



# COUNTY OF SONOMA

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

## SUMMARY REPORT

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**Agenda Date:** 3/24/2026

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**To:** Sonoma County Board of Supervisors  
**Department or Agency Name(s):** Sonoma County Sheriff's Office  
**Staff Name and Phone Number:** Marta Llamas, 565-3928  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**

Consolidated Fee Hearing - FY 26-27 Fee Changes for Sheriff-Coroner's Office

**Recommended Action:**

Adopt a resolution introducing, reading the title of, and waiving the reading of a fee ordinance establishing fees for various services provided by the Sheriff's Office effective July 1, 2026.

**Executive Summary:**

The attached Fee and Revenue Summary Chart itemize the proposed fees to be established by the Board of Supervisors and collected by the Sheriff's Office. Fees set by statute, such as civil process fees, are not addressed in this agenda item. All fee adjustments are included in the Sheriff's Office FY 26-27 requested budget. The Sheriff's FY 26-27 fee ordinance will be presented to the Board for final adoption on April 14, 2026, as part of scheduled Fee Hearings in accordance with Government Code Section 54986.

**Discussion:**

Sheriff's Office Accounting staff annually prepare an analysis of user fees for the next fiscal year to illustrate the methodology used for fee calculations and to demonstrate that the proposed Sheriff's Office fees are based on amounts reasonably necessary to recover the cost of providing the services described. The analysis is on file with the Clerk of the Board. Fees that have not changed from previously Board-approved fee ordinances retain the original ordinance numbers under which they were approved. The complete fee ordinance is on file with, and available from, the Sheriff's Office and/or the Clerk of the Board.

The proposed fee rates and estimates for the number of times each fee will be charged in fiscal year 2026-27 reflect an overall net fee revenue increase of \$24,895. Fee revenue is projected to increase in the Investigations Bureau (\$8,769), decrease in the Sheriff's Central Information Bureau (\$200), decrease in the Coroner Bureau (\$5,294), increase in the Patrol Bureau (\$14,677), and increase in the Telecommunication Bureau (\$6,943). Fee increases are predominantly associated with salaries and benefits and cost of living adjustments.

Investigations Bureau

Fee revenue in the Investigations Bureau shows an increase of \$8,769 for total revenue of \$273,109 in FY 26-27. The increase is based on the FY 25-26 adopted fees estimate for carrying concealed weapon permits. New,

renewal, and amended permit fees show decreases ranging from 2% to 18% as a result of updated actual costs and the removal of fingerprinting expenses from the CCW processing fees. Fingerprinting is now charged separately, applying to both new and renewal permits effective September 1, 2026, resulting in a \$60.00 increase from a \$0.00 baseline. Although permit fees decrease, the separate fingerprinting charge leads to a modest net revenue increase. The fees are set at an amount necessary to recover actual costs.

#### Central Information Bureau

Fees charged by this Bureau include most fees processed through the reception area at the Sheriff's Main Office. A decrease in fee revenue of \$200 is projected, for total revenue of \$24,990 in FY 26-27. Fee changes generally range from a decrease of 34% to an increase of 7%. The projected decrease in revenue is primarily due to salary & benefit costs and a change in job class for staff involved in providing services. The proposed fees reflect the amount necessary to recover costs.

#### Coroner Bureau

Fee revenue in the Coroner Bureau is projected to decrease by \$5,294, for total projected revenue of \$180,666 in FY 26-27. Fee changes range from a decrease of 3% to an increase of 18%. The projected decrease in revenue is primarily due to a reduction in projected service demand. Projected body removal services are based on a three-year historical average. Fees are set at levels necessary to recover actual costs.

#### Patrol Bureau

In the Patrol Bureau, fee revenue is projected to increase by \$14,677, for total revenue of \$512,003 in FY 26-27. Fee changes range from a decrease of 1% to an increase of 6%. The net revenue increase is primarily associated with estimated salary and benefit costs. Certain vehicle-related fees, including vehicle daily use, mileage, and fuel charges, are established by County Fleet and applied as pass-through costs. Fees are set at an amount necessary to recover costs.

#### Telecommunications Bureau

Telecommunications fee revenue is projected to increase by \$6,943, for total revenue of \$75,970 in FY 26-27. Fee changes range from a decrease of 17% to an increase of 37%. In FY 25-26, TComm completed a \$600,000 modernization of its microwave network to a fully digital, IP-based system, enabling simplified bandwidth offerings and rates that better align with system use and network demand. Fees are set at levels necessary to recover the costs of providing services.

#### **Strategic Plan:**

N/A

#### **Racial Equity:**

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

No

Agenda Date: 3/24/2026

**Prior Board Actions:**

Ordinance 6513, effective July 1, 2025

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY25-26 Adopted</b>	<b>FY26-27 Projected</b>	<b>FY27-28 Projected</b>
Budgeted Expenses		\$24,895	
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$24,895</b>	
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other		\$24,895	
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>		<b>\$24,895</b>	

**Narrative Explanation of Fiscal Impacts:**

Total increased revenue due to changes to fees is expected to be \$24,895. Total revenue due to fees is expected to be \$1,066,738. The FY 26-27 Fee and Revenue Summary Chart and Analysis (attached) provide detailed analysis and calculations.

<b>Staffing Impacts:</b>			
<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):**

N/A

**Attachments:**

- Pre-Adoption Ordinance Summary
- Resolution introducing and waiving the reading of proposed fee change ordinance
- Ordinance establishing fee rates effective July 1, 2026
- Fee Cover Sheet
- Fee and Revenue Summary Chart

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

Analysis of User Fees