

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

**TUESDAY**

**OCTOBER 28, 2014**

**8:30 A.M.**

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(The regular afternoon session commences at 1:00 p.m.)

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

**PLEASE NOTE: PUBLIC COMMENTS WILL BE HEARD AT 1:00 P.M.**

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

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

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

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

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

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

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

***APPROVAL OF THE CONSENT CALENDAR***

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

***PUBLIC COMMENT***

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

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

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF THE AGENDA**

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

**II. BOARD MEMBER ANNOUNCEMENTS**

**III. CONSENT CALENDAR**

(Items 1 through 8)

**PRESENTATIONS/GOLD RESOLUTIONS**

(Items 1 through 5)

**PRESENTATIONS AT THE BOARD MEETING**

1. Adopt a Gold Resolution congratulating the Sonoma County CSA #40 Lakeville Volunteer Fire Department for their First Place award in the “Swift Water” Maritime/Water Rescue Class competition during the Urban Shield 2014 Exercise.  
(Second District & Fire and Emergency Services Department)
2. Adopt a Gold Resolution congratulating Molsberry’s Market on their 55<sup>th</sup> Anniversary.
3. Adopt five Gold Resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2014.

**PRESENTATIONS AT A DIFFERENT DATE**

4. Adopt a Gold Resolution celebrating the 60th Anniversary of Catholic Charities, Diocese of Santa Rosa. (Third District)
5. Adopt a Gold Resolution recognizing Lucie Demoret Collingwood Jensen on her 100<sup>th</sup> birthday celebration. (Fourth District)

**COUNTY ADMINISTRATOR**

6. Approve the Fiscal Year 2014-15 Advertising Program grant award and authorize the County Administrator to execute a contract with Independent Filmmaker Project for “The S Word” documentary film project, \$10,000.

CONSENT CALENDAR (Continued)

**HUMAN RESOURCES**

**AND**

**SONOMA COUNTY WATER AGENCY**

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

**AND**

**AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT**

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

**AND**

**COMMUNITY DEVELOPMENT COMMISSION**

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

**AND**

**NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT**

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

7. Authorize the Director of Human Resources to execute amendments to various agreements with occupational safety, industrial hygiene, ergonomic and environmental safety consultants, adjusting contract maximums, for the remainder of the term through December 1, 2015.

**MISCELLANEOUS**

8. Approve the Minutes of the Meeting of September 23, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Sonoma County Water Agency, and Board of Supervisors; and Approve the Minutes of the Meeting of September 23, 2014 for the Sonoma Valley County Sanitation District.

**IV. REGULAR CALENDAR**

(Items 9 through 14)

**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

9. Review the proposed Comprehensive Planning Work Plan and provide direction to staff for program implementation in Fiscal Years 2015-16 and 2016-17.

**TRANSPORTATION AND PUBLIC WORKS**

10. Adopt the final Long Term Road Plan.

**COUNTY ADMINISTRATOR**

11. Review and provide direction to staff on the Public Education Effort for the Long Term Road Plan.

12. **10:00 A.M.** Consideration of Transactions and Use Tax Ordinance –
- (A) Conduct a Public Hearing to consider an ordinance imposing a general countywide transaction and use tax (sales tax) in Sonoma County. The ordinance, if adopted, will be placed on the ballot at the June 2, 2015 election, and will become effective if it is approved by a majority of the voters voting on the measure.
  - (B) Adopt a Resolution introducing, reading the title of and waiving further reading of a proposed ordinance imposing a transactions and use tax for general purposes.
  - (C) Adopt a Resolution rescinding Resolution No. 14-0326, which placed ordinance 6084 on the March 4, 2015 ballot.
  - (D) Adopt a Resolution rescinding Resolution No. 14-0327, which placed an advisory measure on the March 4, 2015 ballot.

**GENERAL SERVICES**

13. Conduct a Public Hearing and Adopt an Ordinance of the County of Sonoma amending Article XVII of Chapter 2 of the County Code to re-authorize and expand delegation of authority for Department Heads to execute certain leases and licenses valued at less than \$10,000/month and for a term up to 10 years. Such leases are excluded from bidding requirements and may convey interest to other public agencies for up to one year. This ordinance shall be effective for a period not-to-exceed five years. (4/5 vote required) (Second Reading – Ready for Adoption)
14. **11:00 A.M.** Presentation of five Gold Resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2014.

**PLEASE NOTE: THE BOARD WILL BREAK AFTER THIS ITEM  
TO JOIN THE JEFFERSON AWARDS RECEPTION.**

**V. REGULAR AFTERNOON CALENDAR**

(Items 15 through 16)

15. Permit and Resource Management Department: Review and possible action on the following:
- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
  - b) Acts and Determinations of Project Review and Advisory Committee
  - c) Acts and Determinations of Design Review Committee
  - d) Acts and Determinations of Landmarks Commission
  - e) Administrative Determinations of the Director of Permit and Resource Management
16. **1:00 P.M. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA**  
(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

**VI. CLOSED SESSION CALENDAR**

(Items 17 through 18)

17. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Friends of Lafferty Park, et al, v. Pickachu II, LLC, et al., Sonoma County Superior Court Case No. SCV-253148.
18. The Board of Supervisors will consider the following in closed session: Public Employee Appointment Interviews for Department of Child Support Services Director. (Gov't. Code Section 54957(b)(1)).

**RECONVENE FROM CLOSED SESSION**

19. Report on Closed Session.

20. **ADJOURNMENTS**

**NOTE: The next regular meeting will be held on November 4, 2014 commencing at 8:30 a.m. with Public Comments heard at 11 a.m.**

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

1. December 2<sup>nd</sup> (PM) - General Plan Amendment/Zone Change, ZCE13-0003.



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Supervisor David Rabbitt, 707/565-2241

**Supervisorial District(s):**

Second District

**Title:** Gold Resolution

### **Recommended Actions:**

Adopt a gold resolution congratulating the Sonoma County CSA #40 Lakeville Volunteer Fire Department for their First Place award in the "Swift Water" Maritime/Water Rescue class competition during the Urban Shield 2014 Exercise.

### **Executive Summary:**

The Urban Shield was started in 2007, as a 48-hour, full-scale regional preparedness exercise assessing the overall Bay Area Urban Areas Security Initiative (UASI) Region's response capabilities related to multi-discipline planning, policies, procedures, organization, equipment and training. It incorporates guiding principles from the National Response Framework (NRF) to assist tactical team as well as first responders, to prepare for and be able to provide a unified response to disasters and major emergencies. The 2014 event was held September 4<sup>th</sup> - September 8<sup>th</sup> in Alameda County, California.

The Sonoma County CSA#40 Lakeville Volunteer Fire Department (Lakeville VFD) attended with four department members and participated in the "Swift Water" Maritime/Water Rescue class competition which included five time-based scenarios each lasting approximately 2 hours each with the goal of all boats being off the water before sunset. The exercise covered all aspects of water rescue including a 75 person simulated plane crash and a seven part evaluation of water rescue techniques including: water rescue, fire suppression, medical assistance, towing, navigation, and hazardous materials. This was the first year the Lakeville VFD participated in the Urban Shield Exercise.

Lakeville VFD competed against 9 other regional fire agencies, winning the First Place award in the "Swift Water" Maritime Water Rescue competition, scoring 748 out of a possible 800.

Other participating agencies included (in order of finish after Lakeville VFD):

1. Alameda County Fire Department
2. South San Francisco Fire Department
3. San Francisco Fire Department

4. Oakland Fire Department
5. Southern Marin Fire District
6. Fremont Fire Department
7. Alameda City Fire Department
8. Menlo Park Fire Department
9. Redwood City Fire Department

**Prior Board Actions:**

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

**Fiscal Summary - FY 14-15**

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

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

**Staffing Impacts**

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:**

None



# County of Sonoma

## State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Gold Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Congratulating The Sonoma County CSA#40 Lakeville Volunteer Fire Department For Their First Place Award In The 'Swift Water' Maritime/Water Rescue Class Competition During The Urban Shield 2014 Exercise. (Second District)**

**Whereas,** The Urban Shield is an annual full-scale regional preparedness exercise started in 2007 that assesses the overall Bay Area Urban Areas Security Initiative (UASI) Region's response capabilities related to multi-discipline planning, policies, procedures, organization, equipment and training; and,

**Whereas,** The County of Sonoma – CSA#40 Lakeville Volunteer Fire Department participated with four department members in the 'Swift Water' Maritime/Water Rescue class competition during the Urban Shield 2014 Exercise that covered all aspects of water rescue including a 75 person simulated plane crash and a seven part evaluation of water rescue techniques including: water rescue, fire suppression, medical assistance, towing, navigation, and hazardous materials; and,

**Whereas,** The Lakeville Volunteer Fire Department competed against nine other regional fire agencies, including: Alameda County Fire Department; South San Francisco Fire Department; San Francisco Fire Department; Oakland Fire Department; Southern Marin Fire District; Fremont Fire Department; Alameda City Fire Department; Menlo Park Fire Department; and the Redwood City Fire Department; and,

**Whereas,** This was the first year the Lakeville Volunteer Fire Department has participated in the Urban Shield Exercise; and,

**Whereas,** The Lakeville Volunteer Fire Department won First Place in the 'Swift Water' Maritime/Water Rescue exercise at Urban Shield 2014 Exercise, scoring 748 out of a possible 800.

Resolution #

Date:

Page 2

**Now, Therefore, Be It Resolved** that the Sonoma County Board of Supervisors congratulates Sonoma County CSA#40 Lakeville Volunteer Fire Department members on their First Place win in the 'Swift Water' exercise at the Urban Shield 2014 Exercise.

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Supervisor Mike McGuire, 565-3758

**Supervisorial District(s):**

Fourth District

**Title:** Gold Resolution

**Recommended Actions:**

Adopting a Gold Resolution congratulating Molsberry's Market on their 55<sup>th</sup> Anniversary.

**Executive Summary:**

None

**Prior Board Actions:**

None

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

**Fiscal Summary - FY 14-15**

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

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



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution of the Board of Supervisors of the County of Sonoma, State of California, Adopting  
a Resolution Congratulating Molsberry's Market on their 55<sup>th</sup> Anniversary.**

**Whereas**, on Friday June 13 and Saturday June 14, 2014 Molsberry's Market celebrated their 55<sup>th</sup> Anniversary of serving the Sonoma County community; and

**Whereas**, Molsberry's Market was started in 1959 by Milt and Tress Molsberry and after 55 years, they are proudly on their third generation of ownership proudly serving Sonoma County and the Larkfield and Mark West communities; and

**Whereas**, Molsberry's Market is an inviting family owned grocery store with a charming local atmosphere located in the wonderful Larkfield community on Old Redwood Highway; and

**Whereas**, when Molsberry's Market was opened Milt and Tress had built the store far outside of town in a walnut orchard and the Larkfield area grew around the store; and

**Whereas**, Molsberry's Market has thrived after a pair of expansions, employs over 70 people and serves nearly 10,000 customers a week; and

**Whereas**, Molsberry's Market has a full line of regular, local, natural and organic foods, including a beautiful selection of gourmet cheeses and a large array of wines; and

**Whereas**, Molsberry's Market will accommodate your every need including their famous BBQ, fresh seafood, homemade sausages, and their ever popular deli sandwiches; and

**Whereas**, now Molsberry's Market is run by Milt and Tress' grandchildren Brian, Dean, Joe and Tina who, along with the entire Molsberry Family, put their hearts into serving the people of Sonoma County; and

**Now, Therefore, Be It Resolved**, that the Board of Supervisors hereby congratulates Molsberry's Market on their 55<sup>th</sup> anniversary, and acknowledges the outstanding contributions to the community and people of Sonoma County.

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Sylvia Lemus, 565-1702

**Supervisorial District(s):**

All.

**Title:** 2014 Jefferson Awards for Public Service

### **Recommended Actions:**

Adopt five gold resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2014.

### **Executive Summary:**

The Jefferson Awards is a nationally recognized program designed to highlight public service in America, with awards at the national, regional, and local levels. The program began as a part of the American Institute for Public Service in 1972 and was established by Jacqueline Kennedy Onassis, U.S. Senator Robert Taft, Jr., and Sam Beard, a staffer to Bobby Kennedy. The program's mission is "to recognize, inspire and activate volunteerism and public service in communities, workplaces and schools across America."

At the national level, this prestigious award has been given to many well-known figures over the years such as Dr. Henry A. Kissinger, Cesar Chavez, John Glenn, Paul Newman, Oprah Winfrey, Rosalynn Carter, and Barbara Bush. The national board of selectors is comprised of leaders in government, the arts, education, entertainment, sports and business; current members include Senators Harry Reid and Mitch McConnell, Laura Bush, Ronnie Lott, Michael Douglas, and others. Out of a desire for national commitment to civic engagement, with corporate sponsorship and regional media partners, the award program continues to spread into local communities.

At the regional level, media partners, such as KPIX-CBS 5 and KCBS-AM, have been promoting the Jefferson Awards throughout the Bay Area. Several counties and cities, along with many nonprofits, participate by holding their own local program and then submitting nominees to the regional and national competition.

On October 24, 2006, your Board endorsed bringing the Jefferson Awards to Sonoma County. While there are many local award programs that serve to honor volunteerism, this Board decided to focus our award on "Excellence in Community Leadership and Civic Engagement." Nominations are solicited in one

of three categories, with the following criteria:

1. **Individual Actions** – demonstrating leadership and/or innovation in dealing with a community issue or need in Sonoma County; having a measurable impact on community need; and having a wide-ranging impact.
2. **Non-profits** – demonstrating positive impact on community need; promoting volunteer involvement; and demonstrating leadership and innovation with high degree of customer satisfaction or impact on community need.
3. **Boards/Commissions/Advisory Councils** – demonstrating leadership in addressing a community issue or need; going above and beyond expectations of the role of a board/commission/member; and developing innovative solution(s) in addressing community need.

Our community is fortunate to be supported by a diverse range of services from the many individuals, non-profits, and boards/commissions/advisory councils in Sonoma County. In 2014, we received a total of 16 nominations for consideration of the Jefferson Awards.

A selection committee comprised of a diverse group of community and County leaders reviewed all nominations against the categories and criteria listed above. The selection committee narrowed down the nominations to eight finalists, from which your Board selected the following five 2014 Sonoma County Jefferson Award recipients:

1. **Fire Chief Steve Baxman** – for his more than 40 years of volunteerism that goes beyond the missions of the organizations he serves. He is currently the Fire Chief at the Monte Rio Fire Protection District, and also serves as the Chair of the Board of Directors of the Monte Rio Parks and Recreation District and as the Operations Chief of the Guerneville Fire Protection District.
2. **Catholic Charities of Santa Rosa** – for providing a safety net for our community’s most vulnerable residents in the form of programs for seniors, the homeless or those at risk of becoming homeless, the poor in rural areas, individuals with dementia, legal immigrants and refugees, and more.
3. **Matt Martin** – for his leadership and innovation in dealing with the issue of homelessness in our community, especially as it relates to homeless youth. As the Executive Director of Social Advocates for Youth, he has devoted himself to keeping the issue of youth homelessness at the forefront of our conversations, and was the primary driver for the 52,000 square foot ‘Dream Center’ campus for homeless and former foster youth.
4. **Dr. Jack Sherman** – for his commitment to developing dental programs to meet the needs of at-risk children and youth in care at the Valley of the Moon Children’s Center (VMCC) and the Sonoma County Juvenile Hall. Dr. Sherman’s role has transitioned from the role of consultant into the VMCC Dental Director, where he provides services that as a volunteer dentist goes over and above.
5. **Verity** – for continuing to provide, since 1974, services and programs to victims of sexual assault, rape, and sexual violence, as well as to their families and support systems. They have been trailblazers in their efforts to support those who are victimized by sexual violence, military sexual assault, and human trafficking/sexual slavery.

These winners were selected as those who best demonstrate the characteristics and spirit of the Jefferson Awards for 2014.

**Prior Board Actions:**

October 24, 2006: Board endorsed the launch of the ideal Jefferson Awards program for Sonoma County. The Board of Supervisors has recognized five winners of the Jefferson Awards for Public Service for each year since 2007.

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

The Jefferson Awards for Public Service in Sonoma County has been developed to highlight the strength of our community and promote civic engagement in solving community problems. The awards program seeks nominations from throughout the community to honor individuals, non-profits, boards and/or commissions whose actions result in a positive impact in the local community.

**Fiscal Summary - FY 14-15**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 5720		\$ 5720
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 5720</b>	<b>Total Sources</b>	<b>\$ 5720</b>

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

The Volunteer program's recommended FY 14-15 budget is \$5,720. This budget covers all volunteer programs and events, including the annual volunteer recognition reception and the Jefferson Awards program reception.

**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:**

Copy for five gold resolutions.

<b>Related Items "On File" with the Clerk of the Board:</b>
None.



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Fire Chief Steve Baxman For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** Fire Chief Steve Baxman is being recognized for his over 40 year commitment to volunteering in the West County, including the Monte Rio Fire Protection District, the Monte Rio Parks and Recreation District, and the Guerneville Fire Protection District; and

**Whereas,** Steve has been a role model in the West County community, encouraging others to reach out to one another, lend a helping hand, and to value community events; and

**Whereas,** Steve’s leadership impacts those around him; he can be counted upon to “roll up his sleeves” and work alongside his team, helping to keep morale up, even in difficult times; and

**Whereas,** Steve is the epitome of a community leader and has been known to school children as “Bax-MAN”, the Russian Rivers Sisters have honored him as “Saint Rescue Me”, and KZST honored him as a “Home Town Hero;” and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Fire Chief Steve Baxman for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

---

Date: October 28, 2014

Item Number: \_\_\_\_\_

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

---



4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Catholic Charities of Santa Rosa For  
Excellence In Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** since 1954, Catholic Charities of Santa Rosa has been providing counseling services and has evolved to include initiatives and programs such as the Refugee and Immigration Resettlement, Senior Residence, Rural Food Project, Brain-impaired Adult Resource Center, Foster Care, Homeless Services Center, Social Justice Program, Coach 2 Career, and Nightingale medical respite shelter, among many others; and

**Whereas,** Catholic Charities of Santa Rosa, under the leadership of Jennielynn Holmes, has undoubtedly saved and improved thousands of lives across Sonoma County through the many programs and services that benefit the most vulnerable residents in our community; and

**Whereas,** in 2013 Catholic Charities of Santa Rosa implemented, in partnership with the County, the Safe Parking Program, where Catholic Charities was instrumental in holding forums and building stakeholder consensus, resulting in the launch of a successful program that received statewide and national attention; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Catholic Charities of Santa Rosa for their “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



# County of Sonoma

## State of California

---

Date: October 28, 2014

Item Number: \_\_\_\_\_

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

---



4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Matt Martin For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** Matt Martin, the Executive Director of Social Advocates for Youth (SAY), is being recognized for his leadership and innovation in dealing with the issue of homelessness in our community, especially the urgent need of addressing youth homelessness; and

**Whereas,** Matt has spearheaded SAY’s crucial services of housing, counseling and jobs for youth, devoting himself to making youth homelessness a ‘hot topic’ in Sonoma County, resulting in the innovative plan and creation of the “Dream Center” campus for homeless and former foster youth; and

**Whereas,** in addition to his level of engagement activities in pursuit of the “Dream Center, Matt has also served as a member of: Sonoma County Workforce Investment Board, including the Youth Council, the City of Santa Rosa’s Mayor’s Gang Prevention Task Force Policy Team, the Sonoma County Homeless Youth Task Force, and the Youth Network; and

**Whereas,** Matt gives back in many ways, whether meeting with stakeholders or a young person benefitting from SAY’s program, he provides leadership, friendship, and solutions; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Matt Martin for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

---

Date: October 28, 2014

Item Number: \_\_\_\_\_

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

---



4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Dr. Jack Sherman For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** in 2010, Dr. Jack Sherman sold his dental practice of over 37 years and pursued an opportunity to use his expertise to be of public service; and

**Whereas,** Dr. Jack, as named by the children, learned that the Valley of the Moon Children’s Center desired an on-site dental program, and he volunteered his time to not only develop the concept and logistics, but also became the Center’s Dental Director; and

**Whereas,** Dr. Jack provides leadership and advocacy to ensure the children’s dental needs are met in a way that reduces anxiety and focuses on oral health, at times accessing his dental community network to obtain treatments or implements not available at the Center’s dental facility; and

**Whereas,** his commitment to developing rapport with the children leads him to eat lunch with them to nurture opportunities to build trust and comfort when addressing their dental needs; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Dr. Jack Sherman for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

---



4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Verity For Excellence In Community  
Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate "Excellence in Community Leadership and Civic Engagement;" and

**Whereas,** since 1974, Verity has continued to provide services and programs to victims of sexual assault, rape, and sexual violence, as well as to their families and support systems, all while depending on its many dedicated and tireless staff and volunteers who serve as Board and Advisory Board members, crisis and counseling volunteers; and

**Whereas,** Verity created a collaborative effort with a distinct and lasting impact on the residents of Sonoma County to change the ways in which sexual assault and sexual violence are perceived, thereby creating a way for victims to reclaim their lives and for the community to join forces against these acts; and

**Whereas,** Verity has worked with local law enforcement, the medical community, and many partners including the Family Justice Center of Sonoma County, to focus on the needs of the victim; and

**Whereas,** Verity continues to be a trailblazer in this county, bringing a difficult subject to light and providing a safe haven for the many victims who seek shelter and support; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Verity for their "Excellence in Community Leadership and Civic Engagement."

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Supervisor Shirlee Zane  
(707) 565-2241

**Supervisorial District(s):**

Third District

**Title:** Gold Resolution

**Recommended Actions:**

Gold Resolution Celebrating the 60th Anniversary of Catholic Charities, Diocese of Santa Rosa

**Executive Summary:**

**Prior Board Actions:**

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

**Fiscal Summary - FY 14-15**

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

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

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**Staffing Impacts**

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

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

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**Attachments:**

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

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# County of Sonoma

## State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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### **Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Celebrating The 60th Anniversary Of Catholic Charities, Diocese of Santa Rosa**

**Whereas**, Catholic Charities, Diocese of Santa Rosa, established in 1954, provides service and advocacy to over 15,000 people every year and develops its programs in direct response to the changing needs of the community; and

**Whereas**, Catholic Charities evolved from a simple provider of affordable counseling services in a single location to its current status as one of the largest human service agencies in Sonoma County and a key provider of social services in Napa, Humboldt and Lake Counties; and

**Whereas**, the agency addresses critical needs in our local communities in order to care for seniors, counsel immigrants and challenge poverty to address the needs of the most vulnerable members of society regardless of religion, race, creed, age, ethnicity, gender, disability status or sexual orientation; and

**Whereas**, Catholic Charities assists refugees and immigrants in resettling and beginning a new life, and the agency's immigration, citizenship and resettlement services lead to family reunification, work authorization, permanent residency, U-Visas and U.S. citizenship for about 2500 people each year; and

**Whereas**, in the late 1980s Catholic Charities' food delivery program addressed an increasing trend of hunger among families and seniors living on fixed incomes and now delivers over 35,000 pounds of emergency food each month to 2500 needy people; and

**Whereas**, economic instability and the "graying of America" mean more people lack resources and support as they enter their senior years, Catholic Charities began addressing this community need in 1981 when it launched its largely volunteer-staffed Alzheimer's Respite day program; and

**Whereas**, the close of mental health institutions in the 1970s, skyrocketing housing costs beginning in the 1980s, and economic instability resulted in rapid growth in homelessness among families with young children and the intensity of problems faced by homeless adults, including mental illness, long-term unemployment and chemical addiction; and

**Whereas**, the agency opened its first shelter in 1989, expanded its total shelter bed capacity by almost 300% since then, and now serves over 5,000 homeless children and adults each year as the largest homeless service provider between the Golden Gate Bridge and Oregon Border; and

Resolution #

Date:

Page 2

**Whereas**, the agency provides up to 600 people daily with nutritious food, shelter and complementary services of education, case management and housing counseling, as well as assistance with employment and family support including parenting education and children's services such as counseling and academic tutoring; and

**Whereas**, the day services drop-in center supports people who are homeless with showers, lockers, telephone messaging, referrals to area services, shelters and specialized supportive housing for the most vulnerable segments of the homeless population; and

**Whereas**, the agency also helps with employment-readiness preparation, housing voucher assistance, permanent housing placement, credit counseling, and referrals to support active recovery from drug and alcohol addiction.

**Now, Therefore, Be It Resolved** that the Sonoma County Board of Supervisors hereby honors Catholic Charities, Diocese of Santa Rosa on the occasion of its 60th anniversary, and expresses their gratitude for the work of this important community resource.

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
Agenda Item  
Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Supervisor Mike McGuire, 565-3758

**Supervisorial District(s):**

Fourth District

**Title:** Gold Resolution

**Recommended Actions:**

Adopting a Gold Resolution Recognizing Lucie Demoret Collingwood Jensen on Her 100<sup>th</sup> Birthday Celebration

**Executive Summary:**

None

**Prior Board Actions:**

None

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

**Fiscal Summary - FY 14-15**

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

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



# County of Sonoma

## State of California

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Date: October 28, 2014

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

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4/5 Vote Required

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**Resolution of The Board of Supervisors of The County of Sonoma, State of California, Adopt a Resolution Hereby Honoring and Celebrating Lucie Demoret Collingwood Jensen for Her Generosity and Commitment to Her Family, Friends and County Throughout Her Lifetime, Recognizing Her 100<sup>th</sup> Birthday Celebration.**

**WHEREAS**, on October 18<sup>th</sup>, 2014 Lucie “Mimi” Jensen’s 100 Birthday was celebrated and honored. As a beloved, wife, mother, grandmother, friend and journalist, she is known throughout Sonoma County for her generous spirit, her quest for knowledge and learning, her love of politics and her service to our County and community; and

**WHEREAS**, Lucie was born on October 16, 1914 in Kansas where she lived until 1930, when at the age of 16 she went away to Stephens College in Columbia, Missouri , graduating within 2 years; and

**WHEREAS**, in the 1930’s, living the stark realities of the Great Depression while raising two young children, she worked as the only woman journalist for a weekly newspaper in Dos Palos in San Joaquin Valley covering the Farm Bureau; and

**WHEREAS**, she moved to San Francisco after the bombing of Pearl Harbor so her husband could work in the shipyards. Settling in Sausalito after WWII ended, she later lived in San Francisco then retired to Healdsburg; and

**WHEREAS**, at the age of fifty she went back to school to get her California teaching credential. After achieving a teaching degree in less than two years, she acquired a position at Balboa High School in San Francisco teaching art classes and remedial reading to ESL students who could not read, she taught full time while working on her Master’s degree at night; and

**WHEREAS**, In 1966 she married the love of her life, Stan Jensen, a leader in the AFL-CIO Machinists Union who rose through the ranks to become an International vice president of the Machinist and Aerospace Workers Union. Through his work they were able to travel all over the world together until his death in 1985.

Resolution #

Date:

Page 2

**WHEREAS**, she has been active in her local community, supporting local political candidates, taking community college classes (even up until this year) in writing, history and current events, volunteering for years at the Healdsburg library for their annual book sale, and until her retirement at 99 years old, she had a regular column in the Healdsburg Tribune; and

**WHEREAS**, she served in the American Association of University Women for decades, raising money and providing scholarships and financial support to women who otherwise would not be able to afford college; and

**WHEREAS**, in 2012 she became a published author with her short story contributions to the collection of short stories entitled Tuesday Morning Memories by the Healdsburg Senior Writing Project; and

**WHEREAS**, she is a passionate Democrat and feminist, although from a conservative republican family of origin, her first vote was cast for FDR in 1936 and she has voted in every election since, a lifelong Democrat.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Sonoma County, hereby honors and celebrates Lucie Demoret Collingwood Jensen for her generosity and commitment to her family, friends and County throughout her lifetime, recognizing her 100<sup>th</sup> birthday celebration.

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

**Department or Agency Name(s):** County Administrator's Office

**Staff Name and Phone Number:**

Michelle Arellano, 565-2431

**Supervisorial District(s):**

All

**Title:** FY 2014-15 Advertising Program Grant Award – Documentary Film

### **Recommended Actions:**

Approve Fiscal Year 2014-15 Advertising Program grant award and authorize the County Administrator to execute a contract with Independent Filmmaker Project for "The S Word" documentary film project, \$10,000.

### **Executive Summary:**

During the June 16, 2014 Fiscal Year 14-15 Budget Hearings, your Board set aside an allocation of Advertising Contingencies of \$20,000 to fund the "The S Word" (\$10,000) and "DREAMers" (\$10,000) documentary film projects subject to the development of a formal process to review requests. Your Board also gave direction to staff to determine if Mental Health Services Act funding could be used to fund The S Word film project. Staff have since confirmed with Mental Health Services Act (MHSA) State representatives that MHSA funding for The S Word project is not viable.

On September 16, 2014, your Board adopted updated Advertising and Promotions Policy that included implementation of new Category H - Film Documentaries for Fiscal Year 2015-16 and authorized a Fiscal Year 14-15 grant award of \$10,000 for the DREAMers documentary film as a one year solution to avoid potential project delays due to tight production deadlines. Production for The S Word film documentary began in September 2014 and in light of receiving confirmation that State MHSA funding cannot be used to support the film project and to avert production delays, staff is recommending that your Board grant a Fiscal Year 14-15 award using funds your Board set aside during FY 14-15 budget hearings as a one-time solution while recognizing that Fiscal Year 2015-16 requests will be addressed under new Category H.

The S Word documentary focuses on the story of suicide attempt survivors, along with the families and loved ones who are left behind to suffer the anguish, guilt, and confusion of death by suicide with broad attention to Sonoma County's innovative programs such as the Mobile Support Team and the Crisis Assessment, Prevention and Education (CAPE) Team.

**Prior Board Actions:**

9/16/14: Board approved updates to the Advertising and Promotions Program Policy and FY 2014-15 grant award for the DREAMers documentary film project.

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

Through grants provided to local non profits to promote the county and encourage tourism the Advertising Program encourages economic development and job growth.

**Fiscal Summary - FY 14-15**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 10,000	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 10,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 10,000</b>	<b>Total Sources</b>	<b>\$ 10,000</b>

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

Funds for film documentary are budgeted in Fiscal Year 2014-15.

**Staffing Impacts**

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

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

**Attachments:**

The S Word Film Documentary Grant Application

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

**Sonoma County Advertising Program  
Request for Funding Application  
FY 2014-15**

Please review the Advertising & Promotions Policy prior to completing this application. The Policy details qualifications and requirements of applicants and specific categories under which funding can be requested.

Applications for FY 2014-2015 funding must be submitted by **5:00 pm Wednesday, February 19, 2014**.

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

Or via delivery to:

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

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

- *A(1): Chambers of Commerce*
- *A(5): Visitor Way Finding and Signage*
- *B(2): Community Safety*
- *C: Agricultural Promotion*
- *D: Historical Commissions*
- *F: Major County Events and Organizations*

*Category A(2): Visitors Center*, utilizes a separate application which can be found at:  
[www.sonoma-county.org/cao/adv\\_program](http://www.sonoma-county.org/cao/adv_program)

*Category E: Local Events and Organizations*, utilizes a separate application which can be found at:  
[www.sonoma-county.org/cao/adv\\_program](http://www.sonoma-county.org/cao/adv_program)

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

Policy Section II(3):

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

*Applicant Organization:* Independent Filmmaker Project

*Contact Person:* Lisa Klein

*Email Address:* [suidoc@att.net](mailto:suidoc@att.net)

Address: 2500 Silver Lake Terrace  
City, State, Zip: Los Angeles, CA 90039  
Phone Number: 323.428.0383  
Web Site Address: <http://www.oftwomindsmovie.com/>

Current IRS Non-Profit Status: Yes  No

Fiscal Sponsor: IFP (Independent Filmmaker Project)

All donations and funding for this documentary project is fully tax deductible through IFP's Fiscal Sponsorship program, which is a legal and financial mechanism by which IFP, a 501(c)(3) non-profit organization, serves as a conduit for financial resources for the documentary, *The S Word*. Our IFP fiscal sponsorship page: <http://fiscal.ifp.org/project.cfm/684/The-S-Word/>

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

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

*Event/Project/Organization for which funds are requested:*

Feature length documentary titled, *The S Word*

*List the category(s) under which funds are being requested (please refer to Advertising & Promotions Policy). The application will only be considered for funding under the categories listed here:*

**Michelle:** we are not sure in which category we fit.

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

\$10,000.00

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

From the filmmakers of the award winning *Of Two Minds* comes a new documentary that will tackle one of the most unfathomable and cloistered issues of our time – Suicide. *The S Word* will put a human face on this often feared and misunderstood topic – delving into the hearts and minds of suicide attempt survivors, along with the families and loved ones who are left behind to suffer the anguish, guilt, and confusion of death by suicide. They will be portrayed in all the complexity, pain, and even humor of their experiences – ultimately revealing a movement that could be the next pivotal social change of our time.

*If the request is being made for a specific event/project, please briefly describe the operating organization responsible for the event/project. If the organization has a managing board, please describe the make-up of the board and provide your board bylaws.*

Madpix, Inc was founded in 2002 by Doug Blush and Lisa Klein as a production and post-production studio specializing in documentary and independent film work. Along with editorial, graphics, writing, cinematography and sound work on numerous theatrical documentaries, MadPix also offers film consultation, presentations and educational seminar teaching. The latest news on MadPix films and projects is on Facebook at <http://www.facebook.com/madpixfilms>.

**Director Bio:**

Lisa Klein - Director - Lisa co-directed, OF TWO MINDS (2012), a journey into the lives of remarkable people living, struggling, and triumphing with bipolar disorder. It won the Grand Jury Prize at the United Film Festival, a SAMHSA VOICE Award, and an EIC Prism Award for best documentary, and has been seen by sold out audiences at special screenings across the country, as well as becoming a top documentary on Netflix. She co-owns MadPix, Inc., an independent production company in Los Angeles, with her husband Doug Blush.

**Lead Producer Bio:**

Doug Blush – Producer/Supervising Editor - Doug is an award-winning editor, producer and director whose credits include the 2012 Academy Award Best Documentary nominee THE INVISIBLE WAR and the 2013 Academy Award winner for Best Documentary 20 FEET FROM STARDOM. Other documentary work includes WORDPLAY (2006), OUTRAGE (2009), FREAKONOMICS (2010), THESE AMAZING SHADOWS (2011), OF TWO MINDS (2012), and the new festival favorite SLINGSHOT (2014), as well as the upcoming Kirby Dick film on college sexual assault, as editor and associate producer.

**Michelle:** We can provide the corporate bylaws for Madpix, Inc. – if needed. The officers are made up of Lisa Klein and Doug Blush.

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

The funds would be used for the documentary production of a feature length film. Production costs includes the rental of digital video equipment (including lights, sound recording equipment and miscellaneous items based on the immediate need of any given shoot), travel and lodging expenses, payment to key crew: director of photography, sound recordist, production assistant (day rates are below scale in line with a independent documentary budget), and payment to assistant editor for capture and logging of digital video material – including rough first edit.

*When will the event/project/program occur, and when would Advertising funds be used, if awarded:*  
September 2014 to February 2015

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

We plan to reach audiences through film festivals, theatrical, broadcast, and Netflix distribution. The humanity of our characters will help engage audiences to gain insight and empathy into the depths of suicide. Everybody knows somebody who has been touched by suicide and we will provide a forum to talk about it.

Within our audience is a very captivated group of attempt survivors and families of those who have completed. The mental health community such as the American Association of Suicidology, NAMI, NIMH, psychologists, and psychiatrists have pledged substantial support and have already requested to screen our documentary in hospitals and academic settings to be used as both a teaching tool and as a supplement to talk therapy that a clinician can share with patients.

To build our audiences we will engage in a public awareness campaign that begins with a creative and aggressive social media platform to build an audience while we are in production. Once we reach the rough-cut stage, we will submit to film festivals. Our producers have relationships with and are alumni of some of the top festivals in the country. Festival screenings will provide access to national media that will build critical interest and momentum.

To reach the widest possible audience we will pursue a national broadcast on PBS or a premium cable outlet. Our producers Doug Blush (editor of TWENTY FEET FROM STARDOM, THE INVISIBLE WAR, and WORDPLAY), Gianna Maria Smart (THE SOPRANOS and ENLIGHTENMENT), and Kurt Norton (THESE AMAZING SHADOWS) have preexisting relationships with HBO and the PBS series, Independent Lens.

We intend to enlist Film Sprout to organize a grassroots and community-based distribution for a series of screenings that would take place across the United States.

We have used a similar model for our previous documentary OF TWO MINDS and have been very successful with presenting sold out screenings throughout the U.S. and Canada.

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

Sonoma County's cutting edge approach to mental health services will be highlighted in our feature length documentary. Since our film will be seen nationally it will bring broad attention to Sonoma County's innovative programs such as the Mobile Support Team and the CAPE Program. This will dramatically show how the County is a national leader in mental health community services.

*Please detail the tourism and economic impact of the event/organization, including number of overnight stays generated from the event and economic impact (in dollars). Detail how this data is measured and collected.*

Our production crew will spend several days in Sonoma County that will include overnight stays at local hotels (3 rooms x 3 nights = 9 hotel nights), plus meals and other local expenditures. The data is measured by our detailed budget. It is estimated that we will spend \$1300.00. Our production has already spent two days in the Santa Rosa area prior to the submission of this application. The associated costs (2 nights hotel x 2 rooms = 4 hotel nights, plus meals and gas) to these two days is \$575.00.

*Please describe any increased benefit expected from the use of Advertising funds (i.e. increased tourism, overnight stays, economic impact, etc.), and how will this be measured.*

With the attention that our documentary will bring to Sonoma County, we anticipate that representatives from other counties will visit the County to learn about the available innovative mental health services. This will bring revenue to local businesses.

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

Sonoma County will be highlighted in our documentary film with specific reference to the County's name, mental health programs and the names of specific county employees (with their permission). We

will also thank Sonoma County in our closing credits, in promotional materials and through social media.

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

Please see attached media kit.

*If Advertising Program funds are awarded, will the amount be matched (either full or partial) and by what organization:*

At this time there are no matching funds available. We will continue to research to locate matching funds through foundations and to approach individuals who support the project.

### **HISTORY OF EVENT/PROJECT/ORGANIZATION:**

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

Madpix, Inc. was incorporated in 2002. This specific documentary project began in December 2013.

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

We anticipate a broad audience for our documentary. Specific attendance figures for our future public screenings are not available at this time. What we can say is that a national PBS broadcast of this documentary would reach well over 1 million people.

*Have Advertising Funds been received for this purpose in the past? If so, how much and when? If funds were received in FY 13/14, please attach the Post-Event Report for this event.*

Madpix, Inc. has never received any previous Advertising Funds from Sonoma County.

**BUDGET FOR ADVERTISING ACTIVITIES:**

Please detail all revenue and expenditures associated with the advertising and promotion of the event/project/organization (only include guaranteed funds, i.e. not the Advertising Funds being requested through this application). The revenues and expenses listed here should only be related to advertising expenses.

1.) *Budget for Advertising Functions:*

Advertising Activity	Funding Source	Amount/Cost
Feature Length Documentary Film <i>The S Word</i>	We presently have grant proposals being considered by the following foundations and other funding sources: Chicken and Egg Productions Sundance Documentary Fund Tribeca Documentary Fund Three private individuals	\$10,000 \$50,000 \$25,000 Unknown Amount
	<b>Total:</b>	

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

We have the support of the American Association of Suicidology, which provides to us in-kind educational materials, consultants and social media. <http://www.suicidology.org/home>

2.) Please include a copy of the Prior Year Financial Statements (or most recent available) as well as a copy of the budget for the event or organization for which funds are requested. (If upcoming budget is not available, include most recent available.)

Please see attached budget.

**SUBMISSION**

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**THE S WORD  
PRODUCTION BUDGET**

LINE ITEMS	Amount	Unit	x	Unit Price	Subtotal	Total
<b>Producer/Director</b>						<b>\$104,000</b>
Producers	40	Weeks	1	\$1,000	\$40,000	
Directors (Nominal Fee)	1	Fee	1	\$50,000	\$50,000	
Assistant Producer/Grant writer	20	Weeks	1	\$700	\$14,000	
<b>Production Unit Salaries</b>						<b>\$12,500</b>
Production Accountant	20	Weeks	1	\$250	\$5,000	
Production Assistant	15	Weeks	1	\$500	\$7,500	
<b>Crew-camera</b>						<b>\$50,000</b>
Director of Photography	50	Days	1	\$1,000	\$50,000	
<b>Crew-sound</b>						<b>\$17,500</b>
Recordist	50	Days	1	\$350	\$17,500	
<b>Crew-editing</b>						<b>\$54,000</b>
Editor	20	Weeks	1	\$2,000	\$40,000	
Assistant Editor	20	Weeks	1	\$700	\$14,000	
Post Production Assistant	10	Weeks	1	\$400	\$4,000	
<b>Production equipment</b>						<b>\$36,000</b>
Camera Package	10	Weeks	1	\$1,500	\$15,000	
Grip Equipment	10	Weeks	1	\$500	\$5,000	
Sound Equipment	10	Weeks	1	\$500	\$5,000	
Lighting Equipment	10	Weeks	1	\$1,000	\$10,000	
Expendables	10	Weeks	1	\$100	\$1,000	
<b>Film/Tape stock/Storage</b>						<b>\$6,300</b>
CF Cards 60Mbps (1 Hour per)	20	Cards	1	\$105	\$2,100	
HDCAM Master(s)	10	Tapes	1	\$120	\$1,200	
DVDs	100	DVDs	1	\$1	\$100	
CrashPlan Cloud Back-up (1TB)	1	Allow	1	\$2,900	\$2,900	
<b>Post Production</b>						<b>\$71,000</b>
Editing Equipment-Offline AVIDS	20	Weeks	1	\$1,000	\$20,000	
ONLINE SMOKE	4	Days	1	\$1,000	\$4,000	
Opticals/Repos	2	Days	1	\$1,000	\$2,000	
Color Correction	1	Allow	1	\$10,000	\$10,000	
Animation Equipment and Graphics	3	Weeks	1	\$3,000	\$9,000	
Sound Editing/Prep	10	Days	1	\$1,000	\$10,000	
Narrator	2	Days	1	\$1,000	\$2,000	
Final Audio Mix	5	Days	1	\$2,000	\$10,000	
Delivery Requirements/Formatting	1	Allow	1	\$4,000	\$4,000	
<b>Archive material</b>						<b>\$15,000</b>
Film Archive License	1	Allow	1	\$15,000	\$15,000	
<b>Music</b>						<b>\$57,500</b>
Composer/Music	1	Allow	1	\$35,000	\$35,000	
Music Rights	1	Allow	1	\$20,000	\$20,000	
Music Editor	5	Weeks	1	\$500	\$2,500	
<b>Travel/Transport</b>						<b>\$10,500</b>
Auto (Parking/Gas)	1	Allow	1	\$500	\$500	
Travel	1	Allow	1	\$10,000	\$10,000	
<b>Hotel/Living</b>						<b>\$7,500</b>
Food	1	Allow	1	\$3,000	\$3,000	
Hotel	30	Days	1	\$150	\$4,500	
<b>Insurance/Finance/Legal</b>						<b>\$30,000</b>
Insurance	1	Allow	1	\$10,000	\$10,000	
Legal/Fair use	1	Allow	1	\$20,000	\$20,000	
<b>Production overheads</b>						<b>\$13,000</b>
Office Rent	40	Weeks	1	\$250	\$10,000	
Telephone/Fax	1	Allow	2	\$1,000	\$2,000	
Postage, Photocopying & Stationary	1	Allow	1	\$1,000	\$1,000	
<b>Total</b>						<b>\$497,300</b>

THE  
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A documentary film by Lisa Klein

Madpix, Inc. / 323.428.0383 / Suidoc@att.net

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# THE MOST DANGEROUS WORD IS... SILENCE

*The word **suicide** brings conversations to a halt, and evokes primal fears of the darkest of all human experiences.*

*Speaking the word itself is not the problem. The **silence** that so often follows is.*

From the filmmakers of the award winning **OF TWO MINDS** comes a new documentary that will tackle one of the most unfathomable and cloistered issues of our time. **Suicide.**

**The S Word** will put a human face on this often feared and misunderstood topic - delving into the hearts and minds of suicide attempt survivors, along with the families and loved ones who are left behind to suffer the anguish, guilt, and confusion of death by suicide.

They will be portrayed in all the complexity, pain, and even humor of their experiences – ultimately revealing a movement that could be the next pivotal social change of our time.

*And we will continue to ask the question:  
**How do we stop this epidemic?***



THE  
S  
WORD

*We will explore the intricacies of suicide through scientists, clinicians, and advocates, yet stay focused on the intimate voices of those with lived experience who are working to **end the silence**.*

*We have included people who have not only survived, but have courageously transformed their personal struggles into **strengths and action**.*

---

After her suicide attempt, New York photographer **Dese'Rae Stage** faced the glaring question, "**What now?**" She has since sought out other suicide survivors to create **LiveThroughThis.com**, which explores life on the other side of suicide through portraits and stories of attempt survivors.



Craig Miller spent every day trying to talk himself out of suicide by writing out his thoughts. After a failed suicide attempt he once again turned to his salvation – writing. His book, "**This is How It Feels**" spreads the message that life is an opportunity.

Keris Myrick has risen from suicidal discord to serving as **Associate Director of Consumer Affairs** for **SAMHSA**, the Substance Abuse and Mental Health Services Administration.



GOALS

Transition  
is  
in  
play

and  
sometimes  
I need  
help

**The S Word** will shine a light on a topic that has long been stigmatized and buried with the lives it's claimed.

Our goals are to open the conversation, reduce the shame and silence that have clung to suicide for far too long, and strive toward prevention of the **10th leading cause of death** in the United States.

One of the main causes of suicide is disconnection, and a major objective of this film is to reverse that and show people that they are not alone.

THE

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WORD





My name is Lisa Klein and I am the director of **The S Word**. As a survivor of both my father's and brother's suicide, I have struggled with the 'whys' for years, along with the guilt, shame, and confusion that lingers in suicide's wake. I will never know why my dad chose to die. And nobody talked about my brother. My mother could never bring herself to say the words, "**My son killed himself.**" No mother should have to say that. Ever.

There is no more highly charged personal issue for me, and for that reason I am driven to document it and open a much needed conversation. It is time for us to boldly talk about **suicide** because no family should have to experience that which radiates outward for generations to come.

Our previous film, **Of Two Minds**, tells the stories of people living with bipolar disorder, many of whom had attempted suicide. We screened the film for thousands of people across the US and Canada and received scores of emails from people telling us they felt less alone or that they could now relate to their loved ones struggling with bipolar. We truly feel that OTM



has made a difference, and we continue to get daily feedback as the film screens on Netflix and elsewhere. It went on to win the **2013 SAMHSA VOICE Award** and **2013 EIC Prism Award** for Best Mental Health Documentary, sweeping both of the top awards for mental health documentary in the US. We want to take **The S Word**

even further... by extinguishing the silence and bringing the issue of suicide out into the light.



Lisa J. Klein

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SUICIDE IS THE 10TH LEADING CAUSE  
OF DEATH IN THE UNITED STATES

IN THIS COUNTRY OVER

38,000 PEOPLE

DIE EACH YEAR FROM SUICIDE

EVERY 16 MINUTES IN THE UNITED  
STATES SOMEONE DIES FROM SUICIDE

OVER 700,000

PEOPLE PER YEAR IN THE U.S. SEEK HELP  
FROM EMERGENCY DEPARTMENTS FOR  
SELF-INFLICTED INJURY

THE

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# THE FILMMAKERS



## LISA KLEIN - DIRECTOR

Lisa co-directed, **OF TWO MINDS** (2012), a journey into the lives of remarkable people living, struggling, and triumphing with bipolar disorder. It won the **Grand Jury Prize at the United Film Festival**, a **SAMHSA VOICE Award**, and an **EIC Prism Award** for best documentary, and has been seen by sold out audiences at special screenings across the country, as well as becoming a top documentary on Netflix. She co-owns MadPix, Inc., an independent production company in Los Angeles, with her husband Doug Blush.



## DOUG BLUSH - PRODUCER/SUPERVISING EDITOR

Doug is an award-winning editor, producer and director whose credits include the **2012 Academy Award Best Documentary nominee THE INVISIBLE WAR** and the **2013 Academy Award winner for Best Documentary 20 FEET FROM STARDOM**. Other documentary work includes **WORDPLAY** (2006), **OUTRAGE** (2009), **FREAKONOMICS** (2010), **THESE AMAZING SHADOWS** (2011), **OF TWO MINDS** (2012), and the new festival favorite **SLINGSHOT** (2014), as well as the upcoming Kirby Dick film on college sexual assault, as editor and associate producer.

## GIANNA MARIA SMART - PRODUCER

Gianna is an Emmy Award winning producer for her work on **THE SOPRANOS** (2007). Most recently she Co-Produced the HBO Series **ENLIGHTENED** (2012) with Mike White and Laura Dern. After grad school, Gianna worked in TV as a Post Production Coordinator on **NORTHERN EXPOSURE** and an Associate Producer on **JUDGING AMY**. She became Post Production Coordinator at DREAMWORKS and oversaw the animated features **PRINCE OF EGYPT** and **ANTS**.

## KURT NORTON - PRODUCER

Kurt co-directed and co-produced **THESE AMAZING SHADOWS** (2011), which premiered at the Sundance Film Festival, is distributed through IFC/Sundance Selects, won **best documentary at Savannah and Louisville film festivals**, a Cine Golden Eagle, and had multiple broadcasts on the PBS series Independent Lens.

## LEE IOVINO - ASSISTANT EDITOR/GRAPHIC DESIGNER

Lee oversaw the creation of **FARM TO FRIDGE**, Mercy For Animal's powerful mini-documentary exposing the horrific conditions of America's factory farms. The hard-hitting film, narrated by Oscar-nominated actor James Cromwell, has been viewed over twenty million times since its release. Lee was also the editor of the documentary **BEHIND THE ORANGE CURTAIN**, which examines the prescription pill epidemic in Orange County and won the **Orange County Filmmaking Award** at the Newport Beach Film Festival. Lee has worked with the makers of documentaries **Forks Over Knives** and **Unity** (a follow-up to the acclaimed **Earthlings**).

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# THE CRITICS HAVE SPOKEN

"GIVEN THE PREVAILING APPEAL OF DOCUS THAT EXPLORE MENTAL ILLNESS, THE INTELLIGENT, COMPASSIONATE 'MINDS' SHOULD FLOURISH."

*-RONNIE SCHEIB, VARIETY*

"AN INTIMATE LOOK AT BIPOLAR DISORDER..."

*-KENNETH TURAN, LOS ANGELES TIMES*

"BEYOND ITS ESSENTIAL INTENT TO INFORM AND EVEN ENTERTAIN – AND *OF TWO MINDS*, QUITE UNEXPECTEDLY, ACCOMPLISHES BOTH – IS ITS CAPACITY TO DIRECTLY ADDRESS THE MOOD-DISORDERED AND ASSURE THEM THEY ARE NOT ALONE."

*-ROB SALEM, TORONTO STAR*

"THE STORIES ARE GRIPPING AND SCARY, BUT ALWAYS TOLD WITH HONESTY AND HUMOR BY SUBJECTS WHO HAVE ENDURED YEARS OF THE HIGHEST HIGHS AND THE LOWEST LOWS."

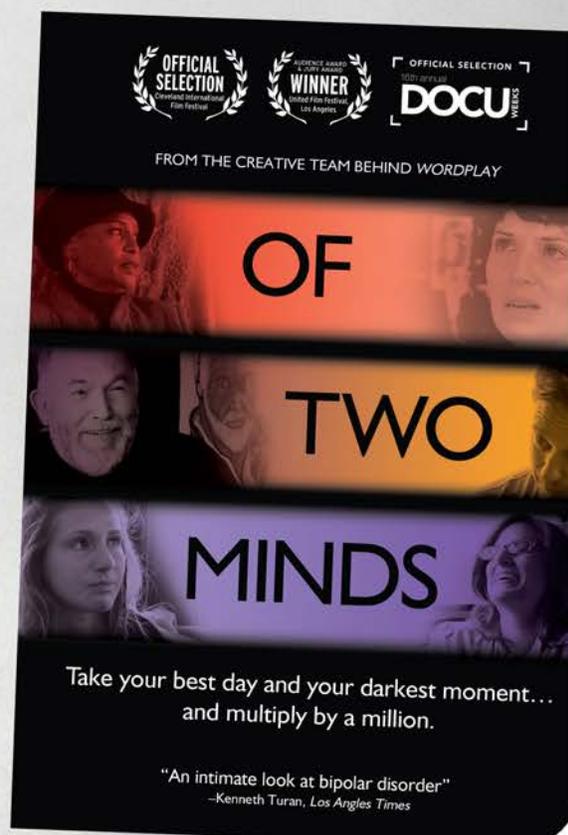
*-STEVE POND, THE WRAP*

"OF TWO MINDS IS A FILM ABOUT PEOPLE, BRAVE SOULS WILLING TO REVEAL PERSONAL STORIES OF THE TORMENT RAGING INSIDE THEIR BRAINS. THIS IS INTIMATE STORYTELLING."

*-CLINT O'CONNOR, CLEVELAND PLAIN DEALER*

"OF TWO MINDS IS ONE OF THE BEST (IF NOT THE BEST) DOCUMENTARY I HAVE EVER SEEN ON MENTAL ILLNESS."

*-NOELINA ARCINIEGAS, NAMI  
(NATIONAL ALLIANCE ON MENTAL ILLNESS) NYC METRO*



# PROJECT ADVISORS

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- Dr. William Schmitz, Jr., President, American Association of Suicidology
- Dr. Timothy Pylko, MD, Psychiatrist, Pasadena, California
- Dr. Thomas Joiner, Psychologist, Florida State University
- April Foreman, Psychologist, Southeast Louisiana Veteran's Health Care System
- Keris Myrick, Director of Consumer Affairs, Substance Abuse and Mental Health Services Administration (SAMHSA)
- Terri Cheney, New York Times Best Selling author of Manic
- Dese' Rae Stage, LiveThroughThis.com, Suicide Attempt Survivor
- Cara Anna, Journalist, Suicide Attempt Survivor

# FISCAL SPONSOR

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All donations to The S Word are tax deductible through our fiscal sponsor, the Independent Filmmaker Project (IFP). IFP is an IRS designated 501(c)(3) non-profit organization.

# THE S WORD LINKS

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Facebook page



Twitter Page



Trailer



Fiscal Sponsorship

# CONTACT

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323.428.0383  
suidoc@att.net

Kurt Norton  
Gravitas Docufilms  
510.414.6288  
knorton@gravitasdocufilms.com

# OF TWO MINDS LINKS

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Of Two Minds on Netflix



Of Two Minds Trailer

THE  
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## County of Sonoma Agenda Item Summary Report

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

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

**To:** Sonoma County Board of Supervisors  
Board of Directors of the Sonoma County Water Agency  
Board of Directors of the Sonoma County Agricultural Preservation and Open Space District  
Board of Commissioners of the Community Development Commission  
Board of Directors of the Northern Sonoma County Air Pollution Control District

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Marcia Chadbourne, 565-2473

**Supervisory District(s):**

All

**Title:** Safety Management Program Consulting Services

**Recommended Actions:**

Authorize the Director of Human Resources to execute amendments to various agreements with occupational safety, industrial hygiene, ergonomic and environmental safety consultants, adjusting contract maximums, for the remainder of the term through December 1, 2015.

**Executive Summary:**

The requested Board action authorizes the Director of Human Resources to execute amendments to four agreements previously approved by your Board in November 2012, for occupational safety, industrial hygiene, ergonomic and environmental safety consulting services, for the remainder of the term through December 1, 2015. The proposed amendments align contract maximums with current projects and service expectations which have changed over the last two years. The proposed amendments do not require changes to previously budgeted appropriations as the increases to these four agreements are offset by unspent appropriations in the other safety consultant contracts executed for this same period.

In October of 2012 the Human Resources Department conducted a Request for Proposals (RFP) for occupational safety, industrial hygiene, ergonomic and environmental consulting which resulted in the selection of nine vendors. The selected firms each demonstrated specific expertise in certain areas, thus multiple contracts were awarded to ensure the County is able to respond timely and effectively to occupational safety and health matters as they arise in County departments. Original contract amounts were set to allow maximum flexibility as project needs were identified, and all of the agreements are fee for service with no minimum or maximum amount of work guaranteed.

Occupational Safety and Health staff recently evaluated completed projects and services provided by these consultants over the last two years, together with current projects in progress, and planned activities for the remainder of the term of the agreements. This evaluation resulted in the proposed contract amendments to increase four of the consultant agreements, as outlined in the table below. The remaining five agreements executed for this period are projected to be at or below their original contract maximums, allowing existing appropriations to be shifted based on the needs that have been identified over the last two years. Approval of these amendments will better align the agreements with current projections and allow continuity in the completion of projects currently underway while leaving capacity for additional needs that may be identified at a later date.

The chart below summarizes the originally authorized contract maximums, the amount of the change, and the amended contract maximums:

Consultants	Projects and Services in Progress/Planned	Original 3-Yr Contract Maximum	Expenditures to Date	Amount Change	Amended 3-Yr Contract Max
Environmental and Occupational Risk Management, Inc.	<ul style="list-style-type: none"> <li>• Vehicle safety program</li> <li>• Risk assessment guidelines for real estate transactions</li> <li>• Personal Protective Equipment (PPE) hazard assessments and documentation</li> <li>• Lead management program</li> </ul>	\$150,000	\$107,025	\$175,000	\$325,000
Harris & Lee Environmental Sciences	<ul style="list-style-type: none"> <li>• Hazardous chemical inventory</li> </ul>	\$75,000	\$64,654	\$40,000	\$115,000
Ergocation	<ul style="list-style-type: none"> <li>• Ergonomic evaluations</li> </ul>	\$90,000	\$54,371	\$25,000	\$115,000
Kathy Burwell Consulting	<ul style="list-style-type: none"> <li>• Ergonomic evaluations</li> </ul>	\$45,000	\$28,500	\$10,000	\$55,000

Current projects include the countywide inventory of hazardous chemicals; development of an updated vehicle safety program; development of risk assessment guidelines for real estate transactions; fall protection training; assisting specific departments with personal protective equipment (PPE) hazard assessments and documentation; and development of a lead management program for those departments with lead exposures.

Examples of completed projects include development of written workplace safety and security management processes for Animal Services function within the Department of Health Services; development of a written program for the use of Formaldehyde for the Coroner's Office; and updated construction safety training for departments responsible for construction activities.

Future planned projects include revision of the county's ergonomics program; ongoing industrial hygiene monitoring projects; and continuing ergonomic assessments for county employees.

**Prior Board Actions:**

12/4/12: Authorized initial agreements

**Strategic Plan Alignment**

Goal 1: Safe, Healthy, and Caring Community

**Fiscal Summary - FY 14-15**

<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$ 320,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 320,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 320,000</b>	<b>Total Sources</b>	<b>\$ 320,000</b>

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

There is no fiscal impact, increases are offset by reduced projections for other safety consulting contracts, resulting in no net change to currently authorized appropriations.

**Staffing Impacts**

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

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

N/A

**Attachments:**

N/A

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

Contract amendments



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Board of Supervisors (707) 565-2241

**Supervisorial District(s):**

**Title:** Minutes of September 23, 2014

**Recommended Actions:**

Approval.

**Executive Summary:**

Approval of Minutes:

- (A) Minutes of the Meeting of September 23, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Sonoma County Public Financing Authority, Sonoma County Water Agency, and Board of Supervisors; and
- (B) Minutes of the Meeting of September 23, 2014 of the Sonoma Valley County Sanitation District.

**Prior Board Actions:**

None.

**Strategic Plan Alignment** Not Applicable

**Fiscal Summary - FY 14-15**

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

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

N/A

**Staffing Impacts**

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

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

None

**Attachments:**

Minutes

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

None

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

**TUESDAY**

**SEPTEMBER 23, 2014**

**8:30 A.M.**

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

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

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

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

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

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

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

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

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

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

***APPROVAL OF THE CONSENT CALENDAR***

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

***PUBLIC COMMENT***

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

8:33 A.M. CALL TO ORDER

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

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

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

Chairman Rabbitt presiding.

PLEDGE OF ALLEGIANCE

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

Item 4 - The Gold Resolution for St. Vincent de Paul will occur at the Board meeting today, not off-site.

Item 30 - Legal services for Undocumented Minors should reference Government Code section 26227.

The next Board meeting on Tuesday, September 30, 2014, will be solely an afternoon session meeting from 1:00-5:00 p.m. with no morning session, and public comments heard at 2:00 p.m.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Gorin announced forthcoming Sonoma Valley bicycle trail meetings; she attended the Kenwood gazebo dedication ceremony; the First 5 Commission meeting addressing child care center subsidy issues, with a shortage of 2,000 spaces, and a lack of facilities; and expressed concern about the limited number of Board meetings on the calendar before year end.

Supervisor Carrillo announced a Roseland Village task force meeting discussing the shopping center interim uses, planning next steps, and engaging the community, and a meeting will occur on September 25, 2014, at the Roseland elementary school to engage the community and to meet the task force members; Yolo County officials met here last week to review the County's work on the upstream initiatives, goals to become the most healthy County, First 5 programs and the CEO of California Forward was also in attendance; the Innovation Summit business cluster meeting occurred with many investors and entrepreneurs; a Mooreland community meeting was held last weekend about the healthy neighborhood initiative sponsored by Regional Parks and Health Services; a forum will be held on October 2, 2014 on the state of Sonoma County's Latino community by Los Cien, at the Flamingo Hotel; and he attended a Roads meeting in Sebastopol and suggested more advocacy and advertising is needed about the upcoming Roads plan, and suggested the plan be provided to the public ahead of time, when it becomes available.

BOARD ANNOUNCEMENTS (Continued)

Supervisor Zane attended meetings on Sonoma County waste management, SMART Board, safe streets coalition, three foot rule; Pacific Coast museum gala, and a YMCA gala. She spoke against the sanctions at Sonoma State University against the Christian leadership group, and announced a listening session on mental health parity for Wednesday night (September 24, 2014) from 6:00-8:00 p.m. in the Board Chambers.

Supervisor McGuire attended the Pacific Coast Museum gala which he helped MC; requested more time for public review of the Roads plan; attended an affordable transit meeting, this would be the first County in the state to offer a subsidized program for students and veterans; attended a Cloverdale town hall meeting on October 13, 2014, concerning the Clover Springs Open Space Preserve; reported that the airport runway project is proceeding on time, and expressed his desire to see the audit on taxation of vacation rentals and bed and breakfast facilities at the October 7, 2014 Board meeting.

Supervisor Rabbitt announced that the September 30, 2014, Board meeting will solely be an afternoon session, with public comments at 2:00 p.m.; advised that he attended a SMART meeting, with a presentation about fares, stop locations, and station and platform design; the SCERA meeting on the September 18, 2014, where the subject of a COLA was discussed, and a strategic planning meeting will be held October 2, 2014 regarding the same; attended the ABAG Executive Board meeting and he showcased the City of Petaluma downtown and warehouse district as a densely populated area, and also discussed Napa resiliency earthquake issues; attended a joint meeting with the Strategic Growth Council discussing the policy issues on how dollars will be put to use, the shoreline initiative and other issues; and attended a labor center fundraiser at the Sheraton Hotel in Petaluma on establishing a day labor organization.

III. CONSENT CALENDAR (Items 1 through 27)

PRESENTATIONS/GOLD RESOLUTIONS (Items 1 through 5)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution proclaiming October 2014 as Domestic Violence Awareness Month. (District Attorney's Office, Probation Department, Sheriff's Office, Health Services, Human Resources - Commission on the Status of Women, Human Services)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0373

2. Adopt a Gold Resolution recognizing September 23, 2014, as National Voter Registration Day. (County Clerk-Recorder-Assessor)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0374

CONSENT CALENDAR (Continued)

PRESENTATIONS AT DIFFERENT DATE

3. Adopt a Gold Resolution honoring the Petaluma Riding and Driving Club on the Occasion of their 75th Anniversary. (Second District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0375

4. Adopt a Gold Resolution celebrating the 30th Anniversary of the Society of St. Vincent de Paul free dining room. (Third District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0376

5. Adopt a Gold Resolution to recognize the contributions and retirement of Darlene Vanderpool after 30 years of service to the County of Sonoma. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0377

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

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

6. Adopt a Resolution of the Directors of the Sonoma County Agricultural Preservation and Open Space District authorizing the submission of an application for \$300,000 in grant funds from the California Habitat Conservation Fund Program to assist in the acquisition of the Howlett Forest Conservation Easement. (Fifth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0378

7. Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to execute an amendment to an existing land maintenance services agreement with Sonoma County Regional Parks Department, extending the contract term to June 30, 2017, and adding \$75,000 for a total contract amount of \$135,000.

Board Action: Approved as Recommended

UNANIMOUS VOTE

SONOMA COUNTY WATER AGENCY

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

8. Geophysical Assessment of the Jenner Jetty and Berm Seepage –  
(A) Authorize the Water Agency's General Manager to: (1) Execute Amendment No. 3 to the Agreement with The Regents of the University of California as Management and Operating Contractor for the Ernest Orlando Lawrence Berkeley National Laboratory

CONSENT CALENDAR (Continued)

Item #8 Continued

for Geophysical Assessment of the Jenner Jetty and Berm Seepage, increasing the not-to-exceed Agreement amount by \$40,000 for a new total of \$104,945; agreement terminates on July 31, 2015; and (2) Terminate or Amend the Agreement subject to certain conditions; and

- (B) Ratify Amendment Nos. 1 and 2 to the Agreement, each of which added one year to the term of the Agreement.

Board Action: Approved as Recommended

AYES: Susan Gorin, Shirlee Zane, Mike McGuire, Efren Carrillo

RECUSED: David Rabbitt

COMMUNITY DEVELOPMENT COMMISSION

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

9. Approve revisions to the Sonoma County Community Development Commission's Housing and Commercial Rehabilitation Loan Program Designs and Approve Problem Loan Workout Guidelines.

Board Action: Approved as Recommended

UNANIMOUS VOTE

AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

10. Review and Accept the Follow-Up Review of findings from the Fiscal Year 2010-11 Public Administrator/Public Guardian/Public Conservator Agency Fund Report.

Board Action: Approved as Recommended

UNANIMOUS VOTE

BOARD OF SUPERVISORS

11. Approve Advertising Program grant awards and authorize the County Administrator to execute a contract with the following entities for advertising and promotions activities for Fiscal Year 2014-15: Geyserville Chamber of Commerce for the Fall Colors & Vintage Car Show event, \$750 and for Tree Lighting and Tractor Parade of Lights event, \$250; Geyserville Community Foundation, \$1,000; Cloverdale Arts Alliance, \$1,300; Sonoma County Farm Trails, \$750. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

CLERK-RECORDER-ASSESSOR

12. Authorize the Clerk-Recorder-Assessor to execute an agreement with Harold W. Bertholf, Inc. for geothermal and power plant property appraisal services for the period of September 23, 2014 to June 30, 2017, in an amount not to exceed \$499,525.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

COUNTY ADMINISTRATOR

13. Authorize the County Administrator to execute a contract with Bodega Bay Fire Protection District in the amount of \$45,000 with a term expiring June 30, 2015 for the purchase of an ambulance; and Authorize the County Administrator to execute an amendment to the FY 2013-14 agreement with the Bodega Bay Fire Protection District extending the term through June 30, 2015 to allow use of prior year remaining grant funds of \$44,497 for the purchase of the ambulance.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

COUNTY ADMINISTRATOR/COUNTY COUNSEL

14. Authorize the County Administrator's Office to submit a Comment Letter on Proposed Changes to Federal Rule, 43 CFR Part 4, on Tribal Acknowledgment Hearing Process to the Department of Interior on behalf of the County.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

GENERAL SERVICES

15. Authorize the General Services Fleet Operations Division Fleet Manager to sign title and transfer documentation for the donation of a 2007 Ford Expedition ½ Ton SUV to the Windsor Fire Protection District for use as an Urban Search and Rescue K9 support vehicle.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

16. California Energy Commission Grant Award Contract: Sustaining and Growing the Redwood Coast Electric Trail - Electric Vehicle Charging Infrastructure - Authorize the Director of General Services to enter into an agreement between the County of Sonoma and the California Energy Commission in the amount of \$500,000 for the period of September 2, 2014, through March 31, 2018 to fund the installation of a minimum of three chargers at a minimum of two new locations and to retrofit ten stations at five locations that will be used by current drivers and encourage new drivers to adopt electric vehicle technology.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

17. Sonoma Veterans Memorial Hall Revocable License Agreement –
  - (A) Authorize the General Services Director or his Deputy to execute a non-exclusive revocable license agreement with the Veterans of Foreign Wars, Bear Flag Post 1943, Sonoma, CA for use of the lounge area of the Sonoma Veterans Memorial Hall located at 126 First Street West, Sonoma CA, for a term of one year with automatic one year renewal not to exceed a total of two years;
  - (B) Find that the lounge area of the Hall is not needed for County purposes during the proposed times for use thereof by Bear Flag Post 1943. (First District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

18. Master Services Agreement - Move Management –
- (A) Authorize the Chair to execute a multi-year Master Services Agreement in an amount not-to-exceed \$250,000 per year with Facilities By Design to provide move management services for County-owned and leased facilities.
  - (B) Authorize the Director of General Services to execute Task Orders not to exceed \$25,000 and the County Administrator not to exceed \$100,000 for all separate scopes of work under the agreements. The Board of Supervisors will approve Task Orders over \$100,000.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

GENERAL SERVICES/FIRE AND EMERGENCY SERVICES

19. Authorize the Chair to execute a contract with AshBritt, Inc for disaster-related debris management and recovery services on an as-needed basis with a term through July 31, 2016, with the option to extend for two additional five year terms.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

GENERAL SERVICES/SHERIFF'S OFFICE

20. Siri Road Communication Tower –
- (A) Approve the project plans and specifications for the Siri Road Communications Tower and Vault and Authorize the Chair to execute a construction contract with AE Nelson Construction Inc. for the Siri Road Communication Tower and Vault Project in the amount of \$899,300.
  - (B) Authorize the Chair to execute a contract with Kleinfelder West, Inc. to provide construction phase special inspections for the Siri Road Communications Tower in the amount of \$36,564. (Third District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

HUMAN SERVICES

21. Authorize the Director of Human Services to execute a grant agreement with the Metropolitan Transportation Commission for Transportation and Mobility Management Activities for the term of July 1, 2014 to December 31, 2016 in the amount of \$89,572.

Board Action: Approved as Recommended  
UNANIMOUS VOTE

REGIONAL PARKS

22. Adopt a Resolution consenting to recordation of irrevocable offer of dedication of a public trail easement over the Hamel Family Wines Property. (First District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

Approved by Resolution 14-0379

CONSENT CALENDAR (Continued)

PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

23. Adopt a Resolution approving and accepting the Final Map for "Hall T-T Ranch Subdivision, Tract No. 1067" and making findings all in accordance with the Subdivision Map Act. (Fourth District)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0380

PERMIT AND RESOURCE MANAGEMENT DEPARTMENT AND

SONOMA COUNTY WATER AGENCY

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

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

24. Adopt a Resolution authorizing the Chair of the Board of Directors to execute an Outside Service Area Agreement on behalf of the Sonoma Valley County Sanitation District for public sewer service to property located at 295 and 337 Leveroni Road, Sonoma, California; APN: 128-311-060. (2/3 vote required)

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0381

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: David Rabbitt, Susan Gorin

ABSENT: Mayor Rouse

SHERIFF'S OFFICE

25. Authorize the Chair to execute an annual Federal Equitable Sharing Agreement and Certification with the U.S. Department of Justice and the U.S. Treasury.

Board Action: Approved as Recommended

UNANIMOUS VOTE

MISCELLANEOUS

26. Approve the Minutes of the Meeting of August 12, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Occidental County Sanitation District, Russian River County Sanitation District, South Park County Sanitation District, Sonoma County Water Agency, and Board of Supervisors.

Board Action: Approved as Recommended

UNANIMOUS VOTE

CONSENT CALENDAR (Continued)

APPOINTMENTS/REAPPOINTMENTS

(Item 27)

27. Approve the Reappointment of Jim Redding to the Advisory Council to Area Agency on Aging, for a period of two years, beginning September 23, 2014 and ending on September 23, 2016. (Third District)

Board Action: Approved as Recommended  
UNANIMOUS VOTE

The Board recessed: 10:17 a.m.

The Board reconvened: 10:34 a.m.

IV. REGULAR CALENDAR (Items 28 through 30)

FIRE AND EMERGENCY SERVICES

28. Adopt a 30-Day extension of the Resolution proclaiming a local state of emergency in the Sonoma County Operational Area due damage arising from the August 24, 2014, South Napa Earthquake.

Presenters:

Chris Helgren, Emergency Manager

Tennis Wick, Permit & Resource Management Department Director

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolution 14-0382

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

29. Sonoma County Energy Independence Program Bonding Authorization –
- (A) Acting as the Board of Directors of the Sonoma County Public Finance Authority: Adopt resolutions and approve agreements with the County authorizing continued issuance and sale of revenue bonds, determination of interest rate and loan of funds to the County, to fund the Sonoma County Energy Independence Program; and
  - (B) Acting as the County Board of Supervisors: Adopt resolutions authorizing the Treasurer to invest in bonds issued by the Public Finance Authority and determining bond interest rate, and authorizing execution of various related agreements with the Public Finance Agency, including a bond purchase agreement and a loan agreement; and
  - (C) Acting as the Directors of the Sonoma County Water Agency: Adopt resolutions withdrawing funds from the County Treasury Pool, and authorizing the withdrawn funds to be invested in Sonoma County Energy Independence Program bonds as a long-term Water Agency investment.
  - (D) Accept brief update report on PACE Loss Reserve Program and Commercial PACE Activity.

Presenters:

David Sundstrom, Auditor Controller Tax Collector

Jane Elias, SCEIP Program Manager

Board Action: Approved as Recommended

UNANIMOUS VOTE

Approved by Resolutions 14-0383, 14-0384, 14-0385, 14-0386, 14-0387, 14-0388 and 14-0389

REGULAR CALENDAR (Continued)

COUNTY ADMINISTRATOR/COUNTY COUNSEL

30. County Legal Services Project for Unaccompanied/Undocumented Minors –
- (A) Authorize County attorneys to represent a limited number of undocumented/unaccompanied children in federal deportation proceedings on a pro bono basis with the assistance of other County support and staff.
  - (B) Find under Government Code section 26227 that committing County resources to such a program is necessary to meet the social needs of the community and serves a critical public purpose, and is in the best interest of the County and the general public.

Presenters:

Bruce Goldstein, County Counsel

Rebecca Wachsberg, County Administrator Analyst

Public Speaker:

Madeline Rose

Board Action: Approved as Recommended  
UNANIMOUS VOTE

V. CLOSED SESSION CALENDAR (Items 31 through 34)

Public Speaker:

Michael Hilber

The Board recessed into closed session: 12:20 p.m.

3:40 P.M. Counsel Goldstein reported on Closed Session Items #42-45.

31. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Renewed Efforts of Neighbors Against Landfill Expansion, an unincorporated association vs. County of Sonoma, a political subdivision of the State of California; Sonoma Compost Company, a corporation; Sonoma County Waste Management Agency, a public agency, U.S. District Court-Northern District Case No.: 3:14-cv-03804 TEH, (Gov't. Code Section 54956.9(d)(1)).

Direction given to Counsel and Staff.

32. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Estate of Andy Lopez, by and through successors in interest, Rodrigo Lopez and Sujay Cruz, and Rodrigo Lopez and Sujay Cruz, individually, vs. Erick Gelhaus, County of Sonoma, Does 1 through 10, inclusive. U.S. District Court Northern District of California CV-13-05124, PJH, (Gov't. Code Section 54956.9(d)(1)).

Direction given to Counsel and Staff.

33. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Millview County Water District, et al. v. California State Water Resources Control Board, et al. (Mendocino County Superior Court Case No. SCU-K-CVPT-12-59715), (Gov't. Code Section 54956.9(d)(1)).

Direction given to Counsel and Staff.

34. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Conference with Legal Counsel - Potential Initiation of Litigation - Millview County Water District water rights matters, (Gov't. Code Section 54956.9(d)(4)).
  1. Authorize the Sonoma County Water Agency to file a motion to intervene in Millview County Water District, et al. v. California State Water Resources Control Board, et al. (Mendocino County Superior Court Case No. SCU-K-CVPT-14-64233); and
  2. Authorize Sonoma County Water Agency staff and counsel to appear on behalf of the Water Agency in other Millview County Water District water rights matters and take actions necessary or appropriate to protect the Water Agency's interests.

VI. REGULAR AFTERNOON CALENDAR (Items 35 through 39)

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

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

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

35. Report on Closed Session.

2:19 P.M. Chairman Rabbitt announced Closed Session items #31-34 will reconvene after item #38.

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

2:20 P.M. Public Comment Opened

Public Speakers:

Rachel Lamm  
Mary Morisson  
Rick Hannon  
John Jenkel  
Michael Hilburt  
Keith Wiz

2:36 P.M. Public Comment Closed

37. Permit and Resource Management Department: Review and possible action on the following:
- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
  - b) Acts and Determinations of Project Review and Advisory Committee
  - c) Acts and Determinations of Design Review Committee
  - d) Acts and Determinations of Landmarks Commission
  - e) Administrative Determinations of the Director of Permit and Resource Management

2:36 P.M.

Board Action: Accept Project Review and Advisory Committee – Actions; Sonoma County Certificate of Compliance – Review.

UNANIMOUS VOTE

REGULAR AFTERNOON CALENDAR (Continued)

GENERAL SERVICES

38. Conduct a Public Hearing. Pursuant to Public Contract Code section 22044 the County of Sonoma shall report findings as determined by the California Uniform Construction Cost Accounting Commission.

Presenters: Jose Obregon, General Services Director and Ed Buonaccorsi, General Services Deputy Director.

2:37 P.M. Public Hearing Opened.

Public Speakers:

Julia Donoho

Sally Riley

2:43 P.M. Public Hearing Closed.

39. ADJOURNMENTS

3:42 P.M. The Board adjourned the meeting in memory of Don Parker, Susan Carpenter, Richard “Dick” Maddock, and Lorenzo Petroni. The meeting was adjourned to September 30, 2014 at 1 P.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:** 9  
(This Section for use by Clerk of the Board Only.)

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Sandi Potter (707) 565-8351  
Jennifer Barrett (707) 565-2336

**Supervisorial District(s):**

Countywide

**Title:** Comprehensive Planning Work Plan

### **Recommended Actions:**

Review the proposed Comprehensive Planning Work Plan and provide direction to staff for program implementation in Fiscal Years 2015/2016 and 2016/2017

### **Executive Summary:**

This staff summary report addresses:

1. Overview of the Comprehensive Planning Work Plan;
2. Planning initiatives completed in Fiscal Year (FY) 2013/2014;
3. Comprehensive Planning existing Work Plan through FY 20014/2015, including grant funded projects; and
4. Comprehensive Planning two-year Work Plan covering FY 2015/2016 and FY 2016/2017.

The Comprehensive Planning work plan provides a scope of work and labor allocations for FY 2013/2014 and FY 2014/2015. The Work plan provides an update on the two-year work plan ending June 30, 2015, and identifies planning projects to be initiated in FY 2015/2016 and FY 2016/2017. The Work Plan includes labor allocations to complete planning projects that are currently underway and work commitments under grants. The Work Plan also presents a list of future projects, projected labor allocations, and proposed timing for new projects to be initiated in each two-year planning horizon. The majority of resources in the Work Plan for the remainder of FY 2014-2015 are committed to ongoing and priority projects, as approved in the FY2013-2014/FY2014-2015 work plan. About 650 hours remain for additional projects in the second half of FY2014-2015. Staff, taking into consideration Board priorities, is proposing to initiate work on food and beverage (brewery) permit streamlining and to begin collaborating with the Building Division on a seismic retrofit ordinance. In addition, work will begin on the Cloverdale Urban Service Area and Scenic Landscape Unit General Plan Amendments in

response to Cloverdale's established Urban Growth Boundary.

As the Comprehensive Planning team completes existing priority projects in FY 2014-2015, new projects will be initiated under this proposed work plan in FY 2015-2016, including policies and guidelines to address agricultural promotional event policies, Community Opportunity Areas, and review of groundwater management plans in the General Plan Water Resources Element in response to recent State legislation. Other projects would be delayed until FY 2016/2017 to align with staffing.

**1. Comprehensive Planning Work Plan:** In 1997, the Board of Supervisors established a process of reviewing a Work Plan for prioritizing planning programs carried out by the Comprehensive Planning team. Due to the long term nature of the comprehensive planning programs, the Work Plan has been generally reviewed by the Board every two years to establish new priorities. The most recent two-year Work Plan was approved in 2013, setting priorities for implementation. Many of the projects that were outlined in the 2013 work plan, such as the Renewable Energy Ordinance and Update of the General Plan Safety Element, were completed as listed below. Others remain in progress.

The Comprehensive Planning team consists of 5.5 full time equivalent positions whose primary responsibilities include:

- Implementation of the General Plan policies and programs;
- Monitoring and management of the County's Affordable Housing Programs;
- Preparation of an Annual Report on General Plan Implementation (Exhibit A);
- Staffing the planner public information phone responding to callers' inquiries about planning and zoning matters;
- Staffing the Airport Land Use Commission;
- Monitoring and management of the County's Aggregate Resources Management Plan;
- Acting as Staff Liaison on transportation planning issues (Bike/Pedestrian Committee and SCTA/RCPA);
- Assisting other County departments and agencies with planning programs;
- Conducting General Plan consistency determinations for public projects; and
- Working on planning initiatives as identified by the Board.

State Law requires the preparation of an Annual Report by April 1 each year that is submitted to the Board as well as the State Office of Planning and Research and the Department of Housing and Community Development, reporting on the progress of implementing the General Plan and the quantified housing goals. The *2013 Annual Report on General Plan Implementation* was submitted to the Board on January 29, 2014 (Exhibit A). The annual report demonstrates considerable progress towards implementation of General Plan 2020. The County has completed 64 percent of the general plan programs, either by completing a specific task or by development and implementing an ongoing program. Another 17 percent of General Plan programs are currently underway, 15 percent are not started and 4 percent are on hold due to changing circumstance or allocation of resources.

In addition to the General Plan programs, the Board often adopts minute orders, resolutions for grant opportunities and other directives for planning initiatives that are developed and implemented by the Comprehensive Planning team. These have included projects such as the update of the Small

Agricultural processing permit streamlining, Airport Master Plan Update and the Historic District Design Guidelines for various communities. In addition to these work efforts, the Comprehensive Planning team provides customer service in the pre-application process, assisting other divisions on various projects, and staffs the planner phones. These customer service activities comprise about 10 percent of total staff time. The Comprehensive Planning team also provides support to other County agencies and departments in project development and planning to facilitate their program objectives and in making General Plan consistency determinations required for capital improvement projects. The amount of staff time devoted to programs with other departments and agencies varies from year to year.

In addition, Comprehensive Planning staff is responsible for administration and management of the ongoing programs such as the Aggregate Resources Management Plan and the Affordable Housing Program. They also staff various advisory boards and serve as the department liaison to various agencies including the Airport Land Use Commission, Bike and Pedestrian Committee, and the SCTA/RCPA Technical Advisory Committees.

## **2. Planning Projects Completed Fiscal Year 2013/2014:**

Since the Board approved the last Comprehensive Planning Work Plan in March 2013 the following planning initiatives have been completed:

- Renewable Energy Ordinance;
- Russian River Design Guidelines;
- Scenic Design Combining Zone removal;
- Agricultural Preserves Substandard Parcels;
- Economic Stimulus Ordinance;
- Sonoma Valley Event Coordination web site;
- Small Agricultural Processing and Farm Retail Sales Ordinance;
- General Plan Public Safety Element Update;
- Community Opportunity Areas General Plan Amendment;
- Draft Housing Element Update submitted to California Department of Housing and Community Development;
- Draft Riparian Corridor Ordinance Working Group and Planning Commission Recommendations;
- Healthy by Design outreach and planner/architect training;
- Phase 1 Local Coastal Plan Update community outreach; and
- Grant Applications for Priority Development Areas, Local Coastal Plan Sea Level Rise and Moorland Park Acquisition.

## **3. Comprehensive Planning FY 2015/2016 and FY 2016/2017 Work Plan**

Labor Allocations. The first step in developing the Work Plan is determining the amount of staff resources available for various program activities. Labor allocations vary each year depending on a number of factors, including total number of staff, volume of planning applications submitted for

review, and demand for services to other county departments. Among, certain projects have and will directly implicate legal issues, and require significant resources from the Office of County Counsel.

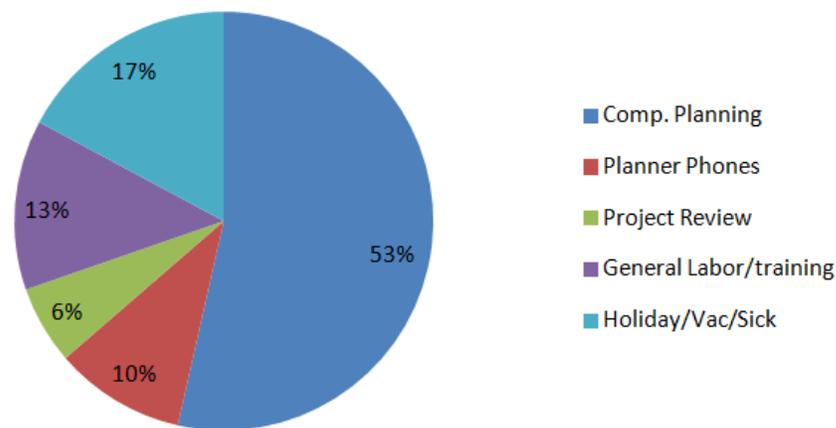
Currently the 5.5 member Comprehensive Planning team provides 11,440 hours, of which about 47 percent is allocated to basic fixed costs of operating the ongoing programs and customer service functions of the division. These costs include: 1) ongoing customer service staffing the planner phone; 2) support for Project Review, agency referrals and other departments; 3) training and general labor; and 4) paid and unpaid time off. Typical labor allocations for the Comprehensive Planning team are shown in Table 1 and Figure 1 and illustrate that about 10 percent of staff time is needed to staff the planner phone where the public can call with zoning questions in the morning and afternoon, Monday through Thursday. An additional 6 percent of staff time is needed to provide General Plan consistency analysis on public projects and support in reviewing various private development project applications. Review of the labor allocations show that about 47 percent of staff time is needed to provide customer service and to support project review and housing applications. The remaining 53 percent is typically available to support ongoing planning programs to implement the General Plan and other initiatives as directed by the Board.

**Table 1. Typical Comprehensive Planning Labor Allocations**

<b>Task</b>	<b>Hours*</b>	<b>Workload</b>
Planner Public Information Phones	1,094	10%
Project Review support and various housing projects	732	6%
Paid/unpaid time off (including all employee and family medical leave)	1,947	17%
Training/General Labor	1,518	13%
<b><i>Division Fixed Costs</i></b>	<b>5,391</b>	<b>47%</b>
Ongoing Comprehensive Planning Projects	6,049	53%
<b>TOTAL</b>	<b>11,440</b>	<b>100%</b>

\*Based on FY 2013/2014 actual hours billed

**Figure 1. FY13/14 Actual Labor Allocations**



Comprehensive Planning Projects. The remaining 53 percent (6,063 hours) is allocated in four categories of work needed to implement the General Plan, comply with new State requirements, leverage grant opportunities, and develop programs as directed by the Board including Ongoing Programs, Existing Priority Projects, Support for Other County Department Projects, Grant-funded Collaborative Projects and Proposed New Programs, as described in more detail below.

Exhibit B (Table 2) contains the proposed Work Plan, including all labor allocations of the Comprehensive Planning team. The Work Plan accounts for ongoing programs, existing priority projects, and services provided to other County Departments. Table 2 includes allocations for the remainder of FY 2014-2015 to reflect actual labor costs from the prior two-year work plan (FY 2013-2014/2014-2015) and to plan for the remaining 650 hours (this column of Table 2 is shaded to indicate this work is part of the prior Work Plan). The Proposed FY 2015-2016/2016-2017 focuses on prioritizing and allocating resources to proposed new planning initiatives beginning in July 2015.

The Work Plan shows progress implementing the approved FY 2013-2014 and FY 2014-2015 projects. Projections for the completion of existing priority projects include several large grant projects endorsed by the Board for Priority Development Area grants at the Springs Area Plan, the Airport Specific Plan, and for sea level rise adaptation planning in the coastal zone (Table 3). Table 2 shows that limited resources are available in FY 2014-2015, as staff will be completing major projects such as the Housing Element and Development Code and initiating work on grant projects. About 95 percent of available resources will be needed to continue current customer service levels and complete existing projects. The remaining resources (about 650 hours) are available to be prioritized and allocated to proposed new programs in the second half of the fiscal year. Several new programs, including food and beverage streamlining, seismic retrofit ordinance, and Cloverdale General Plan Amendment are recommended for initiation in the second half of FY 2014-2015.

By July 2015 about 15 percent (about 1,750 hours) will be available for new projects. However, the total amount available for new projects in FY 2015-2016 remains inadequate to undertake all identified planning needs and a number of major initiatives remain unfunded or delayed into FY 2016-2017 (Table 2). Without additional resources these initiatives could only be accomplished in the near term at the expense of other existing programs or customer service.

**A. Ongoing Programs:** Ongoing Programs are those that the Comprehensive Planning team is responsible for staffing on an ongoing basis, which has averaged about 20 percent of staff program hours, including General Plan administration and Annual Reports, ARM Plan administration and monitoring, Housing Program Liaison, Sonoma County Transportation Authority Liaison, General Plan consistency reviews of public or tribal projects, and staffing of the Airport Land Use Commission.

These programs are primarily funded through the General Fund, although the ARM program is funded by industry and the housing program is funded in large part with Transit Occupancy Tax (TOT) housing set aside revenues. The Comprehensive Planning team has historically staffed the Landmarks Commission, administered landmarks grants, and conducted compliance monitoring of Landmarks approved projects. However, this function and the 0.5 full-time equivalent position were transferred to the Project Review division this year. The Comprehensive Planning team will continue to work on historic resource policy initiatives, such as rezoning Historic District properties as appropriate.

**B. Existing Priority Projects:** Major planning initiatives initiated or ongoing in previous fiscal years include the Integrated Development Code Phase I, Housing Element Update, Riparian Corridor Ordinance, and Local Coastal Plan Update (discussed in more detail below). These existing priority projects are large, complex undertakings that have required extensive public outreach and inter-agency coordination and have required extensive staff hours in FY 2014/2015. The Housing Element Update and Riparian Corridor Ordinance are expected to be completed by the end of 2014; the Local Coastal Plan Update and the Integrated Development Code is expected to be completed by the end of 2015. Several ongoing efforts will extend beyond the two-year work plan, including Climate Action Plan; review of Vacation Rental Management and Enforcement Standards and provision for Vacation Rentals in the LIA agricultural zone; and interagency coordination for the Hanson Terrace Pits restoration effort lead by National Marine Fisheries Service.

*Integrated Development Code Phase I.* The current zoning code, originally drafted in 1968, is outdated and cumbersome, resulting in delays and inconsistencies in its application. The new Development Code will reformat the code in a more user-friendly format, update sections to comply with changes in law, integrate the county's procedures in a more streamlined manner, and provide an opportunity to further streamline permitting with the creation of standards for specific uses. This will help reduce processing timelines, clarify conflicting requirements and procedures, and ease the staff workload in interpreting outdated language. Phase I of this program will reformat the code and provide more flexibility in its application. A Public Review Draft is expected to be available early next year, and public workshops and hearings before the Planning Commission in Spring 2015. Phase II of the Development Code revisions are proposed to begin in 2016 and will include development standards for specific uses to further streamline permit processing. Prior to initiation of Phase II, a work plan will be brought to the Board for direction on the scope of work for Phase II.

*The Local Coastal Plan (LCP).* The LCP update is a focused effort to integrate the recently adopted General Plan policies and provide updated policies on a limited range of issues including public access, water quality, biotic resources, public safety, and climate change adaptation. The California Coastal Commission must review and certify the LCP before it becomes effective and Commission staff has taken a very active and detailed role in the LCP amendment process. For this fiscal year, we anticipate that the Coastal Commission staff will finish their review and then conduct the second round of public outreach meetings in coastal communities early next year.

*Housing Element Update.* State law requires periodic update of the Housing Element to reflect current State standards, to incorporate up to date demographic data, and to establish policy to best meet County housing needs. The focus of the 2014 Housing Element update process has been to review existing policies and programs and to retain those that work while making limited new additional policies and programs proposed to meet changing needs. Most ongoing housing policies and programs are highly successful and are continued in the 2014 Housing Element update. Additional policies to promote "housing first" were included in this update, which is scheduled to be completed by December 2014.

*Housing Element Implementation.* During the past fiscal year, staff has also nearly completed work on implementing the 2009 Housing Element Programs including changes to the zoning code to incentivize Universal Design for aging in place, enabling a resale restriction for long term preservation of affordable units, and developed a preliminary draft of a User's Guide to facilitate permitting.

Vacation Rental Management and Enforcement Standards and Vacation Rentals in LIA. As directed by the Board, staff and County Counsel have begun work on reviewing the vacation rental standards to address issues related to management, enforcement, and overconcentration. The Board provided direction to staff and County Counsel on the issues to be addressed in a resolution of intent and took a straw vote on October 7th. Staff is also developing an amendment to the General Plan to allow vacation rentals in the LIA zone, which is anticipated to be completed by the end of this fiscal year.

Climate Action Plan 2020. In 2013-14 the County was awarded a \$900,000 grant from the Strategic Growth Council for climate action planning in collaboration with the nine cities, the RCPA, and non-profit groups. Project development work is underway by the consultant team and a draft plan is expected to be completed by the end of this fiscal year. During FY 2015-16 EIR preparation of the Draft EIR will be completed and the public hearing process will begin with hearings before the RCPA as the lead agency. Adoption by the cities and the County of individualized plans is expected to follow certification of the EIR and adoption of the Climate Action Plan by the RCPA. This program will enable the County and all nine cities to implement a well coordinated program that reduces the County's overall GHG emissions. Once adopted, development projects that conform to the Climate Action Plan will receive streamlined review of GHG impacts under CEQA.

Riparian Corridor Ordinance. The PRMD Director convened the Riparian Corridor Working Group, a diverse group of stakeholders, to provide input of the Riparian Corridor Zoning Amendments to implement the General Plan riparian corridor setbacks. The Planning Commission has recommended approval of a revised draft ordinance that will be presented to the Board later this fall. This program includes mapping of over 3,200 miles of stream setbacks in the zoning database that were added by the General Plan. Implementation of this project is expected to be completed in Fiscal Year 2014-2015.

Hanson Terrace Pits Restoration Feasibility. A multi-jurisdictional feasibility study of restoration concepts for the former Hanson Terrace mining pits is also underway with a grant from the Coastal Conservancy. This project involves working with Resource Agencies, U.S. Geological Survey, Water Agency and NOAA fisheries on evaluating the feasibility of restoring the former terrace pit mining sites to create ecosystem benefits and off-channel wetland habitat to benefit the endangered fisheries.

Oak Woodland Management Plan. The Oak Woodland Management Plan has been put on hold while the Open Space District completes high resolution topographic data collection and vegetation mapping. The project may resume if State grant funding for oak woodland preservation is restored.

**C. Programs for Other Departments/Agencies:** These projects, including some of the efforts listed above, are initiated or led by other departments. These programs often provide opportunities to collaborate with other county agencies, share resources, and access grant funds to implement the plans and capital projects of the County. Programs for other departments may be funded through inter-department MOUs or through grant funds to PRMD or other departments (see Table 3). Projects include the Healthy by Design Training, Local Hazard Mitigation Plan update which qualifies the County for FEMA grant funds, assisting RCPA and other County agencies with climate adaptation work, partnering with the Sonoma County Water Agency on groundwater monitoring and drought response, and assisting Public Health in revising animal care and control standards. Staff hours allocated to programs with other departments has varied from 20 percent to about 2 percent of total staff hours available for programs, in the past year this amount has declined as increased inter-departmental efforts are shifted to ongoing priority projects through grant-funded partnerships, described below.

#### D. Grant Funded Inter-Departmental and Interagency Collaboration

Several Board approved grant initiatives are key components of the Comprehensive Planning team's existing and future work plan. These projects, summarized in Table 3, leverage county funds to develop and implement planning frameworks that implement the General Plan and provide valuable resources for addressing emerging environmental and quality of life issues. In FY 2013-2014 PRMD applied for and was awarded over \$900,000 in grant funding that will be reimbursed in the two year planning period. This is a significant increase in funding for cutting edge planning initiatives. Considering current staffing levels, resources will be diverted away from some existing programs and staff capacity to initiate new programs has been reduced. PRMD will work with the County Administrator's Office (CAO) to identify resources needed to successfully implement these grants without unduly affecting other planning priorities.

For example, funding from the Community Transformation Grant for Healthy Communities work supported a half time planner to implement Healthy by Design training in collaboration with County Health. However, other work was delayed or put on hold to take advantage of this opportunity to advance the County's public health goals and improving public safety. Similarly, work on grant funded project for the two Priority Development Areas, Climate Action Plan and Coastal Adaptation for Sea Level Rise has the potential to impact staffing of non-grant priorities over the next two years.

**Table 3. Comprehensive Planning Grant Initiatives**

Project	Grant Program	Partners	County share Funding	Status
Greenhouse gas reduction – Climate Action 2020	Sustainable Communities Grant	RCPA Cities All County Departments	\$80,000	Identifying measures, engaging the public, initiating EIR. Project complete in 2016
Healthy Communities	Community Transformation	DHS AIA Community	\$122,000	Completed Public education & professional training
Spring Area Plan	One Bay Area Grant - Priority Development Areas	SCTA TPW SVCAG	\$450,000	Grant agreement expected fall 2014. Project completion in 2017
Airport Specific Plan	One Bay Area Grant - Priority Development Areas	SCTA SMART TPD	\$350,000	Grant agreement expected fall 2014. Project completion in 2017
Coastal Sea Level Rise Adaptation	Ocean Protection Council	APOSD SCWA USGS/NOAA	\$150,000	Grant agreement expected fall 2014. Project completion in 2016
<b>TOTAL</b>			<b>\$1,152,000</b>	

## **E. Proposed New Programs**

With the projects currently underway, there are a limited number of hours available for new programs next fiscal year. With completion of the Riparian Corridor Ordinance and the Housing Element by the end of this year, the Comprehensive Planning team will be able to initiate some new initiatives early in 2015. The new programs recommended to initiate work in the near-term include the following:

- Priority Development Areas (Springs Area Plan and Airport Specific Plan);
- Food and Beverage Streaming (Breweries);
- Seismic Retrofit;
- Cloverdale Urban Service Area and Scenic Landscape Unit; and
- Agricultural Promotional Event Policies.

Priority Development Areas. Two major Specific Plan efforts, the Springs and the Airport Area, are expected to begin before the end of this fiscal year using One Bay Area Grant - Priority Development Area Grants. Both of these projects will be multi-year collaborative efforts including public participation, development of area plans and alternatives, CEQA analysis, and plan adoption. The Specific Planning efforts will be informed by other county departments and local agency efforts in these communities and will consider the need for affordable housing, healthy design, and alternative transportation. Development of Specific/Area Plans for the Springs and Airport are existing priority programs that were previously directed by the Board.

Food and Beverage Streamlining. Following successful completion of the Small-scale Agricultural Processing and Farm Retail Sales, staff proposes review of food and beverage land uses to address the growing needs of breweries, micro-breweries, and brew pubs and to analyze constraints and opportunities for establishing these uses in the various zoning districts. The development of zoning code changes will also require County Counsel resources.

Seismic Retrofit. Completion of the General Plan Safety Element Update and following the damaging South Napa Earthquake, staff also proposes to initiate a joint planning and engineering public outreach and education effort as a first step in developing seismic retrofit ordinance for the unincorporated county. This project would include coordination with owners of unreinforced masonry buildings, identification of sources of funds available for seismic retrofit, and development of a building retrofit ordinance.

Cloverdale USA and Scenic Landscape Unit. The County's General Plan includes Urban Service Area (USA) boundaries that are coterminous with the adopted Urban Growth Boundaries for all of the cities, except Cloverdale, which adopted their UGB after the County's General Plan was adopted. As part of the municipal service review of Cloverdale's boundary conducted by LAFCO this past year, the County agreed to process the establishment of a Scenic Landscape Unit on the west side of Cloverdale, as well as amend the Land Use Map to reflect the revised USA and a special area policy limiting development above the referenced elevation in the city's adopted UGB.

Agricultural Promotional Event Policies. There has been much discussion at the Planning Agency about events occurring at local wineries and tasting rooms, particularly related to the cumulative impact of overconcentration in areas such as Sonoma Valley and West Dry Creek/Westside Road. After receiving input from a variety of stakeholders, staff recommends that this project include two components: 1)

consideration of countywide guidelines and policies for agricultural promotional event activities that could provide a framework for addressing growing industry trends, and 2) development of guidelines, policies and implementation programs to address the issue of overconcentration in the most impacted areas. Staff anticipates that addressing these issues will require significant staff and County Counsel resources.

### **5. Priority Projects and Staffing Needs**

The highest priority for the remainder of FY 2014/2015 is completion of existing priority projects and to initiate new planning initiatives as these projects conclude. At the end of FY 2014/2015, with adoption of the Housing Element Update and completion of revisions to vacation rental standards, staff recommends prioritizing the Cloverdale Urban Service Area and Scenic Landscape Unit General Plan Amendment. Upon completion of the Riparian Corridor Ordinance staff time will be available to initiate changes to the zoning code for food and beverage streamlining and to begin work on a seismic retrofit ordinance. Preliminary work on agricultural promotional event policies and overconcentration may also be commenced. These projects will continue into FY 2015/2016.

As these priority projects are completed and resources become available, staff recommends initiating work on the following projects in FY 2015/2016:

- Historic Resources Inventory;
- Community Opportunity Areas;
- Groundwater Management Planning; and
- Scoping Phase II of the Development Code (poultry processing, off-site farmstands and RV parking).

The total amount of resources available for new projects in FY 2015-2016 remains inadequate to undertake all identified planning needs and a number of major initiatives remain unfunded or delayed into FY 2016-2017 due to workload issues. Without additional resources these initiatives could only be accomplished in the near term at the expense of other existing programs or customer service. Projects recommended for FY 2016/2017 include:

- Telecommunications Policies;
- Healthy Community General Plan Policies;
- Review of Renewable Energy Ordinance;
- Biotic Resources Zoning; and
- Rezoning Historic Properties.

### **RECOMMENDATION**

The primary focus of the Work Plan for the remainder of this fiscal year will be completing programs currently underway, including the Public Review Draft of the Development Code Update (Phase I), implementation of zoning amendments for the Riparian Corridors, updating the Housing Element and related implementation programs, updating the vacation rental management and enforcement standards, and Local Coastal Plan Update. For FY 2015/2016, staff recommends that work efforts focus on food and beverage (breweries) streamlining, developing a seismic retrofit program, Cloverdale

Urban Service Area and Scenic Landscape General Plan Amendment, and begin work on agricultural promotional event guidelines and Community Opportunity Areas. Work is also proposed to begin scoping Phase II of the Development Code which will include streamlining for poultry processing, off-site farmstands and RV parking as previously directed by the Board. Additional work is anticipated to complete the Historic Resources Inventory and the ongoing groundwater resource planning to ensure General Plan consistency with adopted Groundwater Management Plans and in accordance with newly adopted State legislation.

For the FY 2016-2017 staff recommends continuing working on the above assignments and as work is completed, begin work developing healthy community General Plan policies; review of the Renewable Energy Ordinance; development of telecommunications policies; Biotic Resource Zoning; and rezoning of Historic Resource properties.

#### **Prior Board Actions:**

##### **Comprehensive Planning Work Plan**

After the General Plan was adopted in September 2008 the Board set priorities for a two-year work program in 2011 for Comprehensive Planning for FY 2011/2012 and 2012/2013. On 3/26/14 the Board set priorities for a two-year program for FY 2013/2014 and FY 2014/2015. In addition to implementation of the priority programs in the Work Plan, the Board also authorized or gave direction to staff on other priority programs based on funding availability.

##### **Grants**

On 2/25/14, the Board approved a grant application for Priority Development Areas for specific planning for the Springs and the Airport SMART station and was awarded \$800,000.

On 7/30/13, the Board approved a grant application that included evaluation and planning for coastal sea level rise and incorporation into the Local Coastal Plan and the County was awarded \$150,000 from the Ocean Protection Council.

On 2/7/12, the Board approved a major grant application for a Greenhouse Gas Reduction Implementation Program which was awarded by the Strategic Growth Council in 2012.

##### **Board Direction**

On 10/7/14, the Board provided direction to staff, by a straw vote, to initiate a public outreach process to explore issues related to management, enforcement, and overconcentration of vacation rentals.

On 9/9/14, the Board adopted a General Plan Amendment that added a Public Safety program to incorporate mitigation actions of the Hazard Mitigation Plan into the General Plan.

On 8/5/14, the Board adopted a General Plan Amendment to add a Land Use Program to consider evaluating additional communities and infrastructure to identify deficiencies in Community Opportunity Areas.

On 7/29/14, the Board gave direction to add to the Work Plan to consider amendments to Zoning to allow small scale poultry processing in some agricultural zones and related amendments to support small local food production.

On 7/29/14, the Board gave direction to add to the Work Plan to report to the Planning Commission on the small agricultural processing and farm retail sales permit streamlining program.

On 4/15/14, the Board adopted the Economic Stimulus Ordinance that extended vacation rentals in the LIA for two years and directed staff to add to the Work Plan to consider amendments to the General Plan and Zoning to allow vacation rentals in the LIA land use category and to review the standards.

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

The Work Plan supports each of the four focus areas identified in the County’s Strategic Plan. Continued implementation of the Housing Element programs is recommended as a high priority, which helps increase the supply of affordable housing and furthers the Strategic Plan focus of providing for *Safe, Healthy and Caring Communities*. The Work Plan continues to ensure that zoning will be brought into conformance with new policies of the General Plan to protect open space and resource lands and support a healthy agricultural economy. Update of the Development Code will streamline procedures and help promote economic development. These efforts align with the Strategic Plan’s focus on *Economic and Environmental Stewardship*. PRMD will continue to implement the County’s Aggregate Resources Management Plan (ARM Plan), which aligns with the Strategic Plan’s focus to *Invest in the Future* by helping to ensure that the County has sustainable supplies of construction aggregate and by assisting other departments and agencies with the planning of wastewater, water supply, energy, and road projects and through continued coordination and collaboration with other agencies such as, the SCTA/RCPA, Open Space District and Water Agency on Climate Protection programs. The Work Plan supports the Strategic Plan focus on *Civic Services and Engagement* through the Special Project team’s role in staffing various advisory boards, providing information and public outreach in developing implementation programs, and through the public hearing process with the Planning Commission.

**Fiscal Summary - FY 14-15**

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

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

Since the General Plan was adopted, staff has pursued additional funding sources for comprehensive planning programs. A General Plan Administration Fee was approved by your Board in 2008 to offset some of the costs of General Plan development and implementation. PRMD will receive an estimated \$40,000 in fees from the ARM Program. Over the next two fiscal years, it is anticipated that a total of \$630,000 of revenues will be available including: \$125,000/year from General Plan fee revenues; \$100,000/year from TOT revenues to update the Housing Element; Strategic Growth Council grant for

the Greenhouse Gas Reduction Program (\$65,000 next year); Historic Resources Program grant from TOT Advertising fund (\$28,000 for 2012); and Coastal Conservancy grant for the Hanson Terrace Pit Restoration Feasibility Study (\$45,000 remaining). Ocean Protection Council grant for Sea Level Rise adaption (\$150,000 over 2 years); and One Bay Area Grant - Priority Development Areas for the Airport Specific Plan (\$350,000 over 2 years) and The Springs Area Plan (\$450,000 over 2 years). These funding sources are to offset PRMD staff time on program implementation, in addition to other funding for consultant studies or other agencies.

**Staffing Impacts**

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

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

Staffing levels have been reduced from 8 full-time equivalents (FTE) in Fiscal Year 2009-2010 to 6.5 FTE in Fiscal Year 2012-2013 for the Comprehensive Planning team. In Fiscal Year 2012-2013 a planner position and manager position was cut and the Comprehensive Planning Division was merged with the Environmental Planning Division with one manager position overseeing both divisions. Current staffing levels are 5.5 FTE. This Work Plan includes an addition \$950,000 in grant funds to be overseen by the Comprehensive Planning team. PRMD will work with the COA to identify resources needed to successfully implement these grants without unduly affecting other planning priorities.

**Attachments:**

**Exhibit A:** 2013 Annual Report on General Plan Implementation

**Exhibit B:** Comprehensive Planning Work Plan Table 2

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

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# COUNTY OF SONOMA

## PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

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### MEMO

**Date:** January 29, 2014  
**To:** Board of Supervisors  
**From:** Sandi Potter  
**Subject:** Submittal of 2013 General Plan Annual Report

Staff has prepared this Annual Progress Report to update the Planning Agency and Board of Supervisors on the status of implementing programs contained within the Sonoma County General Plan and to comply with State Law. California Government Code Section 65400(b)(1) mandates the County to prepare and transmit this report to the Governor's Office of Planning and Research and the Department of Housing and Community Development. The Report is required to contain certain housing information, including the County's progress in meeting its share of regional housing need and local efforts to remove governmental constraints to the development of housing.

PRMD has completed or has developed ongoing programs to implement 64 percent of the 185 General Plan programs. Some of the major PRMD initiatives completed or underway in 2013 include:

- Development Code Update
- Local Coastal Plan Update
- Biotic Resource Zoning Amendments
- Renewable Energy Code Revisions
- Housing Element Update
- Other Programs Completed This Year

In addition to these planning initiatives, staff coordinated with the Department of Transportation and Public Works and the Sonoma County Water Agency to complete several notable General Plan Programs in 2013 including the Airport Approach Protection Plan (adopted March 2013); transportation improvements at the Airport Industrial Area, Petaluma River Watershed and Flood Damage Scoping Study, the Smart Water Guidebook for Water Conservation, and publication of the Santa Rosa Plain Groundwater Study, Phase I.

The Annual Report will be further reviewed by the Board with the 2-Year Comprehensive Planning Work Plan in establishing priorities for FY 15/16.

Attachments: 2013 Annual Report

Cc: Planning Agency

# **2013 General Plan Annual Implementation Progress Report**



Permit and Resource Management Department

January 2014

## **GENERAL PLAN IMPLEMENTATION PROGRESS REPORT**

Staff has prepared this Annual Progress Report (Report) to update the Board of Supervisors on the status of implementing the programs contained within the Sonoma County General Plan and to comply with State Law. California Government Code Section 65400(b)(1) mandates the County to prepare and transmit this report to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD). The Report is required to contain certain housing information, including the County's progress in meeting its share of regional housing need and local efforts to remove governmental constraints to the development of housing.

### **OVERVIEW**

Government Code Section 65300 requires every city and county to prepare and adopt a "comprehensive, long term general plan for the physical development" of the community. On September 23, 2008 the Board adopted the current General Plan (commonly referred to as GP2020). The Government Code also requires that these plans include seven mandatory elements: Land Use, Circulation, Noise, Open Space, Conservation, Safety, and Housing. GP 2020 includes these mandatory seven and three additional "optional" elements; Water Resources, Air Transportation, and Public Facilities and Services Elements. Notably, Sonoma County was the first jurisdiction in California to adopt a Water Resources Element. Each of these elements contains a set of goals, objectives, policies, and programs.

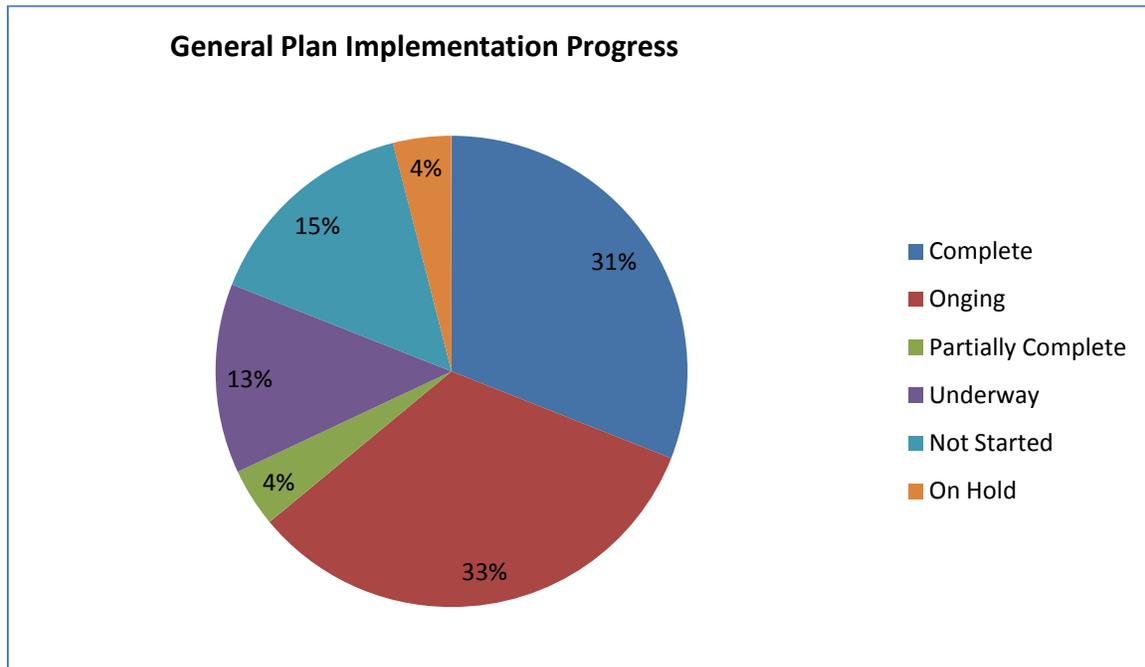
The broad purpose of GP 2020 is to "express policies which will guide decisions on future growth, development, and conservation of resources through 2020 in a manner consistent with the goals and quality of life desired by the County's residents." GP 2020 provides policy direction to multiple departments and jurisdictions beyond the Permit and Resource Management Department (PRMD). The attached spreadsheet (Attachment 1) summarizes the implementation efforts of all the 185 General Plan programs, including the responsible department and estimated completion date. Below is a list of notable accomplishments completed in 2013.

Overall progress continues implementing General Plan programs continues to be made. Of the 185 programs and subprograms, including 82 Housing Element programs, 119 have been completed or are ongoing programs implemented on a continuous basis. Another 29 programs are either partially complete or currently underway (see a description of major PRMD initiatives underway, above). An additional 29 programs have not been started. A small number of programs are on hold pending funding or due to changes in redevelopment law. Attachment 1 provides a detailed description of General Plan Implementation Programs for the following elements: Agricultural Resources; Air Transportation; Circulation and Transit; Land Use, Noise, Open Space and Resource Conservation; Public Facilities and Services; Public Safety; Water Resources; and Housing. Table 2 and Figure 1 provide a summary of implementation progress.

**Table 2: General Plan Implementation Progress 2013**

<b>Program Status</b>	<b>Total Number</b>	<b>% of Total</b>
Complete	58	31%
Ongoing	61	33%
Partially Complete	8	4%
Underway	23	13%
Not Started	28	15%
On hold	7	4%
<b>Total</b>	<b>185</b>	<b>100%</b>

**Figure 1: General Plan Implementation Progress**



## **CURRENT PRIORITY GENERAL PLAN IMPLEMENTATION PROGRAMS**

Multiple programs are in the process of being implemented within PRMD as part of the Comprehensive Planning Work Plan. Below is a list of major planning efforts that were completed or underway in 2013.

### **Development Code Update**

The Development Code Update represents the first major reorganization of the County's Zoning Ordinance since the 1960s. This new format will be consistent with most of the newer code formats used in Santa Rosa, Windsor, and Sonoma, which will make the code more familiar and user-friendly to the public. The new Development Code will also integrate better with other chapters of the County Code by using consistent language and terminology. The Public Review Draft of the Development Code is expected to be available this summer and informational workshops will be scheduled prior to public hearings before the Planning Commission.

### **Local Coastal Plan Update**

Preparation of an Administrative Draft of the Local Coastal Plan Update is underway. The Local Coastal Plan Update is a focused update limited to integrating General Plan 2020 policies and addressing public access; adaption to climate change, particularly sea level rise; biological resources; public safety (geologic, flood hazards and coastal erosion); and water quality. Staff held public workshops at The Sea Ranch, Bodega Bay, and Jenner in summer 2013 to obtain comments on the scope of the Local Coastal Plan Update and is working to respond to comments raised at the workshops. PRMD was awarded a \$150,000 grant from the Ocean Protection Council to develop sea level rise adaptation plans and has submitted a planning grant application to the Coastal Commission for a second grant to update biotic resource maps and develop climate change policies. In 2014 a Public Review Draft of the Local Coastal Plan will be prepared and stakeholder and community meetings will be held to obtain additional input. Coordination with the Coastal Commission is anticipated to continue through the public review adoption process. The Local Coastal Plan will need to be submitted to the Coastal Commission for certification that the Plan meets Coastal Act requirements.

### **Biotic Resource Zoning Amendments**

The Biotic Resource Zoning Amendments includes two phases: 1) Riparian Corridors and 2) Biotic Habitats currently under review. The Riparian Corridors are associated with stream conservation. Biotic Habitat applies to sensitive species and their habitats. The Riparian Corridor ordinance is intended to update zoning to include the stream protection policies adopted by GP 2020 and to apply the new Riparian Corridor (RC) Combining Zone to all rivers and streams designated by the General Plan, as shown on the Open Space Maps. This process has involved extensive public outreach including

## 2013 General Plan Implementation Progress Report

three public workshops and numerous stakeholder meetings. The draft ordinance and maps was reviewed by the Planning Commission on June 20, 2013. In response to continued interest group concern, a stakeholder group will be formed to provide input on the draft ordinance and assist in educating the community.

### **Renewable Energy Code Revisions**

In 2013, changes to the Zoning Code were completed to enable the construction and use of renewable energy facilities throughout the county, while protecting sensitive resources and ensuring neighborhood compatibility. The amendments implemented the resource conservation policies of GP 2020, and accomplished two primary goals: 1) remove constraints to the development of on-site renewable energy systems across the county; and 2) provide expanded opportunities for the development of renewable energy generating facilities by adding provisions for solar, bioenergy, wind, fuel cell, and hybrid or emerging renewable energy technologies. Other changes were made to incentivize the on-site development of renewable energy systems, and to simplify and clarify procedures and requirements related to renewable energy facilities. Staff training and publicity for the new programs are ongoing into 2014.

### **Housing Element**

Sonoma County has much to be proud of in its efforts to provide housing for all economic segments of its communities. Affordable housing production has quadrupled over the last 10 years compared to the previous 10 year period: while only 5 projects containing 110 total units were produced between 1992 and 2002, in the period between 2003 and 2012 a total of 11 projects were produced containing a total of 450 units. An additional 79 units were approved in 2011 and are waiting funding for construction.

#### Current Housing Element Efforts

The Board of Supervisors adopted the updated Housing Element May 5, 2009. Subsequently, a number of housing programs were implemented to allow for homeless shelters, permanent supportive housing, and transitional housing (see Attachment A for a complete list of all General Plan Programs, including Housing Element Programs). Changes to the way that for-sale housing is retained as affordable are currently underway, as are incentives to encourage Universal Design features in new homes. Finally, checklists for residential developers are being drafted as part of an overall “User’s Guide” to the housing development process.

Work on the 2014 Housing Element Update began in July 2013 with a multi-agency “kick-off” public workshop. The workshop was coordinated by and held at the County PRMD and was co-sponsored by the County and its cities, and featured presentations from State Department of Housing & Community Development (HCD) staff as well as from public service providers. Housing Element preparation efforts will continue throughout the next year, with the updated Housing Element required to be adopted by the end of 2014.

## 2013 General Plan Implementation Progress Report

### Regional Housing Need

The County is required to report certain housing information in accordance with State Housing Element Law (Government Code Sections 65583 and 65584) and the State HCD's guidelines for reporting the County's progress toward meeting its regional housing needs. The Association of Bay Area Governments (ABAG) has adopted a Regional Housing Needs Allocation (RHNA), pursuant to Government Code Section 65584, for all jurisdictions within the County of Sonoma. In order to provide for the projected population growth within the region, Sonoma County's share of the regional housing need was allocated at 1,364 new housing units for the 7-year period between 2007 and 2014, including 264 units affordable to moderate-income households, 217 units affordable to low income household, and 319 affordable to very-low income households. During the period from 2007 to 2013, the County has issued permits for 1102 units, including 40 very low income units, 127 lower income units, 208 moderate-income units, and 727 above-moderate income units. The remaining need during this planning period (through 2014) is for 279 very-low income units, 90 low-income units, and 56 moderate-income units. The County has exceeded its need for market-rate units through the year 2014 as shown in Table 1 (below).

**Table 1: Sonoma County's Progress in Meeting its Regional Housing Needs 2007-2014  
Reporting Period Ending 12/31/2013**

<b>Income Group</b>	<b>Regional Housing Need 2007-2014</b>	<b>Permits Issued 2007-2012</b>	<b>Permits Issued 2013</b>	<b>Need Met by County through 12/31/2013</b>	<b>Remaining Need by end of 2014</b>	<b>% of 2007-2014 Regional Housing Need Met</b>
<b>Very-Low</b>	319	40	0	40	279	13%
<b>Low</b>	217	121	6	127	90	59%
<b>Moderate</b>	264	173	35	208	56	79%
<b>Above Moderate</b>	564	639	88	727	<88 >	129%
<b>Total:</b>	1,364 units	973 units	129 units	1102 units	262 units	81%

With approximately 88% of the planning period having elapsed, the County has met 81% of its overall RHNA. While a large number of the housing units issued permits by the County between 01/01/2007 and 12/31/2013 have been affordable, there remains a large unmet need for units affordable to very-low income households (279 units).

### 2013 Construction and Permitting Activity

Construction increased in 2013 for most types of permits, compared to the prior 3 year average. During 2013, Building Permits were issued for 129 residential units, of which only 41 (32%) were for affordable units, including 6 for low-income households, and 35 for moderate-income households.

## 2013 General Plan Implementation Progress Report

The County's Affordable Housing Program requires all new development to contribute to affordable housing, and incentivizes the construction of second dwelling units to meet the affordable housing contribution requirement for individual single family dwellings. Because of their limited size, second dwelling units are considered affordable; a survey conducted during 2006 and updated during 2013 established the average level of affordability at "moderate" for newer detached units and at "lower" for older units and attached units. Permits were issued during 2013 for 32 second dwelling units, including 28 detached and 4 attached units.

### **Other Programs Completed This Year**

In addition to PRMD's ongoing General Plan Initiatives, staff coordinated with the Department of Transportation and Public Works and the Sonoma County Water Agency to complete several notable General Plan Programs in 2013. The Department of Transportation and Public Works completed the Airport Approach Protection Plan (adopted March 2013) and improvements at the Fulton Road and Airport Road intersection as part of the Airport Industrial Area Improvement Project. The Water Agency completed the Petaluma River Watershed and flood damage scoping study, the Smart Water Guidebook for Water Conservation, and together with the U.S. Geological Survey published the Santa Rosa Plain Groundwater Study, Phase I.

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps	
<b>AGRICULTURAL RESOURCES ELEMENT</b>						
AR01	<b>Revisions of Agricultural Zoning District Regulations</b>	Rewrite the agricultural zoning districts and other relevant sections of the Sonoma County code to reflect accurately the policies of the Agricultural Resources Element (Policy reference: Sections 2.5 and 2.6).	PRMD	2014	Partially Completed	The Zoning Code has been updated to reflect the majority of policies set forth in the Agricultural Resources Element. The Zoning Ordinance was most recently updated to implement these policies on January 31, 2012 (Williamson Act Rules update). The remaining policy to incorporate standards for visitor serving uses will be implemented as part of the Development Code Update (AR-6g).
AR02	<b>Subdivision Ordinance Regulations in Agricultural Areas</b>	Prepare an amendment to the Subdivision Ordinance providing findings for approval of clustered residential lots in the "Land Extensive Agriculture" and "Diverse Agriculture" categories, requiring a long term protective easement when clustered subdivision has occurred and providing subdivision conditions to minimize conflicts and maximize long term agriculture protection (Policy reference: AR-3b, 3c, 3d, 3e).	PRMD	2014	Partially Completed	Residential clustering and long term easements are required in the DA and LEA zoning districts. These requirements will be incorporated into the Subdivision Ordinance during its update, which will occur after the Development Code Update is complete.
AR03	<b>Right to Farm Ordinance</b>	Continue to implement the Right to Farm Ordinance which describes normal farm practices expected to occur in agricultural areas and insures the right of the farmer to continue such practices subject to appropriate health and safety standards. The ordinance applies only to areas designated with agricultural land use categories. A summary of the ordinance shall be mailed annually to all property owners with tax bills (Policy reference: AR-4d).	PRMD	Ongoing Program	Ongoing	A recorded declaration acknowledging the Right to Farm is required for discretionary projects, new single family dwellings, and additions of more than 640 square feet to existing dwellings. The requirement applies to projects within agricultural zones, or within 300 feet of agriculturally zoned lands.
AR04	<b>Transfer of Development Rights Proposal</b>	Prepare a voluntary transfer of development rights proposal establishing requirements and procedures for transfer of development rights from certain agricultural areas to specified receiving areas. Receiving areas may be jointly identified by a city through a joint powers agreement (Policy reference: AR-8d, 8e, 2d).	PRMD Cities	2014	Not Started	Criteria for the transfer of development rights will developed depending on the Board's prioritization and availability of funding.
AR05	<b>Farm worker Housing</b>	Establish a program, working with the Sonoma County Community Development Commission to provide seasonal farm workers with mobile housing which could be located on any specific parcel during harvest (Policy reference: AR-7d).	PRMD CDC	N/A	Complete	The Zoning Code was amended to permit the use of recreational vehicles for seasonal farm worker housing.
AR06	<b>Design Guidelines Promoting Rural Character for Agricultural Support Uses.</b>	Review current County Code and Design Guidelines applicable to agricultural support uses in rural areas and consider revising to reduce or minimize County imposed urban style improvements (Policy reference: AR-9h).	PRMD	2014	Not Started	Guidelines are to be included in the General Development Regulations section of the revised Development Code.
AR07	<b>Sonoma Valley Event Coordination</b>	The County would initiate a pilot event coordination program in the Sonoma Valley Planning Area to monitor and track special events on agricultural lands and agriculture-related events on other lands to reduce cumulative impacts (Policy reference: AR-6d).	PRMD	2013	Ongoing	Pilot Program web-based program was developed with the Sonoma Valley Visitor's Bureau. An event calendar is on the SVVB website and is available for use by the public, registered event coordinators, and PRMD staff.
AR08	<b>Farm Homestays</b>	Revise the Zoning and other Codes to allow farm homestays in agricultural areas (Policy reference: AR-6h).	PRMD	N/A	Complete	Code revisions adopted on January 31, 2012.
<b>AIR TRANSPORTATION ELEMENT</b>						
AT01	<b>Charles M. Schulz Sonoma County Airport Master Plan</b>	The Airport Division will be responsible for updating and maintaining the Charles M. Schulz Sonoma County Airport Master Plan to be consistent with this element (Policy reference: AT-4a).	Transportation & Public Works	N/A	Complete	Airport Master Plan adopted January 24, 2012.

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
AT02	<b>Approach Protection Plan</b>	Transportation & Public Works	2013	Complete	Airport Approach Protection Plan adopted March 26, 2013
AT03	<b>Amendments to the Airport Land Use Policy Plan</b>	Airport Land Use Commission	2012	Underway	The Comprehensive Airport Land Use Plan (CALUP) is currently being updated. The update is focused on the Charles M. Schulz Sonoma County Airport and is expected to be completed in 2014.
AT04	<b>Noise Complaint and Reporting Program at Charles M. Schulz Sonoma County Airport</b>	Transportation & Public Works	Ongoing Program	Ongoing	The airport has implemented a noise complaint and reporting program.
AT05	<b>Airport Protection Combining District</b>	PRMD	2015	Not started	A revision to the Zoning Code to include an Airport Protection Combining District will be prepared according to the priority and direction provided by the Board, and available staff and funding resources.
<b>CIRCULATION AND TRANSIT</b>					
CT01	<b>Ordinances Establishing Traffic Mitigation Fees</b>	PRMD Transportation & Public Works	Ongoing	Ongoing	Fees have been established. Will need to be updated periodically as a maintenance activity.
CT02	<b>Subregional Traffic Mitigation</b>	PRMD CITIES SCTA	2010	Ongoing	SCTA declined to develop regional fee; Countywide Traffic Mitigation Fees are requested on referrals from cities and several have required payment of Countywide Traffic Mitigation Fees

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<b>CT03</b> <b>Local Sales Tax Measure</b>	Planned circulation and transit improvements may require funding in addition to that already provided by Measure M. State law enables local jurisdictions to levy a sales tax increase of 0.25 to 1.0 percent for public transit, State highway or local street and road projects. Working through the SCTA and SMART, the County would utilize this authority to place before voters one or more measures to fund planned circulation and transit improvements, safety, and/or maintenance projects and concurrent growth management strategy (Policy reference: CT-1m).	SCTA BOS	Unknown	Not Started	Requires Board of Supervisors and/or SCTA to develop measure and place on ballot. The ballot measure will be prepared according to the priority and direction of the Board of Supervisors and SCTA.
<b>CT04</b> <b>Monitoring Programs</b>	Develop funding to enable the County Department of Transportation and Public Works to perform an enhanced traffic counting program, including regular truck classification counts and some counts on State Highways. Additional traffic studies would be carried out in specific areas as needed. The County would also participate with the SCTA and Cities in the refinement and maintenance of the countywide traffic model utilized for the update of the General Plan, providing traffic counts, transit ridership data, and land use data necessary for keeping the model current with land use, development, and circulation and transit conditions. The updated model can also be used to evaluate countywide impacts from new development. Traffic counts would also be the primary data collected for assessment of weekend traffic volumes (Policy Reference CT-1p, 1q, 3f, 6d).	Transportation & Public Works SCTA Cities	Ongoing	Ongoing	A traffic count book is updated and produced each year, most recently in 2013.
<b>CT05</b> <b>Bicycle and Pedestrian Data Collection</b>	Using current procedures developed by the Metropolitan Transportation Authority, the County will establish count locations and methodology for bicycle and pedestrian facilities. This program will also maintain an inventory of existing bicycle and pedestrian facilities that identifies facility gaps, physical condition of the facilities, and priorities for maintenance and improvement (Policy Reference: CT-3mm).	Transportation & Public Works PARKS SCTA	Ongoing	Ongoing	Counts have been conducted by SCTA during the summer months of 2010, 2011, 2012 and 2013. SCTA is acting as clearinghouse for data provided by Cities and County
<b>CT06</b> <b>Sonoma County Transit Agency</b>	The County would maintain a transit agency to provide intercity transit services and provide local service by contract within the Cities. Services may include express commute buses (Policy reference: CT-2a, 2l, 2m, 2n, 2p).	TRANSIT	Ongoing	Ongoing	Expansion of County Transit Services are limited by budgetary constraints
<b>CT07</b> <b>Capital Project Plan/Budget</b>	The County would utilize the Capital Project Plan to establish priorities and scheduling for roadway construction projects and transit facility construction. Finance roadway and transit facility construction through a combination of revenue sources, including traffic mitigation fees, the general fund and categorical grants such as those offered under the Transportation Development Act, as well as other Federal and State programs and other City, County, and developer contributions (Policy reference: CT-1a).	Transportation & Public Works	Ongoing	Ongoing	Capital Projects Plan developed and updated as necessary by TPW
<b>CT08</b> <b>Transportation Planning Programs</b>	The County would continue to participate with all regional, countywide, and local planning and funding entities that are responsible for provision of circulation and transit system improvements, including MTC, SCTA, Caltrans, SMART, Transportation Planning Council, North Coast Rail Authority, and other entities as they may arise (Policy reference: CT-2f, 2g, 5a, 5c, 6a, 6e).	SCTA AGENCIES	Ongoing	Ongoing	Participation with other Agency programs subject to staffing constraints. PRMD staff is currently working with SCTA, MTC and the 9 cities on the Sustainable Communities Strategy to ensure eligibility for transportation funding.

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
CT09	<b>Penngrove Traffic Calming Program</b>	The County would utilize the countywide traffic model to prepare a detailed operational analysis of potential traffic calming improvements that would be effective in reducing the amount of through traffic that would utilize the local streets and roads in that community. The analysis would be conducted in cooperation with the community with opportunities for citizen input. This program should be initiated immediately so as to coincide with the new development proposed by the City of Rohnert Park along the Petaluma Hill Road corridor (Policy reference CT-7v).	SCTA Transportation & Public Works	Unknown	On Hold	SCTA completed an origin/destination study for Penngrove in 2009. Funding necessary to continue planning efforts is unavailable. Traffic calming measures are including in projects on a case-by-case basis.
CT10	<b>Petaluma Hill Rd Diversion Feasibility Study</b>	The County would work with adjoining Cities to evaluate the feasibility of diverting traffic from the Petaluma Hill Rd corridor onto Railroad Ave to and from Old Redwood Highway and Highway 101. The study would also include other options for providing east/west connection to the Highway 101/ SMART rail corridor (Policy reference: CT-7w, 7y).	Transportation & Public Works SCTA Cities	Unknown	Not Started	SCTA completed an origin/destination study in 2009. Funding necessary perform studies and engineering analysis is unavailable. Currently seeking additional funding sources
CT11	<b>Airport Industrial Area Improvement Funding</b>	The County would utilize the countywide traffic model as a foundation to prepare a detailed operational analysis of traffic congestion and intersection improvements on Airport Blvd serving the Airport Industrial Specific Plan Area. The analysis would identify all of the operational improvements necessary to meet LOS objectives and identify costs and a funding formula that would pay for capacity and operational improvements. The portion of the funding shared by existing and future development at the airport would be assessed through creation of an assessment district, traffic mitigation fees and/or similar mechanism (Policy reference: CT-7m).	SCTA Transportation & Public Works	Ongoing	Underway	Signalization and intersection improvements at Fulton/Airport Blvd. were completed in 2013. The US 101/Airport interchange project is currently underway and expected to be complete in early 2014. Brickway Bridge project has been initiated and construction is expected in the 2016/17 time frame. TPW staff is working on design for the Brickway extension/Laughlin Road.
CT12	<b>Heritage Roads</b>	The County will establish a nomination and signage program for considering designation of certain older rural roads that meet the criteria of Policy CT-3k as "heritage roads" and development of design standards that would protect their unique character while maintaining safe road conditions (Policy reference: CT-4k).	PRMD Transportation & Public Works	Unknown	Not Started	Funding to implement this program has not been identified. Ongoing landmarks review of historic bridges and environmental review of TPW project implement measures to protect the unique character of rural roads and maintain safe road conditions.
CT13	<b>Bicycle Parking Design Guidelines</b>	The County will develop design guidelines for location, placement, and design of bicycle parking facilities (Policy Reference: CT-3ff, 3gg).	PRMD Transportation & Public Works	2013	Complete	Standards for bicycle parking design were established as part of the 2010 Bicycle and Pedestrian Plan. Incentives for increased bicycle parking were included in the Renewable Energy Code Amendments approved in September 2013.
CT14	<b>Highway 101 Bicycle and Pedestrian Crossing</b>	The County will establish pedestrian and bicycle friendly design standards for freeway interchanges and work with Caltrans to implement these standards in Sonoma County. The program will also identify appropriate locations to construct bicycle and pedestrian over/under crossings in order to improve east/west connectivity for bicycles and pedestrians (Policy Reference: CT-1g, 3p).	PRMD Transportation & Public Works Cities SCTA	Ongoing	Ongoing	The County is working with Caltrans on the Airport Interchange project to ensure that bicycle lanes and pedestrian walkways are incorporated into the design and that the design would not preclude a possible undercrossing/pedestrian pathway along Mark West Creek just south of the interchange.
CT15	<b>Bridge Safety</b>	The County will establish an improvement priority list of bridges along County bikeways with inadequate width or other safety deficiencies that create hazards for bicyclist and pedestrians. Priorities for improving these bridges will be based on hazards involved, gap closures, and anticipated usage by bicycles and pedestrians once the bridge is widened and hazards are eliminated (Policy Reference: CT-3i(8)).	Transportation & Public Works	Ongoing	Underway	Santa Rosa Bicycle Coalition has begun collecting bikeway hazard data. TPW has established a Hazard Reporting Program to collect and maintain this data. All bridge retrofit or replacement projects undertaken by TPW include design features and maintenance measures to reduce pedestrian and bicycle hazards.

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CT16	<b>Pedi/Bike-Bus Program</b>	The County, in collaboration with school district and parents groups will develop a program students are met at their homes and taken to school on foot and/or by bicycle, using volunteers. The program is based on the school bus model: Students wait for the Pedi/Bike-bus at "stops" in front of specified signs giving Pedi/Bike-Bus schedules, and volunteer parent details, and then join the "bus" to complete their journey to school, with volunteer parents. The program is based voluntary parental collaboration with organizational and logistic support from school districts. (Policy Reference: CT-3zz).	Schools	Ongoing	Underway	The program, funded through Safe Routes to School, is referred to as the "walking school bus" and is currently being implemented in various schools countywide.
CT17	<b>Class I Bikeway Maintenance Funding</b>	The County will establish a strategy to identify and secure a permanent funding mechanism for maintenance and operation of Class I bikeways (Policy Reference: CT-3nnn).	Parks BOS	Unknown	Not Started	In the past, transient occupancy tax and interest on General Fund reserves provided funding for Class I maintenance. A replacement for these funding sources has not been identified.
CT18	<b>Guaranteed Ride</b>	The County will develop a program that guarantees commuters who regularly vanpool, carpool, bike, walk, or take transit with a reliable ride home in the case of personal emergency, sickness, or unscheduled overtime. Participants will be issued vouchers good for a free ride home in a taxi or rental car, depending on distance between work and home. (Policy Reference: CT-3jjj)	General Services CAO	Unknown	Not Started	This program is also part of the County's Climate Protection Action Plan. General Service will begin program development in 2014.
CT19	<b>Bicycle Boulevard Program</b>	The County will develop Bicycle Boulevard design standards and identify streets that are appropriate for conversion to Bicycle Boulevards. A Bicycle Boulevard is a street where all types of vehicles are allowed, but the roadway is modified as needed to enhance bicycle safety and convenience. Typically these modifications will also calm traffic and improve pedestrian safety. (Policy Reference: CT-3o)	Transportation & Public Works	Unknown	Not Started	Standards will be developed and streets identified according to the priority and direction from the Board of Supervisors.
CT20	<b>Bicycle and Pedestrian Level of Service</b>	The County will develop Level of Service standards for bicycle and pedestrian facilities that would evaluate demand for travel, facility deficiencies, length of trip, and proximity to generators and attractors for the bicycle and pedestrian transportation network in order to: (1) Establish method to rate performance of various segments of the networks and (2) Establish thresholds to determine when a discretionary project would have an impact on bicycle and pedestrian facilities, and (3) Identify actions needed to mitigate impacts. (Policy Reference: CT-3g, 3h, 3i).	PRMD Transportation & Public Works	2011	Partially Complete	Thresholds for evaluation of bike and pedestrian facilities have been established and were incorporated into the General Plan Circulation Element with the Bikeways Plan (CT-3ss). All discretionary projects within a half mile of existing or proposed bike and pedestrian facilities are reviewed and required to participate in funding of improvements. The Level of Service standards program is being discussed on a Countywide level, although the program is not expected to begin in 2014.
<b>LAND USE ELEMENT</b>						

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
LU01	<b>Local Coastal Program (LCP) Update</b>	PRMD	2014	Underway	Preparation of an Administrative Draft of the Local Coastal Plan (LCP) Update is underway. Public workshops were held in coastal communities in summer 2013 to receive input and comments. California Coastal Commission staff are meeting with staff in early 2014 to coordinate revisions. The LCP Update is a focused update limited to integrating the GP policies and addressing public access, climate adaption, biological resources, public safety (geologic and flood hazards) and water quality. In November 2013 PRMD receive a grant from the Ocean Protection Council to prepare sea level rise vulnerability and adaptation assessment for the coastal zone. Coordination with the Coastal Commission is anticipated to continue through 2014.
LU02	<b>Certificates of Compliance and Lot Merger Policies</b>	PRMD	2013	Not Started	Program will be implemented with the update of the Subdivision Ordinance the development code update.
LU03	<b>Social and Administrative Services Master Plan</b>	HEALTH General Services	Unknown	Not Started	County and Cities have not identified necessary resources or funding for planning effort.
LU04	<b>Local Area Development Guidelines</b>	PRMD	2013	Underway	Review of Area Plans has been completed. Staff found that, with exception of riparian corridor setbacks for streamside conservation areas, all other standards have been incorporated into the Zoning Code. Riparian setbacks will be incorporated as part of implementation of the Biotic Resource Zoning Ordinance and then the Area Plans will be repealed.
LU05	<b>Development Activity Monitoring</b>	PRMD	Annually	Ongoing	Data on Housing provided in the Annual Housing Report, Annual Dept of Finance Housing Unit Change Report, and monthly reports on building permit issuance posted on PRMD Web and sent to US Census; A database for winery development has been created.
LU06a	<b>New Local Area Development Guidelines for Board Authorized Areas.</b>	PRMD	2010	Completed	Russian River and Penngrove Design Guidelines completed December 2010. Mayacama Design Guidelines completed 2011.
LU06b			2012	Completed	Preparation of Historic Guidelines for Freestone, Occidental, Bodega, and Duncans Mills was adopted by the Board of Supervisors in March, 2013.
LU07	<b>Annual Report on the status of the General Plan</b>	PRMD	Ongoing	Ongoing	Report provided annually. Monitoring Indicators will be developed as part of the Climate Action Plan/ Greenhouse Gas Reduction Program (GRIP).
LU08	<b>Agricultural Uses in Residential Zones</b>	PRMD	2012	Complete	Code revisions adopted on January 31, 2012 including the allowance of small scale processing in the AR zoning district.

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<b>LU09</b>	<b>Long Term Occupancy of Campgrounds and Recreational Vehicle Parks</b>	PRMD	2013	Complete	A pilot program was implemented and on June 25, 2013 the Board adopted the Mixed Combining zone that may be applied to the K zone (Recreation and Visitor Serving Commercial) to also long-term occupancy of campgrounds and recreational vehicle parks.
<b>NOISE ELEMENT</b>					
<b>NO01</b>	<b>Incorporate Noise Analysis into the Permit Review Procedures</b>	PRMD	Ongoing	Complete	Current procedures require the preparation of sound studies for discretionary projects involving noise generators or noise sensitive land uses proposed in noise impacted areas. Noise Procedures/Guidelines will be developed in 2014.
<b>NO02</b>	<b>Adopt a Noise Ordinance</b>	County Counsel PRMD Sheriff Health	Unknown	Not Started	The Noise Ordinance will be developed according to the priority and direction of the Board and subject to funding and staff resources.
<b>NO03</b>	<b>Develop a Public Noise Education Program</b>	PRMD	Unknown	Not Started	Funding source for development of program has not yet been identified.
<b>OPEN SPACE AND RESOURCE CONSERVATION ELEMENT</b>					
<b>OS01</b>	<b>Open Space Development Code Amendments</b>	PRMD	2013	Partially Completed	Several revisions to the Zoning Code have been made to implement policies of the Open Space Element including Timber Conversion Ordinance, Update of the Aggregate Resource Management Plan and implementing ordinance (SMARO) as well as rezonings to add Scenic Resource overlay to the Scenic Landscape Units added in the recent GP2020 update. Other revisions are in progress including those related to riparian corridors and energy conservation. The remaining Open Space policies related to cultural resources will be implemented with the adoption of the revised Development Code.
<b>OS02</b>	<b>Subdivision Ordinance Amendment to Establish Open Space Siting Requirements</b>	PRMD	N/A	Complete	The Zoning and Subdivision Ordinances currently require building envelopes within Community Separators and Scenic Landscape Units. Riparian corridor and biotic habitat setbacks were incorporated into the County Building Code, Section 7.14-5 in 2009 and will be reflected in zoning when the Biotic Resources update is completed in 2014.
<b>OS03</b>	<b>Request State Scenic Highway Designations for Highway 1 and Highway 37</b>	PRMD	Unknown	Not Started	Program to be implemented when funding becomes available.
<b>OS04</b>	<b>Extension of the Sonoma County Agriculture Preservation and Open Space District</b>	Open Space District	2010	Complete	Ballot Measure adopted

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OS05	<b>Acquisition of Lands for Parks and Trails</b>	The Regional Parks Department will continue to include in its five-year capital improvement program any proposed County acquisition or development of lands for parks and trails (Policy reference: NA).	Parks BOS	Ongoing	Ongoing	Regional Parks Capital Projects Program
OS06	<b>Expansion of Community Separator Lands</b>	Develop and implement a public involvement program to identify and consider designation of additional lands around each community in the County as Community Separator. Include broad community and landowner participation in	PRMD	2011	Not Started	Expansion of Community Separator designations is on hold due to focus on other priorities. Priority and funding for this program will be determined by the Board.
OS07	<b>Outdoor Lighting Standards</b>	Prepare countywide standards for preservation and conservation of night time skies in the use of outdoor lighting. Develop standards for night time lighting specific to the use and location, including but not limited to parking lots, security lighting, street lighting, commercial establishments, visitor serving uses, hillside homes, and signage. The program will apply to all new development, County projects, signage, retrofitting, expansions, and remodeling, and all new and replacement lighting fixtures/systems. The program will include a voluntary educational component to encourage existing sources of light pollution to convert to less glaring lighting systems. The program will be incorporated into the Development Code (Policy reference: OSRC-4a, 4b, 4c).	PRMD	2013	Not Started	This program will be implemented according to the priority and direction of the Board and subject to funding and staff resources.
OS08	<b>Scenic Highway 116 Program</b>	Prepare Local Area Development Guidelines for land areas encompassing the general corridor area identified in the 116 Scenic Highway Corridor Study, September 1988, and incorporated into Development Code Article 90 (Local Area Development Guidelines). Such guidelines shall be derived from the local objectives and policies contained in that study. The Scenic Landscape Unit boundaries shall be expanded to encompass the general corridor area mapped in that study. Properties within new Scenic Landscape Unit areas shall be rezoned to SR accordingly (Policy reference: OSRC-2c, 3i).	PRMD	2013	Underway	Rezoning for this program will occur according to the priority and direction of the Board and subject to funding and staff resources.
OS09	<b>Urban Design Standards</b>	Develop Urban Design Guidelines on a community by community basis for Urban Service Areas to implement the Urban Design Policies of the General Plan (Policy reference: OSRC-5a).	PRMD	2013	Not started	Staff has found that with the exception of New Board Authorized Areas already developed under Program LU06 (Pennygrove and Russian River), standards for urban areas are similar and can be applied generally. Development Code Updates will establish urban design standards such as infill design prototypes, security/crime prevention, and public space/street standards for Urban Service Areas.
OS10	<b>Rural Character Code Revisions</b>	Develop Rural Character Design Guidelines to be incorporated into the Development Code and publish a separate, illustrated document for public use (Policy reference: OSRC-6a).	PRMD	2013	Not started	Program to be implemented with the Development Code Update.
OS11	<b>Rezoning of Designated Biotic Resource Areas</b>	Prepare and adopt an ordinance zoning properties to correspond to the designated Biotic Habitat Areas and Streamside Conservation Areas (Policy reference: OSRC-7b and 8c).	PRMD	2013	Underway	Rezoning to occur in association with the biotic resource code revisions (see comments to Program OS12).

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OS12	<b>Biotic Resource Protection Ordinances</b>	Prepare and adopt implementing ordinances for protection of designated Biotic Habitat Areas and Streamside Conservation Areas consistent with the Open Space and Resource Conservation Element (Policy reference: OSRC-7b, 8d, and 8e).	PRMD	2013	Underway	Extensive stakeholder outreach was conducted, including three public workshops and a Planning Commission meeting in the summer 2013. Proposed changes to the zoning database reflect the streamside conservation areas established by the General Plan. PRMD Director forming a Riparian Corridor Working Group. Biotic Habitat designations and mapping for rezoning to follow Riparian Zoning.
OS13	<b>Landowner Notification of Biotic Resources</b>	Send a letter to owners of property that includes designated Biotic Resource Areas that informs them of the designation and the proposed regulations (Policy reference: OSRC-7b and 8j).	PRMD	2008	Complete	Notice was given to landowners within designated riparian corridors and biotic habitat areas as part of the General Plan update in 2008. Published notice will be provided for the application of the BR zoning per Government Code requirements.
OS14	<b>Periodic Review of Biotic Resources</b>	Periodically, but at least every five years, prepare a review of Riparian Corridor and Biotic Habitat Area Resource data and functions, including possible recommendations for revised designation and policies (Policy reference: OSRC-7e and 8l).	PRMD	Unknown	Underway	Review of the riparian corridors is underway with the new zoning designation of "RC." The biotic habitat designations will also be revised.
OS15	<b>Habitat Fragmentation Study</b>	Conduct a study of cumulative habitat fragmentation, loss of connectivity, and exclusionary fencing on wildlife movement, including possible recommendations for corridor designation and protection policies (Policy reference: OSRC-7h).	PRMD	Unknown	Not started	The Agricultural Preservation and Open Space District is in the process of creating a Sonoma County vegetation and habitat mapping program which will assist in the future implementation of this program. PRMD and Agricultural Preservation and Open Space District staff are participating in a regional effort to identify and protect critical habitat linkages to address habitat fragmentation.
OS16	<b>Comprehensive Habitat Mapping Program</b>	Prepare a countywide habitat map(s) identifying and classifying various habitat types and develop a program for periodic policy review and consideration of habitat conservation plan(s) (Policy reference: OSRC-7i).	PRMD Open Space District	Unknown	Not started	The Agricultural Preservation and Open Space District is in the process of creating a Sonoma County vegetation and habitat mapping program which will assist in the future implementation of this program.
OS17	<b>Biotic Resource Data Clearinghouse</b>	Develop a clearinghouse for biotic resource data and habitat information, and, if possible, provide it in electronic format (Policy reference: OSRC-7j).	PRMD	Unknown	Not started	Program implementation will occur according to Board prioritization and availability of funding.
OS18	<b>Oak Protection Study</b>	Establish an advisory committee to assist in a study of important oak woodlands and options for protection, including possible recommendations for protection (Policy reference: OSRC-7l).	PRMD	2012	Underway	The Agricultural and Open Space District and PRMD have developed an Administrative Draft Oak Woodland Conservation Plan that identified resources and recommends voluntary actions for management of oak woodlands and expected to be presented to the Board later in 2014. Establishment of an advisory committee to consider regulatory provisions would occur after adoption of the Conservation Plan.
OS19	<b>Grazing Land Riparian Corridor Study</b>	Conduct a study of riparian corridors in grazing areas and the effects of livestock use on riparian habitat, including possible recommendations for habitat protection. Work with the Resource Conservation Districts to establish best management practices for grazing and pastures near streams (Policy reference: OSRC-8k).	PRMD Resource Conservation District Agricultural Commissioner	N/A	Underway	The effect of grazing on riparian habitats have been studied by the U.C. Division of Agriculture and Natural Resources and the Sonoma County Resource Conservation District. Best Management Practices have been developed and implemented in conjunction with Regional Water Board ranch planning requirements. BMPs will be referenced in County zoning as part of the Riparian Corridor Ordinance.

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps	
OS20	<b>Santa Rosa Plain Conservation Strategy</b>	Work with affected cities and agencies to prepare a conservation strategy for Santa Rosa Plain in order to preserve, restore, and enhance the vernal pool and associated habitats (Policy reference: OSRC-7q).	PRMD CITY	Unknown	Partially complete	A Conservation Strategy was developed but never formally adopted due to lack of funds for environmental review. PRMD implements state and federal regulations on discretionary permits to protect and restore wetlands and vernal pools and their habitat, including compensatory mitigation requirements. U.S. Fish and Wildlife Service's Programmatic Biological Opinion is used to mitigate potential impacts to California Tiger Salamander and wetland plants.
OS21	<b>Comprehensive Restoration Programs</b>	Develop programs for preservation and restoration of the Laguna de Santa Rosa, San Pablo Bay margin, and other marshes (Policy reference: OSRC-7s, 7r).	PRMD	Unknown	Not Started	Program implementation will occur according to Board prioritization and availability of funding.
OS22	<b>Flood Control Design Criteria</b>	Work with the SCWA to clarify how the Flood Control Design Criteria creek setback standards can be utilized to protect streams that are not designated as Riparian Corridors (Policy reference: OSRC-8m).	PRMD Water Agency	2009	Complete	Flood Control Design Criteria were updated by the SCWA and are applied to projects through the 2009 update of the Grading Ordinance.
OS23	<b>Stream Protection Standards/Guidelines</b>	Establish a process for developing and adopting updated standards, guidelines, and/or best management practices for	PRMD Agencies	2013	Underway	Riparian Corridor Ordinance being developed through extensive stakeholder involvement.
OS24	<b>Non-regulatory Stream Protection</b>	Work with CDFG, the Agricultural Commissioner, the Resource Conservation Districts, UC Cooperative Extension, the Regional Water Quality Control Boards, and the Sonoma County Agricultural Preservation and Open Space District to support and strengthen non-regulatory programs for the protection of streams and riparian functions, including education, technical assistance, tax incentives and voluntary efforts (Policy reference: OSRC-8g).	PRMD Others	Ongoing	Ongoing	Education and technical assistance provided through PRMD customer service, Agricultural Commissioners and Resource Conservation Districts.
OS25a	<b>Greenhouse Gas Emissions</b>	Develop a program to reduce greenhouse gas emissions in concert with State and Federal standards (Policy reference: OSRC-14g).	PRMD	2009	Complete	Water Efficient Landscape Ordinance and CalGreen energy efficiency and green building standards adopted. Development projects are reviewed for greenhouse gas and climate change impacts through CEQA process.
OS25b	<b>Greenhouse Gas Emissions</b>	Adopt an ordinance to provide incentives and allow renewable energy development in appropriate locations.	PRMD	2013	Complete	Renewable Energy Ordinance approved September 2013
OS25c	<b>Greenhouse Gas Emissions</b>	Climate Action plan	RCPA PRMD Cities	2014	Underway	The Sonoma County Regional Protection Agency is serving as the Lead Agency and project management entity for the County-wide Climate Action Plan. A one million dollar grant has been awarded. PRMD will proceed with adoption of the plan and implementation strategies after RCPA action.
OS26	<b>Improved Mapping of Riparian Corridors</b>	Support mapping by the Sonoma County Water Agency and other entities of all stream channels with "bed-and-banks". As this information becomes available, initiate rezoning to the BR Combining District for these streams, including corresponding General Plan Amendments necessary to designate them as Riparian Corridors (Policy reference: OSRC-8n).		2011	Not Started	Program initiation will depend on Board prioritization and availability of funding. High resolution vegetation and topographic mapping currently underway by the Water Agency and the Open Space District will aid in this future effort.
<b>PUBLIC FACILITIES AND SERVICES ELEMENT</b>						
PF01	<b>Wastewater Management System Master Plans</b>	Work with wastewater service providers to prepare and adopt master facilities plans for all wastewater management entities serving the unincorporated area (Policy reference: PF-1b).	Wastewater Service Providers PRMD	As Needed	Ongoing	PRMD assists providers on an as-needed basis with land use data and projections as Facility Plans are developed.

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
PF02	<b>Capital Improvements Program</b>	Review updated five year plans and budget for facility improvements for the Sonoma County Water Agency and all County wastewater management districts, parks and other facilities annually for General Plan consistency.	Water Agency PRMD	Ongoing	Ongoing	PRMD will review Capital Improvement Plans and specific projects submitted by County agencies for consistency with the General Plan.
PF03	<b>School Facility Planning Program</b>	Provide maps, data and technical assistance, as resources permit, to school districts to assist in estimating the amount, rate and locations of projected population growth (Policy reference: PF-2k).	Schools PRMD	As Needed	Ongoing	PRMD coordinates with school districts as needed.
PF04	<b>Ordinances Authorizing Development Fees and/or Dedication of Land for Public Facilities</b>	Prepare and update ordinances enabling the County to require the payment of fees and/or the dedication of lands for public facilities as a condition of approval for development projects (Policy reference: PF-2g, 2h, 2l).	PRMD CAO	N/A	Partially Complete	The Sonoma County Code contains provisions for the payment of development fees or dedication of land for roadway improvements, parks, and schools, but not for other types of community facilities. Update of Fee Programs subject to prioritization and funding as determined by the Board.
PF05	<b>Fire Service Master Plan</b>	Prepare and implement a Fire Services Master Plan (Policy reference PF-2m).	Fire & Emergency Services	2012	Complete	The Fire Standards of Coverage was adopted September 18, 2012.
PF06	<b>Zoning Regulations for Child Care</b>	Review existing zoning regulations and fee schedules in order to identify and consider streamlining of permit requirements and procedures that would reduce barriers to construction of child care facilities (Policy reference: PF 3i, 3j).	PRMD	2012	Complete	Streamlined procedures for family day care facilities have been implemented for residential zones and recently updated for agricultural and rural resource zones.
<b>PUBLIC SAFETY ELEMENT</b>						
PS01	<b>Safety Hazards Information System</b>	Log and maintain records of all mapping and reports regarding geologic and flood hazards information prepared for project applications and by other sources. Use the information in assessing constraints (Policy Reference: PS-1a, 1b, 1c, 2a, 2b).	PRMD	2009	Ongoing	The zoning database currently reflects the 2009 FEMA and Geologic Hazards/Alquist Priolo Zones, but is being updated to reflect the new 2012 FEMA mapping. The Coastal zoning areas will be updated after review by the Coastal Commission.
PS10	<b>Street Addressing Improvement</b>	Develop a program to improve countywide street addressing in order to reduce emergency response times (Policy Reference: PS-3h).	PRMD Fire & Emergency Services	2013	Underway	PRMD and Fire and Emergency Services have developed guidelines for identifying incorrect addresses and a process for assigning new addresses.
PS02	<b>Drainage, Erosion, and Fire Safety Standards for Subdivisions</b>	Prepare amendments to Sonoma County Code to clarify standards for drainage, erosion control and fire safety (Policy Reference: PS-2n, 2v, 3c).	PRMD	2009	Complete	Grading Ordinance, adopted in 2009, addresses standards for drainage and erosion control. Fire Safe Standards address fire safety.
PS03	<b>Hazardous Materials Incident Response Plan</b>	Maintain the Sonoma County Operational Area Hazardous Materials Incident Response Plan addressing prevention of and response to releases of hazardous materials and the proper disposal of hazardous wastes (Policy Reference: PS-4g).	Fire & Emergency Services	Ongoing	Ongoing	The Department of Emergency Services updates the Hazardous Materials Incident Response Plan on a regular basis.
PS04	<b>Fire Sprinkler Ordinance</b>	Prepare and adopt an ordinance requiring automatic sprinkler or other on-site fire detection and suppression systems in new residential and commercial structures (Policy Reference: PS-3l).	PRMD	2008	Complete	Ordinance adopted in 2008.
PS05	<b>Public Facility Recovery Plan</b>	Develop a strategic plan for recovery of essential public facilities following disasters, particularly earthquakes (Policy Reference: PS-1n).	CAO General Services	Unknown	On Hold	A preliminary draft of the Continuity of Operations Plan update has been developed. This project is on hold due to staff changes.
PS06	<b>Unreinforced Masonry Buildings</b>	Prepare and adopt an ordinance requiring strengthening and/or reinforcement of unreinforced masonry buildings, except residential structures, that would consider the cost of the work and the value, frequency of use, and level of occupancy of the buildings (Policy Reference: PS-1o).	PRMD	Unknown	Not started	Program implementation subject to Board prioritization and funding. Building official continues to require engineering reports and seismic retrofit of unreinforced masonry buildings prior to approving structural modification. The County's original inventory of unreinforced masonry buildings identified 314 structures that needed strengthening, of these 89 have been seismically retrofitted.

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
PS07	<b>Reduction of Russian River Flood Damage</b>	Develop a comprehensive plan addressing flood losses in the Russian River (Policy Reference: PS-2d).	PRMD	Unknown	Not started	Emergency Services regularly updates the Incident Response Plan (commonly known as the "Area Plan"). PRMD updated the Sonoma county Hazard Mitigation Plan in 2011. A comprehensive Russian River flood management program could be initiated subject to Board prioritization and funding. Recent changes in FEMA Flood Insurance Rates will likely result in reduce recurring flood losses on the Russian River.
PS08	<b>Zero Net Fill Ordinance</b>	Prepare and adopt an ordinance addressing zero net fill requirements in all areas of the unincorporated County subject to the 100 year FEMA flood hazard zones (Policy Reference: PS-2e).	PRMD	N/A	Complete	Completed as part of the Grading Ordinance, adopted in 2009
PS09	<b>Reduction of Petaluma River Flood Damage</b>	Cooperatively with the City of Petaluma, initiate a program to identify existing risks and implement regional flood reduction projects within the Petaluma Subbasin (Policy Reference: PS-2h).	PRMD Water Agency	Unknown	Partially Complete	The Sonoma County Water Agency completed the Petaluma River Watershed scoping study in 2012. The Feasibility study, which includes expanded watershed modeling, is scheduled to begin in Spring 2014.
<b>WATER RESOURCES ELEMENT</b>						
WR01	<b>Education and Technical Assistance</b>	Develop a public education and technical assistance program that provides property owners, applicants and the general public with information regarding storm water pollution, efficient water use, public water supplies, water conservation and re-use, and groundwater. Include the preparation of "best management practices" for agricultural cultivation that address reduction of peak runoff from cultivated slopes and erosion and sediment on slopes greater than 35 percent (Policy reference: WR-1a, -1j, -1r, -2a, -2b, -2h, -3c, -3h, -4b, -4e, -4f, -4h, -6a, -6b).	PRMD Ag Commissioner	Ongoing	Ongoing	A demonstration project was completed at the PRMD building for storm water controls. Low Impact Design Guidelines have been developed in association with the City of Santa Rosa. The Agricultural Commissioner has developed the Sonoma County Best Management Practices handbook which provides minimum requirements to control water quality impacts from accelerated erosion due to agricultural activities.
WR02	<b>County-owned Water Facilities</b>	Prepare and implement a "best management practice" manual for minimizing storm water pollutants associated with construction and maintenance of County buildings, roads, and other facilities. Assess water use in County operated facilities and implement programs for efficient water use and wastewater re-use (Policy reference: WR-1b, -4b, -4e, -4i).	PRMD General Services	2011	Complete	General Services has installed landscaping at County facilities consistent with the Water Efficient Landscape Ordinance. Sonoma County's Low Impact Design Guidelines, adopted in 2011, contain Best Management Practices.
WR03	<b>Storm water Management Regulations</b>	Work with the RWQCBs during the official formulation and adoption process for storm water pollution management regulations affecting Sonoma County (Policy reference: WR-1c, -1e, -1f).	PRMD Regional Water Board	2009	Complete	Completed during the development of the revised Grading Ordinance, adopted in 2009.
WR04	<b>Total Maximum Daily Load (TMDL) Regulations</b>	Work with the RWQCBs during the official formulation and adoption process for TMDL regulations affecting Sonoma County (Policy reference: WR-1e).	PRMD Regional Water Boards	2013	Underway	Review and participation with other Agency programs. TMDL's for Sonoma County are currently under review by the SF RWQCB.
WR05	<b>Grading Ordinance and Erosion and Sediment Control</b>	Prepare, adopt, and implement a revised grading, erosion and sediment control ordinance to include slope-related standards and standards for orchards and vineyards (Policy reference: WR-1g, -1h, -1i).	PRMD Ag Commissioner	2009	Complete	Completed as part of the Grading Ordinance, adopted in 2009.
WR06	<b>Well Permits and Procedures</b>	Prepare, adopt, and implement a revised well permit ordinance that provides for improved data collection and monitoring of groundwater. Prepare revised procedures for proving adequate ground water for discretionary projects (Policy reference: WR-2c, -2d, -2e).	PRMD	2012	Underway	A Draft Ordinance is being developed by the well ordinance working group and public hearings are expected to occur in 2014.

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
WR07	<b>Groundwater Monitoring, Annual Report, Area Studies, and Evaluation</b>	Establish a ground water database and monitoring program consisting of well permit data and basin studies. Prepare an annual report to the Board of Supervisors assessing the current status of groundwater conditions in the unincorporated area and evaluating the need for any special studies and/or management actions that may be necessary in problem areas. The initial reports would focus on the recommendations from the groundwater studies in the Joy Road, Mark West Springs, and Bennett Valley areas, as well as the Sonoma Valley Groundwater Management Plan (Policy reference: WR-1t, -2d, -2g, -2h, -2i, 2j, -2m, -3a, -3i, -3m, -4c, -6a).	PRMD	Ongoing	Ongoing	PRMD continues to require annual groundwater monitoring on discretionary permits and has developed a database in coordination with the SCWA. The dataset is insufficient to analyze any trends yet. Staffing resources are too limited to undertake the full program at this time. A Groundwater Management Plan is underway in Sonoma Valley (See Program WR 10)
WR08	<b>Public Water Supply Plans</b>	Develop an information sharing program in cooperation with public water suppliers as necessary to make appropriate data available to the public pertaining to water supply and water use in each supplier's jurisdiction. Cooperate with public water suppliers in the development and implementation of measures necessary to protect the water quality of its water supply sources (Policy reference: WR-3a, -3b, -3c, -3d, -3e, -3g, -3h, -4d, -4e, -4f).	PRMD Water Agency	2011	Complete	The Sonoma County Water Agency's updated Urban Water Management Plan was adopted on June 21, 2011.
				2009	Complete	Grading Ordinance, adopted in 2009, addresses standards for drainage and erosion control. Water Efficient Landscape Ordinance addresses water conservation. The Low Impact Design Standards provides Best Management Practices to protect water quality.
WR09	<b>Integrated Water Resources Funding</b>	Work with public water suppliers, utility districts, stakeholder groups and interested parties to seek and secure outside funding sources for Water Resources Element programs and	Water Agency Open Space Dist	Ongoing	Ongoing	The Sonoma County Water Agency continues to seek outside funding sources for the protection of water resources.
WR10a	<b>Watershed Planning</b>	Seek funding opportunities for collaborative watershed planning approaches to water quantity and quality enhancement and protection by watershed groups, resource conservation districts, scientific research programs, and other interested parties, where such an approach is the	PRMD Water Agency	Ongoing	Ongoing	The Sonoma Valley Groundwater Management Plan was developed as a collaborative effort to locally manage, protect, and enhance groundwater resources. Funds to complete projects listed in the Plan are being sought and is considered ongoing.
WR10b	<b>Watershed Planning</b>		Water Agency	Ongoing	Underway	The Santa Rosa Plain Basin Advisory Panel, working with the USGS published the first part of a groundwater study on July 2013. The second part of the study is expected in Spring 2014. After incorporating information from the study, the Basin Advisory Panel will finalize the groundwater management plan and recommend it for adoption later in 2014.
WR11a	<b>Water Conservation in New Development</b>	Prepare, adopt, and implement an ordinance that requires water-conserving plumbing in all new dwellings and water-conserving plumbing and water-conserving landscaping in all new development projects. Develop programs to reduce	PRMD Water Agency	N/A	Complete	Program implemented by Water Efficient Landscape Ordinance and Green Building standards. Water conserving plumbing is required in all new dwellings by 2013 under state law.
WR11b	<b>Water Conservation in New Development</b>		Water Agency	2012	Complete	Sonoma County Water Agency completed the Smart Water Guidebook in 2013.
WR12	<b>Recycled Water</b>	Revise County Codes in order to enable greater re-use of recycled water where appropriate to the use (Policy Reference: WR-4l).	PRMD	2013	Not Started	This program will be developed according to the priority and direction of the Board of Supervisors.
<b>HOUSING ELEMENT</b>						
<b>2.1 SUSTAIN EXISTING AFFORDABLE HOUSING PROGRAMS AND AFFORDABLE UNITS</b>						
H01a	<b>Continuation of Housing Production and Programs</b>	Support CDC's activities and strategies outlined in the Consolidated Plan and Continuum of Care.	CDC	Ongoing	Ongoing	Ongoing

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
H01b	<b>Continuation of Housing Production and Programs</b>	Require that at least 30% of the units assisted with CFH funds be affordable to extremely-low income households.	CDC	Ongoing	Ongoing	Ongoing
H02a	<b>Retention of Affordable Units</b>	Inventory and monitor 293 at-risk affordable units in unincorporated area of county on an ongoing basis.	CDC	Ongoing	Ongoing	Ongoing
H02b	<b>Retention of Affordable Units</b>	Contact owners of these units at least one year prior to the expiration of affordability restrictions to gauge their interest in continuing affordability restrictions.	CDC	Ongoing	Ongoing	Ongoing
H02c	<b>Retention of Affordable Units</b>	Work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures.	CDC	Ongoing	Ongoing	Ongoing
H02d	<b>Retention of Affordable Units</b>	Assist qualified entities and developers with the acquisition of these properties or the extension of affordability restrictions using CDBG, HOME, CFH, and RDA funds.	CDC	Ongoing	Ongoing	Ongoing
H03a	<b>Retention of Rental Housing Stock</b>	Advocate for state legislation to address this issue.	PRMD	Complete	Complete	SB510 was signed into law in September 2013.
H03b	<b>Retention of Rental Housing Stock</b>	Implement state law through its Mobile Home Park Conversion Ordinance.	PRMD	FY 09/10	Complete	Board adopted ordinance which was invalidated by Court Order and Board repealed. Implement through state law only.
H03c	<b>Retention of Rental Housing Stock</b>	Consider a Condominium Conversion Ordinance.	PRMD	2014	On hold	Reconsider if Program is a priority given current market
H04a	<b>Density Bonus Programs</b>	Continue State Density Bonus Program.	PRMD	Ongoing	Ongoing	Ongoing Program - Updated in 2006
H04b	<b>Density Bonus Programs</b>	Continue County Supplemental Density Bonus Program.	PRMD	Ongoing	Ongoing	Ongoing Program - Updated in 2006
H04c	<b>Density Bonus Programs</b>	Continue Type A Housing Opportunity Program	PRMD	Ongoing	Ongoing	Ongoing Program - Updated in 2006
H04d	<b>Density Bonus Programs</b>	Continue Type C Housing Opportunity Program	PRMD	Ongoing	Ongoing	Ongoing Program - Updated in 2006
H04e	<b>Density Bonus Programs</b>	Evaluate these programs and determine if the programs can be expanded or modified to create additional opportunities for housing.	PRMD	Ongoing	Ongoing	Ongoing
H05	<b>Incentives and Constraint Removal</b>	Update the Zoning Code to provide compliance with Government Code 65915 provisions related to incentives and development standards for affordable density bonus projects.	PRMD	2010	Complete	Approved March 30, 2010
H06a	<b>Criteria for Vacation Rentals and Time-Shares</b>	Evaluate the impact of vacation rentals and time shares on urban residential land use classifications (R1, R2 and R3).	PRMD	2010	Complete	Vacation Rental Ordinance adopted November 2010
H06b	<b>Criteria for Vacation Rentals and Time-Shares</b>	Limit the loss of these residential lands and certain types of residential uses to visitor-serving uses.	PRMD	2010	Complete	Vacation Rental Ordinance adopted November 2010
H06c	<b>Criteria for Vacation Rentals and Time-Shares</b>	Work with the vacation rental community and stakeholder groups to develop ordinance that meets the needs of vacation home owners and neighbors while preserving the urban housing stock.	PRMD	2010	Complete	Vacation Rental Ordinance adopted November 2010
<b>2.2 PROMOTE THE USE OF AVAILABLE SITES FOR AFFORDABLE HOUSING CONSTRUCTION AND PROVIDE ADEQUATE INFRASTRUCTURE</b>						
H07a	<b>Summary of Housing Sites &amp; Site Data Sheets</b>	Publish a list summary of available housing sites and sites for mixed-use projects.	PRMD	Ongoing	Ongoing	Available at PRMD
H07b	<b>Summary of Housing Sites &amp; Site Data Sheets</b>	Update list annually and make available both in printed form and on the Internet.	PRMD	Ongoing	Ongoing	Printed version complete. Internet version needs to be made accessible.
H07c	<b>Summary of Housing Sites &amp; Site Data Sheets</b>	Establish and maintain site data sheets for inventoried sites.	PRMD	Ongoing	Ongoing	Available at PRMD. To be updated in 2012
H08	<b>Information about Affordable Housing</b>	Provide, maintain and distribute informational materials about its affordable housing programs, as well as materials to educate the public about the need for affordable housing and the importance of good design for housing and conservation.	CDC PRMD	Ongoing	Ongoing	Staff from PRMD and CDC Committee provide pre-application assistance to potential affordable housing developers on an ongoing basis.
H09	<b>Priority Processing for Affordable Housing</b>	Require all Departments to provide priority processing for affordable and farm worker housing.	PRMD County Agencies	Ongoing	Ongoing	PRMD works with Public Works, Regional Parks and CDC staff to facilitate processing

Program Number and Title		Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
H10a	Staff for Housing Implementation & Processing	Provide funding for staffing needed to implement the programs outlined in this Housing Element.	CDC, PRMD	Ongoing	Ongoing	TOT funds have been allocated to staff affordable housing programs. Seek additional funding for future years.
H10b	Staff for Housing Implementation & Processing	Provide fast-track processing for affordable housing projects.	CDC, PRMD	Ongoing	Ongoing	Priority processing policy and procedures in place
H11a	Additional Sites for Housing	Work with developers and service providers to identify additional sites within and adjacent to Urban Service Areas that might be appropriately re-designated for higher-density, affordable, and special needs housing.	CDC, PRMD	N/A	Complete	In addition to the sites rezoned in conjunction with the General Plan update in 2008, the affordable housing overlay zone has been added to two commercial sites.
H11b	Additional Sites for Housing	Identify suitable sites within or proximate to the 3 redevelopment areas.	CDC, PRMD	Unknown	On Hold	Re-evaluate Program given the dissolution of RDAs.
H12	Continued Mitigation Opportunities for Housing Sites	Participate in regional sensitive habitat and endangered species conservation efforts.	PRMD	Ongoing	Ongoing	Ongoing through interagency collaboration and conservation efforts. See OS 20
H13a	Utility Providers Responsibility to Prioritize Service	Notify all public sewer and water providers of their responsibility under State law to give affordable housing projects priority for existing service capacity.	PRMD	N/A	Complete	Implemented with the adoption of the 2009 Housing Element.
H13b	Utility Providers Responsibility to Prioritize Service	Distribute the General Plan Housing Element, and any amendments thereto, within 60 days of its adoption.	PRMD	N/A	Complete	Implemented with the adoption of the 2009 Housing Element.
H13c	Utility Providers Responsibility to Prioritize Service	Encourage providers to retain adequate water and/or sewer service capacities to serve developments which provide affordable units.	PRMD	Ongoing	Ongoing	Ongoing
<b>2.3 PROMOTE PRODUCTION OF AFFORDABLE HOUSING UNITS</b>						
H14	Growth Management Programs	Review and revise currently implemented growth control programs in the Sonoma Valley and Sebastopol environs, if necessary, to ensure that they do not become an unnecessary constraint to the development of housing.	PRMD	2014	Underway	Review completed. GM programs have not restricted housing; actual development has been well below limits under the two programs. Program to be rescinded as part of the Development Code Update.
H15	Review LOS and Noise Standards	Review General Plan standards such as Level of Service (LOS) standards and maximum outdoor noise standards for urban projects, and consider revising them if they are shown to constitute a constraint to the production of affordable housing.	PRMD	2013	Underway	Review of sound standards has started, but priority and funding need to be determined by the Board in the Work Plan. OPR is currently contemplating alternative measures for traffic LOS.
H16	"J" Combining District	Eliminate the "J" (Mobile Home Exclusion) Combining District in order to allow manufactured homes on any residential lot.	PRMD	FY 10/11	Complete	Approved March 30, 2010
H17	Review "Z" Combining District	Review the "Z" (Second Dwelling Unit Exclusion) Combining District restrictions on lots of less than 10 acres county-wide, and consider removing the restrictions where they are not necessary.	PRMD	FY10/11	Ongoing	BOS directed Program be implemented on a case-by-case basis. Many sites have been rezoned to remove the Z overlay over the last few years.
H18	Type C Housing Program Expansion	Expand current Type C (100% density bonus) program to also allow Type C projects on UR sites with mapped densities of 2 to 3 units per acre.	PRMD	Unknown	On Hold	Reconsider the need for this Program given the market and priority for housing needs.
H19a	Homeless Shelters as Use-by-Right	Amend the Zoning Code to remove the use permit requirement and establish standards for small-scale homeless shelters (up to 10 beds) in the C3, LC and M1 zoning districts.	PRMD	FY 09/10	Complete	Approved March 30, 2010
H19b	Homeless Shelters as Use-by-Right	Remove the use permit requirement and establish standards for emergency homeless shelters (no limit on beds) in the M1 and PF zoning districts.	PRMD	FY 09/10	Complete	Approved March 30, 2010

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
H20	<b>Regulations for Farm worker Housing</b>	PRMD	FY 10/11	Complete	Completed 03/30/2010
H21	<b>Single Room Occupancy</b>	PRMD	2012	Complete	Completed March 2012
H23	<b>Long Term Residency in Campgrounds</b>	PRMD	2011	Complete	A pilot program was implemented and on June 25, 2013 the Board adopted the Mixed Combining zone that may be applied to the K zone (Recreation and Visitor Serving Commercial) to address long-term occupancy of campgrounds and recreational vehicle parks.
H24	<b>Flexible Development Standards for Infill Projects</b>	PRMD	FY 11/12	Complete	Approved March 30, 2010
H25	<b>Minimum Residential Densities</b>	PRMD	Ongoing	Ongoing	Ongoing - continue staff training
H26	<b>Additional -AH Sites for Housing</b>	PRMD	FY 12/13	Ongoing	AH-overlay zones are considered on a case-by-case basis and have been added to several sites.
<b>2.4 CONTINUE TO PROVIDE FUNDING FOR AFFORDABLE HOUSING</b>					
H27a	<b>Permanent Affordable Housing Stock</b>	PRMD	Ongoing	On hold	Redevelopment dissolved - no more set aside funds. CFH funds continue to be devoted to permanent affordable housing. Re-evaluate and replace Program
H27b	<b>Permanent Affordable Housing Stock</b>	CDC	Ongoing	Ongoing	Ongoing
H27c	<b>Permanent Affordable Housing Stock</b>	PRMD	Ongoing	On hold	Redevelopment dissolved. Re-evaluate and consider new Programs to provide funding.
H28	<b>Tiered Fee Structure</b>	PRMD, CAO	FY 12/13	Not Started	Needs cooperation w/ DTPW & Parks. Prioritize.
H29	<b>County-Owned Land for Affordable Housing</b>	CAO General Services	Ongoing	Partially complete	CAO conducted a survey of county-owned lands for possible lease and coordinated with various departments and non-profit groups. No sites were determined to be feasible at that time.
H30a	<b>Conversion of Market-Rate Mobile Home Parks</b>	PRMD CDC local non profits	As Needed	Ongoing	Priority and funding to be determined by the Board in the Work Plan for Comprehensive Planning.
H30b	<b>Conversion of Market-Rate Mobile Home Parks</b>	PRMD CDC local non profits	As Needed	Ongoing	Funds would be made available if and when interest is expressed
H31	<b>Funding Preference to Non-profits</b>	CDC	Ongoing	Complete	CFH funding policies have been adopted by the Board and give preference to projects that have the greatest potential to achieve the quantified objectives. Most non-profit projects provide 100% affordability making them most competitive.
H32	<b>Community Land Trust Model</b>	PRMD CDC	Ongoing	Ongoing Consider on case-by-case basis	CLTs would be considered on a case-by-case basis. Re-evaluate Program & determine if changes needed.

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps	
H33	<b>Predevelopment Funding</b>	Use CDBG, RDA and CFH funds, and consider use of any other funding sources created pursuant to the policies of the Element, for financing predevelopment activities for affordable and special needs housing projects.	CDC	Ongoing	Ongoing	Ongoing as funds are available. Redevelopment funding is no longer available, but County Fund for Housing (CFH) monies are used for this purpose.
H34	<b>Recreation and Visitor-Serving Uses</b>	Increase opportunities for recreation and visitor-serving uses.	PRMD	Ongoing	Ongoing	Criteria for designation adopted with GP2020 in 2008; Sites reviewed for additional designations on case-by-case basis.
H35	<b>County Employee Housing Assistance Programs</b>	Continue to offer these programs, and to increase them as opportunities permit.	CDC	Ongoing	Ongoing	Programs ongoing as funding is available.
H36	<b>Long-Term Affordability Mechanism</b>	Change long-term affordability mechanism for ownership units to a "below market rate" restricted sales price approach.	PRMD, CDC	FY 12/13	Underway	Scheduled for Planning Commission hearing 12/5/13
H37	<b>Funding Priorities for Rental and Ownership Projects</b>	Set CFH funding priorities for rental and ownership affordable housing projects.	CDC	FY 12/13	Complete	CFH funding policies have been adopted by the Board and give highest priority to rental projects for lower income households.
<b>2.5 PROMOTE PRODUCTION OF HOUSING UNITS FOR SPECIAL NEEDS</b>						
H38	<b>Group Homes &amp; Transitional Housing</b>	Amend zoning ordinance to reduce constraints on group homes and licensed residential and healthcare facilities, and to remove constraints on transitional housing and permanent supportive housing	PRMD	FY 09/10	Complete	Approved March 16, 2010. Future amendments may be developed.
H39	<b>Inter-Jurisdictional Housing Committee</b>	Support an interjurisdictional housing coordinating committee to facilitate affordable and special needs housing projects.	PRMD	Ongoing	Ongoing	County hosts a County Planning Directors meeting monthly to coordinate housing efforts. Since SB375 Sustainable Communities Strategy is underway, SCTA staff have been coordinating the monthly meetings including ABAG staff.
H40	<b>Homeless Shelters</b>	Amend Zoning Code to specify that any standards imposed on a homeless shelter shall not constrain, but shall encourage and facilitate the development and operation of the shelter.	PRMD	FY 09/10	Complete	Approved March 16, 2010
H41	<b>Homeless Survey</b>	Participate with other jurisdictions in funding a comprehensive survey of the homeless in Sonoma County.	CDC	Ongoing	Ongoing	Survey conducted every two years as required by the Dept of Housing and Urban Development.
H42	<b>Transitional, Supportive Housing By-right</b>	Amend Zoning Code to allow transitional and permanent supportive housing in all residential land use categories.	PRMD	FY 09/10	Complete	Completed March 30, 2010
H43a	<b>Existing Group Homes</b>	Inventory existing group home facilities and determine the sustainability of these operations.	PRMD, CDC	Ongoing	Complete	State inventory is available. 2011 Code changes made to encourage more facilities.
H43b	<b>Existing Group Homes</b>	Amend Zoning Code or providing incentives or other considerations as needed to sustain these existing facilities and to develop additional facilities.	PRMD, CDC	FY 11/12	Complete	Completed March 30, 2010
H44	<b>Reasonable Accommodations</b>	Provide reasonable accommodations through implementation of Reasonable Accommodations Ordinance ("Article 93")	PRMD	Ongoing	Ongoing	Ongoing; Ordinance adopted 2004; continue staff training
H45	<b>Funding for Fair Housing Program</b>	Fund operation of a fair housing program.	CDC	Ongoing	Ongoing	Ongoing
H46a	<b>Fair Housing Information &amp; Referrals</b>	Provide referrals to nonprofit Fair Housing programs.	PRMD, CDC	Ongoing	Ongoing	Ongoing
H46b	<b>Fair Housing Information &amp; Referrals</b>	Make information available to customers at a wide range of public locations throughout the County.	PRMD, CDC	Ongoing	Ongoing	Ongoing
H47a	<b>Inventory &amp; Encourage Farm worker Housing</b>	Inventory existing farm worker housing units.	PRMD	FY 11/12	Completed	Tracked in Permits Plus
H47b	<b>Inventory &amp; Encourage Farm worker Housing</b>	Amend Zoning Code to increase opportunities for these types of housing where needed.	PRMD	FY 11/12	Completed	Code revisions adopted with updated Ag Ordinances in January 2012.
H48	<b>Consider Assessment for Farm worker Housing</b>	Work with growers to consider support for an assessment district on a per acre basis.	CAO, CDC, PRMD, DTPW, Parks	FY 11/12	Not Started	Requires inter-agency collaboration. Revisit program and set as priority.

Program Number and Title	Program Description	Responsibility	Estimated Completion	Status	Comments/Next Steps
H49	<b>Revised Standards for Farm worker Housing</b>	PRMD	FY 11/12	Complete	Code revisions adopted with updated Ag Ordinances in January 2012.
H50	<b>Farm worker Housing Task Force</b>	CAO, CDC, PRMD	FY 11/12	Not Started	Develop Work Plan and Priority
H51	<b>Universal Design</b>	PRMD	FY 12/13	Underway	Scheduled for Planning Commission hearing 12/5/13
<b>2.6 IMPROVE CONSERVATION OF ENERGY AND NATURAL RESOURCES</b>					
H52	<b>Weatherization &amp; Rehabilitation Assistance</b>	PRMD, CDC	Ongoing	Ongoing	PACE financing through Sonoma County Energy Independence Program is available to finance energy and water conservation retrofits. Program may be expanded in future.
H53	<b>Energy &amp; Water Conservation &amp; Efficiency</b>	PRMD	Ongoing	Ongoing	Incorporate into Checklists; Green building display at PRMD
H54a	<b>Priority to Energy &amp; Water Efficient &amp; Green Projects</b>	PRMD, CDC	2011	Complete	CFH funding policy adopted by the Board includes priority for housing projects incorporating energy and water efficiency measures.
H54b	<b>Priority to Energy &amp; Water Efficient &amp; Green Projects</b>	PRMD, CDC	FY 12/13	Not Started	CFH funding policy adopted by the Board includes priority for projects building to Cal-Green standards
H55	<b>Residential Construction Site Waste Recycling</b>	PRMD	2011	Complete	Construction waste recycling included in Calgreen ordinance adopted by the Board in 2011.
H56	<b>Green Building Ordinance</b>	PRMD	FY 09/10	Complete	Incorporate into Checklists
H57	<b>Checklists for Residential Developers</b>	PRMD	FY 10/11	Underway	Joint effort with Ombudsperson; in administrative review

## Comprehensive Planning Work Plan Summary Table 2

	FY 14/15*	FY 15/16	FY 16/17	FUNDING SOURCE	\$ AMOUNT
LABOR ALLOCATION (hours)	11,440	11,440	11,440		
<b>GENERAL LABOR/OVERHEAD</b>					
Vacation/Holiday/Sick Leave	1,947	1,850	1,850	GF	
General Labor/Training	1,475	1,500	1,500	GF	
<b>TOTAL GENERAL LABOR/OVERHEAD</b>	<b>3,422</b>	<b>3,350</b>	<b>3,350</b>		
<b>CURRENT PLANNING</b>					
Project Review Support	732	900	900	Permit Rev	
Assist with Affordable Housing Applications	50	80	80	Fees	
Customer Service/Planner Phone	1,094	1,000	1,000	GF	
<b>TOTAL CURRENT PLANNING</b>	<b>1,876</b>	<b>1,980</b>	<b>1,980</b>		
<b>ONGOING PROGRAMS</b>					
ARM Plan Administration	460	500	500	Industry	40,000
Housing Program Implementation	110	110	200	TOT housing set aside	10,000
Airport Land Use Commission	120	80	80	Gen Fund TPW	
Zoning Database Technical Corrections - Zoning Conformance w/ GP Urban Res Parcels	80	210	80	GP Admin Fee	
Bike Plan/GP Technical Corrections	40	100	100	GP Admin Fee	
SCTA/RCPA Coordination	60	80	80	GF	
Public Project Support	125	125	125	Permit Rev	
General Plan Annual Report	80	80	80	GP Admin Fee	
Groundwater Monitoring and Reporting	60	120	200	Fees	
Census Data	16	20	20	GF	
Hazard Mitigation Plan Implementation	50	80	80	GF	
<b>TOTAL ONGOING PROGRAMS</b>	<b>1,201</b>	<b>1,505</b>	<b>1,545</b>		
<b>EXISTING PRIORITY PROJECTS</b>					
COMPLETED- Community Opportunity Areas	110	0	0	GF	
COMPLETED - Small Ag Processing	140	0	0	GF	
COMPLETED - Safety Element Update	45	0	0	GF	
Development Code Phase I	550	300	0	GP Admin Fee	120,000
Local Coastal Plan Update	350	350	80	GF	
Housing Element Update	350	0	0	TOT housing set aside	100,000
Vacation Rental Compliance Standards	300	80	80	GF	
Vacation Rental in LIA- GPA	120	200	0	GF	
Airport Land Use Compatibility Plan Amendments	300	80	0	GF	
Riparian Corridors/Biotic Resources	350	140		GF	
CTG Grant Healthy Communities	180	0		CTG Grant	122,000
Coastal Sea Level Rise Grant	100	200		OPC Grant	150,000
Climate Action 2020 Grant (GRIP)	200	240		SGC Grant	32,000
Springs Area Plan PDA Grant	140	320	150	PDA Grant	450,00
Airport Specific Plan PDA Grant	140	300	100	PDA Grant	350,000
Guerneville Homeless Shelter	24	24	24	GP Admin Fee	
Hanson Terrace Pits	90	120		Grant	
<b>TOTAL EXISTING PROJECTS</b>	<b>3,399</b>	<b>2,234</b>	<b>434</b>		

\*FY 14/15 work directed in previous 2-year Work Plan

PROGRAMS FOR OTHER DEPARTMENTS					
Moorland Ave Park	80	80	0	Parks (HCD Grant)	
Roseland Planning Collaboration	60	60	60	Santa Rosa/PDA Grant	
Animal Control Regulations Update	50	10	0	Dept. of Health Services	
Sonoma Developmental Center	40	80	100	Inter-agency effort	
Oak Woodland Management Plan	on hold	on hold		Open Space	
<b>TOTAL OTHER DEPTS</b>	<b>230</b>	<b>230</b>	<b>160</b>		
CONTINGENT PROJECT WORK (5%)					
<b>TOTAL CONTINGENT PROJECTS</b>	<b>572</b>	<b>572</b>	<b>572</b>		
<b>HOURS REMAINING FOR NEW PROJECTS</b>	<b>740</b>	<b>1,569</b>	<b>3,399</b>		
PROPOSED NEW PROJECTS					
	FY 14/15	FY 15/16	FY 16/17		
Food and Beverage Streamlining (Breweries)	350	100		GF	
Seismic Retrofit program	200	100		GF	
Cloverdale USA /Scenic Landscape Unit GPA	40	300		GF	
Historic Resources Inventory	50	100	300	GF	
Event Overconcentration Policies/Guidelines	80	400	100	GF	
Community Opportunity Areas		300	100	GF	
Review of Groundwater Management Plan policies		120	200	GP Admin Fee	120,000
Scope Phase II Development Code		80	200	GP Admin Fee	
Small scale poultry processing (Phase II- Dev Code)		60	350	GP Admin Fee	
Healthy Community General Plan Policies			400	GF	
Review of Renewable Energy Ordinance			200	GF	
Offsite Farmstand (Phase II- Dev Code)			320	GP Admin Fee	
Biotic Resources Mapping (Phase II- Dev Code)			350	GP Admin Fee	
RV parking (Phase II- Dev Code)			300	GP Admin Fee	
Telecommunication Policies			300	GF	
Rezoning High Risk Historic Properties			200	GF	
<b>TOTAL NEW PROJECTS</b>	<b>720</b>	<b>1,560</b>	<b>3,320</b>		
<b>GRAND TOTALS</b>	<b>11,420</b>	<b>11,431</b>	<b>11,361</b>		
TOTAL HOURS ALLOCATED with 5.5 FTE	11,440	11,440	11,440		
<i>*FY 14/15 work directed in previous 2-year Work Plan</i>					



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Susan Klassen, Director (707) 565-2231

**Supervisorial District(s):**

All

**Title:** The Long-Term Road Plan

### **Recommended Actions:**

Adopt the final Long-Term Road Plan

### **Executive Summary:**

In August 2013, the Board Chair created the Long-Term Roads Ad Hoc Committee with a charter to improve the quality and safety of the County road system by developing a Long-Term Road Plan. Recognizing the County's limited funding capacity, the Plan establishes a methodology for selecting candidate roads for annual repair and outlines a realistic and sustainable funding strategy for the Plan.

In the face of a legacy challenge relating to road maintenance and financing, the Board of Supervisors has invested more in the County's road network over the past three years than in the prior three decades. Between fiscal years 12/13 and 13/14, the Board demonstrated its commitment to improving the County's infrastructure by investing approximately \$80 million toward roads, bridges, drainage and roadway safety features.

Even with this level of investment, more must be done to cease the continued degradation of our infrastructure, which has a current system rating of "Poor" and pavement condition index of 46. Without a minimal annual investment of \$20 million per year, the entire network will continue to decline, creating long-term economic costs. Poor pavement condition cost Bay Area drivers an average of \$931 per year in the form of additional vehicle operating costs, including accelerated vehicle depreciation, additional repair costs and increased fuel consumption and tire wear.

The Long-Term Road Plan describes a long-term vision for Sonoma County roads with a goal to improve approximately 700 miles of the County road network beyond the 150 miles already improved over past three fiscal years. On June 17, 2014 the Board was presented with a draft of the Long-term Road Plan. At that meeting, as well as subsequent meetings on June 29, and August 5, 2014 the Board accepted public comment and provided direction to staff. Staff has incorporated changes based on that

direction. Changes to the plan include: adjustment of the road categories to identify rural local connector roads within communities, and associated mapping changes, establishment of a framework within the Plan for how individual roads will be selected each year for improvements and incorporation of other considerations within the framework that recognizes the importance of roads serving public safety facilities, bike routes, and transit routes. Additionally, the plan now addresses the concept that a balanced road plan should include continued investment in transit, and that a “Worst First” set-a-side of funding should be established recognizing that some roads that might not otherwise be selected using the evaluation framework, may be in such bad condition that they must receive attention. Staff is requesting that the Board adopt the final Long-Term Road Plan.

**Prior Board Actions:**

8/5/14: Financing Plan for the Implementation of the Long-Term Roads Plan and Adoption and Calling of Special Election on March 3, 2015 for a ¼ percent General Transactions and Use Tax, and adopting an Advisory Measure 6/29/14: Board adopts a resolution placing a ¼ cent sales tax on the ballot in March 2015; 6/17/14: Board accepts draft Long-Term Road Plan; 3/25/14: Board approves 2014 Pavement Preservation Program funded with \$9.8 million general fund allocation and receive 2013 Pavement Management Program Update 6/11/13 : Board approves Road Ad-Hoc recommendation allocation \$8 million in one-time reserves; 10/23/12: Board approves Road Ad Hoc recommendations; 6/19/12: Board approves Road Ad Hoc recommendation allocating \$8 million in one-time reserves.

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

A well maintained road network is vital to economic development in the areas of agriculture, recreation and tourism. Investing in transportation infrastructure improves the pavement quality and safety of the County road system for vehicles, transit, and bicycles.

**Fiscal Summary - FY 13-14**

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

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

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



**Integrated Waste  
Northern Sonoma County Air Pollution Control District  
Road & Bridge Operations  
Sonoma County Airport  
Sonoma County Transit**

**Susan R. Klassen, Director**

**Deputy Director, Road Operations: Tom O’Kane**

**Deputy Director, Transportation Operations: Jason Nutt**

DATE: October 24, 2014  
TO: Board of Supervisors  
CC: County Administrator  
FROM: Susan Klassen  
SUBJECT: Long Term Road Plan

---

It is my pleasure to bring forward the Long Term Roads Plan. The Plan reflects your Board’s Roads Ad-Hoc vision for creating a quality road network, which is critical component of a thriving community and economy, and builds upon your Board’s historic level of investment in that network over the last three years.

For too long, it’s been a rough ride for drivers, transit riders and cyclists using Sonoma County roads. Years of inadequate federal, state and local funding have resulted in a deteriorating road network creating a legacy concern that, although not created by the current Board or administration, must now be addressed.

Poor pavement conditions have negative impacts on safety, traffic and emergency response times – as well as costing Bay Area drivers \$931 per year in the form of additional vehicle operating costs, including accelerated vehicle depreciation, additional repair costs and increased fuel consumption and tire wear.

Several factors have conspired to make local road maintenance and improvements challenging, including unfavorable formulas and declining State and Federal gas-tax revenues. With a total of 1,370 centerline miles, Sonoma County’s maintained road network is the largest among the nine Bay Area

counties and one of the largest in the state. Yet, in California, the distribution of State Excise Tax on Fuels favors population and registered vehicles over road miles. In that regard, the eight most populated counties receive approximately 47% of the funds; for example, Orange County receives \$45 million annually with only 309 miles of maintained roadways in comparison to Sonoma County that receives \$12 million annually for 1,370 miles of roads.

The result is not a surprise. A recent field survey commissioned by the County ranked the pavement conditions as poor or very poor on more than 60 percent of Sonoma County roads. The lesson is also clear: Waiting for the Federal and State Governments to fix the problem is simply not an option.

The good news is that Sonoma County has turned the corner on maintaining and upgrading our roads and bringing fiscal stability to the County. Recognizing that tough economic times demand leaders to focus on the most important priorities first, the Board of Supervisors passed a series of responsible budgets which brought forward surpluses after years of deficits. In addition, through shared sacrifice, historic pension reform agreements were negotiated which will save taxpayers \$170 million and protect retirees. This strong financial foundation has helped the Board of Supervisors reinvest in some of our County's most significant legacy challenges, including our deteriorating unincorporated roads and streets.

Over the past three years, the Board of Supervisors has invested more in the County's road network than in the prior three decades. During this time, approximately \$100 million has been invested in roads, bridges, drainage and safety features, more than 150 miles of roads have been paved, and the Board of Supervisors have invested in the people and equipment that will keep our roads safe and smooth for decades to come. The County has rehired its ditching and culvert crew, laid off in the peak of the Great Recession, which is solely dedicated to clearing thousands of miles of ditches that run along County roads and replace hundreds of failing culverts. The County has invested in new paving and striping machines and more County road miles are being striped this summer than in other time in recent memory.

Yet, even with this historic level of investment, the County's progress to date is not enough. The current state of the County's road network has developed over several decades, and become one of the County's most significant legacy challenges. Even with our current record level of investment, more

must be done to cease the continued degradation of our infrastructure. To improve the Road network to the desired level, the County needs to invest \$41 million per year for Maintenance and Preservation (\$15.4M General Fund; \$12M State Gas; \$1.8 Federal Allotment; \$2.2M General Fund – Franchise Fees; \$1M “Worst First”; \$8.7M new revenue).

To continue our progress we need a long-term strategic plan and a funding mechanism to implement it. That’s why the Board of Supervisors established the Long-Term Roads Ad Hoc Committee, comprised of Supervisors McGuire and Rabbitt, to develop a Long-Term Roads Plan.

The County’s Long-Term Road Plan lays out a vision for Sonoma County roads with an initial focus on improving approximately 700 miles of the County road network beyond the 150 miles to be improved in the most recent three fiscal years, dramatically improving the roads most frequented and important to economic development, agriculture, recreation and tourism. In doing so, the Long-Term Road Plan will dramatically improve over half the County’s road network within the coming decade.

The Long-Term Road Plan was created with significant citizen input developed through town hall meetings hosted by Supervisors McGuire and Rabbit, individual meetings with stakeholders – including local jurisdictions – and data gleaned from community surveys. In reviewing a prior draft version, the Board of Supervisors also provided significant input and direction. With the completion of the plan, additional outreach must continue.

A central component of the Long-Term Road Plan is the Road Evaluation Framework that will provide staff with a guide for selecting candidate roads for the annual pavement preservation program to ensure an equal distribution of repair work throughout the County, while addressing the most critical needs and investing in preservation to ensure the most efficient use of funds. The Road Evaluation Framework includes the following general roadway information by classification: average daily traffic, pavement condition, bike and transit relevance, public safety facilities served by road and Supervisorial District.

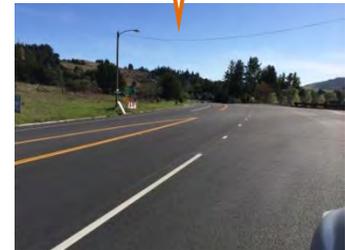
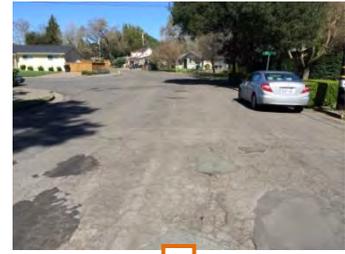
The Board of Supervisors has committed to continuing its current roughly \$12 million annual General Fund investment in paving and pavement preservation. However, the Board recognizes that at least \$20 million per year is required for paving and pavement preservation to begin seeing substantial improvement in road conditions. In that regard, the Board has also committed to seeking approval from

the voters for a ¼ cent sales tax that would generate approximately \$20 million per year, with the County's share being approximately \$8.7 million. In addition, the Board has expressed its commitment to allocate an additional million dollars annually from the County's General fund for a "Worst First" approach to address significantly deteriorated segments of road regardless of other criteria.

As a component of the proposed ¼ cent sales tax, the Board of Supervisors has also committed to support the entire transportation network, by directing 10% of County's share of new sales tax revenues to enhance transit service through a combination of reduced or free transit passes for students and veterans; increasing service or frequencies to key destinations such as Santa Rosa Junior College, Sonoma State University, future SMART stations and the Santa Rosa Veterans Affairs Medical Center on Airport Boulevard; and increasing paratransit.

Transparency and accountability, including continued citizen input and citizen oversight are hallmarks of the plan. Because these are hallmarks of the plan, mechanisms to hold government accountable and provide transparency – like annual reports, expenditure plans, and oversight – will also be including in any future new tax measure supporting roads.

This significant investment in the County's road network will have benefits beyond the pavement by helping boost the local economy through development and retention of highly qualified employees; enabling residents and visitors to travel to work and school, visit family and friends; and enjoy world class recreation attractions; and providing local businesses with a reliable access to customers, materials, suppliers and employees.



The County of Sonoma  
Long-Term Road Plan  
Prepared by  
The Department of  
Transportation & Public Works  
October 28, 2014

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## Executive Summary

The County road network is a vital asset to the community, providing access to homes and business, connectivity between communities, opportunities and connections for recreating and a critical component of public safety. With a total of 1,370 paved centerline miles, Sonoma County's maintained road network is the largest among the nine Bay Area counties and one of the largest in the state and maintaining this network to support a thriving economy and healthy environment is a high priority for Sonoma County.

The current state of the County's road network has developed over several decades, and become one of the County's most significant legacy challenges. Years of inadequate State and local funding have resulted in a deteriorating road network. Several factors have conspired to make local road maintenance and improvements challenging including unfavorable formulas and declining State and Federal gas-tax revenues. In California, the distribution of State Excise Tax on Fuels favors population and registered vehicles over road miles. In that regard, the eight most populated Counties receive approximately 47% of the funds; for example, Orange County receives \$45 million annually with only 309 miles of maintained roadways in comparison to Sonoma County that receives \$12 million annually for 1,370 miles of paved roads.

In the face of this legacy challenge, there became a need to establish a strategic and long-term plan for how the County should address its roads. The Board of Supervisors established a Long-Term Roads Ad Hoc Committee comprised of Supervisors McGuire and Rabbitt to develop a Long-Term Roads Plan. Over the past three years, the Board of Supervisors has invested more in repairing the County's road network than in the prior three decades. Between fiscal years 12/13 and 13/14, the Board exclaimed

its commitment to improving the County's infrastructure by investing approximately \$80 million toward roads, bridges, drainage and safety features.

Even with this level of investment, more must be done to cease the continued degradation of our infrastructure. To accomplish the goal of maintaining the County's roadway network in "Good" to "Very Good" condition, the County must invest \$954 million over the next 20 years, or \$47.7 million per year. Without a minimal annual investment of \$20 million per year, the entire network will continue to decline, creating long-term economic costs. Poor pavement condition cost Bay Area drivers \$931 per year in the form of additional vehicle operating costs, including accelerated vehicle depreciation, additional repair costs and increased fuel consumption and tire wear.

The County's Long-Term Road Plan lays out a vision for Sonoma County roads with a primary goal of improving approximately 700 miles of the County road network beyond the 150 miles already improved over past three fiscal years, resulting in over 50 percent of the road network achieving "Good" PCI ratings or better, dramatically improving the roads most frequented and important to economic development, agriculture, recreation and tourism.

A central component of the Long-Term Road Plan is the Road Evaluation Framework that will provide staff with a guide for selecting candidate roads for the annual pavement preservation program to ensure an equal distribution of repair work throughout the County, while addressing the most critical needs and investing in preservation to ensure the most efficient use of funds. The Road Evaluation Framework includes the following general roadway information by classification: average daily traffic, pavement condition, bike and transit relevance, the presence of public safety facilities and Supervisorial District.

To finance the Long-Term Road Plan, the Board of Supervisors has committed to continuing its current \$12 million annual investment; however, the Board recognizes that at least \$20 million per year is required to begin seeing substantial improvement in road conditions. In that regard, the Board has also committed to seeking approval from the voters for a ¼ cent sales tax that would generate approximately \$20 million per year, with the County's share being approximately \$8.7 million. In addition, the Board has expressed its commitment to allocate an additional million dollars annually from the County's General fund for a "Worst First" approach to address significantly deteriorated segments of road regardless of other criteria.

As a component of the proposed ¼ cent sales tax, the Board of Supervisors has also committed to support the entire transportation network, by directing 10% of County's share of new sales tax revenues to enhance transit service through a combination of reduced or free transit passes for students and veterans; increasing service or frequencies to key destinations such as Santa Rosa Junior College, Sonoma State University, future SMART stations and the Santa Rosa Veterans Affairs Medical Center on Airport Boulevard; and increasing paratransit.

This significant investment in the County's road network will have benefits beyond the pavement by helping boost the local economy through development and retention of highly qualified employees; enabling residents and visitors to travel to work and school, visit family and friends; and enjoy world class recreation attractions; and providing local businesses with a reliable access to customers, materials, suppliers and employees.

## Chapter 1: Roads Funding - A Legacy Problem

Both California and Sonoma County's extensive system of roads, highways and bridges provide the residents, visitors and businesses with a high level of mobility, forming the backbone that support the local and regional economy. Our surface transportation system enables residents and visitors to travel to work and school, visit family and friends, and enjoy world class recreation attractions while providing local businesses with reliable access to customers, materials, suppliers and employees. As the County, Region and State look to retain its businesses, maintain its level of economic competitiveness and achieve further economic growth, it will be critical to maintain and modernize roads, highways and bridges by improving the physical condition of the transportation network. With over 500,000 registered vehicles in Sonoma County and countless visitors using the county road network to visit the County's parks, beaches, wineries, businesses, restaurants and transportation hubs, it is critical that the County develop, approve and fund a Long-Term Road Plan that assures a roadway infrastructure commensurate with the County's outstanding resources.

### Federal Funding

Road funding has traditionally come from legacy programs based on fuel excise taxes. The federal excise tax on gasoline and diesel is 18.4 and 24.4 cents per gallon of fuel sold, respectively.<sup>1</sup> Federal funds are deposited into the State Highway Account to be distributed to projects as part of the Federal and State Transportation Improvement Programs (FTIP & STIP) relating to four general categories: federal highway projects, federal bridge projects, federal safety projects and congestion management and air quality. The County currently receives approximately \$1.8 million per year to maintain the

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<sup>1</sup> "California Transportation By The Numbers: Meeting the State's Need for Safe and Efficient Mobility," TRIP, September 2014.

federally eligible road network in addition to bridge funds through the Highway Bridge Retrofit and Replacement (HBRR) program.

Moving Ahead for Progress in the 21<sup>st</sup> Century Act, or MAP-21, was signed into law in July 2012 and augmented by Congress with the Highway and Transportation Funding Act of 2014, an eight month extension of the federal surface transportation program, on which state and local agencies rely on for road, highway, bridge and transit funding. This legislation extends the current authorization for the highway and public transportation programs and transfers nearly \$11 billion into the Highway Trust Fund (HTF) to preserve existing levels of highway and public transportation investment through the end of May 2015.

The level of funding and the provisions of the federal surface transportation program have a significant impact on highway and bridge conditions, roadway safety, transit service, quality-of-life and economic development opportunities in both California and Sonoma County. Unfortunately, Congress has been unable to come to any agreement on a long-term federal strategy to maintain consistent and adequate resources in the Highway Trust Fund.

From 2008 to 2012, for every dollar that California paid in federal motor fuel fees, the state received \$1.32 back for road improvements.<sup>2</sup> With that said, only 360 miles (26%) of the County's 1,370 mile maintained network is eligible to use these federal funds.

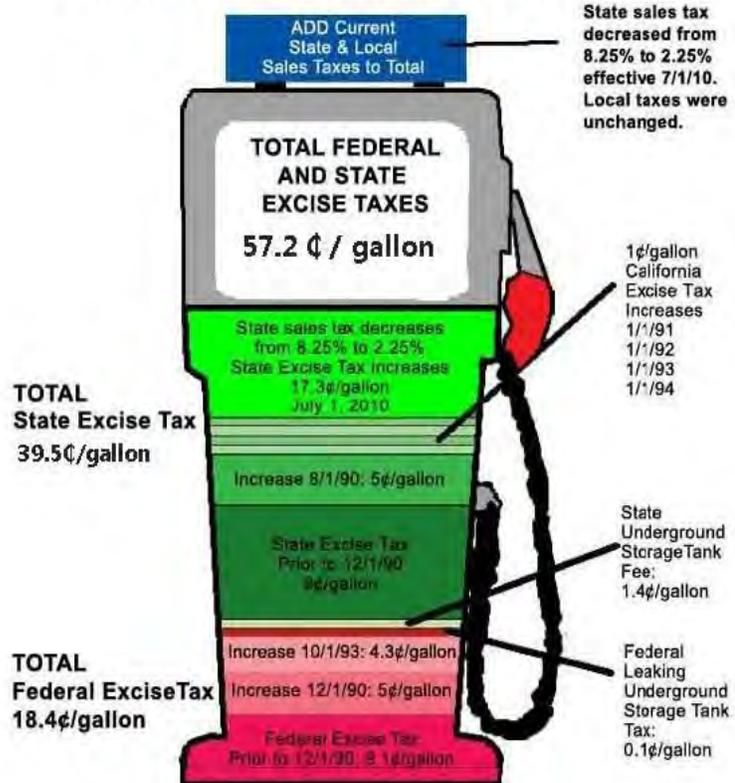
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<sup>2</sup> "California Transportation By The Numbers: Meeting the State's Need for Safe and Efficient Mobility," TRIP, September 2014.

## State Funding

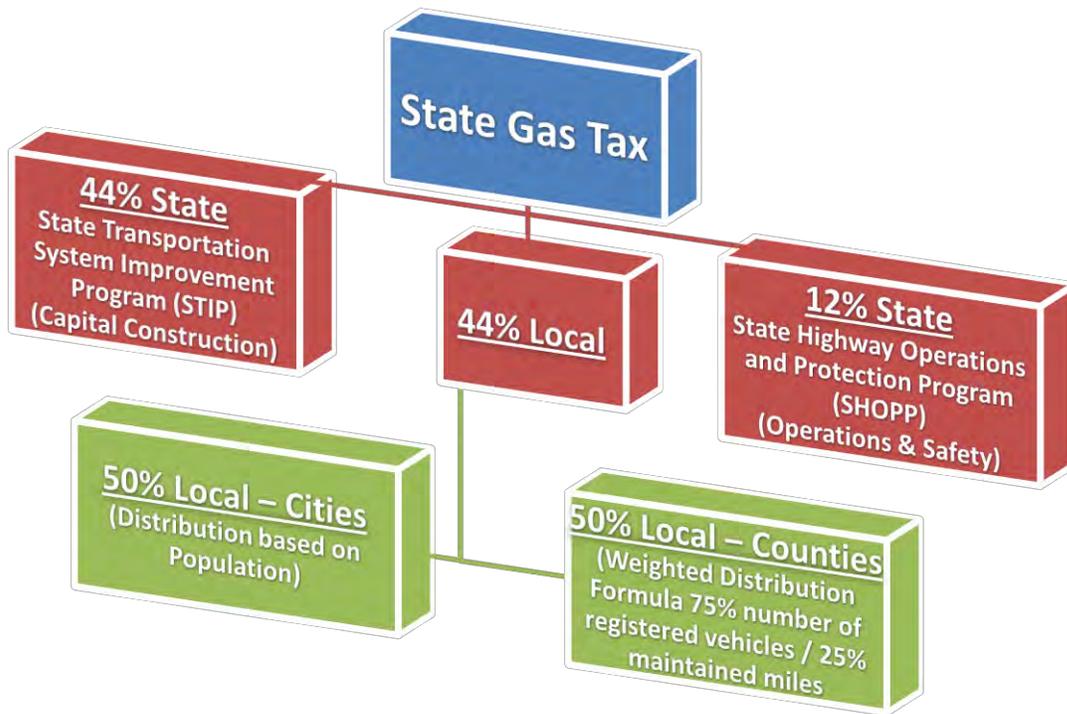
The State of California has utilized a combination of funding sources to help local agencies finance road repairs, such as taxes, fees and bonds. Despite State legislative changes in 2010 that resulted in what is known as the “Gas Tax Swap”, the State’s excise tax on fuels of 39.5 cents per gallon has gone unchanged for more than 20 years, similar to the federal government’s excise tax on fuels, reducing purchasing power by 28%, due to construction cost of inflation and decreased fuel consumption.<sup>3</sup>

## California Gasoline Taxes

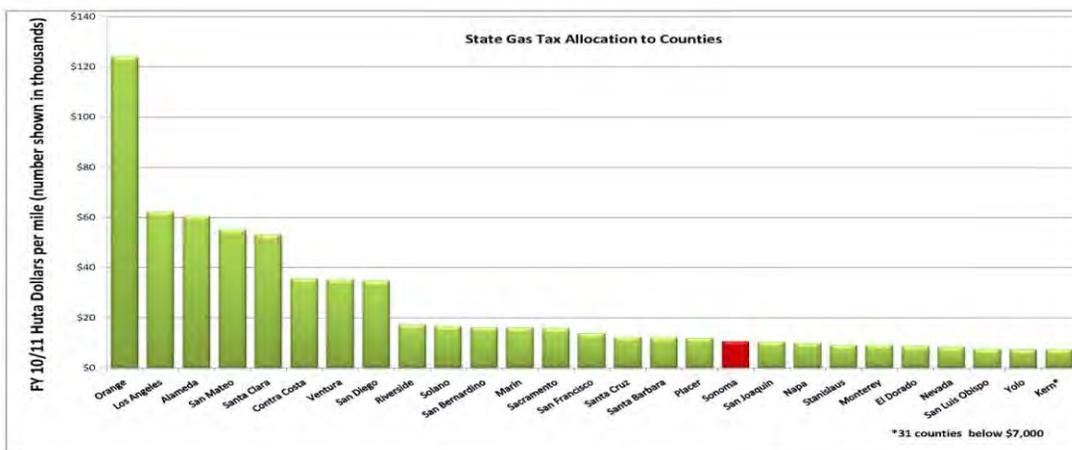


Approximately 44% stays in the State Highway Account to supplement federal funds through the STIP, 12% is dedicated to the State Highway Operations and Protection Program (SHOPP) and the remaining 44% is provided to local jurisdictions based on formula. Only 22% of California’s fuel taxes are returned to Counties, and that is further allocated via a 75%/25% formula based on the number of registered vehicles and maintained road miles, respectively.

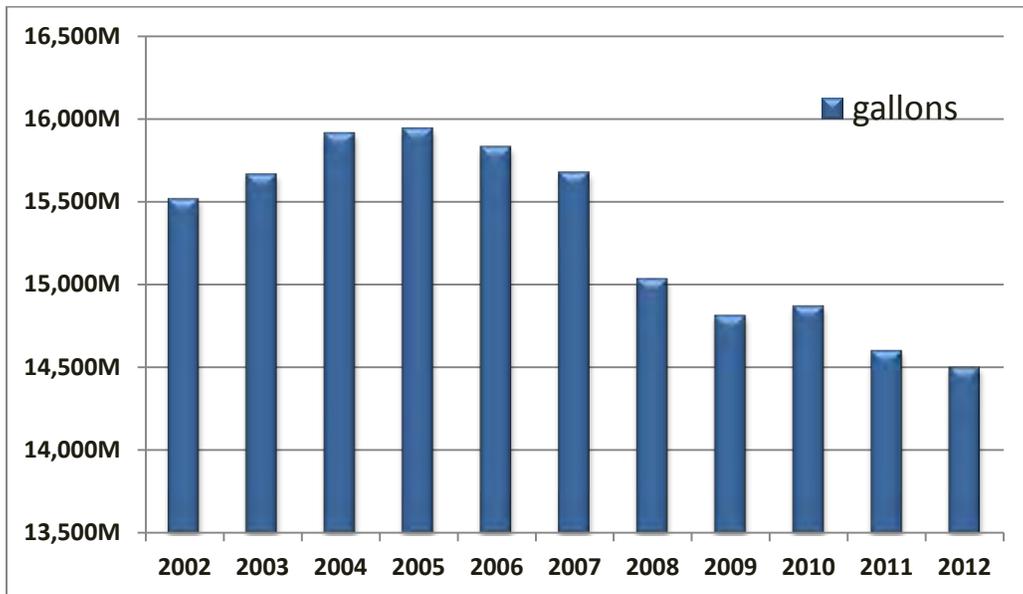
<sup>3</sup> APWA Reporter



The County receives approximately \$12.7 million per year in state fuel tax funds, which is among the lowest in the State considering the number of road miles within the maintained system. As clearly shown in the figure below, the eight most populace counties receive approximately 47% of the total State fuel tax despite having only 12% of the total statewide unincorporated roads. As an example, Orange County receives \$45 million per year and has only 309 miles of road.



Additionally, due to heavy swings in the price of gasoline and shifting trends toward alternative fuel vehicles, it is becoming more difficult to predict and budget into the future. The figure below demonstrates the shift downward in millions of gallons sold between 2002 and 2012 exacerbating the uncertain future of this critical road funding.



## Local Funding

Sonoma County roads benefit from a number of locally derived funds. These include funds from Measure M, contributions from the General Fund and General Fund Franchise Fees. Periodically the Department of Transportation and Public Works utilized funds developer mitigation fees or donations or contributions from other cities and agencies, but these are not consistent sources of funding and are not described further in this Plan.

## Measure M

In 2004, Sonoma County voters approved Regional Measure M, a ¼ cent sales tax primarily focused on capacity improvements on Highway 101, but inclusive of other transportation projects including 20%

distributed to local agencies for local road rehabilitation projects. The measure is very specific on how the revenue is divided with funding provided to seven specific program categories:

- 20% - local street rehabilitation (LSR)
- 20% - specifically defined local street projects (LSP) throughout the County
- 40% - Highway 101 widening projects throughout the County
- 10% - local bus transit (LBT) service
- 5% - Sonoma Marin Area Rail Transit (SMART) project development
- 4% - bicycle and pedestrian projects
- 1% - administration

Measure M LSR funds are distributed to the County and cities within the County via a 50% road mile and 50% population formula. This results in an annual allocation to Sonoma County of approximately \$1.7 million.

### **General Fund**

The Board of Supervisors has historically dedicated a portion of the annual road maintenance budget from the General Fund. Over the past few years, this contribution has been \$5.3 million; however, this was down from \$7.8 million in 2008, which is less than 30% of the total maintenance operations budget. This is still a fraction of the historical funding from two decades ago, where the Board contributed approximately 50% of the maintenance budget from the General Fund. In FY 14/15, the Board permanently reinstated one of the critical crews (culvert maintenance replacement) lost during the economic downturn in 2008, increasing the annual General Fund contribution associated with operations to \$6.3 million. In addition, the Board demonstrated their strong commitment to

maintaining the roadway infrastructure by allocating \$8 million of General Fund during each of the past three years for road repair and reconstruction.

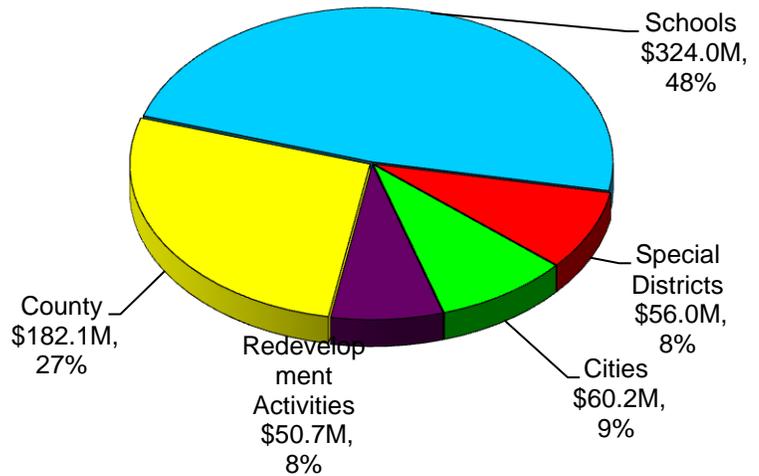
### General Fund Franchise Fee

The County also receives a portion of the General Fund Franchise Fee from the County’s waste hauler to compensate for the accelerated degradation of the roads resulting from the heavy vehicle use. In 2012, the Board of Supervisors agreed to focus these funds (\$2.2 million annually) to maintain the federally eligible road network.

### Parcel Taxes

It is a common misconception that parcel taxes support local infrastructure, such as roads and bridges. In fact, the majority, roughly half, of property tax revenues go to schools with approximately 27% coming to the County.

**WHERE DOES YOUR PARCEL TAX DOLLAR GO?**  
**Distribution of the 2013-14 Parcel Tax Dollar**  
**Total Prop 13 Tax Levy: \$673.0 Million**



### Annual Maintenance and Capital Budget

The Department of Transportation and Public Works develops and annual budget for Corrective Maintenance Operations and its Annual Pavement Preservation program based on the amount of funds distributed by Federal, State and local sources.

*FY 13-14 Pavement Preservation Funds*

<u>Corrective Maintenance Operations</u>		<u>Annual Pavement Preservation</u>	
State Gas Tax - 39.5¢/gallon	\$12.7M	Federal Gas Tax - 18.4¢/gallon (latest 3-year cycle)	\$1.65M
Measure M Maintenance	\$1.7M	General Fund Franchise Fees	\$2.2M
Annual General Fund	<u>\$6.3M</u>	One-Time General Funds (FY 12/13-14/15)	<u>\$8.0M</u>
<b>Total</b>	<b><u>\$20.7M</u></b>	<b>Total</b>	<b><u>\$11.85M</u></b>

## Chapter 2: Strategic Planning for Road Maintenance

Under the County Strategic Goal of Economic and Environmental Stewardship, the Board has consistently prioritized investing in transportation infrastructure, to enhance safety for vehicles, pedestrians, and cyclists, fix potholes, repair local roads and streets and improve the quality of life for County residents. A well maintained road network is vital to economic development and activity, especially in the areas of agriculture, recreation and tourism. The 2008 Roads Report started with the following problem description:

*“The Sonoma County Board of Supervisors approved the first-ever Strategic Plan for the County on December 11, 2007. Goal 5 of the Plan aims to proactively address the failing transportation infrastructure so that it can be maintained and operated to provide safe reliable and accessible movement of people and goods throughout the County. Objectives include developing resources to provide for the ongoing maintenance and improvement of county roads and developing a multi-year prioritized countywide maintenance plan.*

*The Board approved the Strategic Plan Implementation of projects on July 8, 2008. Included within the Implementation Plan was Project 47 – Road Funding. The following report is a funding analysis of Sonoma County roads and represents one of the identified project deliverables. There are several key points identified within the report and they are summarized as follows:*

- 1. The Sonoma County Road System represents one of our largest public assets with a replacement value of \$1.7 billion.*

2. *Today's transportation revenues are woefully inadequate to address the road maintenance needs of Sonoma County.*
3. *Road maintenance activities are interdependent, with pavement life extension reliant upon a coordinated program of implementation.*
4. *Road maintenance service levels, already identified as deficient, are projected to worsen, with annual shortfalls ranging from \$3.5 million to \$4.5 million over the next five years.*
5. *Failure to address the projected shortfall in road maintenance will result in a need for a significant portion, if not the entire County road network, to be completely reconstructed within 10 years.*

*Most people acknowledge that road networks are a vital centerpiece to a vibrant economy. Roads provide connectivity of countless origins and destinations, thus providing flexible choices for many users. Further, most consider roads to be permanent, important and free. Roads are far from permanent and they are not free for those tasked with building and maintaining them. They are; however, important and new strategies need to be explored in order to extend their life and quality. By helping to create and sustain jobs and allowing for the safe transport and delivery of goods and services, every dollar spent preserving our County road system is a dollar invested in our local economy."*

Unfortunately, this continues to be true today as the general state of County roads has continued to decline despite recent efforts by the Board of Supervisors to curtail the degradation of the roadway infrastructure. To address this strategic priority, the Board Chair created the Long-Term Roads Ad Hoc Committee in August 2013, comprised of Supervisors McGuire and Rabbitt, with a mission to improve the quality and safety of the County road system by developing a Long-Term Road Plan including funding strategies for pavement condition improvements.

Since 2008, the Board received reports outlining the challenges of properly funding and maintaining the approximately 1,370 miles of paved and 13 miles of unpaved roads in the County system.

Classification	Center Line Miles
Minor Arterials	32
Other Principal Arterials	2
Major Collector	326
Minor Collector	122
Local	888
<b>Total Paved</b>	<b>1370</b>
Unpaved	13
<b>Total Network Mileage</b>	<b>1383</b>

**Acting on Strategic Planning**

Years of inadequate State and local funding have created a deteriorating road network. Unfavorable formulas and declining State and Federal gas-tax revenues, which have been the primary revenue stream for road repair and maintenance, coupled with significant local budget reductions due to the “Great Recession” (overall County General Fund revenue from property tax declined approximately \$40 million between FY 08/09 and FY 12/13), along with increased costs of raw materials necessary for pavement preservation, have exacerbated the difficulty in maintaining such an extensive road network.

Even during several years of significant budget reductions where the County budget was reduced cumulatively by \$103.6 million and 529 full time equivalent positions, the Board has committed to making every effort to address the shortfall with available General Fund dollars, and to use those dollars intelligently to leverage outside funding and maintain a “good” Pavement Condition Index (PCI) rating on the Primary Roads (a subset of the Federal Aid roadway network) and roadways vital to the County’s agricultural and tourism economy within the County network.

Reflecting the County’s continued commitment to maintaining its roadway infrastructure, the Board of Supervisors dedicated the highest level of funding for County roads infrastructure in recent history by investing \$8 million of General Funds during each of the last three fiscal years, FY 12/13, FY 13/14 and FY 14/15. These investments were part of a significant commitment from the Board totaling approximately \$80 million budgeted between FY 12/13 and FY 14/15 toward improving roads, bridges, drainage and safety features.

This Long-Term Road Plan outlines a recommended strategy to address pavement conditions on all roads in the county utilizing a combination of long-range, community-based funding solutions, and work with State and Federal legislators to not only sustain the County’s primary roads, but to begin to systematically fixing potholes and improving maintenance on Local Roads, which comprise almost 65% of the County system but have no identified funding source for pavement preservation activities.

### **Sonoma County Transit**

The Long-Term Road Plan is not intended or designed to specifically address congestion, greenhouse gas emission, vehicle miles traveled or transit issues; however, each of these is a critical piece in the health of the community that directly relates to Sonoma County’s General Plan policies in addition to

larger regional planning efforts. While there is not a direct relationship to pavement quality, the reduction of single occupant vehicles leading to the increase of public transportation has direct benefits to the public and County that can be enhanced through proper road maintenance.

The use of public transportation and associated reduction of up to 300,000 single occupant vehicle trips per day, saves the United States the equivalent of 4.2 billion gallons of gasoline annually, and more than 11 million gallons per day. Households using public transportation save an average of more than \$8,000 per year, which only increases as the cost of gasoline increases, and relates to an average vehicle miles traveled savings of 4,400 miles annually compared to communities that do not have access to public transportation.<sup>4</sup>

While improved pavement quality significantly lowers the vehicle operating costs (VOC) for personal vehicles in the Bay Area, saving drivers up to \$931 annually, it also results in significant benefits for transit by:

- decreasing travel times, increasing reliability and improving overall operations,
- increasing the useful life of transit vehicles, reducing breakdowns and replacement needs, and
- increasing ridership resulting in decreasing negative environmental impacts

With the anticipation that statewide vehicle miles traveled (VMT) is expected to grow 20 percent by 2030, it seems appropriate for this Long-Term Road Plan to address, supports and incorporates actions that provide for enhanced transit operations.

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<sup>4</sup> “Public Transportation Saves Energy and Helps Our Environment”, American Public Transportation Association

## **Chapter 3: Current Road Network Conditions**

### **Road Network**

The Federal Highway Administration (FHWA) identifies functional classification by grouping streets and highways into classes according to the service they provide: Interstate, Other Freeways and Expressways, Other Principal Arterials, Minor Arterials, Major Collectors, Minor Collectors and Local Roads. Because the total County road network is so extensive, the Plan modifies these groups the roadway network into categories to help clarify, identify and understand their use, guide investments and better track progress in PCI improvement over time. The categories are briefly defined below with general figures providing a graphical presentation of the network. Detailed maps showing all county maintained roads can be found in Appendix A.

### **Federally Eligible Network**

The Federally Eligible Network (Figure 1) consists of all of 360 miles of roads in the County that are classified as either Arterials or Major Collectors which tend to carry the highest average daily traffic volumes. These roads account for approximately 25% of total county maintained roadway network and are on average in good to very good condition, with an average pavement condition index (PCI) of 66. Most importantly these roads are eligible for federal road funding, allowing the County to maximize its ability to leverage local dollars.

### **Significant Rural Road Network**

The Significant Rural Road Network (Figure 2) consists of all roads classified as Minor Collector and a strategic selection of Local roads that are significant to the economic vitality of Sonoma County since they tie rural communities together or provide access to agricultural, tourism and

recreation opportunities. This category includes approximately 220 miles of roads (16% of total network) that are in generally poor condition with an average PCI of 44.

### **Local Connector and Community Roads**

Local Connector and Community Roads (Figure 3) consist of Local roads in areas around population centers, townships and neighborhoods combined with more rural roads that provide interconnectivity between communities that may not have the level of significance of those roads in the Significant Rural Road Network. There are a total of 527 miles of Local roads in this category; however, subdividing them into Connector and Community roads results in the following:

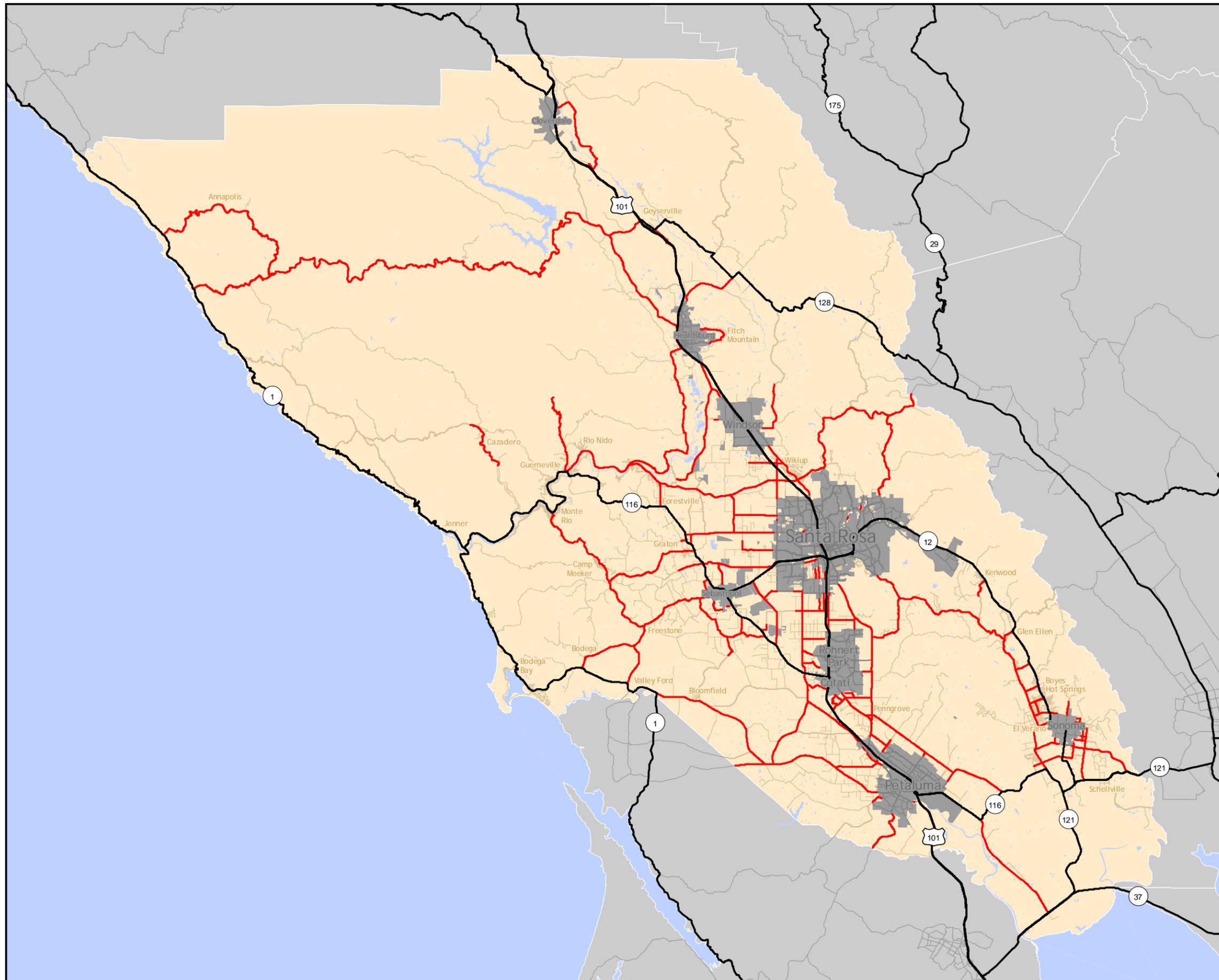
*Connector Roads* – Examples include Hessel and Bloomfield roads, Canyon Road, Joy Road, Lawndale Road and San Antonio Road. There are approximately 331 or 24% of the total network in this subcategory, most being in poor condition.

*Community Roads* - Examples include such areas as: Graton, Penngrove, The Springs, Geyserville, Larkfield, Southwest Santa Rosa, etc. There are approximately 196 miles or 14% of total network in this subcategory and a majority are in poor condition.

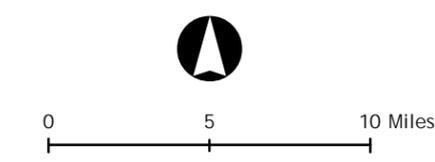
### **Remaining Local Roads**

Remaining Local Roads (Figure 3) refers to the remainder of the Local road classification that is generally in more rural areas, may often be dead end roads and tend to serve relatively few residents, but incorporates approximately 275 miles or 20% of the total network. These roads tend to have some of the worst pavement and considered to be in poor to very poor condition.

Figure 1:  
**Federally Eligible  
Roads**



- State Highways
- County Roads  
Federally Eligible Network
- City Limit



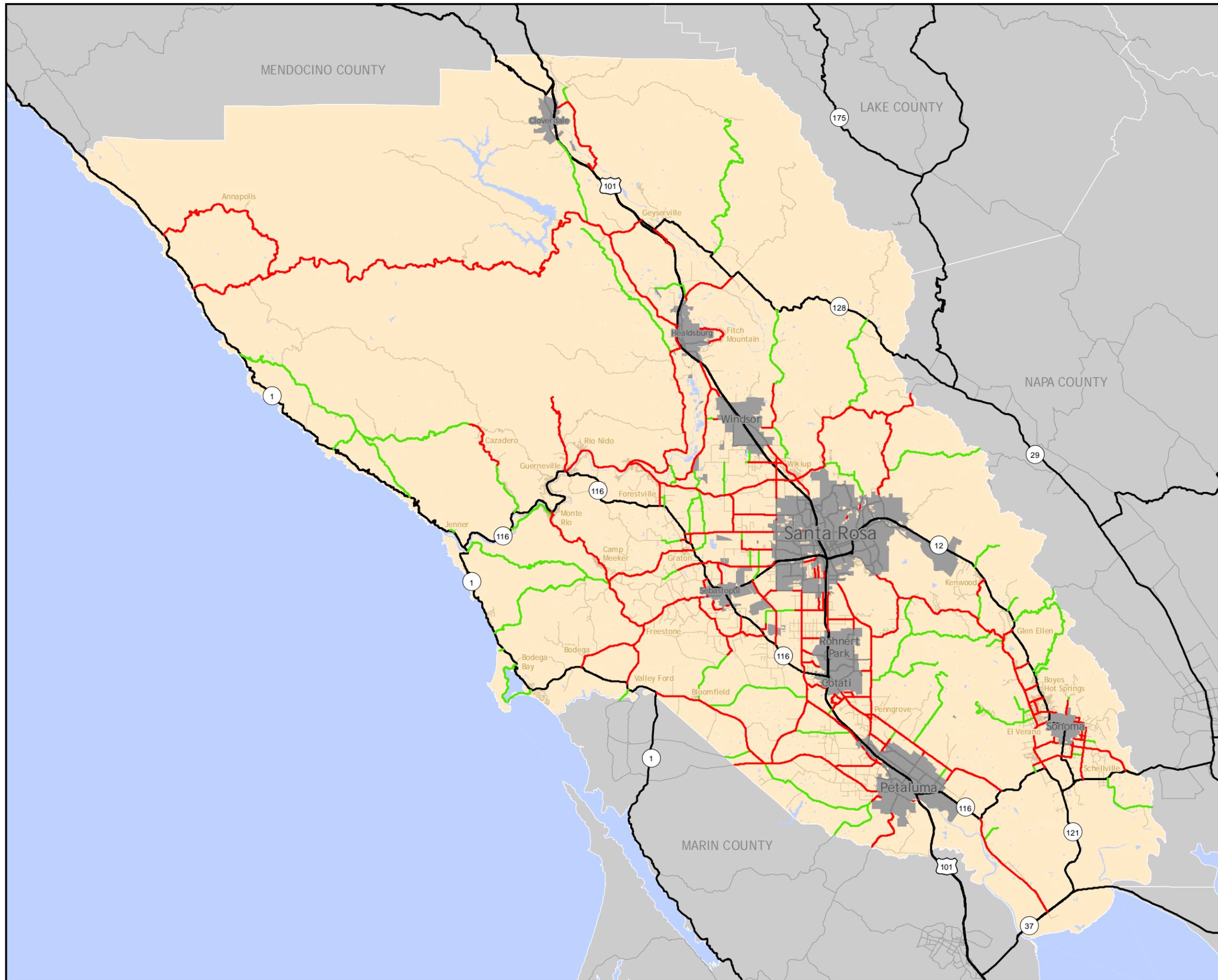


Figure 2:  
**Significant Rural  
 Road Network**

- State Highways
- County Roads  
 Federally Eligible Network
- County Roads  
 Significant Rural Road Network

City Limit



0 5 10 Miles

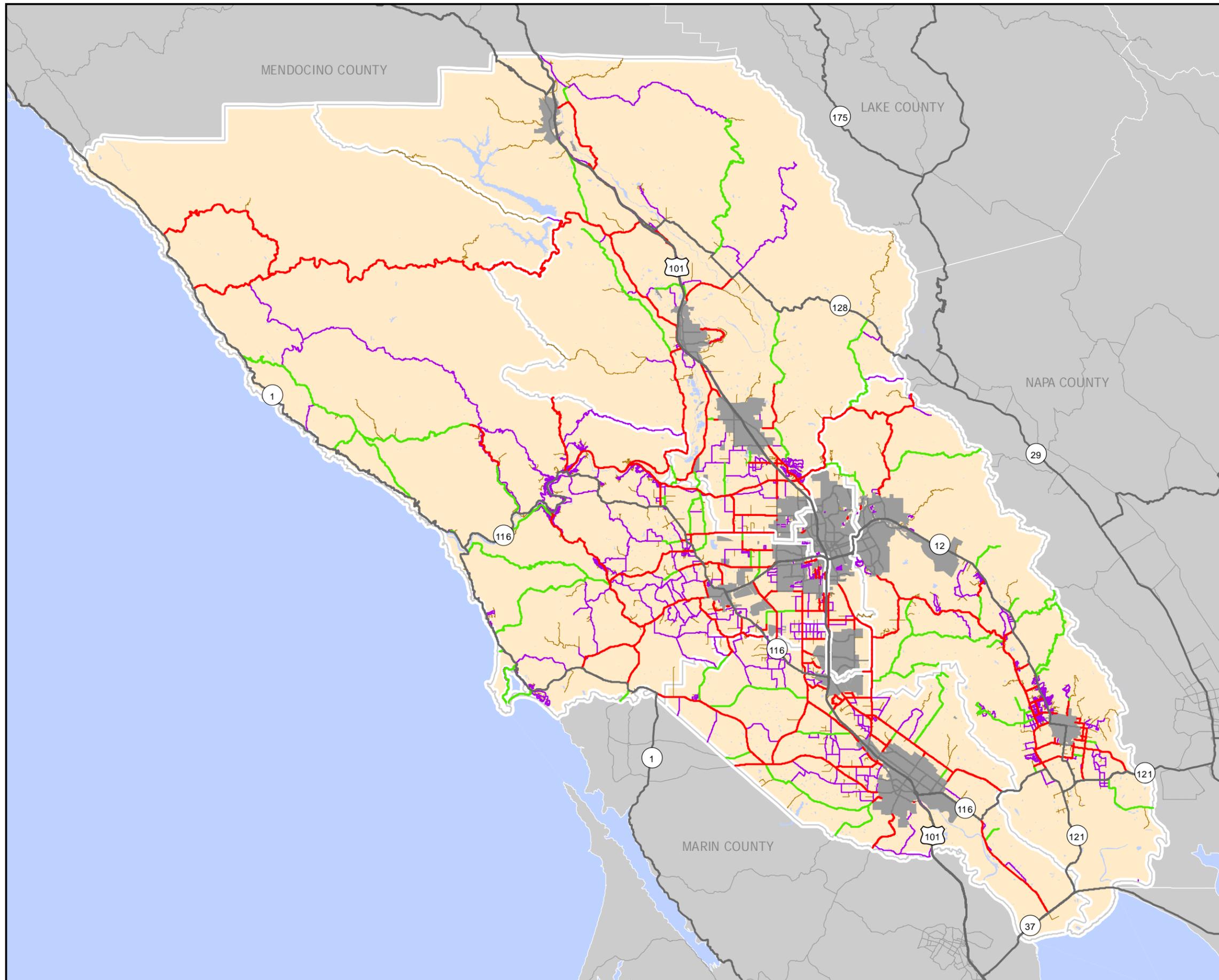


Figure 3:

# Local Road Network

Community Local Roads,  
Connecting Local Roads  
& Remaining

- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisorial District Boundary



City Limit

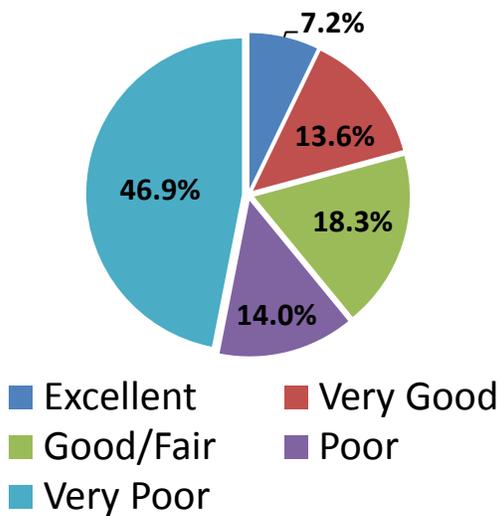


0 5 10 Miles

## Road Network Evaluation

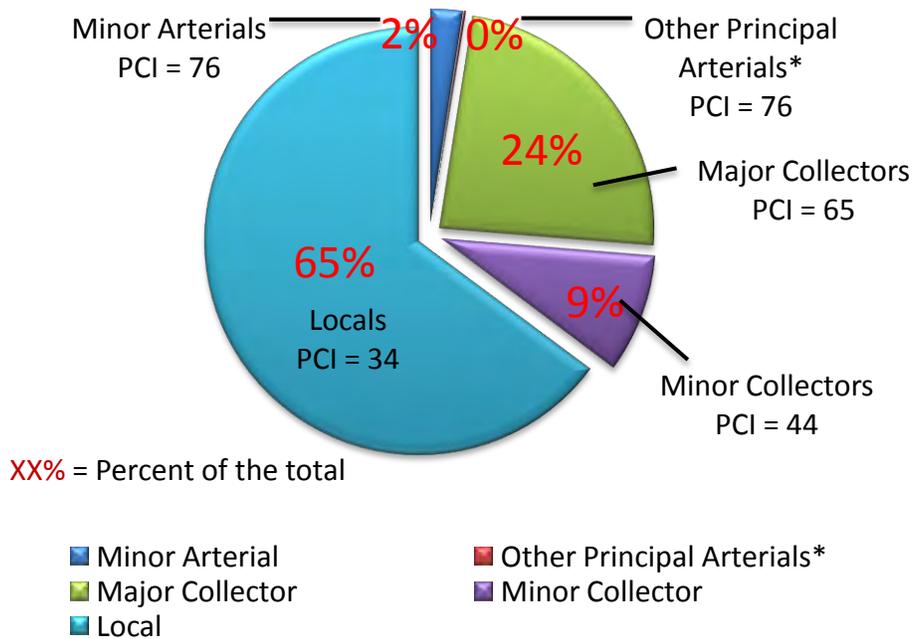
To establish a commonly understood baseline of the current County road network, the County hired Harris and Associates (Harris) to field survey and verify the condition of all roads in the County. These surveys have traditionally occurred on a four year cycle, with all arterials and major collectors surveyed every other year and minor collectors and local roads surveyed on a quadrant basis. To ensure that the effort for developing the baseline information for the Long-Term Road Plan was comprehensive and current, Harris was contracted to survey the entire network over an 18 month period. The figures and tables below summarize the results of that work:

**Network Pavement Condition**



Condition	PCI Range	Total
Excellent	90-100	7.2%
Very Good	70-89	13.6%
Good/Fair	50-69	18.3%
Poor	25-49	14.0%
Very Poor	0-24	46.9%

Funding Eligibility	ROAD TYPE (Functional Classification)	Road Miles	% of Total Road Miles	Average Daily Traffic	Pavement Condition	Weighted Average
Federally Eligible	Arterial	32	2%	6601	76 – Very Good	66
	Other Principal Arterials	2	<1%	6898	62 – Good	
	Major Collectors	326	24%	3705	65 – Good	
Non-Federally Eligible	Minor Collector	122	9%	821	44 - Poor	35
	Local	888	65%	779	34 - Poor	
<b>Total</b>		<b>1370</b>	<b>100%</b>		<b>46 - Poor</b>	



\* Other Principal Arterials are less than 1% of the total road network and do not appear on chart. PCI = 62

Sonoma County’s recent investments in roadway maintenance, particularly on the Federally Eligible Road Network, have resulted in less than 8 percent of the County’s major roads being in poor condition

with 25 percent in mediocre, 18 percent in fair and 49 percent in good condition. Average pavement conditions for the Bay Area are as follows:<sup>5</sup>

Urban Area	Poor	Mediocre	Fair	Good
<b>San Francisco – Oakland</b>	49%	30%	7%	15%
<b>San Jose</b>	49%	18%	12%	21%
<b>Sonoma County – Federally Eligible*</b>	<b>8%</b>	<b>25%</b>	<b>18%</b>	<b>49%</b>

\*Note: For Sonoma County Good = PCI 70-100; Fair =PCI 50-69; Mediocre = PCI 25-49; Poor = PCI 0-24

Comparatively, thirty-four percent of California’s major roads and highways have pavements in poor condition, while an additional 41 percent of the state’s major urban roads are rated in mediocre or fair condition and the remaining 25 percent are rated in good condition.<sup>6</sup> Roads in poor condition may show signs of deterioration, including rutting, cracks and potholes. In some cases, poor roads can be resurfaced, but often are too deteriorated and must be reconstructed. Driving on rough roads costs Bay Area motorists approximately \$931 annually in extra vehicle operating costs (VOC) including accelerated vehicle depreciation, additional repair costs and increased fuel consumption and tire wear. More information about the costs of poorly maintained roads to motorists is contained in Appendix C.

**Pavement Management Program Update**

In order to be eligible for regional discretionary funds, MTC requires a jurisdiction to have their Pavement Management Program (PMP) certified by MTC. Most jurisdictions in the Bay Area, including Sonoma County, are using StreetSaver® as the PMP. Certification must be renewed every 2 years. In coordination with this bi-annual certification event, staff retained Harris Associates (Harris) using

<sup>5</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.  
<sup>6</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

StreetSaver® to analyze over a dozen scenarios, with varying levels of financial commitment, and target pavement condition or combination of those two criteria. The County's Pavement Management Program Update summarized in this Plan is from the 2013 reporting cycle. The complete consultant report is available at the Department of Transportation and Public Works or at the Department's website at [sonomacounty.ca.gov/Transportation-and-Public-Works/](http://sonomacounty.ca.gov/Transportation-and-Public-Works/). Harris is currently surveying roads associated with the 2015 reporting cycle, which will be available in May 2015.

### **MTC's Pavement Management Program StreetSaver®**

StreetSaver® is the Metropolitan Transportation Commission's (MTC) pavement management program, which most local agencies in the Bay Area use to help identify both maintenance needs and a cost effective pavement capital program to address those needs. The program inputs consist of the length, width, surface type, functional classification and current pavement condition for each road. The program then applies a complex algorithmic model to predict how each road will deteriorate over time, when and what type of pavement maintenance or repair treatment is appropriate and the cost of the treatment. The software focuses on providing cost effective recommendations that enhance the overall system Pavement Condition Index (PCI). It recommends that 20% of the budget be put to preventative maintenance treatments such as slurry or crack seals for a 10 year program and 38% for a 20 year program to maintain the good roads in "good" condition. The remaining budget should be programmed for more expensive asphalt overlays and reconstruction methodologies.

The inputs and decision tree in Streetsaver® were reviewed and updated to reflect proper roadway classifications, realistic and regionally appropriate pavement treatments, current unit prices based on recent contracts in our area and more reasonable and achievable treatment frequencies. Following these modifications, staff now has more confidence that the results presented in this new report show

a more accurate picture of the funding that will be required to upgrade the County road system and preserve this very important public asset.

The output from the model utilizes these inputs to predict the total value of the maintenance and repair backlog at a given intervals of time, such as today, in 10 years, or in 20 years. StreetSaver® can also be used to run various “budget scenarios” for pavement condition. For example, it can be queried to calculate how much investment is needed on an annual basis over a specified period of time to have a network pavement condition that is good, or very good, as well as “budget constrained” scenarios to show what improvements can be made with limited resources.

### **2013 Pavement Management Program Update Results**

The results of the pavement management program survey concluded that the County’s overall network has a pavement condition index (PCI) of 46 or “Poor,” which is actually a 3 point increase from the prior survey completed in 2011. The positive news is that the Federally Eligible network is in “Good” condition with a PCI of 66 and the most regionally significant road network or Primary Roads, which are a subset of the Federally Eligible network, are considered in “Very Good” condition with an average PCI of 76. Since 2012, the Primary Road network has been the focal point for maintenance funding from the Board of Supervisors as an effort to keep those roads with the highest traffic volumes in “Very Good” condition. Unfortunately, the minor collectors and local roads are in generally poor to very poor shape with an average PCI of 35.

Based on this analysis, the investment required to bring the condition of the County Road network to the goal of “Very Good” by 2035 as described in Policy 1A of the 2009 Comprehensive Transportation

Plan for Sonoma County<sup>7</sup> is approximately \$954 million, or \$47.7 million per year.<sup>8</sup> This is shown in the following table as the “Budget Needs Average II” and will continue to grow without significant investment.

The Department of Transportation and Public Works has traditionally reported the 10-year horizon numbers to the Board of Supervisors and Metropolitan Transportation Commission, described as the “Budget Needs Average”. This 2013 report notes that the system wide need is \$620 million with a resulting deferred maintenance of \$268 million at the end of the 10 years, compared to the 2011 report that noted a system wide need of over \$1 billion. Updated values based on the current pavement management program survey will be published in May 2015.

The Budget Needs Average analysis projects the total budget needed to bring the County’s pavement system to a condition where most pavement segments require only minor preventative maintenance. It is defined as the cumulative budget need identified for a specified target pavement condition divided by the number of years in the analysis. The software analyzes each pavement segment and picks specific maintenance practices to maximize the improvement of the entire pavement system. To provide the most comprehensive analysis, the County’s 1,370 maintained road miles have been broken into 2,962 segments in the StreetSaver® model. Maintenance treatments are allocated to as many road segments as the annual budget will allow. The budget scenarios tested were calculated utilizing a 20% and 38% fixed preventative maintenance for the 10 and 20 years funding scenarios, respectively, split with 3% interest and 3% inflation values built in to the calculations.

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<sup>7</sup> “2009 Comprehensive Transportation Plan for Sonoma County”, Sonoma County Transportation Authority

<sup>8</sup> “Sonoma County 2013-14 Pavement Management Program Update”, Harris & Associates, January 2014.

Five budget scenarios were analyzed as part of the primary report, while twelve (12) additional scenarios were added as an addendum. The key scenarios are highlighted below.

	10-Year Horizon Scenario Name	10 Year Budget	Rough Annual Budget	2023 PCI
<b>4a</b>	Maintain PCI of 46	\$195M	\$19.5M	46 (+0)
<b>5</b>	Increase PCI 5 Points	\$240M	\$24.0M	51 (+5)
<b>6</b>	Budget Needs Average I	\$620M	\$62.0M	75 (+29)

	20-Year Horizon Scenario Name	20 Year Budget	Rough Annual Budget	2033 PCI
<b>3</b>	Maintain 2013 Funding	\$240M	\$12.0M	31 (-15)
<b>4b</b>	Maintain PCI of 46	\$430M	\$21.5M	46 (+0)
<b>7</b>	Budget Needs Average II	\$954M	\$47.7M	68 (+22)

Two other key scenarios were run relating to the value, scope and breadth of a potential sales tax measure.

**8. One-Quarter (¼) Cent Sales Tax – Current Funding plus Sales Tax Revenue I**

Based on sales tax data from FY 12/13, it is estimated that the County would receive approximately \$8 million from a regional ¼ cent sales tax if the countywide funding split were on a 50% population and 50% road miles formula. In combination with the “Maintain 2013 Funding” scenario of \$12 million, this scenario will mirror the system wide benefits provided in the “Status Quo” scenario and allow the County to maintain a PCI of 46. This will allow for improvements to some of the non-federally eligible

network of minor collectors and local roads, resulting in individual road repairs rather than system wide improvements.

#### 9. One-Half (½) Cent Sales Tax – Current Funding plus Sales Tax Revenue II

A half-cent regional sales tax would generate approximately \$16 million per year (FY 12/13 data) assuming a formula consisting of 50% population and 50% road miles. This additional \$8 million added to the “¼ Cent Sales Tax” scenario for a total annual investment of \$28 million, would result in the County beginning to see more comprehensive system improvements. The various scenarios have demonstrated that an investment of \$24 million annually will result in a system wide increase in PCI of 5 points. It can be inferred from the data ranges of other scenarios that an investment of \$28 million per year could result in an approximate 10 point increase in the system wide PCI.

## Chapter 4: Long-Term Road Plan

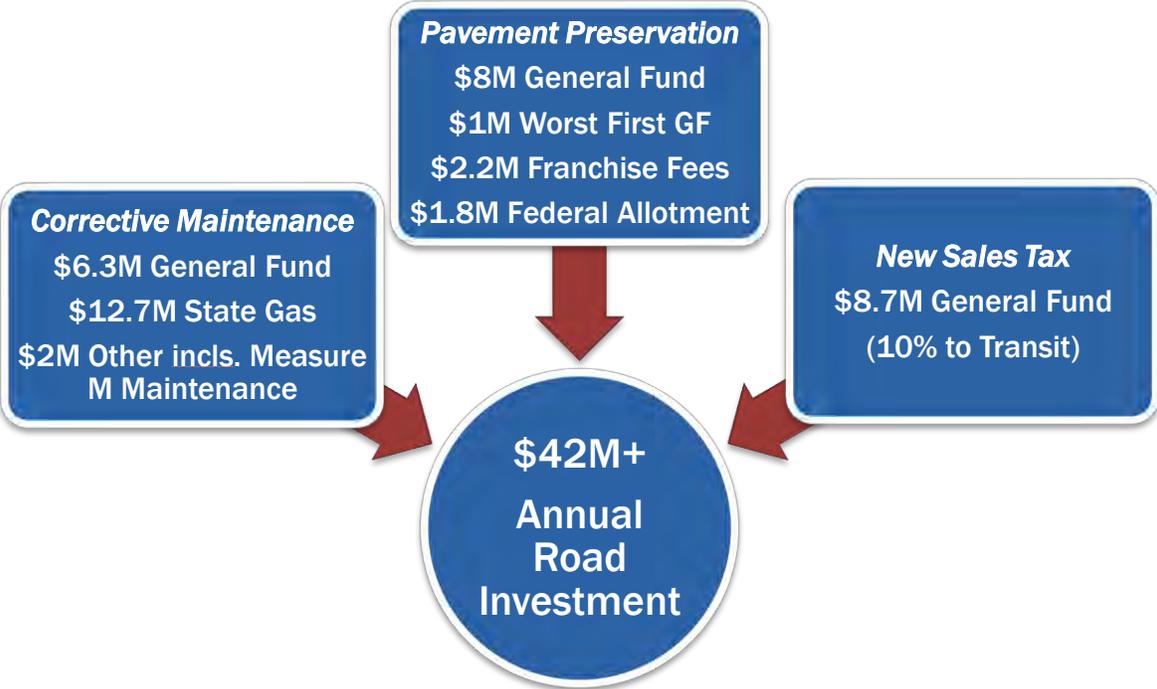
The Long-Term Road Plan establishes a long-term goal for the complete County maintained road network and develops an approach that will help guide investments toward creating a well maintained road network that supports economic development, agriculture, recreation and tourism as well as track progress in PCI improvement. This Long-Term Road Plan is a combination of an evaluation framework that provides the guidance for the investments and potential funding strategies that can be used in order to generate funds for the investments. Together they assist the County toward the assurance that the County's roadway infrastructure will best serve the County's citizens and visitors over time. To develop this Long-Term Road Plan, staff considered the results of the "2013 Pavement Management Program Update" to gain a common understanding of the current road network and possible range of investments required to improve roadway conditions.

As noted above, a central component of the Long-Term Road Plan is the Road Evaluation Framework that will provide staff with a guide for selecting candidate roads for the annual pavement preservation program to ensure an equal distribution of repair work throughout the County, while addressing the most critical needs and investing in preservation to ensure the most efficient use of funds. The Road Evaluation Framework takes into consideration general roadway information such as classification, average daily traffic, pavement condition, bike and transit relevance, the presence of public safety facilities and Supervisorial District.

At their June 17, 2014, meeting, the Board of Supervisors established a primary goal for the Long-Term Road Plan to focus first on the rehabilitation approximately 700 miles of the County maintained road network. This goal builds off their significant investment during the past three fiscal years, resulting in

rehabilitation of 150 miles of the network. Upon achieving their goal, the Board’s Plan will have resulted in over 50 percent of the road network being maintained with a “Good” PCI rating or better compared to the 26 percent that are identified as “Good” today. Moreover, this will establish a “Good” PCI rating for the roads most frequented and important to economic development, agriculture, recreation and tourism.

To implement this Plan, the County must invest an average of at least \$20 million per year. The Board of Supervisors has solidified its commitment by recommending the continuation of existing support through the County General Fund and other local sources and follows the Ad Hoc’s recommendation that the County move forward with a local revenue measure. In that regard, the Long-Term Road Plan includes the following fiscal components:



These financial components will provide the County the opportunity to improve over half of the County's roads moving the County closer to goal of having all roads in "Very Good" condition. More detailed descriptions of some of these key financial components are described below.

While the Plan incorporates most of the limited local funding options, it also looks to maximize and leverage federal dollars while continuing to seek new statewide revenue sources and legislative changes to create a more favorable allocation formula for the County. These efforts, in combination with other funding strategies discussed previously and those that may develop in the future, will be critical components in the County's effort to achieve the comprehensive goal of rehabilitating the remainder of the County's road network.

### **Sales Tax Measure**

To address the financing of the Long-Term Road Plan's primary goal, the Board of Supervisors is proposing a ¼ cent sales tax measure. The proposed measure would generate approximately \$20 million per year, and when managed by the Sonoma County Transportation Authority and distributed among the city and county pursuant to the Measure M allocation formula that takes into consideration both road miles and population, yields approximately \$8.7 million per year to the County. At their July 29, 2014, meeting the Board of Supervisors affirmed that the majority of the County's share of the funding would be used for roadway maintenance, but that 10 percent would be allocated for enhanced transit operations.

### **Enhanced Transit Funding Plan**

The Board also affirmed its commitment to reducing vehicle miles traveled, greenhouse gas emission and servicing the County's most vulnerable populations by allocating 10% of the sales tax revenue to support enhancing transit operations. Some of the key enhancements may include:

- Reduced cost or free passes for students and veterans
- Expanding routes that service key destinations, such as Santa Rosa Junior College, Sonoma State University, future SMART stations and the Santa Rosa Veterans Affairs Medical Center on Airport Boulevard.
- Increase frequencies or evening service
- Expanded paratransit service

The County will be initiating a pilot project to run between January 1, 2015, and December 31, 2015, to determine the level of success associated issuing free passes to college students and veterans. This pilot study will provide valuable feedback for the Board should the sales tax measure pass.

### **Maintenance of Effort**

A key element to this Plan is the maintenance of effort stipulation to ensure that new revenues will not simply be used to supplant existing funds allocated for roads. The Board has committed to making every effort to continue their historic funding levels by maintaining an \$8 million annual General Fund contribution for road improvements in addition to \$6.4 million annual General Fund contribution for on-going corrective maintenance.

## **Worst First Plan**

At their July 29, 2014 meeting, the Board of Supervisors heard concerns expressed by the public regarding the poor state of the local road network and an interest in having some dedicated funding to address their local streets. Recognizing that their Long-Term Road Plan did not include enough annual funding to develop a comprehensive capital program that would improve all 1,370 miles of paved roads, the Board agreed to incorporate a “Worst First” program that allocates \$1 million annually from the General Fund, above their annual Maintenance of Effort commitment, to begin addressing the worst local roads in the County. The Department of Transportation and Public Works will utilize StreetSaver® in combination with feedback from the Road Maintenance Division and individual Board members to identify a list of candidate roads as a component of the annual pavement management program work plan. The focus for this category of funding is to identify roads that would not be identified as a priority in the Road Evaluation Framework and have degraded beyond the maintenance team’s ability to reasonably perform routine maintenance. The Department will make every effort to make recommendations demonstrating an equitable distribution of these funds across the County.

## **Road Evaluation Framework**

With the broad road categories established, as described earlier in this report, staff developed the Roads Evaluation Framework to guide the selection of which roads will be improved. The Evaluation Framework does not prescribe specific roads or set a target, rather it helps ensure an equal distribution of repair work throughout the County, while addressing the most critical needs and investing in preservation to ensure the most efficient use of funds. The Roads Evaluation Framework consists of a series of key roadway attributes that the Department will utilize to identify candidate roads:

- Average daily traffic
- Pavement condition
- Bike and transit relevance
- Supervisorial District
- Public Safety facilities (fire stations & hospitals) served by road



By including public safety facilities, the Board gives significant consideration to the importance of ensuring safe access for residents and emergency personnel to public safety facilities by ensuring that roadways fronting these facilities do not pose response delays or access barriers.

By way of example, the Evaluation Framework shows that the Federally Eligible Network has the following key attributes:

- 356 road miles
- High daily traffic volumes
- 104 miles in “Very Good” condition and the remaining 252 miles in “Good” condition
- 267 miles are significant for bike travel
- 73 miles are significant for transit

Each of these factors will be taken into consideration when selecting individual road miles for repair and improvement, along with modeling data provided by StreetSaver®, community related impacts in the project area, lead times to complete environmental review or right of way acquisition and the availability of contractors and materials. The results of this analysis will be compiled on an annual basis

within a work plan presented by the Director of Transportation and Public Works to the County Administrator and Board of Supervisors.

This implementation methodology supports Plan's goal to improve approximately 700 miles of the County road network in addition to the 150 miles completed during the prior three fiscal years with a focus those roads most frequented and important to economic development, agriculture, recreation and tourism. In addition, the Framework ensures that improvements will be made consistent with the County's complete streets policy and take into consideration drainage, safety and bicycle and pedestrian facilities in addition to addressing accessibility issues increasing multimodal mobility.

This methodology is not intended to ignore the Local road network, but rather establish a clearer guide for staff to develop an annual pavement preservation program that accomplishes the above stated focus and primary goal. The Board established the "Worst First" program to begin addressing these roadways that fall outside the Road Evaluation Framework; however, the majority of the Local road network will be addressed as new funding sources noted earlier are achieved.

<b>Table 1 - Road Evaluation Framework</b> (miles within each Long-Term Road Plan Category by attribute)						
Road Evaluation Attributes	Federally Eligible Network	Significant Rural Road Network	Local Community & Connector Roads		Remaining Network	Totals
			Community	Connectors		
<b>Total Miles *</b>	356	225	196	331	275	<b>1383</b>
<b>Average Daily Vehicles</b>						
Heavy 4000 ADT	356					356
Medium 800 ADT		225	196	331		752
Light < 200					275	275
<b>Average Pavement Condition</b>						
Excellent (90-100)	54	5	1	2	0	62
Very Good (70-89)	101	7	16	12	13	149
Good (50-69)	50	22	29	35	33	169
Poor (25-49)	90	60	42	108	80	381
Very Poor (<25)	60	131	107	169	142	609
Unpaved			2	5	6	13
<b>Total</b>	<b>356</b>	<b>225</b>	<b>196</b>	<b>331</b>	<b>275</b>	<b>1383</b>
<b>Bike Plan Roads</b> (County only)	267	127	22	29	5	<b>450</b>
<b>Transit Routes Miles</b> (County only)	73	7	14	6	1	<b>101</b>
<b>Supervisorial District</b>						
1	58	62	58	29	59	266
2	75	35	42	44	33	229
3	11	0	6	0	4	21
4	74	51	35	70	97	327
5	138	77	56	188	81	540
						<b>1383</b>

\* There are 1,383 total miles of maintained roads; however, 13 miles are unpaved and were not evaluated in the Harris report

\*\* Roads segments fronting Public Safety Facilities will be given additional consideration during evaluation.

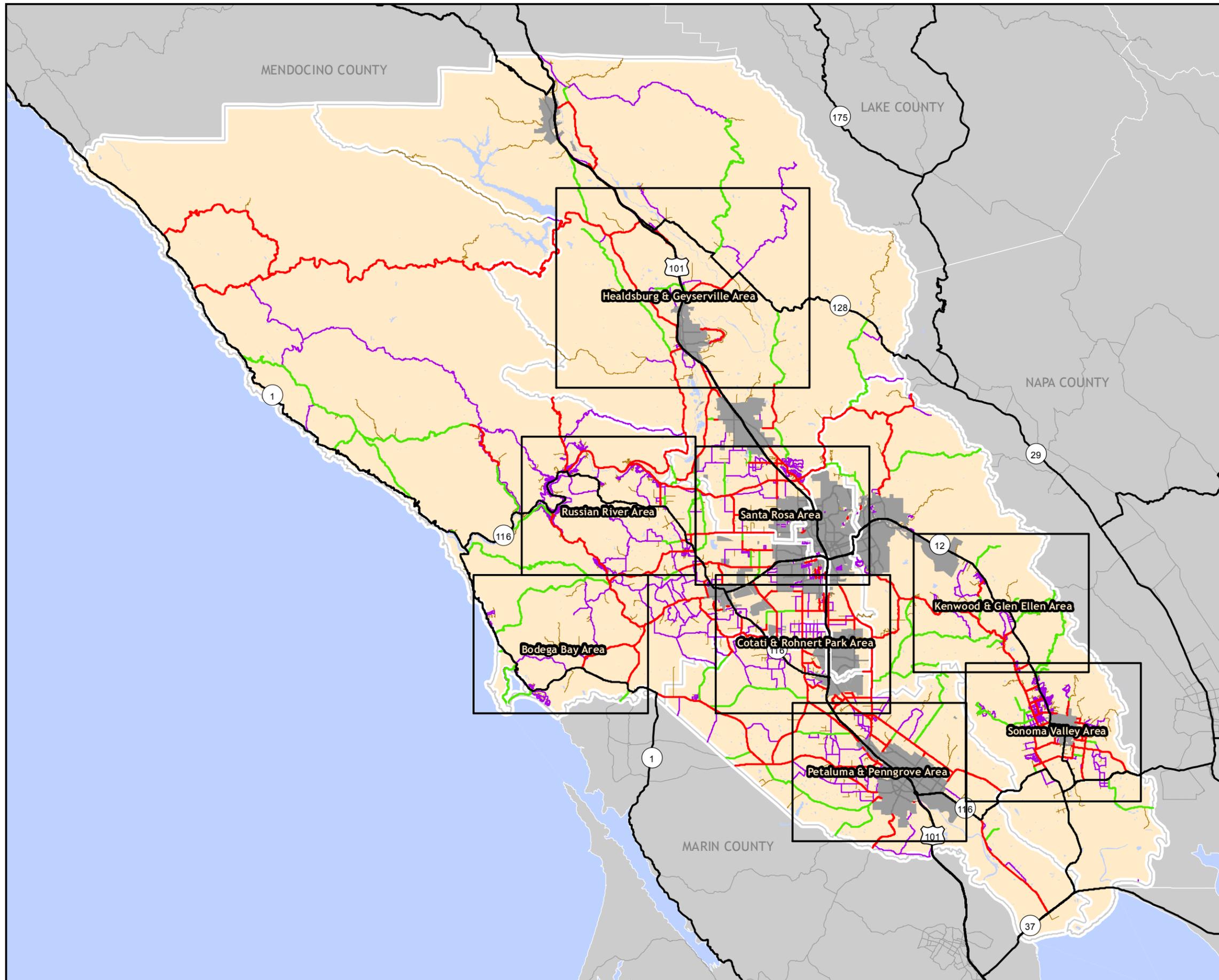
## Chapter 6: Conclusion

The County road network is a vital asset to the community providing access to homes and business, connectivity between communities, opportunities and connections for recreating and a critical component of public safety. Maintaining these assets in good condition is a high priority for Sonoma County. With the current state of the County road network being listed in “Poor” condition with an average pavement condition index of 46, it is important for the County to have and implement a long-term strategy to improve the overall condition of the network as well as a strategy that ensures the investments being made keep the roads good, once improved.

As a significant part of the process, the Board conducted extensive community outreach in developing this Long-Term Road Plan, including Supervisors McGuire and Rabbitt individually hosting town halls in partnership with local stakeholder and community groups, presenting information to and soliciting feedback from local service groups and associations in addition to holding numerous meetings with residents and local stakeholders. In addition, County staff conducted community sentiment surveys, which indicated that roads and transportation infrastructure continue to be a high priority, and met with local jurisdictions to secure their partnership for the Long-Term Road Plan.

With the significant outreach and community feedback the Board has developed this Long-Term Road Plan to frame the issues facing the County regarding its roadway infrastructure, evaluate and identify a reasonable goal to improve the conditions and to lay out a fiscal structure to achieve the goal. While the largest burden of the plan rests on the shoulders of the voters, the Board of Supervisors are pleased that a financially achievable plan exists to improve and protect one of the County’s most important assets, its roadway network.

Figure A-1:  
**Summary Map**



- State Highways  

- County Roads  
 Federally Eligible Network  

- County Roads  
 Significant Rural Road Network  

- County Roads  
 Local Connector & Community Roads  

- County Roads  
 Remaining Local Roads  


- Supervisory District  
 Boundary  

- City Limit  

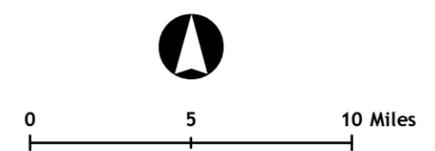



Figure A-2:

# Bodega Bay Area



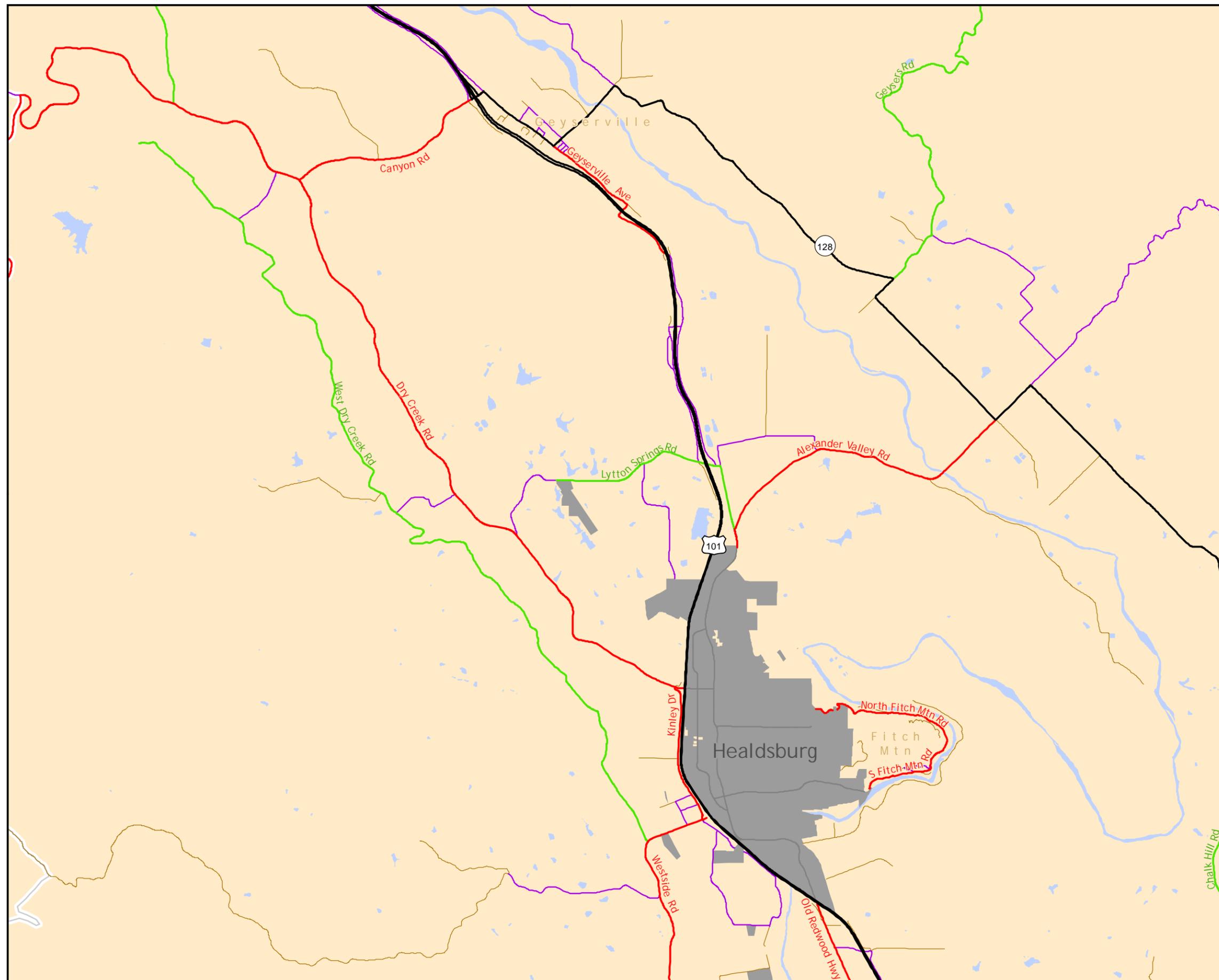
- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

- Supervisorial District Boundary
- City Limit



Figure A-3:

# Healdsburg & Geyserville Area



- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisorial District Boundary

City Limit

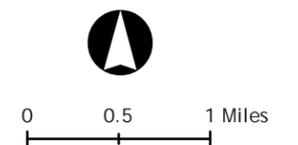
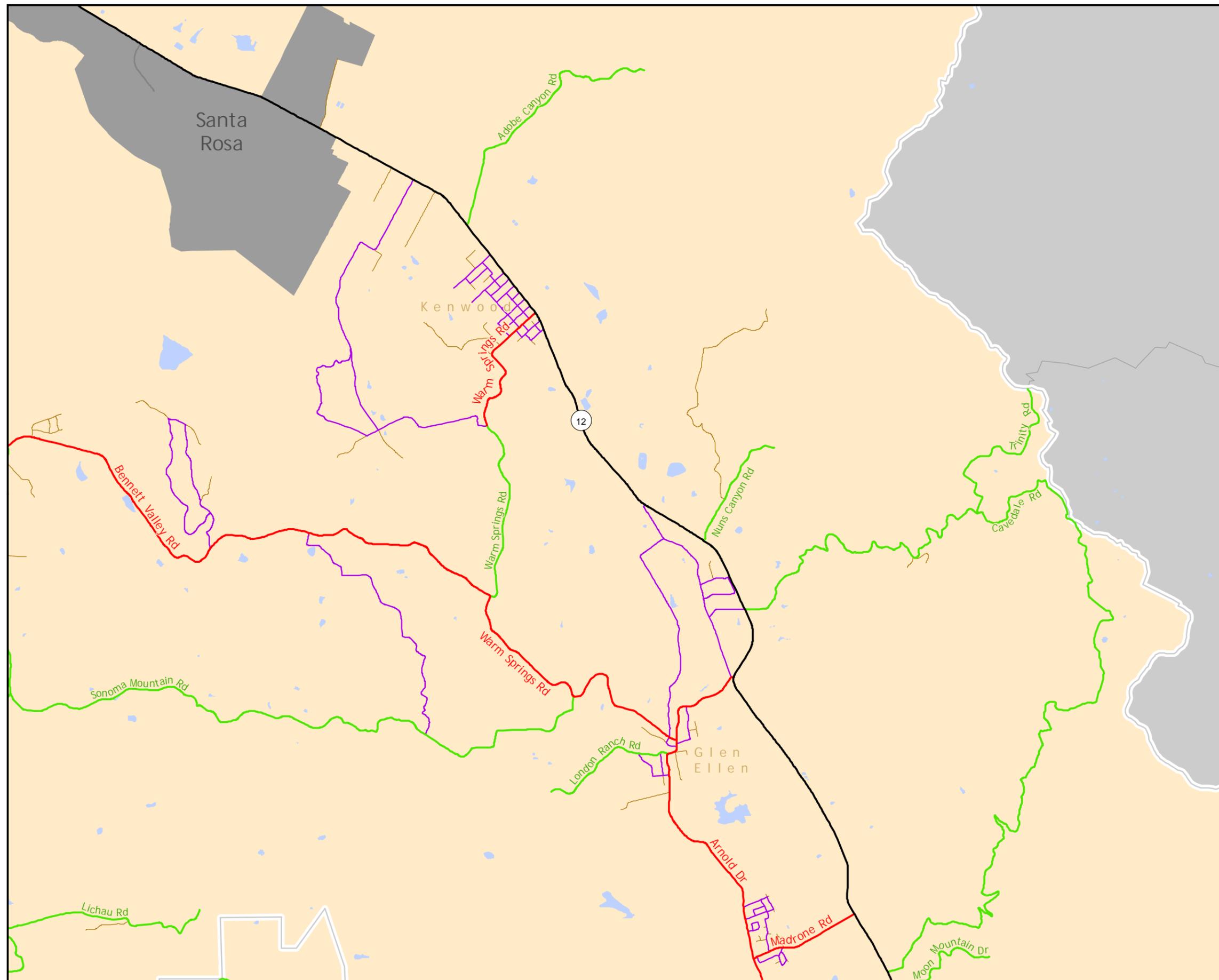


Figure A-4:

# Kenwood & Glen Ellen Area



- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisory District Boundary



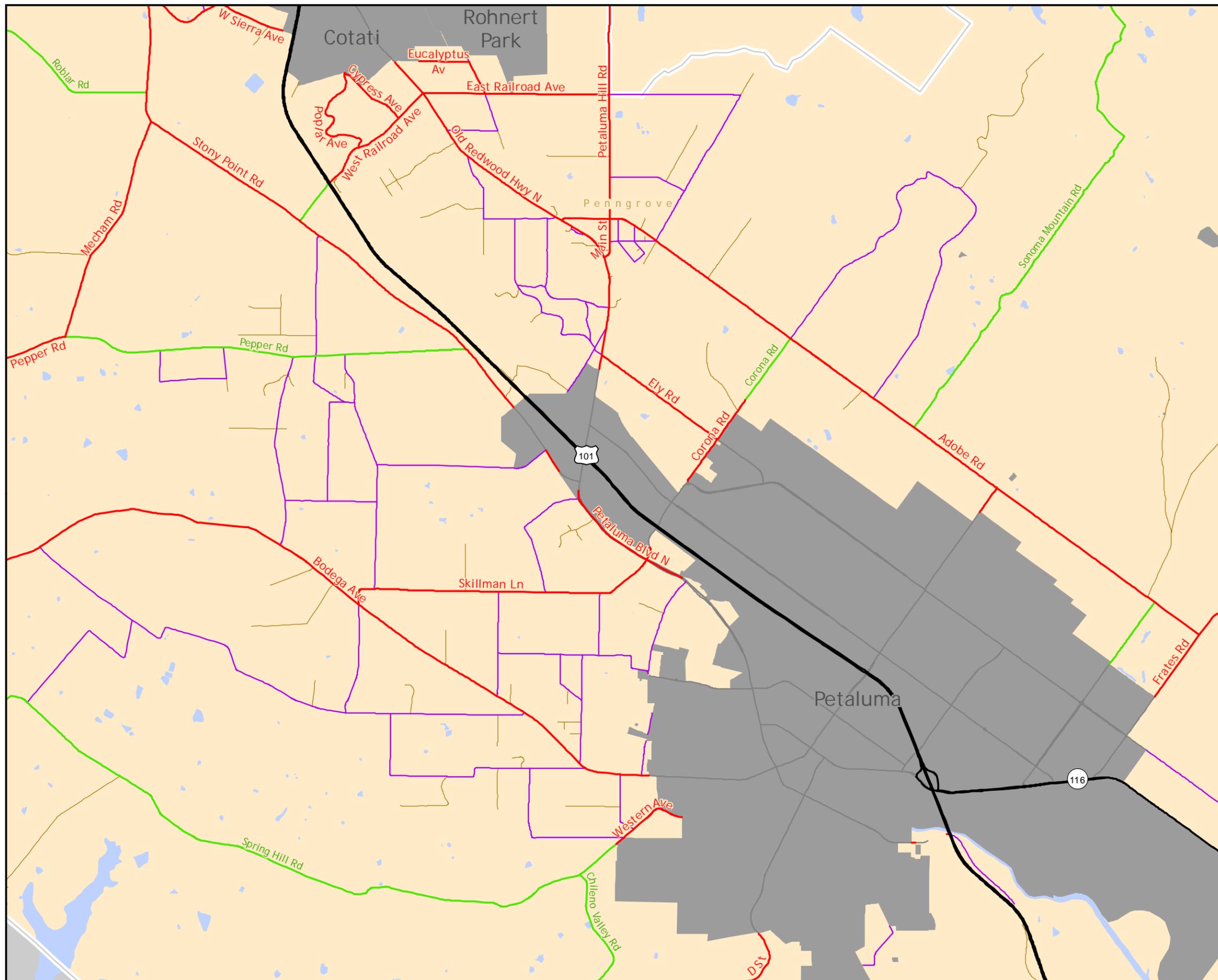
City Limit



0 0.5 1 Miles

Figure A-5:

# Petaluma & Penngrove Area



- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisorial District Boundary



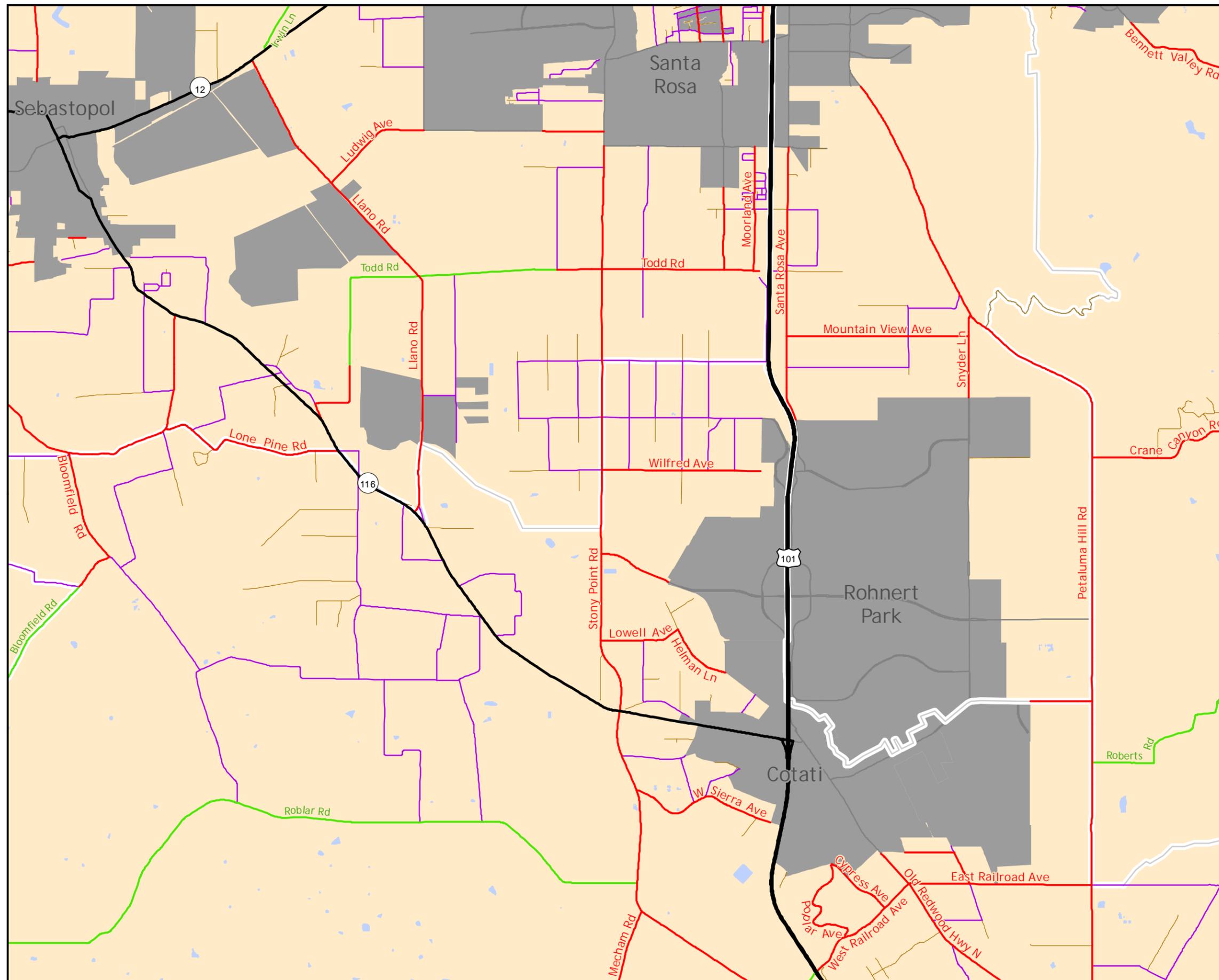
City Limit



0 0.5 1 Miles

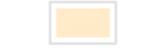
Figure A-6:

# Cotati & Rohnert Park Area



- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisorial District Boundary

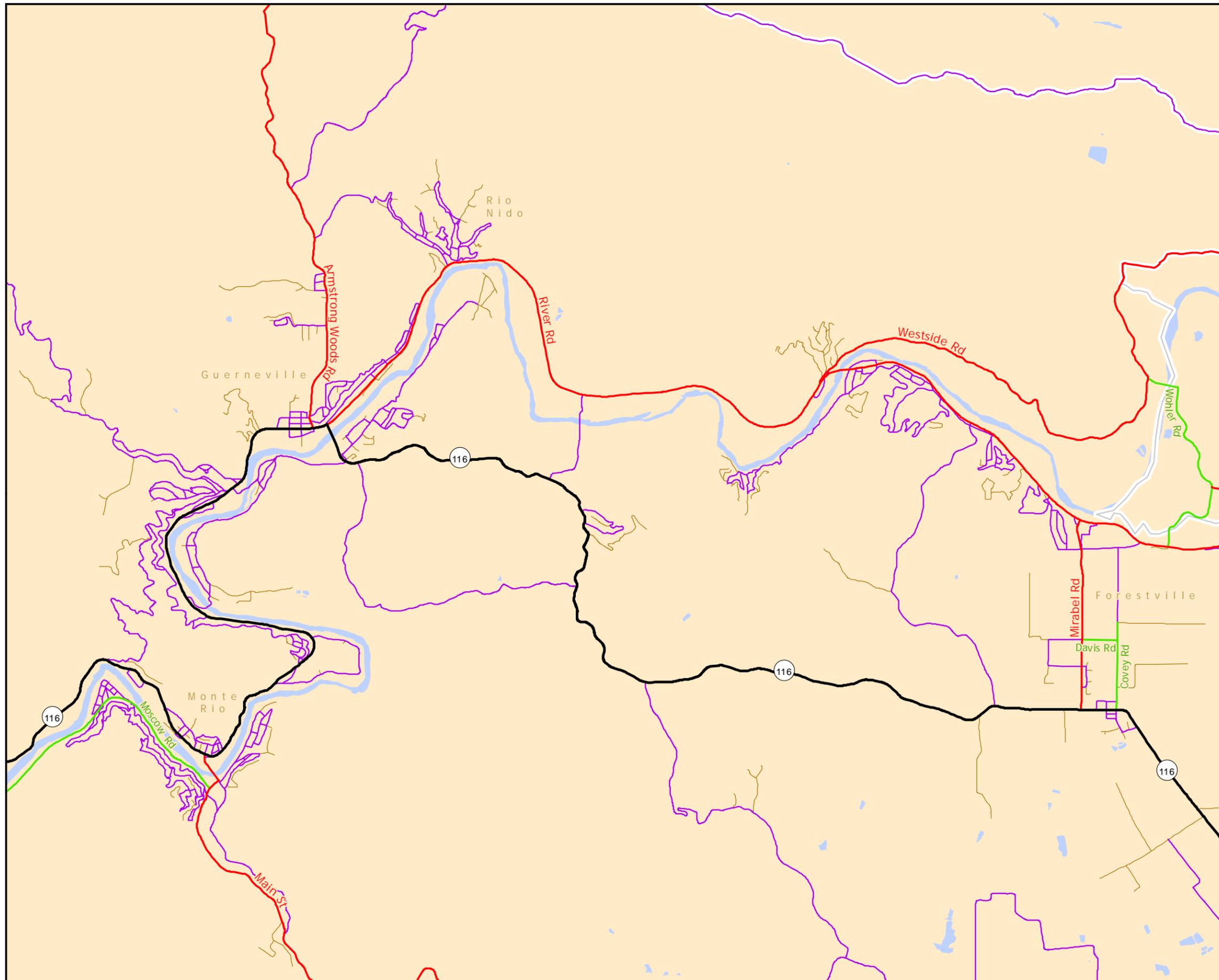


City Limit



0 0.5 1 Miles

Figure A-7:  
**Russian River Area**

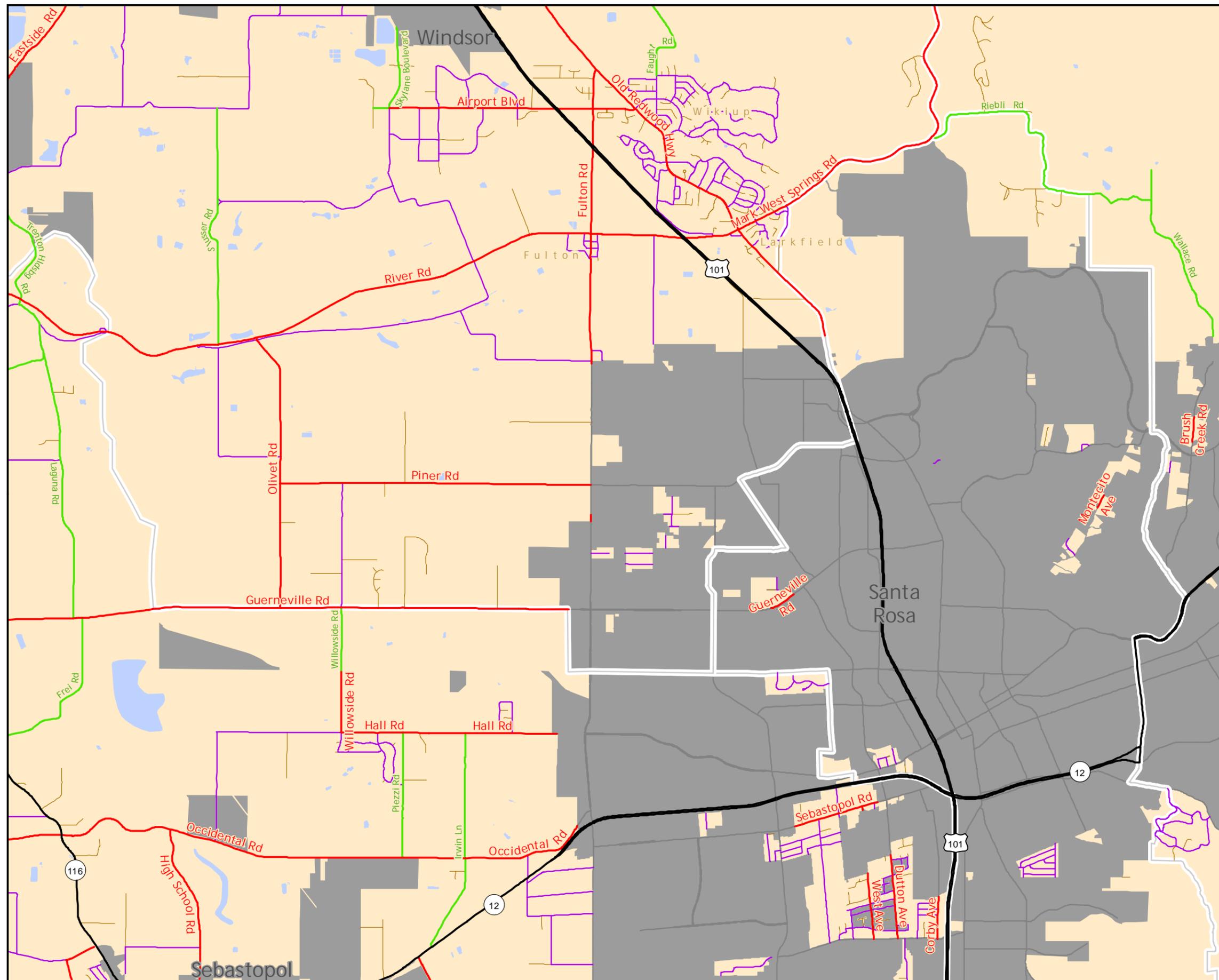


- State Highways
- County Roads  
 Federally Eligible Network
- County Roads  
 Significant Rural Road Network
- County Roads  
 Local Connector & Community Roads
- County Roads  
 Remaining Local Roads

- Supervisory District  
 Boundary
- City Limit



Figure A-8:  
**Santa Rosa Area**

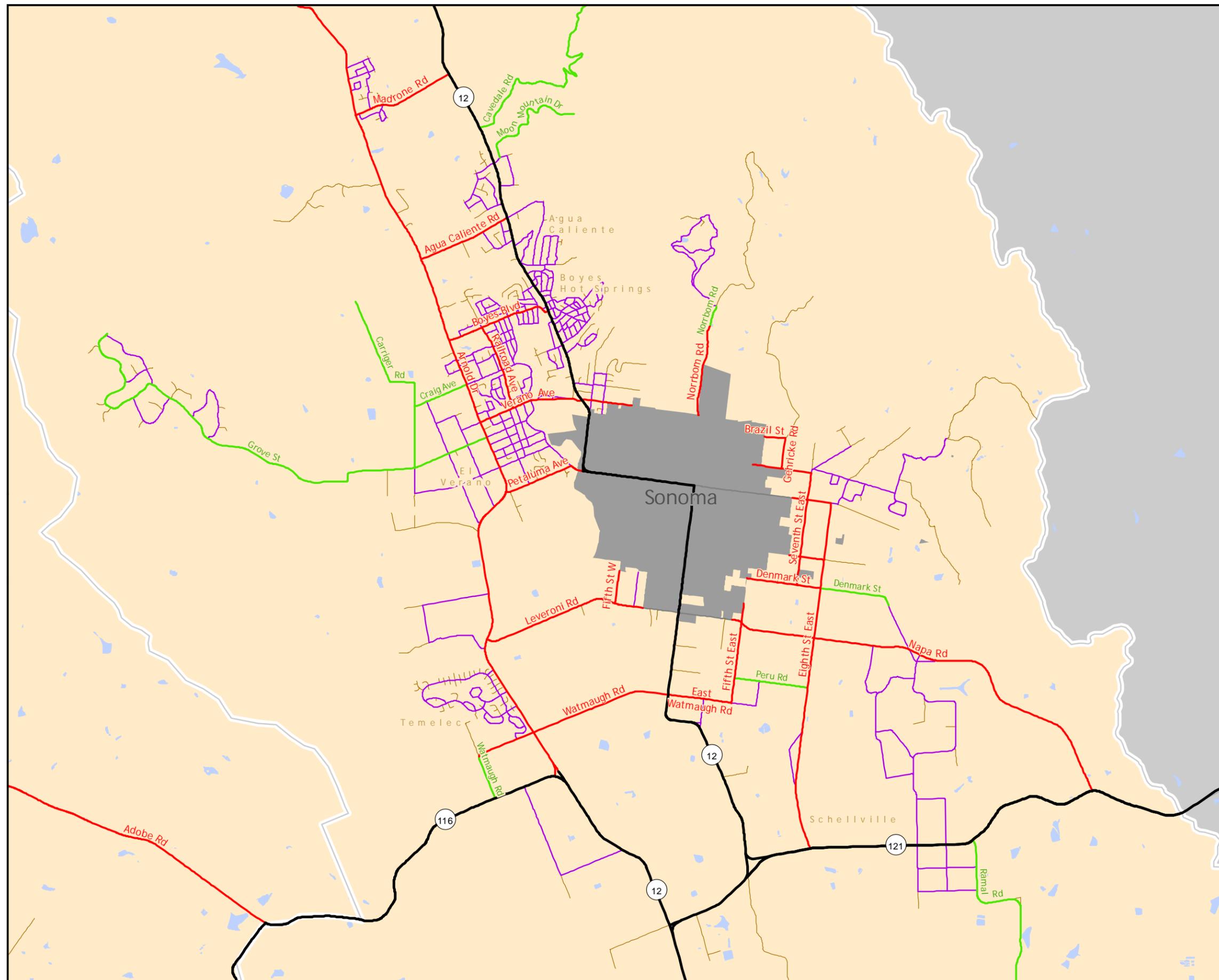


- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

- Supervisorial District Boundary
- City Limit



Figure A-9:  
**Sonoma Valley Area**



- State Highways
- County Roads Federally Eligible Network
- County Roads Significant Rural Road Network
- County Roads Local Connector & Community Roads
- County Roads Remaining Local Roads

Supervisorial District Boundary



City Limit



0 0.5 1 Miles

## Appendix B: Best Practices in Pavement Management

Broadly speaking, there are two categories of pavement maintenance activities: preventive and corrective. Preventive Maintenance (PM) includes actions and techniques that extend the life of the pavement surface by preventing damage that compromises the road. It is analogous to brushing, flossing, and getting your teeth cleaned regularly to prevent tooth decay. Unfortunately, as with regular visits to the dentist, it is tempting to delay PM when budgets are tight because it sometimes looks like spending resources to fix roads that “don’t need it.” By delaying too long, damage will have occurred making repairs very expensive. With degradation, the roads demand corrective maintenance activities just to keep the road safe. Corrective maintenance (CM) includes treatments that repair acute symptomatic damages and as has a negligible effect on the extension of pavement life.

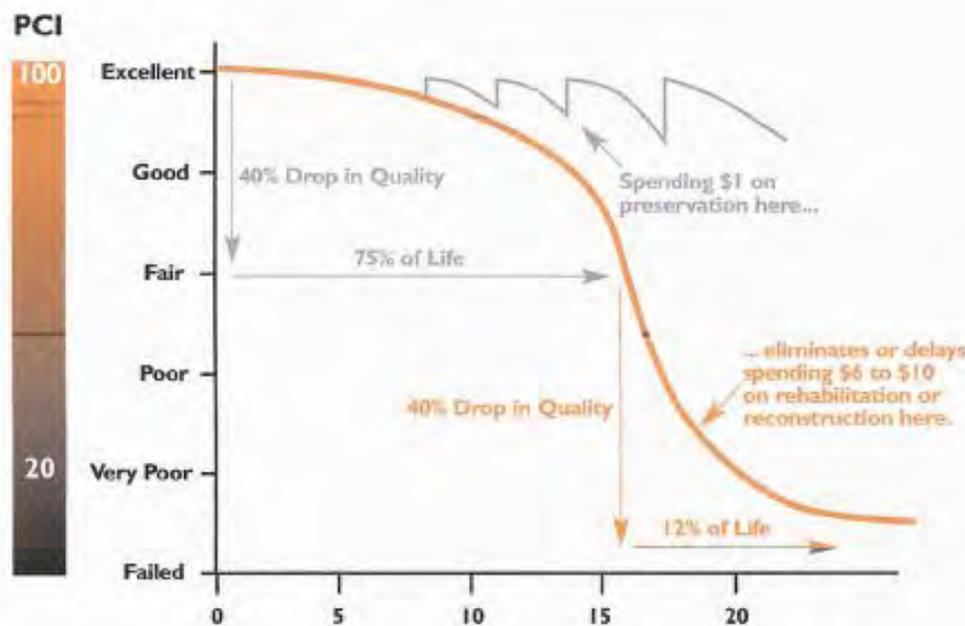
### Preventive Preservation

Good preventive maintenance prolongs the life of the road, as well as lowering the cost of maintaining it. This proactive approach is called “pavement preservation”. The Federal Highway Administration defines “pavement preservation” as “a program employing a network level, long-term strategy that enhances pavement performance by using an integrated, cost-effective set of practices that extend pavement life.”<sup>9</sup> It involves careful planning and deployment of resources to make sure that the right technique is used on the right road at the right time. By applying lower cost and less disruptive techniques before significant damage occurs, pavement preservation maximizes limited resources. Perhaps more importantly, from the perspective of the motoring public, the ride quality remains at a high level and the intrusion of roadwork is minimal.

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<sup>9</sup> FHWA Pavement Preservation Expert Task Group, <http://www.fhw.dot.gov/pavement/preservation/091205.cfm>

There is a defined window of opportunity for using pavement preservation techniques. Pavement preservation is most effective on roads that have not sustained damage to the road base, that is, roads in “Good” condition or better. The pavement preservation program therefore depends on complete and reliable information about the condition of the roads such as the StreetSaver® program used by the County. It also depends on a plan that includes an established PCI threshold for implementing preventive maintenance activities. The figure below shows how a pavement preservation program implements preventive measures to maintain the condition of the pavement in “Good” condition or better and in doing so extends the life of the pavement.



A focus on “fix it first” has been well documented to be the most efficient approach to pavement maintenance where every \$1 spend on preventative pavement maintenance saves taxpayers up to \$11 on future pavement repairs.\*<sup>10</sup>

<sup>10</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

## Remaining Service Life of County Roads

Another way to evaluate the road network is to consider the “remaining service life” of the roadways. The remaining service life of a road is related to the condition (and therefore the PCI), but it shifts the focus of the evaluation. Categorizing roads by their remaining service is an approach to support prioritizing the roads in a system for treatment, and matching the proper treatment to the road. By examining the remaining life of our roads, we can improve our ability to predict the magnitude and timing of expenditures on these roads. When a road has zero remaining years of service life, it is in a state of advanced deterioration, and requires full reconstruction. While the road can still be used, the ride would be similar to driving on an unpaved or gravel road. A road with 30 years of remaining service life is essentially a newly constructed or newly reconstructed road at the beginning of its service life.

## Appendix C: Maintenance Costs Beyond The Pavement

### Vehicle Operating Costs (VOC)

Recent estimates have identified that the lack of desirable safety features, inadequate capacity and poor pavement condition cost the state’s residents approximately \$17 billion per year in the form of additional vehicle operating costs, including accelerated vehicle depreciation, additional repair costs and increased fuel consumption and tire wear; the cost of lost time and wasted fuel due to traffic congestion; and the financial cost of traffic crashes.<sup>11</sup>

The table below breaks down these statewide costs to focus on how driving on roads that are deteriorated, congested and lacking desirable safety features financially impact motorists in the Bay Area on an annual basis:<sup>12</sup>

Urban Area	VOC	Congestion	Safety	Total
<b>San Francisco – Oakland</b>	\$795	\$1,266	\$145	\$2,206
<b>San Jose</b>	\$760	\$800	\$163	\$1,723
<b>Bay Area Average</b>	<b>\$777</b>	<b>\$1,033</b>	<b>\$154</b>	<b>\$1,964</b>

While the County Long-Term Roads Plan does not address congestion specifically, it does address improvements that will significantly lower VOCs and safety through improved pavement quality, which could save drivers up to \$931 annually. With the anticipation that statewide vehicle miles traveled (VMT) is expected to grow 20 percent by 2030, this cost is not expected to decline.

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<sup>11</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

<sup>12</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

## Congestion, the Economy and Job Creation

The Long-Term Road Plan is not intended or designed to specifically address congestion, the economy or job creation issues; however, each of these is a critical piece in the health of a community that directly relates to a local agency's ability to finance roadway improvements by establishing, attracting and maintaining a strong tax base. The County has addressed some of these issues with the passage of Measure M in 2004 and the County's Traffic Mitigation Fee program associated with new development activities. With that said, it seems appropriate to frame how these factors fit into the overall cost of maintaining the road network.

Increasing levels of congestion add significant costs to consumers, commuters, transportation companies, manufacturers and distributors. Congestion costs can also be directly related to overall operating costs for trucking and shipping companies, leading to revenue loss, lower pay for drivers and employees and higher consumer costs. Companies have begun looking at the quality of a region's transportation system when deciding where to relocate or expand. Regions with congested or poorly maintained roads may see businesses relocate to areas with smoother, more efficient and more modern transportation systems. Highway accessibility was ranked as the number one site selection factor in a 2011 survey of corporate executives by Area Development Magazine.

As a snapshot of how congestion affects motorists and product delivery, the following shows the annual congestion cost per driver as a function of lost time and wasted fuel in the Bay Area:<sup>13</sup>

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<sup>13</sup> "California Transportation By The Numbers: Meeting the State's Need for Safe and Efficient Mobility," TRIP, September 2014.

Urban Area	Hours Lost to Congestion	Cost of Lost Time and Wasted Fuel
<b>San Francisco – Oakland</b>	61 hours	\$1,266
<b>San Jose</b>	39 hours	\$800
<b>Bay Area Average</b>	50 hours	\$1,033

A 2007 analysis by the Federal Highway Administration found that every \$1 billion invested in highway construction supported approximately 27,800 jobs; approximately 9,500 in the construction sector, 4,300 jobs in industries supporting the construction sector and 14,000 other jobs induced in non-construction related sectors of the economy.<sup>14</sup>

They further estimated that each dollar spent on road, highway and bridge improvements resulted in an average benefit of \$5.20 in the form of reduced vehicles maintenance costs, reduced delays, reduced fuel consumption, improved safety, reduced road and bridge maintenance costs and reduced emissions as a result of improved traffic flow.<sup>15</sup>

## Bridges

The Long-Term Road Plan does not specifically focus on bridge maintenance, repair or replacement, but it is important to frame these critical infrastructure components in this discussion. Sonoma County has over 330 bridges in its maintenance inventory. In 2008 it was reported that the average sufficiency rating for Sonoma County bridges was 76, which was above the national average. A sufficiency rating considers three primary criteria: hydraulic capacity, structural integrity and functional traffic capacity.

<sup>14</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

<sup>15</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

Statewide, eleven percent of California’s bridges are structurally deficient as evidenced by significant deterioration of the bridge deck, supports or other major components.<sup>16</sup> Structurally deficient bridges are often posted for lower weight or closed to traffic, restricting or redirecting large vehicles, including commercial trucks and emergency services vehicles. In addition, seventeen percent of California’s bridges are functionally obsolete as they no longer meet current highway design standards, often because of narrow lanes, inadequate clearances or poor alignment.<sup>17</sup>

Despite having a current average sufficiency rating of 75, Sonoma County bridges require a significant amount of attention with over 41 percent being either structurally deficient or functionally obsolete. That equates to 135 bridges in Sonoma County needing some major aspect of repair, retrofit or replacement. There are currently 19 major bridge projects in design with funds provided by the Highway Bridge Retrofit and Replacement (HBRR) program.

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<sup>16</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.

<sup>17</sup> “California Transportation By The Numbers: Meeting the State’s Need for Safe and Efficient Mobility,” TRIP, September 2014.



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Veronica Ferguson

**Supervisorial District(s):**

All

**Title:** Long Term Road Plan Education Effort

### **Recommended Actions:**

Review and provide direction to staff on the Public Education Effort for the Long Term Road Plan

### **Executive Summary:**

In conjunction with the Long Term Road Plan, the Board directed staff to develop a Public Education Effort for the plan in order to provide the community and the public at large with more information about the conditions of our roads and what the County is doing about them. This item provides the overview of the Public Education Effort that staff proposes and seeks Board review and direction in order to proceed once the Long Term Road Plan is adopted.

The Public Education Effort for the Long Term Road Plan includes three main components: written materials, individual presentations to community organizations and other public agencies, and community meetings where the public is invited to a presentation and discussion of the Long Term Road Plan.

The written materials will draw from the Long Term Road Plan and expand on individual aspects such as the nature and history of road funding, the road categories, the methods used to rehabilitate road pavement condition, the automated systems used to plan for and track road maintenance, the Road Evaluation Framework and how it will be used and more. These will supplement the presentations and provide more succinct information to be handed out in person, posted on-line, and to frame focused discussions.

The individual presentations would primarily be made by staff at regularly scheduled meetings of a variety of community organizations and other public agencies, including but limited to local rotary clubs, chambers of commerce, and the city managers association, to ensure that the public is informed at a more detailed level about the plan and the County's implementation of it. At a minimum these would

include information about the current conditions, progress that has been made, the annual evaluation process, and other efforts to come. These presentations would be tailored from a standard base to meet the time allotted at the various meetings and to address specific areas of geographic or other interest that might apply based upon the group or agency.

The community meetings will provide Board Members and staff an opportunity to reach a broader cross section of the public across the County to explain the Long Term Road Plan and get feedback about its implementation in the coming year. Staff suggests 6-10 meetings throughout the County and a supplemental series of facilitated focus groups. The broader community meetings may be combined with Town Halls or similar forums already planned in the County and staff will coordinate with each Supervisor for scheduling and provision of any needed support or logistics. The focus groups will likely require additional resources for recruiting, a standard information protocol, and written analysis of the discussion to help inform the County's continued education efforts.

Should this overview meet with Board approval, work to create the written materials will begin immediately with completion by the end of the year. In addition, staff will begin outreach efforts to schedule the individual presentations and community meetings to be held over the next 11 months with a report back to the Board in the fall of 2015 on the results of the education effort. In addition, staff will secure the outside assistance for the facilitated focus group meetings with our existing community engagement consultants (Fairbanks, Maslin, Maullin, Metz & Associates) and bring back the necessary contract amendment at a future Board meeting. The total budget for this effort is estimated to be between \$50,000 and \$75,000 and staff will return with any necessary budget adjustments in the second quarter consolidated budget adjustments.

**Prior Board Actions:**

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

Civic Services and Engagement efforts include targeted community engagement efforts to educate the public on significant issues and what the County is doing about them. Improving the County's Road infrastructure has become a significant issue to the community.

**Fiscal Summary - FY 14-15**

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

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

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

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

**Attachments:**

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



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

**Department or Agency Name(s):** County Administrator's Office

**Staff Name and Phone Number:**

Veronica Ferguson 707-565-2431

**Supervisorial District(s):**

All

**Title:** Consideration of Transactions and Use Tax Ordinance

### Recommended Actions:

Board of Supervisors

1. Conduct a public hearing to consider an ordinance imposing a general countywide transaction and use tax (sales tax) in Sonoma County. The ordinance, if adopted, will be placed on the ballot at the June 2, 2015 election, and will become effective if it is approved by a majority of the voters voting on the measure.
2. Adopt a resolution introducing, reading the title of and waiving further reading of a proposed ordinance imposing a transactions and use tax for general purposes.
3. Adopt a resolution rescinding Resolution #14-0326, which placed ordinance 6084 on the March 4, 2015 ballot. (Majority vote required)
4. Adopt a resolution rescinding Resolution #14-0327, which placed an advisory measure on the March 4, 2015 ballot. (Majority vote required)

### Executive Summary:

Sonoma County continues to face financial challenges as a result of the recession of the past years, including \$137 million in lost property tax revenue from fiscal year 2008/09 until 2013/14 and \$42 million in lost sales tax revenue from fiscal year 2006/07 until 2012/13. These reductions in revenue, combined with increased costs, failing infrastructure and additional demands for services have resulted in Sonoma County looking for ways to increase general fund revenue for the highest priority needs.

In response to these challenges, Sonoma County reduced expenditures from a peak in 2006/07 of \$1.24 billion to \$1.13 billion in 2008/09. Since the peak in 2007/08 of 4,279 FTE, the Board reduced staffing to 3,657 in fiscal year 2011/12.

One example of the challenges Sonoma County faces is in the condition of our road network. Sonoma County roads have continued to deteriorate, due in large part to decreased revenue dedicated to road maintenance. In August 2013 the Board Chair created the Long-Term Roads Ad Hoc Committee with a

charter to improve the quality and safety of the County road system by developing a Long-Term Road Plan including funding strategies for pavement condition improvements. The Board will adopt the Long-Term Road Plan on October 28, 2014. The full implementation of the plan is based on the identification of a permanent funding source. As a result, the Board has directed staff to provide information regarding the possibility of a general countywide sales tax for Sonoma County, not only to address the deterioration of the roads, but other critical county needs.

As one of the funding strategies, on August 12, 2014 the Board adopted Ordinance 6084, the Sonoma County 2015 Transactions and Use Tax Ordinance. The Board also approved Resolution 14-0326 to place this ordinance on the March 4, 2015 ballot. The ordinance approved a 20 year, ¼% general sales tax. The revenue from this tax would be available for all government purposes. In addition to this, the Board approved Resolution 14-0327, placing an advisory measure on the same ballot.

Since that time, staff have received information from interested members of the public that suggests public trust in the government to use new funds wisely is low. Two options may assist in increasing public trust. First, a shorter term for any tax measure limits the exposure for any undesired uses and ties these uses more directly to the elected officials making the decision to request the additional funds. Another option is to provide more time for communication to the public about the needs for the financing and current plans for use and accountability. Finally, there appears to be a widespread belief that an advisory measure is not an effective way of ensuring wise uses but actually reduces public trust in any accompanying ballot measures. In order to give the Board additional options with respect to the actions taken by the Board on August 12, 2014. Specifically, the Board may wish to consider the following changes:

- Reduce the term of the sales tax from 20 years to 5 years
- Move the date of voter approval of the sales tax ordinance from the March 4, 2015 ballot to the June 2, 2015 ballot
- Rescind the Advisory Measure.

In order to effectuate these changes, the Board would consider adoption of a resolution introducing, reading the title of and waiving further reading of a proposed ordinance to supersede the Sonoma County 2015 Transactions and Use Tax Ordinance as well as the adoption of resolutions to rescind resolution # 14-0326 and 14-0327. On November 4, 2014 the Board will consider adoption of the new Sonoma County 2015 Transactions and Use Tax Ordinance, , and a resolution to place the new Sonoma County 2015 Transactions and Use Tax Ordinance on the June 2, 2015 ballot.

**Prior Board Actions:**

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

Maintenance of vital infrastructure, including roads and facilities, and the services provided to the residents and visitors of Sonoma County are necessary to continue to provide thriving, beautiful, sustainable community for all.

<b>Fiscal Summary - FY 14-15</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>
<b>Narrative Explanation of Fiscal Impacts (If Required):</b>			
<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
<b>Attachments:</b>			
Attachment A: Resolution Introducing and Waiving Reading of General Tax Ordinance			
Attachment B: Draft General Tax Ordinance			
Attachment C: Summary of Proposed Ordinance and Notice of Public Hearing			
Attachment D: Resolution Withdrawing Order of Special Election of March 3, 2015 for General Sales Tax			
Attachment E: Resolution Withdrawing Order of Special Election of March 3, 2015 for Advisory Measure			
<b>Related Items "On File" with the Clerk of the Board:</b>			



County of Sonoma  
State of California

Date: October 28, 2014

Item Number: \_\_\_\_\_

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



4/5 Vote Required

**RESOLUTION OF THE BOARD OF SUPERVISORS, COUNTY OF SONOMA, INTRODUCING, READING THE TITLE OF AND WAIVING FURTHER READING OF A PROPOSED ORDINANCE IMPOSING A GENERAL TRANSACTIONS AND USE TAX**

**WHEREAS**, an ordinance of the Board of Supervisors of the County of Sonoma, State of California, entitled "An Ordinance of the Board of Supervisors of the County of Sonoma, State of California Imposing a General Transactions and Use Tax to be Administered by the State Board of Equalization" imposing a general transactions and use tax of  $\frac{1}{4}$  of 1 percent (0.25%) has been introduced and the title read; and

**NOW, THEREFORE, BE IT RESOLVED** that:

1. Further reading of the proposed ordinance is waived.

2. The Sonoma County Board of Supervisors will consider adoption of the proposed ordinance on November 4, 2014, in the Board of Supervisors Chambers, 575 Administration Drive, Room 102A, Santa Rosa, CA.

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**

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

**AN ORDINANCE OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA  
IMPOSING A GENERAL TRANSACTIONS AND USE TAX TO BE  
ADMINISTERED BY THE STATE BOARD OF EQUALIZATION**

Section 1. TITLE. This Ordinance shall be known as the Sonoma County 2015 Transactions and Use Tax Ordinance. This ordinance shall be applicable in the incorporated and unincorporated territory of the County of Sonoma (the "County").

Section 2. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this Ordinance, the date of such adoption being as set forth below.

Section 3. PURPOSE. This Ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285 of Part 1.7 of Division 2 which authorizes the County to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefor that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this Ordinance.

E. To raise the appropriations limit for the County.

Section 4. CONTRACT WITH STATE. Prior to the operative date, the County shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this Ordinance; provided, that if the County shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of the County at the rate of  $\frac{1}{4}$  of 1 percent (0.25%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Ordinance.

Section 6. PLACE OF SALE. For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 7. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the County of tangible personal property purchased from any retailer on and after the operative date of this Ordinance for storage, use or other consumption in said territory at the rate  $\frac{1}{4}$  of 1 percent (0.25%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 8. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Ordinance as though fully set forth herein.

Section 9. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this County shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this County or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "County" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 10. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.

Section 11. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the County in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or

property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the County which is shipped to a point outside the County, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the County shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-County address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-County and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in this County of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the County shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the County or participates within the County in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the County or through any representative, agent, canvasser, solicitor, subsidiary, or person in the County under the authority of the retailer.

7. "A retailer engaged in business in the County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the County.

D. Any person subject to use tax under this Ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a County imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 12. AMENDMENTS. All amendments subsequent to the effective date of this Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

Section 13. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against

the State or the County, or against any officer of the State or the County, to prevent or enjoin the collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 14. INCREASE OF APPROPRIATIONS LIMIT. The appropriations limit of the County shall be increased by the amount of revenue anticipated to be collected by the County from the transactions and use tax to allow spending of the tax revenue for the period allowed by law.

Section 15. SEVERABILITY. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 16. EFFECTIVE DATE. This Ordinance relates to the levying and collecting of the County transactions and use taxes and shall take effect immediately upon the close of the polls on June 2, 2015, if the measure is approved by a majority of the electors voting on the measure at the election held that day.

Section 17. GENERAL TAX. The tax imposed by this Ordinance is a general tax within the meaning of Article 13 C, Section 1(a) of the California Constitution. The revenue generated by this general tax is available for general governmental purposes. To that end, the Auditor-Controller is instructed to deposit the revenue from the tax into the County General Fund and to include his estimate of the revenue from this general tax, together with his estimates of other revenue sources, in the tabulation that he is annually required to prepare by Government Code Section 29060. The revenue from this general tax shall be available to the Board of Supervisors for annual appropriations in the County's budget for any lawful expenditure. Nothing in this Ordinance nor in any other ordinance, advisory measure, resolution, or policy shall be construed as limiting, in any way, the amount or the objects of the appropriations and expenditures that can be made from the revenue of the tax nor be construed as creating a continuing appropriation.

Section 18. COMPLIANCE WITH CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA). Pursuant to the State CEQA Guidelines section 15378(b)(4), adoption of this Ordinance is not a "project" subject to the requirements of CEQA.

Section 19. TERMINATION DATE. The authority to levy the tax imposed by this Ordinance shall expire five (5) years from the operative date of this Ordinance, unless extended by the voters in the manner set forth in Revenue and Taxation Code Section 7285.

PASSED AND ADOPTED by the Board of Supervisors, County of Sonoma, State of California, on \_\_\_\_\_, by the following vote:

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

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Chairperson

Attest:

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(Signature)

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Secretary

(Title)

**SUMMARY OF PROPOSED ORDINANCE AND  
NOTICE OF PUBLIC HEARING  
SONOMA COUNTY BOARD OF SUPERVISORS  
ADOPTION OF GENERAL TAX SUBJECT TO VOTER APPROVAL**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (“Board”) of the County of Sonoma (“County”) will hold a public hearing on Tuesday, October 28, 2014, at 10:00 am, or as soon thereafter as this matter may be heard, in the hearing room at the Board of Supervisors, located at 575 Administration Drive, Room 102A, Santa Rosa, California, to consider whether to adopt an ordinance imposing a general countywide transactions and use tax.

The proposed ordinance imposes a general tax within the meaning of Article XIII C, §1(a) of the California Constitution, with the revenue generated by the tax available for general governmental purposes. The ordinance provides, upon approval by the majority of the Sonoma County electorate pursuant to Article 13 C, §2(b) of the California Constitution, for the imposition of a general retail transactions and use tax at a rate of one-quarter of one percent in accordance with Revenue and Taxation Code section 7285. If the Board adopts the ordinance, it will be placed on the ballot at the June 2, 2015 election and will become effective if it is approved by a majority of the voters voting on the measure.

The tax proposed in the ordinance would be a quarter-cent transactions and use tax imposed for five (5) years on retail sales in the County, beginning October 1, 2015. The tax would be collected in the same manner as sales tax is currently collected. The ordinance is in a form provided by the State Board of Equalization to ensure it includes all of the necessary procedural requirements and exemptions and exclusions from the tax.

Copies of the proposed ordinance are available at the County Administrator’s Office, located at 575 Administration Drive, Suite 104A, Santa Rosa, California and are also available on-line at [www.sonoma-county.org](http://www.sonoma-county.org).

ALL INTERESTED PERSONS ARE HEREBY INVITED TO BE PRESENT  
AND HEARD ON THE PROPOSED ORDINANCE.

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



County of Sonoma  
State of California

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Date: \_\_\_\_\_ Item Number: \_\_\_\_\_  
Resolution Number: \_\_\_\_\_

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Calling for the Withdrawal of a Special Election to Submit to the Voters of Sonoma County a Proposed Quarter-Cent Sales Tax Measure Entitled the "Sonoma County 2015 Transactions and Use Tax Ordinance," and Repealing Resolution No. 14-0326**

**Whereas**, this Board of Supervisors (the "Board") on August 12, 2014, adopted Resolution No. 14-0326 calling for a special election to submit to the voters of Sonoma County a proposed quarter-cent sales tax measure entitled the "Sonoma County 2015 Transactions and Use Tax Ordinance," and ordering that the special election be consolidated with the statewide general election to be conducted on March 3, 2015; and

**Whereas**, subsequent to the passage of Resolution No. 14-0326, the Board determined that it was in the County's best interest to alter the duration of the proposed sales tax measure and the date upon which the measure would be submitted to the voters; and

**Whereas**, Elections Code §9605 provides that the Board may withdraw a measure previously ordered submitted to a vote of the electorate at any time up to the 83rd day prior to the election; and

**Whereas**, this Board of Supervisors desires to withdraw from the voters of Sonoma County the question of whether to approve the Sonoma County 2015 Transactions and Use Tax Ordinance from the March 3, 2015 ballot.

**Now, Therefore, Be It Resolved**

1. The election established by the Board of Supervisors by Resolution No. 14-0326 on March 3, 2015, is hereby withdrawn.
2. Resolution No. 14-0326 is hereby repealed.
3. The recitals set forth above are true, correct and valid.

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

Date:

Item Number: \_\_\_\_\_

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



4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Calling for the Withdrawal of a Special Election to Submit to the Voters of Sonoma County an Advisory Measure Relating to the Use of Any New Voter-Approved General Transactions and Use Tax Revenues for Roadway and Transit Projects Within the Next Twenty (20) Years, and Repealing Resolution No. 14-0327**

**Whereas**, this Board of Supervisors (the “Board”) on August 12, 2014, adopted Resolution No. 14-0327 calling for a special election to submit to the voters of Sonoma County an Advisory Measure relating to the use of any new voter-approved general transactions and use tax revenue from the Sonoma county 2015 Transactions and Use Tax Ordinance for roadway and transit projects within the next twenty (20) years (the “Advisory Measure”), and ordering that the special election be consolidated with the statewide general election to be conducted on March 3, 2015; and

**Whereas**, subsequent to the passage of Resolution No. 14-0327, the Board determined that [the Advisory Measure was not in the County’s best interest at this time; and

**Whereas**, Elections Code §9605 provides that the Board may withdraw a measure previously ordered submitted to a vote of the electorate at any time up to the 83rd day prior to the election; and

**Whereas**, this Board of Supervisors desires to withdraw from the voters of Sonoma County the question of whether to approve the Advisory Measure from the March 3, 2015 ballot.

**Now, Therefore, Be It Resolved**

1. The election established by the Board of Supervisors by Resolution No. 14-0327 on March 3, 2015, is hereby withdrawn.
2. Resolution No. 14-0327 is hereby repealed.
3. The recitals set forth above are true, correct and valid.

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Sonoma County Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Marc McDonald: 707-565-3468

**Supervisorial District(s):**

All

**Title:** Amendments to Chapter 2 of the County Code, Leasing and Licensing of County Property

### **Recommended Actions:**

Conduct a Public Hearing and Adopt an Ordinance of the County of Sonoma amending Article XVII of Chapter 2 of the County Code to re-authorize and expand delegation of authority for Department Heads to execute certain leases and licenses valued at less than \$10,000/month and for a term up to 10 years. Such leases are excluded from bidding requirements and may convey interest to other public agencies for up to one year. This ordinance shall be effective for a period not to exceed five years. (Second Reading – Ready for Adoption)

### **Executive Summary:**

California Government Code Section 25537 authorizes Counties to adopt alternative procedures for leasing and licensing of County real properties. Included in the authority is an exception to the normally required bidding procedure for leases and licenses below time and monthly rent limits. While adhering to bidding requirements has significant benefits when applied to larger and high value properties, the administrative costs associated to applying this policy to low value properties can exceed the value of the lease or license. Adoption by your Board of the proposed Ordinance would delegate to certain county officers authority to execute low value leases and licenses for County owned property. Adoption of the proposed Ordinance would also authorize the county officers to convey certain property interests to other government agencies for a period of up to a year pursuant to Government Code 25526.6. The proposed ordinance was introduced on October 21, 2014, on the consent agenda, therefore the final adoption is being considered on the regular agenda.

Pursuant to Government Code Section 25537, the County previously adopted Section XVII of Chapter 2 of the County Code to delegate to the Director of General Services the authority to execute leases below specified monetary and time limit thresholds in accordance with Section 25537, that delegation authority has now expired. Pursuant to this Ordinance amendment, the new delegation will be in effect for 5 years until November 28, 2019.

Recent amendments to Section 25537 of the Government Code allow any county Board of Supervisors

to delegate to county officer(s) authority to execute leases and licenses for a period of up to 10 years and having a monthly rental not exceeding an amount approved by local ordinance or \$10,000 per month if there is no ordinance. Reflecting these changes to the Government Code, the General Services Department, the Regional Parks Department, the Department of Transportation and Public Works, the Airport Manager, and County Counsel recommend that the Board adopt an ordinance amending Sections 2-171 and 2-172 of the County Code, and adding Sections 2-174 and 2-175 to the Code. Adoption would revive delegated authority to the General Services Director to enter into agreements for low value leases and licenses; increase the rental amount subject to delegation from \$2,000 to \$10,000 per month; increase the term subject to delegation from five years to ten years; waive bidding requirements for leases and licenses subject to delegated authority as long as the terms and conditions of the agreement are for no less than fair market rate; expand these delegated authorities to the Directors of Regional Parks and Transportation and Public Works, and the Airport Manager for properties they manage; authorize the county officers to convey certain property interests to other government agencies for a period of up to a year; and clarify that the Board retains its authority regarding conveyance of real property interests pursuant to applicable law, including but not limited to Government Code Section 25536. Leases and licenses that exceed the delegation authority shall continue to be subject to approval by the Board of Supervisors.

At the beginning of Fiscal Year 2014, the Department of General Services, the Regional Parks Department, the Department of Transportation and Public Works and the Airport were responsible for the management of approximately 50 licenses and leases for County owned property that would be subject to this delegation authority. Revenue from these agreements represent less than five percent of monthly revenue generated from County owned property that is leased or licensed. Staff time devoted to report preparation, review and distribution for these routine smaller agreements can range from 20 to 40 hours per agreement. While the average term of affected agreements range from one to ten years, the average term is almost five years. This indicates that approximately 300 hours per year currently devoted to preparing reports for these agreements can be redirected to strategic management of County assets and relationships.

Reauthorizing delegated authority to the General Services Director and expanding the delegated authority to the Directors of the Regional Parks Department and the Department of Transportation and Public Works and the Airport Manager will improve efficiency by enabling prescribed officers of the County to approve smaller leases and licenses for property they manage on behalf of the County.

**Prior Board Actions:**

- 6/17/08: Board approved Rates and Charges and authorized Airport Manager to enter into month-to-month lease agreements.
- 11/14/90: Board Resolution 90-2125 delegating to Director of General Services authority to lease certain real property for use by the County.
- 10/21/14: Introduction of Resolution urging Board to adopt a Resolution of The Board of Supervisors of The County of Sonoma, State of California, reading the title, and waiving further reading of, and introduce for adoption, an ordinance of the County of Sonoma amending Article XVII of Chapter 2 of the County Code to re-authorize and expand delegation of authority for Department Heads to execute certain leases and licenses valued at less than \$10,000/month and for a term of less than 10 years.

<b>Strategic Plan Alignment</b> Goal 3: Invest in the Future			
Delegation of Authority to certain county officers to approve smaller leases and licenses will improve staff productivity, reduce resources devoted to low value administrative tasks and support maintenance of a balanced budget.			
<b>Fiscal Summary - FY 14-15</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 0</b>	<b>Total Sources</b>	<b>\$ 0</b>
<b>Narrative Explanation of Fiscal Impacts (If Required):</b>			
<b>Staffing Impacts</b>			
<b>Position Title</b> (Payroll Classification)	<b>Monthly Salary Range</b> (A – I Step)	<b>Additions</b> (Number)	<b>Deletions</b> (Number)
<b>Narrative Explanation of Staffing Impacts (If Required):</b>			
There is no fiscal impact associated with this item.			
<b>Attachments:</b>			
Attachment A: Ordinance Attachment B: Underline/Strike Out version of Ordinance			
<b>Related Items "On File" with the Clerk of the Board:</b>			
None			

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

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 2 OF THE SONOMA COUNTY CODE TO REVISE THE PROCEDURES FOR LEASING AND LICENSING REAL PROPERTY**

---

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

**SECTION I.** Article XVII of Chapter 2 of the Sonoma County Code is hereby amended as follows:

**Article XVII, Division 1: County Procedures for Leasing and Licensing of County Real Property**

**Section 2-170. Authorization.**

The Board of Supervisors of the County of Sonoma, pursuant to the provisions of Government Code Section 25537, hereby prescribes procedures for the leasing or licensing of real property belonging to Sonoma County. (Ord. No. 4647 § 3, 1993; Ord. No. 3309 § 1; Ord. No. \_\_\_\_\_, § I, 2014.)

**Section 2-171. Procedure for leasing or licensing County Real Property.**

The Board of Supervisors shall either accept the highest proposal for the proposed lease or license submitted in response to a call for bids posted in at least three (3) public places for not less than fifteen (15) days and published for not less than two (2) weeks in a newspaper of general circulation, or reject all bids, except that leases or licenses of a cumulative duration not exceeding ten (10) years and having an estimated monthly rental of not exceeding ten thousand dollars (\$10,000.00) shall be excluded from the bidding procedure. Procedures for such excluded leases or licenses are set forth in Section 2-172. (Ord. No. 4647 § 3, 1993; Ord. No. 3309 § 1; Ord. No. \_\_\_\_\_, § I, 2014.)

**Section 2-172. Excluded leases or licenses.**

- (a) Authority. The Board of Supervisors authorizes (1) for all County property, the General Services Director; (2) for County property managed by the Regional Parks Department, the Regional Parks Director; (3) for County property managed by the Sonoma County Airport, the Airport Manager; and (4) for County property managed by the Department of Public Works and

## Attachment A

Transportation, including Sonoma County Airport property, the Director of Public Works and Transportation (hereinafter collectively referred to as “Directors” or singularly as “Director”), to negotiate and execute, on behalf of the County, in a form approved by County Counsel, leases or licenses where the actual monthly rental of the executed lease or license shall not exceed ten thousand dollars (\$10,000.00) and the term of the executed lease or license, including any renewal term(s), shall not exceed a cumulative total of ten (10) years. During the term of such lease or license, each Director shall have authority, as to those leases or licenses he or she is authorized to execute hereunder, to enforce the provisions of those leases or licenses on behalf of the County, including, without limitation, the right to terminate, authorize tenant improvements, and withhold deposit funds, provided that the Director determines, upon consultation with County Counsel, that such remedies are in the best interest of the County and are otherwise consistent with the provisions of the lease or license. (Ord. No. 4647 § 3, 1993: Ord. No. 3309 § 1; Ord. No. \_\_\_\_\_, § I, 2014.)

- (b) Nothing in this Section 2-172 shall be construed to authorize a Director to make County real property available at less than market rate to any person or entity without a determination by the Board of Supervisors pursuant to applicable law, including but not limited to a determination that the program to be supported by such consideration is necessary to meet the social needs of the population of the County and that the County property is not and, during the time of possession, will not be needed for County purposes, in accordance with Government Code section 26227. (Ord. No. \_\_\_\_\_, § I, 2014.)
- (c) Notice. Notice for excluded leases or licenses shall be provided in accordance with Government Code § 25537. (Ord. No. \_\_\_\_\_, § I, 2014.)
- (d) In accordance with Government Code section 25537, the authority granted by this Ordinance to each Director shall expire on November 27, 2019. Upon the expiration of this Ordinance, each Director shall submit to the Board a summary report of the property interests leased or licensed under this authority. (Ord. No. \_\_\_\_\_, § I, 2014.)

### **Sec. 2-173. Advertising on county property.**

The board of supervisors of the County of Sonoma, pursuant to provisions of Government Code Section 26109, hereby authorizes the sale of advertising space on county real or personal property, including county websites, subject to such policies and procedures as may be adopted by the board, by resolution, from time to time. (Ord. No. 5901, § 1, 9-14-2010.)

**Section 2-174. Authorization to convey interest to other public agencies**

- (a) The Board of Supervisors of the County of Sonoma, pursuant to the provisions of Government Code section 25526.6, hereby authorizes the Directors specified in Section 2-172 above for the respective County properties specified in Section 2-172 above to negotiate and convey a license or permit for use of any real property of the County to the State, or to any county, city, district, or public agency, or to any public utility corporation in the manner and upon the terms and conditions as that Director determines or prescribes after consultation with County Counsel, upon a finding by that Director that the conveyance is in the public interest and that the interest in land conveyed will not substantially conflict or interfere with the use of the property by the County, provided that the license or permit is approved as to form by County Counsel and, further, that the interest in County real property so conveyed does not exceed a total nonrenewable term of 12 months. (Ord. No. \_\_\_\_\_, § I, 2014.)

**Section 2-175. Retention of Board Authority.**

Nothing in this Article XVII shall be construed to divest the Board of its authority to convey interests in real property belonging to Sonoma County in accordance with procedures prescribed by state or local law, including, but not limited to, Government Code Section 25536, whereby the Board may, by four-fifths vote, but without compliance with other Government Code procedures for leasing or licensing of County property, enter into leases, concession, or managerial contracts involving the leasing or subleasing of any part of County-owned, leased, or managed property devoted to or held for certain uses, including airport, vehicle parking, fairground, beach, park, amusement, recreation, or employee cafeteria purposes. Pursuant to Government Code Section 25536, the Board may approve form leases, licenses and permits for the specified County properties and may authorize County staff to execute the same. (Ord. No. \_\_\_\_\_, § I, 2014.)

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

**SECTION III.** This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published as follows: either (1) once in its entirety before the expiration of

Attachment A

fifteen (15) days after its passage, or (2) a summary shall be published once at least five (5) days before proposed date of passage and a summary published once within fifteen (15) days after the date of passage. All publications shall include the names of the Supervisors voting for or against the same, in *The Press Democrat*, a newspaper of general circulation published in the County of Sonoma, State of California, and the Clerk of the Board shall post in the office of the Clerk, a certified copy of the full text of this ordinance along with the names of those Directors voting for or against the Ordinance.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the 21st day of October, 2014, and finally passed and adopted this 28th day of October, 2014, on regular roll call of the members of said Board by the following vote:

**SUPERVISORS:**

Rabbit \_\_\_ Gorin\_\_\_Zane\_\_\_McGuire \_\_\_Carrillo \_\_\_

**AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT**

**WHEREUPON**, the Chair declared the above and foregoing ordinance duly adopted and

**SO ORDERED.**

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

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING CHAPTER 2 OF THE SONOMA COUNTY CODE TO REVISE THE PROCEDURES FOR LEASING AND LICENSING REAL PROPERTY**

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

**SECTION I.** Article XVII of Chapter 2 of the Sonoma County Code is hereby amended as follows:

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**Section 2-171. Procedure for leasing or licensing County Realty Property.**

The Board of Supervisors shall either accept the highest proposal for the proposed lease or license submitted in response to a call for bids posted in at least three (3) public places for not less than fifteen (15) days and published for not less than two (2) weeks in a newspaper of general circulation, or reject all bids, except that leases or licenses of a cumulative duration not exceeding ten five (10 5) years and having an estimated monthly rental of not exceeding ten two thousand dollars (\$102,000.00) shall be excluded from the bidding procedure. Procedures for such excluded leases or licenses are set forth in Section 2-172. (Ord. No. 4647 § 3, 1993; Ord. No. 3309 § 1; Ord. No. \_\_\_\_\_, § I, 2014.)

**Section 2-172. Excluded leases or licenses.**

- (a) Authority. The Board of Supervisors authorizes (1) for all County property, the Sonoma County General Services Director; (2) for County property managed by the Regional Parks Department, the Regional Parks Director; (3) for County property managed by the Sonoma County Airport, the Airport Manager; and (4) for County property managed by the Department of Public

Works and Transportation, including Sonoma County Airport property, the Director of Public Works and Transportation (hereinafter collectively referred to as “Directors” or singularly as “Director”), to negotiate and execute, on behalf of the County, in a form approved by County Counsel, leases or licenses where the actual monthly rental in of the executed lease or license shall not exceed ten two thousand dollars (\$102,000.00) and the term of the executed lease or license, including any renewal term(s), shall not exceed a cumulative total of ten five (105) years and the lease is not renewable. During the term of such lease or license, each Director shall have authority, as to those leases or licenses he or she is authorized to execute hereunder, to enforce the provisions of those leases or licenses on behalf of the County, including, without limitation, the right to terminate, authorize tenant improvements, and withhold deposit funds, provided that the Director determines, upon consultation with County Counsel, that such remedies are in the best interest of the County and are otherwise consistent with the provisions of the lease or license. (Ord. No. 4647 § 3, 1993; Ord. No. 3309 § 1; Ord. No. \_\_\_\_\_, § I, 2014.)

(b) Nothing in this Section 2-172 shall be construed to authorize a Director to make County real property available at less than market rate to any person or entity without a determination by the Board of Supervisors pursuant to applicable law, including but not limited to a determination that the program to be supported by such consideration is necessary to meet the social needs of the population of the County and that the County property is not and, during the time of possession, will not be needed for County purposes, in accordance with Government Code section 26227. (Ord. No. \_\_\_\_\_, § I, 2014.)

(c) Notice. Notice for excluded leases or licenses shall be provided in accordance with Government Code § 25537. (Ord. No. \_\_\_\_\_, § I, 2014.)

(d) In accordance with Government Code section 25537, the authority granted by this Ordinance to each Director shall expire on November 27, 2019. Upon the expiration of this Ordinance, each Director shall submit to the Board a summary report of the property interests leased or licensed under this authority. (Ord. No. \_\_\_\_\_, § I, 2014.)

**Sec. 2-173. Advertising on county property.**

The board of supervisors of the County of Sonoma, pursuant to provisions of Government Code Section 26109, hereby authorizes the sale of advertising space on county real or personal property, including county websites, subject to such policies and procedures as may be adopted by the board, by resolution, from time to time. (Ord. No. 5901, § 1, 9-14-2010.)

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- (a) The Board of Supervisors of the County of Sonoma, pursuant to the provisions of Government Code section 25526.6, hereby authorizes the Directors specified in Section 2-172 above for the respective County properties specified in Section 2-172 above to negotiate and convey a license or permit for use of any real property of the County to the State, or to any county, city, district, or public agency, or to any public utility corporation in the manner and upon the terms and conditions as that Director determines or prescribes after consultation with County Counsel, upon a finding by that Director that the conveyance is in the public interest and that the interest in land conveyed will not substantially conflict or interfere with the use of the property by the County, provided that the license or permit is approved as to form by County Counsel and, further, that the interest in County real property so conveyed does not exceed a total nonrenewable term of 12 months. (Ord. No. \_\_\_\_\_, § I, 2014.)

**Section 2-175. Retention of Board Authority.**

Nothing in this Article XVII shall be construed to divest the Board of its authority to convey interests in real property belonging to Sonoma County in accordance with procedures prescribed by state or local law, including, but not limited to, Government Code Section 25536, whereby the Board may, by four-fifths vote, but without compliance with other Government Code procedures for leasing or licensing of County property, enter into leases, concession, or managerial contracts involving the leasing or subleasing of any part of County-owned, leased, or managed property devoted to or held for certain uses, including airport, vehicle parking, fairground, beach, park, amusement, recreation, or employee cafeteria purposes. Pursuant to Government Code Section 25536, the Board may approve form leases, licenses and permits for the specified County properties and may authorize County staff to execute the same. (Ord. No. \_\_\_\_\_, § I, 2014.)

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

**SECTION III.** This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published as follows: either (1) once in its entirety before the expiration of

Attachment B

fifteen (15) days after its passage, or (2) a summary shall be published once at least five (5) days before proposed date of passage and a summary published once within fifteen (15) days after the date of passage. All publications shall include the names of the Supervisors voting for or against the same, in *The Press Democrat*, a newspaper of general circulation published in the County of Sonoma, State of California, and the Clerk of the Board shall post in the office of the Clerk, a certified copy of the full text of this ordinance along with the names of those Directors voting for or against the Ordinance.

In regular session of the Board of Supervisors of the County of Sonoma introduced on the 21st day of October, 2014, and finally passed and adopted this 28th day of October, 2014 on regular roll call of the members of said Board by the following vote:

**SUPERVISORS:**

Rabbit \_\_\_ Gorin\_\_\_Zane\_\_\_McGuire \_\_\_Carrillo \_\_\_

**AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT**

**WHEREUPON**, the Chair declared the above and foregoing ordinance duly adopted and

**SO ORDERED.**



## County of Sonoma Agenda Item Summary Report

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

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

**To:** Board of Supervisors

**Board Agenda Date:** October 28, 2014

**Vote Requirement:** Majority

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

**Staff Name and Phone Number:**

Sylvia Lemus, 565-1702

**Supervisorial District(s):**

All.

**Title:** 2014 Jefferson Awards for Public Service

### **Recommended Actions:**

Adopt five gold resolutions recognizing five recipients of the Sonoma County Jefferson Awards for Public Service in 2014.

### **Executive Summary:**

The Jefferson Awards is a nationally recognized program designed to highlight public service in America, with awards at the national, regional, and local levels. The program began as a part of the American Institute for Public Service in 1972 and was established by Jacqueline Kennedy Onassis, U.S. Senator Robert Taft, Jr., and Sam Beard, a staffer to Bobby Kennedy. The program's mission is "to recognize, inspire and activate volunteerism and public service in communities, workplaces and schools across America."

At the national level, this prestigious award has been given to many well-known figures over the years such as Dr. Henry A. Kissinger, Cesar Chavez, John Glenn, Paul Newman, Oprah Winfrey, Rosalynn Carter, and Barbara Bush. The national board of selectors is comprised of leaders in government, the arts, education, entertainment, sports and business; current members include Senators Harry Reid and Mitch McConnell, Laura Bush, Ronnie Lott, Michael Douglas, and others. Out of a desire for national commitment to civic engagement, with corporate sponsorship and regional media partners, the award program continues to spread into local communities.

At the regional level, media partners, such as KPIX-CBS 5 and KCBS-AM, have been promoting the Jefferson Awards throughout the Bay Area. Several counties and cities, along with many nonprofits, participate by holding their own local program and then submitting nominees to the regional and national competition.

On October 24, 2006, your Board endorsed bringing the Jefferson Awards to Sonoma County. While there are many local award programs that serve to honor volunteerism, this Board decided to focus our award on "Excellence in Community Leadership and Civic Engagement." Nominations are solicited in one

of three categories, with the following criteria:

1. **Individual Actions** – demonstrating leadership and/or innovation in dealing with a community issue or need in Sonoma County; having a measurable impact on community need; and having a wide-ranging impact.
2. **Non-profits** – demonstrating positive impact on community need; promoting volunteer involvement; and demonstrating leadership and innovation with high degree of customer satisfaction or impact on community need.
3. **Boards/Commissions/Advisory Councils** – demonstrating leadership in addressing a community issue or need; going above and beyond expectations of the role of a board/commission/member; and developing innovative solution(s) in addressing community need.

Our community is fortunate to be supported by a diverse range of services from the many individuals, non-profits, and boards/commissions/advisory councils in Sonoma County. In 2014, we received a total of 16 nominations for consideration of the Jefferson Awards.

A selection committee comprised of a diverse group of community and County leaders reviewed all nominations against the categories and criteria listed above. The selection committee narrowed down the nominations to eight finalists, from which your Board selected the following five 2014 Sonoma County Jefferson Award recipients:

1. **Fire Chief Steve Baxman** – for his more than 40 years of volunteerism that goes beyond the missions of the organizations he serves. He is currently the Fire Chief at the Monte Rio Fire Protection District, and also serves as the Chair of the Board of Directors of the Monte Rio Parks and Recreation District and as the Operations Chief of the Guerneville Fire Protection District.
2. **Catholic Charities of Santa Rosa** – for providing a safety net for our community’s most vulnerable residents in the form of programs for seniors, the homeless or those at risk of becoming homeless, the poor in rural areas, individuals with dementia, legal immigrants and refugees, and more.
3. **Matt Martin** – for his leadership and innovation in dealing with the issue of homelessness in our community, especially as it relates to homeless youth. As the Executive Director of Social Advocates for Youth, he has devoted himself to keeping the issue of youth homelessness at the forefront of our conversations, and was the primary driver for the 52,000 square foot ‘Dream Center’ campus for homeless and former foster youth.
4. **Dr. Jack Sherman** – for his commitment to developing dental programs to meet the needs of at-risk children and youth in care at the Valley of the Moon Children’s Center (VMCC) and the Sonoma County Juvenile Hall. Dr. Sherman’s role has transitioned from the role of consultant into the VMCC Dental Director, where he provides services that as a volunteer dentist goes over and above.
5. **Verity** – for continuing to provide, since 1974, services and programs to victims of sexual assault, rape, and sexual violence, as well as to their families and support systems. They have been trailblazers in their efforts to support those who are victimized by sexual violence, military sexual assault, and human trafficking/sexual slavery.

These winners were selected as those who best demonstrate the characteristics and spirit of the Jefferson Awards for 2014.

**Prior Board Actions:**

October 24, 2006: Board endorsed the launch of the ideal Jefferson Awards program for Sonoma County. The Board of Supervisors has recognized five winners of the Jefferson Awards for Public Service for each year since 2007.

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

The Jefferson Awards for Public Service in Sonoma County has been developed to highlight the strength of our community and promote civic engagement in solving community problems. The awards program seeks nominations from throughout the community to honor individuals, non-profits, boards and/or commissions whose actions result in a positive impact in the local community.

**Fiscal Summary - FY 14-15**

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 5720		\$ 5720
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
<b>Total Expenditure</b>	<b>\$ 5720</b>	<b>Total Sources</b>	<b>\$ 5720</b>

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

The Volunteer program's recommended FY 14-15 budget is \$5,720. This budget covers all volunteer programs and events, including the annual volunteer recognition reception and the Jefferson Awards program reception.

**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:**

Copy for five gold resolutions.

<b>Related Items "On File" with the Clerk of the Board:</b>
None.



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Fire Chief Steve Baxman For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate "Excellence in Community Leadership and Civic Engagement;" and

**Whereas,** Fire Chief Steve Baxman is being recognized for his over 40 year commitment to volunteering in the West County, including the Monte Rio Fire Protection District, the Monte Rio Parks and Recreation District, and the Guerneville Fire Protection District; and

**Whereas,** Steve has been a role model in the West County community, encouraging others to reach out to one another, lend a helping hand, and to value community events; and

**Whereas,** Steve's leadership impacts those around him; he can be counted upon to "roll up his sleeves" and work alongside his team, helping to keep morale up, even in difficult times; and

**Whereas,** Steve is the epitome of a community leader and has been known to school children as "Bax-MAN", the Russian Rivers Sisters have honored him as "Saint Rescue Me", and KZST honored him as a "Home Town Hero;" and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Fire Chief Steve Baxman for his "Excellence in Community Leadership and Civic Engagement."

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Catholic Charities of Santa Rosa For  
Excellence In Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** since 1954, Catholic Charities of Santa Rosa has been providing counseling services and has evolved to include initiatives and programs such as the Refugee and Immigration Resettlement, Senior Residence, Rural Food Project, Brain-impaired Adult Resource Center, Foster Care, Homeless Services Center, Social Justice Program, Coach 2 Career, and Nightingale medical respite shelter, among many others; and

**Whereas,** Catholic Charities of Santa Rosa, under the leadership of Jennielynn Holmes, has undoubtedly saved and improved thousands of lives across Sonoma County through the many programs and services that benefit the most vulnerable residents in our community; and

**Whereas,** in 2013 Catholic Charities of Santa Rosa implemented, in partnership with the County, the Safe Parking Program, where Catholic Charities was instrumental in holding forums and building stakeholder consensus, resulting in the launch of a successful program that received statewide and national attention; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Catholic Charities of Santa Rosa for their “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



# County of Sonoma

## State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Matt Martin For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** Matt Martin, the Executive Director of Social Advocates for Youth (SAY), is being recognized for his leadership and innovation in dealing with the issue of homelessness in our community, especially the urgent need of addressing youth homelessness; and

**Whereas,** Matt has spearheaded SAY’s crucial services of housing, counseling and jobs for youth, devoting himself to making youth homelessness a ‘hot topic’ in Sonoma County, resulting in the innovative plan and creation of the “Dream Center” campus for homeless and former foster youth; and

**Whereas,** in addition to his level of engagement activities in pursuit of the “Dream Center, Matt has also served as a member of: Sonoma County Workforce Investment Board, including the Youth Council, the City of Santa Rosa’s Mayor’s Gang Prevention Task Force Policy Team, the Sonoma County Homeless Youth Task Force, and the Youth Network; and

**Whereas,** Matt gives back in many ways, whether meeting with stakeholders or a young person benefitting from SAY’s program, he provides leadership, friendship, and solutions; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Matt Martin for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

---



4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Dr. Jack Sherman For Excellence In  
Community Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** in 2010, Dr. Jack Sherman sold his dental practice of over 37 years and pursued an opportunity to use his expertise to be of public service; and

**Whereas,** Dr. Jack, as named by the children, learned that the Valley of the Moon Children’s Center desired an on-site dental program, and he volunteered his time to not only develop the concept and logistics, but also became the Center’s Dental Director; and

**Whereas,** Dr. Jack provides leadership and advocacy to ensure the children’s dental needs are met in a way that reduces anxiety and focuses on oral health, at times accessing his dental community network to obtain treatments or implements not available at the Center’s dental facility; and

**Whereas,** his commitment to developing rapport with the children leads him to eat lunch with them to nurture opportunities to build trust and comfort when addressing their dental needs; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Dr. Jack Sherman for his “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**



County of Sonoma  
State of California

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Date: October 28, 2014

Item Number: \_\_\_\_\_

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

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4/5 Vote Required

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**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,  
Presenting A County Of Sonoma Jefferson Award To Verity For Excellence In Community  
Leadership And Civic Engagement.**

**Whereas,** The County of Sonoma has initiated the prestigious national recognition program, the Jefferson Awards, at the local level and invited nominations for those individuals, non-profits, and boards/commissions/advisory groups that best demonstrate “Excellence in Community Leadership and Civic Engagement;” and

**Whereas,** since 1974, Verity has continued to provide services and programs to victims of sexual assault, rape, and sexual violence, as well as to their families and support systems, all while depending on its many dedicated and tireless staff and volunteers who serve as Board and Advisory Board members, crisis and counseling volunteers; and

**Whereas,** Verity created a collaborative effort with a distinct and lasting impact on the residents of Sonoma County to change the ways in which sexual assault and sexual violence are perceived, thereby creating a way for victims to reclaim their lives and for the community to join forces against these acts; and

**Whereas,** Verity has worked with local law enforcement, the medical community, and many partners including the Family Justice Center of Sonoma County, to focus on the needs of the victim; and

**Whereas,** Verity continues to be a trailblazer in this county, bringing a difficult subject to light and providing a safe haven for the many victims who seek shelter and support; and

**Now, Therefore, Be It Resolved** on behalf of the citizens of the County of Sonoma, this Board of Supervisors hereby bestows this Sonoma County Jefferson Award to Verity for their “Excellence in Community Leadership and Civic Engagement.”

Resolution #

Date:

Page 2

**Supervisors:**

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**