



# COUNTY OF SONOMA

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

## SUMMARY REPORT

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**Agenda Date:** 10/8/2024

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**To:** Board of Supervisors

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

**Staff Name and Phone Number:** McCall Miller, 707-565-2431

**Vote Requirement:** Majority

**Supervisory District(s):** First and Fifth

**Title:**

FY 24-25 Tourism Impact Fund Grant Awards

**Recommended Action:**

- A) Authorize the County Executive, or designee, to execute an agreement with the following grantees: The Zones, Inc., \$20,000; La Luz Center, \$25,000; Russian River Chamber of Commerce, \$6,000; and Russian Riverkeeper, \$10,000;
- B) Authorize the allocation of \$16,300 from the Tourism Impact Fund to support the Springs Community Plaza Parklet project and the Sonoma Valley Community Advisory Commission; and
- C) Authorize the County Executive, or designee, to amend this agreement to lengthen the time schedules and make minor modifications to the allowed uses that do not increase the amount awarded under the agreements.

**Executive Summary:**

The Tourism Impact Fund was established to meet the unique and urgent needs of unincorporated Sonoma County and may be used for activities such as safety improvements, environmental impact mitigation, public safety, and other tourism mitigation activities. Funds may also be used for projects that benefit the community, or to support organizations that coordinate community improvements, such as the Municipal Advisory Councils.

Staff recommends award of a total of \$77,300 of FY 24-25 Tourism Impact Funds and requests authorization for the County Executive, or designee, to execute the funding agreements and to make minor modifications that do not increase the amount awarded under the agreements.

Activities performed utilizing the Community Investment Program funds provide public benefit that serve important community needs under Government Code Section 26227.

**Discussion:**

**Transient Occupancy Tax Funding**

The Transient Occupancy Tax (TOT) is levied at a rate of 12% in unincorporated Sonoma County, a rate established in 2016 by the voter-approved Measure L. The first 9% of the TOT rate is allocated 33% to the General Fund and 67% to the Community Investment special revenue fund. The last 3% includes Measure L funds and are allocated according to the [Community Investment Fund Policy <](https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-)  
<https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators->

[office/community-investment-fund-program/community-investment-program-policy](#).

### **Tourism Impact Funds**

One component of the Measure L voter-approved rate is the Tourism Impact Fund, established to mitigate the impacts of tourism. The Tourism Impact Fund allocates 10% of Measure L budgeted revenue among the Supervisorial Districts, according to the percentage of Transient Occupancy Tax revenue collected in each District during the previous fiscal year.

The Tourism Impact Fund was established to meet unique and urgent needs of areas within unincorporated Sonoma County that are most impacted by tourism. District Supervisors recommend how funding should be allocated in their district, for approval by the Board of Supervisors. In order to address urgent needs in a timely manner, the Board of Supervisors awards Tourism Impact Funds multiple times a year.

Funds in this category may be used for activities such as safety improvements (i.e.: lighted and/or marked crosswalks, traffic calming devices), environmental impact mitigation (i.e.: removing trash from beaches, waterways, and areas with high tourist traffic), public safety (i.e.: Fire Services), and other tourism mitigation activities, such as parking enforcement in heavily trafficked areas. Funds may be used to support organization that coordinate community improvements, such as Municipal Advisory Councils. Assuming sufficient funds are available, allocated and unused district allocated funds in a single fiscal year will be available in following fiscal years.

#### **First District**

<b>Organization/Department</b>	<b>Project</b>	<b>Amount</b>
The Zones, Inc.	Teen Zone Program	\$20,000
Various	Springs Community Plaza Parklet	\$10,000
La Luz Center	Immigrant services clinics and assistance	\$25,000
City of Sonoma	Sonoma Valley Community Advisory Commission	\$6,300
<b>First District Sub-Total</b>		<b>\$61,300</b>

#### **Fifth District**

<b>Organization/Department</b>	<b>Project</b>	<b>Amount</b>
Russian River Chamber of Commerce	Garbage pick-up services	\$6,000
Russian Riverkeeper	Russian River cleanup	\$10,000
<b>Fifth District Sub-Total</b>		<b>\$16,000</b>
<b>Grand Total</b>		<b>\$77,300</b>

Funds will be disbursed upon Board approval and the execution of Tourism Impact Fund Grant Agreements. The agreements will require the County logo on promotional materials produced using the grant award and

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will require submission of receipts to the County Administrator’s Office for the total amount of the grant award.

Due to the scope and nature of projects funded by the Tourism Impact Fund, a project may require modification as the work/project may not be completed within the fiscal year, necessitating an extension of time or modification of allowed uses for the organization to complete the project. Therefore, it is recommended that the County Executive, or designee, be authorized to amend the contracts to lengthen the time schedules and make minor modifications to the allowed uses that do not increase the amount awarded under the agreement.

Activities performed utilizing Community Investment Program funds provide public benefits that serve important community needs under Government Code Section 26227.

**Strategic Plan:**

N/A

**Racial Equity:**

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

No

**Prior Board Actions:**

8/13/2024 - Awarded FY 24-25 Tourism Impact Fund Grant Awards

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY24-25 Adopted</b>	<b>FY25-26 Projected</b>	<b>FY26-27 Projected</b>
Budgeted Expenses	\$77,300		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$77,300</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$77,300		
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>	<b>\$77,300</b>		

**Narrative Explanation of Fiscal Impacts:**

Tourism Impact Funds are included in the FY 24-25 budget.

<b>Staffing Impacts:</b>
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**Agenda Date:** 10/8/2024

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<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:**

None

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

None