



# COUNTY OF SONOMA

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

## SUMMARY REPORT

---

**Agenda Date:** 4/30/2024

---

**To:** Board of Supervisors

**Department or Agency Name(s):** Department of Agriculture/Weights & Measures

**Staff Name and Phone Number:** Gina Lehl, 707-565-2371

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

**Title:**

Second Reading and Adoption of an Ordinance Effecting Consolidated Fee Hearing - FY 2024-25 Fees for Department of Agriculture/Weights & Measures

**Recommended Action:**

Adopt the Ordinance introduced on March 26, 2024, establishing and amending fees for services provided by the Department of Agriculture/Weights and Measures and making minor related amendments to Sonoma County Code Chapter 30 Article 1, effective July 1, 2024.

**Executive Summary:**

At a public hearing on March 26, 2024, as part of the County's Consolidated Fee Hearings, the Board adopted a resolution introducing, reading the title of, and waiving the reading of the Department of Agriculture/Weights & Measures' fiscal year 2024-25 fee change ordinance. This item requests adoption of the ordinance establishing the fees to be collected by the Department of Agriculture/Weights & Measures effective July 1, 2024.

**Discussion:**

The Department of Agriculture/Weights & Measures ("Department") annually prepares an analysis of user fees for the next fiscal year to illustrate the methodology used for fee calculations and to demonstrate that the proposed Department fees are based on amounts reasonably necessary to recover the cost of providing the services described.

The proposed fee rates reflect an average fee increase of 12.5%. These increases are associated with the cost of annual cost of living adjustments and one-time market equity adjustments which occurred in FY 2023/24. In addition to direct personnel costs, the indirect rates applied to the fees is also increasing commensurate with administrative costs, which further compounds the year-over-year increases.

**Agriculture Division**

The Agriculture Division acts under the jurisdiction and direction of the California Department of Food and Agriculture (CDFA), and the California Department of Pesticide Regulation (DPR), and works in cooperation with various federal, state, regional, and local agencies. The Agricultural Commissioner enforces the laws and regulations of the California Food and Agricultural Code, the California Code of Regulations, and local

ordinances while serving at the discretion of the County Board of Supervisors and the CDFA Secretary of Agriculture.

Historically, fees in the Agriculture Division have remained far below full cost recovery to help support the local agricultural community, and as a result, the General Fund is used to supplement division costs. In turn, the amount of General Fund contributed to the CDFA program activity costs within the Agricultural Division supports the County's Maintenance of Effort (MOE) for unclaimed gas tax revenue and helps leverage additional funding from the CDFA. Fee revenues for Agriculture services (excluding Cannabis) comprise only about 2-3% of the division's total revenues. Due to the recognition of the importance of agriculture within Sonoma County, the average increase for fees in the Agriculture Division will be 9%, bringing the Division to 76% of full cost recovery and with the understanding that the Department will not reach full cost recovery.

### **Land Stewardship Division**

The Land Stewardship Division administers the Sonoma County Vineyard and Orchard Site Development Ordinance, also known as VESCO, as well as Agricultural Grading and Drainage. Growers planting new vineyards, orchards, or replanting existing vineyards or orchards are required to meet standards within the Sonoma County Code and comply with requirements including best management practices (BMP) as established in the Agricultural Commissioner's BMP Guidelines. The proposed average fee increases of 16% within the Land Stewardship division will bring the Division to 80% full cost recovery.

### **Weights & Measures Division**

The Weights & Measures Division is committed to protecting the economic health of the community by preserving and maintaining confidence in the accuracy of weighing and measuring instruments, product standards, and business practices used in commerce. Through this balanced commitment and timely response to citizen requests, consumers and businesses are assured the means of accurate value comparison and fair competition.

The Automated Point of Sale Fees are to cover costs for point-of-sale scanner compliance. This is ensuring correct charges when a store scans the bar code on a package and the price rings up at the checkout counter. The Division's staff inspects to ensure the products sold are charged the correct listed price. Noncompliance with these regulations tend to effect underrepresented communities where small overcharges can have greater effect. In this way these fees support the County's Strategic Plan pillar of Racial Equity and Social Justice. The proposed fee average increases of 16% within the Weights & Measures Division will bring the Division to 84% full cost recovery.

### **Estimated Revenues**

The FY 2024-25 estimated revenue projections based on the proposed fee increase is approximately \$124,422. The Department is approximately 70% self-funded through state grant revenue and costs for services (fees) and receives approximately \$2.5 million in General Fund support to offset the balance. While

**Agenda Date:** 4/30/2024

the overarching goal is to implement fees for services that cover departmental costs, significant consideration was given to community impacts.

**Strategic Plan:**

N/A

**Racial Equity:**

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

No

**Prior Board Actions:**

03/26/2024 - The Board of Supervisors adopted a resolution introducing, reading the title, and waiving further reading of the proposed ordinance increasing and adjusting fees for the Department of Agriculture/Weights & Measures effective July 1, 2024 (<https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=6583885&GUID=7034C08B-F651-4832-AB7C-B0D8E64F8B45&Options=&Search=>)

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses		\$124,422	\$124,422
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$124,422</b>	<b>\$124,422</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other		\$124,422	\$124,422
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>		<b>\$124,422</b>	<b>\$124,422</b>

**Narrative Explanation of Fiscal Impacts:**

The Department anticipates an additional \$124,422 in revenue as a result of the proposed fee increases in FY 2024-25.

<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>

---

**Agenda Date:** 4/30/2024

---

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

N/A

**Attachments:**

1. Ordinance
2. Exhibit to Ordinance

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

N/A