



**SONOMA COUNTY
BOARD OF SUPERVISORS
MEETING MINUTES - DRAFT**

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

Susan Gorin, First District
David Rabbitt, Second District
Chris Coursey, Third District
James Gore, Fourth District
Lynda Hopkins, Fifth District

M. Christina Rivera, County Administrator
Robert Pittman, County Counsel

Tuesday, March 5, 2024

8:30 AM

**Virtual/Board of Supervisors Chambers
575 Administration Drive 102A**

8:30 A.M. CALL TO ORDER

8:31 A.M. The Board Meeting was called to order.

I. ROLL CALL / BOARD MEMBER TELECONFERENCE DISCLOSURE OR VOTE, IF APPLICABLE

8:31 A.M.

Present: Susan Gorin, Chris Coursey, James Gore, Lynda Hopkins, and David Rabbitt

Staff Present: M. Christina Rivera, County Administrator and Robert Pittman, County Counsel

II. PUBLIC COMMENT ON CLOSED SESSION ITEMS

8:32 A.M. Public Comment on Closed Session Calendar Opened

Speakers:

Duane DeWitt

No Name

8:35 A.M. Public Comment on Closed Session Calendar Closed

8:38 A.M. The Board Moved to Closed Session

III. CLOSED SESSION CALENDAR

1. The Board of Supervisors will consider the following in closed session: Conference with [2024-0275](#)
Legal Counsel - Anticipated Litigation. Significant exposure to litigation pursuant to
Government Code Section 54956.9(d)(2). 1 Case - DEMA.

Attachments: [Threat of Litigation Item No 1.pdf](#)

No reportable action was taken - the Board gave direction to Counsel and Staff.

IV. 9:30 A.M. RECONVENE FROM CLOSED SESSION

10:08 A.M. The Board Reconvened from Closed Session

PLEDGE OF ALLEGIANCE

V.**APPROVAL OF THE AGENDA**

(Items may be added or withdrawn from the agenda consistent with State law)

10:09 A.M.

Item 17 Moved to Consent Calendar during the Board Meeting

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Hopkins; Approved as amended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

VI.**9:30 A.M. CONSENT CALENDAR****2. As Needed Land Management Agreements****2023-1380**

- A) Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to execute seven service agreements for land management work on District-owned lands totaling \$800,000 effective for three years, as follows:
- i. An agreement with Conservation Corps North Bay, Inc., in an amount not-to-exceed \$75,000.
 - ii. An agreement with Hanford Applied Restoration & Conservation, in an amount not-to-exceed \$150,000.
 - iii. An agreement with Hybrid Incident Support, LLC, in an amount not-to-exceed \$75,000.
 - iv. An agreement with Pacific Watershed Associates, Inc. in an amount not-to-exceed \$100,000.
 - v. An agreement with Prunuske Chatham, Inc., in an amount not-to-exceed \$150,000.
 - vi. An agreement with Steve Pye, sole proprietor in an amount not-to-exceed \$150,000.
 - vii. An agreement with WRA Landscape Restoration, Inc., in an amount not-to-exceed \$100,000.
- B) Delegate to the General Manager the authority to execute individual task orders under the Agreements.
- C) Delegate to the General Manager the authority to extend the term of the Agreements for two additional one-year periods by providing notice to the contractor.

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

Attachments: [As-Needed Land Management Services Agreements Summary Report.pdf](#)
[List of Consultants and Award](#)
[Professional Service Agreement with Conservation Corps North Bay](#)
[Professional Service Agreement with Hanford Applied Restoration & Conservation.](#)
[Professional Service Agreement with Hybrid Incident Support, LLC](#)
[Professional Service Agreement with Pacific Watershed Associates, Inc.](#)
[Professional Service Agreement with Prunuske Chatham, Inc.](#)
[Professional Service Agreement with Steve Pye, sole proprietor](#)
[Professional Service Agreement with WRA Landscape Restoration, Inc.](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

3. Ag + Open Space Matching Grant Program Revised Program Materials [2024-0192](#)
- A) Approve revised Matching Grant Program Materials for the rolling application pilot program.
 - B) Authorize the launch of the Matching Grant Program two-year pilot program.
 - C) Authorize Ag + Open Space to extend the project implementation deadlines for three active Matching Grant Projects.

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

Attachments: [Summary Report](#)
[MGP Revision History.pdf](#)
[MGP Map and List of All Projects.pdf](#)
[MGP Revision Workplan and Meetings Summary.pdf](#)
[MGP Guidelines](#)
[MGP Pre-Application](#)
[MGP Full Application](#)
[MGP Active Project Extensions](#)
[MGP Racial Equity Analysis](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

4. Disbursement of Fiscal Year 23-24 Third District Community Investment Fund Grant Awards [2024-0186](#)

Approve Community Investment Fund grant awards and authorize the County Administrator, or designee, to execute grant agreements with the following entities for Community Investment Fund Grants for FY23-24: LandPaths, \$2,929; The Santa Rosa Reform Jewish Congregation, Inc. (dba Congregation Shomrei Torah), \$1,500; Sonoma County Commission on the Status of Women (fiscal agent: Sonoma County Human Resources Department), \$1,000; Sonoma County Bicycle Coalition, \$2,000; Sonoma County Bicycle Coalition, \$1,500; Sonoma County Women in Law, \$2,000; Petaluma Blacks for Community Development, \$2,000; Latino Service Providers, \$1,190; Roseland Community Building Initiative & Equidad, \$3,735; Farm to Fight Hunger, \$500; and Made in Santa Rosa Education Foundation, \$2,000. (Third District)

Department or Agency Name(s): Board of Supervisors

Attachments: [Summary Report](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

5. Amendment to Contract for Alternate Defense Counsel Legal Services [2024-0182](#)

- A) Authorize County Counsel to execute an amendment to the Alternate Defense Counsel Legal Services Agreement with the current program administrator, Indigent Defense Administration of Sonoma County, LLC, to increase the monthly payments to the Program Administrator in the amount of \$4,000.00 for the months of February, March, April, May and June 2024, for an additional total of \$20,000.00.

B) Approve the use of up to \$20,000 in General Fund Contingencies for the additional contract costs.

Department or Agency Name(s): County Administrator

Attachments: [Summary Report](#)
[IDASC Contract Amendment March 2024 Final.pdf](#)
[06.06.23 Item 17 Conflict Counsel Indigent Defense Services Agreement fully executed Accessible.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

6. Housing and Community Development (HCD) Prohousing Incentive Program Grant [2024-0185](#)

Adopt a Resolution to direct staff to apply for the HCD Prohousing Incentive Program Grant

Department or Agency Name(s): Community Development Commission

Attachments: [Summary Report.pdf](#)
[Authorizing Resolution.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0067.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

7. Position Allocation Change for Broadband Staffing [2024-0180](#)

Adopt a Personnel Resolution amending the Department Allocation List for the Economic Development Board to add 1.0 full-time equivalent Department Analyst - Project and delete 1.0 full-time equivalent Administrative Aide - Project, effective March 5, 2024 through June 30, 2026.

Department or Agency Name(s): Economic Development Board

Attachments: [Summary Report.pdf](#)
[Personnel Resolution.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0068.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

8. Final Map for Lands of Torassa MJS12-0001, Tract No. 1083; SUR21-0194

[2023-1271](#)

Adopt a Resolution approving and accepting the final map for “Tract No. 1083 MJS12-0001,” accepting offers of dedication for Hatchery Road and the Emergency Vehicle Access Easement, and rejecting the offer of dedication for the Public Utility Easement and making findings in accordance with the Subdivision Map Act. (Second District)

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

Attachments: [Summary Report](#)
[Attachment 1: Board Resolution](#)
[Attachment 2: General Location Map](#)
[Attachment 3: Subdivision Map](#)
[Attachment 4: Sonoma County Planning Commission Resolution No. 17-009](#)
[Attachment 5: MJS12-0001 Conditions of Approval](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0069.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

9. Grading Plan Review Services Contract

[2024-0093](#)

Authorize the Director to execute an agreement with Bureau Veritas for grading plan review services, in an amount not to exceed \$150,000 per year for a maximum contract of \$300,000 with a term ending March 5, 2026, and with options to extend the term for two additional one-year periods in an annual cost not to exceed \$150,000 per year, for a total contract amount with optional extensions not to exceed \$600,000.

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

Attachments: [Summary Report.pdf](#)
[PDF Contract with Bureau Veritas.Remediated Redacted.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

10. Building Plan Review Services Contract

[2024-0094](#)

Authorize the Director to execute agreements with (1) Coastland Civil Engineering LLP and (2) Interwest Consulting Group, Inc., for building plan review services, in an amount not to exceed \$175,000 per year for an initial two-year term extending to March 5, 2026, with options to extend for up to two additional years at \$175,000 per year, for an overall not to exceed amount of \$700,000 per agreement.

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

Attachments: [Summary Report.pdf](#)
[PDF Contract with Coastland Civil Engineering.Remediated LG Redacted.pdf](#)
[PDF Contract with Interwest Consulting Group.Remediated LG Redacted.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

11. Charles M. Schulz - Sonoma County Airport Vending Concession Lease - Prepango [2024-0130](#)
- A) Approve and authorize the Charles M. Schulz - Sonoma County Airport Manager to execute a vending concession lease with Prepango, LLC for 3 years with up to two additional one year terms unless cancelled.
- B) Authorize the Charles M. Schulz - Sonoma County Airport Manager to amend the vending concession lease with Prepango, as needed, during the term of the lease.

Department or Agency Name(s): Public Infrastructure

Attachments: [Summary Report](#)
[Prepango Vending Operation Agreement](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

12. Veterans Buildings Maintenance and Management Update [2024-0144](#)

Receive staff update regarding recent maintenance and management activities for the Veterans Memorial Buildings in Santa Rosa, Petaluma, Sonoma, Guerneville, Cloverdale, Sebastopol, and Cotati

Department or Agency Name(s): Public Infrastructure

Attachments: [Summary Report.pdf](#)
[1-Exhibit A-Photos.pdf](#)
[2-Exhibit B-Maintenance and Capital Projects Summary.pdf](#)
[3-Exhibit C-Project Spend.pdf](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

13. Water System 20-Year Comprehensive Planning [2024-0148](#)

Authorize Sonoma County Water Agency's General Manager to execute an agreement with Carollo Engineers, Inc., in a form approved by County Counsel, for water system 20-Year comprehensive planning services through April 30, 2027, in the not-to-exceed amount of \$1,040,000.

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

Attachments: [Summary Report](#)
[Competitive Selection Process Memo](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

APPOINTMENTS/REAPPOINTMENTS**PRESENTATIONS/GOLD RESOLUTIONS****PRESENTATIONS AT THE BOARD MEETING**

(Gold resolutions are presented in the afternoon session at 1:30 P.M.)

14. Adopt a Gold Resolution Congratulating and Honoring Tracy Kane Upon Her Retirement From the County of Sonoma Auditor-Controller-Treasurer-Tax Collector After 35 Years of Public Service [2024-0194](#)

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

Attachments: [Summary Report](#)
[Gold Resolution](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0070.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

15. Adopt a Gold Resolution proclaiming March 2024 as National Public Defender Month in Sonoma County. [2023-1372](#)

Department or Agency Name(s): Public Defender

Attachments: [Summary Report](#)
[Resolution](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0071.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

16. Adopt a Gold Resolution Proclaiming the Month of March, 2024 as Sonoma County Civil Grand Jury Appreciation Month. (Countywide) [2024-0122](#)

Department or Agency Name(s): Board of Supervisors

Attachments: [Summary Report](#)
[Gold Resolution](#)

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0072.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

10:17 A.M. Public Comment on Consent Calendar Opened

Speakers:

Duane DeWitt
Michael Reynolds

10:21 A.M. Public Comment on Consent Calendar Closed

VII.

REGULAR CALENDAR

17. 2024 Sonoma County Fairgrounds Budget

[2024-0181](#)

Adopt a Resolution approving the 2024 Operating and Capital Improvements Budget and the 2024 Employee Position Allocation List, for Sonoma County Fair and Exposition, Inc.

Department or Agency Name(s): Fairgrounds

Attachments: [Summary Report.pdf](#)
[SCF 2024 Resolution Att1.pdf](#)
[SCF 2024 Budget Financial Summary Att2.pdf](#)
[SCF 2024 Capital Improvement Budget Att3.pdf](#)
[SCF 2024 Position Alloc List Att4.pdf](#)
[SCF 2024 Proposed Budget Att5.pdf](#)
[PPT SCF-2024-Budget Slides-Att6.pdf](#)

Item 17 was moved to the consent calendar during approval of the agenda and was included in the vote on the consent calendar.

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended by Resolution 24-0073.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

18. 10:00 AM - ORD21-0001 and ORD23-0004 Modernizing Tree and Woodland Protections Workshop

[2024-0210](#)

Hold a public workshop, review staff's feedback on stakeholder outreach and provide direction to staff on policy options.

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

Attachments: [Summary Report.pdf](#)
[Att 1 TPO PC Resolution.pdf](#)
[Att 2 TPO Ordinance.pdf](#)
[Att 2A TPO Ordinance Exhibit A.pdf](#)
[Att 2B TPO Ordinance Exhibit B.pdf](#)
[Att 3 OAK PC Resolution.pdf](#)
[Att 4 OAK Ordinance Tracked Changes.pdf](#)
[Att 4A OAK Ordinance Exhibit A Tracked Changes.pdf](#)
[Att 4B OAK Ordinance Exhibit B.pdf](#)
[Att 5 TPO PC Staff Report 08032023.pdf](#)
[Att 6 TPO PC Staff Report 08312023.pdf](#)
[Att 7 OAK PC Staff Report 09212023.pdf](#)
[Att 8 OAK PC Staff Report 10052023 Oak Woodland.pdf](#)
[Att 9 BOS Summary Report 11282023.pdf](#)
[Att 10 BOS Summary Report 12122023.pdf](#)
[Att 11 BOS Summary Report 01232024.pdf](#)
[Att 12 Staff PowerPoint.pdf](#)
[Public Comments Combined 03.05.2024.pdf](#)

10:22 A.M.

Presenters:

Tennis Wick, Permit Sonoma, Director
Scott Orr, Permit Sonoma, Assistant Director Planning
Robert Aguero, Permit Sonoma, Senior Environmental Specialist
Ross Markey, Permit Sonoma, Division Manager
John Mack, Permit Sonoma, Division Manager
Jennifer Klein, County Counsel, Chief Deputy County Counsel

11:23 A.M. Public Comment Opened

Speakers:

Kaitlyn Cornwall
Kimberly
Duane DeWitt
Betsy
Ingrid
Kate Thompson
Wendy Smith
John Williams

Matt Green
Steve
Jan Randall
Wendy Crumpnett
Ruth
Larry Hansen

11:56 A.M. Public Comment Closed

Board Action: Informational Only.

12:10 P.M. The Board Recessed to lunch break.

VIII.

REGULAR AFTERNOON CALENDAR

1:55 P.M. The Board Reconvened from lunch break.

IX.

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

1:55 P.M.

Chair Rabbitt presented to Tracy Kane a Gold Resolution Congratulating and Honoring Her Retirement From the County of Sonoma Auditor-Controller-Treasurer-Tax Collector After 35 Years of Public Service

Chair Rabbitt presented to Brian Morris a Gold Resolution proclaiming March 2024 as National Public Defender Month in Sonoma County.

Chair Rabbitt presented to Julie Wilcox a Gold Resolution Proclaiming March 2024 as Sonoma County Civil Grand Jury Appreciation Month.

19. Department Head Personal Services Agreement First Amendment - Agricultural Commissioner/Sealer of Weights and Measures

[2024-0031](#)

Authorize the Chair of the Board to execute a First Amendment to the Personal Services Agreement with Andrew Smith as Agricultural Commissioner/Sealer of Weights and Measures, extending the term of the agreement from March 10, 2024, to March 10, 2028, at the "I" step in the position's salary range and with other County benefits in accordance with Salary Resolution 95-0926.

Department or Agency Name(s): County Administrator and Human Resources

Attachments: [Summary Report](#)
[First Amendment to the Personal Services Agreement](#)

2:08 P.M.

Presenters:

Janell Crane, Human Resources, Director
Andrew Smith, Agricultural Commission, Commissioner

2:09 P.M. Public Comment Opened

Speakers:

Bob

2:11 P.M. Public Comment Closed

Board Action: Moved by Supervisor Coursey, Seconded by Supervisor Gore; Approved as recommended.

Aye: Gorin, Coursey, Gore, Hopkins, and Rabbitt

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

(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Each person is usually granted time to speak at the discretion of the Chair. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda.)

2:17 P.M. Public Comment on Matters Not Listed on the Agenda Opened

Speakers:

Duane DeWitt

2:19 P.M. Public Comment on Matter Not Listed on the Agenda Closed

XI. REPORT ON CLOSED SESSION

This item was taken out of order.

2:27 P.M. County Counsel, Robert Pittman, reported out on the Tuesday, March 5, 2024, Closed Session.

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

This item was taken out of order.

2:19 P.M. The Board reported on assigned Boards, Councils, Commissions and other attended meetings.

XIII. ADJOURNMENT

2:28 P.M. The Board adjourned the meeting.

The meeting was adjourned to March 12, 2024 at 8:30 A.M.

Respectfully submitted, Marcie Woychik, Chief Deputy Clerk of the Board