



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 9/12/2023

To: The Board of Supervisors of Sonoma County

Department or Agency Name(s): Permit Sonoma

Staff Name and Phone Number: Robert Pennington, Professional Geologist, (707) 565-1352

Vote Requirement: Majority

Supervisorial District(s): Countywide

Title:

Permit Sonoma Minor Revenue Agreements

Recommended Action:

Adopt a Resolution and authorize the Director of the Permit Sonoma to execute minor revenue agreements with public agencies for technical and municipal services, such as those related to hydrogeology, biology, and land use planning, and any amendments thereto or extensions or renewals thereof, in a form approved by County Counsel, as long as the payment from each entity pursuant to each of these agreements and amendments does not exceed \$50,000 on an annual basis.

Executive Summary:

This resolution provides authority to the Director of Permit Sonoma to execute minor revenue agreements and amendments of less than \$50,000 per year.

Discussion:

Permit Sonoma regularly performs technical services including hydrogeology, biology, and land use planning for outside agencies such as Sonoma Water, Agriculture and Open Space District, the Santa Rosa Plain, Petaluma Valley, and Sonoma Valley Groundwater Sustainability Agencies. Commonly the dollar value of these agreements is low, less than \$50,000 per year. Unlike contracts for services where another agency or consultant will perform services for Permit Sonoma, the Director of Permit Sonoma currently does not have delegated authority to execute minor revenue generating agreements where Permit Sonoma is performing the work for another entity. Thus, minor revenue generating agreements must be brought to the Board for approval which reduces department efficiency and adds costs in the form of staff time that are substantial in comparison to the total contract value.

The County is authorized to enter into contracts to perform services or provide equipment or goods for any district or municipal corporation within the County. (Cal. Gov. Code Section 23008.) The County is further authorized to contract to provide municipal services to another local agency within their jurisdiction and perform city functions within a city in the County. (Cal. Gov. Code Sections 54981 and 51301.)

Permit Sonoma is currently developing revenue generating contracts of less than \$50,000 with the three groundwater sustainability agencies for development and maintenance of the Groundwater User Information Data Exchange. The groundwater sustainability agencies are public agencies comprised of the County, cities, and special districts. This process has highlighted the benefit and efficiency of allowing the Director to execute

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small revenue contracts with public agencies administratively.

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Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Not Applicable

FISCAL SUMMARY

Narrative Explanation of Fiscal Impacts:

This item gives authorization for the Director of Permit Sonoma to sign minor revenue agreements and amendments on an annual basis, not to exceed \$50,000. The agreements are specific to entities that pay Permit Sonoma for work performed. The staffing and services costs incurred by Permit Sonoma are already included in the 23/24 adopted budget.

Narrative Explanation of Staffing Impacts (If Required):

Not Applicable

Attachments:

Attachment A - Resolution

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

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