disparities; however, resources, staffing, and community awareness must be increased in order to be effective.

Action: Support legislation and budgetary actions that seek to reduce health disparities and inequities by working to eliminate barriers to good health for Sonoma County and California’s diverse population.

G4. Built Environment and Climate Change

Historically, public health has played a role in community design. Public health professionals are involved in the design of smart growth, transportation, and air pollution reductions. If residents are not able to easily engage in daily physical activity due to unsafe play areas, limited access to recreational facilities and substandard

pedestrian and bicycle infrastructure throughout the State, they can experience higher rates of heart disease, hypertension, asthma, bronchitis, stroke, diabetes, obesity, osteoporosis and depression.

The California Department of Public Health started to address climate change in 2011 by opening a Climate Change Portal that tracks changes in water, air, food quality and quantity, ecosystems, agriculture and economy. Local health departments may be required to devise new strategies that address the changes in the environment and living conditions.

Action: Support legislation and budgetary efforts that would:

- Encourage consideration of public health impacts in the design and planning of healthy communities; and
- Develop climate change mitigation strategies to help protect against potential impacts to human health.

G5. Perinatal Alcohol and Drug Treatment Program

A significant number of Sonoma County women presenting for delivery at local hospitals test positive for alcohol or other drugs. The implication of this rate of toxicity among pregnant women reflects a need for further treatment interventions and a comprehensive systems approach to meet the needs of newborns who may be impacted by the mother's drug use. With the success of the Perinatal Alcohol and Other Drug Action Team's effort to develop universal screening protocols for pregnant women seen by medical providers, and the hiring of the County Perinatal Placement Specialist, referrals to perinatal residential and especially Perinatal Day Treatment programs have increased beyond capacity. Specifically, Drug Abuse Alternative Center's (DAAC) Perinatal Day Treatment Program has operated at its enrolled capacity of 33 women and 20 children for the last three years. Due to a lack of funding, the program has had to maintain a waiting list of 15-20 women (and their children) during this same time period. The Perinatal Day Treatment Program has proven to be extremely successful over the last 20 years.

Action: Support legislation to fund the expansion of the Perinatal Alcohol and Drug Treatment Program.

G6. Reduce Overuse of Nontherapeutic Antibiotics in Livestock

The overuse of antibiotics in livestock production has been proven by the Food and Drug Administration (FDA) to promote the development of antibiotic-resistant bacteria that can pose a risk to human health. The cost of antibiotic-resistant bacteria to human health and the healthcare system as a whole is significant.

In December 2013, the FDA issued voluntary guidance to livestock producers regarding the nontherapeutic use of antibiotics. This guidance is unlikely to reduce the use of antibiotics because of broad exemptions for their use in disease prevention.

Action: Support efforts to restrict the use of medically important antimicrobial drugs in livestock to specific treatment purposes, require a veterinarian prescription for antibiotics, and require the California Department of Food and Agriculture to develop both a program to track antimicrobial use in livestock as well as judicious use regulations.

G7. Service Delivery System and Funding for Individuals with Cognitive Disorders

Individuals with cognitive disorders such as Alzheimer's, HIV, dementia, and traumatic brain injuries often require extensive, costly long-term care and other mental health treatment services. Currently, there is no mental health services delivery system or funding for programs and services to address the needs of individuals with cognitive disorders. As a result, these individuals often end up in mental health crisis centers and inpatient psychiatric hospitals requiring significant mental health realignment dollars to fund needed services.

Action: Support legislation or budget language that identifies new resources to fund services, including long-term care services for individuals with cognitive disorders.

G8. Local Foods Efforts

The need exists to enhance the economic development of local farms and ranches, while coordinating food systems work in the community to increase food access and public health. There is not an adequate and reliable source of funding to support these efforts by County departments, which include the Department of Agriculture, UC Cooperative Extension, Health Services, among other departments.

Initiatives to support local agriculture and healthy communities are components of the County Strategic Plan. These initiatives are in alignment with United State Department of Agriculture’s mission and the funding made available through the Farm Bill, including the areas of: food and nutrition; food safety, including promoting the growing and access to healthy foods; agricultural product marketing and regulatory programs; rural development, including farm worker housing; education, including job training and resources for new farmers and green economy; and protecting natural resources and the environment through sustainable management.

Action:

- Secure Federal funding, through the Farm Bill and other avenues, to support County work to enhance the economic development of local farms and ranches, and coordinate food systems in the community to increase food access and public health.
- Support legislation and proposals that enhance funding and resources to support an effective regulatory program for direct agricultural marketing at both the State and local levels.

G9. Healthy Eating and Physical Activity Act

The Child Care and Development Services Act is enacted for, among other purposes, the purpose of providing a comprehensive, coordinated, and cost-effective system of child care and development services for children from infancy to 13 years of age and their parents, including a full range of supervision, health, and support services. Necessary legislation would establish standards with respect to nutrition and physical activity for early childhood education programs, infant care programs, and after school programs conducted under the Child Care and Development Services Act, and would express legislative intent to encourage all child care providers to implement educational programs for parents that provide physical activity and nutritional information relevant to the health of their children. It would strengthen early childhood education program requirements for physical activity, specify allowable beverages, and limit television time.

Action: Support legislative, regulatory and budgetary efforts at the local, state and national levels to:

- Create new nutritional and physical activity education for caregivers and families, and establish new standards for nutrition and physical activity for early childhood education programs;
- Promote physical education in schools, including sustained funding for physical education and enforcing compliance with state physical education code; and
- Encourage active transportation among students (e.g. walking, biking, or other human-powered methods), including sustained funding for safe routes to school efforts and the inclusion of public health impacts in the design and planning of communities.

G10. Workforce Development: Healthcare Reform and “Green” Jobs

Major legislative efforts have created an opportunity for local governments to support workforce development efforts that will benefit strengthened labor markets. In particular, healthcare reform and “green” technology have created such opportunities. The health care workforce of the future will be highly focused on prevention, care coordination, care process re-engineering, dissemination of best practices, team-based care, community-based care, continuous quality improvement, and the use of data to support new care delivery models. There is a shortage in most local labor markets of individuals to implement these models, even as we are moving toward a health care system based on effective care coordination and prevention.

Similarly, the emerging green economy requires a trained “green” workforce and AB 3018 (Nunez) was passed recognizing that this is a necessity. AB 3018 sets forth a plan to develop a green-trained work force but does not provide program funding, thus becoming an unfunded mandate. The training programs are available and desperately needed, but there is no funding appropriated for the program.

Action:

- Support legislation and local partnerships which would provide the support and training programs needed to meet the workforce demands that come with health care reform. Federal funding can be directed through existing programs, such as in the Department of Labor, and/or programs can be combined with funding in the Prevention and Public Health Fund;
- Advocate for state budget action to fund green-trained work force development;
- Advocate that Proposition 39 funds be utilized appropriately to train the workforce in this field; and
- Support regional efforts to submit applications to the Department of Health Care Services that would attract State funding for workforce development.

G11. Title IV-E Waiver Project

The Title IV-E Waiver Project provides stable and guaranteed federal funding for foster care payments and program administration and provides counties with the flexibility to use funds for upstream interventions and services. The objective of the Title IV-E Waiver is to decrease the reliance on foster care for children and to shorten the length of time children have open child welfare and probation cases. Children and youth are placed in foster care when their safety cannot be maintained in their own homes or when they are ordered into foster care due to acts of delinquency (probation). The IV-E Waiver Project is estimated to increase Federal revenue to Sonoma County by nearly \$11 million over five years, October 2014 – September 2019. The Board approved the County’s participation in the IV-E Waiver Project in September 2014.

The Title IV-E Waiver is a five-year project that provides an alternative way to fund foster care. It will provide a guaranteed federal allocation with an annual increase to Sonoma County and will eliminate the restrictions on how and on whom the funds can be spent as long as funds remain invested in the child welfare and probation systems. Essentially, the IV-E Waiver transforms Federal IV-E revenue into a capped block-grant for Sonoma County to administer its foster care program, assuming responsibility for all benefits and risks thereof.

The Sonoma County allocation was determined based on an average of actual IV-E expenditures during 2008-2012, when Federal revenue was higher, and adds a small growth factor based on the California Necessities Index. While other counties have experienced recent increases in caseload, Sonoma County has observed caseload reductions. Sonoma County caseloads for children under 18 have decreased over the last ten years and are at the lowest level since 2003. The IV-E Waiver locks in a federal allocation that is greater than what is currently received and detaches funding from caseload size. Without the IV-E Waiver, Sonoma County would continue to lose federal revenue due to reducing caseloads.

Action: Support legislative efforts that would:

- Prescribe a federal allocation formula that maintains advantageous funding for Sonoma County;
- Leverage newly available state funding to pay relatives caring for children at a rate commensurate with licensed foster homes;
- Expand relative searches for children to shorten length of time spent in foster care; and
- Engage in multi-system collaboration to serve the needs of and prevent commercial sexual exploitation of children.

G12. Limits of Liability for the Public Guardian

The Conservatorship Act of 2006 changed State law giving the court authority to order the Public Guardian to apply for conservatorship in situations that the court determined necessary. This change in the law increases the

responsibilities of the Public Guardian, and it amounts to an unfunded mandate. In such cases, the county Public Guardian does not have any option but to comply with the Court. Additionally, the County and the Public Guardian are not immune from personal or civil liability arising from conservatorship duties.

Action: Support legislative efforts that would allow the Public Guardian discretion to respond to the court by conducting an investigation into the appropriate case management for the conservatee; limit liability for counties and for the Public Guardian; and provide a Federal and/or State funding stream for public guardian services.

G13. Child Care, Programming, and Licensing

There has been a marked increase in the number of income eligible children/families waiting for a subsidized child care slot to become available in Sonoma County. The County and the Child Care Planning Council of Sonoma County are concerned about protecting funding for the After School Education and Safety Program Act of 2002 (Proposition 49) and 21st Century After-School Programs as these directly impact the quality of life for Sonoma County residents.

There is currently a shortfall of almost 9,700 child care spaces and almost 12,000 child care subsidies across all age groups in Sonoma County. There are significant shortages for infants and school age children. Family child care providers and child development centers continue to face regulatory barriers for expansion or new facilities development.

To help ensure health and safety compliance in local licensed child care programs, it is critical that the Department of Social Services Community Care Licensing (CCL) completes annual visits for inspection. In addition, it is imperative that CCL has staff members that are knowledgeable about child development and care provider engagement. AB 74 (Calderon) speaks to this and was vetoed on September 30, 2015, by Governor Brown who stated "Increasing the frequency of these inspections is a worthy goal, but the cost of this change should be considered in the budget process."

Action: Support legislation and budget action that would:

- Ensure continuity of child care for children and families;
- Preserve, protect and increase funding for subsidized and other government-funded child care;
- Reduce state regulatory barriers and increase opportunities for child care capacity expansion; and
- Ensure that CCL is adequately funded by the State, to provide reliable and meaningful services as well as keeping parents informed about CCL functions and limitations.

G14. Senior Transportation

Improving access to transportation resources for seniors and adults with disabilities has been identified as a high priority in the Sonoma County Area Agency on Aging (AAA) senior needs assessment. The AAA implemented a special initiative on senior transportation. Transportation is critical to seniors' ability to access social and medical services that enable them to remain safely in their homes. Funding is needed to support and expand the current volunteer driver programs implemented by Sonoma County and to establish new ones throughout the County. Because public transit agencies must confront multiple priorities, it is vitally important that separate funding for senior transportation continue and expand. Additional funds could result in local grants for senior transportation alternatives and mobility management.

Action: Support funding and seek appropriations of \$1,000,000 to improve senior transportation services.

G15. Legal Protections for Immigrant Residents and Unaccompanied Immigrant Minors

Approximately 8% of Sonoma County residents are undocumented immigrants. Undocumented immigrants are an important part of our community and the local economy, providing significant labor to the farming, construction, and production industries that are vital to Sonoma County. Studies have found that between 50-

70% of agricultural workers are undocumented. Undocumented immigrants do not have adequate access to information and services to uphold their legal rights. In light of the prospect of changes to immigration laws and enforcement at the federal level, additional legal protections for immigrants and increased resources for the provision of legal services and deportation defense by public defenders and local nonprofit legal service organizations is even more critical.

Undocumented immigrants in our communities also include children and teens that often have fled from crises in their home countries without their parents or other family members. The United States has experienced an unprecedented wave of children traveling alone through Mexico and arriving at our southern border. The number of these children detained by the Department of Homeland Security has increased from an average of 6,500 per year prior to 2011 to 60,000 in 2016. Although mostly teenage boys in 2011, the number of girls, including pregnant and parenting teens, and younger children has steadily increased. Adequate Federal and State funding is needed for shelter, care and legal services to address this growing humanitarian crisis.

Action: Support legislative and budgetary efforts to:

- Enhance legal protections for undocumented immigrants;
- Increase funding for legal services and deportation defense, as in SB 6, which would expand State-funded legal services to undocumented adults, and AB 3, which would make grants available for nonprofits and public defenders offices to competently serve undocumented clients; and
- Address the growing number of unaccompanied children crossing the border, including increasing funds for immigration-related legal services, shelter and care.

Natural Resources

G16. Pesticide Regulatory Activity Funding and Early Pest Detection, Surveillance, and Management Programs

The costs of operating county programs are not being adequately funded in order for counties to provide the level of pesticide enforcement activities expected by the public. Specific public concern and attention is focused on air and water quality, worker safety, and endangered species.

County early pest detection, surveillance, and management programs are critical to Sonoma County, and the entire State, as a means of preventing the introduction and spread of exotic pests. These pests can range from Sudden Oak Death, Light Brown Apple Moth, European Grape Moth, Asian Citrus Psyllid, Diaprepes Root Weevil, and Glassy-Winged Sharpshooter, Marmorated Stink Bug, Spotted Wing Drosophila, to various noxious weeds and Vine Mealybugs. With an 80% reduction of funding to perform these activities, the State and counties have reduced or eliminated these programs, putting the program and entire State at risk. These programs are administered in conjunction with the California Department of Food and Agriculture and USDA.

Action: Support legislative and budget proposals that would:

- Fund a robust level of service at the county level, and obtain broad support for programs and funding for these programs at federal, state and local levels; and
- Provide resources for counties to perform early pest detection, surveillance, and management programs; and obtain broad support for programs and funding for these programs at federal, state, and local levels.

G17. Drought Management in Agriculture and Urban Landscapes

The 2011-2015 drought in California is one of the worst in recent memory and 2014-15 was the driest year on record. In January 2014, Governor Brown declared a state of emergency and many cities have issued mandatory or voluntary conservation orders of between 20-25%. Reducing water usage in the urban landscape is a critical part of meeting the desired conservation levels. Farmers have had to import water, purchase livestock feed, and reduce irrigation or dry-farm in order to stay in business, making farming less profitable.

Proper grazing systems can assist with improving ecosystem services provided on range and forest lands. Sonoma County is comprised of 50% range and forest lands which can contribute to sequestering carbon, capturing water, and other ecosystem services for public benefit.

The University of California Cooperative Extension (UCCE) conducts research and educational programs to help commercial crop and livestock producers in Sonoma County remain economically viable while facing the challenges of drought and climate change. More research needs to be conducted locally to evaluate methods for making the most of local water resources through increased irrigation efficiency; evaluation of drought tolerant crops, cultivars, and rootstocks; measuring production under non-irrigated conditions; and by evaluating cultural practices that help maintain soil moisture. Water conservation programs are also directed toward the urban gardener. UCCE has partnered with the Sonoma County Water Agency and various cities to help urban users reduce their water use. UCCE has also partnered with Agricultural Preservation and Open Space District to develop an evaluation tool to document ecosystem services increased through conservation easements and proper rangeland management. These efforts work to address climate change in Sonoma County and could be implemented in other parts of California.

Action: Seek Federal and State appropriations for continued research and public education through UCCE and other appropriate County departments to address climate change, especially drought mitigation and sound water use, for public and ecological benefits.

G18. Ecosystem Services from Rangelands

Rangelands comprise the largest land mass of any other totalling 40% of the western states and 50% of the land mass in Sonoma County. Rangelands owners and managers are familiar with the economic value that rangelands provide – specifically grazing opportunities for livestock; however, this large land mass can provide so much more, thus the term ecosystem services. Having functioning ecosystem services relies on good soil health. Soil health is an assessment of how well soil performs all of its functions now and how those functions are being preserved for future use. Funding that addresses educational opportunities and research based projects would lead to increased soil health in California grazing lands and build the skillset of resource professionals and land owners/managers to incorporate soil health assessment tools into their management practices.

Promoting improved soil health in grazing lands through regional training sessions will increase awareness of practices that improve soil infiltration rates and water holding capacity to promote sustainable use of water resources. Educational opportunities will inform public, adults and youth, on the importance of managing these lands; and help direct future analysis of the effects of climate variability, drought, and management practices on the productivity of California grazing lands and the increase of ecosystem services. The importance of soil health in developing resilient ecological systems will demonstrate to policy makers and the public the importance of these services in addressing climate change.

Action:

- Seek Federal and State appropriations for continued research and public education through the University of California Cooperative Extension and other appropriate County departments to address climate change, especially increasing soil health on rangelands for public, private and ecological benefits; and
- Advocate for research opportunities that create a direct link to various environmental and agricultural activities that reduced greenhouse gas emissions in order to qualify for cap-and-trade and other funding sources. A study produced would assist with the creation of a framework for an ecosystem service decisions support matrix, which would provide tools for agricultural and rangeland owners to assess economic, social and policy impacts of increased ecosystem services on agricultural and range lands.

G19. Habitat Conservation Plans and Other Efforts Necessary to Comply With the ESA's "Take" Prohibition

The Federal Endangered Species Act (ESA) prohibits "taking" any endangered species without specific authorization. Obtaining this authorization, whether through the ESA Section 7 process for projects with federal funding, a federal permit, or through Section 10 for other projects, typically involves an extensive conservation planning effort. Once "take" authorization is granted, significant financial commitments are required to implement conservation programs. The cost of the comprehensive conservation planning effort can make individual projects financially infeasible. Public funding sources for conservation planning efforts under the ESA are very limited.

Action: Support legislation that would make State and/or Federal funds available for comprehensive conservation planning efforts under the ESA.

G20. North Bay Water Reuse Program

The North Bay Water Reuse Program is a regional cooperative program in the North San Pablo Bay Region that includes as partners the Sonoma County Water Agency, Napa Sanitation District, Sonoma Valley County Sanitation District, the County of Napa, Las Gallinas Valley Sanitary District, North Marin Water District, and Novato Sanitary District. The purpose of the Program is to promote sustainability and environmental enhancement by expanding the use of recycled water. The United States Bureau of Reclamation is the federal partner in this program and has already provided millions of dollars in funding toward 50% of the Feasibility Study for Phase 1.

There is an existing federal authorization for a \$100 million dollar construction program with up to \$25 million federal cost share and the ability to expand into additional phases of another \$100 million dollar construction program. Phase I construction works are already underway with an award of American Recovery and Reinvestment Act funds of \$7.3 million in 2011 for design and construction of multiple projects in Napa, Sonoma, and Marin Counties. Phase II financial feasibility of the program to increase storage and distribution of recycled water beyond Phase 1 projects is currently underway with cost share being provided by the Bureau of Reclamation and the local partners.

Action: Support Water Agency efforts to request additional funding for a Phase II Feasibility Study, including engineering and economic analysis and amendments of existing environmental documents, if project partners determine a desire to enter into this phase pending the results of the scoping analysis.

G21. Pacific Coastal Salmon Recovery Fund

Appropriations of \$80 million per year were approved in fiscal years 2009-2012, and funding for fiscal year 2013 was \$65 million. Funds are allocated among the Pacific states based on applications submitted by the states. California has captured more than \$200 million in federal funding from this program. Recent California funding levels are in the range of \$14 to \$17 million per year. California disburses the funds to local projects through the California Department of Fish and Game Fishery Restoration Grant Program.

Action: Support Water Agency efforts to maintain future years funding and advocate for an equal share allocation among states. Funding for this program, which is restoration oriented, should be kept separate from reparations for losses in fish harvest.

G22. San Pablo Bay Ecosystem Restoration

The Water Resources Development Act (WRDA) 2007 authorized \$40 million for restoration projects in the San Pablo Bay watershed, but no appropriations have been allocated. There is a need for funding allocation in an appropriations bill. Existing authorization and future funding could possibly be utilized to offset costs for storage and wetland restoration for water reuse projects in the San Pablo Bay watershed.

Action: Support Water Agency efforts to obtain federal funding for the San Pablo Bay Ecosystem Restoration effort.

G23. Quagga/Zebra Mussel Statewide Fee and Inspection Program

The quagga and zebra mussels (collectively referred to as Dreissenids) are among the most devastating invasive species to invade North America fresh waters. The mussels create severe ecological and economic impacts because, once established, they can clog water intake and delivery pipes, infest hydropower equipment, adhere to boats and pilings, foul recreational beaches, and damage fisheries. Invasive Quagga mussels are present in several California lakes and represent a threat to water supply and fish hatchery operations at Lakes Sonoma and Mendocino; both lakes are susceptible to a mussel invasion because of the high amount of year round watercraft recreation traffic and the lack of mandatory inspection.

There is no effective eradication method and the cost to remove the mussels from water intake screens and pipes could have substantial costs. Prevention of contamination and spreading of mussels is an effective way to preserve an invasive-free waterway. Proper and thorough inspection is a necessary component in the ongoing effort to eliminate the spread of mussels. Dedicated permanent funding to support permanent staff and programs is necessary to effectively prevent infestation in local water supply facilities. The U.S. Army Corps of Engineers operates and manages the recreational functions of both lakes and their support and cooperation is essential for implementation of programs to prevent mussel infestation. To date, the Corps is not operating any mandatory inspection programs at either lake. The Corps has posted public outreach signs and is relying on voluntary, self-imposed inspections of watercrafts entering the reservoirs.

Action: Support Water Agency efforts to:

- Obtain increased Operations & Maintenance funding for the Corps to develop and implement a mandatory Boat Inspections Program at Lakes Sonoma and Mendocino for Invasive Species Eradication/Control;
- Support specific Energy and Water appropriations bill report language directing the Corps to implement boat inspection programs to prevent mussel infestation in Lake Sonoma and Lake Mendocino; and
- Support state legislation to increase funding levels from the Department of Boating and Waterways and make other improvements to the grant allocation process.

G24. USDA/California County Cooperative Wildlife Services Program

Increased urbanization and suburbanization has led to a reduction and fragmentation of wildlife habitat. At the same time wildlife populations continue to expand because of reduced hunting, changes in animal protection status, and the loss of various control mechanisms. Conflicts between people and wildlife are all too frequent. Funding for United States Department of Agriculture's Wildlife Services (WS) program has traditionally been through a cooperative agreement between the federal, state and county governments. Since 2002, California Agricultural Commissioners have seen increasing costs from the California WS Program passed onto the counties due to limited or no increases to the Program budget. Additionally, WS contracts with California counties have been challenged based on their lack of compliance with the California Environmental Quality Act (CEQA).

Action:

- Support analysis of the current allocation formulas used to distribute available resources to states in the Wildlife Services Program;
- Advocate for the maintenance of the WS budget at least at the FY 2013 level, and to distribute any additional funding according to need;
- Support wildlife management tools and/or methods that have proven effective; and
- Support collaborative efforts to fund and complete CEQA documentation for all Wildlife Services in California.

G25. Integrated Watershed Restoration, Stewardship and Climate Adaptation Program

Funds from the Integrated Watershed Restoration, Stewardship and Climate Adaptation Program will support the development and implementation of a comprehensive acquisition and stewardship plan for Sonoma County watersheds, which will build upon existing efforts and utilize the best available data from the scientific and agency community. A foundational element of this planning process is a fine scale habitat map which will enable targeting of acquisition and habitat restoration projects, resulting in more efficient utilization and higher return on investment of acquisition, restoration, and public access funds in the future.

A second key element of the plan will include the identification and evaluation of new tools and strategies to reduce conflicts among agricultural operations and ecosystem protection, such as new legal and policy tools to retain in-stream flows, expand riparian corridors, and incentivize best management practices. It is expected that this plan will be exportable to other watersheds and provide technology transfer to other groups.

Implementation of this plan will support the protection, restoration, and enhancement of biological diversity and open-space resources of regional importance; preservation of working landscapes; improvements in water quality, habitat, and other coastal resources; and natural resource-based climate mitigation and adaptation. Key partners in this effort would include Resource Conservation Districts, agricultural landowners, non-governmental organizations (NGOs), and watershed groups.

Action: Support Sonoma County Agricultural and Open Space District efforts to obtain funding for the Integrated Watershed Restoration, Stewardship and Climate Adaptation Program.

G26. Documentation and Analysis of the Multiple Benefits of Conservation

The Agricultural and Open Space District creates and maintains a variety of datasets and performs analyses to support the objective, science-based evaluation and prioritization of land protection and stewardship activities. Often, the data collected by the District for land conservation are valuable to other County agencies and partners for other uses. These data include recent countywide acquisition of LIDAR in collaboration with NASA, Sonoma County Water Agency (SCWA), Permit and Resource Management Department (PRMD) and other partners, the development of a Sonoma County Vegetation and Habitat map, mapping of carbon sequestration in natural and agricultural lands, and active participation with PRMD and SCWA and others on data and analyses on sea level rise and climate adaptation issues. The District is actively participating with the Regional Climate Protection Authority to develop a modeling tool called Urban Footprint that will analyze the greenhouse gas emissions implications of different land use scenarios. Another District initiative *Healthy Lands and Healthy Economies* seeks to document the multiple benefits (including economic benefits) of conservation investments. This initiative is evaluating the benefits of keeping land in a working or natural state (“natural capital”) countywide as well as in specific geographies, including urban open space, riparian corridors, coastal and south county agricultural areas, the Sonoma Coast and Sonoma Mountain.

Action: Support Sonoma County Agricultural and Open Space District efforts to obtain funding for the documentation and analysis of the multiple benefits of conservation.

G27. Agricultural & Open Space Center

The Board has supported the Agricultural and Open Space District General Manager’s request to explore an Agricultural & Open Space Center in an underserved area of Santa Rosa. The Center would provide a farm site for the District offices, which would reflect the District’s mission to protect agricultural lands, urban open space and natural resources. Programming – which would be achieved by others via a competitive proposal process – may include Farm to Institution programs, youth training, farmers markets, agricultural business incubators, community gardens, and education regarding the importance of agriculture and natural resource protection in Sonoma County. The Center would be funded by a combination of the following: 1) avoided District lease costs, 2) acquisition funding that is consistent with the District Expenditure Plan focused on agriculture, urban open space and natural resources, and 3) outside agency, foundation and major donor funding. The General Manager

is tasked with bringing a detailed business plan to the Board that will include a budget, schedule, programming and preliminary site criteria.

Action: Support Sonoma County Agricultural and Open Space District efforts to obtain funding for the planning and implementation of the Urban Farm Center.

G28. Regional Parks Funding, Access, and Improvement

Sonoma County's robust financial strategy for growing Regional Parks requires securing grants from a variety of local, regional, state and federal sources. The stabilization of current funding grant sources and creation of new funding opportunities is key to the County's success in dramatically expanding the park and open space system and programs. Sonoma County is continually seeking funding to acquire and create access to priority open space and to also open thousands of acres of lands already purchased by the Agricultural Preservation and Open Space District. Creating public access is a high priority for public health, recreation, quality of life, and economic development in Sonoma County.

State Action:

- Support efforts to provide funding for the rehabilitation, development and capital improvements for local and state park improvements in order to enhance the active and passive recreational infrastructures in the State;
- Support the enactment of policies and encourage State funding opportunities to assist agencies in meeting sustainability objectives including energy and water efficiencies, active transportation enhancements, connectivity and mobility improvements and carbon sequestration through natural landscape management and protection;
- Support legislative and budgetary efforts to increase access opportunities for all Californians to physical activity, proper nutrition and healthy lifestyle options through the promotion of active transportation, complete street implementation, healthy foods, youth programming and maximizing the usage of green space in urban/suburban and rural settings for personal enjoyment;
- Support efforts to provide funding for habitat restoration, stream restoration, wildlife habitat protection, fuels reduction and invasive species management in order to accomplish key stewardship responsibilities in regional parks; and
- Oppose legislation that has a negative impact on the administration of park and recreation services and resource management including the sale of park lands and open space, relaxations of park dedication fee requirements and the imposition of regulatory or statutory requirements that provide no added protections or benefit to California's recreational consumer.

Federal Action:

- Support the reauthorization of the Land and Water Conservation Fund (LWCF) with full and permanent funding and support legislative efforts which would require a minimum of 40% of the annual LWCF appropriations allocated to the State Assistance Program. LWCF expired on September 30, 2015;
- Support legislation to strengthen and expand environmental education in classrooms by providing funds to encourage partnerships between school districts and parks, as well as other community based organizations;
- Support legislation to provide funding to states for the development of comprehensive strategies related to expanding environmental education through the school system and finding other means of getting kids and families more physically active in the outdoors;
- Support legislation that would expand the IRS definition of medical expenditures to include physical activity as preventative medicine;
- Support legislation that would dedicate funding for Active Transportation options, including trails and pedestrian projects primarily through the Transportation Alternatives Program (TAP), and the Recreational Trails Program (RTP);

- Support legislation that would provide local communities with low-cost loans to build networks of sidewalks, bikes lanes and paths, particularly in low income communities.
- Support legislation that would provide federal grants for park and recreation infrastructure in metropolitan areas; and
- Seek funding from the Community Development Block Grants (CDBG). CDBG is administered through the U.S. Department of Housing and Urban Development. These grants support local community development activities aimed at neighborhood revitalization, economic development, and improvement of community facilities, such as parks and recreation. Historically this program has provided up to \$100 million annually for park and recreation infrastructure.

G29. County Climate Action Initiatives

The County of Sonoma is dedicated to combating the impacts of climate change. The County, in coordination with the Sonoma County Transportation Authority, the Sonoma County Water Agency, the Cities in Sonoma County, and non-profits such as the Center for Climate Protection, have established the Regional Climate Protection Authority (RCPA). The RCPA was conceived to strategically address the issues related to climate change regionally and to provide a coherent framework to harness the tools, resources, and energy needed to effectively implement climate change programs, measure success, and make course corrections. This model and the commitment of local municipalities has resulted in multiple program successes as recognized by the award of *Climate Action Champion* from the U.S. Department of Energy. A mechanism to aggregate state and local resources and funding into a performance based framework for the funding of impactful local government efforts is needed (like the Integrated Climate Funding Market / Integrated Community Resource Market concept as proposed to the California Public Utilities Commission and the California Energy Commission).

Action:

- Support legislation that aggregates both state and local resources into an *Integrated Climate Funding Market* model, using a performance-based approach, to expedite implementation, reduce administrative redundancies, optimize return on investment and achieve deeper savings;
- Support legislation and budget actions that support the continuation and expansion of the Sonoma County Regional Climate Protection Authority;
- Support legislation and budget actions that support the delivery of a center service point for the community;
- Support legislation that would improve accountability in allocation of utility public goods funds and ensure that local agencies have a voice in local allocation of these funds;
- Support legislation to develop community-scale greenhouse gas reduction programs that are eligible for an allocation of carbon value from the State's cap-and-trade program or other state or federal funding;
- Prioritize projects that reduce or prohibit development and vehicle miles traveled potential on conservation lands, open space, agriculture and working lands, and important watersheds;
- Promote new and innovative programs and projects that reduce or sequester greenhouse gases, including urban greening and land use planning;
- Advocate that any new State climate action mandates include full cost recovery by counties;
- Support budgetary action to fund local implementation of AB 32 (Nunez), SB 375 (Steinberg), and SB 350 (de León) requirements;
- Support focusing on parks and open space lands, as public natural resources, in the provision of offset credits; and
- Oppose efforts to redirect cap-and-trade revenues to unrelated budget program areas.

Development Services

G30. Electric Vehicle Charging Infrastructure

On March 23, 2012, Governor Brown issued Executive Order B-16-12, which set a target of 1 million Plug-In Electric Vehicles (PEV) on the road by 2020, as well as 1.5 million PEV's on the road by 2025. Current grant funding opportunities for Electric Vehicle Charging Infrastructure have assisted in reducing the overall cost of the charging station hardware but have not been sufficient to meet the rate of growth required by the Governor's Executive Order B-16-12.

Funding is needed for the build out of public facility workplace charging infrastructure to finance the planning, installation, maintenance, and upgrade phases of the network lifecycle. Sonoma County's experience with the installation of the supporting infrastructure for charging stations has shown an average cost of over \$18,000 per station, which does not include the cost of the charging station hardware itself. We are estimating an average cost per station for infrastructure alone of between \$21,000 and \$23,000 per dual port charging station to meet the most recent revisions to the California Building Code.

Workplace charging infrastructure will enable local government to remain competitive in the employment market, and provide energy storage potential in the event of a long emergency, public facility demand management capability, and utility resources for grid stability and energy load management, accelerating the shift from fossil fuel to zero emission commuting. Sonoma County faces an additional hurdle related to increasing electric vehicle charging infrastructure. 40% of Sonoma County residents rent and building turnover and new construction rates are less than 2% each year, which results in extremely slow conversion to charge-ready residences. Workplace charging infrastructure would provide access to the many employees without home charging access.

Action: Support legislation that would:

- Support the build out of public facility workplace charging infrastructure and increase per charging station grant funding levels;
- Integrate public facility workplace charging infrastructure into emergency preparedness planning;
- Promote new and innovative programs and projects that integrate public facility workplace charging infrastructure into grid stability and energy load management planning;
- Support workplace charging incentives for public employees as a mechanism for local compliance with employee commute program requirements;
- Fund public facility workplace charging infrastructure; and
- Direct cap-and-trade revenues to the build out of public facility workplace charging infrastructure.

G31. Transitioning Disadvantaged Communities to Alternative Fuel Technologies

Current grant funding available through Air Districts in California assists in reducing transportation related emissions in communities that meet the definition of a Disadvantaged Community. These communities are geographically defined by zip codes and receive a higher amount of funding than a community that is not within a designated zip code. Most of the funds available are to support alternative fuel technologies that reduce emissions such as plug-in hybrid electric, all electric, and hydrogen fuel cell vehicles. The additional amount of grant funding available for these communities fiscally justifies the transition to alternative fuel technologies over conventionally powered vehicles through a smaller vehicle procurement cost differential.

There are communities outside these areas that could transition if offered grant funding at the higher amounts that Disadvantaged Communities receive. The availability of the higher level of grant funding could also help prevent areas from becoming a designated Disadvantaged Community.

Action: Support legislation that would amend the definition of Disadvantaged Communities within the current grant program and support other legislative and regulatory efforts to increase grant funding to enable more communities to transition to alternative fuel technologies.

G32. Tax Incentives for Alternative Fuel Vehicles, Government Fleets and Infrastructure

Currently, the only way for a government fleet to take advantage of State and Federal tax incentives for alternative fuel vehicles is through a seller claiming the credit and then passing on a portion or all of the credit through a lower purchase price. There are a limited number of vehicle sellers that are willing or able to take advantage of this allowed process and pass on the credit savings to government fleets, especially in the case of larger quantity purchases. A simpler process and application of these incentives would help increase the number of government fleet vehicles being replaced with alternative fuel vehicles through a lower procurement cost.

Over the last five years, Congress has retroactively approved tax incentives for alternative fuels, vehicles, and infrastructure after they had already expired during the previous calendar year. The retroactive extensions create confusion and a lack of predictability for government and private transportation fleets to plan for and invest in alternative fuel technology and the infrastructure to support vehicles and equipment that utilize these technologies. Fleet purchases are based on a Total Cost of Ownership (TCO) that are calculated based on a utilization timeframe of between three and up to fifteen years into the future.

Stability and predictability are needed in federal policies to allow for efficient long-term planning and investment. A period of stable policies and incentives will result in permanent changes to the transportation market, making government support ultimately unnecessary. Without certainty on these incentives, the industry will decrease investments, resulting in job losses and higher fuel costs for consumers.

Action: Support legislative efforts to enable government fleets to benefit from State and Federal tax incentives for alternative fuel vehicles.

Justice Services

G33. Gun and Replica Weapon Regulation

Sonoma County has long supported the view that preventing gun and community violence is critical to its goal of achieving a thriving and healthy community. Related to this, the use of lethal force against persons carrying replica weapons, such as copycat BB guns, is a significant threat to public safety and health. Often marketed as looking “just like the real thing,” these replica weapons can easily be used in crimes as tools of intimidation as well as be a significant contributing factor in officer-involved shootings.

On September 30, 2014, Governor Jerry Brown signed SB 199 (de León), which requires all airsoft guns to have brightly colored or transparent markings. The bill allows officers to more easily identify airsoft guns as imitation firearms instead of real guns in an effort to prevent officer-involved shootings based on a perceived safety threat.

Action: Support the expansion of sensible gun safety legislation, as well as additional legislation that will help prevent replica weapon tragedies, and other legislative efforts that will help prevent replica weapons triggering violence or being used to perpetrate violence.

Administrative Support & Fiscal Services

G34. Libraries Funding

Libraries are essential resources for all communities. The Sonoma County Library relies on property taxes and donations to fund services for all county residents. Services include, but are not limited to, maintaining, updating and expanding the size and quality of collections, acquiring and updating technology for public and staff use, operating an adult literacy program, and training volunteers to tutor individuals who lack basic reading ability.

Rising costs and reduced funding to the library system have caused a reduction in library services including shortened hours of operation at all branches. Despite improved property tax revenue estimates, current projections show that expenditures will continue to increase faster than available revenues for the future, which will likely result in further reductions to services. These projections do not include provision for existing backlogs of maintenance needs nor do they include provision for increasing hours of operation at any branches.

Action: Support legislative and budgetary efforts to provide resources for library services, including restoration of California Library Services Act funding.

G35. Elections Code

Currently, there is inconsistency in the laws that govern how elections officials manage election services for central committees. The Elections Code contains several detailed chapters governing the size, membership, and other attributes of Republican, Democratic, and other “central committees”. (See Elec. Code §§ 7200 *et seq.*, 7400 *et seq.*, 7650 *et seq.*, and 7700 *et seq.*) Further, Article II, section 5(c) of the California Constitution mandates that the Legislature “*shall provide for partisan elections for presidential candidates, and political party and party central committees*” without clarifying what is encompassed by the term “provide for”. For decades counties have interpreted these authorities to mean that the counties have the responsibility to conduct membership elections for central committees as part of their larger ballots, free of charge. Current case law, however, has indicated that political parties are actually private organizations. The California Supreme Court has held that taxpayer funds may not be used for activities that do not have a public benefit, which could include elections services for private organizations. Additionally, more recent Elections Code provisions offer several options for selecting central committee members, aside from the public ballot process. As a result, many jurisdictions would like to bill central committees that choose to use the larger ballot for the associated costs, just as cities, schools and special districts are billed.

Action: Support legislation that would add provisions to the applicable Divisions of the Elections Code to expressly authorize counties to bill the central committees for elections services.