



# COUNTY OF SONOMA

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

## SUMMARY REPORT

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**Agenda Date:** 3/12/2024

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**To:** Board of Supervisor  
**Department or Agency Name(s):** Board of Supervisors  
**Staff Name and Phone Number:** Susan Gorin, 707-565-2241  
**Vote Requirement:** Majority  
**Supervisorial District(s):** First

**Title:**  
Fee Waiver

**Recommended Action:**  
Approve a Fee Waiver of \$1,094.12 for encroachment permit fees for the Glen Ellen Firehouse Triangle Improvement Project. (First)

**Executive Summary:**  
The Glen Ellen Forum, a nonprofit community benefit organization is requesting a fee waiver for encroachment permit fees for the Glen Ellen Firehouse Triangle Improvement Projects.

**Discussion:**  
The Glen Ellen Forum Firehouse Triangle Improvement Project will make landscaping improvements to the county owned parcel located on Arnold Drive across from the Glen Ellen Firehouse. These improvements will transform a gravel lot in a highly visible location in Glen Ellen and beautify the public parcel.

**Strategic Plan:**  
N/A

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**  
No

**Prior Board Actions:**  
N/A

### FISCAL SUMMARY

<b>Expenditures</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested	1094.12		
<b>Total Expenditures</b>	1094.12		
<b>Funding Sources</b>			

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General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies	1094.12		
<b>Total Sources</b>	1094.12		

**Narrative Explanation of Fiscal Impacts:**

N/A

<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):**

None

**Attachments:**

Fee waiver form, narrative, invoice

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

None