



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Budget Overview

Introduction

The Recommended Budget prior to final budget hearings actions includes \$2.46 billion in total expenditures and 4,462 full time equivalent positions. It represents continuation of existing programs and implementing new items that the Board of Supervisors has previously approved within identified available resources. The Recommended budget does show a 10% increase based largely around budgeting for major capital projects, including the construction of a new Public Health Lab/Morgue and rehabilitation of facilities at Los Guilicos and potential purchases by Ag + Open Space that are anticipated to begin in Fiscal Year (FY) 2024-25, as well as program expansion in the Department of Health Services relying on state and federal grant funding, which were approved in FY 2023-24.

The Recommended Budget Book is available at:

<https://sonomacounty.ca.gov/Main%20County%20Site/Administrative%20Support%20%26%20Fiscal%20Services/CAO/Documents/Public%20Reports/Budget%20Reports/2024-2025/FY-2024-25-Recommended-Budget.pdf>

The enclosed Budget Hearing Binder materials provide additional information complementing the FY 2024-25 Recommended Budget. These materials include a review of County funds to identify sources that can be used during budget hearings, which have not yet been programmed in the Recommended Budget; departments and Board members funding requests; County Executive's recommendations for use of available funds ; Board Budget Inquiries submitted in April along with staff responses; County's Financial Policies revisions; County's Proposition 4 appropriations limit adoption; and supplemental budget adjustments to the FY 2024-25 Recommended Budget. The materials also include the budget resolutions that will codify the Board's close of hearing actions and adoption of the final revised Adopted FY 2024-25 budget.

What follows is a brief review of some of the key issues facing the County as we look toward the upcoming FY 2024-25 budget and its viability going in the following FY 2025-26

Discussion of Key Issues

State Budget Implications

On May 10th the Governor released the May Revised Budget, which includes significant cuts to state programs in order to address significant, multi-year revenue shortfalls. At the time of writing, the state legislature is still working with the Governor on the final package that must be adopted by June 15, 2024. While the ultimate implications for Sonoma County are not known, the May Revised Budget includes cuts to funding expected to impact the County's ability to deliver homeless programs, expansion of behavioral health services, and funding for broadband improvements intended to decrease the digital divide in our community. The County relies on state support in all of these areas, and thus key County programs and priorities are at risk. The Board's [Financial Policies](#) state that the County will not backfill state and federal funding reductions *without specific Board direction*.

The Departments of Health Services and Human Services are particularly dependent on state funding. While these departments maintain balances in a number of their funds based on state revenues (see Tab 10 for fund balances), these balances may be needed to support programs should funding be cut. Intergovernmental revenue, primarily state and federal, totals \$1.03 billion, or 42% of total County funding sources.

In-Home Support Services Agreements

The In-Home Support Services Public Authority is currently engaged in negotiations with SEIU 2015, which represents In-Home Support Services (IHSS) workers. The more than 6,000 IHSS providers in the County are paid through a mix of state, federal, and local funding. Because state and federal participation is capped, all labor increases beyond the state cap will primarily require County discretionary funding. Thus, new agreements could put significant pressure on the County's overall fiscal sustainability to maintain other programs.

County Center Replacement

Planning continues to replace the County's aging facilities. The Board has agreed to prioritize construction on the current County campus, which will allow for consolidation of a significant portion of the workforce while also freeing inefficiently used space for other purposes. The Public Infrastructure Department will be returning in July with an update and next steps related to the construction.

Homeless Costs

Each year in the Budget Hearing materials, we provide information on costs associated with homeless response and prevention for the prior complete fiscal year. The information provided below reflects homelessness costs incurred in FY 2022-23.

Due to the nature of homelessness prevention and response, the County does not have a financial account coding structure exclusively designed to track homelessness related expenses, as delivery of service interactions are not all identified as providing services to housed versus unhoused clients. Likewise, individuals may interact with a County department for a number of reasons, and their housing status may or may not be the leading cause for that interaction. Therefore, determining costs associated with addressing homelessness relies on considering expenditures as well as available case data. Ultimately, the reported costs are an approximation of actual expenses incurred due to these realities.

In total, in FY 2022-23 Countywide spending on homelessness prevention and response totaled almost \$97.8 million, a reduction of \$30 million (23.5%) due to the sunseting of large pandemic related state and federal grant programs in FY 2021-22. The largest share of these expenditures come from the Community Development Commission (CDC), which include funds that flow through the Continuum of Care (CoC) but are approved by the County's Board of Supervisors/Board of Commissioners. Note that the Homeless section housed in CDC transitioned to the Department of Health Services from FY 2022-23 into FY 2023-2024. The full impact of this change will be reflected in the cost data presented in next year's materials.

The enclosed table includes costs associated both with prevention, such as rental assistance programs/housing vouchers, as well as response, such as cleaning up homeless encampments in parks. Even the delineation between prevention and response can be nuanced. That said, the majority of costs in the Community Development Commission, Health Services, and Human Services departments can better be characterized as preventative costs, while response costs are attributable to the other departments.

Department/Program	FY21-22 APPROXIMATED ACTUAL	FY22-23 APPROXIMATED ACTUAL
Community Development Commission Programs		
Affordable Housing ⁱ	\$43,811,447	\$14,484,974
Ending Homelessness	\$13,891,245	\$12,945,705
Housing Authority	\$45,922,030	\$48,283,287
Community Development Commission Total	\$103,624,722	\$75,713,966
Health Services Programs		
Accessing Coordinated Care and Empowering Self Sufficiency (ACCESS) ⁱⁱ	\$6,738,393	\$3,998,925
Behavioral Health Acute Forensic	\$6,512,901	\$6,789,527
Behavioral Health Youth & Family	\$1,262,483	\$1,092,402
Health Service Total	\$14,513,777	\$11,880,854

Department/Program	FY21-22 APPROXIMATED ACTUAL	FY22-23 APPROXIMATED ACTUAL
Human Services Programs		
Adult & Aging	\$652,478	\$723,997
Employment & Training	\$3,134,517	\$3,183,500
Family Youth & Children	\$1,925,869	\$2,103,015
Human Services Total	\$5,712,864	\$6,010,512
District Attorney Total	\$236,683	\$237,939
Regional Parks Total ⁱⁱⁱ	\$379,889	\$839,825
Probation Total	\$1,500,878	\$1,562,959
Public Infrastructure Total	\$684,790	\$486,553
Sheriff- Law Enforcement Total ^{iv}	\$411,157	\$467,957
Sonoma Water Total ^v	\$800,000	\$620,326
Total Homelessness Prevention and Response Costs:	\$127,864,760	\$97,820,891

Description of Notable Changes – FY 2020-21 to FY 2021-22

ⁱ Emergency Rental Assistance Program funds were expended, and the program ended in FY 2021-22, resulting in less funding available for Affordable Housing.

ⁱⁱ COVID Emergency Response Grant funds were expended, and the program ended in FY 2021-22, resulting in less funding available for ACCESS programs.

ⁱⁱⁱ Regional Parks re-examined which expenditures to include in this analysis, which is an improvement in the methodology.

^{iv} Sheriff's Office does not include detention costs to house individuals self-reported as homeless.

^v Sonoma Water represents work performed in specific geographical areas. In FY 2022-23, fewer Supervised Adult Cleanup Crews were utilized than in the prior year.

Fiscal Outlook

The state economy has experienced a sustained year-over-year revenue growth following the end of the Great Recession. Even a string of natural disasters and the COVID 19 pandemic resulted in only limited reductions in our bay area economy and on County revenues. However, we are now seeing signs of slowing both locally and at the state level that suggest this period is ending.

High interest rates have driven down property sales, leading to a slowing in property tax growth, while the significant drop (35% between FY 2021-22 and FY 2022-23) in documentary transfer tax (charged on property ownership transfers) suggests that assessed property values, which form the basis for property tax growth, will increase only slowly in the next few years.

Sales tax has also slowed markedly and is expected to be near flat based on estimates from HdL, the County's sales tax consultants.

Combined with the expected reductions in state revenues and uncertainty inherent in election years, caution is strongly advised. We should assume that existing County discretionary resources will soon be needed to maintain services. Expanding services now is likely to lead to cuts in the medium term. *The time is now for conservative fiscal decisions so we can position ourselves to be able to pivot and adapt to limit county service disruptions.*

Layout of the Binder

Budget Hearings Overview (Tab 1)

This tab includes this Overview Memo and the Budget Hearing Schedule. The Budget Hearings begin on Tuesday, June 11, at 8:30 a.m. and have been publicly noticed to continue from day-to-day for up to fourteen days. Public comment on the Budget has been scheduled for each day.

Available Sources Memo (Tab 2)

The Available Sources memo summarizes the sources of discretionary revenue available to fund requests represented on the Budget Hearing Deliberation Tool.

Budget Hearing Deliberation Tool (Tab 3)

The Budget Hearing Deliberation Tool illustrates the requests for department-funded program changes as well as requests for discretionary funding. It also includes Board Budget Requests. Details on the organization of the Budget Hearing Deliberation Tool are included in the cover memo for that tab. The cover memo also includes County Executive funding recommendations.

General Fund Reserve Memo (Tab 4)

This tab provides an overview memo of the General Fund Reserve balance and policies.

Add Backs and Program Changes (Tab 5)

This tab provides Add Back and Program Change Requests description and justifications submitted by departments.

Board Member Budget Requests (Tab 6)

This tab includes funding requests received from the Board of Supervisors and, where relevant and information is available, a staff response for the Board's consideration.

Board Information Requests (Tab 7)

This tab includes responses to the Board Information Requests (BIRs) received in conjunction with the Spring Budget Workshops in April.

Supplemental Budget Adjustments (Tab 8)

This tab presents Supplemental Budget Adjustments, which are administrative or are tied to Board approved actions that have occurred between the submission of the Recommended Budget by departments to the County Executive on February 28, 2024, and the June Budget Hearings.

Summary of Position Changes (Tab 9)

This section provides a summary of position changes from the FY 2023-24 Adopted Budget through the present, including changes made during FY 2023-24, changes in the FY 2024-25 Recommended Budget and changes in Supplemental Adjustments.

Fund Balance Memo and Directory (Tab 10)

This tab provides an overview memo of the Fund Balance Directory, which includes all the budgetary funds uses governed by the Board.

Financial Policy Updates (Tab 11)

This tab contains the County's Financial Policies, with any changes displayed in track changes. Enclosed version does not include any recommended changes.

Appropriations Limits (Proposition 4) (Tab 12)

This tab provides the details for the calculations for the FY 2024-25 appropriations limits for the County and for various special districts and agencies governed by the Board of Supervisors, and the associated Resolutions. Each year the County Board must approve an appropriations limit for the year, which dictates the total amount of tax revenue and certain related revenue streams that can be appropriated during a fiscal year.

Tribal Mitigation Funds (Tab 13)

This tab contains a summary of the three tribal mitigation funds and recommendations for certain fund balance use as well as FY 2024-25 ongoing appropriations related to the revenue received under the new Memorandum of Understanding with the Federated Indians of Graton Rancheria.

Board Resolutions (Tab 14)

This tab contains the two resolutions and related exhibits with which the Board codifies their approval in order to officially adopt the FY 2024-25 Budget. The Concurrent Resolution contains the actions necessary for the Auditor-Controller-Treasurer-Tax-Collector and the County Executive to implement the Adopted Budget. The Concurrent Resolution includes four exhibits as follows:

Exhibit A – The Final Budget Adjustment Tool, approved by straw vote in advance of the formal adoption.

Exhibit B – A list of the Governmental Entities governed by the Board.

Exhibit C – Supplemental Budget Adjustments.

Exhibit D – Contains a Countywide summary of positions by department and the Position Allocation List for FY 2023-24.

This tab also includes the Resolution for the Sonoma Valley County Sanitation District.

Overview of Budget Hearings/Budget Schedule

The Budget Hearings are slated to take place over three days. They will begin on Tuesday, June 11 at 8:30 a.m. The first day will include presentations on the budget and available sources.

Time permitting, the Board may begin deliberations on Tuesday afternoon. If deliberations are completed on Tuesday, Budget Hearings will be continued until Friday, June 14, otherwise deliberations will continue on Wednesday.

On Wednesday, June 12, the Board will continue deliberations, if needed. It is anticipated that deliberations will conclude on this day with a straw vote on the adopted budget.

There will be no Budget Hearings on Thursday, June 13, in order to enable staff to finalize the budget resolution and other materials in anticipation of adoption.

On Friday, June 14, it is anticipated that the Board will hear an overview of changes reflecting direction given during the hearings and will adopt the budget.

Should the Board require additional time for deliberations, hearings may be continued to the week of June 17.

A detailed schedule is below.



FY 2024-25 Budget Hearing Schedule

- **Day 1 – Tuesday, June 11 at 8:30 am**
 - 8:35 AM: Public Comment on the Budget
 - Budget Overview Presentation
 - Available Sources (Tab 2), CAO Recommendations (Tab 3), Budget Deliberation Tool Overview (Tab 3, Attachment 2)
 - Straw Vote on Available Sources (ACTION)
 - Lunch
 - Review and Straw Vote on Department-Funded Program Change Requests (Tab 3, Attachment 1) (ACTION)
 - Begin Deliberations
- **Day 2 (if necessary) – Wednesday, June 12 at 9:00 am**
 - 9:05 AM: Public Comment on the Budget
 - Continue Deliberations
 - Lunch
 - Continue Deliberations
 - Direction to Staff (Straw Vote)
- **Day 3 – Friday, June 14 at 9:00 am**
 - 9:05 AM: Public Comment on the Budget
 - Recap of Budget Deliberation Tool and Other Actions
 - Adoption of the FY 2024-25 Budget, Financial Policies, and Prop 4 Appropriations Limits (Tab 12)



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Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Available Sources

This memo provides an overview of sources available to fund departments' add-back requests, program change requests, Board Budget Requests, County Executive recommendations, or other Board priorities during Budget Hearing Deliberations. These requests are listed in the Budget Deliberation Tool (**Tab 3**) and are described in more detail in **Tab 5 – Add Backs and Program Change Requests**; and **Tab 6 – Board Budget Requests**.

It is important to emphasize that the Board's adopted Financial Policies include the Basic Fiscal Principle to deliver County services and programs based on a structurally balanced budget. Consequently, the CEO/CAO recommendations are based on existing Board policies.

On-Going Sources: \$4.1 million

General Fund Capacity, \$3.6 million

Final General Fund projections include ongoing capacity of \$3,571,562 above what was utilized to balance the Recommended Budget. This balance is largely the result of updated property tax growth projections.

Reinvestment and Revitalization Fund, \$519,098

The Reinvestment and Revitalization Fund is expected to grow moderately over prior year with property tax growth. This increase is programmed based on actual revenues from FY 2023-24, and there is strong confidence that it will be available in FY 2024-25. This additional capacity can be utilized to fund ongoing demands.

One-Time Sources: \$45.2 million

The one-time sources provided here are based on current FY 2023-24 estimated year-end fund balances as June 30, 2024. These funds are also displayed within **Tab 10 – Fund Balance Directory**. However, in some cases the amount here may be less than the amount discussed in the directory for the following reason: Fund balances in the directory show projected FY 2024-25 year-end positions as of June 30, 2025, or approximately 1 year from now. Staff do not recommend programming fund balances not expected to be realized by June 30, 2024, at the end of this Fiscal Year, because any expected increases in FY 2024-25 are still hypothetical.

General Fund FY 2023-24 Year End Fund Balance, \$13.8 million

The final year-end fund balance will not be known until after the close of books in July. Annually, staff estimate fund balance based on third quarter estimates and recommend an amount that will be achieved with high confidence to make available at budget hearings. The General Fund is expected to end the year with \$13,834,027 in available fund balance. This increase is driven primarily by five factors:

- 1) Property tax revenue is estimated to be \$4.4 million above budget, after accounting for the allocation of 40% of growth beyond the budget to the County Center Modernization fund in accordance with Board policy.
- 2) Increased interest rates have led to approximately \$4.9 million in additional interest earnings.
- 3) Based on year-to-date expenditures, approximately \$3.0 million in General Fund Contingencies are expected to be unused, and thus flow into fund balance.
- 4) Salary and benefits costs are expected to be approximately \$9.5 million under the FY 2023-24 Adopted Budget totals.
- 5) These savings are partially offset by lower than anticipated departmental revenues, primarily in Permit Sonoma, due to decreased license and permit revenue and decreased fines and penalties, and in Proposition 172 Public Safety revenues.

In total, estimated year-end fund balance is significantly lower than in the prior year, when \$29.4 million was programmed, primarily due to decreased salary savings as vacancy rates have decreased.

Teeter Fund available balance, \$4.9 million

State law requires that the Tax Loss Reserve Fund (commonly known as the “Teeter Fund”) maintain a reserve equal to at least 1% of the tax levy. County Financial Policies require that a reserve of 1.5% of levy be maintained to ensure that sufficient balance exists. In preparation for Budget Hearings, the Auditor-Controller-Treasurer-Tax Collector prepared estimates for the fund which show a FY 2023-24 year-end balance of \$4,852,954 above the 1.5% level set by policy. The estimate was tested utilizing 4-year projections to ensure that sufficient balance would remain to meet annual expenditures programmed while maintaining a balance of 1.5% of the tax levy in alignment with Board policy. Because this analysis showed the fund remaining

secure, staff are able to recommend that the expected year-end balance in excess of actuals be made available for use as one-time funding.

Reinvestment and Revitalization Fund available Fund Balance, \$2.9 million

The Reinvestment and Revitalization Fund has experienced unanticipated revenue growth in FY 2023-24, as discussed above. The number proposed here is the available fund balance based on actual receipts and is larger than the number in the fund balance directory, as the final receipts were not known when the third quarter estimates were developed. The balance listed here leaves all existing earmarks in place, as outlined in **Tab 10**.

Graton Casino Tribal Mitigation Fund, \$21.8 million

As part of this budget, staff are making recommendations for the programming of ongoing revenues under the Amended and Restated Intergovernmental Mitigation Agreement, which the Board approved on June 6, 2023. There are also recommendations for use of fund balance accrued under the prior agreement. Recommendations for funding use can be found in **Tab 13**. The majority of the fund balance recommended for use are allocated to items submitted previously by departments specific to this funding source. There is also \$1.6 million of fund balance originally related to law and justice and affordable housing, as well as purely discretionary in lieu transient occupancy tax and interest earnings, that is unprogrammed and available for program change requests.

Lytton Tribal Memorandum of Agreement, \$750,000

Tab 13 outlines recommendations related to use of \$750,000 of fund balance in the Lytton tribal fund. This amount is recommended for programming for the uses discussed in that memo. Should the recommendations not be accepted this funding is not available for discretionary use.

Criminal Justice Fee Backfill Fund Balance, \$1 million

Chapter 257, Statutes of 2021 (AB 177) eliminated 17 criminal administrative fees previously charged by local governments to individuals arrested, prosecuted, or convicted of a crime. In addition, AB 177 set aside \$25 million in FY 2021-22 and \$50 million in FY 2022-23 and ongoing to backfill counties for estimated lost revenue. Of the \$50 million statewide amount, Sonoma County receives a flat revenue loss backfill allocation of \$663,522 annually. On December 16, 2022, the County received a partial \$331,761 retroactive allocation covering the latter six months of FY 2020-21 and a \$663,522 allocation for FY 2022-23, for a total of \$995,283. These funds were set-aside in the Designated Purposes Fund for future use. Per the legislation, the Board of Supervisors has authority to determine how to spend the AB 177 backfill funds; however, funding uses are restricted to services, strategies, and program enhancements supporting criminal justice departments.



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Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Budget Hearing Tool and County Executive Funding Recommendations

This memo provides the County Executive's recommendations associated with department/agency submitted budget requests, and recommendations based on board policy. These items are in addition to the items in the Recommended Budget, and will be considered by your Board during Hearings. Relevant to these recommendations is the overview of available funds described in Tab 2.

An overview of the Budget Hearings Adjustments Tool, which will be used at budget hearings, as well as an overview of department-funded program change requests, which do not require additional discretionary funding, are also found in this memo.

Ongoing Discretionary Funding, \$4.1 million

Recommended Add-Backs and Program Change Requests, \$3.4 million: includes \$482,000 for add backs to restore costs related to the Emergency Operations Center (EOC) which are required even when the EOC is not activated, and \$2.9 million for Program Change Requests which represent programming expansion beyond existing baseline. In keeping with approved Fiscal Policy, Add-Backs related to cuts in state and federal funding are not recommended for restoration. If approved, the recommendations to program new ongoing funds would add 11.30 FTE positions. While no departments that submitted ongoing requests are seeing all requests met, these recommendations target some of the highest priority items informed by the April Workshops conversations across 10 departments while staying within the modest resources available. The full list of recommended changes appears in the draft tool, which is Attachment 1 to this item. Requests in the attachment are color coded with *Green* = recommended for funding, *Yellow* = recommended if funding is available, and *Red* = not recommended at this time.

Available for Additional Board Priorities, \$725,094: Should the recommendations be accepted, about \$725,000 in estimated ongoing funding will remain. This funding will be available should the Board identify other add-backs or program change requests that they wish to fund or should there be interest in funding ongoing Board requests. *Given the level of uncertainty around future funding, the Board also could opt to preserve the estimated remaining capacity to increase reserves or as additional Contingencies that could be utilized should needs arise during the year.*

One Time Discretionary Funding, \$45.2 million

Contribution to Reserves, \$788,794: As is outlined in the General Fund Reserve Memo (Tab 4), the Board has set a target for Reserves equal to two-months operating revenues. In order to reach this target, the During FY 2022-23 Budget Hearings, the Board agreed to consider adding 1% to reserve levels each year, when funds are available. Due to limited available funding in FY 2024-25, the County Executive is not recommending the next 1% increase that will elevate reserves to 11.2% in FY 2024-25. Instead, staff recommends an increase equivalent to ensure that the current level of reserves does not erode below the current funding level towards our 16.7% optimal target, which is 10.2% of General Fund sources.

Increase FEMA Audit Reserves, \$1,066,000: The County's Fiscal Policies establish a FEMA Audit Reserve, which is to be equal to 20% of all FEMA reimbursements. While few reimbursements for General Fund projects have materialized during FY2023-24, some reimbursements have been received for Roads projects; those reimbursement amounts return directly to the Public Infrastructure Department (SoCoPi). However, the audit reserve is maintained for all FEMA reimbursements – both those that go directly back to departments (such as SoCoPi and Regional Parks) as well as those that are expected to return to the countywide General Fund. The Auditor's Office has completed an analysis of reserve funding levels for each project and has determined that the approximately \$1.1 million is needed to maintain the 20% audit reserve level capacity to cure negative audit findings for reimbursements received.

Recommendations for one-time uses in the Tribal Memo (Tab 13), \$20,974,277: staff is recommending the use of \$20,974,277 in one-time use of fund balance from the Graton Tribal Mitigation Fund as laid out in the memo in Tab 13.

Recommended Department Add-Backs and Program Change Requests, \$20.7 million: The County Executive recommends funding one (1) add back within Public Infrastructure programming and 16 Program Change Requests that utilize one-time funding, either in their entirety or supporting one-time expenses within ongoing requests. More than half or \$11.5 million is related to construction of a new Public Health Lab and Morgue (see BIR08 in Tab 7 for more information on cost increases). Additional items include funding for a contract with Solano County to house some Sonoma County inmates until the Main Adult Detention Facility is fully staffed and thus ensure adequate program delivery, and funding to finance hiring incentives in the Sheriff's Office and the Probation Department. Other items recommended include funding for the Community Development Commission (CDC) for affordable housing

planning and improvements, and funding for the Public Defender for an extra-help immigration attorney for 2 years. The full list of recommendations is available in Attachment 1.

Available for additional Board priorities, \$1.6 million: Should the recommendations be accepted, about \$1.6 million in one-time funding will remain. This funding will be available should the Board identify other add-backs or program change requests that they wish to fund or should the majority decide to prioritize for FY 2024-25 one-time Board requests. *Given the level of uncertainty around future funding, the Board also could opt to preserve the estimated remaining capacity to increase reserves or as additional Contingencies that could be utilized should needs arise during the year.*

Resolution Includes Recommendations for Potential Additional Year-End General Fund Balance:

The final FY 2023-24 year-end fund balance will not be known until after the close of books in July of 2024. If there is year-end fund balance in excess of the amounts programmed at Budget Hearings, staff makes the following recommendations:

- 1) The first \$6,725,330 of available fund balance above what is programmed in the Adopted Budget should go toward increasing General Fund Reserves. This is the additional value that is needed to increase Reserves by the original target of 1% and would bring total General Fund Reserve levels to 11.2% of operating revenues.
- 2) Any additional funding above \$6,725,330 shall be distributed equally between: paying down unfunded pension liabilities; increasing General Fund reserves; and providing additional funding to the County Center Replacement Project.

Alternatively, the Board could direct staff to revise the draft Resolution to direct one third to Reserves, one third to paying down pension liability, and one third to finance the County Center Replacement Project.

Department Funded Requests: \$8.5 million

In addition to Program Change Requests that require County discretionary funding, departments submitted requests that are estimated by department/agency staff to be funded with department-specific resources, such as grants (usually state/federal) or accumulated not yet programmed fund balance available for specific uses. The funding sources related to these requests are not general government purpose, and therefore are usually not available for Board discretionary use. Because these items call for establishment of new programs or positions, or expansion of current programs, they are intentionally submitted as Program Change Requests and not as part of recommended budgets, which allows CAO staff to carefully review given that requests may involve volatile funding. A full list of these requests appears as Attachment 2 in this memo. This year the County Executive is recommending that 26 program change requests totaling \$8.5 million and requesting addition of 23.0 FTE positions be approved. The majority of

these (\$6.2 million and 13.0 FTE) are in the Department of Health Services and the Human Services Department.

This year, there are two Program Change Requests that were submitted as department-funded which are not recommended for approval at budget hearings. One is from the Department of Health Services and includes use of State funds that are slated for reduction in the May Revised Budget. Should the funding be in place after final adoption of the State Budget, the Department may return with a separate Board item related to this request. The second is from the Information Systems Department. It requests that two time-limited positions be made permanent. These positions are currently approved through FY 2026-27. Staff recommends reconsidering the request closer to the expiration date of the positions when available funding and long-term needs will become clearer.

Organization of the Budget Deliberation Tool

Description of Columns

- **Row #** contains a reference number to assist the Board in finding and discussing the various requests during budget hearings.
- **Request ID** is the unique identifier for each request and can be used to locate detailed descriptions of requests in Tab 6 (for Board Budget Requests) or Tab 5 (for department budget requests).
- **Title/Short Description** provides a short description of the request. More details can be found in Tab 5 and Tab 6.
- **Tab** explains which tab additional information on a request can be found in.
- **One-time Funding Requested** is the total amount of discretionary one-time funding being requested.
- **Ongoing Funding Requested** is the total amount of discretionary ongoing funding being requested.
- **Board Direction** will be used to capture final direction from the Board during Budget Hearings. It has been populated with “Recommended” for items that the CAO is recommending. This will be changed to “Approved” if an item is approved in its entirety, or other specific directions may be entered.
- **Gross Expenditures** is the total amount of expenditures requested by an item. In some cases, this may be different than the amount of discretionary funding requested if the department is using a mixture of departmental and discretionary sources.
- **Revenues & Reimb/Use of Fund Balance** is the total amount of departmental revenues, reimbursements, or use of fund balance that is being utilized in addition to any discretionary request.
- **FTE Req** is the total number of Full Time Equivalent (FTE) positions being requested by an item. This number is net of any positions being deleted in the item.
- **One-Time** is the total amount of one-time funding recommended or approved for an item. This number is pre-populated for items that are recommended by the County Executive and will be adjusted during Budget Hearings to reflect Board direction. The

top of this column includes the total amount of one-time funding available (see Tab 2), the sum of approved/recommended uses, and the amount remaining after these approved uses. These fields will update during Budget Hearings as Board decisions are made.

- **Ongoing** is the total amount of ongoing funding recommended or approved for an item. This number is pre-populated for items that are recommended by the County Executive and will be adjusted during Budget Hearings to reflect Board direction. The top of this column includes the total amount of one-time funding available (see Tab 2), the sum of approved/recommended uses, and the amount remaining after these approved uses. These fields will update during Budget Hearings as Board decisions are made.

Description of Request Groupings and Color Coding

The Budget Deliberation Tool is organized according to color into three sections:

- 1) Recommended Items, including County Executive recommended items and Department Requests that are recommended for funding, appear at the top of the sheet, and appear in green.
- 2) Department Requests that are not recommended for funding appear below the County Executive Recommendations. Items may not be recommended due to a lack of available funding, a lack of a complete business case, or both. This section has been divided into two colors: items in yellow represent items that the County Executive would recommend consideration of if the Board chooses to go beyond the top recommendations. Items in red have larger concerns either over business case, sustainability, or requested amount, and are not recommended for funding at this time without additional analysis and information.
- 3) Board Budget Requests appear in White at the bottom of the sheet. Narrative details of requests and a brief response by staff are available in Tab 6. The County Executive does not make specific recommendations on these items.

Attachments

- 1 – Budget Hearing Deliberation Tool
- 2 – Department-Funded Program Change Requests





Attachment 2: Budget Hearing Deliberation Tool

DRAFT - Exhibit A

											One-time	Ongoing
Total Available (Board Determined):											\$ 45,151,825	\$ 4,090,660
Sum of Approved Uses:											\$ 43,548,442	\$ 3,365,566
Remaining											\$ 1,603,383	\$ 725,094
Row #	Request ID	Department/BOS Member	Title/Short Description	Tab	One-time Funding Requested	Ongoing Funding Requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
CAO Recommendations												
1	NonDpt-PCR-01	CAO Recommendation	Increase FEMA Audit Reserves.	Tab 01	\$ 1,066,000	\$ -	Recommended	\$ 1,066,000	\$ -	0.00	\$ 1,066,000	\$ -
2	NonDpt-PCR-02	CAO Recommendation	Increase General Fund Reserves.	Tab 01	\$ 788,794	\$ -	Recommended	\$ 788,794	\$ -	0.00	\$ 788,794	\$ -
3	NonDpt-PCR-03	CAO Recommendation	Recommended one-time uses of Tribal funds as outlined in Tab 13.	Tab 13	\$ 20,974,277	\$ -	Recommended	\$ 20,974,277	\$ -	0.00	\$ 20,974,277	\$ -
Department Funding Requests - Recommended for Funding												
4	ACTTC-PCR-01	Auditor-Controller-Treasurer-Tax Collector	Upgrade of Collection System.	Tab 05	\$ 92,000	\$ -	Recommended	\$ 92,000	\$ -	0.00	\$ 92,000	\$ -
5	AGC-PCR-03	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Senior Agricultural Program Assistant and delete 0.7 Vacant Agricultural/Weights & Measures Inspector III in the Agricultural Division.	Tab 05	\$ -	\$ 29,865	Recommended	\$ 29,865	\$ -	0.30	\$ -	\$ 29,865
6	AGC-PCR-04	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Inspector III to the Weights & Measures Division. One time includes purchase of specialized vehicle, special equiment, and associated program costs.	Tab 05	\$ 75,000	\$ 195,000	Recommended	\$ 270,000	\$ -	1.00	\$ 75,000	\$ 195,000
7	CAO-PCR-01	Board of Supervisors/County Administrator	Add 1.0 FTE Assistant County Administrator to support the expanded workload resulting from Board direction to transfer management authority of additional County departments to the County Executive.	Tab 05	\$ -	\$ 445,875	Recommended	\$ 445,875	\$ -	1.00	\$ -	\$ 445,875
8	CAO-PCR-05	Board of Supervisors/County Administrator	Implement Municipal Advisory Council best practices and host quarterly knowledge sharing convenings.	Tab 05	\$ 25,000	\$ -	Recommended	\$ 25,000	\$ -	0.00	\$ 25,000	\$ -
9	CDC-PCR-01	Community Development Comm.	Funding to cover repairs and maintenance costs associated with CDC owned and/or leased properties on Sonoma Ave in Santa Rosa and Arthur St in Cotati.	Tab 05	\$ 300,000	\$ -	Recommended	\$ 300,000	\$ -	0.00	\$ 300,000	\$ -
10	CDC-PCR-03	Community Development Comm.	Consultant for development, community engagement, and preparation of HUD required affordable housing 5-year Consolidated Plan.	Tab 05	\$ 100,000	\$ -	Recommended	\$ 100,000	\$ -	0.00	\$ 100,000	\$ -
11	CRA-PCR-05	Clerk- Recorder-Assessor	Convert time-limited Appraiser III to permanent for increased Prop 19 workload.	Tab 05	\$ -	\$ 189,738	Recommended	\$ 189,738	\$ -	1.00	\$ -	\$ 189,738
12	CRA-PCR-09	Clerk- Recorder-Assessor	Convert 1.0 FTE time-limited Clerk-Recorder-Assessor Specialist II to permanent for increased Prop 19 workload.	Tab 05	\$ -	\$ 133,325	Recommended	\$ 133,325	\$ -	1.00	\$ -	\$ 133,325
13	CRA-PCR-10	Clerk- Recorder-Assessor	Add 1.0 FTE Program Development Manager (Election Manager) and delete 1.0 FTE Department Information Systems Coordinator to better align staffing with elections processes.	Tab 05	\$ 1,000	\$ 13,918	Recommended	\$ 14,918	\$ -	0.00	\$ 1,000	\$ 13,918
14	DA-PCR-02	District Attorney	Add 1.0 FTE District Attorney's Office Family Justice Center Department Analyst to support grant writing and other funding-related efforts in order to expand the FJC capabilities.	Tab 05	\$ 3,500	\$ 212,205	Recommended	\$ 215,705	\$ -	1.00	\$ 3,500	\$ 212,205

Attachment 2: Budget Hearing Deliberation Tool

Row #	Request ID	Department/BOS Member	Title/Short Description	Tab	One-time Funding Requested	Ongoing Funding Requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
15	DA-PCR-04	District Attorney	Add 1.0 FTE Senior Legal Processor and delete 1.0 Legal Processor I/II to support the Discovery Desk, process reports and digital evidence, assess criminal history and prior convictions for charged individuals.	Tab 05	\$ -	\$ 12,165	Recommended	\$ 12,165	\$ -	0.00	\$ -	\$ 12,165
16	DCCS-PCR-02	Child Support Services	Leadership and Management Cultural Innovation Investment training program.	Tab 05	\$ 53,743	\$ -	Recommended	\$ 53,743	\$ -	0.00	\$ 53,743	\$ -
17	DEM-AB-02	Dept of Emergency Management	Emergency Operations Resources Operating and Maintenance Budget.	Tab 05	\$ -	\$ 482,307	Recommended	\$ 482,307	\$ -	0.00	\$ -	\$ 482,307
18	DEM-PCR-02	Dept of Emergency Management	Add 1.0 FTE Community Preparedness Coordinator [CST: Deputy Emergency Services Coordinator].	Tab 05	\$ -	\$ 192,120	Recommended	\$ 192,120	\$ -	1.00	\$ -	\$ 192,120
19	DEM-PCR-03 (Partial)	Dept of Emergency Management	Add 1.0 FTE Principal Emergency Services Coordinator to establish dedicated capacity that will mananage the required Cal-OES Multi-Jurisdictional Hazard Mitigation Plan updates and projects' implementation tracking and reporting for the county's operational area.	Tab 05	\$ -	\$ 248,707	Recommended	\$ 248,707	\$ -	1.00	\$ -	\$ 248,707
20	DHS-PCR-05	Health Services	Samuel L. Jones Hall Emergency Shelter Operational Funding Agreement for annual support of the shelter, funded through General Fund.	Tab 05	\$ -	\$ 255,000	Recommended	\$ 510,000	\$ 255,000	0.00	\$ -	\$ 255,000
21	DHS-PCR-06	Health Services	West County Community Services Rental-Waiver for two more one-year terms, funded through the General Fund.	Tab 05	\$ 277,176	\$ -	Recommended	\$ 554,352	\$ 277,176	0.00	\$ 277,176	\$ -
22	EDB-PCR-02	Economic Development Board	Addition of 1.0 Administrative Aide to serve as Business Diversity Program Coordinator.	Tab 05	\$ -	\$ 165,000	Recommended	\$ 165,000	\$ -	1.00	\$ -	\$ 165,000
23	EO-PCR-01	Equity Office	Add 1.0 FTE Racial Equity Programs Department Analyst to support the implementation of the Racial Equity Action Plan.	Tab 05	\$ -	\$ 193,953	Recommended	\$ 193,953	\$ -	1.00	\$ -	\$ 193,953
24	EO-PCR-02	Equity Office	Add 1.0 FTE Department Analyst and delete 1.0 FTE Secretary to better support Administrative operations of the Office of Equity.	Tab 05	\$ 19,395	\$ 70,670	Recommended	\$ 90,065	\$ -	0.00	\$ 19,395	\$ 70,670
25	IOLERO-PCR-02	IOLERO	Add 1.0 FTE Deputy Director for \$159,000 of ongoing. May be absorbed within the 1% true up in the future.	Tab 05	\$ -	\$ 159,000	Recommended	\$ 159,000	\$ -	1.00	\$ -	\$ 159,000
26	PD-PCR-01	Public Defender	Add 1.0 FTE Misdemeanor Attorney to address projected 30% increase in misdemeanor case filings and correct courtroom staffing challenges.	Tab 05	\$ -	\$ 366,718	Recommended	\$ 366,718	\$ -	1.00	\$ -	\$ 366,718
27	PD-PCR-07	Public Defender	Add 1.0 Extra-Help Immigration Attorney for 2 years to represent non-citizen clients and bolster constitutionally mandated social equity and justice.	Tab 05	\$ 459,548	\$ -	Recommended	\$ 459,548	\$ -	0.00	\$ 459,548	\$ -
28	PROB-PCR-04	Probation	One-time Accelerated Hiring and Staff Retention Costs.	Tab 05	\$ 495,000	\$ -	Recommended	\$ 495,000	\$ -	0.00	\$ 495,000	\$ -
29	SHF-PCR-05	Sheriff's Office	Fund obligated hiring incentive payments for Sheriff's staff hired in FY 22-23 and FY 23-24.	Tab 05	\$ 1,255,000	\$ -	Recommended	\$ 1,255,000	\$ -	0.00	\$ 1,255,000	\$ -
30	SHF-PCR-07	Sheriff's Office	Essential equipment upgrade to County Telecommunications Network.	Tab 05	\$ 345,844	\$ -	Recommended	\$ 345,844	\$ -	0.00	\$ 345,844	\$ -
31	SHF-PCR-08	Sheriff's Office	Extend Solano County Inmate Housing Contract Services into Fiscal Year 24-25.	Tab 05	\$ 4,644,312	\$ -	Recommended	\$ 4,644,312	\$ -	0.00	\$ 4,644,312	\$ -
32	SoCoPi-AB-01	Sonoma County Public Infrastructure	Offsetting incident cost related to disaster service work.	Tab 05	\$ 1,114,424	\$ -	Recommended	\$ 1,114,424	\$ -	0.00	\$ 1,114,424	\$ -
33	SoCoPi-PCR-10	Sonoma County Public Infrastructure	Public Health lab and Morgue.	Tab 05	\$ 11,458,429	\$ -	Recommended	\$ 11,458,429	\$ -	0.00	\$ 11,458,429	\$ -

Attachment 2: Budget Hearing Deliberation Tool

Row #	Request ID	Department/BOS Member	Title/Short Description	Tab	One-time Funding Requested	Ongoing Funding Requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
Department Funding Requests - Not Recommended for Funding												
34	AGC-PCR-01	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Deputy Agricultural Commissioner to the Weights & Measures Division. One time includes purchase of specialized vehicle, special equipment, and associated program costs.	Tab 05	\$ 75,000	\$ 215,000		\$ 290,000	\$ -	1.00	\$ -	\$ -
35	AGC-PCR-02	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Department Analyst and delete 0.8 vacant Office Assistant II in the Administration Division.	Tab 05	\$ -	\$ 112,000		\$ 112,000	\$ -	0.20	\$ -	\$ -
36	CAO-PCR-02	Board of Supervisors/County Administrator	Contractor assistance for departmental grant management and consulting services.	Tab 05	\$ -	\$ 150,000		\$ 150,000	\$ -	0.00	\$ -	\$ -
37	CAO-PCR-03	Board of Supervisors/County Administrator	Climate Action and Resiliency Blueprint Consultant Services	Tab 05	\$ 125,000	\$ -		\$ 125,000	\$ -	0.00	\$ -	\$ -
38	CAO-PCR-04	Board of Supervisors/County Administrator	Explore creating a new zone of benefit within County Service Area 41 to finance new neighborhood parks and plazas. Unincorporated Ad-Hoc.	Tab 05	\$ 148,000	\$ -		\$ 148,000	\$ -	0.00	\$ -	\$ -
39	CAO-PCR-09	Board of Supervisors/County Administrator	Develop a new County-wide policy for implementing equitable stipends for Board-appointed members serving on committees and commissions, focused on enhancing civic engagement and public participation. Unincorporated Ad-Hoc.	Tab 05	\$ -	\$ 350,000		\$ 350,000	\$ -	0.00	\$ -	\$ -
40	CDC-PCR-02	Community Development Comm.	Addition of 1 FTE: Community Development Assistant Manager for construction projects.	Tab 05	\$ -	\$ 238,919		\$ 477,838	\$ 238,919	1.00	\$ -	\$ -
41	CRA-PCR-06	Clerk- Recorder-Assessor	Add 1.0 FTE Assessment Specialist for increased workload from Prop 19.	Tab 05	\$ 11,000	\$ 156,915		\$ 167,915	\$ -	1.00	\$ -	\$ -
42	CRA-PCR-07	Clerk- Recorder-Assessor	Add 1.0 FTE Assessment Specialist for increase workload from Prop 19.	Tab 05	\$ 11,000	\$ 156,915		\$ 167,915	\$ -	1.00	\$ -	\$ -
43	CRA-PCR-08	Clerk- Recorder-Assessor	Add 1.0 FTE Senior Clerk-Recorder-Assessor Specialist for increase workload from Prop 19	Tab 05	\$ 11,000	\$ 142,759		\$ 153,759	\$ -	1.00	\$ -	\$ -
44	DA-AB-01	District Attorney	Restoration of 3 Victim Witness Advocates for the victim assistance program due to state/federal funding reduction.	Tab 05	\$ -	\$ 401,574		\$ 401,574	\$ -	3.00	\$ -	\$ -
45	DA-PCR-01	District Attorney	Add 1.0 FTE District Attorney's Office Family Justice Center Victim Witness Advocate I/II (Working Title: Navigator) to provide critical support for victims and witness to crimes.	Tab 05	\$ 3,500	\$ 179,327		\$ 182,827	\$ -	1.00	\$ -	\$ -
46	DEM-AB-03	Dept of Emergency Management	Staffing, advertising, and outreach for annual community emergency evacuation exercises.	Tab 05	\$ 50,000	\$ -		\$ 35,000	\$ (15,000)	0.00	\$ -	\$ -
47	EO-PCR-07	Equity Office	\$100,000 a year to support the development of the Racial Equity Learning Program and to develop permanent capacity for of key programs and initiatives, including the implementation of the Racial Equity Action Plan (REAP).	Tab 05	\$ -	\$ 100,000		\$ 100,000	\$ -	0.00	\$ -	\$ -
48	HR-PCR-01	Human Resources	Add 3.0 FTE to enhance Recruitment and Classification.	Tab 05	\$ 4,000	\$ 560,267		\$ 564,267	\$ -	3.00	\$ -	\$ -
49	HR-PCR-02	Human Resources	Workforce Development - Enhanced training for new supervisors, Racial Equity, and DISC training.	Tab 05	\$ 22,170	\$ 205,290		\$ 227,460	\$ -	0.00	\$ -	\$ -

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Row #	Request ID	Department/BOS Member	Title/Short Description	Tab	One-time Funding Requested	Ongoing Funding Requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
50	HSD-PCR-08	Human Services	The Economic Assistance (EA) Division is requesting to add 1.0 FTE Social Service Worker III (SSW III) position to act as a “Community Resource Navigator” at the Sonoma East County Center site. This position will be the first contact for clients and will provide information and referrals to the public who come to the Sonoma lobby, triage urgent customer needs, and support the County’s No Wrong Door policy.	Tab 05	\$ -	\$ 179,200		\$ 179,200	\$ -	1.00	\$ -	\$ -
51	PD-PCR-02	Public Defender	Add 3.0 FTE Felony Attorneys to address increasing caseload volume and provide current felony attorneys with needed relief and support.	Tab 05	\$ -	\$ 1,100,155		\$ 1,100,155	\$ -	3.00	\$ -	\$ -
52	PD-PCR-03	Public Defender	Add 1.0 FTE Department Analyst to provide grant identification, writing and administrative functions similar to the DA.	Tab 05	\$ -	\$ 210,172		\$ 210,172	\$ -	1.00	\$ -	\$ -
53	PD-PCR-04	Public Defender	Add 1.0 FTE Department Information Systems Coordinator to improve IT capability and assist in the upcoming CMS implementation.	Tab 05	\$ -	\$ 240,940		\$ 240,940	\$ -	1.00	\$ -	\$ -
54	PD-PCR-08	Public Defender	One-Time Post Conviction Relief funding to support the ongoing Public Defense Pilot Program (PDPP).	Tab 05	\$ 125,000	\$ -		\$ 125,000	\$ -	0.00	\$ -	\$ -
55	PRMD-PCR-02	Permit Sonoma	Extension of 8.0 time-limited FTE supporting FEMA HMGP and Building Resilient Infrastructure and Communities (BRIC) projects for four years, from May 3, 2025 through June 30 2029.	Tab 05	\$ 518,398	\$ -		\$ 766,047	\$ 247,649	0.00	\$ -	\$ -
56	PROB-PCR-02	Probation	Add a 1.0 Community Engagement Manager.	Tab 05	\$ -	\$ 212,563		\$ 212,563	\$ -	1.00	\$ -	\$ -
57	SHF-PCR-02	Sheriff's Office	Restoration of the Sheriff's Office Narcotics Unit.	Tab 05	\$ 263,250	\$ 1,520,040		\$ 1,783,290	\$ -	5.00	\$ -	\$ -
58	SHF-PCR-06	Sheriff's Office	Fund dual-fill hiring for employees permanently precluded from their original assignment.	Tab 05	\$ 999,952	\$ -		\$ 999,952	\$ -	0.00	\$ -	\$ -
59	SHF-PCR-09	Sheriff's Office	Fund FY 24-25 Modified Hiring Incentive Program for Sheriff's Office.	Tab 05	\$ 500,000	\$ -		\$ 500,000	\$ -	0.00	\$ -	\$ -
60	SoCoPi-PCR-01	Sonoma County Public Infrastructure	Revitalize County Complex Landscaping.	Tab 05	\$ 250,000	\$ -		\$ 250,000	\$ -	0.00	\$ -	\$ -
61	SoCoPi-PCR-02	Sonoma County Public Infrastructure	Fuel Reduction for undeveloped County-owned parcels.	Tab 05	\$ 150,000	\$ -		\$ 150,000	\$ -	0.00	\$ -	\$ -
62	SoCoPi-PCR-06	Sonoma County Public Infrastructure	Add 2.0 FTE Parking and Facility Officers.	Tab 05	\$ -	\$ 273,229		\$ 273,229	\$ -	2.00	\$ -	\$ -
63	SoCoPi-PCR-09	Sonoma County Public Infrastructure	Add 1.0 FTE Senior Engineer for the Roads, Active Transportation Projects, and Community Based Projects.	Tab 05	\$ -	\$ 129,057		\$ 258,114	\$ 129,057	1.00	\$ -	\$ -
64	CAO-PCR-06	Board of Supervisors/County Administrator	Explore creating new Regional Enhanced Infrastructure Financing Districts (EIFDs). Unincorporated Ad-Hoc.	Tab 05	\$ 650,000	\$ -		\$ 650,000	\$ -	0.00	\$ -	\$ -
65	CAO-PCR-07	Board of Supervisors/County Administrator	Inventory of existing County services and geographic distribution of these services, with a focus on Safety Net Services. Unincorporated Ad-Hoc.	Tab 05	\$ 50,000	\$ -		\$ 50,000	\$ -	0.00	\$ -	\$ -
66	CAO-PCR-08	Board of Supervisors/County Administrator	Consultant Services to assess options to fund improvements to outdoor recreation facilities at local schools and increase community access to these facilities. Unincorporated Ad-Hoc.	Tab 05	\$ 50,000	\$ -		\$ 50,000	\$ -	0.00	\$ -	\$ -

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67	CDC-PCR-04	Community Development Comm.	Add 1.0 FTE Community Development Program Specialist to advance the County's Strategic Plan Racial Equity and Social Justice Pillar.	Tab 05	\$ -	\$ 176,104		\$ 352,208	\$ 176,104	1.00	\$ -	\$ -
68	CDC-PCR-06	Community Development Comm.	Funding to contract with Collaborative Grant Seeking Consultants.	Tab 05	\$ -	\$ 75,000		\$ 75,000	\$ -	0.00	\$ -	\$ -
69	CRA-PCR-02	Clerk- Recorder-Assessor	Add 1.0 FTE time-limited Assessment Specialist for backlog.	Tab 05	\$ 11,000	\$ 156,915		\$ 167,915	\$ -	1.00	\$ -	\$ -
70	CRA-PCR-03	Clerk- Recorder-Assessor	Add 1.0 FTE Appraiser III for increase workload from Prop 19.	Tab 05	\$ 11,000	\$ 189,738		\$ 200,738	\$ -	1.00	\$ -	\$ -
71	CRA-PCR-04	Clerk- Recorder-Assessor	Add 1.0 FTE Appraiser III for increase workload from Prop 19.	Tab 05	\$ 11,000	\$ 189,738		\$ 200,738	\$ -	1.00	\$ -	\$ -
72	DA-PCR-03	District Attorney	Add 1.0 FTE DAO Criminal Division-Deputy District Attorney IV to prosecute egregious crimes.	Tab 05	\$ 3,500	\$ 376,531		\$ 380,031	\$ -	1.00	\$ -	\$ -
73	DEM-PCR-01	Dept of Emergency Management	Add 1.0 FTE Grant Program Analyst [CST: Department Analyst].	Tab 05	\$ -	\$ 204,328		\$ 204,328	\$ -	1.00	\$ -	\$ -
74	DEM-PCR-03 (Partial)	Dept of Emergency Management	Add 1.0 FTE Deputy Emergency Services Coordinatorto establish dedicated capacity that will mananage the required Cal-OES Multi-Jurisdictional Hazard Mitigation Plan updates and projects' implementation tracking and reporting for the county's operational area.	Tab 05	\$ -	\$ 199,249		\$ 199,249	\$ -	1.00	\$ -	\$ -
75	EDB-PCR-01	Economic Development Board	Conversion of 1.0 FTE time-limited Department Analyst to 1.0 FTE permanent serving as the Arts Education Department Analyst.	Tab 05	\$ -	\$ 182,000		\$ 182,000	\$ -	1.00	\$ -	\$ -
76	EO-PCR-03	Equity Office	Add 1.0 FTE Program, Planning, and Evaluation Analyst and support for assessment of Boards and Commissions to implement County Community Engagement Plan.	Tab 05	\$ -	\$ 356,628		\$ 356,628	\$ -	1.00	\$ -	\$ -
77	EO-PCR-05	Equity Office	Add 1.0 FTE Program Development Manager to manage data analyses and cost-effectiveness analyses.	Tab 05	\$ -	\$ 193,300		\$ 193,300	\$ -	1.00	\$ -	\$ -
78	EO-PCR-06	Equity Office	Add 1.0 FTE Program Planning and Evaluation Analyst to continue to develop and deliver Racial Equity training to County employees.	Tab 05	\$ -	\$ 233,156		\$ 233,156	\$ -	1.00	\$ -	\$ -
79	PD-PCR-05	Public Defender	Add 1.0 FTE Legal Secretary to relieve trial attorneys of administrative burdens.	Tab 05	\$ -	\$ 150,397		\$ 150,397	\$ -	1.00	\$ -	\$ -
80	PD-PCR-06	Public Defender	Add 1.0 FTE Chief Deputy Public Defender to improve span of control within the department.	Tab 05	\$ -	\$ 398,081		\$ 398,081	\$ -	1.00	\$ -	\$ -
81	PD-PCR-09	Public Defender	Add 1.0 FTE Misdemeanor Attorneys to address 30% increase in misdemeanor case filings and correct courtroom staffing deficiencies.	Tab 05	\$ -	\$ 366,718		\$ 366,718	\$ -	1.00	\$ -	\$ -
82	PROB-PCR-01	Probation	Create a Division of Research and Innovation and add a 1.0 FTE Director.	Tab 05	\$ -	\$ 280,745		\$ 280,745	\$ -	1.00	\$ -	\$ -
83	PROB-PCR-09	Probation	Ongoing lease costs to consolidate Probation Department staff (must be approved with PROB-PCR-10 for one-time costs).	Tab 05	\$ -	\$ 75,000		\$ 75,000	\$ -	0.00	\$ -	\$ -
84	PROB-PCR-10	Probation	One-time lease costs to consolidate Probation Department staff (must be approved with PROB-PCR-09 for ongoing costs).	Tab 05	\$ 750,000	\$ -		\$ 750,000	\$ -	0.00	\$ -	\$ -

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85	SHF-PCR-01	Sheriff's Office	Add 1.0 FTE Telecommunications Network Analyst to support the Sheriff's communications network and related infrastructure.	Tab 05	\$ 59,650	\$ 243,162		\$ 302,812	\$ -	1.00	\$ -	\$ -
86	SHF-PCR-03	Sheriff's Office	Add 1.0 FTE Cold Case Detective to investigate and solve old, unsolved cases using modern techniques.	Tab 05	\$ 53,100	\$ 295,728		\$ 348,828	\$ -	1.00	\$ -	\$ -
87	SoCoPi-PCR-03	Sonoma County Public Infrastructure	Maintenance Subcontractors for fire/life/safety, perform maintenance on failing equipment such as uninterrupted power systems (UPS), and address specialized building maintenance services not performed by in-house staff.	Tab 05	\$ 370,000	\$ -		\$ 370,000	\$ -	0.00	\$ -	\$ -
88	SoCoPi-PCR-04	Sonoma County Public Infrastructure	Building equipment and maintenance materials funding for Facility Operations.	Tab 05	\$ 175,000	\$ -		\$ 175,000	\$ -	0.00	\$ -	\$ -
Board Budget Requests												
89	BOS-01	Gorin	8th St. East Eucalyptus Removal.	Tab 06	\$ 200,000	\$ -		\$ 200,000	\$ -	0.00	\$ -	\$ -
90	BOS-02	Gorin	Increase D1 allocation for BOS Aide from 0.5 to 1.0 FTE.	Tab 06	\$ -	\$ 88,963		\$ 88,963	\$ -	0.50	\$ -	\$ -
91	BOS-03	Gorin	Evacuation Analysis for Los Guilicos.	Tab 06	\$ 100,000	\$ -		\$ 100,000	\$ -	0.00	\$ -	\$ -
92	BOS-04	Gorin	Groundwater User Fee Subsidy - Sonoma Valley and Petaluma Valley.	Tab 06	\$ 276,300	\$ -		\$ 276,300	\$ -	0.00	\$ -	\$ -
93	BOS-05	Gorin	Glen Ellen Community Planning and Infrastructure.	Tab 06	\$ 350,000	\$ -		\$ 350,000	\$ -	0.00	\$ -	\$ -
94	BOS-06	Gorin	Legal Aid of Sonoma County: Housing Program Support.	Tab 06	\$ 500,000	\$ -		\$ 500,000	\$ -	0.00	\$ -	\$ -
95	BOS-07	Gorin	East Sonoma County Service Center Technology Improvements.	Tab 06	\$ 220,000	\$ -		\$ 220,000	\$ -	0.00	\$ -	\$ -
96	BOS-08	Rabbitt	Increase annual funding for roads maintenance.	Tab 06	\$ -	TBD		TBD	\$ -	0.00	\$ -	\$ -
97	BOS-09	Rabbitt	Roads Capital Infrastructure Fund.	Tab 06	TBD	TBD		TBD	\$ -	0.00	\$ -	\$ -
98	BOS-10	Coursey	Child Parent Institute: Family Resource Center.	Tab 06	\$ 248,000	\$ -		\$ 248,000	\$ -	0.00	\$ -	\$ -
99	BOS-11	Coursey	Council on Aging funding request for position of the Elder Advocate and Elder Legal Services.	Tab 06	\$ -	\$ 300,000		\$ 300,000	\$ -	0.00	\$ -	\$ -
100	BOS-12	Gore	Community Emergency Response Team (CERT): Northern Sonoma County Capacity Building.	Tab 06	\$ 100,450	\$ 202,523		\$ 302,973	\$ -	0.00	\$ -	\$ -
101	BOS-13	Hopkins	Existing Regional Parks Revitalization and Deferred Maintenance (Countywide).	Tab 06	\$ 1,500,000	\$ -		\$ 1,500,000	\$ -	0.00	\$ -	\$ -
102	BOS-14	Gorin and Hopkins	Funding allocation for Regional Sonoma County Service Centers.	Tab 06	\$ 484,000	\$ 600,000		\$ 1,084,000	\$ -	4.00	\$ -	\$ -
103	BOS-15	Coursey and Gore	SC Library: Roseland Library.	Tab 06	\$ 2,000,000	\$ -		\$ 2,000,000	\$ -	0.00	\$ -	\$ -
104	BOS-16	Coursey and Hopkins	Secure Families Collaborative: Program Budget.	Tab 06	\$ 300,000	\$ -		\$ 300,000	\$ -	0.00	\$ -	\$ -
105	BOS-17	Gore and Hopkins	NextGen Trades Academy - Housing Hero Youth Builders Project.	Tab 06	\$ 150,000	\$ -		\$ 150,000	\$ -	0.00	\$ -	\$ -
106	BOS-18	Hopkins and Gore	Building Capacity for Emergency Response and Engagement with Underserved Communities (COAD and Well-Being/Community Health Workers/Promotores de Salud).	Tab 06	\$ 530,000	\$ -		\$ 530,000	\$ -	0.00	\$ -	\$ -
107	BOS-19	Hopkins and Gore	Funding allocation for Russian Riverkeeper watershed cleanup.	Tab 06	\$ -	\$ 85,000		\$ 85,000	\$ -	0.00	\$ -	\$ -
108	BOS-20	Hopkins and Gore	Unlock Potential (UP!) Inspiring Young Minds - A capital campaign for the Children's Museum of Sonoma County.	Tab 06	\$ 300,000	\$ -		\$ 300,000	\$ -	0.00	\$ -	\$ -

Attachment 2: Budget Hearing Deliberation Tool

Row #	Request ID	Department/BOS Member	Title/Short Description	Tab	One-time Funding Requested	Ongoing Funding Requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
109	BOS-21	Hopkins and Gore	NAACP/Health Action Together Community Wellness Hub.	Tab 06	\$ 100,000	\$ -		\$ 100,000	\$ -	0.00	\$ -	\$ -

Row #	Request ID	Department	Title/Short Description	Tab	One-time funding requested	Ongoing funding requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
DF01	CRA-PCR-01	Clerk- Recorder-Assessor	Recorder's Division addition of 1.0 FTE Clerk-Recorder-Assessor Specialist II and a deletion of 1.0 FTE Receptionist.	Tab 05	\$ -	\$ -	Recommended	\$ 826	\$ 826	0.00	\$ -	\$ -
DF02	DHS-PCR-01	Health Services	Add 3.0 FTEs to the Administration Division: a 1.0 Accountant III, Finance Projects, 1.0 Administrative Aide, Special Projects, 1.0 Senior Office Assistant, Finance Special Projects. All these positions are 3 year Time-Limited. The administrative allocation from seven large <u>state grant programs will fund these positions</u> .	Tab 05	\$ -	\$ -	Recommended	\$ 3,637,518	\$ 3,637,518	3.00	\$ -	\$ -
DF03	DHS-PCR-02	Health Services	Add a 1.0 FTE Senior Office Assistant (SOA) to the Health Data and Epidemiology (HDE) unit's data management team. Funding for this position will come from <u>Administrative Allocation or Public Health Realignment funding</u> . <u>If state funding of these program is reduced in FY24-25, this position will not be filled</u> .	Tab 05	\$ -	\$ -	Recommended	\$ 270,648	\$ 270,648	1.00	\$ -	\$ -
DF04	DHS-PCR-03	Health Services	Add a 1.0 FTE Medical Records Clerk II to the Healthcare Records Program within the Privacy and Security Unit. The funding source will be <u>1991 Realignment funds</u> .	Tab 05	\$ -	\$ -	Recommended	\$ 281,320	\$ 281,320	1.00	\$ -	\$ -
DF05	DHS-PCR-07	Health Services	Add 1.0 FTE Department Analyst (CLPPP Coordinator) in Public Health to support the Childhood Lead Poisoning Prevention Program (CLPPP). <u>This position would be funded by the Future of Public Health (40%), and Childhood Lead Poisoning Prevention (60%) funding.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 229,005	\$ 229,005	1.00	\$ -	\$ -
DF06	EO-PCR-04	Equity Office	Add 1.0 FTE Program, Planning and Evaluation Analyst to support Language Access Implementation utilizing funding previously set aside by the Board of Supervisors for Language Access implementation.	Tab 05	\$ -	\$ -	Recommended	\$ -	\$ -	1.00	\$ -	\$ -
DF07	HR-PCR-03	Human Resources	Add 2.0 FTE to create a Workplace Violence Prevention Unit.	Tab 05	\$ -	\$ -	Recommended	\$ 325,000	\$ 325,000	2.00	\$ -	\$ -
DF08	HSD-PCR-01	Human Services	Add 1.0 FTE permanent Program Planning and Evaluation Analyst (PPEA) position to manage the reporting and evaluation of child abuse prevention services, as well as services for foster youth services, and other related programming. Position will be added to Subsection 24030140 Family, Youth & Children Administration within the Human Services Department. <u>Funded by CWS-CARES Data Clean-Up and Certainty Grant allocations.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 206,200	\$ 206,200	1.00	\$ -	\$ -

Row #	Request ID	Department	Title/Short Description	Tab	One-time funding requested	Ongoing funding requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
DF09	HSD-PCR-02	Human Services	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE Program Planning and Evaluation Analyst (PPEA) limited time position for an additional Fiscal Year through June 30, 2025. The PPEA provides program supports within the Housing Assistance Response Team (HART) unit which oversees the Housing Disability and Advocacy Program (HDAP), the SonomaWORKs Housing Support Program (HSP), the HSD Interdepartmental Multi-Disciplinary Team (IMDT) housing collaboration. <u>This position will be funded through reimbursements through the County Expense Claim.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 206,200	\$ 206,200	0.00	\$ -	\$ -
DF10	HSD-PCR-03	Human Services	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE time-limited Social Services Worker III. <u>This position if funded through reimbursement through the County Expense Claim.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 173,700	\$ 173,700	0.00	\$ -	\$ -
DF11	HSD-PCR-04	Human Services	The Employment & Training Division (E&T) is requesting to add 1.0 FTE Social Service Worker III position to support the "No Wrong Door" approach to service delivery. <u>This position will be funded through the CalWORKS Mental Health/SUDS allocation .</u>	Tab 05	\$ -	\$ -	Recommended	\$ 179,200	\$ 179,200	1.00	\$ -	\$ -
DF12	HSD-PCR-05	Human Services	Add 1.0 FTE Time-Limited Public Assistance Systems Specialist position (07/01/24 – 06/30/27) to manage the transition of the staff of the Family, Youth and Children’s Services Division and as well as other County and outside partners to the utilization of a new database and data infrastructure as mandated by the California Department of Social Services. <u>This position will be funded by an allocation from California Department of Social Services and federal matching funds.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 222,900	\$ 222,900	1.00	\$ -	\$ -
DF13	HSD-PCR-06	Human Services	Convert 1.0 FTE time-limited CPS Social Services Supervisor position to permanent to be assigned to the Initial Services Section in the Emergency Response program. <u>This position will be funded through the Emergency Response allocation.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 215,400	\$ 215,400	0.00	\$ -	\$ -
DF14	HSD-PCR-07	Human Services	1.0 FTE time-limited Program Development Manager for implementation of the Sonoma County Master Plan for Aging (MPA) recommendations. This position is essential to develop the connections needed for MPA implementation in the community between non-profits, city governments, private industry, and the Sonoma County Aging and Disability Commission. <u>The cost for this position will be funded by 1991 Realignment funding.</u>	Tab 05	\$ -	\$ -	Recommended	\$ 282,400	\$ 282,400	1.00	\$ -	\$ -
DF15	IOLERO-PCR-01	IOLERO	Add 0.5 FTE Law Enforcement Auditor III for audits and investigations.	Tab 05	\$ -	\$ -	Recommended	\$ -	\$ -	0.50	\$ -	\$ -
DF16	ISD-PCR-01	Information Systems	Add 1.0 FTE Service Desk ITA II to support the County's increasing need for on-call desktop support. FY 2024-25 funding to come from extra-help savings. Ongoing funding will come from reductions to extra help and any overage will be considered in FY 25-26 internal service rates.	Tab 05	\$ -	\$ -	Recommended	\$ -	\$ -	1.00	\$ -	\$ -

Row #	Request ID	Department	Title/Short Description	Tab	One-time funding requested	Ongoing funding requested	Board Direction	Gross Expenditures	Revenues & Reimb/Use of Fund Balance	FTE Req	One-time	Ongoing
DF17	OSD-PCR-01	Ag & Open Space District	Add one 0.5 FTE Ag + Open Space Planner to an existing 0.5 FTE allocation to create a 1.0 FTE permanent Ag + Open Space Planner to increase capacity needed to complete stewardship activities.	Tab 05	\$ -	\$ -	Recommended	\$ 99,103	\$ 99,103	0.50	\$ -	\$ -
DF18	PRMD-PCR-01	Permit Sonoma	Extension of Supervising Planner and Planner III time-limited positions to support Comprehensive Cannabis Program Update.	Tab 05	\$ -	\$ -	Recommended	\$ 452,925	\$ 452,925	2.00	\$ -	\$ -
DF19	PROB-PCR-03	Probation	Convert a 1.0 Senior office Assistant to a 1.0 Administrative Aide.	Tab 05	\$ -	\$ -	Recommended	\$ -	\$ -	0.00	\$ -	\$ -
DF20	PROB-PCR-06	Probation	Add a 1.0 Probation Assistant to Pre-Trial funded with CCP revenues.	Tab 05	\$ -	\$ -	Recommended	\$ 288,662	\$ 288,662	1.00	\$ -	\$ -
DF21	PROB-PCR-07	Probation	Utilize AB177 revenue to fund Adult Supervision Extra Help and Overtime.	Tab 05	\$ -	\$ -	Recommended	\$ 137,101	\$ 137,101	0.00	\$ -	\$ -
DF22	PROB-PCR-08	Probation	Add a 1.0 Time-Limited Senior Business Systems Analyst associated with the Integrated Justice System Modernization effort. Approval of this item is contingent on approval of recommendations in the Tribal memo, Tab 13.	Tab 05	\$ -	\$ -	Recommended	\$ 720,840	\$ 720,840	1.00	\$ -	\$ -
DF23	RP-PCR-01	Regional Parks	Add 1.0 FTE Senior Parks and Grounds Maintenance Worker to provide support to 5-6 Work Experience Interns; add 1.0 FTE Park Program Assistant to provide support to environmental education and recreation programming; delete 1.0 FTE Department Program Manager.	Tab 05	\$ -	\$ -	Recommended	\$ 44,542	\$ 44,542	1.00	\$ -	\$ -
DF24	SoCoPi-PCR-05	Sonoma County Public Infrastructure	Add 1.0 FTE Time Limited Department Analyst in Roads and District 4 for projects and grants.	Tab 05	\$ -	\$ -	Recommended	\$ 198,408	\$ 198,408	1.00	\$ -	\$ -
DF25	SoCoPi-PCR-07	Sonoma County Public Infrastructure	Add 1.0 FTE Zero Waste Administrative Aide.	Tab 05	\$ -	\$ -	Recommended	\$ 152,855	\$ 152,855	1.00	\$ -	\$ -
DF26	SoCoPi-PCR-08	Sonoma County Public Infrastructure	Add 1.0 FTE Department Information Services Specialist at the Airport.	Tab 05	\$ -	\$ -	Recommended	\$ 196,765	\$ 196,765	1.00	\$ -	\$ -
DF27	DHS-PCR-04	Health Services	Add 2.0 FTEs to the Public Health Division of Department of Health Services (DHS): 1.0 FTE Public Health Nurse (PHN) II, and 1.0 FTE Senior Public Health Nurse. Funding for the positions would come from 1991 Realignment and California Home Visiting Program grant funding. <u>If state funding of these program is reduced in FY24-25, one or both these positions will not be filled.</u>	Tab 05	\$ -	\$ -		\$ 1,070,308	\$ 1,070,308	2.00	\$ -	\$ -
DF28	ISD-PCR-02	Information Systems	Change 2.0 FTE Time Limited Digitization Positions to Permanent FTEs to support the ongoing digitization of County records.	Tab 05	\$ -	\$ -		\$ -	\$ -	0.00	\$ -	\$ -



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 General Fund Reserves

Sonoma County enters Fiscal Year (FY) 2024-25 with \$67,946,880 in General Fund Reserves, which equals 10.2% of FY 2023-24 Adopted Budget General Fund operating revenues and 10.1% of FY 2024-25 Recommended Budget General Fund operating revenues. The County Administrator's Office recommends that a minimum \$788,794 in FY 2023-24 year-end available fund balance be added to General Fund Reserves to increase the balance and maintain a funding ratio of 10.2% of FY 2024-25 General Fund sources. No use of reserves is recommended in FY 2024-25.

Current General Fund Reserve Policies

Per the Board's current financial policies:

- "The Board will maintain a minimum level of unassigned General Fund Reserve balance equal to 1/12 (8.3%) or 1 month of annual General Fund revenues. Consistent with best practice recommendations from the Government Finance Officers Association of the United States and Canada, the County will strive to maintain a total unassigned General Fund Reserve balance equal to 1/6 or 2 months of annual General Fund operating revenues."
- "Anytime the Board authorizes drawdown of Reserves, staff will present a re-payment schedule which shall include the amount of state/federal reimbursements expected to be received."

These policies were put in place to ensure the County would have capacity to deal with future emergencies and to maintain the County's credit rating, which is currently AA+ per Fitch. For purposes of the FY 2024-25 Budget, the targeted reserve amount of two months of General Fund revenues equals \$112.1 million.

History and Projections

Prior to the 2017 wildfires, Sonoma County had been steadily increasing reserves toward the target of two months of operating costs. At the start of FY 2017-18, on the eve of the fires, reserves stood at \$53.1 million, or 11.3% of FY 2017-18 operating revenues. In the FY 2018-19 adopted budget, the Board designated \$8.5 million of the reserve balance for recovery and resiliency projects, with a focus on grant matches, as well as designating a \$3.9 million FEMA audit reserve. This left reserves at \$40.7 million, or 8.7% of operating revenues.

Since then, the Board has committed to keeping the Reserve balance at the one-month minimum and maintain the achieved Reserve as a percentage of revenues consistently year-over-year:

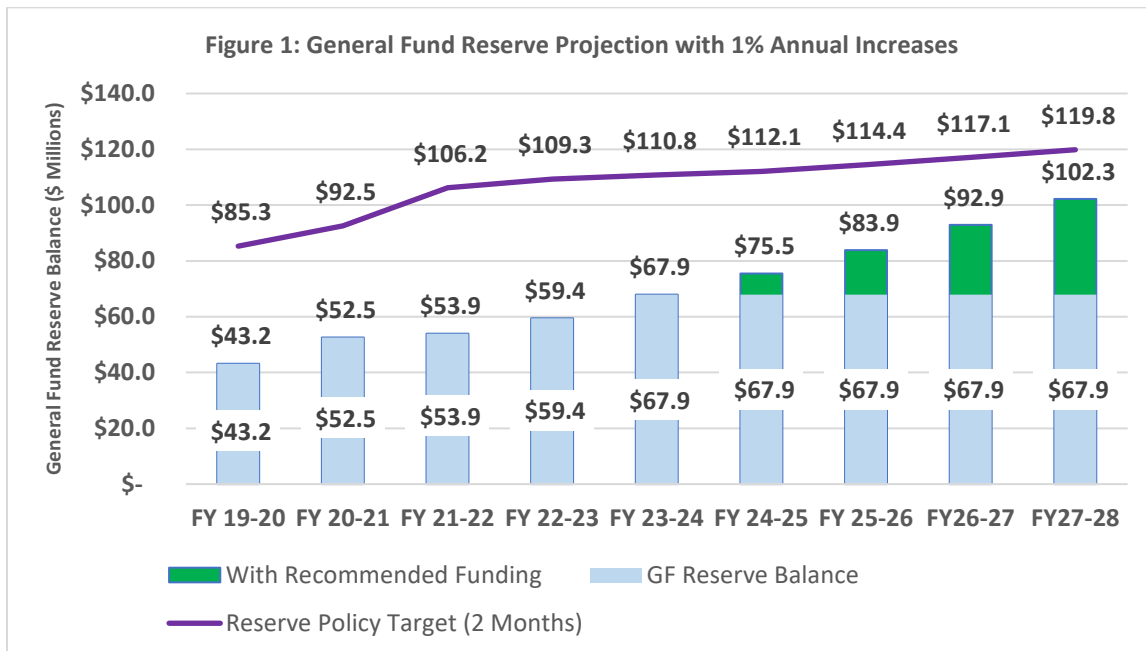
- At budget hearings in FY 2020-21, the Board dedicated \$8.5 million in PG&E Settlement funds to replenish the \$8.5 million that was drawn down following the 2017 Wildfires, bringing the total to \$52.8 million or 9.2% of General Fund sources.
- In FY 2021-22, the Board contributed \$1.18 million to reserves based on direction at budget hearings.
- In FY 2022-23, the Board added an additional \$5.5 million.
- In FY 2023-24, the Board approved an initial \$5.0 million contribution to the General Fund Reserves during budget hearings, and after fiscal year-end close an additional \$3.5 million of excess General Fund savings was transferred midyear per the Board's direction in the FY 2023-24 budget adoption resolution, for a total increase of \$8.5 million.

This brings reserves to the current total of \$67.9 million, or 10.1% of General Fund operating revenues. Because the reserve is calculated as a percent of General Fund operating revenues, it is a moving target that must be increased as revenues increase. Absent additional increases in balance, the Reserves funding ratio will gradually decline toward the one-month minimum over the next several years.

Recommendations

During FY 2022-23 Budget Hearings, the County Administrator recommended that, when available, the Board begin setting aside year-end fund balance totaling 1% of General Fund operating revenues each year until the reserve reaches the target of 16.7%. The Board agreed to consider this proposal on a yearly basis. For FY 2024-25, increasing the General Fund Reserve funding ratio an additional 1% to 11.2% would require a larger contribution of \$7,514,124 from current levels.

Given the limited available one-time funding sources and other competing high priority funding requests to be considered by the Board during budget hearings, the County Administrator's Office recommends a minimum contribution of \$788,794 to maintain General Fund Reserves at the 10.2% level. Should actual year-end savings exceed the current projected savings based on third quarter estimates, the County Administrator's Office recommends the Board prioritize allocation of excess savings to the General Fund Reserves (via budget adoption resolution "waterfall" guidance discussed in the **Tab 01 Budget Overview**), in order to continue making progress towards the 16.7% target funding level. The Figure 1 projection scenario below illustrates how setting aside year-end fund balance totaling 1% of General Fund operating revenues each year would improve future funding levels.





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PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Add-Backs and Program Change Requests

This budget binder tab includes narrative details for four Add-Backs and over 100 Program Change Requests submitted by County departments/agencies.

County leadership submit Add-Backs to request additional discretionary funding to restore existing program services, supplies, or positions that have been reduced in the baseline FY 2024-25 Recommended Budget, due to a combination of insufficient revenue or increases in costs.

As it relates to Add-Backs associated with external governmental funding, the [Board's Financial Policies](#) for FY 2024-25 include:

- Long Range Planning. Annual budgets will be compiled with long-term sustainability in mind to operate within available ongoing revenues, except as part of a Board of Supervisors approved plan in response to unilateral state budgeting actions that may include reducing costs over a specified number of years.
- Expenditure Management and Control. Federal and state program reductions will not be backfilled with County discretionary revenues except by Board of Supervisors direction. The Board of Supervisors typically does not backfill these programs due to their sheer size and magnitude on the County's financial position.

County leadership submit Program Change Requests to add new programs/positions, or to expand, enhance, or modify existing programs and services. There are two main categories of Program Change Requests: (1) "self-funded" requests that do not require additional County discretionary funding and are typically funded using sources from other governmental agencies (e.g., grant funding or state/federal anticipated allocations), increased fee revenue or charges for services, or accumulated available fund balance to cover one-time expenses; and (2) requests for additional County discretionary funding.

Add-Backs appear first in this Attachment A report, followed by Program Change Requests; the report's Table of Contents indicates the corresponding page number for each funding request. Please refer to the **Tab 03 - Budget Hearing Deliberation Tool** for the County Executive's funding recommendations for each of these requests.

Attachments:

A – FY 2024-25 Add-Back and Program Change Request Narrative Report

Tab 05 - Table of Contents
Add-Backs and Program Change Requests

Attachment A

Request ID	Request Type	Department	Add-Backs - Title/Short Description	Page #
DA-AB-01	Add-Back	District Attorney	Restoration of 3 Victim Witness Advocates for the DA's critical victim assistance program due to state/federal funding reduction.	6
DEM-AB-02	Add-Back	Dept of Emergency Management	Emergency Operations Resources Operating and Maintenance Budget	6
DEM-AB-03	Add-Back	Dept of Emergency Management	Staffing, Advertising, and Outreach for Annual Community Emergency Evacuation Exercises	6
SoCoPi-AB-01	Add-Back	Public Infrastructure	Offsetting incident cost related to disaster service work	7
AGC-PCR-01	Program Change Request	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Deputy Agricultural Commissioner to the Weights & Measures Division	8
AGC-PCR-02	Program Change Request	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Department Analyst and Delete 0.8 Vacant Office Assistant II in the Administration Division	8
AGC-PCR-03	Program Change Request	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Senior Agricultural Program Assistant and Delete 0.7 Vacant Agricultural/Weights & Measures Inspector III in the Agricultural Division.	9
AGC-PCR-04	Program Change Request	Agricultural Commissioner/Sealer of Weights & Measures	Add 1.0 Inspector III to the Weights & Measures Division	9
ACTTC-PCR-01	Program Change Request	Auditor-Controller-Treasurer-Tax Collector	Upgrade of Collection System	10
DCCS-PCR-02	Program Change Request	Child Support Services	Leadership and Management Cultural Innovation Investment training program	10
CRA-PCR-01	Program Change Request	Clerk- Recorder-Assessor	Recorder's Division addition of 1.0 FTE Clerk-Recorder-Assessor Specialist II and a deletion of 1.0 FTE Receptionist	10
CRA-PCR-02	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Time Limited Assessment Specialist for Backlog	11
CRA-PCR-03	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Appraiser III for increase workload from Prop 19	11
CRA-PCR-04	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Appraiser III for increase workload from Prop 19	12
CRA-PCR-05	Program Change Request	Clerk- Recorder-Assessor	Convert time limited Appraiser III to permanent for increased Prop 19 workload	12
CRA-PCR-06	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Assessment Specialist for increased workload from Prop 19	13
CRA-PCR-07	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Assessment Specialist for increase workload from Prop 19	13
CRA-PCR-08	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Senior Clerk-Recorder-Assessor Specialist for increase workload from Prop 19	13
CRA-PCR-09	Program Change Request	Clerk- Recorder-Assessor	Convert 1.0 FTE time limited Clerk-Recorder-Assessor Specialist II to permanent for increased Prop 19 workload	14
CRA-PCR-10	Program Change Request	Clerk- Recorder-Assessor	Add 1.0 FTE Program Development Manager (Election Manager) and delete 1.0 FTE Department Information Systems Coordinator to better align staffing with elections processes	14
CDC-PCR-01	Program Change Request	Community Development Comm.	Funding to cover repairs and maintenance costs associated with CDC owned and/or leased properties on Sonoma Ave in Santa Rosa and Arthur St in Cotati	15
CDC-PCR-02	Program Change Request	Community Development Comm.	Addition of 1 FTE: Community Development Assistant Manager for construction projects	15
CDC-PCR-03	Program Change Request	Community Development Comm.	Consultant for development, community engagement, and preparation of HUD required affordable housing 5-year Consolidated Plan	15
CDC-PCR-04	Program Change Request	Community Development Comm.	Add 1.0 FTE Community Development Program Specialist to advance the County's Strategic Plan Racial Equity and Social Justice Pillar	16
CDC-PCR-06	Program Change Request	Community Development Comm.	Funding to contract with Collaborative Grant Seeking Consultants	16
CAO-PCR-01	Program Change Request	Board of Supervisors/County Administrator	Add 1.0 FTE Assistant County Administrator to support the expanded workload resulting from Board direction to transfer management authority of additional County departments to the County Administrator.	16
CAO-PCR-02	Program Change Request	Board of Supervisors/County Administrator	Contractor assistance for departmental grant management and consulting services.	17
CAO-PCR-03	Program Change Request	Board of Supervisors/County Administrator	Climate Action and Resiliency Blueprint Consultant Services	17

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Add-Backs and Program Change Requests

Attachment A

Request ID	Request Type	Department	Add-Backs - Title/Short Description	Page #
CAO-PCR-04	Program Change Request	Board of Supervisors/County Administrator	Explore creating a new zone of benefit within County Service Area 41 to finance new neighborhood parks and plazas. (Ad Hoc)	18
CAO-PCR-05	Program Change Request	Board of Supervisors/County Administrator	Implement Municipal Advisory Council best practices and host quarterly knowledge sharing convenings. (Ad Hoc)	18
CAO-PCR-06	Program Change Request	Board of Supervisors/County Administrator	Explore creating new Regional Enhanced Infrastructure Financing Districts (EIFDs) (Ad Hoc)	19
CAO-PCR-07	Program Change Request	Board of Supervisors/County Administrator	Inventory of existing County services and geographic distribution of these services, with a focus on Safety Net Services. (Ad Hoc)	19
CAO-PCR-08	Program Change Request	Board of Supervisors/County Administrator	Consultant Services to assess options to fund improvements to outdoor recreation facilities at local schools and increase community access to these facilities (Ad Hoc)	20
CAO-PCR-09	Program Change Request	Board of Supervisors/County Administrator	Develop a new County-wide policy for implementing equitable stipends for Board-appointed members serving on committees and commissions, focused on enhancing civic engagement and public participation.	20
DA-PCR-01	Program Change Request	District Attorney	Add 1.0 FTE District Attorney's Office Family Justice Center Victim Witness Advocate I/II (Working Title: Navigator) to provide critical support for victims and witness to crimes	21
DA-PCR-02	Program Change Request	District Attorney	Add 1.0 FTE District Attorney's Office Family Justice Center Department Analyst to support grant writing and other funding-related efforts in order to expand the FJC capabilities	21
DA-PCR-03	Program Change Request	District Attorney	Add 1.0 FTE DAO Criminal Division-Deputy District Attorney IV to prosecute DV, child abuse, trafficking and other egregious crimes	21
DA-PCR-04	Program Change Request	District Attorney	Add 1.0 FTE Senior Legal Processor & Delete 1.0 Legal Processor I/II to support the Discovery Desk, process reports and digital evidence, assess criminal history and prior convictions for charged individuals	22
EDB-PCR-01	Program Change Request	Economic Development Board	Conversion of 1.0 FTE time-limited Department Analyst to 1.0 FTE permanent serving as the Arts Education Department Analyst	22
EDB-PCR-02	Program Change Request	Economic Development Board	Addition of 1.0 Administrative Aide to serve as Business Diversity Program Coordinator	23
DHS-PCR-01	Program Change Request	Health Services	Add 3.0 FTEs to the Administration Division: a 1.0 Accountant III, Finance Projects, 1.0 Administrative Aide, Special Projects, 1.0 Senior Office Assistant, Finance Special Projects. All these positions are 3 year Time-Limited. The administrative allocation from seven large state grant programs will fund these positions.	23
DHS-PCR-02	Program Change Request	Health Services	Add a 1.0 FTE Senior Office Assistant (SOA) to the Health Data and Epidemiology (HDE) unit's data management team. Funding for this position will come from Administrative Allocation or Public Health Realignment funding. If state funding of these program is reduced in FY24-25, this position will not be filled.	24
DHS-PCR-03	Program Change Request	Health Services	Add a 1.0 FTE Medical Records Clerk II to the Healthcare Records Program within the Department of Health Services (DHS) Privacy and Security Unit. The funding source will be 1991 Realignment funds.	24
DHS-PCR-04	Program Change Request	Health Services	Add 2.0 FTEs to the Public Health Division of Department of Health Services (DHS): 1.0 FTE Public Health Nurse (PHN) II, and 1.0 FTE Senior Public Health Nurse. Funding for the positions would come from 1991 Realignment and California Home Visiting Program grant funding. If state funding of these program is reduced in FY24-25, one or both these positions will not be filled.	25
DHS-PCR-05	Program Change Request	Health Services	Samuel L. Jones Hall Emergency Shelter Operational Funding Agreement for annual support of the shelter, funded through General Fund.	25
DHS-PCR-06	Program Change Request	Health Services	West County Community Services Rental-Waiver for two more one-year terms, funded through the General Fund.	26
DHS-PCR-07	Program Change Request	Health Services	Add 1.0 FTE Department Analyst (CLPPP Coordinator) in the Department of Public Health to support the Childhood Lead Poisoning Prevention Program (CLPPP). This position would be funded by the Future of Public Health (40%), and Childhood Lead Poisoning Prevention (60%) funding.	26
HR-PCR-01	Program Change Request	Human Resources	Add 3.0 FTE to enhance Recruitment and Classification	27

Tab 05 - Table of Contents
Add-Backs and Program Change Requests

Attachment A

Request ID	Request Type	Department	Add-Backs - Title/Short Description	Page #
HR-PCR-02	Program Change Request	Human Resources	Workforce Development - Enhanced Training for New Supervisors, Racial Equity, and DISC training	27
HR-PCR-03	Program Change Request	Human Resources	Add 2.0 FTE to create a Workplace Violence Prevention Unit	28
HSD-PCR-01	Program Change Request	Human Services	Add 1.0 FTE permanent Program Planning and Evaluation Analyst (PPEA) position to manage the reporting and evaluation of child abuse prevention services, as well as services for foster youth services, and other related programming. Position will be added to Subsection 24030140 Family, Youth & Children Administration within the Human Services Department. Funded by CWS-CARES Data Clean-Up and Certainty Grant allocations.	28
HSD-PCR-02	Program Change Request	Human Services	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE Program Planning and Evaluation Analyst (PPEA) limited time position for an additional Fiscal Year through June 30, 2025. The PPEA provides program supports within the Housing Assistance Response Team (HART) unit which oversees the Housing Disability and Advocacy Program (HDAP), the SonomaWORKs Housing Support Program (HSP), the HSD Interdepartmental Multi-Disciplinary Team (IMDT) housing collaboration. This position will be funded through reimbursements through the County Expense Claim.	29
HSD-PCR-03	Program Change Request	Human Services	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE time-limited Social Services Worker III. This position if funded through reimbursement through the County Expense Claim	30
HSD-PCR-04	Program Change Request	Human Services	The Employment & Training Division (E&T) is requesting to add 1.0 FTE Social Service Worker III position to support the "No Wrong Door" approach to service delivery. This position will be funded through the CalWORKS Mental Health/SUDS allocation.	30
HSD-PCR-05	Program Change Request	Human Services	Add 1.0 FTE Time-Limited Public Assistance Systems Specialist position (07/01/24 – 06/30/27) to manage the transition of the staff of the Family, Youth and Children's Services Division and as well as other County and outside partners to the utilization of a new database and data infrastructure as mandated by the California Department of Social Services. This position will be funded by an allocation from California Department of Social Services and federal matching funds.	31
HSD-PCR-06	Program Change Request	Human Services	Convert 1.0 FTE time-limited Permanent CPS Social Services Supervisor position to permanent is requested that would be assigned to the Initial Services Section in the Emergency Response program. This position will be funded through the Emergency Response allocation.	31
HSD-PCR-07	Program Change Request	Human Services	1.0 FTE time-limited Program Development Manager for implementation of the Sonoma County Master Plan for Aging (MPA) recommendations. This position is essential to develop the connections needed for MPA implementation in the community between non-profits, city governments, private industry, and the Sonoma County Aging and Disability Commission. The cost for this position will be funded by Human Service Department's one time funds.	32
HSD-PCR-08	Program Change Request	Human Services	The Economic Assistance (EA) Division is requesting to add 1.0 FTE Social Service Worker III (SSW III) position to act as a "Community Resource Navigator" at the Sonoma East County Center site. This position will be the first contact for clients and will provide information and referrals to the public who come to the Sonoma lobby, triage urgent customer needs, and support the County's No Wrong Door policy. It will require a high degree of knowledge in programs throughout the county and will require the incumbent to work independently to meet clients' needs.	33
ISD-PCR-01	Program Change Request	Information Systems	Add 1.0 FTE Service Desk ITA II to support the county's increasing need for on-call desktop support using one-time general fund support with ongoing support to come from revised internal service rates	33
ISD-PCR-02	Program Change Request	Information Systems	Change 2.0 FTE Time Limited Digitization Positions to Permanent FTEs to support the ongoing digitization of county records	34

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Add-Backs and Program Change Requests

Attachment A

Request ID	Request Type	Department	Add-Backs - Title/Short Description	Page #
PRMD-PCR-01	Program Change Request	Permit Sonoma	Extension of Supervising Planner and Planner III time-limited positions to support Comprehensive Cannabis Program Update	34
PRMD-PCR-02	Program Change Request	Permit Sonoma	Extension of 8.0 time limited FTE supporting FEMA HMGP and Building Resilient Infrastructure and Communities (BRIC) projects for four years, from May 3, 2025 through June 30 2029.	35
PROB-PCR-01	Program Change Request	Probation	Create a Division of Research and Innovation and add a 1.0 FTE Director.	35
PROB-PCR-02	Program Change Request	Probation	Add a 1.0 Community Engagement Manager	36
PROB-PCR-03	Program Change Request	Probation	Convert a 1.0 Senior office Assistant to a 1.0 Administrative Aide	36
PROB-PCR-04	Program Change Request	Probation	One-time Accelerated Hiring Costs and Staff Retention Costs	36
PROB-PCR-06	Program Change Request	Probation	Add a 1.0 Probation Assistant to Pre-Trial funded with CCP revenues	37
PROB-PCR-07	Program Change Request	Probation	Utilize AB177 revenue to fund Adult Supervision Extra Help and Overtime	37
PROB-PCR-08	Program Change Request	Probation	Add a 1.0 Time-Limited Senior Business Systems Analyst associated with the Integrated Justice System Modernization effort.	38
PROB-PCR-09	Program Change Request	Probation	On-Going Lease Costs to Consolidate Probation Department Staff (must be approved with PROB-PCR-10 for one-time costs)	38
PROB-PCR-10	Program Change Request	Probation	One-time Lease Costs to Consolidate Probation Department Staff (must be approved with PROB-PCR-09 for on-going costs)	38
PD-PCR-01	Program Change Request	Public Defender	Add 1.0 FTE Misdemeanor Attorney to address projected 30% increase in misdemeanor case filings and correct courtroom staffing challenges.	39
PD-PCR-02	Program Change Request	Public Defender	Add 3.0 FTE Felony Attorneys to address increasing caseload volume and provide current felony attorneys with needed relief and support.	40
PD-PCR-03	Program Change Request	Public Defender	Add 1.0 FTE Department Analyst to provide grant identification, writing and administrative functions similar to the DA.	40
PD-PCR-04	Program Change Request	Public Defender	Add 1.0 FTE Department Information Systems Coordinator to improve IT capability and assist in the upcoming CMS implementation	41
PD-PCR-05	Program Change Request	Public Defender	Add 1.0 FTE Legal Secretary to relieve trial attorneys of administrative burdens	42
PD-PCR-06	Program Change Request	Public Defender	Add 1.0 FTE Chief Deputy Public Defender to improve span of control within the department	42
PD-PCR-07	Program Change Request	Public Defender	Add 1 Extra-Help Immigration Attorney to represent non-citizen clients and bolster constitutionally mandated social equity and justice for two years	43
PD-PCR-08	Program Change Request	Public Defender	One-Time Post Conviction Relief funding to support the ongoing Public Defense Pilot Program (PDPP)	44
PD-PCR-09	Program Change Request	Public Defender	Add 1.0 FTE Misdemeanor Attorneys to address 30% increase in misdemeanor case filings and correct courtroom staffing deficiencies.	45
RP-PCR-01	Program Change Request	Regional Parks	Add 1.0 FTE Senior Parks and Grounds Maintenance Worker to provide support to 5-6 Work Experience Interns; add 1.0 FTE Park Program Assistant to provide support to environmental education and recreation programming; delete 1.0 FTE Department Program Manager.	46
SHF-PCR-01	Program Change Request	Sheriff's Office	Add 1.0 FTE Telecommunications Network Analyst to support the Sheriff's communications network and related infrastructure	46
SHF-PCR-02	Program Change Request	Sheriff's Office	Restoration of the Sheriff's Office Narcotics Unit	47
SHF-PCR-03	Program Change Request	Sheriff's Office	Add 1.0 FTE Cold Case Detective to investigate and solve old, unsolved cases using modern techniques	47
SHF-PCR-05	Program Change Request	Sheriff's Office	Fund obligated hiring incentive payments for Sheriff's staff hired in FY 22-23 and FY 23-24.	48
SHF-PCR-06	Program Change Request	Sheriff's Office	Fund dual-fill hiring for employees permanently precluded from work	48
SHF-PCR-07	Program Change Request	Sheriff's Office	Essential equipment upgrade to County Telecommunications Network	49
SHF-PCR-08	Program Change Request	Sheriff's Office	Extend Solano County Inmate Housing Contract Services into Fiscal Year 24-25	49
SHF-PCR-09	Program Change Request	Sheriff's Office	Fund FY 24-25 Modified Hiring Incentive Program for Sheriff's Office	49

Tab 05 - Table of Contents
Add-Backs and Program Change Requests

Attachment A

Request ID	Request Type	Department	Add-Backs - Title/Short Description	Page #
OSD-PCR-01	Program Change Request	Ag & Open Space District	Add one 0.5 FTE Ag + Open Space Planner to an existing 0.5 FTE allocation to create a 1.0 FTE permanent Ag + Open Space Planner to increase the District's capacity to complete stewardship activities.	50
IOLERO-PCR-01	Program Change Request	IOLERO	Add .5 FTE Law Enforcement Auditor III for audits and investigations	50
IOLERO-PCR-02	Program Change Request	IOLERO	Add 1.0 FTE Deputy Director for \$159,000 of ongoing General Fund in FY25-26. Position will be fully funded in FY24-25 with existing sources.	51
DEM-PCR-01	Program Change Request	Dept of Emergency Management	Add 1.0 FTE Grant Program Analyst [CST: Department Analyst]	52
DEM-PCR-02	Program Change Request	Dept of Emergency Management	Add 1.0 FTE Community Preparedness Coordinator [CST: Deputy Emergency Services Coordinator]	53
DEM-PCR-03	Program Change Request	Dept of Emergency Management	Add 1.0 FTE Principal Emergency Services Coordinator and 1.0 FTE Deputy Emergency Services Coordinator for a new Mitigation & Recovery Division	53
EO-PCR-01	Program Change Request	Equity Office	Add 1.0 FTE Racial Equity Programs Department Analyst to support the implementation of the Racial Equity Action Plan.	54
EO-PCR-02	Program Change Request	Equity Office	Add 1.0 FTE Department Analyst and delete 1.0 FTE Secretary to better support Administrative operations of the Office of Equity	55
EO-PCR-03	Program Change Request	Equity Office	Add 1.0 FTE Program, Planning, and Evaluation Analyst and support for assessment of Boards & Commissions to implement County Community Engagement Plan	56
EO-PCR-04	Program Change Request	Equity Office	Add 1.0 FTE Program, Planning and Evaluation Analyst to support Language Access Implementation	57
EO-PCR-05	Program Change Request	Equity Office	Add 1.0 FTE Program Development Manager to manage data analyses and cost-effectiveness analyses	58
EO-PCR-06	Program Change Request	Equity Office	Add 1.0 FTE Program Planning and Evaluation Analyst to continue to develop and deliver Racial Equity training to County employees	59
EO-PCR-07	Program Change Request	Equity Office	The OOE is requesting \$100,000 a year to support the development of the Racial Equity Learning Program. The request for funding responds to the need to develop permanent capacity for the sustainability of key Office of Equity programs and initiatives, including the implementation of the Racial Equity Action Plan (REAP). The estimated total cost to fund the REAP is \$100,000 for FY24-25.	60
SoCoPi-PCR-01	Program Change Request	Sonoma County Public Infrastructure	Revitalize County Complex Landscaping	61
SoCoPi-PCR-02	Program Change Request	Sonoma County Public Infrastructure	Fuel Reduction for undeveloped County owned parcels	61
SoCoPi-PCR-03	Program Change Request	Sonoma County Public Infrastructure	Maintenance Subcontractors for fire/life/safety, perform maintenance on failing equipment such as uninterrupted power systems (UPS), and address specialized building maintenance services not performed by in-house staff.	61
SoCoPi-PCR-04	Program Change Request	Sonoma County Public Infrastructure	Building equipment and maintenance materials funding for Facility Operations	62
SoCoPi-PCR-05	Program Change Request	Sonoma County Public Infrastructure	Add 1.0 FTE Time Limited Department Analyst in Roads and District 4 for projects and grants	62
SoCoPi-PCR-06	Program Change Request	Sonoma County Public Infrastructure	Add 2.0 FTE Parking and Facility Officers	62
SoCoPi-PCR-07	Program Change Request	Sonoma County Public Infrastructure	Add 1.0 FTE Zero Waste Administrative Aide	63
SoCoPi-PCR-08	Program Change Request	Sonoma County Public Infrastructure	Add 1.0 FTE Department Information Services Specialist at the Airport	63
SoCoPi-PCR-09	Program Change Request	Sonoma County Public Infrastructure	Add 1.0 FTE Senior Engineer for the Roads, Active Transportation Projects, and Community Based Projects	64
SoCoPi-PCR-10	Program Change Request	Sonoma County Public Infrastructure	Public Health lab and Morgue	65

DA-AB-01

Department	District Attorney
Title	Restoration of 3 Victim Witness Advocates for the victim assistance program due to state/federal funding reduction
Requested FTE Change	3.00
Lay-Offs	3.00
County Discretionary Funding Requested (Rpt)	\$401,574
One-time or Ongoing	Ongoing
Strategic Plan Objective	HSC1-3: Create a "no wrong door" approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system.
Description of Change	Restoration of three Victim Witness Advocates that provide mandated services in compliance with Marsy's Law (Victims' Bill of Rights).
Add Back Justification - Service Impact	The loss of 3 filled positions would result in the following: <ul style="list-style-type: none"> • Unable to provide support to victims when providing testimony, when meeting with attorneys or provide timely updates to victims. • Limited capacity to prepare Criminal Protection Orders in a timely manner. • Limited capacity to prepare Restitution Orders in a timely manner. • Unable to provide support to victim's and their families for cases that are subject to resentencing, parole hearings etc. • Increased caseload to remaining Victim Witness Advocates resulting in caseloads of 301-451 per Victim Witness Advocate resulting in staff turnover and burnout as opposed to already significant caseload of 250-400 cases • Increase in wait times to victims for processing and providing updates to compensation applications, court and attorney updates. • Unable to support and collaborate with partner agencies including the Redwood Children's Center. • Reduced community visibility to unserved and underserved communities including individuals from racial and ethnic minority backgrounds, disadvantaged individuals and individuals with limited English proficiency, two of the three advocates are bilingual.
Add Back Justification - Directly Supports Mandated Services	The Victim Services Division and Victim Witness Advocates provide mandated services in compliance with Marsy's Law (Victims' Bill of Rights) an amendment to the the California Constitution. The loss of 3 filled positions would significantly impact our ability to comply with the requirements of Marsy's Law and require us to triage support to victims, partially serving victims of domestic violence, sexual assault, elder abuse and murder and not serve victims of certain crimes including robbery, assault, ID Theft, or DUI. Protection from Defendants & Witness Safety: This requires that we provide and assist victims by filing Criminal Protection Orders, Restraining Orders, support at bail hearings and provide release information in a timely manner. Conference w/Prosecution and Notice of Disposition: This requires that we coordinate and meet with victims when discussing proposed resolutions to the case. Notice of Proceedings/Appearances: Required to provide regular and timely updates to the case, accompany victims to court and assist in communicating court rulings.

DEM-AB-02

Department	Dept of Emergency Management
Title	Emergency Operations Resources Operating and Maintenance Budget
Dept Rank	1
County Discretionary Funding Requested (Rpt)	\$482,307
One-time or Ongoing	One-time
Description of Change	Fully fund operations and maintenance budget for the Emergency Operations Resources division, which manages the Emergency Operations Center, all EOC ISD infrastructure and user accounts, web-based emergency coordination software, emergency supply warehouses, DEM vehicle and emergency response trailer fleet resources.
Add Back Justification - Service Impact	During FY20-21 budget development, the department was asked to make reductions in its operating budget concurrent with countywide budget reductions. During budget deliberations, the operations and maintenance budget was restored on a one time basis. Since that time, the department's fleet and emergency supply resources capacities have grown exponentially and the department has been operating at a budget deficit, which directly affects the ability to maintain Emergency Operations Center infrastructure, including all ISD devices and user accounts, ISD device replacement, GIS capabilities, telephone lines, DEM fleet vehicles and emergency response trailers, leases and maintenance of emergency supply warehouses, EOC operational infrastructure and supplies.

DEM-AB-03

Department	Dept of Emergency Management
Title	Staffing, Advertising, and Outreach for Annual Community Emergency Evacuation Exercises
Dept Rank	6
County Discretionary Funding Requested (Rpt)	\$50,000
One-time or Ongoing	Ongoing
Strategic Plan Objective	RESJ4-2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.
Description of Change	Funding for five annual community emergency evacuation exercises in each of the supervisorial districts.

Add Back Justification - Service Impact	Outlined in the 2017 Fires After Action Report, and at the request of the Board of Supervisors, the Department of Emergency Management will conduct five annual community evacuation exercises, one in each supervisorial district. Evacuation exercises are held in collaboration with District Supervisors and public safety partners within communities identified with ingress and egress issues related to safe evacuation routes during disasters. Each exercise focuses on utilizing existing alert and warning tools, including test activations of SoCo Alert, safe evacuation practices, and includes Sonoma County Public Safety agencies conducting Hi-Lo sirens in their vehicles within the identified community evacuation zone. Exercises include working with community champions and neighbors and local public safety agencies to plan, design, and implement the event. Held since 2019, each exercise costs approximately \$10,000 each, which includes needed public outreach through community mailers, tv and online advertising, changeable message sign rental for placement in the community, and labor costs for the Sheriff's Office and Regional Parks Rangers who participate with their vehicle Hi-Lo signals, simulating a real-world event.
SoCoPi-AB-01	
Department	Sonoma County Public Infrastructure
Title	Offsetting incident cost related to disaster service work
Dept Rank	2
Requested FTE Change	0.00
Lay-Offs	0.00
County Discretionary Funding Requested (Rpt)	\$1,114,424
One-time or Ongoing	One-time
Description of Change	Sonoma County Public Infrastructure Facilities Division is requesting an increase in General Fund Contribution of \$1,114,424. The request is the result of projected general liability premiums increasing from \$82,493 in FY23-24 to \$1,209,291 in FY24-25 as a result of an incident that occurred during a disaster while an employee was an disaster service worker.
Add Back Justification - Service Impact	In the absence of additional General Fund contributions Facilities Operations would have to make severe cuts to current programs and services including elimination of janitorial services for most County facilities or elimination of a least six FTE positions.
Add Back Requests Total	
Requested FTE Change	3.00 (within the District Attorney's Office)
Lay-Offs	3.00 (within the District Attorney's Office)
County Discretionary Funding Requested (Rpt)	\$2,048,305

AGC-PCR-01

Department	Agricultural Commissioner/Sealer of Weights & Measures
Title	Add 1.0 Deputy Agricultural Commissioner to the Weights & Measures Division
Dept Rank	1
County Discretionary Funding (Rpt)	\$290,000
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Department of Agriculture/Weights & Measures is requesting the addition of 2.0 FTE permanent staffing allocations to the Weights & Measures division: 1.0 Inspector III and 1.0 Deputy Agricultural Commissioner. The addition of these two positions will increase capacity for completing all mandated inspections, including a focus in areas where underserved populations are more likely to be negatively impacted by noncompliance, as well as increasing package inspections. These positions will also ensure via onsite inspections the proper use of various metering devices requiring certification prior to construction and installation such as electric, water, and gas meters. A portion of the expenditures for these positions may be offset by fee and fines/penalties revenue. The amount of which would be determined by the number and type of inspections completed with related violations. See companion program change request AGC-PCR-04 for 1.0 Inspector III FTE.
Service Need/Improvement Justification	Since the reduction of 2.0 FTEs in 2011, there has been significant increases to mandated work. Since being fully staffed in 2009-10, the County has seen an increase of 78% in point-of-sale scanner devices. Currently, there is significant noncompliance and not all businesses are being inspected due to bandwidth. Noncompliance typically means that consumers are being over charged for their goods. Over the same period, there has been a 65% reduction in the number of packaged commodities inspections. These are the inspections that ensure the volume or weight of an item match the amount posted on the package. Noncompliance is an issue for these inspections as well because consumers aren't getting the volume they pay for. Other examples of increased workload over the same period include a 25% reduction in the number of retail motor fuel inspections and an increase of 200% in commercial counter scales. Registrations of electric vehicle charging stations is a new mandate that hasn't begun yet in Sonoma County due to reduced staffing levels. There are approximately 45 electric vehicle charging stations in Sonoma County that have not been registered. BPC Sections 12027, 12212, 13350, and Sonoma County Ordinance 5656. It's necessary to provide the Chief Deputy Sealer with bandwidth to focus on planning for the division, ensuring mandates are met, addressing repeat violators, budget, etc. A supervisor level staff (Deputy) is necessary to supervise and direct staff workload and assignments, assist with more complex investigations, draft violation reports, manage fleet vehicles, conduct training and oversight, and prepare cases for civil penalty actions. An Inspector III is necessary to assist with the increased workload.
Mandated Services Justification	California Building and Professions Code (CA BPC) Sections 12027, 12212, and 13350 mandate that commercial weighing and measuring devices be inspected and dictates the frequency at which those inspections occur. Sonoma County Ordinance No. 5656 requires point-of-sale scanners be registered and inspected annually. Since the reduction of 2.0 positions in 2011, the Department has not been able to fulfill these mandates.

AGC-PCR-02

Department	Agricultural Commissioner/Sealer of Weights & Measures
Title	Add 1.0 Department Analyst and Delete 0.8 Vacant Office Assistant II in the Administration Division
Dept Rank	2
Departmental Fund Balance (Rpt)	\$0
County Discretionary Funding (Rpt)	\$112,000
FTE Change	0.20
One-time or Ongoing	Ongoing
Description of Project	Department of Agriculture/Weights and Measures is requesting the addition of a 1.0 FTE Department Analyst and the deletion of a vacant 0.8 FTE Office Assistant II in the Administration Division.
Service Need/Improvement Justification	The Administration Division of the Department has two functional units: Fiscal and Administration. Currently, the Administration unit staffing allocation consists of: 1.0 FTE Administrative Aide that supervises 1.0 FTE Receptionist; 1.0 FTE Senior Office Assistant, and a currently vacant 0.8 Office Assistant II. The fiscal unit staffing allocation consists of: 1.0 FTE Department Analyst that supervises 1.0 FTE Accounting Technician and 2.0 FTE Senior Account Clerks. The Department's goal is to have the same staffing structure in both functional units to ensure one manager (Department Analyst) for each unit overseeing a lead worker (Administrative Aide or Accounting Technician, respectively) along with line staff support. The requested Department Analyst would take over the supervisory responsibilities of the Administration Unit, currently done by the Administrative Aide and would allow said Administrative Aide to return to supporting the department. Having a Department Analyst in the Administration Unit is a more appropriate job class to manage areas such as human resources, safety program, ISD/project management, facility needs, as well as the aforementioned complex supervisory matters. Having support in these areas will allow the Administrative Services Officer to focus on department wide strategic planning, organizational development, budget challenges and opportunities, fee studies, analytical studies in areas of complex revenue management (unclaimed gas tax) which makes up 1/7 of the department's overall budget. The Office Assistant II position has been vacant over 7 years. Several attempts have been made to recruit for a skillset that can add value to the Administration Unit have been unsuccessful. It has been determined that with office automation and other efficiencies, the need for an Office Assistant II has been eliminated.
Mandated Services Justification	N/A

AGC-PCR-03

Department	Agricultural Commissioner/Sealer of Weights & Measures
Title	Add 1.0 Senior Agricultural Program Assistant and Delete 0.7 Vacant Agricultural/Weights & Measures Inspector III in the Agricultural Division.
Dept Rank	3
Departmental Fund Balance (Rpt)	\$0
County Discretionary Funding (Rpt)	\$29,865
FTE Change	0.30
One-time or Ongoing	Ongoing
Description of Project	Department of Agriculture/Weights & Measures is requesting the addition of a 1.0 FTE Senior Agricultural Program Assistant and the deletion of a vacant 0.7 FTE Agricultural/Weights & Measures Inspector III in the Agricultural Division. The requested ongoing costs represent the net need as a result of the addition and deletion. Full ongoing costs for a 1.0 FTE Senior Agricultural Program Assistant is \$149,800. These costs estimates do not take into consideration the Department's reimbursement through unclaimed gas tax for work completed for agricultural programs not otherwise funded by contracts; nor does it take into consideration any work funded by contracts, as these amounts are difficult to quantify because those amounts rely on available work.
Service Need/Improvement Justification	Much of the work of the Agricultural Division is conducted by licensed staff as required by the California Department of Food and Agriculture (CDFA) and the California Department of Pesticide Regulation (DPR). Based on a review of the types of non-licensed work performed by licensed staff, the Department has found that an unlicensed position is better suited to complete that work. The Department Program Manager position allocation added in FY 23-24 to oversee non-licensed work including the cannabis, hemp, and hazardous materials programs as well as the pest detection program would be best supported by a Senior Agriculture Program Assistant.
Mandated Services Justification	California Food and Agriculture Code Section 5024, Sonoma County Code Chapters 13, 26, and 37 require inspections of various commodities and services on a regular basis.

AGC-PCR-04

Department	Agricultural Commissioner/Sealer of Weights & Measures
Title	Add 1.0 Inspector III to the Weights & Measures Division
County Discretionary Funding (Rpt)	\$270,000
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Department of Agriculture/Weights & Measures is requesting the addition of 1.0 FTE permanent staffing allocation to the Weights & Measures division: 1.0 Inspector III. The addition of this position will increase capacity for completing all mandated inspections, including a focus in areas where underserved populations are more likely to be negatively impacted by noncompliance, as well as increasing package inspections. This position will also ensure via onsite inspections the proper use of various metering devices requiring certification prior to construction and installation such as electric, water, and gas meters. A portion of the expenditures for this position may be offset by fee and fines/penalties revenue. The amount of which would be determined by the number and type of inspections completed with related violations. See companion program change request AGC-PCR-01 for 1.0 Deputy Agricultural Commissioner FTE.
Service Need/Improvement Justification	Since the reduction of 2.0 FTEs in 2011, there has been significant increases to mandated work. Since being fully staffed in 2009-10, the County has seen an increase of 78% in point-of-sale scanner devices. Currently, there is significant noncompliance and not all businesses are being inspected due to bandwidth. Noncompliance typically means that consumers are being over charged for their goods. Over the same period, there has been a 65% reduction in the number of packaged commodities inspections. These are the inspections that ensure the volume or weight of an item match the amount posted on the package. Noncompliance is an issue for these inspections as well because consumers aren't getting the volume they pay for. Other examples of increased workload over the same period include a 25% reduction in the number of retail motor fuel inspections and an increase of 200% in commercial counter scales. Registrations of electric vehicle charging stations is a new mandate that hasn't begun yet in Sonoma County due to reduced staffing levels. There are approximately 45 electric vehicle charging stations in Sonoma County that have not been registered. BPC Sections 12027, 12212, 13350, and Sonoma County Ordinance 5656. An Inspector III is necessary to assist with the increased workload.
Mandated Services Justification	California Building and Professions Code (CA BPC) Sections 12027, 12212, and 13350 mandate that commercial weighing and measuring devices be inspected and dictates the frequency at which those inspections occur. Sonoma County Ordinance No. 5656 requires point-of-sale scanners be registered and inspected annually. Since the reduction of 2.0 positions in 2011, the Department has not been able to fulfill these mandates.

ACTTC-PCR-01	
Department	Auditor-Controller-Treasurer-Tax Collector
Title	Upgrade of Collection System
Dept Rank	1
County Discretionary Funding (Rpt)	\$92,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	One-time funding for implementation costs associated with needed upgrade to collections software application.
Service Need/Improvement Justification	The existing system was put into place in 1998 as primary collection application for delinquent taxes and other fees/fines. The system has not been upgraded and is now currently un-supported. There are nearly 15,000 individual assessments (accounts) that represent \$10M+ in delinquent unsecured taxes. The current process for updating the system is antiquated and highly manual relying on legacy staff to operate. The department has been researching options for replacement and found that moving to an upgraded version of the software by the same company is the best option for the County. Scoping conversations have been started and a Single Source Waiver has already been approved by Purchasing. This would provide a modern Cloud based interface that will be more user friendly to the team and offer significant opportunity for process efficiencies. The new system offers robust address tracing and ability to notify debtors by email and text in addition to traditional mailed letters. The ongoing costs of system can be covered with existing revenues, but due to overall increases in labor and other operating expenses, the department does not have sufficient revenues to cover the one-time implementation costs.
DCCS-PCR-02	
Department	Child Support Services
Title	Leadership and Management Cultural Innovation Investment training program
County Discretionary Funding (Rpt)	\$53,743
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$0
Description of Project	This one-time investment would provide \$158,069 for Sonoma Department of Child Support Services to conduct a department culture assessment, deliver mindset and leadership training to all employees, develop organizational alignment and strategic direction, train facilitators to deliver ongoing training, and launch a culture change champion/ambassador team to guide the culture growth of the organization. Over a six month period, develop the department's Leadership and management thorough a cultural and vision building training program that intentionally shapes its culture to drive by more accountability and greater performance and excellence. A County General Fund contribution would be matched by 2/3 federal funding.
Service Need/Improvement Justification	Sonoma County DCSS's (SCDCSS) executive leadership is charged with developing the organization while continuing to drive results. SCDCSS has achieved great success under the founding Child Support Program and funding model, continuously ranking in the top #10 in the State. The consistent success is attributable to a high degree of customer commitment, adequate funding to support operations, and a remarkable staffing longevity. The staffing longevity provides advance program knowledge and job skills. SCDCSS has entered a time of great change requiring new knowledge, tools, and capabilities, as well as mindset and culture change. Highlights of some of the department's changes and challenges include: Significant legislative and State-mandated program changes including modification and expansion of services, and changes to the nature of the work, requiring greater participation, engagement, flexible thinking, and the ability to embrace new practices and technologies. Ongoing reduction in State/federal funding resulting in a 36% reduction in staff since FY2019/20 without a corresponding reduction in work. Changes needed to meet SoCo BOS short- and long-term strategic goals for social services providing departments. This includes providing services directly to the community and reducing travel burden of citizens. 83% change in department leadership as well as new employees joining the department to fill vacancies created from a high rate of retirements. DCSS follows the State's Child Support vision and mission and has no articulated departmental vision and mission of its own to help guide goals setting, performance and results.
CRA-PCR-01	
Department	Clerk- Recorder-Assessor
Title	Recorder's Division addition of 1.0 FTE Clerk-Recorder-Assessor Specialist II and a deletion of 1.0 FTE Receptionist
Dept Rank	1
Departmental Fund Balance (Rpt)	\$826
County Discretionary Funding (Rpt)	\$0
FTE Change	0.00
One-time or Ongoing	Ongoing
Description of Project	Delete a 1.0 full time equivalent Receptionist and add a 1.0 full time equivalent Clerk-Recorder-Assessor Specialist II in the Recorder's Division
Service Need/Improvement Justification	More flexibility and functionality for our customer service window before being directed to a specialist. The receptionist position is limited to greeting the public. Changing this classification will allow for the employee greeting customers to perform Clerk-Recorder-Assessor Specialist duties during slow times or in between customers. As a Clerk-Recorder-Assessor specialist II they will be trained in all programs as necessary and not limit themselves to receptionist functions only. Will allow for rotation of coverage at the receptionist window, will assist with coverage when we have reduced staff in the office. The position would also be able to perform Clerk-Recorder-Assessor Specialist duties during slow times or in between customers.
Mandated Services Justification	Recording of official land records, maps of subdivision tracts and parcels, judgements, court orders related to property or money judgements and military discharges (DD214).

CRA-PCR-02

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Time Limited Assessment Specialist for Backlog
Dept Rank	10
County Discretionary Funding (Rpt)	\$167,915
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	Add a time limited Assessment Specialist for a 3 year term to address backlog to get current on assessments.
Service Need/Improvement Justification	The Assessor's office is required to assess all property for tax purposes. Proposition 13 requires that property be reassessed when a qualifying event occurs, such as a change in ownership or new construction. When these events occur on a date other than January 1st, a supplemental event is created, resulting in a supplemental assessment and tax bill. Assessments must be done for all qualified events in a given calendar year by June 30th of the following year to be considered timely and be enrolled. At this time, the assessment roll is closed and passed to the Auditor-Controller-Treasurer-Tax Collector (ACTTC) Department to create and issue tax bills. Supplemental events that are not worked timely are worked through the roll correction process, after the roll has been closed. This means that property owners wait for over a year for a correct assessment and tax bill, and it creates additional paperwork for both the Assessor and ACTTC. Over the last 15 years, the Assessor's office has had a permanent staffing cut of up to 14 positions, some of which were added back in 2022, while workload has risen or been maintained, resulting in delays of assessments. Additionally, several years of calamity events have created more of a backlog.
Mandated Services Justification	Revenue and Taxation Code 50-5911. This mandate states all property in the State of California not exempt under the laws of the United States or the State of California is subject to taxation under this code. The Assessor's Office is unable to keep up with the increasing workload at the current permanent staffing level. The Assessor's Office has seen a 16% decline over the last 13 years in staffing, while workload in all divisions has been maintained or increased significantly. While other departments have had some staffing restored since the 2008-2009 recession, the Assessor's Office has continued to be asked to reduce staffing due to budget constraints. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-03

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Appraiser III for increase workload from Prop 19
Dept Rank	8
County Discretionary Funding (Rpt)	\$200,738
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19. Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-04

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Appraiser III for increase workload from Prop 19
Dept Rank	9
County Discretionary Funding (Rpt)	\$200,738
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-05

Department	Clerk- Recorder-Assessor
Title	Convert time limited Appraiser III to permanent for increased Prop 19 workload
Dept Rank	2
County Discretionary Funding (Rpt)	\$189,738
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-06

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Assessment Specialist for increased workload from Prop 19
Dept Rank	6
County Discretionary Funding (Rpt)	\$167,915
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-07

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Assessment Specialist for increase workload from Prop 19
Dept Rank	7
County Discretionary Funding (Rpt)	\$167,915
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

CRA-PCR-08

Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Senior Clerk-Recorder-Assessor Specialist for increase workload from Prop 19
Dept Rank	5
County Discretionary Funding (Rpt)	\$153,759
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.

Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.
CRA-PCR-09	
Department	Clerk- Recorder-Assessor
Title	Convert 1.0 FTE time limited Clerk-Recorder-Assessor Specialist II to permanent for increased Prop 19 workload
Dept Rank	3
County Discretionary Funding (Rpt)	\$133,325
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Assessor's Office is requesting the addition of five (5.0) new positions and to make permanent two (2.0) current time-limited positions that will expire in December 28, 2024 to handle the increase in workload related to the passage in 2020 of Proposition 19 - The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act.
Service Need/Improvement Justification	Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, was passed by the voters of California in the November 3, 2020 General Election, and increased the mandated work for the Assessor's Office. The Act added a number of new mandates to the functions of the Assessor's Office. The Assessor's Office has seen an increase in approximately 3,000 appraisal work events annually due to new mandates related to Prop 19. A fully-trained experienced appraiser would be expected to work approximately 1,000-1,200 work events annually. There have also been over 1,000 work items added for CRA Specialists, and approximately 500 work items for Assessment Specialist related to the filed applications related to Prop 19.
Mandated Services Justification	Proposition 19 – The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, passed by the voters of California in the November 3, 2020 General Election increases mandated actions in the Assessor's Office. The Assessor's Office originally requested 7 positions for Prop 19 during the 21-22 budget session, based on our predictions of estimated workload. However, the office was not allowed to bring the request forward at that time. Prop 19 added new mandates to existing Assessor work, and did not remove work from the office. In 2024-2025, the state Board of Equalization will be coming to survey Sonoma County for compliance with mandates, and the office believes that we are currently not meeting mandates to an acceptable standard.
CRA-PCR-10	
Department	Clerk- Recorder-Assessor
Title	Add 1.0 FTE Program Development Manager (Election Manager) and delete 1.0 FTE Department Information Systems Coordinator to better align staffing with elections processes
Dept Rank	4
County Discretionary Funding (Rpt)	\$14,918
FTE Change	0.00
One-time or Ongoing	Ongoing
Description of Project	Delete a 1.0 full time equivalent Department Information Systems Coordinator and add a 1.0 full time equivalent Program Development Manager (Election Manager)
Service Need/Improvement Justification	Over the years, as elections systems and processes have changed, so have the responsibilities and requirements for this position. While the Department Information Systems Coordinator position is a management-level employee, it cannot supervise or manage staff. As a separate job classification, it also is unable to cross-train and share work with other division managers for resiliency and continuity of operations purposes. While this position used to perform IT tasks such as desktop support and modernization and database management, a lot of those responsibilities have shifted to the department general IT team, to free up this positions time to manage the specific election systems as they changed, as well as work with election system vendors.
Mandated Services Justification	Elections are a mandated function of the County as outlined in California Government and Elections Code.

CDC-PCR-01

Department	Community Development Comm.
Title	Funding to cover repairs and maintenance costs associated with CDC owned and/or leased properties on Sonoma Ave in Santa Rosa and Arthur St in Cotati
Dept Rank	4
County Discretionary Funding (Rpt)	\$300,000
One-time or Ongoing	One-time
Description of Project	Without proactive planning for full cost recovery, the Community Development Commission (CDC) has since 2020 assumed ownership and/or control of 10 properties, including the Azura Hotel, two homes on West Avenue in Santa Rosa, and two homes in Cotati, among others. The properties were purchased or leased by the County between 2020 and 2023 to increase the supply of Permanent Supportive Housing (PSH), affordable rental housing units and non-congregate shelter for persons exiting homelessness. The properties have housed the county's most vulnerable persons/households. Several of the properties are not revenue generating, serving as non-congregate shelters for high needs persons exiting homelessness, while others have collected nominal rents. Despite modest revenue received in rent, overall, the properties operate at an annual net loss, jeopardizing the CDC's financial sustainability and ability to deliver other key programming.
Service Need/Improvement Justification	Beginning in 2020, the County started purchasing and/or leasing properties assigned to be owned and operated by the CDC. Due to concurrent pandemic and homeless crises, ownership and operation responsibility was placed with the CDC without the benefit of planning for full cost recovery to ensure financial sustainability. It is a goal of the CDC to evaluate properties it currently owns and/or leases to identify whether it is financially practical for the properties to remain under public ownership and/or control. If a business or public policy case cannot be made for public ownership, CDC will explore the NGO landscape for expertise and capacity to own or manage the properties for both community benefit and positive cash flow.

CDC-PCR-02

Department	Community Development Comm.
Title	Addition of 1 FTE: Community Development Assistant Manager for construction projects
Dept Rank	1
County Discretionary Funding (Rpt)	\$238,919
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	With the expanded housing production, preservation, grant administration, compliance, project management, housing element implementation and emerging projects, it has become apparent that a higher-level assistant manager is needed to conduct overall project oversight and coordination. Each project is complex in nature, includes multiple stakeholders, funding sources, and phases, requiring attention to detail, knowledge of industry standards, and federal, state and local regulatory requirements. Since 2019, the number of projects has increased and all housing and grant programs have expanded with no equivalent staff expansion. Several programs that have been paused are due to staffing resources are in the process of being reactivated and new programs are planned for for Housing Element implementation.
Service Need/Improvement Justification	This new position will manage and coordinate the work of the Community Development division staff, serve as liaison between the CDC and community stakeholders, third-party contractors, other government agencies, developers, and public-private collaborative partnerships. The responsibilities of the position have been added to existing staff workloads, which is a challenge.
Strategic Plan Objective	HSC3-2: Identify and leverage grant funding sources for permanent supportive and affordable housing development.

CDC-PCR-03

Department	Community Development Comm.
Title	Consultant for development, community engagement, and preparation of HUD required affordable housing 5-year Consolidated Plan
Dept Rank	5
County Discretionary Funding (Rpt)	\$100,000
One-time or Ongoing	One-time
Description of Project	Every five years HUD requires formula block grantee jurisdictions, including the Community Development Commission, on behalf of the County of Sonoma, to conduct a community engagement process and prepare a Consolidated Plan assessing affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. Lacking FTE capacity for this project, the CDC must rely upon consultants to assist staff with the process starting in FY 24-25. Estimated cost for needed consultancy is \$100,000. Failure to produce the required Consolidated Plan would jeopardize millions of dollars in annual federal funding, and many more millions of dollars in funds these federal grants leverage.
Service Need/Improvement Justification	Through the Consolidated Plan, grantee jurisdictions engage the community, both in the process of developing and reviewing the proposed plan, and as partners and stakeholders in the implementation of Community Planning and Development programs. By consulting and collaborating with other public and private entities, the CDC aligns and coordinates community development programs (CDBG, ESG, HOME, HOPWA) with a range of other plans, programs and resources to achieve greater impact. As part of the Consolidated Plan, CDC also certifies it will affirmatively further fair housing. The programs and activities supported by the federal funds received through the Consolidated Plan also support several Housing Element programs and goals. Current staffing levels are insufficient to produce the Consolidated Plan entirely in house. CDC considered but cannot justify adding staff for the Consolidated Plan process since it is only required every five years.
Strategic Plan Objective	HSC3-2: Identify and leverage grant funding sources for permanent supportive and affordable housing development.

CDC-PCR-04

Department	Community Development Comm.
Title	Add 1.0 FTE Community Development Program Specialist to advance the County's Strategic Plan Racial Equity and Social Justice Pillar
Dept Rank	2
County Discretionary Funding (Rpt)	\$176,104
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The CDC is requesting (On-going) General Fund Contribution for 1 FTE to aid in advancing the County's Strategic Plan to advance Racial Equity and Social Justice. By adding this position, the CDC will better address institutionalize equity and disparate impacts on people of color both internally as an organization and in the community that we serve. Having this position will provide the CDC with the framework to expand to broader equity issues, including sexual orientation, gender, and ability.
Service Need/Improvement Justification	HUD requires all federally funded programs to undergo meaningful affirmatively furthering fair housing (AFFH) efforts in the implementation of its programs. All CDC programs are required to implement AFFH practices and programs, which the CDC currently does utilizing consultants. However, the CDC desires to increase its DEI efforts in a meaningful and proactive manner and ensure that all commitments made to AFFH are being implemented in the most meaningful way possible. To achieve this, the CDC is proposing the addition of 1 FTE Community Development Program Specialist who will focus intensely on this work. This new position will guide CDC efforts to advance diversity, equity and inclusion (DEI). The position will work closely with CDC staff in the development and refinement of policies and procedures with an explicit focus on DEI. The position will also work with CDC stakeholders, including developers, housing authority assisted tenants, and other clients of the CDC, and well as with staff, to gain feedback and insight into existing CDC policies and practices in order to inform needed, systemic changes. This position will also assist with human capital activities including welcoming and onboarding new employees into an agency genuinely committed to advancing anti-racist, results-based accountability.
Mandated Services Justification	Federal rules requires that all federally funded programs perform an affirmatively furthering fair housing report. This role will ensure that the document is a living breathing document and actively implemented in all programmatic areas of the CDC.

CDC-PCR-06

Department	Community Development Comm.
Title	Funding to contract with Collaborative Grant Seeking Consultants
Dept Rank	6
County Discretionary Funding (Rpt)	\$75,000
One-time or Ongoing	One-time
Description of Project	Collaborative grant seeking can unlock significant funding opportunities for affordable housing production and preservation. The CDC does not have internal capacity or program-specific expertise to compete against larger jurisdictions with more experienced grant seeking professionals. A modest investment in collaborative grant seeking is expected to pay an exponential dividend.
Service Need/Improvement Justification	As new public and private financial resources become available, the CDC and its partners need to be positioned to submit strongly competitive applications for funding. Investing General Fund resources in collaborative grant seeking will further the County's commitment to identifying and leveraging grant funding sources for permanent supportive and affordable housing development and will create incentives for developers to promote affordable housing development in the County. Current staffing levels are insufficient to develop strongly competitive grant applications entirely in house. CDC considered but cannot justify adding staff for collaborative grant seeking activities.
Strategic Plan Objective	HSC3-2: Identify and leverage grant funding sources for permanent supportive and affordable housing development.

CAO-PCR-01

Department	Board of Supervisors/County Administrator
Title	Add 1.0 FTE Assistant County Administrator to support the expanded workload resulting from Board direction to transfer management authority of additional County departments to the County Administrator.
Dept Rank	1
County Discretionary Funding (Rpt)	\$445,875
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$441,670
Description of Project	The CAO's Office is requesting the addition of 1.0 FTE Assistant County Administrator (ACAO) in order to support the expanded workload resulting from Board direction to transfer management authority of additional County departments to the County Administrator (CAO). The CAO currently has supervisory/management/employment authority of seven County department and respective department heads. The Board has made the decision to move additional departments to CAO management and to move from a "CAO" to a "CEO" county management model. It is expected that six additional departments will transfer to CAO management responsibility, including authority for hiring/terminating contracted department head positions.
Service Need/Improvement Justification	The Board has authorized a restructuring of the assignment of at least six county departments to shift from Board oversight and reporting structure to directly reporting to the CAO. The addition of 1.0 FTE ACAO position will help to manage and equitably distribute the additional workload between CAO and ACAO positions.

CAO-PCR-02

Department	Board of Supervisors/County Administrator
Title	Contractor assistance for departmental grant management and consulting services.
Dept Rank	3
County Discretionary Funding (Rpt)	\$150,000
FTE Change	0.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$150,000
Description of Project	<p>Since the 2017 Sonoma Complex Fires, the amount of grants applied for and awarded has increased dramatically, with an estimated \$95 million in grant funding currently being managed by departments, excluding Department of Health Services. Department staff who work on grants formed a "Grant User Networking Group" ("Group") in August 2023. The group meets on a bimonthly basis, and currently there are 12 departments that participate. Issues raised during these meetings include: 1) Many departments do not have procedures in place to ensure compliance with grant requirements; 2) Many grant users are not familiar with all of the requirements for federal/state regulations; 3) Some departments have received audit findings for personnel time working on grants; 4) Some departments did not realize money received from the State were federal passthroughs and therefore had different requirements; 5) Purchasing staff often are not aware that funds used for procurement come from a grant source and therefore must meet specific requirements; 6) The County policies and procedures are in multiple locations and many are not updated; 7) A need for subrecipient risk assessment and monitoring plans trainings and templates; 8) A growing concern that the County could face claw-backs of grant funding and staff seeks advice and expertise to minimize this risk. Currently, there is no County staff with this broad expertise and there is no department designated to assist staff with the myriad of issues/questions that arise, or are able to assist staff in proactive grant management such as qualified/unqualified expenses, procurement requirements specific to a grant, accounting procedures and documentation, etc. Prior to the Grant Network User Group, each department was working independently to understand grant management requirements and tools, which resulted in inefficiencies and duplication of efforts. The Group shares what information it can, but it cannot be substituted for expert advice in grant management. Many departments use the same staff for grant seeking/writing and grant management, and several have indicated that due to the increase in grants awarded and currently managed, they no longer have capacity to assume additional grants.</p>
Service Need/Improvement Justification	<p>Federal and State grants can provide critical support to communities within the County, including health, business opportunities, public safety, infrastructure, and emergency preparedness. Most federal and state grant funds come with claw back provisions, which generally occur following an audit after a project or program close out, which often occur years after the grant has been closed out. With the increase in grant funding used for County programs and projects, working with a grant management and compliance expert early in the process is key to minimizing the risk of negative audit findings, including claw backs which could impose significant financial hardship on the County. Audit findings also negatively impact the County's risk rating which could result in a decrease of awards. Engaging an expert consultant, who will work with departments to proactively develop grant management tools and templates, provide trainings, monitor grant compliance documentation, and serve as an on-call resource for technical grant questions, will reduce the County's risk of negative findings in audits and collectively educate the County on grant management and documentation best practices. Also, by gaining efficiencies in grant management through the use of an expert consultant, department staff will be better able to devote time to seek, apply for, and manage additional grant opportunities.</p>

CAO-PCR-03

Department	Board of Supervisors/County Administrator
Title	Climate Action and Resiliency Blueprint Consultant Services
Dept Rank	2
County Discretionary Funding (Rpt)	\$125,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	<p>Climate Action and Resiliency Division requests one-time funding for development of a Climate Action and Resiliency Blueprint, to be completed in fiscal year 2024-2025 (FY 24-25). The Blueprint will evaluate staffing and organizational needs to implement the Climate Resilience Comprehensive Action Plan, which the Board will consider in third quarter of 2024 (the first quarter of FY 24-25). It will also evaluate the current staffing in the Climate Action and Resiliency Division of the County Administrator's Office, ongoing program responsibilities assigned to that group, and recommend any changes to staffing or organizational structure as appropriate.</p>
Service Need/Improvement Justification	<p>The Board established the Climate Action and Resiliency Division (CARD) of the County Administrators Office (CAO) in the FY 21-22 budget with one permanent Administrative Analyst and three limited term positions (a Division Director, a Principal Analyst, and an Administrative Aide) for a period of three years using funds from the settlement with Pacific Gas and Electric Company for damages from the 2017 fires. The Board also allocated \$10 million from the same settlement to a Climate Resilience Fund (CRF) for climate resilience projects by county departments and agencies. CARD was charged with implementation of the Climate Action and Resiliency pillar of the Board's 2021 Strategic Plan and recommending/overseeing projects for funding from the CRF. Subsequently, CARD was assigned responsibilities and staffing for a Clean Water Ombudsman program and absorbed the Energy and Sustainability Division from the former General Services Department. CARD also secured a \$10 million grant which funds most of a position that implements it and was awarded an ongoing position to seek and manage grants. CARD will propose a Climate Resilience Comprehensive Action Plan for consideration by the Board of Supervisors in 3rd quarter of 2024. This Plan will outline actions the County will take to achieve the Board's Strategic Plan goal to be carbon neutral, zero waste, and resilient by 2030. With the upcoming expiration of the limited term positions, the CAO must recommend to the Board the appropriate staffing and structure to oversee the implementation of the Comprehensive Action Plan, and to carry out the ongoing (and permanently staffed) Clean Water, Energy and Sustainability, and grants workload. This PCR requests one-time funds for a contractor to assess CARD workload and the implications of the Blueprint, and recommend an organizational and staffing Blueprint for the implementation of the Comprehensive Action Plan and to carry out the ongoing (and permanently staffed) Clean Water, Energy and Sustainability, and grants workload.</p>

Strategic Plan Objective	CAR3-1: Design or retrofit County facilities to be carbon neutral, zero waste and incorporate resilient construction techniques and materials.
CAO-PCR-04	
Department	Board of Supervisors/County Administrator (Ad-Hoc)
Title	Explore creating a new zone of benefit within County Service Area 41 to finance new neighborhood parks and plazas.
Dept Rank	5
County Discretionary Funding (Rpt)	\$148,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	As directed by the Board of Supervisors on February 6, 2024, the County Administrator's Office requests \$148,000 in one-time funding to explore creating a new zone of benefit within the existing County Service Area (CSA) 41 to finance new neighborhood parks and plazas. The proposed duration of this work effort, which was recommended by the Unincorporated Governance Ad Hoc Committee, is 12 months. The anticipated funding source is the General Fund. Key activities associated with this work effort include mapping, fiscal analysis, community engagement, and analysis of policy options to create a new assessment or tax. Sonoma County recognizes that our local parks and open spaces provide essential spaces for recreation, relaxation, and community engagement. One of the Unincorporated Governance Ad Hoc Committee's priority areas of focus is to scope options to increase funding to create new parks in unincorporated areas (affirmed by the Board of Supervisors on May 23, 2023). Informed by conversations with Regional Parks, County Counsel, and the Local Agency Formation Commission, the Ad Hoc Committee identified the creation of a new zone of benefit within the existing County Service Areas (CSA) 41 as a mechanism to finance new neighborhood parks and plazas. On February 6, 2024, the Board directed staff to submit a Program Change Request to explore creating a new CSA 41 zone of benefit for inclusion in the FY 24-25 proposed budget. The requested \$148,000 in one-time funds for FY 24-25 includes \$148,000 for contract services including GIS mapping services, fiscal analysis, service delivery plan development, and community engagement. The full amount of \$148,000 will be funded with FY 24-25 General Fund.
Service Need/Improvement Justification	County Service Areas are designated areas that provide expanded service levels in unincorporated areas where residents are willing to pay for the extra service. Sonoma County's CSA 41 is authorized to provide any governmental service and facility within the county service area that the County is authorized to perform and that the County does not perform to the same extent on a countywide basis, including, but not limited to, recreation facilities such parks, parkways, and open space. By creating a new zone of benefit within CSA 41, parcel owners can choose to provide a financing mechanism in selected unincorporated areas to create new neighborhood parks and plazas. The anticipated timeframe for implementation of this work effort is July 2024 through June 2025. The desired outcome for this work effort is to increase park access, which aligns with the County's Strategic Plan guiding principle of geographic equity -- "access to services should be equitably distributed across the County."
CAO-PCR-05	
Department	Board of Supervisors/County Administrator (Ad-Hoc)
Title	Implement Municipal Advisory Council best practices and host quarterly knowledge sharing convenings.
Dept Rank	6
County Discretionary Funding (Rpt)	\$25,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	As directed by the Board of Supervisors on February 6, 2024, the County Administrator's Office requests \$25,000 in one-time funding to implement Municipal Advisory Council (MAC) best practices and host quarterly knowledge sharing convenings. The proposed duration of this work effort, which was recommended by the Unincorporated Governance Ad Hoc Committee, is 12 months. The anticipated funding source is the General Fund. Key activities associated with this work effort include conducting a review of the County's current Municipal Advisory Councils (MAC) practices, researching best practices from other jurisdictions, identifying opportunities for improvement, and convening four knowledge sharing meetings for MAC representatives and representatives from unincorporated communities without MACs. Municipal Advisory Councils (MACs) are established in the County's unincorporated areas to serve as a mechanism to increase communication between the Board and residents on decisions affecting their communities. Pursuant to Board direction, the Unincorporated Governance Ad Hoc Committee held an all-MAC meeting, with representatives from all MACs and communities without MACs on August 16, 2023 to hear directly from the community representatives about the top needs for government services in their communities. The input received at this listening session informed the Ad Hoc Committee's recommendations presented to the Board on February 6, 2024, and the Board directed staff to submit a Program Change Request for inclusion in the FY 24-25 proposed budget to implement MAC best practices and convene quarterly knowledge sharing meetings. The requested \$25,000 in one-time funds for FY 24-25 includes staff time, venue rentals, facilitation, and interpretation. The full amount of \$25,000 will be funded with FY 24-25 General Fund.
Service Need/Improvement Justification	This desired outcome for this proposed work effort is to improve the effectiveness of Municipal Advisory Councils (MACs) in advising the Board of Supervisors on issues concerning the area served by each MAC. Staff received positive feedback after the all-MAC listening session in August 2023, including interest from participants in future opportunities to share information with other MAC representatives. The review of current MAC practices will identify areas for improvement, which will be shared with MACs along with best practices from other jurisdictions. MACs and the District staff that support the MACs will receive recommendations and implementation strategies for any identified process improvements. Furthermore, the quarterly convenings will provide a structure for MACs representatives to share resources, information, and strategies between the different MACs. The intention is for County staff to initiate the quarterly meetings for one year, with the opportunity for the MAC representatives to self-organize and continue meeting in the future as needed. The funds requested will provide for venue rental, facilitation, interpretation and other costs associated with four meetings in FY 24-25.

CAO-PCR-06

Department	Board of Supervisors/County Administrator (Ad-Hoc)
Title	Explore creating new Regional Enhanced Infrastructure Financing Districts (EIFDs)
Dept Rank	7
County Discretionary Funding (Rpt)	\$650,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	As directed by the Board of Supervisors on February 6, 2024, the County Administrator's Office requests \$650,000 in one-time funding to explore creating new Regional Enhanced Infrastructure Financing Districts (EIFDs). The proposed duration of this work effort, which was recommended by the Unincorporated Governance Ad Hoc Committee, is 12 months. The anticipated funding source is the General Fund. The Board's approval of this funding would allow staff to respond to District-specific requests to work with staff and consultants to explore EIFD opportunities. Key activities associated with this work effort include assessing community and potentially City interest, fiscal analysis, feasibility studies, and community engagement. As identified in the Sonoma County Strategic Plan, some of Sonoma County's existing roads, bridges, communications networks, and public buildings were not designed to modern standards and are incapable of withstanding the impacts of fires, floods, and seismic events. The County's aging infrastructure requires rehabilitation, replacement, and ongoing investments to enhance services to the community. Creating resilient infrastructure is an investment in the future of Sonoma County and critical to ensuring a healthy economic foundation for the community. The Board of Supervisors has prioritized investments in roads and bridge infrastructure and capital improvements as part of their Resilient Infrastructure strategic priority. The Unincorporated Governance Ad Hoc Committee identified Enhanced Infrastructure Financing Districts (EIFDs) as a potential financing mechanism to fund public capital facilities and projects of communitywide significance. On February 6, 2024, the Board directed staff to submit a Program Change Request for this EIFD work effort for inclusion in the FY 24-25 proposed budget. The requested \$650,000 in one-time funds for FY 24-25 includes \$650,000 for contract services including GIS mapping services, feasibility studies, and community engagement. This work effort will be funded with FY 24-25 General Fund.
Service Need/Improvement Justification	An Enhanced Infrastructure Financing District (EIFD) allows for a separate government entity to be created by a city or county within a defined area to finance infrastructure projects with community-wide benefits. EIFDs are financed through tax increment generated from the growth in property taxes collected from within the designated district boundary. Eligible EIFD projects typically have a useful life of at least 15 years and include but are not limited to, roads, highways, streets/streetscapes, parking facilities, and transit facilities; affordable housing; internet access services; childcare facilities; libraries; parks and recreational facilities; brownfield restoration and other climate mitigation; sewer and water facilities; solid waste and flood control facilities. EIFDs directly supports the County's Five-year Strategic Plan and is aligned with the Resilient Infrastructure Pillar, aimed at enhancing services to the community by investing in County facilities and infrastructure; including roads, buildings, communications, and flood protection. Furthermore, EIFD funding could be considered for affordable housing projects, which directly aligns with the County's Strategic Plan Healthy and Safe Communities goal to collaborate with cities to "...increase affordable housing development near public transportation and easy access to services." The anticipated timeframe for implementation of this work effort is July 2024 through June 2025. Anticipated outcomes include the identification of unincorporated areas of Sonoma County that may benefit from EIFDs, as well as EIFD feasibility studies and community engagement.

CAO-PCR-07

Department	Board of Supervisors/County Administrator (Ad-Hoc)
Title	Inventory of existing County services and geographic distribution of these services, with a focus on Safety Net Services.
Dept Rank	8
County Discretionary Funding (Rpt)	\$50,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	As directed by the Board of Supervisors on February 6, 2024, the County Administrator's Office requests \$50,000 in one-time funding to create an inventory of the existing County services and the geographic distribution of these services, with a focus on Safety Net Services. Safety Net Services refers to services such as behavioral health, assistance with obtaining food and medical benefits, financial assistance, animal services and protection. The Ad Hoc Committee envisions an inventory that captures the geographic distribution of individuals receiving services, looking at the zip codes of current clients. This data could be compared with the Portrait of Sonoma and other data to better understand gaps in services. The proposed duration of this work effort, which was recommended by the Unincorporated Governance Ad Hoc Committee, is 12 months. The anticipated funding source is the General Fund. The Unincorporated Governance Ad Hoc Committee is focused on the improved delivery of specific types of governance services that are either lacking or insufficient in the unincorporated areas. One of the Ad Hoc Committee's priority areas of focus is to create an inventory of current service gaps in unincorporated areas (affirmed by the Board of Supervisors on May 23, 2023). On February 6, 2024, the Board directed staff to submit a Program Change Request to create an inventory of the County's Safety Net Services for inclusion in the FY 24-25 proposed budget. The requested \$50,000 in one-time funds for FY 24-25 would cover the costs of a consultant to compile data and create the inventory. The County Administrator's Office would manage the contract, and a meaningful amount of staff time would also be needed from the Department of Health Services and the Human Services Department to work with the consultant.
Service Need/Improvement Justification	An inventory of the existing County Safety Net Services will provide data to better understand potential gaps in services. The desired outcome for this work effort is to identify any gaps in the geographic distribution of services, which could inform policy recommendations to increase geographic equity in accessing the County's Safety Net services. This work effort aligns with the County's Strategic Plan guiding principle of geographic equity -- "access to services should be equitably distributed across the County." The anticipated timeframe for implementation of this work effort is July 2024 through June 2025.

CAO-PCR-08

Department	Board of Supervisors/County Administrator (Ad-Hoc)
Title	Consultant Services to assess options to fund improvements to outdoor recreation facilities at local schools and increase community access to these facilities
Dept Rank	9
County Discretionary Funding (Rpt)	\$50,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	As directed by the Board of Supervisors on February 6, 2024, the County Administrator's Office requests \$50,000 in one-time funding to explore options to fund improvements to outdoor recreation facilities at local schools and increase community access to these facilities. The proposed duration of this work effort, which was recommended by the Unincorporated Governance Ad Hoc Committee, is 12 months. The anticipated funding source is the General Fund. Key activities associated with this work effort include 1) assessing the impact of past County funding efforts for school recreation facilities and 2) developing legislative advocacy recommendations for State funding to improve school recreation facilities. Sonoma County recognizes that our local parks and open spaces provide essential spaces for recreation, relaxation, and community engagement. One of the Unincorporated Governance Ad Hoc Committee's priority areas of focus is to scope options to increase funding to create new parks in unincorporated areas (affirmed by the Board of Supervisors on May 23, 2023). In considering options to increase community access to small parks and neighborhood recreation areas in unincorporated communities, the Unincorporated Governance Ad Hoc Committee and Regional Parks discussed a prior State-funded program (Community Partnerships for Youth) that used to be administered by Regional Parks. This program awarded two rounds of \$2.5 million in funding, beginning in 1994, for school recreation facilities in Sonoma County. The Community Partnerships for Youth program funded recreation projects at approximately 35 schools, with funding ranging from about \$75,000 to \$200,000 per project. However, this program and funding source are no longer offered by the State. Therefore, a new source of funding would be required if there is adequate interest in this approach to fund school recreation facilities for use by the broader community. On February 6, 2024, the Board directed staff to submit a Program Change Request to explore options to fund improvements to outdoor recreation facilities at local schools and increase community access to these facilities. The requested \$50,000 in one-time funds for FY 24-25 would fund staff and/or a consultant to assess the impact and status of school facilities that were funded through the previous Community Partnerships for Youth program, outreach to schools, and legislative advocacy. The full amount of \$50,000 will be funded with FY 24-25 General Fund.
Service Need/Improvement Justification	This work effort will build on lessons learned from the former Community Partnerships for Youth program by assessing the impact of past County funding efforts for school recreation facilities. This assessment would help determine the level of community usage of these facilities, and provide data to inform legislative activity for future funding opportunities for school recreation facilities. The anticipated timeframe for implementation of this work effort is July 2024 through June 2025. The desired outcome for this work effort is to produce a report that assesses the status of existing school recreation facilities and recommends options for funding to improve these facilities as needed. We anticipate that this work effort will also result in developing legislative advocacy recommendations for State funding to improve school recreation facilities. Increasing access to outdoor recreation facilities in unincorporated areas aligns with the County's Strategic Plan guiding principle of geographic equity -- "access to services should be equitably distributed across the County."

CAO-PCR-09

Department	Board of Supervisors/County Administrator
Title	Develop a new County-wide policy for implementing equitable stipends for Board-appointed members serving on committees and commissions, focused on enhancing civic engagement and public participation.
Dept Rank	4
County Discretionary Funding (Rpt)	\$350,000
FTE Change	0.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$700,000
Description of Project	Develop a new countywide policy for paying consistent stipends for Board-appointed members serving on the County's numerous committees and commissions and utilize County discretionary funding to pay stipends for the latter 6 months of FY 2024-25 during the initial policy implementation phase. The County currently has over 75 committees and commissions comprised of ~590 Board-appointed seats who meet an aggregate ~5,800 instances per year, and stipend payments to members are inconsistent, ranging from \$0 - \$250 per meeting. The proposed funding request of \$350,000 assumes all committees and commissions would be brought up to the same stipend payment level of \$125-\$150 paid to Board-appointed members per meeting for a period of 6 months; however, the actual cost and ongoing annual cost estimated at \$700,000 would ultimately depend on the Board's policy decisions made regarding payment of stipends. This budget request would initially appropriate funding in the Non-Departmental budget, but upon full implementation of the policy, these funds would be dispersed amongst various County departments via midyear budget adjustments, based on the specific committees and commissions under their purview.
Service Need/Improvement Justification	The January 30, 2024, Community Engagement Plan Workshop led by the Office of Equity presented a number of findings, recommendations, and strategies for the Board's consideration, with the ultimate goal of creating a Community Engagement Plan to achieve equitable participation and access to County government services and resources for underserved communities of color and other communities that have traditionally experienced marginalization from government processes and services. The preliminary Community Engagement Plan recommended implementing consistent stipend policies across County departments in order to compensate people equitably, honor their time and effort, and ensure community members are adequately paid.
Mandated Services Justification	Certain committees and commissions support and/or advise departments on subject-matter and services that are mandated, but this is not applicable to all committees and commissions.

DA-PCR-01

Department	District Attorney
Title	Add 1.0 FTE District Attorney's Office Family Justice Center Victim Witness Advocate I/II (Working Title: Navigator) to provide critical support for victims and witness to crimes
Dept Rank	1
County Discretionary Funding (Rpt)	\$182,827
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$179,327
Description of Project	The District Attorney's Office Family Justice Center Sonoma County (FJCSC) is requesting General Fund support for 1.0 FTE Victim Witness Advocate II (Working Title: Navigator) to provide navigation services to victims seeking assistance from the Family Justice Center.
Service Need/Improvement Justification	The 1.0 FTE Victim Witness Advocate II (Working Title: Navigator) is needed for the Family Justice Center (FJC) Division of the District Attorney's Office to fulfill the current and growing needs of the Family Justice Center. Current staffing levels are insufficient to handle the growing number of victims seeking assistance at the FJC. The number of victims that come to the FJCSC annually has nearly tripled since the FJCSC first opened. The Navigator will coordinate intake, planning, referral, and follow-up services for victims accessing assistance, acting as the primary liaison between victims and various onsite and offsite partners. They assess client needs, connect them with necessary services, ensure follow-up, and facilitate comprehensive assessments, safety planning, and seamless transitions between services.
Mandated Services Justification	The overall role of the District Attorney's Office is a mandated service.
Strategic Plan Objective	HSC1-3: Create a "no wrong door" approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system.

DA-PCR-02

Department	District Attorney
Title	Add 1.0 FTE District Attorney's Office Family Justice Center Department Analyst to support grant writing and other funding-related efforts in order to expand the FJC capabilities
Dept Rank	2
County Discretionary Funding (Rpt)	\$215,705
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$212,205
Description of Project	The District Attorney's Office Family Justice Center is requesting General Fund support for a Department Analyst to provide administrative and grant-related support to address the growing workload associated with family violence programming and working with Community Based Organizations (CBO's) that provide a trauma-informed victim-centric approach.
Service Need/Improvement Justification	The Department Analyst will support the Family Justice Center's evolving needs by managing grants and administrative requirements. This involves analyzing data to optimize efficiency and implement best practices in order to meet the identified needs of survivors, provide equitable victim support, and bridge any gaps in services. Additionally, the Analyst spearheads the development of crucial partnerships, identifies new grant funding opportunities, and ensures the sustained growth of the Family Justice Center's operations.
Mandated Services Justification	The overall role of the District Attorney's Office is a mandated service.

DA-PCR-03

Department	District Attorney
Title	Add 1.0 FTE DAO Criminal Division-Deputy District Attorney IV to prosecute DV, child abuse, trafficking and other egregious crimes
Dept Rank	3
County Discretionary Funding (Rpt)	\$380,031
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$376,531
Description of Project	The District Attorney's Office is requesting General Fund support for a senior prosecutor that will address the most serious cases including domestic violence, child abuse, child molestation, sexual assault, human trafficking and labor trafficking while providing a trauma-informed victim-centric approach.
Service Need/Improvement Justification	The Sonoma County District Attorney's Office requires experienced senior prosecutors to handle domestic violence, child abuse, child molestation, sexual assault, human trafficking and labor trafficking cases. These cases involve many of the county's most complex cases and most vulnerable victims. These cases involve a variety of charges, including but not limited to: forcible rape committed by a perpetrator known to the victim, forcible rape committed by a perpetrator that is a stranger to the victim, rape of an intoxicated victim, rape of an unconscious victim, rape of a spouse, rape of a child, recent child molestation, historical child molestation, kidnapping, domestic violence, physical abuse of children, child abduction, human trafficking, and murder. The facts underlying these cases involve complex scenarios that at times includes scientific evidence, digital evidence, medical evidence, and traumatized victims. The effective prosecution of these cases requires skilled and experienced prosecutors who have the time to develop relationships of trust with victims, and to understand the complexities of the digital, scientific, and medical evidence.
Mandated Services Justification	Deputy District Attorneys provide mandated services, and the work of the District Attorney as a whole is a mandated function. Government Code Section 26500 mandates that the district attorney is the public prosecutor, and as such, "shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."

DA-PCR-04	
Department	District Attorney
Title	Add 1.0 FTE Senior Legal Processor & Delete 1.0 Legal Processor I/II to support the Discovery Desk, process reports and digital evidence, assess criminal history and prior convictions for charged individuals
Dept Rank	4
County Discretionary Funding (Rpt)	\$12,165
FTE Change	0.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$12,165
Description of Project	The Sonoma County District Attorney's Office is requesting General Fund support for the addition of 1.0 FTE Senior Legal Processor and the elimination of one 1.0 FTE Legal Processor II (Vacant). The Senior Legal Processor will be assigned to the Discovery Desk to support attorneys handling misdemeanor and felony cases by obtaining, processing, and distributing supplemental reports, digital evidence, criminal histories, and certified prior convictions from other counties.
Service Need/Improvement Justification	The District Attorney's Office has had a shift in need, less of a need for general Legal Processor support, and a significant increase in the need for specific support at the Discovery Desk that requires the knowledge, skills and abilities provided by a Senior Legal Processor. We request to eliminate 1.0 FTE Legal Processor II (Vacant) and add 1.0 FTE Senior Legal Processor. The new position will be assigned to the Discovery Desk and assist in requesting, receiving, documenting, and distributing all evidence pertaining to persons and cases. The Discovery Desk plays an essential role in ensuring the Deputy District Attorneys have all required background information on defendants and witnesses (RAP sheets, criminal history) and cases (supplemental reports, evidence, videos from body-worn cameras (BWCs), and patrol vehicle dash cameras, digital evidence) to appropriately evaluate and manage cases.
Mandated Services Justification	This position supports the overall role of the District Attorney's Office and specifically the Deputy District Attorneys. Government Code Section 26500 mandates that the District Attorney is the public prosecutor, and as such, "shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
EDB-PCR-01	
Department	Economic Development Board
Title	Conversion of 1.0 FTE time-limited Department Analyst to 1.0 FTE permanent serving as the Arts Education Department Analyst
County Discretionary Funding (Rpt)	\$182,000
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$182,000
Description of Project	The Economic Development Board is requesting the conversion of a 1.0 FTE time-limited Department Analyst to 1.0 FTE permanent serving as the Arts Education Department Analyst within Creative Sonoma. EDB is request this conversion in order to continue producing and managing initiatives that support equitable access to culturally relevant arts education, arts experiences, and creative resources for students and young talent in the county. Key assigned areas include Arts Education Framework Grants to local school districts, County-wide Arts Education Master Plan, Arts Education Alliance, Prop 28 implementation strategies, and collaboration with county educational organizations and institutions.
Service Need/Improvement Justification	Sonoma County currently has significant disparities in access to quality arts education in its schools. Results of a study commissioned by Creative Sonoma in 2019 indicate the following key concerns: a) arts enrollment in Sonoma County is stagnant and lags significantly in comparison to four surrounding counties; 79% of secondary schools in Sonoma County do not provide the comprehensive arts education required by Education Code, and elementary school rates are even worse; c) access to arts education in Sonoma County is often a matter of race and place with no equity of access for all students; Sonoma County trails the state in preparing students to participate in California's \$406.5 billion creative economy. Research has demonstrated students with arts education are five times less likely to drop out of school, four times more likely to be recognized for academic achievement, four times more likely to receive a bachelor's degree and 30% more inclined to pursue a professional career. California's Creative Economy creates 2.7 Million jobs and contributes \$174.6 Billion. Work to support arts education is especially critical given the recent passage of Proposition 28, which provides funding to schools for music and arts teachers. Strategic and tactical planning is provided by this position to schools and districts to help ensure Sonoma County schools are prepared to fully capitalize on the new funding.

EDB-PCR-02

Department	Economic Development Board
Title	Addition of 1.0 Administrative Aide to serve as Business Diversity Program Coordinator
County Discretionary Funding (Rpt)	\$165,000
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	The Economic Development Board is requesting the addition of a 1.0 FTE permanent Administrative Aide to serve as the Business Diversity Program Coordinator in the Business Assistance and Research Division. The proposed position will work closely with underserved community members to provide direct technical assistance, build and maintain relationships with external stakeholders and organizations, and support the development, implementation, and on-going operation of a dedicated Business Triage Strategy for the EDB. Dedicated staffing for the coordination and implementation of projects affiliated with the local business community will facilitate a stronger program connection to Sonoma County's unincorporated communities, provide capacity for event attendance and varying support for district needs. Building capacity to meet constituents in their respective jurisdictions and communities, instead of relying on them to discover our organization, is an important piece of traditional business retention and expansion efforts, and if implemented correctly, can help to break down barriers and show that our agency is a true partner. This position provides an opportunity to utilize work being done by the Office of Equity and strategize ways to incorporate projects, plans and strategic community engagement when working with underserved communities. This work will be key to the department's ability to pivot where support is needed, whether it's building trust and sharing resources with historically marginalized communities, event attendance and tabling to raise agency (brand) awareness or supporting business retention efforts through targeted outreach strategies.
Service Need/Improvement Justification	With approval of the EDB 3.0 Action Plan by the Board of Supervisors in December 2022, the department began to re-allocate existing resources in order to offer services beyond the EDB's traditional focus of business assistance and report development. Concurrently, the department has refined much of its business assistance programming to focus on historically underserved communities, a role that has, for the last nine years, been served by only 1.0 FTE. In Sonoma County, over 20% of all businesses are BIPOC-owned. On average, BIPOC-owned businesses generate \$224k in annual revenue compared to \$364k among White-owned businesses. While part of this revenue gap has to do with industry differentials, BIPOC business owners are starting businesses at a faster rate across virtually all industries. If today's BIPOC business owners in Sonoma County were equitably funded as their White counterparts, they could generate an additional \$1.3 billion in annual revenue (Stratified Insights, 2024). To better support entrepreneurs and business owners of all demographics in Sonoma County, the EDB has taken intentional action over the last year (as outlined in the department work plan) to conduct a programmatic review of the Business Diversity Program. For the program to remain agile, adaptive, and responsive to the evolving needs of the diverse business community in Sonoma County, strategic staffing and funding has been identified as a preliminary solution to support program expansion and sustainability planning.
Mandated Services Justification	N/A

DHS-PCR-01

Department	Health Services
Title	Add 3.0 FTEs to the Administration Division: a 1.0 Accountant III, Finance Projects, 1.0 Administrative Aide, Special Projects, 1.0 Senior Office Assistant, Finance Special Projects. All these positions are 3 year Time-Limited. The administrative allocation from seven large state grant programs will fund these positions.
Dept Rank	1
Departmental Fund Balance (Rpt)	\$1,818,759
County Discretionary Funding (Rpt)	\$0
FTE Change	3.00
One-time or Ongoing	One-time
Description of Project	The Administration Division within the Department of Health Services (DHS) is requesting approval from the Board of Supervisors to add 3.0 FTE's (3 year Time-Limited) in order to augment infrastructural capacity required to meet both operational and risk-mitigation needs arising from over \$30 million in new grants and mandated programs. The funding to pay for these 3.0 FTE's added to the Administration Division will be covered by the Administrative Allocation, which will draw down funds from these seven large projects. In short, the 3.0 FTE will bill their hours to each of the seven programs accordingly.
Service Need/Improvement Justification	In late FY 22-23 and early FY 2023-2024, DHS was awarded several large, multi-million-dollar grants: (1) DHS was awarded by the Department of Health Care Services (DHCS) \$18,233,680 for the Behavioral Health Continuum Infrastructure Program Round 5 (BHCIP-R5) and separately (2) \$11,246,961 for the Behavioral Health Bridge Housing, or BHBH-R1, program. Additionally, (3) DHS received notice that it was the beneficiary of the state's opioid settlement funds which amounted to at least \$2 million annually for the next 18 years. Furthermore, state legislative changes have resulted in several new high-profile projects for DHS: (4) CARE (Community Assistance, Recovery & Empowerment) Court, (5) BeWell, (6) SB-43, as well as (7) Prop-1. A Special Projects team has been proposed to assist the existing Special Projects Director in the administration of these grant awards and programs. The following functions within the Administration division are being proposed for Special Projects team: 1. The accounting team's existing Supervising Accountant (0419) is currently being underfilled with an incumbent Accountant III. Adding an Account III (job code 0417) and shifting the incumbent into that position will free up the Supervising Accountant role to assist with performing the accounting for the grant awards and program deliverables of the aforesaid seven large projects. 2. An Administrative Aide (0810) is needed to assist the Special Projects Director organize the paperwork and various deliverables required by the aforesaid seven large projects. 3. A Senior Office Assistant (0003) will be assigned to the DHS Chief Financial Officer (CFO) and Compliance Officer to assist with organizing reporting deliverables associated with the aforesaid seven large projects.
Mandated Services Justification	Three of the aforesaid seven large projects are or will be mandates from the state soon. • CARE Court and SB-43 both have been signed into law in 2022 and 2023, respectively. These mandated programs will require staff dedicated to their implementation and administration. • Proposition 1 most likely will be voted into law in March 2024 based on current polling and political analysis. As such, it will be an additional mandate that will require administrative support from the proposed Special Projects team.

DHS-PCR-02	
Department	Health Services
Title	Add a 1.0 FTE Senior Office Assistant (SOA) to the Health Data and Epidemiology (HDE) unit's data management team. Funding for this position will come from Administrative Allocation or Public Health Realignment funding. If state funding of these program is reduced in FY24-25, this position will not be filled.
Dept Rank	4
Departmental Fund Balance (Rpt)	\$135,324
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$125,324
Description of Project	The data management team within the Health Data and Epidemiology (HDE) unit plays a critical role in ensuring the data that the epidemiologists analyze is complete and accurate in a timely manner. For example, surveillance for influenza, RSV and COVID hospitalizations in Sonoma County is reliant on the data management team accessing, reviewing, and entering hospital records into the State's infectious disease database. Currently, only one employee performs these tasks and the time required to complete weekly tasks surpasses what can feasibly be accomplished in a 40-hur work week by one employee resulting in a significant data backlog. A Senior Office Assistant (SOA) is needed to meet DHS epidemiological data management needs, and State infectious disease reporting and surveillance data tabulation requirements. The 1.00 FTE will allow DHS to process more data daily, meet State requirements in a timelier way, and enhance internal program support by freeing the HDE Department Analyst to provide more class-appropriate work including provision of higher level technical data support to DHS programs. The full-time SOA will support a number of programs and will be funded by reimbursements from these programs. Public Health (PH) Realignment funds will provide funding for any non-reimbursed amounts. Reimbursements may also come from fee-based ones like DUI and Animal services. The 1.00 FTE addition does not increase revenues from a finance source, but rather will receive a portion of available funding commensurate with work done from a variety of sources.
Service Need/Improvement Justification	The risks to the County of not filling this position include continued delayed data entry, the lack of up-to-date health data integrity, an inability to keep health leadership informed in a timely way around concerning hospitalization and/or death trends, less accurate epidemiological analyses due to data incompleteness, and the risk of not fulfilling CDPH infection disease reporting requirements in a timely manner. The addition of a Senior Office Assistant would help the HDE meet ongoing DHS epidemiological data management needs and State required infections disease reporting and surveillance. Redistribution of some data entry responsibilities to an SOA would also better utilize the training and qualifications of the existing Department Analyst to provide more complex data management guidance and analytical support to DHS programs. DHS would hope to recruit and interview SOA candidates in July 2024, and hire and onboard the new SOA as soon as possible thereafter. Improvements in the HDE unit's ability meet data management requirements would be expected by week three of the SOA's employment following completion of the training and establishment of database and electronic health record connectivity.
Mandated Services Justification	This position supports the County's ability to meet the California Department of Public Health (CDPH)'s mandate for infectious disease reporting. COVID-19, influenza, and RSV (respiratory syncytial virus) are reportable diseases (among many others) for which cases, hospitalizations, and deaths that must be tracked and entered into CalREDIE (California Reportable Disease Information Exchange). Prior to June 2023, the data management team was staffed with four full-time team members (all extra help) in order to meet the record review and data entry needs. After COVID emergency funding ended, we reduced this team to one full time position. One individual cannot feasibly review and enter all Sonoma County lab results, hospitalizations and deaths in a timely manner. By adding a full-time staff member, we will be able to process and enter data more promptly. This helps meet CDPH's reporting mandate and helps to provide data in a timelier manner to inform DHS leadership decision-making around masking, immunization and other guidance and to populate a public dashboard (under construction) that will permit the public to track respiratory illness activity (cases, hospitalizations, and deaths) in the community.
DHS-PCR-03	
Department	Health Services
Title	Add a 1.0 FTE Medical Records Clerk II to the Healthcare Records Program within the Department of Health Services (DHS) Privacy and Security Unit. The funding source will be 1991 Realignment funds.
Dept Rank	2
Departmental Fund Balance (Rpt)	\$140,660
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$130,660
Description of Project	The HealthCare Records Program within the Department of Health Services (DHS) Privacy and Security Unit proposes to initiate a project to consolidate records storage and records handling within the Behavioral Health Division. Currently, Behavioral Health protected health information (PHI) is stored in various forms and locations throughout the division. These include paper charts in multiple locations, Smartcare EHR, and S: Drive storage. In 2018, DHS contracted with Primeau Consulting to conduct an evaluation of DHS records systems. The audit found that Behavioral Health Division paper medical records are being stored in a manner that creates high risk of data loss, improper disclosure, unauthorized access, and record errors. In addition, the report identified risks with generally decentralized medical records processes. The report recommended consolidation of paper records storage, and centralization of behavioral health medical records handling. Consolidation of health records and records handling processes will necessitate the addition of a Medical Record Clerk II. This staff addition will address the consolidation of health records from six remote behavioral health clinics into the central medical records storage location at 2227 Capricorn Way. Simultaneously, the position will perform centralized records handling processes within the medical records office. The funding source will be 1991 Realignment funds.

Service Need/Improvement Justification	The position is necessary to address risk identified in three independent, third-party audits and will improve efficiencies across Behavioral Health. This position will support disclosure and release of information processes that will be returned to the Medical Records team. This will mitigate the risks of accidental disclosures, the loss of patient information and will improve data integrity. The purpose of this position is to support a centralized chart and data management process for the Behavioral Health division. This position will support the full transition away from paper records to the department's EHR systems. This position will support Medical Record work-flows that will return to a centralized Medical Records team with trained specialized staff. The position will improve efficiencies across Behavioral Health. This position will support disclosure and release of information processes that will be returned to the Medical Records team. This will mitigate the risks of accidental disclosures, the loss of patient information and will improve data integrity.
Mandated Services Justification	This requested position will support compliance with existing HIPAA mandated services such as client access to records, disclosures for continuity of care, subpoena processing, medical record maintenance, record retention processing and chart auditing, as well as compliance with new regulations such as information blocking and interoperability support. These duties are unique to the Medical Record Clerk classification.
DHS-PCR-04	
Department	Health Services
Title	Add 2.0 FTEs to the Public Health Division of Department of Health Services (DHS): 1.0 FTE Public Health Nurse (PHN) II, and 1.0 FTE Senior Public Health Nurse. Funding for the positions would come from 1991 Realignment and California Home Visiting Program grant funding. If state funding of these program is reduced in FY24-25, one or both these positions will not be filled.
Dept Rank	3
Departmental Fund Balance (Rpt)	\$535,154
County Discretionary Funding (Rpt)	\$0
FTE Change	2.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$515,154
Description of Project	The Department of Health Services, Community and Family Health Section is requesting to add a 1.0 FTE Public Health Nurse (PHN) II in the Nurse-Family Partnership program and a 1.0 FTE Senior Public Health Nurse in the Field Nursing program to increase community services through the home visiting programs. If approved, the positions would be funded through available 1991 Realignment funding. Use of 1991 Realignment across the home visiting programs has historically hovered around \$2M. In FY 22/23 and FY 23/24, Nurse-Family Partnership received increases in existing grant allocations and a new grant from California Home Visiting Program (CHVP), funded by State General Funds. The California Department of Public Health (CDPH) is issuing funding agreements in 5-year cycles, and we anticipate the increased CHVP funding will remain stable.
Service Need/Improvement Justification	Home visiting programs have received a large increase in State funding through CHVP, including a 25% increase in the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) allocation and a new State General Fund grant for Evidence-Based Home Visiting (EBHV), both of which support Nurse-Family Partnership (NFP). The funding is not intended to supplant how Counties currently use their funds, but to expand capacity of service to home visiting clients. Demand for NFP has increased in the wake of the pandemic, and NFP consistently has a waiting list of 10-14 low-income first-time pregnant people. Demand for field nursing services has remained consistently high post-pandemic, and the acuity of clients has increased in recent years, with a higher proportion of referred clients experiencing housing insecurity and mental health challenges. Funding for these positions will be supported by the increase in grant funding flowing to NFP, and by transferring subsequent Realignment savings and Targeted Case Management (TCM) revenues to TIA PHN. The CHVP funding is long-term and considered stable, and there are other possible funding streams, including Enhanced Case Management (ECM) and potential partnerships with First 5, coming down the pipeline.
Mandated Services Justification	The provision of home visiting services to low-income families is included in our annual mandated Scope of Work for CDPH Maternal Child and Adolescent Health (MCAH).
DHS-PCR-05	
Department	Health Services
Title	Samuel L. Jones Hall Emergency Shelter Operational Funding Agreement for annual support of the shelter, funded through General Fund.
Dept Rank	6
County Discretionary Funding (Rpt)	\$255,000
FTE Change	0.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$255,000
Description of Project	The Sonoma County Department of Health Services (hereinafter, "DHS" or "the Department") is requesting approval of an agreement with the City of Santa Rosa to support operations at the Samuel L. Jones Hall Emergency Shelter (hereinafter, "Sam Jones Hall"). Additionally, staff is requesting \$255,000 in General Fund contingency dollars to finance the agreement with the City of Santa Rosa for FY 2023-2024. In prior years, the same annual amount in General Fund has been approved for Sam Jones Hall when the lead agency managing the Memorandum of Understanding (MOU) with the City of Santa Rosa was the Community Development Commission (CDC). Now that the Homelessness Services Division was transferred from the CDC to DHS, the Department is requesting the same amount of General Fund to continue supporting Sam Jones Hall.

Service Need/Improvement Justification	Samuel L. Jones Hall is Sonoma County's largest emergency shelter. The facility is owned by the City of Santa Rosa and has been operated by Catholic Charities of the Diocese of Santa Rosa ("Catholic Charities") since opening in 2005. This housing-focused emergency shelter provided up to 213 year-round beds (this included upper bunk capacity in a pre-COVID environment) for single adults experiencing homelessness. The Sam Jones Hall Shelter Annex was constructed in 2021 to restore shelter bed capacity that was lost due to COVID-19 social-distancing requirements and is operated in conjunction with the main shelter facility. Today, the site generally operates at a capacity of 165 persons with the ability to flex up to 170 beds (sometimes more during cold weather events) to stay within operational standards and the public health guidelines. During emergency situations there is the ability to provide up to 213 beds. On October 25, 2005, the Sonoma County Board of Supervisors, in their capacity as the Sonoma County Board of Commissioners, entered into an agreement with the City of Santa Rosa to provide \$100,000 annually in operating support to the Sam Jones Hall. The Board of Commissioners continued similar agreements through June 30, 2017. In fiscal year (FY) 2014-2015 an additional \$65,000 in Transient Occupancy Tax (TOT) funding was added to the agreement with the City of Santa Rosa to provide operating support for a winter shelter expansion, bringing the total operating support provided by the County to \$165,000. This agreement was renewed for \$165,000 annually for fiscal years 2015-2016 and 2016-2017. In FY 2017-2018, the City of Santa Rosa initiated a Homeless Encampment Assistance Pilot program and opened the same winter expansion beds for year-round use to accommodate people coming from City-prioritized encampments. The Board of Commissioners agreed to provide an additional \$90,000 in TOT/Measure L dollars to create Rapid Re-Housing resources for participants in the pilot in fiscal years 2017-2018, 2018-2019, and 2019-2020, bringing total annual operating support to \$255,000. From FY 2017-2018 through FY 2022-2023 the County has committed \$255,000 annually. For FY 2023-2024, Catholic Charities remains the operator of Sam Jones Hall with an estimated operating cost over \$3,028,742. Approximately \$2,128,742 is funded from sources secured by the City of Santa Rosa and \$900,000 is funded from sources secured by Catholic Charities. The Department is requesting approval to enter into an agreement with the City of Santa Rosa for \$255,000. The Department is further requesting General Fund discretionary dollars in the amount of \$255,000 for FY 2023-2024 to fund this agreement.
Mandated Services Justification	N/A
DHS-PCR-06	
Department	Health Services
Title	West County Community Services Rental-Waiver for two more one-year terms, funded through the General Fund.
Dept Rank	7
County Discretionary Funding (Rpt)	\$277,176
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$0
Description of Project	The West County Community Services (WCCS) non-profit entity is requesting a rental-waiver at the Guerneville Veteran's Hall. The cost is \$11,549/mth or \$138,588/yr. DHS is looking to renew for two more one-year terms.
Service Need/Improvement Justification	West County Community Services (WCCS) is a multi-service human services agency serving western Sonoma County. WCCS provides permanent supportive housing, outreach, and shelter for our local homeless population. They also manage a Rapid Rehousing Program for those who have recently lost their homes or are at imminent risk of homelessness. WCCS provides counseling and behavioral health to hundreds of local community members. We provide emotional support to children, adults, and seniors through both professional therapists, senior peer counselors, and four peer-based mental health support centers.
DHS-PCR-07	
Department	Health Services
Title	Add 1.0 FTE Department Analyst (CLPPP Coordinator) in the Department of Public Health to support the Childhood Lead Poisoning Prevention Program (CLPPP). This position would be funded by the Future of Public Health (40%), and Childhood Lead Poisoning Prevention (60%) funding.
Dept Rank	5
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$219,005
Description of Project	The State's Childhood Lead Poisoning Prevention Program within the Department of Public Health, coordinates lead-related activities of local agencies and organizations, alerts the Childhood Lead Poisoning Prevention Program (CLPPP) branch to new sources of lead exposure and barriers in the continuum of care and prevention, and supports the development of creative strategies towards realizing a healthy, lead-safe environment in which all the children of the State of California can achieve their full potential. Due to increase workloads and need for grant monitoring, the Lead program needs a Grant Coordinator (Department Analyst), to assist in alleviating the workload of program staff to ensure state mandates and requirements are being met. If approved, this position would be funded by the Future of Public Health (40%), and Childhood Lead Poisoning Prevention (60%) funding.
Service Need/Improvement Justification	The national reduction in the Blood Level threshold for lead poisoning intervention is expected to increase workloads in the program dramatically. Currently, the grant administration coordination falls to senior staff, who due to being stretched between service delivery and grant management, would have limited capacity to manage this grant. To effectively manage the increased workload, the department would need another position. If approved, the proposed position will strengthen the Department's ability to manage grant requirements, improve grant management, leading to better outcomes for the local lead program.
Mandated Services Justification	The proposed position would provide administration of the grant, thus ensuring the grant requirements and state mandates are being met.

HR-PCR-01

Department	Human Resources
Title	Add 3.0 FTE to enhance Recruitment and Classification
Dept Rank	1
County Discretionary Funding (Rpt)	\$564,267
FTE Change	3.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$560,000
Description of Project	Faced with unprecedented hiring challenges, the Department is requesting additional staff in the Recruitment and Classification Unit to successfully meet the challenges in volume of vacant positions and the backlog of requests for classification studies, to create capacity to launch new initiatives, and proactively deliver services to departments, employees, candidates, and the general public. Proposed staffing increases are: 1.0 FTE Senior Office Assistant to permanently support clerical functions currently being addressed by extra help or temporary workers; 1.0 FTE Human Resource Analyst III to perform classification studies designed to modernize job specifications and address more than 50 study requests in queue initiated by employees, departments, and employee organizations; 1.0 FTE Human Resource Analyst III to build and sustain a "talent pipeline" through targeted marketing strategies, community partnerships, connections to educational institutions and local non-profits, and to re-establish a robust internship program. This additional capacity will also enable the Department to engage authentically and purposefully with historically marginalized members of the community and support a workforce that reflects the diversity and lived experiences of all Sonoma County residents.
Service Need/Improvement Justification	It has been well documented that the County, like many government agencies, is facing staffing shortages and recruitment challenges. These challenges are environmental (high housing costs exacerbated by natural disaster), societal (the "great resignation" and generational shifts in work style and priorities), and technical (Civil Service Rules and other mandates around hiring practices creating a longer hiring process than private industry). In addition to these challenges the specialized nature of many positions coupled with the increase in total allocated positions have created an unsustainable workload for existing recruitment staff. Additionally, classification work, which involves a methodical review and updating of job specifications takes a tremendous amount of time and collaboration, depending on the scope and complexity of the classification. Currently approximately 50 class studies are in queue and require dedicated, specially trained staff to address the requests which have been brought forward by department leadership, employees, and employee organizations. The existing structure only allows R&C staff to address classification studies as an ancillary duty and staff must find time to perform the class work in and amongst the high-volume recruitment needs of the County.
Mandated Services Justification	The Recruitment and Classification Unit of Human Resources is responsible for effective recruitment strategies to generate a sufficient number of qualified candidates for departments, including multiple positions that provide mandated County services. Under the Sonoma County Civil Service Rules (CSR 2.3) Human Resources is required to conduct recruitments and classification work within parameters set forth by the Civil Service Commission, and State and Federal Employment Laws and Merit System principles.
Strategic Plan Objective	OE3-3: Support employee professional growth and retention by investing in high quality training, development, and leadership programs.

HR-PCR-02

Department	Human Resources
Title	Workforce Development - Enhanced Training for New Supervisors, Racial Equity, and DISC training
Dept Rank	2
County Discretionary Funding (Rpt)	\$227,460
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$205,290
Description of Project	The Human Resources Department Workforce Development Unit provides services to the entire County workforce. This request for additional one-time and ongoing resources will make it possible for the Department to invest in high quality training, expand racial equity learning for all levels of the workforce, and expand leadership programs. Specifically, the program enhancements will focus on: New Supervisor Training to help newly promoted or hired supervisors be more effective successful in their role; Mentorship Program to connect experienced team members with employees looking to expand their skills and meet their career goals; Racial Equity and Social Justice training to support the County's Racial Equity Pillar and develop racial literacy at all levels of the organization; DISC Training for individual employees and work teams to provide insight into ways individuals interact with one another; Video Production Equipment/Studio to leverage web-based learning through the learning management system (LMS).
Service Need/Improvement Justification	The Workforce Development Unit is responsible for supporting employee professional growth and retention by investing in high quality training, development, and leadership programs. Providing high quality training and professional development has been shown to increase employee engagement and support the retention of high performing employees. Existing resources are insufficient to develop and equip employees with the resources and skills they need to excel, and meet the ongoing needs expressed by departments and County leadership. Specific needs are consistently identified in areas of Racial Equity, Leadership and Supervision, Mentoring, and leveraging the technology available through the County's learning management system (LMS). The Department is requesting funding to provide these new programs and opportunities for all employees.
Mandated Services Justification	N/A
Strategic Plan Objective	OE3-3: Support employee professional growth and retention by investing in high quality training, development, and leadership programs.

HR-PCR-03	
Department	Human Resources
Title	Add 2.0 FTE to create a Workplace Violence Prevention Unit
Dept Rank	3
Departmental Fund Balance (Rpt)	\$325,000
County Discretionary Funding (Rpt)	\$0
FTE Change	2.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$315,000
Description of Project	The County of Sonoma has a long history of providing workplace safety and violence prevention services for departments and employees, borne from its commitment to providing a safe and healthy workplace. Recently legislative changes and increasingly problematic or threatening behavior throughout society have surpassed capacity to effectively respond to concerns and support staff and elected officials who are subjected to these threats. Department leadership has identified the need to adopt a more robust regional Threat Assessment Model Program for the County, enhancing current department and county-level resources, more efficiently address a noted increase in threat assessment activity, and address the increased administrative burden under SB553 Workplace Violence Prevention (WVP) legislation. The proposed program will expand organizational capacity in the following areas: 1. Compliance with SB553, Workplace Violence Prevention Plan 2. Adoption, development and implementation of a regional Threat Assessment Program 3. Training and certification of Threat Assessment Core Team members and department liaisons 4. Increased WVP awareness and training for all employees 5. Creation of a Workplace Violence Prevention Unit specifically to support the enhanced program model.
Service Need/Improvement Justification	Establishing a Workplace Violence Prevention Unit through the addition of 1.0 FTE Risk Management Analyst III (Workplace Violence Prevention Manager) and 1.0 FTE Human Resources Technician will allow the County to enhance existing capacity to appropriately respond to threatening behaviors targeting employees and elected officials, expand current Threat Assessment program to a regional model, and comply with the requirements of SB553 Workplace Violence Prevention. These dedicated resources will support departments and agencies to create a safe and healthy work environment by researching model programs and best practices, developing plan documents, developing data collection tools for tracking incidents, and supporting communication and training activities around violence prevention, for all members of the County organization.
Mandated Services Justification	SB553, Workplace Violence Prevention legislation enacted January 1, 2024 requires all employers in the state of California to implement a Workplace Violence Prevention program with the following three required components: site specific plan documents identifying potential threats and mitigations, ongoing tracking (logs) of identified threats and actions taken to address them, training for all employees on the initial WVP Plan and thereafter annually or upon any changes to the plan.
HSD-PCR-01	
Department	Human Services
Title	Add 1.0 FTE permanent Program Planning and Evaluation Analyst (PPEA) position to manage the reporting and evaluation of child abuse prevention services, as well as services for foster youth services, and other related programming. Position will be added to Subsection 24030140 Family, Youth & Children Administration within the Human Services Department. Funded by CWS-CARES Data Clean-Up and Certainty Grant allocations.
Dept Rank	1
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$206,200
Description of Project	The Family, Youth, and Children's Division has existing, persistent administrative needs that adversely affect the agency operations and achievement of division and department strategic priorities. FYC serves thousands of families per year, but lacks does not have any dedicated staff members responsible for data reporting needs to ensure our clients and community needs are being met. Without this position, the following priority areas will not be adequately resourced: the implementation of program and system improvements; policy and procedure development; technical support for data quality initiatives; and response to internal and external reporting requests needed to support department and division racial equity work and community engagement activities. Without this position, the resources to design and institute foundational solutions to meet the needs of agency leadership and community stakeholders nor support the HSD Data Vision in which the department can rely upon timely and accurate data and reporting resources will not exist. FYC seeks to expand our ability to incorporate data into collaborative conversations and key decision-making activities. Until 2026, this position will be funded through new allocations including the CWS-CARES Data Clean up allocation and the Certainty Grant allocation (ACL 21-47) ACL 21-47 FFTA Transition Grant and Funding Certainty Grant for FFPSA (ca.gov). Ongoing funding for this position will be available through the Family First Prevention Services Act (FFPSA) beginning in 2026.

Service Need/Improvement Justification	An FYC PPEA will address existing administrative and imminent additional program needs in following ways: Provide administrative and technical support for agency reporting systems and data collection practices resulting in timely contextual reporting tools for the division, increased accuracy and maturation of existing data systems, improved compliance with state data quality requirements, metrics for measuring strategic goal progress, and overall movement towards a data informed division. Lead the agency in proactive adoption of the HSD Data Vision and Strategic Priority 6 and guiding principles of storytelling through data, cross-division collaboration, measurable improvement in services, and tangible resources for division/department strategic decision making and a more sustainable infrastructure. Use data resources to inform best-practice changes in policies and training plans that equip all staff with the capacity to respond effectively to structural racism, individual bias, and empower their contribution to culturally aware policy and practice. Contribute administrative leadership to ensure successful planning and implementation of System Improvement Plan strategic priorities, new FFPSA programs, and specific initiatives designed to eliminate disproportionality in child welfare and disparate outcomes for some children and families. Managerial team administrative support for strategic planning, youth services and Anti-Racist Results Based Accountability (RBA) projects. Manage and evaluate services for high needs youth, including contracts that provide services to a broad range of youth and specialty contracts that meet the unique needs of individual youth. Conduct the necessary evaluation of agency practices and systems resulting in practical strategic recommendations related to organization change, training initiatives, workflow or system changes, and program design and management of new data and reporting tools to support agency decision makers (e.g., dashboard, disproportionality data by program). Provide Client and program reports to program leadership and line staff for use in identifying disproportionality and disparity for children and families receiving services. Create processes and reports to monitor the implementation of evidence-based practices and other program outcomes for preventative services as well as services for foster youth.
Mandated Services Justification	The Human Services Department (with Board of Supervisor approval) has accepted funding and agreed to the state and federal requirements to effectively implement the System Improvement Plan and FFPSA. A specifically designed PPEA position, which will be the dedicated lead for data and reporting requirements, is required in order to complete new additional required tasks. This position will also complete specific managerial tasks required to support program redesign and new implementations. The following federal and state legislation and regulations mandate effective implementation of FFPSA funded services for those Counties that 'opt-in'. Sonoma County has 'opted-in' and committed to building the structures to implement the FFPSA mandates – opting-in was necessary in order to accept the planning allocations provided. 2018 Bipartisan Budget Act, HR 1892, which can be found here: Text - H.R.1892 - 115th Congress (2017-2018): Bipartisan Budget Act of 2018 Congress.gov Library of Congress Updates to the Social Security Act related to Title IV-E funding and requirements, which can be found here: COMPS-11001.pdf (govinfo.gov)) Updates to California's laws related to the implementation of FFPSA can be found here: Bill Text - AB-153 Public social services. (ca.gov) Updates to California's Welfare and Institutions Code related to the implementation of FFPSA can be found here: Law section (ca.gov) All County Information Notice related to FFPSA Implementation can be found here: ACIN I-73-21 (ca.gov) and 21-116.pdf (ca.gov) Other references include - Welfare and Institutions (WIC) Code sections 4096.6 and 18250; All County Information Notice (ACIN) I-52-15; All County Letter (ACL) 08-66 For general information from the California Department of Social Services about FFPSA can be found here: Family First Prevention Services Act (ca.gov) or FFPSA Guidance and Resources (ca.gov)
HSD-PCR-02	
Department	Human Services
Title	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE Program Planning and Evaluation Analyst (PPEA) limited time position for an additional Fiscal Year through June 30, 2025. The PPEA provides program supports within the Housing Assistance Response Team (HART) unit which oversees the Housing Disability and Advocacy Program (HDAP), the SonomaWORKs Housing Support Program (HSP), the HSD Interdepartmental Multi-Disciplinary Team (IMDT) housing collaboration. This position will be funded through reimbursements through the County Expense Claim.
Dept Rank	2
County Discretionary Funding (Rpt)	\$0
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$206,200
Description of Project	The PPEA position has been in place since January 25, 2022, added with funding provided by California Department of Social Services to expand housing and homelessness services to individuals and families participating in core HSD programs. Funds appropriated for these services are allowed to rollover year to year until June 30, 2025. Community need for these services continue to be high and E&T housing and homelessness programs are all currently operating with full caseloads plus waitlists. Funding will continue to be obtained from Housing Disability and Advocacy Program (HDAP) and Housing Support Program (HSP) allocations rollover funds from CDSS. Cost will be claimed through the County Expense Claim for reimbursement.
Service Need/Improvement Justification	This position is currently time-limited ending 6/30/2024, the current request is to extend this position through 6/30/2025. Continuation of an Analyst is necessary in order to meet the programmatic and regulatory needs of the homeless and housing services at E&T (Housing Support Program and Housing Disability Advocacy Program). This position is currently overseeing two positions within E&T's housing programs, a Human Service Aide II and Social Service Worker II, as well as overseeing the SSI Advocacy Program (SAP). The PPEA is responsible for ensuring local policies and procedures adhere to federal and state regulation as well as align with Sonoma County goals related to housing and homelessness. The PPEA is currently overseeing the development of county run database to meet various internal and external needs, as well as ensuring connection to the Housing Authority and HMIS. The PPEA triages emergent and complex case issues that arise often needing immediate action involving multiple organizations.
Mandated Services Justification	N/A

HSD-PCR-03

Department	Human Services
Title	The Employment & Training Division (E&T) is requesting to extend 1.0 FTE time-limited Social Services Worker III. This position if funded through reimbursement through the County Expense Claim
Dept Rank	3
County Discretionary Funding (Rpt)	\$0
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$173,700
Description of Project	The Housing Disability Advocacy Program (HDAP) Social Service Worker III position has been in place since January 25, 2022, added with funding provided by California Department of Social Services to expand housing and homelessness services to individuals and families participating in core HSD programs. Funds appropriated for HDAP are allowed to rollover year to year until June 30, 2025. Community need for HDAP continue to be high and E&T housing and homelessness programs are all currently operating with full caseloads plus waitlists.
Service Need/Improvement Justification	The SSW III position will 1.0 FTE time limited Social Service Worker III (SSWIII) position continued through FY 2024-25 continue to Continuation of a Social Service Worker III within the Housing Disability and Advocacy Program (HDAP) to address the waitlist and growing needs of those that are chronically homeless and have a need for disability application, advocacy and connection to safety-net services. The continuation of the SSWIII will enable the HDAP program to continue serve as many HDAP clients as possible. The program contracts with Interfaith Shelter Network for some housing services and assistance with the HDAP Transitional home, and HSD currently employs 2.0 FTE permeant SSWIII positions to provide supportive services and case management to chronically homeless individuals that need assistance and advocacy to apply for and receive disability benefits such as SSI. Continuation of a third time limited SSWIII will allow us to increase the number of homeless individuals served and reduce the current waitlist for access to HDAP services. Funding will continue to be obtained from Housing Disability and Advocacy Program (HDAP) allocation rollover funds from CDSS. Cost will be claimed through the County Expense Claim for reimbursement.
Mandated Services Justification	N/A

HSD-PCR-04

Department	Human Services
Title	The Employment & Training Division (E&T) is requesting to add 1.0 FTE Social Service Worker III position to support the "No Wrong Door" approach to service delivery. This position will be funded through the CalWORKS Mental Health/SUDS allocation.
Dept Rank	4
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$179,200
Description of Project	The E&T lobby welcomes many people seeking its broad array of services. In fiscal year 2022-2023, there were 11,908 individuals known to have come through the lobby, known because they applied for or were already enrolled in an E&T program (Job Link, SonomaWORKs, General Assistance, Housing Assistance & Response Team). Many people show up with needs beyond what E&T can provide, especially if they do not meet eligibility requirements for E&T programs, many of which are federally funded. Examples of individual needs are: mental and/or physical health problems, homelessness or housing issues, lack of transportation, substance abuse, domestic violence, job loss, family services, child care, child custody issues, and recent prison/jail incarceration. Based on the high caseloads for its core programs, E&T staff do not have the capacity to provide information and referral to all individuals who come through the lobby. This position provides for a staff member to be present for individuals not eligible for E&T programs to receive information and referral to appropriate agencies. Additionally, this staff member is able to assist enrolled clients with more in-depth triaging to external resources beyond what the eligibility worker can provide. For example, this social worker can assist and individual receiving General Assistance cash aid with information about community resources that may be available to them which is outside of the scope of what the eligibility worker would know or have time to provide due to very high caseloads and aid processing time (currently scheduled two months out). This request would add 1.0 FTE SSWIII as a permanent position. This position will be funded by the CalWORKs Mental Health/SUDS allocation.
Service Need/Improvement Justification	This position was created as an extra help position to assess the success of the program. This request is to add a new permanent 1.0 FTE SSWIII position. They position will be embedded in E&T housing programs, but it provides information, referrals and one-touch social work services to individuals who enter the E&T lobby irrespective of their participation in E&T core programs. This position is referred to as the Community Resource Navigator. The Community Resource Navigator is a direct line of support for the counties no wrong door policy. The position is situated in the E&T lobby and helps community members and staff with various needs including: homelessness or housing issues, lack of transportation, substance abuse, domestic violence, job loss, family services, child care, mental and/or physical health problems, child custody issues, and recent prison/jail incarceration. Examples of tasks the Community Resource Navigator does is meet with walk-in clients to assess needs and provide information and referrals, consult with HSD staff and other agency staff concerning difficult client situations, help assist with DMV form for ""Verification for Reduced Fee or Fee Waiver Identification Card,"" assist clients with Sonoma County Birth Certificate voucher forms, provide domestic violence advocacy for clients, consult/update/distribute resource flyers to various HSD staff, and to agencies as requested.
Mandated Services Justification	N/A

HSD-PCR-05

Department	Human Services
Title	Add 1.0 FTE Time-Limited Public Assistance Systems Specialist position (07/01/24 – 06/30/27) to manage the transition of the staff of the Family, Youth and Children's Services Division and as well as other County and outside partners to the utilization of a new database and data infrastructure as mandated by the California Department of Social Services. This position will be funded by an allocation from California Department of Social Services and federal matching funds.
Dept Rank	5
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$222,900
Description of Project	California Department of Social Services has mandated that FYC transition to With the CARES data management system, launching in Fall 2026 project ramping up and with an anticipated launch date of Fall 2026., there is concern about an increased inability to complete this work. FYC staff estimate that beginning Fall 2024 this project will require between 120-160 hours each month. Transition to the CWS-CARES system will result in a radically different application look and flow impacting staff engaging with the system. In addition to managing the transition of data, significant staff training and business processes analysis will be required. Major Division specific business processes will need to be reviewed and potentially revised or completely recreated., much of which Completing these tasks ideally would occur prior to October 2026 will to ensure a more seamless transition to the system. Anticipated planning and oversight efforts and time-urgent business processes include (over and above current work): Participation in an average of 25 hours/week of planning meetings. Leadership and management of the migration of all data and records from CWS\CMS to CARES with county specific data practice validation and data cleansing of existing data. Oversight and stewardship of the creation of new versions county specific forms and templates to align with the new system. Oversight of new processes for document management, imaging, archival, and redaction. Re-creation of all forms, templates, and county specific reports in Adobe Experience Manager. Creation of new reports, reporting structures, and DataMart systems. Adoption of new native and ad hoc reporting solutions (Tableau) and discontinued use of SafeMeasures. Sonoma responsibility for addressing data/reporting gaps. Assess, plan, and coordinate necessary system transitions to utilize CARES to its full extent in parallel with strategic planning and decision making related to the possible decommission of several prominent FYC external systems: Binti, Apricot, internally developed applications (e.g., Intake Log, ER Assignment Log, Adoptions, Atlas, DIO, PEZ). Coordinate integration of CWS/CARES and CalSAWS system. Coordinate integration with Sonoma County Superior Court system. Initial implementation will also involve the IT lead(s) receiving extensive training in order to capably launch the new system. After initial implementation, additional business processes will need to be reviewed, revised and potentially completely revamped as promptly after the start date of the new system as possible. These processes and systems include: Support for ad hoc reporting solutions in response to local data/reporting gaps. Implementation of the yet to be determined state mandated processes for assessment and service provision of preventative services with the goal of drawing down FFPSA funding. Implementation of new online portals for Service Providers, RFA Applicants, Caregivers and possibly Clients, including communicating about the portals, providing end user training, and working out security and system issues. Creation and management of a more robust internal Helpdesk for child welfare specific systems and external stakeholders (i.e., service provider and caregiver portals). The Division receives annual and steadily increasing allocations from the California Department of Social Services, specifically for this project implementation.
Service Need/Improvement Justification	A new Time-Limited Public Assistance Systems Specialist will complete this work and lead the CARES project as Sonoma Implementation Lead and Project Coordinator. The current FYC internal IT staff will retain existing duties plus some additional CARES related technical projects as assigned by the CARES Project Lead. In this model, Sonoma can begin to adequately plan the CARES Project and provide agency insight to related work; resource for building and guiding multiple workgroups that will be necessary to plan and ready the agency. This will address the state mandated need of oversight and coordination of the transition to CARES and utilize the state allocation as it is intended and required.
Mandated Services Justification	The California Department of Social Services has mandated counties to transition to this new statewide database.

HSD-PCR-06

Department	Human Services
Title	Convert 1.0 FTE time-limited Permanent CPS Social Services Supervisor position to permanent is requested that would be assigned to the Initial Services Section in the Emergency Response program. This position will be funded through the Emergency Response allocation.
Dept Rank	6
County Discretionary Funding (Rpt)	\$0
FTE Change	0.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$215,400
Description of Project	Family, Youth and Children's Services staffs 3 separate permanent Emergency Response Units and one additional unit with a Time-Limited CPS Social Work Supervisor in Emergency Response, with a total of 23.0 FTE CPS Social Work positions, as well as an Intake Unit that consists of 8.0 FTE CPS Social Work positions and 4.0 Extra Hire CPS Social Workers to meet the needs of the volume of calls of suspected abuse/neglect reports. Time-Limited CPS Social Work Supervisor was added in FY 22-23 in Emergency Response with dedicated Emergency Response support funding to reduce the staff/supervisor ratio to a manageable amount. The position ends in June 2024, and without a continuation of the position, new social work staff and new projects will not have the necessary support and leadership. Funding for this position will be paid through an increased allocation specific to Emergency Response services for the FY 2024-2025 and FY2025-2026.

Service Need/Improvement Justification	If the CPS Social Work Supervisor is continued as a permanent position, they will be responsible for the following key roles: Supervise six staff, including three Emergency Response Social Workers and three Social Worker III's, allowing other Emergency Response Supervisors to maintain staff/supervisor ratios of not more than 6:1 in the in the Emergency Response Units. This will allow for continuous training including field-based coaching, weekly supervision, monitoring of safety plans, attendance at Team Decision Making meetings, and ensuring timely closure of referrals throughout the four units. Oversee the provision of Emergency Relative Placement support to the Emergency Response Social Workers as well as prevention case management and service referral to families identified as high or very high risk using the SDM tool; Review, assess, and change the response determination from Evaluate Out to In-Person of Evaluate Out referrals meeting criteria for an in-person investigation as appropriate to ensure child safety on a daily basis.
Mandated Services Justification	Child Protective Services are mandated services that the Family, Youth, and Children's Division is mandated to provide on a 365 day, 24/7 basis. These mandated services include the standby program that responds to reports of suspected abuse and neglect during the evening, weekend, and holiday hours. The Division 31 Regulations from the California Department of Social Services clearly outline the timeframes that Emergency Response Investigators have to complete their investigations and assessments as well as all of the steps involved in conducting an active investigation of child abuse and/or neglect. Provision of child welfare services is a mandated service as is the assessment and closure of all calls to the hotline that are determined to be Evaluated Out. All County Letter dated September 13, 2017, ACL No. 17-91 clearly describes per MPP section 31-105.117, that all evaluated out referrals must include documented rationale for the decision to evaluate out the referral and be approved by a supervisor. Supervisory approval is critical in ensuring that hotline determinations are made consistently by different screeners, and to ensure that the screener has appropriately considered all the information, including a review of prior referrals and collateral contacts, before the decision is made to close the referral without an investigation. This applies even in situations where the caller alleges maltreatment that does not rise to the level of child abuse or neglect and no community referral is needed.
HSD-PCR-07	
Department	Human Services
Title	1.0 FTE time-limited Program Development Manager for implementation of the Sonoma County Master Plan for Aging (MPA) recommendations. This position is essential to develop the connections needed for MPA implementation in the community between non-profits, city governments, private industry, and the Sonoma County Aging and Disability Commission. The cost for this position will be funded by Human Service Department's one time funds.
Dept Rank	7
Departmental Fund Balance (Rpt)	\$141,200
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$141,200
Description of Project	The Sonoma County MPA is in development by the community for the community reflecting local needs. This plan will serve as the local blueprint for prioritized initiatives and recommendations for future areas of focus and efforts within Sonoma County. The Steering Committee is comprised of 24 volunteer community members who have been meeting monthly since June 2023 and will continue until June 2024. Five of these members are from the Sonoma County Area Agency on Aging, representing the Board appointed positions from each of the districts. The Human Services Department, Adult and Aging Division contracted with Collaborative Consulting to facilitate this project in partnership with the Adult and Aging Division director and management staff. This work has included a robust research process entailing consumer data analysis, stakeholder engagement, and review of promising practices and Sonoma County plans. The research has informed the Steering Committee of the needs, desires, and strengths of the county and has provided inspiration from other communities that have developed similar plans. Guided by the research insights and the experience of the Steering Committee, we are in the process of identifying and prioritizing the strategies for a Sonoma County MPA. The final MPA will be presented to the Board of Supervisors in or around August 2024 with a recommendation to adopt the plan. Based on the recommendations presented to the Board of Supervisors, the Human Services Department is proposing a request to add a 2-year time-limited Program Development Manager to work with the community at large and the Sonoma County Commission on Aging and Disability (formerly known as the Sonoma County Area Agency on Aging Advisory Council) to implement the recommendations in the Master Plan for Aging. The Human Services Department will report back to the Board of Supervisors at approximately 18 months into the project (May 2026) to report on progress toward implementing the recommendations in Sonoma County. The cost for a 1.0 FTE Program Development Manager (PDM) in Fiscal Year 2024-25 is \$242,100 at the I-Step. The cost for a 1.0 FTE PDM for the period of December 1, 2024 through June 30, 2025 is \$141,200 at the I-Step. The cost for this position will be funded by Human Service Department's one time funds.
Service Need/Improvement Justification	The Program Development Manager (PDM) will report to the Adult and Aging Division Director and work closely with the Adult and Aging management team and the Sonoma County Aging and Disability Commission to develop a Master Plan for Aging implementation plan. The Program Development Manager will conduct extensive research of models used in other Counties and States to implement similar recommendations. The PDM will staff committees/workgroups of the Commission inviting stakeholders to contribute to the implementation strategies. With close oversight from the Adult and Aging Division Director, the PDM will be responsible for updating the implementation plan with new strategies when barriers are identified.
Mandated Services Justification	N/A

HSD-PCR-08

Department	Human Services
Title	The Economic Assistance (EA) Division is requesting to add 1.0 FTE Social Service Worker III (SSW III) position to act as a "Community Resource Navigator" at the Sonoma East County Center site. This position will be the first contact for clients and will provide information and referrals to the public who come to the Sonoma lobby, triage urgent customer needs, and support the County's No Wrong Door policy. It will require a high degree of knowledge in programs throughout the county and will require the incumbent to work independently to meet clients' needs.
Dept Rank	8
County Discretionary Funding (Rpt)	\$179,200
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$179,200
Description of Project	The Sonoma East County Center lobby welcomes many people seeking its broad array of services. Clients show up with needs beyond what EA and HSD can provide, especially if they do not meet eligibility requirements for HSD programs, many of which are federally funded. Examples of individual needs are: mental and/or physical health problems, homelessness or housing issues, lack of transportation, substance abuse, domestic violence, job loss, family services, child care, child custody issues, and recent prison/jail incarceration. Based on the high caseloads for its core programs, HSD EA staff do not have the capacity to provide information and referral to all individuals who come through the lobby. This position provides for a staff member to be present for individuals not eligible for EA programs to receive information and referral to appropriate agencies. Additionally, this staff member is able to assist enrolled clients with more in-depth triaging to external resources (i.e. services from other County Departments and community-based providers) beyond what the eligibility worker can provide. The Sonoma Site Navigator will assist individuals with information by providing community resources that may be available to them which is outside of the scope of what the eligibility worker would know or have time to provide due to very high caseloads and aid processing time (currently scheduled two months out). This request would add 1.0 FTE SSWIII as a permanent position. This position will be funded by County General Fund.
Service Need/Improvement Justification	This request is to add a new permanent 1.0 FTE SSWIII position. They position will be embedded in Economic Assistance, however, it will provide information, referrals and one-touch social work services to individuals who enter the Sonoma lobby irrespective of their participation in HSD's core programs. This position is referred to as the Sonoma Site Navigator. The Sonoma Site Navigator is a direct line of support for the County's No Wrong Door policy. The position is situated in the Sonoma lobby and helps community members and staff with various needs including: homelessness or housing issues, lack of transportation, substance abuse, domestic violence, job loss, family services, child care, mental and/or physical health problems, child custody issues, and recent prison/jail incarceration. Examples of tasks undertaken by the Sonoma Site Navigator include: meet with walk-in clients to assess needs and provide information and referrals, consult with HSD staff and other agency staff concerning difficult client situations, help assist with DMV form for "Verification for Reduced Fee or Fee Waiver Identification Card," assist clients with Sonoma County Birth Certificate voucher forms, provide domestic violence advocacy for clients, consult/update/distribute resource flyers to various HSD staff, and to agencies as requested.
Mandated Services Justification	N/A

ISD-PCR-01

Department	Information Systems
Title	Add 1.0 FTE Service Desk ITA II to support the county's increasing need for on-call desktop support; first-year funding to come from extra-help savings and ongoing support to come from revised internal service rates
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$197,818
Description of Project	The addition of an ITA II will allow ISD to maintain optimal staffing for all our support channels, create more opportunities for proactive training and support, and allow time for Analyst training for the myriad of new technical services already introduced and coming soon. Starting in 25-26, ongoing funding for this position will come from internal service rate adjustments.
Service Need/Improvement Justification	Adding an ITA II allocation to the service desk will bring us closer to the recommended industry ratio of service desk employees to other employees. This will have an immediately measurable effect: abandoned calls will decrease, response wait time will decrease, and overall customer satisfaction will increase. In addition, adding staff will allow vital training for new services to occur. Maintaining the current staffing will guarantee continued high volume of abandoned calls, long hold times, and long times to resolution. During local disaster events, these wait times can have significant outcomes. While this position adds to payroll expenses, the cost is outweighed by the benefits of quicker time to resolution for employee technical issues, a staff that is equipped to train and support new technologies as they are introduced, and the ability to provide proactive training, support, and tools so employees can learn or find the technical answers they are looking for through a variety of models.
Mandated Services Justification	N/A
Strategic Plan Objective	RI1-3: Develop and implement technology tools that enhance employees' ability to work remotely and promote virtual service delivery models in order to reduce County facility space needs.

ISD-PCR-02	
Department	Information Systems
Title	Change 2.0 FTE Time Limited Digitization Positions to Permanent FTEs to support the ongoing digitization of county records
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$439,971
Description of Project	Convert 1.0 FTE Information Technology Analyst III and 1.0 FTE Business Systems Analyst from time limited to permanent. These positions are currently funded through December 31, 2025, when they will expire. Due to a late start in hiring these positions, there is funding to pay for these positions through FY26-27. Starting in FY27-28, the positions will be funded through project work done in support of other county departments. ISD is not asking for additional funding past December 31, 2025. Demand for future work is estimated to grow such that, starting in FY 27-28, the positions will be funded through project work. ISD is and will continue to be working with HR, CRA, and the Ag Commissioner on digitization projects, and service efficiencies such as online payment integrations. Additionally, ISD has created a buffer against any future decreases in digitization project work through the anticipated retirements over the next several years. Those positions will be held vacant or deleted to create any needed capacity for these now permanent positions.
Service Need/Improvement Justification	Per the Board item dated January 5, 2021 ISD hired one Information Technology Analyst III (Job Class 0154) to provide development and support for OnBase electronic document management, and one Business Systems Analyst (Job Class 0155) to provide development capabilities and end user training in eForms and eSignatures. In addition to having subject matter expertise in areas of digital software services, these individuals successfully completed advanced trainings in the enterprise technologies currently in use by the County. These positions have advanced County adoption of data collection with eForms, electronic signature integration and workflow automation. These efforts continue to make services more accessible to the public, provide increased efficiencies for County staff, reduce our reliance on paper, and offer better resiliency during disruptive events. To ensure momentum for this initiative is maintained and to mitigate attrition of these highly skilled staff, ISD proposes creating two full-time permanent allocations to replace the time limited positions.
Strategic Plan Objective	RI1-3: Develop and implement technology tools that enhance employees' ability to work remotely and promote virtual service delivery models in order to reduce County facility space needs.
PRMD-PCR-01	
Department	Permit Sonoma
Title	Extension of Supervising Planner and Planner III time-limited positions to support Comprehensive Cannabis Program Update
Dept Rank	1
County Discretionary Funding (Rpt)	\$0
FTE Change	2.00
One-time or Ongoing	One-time
Description of Project	Permit Sonoma requests that two existing full-time, time-limited Planner positions (1.0 Supervising Planner and 1.0 Planner III) be extended for one additional year with a new term ending June 30, 2025. Extending the term by one additional year will allow the department to effectively achieve the goals of the ongoing Comprehensive Cannabis Program Update (Program Update). Work remaining and necessary to meet these goals includes updating the Cannabis Land Use Ordinance and related General Plan Amendments; management of and collaboration with a consultant team to complete an Environmental Impact Report (EIR); public hearings at the Planning Commission and Board of Supervisors to certify the Environmental Impact Review (EIR), adopt the new ordinance and related General Plan Amendments; and perform various post-adoption actions required to implement the new program. The positions will be funded by Cannabis Business Tax fund balance.
Service Need/Improvement Justification	The two time-limited Planner positions were added to support the Board's direction for a comprehensive cannabis program update without impacting other comprehensive planning project timelines, or interfering with timely delivery of permitting services to the public, as might occur if existing staff were assigned additional workload. Time-limited positions were requested rather than permanent positions because most of the work effort will occur up to and immediately following adoption of a new cannabis ordinance. The positions term end date of 6/30/24 aligned with the original project timeline for presenting the proposed Ordinance to the Board in the summer of 2024, however this timeline has been delayed for reasons. First, the original anticipated staffing need presented to the Board on June 8, 2021, included administrative support, Planner positions, a Community Engagement Specialist and a GIS Technician. However, in an effort to conserve available cannabis tax fund balance, the Community Engagement Specialist and a GIS Technician positions were not brought forward in the staffing request. The absence of a Community Engagement Specialist and a GIS Technician has been notable as public interest in the Program Update has been substantial, requiring significant staff time to respond to public inquiries further delaying project timelines. Second, recruitment for the Planner position took approximately several months to fill due to candidates declining job offers as the scope of the work was confined to cannabis. Staff are confident the intended scope of the Program Update can be completed within the following year, by June 30, 2025, with the extension of these two Planner positions. Work anticipated to continue through FY 2024-25 includes data management related to GIS mapping of residential enclaves and GIS support of the EIR, draft cannabis ordinance, draft General Plan Amendments, EIR consultant contract management, community outreach, preparation and presentation of the staff report/public hearings and post-adoption implementation activities.
Mandated Services Justification	N/A

PRMD-PCR-02

Department	Permit Sonoma
Title	Extension of 8.0 time limited FTE supporting FEMA HMGP and Building Resilient Infrastructure and Communities (BRIC) projects for four years, from May 3, 2025 through June 30, 2029.
Dept Rank	2
County Discretionary Funding (Rpt)	\$518,398
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	Permit Sonoma requests to extend 8.0 existing full-time time-limited positions for four additional years effective May 3, 2025 and ending June 30, 2029 to continue manage awarded Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) and Building Resilient Infrastructure and Communities (BRIC) projects. The time-limited positions will be funded by FEMA HMGP and BRIC grants for Phase II projects, 75% and 25% non-federal or County match which has been previously allocated by the Board of Supervisors for the FEMA HMGP and BRIC projects. Permit Sonoma is requesting a one-time general fund allocation to continue to cover non-reimbursable expenses spread over FY 25-26 through FY 28-29 totaling \$518,398 for administrative overhead costs. The 8.0 time limited positions include: 1.0 Accountant II; 1.0 Geographic Information Technician II; 1.0 Department Program Manager; 2.0 Senior Environmental Specialist; 1.0 Marketing Specialist; 1.0 Department Analyst; and 1.0 Secretary.
Service Need/Improvement Justification	Since applying for Permit Sonoma's first FEMA wildfire resilience grant projects after the 2017 Tubbs-Nuns Fire, Permit Sonoma has developed six successful grant projects which are serving to create and staff a long-term County wildfire resilience programmatic effort. This programmatic effort is building the capability to: 1) retrofit existing housing infrastructure with structure hardening and defensible space; 2) undertake large-scale vegetation management with the County as the lead agency; and 3) implement landscape-based whole community fire resiliency planning and implementation. Together, these projects total over \$63 million in awarded funding. The request to extend the terms of the eight (8) existing, full-time positions will fulfill the grant scopes of work for the four active FEMA HMGP and BRIC projects. These projects are: 1. Wildfire Adapted Sonoma County, Part 1, FEMA HMGP2. Wildfire Adapted Sonoma County, Part 2, FEMA HMGP3. Sonoma County Hazardous Fuels Reduction Project, FEMA HMGP4. Wildfire Resilient Sonoma County, FEMA BRIC. The projects fund the positions through FY28-29, with unspent funding remaining in the event of project time extensions. The requested positions are critical for the efficient and effective implementation of these complex projects. Extending these positions through FY28-29 not only safeguards completion of these priority projects, but it also improves retention of the personnel currently filling the positions. Program staff have invested over 2 years to recruit, train, and onboard the individuals currently filling the positions.
Mandated Services Justification	N/A
Strategic Plan Objective	CAR1-2: Expand outreach and education on vegetation management and provide additional resources to land owners to help mitigate fire risk.

PROB-PCR-01

Department	Probation
Title	Create a Division of Research and Innovation and add a 1.0 FTE Director.
Dept Rank	1
County Discretionary Funding (Rpt)	\$280,745
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	Probation is requesting to create a new Research and Innovation Division and add a 1.0 FTE Director for this division.
Service Need/Improvement Justification	<p>Probation's current organizational structure and staffing is not sufficient to position the department to continue demonstrating the type of proactive and solution-oriented leadership the department has been known for within our own community and across the state. Since FY15-16, the department has experienced a 6% reduction in FTEs (from 287 to 270) while also being required to implement an ever increasing number of externally mandated services and having an obligation to critically examine the impacts of policies and practices in the criminal justice system, especially those that have negatively impacted historically marginalized communities. The department is concerned that we are at a point where we are at risk of being unable to deliver the type of criminal justice services that are critical to ensure the safety of our community and appropriate treatment of our most vulnerable. Examples include: 1. We are at risk of being out of compliance with new Cal-AIM reform requirements. This is an important but complex initiative that seeks to improve Medi-Cal to reduce health disparities. Probation's involvement in this area is unprecedented and we are behind where we should be in the phased roll-out of this initiative. This includes a missed opportunity to access funding specifically for this work. 2. With the state closure of all youth detention facilities on July 1, 2023, we are now obligated to provide programming and services to this population to help ensure that these youth, who are older, serving longer sentences and have committed serious crimes, receive the services and support they need to make positive behavior changes and substantially reduce the risk of re-committing violent crimes. The department is not staffed or structured to allow us to meaningfully create, administer and annually report the impacts of this programming for a population that is very different from our historic juvenile hall population. 3. The department does not have the number or type of staffing needed to allow us to successfully implement Anti-Racist Results Based Accountability (AR-RBA) protocols, which the department leadership has embraced. As the County criminal justice department that serves at the forefront of determining outcomes for justice-involved individuals, our inability to substantially forward AR-RBA objectives is a critical barrier to improving outcomes for historically marginalized groups that have been systematically harmed by the criminal justice system. The new division and requested position will allow us to create a Research and Innovation Division, and is a first step toward improving our capacity to be forward thinking and begin shifting our response to new mandates from a reactive to proactive approach.</p>
Mandated Services Justification	The Probation Department is responsible for performing a multitude of mandated services. This position will improve our ability to remain in compliance with current and future mandated services. Without this position, our ability to comply with current, let alone future, mandates, is eroding.

Strategic Plan Objective	HSC2-3: ID & eliminate data gaps for underrepresented groups, collaborate with community to implement measures to mitigate negative impacts caused by the lack of access to svcs by racial & ethnic groups that are disproportionately underserved by 2026.
PROB-PCR-02	
Department	Probation
Title	Add a 1.0 Community Engagement Manager
Dept Rank	4
County Discretionary Funding (Rpt)	\$212,563
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	Add a 1.0 FTE Bi-lingual Community Engagement Manager to the Department's newly proposed Research and Innovation Division (see PCR PROB-PCR-01).
Service Need/Improvement Justification	Probation is the second largest County General Fund department, the fourth largest County department overall and the second largest law enforcement agency in the County. Our department's core mission and functions place us at the intersection of criminal justice and social services, yet our unique positionality between these two critical areas is not well understood. Additionally, the wide spectrum of our role means that we bear the brunt of difficult law enforcement-related sentiments that have increased in recent years, while also requiring us to form deep, productive relationships with community organizations that may have reticence in engaging with law enforcement organizations. Misunderstandings and misconceptions about the role we play in our community lead to a number of challenges including:•Difficulty in engaging with community groups that may be able to help us expand and improve our reach, but see us as a predominantly law enforcement organization and not our role as a safety net organization.•Difficulty in including community input surrounding the development of policies and trainings that impact the way we deliver services;•Difficulty recruiting staff as the general public is not aware of the unique mission we have.The addition of this full-time position dedicated to Probation's specific and unique needs will allow the department to move forward to address the currently unmet business needs by adding critically needed staffing to the proposed Research and Innovation Division.
Mandated Services Justification	This position will allow the department to meet the time frame requirements associated with the Public Records Act GC6250, et seq. as well as compliance with SB978 which modified Penal Code section 13650 which requires that our department conspicuously post on our Internet Web site all current standards, policies, practices, operating procedures, and education and training materials that would otherwise be available to the public if a request was made pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).
Strategic Plan Objective	OE2-2: Using results from survey, develop and launch a community engagement and outreach strategy, establish a process for engagement and collaboration, and ensure the strategy is inclusive of all underserved populations by the end of 2022.
PROB-PCR-03	
Department	Probation
Title	Convert a 1.0 Senior office Assistant to a 1.0 Administrative Aide
Dept Rank	5
County Discretionary Funding (Rpt)	\$0
One-time or Ongoing	Ongoing
Description of Project	This change will delete a vacant Senior Office Assistant and add a 1.0 Administrative Aide to the Administration Division. The cost differential is approximately \$33,000 per year. The department determined that having a higher level position will allow us to reduce our extra help costs in this unit, making this a no net cost change.
Service Need/Improvement Justification	With the vacancy of the Senior Office Assistant, the department completed an analysis of administrative duties in the Administration Division. This analysis revealed that a higher level of support is needed, specifically related to contract and RFP management and budgetary support. As a result, the department is requesting to eliminate the vacant SOA and add an Administrative Aide to properly meet the department's workload needs.
Mandated Services Justification	Probation is responsible for complying with multiple mandates, which require ongoing administrative support, including State and Federally mandated reporting requirements under Community Corrections Performance Incentive Funding (SB678), AB109 Realignment, Title 15, various Board of State Community Corrections and Bureau of Justice Administration grants, etc. The Administrative Aide will help fulfill these requirements.
PROB-PCR-04	
Department	Probation
Title	One-time Accelerated Hiring Costs and Staff Retention Costs
Dept Rank	2
County Discretionary Funding (Rpt)	\$495,000
One-time or Ongoing	One-time
Description of Project	This request is for \$495,000 and will cover the following costs, which are a reflection of our accelerating hiring and staff retention efforts:1.funding for future year hiring incentives to be paid to staff in the Juvenile Correctional Counselor I/II (JCC) positions (\$337,000) under the current hiring incentive program. Note, this request mirrors the Sheriff's Office SHF-PCR-06 in the FY23-24 budget hearings to allocate one-time funding to allow for the continuation of the hiring incentive program.2.increased costs associated with accelerated hiring efforts, such as a contract for background services and increased new-hire trainings (\$158,000).

Service Need/Improvement Justification	The department has seen an acceleration in hiring into the JCC job class, which has been incredibly helpful in reducing mandatory overtime for staff working in Juvenile Hall. However, as permanent positions are filled and the hall population has increased by 93% since March 2023, the department is projecting little to no salary savings in FY24-25 and beyond. Therefore, the department is requesting one-time funding in the amount of \$337,000 for these costs; this will cover all future year payments for individuals hired under the current program. In addition, the accelerated hiring has increased costs for background investigations and new hire trainings; these are extraordinary costs due to the need to fill positions. These costs total \$158,000. Since the incentive and increased number of hires are atypical and one-time in nature, the department is not able to cover these costs in our baseline budget.
Mandated Services Justification	New staff in various sworn job classes are required to attend core training and PC 832. The department does not have sufficient funds in its baseline budget to cover the costs of this mandated training.
Strategic Plan Objective	OE3-3: Support employee professional growth and retention by investing in high quality training, development, and leadership programs.
PROB-PCR-06	
Department	Probation
Title	Add a 1.0 Probation Assistant to Pre-Trial funded with CCP revenues
Dept Rank	5
Departmental Fund Balance (Rpt)	\$144,331
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
Description of Project	This request is to add an ongoing 1.0 Probation Assistant to the Pretrial section, fully funded by the Sonoma County Community Corrections Partnership, which receives an annual allocation of 2011 Public Safety Realignment funding from the state. There is no General Fund impact.
Service Need/Improvement Justification	The Pretrial Office currently employs one Probation Assistant, which does not provide adequate coverage for this seven-day-a-week operation. On days where no Probation Assistant is staffed, workload is either delayed or Probation Officers must perform some of the support tasks associated with intake/assessments to meet the established timelines. In turn, this takes time away from Probation Officers monitoring pretrial clients. This situation has been exacerbated due to growth in the pretrial population since the current staffing model was implemented. The demand on the Pretrial Unit has greatly increased, negatively impacting our ability to provide effective case monitoring.
Strategic Plan Objective	HSC5-4: Expand detention alternatives with the goal of reducing the jail population, from pre-pandemic levels, by 15% at the end of 2022, while simultaneously reducing recidivism amongst the supervised offender population.
PROB-PCR-07	
Department	Probation
Title	Utilize AB177 revenue to fund Adult Supervision Extra Help and Overtime
Dept Rank	5
County Discretionary Funding (Rpt)	\$0
One-time or Ongoing	Ongoing
Description of Project	Utilize on-going AB177 revenue to fund extra help and overtime in the Adult Supervision section.
Service Need/Improvement Justification	Supervision caseloads have increased by 6% from FY22-23 to FY23-24 and that trend is anticipated to continue. In addition, the staffing is beginning to rebound and the unsustainable level of vacancies is anticipated to decrease in FY24-25. As a result, Probation anticipates being unable to achieve the level of salary savings it has experienced in recent years, but also must retain our extra help and overtime budget in order to keep pace with caseload levels. In order to meet the FY24-25 budget, Probation needed to eliminate the extra help and overtime budget in Adult Supervision, however, without this budget, the department will likely be unable to meet caseload demands as we will not be able to utilize extra help or overtime in the event of an extended leave, injury or illness of a permanent staff member, or an influx in referrals to the criminal justice system. On average, the department's leave or modified duty ratio of fulltime staff in supervision is 6%-10%. Without the ability to cover these staffing realities, Probation will be forced to triage services among the remaining staff members, which will undoubtedly lead to a decline in overall services, and negatively impact public safety. The department is requesting to utilize \$137,000 of as yet unused ongoing AB177 revenues to cover these costs. The department is requesting the use of these funds for this purpose for these reasons:1. AB1869 and AB177 were two pieces of legislation that eliminated Probation's ability to collect fines and fees; this equated to a loss of revenue of approximately \$1.4 million. Most of this revenue loss occurred in the Adult Supervision section.2. Probation has received temporary funding in the amount of approximately \$774,000 from the state associated with AB1869, and received \$300,000 in on-going revenues from the state associated with AB177, but this leaves a remaining gap of \$347,000 in lost revenues.3. The state has made a total of approximately \$663,000 in on-going revenues associated with AB177; as noted, \$300,000 of this has been made available to Probation, leaving \$363,000 in as-yet to be programmed on-going funding from this source. Since Probation was the department most acutely financially impacted by AB1869 and AB177, and since this revenue loss was predominantly in Adult Supervision, the department is requesting to utilize \$137,000 of the remaining on-going capacity associated with AB177 to restore the extra help and overtime budget in that unit.
Mandated Services Justification	Adult Supervision is mandated by many sections of the California Penal Code.

PROB-PCR-08

Department	Probation
Title	Add a 1.0 Time-Limited Senior Business Systems Analyst associated with the Integrated Justice System Modernization effort.
Dept Rank	5
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
Description of Project	Add a 1.0 Senior Business Systems Analyst (end date 12/31/2027) to allow the Probation Department to initiate work to replace the case management system and functionality that is currently part of the Integrated Justice System (IJS).
Service Need/Improvement Justification	Probation's case management needs have been met through the County's Integrated Justice System (IJS) for nearly four decades. This system is in critical need of replacement and modernization. This effort will now decentralize case management functionality, and Probation will be responsible for creating a complete inventory of case management needs, developing an RFP for a new system(s), selecting a new system(s), implementing a new system and maintaining the new system(s). This is a notable shift in IT responsibilities for Probation, both in terms of workload and skillset. In order to initiate this work, the department is requesting to add a time-limited Senior Business Systems Analyst, which will be funded through funds set aside by the County Executive's Office.
Mandated Services Justification	Probation performs a wide array of mandated criminal justice services. Without a case management system to track the population we serve, we cannot carry out our mandated functions.
Strategic Plan Objective	HSC5-4: Expand detention alternatives with the goal of reducing the jail population, from pre-pandemic levels, by 15% at the end of 2022, while simultaneously reducing recidivism amongst the supervised offender population.

PROB-PCR-09

Department	Probation
Title	On-Going Lease Costs to Consolidate Probation Department Staff (must be approved with PROB-PCR-10 for one-time costs)
Dept Rank	3
County Discretionary Funding (Rpt)	\$75,000
Description of Project	Address critical space issues, over-crowding, inefficiencies and the vacation of La Plaza by consolidating four offices in locations around Santa Rosa into one new leased property. This PCR reflects the on-going increase in lease costs; this is a high-side estimate based on an identified property and costs per square footage. This cost may come down as negotiations move forward. This request would need to be approved in conjunction with PROB-PCR-10, which shows one-time costs.
Service Need/Improvement Justification	Probation staff are currently spread out across nine facilities and eight different office locations. With the exception of the Juvenile Justice Center and Probation Camp, there is not a good business reason for this, it is simply an artifact of how the department has grown over time. Moving into the new leased space would be the start of the department's long-term goal of consolidating into fewer spaces. Given the number of staff that we would need to move, that long-term goal is not viable for us to achieve in the immediate future. However, the department has become aware of a large space near County Center that would allow us to consolidate four different locations into one lease property. This consolidation is important because several of the operating units report to one manager, making oversight of those units difficult and inefficient. In addition, these units have elements of their work where there is overlap and a need for collaboration; having offices spread apart by over a mile does not facilitate the level or type of collaboration that is desired. Finally, the Accounting team is located in La Plaza; with the vacation of that property, the department must find an alternative location for those staff. Given our above-stated goal of consolidating our offices, moving that team further away from any Probation facility is not an option for us. In addition to the above issues, the space at 370 Administration Drive is over-subscribed; the department has had to reconfigure the space multiple times in recent years to accommodate staffing, which is inefficient and disruptive, and continues to not meet our space needs. In order to operate more effectively, the department is seeking to enter into a lease agreement for a space near County Campus that would allow for a total of four units to move into one space; the new lease space would also alleviate space issues at 370 Administration Drive. While this does not achieve the department's long-term goal, it does reduce the number of disparate offices to five locations.
Strategic Plan Objective	RI1-1: Design the new County Center to be carbon neutral and zero waste; and pursue carbon reduction and zero waste plans for remaining County facilities.

PROB-PCR-10

Department	Probation
Title	One-time Lease Costs to Consolidate Probation Department Staff (must be approved with PROB-PCR-09 for on-going costs)
Dept Rank	3
County Discretionary Funding (Rpt)	\$750,000
One-time or Ongoing	One-time
Description of Project	Address critical space issues, over-crowding, inefficiencies and the vacation of La Plaza by consolidating four offices in locations around Santa Rosa into one new leased property. This PCR reflects the one-time move costs. The costs presented are an estimate; the department is actively working with Public Infrastructure to refine these costs. At this time, this cost reflects costs to provide furnishings for up to 58 employees and costs related to cabling and networking for IT needs. This is a high-side estimate and the department will refine this figure as further details become available. This request would need to be approved in conjunction with PROB-PCR-09, which shows on-going costs.
Strategic Plan Objective	RI1-1: Design the new County Center to be carbon neutral and zero waste; and pursue carbon reduction and zero waste plans for remaining County facilities.

PD-PCR-01

Department	Public Defender
Title	Add 1.0 FTE Misdemeanor Attorney to address projected 30% increase in misdemeanor case filings and correct courtroom staffing challenges.
Dept Rank	1
County Discretionary Funding (Rpt)	\$366,718
FTE Change	2.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$366,718
Description of Project	<p>he department requests to add two deputy public defenders (assigned to misdemeanor departments) to help reduce attorney workloads. This workload reduction is required for the department to effectively provide constitutionally mandated legal services. This request is bolstered by (1) a recent national public defender workload study, (2) a comparison of public defender budgets in other counties, and (3) the prevalence of deputy public defender burnout due to excessive workloads. The National Public Defender Workload Study (NPDWS) was published in late 2023. This study is meant to aid public defense delivery systems in determining how many attorneys are needed to represent their adult clients as mandated by ethics rules and the prevailing norms of effective representation. The NPDWS team assembled a panel of expert criminal defense attorneys from throughout the country and created a consensus "case weight" (the average amount of attorney time) needed to provide reasonably effective representation in each category of adult criminal cases. To apply the NPDWS to Sonoma County, the department ran a report of every misdemeanor and felony case it handled for one year. The department then applied the NPDWS case weights to each of these cases and calculated the total hours required to provide reasonably effective representation for these misdemeanor and felony cases. Finally, the department divided that total number of hours by 2,080 to determine the number of attorneys required to effectively represent those cases in a year. The study indicated that the department should have 42 attorneys handling its misdemeanor cases. The department currently has 11 attorneys handling misdemeanor cases. In FY 2020-21, Sonoma County Human Resources prepared a staff report (BIR-24/HR Response) that compared indigent defender budgets of small, medium, and large counties. Of the eight counties studied that have public defender offices, Sonoma County had the lowest indigent defense spending per person. Further, Sonoma County tied for last in staff to population ranking for indigent defense. For example, in 2023, Santa Barbara County's population was approximately 450,000 (Sonoma County is approximately 478,000), has a public defender office with over 100 employees compared to the department's 61 employees. Also, in 2023, Santa Cruz County which had a population of 264,000, has almost exactly the same number of public defender employees as the department. Excessive workloads have caused our misdemeanor deputy public defenders to experience burnout, anxiety, and very high stress. Department attorneys consistently request that we add attorneys to address this workload issue and to prevent further burnout. Effective assistance of counsel (public defense) ensures that people, whose liberty is at stake, receive proper legal representation. Effective public defense also helps improve public safety by connecting clients to mental health, substance abuse, and other behavioral health services. While the NPDWS suggests that the department should have more than double the number of misdemeanor attorneys it currently has, the department understands that making such a request is not feasible in this budget year. Instead, this year, we are requesting to add 2 misdemeanor deputy public defenders to help reduce excessive workloads, reduce the stress levels of our attorneys, and provide more effective representation for our clients.</p>
Service Need/Improvement Justification	With each additional attorney added, the number of cases for the existing attorneys will be reduced respectively. Fewer cases for each attorney will allow them to spend more hours working on each client's case. If our attorneys are afforded the hours necessary for each case, they will eventually be able to provide the constitutionally mandated reasonably effective representation (as outlined in the NPDWS) for all misdemeanor and felony clients. Operationally, the PD needs 2 additional misdemeanor attorneys to correct a staffing imbalance in the misdemeanor courtrooms.
Mandated Services Justification	<p>The California and United States Constitutions both mandate criminal defense representation for indigent clients. (California Constitution, Article 1, section 15, and United States Constitution, Sixth and Fourteenth Amendments). Further, the United States Supreme Court in Gideon v. Wainwright, 372 U.S. 335 (1963) expressly requires states to provide attorneys to criminal defendants who are unable to afford their own counsel. The Sixth Amendment right to counsel for indigent criminal defendants requires "reasonably effective assistance of counsel pursuant to prevailing professional norms of practice." (Strickland v. Washington (1984) 466 U.S. 668.) California Government Code section 27706 also requires that public defenders "shall defend, without expense to the defendant...any person who is not financially able to employ counsel." Finally, the California Rules of Professional Conduct for lawyers requires that they are competent, meaning that they have the "learning and skill, and...mental, emotional, and physical ability reasonably necessary." (Rule 1.1.) Further, these rules require that all attorneys act "with commitment and dedication to the interests of the client and [to] not neglect or disregard, or unduly delay a legal matter entrusted to the lawyer." (Rule 1.3.) As discussed above, the NPDWS indicates that the department cannot provide reasonably effective assistance of counsel without the addition of several attorney positions.</p>
Strategic Plan Objective	RESJ1-4: Develop a shared understanding of key racial equity concepts across the County and its leadership.

PD-PCR-02

Department	Public Defender
Title	Add 3.0 FTE Felony Attorneys to address increasing caseload volume and provide current felony attorneys with needed relief and support.
Dept Rank	3
County Discretionary Funding (Rpt)	\$1,100,155
FTE Change	3.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$1,100,155
Description of Project	<p>The department requests to add three deputy public defenders (assigned to felony departments) to help reduce attorney workloads. This workload reduction is required for the department to effectively provide constitutionally mandated legal services. This request is bolstered by (1) a recent national public defender workload study, (2) a comparison of public defender budgets in other counties, and (3) the prevalence of deputy public defender burnout due to excessive workloads. The National Public Defender Workload Study (NPDWS) was published in late 2023. This study is meant to aid public defense delivery systems in determining how many attorneys are needed to represent their adult clients as mandated by ethics rules and the prevailing norms of effective representation. The NPDWS team assembled a panel of expert criminal defense attorneys from throughout the country and created a consensus "case weight" (the average amount of attorney time) needed to provide reasonably effective representation in each category of adult criminal cases. To apply the NPDWS to Sonoma County, the department ran a report of every misdemeanor and felony case it handled for one year. The department then applied the NPDWS case weights to each of these cases and calculated the total hours required to provide reasonably effective representation for these misdemeanor and felony cases. Finally, the department divided that total number of hours by 2,080 to determine the number of attorneys required to effectively represent those cases in a year. The study indicated that the department should have 34 attorneys handling its felony cases. The department currently has 15 attorneys handling felony cases. In FY 2020-21, Sonoma County Human Resources prepared a staff report (BIR-24/HR Response) that compared indigent defender budgets of small, medium, and large counties. Of the eight counties studied that have public defender offices, Sonoma County had the lowest indigent defense spending per person. Further, Sonoma County tied for last in staff to population ranking for indigent defense. For example, in 2023, Santa Barbara County's population was approximately 450,000 (Sonoma County is approximately 478,000), has a public defender office with over 100 employees compared to the department's 61 employees. Also, in 2023, Santa Cruz County which had a population of 264,000, has almost exactly the same number of public defender employees as the department. The NPDWS and the county comparisons both align with the high attorney turnover rate the department has been experiencing because the attorneys are stretched too thin. Department attorneys consistently request that we add attorneys to address this workload issue and to prevent further burnout. Effective assistance of counsel (public defense) ensures that people, whose liberty is at stake, receive proper legal representation. Effective public defense also helps improve public safety by connecting clients to mental health, substance abuse, and other behavioral health services. While the NPDWS suggests that the department should have more than double the number of felony attorneys it currently has, the department understands that making such a request is not feasible in this budget year. Instead, this year, we are requesting to add 3 felony deputy public defenders to help reduce excessive workloads, reduce the stress levels of our attorneys, and provide more effective representation for our clients.</p>
Service Need/Improvement Justification	With each additional attorney added, the number of cases for the existing attorneys will be reduced respectively. Fewer cases for each attorney will allow them to spend more hours working on each client's case. If our attorneys are afforded the hours necessary for each case, they will eventually be able to provide the constitutionally mandated reasonably effective representation (as outlined in the NPDWS) for all misdemeanor and felony clients. Felony cases are particularly intensive and occasionally traumatic for attorneys and judges alike. Providing for additional felony attorneys provides partial relief for the current staff by shifting some cases to the new additions.
Mandated Services Justification	<p>The California and United States Constitutions both mandate criminal defense representation for indigent clients. (California Constitution, Article 1, section 15, and United States Constitution, Sixth and Fourteenth Amendments). Further, the United States Supreme Court in Gideon v. Wainwright, 372 U.S. 335 (1963) expressly requires states to provide attorneys to criminal defendants who are unable to afford their own counsel. The Sixth Amendment right to counsel for indigent criminal defendants requires "reasonably effective assistance of counsel pursuant to prevailing professional norms of practice." (Strickland v. Washington (1984) 466 U.S. 668.) California Government Code section 27706 also requires that public defenders "shall defend, without expense to the defendant...any person who is not financially able to employ counsel." Finally, the California Rules of Professional Conduct for lawyers requires that they are competent, meaning that they have the "learning and skill, and...mental, emotional, and physical ability reasonably necessary." (Rule 1.1.) Further, these rules require that all attorneys act "with commitment and dedication to the interests of the client and [to] not neglect or disregard, or unduly delay a legal matter entrusted to the lawyer." (Rule 1.3.) As discussed above, the NPDWS indicates that the department cannot provide reasonably effective assistance of counsel without the addition of several attorney positions.</p>

PD-PCR-03

Department	Public Defender
Title	Add 1.0 FTE Department Analyst to provide grant identification, writing and administrative functions similar to the DA.
Dept Rank	4
County Discretionary Funding (Rpt)	\$210,172
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$210,172

Description of Project	<p>The Public Defender's Office requires the addition of a department analyst position to manage new and existing grants, department recruitments, to act as the health and safety coordinator, and to complete special projects. Currently the department's administrative support is provided by a single Administrative Services Officer I (ASO). The ASO is responsible for all grant administration, budget development and reporting, accounting, human resources, facilities, technology, and health and safety. Additionally, the ASO serves as the Executive Secretary for the Public Defender including coordinating and scheduling appointments, maintaining department calendars and conference rooms. Finally, the ASO manages a legal support team of 13. The number of duties assigned to a single position without another person being able to backup that position is not a best practice. The ASO is in a separate classification and thus has no backup or person that can be cross-trained. Also, no succession planning is possible for the ASO as there are no other administrative job classifications in the department. The new department analyst will manage new and existing grants by:</p> <ul style="list-style-type: none"> • Researching funding and grant opportunities • Developing proposals to meet the requirements of the funding source • Tracking grant applications • Managing timelines and deliverables • Developing grant budgets, tracking, and reporting to the ASO • Drafting progress reports and invoices, and submitting reports to the grant authority <p>Additionally, the department analyst will support the department on:</p> <ul style="list-style-type: none"> • Recruitmentso Coordinating recruitments with Human Resources • Writing interview questionso Coordinating and guiding interview panelso Conducting pre-employment checks • Employee Labor Relationso Coordinating with employees to collect required documentatio • Working with Disability Management on employee leaves • Budgeto Developing, tracking, reporting, and projecting portions of department budget for submission to ASO • Health and Safety Coordinatoro Reporting and tracking COVID positive caseso Developing and updating Injury & Illness Prevention Plan • Special projects as assigned <p>Since FY 20-21 the department has applied for and been awarded four state and federal grants. These grant funds have allowed the department to expand our programs and services, hire additional staff, and serve a greater number of clients in our community. For example, we have added a Post-Conviction Relief program, a social services worker, a dedicated mental health attorney to represent mental health court clients, and a DMV liaison. We have also expanded the Post-Conviction Relief program with attorneys who focus on youthful offender parole and felony murder resentencing. These increased services have allowed the Public Defender's Office to improve services to indigent clients, which has positively impacted our clients' lives. The department's goal is to have a position that can dedicate time to locating additional grant opportunities and managing new and existing grants. This will allow the office to expand our services to clients while decreasing our reliance on general fund contributions. Additionally, this position will provide much needed support to the ASO and allow the delegation and backup of administrative duties.</p>
Service Need/Improvement Justification	<p>The addition of a department analyst will allow the department to actively seek out new grant opportunities by writing proposals, submitting applications, and if approved, successfully managing those grants. This will increase the services that the department provides to our clients and decrease the department's reliance on general fund contributions. In addition to grant management, the department analyst will support and back up the ASO in the recruitment process, department budget creation and reporting, acting as the health & safety coordinator, reviewing and approving department accounting transactions, and special projects.</p>
Mandated Services Justification	N/A
PD-PCR-04	
Department	Public Defender
Title	Add 1.0 FTE Department Information Systems Coordinator to improve IT capability and assist in the upcoming CMS implementation
Dept Rank	5
County Discretionary Funding (Rpt)	\$240,940
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$240,940
Description of Project	<p>Effective management of information technology (IT) is crucial to enhance operational efficiency. The department requires an integrated Department Information Systems Coordinator (DISC) position to be a project manager for our upcoming transition to a new case management system and support the IT infrastructure that our office relies on for the representation of indigent clients. The department intends to transition to a new case management system during FY 24/25. A successful transition requires an experienced technical employee with a substantial level of knowledge and time to commit to the transition through meticulous planning, technical expertise, and effective project management. This will ensure minimal disruption to daily operations. Further the employee assigned to this project will play a pivotal role in overseeing the implementation process, coordinating with the supplier, conducting user training, and troubleshooting issues as they arise. Currently the Public Defender's Office does not have an internal dedicated IT support position. The department instead relies on a patchwork combination of the Public Defender, Chief Deputy Public Defenders, and the Administrative Services Officer to troubleshoot technical issues and act as project managers to implement technological advancements. While this patchwork combination works for some issues that arise, it is not ideal. This leaves the department unable to keep up with technology advances that could positively impact our office by increasing efficiency and helping our clients' criminal cases. In addition to the transition to a new case management system, this position will provide necessary IT support. This support includes administration of our case management system, reporting on data in the department's case management system, implementation of IT support for attorneys in the courtroom, technology support for all employees, and management of special projects. Reviewing the organizational structure of similar public defender offices across the state, it is evident that the integration of dedicated IT positions has become a standard practice. Recognizing the critical role technology plays in enhancing operational efficiency, data security, and client service, numerous public defender offices have proactively invested in IT personnel to meet the evolving demands of a modern legal practice. Having a department IT position tailored to the specific needs of our office will align the department with industry best practices, improve operational workflows, and ultimately enhance the department's ability to fulfill its mission of providing effective representation to indigent clients. The Public Defender's Office has worked with the Information Systems Department (ISD) as subject matter experts, and the District Attorney's Office (who currently has three internal IT support employees) to determine the ideal position based on the identified needs. The results of these discussions support the department's request for a public defender DISC.</p>

Service Need/Improvement Justification	The addition of a DISC position in the department will provide the project management needed for our transition to a new case management system. This person will plan and initiate the implementation process, work directly with the supplier on the technical aspects of the transition, provide immediate assistance to staff as issues arise, and conduct onsite user training for all employees. Additionally, a department IT position will provide responsive, specialized support that will allow the department to effectively leverage new technology and improve client representation. This support will be demonstrated through courtroom help for attorneys, administration of our case management system, including generating data to be used in reports, in-office technology support for employees including resetting passwords, and troubleshooting hardware/software issues, and management of special projects.
Mandated Services Justification	N/A
PD-PCR-05	
Department	Public Defender
Title	Add 1.0 FTE Legal Secretary to relieve trial attorneys of administrative burdens
Dept Rank	6
County Discretionary Funding (Rpt)	\$150,397
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$150,397
Description of Project	The Public Defender's Office requires the addition of a legal secretary II position to effectively support attorneys representing our clients. Currently, our legal secretaries do not have time to effectively support the voluminous public defender workload. The department currently has 4 legal secretaries supporting the work of 36 misdemeanor, felony, and specialty court attorneys. A National Association for Public Defense (NAPD) policy statement regarding staffing stated that the necessary level of support for a public defender office was 1 administrative assistant [secretary] for every four attorneys. (NAPD Policy Statement on Public Defense Staffing (May 2020) page 1.) The department's current staffing of 4 secretaries equates to each secretary supporting nine attorneys, which is more than double the recommended workload for public defender legal secretaries. When legal secretaries are overworked, the overall effectiveness of the department's service delivery is dramatically reduced. Like nurses assisting doctors or dental hygienists assisting dentists, the legal secretaries perform important tasks that allow the attorneys to focus on the unique responsibilities of a lawyer.
Service Need/Improvement Justification	An additional legal secretary will provide increased efficiency by reducing the current workload on existing staff. An additional legal secretary will also allow for more meticulous and timely completion of assigned duties. Further, an additional legal secretary will positively impact attorneys by reducing administrative duties the attorneys now complete themselves. This will allow the attorneys to redirect their focus to legal research, case preparation, and courtroom appearances. An increased legal secretary pool will also provide a healthier and less stressful work environment, and will provide an increased level of efficiency, client satisfaction, and professional growth.
Mandated Services Justification	N/A
PD-PCR-06	
Department	Public Defender
Title	Add 1.0 FTE Chief Deputy Public Defender to improve span of control within the department
Dept Rank	7
County Discretionary Funding (Rpt)	\$398,081
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$398,081
Description of Project	The Public Defender's Office requests to add a chief deputy public defender position to create a sustainable span of management control. Prior to 2010, the Public Defender's Office was staffed with three chief deputy public defenders, an assistant public defender, and the public defender (department head). In FY 2010-11, a chief deputy public defender position was eliminated for budgetary reasons, and another was converted to a deputy public defender IV. A Public Defender Management Review Report ("Report" by Harvey Rose Associates LLC) was completed in 2012. This report noted that the two "managing attorneys also spend a significant portion of their time representing clients and performing duties that should be delegated to line attorneys or administrative staff. The two managing attorneys represent clients and appear in court between 50 percent and 75 percent of their time." Therefore, factoring the time spent on cases and court appearances, the department was left with the equivalent of a .75 management position for the entire office. The Management Report further observed that "[Much] of the remainder of the time of the managing attorneys is spent in providing case-specific guidance and dealing with urgent situations." (Report, p. 10) "These duties are carried out at the expense of higher-level management activities, such as short and long-term planning, goal setting, and developing, reviewing and improving systems and procedures to ensure high quality representation and efficient Office operations." (Report, p. 10) Since the reduction in public defender attorney managers in 2011/2012, one chief deputy public defender position was added back to the department last fiscal year. Now the department operates with three chief deputy management positions who have an average attorney per manager of 13 to 1. Currently, the three chief deputy public defender managers still spend the majority of their time in court representing clients and covering calendars. In addition to covering their own caseloads, chief deputies cover caseloads when staff attorneys are sick or out on leave, or there are staffing shortages due to staff turnover. In summary, the span of control for each chief deputy is too vast and their duties are too varied. Consequently, they cannot effectively manage their assigned deputy public defenders with the time they have available to them.
Service Need/Improvement Justification	Adding a Chief Deputy Public Defender is necessary to provide adequate management for our attorneys. With 4 Chief Deputy public defenders, the span of control for each Chief Deputy will be reduced. They will then have fewer caseload responsibilities and more time available to mentor and train our less experienced attorneys (we have hired many new attorneys in the last year who require this mentoring and training). Further, our more experienced attorneys also need help with the ever-increasing number of serious felony cases upon which our office is appointed. This mentoring and training is fundamental to providing effective representation for our indigent clients.

Mandated Services Justification	The California and United States Constitutions both mandate criminal defense representation for indigent clients. (California Constitution, Article 1, section 15, and United States Constitution, (Sixth and Fourteenth Amendments). Further, the United States Supreme Court in Gideon v. Wainwright, 372 U.S. 335 (1963) expressly requires states to provide attorneys to criminal defendants who are unable to afford their own counsel. California Government Code section 27706 also requires that public defenders "shall defend, without expense to the [criminal] defendant...any person who is not financially able to employ counsel." Finally, the California Rules of Professional Conduct for lawyers requires that they are competent, meaning that they have the "learning and skill, and...mental, emotional, and physical ability reasonably necessary." (Rule 1.1.) Further, these rules require that all attorneys act "with commitment and dedication to the interests of the client and [to] not neglect or disregard, or unduly delay a legal matter entrusted to the lawyer." (Rule 1.3.)
PD-PCR-07	
Department	Public Defender
Title	Add 1.0 FTE Extra-Help Immigration Attorney to represent non-citizen clients and bolster constitutionally mandated social equity and justice for two years
Dept Rank	8
County Discretionary Funding (Rpt)	\$459,548
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$459,548
Description of Project	The department requests a 2 year pilot program extra-help (one-time money) removal defense attorney to provide necessary defense for the department's non-citizen clients who enter immigration proceedings after their criminal cases are resolved. Further, a removal defense attorney would assist the department's noncitizen defendants in filing their initial applications for special immigration juvenile status at the Sonoma County Juvenile Court, and their initial requests for U-visas with local law enforcement. The duties of a removal defense attorney would also include arguing bond hearings, reviewing evidence, filing forms and pertinent evidence for various types of immigration relief, including but not limited to, asylum, cancellation of removal, citizenship, and lawful permanent resident. In 2010, the U.S. Supreme Court held that criminal defense counsel has a duty under the 6th Amendment to advise noncitizens competently and affirmatively in criminal proceedings about the immigration consequences of a criminal conviction. (Padilla v. Kentucky (2010) 559 U.S. 356.) The department currently has an immigration attorney who advises deputy public defenders regarding their clients' immigration consequences as required under Padilla. However, the department does not have a removal defense attorney to represent its noncitizen clients who enter immigration proceedings after the completion of their criminal case. Further, noncitizen defendants do not have the right to government provided legal representation in removal proceedings. (8 U.S.C. § 1229a(b)(4)(A) (2006).) So, many public defender clients have no representation in removal proceedings. Approximately 10% of public defender clients are noncitizens who could face serious immigration consequences if they are convicted of a criminal offense. Other public defender offices in California that have implemented an in-house immigration removal defense attorney have found that providing removal defense is "an effective and efficient way to advocate for their clients." (Restructuring Public Defense After Padilla, 74 STAN.L.REV.1 (2022) at pg. 49.) The deportation of the department's noncitizen clients also severely impacts their families and the community. An analysis of 2014 median family income estimated that a family's income would decrease 50 percent following the deportation of a family member. (Mass Deportations Would Impoverish US Families and Create Immense Social Costs (2017) Warren and Kervin.) Similarly, children's risk of experiencing mental health problems like depression, anxiety, and severe psychological distress increases following the detention and/or deportation of a parent. (Trauma and psychological distress in Latino citizen children following parental detention and deportation, (2017) Rojas-Flores, Clements, Hwang Koo, and London.) An extra-help removal defense pilot program would provide the department's clients necessary and competent removal defense in immigration court. Similarly, a removal defense attorney would assist noncitizen defendants in filing the initial applications for special immigration juvenile status at the Sonoma County Juvenile Court, and the initial requests for U-visas with local law enforcement.
Service Need/Improvement Justification	As previously described, a removal defense attorney would allow Sonoma County to provide competent removal defense to vulnerable public defender clients. While removal defense is not a mandated service, it is very important as deportation can have devastating effects on citizens and noncitizens for many generations. A removal defense pilot program will provide quality holistic defense to the department's clients. Moreover, hiring an in-house removal defense attorney would boost morale amongst deputy public defenders. Deputy public defenders often engage in complex and zealous criminal advocacy only to find that their work went to waste when their client was deported because the client had no one to defend them in immigration court.
Mandated Services Justification	N/A

PD-PCR-08

Department	Public Defender
Title	One-Time Post Conviction Relief funding to support the ongoing Public Defense Pilot Program (PDPP)
Dept Rank	9
County Discretionary Funding (Rpt)	\$125,000
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$125,000
Description of Project	<p>The department requests \$125,000 (one-time funding) to sustain the department's post-conviction program for a period of four months. This four-month period spans from the end of the post-conviction grant period (March 2, 2025) to the end of the fiscal year (June 30, 2025). At the end of the fiscal year, the department will evaluate the outstanding post-conviction workload to determine whether it should come back to this board to request additional funding to further extend the post-conviction program. In the past five years, the California Legislature passed several criminal justice reforms which provide incarcerated individuals and those with criminal records new pathways to request relief from the Courts. Due to these statewide changes, the need for representation of post-conviction clients in Sonoma County has grown substantially. In 2022, the department received grant funding (Public Defense Pilot Program (PDPP)) from the Board of State and Community Corrections to hire two attorneys, a data consultant, and mitigation experts, to address this new and voluminous post-conviction caseload. Much of this work touches on the most serious cases in Sonoma County, including recommendations for resentencing, retroactive review of felony murder conviction, review of racially disparate convictions and those with improper immigration advisements, and youthful offender parole hearings. Most of these post-conviction relief clients are from BIPOC (Black, Indigenous, and People of Color) communities. The addition of PDPP-funded attorneys has been invaluable. Due to this funding, the department's clients have benefited from excellent representation that achieved sentence reductions, immigration relief, cleared records, and the ability to support incarcerated persons during the parole process. The department currently has 48 open PDPP cases and it anticipates more cases will be assigned to the department soon. The department cannot ethically withdraw from these open cases when PDPP funding runs out in March of 2025. Without this experienced PDPP team, the department's misdemeanor and felony deputy public defenders would be forced to take on these cases, in addition to their already overwhelming workloads. This change in attorney assignments would create long delays for the department's clients and for the Court's calendar. It is essential that the department continues to have specialized attorneys and experts to cover this caseload. The department is requesting funding to ensure this coverage through the end of next fiscal year. Due to delays in hiring and other issues, the department has unspent grant funds from the first two years of the grant that the department forecasts will likely cover the cost of the PDPP team through the end of the original grant term (March 1, 2025). Thus, this request is for funding from March 2, 2025 through June 30, 2025.</p>
Service Need/Improvement Justification	<p>As discussed above, the department took part in BSCC's pilot program beginning in early 2022 and added two attorneys, a data consultant (contract), and mitigation experts (contract) to the department to take on specific and complicated post-conviction cases. Their workload covers resentencings, Franklin hearings, data collection and foundational work for Racial Justice Act (RJA) claims, and immigration relief for the department's indigent clients. The department currently has 48 known PDPP cases. As of January 1, 2024, the department's current PDPP clients are additionally eligible for relief via RJA litigation and newly enacted AB 600 (a new law that allows for resentencing of some incarcerated people). This means that additional litigation is now required for these cases. The department's PDPP attorneys are equipped to handle this expanding workload. However, if forced to leave the department due to funding cuts, their expertise will leave with them. The department does not currently have another in-office attorney with an RJA specialty or extensive experience with RJA litigation. Thus, potentially absorbing these cases will be difficult—especially given the amount of RJA litigation expected in 2024 and 2025 which is expected to grow, not decline. Moreover, the writing, investigation, and document review demands of the department's PDPP cases remains high. The PDPP attorneys are required to do intensive legal research and writing to effectively represent clients. They are often dealing with complex and novel issues. The cases assigned include some of the most serious cases in Sonoma County—including capital, life-without-parole, and life sentence cases. It is not uncommon for the department's PDPP attorneys to file multiple lengthy briefings per case at the Courts' request. Simply stated, this is a weighty caseload that cannot be easily absorbed by the department. Further, as most of these clients are housed in California Department of Corrections and Rehabilitation (CDCR), the department's PDPP attorneys currently maintain regular contact with CDCR's litigation coordinators to communicate with clients and travel for face-to-face visits. This contact is essential for preparing these cases. However, the demands of regular communication with clients housed in CDCR (at various facilities around the state) would be difficult for the department's other deputy public defenders to effectively maintain. Continuing to employ PDPP focused attorneys is the only feasible solution here.</p>

Mandated Services Justification	<p>The California and United States Constitutions both mandate criminal defense representation for indigent clients. (California Constitution, Article 1, section 15, and United States Constitution, Sixth and Fourteenth Amendments). Further, the United States Supreme Court in <i>Gideon v. Wainwright</i>, 372 U.S. 335 (1963) expressly requires states to provide attorneys to criminal defendants who are unable to afford their own counsel. California Government Code section 27706 also requires that public defenders "shall defend, without expense to the defendant...any person who is not financially able to employ counsel." Whether pre-judgment or post-judgment, the department is appointed to represent indigent clients who cannot afford private counsel. As for PDPP clients, all PC § 1172.6 petition clients are entitled to appointment of an attorney during litigation. (PC § 1172.6, subd. (b)(1)(C), <i>People v. Lewis</i> (2021) 11 Cal.5th 952, 957.) Meaning, the department must be appointed to these cases where they arise. The department is also responsible for these cases when they are remanded on appeal—which occurs regularly. Additionally, the Superior Court appoints the department to a majority of Franklin litigation. It benefits both the department's Franklin clients and the courts to move these cases through the necessary steps proficiently with PDPP attorneys who are familiar with the law. The same is true of PC § 1172.1 resentencings—wherein the department is also appointed by the courts to represent indigent clients. The department also has obligations under the Sixth Amendment of the U.S. Constitution to advise noncitizens about the immigration consequences of a guilty plea. (<i>Padilla v. Kentucky</i>, 559 U.S. 356 (2010).) To ensure convictions comport with this legal tenet, PC § 1473.7 allows defendants who were not properly advised and thus unable to meaningfully understand, defend against, and knowingly accept adverse immigration consequences (in violation of both the Sixth Amendment and the California Constitution, Article I, section 15) to correct invalid convictions which violate noncitizens federal and constitutional rights. The department's PDPP attorneys currently litigate PC § 1473.7 motions to protect these essential rights of the department's indigent, noncitizen clients. In practice, the department cannot ethically withdraw from its current PDPP caseload without severely prejudicing the department's clients—many of whom are incarcerated with few resources to seek replacement of counsel. (See <i>Ramirez v. Sturdevant</i> (1994) 21 Cal.App.4th 904, 915 ["A lawyer violates his or her ethical mandate by abandoning a client (<i>Pineda v. State Bar</i> (1989) 49 Cal.3d 753, 758-759), or by withdrawing at a critical point and thereby prejudicing the client's case." [citing Rule of Professional Conduct 3-700(A)(2)]; <i>Moore v. United States</i>, 2008 U.S. Dist. LEXIS 34741 at *8 ["[I]n California, withdrawal is proper when the client's interest will not be unduly prejudiced or delayed"].) Thus, the department cannot simply drop this caseload when funding runs out as it would prejudice this group of indigent clients. Instead, the department is obligated to litigate each case with diligence and competence. In general, a shrinking staff in the department will negatively impact its clients and its ability to serve them with the dedication and diligence the law requires.</p>
PD-PCR-09	
Department	Public Defender
Title	Add 1.0 FTE Misdemeanor Attorneys to address 30% increase in misdemeanor case filings and correct courtroom staffing deficiencies.
Dept Rank	2
County Discretionary Funding (Rpt)	\$366,718
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$366,718
Description of Project	<p>The department requests to add two deputy public defenders (assigned to misdemeanor departments) to help reduce attorney workloads. This workload reduction is required for the department to effectively provide constitutionally mandated legal services. This request is bolstered by (1) a recent national public defender workload study, (2) a comparison of public defender budgets in other counties, and (3) the prevalence of deputy public defender burnout due to excessive workloads. The National Public Defender Workload Study (NPDWS) was published in late 2023. This study is meant to aid public defense delivery systems in determining how many attorneys are needed to represent their adult clients as mandated by ethics rules and the prevailing norms of effective representation. The NPDWS team assembled a panel of expert criminal defense attorneys from throughout the country and created a consensus "case weight" (the average amount of attorney time) needed to provide reasonably effective representation in each category of adult criminal cases. To apply the NPDWS to Sonoma County, the department ran a report of every misdemeanor and felony case it handled for one year. The department then applied the NPDWS case weights to each of these cases and calculated the total hours required to provide reasonably effective representation for these misdemeanor and felony cases. Finally, the department divided that total number of hours by 2,080 to determine the number of attorneys required to effectively represent those cases in a year. The study indicated that the department should have 42 attorneys handling its misdemeanor cases. The department currently has 11 attorneys handling misdemeanor cases. In FY 2020-21, Sonoma County Human Resources prepared a staff report (BIR-24/HR Response) that compared indigent defender budgets of small, medium, and large counties. Of the eight counties studied that have public defender offices, Sonoma County had the lowest indigent defense spending per person. Further, Sonoma County tied for last in staff to population ranking for indigent defense. For example, in 2023, Santa Barbara County's population was approximately 450,000 (Sonoma County is approximately 478,000), has a public defender office with over 100 employees compared to the department's 61 employees. Also, in 2023, Santa Cruz County which had a population of 264,000, has almost exactly the same number of public defender employees as the department. The NPDWS and the county comparisons both align with the high attorney turnover rate the department has been experiencing because the attorneys are stretched too thin. Department attorneys consistently request that we add attorneys to address this workload issue and to prevent further burnout. Effective assistance of counsel (public defense) ensures that people, whose liberty is at stake, receive proper legal representation. Effective public defense also helps improve public safety by connecting clients to mental health, substance abuse, and other behavioral health services. While the NPDWS suggests that the department should have more than double the number of misdemeanor attorneys it currently has, the department understands that making such a request is not feasible in this budget year. Instead, this year, we are requesting to add 2 misdemeanor deputy public defenders to help reduce excessive workloads, reduce the stress levels of our attorneys, and provide more effective representation for our clients.</p>

Service Need/Improvement Justification	With each additional attorney added, the number of cases for the existing attorneys will be reduced respectively. Fewer cases for each attorney will allow them to spend more hours working on each client's case. If our attorneys are afforded the hours necessary for each case, they will eventually be able to provide the constitutionally mandated reasonably effective representation (as outlined in the NPDWS) for all misdemeanor and felony clients. Operationally, the PD needs 2 additional misdemeanor attorneys to correct a staffing imbalance in the misdemeanor courtrooms.
Mandated Services Justification	The California and United States Constitutions both mandate criminal defense representation for indigent clients. (California Constitution, Article 1, section 15, and United States Constitution, Sixth and Fourteenth Amendments). Further, the United States Supreme Court in Gideon v. Wainwright, 372 U.S. 335 (1963) expressly requires states to provide attorneys to criminal defendants who are unable to afford their own counsel. The Sixth Amendment right to counsel for indigent criminal defendants requires "reasonably effective assistance of counsel pursuant to prevailing professional norms of practice." (Strickland v. Washington (1984) 466 U.S. 668.) California Government Code section 27706 also requires that public defenders "shall defend, without expense to the defendant...any person who is not financially able to employ counsel." Finally, the California Rules of Professional Conduct for lawyers requires that they are competent, meaning that they have the "learning and skill, and...mental, emotional, and physical ability reasonably necessary." (Rule 1.1.) Further, these rules require that all attorneys act "with commitment and dedication to the interests of the client and [to] not neglect or disregard, or unduly delay a legal matter entrusted to the lawyer." (Rule 1.3.)As discussed above, the NPDWS indicates that the department cannot provide reasonably effective assistance of counsel without the addition of several attorney positions.
Strategic Plan Objective	RESJ1-4: Develop a shared understanding of key racial equity concepts across the County and its leadership.
RP-PCR-01	
Department	Regional Parks
Title	Add 1.0 FTE Senior Parks and Grounds Maintenance Worker to provide support to 5-6 Work Experience Interns; add 1.0 FTE Park Program Assistant to provide support to environmental education and recreation programming; delete 1.0 FTE Department Program Manager.
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$268,793
Description of Project	The 1.0 FTE Senior Park & Grounds Maintenance Worker will provide lead support the Work Experience program, which is made up of 5-6 Work Experience Interns and one FTE Parks and Grounds Maintenance Worker II. The Senior Park & Grounds Maintenance Worker will provide project coordination and day to day operational support, which will enhance the workforce development program by connecting youth to career education and opportunities, maximizing return on Workforce Innovation and Opportunity Act (WIOA) funding. Currently, the Work Experience program is supported by a Parks Ground Maintenance Worker II with supervision of the overall program by a Park Program Supervisor. The existing Parks Ground Maintenance Worker II will report to the new Senior Park & Grounds Maintenance Worker, who will report to the existing Park Program Supervisor. The requested 1.0 FTE Park Program Assistant (PPA) position will support field trips during the school year and aquatics camps in the summer. The PPA's time will be split 60 (educational programming) /40 (aquatics programming) and will be supervised by Park Program Supervisors for the aquatics and Educational Development Center at Spring Lake. The program manager position that the department recommends deleting is currently vacant. When the position became vacant the department took the opportunity to evaluate how to most efficiently provide services to the community, and saw that a reduction in management positions with an increase in field-based staff would result in additional programs for the public and program enhancements.
Service Need/Improvement Justification	The 1.0 FTE Senior Park & Grounds Maintenance Worker (SPGMW) will ensure intern crew members develop skills in field maintenance, teamwork and individual development, and learn how to apply for future job opportunities in the community and specifically Sonoma County government. For the upcoming fiscal year, the position will help recruit underserved youth to participate in the intern program and formalize elements of the Department's workforce program, which includes job searching, resume workshops, interviewing skills, field skills training, educational support, and physical/mental health support/connections. The requested 1.0 FTE Park Program Assistant (PPA) will provide field trip support during the school year and aquatic camp support during the summer. Regional Parks delivers field trips to 12,000 – 14,000 participants per year. This position allows the department to offer additional field trips to more students with the ability to deliver multiple field trips simultaneously, including to "Pathways" schools: designated high poverty schools for which the Department receives grant funding through the Sonoma Environmental Education Collaborative. In addition, this position will support aquatic camps and programs allowing us to provide more classes, increasing revenue and providing a career path from Jr. Lifeguards to Lifeguards.
Mandated Services Justification	NA
SHF-PCR-01	
Department	Sheriff's Office
Title	Add 1.0 FTE Telecommunications Network Analyst to support the Sheriff's communications network and related infrastructure
Dept Rank	4
County Discretionary Funding (Rpt)	\$302,812
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$243,162
Description of Project	This request would add 1.0 FTE Human Services Network Analyst job class to the Sheriff's Office position allocations. This position will be responsible for overseeing and administering the County's telecommunications radio network. Specializing in systems and network administration, this role plays a crucial part in managing and optimizing the County's Telecommunications overall radio network infrastructure.

Service Need/Improvement Justification	Adding a Network Analyst position to the Sheriff's Telecommunications Bureau will address the technical workload requirements of network management that are not being met. In addition, this position will allow for improvements in the functionality and security of the County's telecommunication network and manage the strategic planning of the system's evolving needs. Having a position innovate and modernize our approach the County's telecommunication infrastructure will create cost efficiencies in future projects. The Network Analyst will be a technological expert, maintaining an optimized network that ensures not just telecommunications, but seamless, agile, and dynamic modern connectivity. By adding expertise into our operations, this role promises to promote increased efficiency, reliability, and adaptability.
Mandated Services Justification	The Sheriff's Office is required to comply with multiple mandates. Most Sheriff operations rely on functional, reliable, telecommunication.
Strategic Plan Objective	RI2-1: Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disasters.
SHF-PCR-02	
Department	Sheriff's Office
Title	Restoration of the Sheriff's Office Narcotics Unit
Dept Rank	3
County Discretionary Funding (Rpt)	\$1,783,290
FTE Change	5.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$1,520,040
Description of Project	The requested change would restore the Sheriff's Office's Narcotics Unit by adding 1.0 FTE Sheriff's Sergeant and 4.0 FTE Deputy Detectives needed to address an increase in drug-related investigations and provide more comprehensive investigative services to Sonoma County citizens.
Service Need/Improvement Justification	Restoring the Narcotics Unit within the Investigations Bureau will have a dramatic increase on the level of proactive enforcement and large-scale enforcement of narcotics within Sonoma County, likely reducing the amount of narcotics trafficked throughout the County. Specially trained staff dedicated to working drug-related investigations would have the capacity to work fentanyl cases, which is a currently unmet need. The restoration of this Unit would better equip the Investigations Bureau to work overdose cases, aligning the Sheriff's Office with the efforts of other County Departments such as the District Attorney's Office. Additionally, staff would have the capacity to do drug-related outreach to community organizations and schools within Sonoma County. Having a unit specifically dedicated to narcotic investigations would ensure continuity of services and development of specialized expertise throughout normal personnel turnover and regular staffing changes including retirements, promotions, or leaves. This request would allow other units, particularly PCI, to focus on their primary function without having to consistently support drug-related investigations.
Mandated Services Justification	The Sheriff's Office, as established by the California Constitution and Government Code Section 26600, is tasked with preserving the peace. The Sheriff's Office and its employees derive their responsibilities and authority from many different California Statutes. Due to the nature of the work the Sheriff's Office provides, most of the services, standards, and procedures are dictated by Federal, State, and local mandates. This requested restoration of the Narcotics Unit would enhance the public safety services provided by the Violent Crimes Investigations Unit, Property Crimes Investigations Unit, and Patrol Deputies by appropriately re-distributing the narcotics caseload to specially trained staff within a singularly focused unit.
SHF-PCR-03	
Department	Sheriff's Office
Title	Add 1.0 FTE Cold Case Detective to investigate and solve old, unsolved cases using modern techniques
Dept Rank	6
County Discretionary Funding (Rpt)	\$348,828
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$295,728
Description of Project	The requested change adds 1.0 FTE Detective to the Investigations Bureau to assist the Violent Crimes Investigations Unit (VCI) with investigating and solving cold case investigations.
Service Need/Improvement Justification	This request will address the workload associated with cold case investigations by adding 1.0 FTE Deputy Sheriff II to the Investigations Bureau to provide a dedicated resource to focus on cold case crimes. Despite the lack of capacity to work them, political trends, DNA advances, and other triggers have caused cold cases to become a forefront for the unit. New DNA hits on existing evidence, family complaints/inquiries, and primary suspects committing other crimes and/or making confessions to unsolved cases have contributed to certain cold cases needing to be reexamined. The addition of a cold case detective position will give VCI the ability to work consistently on cold cases that will otherwise be left unattended due to a shortage of manpower, increasing the likelihood of some cold cases being solved.
Mandated Services Justification	The Sheriff's Office, as established by the California Constitution and Government Code Section 26602, is tasked with investigating public offenses which have been committed. The Office of the Sheriff and its employees derive their responsibilities and authority from approximately 28 different California Statutes. Sheriff's detectives are responsible for investigating crimes which have been committed, including unsolved homicides. The addition of one cold-case detective allocation will provide the much-needed personnel to assist in solving these cold-case homicides.

SHF-PCR-05

Department	Sheriff's Office
Title	Fund obligated hiring incentive payments for Sheriff's staff hired in FY 22-23 and FY 23-24.
Dept Rank	7
County Discretionary Funding (Rpt)	\$1,255,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	If approved, this Program Change Request (PCR) will fund the obligated hiring incentive payments for Sheriff's Office employees hired in FY 22-23 and FY 23-24 as part of the Hiring Incentive Pilot Program. The current liability for all staff hired, or projected to be hired, under the program in FY 22-23 or FY 23-24 is \$1,255,000. The requested funding will ensure the Sheriff's Office has sufficient appropriations to cover all payments for eligible employees hired before July 1, 2024.
Service Need/Improvement Justification	In an effort to reduce vacancies, the Hiring Incentive Pilot Program was developed in conjunction with County Human Resources. This hiring incentive program is tailored for specific difficult-to-fill positions based on recruitment challenges, including deputy sheriff, correctional deputy, and communications dispatcher. The incentive program includes an initial hiring incentive bonus and two additional payment installments paid over a three-year period including retention requirements. Since the program was initially implemented in January 2023, the Sheriff's Office has made significant strides in filling vacancies. During this time, the Sheriff's Office has hired 127 staff eligible to receive the incentives, and we anticipate 16 additional staff starting before the end of FY 23-24. The intensive hiring efforts have produced results beyond what was predicted at costs higher than the funding set aside. With the success of our hiring efforts, the Sheriff's Office no longer has salary savings that can cover the costs of the Hiring Incentive Program. This request will cover the unfunded portion of the obligated hiring incentive payments for staff hired in FY 22-23 and FY 23-24.
Mandated Services Justification	The Sheriff Office, as established by the California Constitution and Government Code Section 26600, is tasked with preserving the peace. The Office of the Sheriff and its employees derive their responsibilities and authority from approximately 28 different California Statutes. Additionally, the Sheriff's Detention Division is governed by mandates contained in Board of State and Community Corrections Title 15 and Title 24. Title 15 – Crime Prevention and Correction covers minimum standards for local detention facilities and covers topics such as operations, inmate food, clothing, hygiene, inmate programs and activities, inmate entitlements, and security. This PCR supports the Sheriff's ability to fulfill his mandated responsibilities by ensuring that the Office has the sufficient funding to cover obligated payments to staff who preserve the peace and provide for the safety and security of incarcerated persons in our care.
Strategic Plan Objective	OE3-3: Support employee professional growth and retention by investing in high quality training, development, and leadership programs.

SHF-PCR-06

Department	Sheriff's Office
Title	Fund dual-fill hiring for employees permanently precluded from work
Dept Rank	1
County Discretionary Funding (Rpt)	\$999,952
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	The Sheriff's Office has been working on an intensive hiring effort since 2020, when hiring was stopped as a result of COVID. Sheriff's Office vacancies crept to an all-time high, resulting in emergency schedules requiring fewer staff, and requiring employees to work excessive overtime. In an effort to stay ahead of known vacancies, the Office is submitting a Program Change Request to "dual-fill" (hire a new employee while a position is filled) employees who are medically precluded from returning to their job.
Service Need/Improvement Justification	After a few very hard years, the Sheriff's Personnel Bureau has finally made gains in filling vacancies. Because it takes almost a year to hire and train a new deputy sheriff, the Sheriff's Office has requested collaboration from County partners in efforts to stay ahead of known vacancies. The most significant change the Office can make is to hire new employees as soon as deputies out on injury are deemed permanent and stationary, in this case referencing an official determination that employee is medically unable to return to the deputy sheriff job class ("P & S" employee). Employees in P&S status guarantee that the dual fill request will not ultimately result in a layoff. In the past, Sheriff's hiring staff would wait until the P&S employee was completely separated from the County, and the allocation was free. However, waiting for separation can take months, and then results in several vacancies at one time. Existing staff must cover the vacant shifts and then continue to cover the shifts for several months while a new deputy is completing the training program.
Mandated Services Justification	The Sheriff Office, as established by the California Constitution and Government Code Section 26600, is tasked with preserving the peace. The Office of the Sheriff and its employees derive their responsibilities and authority from approximately 28 different California Statutes. Additionally, the Sheriff's Detention Division is governed by mandates contained in Board of State and Community Corrections Title 15 and Title 24. Title 15 – Crime Prevention and Correction covers minimum standards for local detention facilities and covers topics such as operations, inmate food, clothing, hygiene, inmate programs and activities, inmate entitlements, and security.

SHF-PCR-07

Department	Sheriff's Office
Title	Essential equipment upgrade to County Telecommunications Network
Dept Rank	5
County Discretionary Funding (Rpt)	\$345,844
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	Funding is needed for the Sheriff's Office Telecommunications Network System maintenance and upgrade. The existing equipment is past its useful life and does not meet networking security standards. This network equipment project will allow for the County's Telecommunication system to meet best practices in cyber security and help ensure reliable and resilient radio communications for the County's first responders, emergency operation centers, early warning fire camera systems, and many other critical and mandated governmental services. Funding can be phased over three years: Year-1 requires \$110,306 to purchase the most critical equipment (Priority 1), Year-2 would fund \$166,702 of Priority 2 equipment, and Year-3 would fund \$68,836 of Priority 3 equipment.
Service Need/Improvement Justification	The public safety communication towers on mountaintops across the County are connected using modern microwave radio equipment. These radios both transmit and receive essential communications and information back to the Sheriff's Office. The data is transported using "IP" (Internet Protocol), the same system used for most types of exchanging data in networks. The 17 critical communication sites have old networking equipment that's three years past the recommended 7-year lifespan. This aging equipment is no longer supported by any manufacturer and lacks the latest security updates (patches) and software configurations, making the network vulnerable. A vulnerable network places the entire public safety communication system at a very high risk of failure and other cybersecurity concerns.
Mandated Services Justification	Telecommunications supports a variety of mandated services including law enforcement, fire, 911 Dispatch and Detention services.
Strategic Plan Objective	RI2-1: Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disasters.

SHF-PCR-08

Department	Sheriff's Office
Title	Extend Solano County Inmate Housing Contract Services into Fiscal Year 24-25
Dept Rank	2
County Discretionary Funding (Rpt)	\$4,644,312
One-time or Ongoing	One-time
Description of Project	This PCR requests funding or increments of funding in the amount of \$2,322,156, to allow incarcerated persons to be housed in Solano County until the Sheriff's hiring goals and a sustainable workload for correctional deputies are achieved. This contract is a continuation of Board Item 2023-1256 approved 11/7/2023. If approved, this Program Change Request (PCR) will continue funding the agreement with Solano County to house up to 75 Sonoma County incarcerated persons through FY 24-25, or a portion of FY 24-25 as needed.
Service Need/Improvement Justification	Critical staffing shortages in the Sheriff's Office Detention Division caused mandatory overtime for correctional deputies to become excessively high in recent years, with mandatory overtime demands on each deputy reaching 20 hours per week. By moving up to 75 incarcerated individuals out of county, the Sheriff can reduce overtime requirements while hiring efforts are underway and vacancies are filled.
Mandated Services Justification	California Government Code Section 26605 states "the sheriff shall take charge of and be the sole and exclusive authority to keep the county jail." The Office of the Sheriff and its employees derive their responsibilities and authority from approximately 28 different California Statutes. Operation of the jail and the custody and care of incarcerated persons are governed by, among others, Title 15 of the California Code of Regulations and is subject to standards established by various authorities.

SHF-PCR-09

Department	Sheriff's Office
Title	Fund FY 24-25 Modified Hiring Incentive Program for Sheriff's Office
Dept Rank	8
County Discretionary Funding (Rpt)	\$500,000
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	This Program Change request will provide funds for correctional deputies to continue to receive hiring incentives through a portion of FY 24-25, while the Sheriff transitions towards pausing the program. The program has been extremely successful in helping the Sheriff fill vacancies and therefore, efforts to pause the program are in place. However, we anticipate bridge funding will be needed for the correctional deputy job class in FY 24-25 to ensure staffing is stabilized.
Service Need/Improvement Justification	Since 2020, the Sheriff's Office has been challenged with severe staffing shortages in essential job classes that provide mandated services. High vacancy rates create a problematic cycle of stress and pressure on employees who must work excessive overtime (over 80 hours a month, per employee, for the past several months) and carry increased workloads, which then can result in employee medical leaves, injuries, and separation, thus exacerbating the vacancy rates and operational issues. In 2022 the Board approved a Hiring Incentive Program to assist with recruitment and retention. Now, based on FY 24-25 vacancies, the Sheriff believes the program can be paused for certain job classes. This funding request is for Hiring Incentives for the correctional deputy job class, to assist in phasing out the program while the Sheriff ensures staffing is stabilized in Detention and mandatory overtime hours are significantly reduced from the average of 80 hours, per month, per correctional deputy.

Mandated Services Justification	The Sheriff Office, as established by the California Constitution and Government Code Section 26600, is tasked with preserving the peace. The Office of the Sheriff and its employees derive their responsibilities and authority from approximately 28 different California Statutes. Additionally, the Sheriff's Detention Division is governed by mandates contained in Board of State and Community Corrections Title 15 and Title 24. Title 15 – Crime Prevention and Correction covers minimum standards for local detention facilities and covers topics such as operations, inmate food, clothing, hygiene, inmate programs and activities, inmate entitlements, and security. This PCR supports the Sheriff's ability to fulfill his mandated responsibilities by ensuring that the Office has the appropriate level of staffing to preserve the peace and appropriately provide for the safety and security of incarcerated persons in our care.
Strategic Plan Objective	OE3-3: Support employee professional growth and retention by investing in high quality training, development, and leadership programs.
OSD-PCR-01	
Department	Ag & Open Space District
Title	Add one 0.5 FTE Ag + Open Space Planner to an existing 0.5 FTE allocation to create a 1.0 FTE permanent Ag + Open Space Planner to increase the District's capacity to complete stewardship activities.
Dept Rank	1
County Discretionary Funding (Rpt)	\$0
FTE Change	0.50
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$99,135
Description of Project	Ag + Open Space is seeking to convert a .05 FTE to a 1.0 FTE to complete stewardship activities (inquiries, use requests, amendments, and enforcement actions) for 330 easement ownerships, and land management projects on 11 properties owned in fee. This position will provide technical assistance with identifying and securing grant funds for conservation easement landowners. This work will facilitate the use of best management practices (healthy soils, rangeland management, habitat restoration and wildlife corridor protection, and fuels management) on Ag + Open Space-protected lands.
Service Need/Improvement Justification	The increasing volume and complexity of easement projects has been very difficult to keep up with given current staffing levels. Increasing the position allocation from half to full time will create capacity to complete stewardship activities and land management projects that currently have a backlog, even with technical efficiencies gained through process improvements. This position will allow Ag + Open Space to fulfill its commitments with regards to easement stewardship, and will allow for achievement of several goals and objectives of the Vital Lands Initiative, through additional capacity to provide a high level of support to land owners.
Mandated Services Justification	N/A
Strategic Plan Objective	CAR5-2: Develop policies to maximize carbon sequestration & minimize loss of natural carbon sinks. Encourage ag & open space land management to maximize sequestration. Develop policies to incentivize collaboration with private & public land owners.
IOLERO-PCR-01	
Department	IOLERO
Title	Add .5 FTE Law Enforcement Auditor III for audits and investigations
Dept Rank	1
County Discretionary Funding (Rpt)	\$0
FTE Change	0.50
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$164,000
Description of Project	The Independent Office of Law Enforcement Review and Outreach (IOLERO) position allocation currently includes 2.0 FTE Law Enforcement Auditor I/II/III. The department has been utilizing one part-time Extra Help Law Enforcement Auditor III since the end of FY22-23 to assist with the completion of audits and to conduct independent investigations. This extra help Auditor is currently handling nearly all of the independent investigation workload. IOLERO seeks approval to increase its position allocation by .50 FTE Law Enforcement Auditor I/II/III in order to continue conducting independent investigations as outlined in Measure P.

Service Need/Improvement Justification	<p>Since 2022, the audit caseload has increased by more the double the past annual rate of increase due to a combination of more complainants choosing to file complaints with IOLERO or directly with Sonoma County Sheriff's Office of the sort IOLERO is directed to audit (such as Use of Force claims), more complicated cases coming to IOLERO, and the launch of full investigations of Whistleblower claims and cases involving deaths. A portion of the workload increase can be directly attributable to Measure P expanding the breadth of IOLERO's work, and the depth of its work in the most complicated cases. Thus, the existing Auditor staff are beyond capacity for the existing stream of audit caseload. As a result, IOLERO quickly developed in 2023 a backlog of roughly 18-24 months of audits. Separately, the launch of full investigations of Whistleblower claims and cases involving deaths per Measure P has created a second stream of work beyond the audit caseload. Along with an increase in the number of audits, Measure P also gives IOLERO the authority to directly access and independently review any and all sources of investigative evidence; directly contact complainants and witnesses; contact custodians of evidence; and independently subpoena testimony and records. This authority requires the development and implementation of investigative processes, previously not performed by IOLERO. Given the increased caseload, and the implementation of provisions of Measure P, the department has been utilizing a part-time extra help employee since the end of FY22-23 to assist with the completion of audits and provide a level of expertise related to independent investigative best practices. Independent investigations commonly require more time to complete than audits do. This is true for the number of total person-hours required, and the length of time over which the investigation is resolved. Independent investigations also have a legal deadline of 1 year from the incident date whereas audits do not. Investigations also require the Auditor to develop evidence, (identifying witnesses or sources of evidence, planning and conducting interviews, issuing subpoenas, etc.), and are often conducted for the most complicated cases: shootings, fatalities, and whistleblower complaints related to internal Sheriff's Office operations. They often involve large amounts of evidence and complicated analysis to complete. With its current staffing, IOLERO assigns one Auditor to each independent investigation; currently that is nearly always this Extra Help Auditor. The Auditor may develop rapport with witnesses, the subject deputies, and others, which allows the Auditor to develop better evidence. When an investigation has to be transferred to a new staff member, that rapport doesn't follow just because both employees work for IOLERO. Investigations are built one piece of evidence at a time. The Auditor's entire knowledge of the case informs the investigation results. As a result, when an investigation has to be transferred to a new staff member, that individual often must start reviewing the evidence from scratch. This can substantially delay an investigation.</p>
Mandated Services Justification	<p>On November 3, 2020, Sonoma County Measure P passed with approximately 65% of the vote. Measure P expands the oversight authority and independence of IOLERO to review and analyze complaints against the Sonoma County Sheriff's Office and also expands the independence and role of the Community Advisory Council (CAC). New requirements enacted by Measure P include: • The authority to directly access and independently review any and all sources of investigative evidence; directly contact complainants and witnesses; contact custodians of evidence; and independently subpoena testimony and records. • Authorizes IOLERO to audit every incident of force used by a sheriff's deputy regardless of whether a complaint is filed with IOLERO or the Sheriff's Office. • Provides that IOLERO shall have direct access to all body worn camera videos (BWC's) and be authorized to post every BWC where force was used on IOLERO's website in the interest of transparency. • Requires that IOLERO receive every case for audit where a civil lawsuit is filed against the Sheriff's Office related to the use of force regardless of whether a complaint is filed with IOLERO or the Sheriff's Office. • Requires that IOLERO receive all prior complaints for the involved deputy, prior investigations (including Brady investigations), and the record of discipline with each complaint file for audit. • Authorizes IOLERO to make discipline recommendations. • Authorizes IOLERO to audit racial profiling data consistent with AB 953 (The Racial and Identity Profiling Act of 2015). • Authorizes IOLERO to accept Whistleblower complaints. Delays for full implementation of Measure P were due to an appeal to the Public Employees Review Board by employee unions. The final Operational Agreement between IOLERO and the Sheriff's Office was executed on July 20, 2022. The increased caseload due to the expansion of tasks under Measure P therefore only started to effect IOLERO in FY 22-23.</p>
IOLERO-PCR-02	
Department	IOLERO
Title	Add 1.0 FTE Deputy Director for \$159,000 of ongoing General Fund in FY25-26. Position will be fully funded in FY24-25 with existing sources.
Dept Rank	2
County Discretionary Funding (Rpt)	\$159,000
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$308,000
Description of Project	<p>The Independent Office of Law Enforcement Review and Outreach (IOLERO) is requesting the addition of 1.0 FTE Deputy Director in order to support the expanded workload of the department due to the implementation of Measure P. This position will assume supervisory responsibility over the Audit and Investigation staff and operational processes within the unit. The final classification, specifications and salary range will be determined by the Human Resources Department after completion of an analysis of the duties and responsibilities required. This position would reduce the span of control for the Director who currently directly supervises almost all of the employees of IOLERO, to directly supervising three managers. The department estimates it has enough funding for half of the position. Additional funding is not being requested for FY 2024-25 as it is expected to take some time to get an individual hired and in place. The department will need additional funding in FY2025-26 to cover the whole cost of the position.</p>

Service Need/Improvement Justification	An upper-level manager decreases the span of control for the IOLERO Director by supervising and guiding the Audits & Investigations staff on case prioritization and investigative strategy, including interview protocols, and evidence gathering. This supervisory position would also have the ability to review and sign off on audits alleviating the majority of this responsibility from the Director, except for the most complicated audits. In addition, this management position would carry a caseload auditing most complicated cases, and assist with the tracking, analysis, and advising on legislative actions and law enforcement audit and policy trends. Approval of this position would allow the Director to focus on Board priorities, developing department policy, outreach to the community including schools, community-based organizations, business and civic groups and promote and facilitate communication between the community and law enforcement, which perhaps most importantly, includes the overall relationship management between IOLERO, the Sheriff's Office, and internal stakeholders such as, but not limited to, the SCSO unions and the Community Advisory Council (CAC).
Mandated Services Justification	On November 3, 2020, Sonoma County Measure P passed with approximately 65% of the vote. Measure P expands the oversight authority and independence of IOLERO to review and analyze complaints against the Sonoma County Sheriff's Office and also expands the independence and role of the Community Advisory Council (CAC). New requirements enacted by Measure P include: The authority to directly access and independently review any and all sources of investigative evidence; directly contact complainants and witnesses; contact custodians of evidence; and independently subpoena testimony and records. Authorizes IOLERO to audit every incident of force used by a sheriff's deputy regardless of whether a complaint is filed with IOLERO or the Sheriff's Office. Provides that IOLERO shall have direct access to all body worn camera videos (BWC's) and be authorized to post every BWC where force was used on IOLERO's website in the interest of transparency. Requires that IOLERO receive every case for audit where a civil lawsuit is filed against the Sheriff's Office related to the use of force regardless of whether a complaint is filed with IOLERO or the Sheriff's Office. Requires that IOLERO receive all prior complaints for the involved deputy, prior investigations (including Brady investigations), and the record of discipline with each complaint file for audit. Authorizes IOLERO to make discipline recommendations. Authorizes IOLERO to audit racial profiling data consistent with AB 953 (The Racial and Identity Profiling Act of 2015). Authorizes IOLERO to accept Whistleblower complaints.
DEM-PCR-01	
Department	Dept of Emergency Management
Title	Add 1.0 FTE Grant Program Analyst [CST: Department Analyst]
Dept Rank	2
County Discretionary Funding (Rpt)	\$204,328
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$204,382
Description of Project	Add ongoing general fund contribution for 1.0 FTE Grant Program Analyst [CST: Department Analyst] in order to ensure that the department is able to adequately administer the current portfolio of grants is oversees. Adding permanent funding for this position is needed due to the number, size and complexity of grants DEM has received over the past 5 years, and challenges with ensuring timely administration, procurement and compliance with existing grants. The department is able to offset FY24-25 salaries and benefits with \$137,199 in reimbursable ARPA administrative costs.
Service Need/Improvement Justification	The department is requesting ongoing general fund contribution to support an existing 1.0 FTE Grant Program Analyst [CST: Department Analyst] position. This position was converted from a 1.0 FTE Administrative Aide in 2024, funded with ongoing reimbursable grant Management and Administration revenue through the ARPA program and additional reimbursable grant revenue. Due to anticipated fluctuations in year-to-year grant funding, and the performance period for the ARPA program ending in FY24-25, the department is requesting permanent general fund contribution for this position. The department is currently in year three of a performance period for four HUD Community Development Block Grant (CDGB) awards totaling \$2 million including: Countywide Community Emergency Response Team (CERT) Program implementation, Sonoma Ready/Sonoma Listos Community Preparedness outreach, and Community Preparedness Gap Analysis, of the projects have been met with implementation challenges due to the amount of grant requirements imposed by Housing and Urban Development (HUD)/CA Housing and Community Development (HCD). All of the projects are high priority, including the Community Preparedness Gap Analysis and the implementation of the Countywide CERT Program. The grant team is additionally in the final performance period year of the ARPA program. Due to the time constraints and gravity of the federal grant funding awarded to and managed by DEM, the department is requesting ongoing general fund contribution to permanently support this position to administer the department's Federal and State grant funded programs and ensure the continued evolution and success of the DEM Grant Program on behalf of the County and Operational Area Partners.

DEM-PCR-02

Department	Dept of Emergency Management
Title	Add 1.0 FTE Community Preparedness Coordinator [CST: Deputy Emergency Services Coordinator]
Dept Rank	3
County Discretionary Funding (Rpt)	\$192,120
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$192,120
Description of Project	Addition of 1.0 FTE Community Preparedness Coordinator [CST: Deputy Emergency Services Coordinator] to support the Community Preparedness Program division and lead the countywide Community Emergency Response Team (CERT) Program.
Service Need/Improvement Justification	Adding a Deputy Emergency Services Coordinator Bilingual position to the Community Preparedness Program division will result in the following benefits: 1. Identify a designated Community Emergency Response Team (CERT) program manager for the new Countywide CERT program. 2. Add a second staff member to the Community Preparedness Program division within the Department of Emergency Management to support the division. 3. Administrative and programmatic support for community preparedness outreach events, reporting, grant required compliance. Incorporate an additional backup on-call 24/7 Staff Duty Officer into the current rotation.
Strategic Plan Objective	RESJ4-2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

DEM-PCR-03

Department	Dept of Emergency Management
Title	Add 1.0 FTE Principal Emergency Services Coordinator and 1.0 FTE Deputy Emergency Services Coordinator for a new Mitigation & Recovery Division
Dept Rank	4
County Discretionary Funding (Rpt)	\$447,956
FTE Change	2.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$447,956
Description of Project	Addition of a Mitigation and Recovery division to lead the hazard mitigation and short-term recovery efforts on behalf of the County and Operational Area. 1.0 FTE Supervising Mitigation and Recovery Coordinator [CST: Principal Emergency Services Coordinator] position; 1.0 FTE Mitigation and Recovery Coordinator [CST: Deputy Emergency Services Coordinator]
Service Need/Improvement Justification	In March of 2023 the County Administrator's Office transferred the County's Multi-Jurisdictional Hazard Mitigation Plan to the Department of Emergency Management (DEM). Currently the department does not have enough current staff to manage the Multi-Jurisdictional Hazard Mitigation Plan. Continuous multi-jurisdictional reporting is required by the County's and multi-jurisdictional partners' efforts on mitigation outlined in the plan, in order to remain compliant with FEMA. Additionally FEMA and CalOES mandate requirements for continual plan updates every five years. Additionally, due to the dissolution of the Office of Recovery and Resiliency in 2020, there has been inconsistent county staff assigned to short-term recovery efforts after major disaster events. The nature of short-term recovery is to build and maintain relationships (local, state, federal government, community partners, COAD, faith-based organizations) along with the development of, and including, planning, training, exercising of the County Unified Recovery Operations Plan (ROP). In order to effectively and efficiently support the hazard mitigation and short-term recovery efforts on behalf of the County and Operational Area, the Director of Emergency Management is requesting 2.0 FTEs to staff a new Mitigation and Recovery Division within the Department of Emergency Management.
Strategic Plan Objective	OE1-6: Develop training and staffing structures that effectively support disaster services work and emergency operations, particularly for large-scale and ongoing events.

EO-PCR-01	
Department	Equity Office
Title	Add 1.0 FTE Racial Equity Programs Department Analyst to support the implementation of the Racial Equity Action Plan.
Dept Rank	1
County Discretionary Funding (Rpt)	\$193,953
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$193,953
Description of Project	<p>The OOE is requesting a permanent Department Analyst to support the County Equity Program Manager with the development and implementation of the Countywide Racial Equity Action Plan and the creation of a second Core Team Cohort (Core Team 2.0). The request for an Equity Program Department Analyst responds to the need to develop permanent capacity for the sustainability of key Office of Equity programs and initiatives, including the implementation of the Racial Equity Action Plan. The estimated total cost to fund the position for FY24-25 is \$193,953. Currently, the Equity Program Manager is overextended, providing leadership and oversight on several key areas of the operations and programs of the Office of Equity, including overseeing the implementation of the Racial Equity and Social Justice Strategic Plan Pillar, expanding the Office's ability to provide department support on inquiries related to racial equity issues, and developing equity impact analyses into Significant Board items. The Program Manager also manages the County-wide Racial Equity Learning Program and has been leading the development of the Racial Equity Action Plan (REAP), which requires significant cross-departmental coordination with several internal stakeholders at all levels of the organization, without sufficient program support. The workload held by the Equity Program Manager is unsustainable for solely one person developing and overseeing several initiatives of relevant scope. As a result, this one staff member has had to prioritize the REAP development over providing continued support and engagement to the Racial Equity Learning Program, including existing Core Team members. This has caused disconnection among Core Team members, many of whom have left the Core Team after having benefited from a significant County investment to develop racial equity competencies. Consequently, departments across the county are not fully experiencing the benefits and investment in their staff. In addition, not having sufficient program-level support has resulted in delays in program implementation, as well as in contracting and processing of invoices. We also foresee that without this Department Analyst and funding support, the implementation of the REAP will also experience significant delays, as this Action Plan will require the participation of several department leaders, who will make up a new Core Team cohort. These new cohort members will need to begin their racial equity learning journey, for which the Office of Equity will need consultant support. The goal of Core Team 2.0 is to become a racial equity learning cohort that is equipped and supported (by the OOE) to implement the REAP at the department level. A high level of internal program support will be needed to adequately support staff and leaders through their racial equity-centered learning journey. Without the addition of the Equity Program Department Analyst and funding, the administrative program demands will continue strain the Equity Program Manager and the Office's ability to deliver key programs and supports to departments in alignment with RESJ.</p>
Service Need/Improvement Justification	<p>With an Equity Program Department Analyst onboard the Equity Program Manager will get the necessary support to both manage the County-wide Racial Equity Learning Program and finalize the development and implementation of the REAP, pending approval from the Board of Supervisors. The Department Analyst would lend critical support to create and maintain a new Core Team cohort, which will be a key element in the implementation of the REAP. The Department Analyst will be responsible for:</p> <ul style="list-style-type: none"> • Conducting analytical studies of Racial Equity Learning programs to develop, improve, and/or implement new or existing programs. • Providing professional level support to Equity Program manager in the decision-making process. • Supporting planning and program implementation of Racial Equity Learning Program including the management of consultant contracts and invoices. • Implementing ARRBA framework in the Racial Equity Action Plan • Managing and coordinating of Core Team 2.0 cohort • Facilitating of multiracial healing spaces • Documentation processes of Racial Equity Learning Program • Compiling and analyzing data to draft reports and presentations. • Reviewing project management system and making recommendations for improvements. • Administration task for Racial Equity Learning Program and Racial Equity Action Plan
Strategic Plan Objective	RESJ1-2: Invest in an ongoing and continually developing racial equity learning program, including understanding the distinction between institutional, structural, interpersonal, and individual racism, for County leadership and staff by end of 2021.

EO-PCR-02

Department	Equity Office
Title	Add 1.0 FTE Department Analyst and delete 1.0 FTE Secretary to better support Administrative operations of the Office of Equity
Dept Rank	2
County Discretionary Funding (Rpt)	\$90,065
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$90,065
Description of Project	<p>The Office of Equity requests the addition of an ongoing 1.0 FTE Department Analyst focused on administrative operations and the deletion of a 1.0 FTE Secretary. The cost delta between the Secretary and the Department Analyst classification results in an additional of \$70,670 ongoing funding. There will also be one-time set up costs of \$19,395. The total request for FY24-25 is \$90,065. Typically, in smaller departments such as OOE, a Department Analyst classification can handle the administrative services responsibilities. The current Department Analyst positions are time-limited and grant-restricted positions scheduled to end between June 2025 and June 2026, and the full scope of administrative services responsibilities are beyond the specifications for the current administrative classifications within the department. OOE would not be able to take on additional administrative tasks, such as payroll, human resources, and budget, that are currently housed with the 0.2 FTE ASO. Approval of this position effective FY24-25 allows training and transition time on all of the various administrative services responsibilities and through two full budget cycles before the department is expected to completely take over these responsibilities effective FY26-27. With the deletion of the Secretary position, this will allow for department resources to be deployed more strategically and will be more supportive of the higher level administrative responsibilities of the department. As the department and its responsibilities grow, so will the challenges in the upkeep of administrative tasks at a high level. The OOE has experienced challenges due to its limited administrative capacity, including Program staff spending an outsized amount of time on administrative work instead of focusing on program implementation. Those challenges additionally include the following:</p> <ul style="list-style-type: none"> •Recruitment process is currently housed outside of OOE which can cause delays in hiring and an inefficient process for staff and applicants. •Onboarding process can be difficult for new hires because there is no single person exclusively responsible for the onboarding of new employees. This process is, instead, held by program staff and the Director. •Lag in contracting and payment processing •Development and implementation of programs •Drafting and tracking of RFP's and Professional Services Agreements •Ownership of budget process •Help with program support such as community meeting set up and note taking. This can include off-site and after-hours community meetings, transcription of meeting notes, translation services. Meeting coordination can include working with other departments and agencies to secure location, coordination of food and beverage. •Payroll for OOE is currently housed outside of OOE due to insufficient staff •Coordination and implementation of staff development •Department file management system and retention policies. •Development of the Emergency Action Plan <p>Adding an Operations Department Analyst will support the Director, Secretary, and the Administrative Aide to have a robust administrative team to address the increased needs of the department operations. Having an additional person to assess, conduct, track and evaluate many of the tasks associated with running a small department which is involved in several County-wide initiatives will support the overall success of the Office.</p>
Service Need/Improvement Justification	<p>With a Department Analyst, there will be an in-house (within the department) higher level position for approval of payroll, contract management, etc., which OOE currently does not have. As OOE has grown to 9 FTE's the administration needs of the department have grown with it. A high-level administrative operations position is needed to assist with daily administrative tasks, budget, contracts, Board items and supervise the office's administrative team in day-to-day prioritization of duties. The addition of the DA to the administrative team already in place at OOE would mirror the administrative structure of other county departments and allow for more efficient execution of administrative tasks to be housed within the OOE and not outsourced to other departments. Additionally, the DA would help OOE prepare for the phasing out of the current shared ASO model. The Department Analyst will be responsible for:</p> <ul style="list-style-type: none"> •Oversee recruitment and onboarding for the department which includes coordination with County HR and ASO. •Handle all aspects of department level human resources responsibilities including safety coordination, recruitment, disability management and performance management. •Oversee the department's payroll process. •Management and monitoring of department contracting and procurement. •Consults with department staff on purchasing regulations and maintains a relationship with assigned department purchasing agent. •Consult with County Counsel and work with them to ensure County policies are followed. •Responsible for Legistar adherence and operational requirements •Tracks and maintains budget for department including oversight and approval of fiscal processing. •Oversee policies and procedures for department. •Upkeep of department legislation compliance. •Initiating the Staff Development program within the department •Collaborates with County Equity Program manager and Strategic Plan PPEA on countywide programs. <p>In collaboration with the .20 Administrative Services Officer, the Department Analyst will assist in the development and processing of all budget deliverables. Supervision of department Administrative Aide and Secretary Without the addition of a Department Analyst the high-level administration work would continue strain current OOE staff. OOE currently has the support of a .20 ASO that is shared with the Board of Supervisors/County Administrator's Office (CAO) and IOLERO. The CAO has requested that the current shared ASO transition out of OOE and IOLERO no later than the end of FY25-26 and has asked the departments to absorb the administrative services responsibilities within their departments. OOE would not be able to take on additional administrative tasks, such as payroll, human resources, and budget, that are currently housed with the .20 ASO. Approval of this position effective FY24-25 allows training and transition time on all of the various administrative services responsibilities and through one full budget cycle before the department is expected to completely take over these responsibilities.</p>

EO-PCR-03

Department	Equity Office
Title	Add 1.0 FTE Program, Planning, and Evaluation Analyst and support for assessment of Boards & Commissions to implement County Community Engagement Plan
Dept Rank	3
County Discretionary Funding (Rpt)	\$356,628
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$326,628
Description of Project	<p>The Office of Equity is requesting funding for the implementation of the County's Community Engagement Plan (Plan) which includes conducting an assessment of existing Boards and Commissions and training for Boards and Commissions members on culturally responsive engagement, recruitment, and appointment processes as directed by the Board during the January 30, 2024 regular meeting. This request includes \$161,628 FY24-25 to fund an ongoing 1.0 FTE Program Planning and Evaluation Analyst (PPEA) to manage the Plan, \$15,000 for ongoing administrative costs, and one-time funding of \$165,000 to cover the cost of conducting a Boards and Commissions assessment to develop recommendations on how to improve community member recruitment and selection, connectivity to County priorities, and to develop a stipend policy for County Boards and Commissions. The Board has recognized the importance of improving community engagement with communities who are and have been disproportionately negatively impacted by challenges in our County, State, and country as a strategy to increase equitable outcomes in our county. To this end, in our County's Strategic Plan, the Board directed staff and leaders to "engage community members and stakeholder groups to develop priorities and advance racial equity." Through the American Rescue Plan Act investment, the Board committed to investing in building and strengthening the County's cultural responsiveness, which specifically included developing a Community Engagement Plan with the following scope: "Develop an equity-driven community engagement process to develop a Community Engagement Plan, informed by County staff and community input, to provide guidance and best practices for engaging in a bidirectional and culturally responsive manner between County departments and community members and to break down barriers to engagement in Sonoma County". This was the original vision and scope that the Board approved and that staff presented to all Community-Based Leaders, community members, and staff for the development of this Plan. Community-based leaders noted a strong sense of trust in providing their time and relationships to arrive to this Plan and indicated high hopes and expectations for support from the Board. Following the January 30, 2024 update on the development of our County's Community Engagement Plan, the Board directed the Office of Equity to further develop the need for and description of the strategic investment and coordination of this work at a County-wide level. This included consideration of utilizing civic education as a community engagement strategy as well as creating increased equitable community governance in our County's Boards and Commissions. Sonoma County Boards and Commissions are important outlets for public participation. Currently, there are approximately 76 Boards governing bodies composed of, Commissions, Committees, Municipal Advisory Councils, Community Advisory Committees, and Task Forces. The Community Engagement Findings report identified that Boards and Commissions experience structural barriers to increasing the amount of community engagement they do. Members all indicated a struggle to get their information across to the community due to a lack of outreach channels available from the County. The locations of meetings and the lack of translation and interpretation also place a burden on community members, leading to decreased engagement.</p>
Service Need/Improvement Justification	<p>The County has already invested \$450,000 of ARPA funds in the County 2014 Community Engagement Plan which recommended 22 actionable strategies to achieve the Board's stated goals. This is also the second CEP the County has considered. The 2014 Plan proposed 22 actions, none of which were adopted. However, the 2024 Community Engagement Team cross-referenced the 2014 plan and identified that 13 of the 22 recommendations continued to come in high on the priority list. The 2014 CEP actions included the request for the establishment of an office of "Neighborhood Services," whereas the 2024 plan requests the addition of a permanent FTE to implement the Plan and \$165,000 in additional program funds. This approach leverages and builds on recent investments made by the Board through Strategic Plan funds which are currently in process, including 1) the development and delivery of Civic Education curriculum and training for County leaders, staff, and community and 2) creating and convening a staff Learning Cohort for professional development training, cross-departmental peer learning, resource sharing, and implementation support. Additionally, this 2024 CEP also leverages the Language Access Plan coming to the Board of Supervisors this May for the Board's consideration. The successful implementation of the CEP is dependent on this request. Without the staff and resources requested, the Office will not be able to implement the actionable CEP that will be presented to the Board for final adoption in June 2024. The CEP will focus internally and includes the following:</p> <ul style="list-style-type: none"> •Provide County-wide technical assistance and community engagement strategy design. •Develop and deliver a Learning Community for staff to support professional development training, cross-departmental peer learning, resource sharing, and implementation support. The training would include but is not limited to how to build relationships and trust with the community, how to facilitate co-design engagement processes, and how to evaluate impact. •Improve equitable community governance in our County's Boards and Commissions, including a stipend policy. •Assess and implement consistent meeting and stipend policies across the County. <p>This request also responds to the Office's Mission and the Board's Strategic Plan Pillar Racial Equity and Social Justice Goal 4, Objective 1) Establish a process for engagement and collaboration with community members and stakeholder groups and launch a community engagement strategy by the end of 2022 with a focus on racial equity. Objective 3) Begin implementing strategies for regular community engagement to guide racial equity efforts. The request will allow the Office to secure consultant support to conduct an assessment of Boards and Commissions. The consultant will be responsible for evaluating all existing recruitment practices, selection criteria and processes, stipend policies, and demographic information collection. This information will be used to inform and improve Board and commission community member recruitment and selection, implement consistent public meeting approaches, as well as connectivity to County priorities. The consultant will also be responsible for creating a stipend policy for all Boards and commissions, for the Board's consideration, to ensure the County is providing consistent compensation and honoring the expertise of all commission members.</p>
Strategic Plan Objective	RESJ4-1: Establish a process for engagement and collaboration with community members and stakeholder groups, and launch a community engagement strategy by the end of 2022 with a focus on racial equity.

EO-PCR-04

Department	Equity Office
Title	Add 1.0 FTE Program, Planning and Evaluation Analyst to support Language Access Implementation
Dept Rank	4
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$210,176
Description of Project	<p>The Office of Equity is requesting 1.0 FTE, on-going Program, Planning and Evaluation Analyst to be the Language Access Coordinator and facilitate implementation of the County's Language Access Plan and Policy. The salary and benefits costs associated with this position for 11 months in FY24-25 is anticipated to be \$190,176, with an additional \$20,000 estimated for set up costs for a total General Fund impact of \$210,176. The Board of Supervisors has recognized the importance and legal requirements of providing language access to residents Sonoma County who are Deaf or Hard of Hearing, or have Limited English Proficiency (LEP), or are Linguistically Diverse (LD) which prevents them from successfully accessing programs, services and information. In our County's Strategic Plan, the county's Racial Equity and Social Justice Goal 4 is to "engage community members and stakeholder groups to develop priorities to advance racial equity." To that end, Objective 4 of Goal 4 is to "develop and establish a language access policy for the County of Sonoma by the end of 2021." Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq. (Title VI), and its implementing regulations provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives Federal financial assistance. Additionally, Executive Order 13166 provides for federal guidance around language access requirements. At the State level., California Code Section 11135 and the Dymally-Alatorre Act CA Government Code 7290 et seq.) provide for the legal requirements for local governments with regard to the provision of language access. The Office of Equity has been working to develop our County's Language Access Plan and Policy, with corresponding policy conversations and direction happening in a parallel process to the instant budget process. In order to comply with existing legal requirements at a County-wide level, as well as to implement the recommendations in the Plan, to provide training, monitoring, develop and track complaints, and assess the effectiveness of the Language Access Plan, additional staffing is needed. While some departments and agencies have their own Language Access Plan to meet Federal requirements, the plans are each implemented separately, without a coherent plan countywide. This effort will require new staff capacity to design, train, implement and track the newly adopted Language Access Plan and Policy, as well as to engage community-based organizations and community members on the new Language Access Policy. The request for a Language Access Coordinator responds to the need to effectively ensure implementation of a Countywide Language Action Plan and Policy. This ongoing position will provide:</p> <ul style="list-style-type: none"> • Countywide technical assistance and language access policy implementation • Develop and deliver training to departments/agencies on legal language access requirements. • Develop and implement annual monitoring of language access encounters. • Develop and implement language access accountability and evaluation system • Annual reporting to the Board of Supervisors regarding implementation of language access plan and policy.
Service Need/Improvement Justification	<p>The successful and legally-compliant provision of Language Access throughout the County is dependent on this request. Without the staff and resources requested, the County will not be able to comply with State and Federal regulations. By having one Language Access Coordinator, the County will be able to ensure that all departments are trained consistently, and that clients and residents will have the same level of language access throughout County services and programs. Also, the department has three-time limited positions that are scheduled to end assignment in June 2025, and another time limited position that will end in February 2026. The elimination of these 4 positions will leave the department at 55% of its current staffing capacity with only one Equity Program Manager and one Program, Planning and Evaluation Analyst to develop and manage programs throughout the County. The severe staffing impact to the Office of Equity in FY24-25 would make it impossible to accomplish the Board's Strategic Plan Priorities related to Racial Equity and Social Justice, and the Language Access Program would be further delayed.</p>
Strategic Plan Objective	RESJ4-4: Develop and establish a language access policy for the County of Sonoma by end of 2021.

EO-PCR-05

Department	Equity Office
Title	Add 1.0 FTE Program Development Manager to manage data analyses and cost-effectiveness analyses
Dept Rank	5
County Discretionary Funding (Rpt)	\$193,300
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$193,300
Description of Project	<p>Summary of Requested Change(s)The Office of Equity requests to add one full-time, Program Development Manager to conduct and manage data analysis, cost-benefit analyses, cost-effectiveness analyses, and AR-RBA across county programs. The Office of Equity (OOE) along with other County departments, hires consultants for projects regarding demographic analysis (such as the Portrait of Sonoma) and doing interviews and focus groups to develop recommendations for county plans (such as the Community Engagement Plan and Language Access Plan). County staff time is spent drafting Request for Proposals (RFPs), evaluating proposals, and then managing those contracts. Shifting some of those activities to an equity-centered Program Development Manager inside the county can save funds, expedite projects, and be more responsive for research project needs across county departments. The estimated cost for this position effective FY24-25 is \$193,300 with no anticipated set up costs. While the Office of Equity is currently involved in a data-rich partnership with Upstream Investments regarding implementation of Anti-Racist Results Based Accountability (ARRBA), this effort is focused on data collected by County contractors and departments related to service provision. There are very few resources available to County staff who are looking for external and demographic data sources and analytical support in their Race Equity Impact Analyses. This position will ensure those resources are available to County staff and will leverage the work of internal County staff to support the implementation of Anti-Racist Results Based Accountability. Many County and City governments partner with local universities for research support and expertise. The County of Sonoma does not currently have that structure in place. Local governments can work with faculty and students at universities and realize many benefits: developing human capital in students, strengthening local academic-government partnerships, facilitating high-quality research to inform government policy-making, and creating a high-skilled workforce pipeline. Investing in Program Development Manager is a critical first step towards creating these partnerships, leveraging existing resources, and supporting staff equity analyses with data.</p>
Service Need/Improvement Justification	<p>Having a skilled Program Development Manager in the County with staff who can perform statistics, econometrics, program evaluation, cost-benefit studies and cost-effectiveness studies can help the County make data-informed policy decisions, and invest in programs which are: (a) the most economically sound, (b) the most effective, and (c) achieve the desired outcomes. The Office of Equity is involved with several new projects for the County. The American Rescue Plan Act (ARPA) Community Resilience Programs Funding Plan is collecting an immense amount of program and client-level data. A time-limited ARPA-funded OOE Department Analyst has been working on this project and giving technical assistance to HSD, Upstream Investments, and the consultant Sidekick Solutions to help shape the data being collected. Currently, the County does not have staff internally who know how to extensively analyze the wealth of information being gathered. Once the ARPA data is collected, it needs to be analyzed. Without internal staff to do that work, consultants would need to be hired to carry out analysis and draft reports on the findings. OOE is also developing the Community Engagement Plan, the Language Access Plan and Policy, and the Racial Equity Action Plan. Each of these projects will be gathering data on program implementation and various outcomes. Designing data collection systems will enable quality assessments. Hiring consultants to do that kind of analysis is expensive, consumes county staff time to draft RFPs, process proposals, evaluate proposals, manage contracts, pay invoices, and track consultants' work. Money spent to manage contracts can be saved by doing that work internally. Not only would shifting to internal work result in immediate cost-savings, the immediacy in which internal staff can be responsive to data requests could also result in increased data analysis being done, fewer consultants needed, and more project analyses being completed in a shorter timeframe. Reducing the bureaucracy to generate quality data products at a cost-savings is a win-win.</p>
Strategic Plan Objective	RESJ3-1: Establish a racial equity analysis tool by 2022 for departments to use for internal decision-making, policy decisions and implementation, and service delivery.

EO-PCR-06	
Department	Equity Office
Title	Add 1.0 FTE Program Planning and Evaluation Analyst to continue to develop and deliver Racial Equity training to County employees
Dept Rank	6
County Discretionary Funding (Rpt)	\$233,156
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$233,156
Description of Project	<p>The OOE is requesting an on-going Program, Planning, and Evaluation Analyst (PPEA) to carry out the training tasks associated with Goal 1/ Objectives 2 and 4 of the Racial Equity and Social Justice (RESJ) Pillar of the County's Strategic Plan which seeks to create and deliver ongoing professional development to develop and strengthen racial equity competencies for County staff and leadership. The salary and benefits costs associated with this position for the first year is \$168,156 with an additional \$65,000 in set up costs for annual space rental costs, equipment, and furniture. The request for a Racial Equity Training PPEA responds to the need to develop permanent capacity for the Office of Equity to hold key learning pieces of the Racial Equity Learning Program, such as developing an understanding of racism and equity concepts across the workforce as key competencies of public service, including developing and delivering training, providing technical assistance and capacity-building for departments who are working to develop a race equity skillset, and evaluating the impact of training. Currently, the Office of Equity does not have the capacity or sustainable infrastructure to support the effort to offer County-wide trainings to fulfill the Strategic Priorities of the Board of Supervisors reflected in Goal 1, Objectives 1 and 4 of the RESJ pillar which indicate the following:•Goal 1: Foster a County organizational culture that supports the commitment to achieving racial equity.Objective 2: Invest in an ongoing and continually developing racial equity learning program, including understanding the distinction between institutional, structural, interpersonal, and individual racism, for County leadership and staff by end of 2021.Objective 4: Develop a shared understanding of key racial equity concepts across the County and its leadership.This Program Change Request reflects the need for ongoing investment in the development of training offerings to help expand the workforce's understanding of racial equity concepts in public service. While the OOE has offered racial equity foundational training for a select cohort of staff members through the Core Team Racial Equity Learning Program, there is currently no ongoing allocation supporting the development of a Racial Equity 101 Training and other offerings for the County workforce in a sustainable way. Additionally, having foundational racial equity training offerings are required for other professional development opportunities, including the implementation of Anti-Racist Results Based Accountability with our partners at Upstream Investments and the Safety Net Collaborative. Currently, this work is shared between the County Equity Program Manager and the Strategic Plan PPEA, taking them away from other key projects such the development of a Racial Equity Action Plan, and the Racial Equity Analysis training and implementation and technical support for departments across the County, respectively. Not having ongoing funding to support these two objectives internally is and will continue to be a challenge to intentionally supporting the County's commitment to fostering an organizational culture that supports racial equity.</p>
Service Need/Improvement Justification	<p>The addition of this Racial Equity Training PPEA will ensure the capacity to consistently train the workforce on key racial equity principles as it relates to public service, which is in direct alignment with the Board's Strategic Priorities, as well as the Board-approved Mission of the Office of Equity. The OOE would like to hire this person as soon as the funding is available. There is currently a plan to launch a series of Racial Equity 101 trainings for County managers and supervisors over the course of 2024. Having a full FTE allocation will ensure that the delivery of training is expanded, not only in terms of cadence but as well as to other areas of County staff currently not benefiting from this training due to lack of capacity within the OOE. The OOE anticipates that having a person within the organization with the facilitation skillset and capacity to train the workforce in-house, will reduce consulting costs, enhance the curricula of the trainings (because these would be created with internal organizational context), and ultimately create the needed infrastructure to accomplish Goal 1, Objectives 1 and 2 of the RESJ pillar.</p>

EO-PCR-07

Department	Equity Office
Title	The OOE is requesting \$100,000 a year to support the development of the Racial Equity Learning Program. The request for funding responds to the need to develop permanent capacity for the sustainability of key Office of Equity programs and initiatives, including the implementation of the Racial Equity Action Plan (REAP). The estimated total cost to fund the REAP is \$100,000 for FY24-25.
County Discretionary Funding (Rpt)	\$200,000
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$100,000
Description of Project	<p>On February 1, 2022, the Board allocated Strategic Plan funds to the Office to continue building and supporting the County's Equity Core Team, through the creation of the Core Team Steering Committee (SC), made up of equity leaders across several County departments to create a Racial Equity Action Plan. The Steering Committee began the development of the Action Plan in January 2023. In the last year, the Committee work included a research phase followed by an employee engagement phase to refine the strategies put forward on this Action Plan. The REAP sets forth a roadmap for achieving the goals and objectives in the Racial Equity and Social Justice (RESJ) Strategic Plan pillar, and, in the process, provides solutions for key County operational challenges such as hiring and staff retention. The outcome of this year-long strategic endeavor includes three main strategies that, if implemented intentionally, have the potential of helping achieve the following goal to become true: all County staff, especially staff of color, feel a sense of belonging and are supported to achieve their career goals within the County organization. The recommended strategies include: • Creating capacity for equity work and expanding pipelines for hiring and career advancement. • Offering support and a structure for accountability for management at all levels to develop an understanding of racial equity principles and practices. • Investing in data collection and reporting systems to drive change that is responsive to staff experiences. In February 2024, Human Resources presented a Sonoma County Recruitment and Workforce update to the Board. The update included data on turnover and vacancy trends, an overview of recruitment, hiring data, challenges and current and future strategies. Among the strategies presented in the HR report, five overlap with the strategies proposed in the REAP, including: continuing to develop the Employee Demographic Dashboard, dedicating resources to removing barriers to employment, increasing the hiring pipeline, increasing candidate and employee engagement, and conducting an Employee Engagement Survey. The REAP proposes additional solutions to critical Human Resources and County operational challenges and continues to strengthen the partnership between HR and the OOE. Goals of the REAP include: All County Staff, especially staff of color, feel a sense of belonging and are supported to achieve their career goals within the County organization. Through the AR-RBA methodology, the SC identified key barriers preventing all County staff members from experiencing the conditions proposed in the result statement. Key barriers include: 1) County management is not representative of the racial demographics of Sonoma County, and 2) Staff of color report disproportionate dissatisfaction levels with management practices. Staff surveys show that staff of color disproportionately report considering leaving their departments and/or the County as a whole due to feeling undervalued, experiencing burnout (especially bilingual staff), having fewer opportunities for advancement, and in some cases experiencing racial microaggressions and overt racism. The SC created the REAP, which is made up of three Headline Strategies and a total of 10 sub-strategies.</p>
Service Need/Improvement Justification	<p>Without funding support, the implementation of the REAP will experience significant delays, as this Action Plan will require the participation of several department leaders, who will make up a new Core Team cohort. These new cohort members will need to begin their racial equity learning journey. The goal of Core Team 2.0 is to become a racial equity learning cohort that is equipped to implement the REAP at the department level. A high level of internal program support will be needed to adequately support staff and leaders through their racial equity-centered learning journey. Without consultant support, the Office of Equity will have the responsibility to develop, coordinate and facilitate the new Core Team cohort with only two permanent technical staff (Equity Program Manager and Program Planning and Evaluation Analyst, to provide support to all County departments. The Equity Program Manager provides leadership and oversight on several key areas of the operations and programs of the Office of Equity, including overseeing the implementation of the Racial Equity and Social Justice Strategic Plan Pillar, expanding the Office's ability to provide department support on inquiries related to racial equity issues, and developing equity impact analyses into Significant Board items. The Program Manager also manages the County-wide Racial Equity Learning Program and has been leading the development of the Racial Equity Action Plan (REAP), which requires significant cross-departmental coordination with several internal stakeholders at all levels of the organization. The Program Planning and Evaluation Analyst's primary responsibility is to provide technical support to all County departments related to Racial Equity Analysis for Board items to ensure alignment with the Racial Equity and social Justice Strategic Plan Pillar, and plan, develop and facilitate trainings on the Racial Equity Tool Kit, and Racial Equity 101, and collaborate with Human Resources on the countywide launch of the Racial Equity Foundations Training.</p>
Strategic Plan Objective	RESJ1-4: Develop a shared understanding of key racial equity concepts across the County and its leadership.

SoCoPi-PCR-01

Department	Sonoma County Public Infrastructure
Title	Revitalize County Complex Landscaping
Dept Rank	10
County Discretionary Funding (Rpt)	\$250,000
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$485,000
Description of Project	Provide ongoing landscaping services for County complex to provide a safe and professional environment for public and county staff.
Service Need/Improvement Justification	The landscaping around the county complex has not been properly maintained in five years or more, and most recently in the only work that was consistently performed was intermittent weed abatement by the SAC crews. By the early summer of 2023, the County Center landscaping had deteriorated significantly, and the grounds were covered with weeds as high as three feet high. In addition to creating a fire hazard, the declining conditions generated ongoing complaints from County staff, Board of Supervisors, and the public. In response to these complaints the County Administrator's office requested the SPI Facilities Operations Division address the situation. SPI staff reached out to the SAC crew, however, due to SAC crew staffing issues, SPI made the decision to bring in outside landscape companies to perform initial cleanup and to continue with ongoing biweekly landscape maintenance. The improvements were immediate, and we received compliments from many of the stakeholders at the county complex. Currently we have cleaned up and have bi-weekly maintenance contracts for the: Admin Bldg., Fiscal Bldg., Ag Bldg., HSD Bldg., PRMD, and the grounds around the La Plaza Bldgs., and 2300 Professional. The SAC crew are still doing weed abatement at the Sheriff Bldg., and the Hall of Justice.

SoCoPi-PCR-02

Department	Sonoma County Public Infrastructure
Title	Fuel Reduction for undeveloped County owned parcels
Dept Rank	11
County Discretionary Funding (Rpt)	\$150,000
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$150,000
Description of Project	Ongoing vegetation management for outlying County-owned parcels to mitigate fire risk.
Service Need/Improvement Justification	SPI is requesting funding to support ongoing vegetation management requests for outlying County owned parcels that do not fall under the responsibility of Regional Parks or other County entities. There are dozens of small to large sized county owned parcels that are unmaintained in terms of vegetation management. These parcels often go unnoticed for years, but with the recent fires and public awareness of the importance of fuel reduction on rural properties the county has received requests to clear some of these parcels. During the Summer of 2023 these requests were passed around between different departments trying to identify where responsibility lies. SPI believes the responsibility should fall with the Facility Operations division. Fac Ops has answered some of these requests and cleared the vegetation on a few of these lots. There are still some properties in need of clearing and we anticipate more requests this summer. The cost for this work would be a new cost in Facility Operations budget. We are unsure as to the magnitude of this responsibility and are requesting \$250,000 as a starting point while further assessments are made.
Strategic Plan Objective	CAR1-2: Expand outreach and education on vegetation management and provide additional resources to land owners to help mitigate fire risk.

SoCoPi-PCR-03

Department	Sonoma County Public Infrastructure
Title	Maintenance Subcontractors for fire/life/safety, perform maintenance on failing equipment such as uninterrupted power systems (UPS), and address specialized building maintenance services not performed by in-house staff.
Dept Rank	8
County Discretionary Funding (Rpt)	\$370,000
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$370,000
Description of Project	Facilities Operations is requesting funding for maintenance subcontractors. Subcontractors are hired to address areas such as fire/life/safety, perform maintenance on failing equipment such as uninterrupted power systems (UPS), and address specialized building maintenance services not performed by in-house staff. Subcontractors are used for a variety of services from performing pest management services to elevator inspections, from roofing repairs to chiller and boiler maintenance.
Service Need/Improvement Justification	County buildings and equipment have been in a continual downward spiral due to aging along with lack of funding being allocated to address failing systems. Evidence of this can be seen in subcontractor expenses such as the Guerneville Vets roof leak, replacement of grinder pump for the MADF auger/grinder which ensures items flushed by inmates at the jail stay clear of waterways, and necessary refinishing of the Sonoma Vets. Increased inspections of critical fire/life/safety systems at the Main Adult Detention facility alone cost over \$100,000 more in FY23/24 than in FY22/23, primarily due to extensive background requirements required for contractors to enter to jail facility and small local businesses being bought out by larger corporations who charge higher prices. Roofing is a specific area of concern. Several of the occupied county buildings have roofs that are years-past their useful life (PRMD, Human Services). These buildings leak during the rainstorms and require more and more time to attempt patching and taking measures to prevent and mitigate damage caused from water intrusion. The cost to replace these roofs is in the millions of dollars and money has not been allocated for this in several years. These funds would also be used for door, window, and exterior siding, repair & replacement.

Strategic Plan Objective	RI1-1: Design the new County Center to be carbon neutral and zero waste; and pursue carbon reduction and zero waste plans for remaining County facilities.
SoCoPi-PCR-04	
Department	Sonoma County Public Infrastructure
Title	Building equipment and maintenance materials funding for Facility Operations
Dept Rank	9
County Discretionary Funding (Rpt)	\$175,000
FTE Change	0.00
One-time or Ongoing	One-time
On-Going Annualized Cost	\$175,000
Description of Project	Facility Operations is requesting funding for building equipment and material repair and replacement. Equipment and materials encompass many trades such as heating, ventilation and cooling systems, plumbing fixtures, water supply and sewer lines, large systems at the Central Plant including Chillers and Boilers, electrical supply infrastructure; breakers, switches, lighting, these systems are in constant need of Inspection, repair, and sometimes replacement. As the buildings age these costs increase due to costs of; extending equipment past it rated life, catastrophic failure requiring immediate replacement, and harder to find replacement parts.
Service Need/Improvement Justification	Facilities continue to age and materials and subcontractors are needed to address failing building equipment and components. Inflation has impacted maintenance materials costs drastically. In the past Facility Operations had a local project budget or deferred maintenance budget to cover catastrophic equipment failures and to replace end of life equipment proactively, however these have been repurposed and are no longer available.
Strategic Plan Objective	RI1-1: Design the new County Center to be carbon neutral and zero waste; and pursue carbon reduction and zero waste plans for remaining County facilities.
SoCoPi-PCR-05	
Department	Sonoma County Public Infrastructure
Title	Add 1.0 FTE Time Limited Department Analyst in Roads and District 4 for projects and grants
Dept Rank	3
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$198,408
Description of Project	The Department of Public Infrastructure is requesting adding a Time Limited Department Analyst position to manage multiple projects and grants for both the Roads Division and other SPI Divisions and County Departments beginning July 1, 2024. A similar Department Analyst position currently exists but is allocated as an Extra Help position. The current Extra Help position began performing work for the Department and District 4 in 2018 supporting grant applications, but the responsibilities have expanded to include project and grant management work as well. In its current iteration, the position is equally funded through contributions from both the Road Fund (11051) and Board of Supervisors District 4 General Fund (10005), however, if approved the Time Limited position will be funded by the Road Fund and reimbursements from other Divisions and Departments based on work performed.
Service Need/Improvement Justification	The Time Limited Department Analyst position will build on work started by the current Department Analyst Extra Help position. The full-time nature of a time limited position vs. an extra help position will enable the Department to recruit and retain higher quality candidates and expand the role of the position to take on additional projects and grants as needed.
Mandated Services Justification	N/A
Strategic Plan Objective	RI5-1: Develop partnerships with cities, tribal governments, and private organizations regarding flood protection and sustainability to identify gaps and address climate change impacts.
SoCoPi-PCR-06	
Department	Sonoma County Public Infrastructure
Title	Add 2.0 FTE Parking and Facility Officers
Dept Rank	5
County Discretionary Funding (Rpt)	\$273,229
FTE Change	2.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$273,229
Description of Project	The Sonoma County Public Infrastructure Department (SPI), Facilities Operations Division, is requesting the addition of 2.0 Full Time Equivalent (FTE) Parking and Facility Officer positions. Currently, the Department allocation includes 1.0 and two 0.5 FTE Parking and Facility Officer positions, which are responsible for parking and security at the County campuses. These positions also support events at the Veteran's buildings, as needed. This request would bring the two 0.5 FTE positions to two 1.0 FTE positions, as well as provide the Department with an additional 1.0 FTE resulting from making the .50 time limited a 1.0 FTE permanent position, for a total of 4.0 FTE Parking and Facility Officer positions.
Service Need/Improvement Justification	In the wake of evolving security threats, it is imperative that the county reevaluate and reinforce the staffing structure of the department. Currently, the Sonoma County Public Infrastructure Department (SPI) position allocation list comprises three permanent Parking and Facility Officer positions: one at 1.0 Full-Time Equivalent (FTE) and two at 0.5 FTE each. Additionally, the department position allocation list includes one 0.5 FTE Time Limited position, previously funded through District 1. This funding source was subsequently terminated midway during FY 2022-23, and the department has continued to fund the position through salary savings. This request seeks to bring two permanent 0.5 FTE positions to 1.0 FTE each and, add one additional 1.0 FTE to replace and restore the Time Limited position.

SoCoPi-PCR-07	
Department	Sonoma County Public Infrastructure
Title	Add 1.0 FTE Zero Waste Administrative Aide
Dept Rank	6
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$152,855
Description of Project	A new 1 FTE position Administrative Aide is being requested. The primary duties and responsibilities of Administration Aide position are:• Research State and Federal competitive and noncompetitive funding opportunities including funding from the Federal Infrastructure Law and Federal Inflation Reduction Act. • Apply for relevant funding opportunities to expand Agency programs and/or to comply with local and State regulations. • Develop, monitor, and oversee grant agreement terms and negotiations, grant proposals, and project budgets. • Analyze and interpret data to prepare grants and written reports associated with them. • Assist the member jurisdictions with SB 1383 environmental compliance issues through coordinating environmental outreach and programs, as well as preparing public education material regarding environmental compliance information. • Provide project or program-level compliance support, serving as a liaison to outside agencies, stakeholder groups and regulatory bodies. • Perform duties in the field, such as SB 1383 outreach, site compliance inspections, enforcement etc. • Assisting the public with environmental compliance issues and City provided environmental services through coordinating environmental outreach events and programs, as well as preparing public education material regarding environmental services information. • Performing duties in the field, such as outreach, inspections, etc. The proposed duration of the position change will be ongoing and the anticipated funding sources will come from the ZWS budget which is separate from the County's General Fund or grants.
Service Need/Improvement Justification	ZWS is submitting this Position Change Request form as more responsibilities to manage recyclable, reusable, compostable, and household hazardous waste materials is being placed on the Agency and the 10 member jurisdictions. A small example of new laws that were passed during the 2022 and 2023 state legislation cycle are below:• SB 54: This bill establishes The Plastic Pollution Prevention and Packaging Producer Responsibility Act, which requires producers to ensure that single-use packaging and plastic single-use foodware (covered materials) offered for sale, distribution, or import into the state are recyclable or compostable. • SB 1013: This bill revises various aspects of the California Beverage Container Recycling and Litter Reduction Act programs and expands the definition of "beverage," to include all wine and distilled spirit containers and wine or distilled spirits contained in boxes, bladders, pouches, or similar containers. • SB 1046: This bill prohibits, on and after January 1, 2025, a store from providing a pre-checkout bag to a customer if the bag is not either a compostable bag or a recycled paper bag. • AB 2400: This bill enacts the Responsible Battery Recycling Act of 2022, which would require producers to establish a stewardship program for the collection and recycling of covered batteries and battery embedded products. • SB 1215: This bill expands the scope of the Electronic Waste Recycling Act of 2003 (act) to include battery embedded products. These new laws, additional laws passed in 2022 that relate to managing resources, and SB 1383 (signed in 2016 and addresses short-lived climate pollutants, namely methane emissions created by organic materials) have added pressure to the workload of Agency staff and caliber of positions required to comply with the regulations.
Mandated Services Justification	The request is due to compliance of new state regulations and the allocation of new competitive and non-competitive funding sources announced in 2022 and 2023 at the State and Federal levels. These new funding opportunities will be annual into the future.
Strategic Plan Objective	OE4-1: Secure a total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects.
SoCoPi-PCR-08	
Department	Sonoma County Public Infrastructure
Title	Add 1.0 FTE Department Information Services Specialist at the Airport
Dept Rank	7
County Discretionary Funding (Rpt)	\$0
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$196,765
Description of Project	The Public Infrastructure Department (PI) – Airport Division is requesting the addition of a Department Information Services Specialist II (DISS). With the expansion of terminal building, increased airline activity and elevated Transportation Security Administration (TSA) security level for the Airport there is a substantial need to have a dedicated DISS person at the Airport for the increased IT capabilities and needs. The Airport is requiring more and higher levels of service as its security depends on technological products that control gates, cameras and communications protecting passengers, terminal employees and County staff. The urgency of these needs requires immediate responses in many instances. There is currently a split of 1 FTE assigned to the Airport to respond to these needs and adding an additional position would cut contracting expenses and pulling resources from other Departmental needs.

Service Need/Improvement Justification	PI's Information Technology (IT) program area is responsible for all IT needs throughout the Department, where the County Information Systems Department (ISD) does not provide services. This includes several areas of the Airport that need additional IT support, more than can be provided by the existing 1.0 FTE DISS and 1 FTE Department Information Systems Coordinator (DISC). One of these areas is the Airport Terminal, and the secured network upon which restricted airport security infrastructure operates. These secured systems require security clearance by the TSA and FAA, and have always been contracted out and supported by the DISC, however, the Airport needs are impacting the needs of the Department. Recently, with the expansion of the Airport Terminal, passenger load counts, and general growth of the Airport, the need for dedicated on-site IT support has become a necessity. Airport management seeks to bring the maintenance of this secured network, the network infrastructure, building system monitoring and maintenance hardware and software, communication center equipment, digital advertising equipment, server network equipment, access control equipment and software, security system equipment and software under a dedicated DISS and PI's Information Systems Division. When this occurs, because the Airport terminal houses various tenants (all with their own networking and IT infrastructure,) the terminal needs to be under constant monitoring and IT systems maintenance by contractors/tenants and needs to be coordinated and supervised by a dedicated DISS and PI's Information Systems Division to provide security and protection to other tenants and systems, along with industry-accepted organizational practices. These are not tasks that can be managed properly at current staffing levels to meet Airport operational and security requirements. The Department as a whole has been depending on 1.0 FTE DISS and 1.0 DISC for all Information Systems server, software, infrastructure, project management and daily support, and this situation is no longer sustainable. This is due in part to expanded department needs occurring after
Mandated Services Justification	TSA regulations require the Airport to have a security system that include video surveillance, access control systems, systems monitoring and a Cybersecurity coordinator. Under the Cybersecurity coordinator requirements is the need for an Airport identified knowledgeable IT person. FAA requires the Airport to have an incident call system in the event of emergency events. The Airport recently updated from analog to a digital server based system requiring adequate oversight and monitoring.
SoCoPI-PCR-09	
Department	Sonoma County Public Infrastructure
Title	Add 1.0 FTE Senior Engineer for the Roads, Active Transportation Projects, and Community Based Projects
Dept Rank	4
County Discretionary Funding (Rpt)	\$129,057
FTE Change	1.00
One-time or Ongoing	Ongoing
On-Going Annualized Cost	\$258,114
Description of Project	SPI is requesting a 1.0 FTE Senior Engineer to work across various divisions within the Department of Public Infrastructure, including the Roads Division, Integrated Waste Division, and Capital Projects Division. The position will manage a diverse range of projects such as road infrastructure (including FEMA-generated projects), Russian River Bank Stabilization project, broadband connectivity, energy and sustainability infrastructure, and public building projects. Estimated ongoing costs are \$258,114 for FY 2024-25 increasing approximately 5% each, with funding from grants, project reimbursements, the General Fund, and the Road Fund (11051).
Service Need/Improvement Justification	The recent merger of the General Services and Transportation and Public Works into what is now known as Sonoma County Public Infrastructure has significantly broadened the scope and diversity of projects undertaken by the department. This restructuring has created an urgent need for a Senior Engineer who can adeptly manage an expanded portfolio of complex and varied public works projects. The role is essential to address the growing demands for infrastructure development, environmental conservation, and community improvement initiatives. Projects the Senior Engineer Will Be Assigned To: 1. Road Infrastructure (Including FEMA-Generated Projects): Lead critical efforts in maintaining and enhancing the county's road network, including urgent projects initiated by FEMA in disaster response scenarios. 2. Countywide Bicycle and Pedestrian Safety Improvements: Manage the development of safe and accessible transportation routes for cyclists and pedestrians, contributing to the county's goal of enhancing public safety and promoting active lifestyles. 3. Communications Infrastructure: Oversee the upgrade of communication systems, ensuring robust and resilient connectivity essential for public services and community engagement. 4. Energy and Sustainability Infrastructure: Spearhead sustainable energy projects, focusing on renewable resources and energy-efficient practices to advance the county's environmental objectives. 5. Broadband Connectivity Projects: Expand digital access, especially in underserved communities, to bridge the digital divide and foster economic growth. 6. Russian River Bank Stabilization: Lead environmental protection efforts along the Russian River, focusing on erosion control and ecosystem preservation. 7. Public Building Projects: Manage the construction and renovation of public facilities to ensure they meet community needs and adhere to safety and environmental standards. 8. Environmental Conservation Initiatives: Direct various initiatives aimed at preserving natural resources and promoting sustainable environmental practices across the county. Context of the Merger and the Evolving Role: The amalgamation of General Services and Transportation and Public Works into Sonoma County Public Infrastructure has necessitated a strategic reevaluation of how the department manages its projects. This merger has led to an increased number and variety of projects, stretching from infrastructure development to environmental sustainability efforts. The Senior Engineer position is pivotal in navigating these changes, offering expertise in handling a broader spectrum of responsibilities and ensuring that all projects align with the county's strategic direction and commitment to community welfare. Overall Impact of the Senior Engineer Role: The Senior Engineer will be instrumental in guiding the department through this transitional phase, bringing enhanced project management skills, technical acumen, and a holistic approach to the diverse range of projects. Their role is crucial in ensuring that the department meets its expanded obligations efficiently, sustainably, and in a manner that best serves the community's interests.
Mandated Services Justification	N/A
Strategic Plan Objective	RI3-1: Continue to maintain road segments, including designated turnouts where feasible, increase efforts on vegetation removal and drainage features, and improve pavement conditions in neighborhoods.

SoCoPi-PCR-10	
Department	Sonoma County Public Infrastructure
Title	Public Health lab and Morgue
Dept Rank	1
County Discretionary Funding (Rpt)	\$11,458,429
FTE Change	0.00
One-time or Ongoing	One-time
Description of Project	Increased costs are associated with: 1) Substantial costs for seismic upgrades; 2) Renovation costs for Class-3 laboratories is nearly as much as new construction; 3) New bathroom cores for two separate user groups; and 4) Additional soft costs for design and engineering, plus the costs already expended. See Budget Information Request 08 under separate tab and the 5/21/24 board staff report with project update: https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=6691874&GUID=EB17D553-8080-45F4-96CA-2762FAE31516&Options=&Search=
Program Change Requests Total	
FTE Change	79.50
County Discretionary Funding (Rpt)	\$38,774,991



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: Board Budget Requests

This tab includes Board Budget Requests with staff responses to each.

Board Budget Requests are opportunities for Board Members to submit requests for funding to be considered during budget hearings.

Requests are listed in the Budget Hearing Deliberation Tool in **Tab 3** for consideration during Budget deliberations.

Attachments:

A – Board Budget Requests (BOS-01 through BOS-21)





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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Additional funding for Eucalyptus removal

What will the funds be used for and why it is needed?

In 2021, the Board of Supervisors approved \$500,000 per district to remove eucalyptus trees as a safety precaution. The First District identified a stand of Eucalyptus trees along 8th Street East in Sonoma for removal (map attached, submitted with original request).

This particular stand of trees is along the Union Pacific Rail line, and there have been hold ups in getting the required permissions. Currently, the project is waiting on the railroad to remove train cars from the area. Once these are removed, environmental site assessment can be completed, and the project can begin. However, the allocated funds are no longer sufficient to remove and dispose of all of the trees due to cost escalations, so this additional funding is requested.

What Strategic Plan does this request directly support?

Resilient Infrastructure

What is the amount of the one-time funding request?

\$200,000 (estimate from Johannes Hoevertsz, March 2024)

What department will be responsible for implementing this item?

Parks/Pi

Does this funding request leverage additional funding?

The original \$500,000 allocated for this purpose.

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-01

Description of Request:

Supervisor Gorin is requesting Sonoma Public Infrastructure (SPI) to manage a eucalyptus tree removal project originally approved in 2021. The project has been delayed due to permitting and logistical issues, however both of those issues have been resolved and if additional funding is approved tree removal can commence. Updated need estimate was provided by SPI.

Staff Response

Public Infrastructure was selected to manage this project in 2021 and has the technical and administrative capability to complete this work in coordination with Board staff and the CAO if funding is approved.

PROJECT DESCRIPTION:

Remove* all eucalyptus trees within the west and east side of the road right of way and within the 55' wide railroad right of way on the east side of 8th St E.

Approximate tree count**:

Section 1

6"-12" DBH = 5

24" DBH = 2

36" DBH = 3

Section 2:

6"-12" DBH = 10

24" DBH = 5

36" DBH = 1

Section 3:

6"-12" DBH = 55

24" DBH = 25

36" DBH = 15

Section 4:

6"-12" DBH = 50

24" DBH = 50

36" DBH = 30

Section 5:

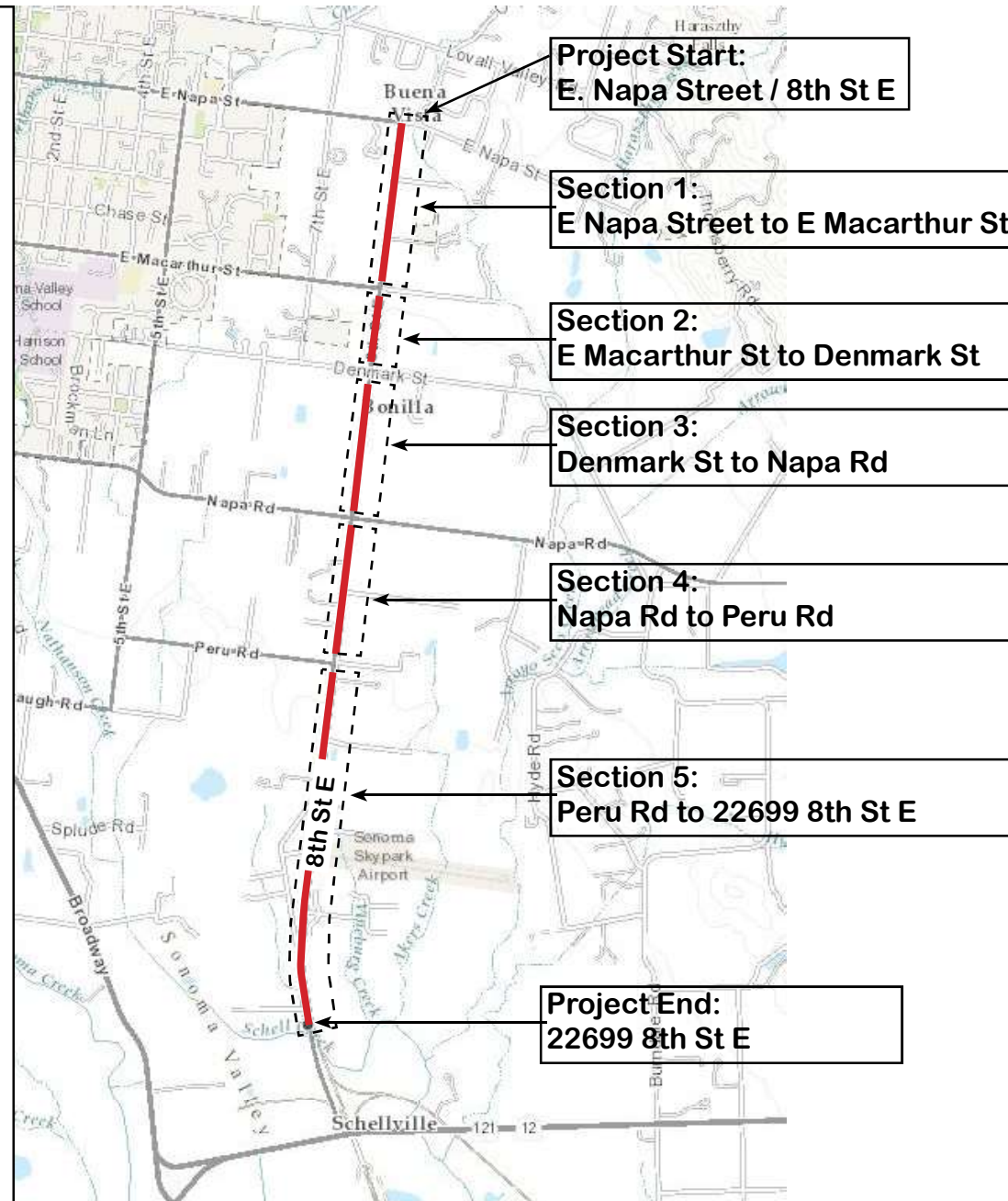
6"-12" DBH = 100

24" DBH = 50

36" DBH = 30

* Removal includes: cut to base, leave root ball and stump, treatment to prevent resprouting

**Tree count to be verified by contractor and included in bid



Job Site Location - Project Map and Work Description

8th Street East - Eucalyptus Tree Removal





FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 18, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

***Instructions:** Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.*

Request Title:

BOS Aide allocation increase from .5 to 1.0

What will the funds be used for and why it is needed?

District 1 has a staffing allocation of 3.5: 1 Staff Assistant; 2 Field Reps, and one half-time BOS Aide.

Due to the amount of work that District 1 does, including running 3 separate brown acted councils/commissions and an intensive Latinx outreach strategy, additional support is needed. Increasing the BOS Aide allocation to 1.0 would address this issue.

Rationale

District 1 contains the largest (by population) unincorporated urban community; the Springs. The Springs is dense, with mixed commercial and residential uses, small lots, multifamily housing, and “urban” issues of trash, homelessness, petty crime, vandalism, safe bike and pedestrian routes, and other quality of life issues. By estimates provided by the CAO staff, the Springs (which combines the communities of Agua Caliente, Fetters Hot Springs, Boyes Hot Springs and El Verano) has about 17,000 residents. It is also directly adjacent to the City of Sonoma to the southeast, sharing a long border that is indistinguishable without looking at a map, except by the stark contrast in the quality of the infrastructure between unincorporated and incorporated. Though the First District as a whole is older, wealthier, and has higher educational attainment than other districts, residents of the Springs are more likely to live in poverty, have lower educational attainment, larger families, and speak Spanish or indigenous languages, and are demographically similar to areas like Roseland and Moorland.

In official demographic studies of the County, this community is diluted due to the way the census tracts are drawn—there is one census tract, Fetters Hot Springs, that routinely shows up as under resourced in measurements like the Portrait of Sonoma, Countywide Assessment of Fair Housing, and the Climate and Economic Justice Screening Tool (CEJST), but it is fairly small in population, containing less than half of the population of the Springs by rough estimate. This impacts how competitive this area is for funding designated for disadvantaged communities such as the ARPA funds or other efforts to target areas most impacted by disasters or trauma. In short, this is an under resourced community, and the First District’s workload reflects this, with most of the work of the district office being focused on this community.

What Strategic Plan does this request directly support?

Organizational Excellence; Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$88,963 for 24/25 (estimate from Jade Kim in March, 2024). This is not one time, as we are requesting to formally change District 1's staffing allocation moving forward to four 1.0 employees instead of three 1.0 and one .5.

What department will be responsible for implementing this item?

BOS-District 1

Does this funding request leverage additional funding?

n/a

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-02****Description of Request:**

If approved, this request would increase an existing 0.5 FTE Board of Supervisor Aide to 1.0 FTE.

Staff Response

Current position allocations by district is included in the table below. More information on staffing can be found in BIR22.

Table: Board of Supervisors **Permanent** FY 2023/24 staffing by district

Staff	District 1	District 2	District 3	District 4	District 5
Supervisor	1.0	1.0	1.0	1.0	1.0
Staff Assistant II (District Director)	1.0	1.0	1.0	1.0	1.0
BOS Field Representative	2.0	0.0	1.0	2.0	3.0
Board Aide	0.5	2.0	1.0	0.5	0.0
Total	4.5	4.0	4.0	4.5	5.0

Previously, position allocations were set by the Board based on a formular reviewing the share of unincorporated population in each district. In some cases, districts have increased staffing using district discretionary funds for extra help or full-time positions, which are not included in the table above.

The Board can choose to adjust positions at their discretion. One additional consideration, however, is that the current District 1 Supervisor did not run for reelection, and so there will be a new supervisor in 2025. It may be preferable to delay changes to district staffing until the new supervisor has a chance to assess her needs.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Evacuation analysis for Los Guilicos campus

What will the funds be used for and why it is needed?

This request for funds is to support an evacuation analysis of the Los Guilicos campus, including evaluation of the evacuation during the Glass Fire (notification, timing of evacuation, destination of those evacuating, mode of transportation for evacuation including buses originating from where, county vans and private vehicles, etc); evaluation of existing emergency plans; and recommendations for improvement in planning and training for staff on the campus.

The County owned Los Guilicos campus has been subject to wildfire impacts in both the 2017 Sonoma Complex Fire, and the 2020 Glass Fire. Over the past few years, the County has also intensified the housing of vulnerable populations on this campus: the LG Village quikhaven huts housing around 60, which has recently become the renovation of the dormitories in the Juvenile Hall to house around 140 individuals; the existing Valley of the Moon Children's Center, which will be adding a substance abuse treatment center; and Crestwood Behavioral Health Psychiatric Health Facility (PHF) which has 16 beds for patients. All of these facilities also have care providers and staff who would be impacted in an emergency situation.

In parallel, development is increasing in this area, with the development formerly called Elnoka Village currently in approval with the City of Santa Rosa across the street from these facilities (between Oakmont and Melita Road); the Mahonia Glen affordable housing development at Highway 12 and Calistoga Road; and the large developments planned in the Sonoma Valley at the former Sonoma Developmental Center campus and the Hanna Center. These developments will add thousands more people to the road in the event of a large-scale evacuation.

The Los Guilicos campus and these current and future developments are all served by Highway 12, a narrow State highway with only one lane running each direction. It is the only road to get west to Santa Rosa or east to Sonoma for tens of thousands of people. On the ground experiences of those evacuating in 2020, in Oakmont and elsewhere along the corridor, tell us that evacuation occurred over 4 hours with some waiting in traffic queues of 2 hours in order to exit onto Highway 12. Houses were burning within minutes of the last cars evacuating Oakmont.

The Oakmont Home Owners Association contracted with KLD Associates to complete an evacuation analysis, with projected evacuation times of 1 ½ to 4 hours from Oakmont. The Valley of the Moon Alliance is currently contracting with KLD Associates to complete an evacuation analysis from Oakmont south.

An evacuation analysis of the Los Guilicos campus produced by the County would help us prepare for and complete evacuations more efficiently and safely, as well add to the body of evacuation analyses for Sonoma Valley. If we are to continue to place vulnerable people in this fire prone area, surrounded by land classified by CalFire as Very High fire hazard, we should do our due diligence and ensure that we know what the risks are, that site specific emergency plans are sufficient, and that staff on the Los Guilicos campus are adequately trained.

What Strategic Plan does this request directly support?

Resilient Infrastructure

What is the amount of the one-time funding request?

\$80-\$100k (rough estimate provided by Jeff Duvall March 2024)

What department will be responsible for implementing this item?

Department of Emergency Management, Public Infrastructure

Does this funding request leverage additional funding?

No

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-03

Description of Request:

This item requests completion of an evacuation study for the Los Guilicos campus (LG). The study would focus on past and future wildfire events, conducting a risk assessment and transportation study of LG while considering current and future community growth in the area, along with traffic impacts of State Highway 12. In addition, the study would review the County's Emergency Action Plan program that is administered by the Human Resources Department – Risk Management.

Staff Response

If funding is approved Emergency Management staff will develop a study scope in coordination with City of Santa Rosa and county departments operating programs on the Los Guilicos campus.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: April 2, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Groundwater User Fee Subsidy - Sonoma Valley GSA/Petaluma Valley GSA

What will the funds be used for and why it is needed?

In November 2023, the Board of Supervisors approved three years of funding at approximately \$1 million per year to support the Sonoma Valley and Petaluma Valley GSAs in order to keep groundwater user rates in these basins consistent with the Santa Rosa Plain GSA. With this approval, the non-municipal users of groundwater, primarily agricultural and rural residential users, will receive funding support that allows them to pay the same rate as agricultural and rural residential groundwater users in the Santa Rosa Plain GSA service area. With this funding support from the County of Sonoma, the municipal users would still pay the full rate for groundwater use in the Sonoma Valley and Petaluma Valley GSA service areas. Based on the preliminary numbers from the agencies ongoing Rate & Fee Study updates, the total amount needed to equalize fees across all three basins is \$1,085,914.

Since the Board of Supervisors funding approval, the concept of providing additional funding for municipal groundwater users has been raised which, if adopted, would provide funding support to allow municipal groundwater users in the Sonoma Valley and Petaluma Valley GSAs to pay the same rate as the Santa Rosa Plain GSA municipal groundwater users. The additional funding needed to achieve the same rate for all municipal users as the Santa Rosa Plain is estimated to be around \$92,100, with the total maximum amount of \$1,178,000 needed to achieve parity for all users across all basins.

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Resilient Infrastructure

What is the amount of the one-time funding request?

\$276,300 over three years.

What department will be responsible for implementing this item?

Sonoma Water (Groundwater Sustainability Agencies)

Does this funding request leverage additional funding?

Three years of funding at approximately \$1 million per year to support the Sonoma Valley and Petaluma Valley GSAs approved by the Board in November 2023. This would supplement that allocation.

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-04****Description of Request:**

This request seeks an additional amount of approximately \$92,100 annually be provided to the Sonoma Valley and Petaluma Valley Groundwater Sustainability Agencies to provide subsidies for municipal users. Currently only rural users (including residential users and agricultural users) are subsidized. Municipal users who would be subsidized through this request are the Cities of Petaluma and Sonoma and the Valley of the Moon Water District.

Staff Response

On October 17, 2023, the Board received an update on implementation of the Sustainable Groundwater Management Act (SGMA). SGMA requires that groundwater be managed in state-designated high- and medium-priority basins to ensure that it is used in a sustainable manner and that sufficient groundwater will be available for future users and the environment. Management of groundwater in these basins falls to Groundwater Sustainability Agencies (GSAs). Sonoma County currently has three separate GSAs covering its three regulated basins: the Santa Rosa Plain, Petaluma Valley, and Sonoma Valley. Each of these GSAs is formed by a Joint Powers Agreement between the County, Sonoma Water, and the cities and water districts that overlie the basins.

Since inception, the County has helped fund the Groundwater Sustainability Agencies. From FY 2017-18 through FY 2021-22 the County (along with the Sonoma Water and other JPA members) helped fund the three basins while the initial plans were in development, with State grants significantly offsetting costs. By FY 2022-23 the three basins had moved to be funded by a mixture of State grants and groundwater user fees. Due to the nature of the GSAs, whose costs are largely fixed and tied to monitoring and plan development but who have significantly different numbers of users, the fees to support the Petaluma Valley and Sonoma Valley GSAs were calculated to be significantly higher than the fees in the Santa Rosa Plain. In order to offset this difference, during FY 2022-23 budget hearings the Board approved \$1.5 million over two years to subsidize rates for rural users and ensure that they were the same across all three basins. A summary of payments from the County to the GSAs is included in the table below.

Table: Payments from the County to GSAs*

Fiscal Year	Petaluma Valley	Santa Rosa Plain	Sonoma Valley	Total
FY 2017-18	\$143,333	\$55,000	\$117,233	\$315,566
FY 2018-19	\$143,333	\$64,000	\$117,222	\$324,555
FY 2019-20	\$28,667	\$200,000	\$16,667	\$245,334
FY 2020-21	\$38,808	\$200,000	\$48,333	\$287,141
FY 2021-22	\$40,000	\$200,000	\$45,000	\$285,000
FY 2022-23	\$272,000	\$0	\$228,000	\$500,000
FY 2023-24	\$500,000	\$0	\$500,000	\$1,000,000
Total	\$1,166,141	\$719,000	\$1,072,455	\$2,957,596

*Includes direct payments for GSA operations only. Does not include \$167,533 paid by Sonoma Water and \$6,475 paid by County departments as Groundwater user fees.

During the October 2023 update staff were instructed to return as part of the November 28, 2023 Fall Fiscal Update with additional information and an option for the Board to provide additional funding to subsidize rates in the GSAs. During that meeting, the Board directed staff to include approximately \$1 million annually for three years to hold rates for rural users in the Sonoma Valley and Petaluma Valley GSAs steady. This funding is included in the Recommended Budget in accordance with prior direction.

To date, no rate subsidies have been provided to municipal users. These users are water retailers who can pass the rates they are charged onto their users. The three municipal users utilize relatively little groundwater compared to the overall water usage, so the impact on individual ratepayers is small. Should this request be approved, an additional \$276,300 (equal to three years of funding at \$92,100 each) will be programmed and provided in annual allotments to the Sonoma Valley and Petaluma Valley GSAs in order to equalize rates for municipal and rural users across the three basins.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: April 2, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Glen Ellen Community Planning and Infrastructure

What will the funds be used for and why it is needed?

In anticipation of large development proposals in the Sonoma Valley at the **Sonoma Developmental Center (SDC) and the Hanna Center**, \$350,000 in funds are requested to **engage consultants, prepare renderings, and plan community engagement events on the topic** of infrastructure planning for the Glen Ellen and greater Sonoma Valley area. These topics are addressed in the SDC Specific Plan and Environmental Impact Report, but funding is requested to study broader regional community concerns of the cumulative impacts of new developments spanning the Arnold Dr corridor. Key elements of infrastructure planning could include:

- Community engagement in Glen Ellen about safe walking and bicycle paths, street lighting and traffic calming, and other infrastructure needs to the Village of Glen Ellen from the SDC and the surrounding neighborhoods
- Improvements on Arnold Dr around SDC and Hanna projects for safe multimodal transportation (sidewalks, bike lanes, etc.)
- Public transportation options, such as a circulator bus, and increased frequency of service
- Traffic calming and mitigation measures such as:
 - Roundabout at Madrone Rd and Arnold Dr
 - Roundabout at center of Glen Ellen (Arnold Dr at London Ranch Rd)
 - Traffic light at Craig Ave and Arnold Dr

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Resilient Infrastructure

What is the amount of the one-time funding request?

\$350,000

What department will be responsible for implementing this item?

Sonoma County Public Infrastructure

Does this funding request leverage additional funding?

N/A

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-05

Description of Request:

Supervisor Gorin is requesting SPI staff to manage the Request for Proposal/Qualifications process, administer a contract for the selected consultant, and review/present findings to the Board and public for a traffic impact study of various site redevelopment proposals associated with the Sonoma Developmental Center/Hanna Center site.

Staff Response

Additional research and consultation with County Counsel is required for staff to properly examine this request.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 22, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Legal Aid of Sonoma County

What will the funds be used for and why it is needed?

In the aftermath of the pandemic, the Sonoma County Board of Supervisors funded a 2-year expansion of the Legal Aid housing program to ensure that all tenants at risk of losing their housing would receive full protection of the law. This project was successful and allowed Legal Aid to assist hundreds of tenants who would otherwise not have had help. This assistance allowed them to keep people housed who would otherwise have lost their housing. In particular, expanding the program allowed Legal Aid to help people of color stand up for their right to safe and habitable housing, work which the organization could not previously take on. The majority of tenants living in substandard housing are people of color. This is a matter of racial equity. Losing funding for this housing program will disproportionately affect the housing, health, and safety of those communities.

After the 2-year County funds were expended, the State, recognizing the power of legal services to prevent homelessness, invested in continuing these housing legal services for an additional 2 years. Legal Aid's housing program has now been running at the current level for 4 years. **Unfortunately, given the budget deficit, the State is now poised to cut all funding to this and other similar programs around the state.**

Legal Aid will be losing \$700,000 in state funding for their housing programs. They are working to fill the gap but need assistance. Without this assistance, over 500 tenants will not be provided services, as Legal Aid will not have capacity.

What Strategic Plan does this request directly support?

Healthy and Safe Communities; Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$500,000

What department will be responsible for implementing this item?

n/a, community organization

Does this funding request leverage additional funding?

None

Legal Aid's request to the board represents less than 1/3 of their housing/homeless prevention program budget. Legal Aid leverages multiple other sources of funding including foundation grants, funding from private sector development projects, partnerships with healthcare institutions, and private donations. However, the organization cannot weather such a sudden and precipitous drop in state funding for this program, without support from the County.

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-06****Description of Request:**

This request is requesting \$500,000 be provided to Legal Aid of Sonoma County to continue an expansion of the organization's housing program that is at risk due to State budget cuts.

Staff Response

The County recognizes the important role that Legal Aid of Sonoma County plays in the community, and partners with them on a number of programs. Legal Aid has ongoing contracts with the Community Development Commission, the District Attorney's Office (Family Justice Center), the Department of Health Services, and the Human Services Department to provide various services.

During the Pandemic, the Community Development Commission (CDC) utilized Federal Emergency Rental Assistance Program (ERAP) funding to expand services for tenant protection. County discretionary funds of \$400,000 was provided to Legal Aid during the FY 2022-23 Budget Hearings for Year 2 of the contract with CDC. That program ended when the funding expired, but Legal Aid Received additional funding through the State.

County Financial Policies state that "Federal and state program reductions will not be backfilled with County discretionary revenues except by Board of Supervisors direction." Given the yet to be fully understood state and federal budget impacts on county programs, recommends the Board remains consistent with current financial policies. Alternatively, the Board could consider this request as additional consideration for the board to provide direction to staff on as part of the upcoming 8/20/24 Rental Protections Augmentation ordinance.

From: [Christine Culver](#) on behalf of [Chris Coursey](#)
To: [Sean Hamlin](#)
Subject: FW: FY 2024-2025 County Budget Request - Housing Funding Gap
Date: Friday, March 15, 2024 9:30:48 AM
Attachments: [image002.png](#)

Warmly,



Christine Culver

Third District Aide to Supervisor Chris Coursey
Sonoma County Board of Supervisors
575 Administration Dr., Room 100A
Santa Rosa CA, 95403
Phone: (707) 565-2241
Email: christine.culver@sonoma-county.org

From: Ronit Rubinoff <rrubinoff@legalaidsc.com>
Sent: Thursday, March 14, 2024 5:27 PM
To: Chris Coursey <Chris.Coursey@sonoma-county.org>
Cc: Jim Leddy <jleddy@legalaidsc.com>
Subject: FY 2024-2025 County Budget Request - Housing Funding Gap

EXTERNAL

Dear Chris,

In the aftermath of the pandemic, your Board funded a 2-year expansion of our housing program to ensure that all tenants at risk of losing their housing would receive full protection of the law. This project was successful and allowed Legal Aid to assist hundreds of tenants who would otherwise not have had help. This assistance allowed us to keep people housed who would otherwise have lost their housing. In particular, expanding the program allowed us to help **people of color** stand up for their right to safe and habitable housing, work which we could not previously take on. The majority of tenants living in substandard housing are people of color. For us, this is a matter of racial equity. Losing funding for our housing program will **disproportionately affect the housing, health, and safety of those communities.**

After the 2-year County funds were expended, the State, recognizing the power of legal services to prevent homelessness, invested in continuing these housing legal services for an additional 2 years. The program has now been running at the current level for 4 years. Unfortunately, the State is poised to **cut our housing/homeless prevention program by 2/3** without support.

We will be **losing \$700,000** in state funding for our housing programs. We are working diligently to fill that gap but cannot do this without your help. We respectfully request the board consider a **\$500k grant for this next fiscal year**. Without support from the board the program will return to a skeletal service with **more than 500 tenants** a year **not getting help**.

We believe the state is committed to this work in the long run, if we can ride out the current budget shortfall. We are happy to meet with you at any time to discuss this request.

Thank you for your consideration.



Ronit Rubinoff

Executive Director

144 South E St. Suite 100

Santa Rosa, CA 95404

Phone: (707) 688-4034

www.legalaidsc.org

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

ESCSC Large Conference Room AV (PEG Funds)

What will the funds be used for and why it is needed?

We are requesting the use of PEG funds for this request, as this is an allowable use under guidelines for those funds.

The East Sonoma County Services Center (ESCSC) has a large conference room which is already being used for meetings, both County meetings and meetings by community partners (with a sponsoring department). However, this room lacks any technology.

County departments have expressed interested in using this space **for community outreach meetings**, trainings, and hybrid meetings. The Springs MAC rents the Sonoma Valley School District Board Room for their monthly meetings at a cost of ~\$100/meeting just for the facility. County departments have needed to rent this space or other spaces from the SVUSD as well for community outreach meetings. Since large meeting spaces are hard to come by in the Sonoma Valley, departments working out of the ESCSC field requests from community groups also wanting to use this space, as it is centrally located for folks in the Springs as well as in Sonoma.

A minimum set up would be the ability to host a hybrid meeting, with audio and video from in person attendees captured for virtual participants via simple cameras and table or wireless mic(s), and vice versa, and the ability to display PowerPoint. A full build out would include ability to integrate broadcasting with KSVY (local media outlet) into the set up and integrate a podium with amplification for public comment, as well as formal table mics for MAC councilmembers.

During the week of March 25th, ISD, a contractor from Coda Tech, KSVY, and D1 staff met to assess the feasibility of adding these improvements to the room. An initial assessment of this proposal was based on the full build out model—mimicking the technology available at the SVUSD Board Room in the ESCSC Large Conference Room space. The e-mail from the contractor received by ISD is included as an attachment to this request.

Attempts to get a firm estimate for a minimum set up were not successful by the deadline to submit BOS Budget Requests, but some alternates are available below. However, the fact remains that some sort of technology is needed in this space. It is our hope that CAO staff can work with ISD to propose a less costly option that would meet some of the needs of the community, County departments, and the First District related to community meetings (not necessarily MAC meetings) and outreach.

What Strategic Plan does this request directly support?

Organizational Excellence

What is the amount of the one-time funding request?

Range of options available by Budget Request deadline—worked with Ross Walters from ISD.

- Option #1: \$15,000 Neat Board (mobile)
 - Neat Board:
 - https://neat.no/board/?utm_campaign=20762487302&utm_adgroup=155664306939&utm_source=google&utm_medium=cpc&utm_content=688207425060&utm_term=neat%20board&gad_source=1&gclid=Cj0KCQjwztOwBhD7ARIsAPDKnkCwp1G23xGbC_tztU4VcsWcOwoimKvgdUm4b3wdcrZSHg052DN_B7UaAjasEALw_wcB
 - Unit comes with portable stand on wheels that allows the unit to be moved to any location within a room where there is a power outlet.
 - Will require the installation of a Wireless Access Point (WAP) for Wi-Fi coverage.
 - Least preferred option in terms of audio and video quality and may not be suitable for large meetings. This option also limits the location where the unit can be moved to locations where there are existing power outlets.
- Option #2: \$25,000-\$50,000 Neat Bar Pro with Dual Monitors with WAP
 - Install dual 75” monitors, with Neat Bar Pro, and neat pad to control meeting
 - <https://neat.no/bar-pro/>
 - Concerned about audio and video quality due to location of mounting equipment.
 - Will also need to install a Wireless Access Point (WAP) for Wi-Fi coverage.
 - Need power and data dropped by third party contractor. These costs could vary, depending on the location that the unit is mounted, and level of effort needed to bring power to the location, which is why there is a large variance in cost for this option.
- Option #3: \$155,000+ complete set up including integrated broadcasting
 - This option would include multiple monitors, cameras, microphones, and speakers, giving the conference room similar capabilities to the Board chambers.
 - CODA tech estimate
 - best option for audio and video clarity

What department will be responsible for implementing this item?

ISD/Pi

Does this funding request leverage additional funding?

Please describe any leveraged funding opportunities and / or match funding that may be triggered.

STAFF RESPONSE TO BOARD BUDGET REQUEST:BOS-07**Description of Request:**

The Budget Request is a request for Public, Educational, and Government Access (PEG) funds for improvements to the conference room at the East Sonoma County Services Center (ESCSC) in order to host hybrid meetings with modern audio and video capabilities.

Staff Response

ISD worked with the District Office and assisted with the budget request and cost breakout for the equipment required to modernize the conference room for the ESCSC. The options listed above contain the recommended configuration in terms of support (from both ISD staff and the supplier), quality, and integration with the Zoom platform. The product and options for configuration are comparable to technology currently in use throughout the county.

The PEG Fund is administered by Sonoma County Public Infrastructure (SPI). The projected fiscal year 24-25 year-end fund balance is \$4 million, and SPI has interpreted this request as an appropriate use of funds.

Given the options outlined above, the Information Systems Department recommends Option 2, \$25,000-\$50,000. This option provides the best overall user experience. Dual screens will allow the ability to display content on one screen and video on the other. Option 2 allows for the room to be configured for both a public hearing and a normal Zoom. Last, the Option 2 estimate allows for the installation of an extra microphone, which ensures superior audio capture in addition to the integrated Neat Bar microphone.

From: [Mark Latimer](#)
To: [Ross Walters](#)
Cc: [Eric Short](#); [Mira Dorrance-Bird](#)
Subject: Technology for ESCSC Conference Room...
Date: Thursday, March 28, 2024 10:34:47 AM

EXTERNAL

Hi Ross, thanks for the opportunity to look at the technology needs for the ESCSC Conference Room with you this week. As discussed here is a quick site and needs analysis summary.

As I understand it, the Springs MAC meetings have been taking place at the SVUSD board room and run by Sonoma Valley Communications Public Access Sonoma TV.

The capabilities enjoyed in this setup include the following:

This is not a conclusive list but the broad stroke capabilities.

- Flexible, portable furniture set-up for dais, lectern, staff table, and audience seating
- Multi-Camera manually operated broadcast switching
- Local displays for both Dais and audience local viewing
- Wired gooseneck microphones for Dais, public lectern, and staff
- Audio mixing and Sound Reinforcement in the room
- Zoom conferencing
- Laptop presentation locally and through Zoom
- RTMP streaming to YouTube / Facebook and RTSP streaming to local access TV channel

We surveyed a multi-purpose room at ESCSC which it is desired to have these meetings in the future with similar capabilities.

The room is lacking the following infrastructure to design and implement such a system:

- No conduit or box locations for displays, cameras, or control desk
- No accessible ceiling or raised floor for free-wiring cable
- No electrical outlets for TVs, control desk location

To transform this room would require work from a general contractor to open up walls, an electrical contractor, and an audio-visual broadcast contractor.

In addition, if it were to be built out with permanent audio visual and broadcast capabilities it would still require a lot of setup before each meeting since the furniture is all movable and the space is desired to be available for other community setups. This includes setting up furniture, laying out microphones and

Dressing AV cabling. It is possible to set up a remote control room for an operator but all this would easily push the overall budget to well north of \$150K and could be much more with other trade work.

Recommendation:

This room was originally designed and built to be a technology light multi-purpose space. To try and install permanent broadcast systems would be impractical in our judgment. A more appropriate approach would be to hire/rent portable broadcast setups on a case by case basis from resource groups like Sonoma TV. In addition, you could add a basic portable conferencing cart system like the one below for more basic meeting/conferencing needs.

<https://www.dten.com/products/dten-d7/>

Thank you,

Mark Latimer CTS-D, CTS-I
President, CEO
Direct: (707) 664-5120
Mobile: (707) 235-7484
FAX (707) 795-3526
1370 Redwood Way, Suite C
Petaluma, CA 94954
CA Lic #935420
mlatimer@coda-tech.com
www.coda-tech.com

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbit, District 2

Date: April 10, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Increase annual funding for road maintenance.

What will the funds be used for and why it is needed?

Increase annual escalator to match the local construction CPI for civil projects (Engineering News Report, ENR) or other reputable source as determined by Public Infrastructure staff.

What Strategic Plan does this request directly support?

Resilient Infrastructure and Climate Action and Resiliency.

Several of our county roads and bridges will be subject to sea level rise. The changing climate continues to increase damage to our road system during floods, storms, and fires.

What is the amount of the one-time funding request?

Last year the Board of Supervisors approved a 5 percent. This request is to increase that funding with local CPI or other reputable source as determined by Public Infrastructure staff.

What department will be responsible for implementing this item?

Public Infrastructure

Does this funding request leverage additional funding?

State and Federal funding match could be available.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-08**Description of Request:**

Supervisor Rabbitt has requested an annual escalator to the General Fund contribution to Public Infrastructure Department's Road Maintenance and Pavement Preservation Program allocation equivalent to the annual Construction Cost Index (CCI).

Staff Response

[On June 12, 2023](#), the Board of Supervisors increased the General Fund base contribution annual adjustment factor from 2% to 5% for the Pavement Preservation Program (PPP). The Board could choose to change the adjustment factor to only be increased by the most recent annual California CCI factor, which for CY 2023 is 9.4% - see [California Department of General Services Report](#).

The Board could also choose to change the adjustment rate to 5% plus the current CCI, which would result in a 14.4% increase for FY2024-25. The current FY 2024-25 contribution with the 5% adjustment rate is \$11,397,833 for the PPP.

The Board also allocates funding specifically for Road Maintenance as a Maintenance of Effort. Road Maintenance performs a variety of tasks, including but not limited to the following:

- Road repairs and filling potholes
- Cleaning roadside ditches to facilitate stormwater flow
- Culvert maintenance and replacement
- Maintenance of roadway striping and signs
- Maintenance of bridges and guardrails
- Removal of hazardous trees and roadside vegetation for sight distance

A General Fund contribution escalation factor has not been applied to the annual Road Maintenance of Effort (MOE) allocation for about 10 years. This flat amount is consistent with the Road Repair and Accountability Act of 2017 (SB1 Beall) which provides for state funding from the Road Maintenance and Rehabilitation Account (RMRA). In order to receive RMRA funds, cities and counties must meet a "maintenance of effort" (MOE) requirement to ensure that these state funds do not supplant existing levels of general revenue spending on streets and roads. SB1 legislation set local jurisdictions' MOE to be equivalent to the average general fund expenditures for the 2009–10, 2010–11, and 2011–12 fiscal years. See https://www.sco.ca.gov/aud_road_maintenance_sb1.html

The General Fund contribution for FY 2024-25 is \$5,436,365 for the Road Maintenance of Effort and the National Pollutant Discharge Elimination System (NPDES).

The additional funds may be used as a local match in securing future grants addressing climate change, including sea level rise.

SPI will monitor this cost escalation to assure we keep pace with the growing affects from climate change, which result in increased severity of winter storms that damage our public infrastructure and increased occurrence of damaging fires.

If the Board approves this request then clarification would be needed on the adjustment factor source for determining the CCI, which General Fund contribution (the PPP or Road Maintenance of Effort), and if the annual increase is on top of the 5% for PPP or replacing it. If approved and codified in the Board's Financial Policies, this would be an ongoing annual funding increase from the General Fund with unknown future impacts as the CCI adjusts annually. The request and projections for an annual inflator do not take into account the changes to the Project Labor Agreement that will likely increase the costs of Road Maintenance projects in the future but an estimate of how much by is unknown at this time.

[FY 2024-25 Financial Policies](#)

Long Range Planning

In order to keep pace with County Road Network construction cost increases, the General Fund contribution to the Pavement Preservation Program shall be increased by up to 5% annually after considering economic uncertainties and based on financial factors such as the annual projected property tax growth rate and the average annual Consumer Price Index.

Minimum Fund Balance Policies

Refuse Franchise Fees - shall be accounted for in the same manner as other franchise fees in the County General Fund revenues. They shall be recorded in a separate account in order to ensure that any fund balance does not roll into County General Fund carryover balance at year-end ***so that the County can designate use of the funds for solid waste obligations, roads infrastructure preservation, and other Board of Supervisors priorities.*** If used for road infrastructure preservation, these funds are not intended to supplant on-going County General Fund contributions, nor are they intended to increase any external maintenance of effort requirements imposed by outside funding sources but may be used to satisfy previously established maintenance of effort levels.

Roads - One of the program's ***main sources of funding for maintenance services*** comes from gas tax. As a result of the frequent state formula allocation changes over the last five years, and to protect the County's General Fund resources, an operating reserve by way of year-end unrestricted fund balance equivalent to a minimum of 3 to 4 months of baseline operating expenses will be maintained within the Roads special revenue fund. The amount for FY 2014-15 was established at \$5,000,000 which will be reviewed periodically against annual baseline operating budget.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbit, District 2

Date: April 10, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Capital Infrastructure Fund

What will the funds be used for and why it is needed?

Establish a Road Capital Improvement Fund specifically to address extraordinary road maintenance projects such as Lakeville Highway subsidence, Asti Bridge, Moscow Road.

What Strategic Plan does this request directly support?

Resilient Infrastructure and Climate Action and Resiliency.

Several of our county roads and bridges will be subject to sea level rise. The changing climate continues to increase damage to our road system during floods, storms, and fires.

What is the amount of the one-time funding request?

TBD.

What department will be responsible for implementing this item?

Public Infrastructure

Does this funding request leverage additional funding?

SPI staff would prioritize leveraging using funding to secure State and Federal capital project grants.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-09**Description of Request:**

Supervisor Rabbit is requesting establishment/funding of a Road Capital Improvement Fund to be used make capital improvements to public infrastructure on the County Road network, with an annual General Fund allocation.

Staff Response

The County Road Network is one of the Public Infrastructure Department's most valuable assets and remains a top priority for the Board. The cost to maintain and improve our infrastructure has greatly increased, both with the effects of climate change in addition to inflation. The Roads Capital Improvement Fund will allow SPI to keep pace with the growing effects from climate change, which result in increased damage to our public infrastructure from increased severity of winter storms and increased occurrence of damaging fires. While State and Federal disaster funds are available to support work required due to federally-declared disasters, not all damage is associated with events that rise to this level.

Many of our roads need large-scale capital improvements requiring multi-million-dollar investments to repair and improve. Examples include: subsidence repairs on Lakeville Highway require \$10,000,000 to address; a new bridge over the Russian River in Asti needs \$20,000,000 to construct; roads in the west county, including Moscow Road, need repairs from flooding and storm damage. The County's road system is aging more rapidly than traditional funding streams can address. Currently, Public Infrastructure has pieced together funding recommendations, which the Board has approved, from a variety of sources, often over many years, to address major problems or to facilitate cash flow. This also diverts roads funding from more general maintenance and repair of the system.

A Roads Capital Infrastructure Fund with regular contributions similar to what is done for General Government Capital Projects could be used to build capacity over time to address major projects, in conjunction with State and Federal grants. Alternatively, Road Infrastructure Capital Projects could request during the next 5-Year Capital Project Plan an increase of the GF annual contribution.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Program Funding Family Resource Center (Child Parent Institute)

What will the funds be used for and why it is needed?

See Attached Documents will program description and detailed budget information.

What Strategic Plan does this request directly support?

Equity

What is the amount of the one-time funding request?

School Based - Family Resource Center (FRC) - budget					
Personnel Costs					
	Base Salary	Fringe Benefits			Total Budget
		18%	Total	% FTE	
Program Manager	\$73,216	\$13,179	\$86,395	0.62	\$53,565
Community Health Worker 1	\$57,205	\$10,297	\$67,502	1.00	\$67,502
Community Health Worker 2	\$57,205	\$10,297	\$67,502	1.00	\$67,502
Program Data Analyst	\$77,000	\$13,860	\$90,860	0.14	\$12,720
Total Cost Personnel				2.76	\$201,289
Non-Personnel Costs		Rate	Frequency		
Insurance	\$250	per month			\$3,000
Recruitment costs	\$1,500	per year			\$1,500
Cell Phone Service (google voice)	\$20	per phone	per month		\$720
Mileage Reimbursement	400	miles/mo.	0.670	per mile	\$3,216
Basic Needs Assistance Funds	\$5,000	per year			\$5,000
Program/Office Supplies	\$2,500	per year			\$2,500
Website, Technology & IT Support	\$500	per month			\$6,000
Professional Development	\$750	per FTE per year			\$2,070
Total Cost Non-Personnel					\$24,006
Indirect Costs 10%					\$22,530
TOTAL ANNUAL BUDGET					\$247,825

Average Cost per Family per Year:	200 families	\$1,239
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What department will be responsible for implementing this item?

Human Services

Does this funding request leverage additional funding?

State Grants Possible

Requestor Contact:**Robin Bowen, MHSA**

Executive Director

she/her

(707) 585-6108 x1101 | Cell: (707) 548-3746

robinb@calparents.org

STAFF RESPONSE TO BOARD BUDGET REQUEST:

Description of Request:

Funding for the Child Parent Institute (CPI) Family Resource Center

Staff Response:

- The HSD Family, Youth and Children's Division (FYC) has been committed to a community driven process for child abuse prevention services since 2019. FYC formed a planning and implementation group comprised of community members including staff from CPI, representatives from other community organizations, local Tribes, NAACP, those with lived experience with child welfare, and County departments. This group collectively created a 5-year Comprehensive Prevention Plan (CPP) and they meet monthly to implement actions in that plan. The family resource center, while a good project, has not been identified as one of the group's top priorities at this time.
- One of the key components of the CPP is building equity around available child abuse prevention services to address the inequities that exist in child welfare. Fair and neutral procurements are part of supporting the concept of equitable access to funding and resources in child welfare services.
- HSD will be procuring for all child abuse prevention services for FY 25-26, and CPI could apply for funding through that procurement.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.



CHW/Workforce Development

Background: In January 2023, CPI launched a workforce development project that focused on families living in the high opportunity, underserved area of A & B Sections of Rohnert Park to ensure they are able to access the resources, referral linkages and supports to strengthen family financial stability, provide parenting education, resource navigation, concrete supports, parent leadership and engagement in order to reduce adverse experiences for children.

Expanding the capacity of prevention partners and family strengthening services such as Community Health Workers (CHW) to support the safety and well-being of children are urgently needed in Rohnert Park. Child abuse reports in the city are ranked the second highest in Sonoma County, according to the Sonoma County Human Services Department.

The recently released Portrait of Sonoma County reports that the Human Development Indexes of Rohnert Park's Section A and Section B, where the target school is located, are 3.75 and 3.97, respectively -- significantly below the countywide Index of 5.42. This means that, on average, residents of Sections A and B have a lower median income, lower level of education, and shorter life expectancy compared to the average Sonoma County resident. Poverty, limited education, and health challenges all contribute to the toxic stress known to foster negative behaviors and poor-quality relationships -- all feeding a cycle of abuse and neglect. Importantly, research shows conclusively that child poverty is associated with lack of readiness to succeed upon kindergarten entry, poor academic achievement, greater likelihood of high school non completion and multiple long-term adverse health outcomes. Families of color living in the A & B Section neighborhoods whose children are enrolled in the Cotati Rohnert Park Schools have a higher than average ratio of at-risk families. These families are typically facing multiple inequities in access to and provision of adequate services. We will promote outreach through the support systems within those communities to reduce stigma and normalize support.

Community Assessment: Regarding gaps and barriers, providing family strengthening services are key supports at this time, especially during this time of significant uncertainty for many families. When asked "What are the gaps and barriers for the students and families," district staff provided this list. →Medical: need for glasses, dental services, would appreciate hosting clinics → Nutrition: students come to school hungry and snack time is at 10am, low blood sugar →Financial challenges →Lack of transportation, assistance with navigating public transportation →Technology divide: virtual meetings are on phones rather than on a device



→Drug/alcohol abuse in the family: students have an awareness at very young age
 →Language barrier: English classes for parents needed, newcomers struggling to find employment →Parent Education Classes →Bilingual support →Parent Leadership Training
 →Need for a warm welcoming setting ...like a family resource center!

With this critical feedback from CRPUSD staff and families, the full-scope of our services, grounded in Evidence-Based, Best-Practice and Evidence-Informed Models, CPI specifically applied for the Community Health Workers for COVID Response that would help address the needs of our most vulnerable families in Rohnert Park.

With strength-based services, families can successfully overcome many barriers associated with toxic stress, poverty, structural determinants of health and inequities across health, education and income. Recent research on the efficacy of the “five protective factors” included in the “Strengthening Families” model of services has provided CPI with corroboration and direction in program development and implementation. CPI's programs have reflected the commitment to these “protective factors,” as evidenced in our 40+ years of programs and services. Research demonstrates that these factors reduce the incidence of child abuse and neglect by providing parents with what they need to parent effectively, even under stress. CPI has a commitment to strength-based relationships and an adherence to the highest standards of cultural competence. We understand the impact of issues such as culture, race, class, LGBTQ status and ethnic background as they relate to individuals' experience receiving services, and the likelihood of family engagement. Our commitment is always to design culturally competent models of practice. All of the proposed components of this program build upon existing infrastructure and staff to provide the services in a seamless continuum of care.

“CPI’s Parent Education Services has been near-miraculous. After just four visits, parents have reported much improvement in their ability to understand their child, intervene effectively, and help their child learn and grow without excessive family conflict.”- A Sonoma County physician

Evidence-Based Practice: CPI uses Motivational Interviewing, an evidence-based technique in which CPI staff ignite the intrinsic motivation within parents to attain their family and parenting goals. Our client-centered approach includes reflective listening, shared or co-created goal setting and compassionate, non-judgmental and strengths-based strategies for goal attainment. Our program staff work to tailor to individual families based on assessment,



motivational interviewing, action plans and existing resources and barriers unique to each family. CPI's highly experienced staff can co-create realistic and achievable goals and timelines with families ensuring continued motivation, engagement and persistence in the face of setbacks.

We match the families' linguistic and cultural needs to provide culturally appropriate healthcare education and information. For example, we have been working with the County to provide Spanish language education and support on the effects of cannabis on youth in natural settings County- wide to improve access to information that can help parents address the effects of cannabis with their children.

Trauma-Informed relationships: We find that the best way to engage clients is to treat them with a RICH relationship based on Respect, Information, Connection, and Hope. We engage parents based on their needs, priorities and goals. By finding out what is most important to them, we are able to tailor our support in a way that feels collaborative rather than coercive. By showing Respect, we are able to begin offering Information and choices. The more we are able to reflect their desire to be good parents and to provide safe, loving homes for their children, we increase our Connections with parents, which is the pathway to Hope, and "Hope is the mindset that drives resilient behavior" (Dr. Chan Helman).

When we are successful at meeting immediate basic needs, we often open the door to deeper conversations that allow the work our Community Health Workers for management to take place. Care Coordination, Case Management, and System Navigation are core services we provide in addition to Coaching and Social Support. After all, disease management starts with an understanding of the personal impact of disease and the emotional responses that accompany a diagnosis. Through relationships, we are able to support families through those hard times that come with health challenges.

Outreach and Linkages: An important component of all of CPI programs is to ensure linkages to child and family healthcare, early intervention services, screening for mental health, and any wellness needs. The combined economic and health impacts of COVID on the Latinx population have not been fully assessed, although we know that 40% of households in the Sonoma County community have reported experienced individual and collective trauma. We also know that families of color living in the Rohnert Park geographic region have a higher than average ratio of at-risk families These families are typically facing multiple inequities in



access to and provision of adequate services. We will promote outreach through the support systems within those communities to reduce stigma and normalize seeking help.

CPI has adopted the following principles that direct the work we do: understanding how ACEs impact lifelong health outcomes thus providing a coordinated menu of prevention/intervention services; using a two-generational, approach serving both the parents and children as the best avenue for the healthiest outcomes; embracing/ respecting all families with regards to their belief systems and values; using a strengths-based approach that helps children, educates and supports parents and enhances resilience in both children and parents; and, valuing partnerships as evidenced by the use of linkages and referrals to other organizations. We value community collaboration and systems integration. We have been at the vanguard of promoting and providing mental health services as well as parenting support and education services to ensure all children in our community are healthy and developing optimally. We value evidenced based practices and were the first agency to make a Resolution of Alignment with the Upstream Investments Initiative in Sonoma County.

Our Continuous Quality Improvement efforts mean that CPI works closely with community partners to update assessment of service needs through ongoing communication, satisfaction surveys, and routine audits of staff/client activities to identify barriers and successes.

CPI is committed to Innovation based in community responsiveness. We believe that those best informed to innovate are the people living in the communities and accessing the services. CPI therefore recruited and hired CHWs from the community to work as mentors and educators. Thus coupled with the experience CPI has at supporting parents and strengthening families, we believe this combination of experience and expertise will yield optimal outcomes for families and children by building individual and community capacity for the long haul.

CPI cannot accomplish this alone. Relationships and collaborative partnerships as part of our core values as exemplified by the following statement "Do what you do best and partner for the rest." That defines our role in the work we do at our Rohnert Park FRC. There are limits to what we do, and we need to stay true to our mission. We have brought the services needed by the families to the FRC, such as Legal Aid, Health Care, Job Training, Food from the Foodbank, Clothing and Diapers. Our relationships with county government and nonprofit agencies who all play a critical part in building the capacity of communities and delivering critical services to individuals and families.



CPI is committed to accountability and transparency. We measure and evaluate performance and outcomes on a continual basis across all programs. We keep a record of all referrals and resources provided, and keep track of the number of families that successfully accessed the referral. Most importantly, we document resources that may be currently unavailable to families with the goal of informing a community needs assessment. In terms of service linkages, CPI is familiar with all of the networks and groups of providers who must be involved to impact the target population. CPI routinely connects clients to other needed services in the community and is skilled at utilizing existing service networks to assist clients in getting what they need.

CPI has involved from the beginning all of the community stakeholders, the Rohnert Park City Council and the trusted prevention partners located or providing services in the City of Rohnert Park

STRENGTHENING SONOMA FAMILIES

A Prevention Plan
For Sonoma County

JULY 21, 2023

Prepared by Hay Consulting for the
Prevention Planning Leadership Team



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Executive Summary

The opportunity of the Families First Prevention Services Act (FFPSA) is an exciting new pathway to lift up prevention of child abuse and neglect as a priority. FFPSA not only offers a federally endorsed policy change that aims to help families before issues escalate to levels requiring formal system involvement, but it also promises a new funding source to support evidence-based prevention strategies at the community level. Pending the release of these resources, Sonoma County has engaged in a collective planning effort to ensure child abuse prevention does not fall upon one agency alone, but it is a community responsibility involving a coalition of residents, organizations and service providers across the County.

The cost of child maltreatment is extraordinary. In 2022, Sonoma County had 4,600 reported survivors of abuse, and 343 verified survivors of abuse. That's one child with abuse reported every 1.9 hours. The same year, there were three child fatalities due to abuse.

The estimated, cumulative financial impact on Sonoma County for the 343 verified child survivors in 2022 is \$173,000,000. Nearly half of this cost is reflected in the lifetime loss of productivity for those who experience child abuse. Survivors of abuse are 200% more likely to be unemployed than their non-abused counterparts. Close to a quarter of the cost shows up in healthcare impacts. Survivors of abuse have 21% higher health care costs and are 77% more likely to have emotional challenges. Finally, child welfare, criminal justice and education systems bear the majority of costs of child maltreatment through treatment, intervention and inter-generational patterns of abuse. Although the total cost accrues over the course of the survivors' lives, the community will continue to incur the same cost each year until we are able to reduce and ultimately end child abuse. The above analysis is derived from the Safe & Sound cost calculation tool that helps explain the economics of abuse for California counties. <https://safeandsound.org/about-abuse/the-economics-of-abuse/your-county/>

The good news is that child maltreatment is preventable. Child maltreatment is often hidden, yet emerging research has identified community factors that can increase or reduce the likelihood that abuse occurs. Knowing this, Sonoma County brought together a cross-sector coalition of equity partners, service providers, Tribes, parents, and youth to explore how maltreatment can be prevented here. Through listening closely to the voices of our community, exploring data, facilitating dialogue, questioning the current system, and thinking outside the box, we developed a

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comprehensive Prevention Plan. The Plan includes six prevention strategies that can be put into action over the next five years:



This Strategic Framework centers around equity. The overall aim is to reduce disparity and disproportionality in child abuse and neglect across Sonoma County. This will be accomplished through creating and sustaining an equitable prevention system that promotes equitable decision-making, assessment, interventions, and opportunities for the diverse array of families across our community. It requires eliminating bias and other inequities in our existing structures, attitudes, actions and decisions. These reforms will depend on the meaningful and authentic involvement of equity partners and those with lived experience being integrally involved in these reflections, system changes, and transformations. All partners of Sonoma's coalition agree with this continuous focus on equity and are committed to continually improving the culture and climate of families' service experiences at the internalized, interpersonal, institutional, and structural levels to ensure this fundamental value takes hold.

A governance structure will oversee the further design, implementation, and monitoring of the strategies over the next five years. Funding plans for each of the strategies will be developed as resources become available. Likewise, training and evaluation components will be built out as the details of the strategic direction unfold. Some of the strategies involve capacity building activities that are needed before direct service prevention activities can begin. The strategies represent a balance of offering prevention resources to families at the primary, secondary and

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tertiary levels. Other strategies involve application of Evidence Based Practices, such as Motivational Interviewing, Functional Family Therapy, In Home Visiting and others which strengthen family resilience, build parenting capacity and address basic needs. Throughout the process, principles, behaviors, and practices of the Integrated Core Practice Model will manifest in the activation of each strategy.

Sonoma County is enthusiastically up to the challenge of this monumental change in human services that puts families first to reduce child maltreatment.

Prevention Planning: Why, Who & How

Why Prevention: Aiming Our Focus on Reducing Child Abuse & Neglect through an Equity Lens

Prevention has been a significant focus of Sonoma's program improvement efforts since 2018. A key priority in Sonoma's 2018 – 2024 System Improvement Plan has been focused on reducing child abuse and neglect using three strategies shown below to advance this goal.



As exploration of the opportunities available through FFPSA funding continue to evolve, Sonoma has integrated the following ongoing prevention efforts:

- Restructure prevention services to enhance family engagement in emergency response service referrals. Structures and supports have been prioritized for family engagement in the referral and start of services process.
- Partnerships between FY&C and Public Health have been established to support social workers and public health nurses to collaborate on investigations and provide support to families and caregivers on health and safety issues.

Nurses and social workers work in partnership to identify Safety Plan goals that mitigate these issues and help stabilize families.

Prevention has also been a priority for serving families involved in the juvenile justice system in Sonoma County. The Probation Department has consistently utilized Intensive Case Management (ICM) to prevent out-of-home placement and to serve youth who are not at imminent risk of home removal but whose behavior and family structures indicate a risk of future home removal. The department has seen cost savings by preventing subsequent offenses and out-of-home placement. In addition, federal waiver funding was extended to cover the time gap between the sunset of the California Wellbeing Project and the start of the Families First Prevention Services Act. Sonoma County Probation continues to collaborate with its service partners including the local Human Services Department to ensure this additional funding continues to support our efforts to provide family centered preventive services such as ICM and Wraparound. Sonoma County is eager to participate in the statewide transformation of the current child protection system into a child well-being system. The Title IV-E Prevention Program lays out a philosophical and operational shift from a reactive institution to a system that focuses on prevention and early intervention. Sonoma shares FFPSA's goals of reducing incidences of child abuse and neglect, decreasing entries into foster care, reducing disproportionality, addressing systemic and historical traumas, promoting the social determinants of health, and improving the lives of the County's children, youth, and families.

Sonoma County's Child Abuse Prevention Plan is the result of a comprehensive community collaboration that includes a client needs assessment, preventive services asset mapping, equity considerations, and gap analysis. The plan reflects input from an extensive array of community stakeholders, as well as analysis of data relevant to Sonoma families and their needs. Ultimately, the plan is designed to:

- Coalesce around a unified vision, mission, and theory of change for prevention efforts in Sonoma County
- Ensure equity and disproportionality issues are addressed in prevention services, interventions, and outcomes, and in the child welfare system itself
- Commit to specific prevention strategies linked to objectives aimed at reducing child abuse and neglect across Sonoma County
- Incorporate prevention strategies that help strengthen families at various levels of safety/risk (e.g., primary/universal, secondary, tertiary)
- Define effective ways to collaboratively access resources, blend funding, and build capacity to support the Plan

- Establish a five-year planning horizon for implementing strategies, evaluating results, and ensuring sustainability

Why Equity: The Foundation of Prevention Planning

From the outset, Sonoma used an equity-focused lens to identify a clear and impactful path forward. This involved a thorough examination not only of service delivery changes, but also of how to dismantle the structural and systemic inequities embedded in how we respond to families. The entire enterprise of developing our Prevention Plan was significantly influenced by our commitment to reduce persistent disproportionality and disparity within the child welfare system, and make the system itself more equitable.

We worked from the premise that the fundamentals of child well-being hinge on several critical elements for families, including:

- That families' basic needs are met – at a minimum
- That families have people and resources to lean on during challenging times
- That support reflects the long-held strengths of their community, heritage, and cultural norms
- That 'safety' for each family is understood as a complex, multi-dimensional framework interpreted through the lens of each family's identity and experience

From data, anecdotes, staff observations, and community input, we also knew that Sonoma County's response to families in need have not adequately achieved these fundamental elements:

- Not all voices are heard and attended to equally
- Not all cultural backgrounds, unique needs and specific challenges are honored
- There are structural patterns within our systems that keep these inequities in place

In addition, there are well-documented persistent patterns of disparity and disproportionality across the county:

- There is significant overrepresentation of Black, Indigenous and Families of Color (BIPOC) families involved in Child Welfare and Juvenile Probation
- There is a disparity in safety & well-being outcomes for BIPOC families compared to their white-identified counterparts

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- These patterns show up across the family-serving systems, structures, and organizations across the county
- Existing services tend to focus on supporting the individual family, without also addressing the overarching systemic inequities that create the conditions where families are surviving, rather than thriving
- Many foundational institutions meant to support families—public agencies, private organizations, community programs, etc.—are full of (often unexamined) systems that perpetuate disparity rather than ensure equity
- Families frequently experience supports as having been designed for others, not for their cultural norms, implicit strengths, and core values, thus complicating what “safety” really is
- Sonoma County has an abundance of family-supporting resources, yet how they collaborate (or don't) replicates conditions that lead to inequitable outcomes

Our conclusion is that it's essential to place equity at the center of Sonoma's prevention efforts. We include more specifics (data, stakeholder input, etc.) to substantiate this position in the sections that follow.

Who Came Together to Guide the Process

A multi-agency, collaborative and countywide leadership team called the **Prevention Planning Leadership Team** (PPLT) guided the design, strategic direction, and development of the Prevention Plan. In monthly planning meetings and task-oriented workgroups, PPLT members contributed to prevention planning decisions on behalf of the systems and perspectives they represent. Included in the PPLT membership were representatives from:

Prevention Planning Leadership Team representation			
Family Youth & Children's Services	Tribes	NAACP	Juvenile Probation
Family Resource Centers	First 5 Sonoma County	Parent Mentor	Behavioral Health
Child Abuse Prevention Council	Sonoma County Office of Education	Legal Counsel	Public Health
Community Based Organizations	Youth Ambassador	Foster Parent Community	Head Start

Regina de Melo (FY&C), Robin Bowen (CAPC) and Sabrina Johnson (FY&C) co-chaired the PPLT. Leslie Ann Hay of Hay Consulting provided meeting facilitation, documentation, and project accountability.

The PPLT's diverse membership, deliberately thorough process, and dedication to including unheard voices reflects the collaborative approach and equity-driven nature of the Plan itself. Special attention was paid to building off Sonoma's collaborative relationship with local Tribes. A full PPLT Roster can be found in the Appendix.

Consistent Partnership with Local Tribes

Sonoma County Human Services Department has a history of building, maintaining, and improving relationships with local Tribal governments. Approximately 20 years ago the Sonoma County ICWA Roundtable was formed. The Sonoma County ICWA Roundtable is a collaborative meeting that meets bi-monthly and includes participants from Tribes, Tribal Representatives, Tribal service providers, community-based organizations, the courts, and Family, Youth & Children's Services (FY&C) staff. The Sonoma County ICWA Roundtable meeting recognizes and honors Tribal Sovereignty and the importance of government-to-government relationships that work together purposefully to promote best practices to serve shared citizens.

Sonoma County is home to six Tribes, five of which are federally recognized:

- Kashia Band of Pomo Indians of Stewart Point Rancheria
- Lytton Rancheria
- Dry Creek Rancheria Band of Pomo Indians
- Federated Indians of Graton Rancheria
- Mishewal Wappo Tribe of Alexander Valley
- Cloverdale Rancheria of Pomo Indians

Our ICWA Roundtable allowed the structure for collaboration with local Tribes in the creation of the Prevention Plan and a discussion of what it means for and in relation to Native American families. To initiate this conversation, in February of 2022, the FY&C Director sent letters to each local Tribe's Chairperson requesting a formal government-to-government consultation to discuss FFPSA and inviting them to join the PPLT. Representatives of four local Tribes joined the PPLT. They took surveys back to their community to elicit feedback regarding foundational elements of the Prevention Plan and express the unique prevention needs of each Tribal community.

In an effort to collaborate and increase communication efforts, a periodic Prevention Plan status email is sent to the ICWA Roundtable participants with an update on the planning efforts and status. In late 2022, FY&C created a new staff position, whose primary function is community engagement with BIPOC communities. This new Program Development Manager started in early 2023, and requested a government-to-government meeting with each of the six local Tribes, both for introductions and further collaboration. As a part of FY&C's commitment to address racial disparity, one time funds were set aside to provide support in program development to the Tribes.

How We Engaged the Community: Our Methodology

Beginning in December 2021, the PPLT launched a sequence of efforts designed to collect the data, information, experiences, and expertise needed to craft a strategic approach to reducing child abuse and neglect. Our goal from the start was to include as many voices, perspectives and varieties of lived experience as possible to draw a reasonably clear picture of prevention needs and opportunities across Sonoma County. Specifically, we wanted to understand the needs families experience and the services available to meet those needs.

Toward this end, the PPLT conducted a wide array of exploratory activities:

Activity	Description	Who Was Involved
Community Data Review	An exploration of existing data sources about demographics and statistics relevant to family life in Sonoma County.	Census, KidsData, Sonoma County Dept. of Public Health, Prosperity Now Scorecard, etc.
Hosted Conversations	8 Focus groups held in-person or virtually to gather information about family needs, available resources & existing barriers	Combined: 33 Youth 116 Parents/Caregivers 140 Service Providers 2 Tribal Representatives
Online Surveys	Widely distributed online survey featuring parallel questions as were asked in the Hosted Conversations	
Needs Assessment	The research firm Indigo performed a comprehensive review of existing reports, data, and evaluations to highlight key needs of Sonoma families.	73 in focus groups 8 interviews 16 reports & data sources

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Activity	Description	Who Was Involved
Asset Map	A qualitative examination of the resources available in Sonoma County that serve and support child, youth & family well-being.	30 county-supported programs 38 CBOs 4 partnerships
Strengthening Families Summit	A 3-hour virtual convening of people from all over Sonoma County. Attendees learned about current community needs, heard from a panel featuring a foster youth & a parent with lived experience, and generated strategy ideas. The emphasis was providing prevention services prior to child welfare involvement.	175 attendees 35% were parents Also included providers, Tribes, parent partners, educators, and others
Tribal Updates	Periodic communications to 5 federally and 1 non-federally recognized Tribes with progress about prevention planning efforts	6 local Tribes
Meetings with Community Based Organizations	Three meetings were held with prevention-focused CBOs. Information was shared around prevention planning, funding, implementation considerations, addressing disparities & supporting EBPs.	30 CBOs represented

Findings from these efforts are detailed in subsequent sections as well as in the Appendix.

Results from each of these efforts were presented to the PPLT for discussion and analysis. Frequently, we identified opportunities to gather additional information to ensure inclusion or fill gaps in our understanding. We responded on several occasions with additional inquiries or outreach. For example, an initial needs assessment lacked broad input from parents, youth, and caregivers, so the PPLT orchestrated subsequent focus groups specifically to address this gap. Another remedy was the creation of a targeted PPLT subcommittee to engage Sonoma's Latinx community. Finally, on several occasions we invited experts from the community to join the PPLT to fill in knowledge gaps in specific areas of expertise or experience.

As the PPLT deepened its understanding of the experiences of families in Sonoma County, and as its efforts reached even farther into the communities and conversations, the PPLT experienced a solidifying of its own vision and membership. A truly multi-disciplinary, multi-cultural, and cross-sector body, the PPLT demonstrates

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the power and possibility of county-wide collaboration in Sonoma County. This experience carried through into the development of strategies and will be evident in the implementation of the Plan itself.

Information about the development of strategies stemming from the information we gathered is included in a subsequent section.

Scope of the Prevention Plan

Our efforts and the contents of this plan represent just the beginning of a long-term effort. While this plan focuses on an initial five-year outlook, prevention planning remains an integral and ongoing focus of Sonoma's family-serving community. We have aimed to set a foundation for multiple years of work. This includes a preliminary framework for implementation and the expectation that this launch effort will be followed by subsequent phases that further develop details, monitor performance, evaluate results, and adjust course along the way.

Understanding the Landscape

Current Realities Facing Sonoma's Families

What is life in Sonoma County like for children, youth and families? This was a critical question for the planning team to ask in order to ultimately create a set of strategies that would specifically address the current needs of the families. To paint the picture of such a large and diverse county, it was critical to explore these realities through a multiplicity of voices—providers, community organizations and of course families—as well as review a broad array of data. The picture that emerged helps define the needs Sonoma families face, the resources available to meet those needs, the barriers to accessing those resources, and importantly, the implications for prevention planning.

Community Context for Families Living in Sonoma County

Sonoma County is composed of nine cities and a large unincorporated area with a total population of approximately 488,000 according to 2020 United States census data. Sonoma hosts a combination of both urban and rural communities with Santa Rosa home to the largest population in the county at roughly 170,000 residents. All three major hospitals and the majority of social services are located in Santa Rosa. As mentioned earlier, Sonoma County is also home to five federally recognized Native American Tribes and one non-federally recognized Tribe.

While many of the resources and social service supports for families in Sonoma County are located in Santa Rosa, the unincorporated areas of the county are home to over 30% of the population, many of whom reside in geographically remote areas, making access to services and support more challenging. Residents of these areas may experience social isolation and significant barriers in accessing basic services and support such as transportation, health care, and nutritious food.

The demographic makeup of Sonoma has changed over the last few years, with an increase in those of Hispanic descent. While the county's median age (39.5) is slightly higher than the State (34.9), there is a disparity in age when race and ethnicity are taken into consideration. White, Non-Hispanics currently represent approximately 62.9% of the county's overall population while those that identify as Hispanic account for 27.3%. Other ethnic groups include Asian/Pacific Islander (5.0%), Black or African American (2.1%), American Indian and Alaska Native (2.2%), and persons reporting two or more races (4.0%). Sonoma's Hispanic population is more youthful with over 30% age 12 and under compared to just 12% of white individuals. The reverse is true

of Sonoma County's older adult population; 26.6% of individuals age 60 or more identifying as White, non-Hispanic, compared to 7.1% of seniors identifying as Hispanic. Many Sonoma households are English-proficient, however 11.9% of children ages 0 to 17 living in Sonoma reside in homes with limited English-speaking family members compared to just 8.7% statewide.

In Sonoma County, educational attainment rates exceed national averages. Levels of attainment, a key determinant of both income and health, vary modestly by gender but significantly by ethnicity, with Hispanics currently behind their White counterparts in attainment at all levels. Just over 6% of Whites do not have a high school diploma as compared with 45.9% of the Hispanic population.

The county as a whole has slightly higher median earnings (\$40,531) than the state (\$39,528), however Latino and Black residents are more likely to struggle financially than their white and Asian counterparts. The devastating impact of natural disasters coupled with the impact of closures due to COVID-19 has disproportionately fallen on already vulnerable communities. *See Appendix for full report with footnotes.*

Needs Assessment: What Life is Like for Sonoma Families:

Our efforts to understand the current needs of Sonoma families was multi-faceted and aimed at including significant representation of the variety of voices, perspectives, and experiences of Sonoma families, as well as the groups and agencies that serve them. Needs Assessment efforts included:

Activity & Description
<p>Mixed Method Data Review</p> <p>The research firm The Indigo Project performed a comprehensive review of existing reports, data, and evaluations to highlight key needs of Sonoma families.</p> <p>Interviews conducted by the Indigo Team contained questions assessing the needs of children and families in Sonoma County as related to child abuse prevention including priority needs, barriers to care, and existing partnerships. In addition, notes and key themes from interviews and focus groups conducted by Human Services Division staff were provided to The Indigo Project team to be analyzed alongside findings from the mixed methods assessment.</p> <p>73 in focus groups - 8 interviewed - 16 analyzed reports & data sources</p>

Activity & Description
<p>Hosted Conversations</p> <p>PPLT members conducted several conversations with key Sonoma constituents whose perspectives were not sufficiently represented in other needs assessment efforts. In particular, youth, parents, and caregivers were included in several targeted conversations conducted by members of the PPLT.</p> <p>Themes emerging from these hosted conversations were integrated into findings from other Needs Assessment efforts.</p> <p>8 conversations – 46 parents – 33 youth</p>
<p>Online Surveys</p> <p>The PPLT designed a comprehensive online survey distributed extensively throughout the county. Separate question sets were developed for the four main stakeholder groups: youth, parents/caregivers, educators, and service providers. All surveys were also provided in Spanish. Outreach efforts were considerable, leaning on the PPLT's wide reach throughout the county.</p> <p>Surveys provided a significant source of data, reflection, anecdotes, lived experiences, and quotes. The PPLT collated emerging themes and substantive findings with data coming out of other Needs Assessment efforts.</p> <p>64 service providers – 46 parents/caregivers – 2 Tribal Representatives – 1 educator</p>

Taken together, these efforts presented a set of consistent themes painting a comprehensive picture of the experiences of Sonoma families, their needs, and how well these needs are met by local supports. These themes were presented to a widespread group of Sonoma stakeholders at the Strengthening Families Summit in a 6-page accessible Infographic (included in the Appendix). Highlights include:

Families not only face difficult challenges, but they experience many at the same time.

Parents, providers, youth & Tribes mentioned the following challenges most frequently:

Family Stability

- Dealing with trauma, grief & loss
- Managing mental health needs
- Substance abuse, addiction & recovery
- Domestic violence & family conflict

Social Support

- Social isolation
- Lack of support network for parenting guidance, especially for special needs children

Economic Stressors

- Housing instability & homelessness
- Job insecurity, low wages, lack of training Inability to meet basic needs

Parenting Skill Development

- Lack of accessible, affordable childcare
- Need for child development knowledge
- Help keeping kids in school
- Parenting a child with complex or special needs

Sonoma offers a robust array of services that families find helpful.

Services that parents and youth found most effective in addressing the challenges they face focused on three areas:

Basic Needs

- Health Care Benefits/ Services
- Housing Assistance
- Food/Nutritional Support
- Childcare
- Cash Assistance
- Employment Support

Support & Stabilize

- Mental Health Services
- Caseworker/Parent Mentor
- Substance Abuse Treatment
- Building Networks of Support

Parenting Capacity

- Parenting Classes
- Child Enrichment Activities

Many factors interfere with a family's ability to get the right services at the right time. Some relate to barriers families face in accessing services. Other factors involve gaps in the service system itself.

The #1 barrier to service access is long wait times.

- 62% of surveyed parents
- 75% of parents in focus groups
- 92% of surveyed providers

The most frequently mentioned obstacles to families getting the help they need were:

- Insufficient services or providers to meet demand
- Families asking for help is not a community-wide norm
- Economic stressors block access to services
- Navigating the service system is hard
- Lack of family-friendly service availability
- Shortage of accessible, affordable childcare
- Limited transportation to services
- Lack of service system responsiveness to cultural differences

Asset Map: Sonoma's Resources to Address Prevention Needs

Sonoma County enjoys a robust network of non-profit providers, including providers of primary, secondary, and tertiary child abuse prevention services. Approximately 70 programs administered by either community-based organizations (CBOs), four county departments and First 5 Sonoma have been identified as part of the array of child abuse prevention services. Agencies are primarily located in the county center (and most populous area) of Santa Rosa, with a few specific agencies located in the four corners of the county. CBOs are, by far, the primary provider of direct services. Only one county department provides most of their services directly with County employed staff.

Methodology

In order to complete the Asset Map Child Welfare Services, the Child Abuse Prevention Council and Sonoma County Upstream led the effort to connect with community-based organizations and the various County Departments that fund Child Abuse Prevention services. Two surveys were administered – one for agencies and the other for families. 33 agency and 115 parent responses were received. Additionally, in depth interviews were conducted with the following public entities and multi-faceted non-profit providers:

- Department of Health, Public Health
- Department of Health, Substance Use Disorder Services
- Department of Health, Behavioral Health
- Human Services Department, Family, Youth and Children's Services
- Human Services Department, Employment and Training

- Sonoma County Office of Education
- Sonoma County Probation
- First 5 Sonoma
- YWCA
- Child Parent Institute
- Petaluma People's Service Center

Interviews were conducted to gather data about programming, including funding, numbers served, equity considerations and utilization of Evidence Based Practices. The Appendix includes detailed information about available agencies and utilization, organized by Protective Factor and Social Determinants of Health. A separate program inventory of more than 70 publicly funded child abuse prevention programs is available upon request.

Finally, generalized, already available data from First 5 Sonoma County, Sonoma County 2-1-1, Sonoma County Upstream Portfolio, Casey Family Programs and other services were used to provide additional reference information to identify available services.

General findings based the asset map inquiry are as follows:

- 52% of the programs who responded are provided through CBOs; 41% are provided as in-house programs, and the remainder are partnerships between the two.
- The Health Department has a greater tendency to provide evidence-based programming—more than double the programming funded by the Human Services Department and First 5 Sonoma County. Primarily, the evidence-based programming the Health Department utilizes is focused on mental health services, including EMDR and TF-CBT. Substance Use Disorder Services utilizes Seeking Safety as well as Motivational Interviewing, while in Human Services the focus is on High Fidelity Wraparound and Triple P. First 5 Sonoma County funds Nurse Family Partnership and funds programming focused on Home Visiting and services to underrepresented populations.
- FY&C spends approximately \$1.3 million dollars annually on child abuse prevention services, while First 5 Sonoma County spends approximately \$2.4 million dollars annually in a prevention capacity. Specific funding amounts were not available from Health Services nor Employment and Training. Funds were primarily traditional State and Federal sources (Child Welfare Realignment, First 5 Sonoma County, Mental Health Services Act, Medi-Cal,

Welfare to Work) with some special state grants accounting for approximately 10 to 20% of total revenue as well as some private foundation contributions accounting for less than 5 percent. County general fund was used for three smaller projects, primarily administered through Health Services.

- One important component of FY&C funding are the child abuse prevention specific funding sources, administered through the Office of Child Abuse Prevention. Ongoing funding included the Community Based Child Abuse Prevention (CBCAP), Promoting Safe and Stable Families (PSSF), Child Abuse Prevention, Intervention and Treatment (CAPIT) and Children's Trust Fund (CTF). These four ongoing allocations represent approximately \$600,000 in annual funding. These funds are utilized to provide direct prevention services for families that engage in a child welfare investigation, have concerns related to risk of future abuse or neglect, yet based on assessment, it is not necessary to open a child welfare case. Services are provided in parent education, resource assistance, mental health support and supports for victims of domestic violence. These direct services are procured through a regular RFP process and described in detail as part of the System Improvement Plan for the Division.
- Additionally, FY&C has received one-time allocations for prevention planning and services through ARPA-CBCAP and Family First Transition Act allocations.
- Of the 70 programs described, 24 provided primary prevention services, 28 provided secondary services and 13 provided tertiary services. Six programs provided a mix of primary and secondary and/or tertiary. Not surprisingly, Substance Use Disorder Services, Mental Health and Family, Youth and Children's services were the primary providers of tertiary services, while primary and secondary services were more widely provided by most departments and programs.
- All programs in the asset map inquiry made an impact in at least one area of the Protective Factors. Of the 70 programs described, 31 focused on Parental Resilience and 25 focused on boosting concrete supports.
- 43% of programs had a waitlist; this percentage was higher for programs that served Spanish speaking families. Also, the length of time spent on waitlist were generally higher for services for Spanish speaking families than for others.
- Of the programs reviewed, staffing is generally not reflective of the populations served. Some agencies had adequate staffing of Latinx bilingual/bicultural staff, but smaller CBOs and County administered programs in general did not. Black, AAPI and Native American staffing was minimally available. Staffing

representative of LGBTQ+ populations was more present, especially in programs that served transition aged youth. It has been reported that there are several small BIPOC-led organizations in Sonoma County, however, they were not included in the Asset Map inquiry. Cultivation of a formal relationships with these organizations is needed going forward.

- Currently, most providers implementing evidence-based practices cite less than 50% fidelity to the model. Achieving full fidelity is difficult for most CBOs due to extensive training, staffing and evaluation requirements for the models. Fidelity can be even more challenging for agencies serving BIPOC communities because doing the programs to fidelity is not always culturally appropriate. Nonetheless, the following programs provided their designated EBP with 75-100% fidelity:

Program Type	Housing Support Program	Therapeutic DV Services	In Home Nursing Support	Parent Education
Provider	Employment & Training	YWCA	Public Health	Child Parent Institute
Funding Source(s)	CDSS—Housing Branch	FY&C via various funding sources: CalOES, OCAP allocations, Child Welfare Realignment funds	Targeted Case Management and First 5 Sonoma County	Child Welfare Realignment, OCAP allocations, MHSA, JPD, Sheriff's Dept (jail services), Kaiser Foundation, private donors
# Annual Clients Served	100	200	100 -125	3,000 – 3,500
EBPs Utilized	Housing First	EMDR, TF-CBT	Nurse Family Partnership	Triple P
% Fidelity to EBPs	100%	100%	90-100%	More than 75%
Positive Outcomes	Concrete supports; Housing stability	Parental resilience	Parental resilience	Social connections; Parental resilience; Child development; Concrete supports

Tribes Provide an Array of Culturally Specific Services

Culturally specific services for tribal communities have generally been provided by Sonoma County Indian Health Project and by Native staff affiliated with each respective Tribe. The Sonoma County Indian Health Project provides mental health, substance abuse treatment and physical health supports. Another local provider offers culturally specific batterer intervention services. Tribes provide concrete supports, opportunities for connection among families, and parent education using Triple P as well as curriculum that are reflective of cultural values. The Federated Indians of Graton Rancheria offer a Tribal TANF program available to members of any Sonoma County Tribe. This program offers cash assistance and other related supports. In addition, the Lytton Rancheria administers two Head Start programs.

Tribes residing in Sonoma County participate in collaborative discussions, like the ICWA Roundtable, and community-wide trainings, like available Triple P training. One third of surveyed agencies collaborate regularly with Tribes. However, equity issues in the provision of child welfare services persist, and it is of utmost importance that the six Tribes residing in Sonoma County continue to be consulted and engaged in the development of child abuse prevention services. It would be ideal for County Department's to be able to contract with Tribes to provide services in their communities; however, no local Tribe holds a 501(c)3 status, which then prohibits the County's ability to contract. Both SCIHP and the provider of batterer intervention services are the only two entities in the County that hold 501(c)3 designation and serve native families funded through public funding. More native children and families could be served if this administrative barrier were addressed. For example, creation of a Memorandum of Understanding between Sonoma County and various Tribes could establish agreements that allow for funding support while recognizing Tribal sovereignty.

Opportunities for FFPSA funding:

Of the above listed programs, TF-CBT and Nurse Family Partnership (NFP) are currently well supported on the federal IV-E Prevention Services Clearinghouse and NFP is included in the California State Plan. Both programs are currently partially funded through state and other funding sources that could be used as a match for federal FFPSA funding for appropriately identified candidate populations. In addition, Triple P is an integral part of therapeutic intervention and parenting education offered across the Sonoma community. In fact, this model has established a common language across systems including law enforcement, clinicians, health care providers and parent educators. With FFPSA funding for Triple P, Sonoma could expand this

cornerstone of building family stability beyond the significant contribution they have made in this approach over the last 15 years. In the broader inventory, other programs and providers utilize Motivational Interviewing (MI), an evidence-based practice that is currently part of California's State Plan for FFPSA implementation. Seventeen of the 70 programs interviewed utilize MI as part of their prevention services program; however, none are using this model to fidelity. Opportunities are available to boost fidelity and access FFPSA funds for these programs.

Planning efforts:

Discussions are underway with Health Services to gather more information on the use of TF-CBT and Nurse Family Partnership, outcomes data, funding and ability to collaborate using FFPSA to expand services for NFP.

Aligning Candidate Groups with Sonoma's Needs

The FFPSA defines a candidate for foster care as a child who is at imminent risk of entering foster care, but who can remain safely in the child's home or in a kinship placement if eligible prevention services are provided. An FFPSA focused subgroup of Sonoma County's PPLT reviewed internal data from 2018-2021 and the comprehensive Needs Assessment. In addition to collecting community input, the Needs Assessment reviewed data from FY&C, Juvenile Probation, Behavioral Health and many contracted agencies. The Needs Assessment included an in-depth look at each candidate group and the potential number of clients over a three-year period eligible for FFPSA funded services of each specific group. As a result, the FFPSA subgroup identified four candidacy groups that our prevention plan will initially prioritize. However, the Department will potentially oversee approval of and ensure service provisions for up to all 12 candidacy groups outlined in the State's plan.

California has approved ten well-supported Evidence Based Practices. The PPLT is already piloting services with one of the EBPs with three different candidate groups. Because of the diverse array of EBPs, and the unique and multi-faceted needs of each potential candidate group, Sonoma County may opt to use all ten EBPs over the course of the implementation of the prevention plan. In addition, again due to a wide range of family needs, all five protective factors could potentially be met through prevention services with each candidacy group.

The four prioritized candidate groups emerged from the 12 possible groups based on several factors. Of the 12 groups, the four selected:

- Were the most prevalent in the Sonoma County data over the last three years.
- Represented more intensive levels of risk for the children & youth involved, including some of the hardest to address.
- Showed over-representation of BIPOC children & youth including disparity of outcomes.

The following table provides an overview of the prioritized candidate groups selected as the focus for Sonoma's Prevention Plan.

Four Prioritized Candidate Groups	
<p>Children with substantiated or inconclusive disposition, but no case opened</p> <p>These include families that have been called into the hotline, and through the Structured Decision Making (SDM) hotline assessment have been found to meet criteria for an in-person response. Upon completion of the child abuse and neglect investigation the social worker determined that the allegations were either substantiated or inconclusive, per California penal codes. However, based on case specific factors the social worker concluded that a child welfare case did not need to be opened.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 1,525.</p>	<p>Children & youth who are victims or at risk of being trafficked—Commercial Sexual Exploitation of Children (CSEC).</p> <p>These are children who have been trafficked or are at high risk of being trafficked. The criteria that have been used in Sonoma County to determine if a youth is at risk of exploitation came from state guidance and includes the following:</p> <p>A child/youth shall be considered “at risk” of CSEC if he/she/they has a minimum of one of the following indicators:</p> <ol style="list-style-type: none"> 1. Child/youth exhibits behaviors or otherwise indicates that she/he is being controlled or groomed by another person

<p>Children or youth whose caretakers experience a substance abuse disorder</p> <p>This include caretakers who have been identified as having a substance abuse disorder. When assessing the number of clients this would impact, data was reviewed about the number of children with parents receiving substance use disorder services over a three year period.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 510.</p>	<ol style="list-style-type: none"> 2. Child/youth spends time with people known to be involved in commercial sex 3. Child/youth's use of internet, cell phone, or social media involves social or sexual behavior that is atypical or his/her age <p>OR has a minimum of two of the following indicators:</p> <ol style="list-style-type: none"> 1. Child/youth has a history of running away, unstable housing, including multiple foster care placements, or periods of homelessness, including couch surfing 2. Child/youth has had prior involvement with law enforcement or the juvenile justice system 3. Child/youth is frequently truant 4. Child/youth's relationships are concerning, placing him/her at risk or in danger of exploitation 5. Child/youth has a history of substance abuse, specifically narcotics, opiates, crack/cocaine & amphetamines <p>Estimated number of these clients eligible for FFPSA funded services: approximately 68.*</p>
<p>Families with family maintenance cases (voluntary)</p> <p>These include families who have undergone a child abuse and neglect investigation, and due to risk level identified in the SDM Risk Assessment, were found to be in need of services and oversight through the Family Preservation Unit. The Family Preservation Unit holds voluntary family maintenance cases.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 128.</p>	

**This number is based on the population who have encountered child welfare: many have not. Although the number is lower than other candidacy groups, the population has the least amount of services available throughout the County. Unfortunately, we have seen adolescents who show risk factors, as well as their parents, not get the help or support they need. This often results in either exploitation, child welfare and/or juvenile probation involvement or in some cases all three.*

An example of an EBP that may meet the wide range of each individual family is that of Functional Family Therapy (FFT). Per the Title IV-E Clearinghouse, FFT is a short-term

prevention program for at-risk youth and their families. FFT aims to address risk and protective factors that impact the adaptive development of 11-18 year-old youth who have been referred for behavioral or emotional problems. The program is organized in multiple phases and focuses on developing a positive relationship between therapist/program and family, increasing motivation for change, identifying specific needs of the family, supporting individual skill-building of youth and family, and generalizing changes to a broader context.

In July of 2022, FY&C and probation jointly contracted with a local community-based organization to provide Functional Family Therapy to youth in the juvenile justice system, voluntary family preservation and families with substantiated and/or inconclusive allegation dispositions, where no case was opened. This was a pilot program paid for by the Family First Transition Act (FFTA) and Family First Prevention Services (FFPS) Block Grants. Although initially it seemed as though it would only focus on three candidacy groups, it can potentially address risk factors from all 12 of the candidacy groups. The families served are ones who experience severe risk factors. It is not uncommon for parents in this candidacy group to have a substance use disorder, a youth to be at risk of CSEC, runaways and/or LGBTQ+ identities. Using FFT as a prevention intervention for guardianship/adoptive families at risk of disruption due to similar challenges is also under consideration.

Gap Analysis: Conclusions from Understanding the Landscape

Taken together, the Needs Assessment and Asset Map findings determined six areas of potential action voiced by the Sonoma community which identify the most pressing conditions that contribute to child abuse and neglect. This analysis guides Sonoma's Prevention Plan toward addressing significant need while developing the current capacity of the service community. These areas are:

Invest in Addressing Basic Needs – Many families are struggling to make ends meet. It's hard to find stable shelter, keep food on the table, secure a living wage, have reliable transportation and access quality, affordable childcare. Capacity building is needed to address the high demand for meeting basic needs.

Expand Trauma-Informed Services to Meet Demand – Parents who have experienced trauma themselves can struggle with addiction, mental health challenges, or family violence. Left untreated, these circumstances often lead to safety issues for children. Access to treatment, counseling or other services are blocked by long waiting lists, high costs and not enough providers to go around.

Make It Easier for Families to Get Support – When families have a need, it's hard to know what services or resources are available, where they are and how to connect to them. Once families find what they need, the service may not fit with their work schedule, offer childcare, or be nearby. Moreover, when parents are overwhelmed, isolated or in crisis it's common to go into survival mode, rather than taking a risk to reach out for help. A strong base of Family Resource Centers exists, but growth and sustainability of this resource is needed across the county and for Tribes.

Strengthen Culturally Relevant Services & Supports – Families of color as well as families representing different languages, cultures, abilities or identities, often find the service system inflexible to meet their unique needs. This not only contributes to disparities in safety and well-being, but also feeds mistrust and discourages families from getting the help they need.

Build Parenting Capacity – Developing the skills, knowledge & confidence to be a good parent is not automatic. Parents and caregivers need information, resources, practice and guidance all along the way. Each stage of child development also has its own rewards and challenges. Parents who have children with special needs need extra support. The in-home parenting evidence-based practices approved for California's prevention plan (Parents as Teachers, Nurse Family Partnership, Homebuilders, Healthy Families of America) are scarce in Sonoma County and expensive to practice to fidelity.

Create More Prevention Partnerships – There is a need for a more coordinated approach to prevention services. Many families are in need of prevention services, but there are limited pathways to connect them to community resources and supports. When services are linked through formal or informal partnerships, families have an easier time. Building on Sonoma's foundation of public-private collaboration is needed.

Prevention Plan Foundation

The Groundwork for Sonoma's Prevention Plan

The Prevention Plan as a whole is built on a foundation of components that guide our decisions as we target the elimination of child abuse & neglect in Sonoma County. Dismantling inequitable structures and addressing disproportionality/disparity in system-involved families are our highest priority within our overall goal.

Mission of Sonoma's Prevention Plan

To develop a comprehensive Prevention Plan that coordinates the community's efforts to prevent child abuse and neglect through addressing inequities, strengthening protective factors, and reducing stressors for our children, youth, and their families.

Sonoma's Vision for Prevention

All Sonoma County children and families have equitable access to timely, integrated supports that ensure they thrive in safe, responsive, and caring communities where they live, learn, work, and play.

Prevention Plan Values

Equity – Prevention strategies and the systems involved in implementing them incorporate a lens focused on equity

Lived Experience - Value the experience and wisdom of individuals who have recovered from challenging life experiences

Strengths Based - Build upon family strengths, natural circles of support & community assets to address needs & promote resiliency

Trauma-Informed - All prevention strategies & interventions recognize the influence of historic & cultural trauma on family strengths & needs

Culturally Responsive - All prevention strategies & interventions integrate culturally specific perspectives to meet family needs

Whole Family Approach – Consider the interdependence of individuals within a family to address family needs in a holistic way

Prevention Theory of Change

IF... Sonoma County Child Welfare and our child abuse prevention partners listen to the needs of the community regarding the safety and well-being of our children, youth, and families; and

IF... the priorities identified by the community stimulate investment in the prevention policies, practices, partnerships and service array to address these needs;

THEN... Sonoma's prevention partners, family strengthening organizations, neighborhoods, and natural circles of support across all ethnicities and indigenous peoples are empowered to:

- Promote child and family resiliency, social connections, concrete support in times of need, and knowledge of parenting and child development
- Strengthen the capacity within communities to care for one another
- Ensure an equitable prevention response for all families
- Work effectively together as a network of support
- Leverage resources to increase impact

SO THAT... an accessible, equitable, and integrated county-wide system supports families to provide safe, stable, and nurturing relationships and environments for their children and youth;

THEREBY... preventing child abuse and neglect.

Strengthening Families Framework A Framework for Strengthening Families

The Strengthening Families framework is a research-informed approach to increase family strengths, enhance child development, and reduce the likelihood of child abuse and neglect.

Children are more likely to thrive when their families have the support they need. By focusing on the five universal family strengths identified in the Strengthening Families Protective Factors Framework, community leaders and service providers

can better engage, support, and partner with parents in order to achieve the best outcomes for kids.

Parental resilience: Managing stress and functioning well when faced with challenges, adversity and trauma

Social connections: Positive relationships that provide emotional, informational, instrumental and spiritual support

Knowledge of parenting and child development: Understanding child development and parenting strategies that support physical, cognitive, language, social and emotional development

Concrete support in times of need: Access to concrete support and services that address a family's needs and help minimize stress caused by challenges

Social and emotional competence of children: Family and child interactions that help children develop the ability to communicate clearly, recognize and regulate their emotions and establish and maintain relationships

Equity at the Core

Taken together, the foundational components led us to identify a central concept around which the details of the Prevention Plan can be built. All our efforts are pointed in the direction of creating and sustaining an equitable prevention system. From here we launched our strategy development process.



Methodology

1 With our commitment to both service delivery changes and the dismantling of structural and systemic inequities, the PPLT amassed the strategic suggestions, recommendations, and current efforts from each of our stakeholder engagements: online survey, hosted conversations, Indigo Needs Assessment report, Strengthening Families Summit breakout groups, and Summit registrant's responses to "What would you do with \$1million to reduce child abuse and neglect?".

Criteria for Strategy Prioritization		
<p>Impact: How well does this strategy move the needle on reducing child abuse & neglect?</p> <ul style="list-style-type: none"> • How well does this strategy align with our prevention values? • Is this a strategy that can address multiple prevention objectives? • How well does this strategy address the pressing needs of families in our community? 	<p>Equity: How well does this strategy address racial disparity in child and family outcomes?</p> <ul style="list-style-type: none"> • How well does this strategy build on or fortify existing momentum? 	<p>Capacity: Is there sufficient community capacity or can it easily be developed to carry out this strategy?</p> <ul style="list-style-type: none"> • Would completing this strategy set the foundation for other strategies to take hold? • Are there sufficient resources available to implement this strategy in a meaningful way? • To what degree is there political will from a broad segment of the community to implement this strategy?

- 3 To hone the list of strategy themes into a shorter list of priority strategies, an additional set of viability criteria was applied. We were careful at this stage to include actions within our control, committing to address issues better suited to an advocacy agenda elsewhere. Viability questions included:
- Are there efforts already underway related to this strategy topic?
 - What available services or assets are currently in place related to this strategy?
 - Are there funding opportunities to support this strategy?
 - What partnerships or alliances would provide support, resources or expertise?
 - Is this an area within our reach or scope of authority to advance?
 - What timeframe (short-term or long-term) would it take to launch this strategy?
- 4 The result at this point was six viable strategy areas that clustered into three Objectives. This provided the clarity we needed to create our overall Strategic Direction for the Prevention Plan:



- 5 With our Strategic Direction set, PPLT members divided into three workgroups, one for each Objective. Workgroups set to a deep dive into strategy formulation and prioritization. Additional members were brought into the workgroups to ensure expertise and lived experience were reflected in the group's decisions. Through a rigorous process of detail generation, impact evaluation, equity analysis

and the like, each group finalized their proposal for one strategy per area. This is the basis of the six strategies that form the basis of Sonoma's Prevention Plan.



Priority Strategies to Launch the Prevention Plan

A set of foundational strategies have been identified to launch the five-year Prevention Plan in motion. Two important factors need to be kept in mind about these strategies:

- Each strategy area contains a “foundational” strategy as well as “follow on” strategies. We provide significant detail about the foundational strategy, as this is the first to be implemented. Follow on strategies are included in a simple list; these will be detailed later in the five-year implementation horizon, as it becomes time for them to be launched.
- In almost every strategy area, a separate set of advocacy steps have been identified. While not required for the CPP, these steps are an important element in adding the endorsement of Sonoma's child abuse prevention council (the governance body for the Plan) to other prevention efforts happening around the county.

The strategies directly serve the key objectives centered around an equity lens to achieve our goal of reducing disproportionality and disparities among children, youth and families at risk for child abuse and neglect. Serving as a foundation to be built

upon as steps are taken and tasks are accomplished, these strategies create an underlying infrastructure upon which subsequent efforts toward the prevention of child abuse and neglect can happen. For convenience, here is the strategy framework again:



To bring each strategy to life, we present a table for each with details about what they are geared to accomplish, who they ultimately serve, how they contribute to our overall goal, and the like. Each table is designed to be used as the foundation for partnership engagement, readiness building and implementation planning: together they form a roadmap for building coalitions and executing the Prevention Plan. Each strategy table includes:

- **Objective:** a milestone toward the accomplishment of our goal
- **Foundational Strategy:** a cornerstone strategy to advance the objective, upon which follow-on strategies can build
- **Strategy Rationale:** explanation of how this strategy serves its specific objective and Sonoma's overall goal
- **How It Works:** description of what the strategy will involve
- **Possible Partners:** the collaborative entities that need to come together to make this strategy happen

- **Who is Served:** the target populations (primary, secondary, tertiary) who benefit from this strategy
- **EBPs Utilized:** the approved EPBs employed by this strategy, if relevant (some strategies focus on capacity building or infrastructure—setting the stage for later prevention service delivery)
- **Protective Factors:** the specific protective factors from the Strengthening Families Framework addressed by this strategy
- **ICPM Alignment:** How this strategy demonstrates ICPM practice principles, values and behaviors
- **Potential Funding:** Known or possible sources of funding to initiate or sustain the strategy
- **Timeline:** when in the five-year planning horizon this strategy will be designed, developed, and implemented
- **Follow-On Strategies:** A list of strategies that build upon the foundational strategy and serve to address the overall objective more fully

The next several pages outline Sonoma's six prevention strategies.

Prevention Plan Strategies

FOUNDATIONAL STRATEGY #1

Objective – Advance Equity: Reform the structures within the social service system that perpetuate inequity.

Strategy #1 – Activate Change: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques.

“Culture means a lot to those we serve. Who we are and where we come from is foundational and often overlooked in the midst of the trauma of child welfare. Need to honor how culturally based supports and services *are* how we recognize trauma and promote powerful healing.”

Tribal Parent

1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques

How It Works	<p>This strategy begins with a full examination of existing policy and practice through an anti-racist lens. Emphasis will be placed on revising elements that guide practice such as:</p> <ul style="list-style-type: none"> Clarify criteria for CPS response or JPD intake and identify opportunities for community-based response for lower risk circumstances. Eliminate the influence of implicit bias when applying safety standards that are primarily driven by poverty related circumstances rather than safety concerns. Support alternative interventions to meet case plan goals that are more culturally aligned with families' values, customs, and traditions. Ensure family assessment tools are practiced with fidelity and are relevant for diverse families. If not relevant, develop and utilize alternate, valid methods to identify needs, strengths, and safety concerns. <p>This examination will be integrated with the Targeted Case Review on all separations of African American and Native American children during 2022. Sonoma FY&C is currently conducting this to determine if concerted efforts are being made to keep children safely at home, rather than placement in out-of-home care. Policy and practice changes will be recommended based on this analysis because the Targeted Case Review is being led by an expert in Race Equity Inclusion practice in child welfare using anti-racist principles, techniques, and standards.</p> <p>Some additional steps FY&C and JPD will take to make these changes more visible include:</p>
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1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques	
	<ul style="list-style-type: none"> • Create culturally inclusive and welcoming environments in public buildings through décor, language translations and other visual indicators. • For FY&C, expand existing flexible funding supported resources such as "CarePortal" (provides basic needs such as rental assistance, car repairs, etc. to families referred to FY&C to address needs contributing to safety issues) to ensure client barriers to accessing services are eliminated. • Consider unrestricted funding for BIPOC communities to determine how to meet families' needs, especially in the Tribal Community.
Strategy Rationale	Alignment of policy and practice with anti-racist techniques will improve engagement of all families—especially BIPOC families—which supports a key aspect of the Strengthening Families Framework. By partnering with parents to ensure Sonoma's policies and programs work for children, youth and families, the stage is set for engaging parents in mutually supportive relationships that build all 5 protective factors: resilience, social connections, knowledge of parenting and child development, access to concrete supports in times of need, and social-emotional competence of children.
Possible Partners	BIPOC community advocates, family and youth with lived experience, REDI experts, Tribal Representatives, County Counsel, Sonoma County Office of Equity, and other accountability partners.
Who is Served	This strategy would serve all families who encounter or are at risk of becoming involved with FY&C or JPD. (Secondary & Tertiary)
EBPs Utilized	This is an equity building strategy, so there are no EBPs directly utilized.
Protective Factors Addressed	An increase in the mental health provider pool and delivery of mental health services to families (especially BIPOC and non-English speaking) will result in primarily building parental resilience and social-emotional competence of children, with secondary focus on social connection and knowledge of parenting in child development.
ICPM Alignment	Engagement, Inquiry & Exploration, Teaming, Advocacy, Accountability, Communication, Feedback, and Partnership
Potential Funding	FY&C and JPD will explore specific funding sources to support the equity building activities listed above. Child Welfare Realignment funding has been utilized to support some of FY&C's current, broader priorities to address disparities within the child welfare system and may be redirected to support preventive efforts and address this strategy.
Timeline	1-2 years to prepare policy and practice change recommendations; 2-3 years for implementation.

1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques

Follow-On Strategies

- Strengthen and expand training on anti-racist practices to FY&C staff, JPD staff, and community partners who deliver services to vulnerable families.
- Modify expectations of service providers contracted with FY&C and JPD to address racial equity and inclusion in service provisions.

FOUNDATIONAL STRATEGY #2

Objective – Advance Equity: Reform the structures within the social service system that perpetuate inequity.

Strategy #2 – Diversify the Workforce: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community.

“I’m Hispanic so my family had a hard time understanding the process. There was not much communication and we always felt lost in the process, not to mention terrified.”

Parent

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community

How It Works

Families of color as well as families representing different languages, cultures, abilities or identities, often find the service system workforce unfamiliar with their unique needs. This not only contributes to disparities in safety and well-being, but also feeds mistrust and discourages families from getting the help they need.

Diversifying the workforce is a multi-stage process that begins with trust building. FY&C and JPD have a responsibility to join with Sonoma's BIPOC communities in a genuine effort to increase trust and strengthen communication. This will involve consistent, transparent action and follow through as part of a restorative process with diverse communities, especially those over-represented in child welfare and juvenile probation systems. Once this initial strategy takes hold, the foundation is set for all other workforce diversification strategies to begin.

Some examples of trust building activities include:

- Host “Listening Sessions” held in BIPOC community locations to explore the experiences, concerns and ideas of BIPOC organizations and families who have been involved with FY&C or JPD.
- Identify opportunities for representatives from BIPOC communities to help define the qualities, behaviors, skills and attitudes needed by the human services workforce to meet the diverse needs of BIPOC families.

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community	
	<ul style="list-style-type: none"> Regularly meet with BIPOC organizations and families to increase communication, practice transparency, and receive feedback on progress toward building a more trusting relationship between BIPOC communities and FY&C and JPD. Apply the findings from BIPOC community dialogues to build "Equity Profiles" for line staff, supervisors and managers. These behavioral descriptions can be used to modify job descriptions, refine staff training & development curricula, inform supervision and guide workforce recruitment efforts. <p>In collaboration with community public and private partners, explore specific funding sources to support the equity building activities listed above.</p>
Strategy Rationale	Ensuring the workforce more closely reflects the diversity of the populations served by child welfare and juvenile probation requires seeking out candidates from BIPOC communities. Across America, the level of trust between communities of color and both child protection and juvenile justice agencies have historically been strained and Sonoma County is no exception. Healing these tensions and building trust will increase opportunities for greater understanding and partnership. This in turn will create a foundation for staff recruitment, retention, and advancement of BIPOC individuals in the workforce. When families and youth experience caseworkers or probation officers from similar communities, backgrounds and identities as their own, they will be more likely to utilize the preventive help and resources offered to strengthen their circumstances at home, at school and in the neighborhood.
Possible Partners	FY&C, Juvenile Probation, BIPOC organization such as Sonoma County Black Forum, BIPOC student unions, Tribes, NAACP, Sonoma County Office of Equity and other equity partners.
Who is Served	Builds capacity to better serve BIPOC parents, youth and children involved with or at risk of involvement in the child welfare system. (Secondary & Tertiary)
EBPs Utilized	This is an equity building strategy, so there are no EBPs directly utilized.
Protective Factors Addressed	Improving communication and trust with the BIPOC community will increase confidence of BIPOC families in the service system—a key element of the Strengthening Families Framework. By partnering with parents to ensure FY&C and JPD are trusted helping systems that work for children, youth and families, the stage is set for engaging parents in mutually supportive relationships that build all 5 protective factors: resilience, social connections, knowledge of parenting and child development, access to concrete supports in times of need, and social-emotional competence of children.

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community	
ICPM Alignment	Create a Learning Environment, Monitor Practice Effectiveness, Teaming, Advocacy, Accountability, Communication, Feedback, and Partnership
Potential Funding	Child Welfare Realignment funding will be used as necessary to support the dialogues. Training and implementation of these strategy areas will be integrated into the already funded structures for staff training.
Timeline	Community conversations and relationship building with BIPOC communities will begin in year 1, yet the key will be consistency and follow-through. Trust building is envisioned to occur during all 5 years, with follow-on strategies starting in years 2 – 5.
Follow-On Strategies	<ul style="list-style-type: none"> • Improve recruitment of potential candidates from BIPOC communities to diversify the workforce of FY&C and JPD so that the direct service staff is more representative of the families and youth served. • Increase retention and advancement for BIPOC staff at FY&C and JPD through mentorship, support, and incentives focused on continuing education, credentials, and other benefits.

FOUNDATIONAL STRATEGY #3

Objective – Improve MH/SUD Services:

Improve the service system to better address the mental health & substance use disorder needs of families.

Strategy #3 – Promote Mental Health:

Increase provider pool to expand access to culturally informed and linguistically relevant mental health services.

“We need more services to address early childhood trauma of both Indian and non Indian parents affecting their ability to inhabit an attuned and nurturing relationship with their children.”

Tribal Service Provider

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services

How It Works

Sonoma County will build on and leverage existing public and private coalitions to design and implement recruitment, retention and incentive structures to build mental health service delivery capacity in County agencies and CBOs throughout Sonoma. Funding and capacity building aimed at BIPOC-led CBOs and activities already happening in the community will be leveraged.

Specific approaches for broadening the definition of mental health services to be more inclusive of non-traditional resources include:

- Develop peer-led community health navigation services.
- Partner with community and peer representatives to expand what is considered mental health services (Tribal rituals, art & cultural events, farm-worker clinics, peer/student mentors, convivencias and the like).

Specific incentives to encourage practitioners or paraprofessionals to enter the mental health field include:

- Increase contractor rates to expand provider pool and offer premiums for bilingual staff.
- Create targeted educational benefits within county departments and CBOs to support and incentivize education (e.g., tuition support, flex time for attending classes) to encourage staff to move into mental health fields.
- Establish an educational collaborative to increase pathways for training, licensure and supervisory guidance for new or existing mental health professionals. Communicate opportunities for different career paths as people identify their educational and employment goals.
- Leverage shared capacity with schools, CBOs, and county partners to create internships and opportunities for career exploration in the

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services	
	<p>mental health field. Offer internship rotations to increase exposure and cross-training opportunities.</p> <p>In collaboration with community public and private partners, explore specific funding sources to support the capacity building activities listed above.</p>
Strategy Rationale	Developing more culturally focused provider capacity will increase access for all families, particularly BIPOC and non-English speaking families. Receiving mental health services that address parenting/safety challenges or other destabilizing conditions helps to minimize the risk of harm that children experience.
Possible Partners	Behavioral Health, Sonoma County Community Foundation, First 5 Sonoma, FY&C, Tribes, Juvenile Probation, Public Health, local higher education institutions, community health clinics, legislative partners, Sonoma Connect Sonoma Unidos, Sonoma Suicide Prevention Coalition
Who is Served	Builds capacity to better serve parents, youth and children experiencing mental health needs, especially BIPOC and underserved areas of the community. This potentially aligns with all 12 of the candidacy group populations once funding becomes available. (Primary, Secondary, Tertiary)
EBPs Utilized	This is a capacity building strategy, so there are no EBPs directly utilized. However, upon capacity being developed, Prevent Child Abuse Sonoma County (Sonoma's CAPC) will explore the potential use of FFPSA identified mental health focused EBPs.
Protective Factors Addressed	An increase in the MH provider pool and delivery of MH services to families (especially BIPOC and non-English speaking) will result in initially building parental resilience and social-emotional competence of children, with later focus on social connection and knowledge of parenting in child development.
ICPM Alignment	Readiness Building, Partnership, Advocacy, Teaming, and Accountability
Potential Funding	Potential funding partners include Sonoma Behavioral Health and First 5 Sonoma County. Portions of the FFPS and ARPA-CBCAP one time allocations will also be used to implement these services as pilots in the near term.
Timeline	5 years, including a 3-year design and development phase and 2-year implementation phase.
Follow-On Strategies	<ul style="list-style-type: none"> Expand current avenues for service delivery. Further grow programming for behavioral health focused peer support in rural and other underserved areas of the county.

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services

- Expand access to childcare to improve parent participation in mental health services.
- Create wellness programs to support mental health through partnership with and utilization of existing CBOs and services focused on physical health and wellness.
- When FFPSA funding is available, voluntary Family Maintenance cases and referrals to FY&C will be eligible to receive FFPSA eligible mental health focused EPBs such as Family Functional Therapy, Parent Child Interactive Therapy and others.

FOUNDATIONAL STRATEGY #4

Objective – Improve MH/SUD Services: Improve the service system to better address the mental health & substance use disorder needs of families.

Strategy #4 – Support Recovery: Create a variety of family-focused recovery support services.

“I desperately needed child care before removal and couldn’t afford it. It would be so much better if Sonoma County had treatment facilities that offer child care.”

Parent

4. SUPPORT RECOVERY: Create a variety of family-focused recovery support services	
How It Works	<p>Sonoma County will offer a comprehensive array of long-term services that parents in recovery can access using a “whole family” intervention approach emphasizing cultural responsiveness. Delivered through a wraparound home visiting program model flexible enough to meet families where they are most comfortable and works best for them. These supplemental/ancillary treatment services include:</p> <ul style="list-style-type: none"> Nursing support Parenting education Income support through job training and career development Housing assistance <p>Specific barrier reduction and engagement efforts to improve the likelihood of parents in recovery taking advantage of available service and support opportunities include:</p> <ul style="list-style-type: none"> Advocate for removal of barriers to employment related to background checks. Increase availability of recovery housing that caters to individuals (especially fathers) with children. Facilitate positive childhood experiences—family events and gatherings in community—as an antidote to ACES. Focus on building community connections and networks of support to help families expand healthy social relationships in support of their recovery. <p>In collaboration with community public and private partners, explore specific funding sources to support the interventions and advocacy efforts listed above.</p>
Strategy Rationale	<p>Developing more family-focused recovery support services in the context of enhanced community and social connection will promote wellness and recovery, improve family stability and strengthen social support for families impacted by substance use disorders. This in turn will improve the</p>

4. SUPPORT RECOVERY: Create a variety of family-focused recovery support services	
	safety, permanency and well-being outcomes for children and youth with parents in recovery.
Possible Partners	Behavioral Health, FY&C, Juvenile Probation, Faith-Based Organizations, Substance Use Disorder Treatment Programs, Tribes, Public Health, Employment & Training Division of HSD, Sonoma Connect Sonoma Unidos, Parks & Recreation, fitness gyms, yoga programs.
Who is Served	Parents in recovery from substance use disorders and in need of supplemental support in recovery, especially BIPOC families and those in underserved areas of the community. Eligible participants in services can include parents recently exited from residential treatment or other treatment programs as well as parents in ongoing treatment (e.g., Medication Assisted Treatment—MAT). (Primary, Secondary, Tertiary).
EBPs Utilized	This strategy can utilize all the FFPSA identified EBPs, especially motivational interviewing, due to the wide range of needs families present such as mental health concerns, recovery support, and need for in home parenting support.
Protective Factors Addressed	An increase in family focused recovery support services (especially for BIPOC families) will result in initially building parental resilience and social connection, then later grow knowledge of parenting in child development and social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, and Partnership
Potential Funding	Potential long term funding partners include Sonoma Behavioral Health and SAMHSA grants. Child Welfare Realignment funding may be utilized as a matching source for federal funds.
Timeline	5 years, including a 3-year design and development phase and 2-year implementation phase.
Follow-On Strategies	<ul style="list-style-type: none"> • Create new options for treatment programs that address the multidimensional needs of families. • Expand home visiting programs focused on substance use disorder treatment interventions. • Continue to partner with health services to advocate for new programming including cultivation of partnership opportunities that expand capacity.

FOUNDATIONAL STRATEGY #5

Objective – Support Families: Strengthen the network of family support services and resources to be more accessible and culturally responsive.

Strategy #5 – Support Parents: Shift the culture of mandated reporting toward a culture of mandated supporting.

“My parent’s drug addictions/mental health were a hindrance on their ability to make us kids and our needs a priority. When these behaviors are evident it would be beneficial if other adults didn’t turn a blind eye.”

Former Foster Youth

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting

How It Works

Modify the culture of parent education & services to emphasize support rather than reports to the hotline being the only pathway to assistance. Train personnel in trauma-informed approaches and gear practices around the Strengthening Families Framework.

Sonoma County FY&C as the recipient of all Hotline reports is committed to new ways to partner with community-based networks focused on family support to link early identified families in stress to the resources that will help stabilize them. As more opportunities for family strengthening, skill-building, and trauma-informed approaches are available, this reframing and change in practice will lessen the barriers to parents seeking support. Assistance will be embedded throughout the organizations, locations and institutions that parents frequent. Specific actions to move these changes forward include:

Establish a new philosophy / Shift the culture

- Rally the coalition of human service partners across Sonoma around this concerted effort to develop a “Mandated Supporter” culture (e.g., Family Resource Centers; School Family Support programs; pediatrics/health clinics)
- Develop common language; trauma-informed, strength-based approaches; strengthening families framework; skill development, and competency building of all family serving workforces to become “mandated supporters”
- Educate the mandated reporter community (e.g., teachers, physicians, etc.) about the new mandated supporter philosophy to reframe their role into a new culture and climate of family support including raising awareness about racial disparity and building skills to promote Racial Equity, Diversity and Inclusion (REDI)
- Launch a broad community information campaign to spread the word about the shifting culture toward family support

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting	
	<p>Build readiness for responding to families through community based interventions</p> <ul style="list-style-type: none"> • Design the “mandated supporting” workforce configuration to deliver support under this new model through partnership agreements between Community Based Organizations (CBO) and FY&C • Build workforce within the CBO sector to expand capacity for delivering family support services, resources and navigation guidance. • Co-create easily accessible methods to connect families to the available resources they need and ensure access at the point of contact where families may express need (e.g., navigator system for families in stress to get the support they need) • Create an accountability mechanism to ensure fidelity to trauma-informed practice approaches is maintained anywhere a parent receives support <p>While readiness building activities are underway, parallel efforts will be made to develop the services and support resources to serve a broader range of families facing challenges.</p>
Strategy Rationale	Shifting the culture of parent support to one based on skilled attention to trauma and focused on building on family strengths will reduce the stigma of parent support services and increase families' acceptance of participating in these supports throughout the county. Asking for help will no longer be viewed as a deficit, but instead as a strength. More participation of families in the services that meet their needs will increase their protective capacity, thus improving child safety and reducing the incidence of child abuse and neglect in Sonoma County.
Possible Partners	Service delivery organizations who intersect with families: Behavioral Health, Tribes, CBOs that support parents/families, First 5 Sonoma County, FY&C, Probation, Public Health, schools, community health clinics, university/community colleges, hospitals, law enforcement, Community Health Workers/Training Providers, Sonoma Connect Sonoma Unidos
Who is Served	While the culture shift applies to all parents who interact with supporting services of any kind, the access and navigation tools will begin with BIPOC families and other underserved populations in the community. (Primary, Secondary)
EBPs Utilized	This is a foundational/capacity building strategy. Once the culture shift takes hold and infrastructure is in place, motivational interviewing and in-home parenting EBPs would be utilized in the follow-on strategies.

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting	
Protective Factors Addressed	Embedding a culture of parent support across institutions and agencies of all kinds will result in building parental resilience and increasing knowledge of parenting in child development, with the possibility of enhancing social connections and providing concrete supports, while building a foundation for tending the social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, Partnership, and Practice Monitoring
Potential Funding	Children's Services Sales Tax Initiative (Childcare & Children's Health Initiative); Community Health Worker Funding; CalAIM, MediCAL
Timeline	The main focus of the 5-years will be on shifting the culture and building the infrastructure to support families more effectively and universally across Sonoma.
Follow-On Strategies	<ul style="list-style-type: none"> • Expand training of and access to parent mentors, specifically cultivating a pool of BIPOC parent mentors • Expand home visiting programs • Provide concrete support to address basic needs • Establish universal access to parent education classes

FOUNDATIONAL STRATEGY #6

Objective – Support Families: Strengthen the network of family support services and resources to be more accessible & culturally responsive.

Strategy #6 – Build Pathways: Establish a Family Navigator program to help families access available prevention services & supports.

“Bring our parent mentors in early in the case. A lot of us wouldn’t have gotten where we are today without them. It’s really true when you hear people say “it takes a Village” because it does, of support. Not hate. Not ridicule. SUPPORT.”

Parent

6. BUILD PATHWAYS: Establish a Family Navigator program to help families access available prevention services & supports

How It Works

Schools and Family Resource Centers are familiar places where Sonoma families can learn about and be linked to supports and resources to strengthen well-being (e.g., food/nutrition, mental health services, parenting skills, and assistance with other basic needs). However, not all schools have the capacity to address the demand for support and many parents don't know where to get help or how to go about asking for help. A robust Family Navigator program would start closing this gap. Specific activities to advance this strategy include:

Cultivate a partnership to design and test a Family Navigator program

- Identify a school or Family Resource Center committed to expanding their services vulnerable families in zip code areas where most CPS referrals come from.
- Design a pilot Family Navigator program operated onsite to help families find the help they need, including transportation, support for recovery, connections to childcare, parenting education and other needs.
- Evaluate the pilot program to measure outcomes, operational adjustments, and implementation considerations for further expansion.

Bring the Family Navigator program to scale in other areas of the county

- Following implementation and evaluation of the pilot program, replicate the program at other schools and FRCs with other high need areas of the county.
- Conduct a targeted outreach campaign to widely disseminate information about what services are available for parents and how to access them.
- Continue to cultivate relationships with schools and Family Resource Centers to advocate for sufficient resources to sustain their role as pathways for family support.

6. BUILD PATHWAYS: Establish a Family Navigator program to help families access available prevention services & supports	
Strategy Rationale	When families are assisted with supportive guidance to link them to the services and supports they need, they are more likely to participate in family stabilization efforts. This in turn, will strengthen their well-being and increase protective factors, thus diminishing the chance of experiencing child maltreatment.
Possible Partners	All school districts, California Family Resource Association, childcare facilities, Family Resource Centers, Non-Public Schools, families with lived experience.
Who is Served	Families from zip codes throughout Sonoma County that are frequently referred to CPS. (Primary)
EBPs Utilized	This strategy can utilize all the FFPSA identified EBPs, especially motivational interviewing, due to the wide range of needs families present such as mental health concerns, recovery support, and need for in home parenting support.
Protective Factors Addressed	Establishing a Family Navigator program will result in building parental resilience and increasing knowledge of parenting in child development, with the possibility of enhancing social connections and providing concrete supports, while building a foundation for tending the social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, Partnership, and Practice Monitoring
Potential Funding	Community Schools Funding, Community Health Worker Funding, CalAIM, Children's Services Tax Initiative
Timeline	5 years with pilot testing in the first 3 years and expansion in years 4 and 5.
Follow-On Strategies	<ul style="list-style-type: none"> • Get the word out about available and accessible services to support families. • Leverage local government expertise to support expansion of capacity for FRCs and other CBOs.

Considerations for Launching the Prevention Plan

The Prevention Plan is only as good as the implementation sequence that delivers it. Well-planned governance, monitoring & oversight, evaluation, and ongoing funding sources are among the key areas that bring the Plan to life in a smooth and sustainable way. The following sections bring forward several elements that will be the focus of that forward momentum.

Governance, Implementation, & Monitoring

Sonoma County has Prevent Child Abuse-Sonoma County (PCA-SC) as our child abuse prevention council. The council provides networking opportunities, education, and professional trainings for those involved in child abuse prevention and intervention services. PCA-SC, in collaboration with FY&C, works to increase public awareness about issues related to child abuse and neglect in the community. This includes, but is not limited to:

- Building a community that protects and promotes healthy families
- Raising community awareness and educating parents, professionals, and community members through trainings and classes
- Championing the local Blue Ribbon child abuse prevention campaign each April

To help create results locally, PCA-SC strives to make the Sonoma community aware and therefore more involved in protecting children and strengthening families. The council advocates for policies that support families and protect children. The PCA-SC has been a pivotal part of our prevention plan, as its mission aligns with that of the FFPSA. In addition, the PCA-SC has allowed for transparency with our community on our prevention planning by making available to the public the recordings of the planning meetings. This transparency is a key piece of our foundation for engagement and collaboration with community stakeholders, allowing for a partnership that can work together to reduce child abuse and neglect throughout Sonoma County.

The implementation and ongoing monitoring of the CPP will be an evolutionary process, based on feedback from the governing structure and the community. The initial core members of the governing structure will include, but are not limited to:

Core Members of Governance Team	
Child Abuse Prevention Council	Community-Based Organizations
Child Welfare Agency	Family Resource Centers
Probation Department	Youth Leader (Lived Experience)
Tribal Representation	Parent Leader (Lived Experience)
Office of Education	First 5 Sonoma County
Behavioral Health Department	Sonoma Works-Public Assistance
Regional Center	Parks & Recreation Department

The governance team will be a committee within the Child Abuse Prevention Council whose role is to oversee the implementation of the CPP, monitor progress, evaluate results, and act on changes based on feedback. The committee will meet quarterly to review data, get status updates, brainstorm funding options, monitor program fidelity, and discuss DEI efforts and community engagement. This will allow the committee to discuss and provide recommendations, for which the team will develop a plan to implement necessary changes. There is the potential for separate workgroups, depending on the phase of implementation, barriers identified and/or the targeted strategies. As a part of the oversight structure, FY&C will continue to inform the ICWA Roundtable and will be meeting with community-based organizations quarterly to share information and updates including discussion of successes and challenges as implementation rolls out.

The implementation and ongoing monitoring of the CPP by the PCA-SC will include plan development to ensure sustainability. This may involve leveraging money and utilizing existing services in the community to support the goals of the prevention plan. Through the feedback provided to this committee, barriers identified will be addressed and an action plan created utilizing existing resources and bringing in new ones. This action plan will then be implemented and studied for effectiveness in reducing child abuse and neglect. One measure of this will be through a reduction of youth entering foster care over the five-year period. Another key metric is measuring improvement in disparity and disproportionality.

Sonoma County Training Plan

Sonoma County currently contracts with Bay Area Academy (BAA) as our Regional Training Academy. BAA is contracted to provide Common Core training to social workers, supervisors and managers as outlined in the State Prevention Plan. The FY&C Staff Development Department offers frequent and ongoing training within the framework of the Integrated Core Practice Model (ICPM). In addition, we have a Training Unit for Social Workers that ensures all training requirements are met and tracked. We have utilized the State's Training Plan, as outlined in Tier 1. As the State's Training plan for Tier 2 and 3 unfolds Sonoma County will provide the necessary training to the required positions.

FY&C has funded the certification of a contracted provider in Functional Family Therapy to build capacity in this evidence based practice within the community. Also, initial conversations are underway between FY&C and Juvenile Probation regarding training staff in Motivational Interviewing.

The values and principles embedded in the ICPM related to Workforce Development will be emphasized in training the cross-sector workforce who will implement Sonoma's prevention strategies. The aim is to build confidence and skills of staff at all levels – those delivering the innovations and the supervisors, managers, and other leadership who support them. Ongoing professional development plans and practices will include assessing diverse staffing needs, supporting and coaching supervisors, and strengthening staff retention. Specific topics related to reinforcing ICPM include:

- Promote clarity and understanding of the ICPM and what it will take to infuse this approach across system partners, service providers and community based organizations who are working together to implement Sonoma's prevention strategies.
- Understand the ICPM values, behaviors, and principles as they apply to direct service staff and leadership roles in Sonoma's prevention work.
- Understand how to utilize practice profiles and other fidelity tools to assess and encourage use of ICPM behaviors when delivering specific prevention practices.

Collaboration

Sonoma County has strong relationships between the Departments of Juvenile Probation, Behavioral Health, and Public Health. This allows for a collaboration that

maximizes available funding while ensuring FFPS funds are the payer of last resort. Child Welfare already has a formal partnership with Behavioral Health to maximize EPSDT funding for wraparound services, as well as partnership with Probation to implement the Functional Family Therapy pilot. Behavioral Health is receiving significant local funding specific to addressing youth mental health needs, and they are open to exploring ways to create new resources to implement Prevention Plan strategies. Child Welfare is also meeting quarterly with First 5 Sonoma County to address mutual strategic prevention goals.

Funding & Sustainability

One significant barrier to the initial development of and sustainability for creating new prevention programming is the lack of certainty around the timeframe and specific implementation requirements to draw down FFPSA funding. The available FFPSA block grant funds have been invaluable to create new programs and support community planning efforts; however, when these funds are no longer available it is a strain on the Department's resources to consider filling the gaps for an extended time. Additional block grant funding would support uninterrupted program development until FFPSA entitlement funds are readily available.

FFPS Spending Plan

Sonoma County has invested significantly in broad-based child abuse prevention efforts through the thoughtful utilization of one-time and ongoing prevention funding. Through the utilization of the FFPS allocation as well as other one-time funding streams, Sonoma County has funded new prevention efforts in three major areas:

- Facilitation of a two-year community driven planning process to develop the 5-year Comprehensive Prevention Plan
- Commitments of dedicated staff to lead the implementation of the CPP and engage parents in preventive services
- Pilot projects for direct services that align with the requirements of California's plan for implementing FFPSA funded services

Using one-time funding, Sonoma County has created multi-year spending plans specifically for preventive services that maximize planning and service delivery efforts.

A breakdown of one-time revenue for the FFPS program is as follows:

Funding Source	Expenditure Amount*
FFPS Family First Prevention Services	\$1,421,622
Certainty Grant	\$ 533,123
Family First Transition Act (FFTA)	\$307, 351
2011 Realignment	\$297,800
American Rescue Plan – Community Based Child Abuse Prevention (ARPA-CBCAP)	\$219,177
Total Funding	\$2,779,073

**Specific amounts based upon planning as of January 1, 2023 and are subject to change*

These one-time allocations (and ongoing Realignment funding) will be spent over a multi-year period. FFPS Block Grant funding, along Family First Transition Act (FFTA), ARPA-CBCAP funding with other resources, is currently being used to expand the availability of prevention services within the County in three primary areas:

Development of the Community-Driven 5-Year Comprehensive Prevention Plan

FFTA one-time funding has been utilized to hire a facilitator to lead the prevention planning process, conduct an in-depth community needs assessment to inform the child abuse prevention plan and augment the existing services provided by the Child Abuse Prevention Council in order to partner with FY&C to lead the development of the prevention plan. This two-year effort concluded June 30, 2023 and implementation of the plan objectives will be led by child welfare management in partnership with the Child Abuse Prevention Council so no additional one-time funding is required at this time.

Dedicated Staffing and Family Engagement Supports

Three new FY&C positions have been created as part of the FFPS program; each position is at least partially funded through one or more of the above-listed allocations. A permanent management position was created and began in Spring 2023 to oversee the final stages of development and implementation of Sonoma County's CPP. This position will partner with the governance team to create partnerships, maximize available community funding, and ensure that community voice is lifted at every stage of implementation. This position will be funded on an ongoing basis through Realignment and FFPSA entitlement funding.

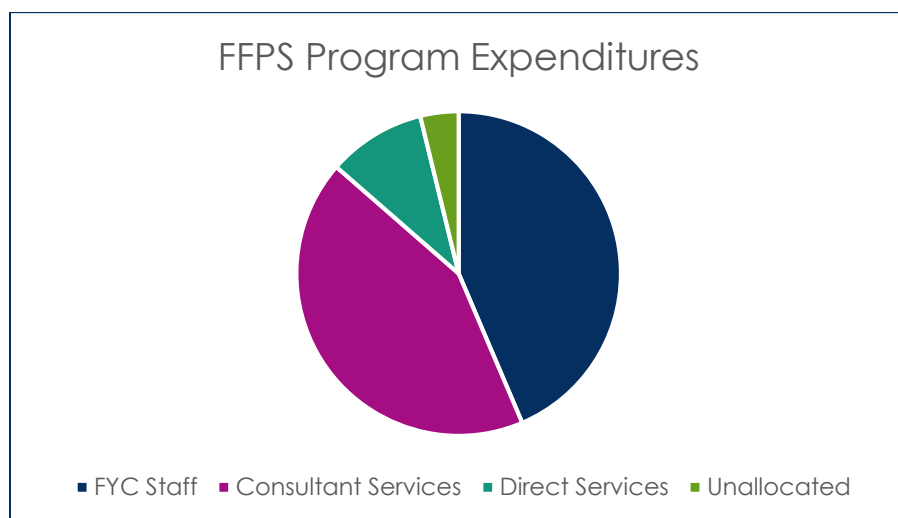
Additionally, two time-limited social work positions were created and partially funded through these one-time funds. These positions are responsible for engaging with

families in two candidate groups (involved at some level with child welfare services) to support their engagement and follow through in preventive services. These positions are funded through one-time allocations through June 2025. These staff will utilize Motivational Interviewing and may be eligible to draw down FFPSA funding, depending on program design and availability of funding.

Piloting Direct Services Compliant with FFPSA Requirements

FFPS funding, the largest one-time funding grant, has been used to pilot projects of the Functional Family Therapy model for families in several of the Candidate groups identified in California's State Prevention Plan and as prioritized populations in Sonoma County's prevention planning efforts. Sonoma County intends to continue utilizing FFPS for this pilot project through the FY 24-25. As of July 1, 2025, ideally, the State and County will be ready to begin implementing the requirements of FFPSA in order to begin drawing down the entitlement dollars; however, if that is not the case, Sonoma County is prepared to utilize available Certainty Grant funding (revenue received related to prior participation in the Title IV-E Waiver project) in order to continue the pilot uninterrupted for at least one more fiscal year.

FFPS funds are also used for a second program, providing Wraparound services to youth and families as part of a Candidate population. Wraparound services are provided for up to three months, using a High-Fidelity Wraparound model and focusing on mental health needs. This pilot is committed and budgeted through June 2025; the program will continue if ongoing funding is available through FFPSA or another source.



Area of Expense	Budget	Percentage of Budget
FY&C Staff	\$ 1,211,499	43.6%
Direct Services	\$ 1,190,000	42.8%
Consultant Services	\$ 271,600	10%
Unallocated	\$ 105,974	4%
Total	\$ 2,779,073	100%

Unallocated Funding

Approximately \$105,000 of FFPS Program funding as well as additional Certainty Grant funding remains unallocated and will be utilized to initiate direct services to begin fulfilling Prevention Plan strategies.

Assurances

EBP Fidelity Oversight

The County will include terms in its contract agreements to ensure fidelity to any practice model funded through FFPSA funds. FY&C will meet with the contracted entity quarterly to review fidelity measurements, equitable access, acknowledge successes and discuss barriers. In addition, most of the EBPs identified in the State plan require a purveyor that trains, certifies, and oversees fidelity measurements for a period of time, ensuring fidelity. For example, FY&C is currently contracting with True to Life Children Services for a pilot program to provide Functional Family Therapy, one of the ten EBPs in the State plan. The Functional Family Therapy purveyor uses Clinical Services System (CSS) database to collect data and has ongoing and regular oversight to ensure fidelity to the model. In addition, the Department will work with the contracted agency the State hires to oversee fidelity.

ASSURANCE: Model Fidelity for Evidence-Based Programs and Continuous Quality Improvement In accordance with section 471 (e) (5) (B) (iii) (II) of the federal Social Security Act and California WIC Sections 16587(d)(10) and 16587(d)(11)(A), Sonoma County Family, Youth & Children's Services assures that services provided in the CPP will be continuously monitored to ensure fidelity to the practice model, to determine the outcomes achieved, and to refine and improve practices based upon information learned, using a continuous quality improvement framework, developed in accordance with instructions issued by the CDSS. The agency agrees to participate in state level fidelity oversight, data collection, evaluation, and coordination to determine the effectiveness of a service provided under the FFPS program.

Ongoing Safety and Risk Assessment

FY&C will continue to utilize the Structured Decision-Making (SDM) tool to assess for safety and risk. As part of our community pathway, FY&C will require that child safety and risk assessments be completed at designated times for families that will be referred to services under FFPSA. These will be completed by contracted providers, and will be outlined in the contract. Currently we are awaiting guidance from the State as to what tools can be used by community pathways to determine candidacy and monitor safety and risk.

ASSURANCE: Child Safety Monitoring In accordance with section 471(e)(5)(B)(ii) of the federal Social Security Act and California WIC sections 16587(d)(7)-(8), Sonoma County Family, Youth & Children's Services assures it will provide oversight and monitoring of the safety of children who receive services under the FFPS Program, including oversight and monitoring of periodic risk assessments throughout the period of service delivery. The agency further assures it will monitor and oversee the safety of children and periodic risk assessments for children who receive FFPS program services through its contracted community-based organizations. If the local child welfare and/or probation agency determines the child's risk of entering foster care remains high despite the provision of the services, the agency assures that it will re-examine the child's prevention plan during the 12-month period. In the case of an Indian child, the agency assures the assessments, and any re-examination of the prevention plan will be conducted in partnership with the Indian child's Tribe. This includes assurance that all staff and others involved in safety planning are aware of, trained in and understand the Indian Child Welfare Act and Cal-ICWA.

Additional Assurances

Title IV-E Prevention Program Reporting

In accordance with section 471(e)(5)(B)(x) of the federal Social Security Act and California WIC Section 16587(d)(9), Sonoma County Family, Youth & Children's Services is providing this assurance, consistent with the local CPP and the California Title IV-E Prevention Services State Plan, to collect and report to the CDSS information and data required for the FFPS Program, including all information and data necessary for federal financial participation, federal reporting, to determine program outcomes, and to evaluate the services provided. This includes, but is not limited to, child-specific information and expenditure data.

Child Safety Monitoring

In accordance with section 471(e)(5)(B)(ii) of the federal Social Security Act and California WIC sections 16587(d)(7)-(8), Sonoma County Family, Youth & Children's Services assures it will provide oversight and monitoring of the safety of children who receive services under the FFPS Program, including oversight and monitoring of periodic risk assessments throughout the period of service delivery. The agency further assures it will monitor and oversee the safety of children and periodic risk assessments for children who receive FFPS program services through its contracted

community-based organizations. If the local child welfare and/or probation agency determines the child's risk of entering foster care remains high despite the provision of the services, the agency assures that it will re-examine the child's prevention plan during the 12-month period. In the case of an Indian child, the agency assures the assessments, and any re-examination of the prevention plan will be conducted in partnership with the Indian child's Tribe. This includes assurance that all staff and other involved in safety monitoring are aware of, trained in and understand the Indian Child Welfare Act and Cal-ICWA.

Workforce Development and Training

In accordance with section 471(e)(5)(B)(viii) of the federal Social Security Act, Sonoma County Family, Youth & Children's Services assures it will adhere to the FFPS training plan as outlined in the California Title IV-E Prevention Services State Plan, and ensure caseworkers within both the All County Letter No. 23-23 (p. 8) community and Title IV-E agency pathways under the FFPS program are supported and trained in assessing what children and their families need, connecting to the families they serve, accessing and delivering the needed trauma-informed and evidence-based services, overseeing and evaluating the continuing appropriateness of the services, and all other foundational requirements, including but not limited to, understanding how the requirements of the federal Indian Child Welfare Act (ICWA) and implementing state laws intersect with prevention services provided through the community based and Title IV-E agency pathways.

Trauma-Informed Service Delivery

Sonoma County Family, Youth & Children's Services assures that in accordance with section 471(e)(4)(B) of the federal Social Security Act and California WIC Section 16587(d)(6), each service in the CPP provided to or on behalf of a child will be provided under an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma, including historical and multigenerational trauma, and in accordance with recognized principles of a trauma-informed approach and trauma-specific interventions to address trauma's consequences and facilitate healing.

Model Fidelity for Evidence-Based Programs and Continuous Quality Improvement

In accordance with section 471(e)(5)(B)(iii)(II) of the federal Social Security Act and California WIC Sections 16587(d)(10) and 16587(d)(11)(A), Sonoma County Family,

Youth & Children's Services assures that services provided in the CPP will be continuously monitored to ensure fidelity to the practice model, to determine the outcomes achieved, and to refine and improve practices based upon information learned, using a continuous quality improvement framework, developed in accordance with instructions issued by the CDSS. The agency agrees to participate in state level fidelity oversight, data collection, evaluation, and coordination to determine the effectiveness of a service provided under the FFPS program. This includes collaboration with Tribes to ensure improved outcomes for Indian children.

Equitable and Culturally Responsive Services and Supports

In accordance with the Governor's Executive Order N-16-22, and consistent with California Five Year Prevention Services State Plan, Sonoma County Family, Youth & Children's Services assures that the implementation of interventions, services and supports should be equitable, culturally responsive and targeted to address disproportionality and disparities experienced by black, indigenous, and people of color, as well as lesbian, gay, bisexual, transgender, and queer children and youth.

Coordination with Local Mental Health

In accordance with section 471(e)(10)(C) of the federal Social Security Act and California WIC Section 16588(f)(3), SONOMA COUNTY FAMILY, YOUTH AND CHILDREN SERVICES assures the agency will establish a joint written protocol, based on the model developed by the CDSS and Department of Health Care Services for use among the child welfare agency, probation department, behavioral health agency, and other appropriate entities to determine which program is responsible for payment, in part or whole, for a prevention service provided on behalf of an eligible child.

Donna Broadbent

Aug 7, 2023
Date

Donna Broadbent, Division Director of Family, Youth and Children Services

Brad Michnevich

Aug 7, 2023
Date

Brad Michnevich, Deputy Chief Probation Officer-Juvenile Division

Conclusion

Sonoma County Family, Youth and Children's Services is proud to partner with our community on this monumental shift in values and practice. We believe that the well-being of families and the well-being of the community are interrelated, and that being responsive to community needs will strengthen families and thereby strengthen the entire community. We believe that all families deserve to live in communities that are safe, healthy, and resilient and within which they are treated with dignity and respect. We are committed to supporting families to access needed resources, supports, and services in order to safely maintain their children in their care.

We recognize and support Tribal sovereignty. We respect, understand, and appreciate the government to government relationships we have with Tribes and recognize those relationships as essential to best supporting and serving our shared citizens. We recognize Tribes as equal partners in this work, and we will continue to strive to listen to, hear and value the unique and expansive knowledge they bring both to the work and to the community at large.

Sonoma County values the work of racial equity, diversity, and inclusion. Our vision is to implement anti-racist techniques uniformly such that BIPOC families have equitable outcomes to their white counterparts. We will strive to cease and amend the many harms done to communities of color by government agencies. We will do this through transparency, partnering, listening to, and acting on concerns raised by these communities. We recognize that this type of reparative work requires consistent efforts, demonstrated over time, when it is easy, and especially when it is hard. We are committed to this work and are prepared to demonstrate that commitment, not simply in words, but also in consistent actions over time.

We value the hard work and loving spirit our employees bring to this work with our community every day. We will strive to ensure that employees have the resources they need to do the best possible work, and that they feel a sense of inclusion, value and shared sense of ownership and purpose in the work they do on behalf of the community.

We recognize that this is a big lift, but we believe Sonoma County is ready to make these changes with an open heart and humble spirit. Together, with our community, we can make this vision a reality.

Appendix

Glossary of Terms

ARPA = American Rescue Plan Act	FY&C = Family, Youth & Children's Services
BIPOC = Black, Indigenous, People of Color	ICPM = Integrated Core Practice Model
BOS = Board of Supervisors	JPD = Juvenile Probation Division
CAP = Child Abuse Prevention	PPLT = Prevention Planning Leadership Team
CPP = Comprehensive Prevention Plan	SCOE = Sonoma County Office of Education
CDSS = California Dept of Social Services	SELPA = Special Education Local Plan Areas
DEI = Diversity, Equity & Inclusion	SUD = Substance Use Disorder
FFPSA = Family First Prevention Services Act	UBI = Universal Basic Income

Prevention Planning Leadership Team Roster

Name	Role/Affiliation	Email
Alison Whitmore	Federated Indians of Graton Rancheria	awhitmore@gratonrancheria.com
Angel Burdick	YEP Youth Ambassador	angelsonomayep@gmail.com
Angie Dillon-Shore	Director, First 5 Sonoma County	adillonshore@first5sonomacounty.org
Anne Barron	Notetaker/Coordinator, CPI	anneb@calparents.org
Brad Michnevich	Probation Deputy Chief	Brad.Michnevich@sonoma-county.org
Briana Downey	Section Manager, FY&C	bdowney@schsc.org
Bridget Beck	Deputy Probation Officer	Bridget.beck@sonoma-county.org
Charity Doronila	Section Manager, FY&C	doronc@schsd.org
Christine Slaymaker	Head Start	cslaymaker@capsonoma.org
Dana Swilley	Sonoma Connect	Dswilley@sonomaconnect.org
Deborah L. Reece	Attorney at Law (DV)	Reece@perrylaw.net
Debra Sanders	Foster Care Liaison, SCOE	dsanders@scoe.org
Delashay Benson	Representative, BLM	carmonabenson@gmail.com
Dominic Uyeda	PPEA, FY&C	duyeda@schsd.org
Donna Broadbent	Director, FY&C	dbroadbent@schsd.org
Hailey Ferroni	Indian Child & Family Preservation Program	hailey@icfpp.net
Heloisa Heinen	CASA of Sonoma, Exec Director	heloisaheinen@sonomacasa.org
Jan Cobaleda-Kegler	Director Behavioral Health	Jan.cobaleda-kegler@sonoma-county.org
Jo McKay	Section Manager, FY&C	mckayj@schsd.org

Strengthening Sonoma's Families - Sonoma County's Prevention Plan

Attachment A - Page 108

Name	Role/Affiliation	Email
Joanne Willis Newton	Attorney / Tribal Law Expert for Indian Child & Family Preservation Program	jwn@willisnewtonlaw.com
Jody Rodgers	Parent Mentor, CPI	jodyr@calparents.org
Joni Thacher	Program Planning Evaluation Analyst, UpStream Investments	jthacher@schsd.org
Justine Arenander	Program Planning Evaluation Analyst, FY&C	jarenander@schsd.org
Karin Sellite	Section Manager, Sonoma County Behavior Health	Karin.Sellite@sonoma-county.org
Kelvina Landriani	ICWA Representative, Federated Indians of Graton Rancheria	klandriani@gratonrancheria.com
Kris Hoyer	Director, Juvenile Probation	kris.hoyer@sonoma-county.org
Lara Walker Sproul	ICWA Representative, Federated Indians of Graton Rancheria	lwalker@gratonrancheria.com
Leslie Ann Hay	Facilitator, Hay Consulting	leslieann@hayconsulting.org
Lizbeth Perez	Community Development Specialist	lperez@lafamiliasana.org
Liz Elgin DeRouen	Executive Director, Indian Child & Family Preservation Program and representative for the following Tribes: <ul style="list-style-type: none"> Kashia Band of Pomo Indians of Stewart Point Rancheria Lytton Rancheria Dry Creek Rancheria Band of Pomo Indians Cloverdale Rancheria of Pomo Indians 	liz@icfpp.net
Maureen Geary	Attorney (Maier Pfeffer Kim Geary & Cohen LLP) / Tribal law expert for Federated Indians of Graton Rancheria	mgeary@jmandmplaw.com
Matt Defer	Attorney, Dependency Legal Services	deferm@dependencyls.com
Melissa Struzzo	Section Manager, SUD Treatment	Melissa.struzzo@sonoma-county.org
Rachelle Lynch	Social Work Supervisor, FY&C	rlynch@schsd.org
Regina de Melo	Program Development Mgr, FY&C	rdemelo@schsd.org
Robin Bowen	Executive Director, CPI	robinb@calparents.org
Robyn Robbins	Advocate, Former Foster Parent, Mentor	robynrobbins@hotmail.com
Sabrina Johnson	Prevention Manager, FY&C	scoglejohnson@schsd.org
Saskia Garcia	Sonoma Connect	sgarcia@sonomaconnect.org

Name	Role/Affiliation	Email
Save Gasaiwai	Sonoma County Human Services Program Planning Evaluation Analyst, PREE	sgasaiwai@schsd.org
Segretta Woodard	Representative, NAACP	segrettaw@gmail.com
Shadee Laines	Sonoma Co. Indian Health Project	Shadee.laines@scihp.org
Shannon Cavanaugh	Parent Mentor, CPI	shannonc@calparents.org
Toni Abraham	Catholic Charities of Santa Rosa	tlabraham@srcharities.org

Infographic

Needs Assessment Report by Indigo Team

Assets by Protective Factors

Assets by Social Determinants of Health



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Council on Aging funding request for position of the Elder Advocate & Elder Legal Services

What will the funds be used for and why it is needed?

- **Elder Advocate:** Council on Aging's Elder Advocate plays a pivotal role in providing advocacy and case management services to between 400-500 senior clients annually who have been victims of various forms of abuse. These services encompass crisis intervention, safety planning, assistance with legal processes, accessing support networks, and facilitating other necessary services.
- **Elder Legal Services:** Provides legal assistance in obtaining restraining orders, handling housing-related legal matters, collaborating with the Elder Advocate from Council on Aging, and offering ongoing case consultation with Adult Protective Services for the Home Safe program.

What Strategic Plan does this request directly support?

Housing and Equity

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

TBD

Does this funding request leverage additional funding?

TBD

Requestor Contact Information:

Marrienne McBride

COA President & CEO

mmcbride@councilonaging.com

707-525-0143 x111

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-11

Description of Request:

Council on Aging request to fund an elder advocate position and additional elder legal services through Legal Aid.

Staff Response:

- The VOCA funding previously used to pay for the legal advocate position through Council on Aging came to an end, as did the funding from APS Home Safe that paid for Legal Aid services. HSD did extend one-time funding to Legal Aid in the amount of \$63,000 for additional legal services for older adults.
- Because the previous funding streams that supported these services have been discontinued, there is no ongoing revenue in HSD to sustain a legal advocate position or the additional legal services.
- The services provided by both organizations were helpful: the elder advocate provided resource connection for victims of abuse beyond what HSD can do, and the legal services helped keep people from losing their housing.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.



Sean -
Let's move the request forward.
Keep an ear out for second
sponsor
CC

April 2024

Dear Honorable Members of the Board of Supervisors,

We are writing to bring to your attention a critical initiative aimed at providing support and protection to our vulnerable elder population facing abuse and the threat of homelessness in Sonoma County. For over fourteen years, Council on Aging and Legal Aid have collaborated tirelessly to offer essential services to safeguard older adults from abuse, neglect, and housing insecurity. To date, the direct services provided by Council on Aging and Legal Aid have been funded by Department of Justice and VOCA (Victims of Crime Act) grants. Unfortunately, these grants are now coming to an end, presenting a significant challenge that threatens to undermine the continuity of these vital services for 28% of the population. As searches for potential replacement funding have proved unsuccessful, we believe the Board of Supervisors will agree these are critical services for Sonoma County.

We respectfully urge the Board of Supervisors to consider an annual funding allocation of \$300,000 to ensure the uninterrupted provision of services by the Council on Aging and Legal Aid. This funding will not only sustain our organizations but also bolster the critical support systems relied upon by Adult Protective Services, the District Attorney's office, and law enforcement agencies.

Council on Aging's Role (\$100,000 annually): Council on Aging's Elder Advocate plays a pivotal role in providing advocacy and case management services to between 400-500 senior clients annually who have been victims of various forms of abuse. These services encompass crisis intervention, safety planning, assistance with legal processes, accessing support networks, and facilitating necessary services to stabilize seniors' lives. Much of the success of the Elder Advocate role is due to the close relationship she has with APS, law enforcement and the District Attorney's office, strategizing the best way to move forward while working directly with the victim, assisting with crisis and/or family intervention and coordinating communications with law enforcement and the judicial system.

With the discontinuation of funding, Senior Advocacy also lost the Coordinator position for the Elder Justice Coalition. Although they will not be rehiring that position, to fill the void and ensure continuation of the inclusive service, Council on Aging will conduct annual Elder Abuse Awareness training for law enforcement personnel and are willing to host the monthly Multi-Disciplinary Team meetings led by Adult Protective Services.

Legal Aid's Role (\$200,000 annually): Legal Aid provides crucial legal support to elder abuse victims and seniors at risk of homelessness, handling a myriad of housing and legal issues. This includes providing legal assistance in obtaining restraining orders, handling housing-related legal matters, collaborating with the Elder Advocate from Council on Aging, and offering ongoing case consultation with Adult Protective Services for the Home Safe program.

Legal Aid provides two Elder Law Attorneys to support both victims of elder abuse and seniors at risk of homelessness. In the last year Legal Aid helped 91 seniors with eviction prevention and homeless prevention services (66 housing cases) and helped 173 seniors with safety related legal issues, including elder abuse protective orders. In home services and county-wide outreach efforts ensured that over 200 seniors who might not be able to come to the Santa Rosa office still received the help they needed (52 cases in Petaluma, 58 in Rohnert Park, 57 in Sonoma, 43 in Sebastopol).

For the Home Safe program run by Adult Protective Services, the Legal Aid Elder Law Attorney receives referrals from APS and provides legal support services to elder and dependent adults who are homeless or at risk of homelessness. They provide legal assistance and advocacy to clients regarding all matters related to housing stabilization including evictions defense, Section 8 matters, mobile home park issues, and habitability concerns regarding client's residence. Additionally, Legal Aid provides other legal advice and/or counsel in such areas as elder abuse, public benefits assistance, or debtor/ creditor assistance when these issues may affect the client's housing stability. Lastly Legal Aid provides on-going case consultation with the APS Home Safe social worker, social work assistant, supervisor, and/or program manager.

Stories of individuals who have benefited from our joint services underscore the profound impact of our work and emphasize the imperative need for continued support. Without sustainable funding, there will be a significant void in the provision of essential services to our elderly population, leaving them exposed to abuse, neglect, and homelessness.

In conclusion, we implore the Board of Supervisors to recognize the urgency of this funding request and act decisively to ensure the well-being and safety of our older adults. Your investment in this initiative will not only preserve dignity and security for our seniors but also uphold the values of compassion and justice that define our community.

Thank you for your consideration of this vital matter. We remain at your disposal to provide any further information or address any questions you may have.

Marrianne McBride
President and CEO
Council on Aging Services for Seniors

Ronit Rubinoff
Executive Director
Legal Aid of Sonoma County



Client Stories

Client is a 65 year old woman who at the time of initial contact with the Elder Advocate lived with her daughter and son-in-law. Client and daughter, who is the abuser, worked at the same care home where daughter was also client's supervisor. Multiple assaults in the home were unprovoked with the final assault involving the daughter hitting the client in the back of the head with a full wine bottle. Client sustained head, neck and shoulder injuries including a concussion.

Client was not willing to complete a police report or seek medical care due to her living arrangements and work being dependent on daughter. Client fled the home she shared with her daughter/abuser seeking services at the Family Justice Center where she was referred to the Elder Advocate. At that point the client was homeless and the victim of a crime making her eligible for the services of the District Attorney's Homeless Outreach Team, located at the FJC. Through H.O.T. she received multiple nights in a motel, gift cards for food, gas and clothing as the Elder Advocate worked with her for new housing and employment options along with safety planning.

The Elder Advocate encouraged client to seek medical attention due to the severity of the assault which resulted in the concussion being diagnosed. The next step was to assist client in finding housing options and referral to other county non-profit housing agencies to stabilize the client's living situation away from the abuser although the work environment remained stressful as daughter/abuser retaliated against the client at work. The Elder Advocate was then able to support and assist client in seeking new employment which included referral to training programs in nursing assistant or home health aide through which the client would be able to find new work and when the training program was completed have certification in either area.

Client is a 69 year old woman living with her 43 year old dependent adult son, for whom she is the primary care provider. Both the client and her son had been victims of abuse and were eligible for the services provided by the Elder Advocate. Both client and her son Native American. Client's family are tribal elders who continued to threaten her and her son's safety. Client fled Lake County where she was the victim of physical assault by her employer and raped by her cousin. The client and son accessed the Family Justice Center where they were referred to the Elder Advocate. Client was seeking safety, stability and housing to support both she and her son going forward. Since the client and her son were homeless and victims of a crime the Elder Advocate was able to provide additional assistance through the District Attorney's Homeless Outreach Team.

The Elder Advocate was able to assist them in finding stable housing, gift cards for food, some furnishings for their new housing, enrollment in the Safe at Home program through the State of California, which kept their address confidential, veterinary services for their emotional support animal and referral to other Family Justice Center partners for additional supportive services.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor James Gore

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Community Emergency Response Team (CERT): Northern Sonoma County Capacity Building

What will the funds be used for and why it is needed?

Northern Sonoma County capacity building, response resiliency, Equipment/Supplies, and expanded CERT bilingual trainings. During a disaster, and specifically during long-term disasters such as earthquakes, mass casualty events, fires, floods, and heat waves, there are not enough first responders to help everyone at once.

CERT fills the gaps so first responders can focus on mitigating lifesaving emergencies. **More capacity for "Advanced CERT trainings" results in expanded deployment capacity for volunteers trained in:** Incident Command Structure, CPR/AED, Evacuation Traffic Control, Emergency Shelter set-up and Mgmt, Emergency Radio Communications and Bilingual Communications, and Advanced First Aid and Life Support. CERT volunteers work under the ICS direction of First Responders.

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Healthy and Safe Communities, Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$302,973

What department will be responsible for implementing this item?

Department of Emergency Management

Does this funding request leverage additional funding?

Yes. CERT has leveraged more than \$7.6 million in resilience and vegetation management grants to date.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-12

Description of Request:

This request is to support the current capabilities of the [Northern Sonoma County CERT](#) (NSCoCERT) Program and to expand upon capabilities for the program for the northern county and as needed through mutual aid in other areas of the county. The NSCoCERT is a certified FEMA Citizen Corps Program with agency sponsorship by the Cloverdale Fire Protection District and Northern Sonoma County Fire District, a joint powers authority (JPA) and maintains administrative management.

The requested funding will support NSCoCERT's efforts to expand CERT courses with a third-party contractor, replace NSCoCERT assets, and build additional CERT medical capabilities in North County. Additionally, it will add administrative, legal support and additional liability insurance outside of the sponsoring fire protection district.

Staff Response

Currently there are two CERT programs in unincorporated Sonoma County. Sonoma County Department of Emergency Management (DEM) was awarded a Community Development Block Grant (CDBG) following the 2017 Sonoma County Complex Fires. The mission of the of the CDBG grant is to create and develop a countywide CERT program. The \$500,000 grant also includes the development of the required training from the Federal Emergency Management Agency (FEMA). Training includes Incident Command System, Light Search and Rescue, Light Fire Suppression, Basic First Aid/medical operations, team organization/operations, and disaster psychology. Additionally, the grant will support the needed training equipment to be conducted in English and Spanish courses across the county.

Northern Sonoma County CERT (NSCoCERT) is a separate program sponsored and operated within the Cloverdale Fire Protection District and Northern Sonoma County Fire Protection District, and has opted not to participate in the Countywide program at the request of the NSCoCERT program manager. This request would fund equipment and staffing to enhance the NSCoCERT and would not impact the program in the remainder of the County.

Should the Board opt to fund this request, DEM would work with the Cloverdale Fire Protection District and Northern Sonoma County Fire District as agency sponsors along with Northern Sonoma County CERT on the feasibility and implementation plan through a MOU.

Additional References:

DEM program change requests for Board consideration include: \$192,120 ongoing for Community Preparedness; \$447,000 ongoing to finance needed Hazard Mitigation Plan updates and organize area wide recovery efforts; \$204,300 for Grants coordination and tracking for awards that benefit the Operational Area participants; and \$50,000 ongoing for advertising and outreach to execute annual community evacuation exercises.

On 2/27/24 the Board authorize the Director of Emergency Management to execute Professional Services Agreements with three (3) providers for as-needed emergency management assistance and training services, each Agreement being for a three (3) year term, with the option to extend for up to two (2) additional one (1) year periods.

On 4/30/24 the Board approved a \$25,000 General Fund Contingencies sponsorship towards the Northern Sonoma County CERT for the annual Wildfire & Earthquake Safety Expo held on May 19, 2024, at the Cloverdale Citrus Fairgrounds.

CERT Budget for 2024-25				
Qty.	Item	Explanation	One time Amount	Amount per year
1	Replace dead lead-acid batteries in donated Incident Solar Trailer with Lithium-ion batteries	Dept of Public Infrastructure has the trailer but needs funding to replace batteries	\$72,000	
1	First Aid and Medical Examination Shed installed with water and electric	To be located at Citrus Fairgrounds Emergency Shelter - Exam equipment and supplies already donated	\$24,000	
1	Lease of F350 (or equivalent) Truck used for towing heavy trailers and to transport CERT equipment and supplies to incidents	One larger solar trailer cannot be towed by usual pickups, CERT has 5 trailers and lots of equipment to transport to an incident and one loaned truck	\$4,450	\$26,700
1	Standby batteries, charging units, battery testers and battery storage for radios and other electronics	Batteries for Radios, Manikins, WX alert Devices		\$250
100	Fingerprinting & Background Checks	To ensure volunteers can enter restricted areas for damage assessments and search & rescue		\$8,900
1	Accounting & Legal costs	\$1000 per month		\$12,000
1	Insurance - Liability, D&O and Volunteer Liability, Vehicle	300 volunteers - 1 year		\$5,800
1	Simulaids Trama Moulage Kit	For Disaster Simulations		\$940
4	Licensing & Upkeep of Trailers	Routine servicing, repairs, tires, lubrication of donated emergency trailers		\$1,400
4	Subcontract with Nuestro Comunidad for HS CERT and adult Instructors in addition to our volunteers	1 instructor for @ 2 High Schools (Cloverdale & Windsor) teaching 30 seniors and 1 bi-lingual instructor teaching 6 adult classes per year		\$37,200
1	Part time Administrator/Coordinator	20 hrs./wk for 52 weeks/yr. @\$50/hr.		\$52,000
1	Paper, toner, office supplies for training materials, announcements, signage	\$200 per month		\$2,400
6	Trainer recertifications	Red Cross AED/CPR; Advanced First Aid		\$534
1	1 yr subscription to OneCallNow	Alerting system to notify CERTs of activation		\$1,599
100	CERT Backpacks and Contents	CERT Backpacks and Contents for HS students & residents who cannot afford to pay for them; others pay \$78		\$7,800
1	Annual Fire & Earthquake Safety Expo	Support for public Outreach for Annual Fire & Earthquake Safety Expo		\$45,000
			\$100,450	\$202,523
		Total for 2024-25		\$302,973

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Existing Regional Parks Revitalization and Deferred Maintenance (One Time Request)

What will the funds be used for and why it is needed?

Currently Sonoma County Regional Parks includes 59 parks and beaches from Petaluma to Gualala and Sonoma to Bodega Bay. Many offer wild landscapes and miles of trails. Others feature sports fields, playgrounds, and campgrounds. Regional Parks also manages the county's largest ocean marina and largest extracurricular environmental education center. While funding for new projects and builds is comparatively more frequently available, funding for much needed upgrades to existing and aging infrastructure is increasingly more difficult to secure. Numerous parks across Sonoma County need updated playgrounds, sports facilities, signage and other long-overdue maintenance. These investments in revitalizing existing parks will provide vibrant hubs that cater to the diverse needs of the community, making improvements that ensure everyone, regardless of age or ability, can enjoy the beauty of nature nearby in their own neighborhood.

General Fund funding is an appropriate funding source for this need as Regional Parks has facilities in need of major maintenance and revitalization in all five Districts. Examples include the Ragle Ranch Soccer Fields (D5), Schopflin Fields Pedestrian and Bike Path (D4), Joe Rodota fencing and shoulder work (D3), Helen Putnam Bike Path (D2), and Spring Lake Bike Path (D1).

What Strategic Plan does this request directly support?

This request directly supports the Resilient Infrastructure Pillar of the Strategic Plan which states, "Our aging infrastructure requires rehabilitation, replacement, and ongoing investments to enhance services to the community."

What is the amount of the one-time funding request?

\$1.5 million

What department will be responsible for implementing this item?

Sonoma County Regional Parks would be the appropriate department for implementation.

Does this funding request leverage additional funding?

This funding request leverages the ongoing budget of Sonoma County Regional Parks and will provide a one time inflow of funding to mitigate long term deficits in maintenance and repair.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-13**Description of Request:**

\$1.5M in funding for regional parks infrastructure repairs and other projects that improve facilities while reducing ongoing costs to maintain facilities.

Staff Response

The following maintenance projects have been identified as high priority. If funding is approved, the funds would supplement the annual Department budget for major maintenance projects. The supplemental funding would allow the projects listed below to be completed likely in FY 2024-25, with the possible exception of Ragle Ranch Soccer Fields renovations, which may extend into FY 2025-26.

Park	Improvement	Contribution
Shaw Park	Replace picnic tables, new shade structure and playground updates	\$150,000
Spring Lake	Shady Oaks group picnic area retaining wall replacement	\$150,000
Helen Putnam	Bike path pavement slurry seal	\$250,000
Helen Putnam	Maintenance yard roof	\$50,000
Joe Rodota	Fencing and additional boulder installations	\$300,000
Tom Schopflin Fields	Paving for existing gravel parking lot	\$300,000
Ragle Ranch	Soccer field renovations	\$300,000
		\$1,500,000

Several items listed in this request are part of Regional Parks' 5-year capital project plan but are still 1-2 years away from receiving funding and commencing. Each year, the Maintenance Division budgets \$300,000-\$500,000 for maintenance projects. Measure M is the primary funding source for these maintenance and deferred maintenance projects, as well as other significant expenses such as acquisitions, major construction projects and salaries and benefits. The funding requested in this Board Budget Request will expedite the construction, replacement, and repair of the initiatives listed above, ultimately reducing total costs as projected expenses continue to rise due to inflation and ongoing degradation. This year, \$435,000 was allocated for projects not included in this request. Current planned projects include the Arnold Field irrigation system, Helen Putnam carport, Doran entry station, Gualala pipe upgrade, and Stillwater water system, among others.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin and Lynda Hopkins

Date: March 22, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Funding allocation for Regional Sonoma County Services Centers (RSCSC) (ongoing)

What will the funds be used for and why it is needed?

Though the concept of bringing County services to communities far removed from the county seat in Santa Rosa is not a new one, the idea of setting up a Regional Sonoma County Services Center (RSCSC) took shape through the Board discussions around the new County Center building beginning in 2022. Over the past few years, efforts have begun in earnest to set up Regional Services Centers, first in Guerneville, then in Sonoma. The process has been a learning experience, and it is clear that proactive planning for the funding of cross departmental needs would have made the experience smoother. This request asks the County to consider setting aside funding for future unanticipated needs that are not “owned” by a single department, and thus, unbudgeted. Having a dedicated fund for RSCSCs which could supplement departmental investments in these satellite services centers would streamline the establishment of such centers, and allow funding to be available to cover unanticipated, necessary improvements.

Examples of uses for this funding that may come up in the course of setting up an RSCSC are below for illustrative purposes. Though many of these examples come from the direct experience of setting up the East Sonoma County Services Center (ESCSC) and West Sonoma County Services Center (WSCSC), they are applicable to RSCSCs that may be set up in the future, or expansions of existing RSCSC's:

- **Workstation set up:** At the ESCSC and WSCSC, there is a desire to set up hoteling workstations, where employees from other departments could work temporarily, that would be on the County network. As hoteling stations are cross departmental and their use may shift over time, including use by community partners, funding them should not be the responsibility of one department.
- **Furniture and technology for cross departmental/community spaces:** In a multidepartmental RSCSC, participating departments may all want to use one resource, such as meeting/conference rooms and printers. Nonparticipating departments may also want to use these spaces for community outreach planned for the geographic area where the RSCSC is located. Further, there may be a desire for community groups utilize these spaces (with a sponsoring department) if meeting rooms are scarce in the geographic region.
- **Safety assessments and tenant improvements:** Leased or newly purchased buildings may not be up to county standards related to worker safety and comfort. Lighting, drop boxes for forms,

security needs, prox card readers, emergency planning, door buzzers, and adequate employee break spaces are some examples that have come up.

- **Staffing** – cross departmental reception, navigation, and community engagement duties: RSCSCs require front desk support and general navigation for walk-in visitors. This could, at a minimum, look like a **navigator/receptionist** who is able to schedule appointments, maintain a waitlist, respond to telephone calls, and assist walk in clients while district or departmental staff meet with residents. Preferably, this person would be bilingual and would be able to research and respond to verbal inquiries and help solve resident concerns by working with and making referrals to relevant County departments and other entities, as well as referring out to local CBOs as needed. This role could also be expanded to also include community engagement and DEI work, where this person would act as a presence representing the County in the community, schedule and facilitate community meetings held at the satellite office, provide assistance to neighborhood and other interest groups, and keep track of interdepartmental DEI initiatives. This position could be filled by a member of the Board of Supervisors staff, at a Field Representative level, as one option if that works for a specific RSCSC. Each region may have different needs depending on the community and the particularities of the RSCSC building, and it would be critical to consult with participating departments, the District team, and the broader community to determine the best fit for each individual RSCSC.
- **Staffing – building management/office supervisor:** In a multidepartment RSCSC, where departments keep different hours and serve clients differently (appointment only, walk in assistance, drop-in hours, etc.) there is a need for one person who is designated to be the contact person for the building, hold safety plans, master keys, take care of ordering of shared supplies, distribute incoming mail, etc. This could be an Office Support Supervisor, Admin Aide, or other existing job class.
- **Shared and public supply replenishment:** As public buildings, RSCSCs need to be able to replenish restroom and shared breakroom supplies.
- **Building maintenance and upkeep:** The WSCSC building was purchased by the County in 2022; there may be a need to utilize funding to address building maintenance and upkeep costs as they arise. Both the South Sonoma County Services Center (SSCSC) and ESCSC are currently leased buildings.
- Temporary supplementing of departmental investments in staffing as needed for specific direct services that are in high demand (eligibility workers, for example).

Background

Beginning with the South County Regional Services Center, operated by the Human Services Department, the County has embarked on an innovative model of bringing supportive services directly to geographically dispersed populations. This is a positive development, as it creates more equitable opportunity for residents who encounter multiple barriers to traveling into Santa Rosa to access services, such as lack of transportation/poor public transportation, childcare issues, expenses incurred traveling long distances, difficulty with appointment times, etc. These barriers are more often experienced by the residents most in need of services who are likely to be economically disadvantaged—those with language barriers, working multiple jobs, lacking reliable transportation, or with caregiving responsibilities.

In 2022, the Board approved the purchase of the Bank of America building in Guerneville to create the WSCSC, which opened March 2nd, 2024 and is currently utilized by DHS and District 5 staff at least 4 days a week. HSD will be occupying the facility by Fall of 2024. In 2023, the Board approved a lease on the

Lomita Building at 19080 Lomita Ave in the Springs area of Sonoma to create the ESCSC, which is utilized by HSD, DHS, WIC, Child Support, and District 1 staff. The ESCSC is currently operating by appointment or drop-in hours, depending on the department, with staff occupying the building on a rotating basis depending on department and community needs.

WSCSC and ESCSC have some relevant differences, but also many similarities. Both the WSCSC and ESCSC are located in areas where residents without access to a car would need at least an hour and a half via public transit to get to the main County Campus. Both are located in areas where inclement weather or disasters like fires and floods can, and have, cut off access from the County seat, and the services available in Santa Rosa. Both are in areas with high unmet needs, called out specifically in the Portrait of Sonoma, Countywide Assessment of Fair Housing, and other similar documents.

The WSCSC is located in Guerneville, an economically challenged community in an area that is severely rent burdened. According to a 2019 Countywide Assessment of Fair Housing, Guerneville/Rio Nido has a median income that is significantly lower than the rest of Sonoma County (\$52,000/yr vs. \$72,000/yr), and the unemployment rate is two times that of the rest of the county at 7.1% in 2019. Surrounding unincorporated communities, including Jenner and Cazadero where the Human Development Index score decrease was the largest in the County (down 1.24 points) according to the 2022 Portrait of Sonoma, are disconnected from services and supports in Santa Rosa. Service resistant homelessness is a top issue.

The Springs, where the ESCSC is located, is the largest (by population) contiguous 'urban' unincorporated community in the county. By estimates provided by the CAO staff, the Springs (which combines the communities of Agua Caliente, Fethers Hot Springs, Boyes Hot Springs and El Verano) has about 17,000 residents. It is also directly adjacent to the City of Sonoma to the southeast, sharing a long border that is indistinguishable without looking at a map, except by the stark contrast in the quality of the infrastructure between unincorporated and incorporated, and the demographics of the populations living there. Though the First District as a whole is older, wealthier, and has higher educational attainment than other districts, residents of the Springs are more likely to live in poverty, have lower educational attainment, are younger, have larger families, and speak Spanish or indigenous languages. According to the 2019 Assessment of Fair Housing, the Fethers Springs census tract in the heart of the Springs is 69% Latino, with the median income significantly lower than the rest of Sonoma County (\$49,000/yr vs. \$72,000/yr). Residents here are also very likely to encounter the barriers to travel into Santa Rosa discussed previously in this request, and thus struggle to access services for which they are eligible.

Though the South County Regional Services Center is currently operated by two departments (Human Services and Health Services), it is possible this could shift as the RSCSC model continues to prove viable. If a need was identified for additional departments to be present in the community, either through any common spaces for community outreach activities, or actual work/hoteling spaces, this funding could be used for any necessary improvements to the building to allow these uses.

If a RSCSC is eventually set up in far north county (Cloverdale, Geyserville, or Healdsburg), this funding could be used for these types of start up and ongoing costs associated with the future North Sonoma County Services Center (NSCSC).

What Strategic Plan does this request directly support?

Organizational Excellence; Racial Equity and Social Justice; Healthy and Safe Communities

What is the amount of the one-time funding request?

\$700,000, combination of one time and ongoing uses. This budget request is asking the Board to consider setting aside an amount of money on an annual basis to have an established fund for RSCSCs.

The dollar amount can be adjusted upwards or downwards based on Board direction. Some sample costs are laid out below, with notes as to whether they are one time or ongoing. Note these are estimates only, and items that are one time asks could be repeated in a future year at a different RSCSC:

Workstation: \$6k per workstation (one time)

Furniture: \$45k per RSCSC (one time)

Safety: \$10k per prox card reader, \$25k for other safety items (one time)

Tenant/building improvements: \$25-\$150k, depending on needs (one time)

Staffing: \$150k per staff S&B; 2 nondepartmental staff per building is a best practice (navigator/receptionist; office manager) (ongoing)

What department will be responsible for implementing this item?

Sonoma County Public Infrastructure (General Services) would be a natural fit, as would the CAO/COB

Does this funding request leverage additional funding?

Yes: departmental investments in RSCSCs (varied amounts based on departmental presence)

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-14****Description of Request:**

This request is for a mixture of one-time building improvements, startup costs for additional staff, and the addition of four additional permanent staff members at the facilities.

Staff Response

The Board has allocated \$1 million in ongoing funding from County Center Modernization allocation to fund regional service centers in the Sonoma Valley, west county, and north county. A service center already existed in Petaluma (south county) prior to the allocation, and the County Center itself is located in the center of the County. A portion of this funding was utilized to purchase the former Bank of America building in Guerneville and to lease space in the Sonoma Valley for regional service centers. A third regional service center is expected to open in the north county in the future, utilizing the remaining portion of the funding.

The model for the staffing at the existing three sites has been based on utilization of existing departmental staffing and relocating them to the sites. This is in line with the understanding that, rather than creating new services, these centers should be providing a portion of existing services at locations closer to those who receive them. BIR02 in Tab 7 further discusses the current staffing model. Departments have identified the need for reception staff to keep the facilities open as walk-in locations, versus by appointment only.

Staffing the service centers with Board of Supervisors district staffing could be appropriate for reception/navigator services, similar to the navigator-type role District staff play currently. Relocating current district staffing to the regional service centers could meet the reception/navigator need. However, this would constitute a significant change in service delivery for the County, involving the Board staff in direct service delivery.

The Department of Human Services has submitted a Program Change Request (see HSD-PCR-08 in Tab 5) for a staff member to serve as reception and intake at the East Sonoma County Service Center, as well as performing typical departmental work when there is not client activity at the Service Center. This represents an alternate model should the Board choose to provide additional resources for regional service centers and aligns with the way the Petaluma Service Center operates. Should the Board desire to place additional resources in the service centers, it is recommended that they be added as staff in one of the departments staffing the centers, and one of the operating departments be responsible for the overall site/location administration. Similarly, the County has experience managing facilities throughout the County utilizing departmental and Public Infrastructure staff to oversee facilities. Site management thus could also be actualized through departments. Building improvement needs at these sites are handled in coordination with Public Infrastructure, either through use of departmental funding or the Capital Improvement plan, with additional resources requested as needed and prioritized with other needs.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey and Gore Joint Submission

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Sonoma County Library, Roseland Library Construction Funding

What will the funds be used for and why it is needed?

To close the remaining gap in funding for the Roseland Library at the Hern Community Hub. (please see attached documents for further details).

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$1.5-\$2 million (Depending on need at the time of workshops/hearings)

What department will be responsible for implementing this item?

CAO

Does this funding request leverage additional funding?

Yes, from many additional sources (government and private grants)

Requestor Contact:

Ray Holley

Public Information Officer

Communications Manager

[Sonoma County Library](https://www.sonomalibrary.org)

rholley@sonomalibrary.org

Mobile/Text: 707-292-5323

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-15**Description of Request:**

This item requests up to \$2 million in one time funding as a contribution to the Sonoma County Library system toward construction of the Roseland Library.

Staff Response

The Sonoma County Library (Library) is distinct public entity formed from a Joint Powers Agreement between the County and the cities within the county. It is governed by a separate Commission whose members are appointed by the member agencies.

The County currently is facilitating a \$1 million State grant that is passing through to assist the Sonoma County Library on the Roseland Library construction campaign.

The County is also assisting in improvements at the Guerneville Regional Library which include project management as well as a contribution of \$143,314.50 in matching funds toward a \$382,171 State Grant (with the Library providing an additional \$143,314.50 of the match funding).

While the County is providing both material and technical support toward the Guerneville project, the key difference is that that facility is owned by the County, with the Library operating on a zero cost lease.

District specific funds have recently been utilized for capital campaigns to purchase or develop properties, including the Alexander Valley Health Care project and the Graton Community Gathering Space. County discretionary funding has not generally been utilized for these types of projects.

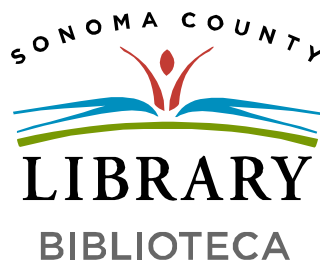
Additional References:

[Measure Y](#). In November 2016, 72 percent of Sonoma County voters approved Measure Y, a one-eighth of a cent sales tax to support the 14-branch Sonoma County Library system.

[Reimagining the Library](#). In 2019, the JPA began strategic planning. The effort was summarized with “Our “Reimagining the Library” process produced data on the needs and aspirations of Sonoma County residents, which will be considered and included in planning and budgeting library resources that address those aspirations and needs. This document is a beginning, not an end. To be successful and promote lasting change, the library must continuously evaluate and update service models, with flexible planning and budgeting that supports innovation while embracing accountability. Success at supporting community aspirations requires sustainable revenue, fiscal responsibility, and an engaged and inspired staff.”

Erika Thibault
Library Director
ethibault@sonomalibrary.org

6135 State Farm Drive
Rohnert Park, CA 94928
(707) 545-0831



Attachment A Page 131
LIBRARY COMMISSION
Deborah Doyle
Chair
David Cahill
Andy Elkind
Fred Engbarth
Eve Goldberg
Thomas Haeuser
Brooke Greene
Vice-Chair
Paul Heavenridge
Sarah Laggos
Barbara Mackenzie
Cyan McMillan

March 27, 2024

A crucial investment in a Roseland Library

Dear Supervisor Coursey and staff:

We write today with an update on the Roseland Regional Library project, and a funding request. With the support of government, foundation, and private grants, we are making great progress on the project, and we are asking for your support to help us close a gap and deliver the newest, finest library in Northern California.

The opportunity

The new Roseland Regional Library will be a model for a flexible, resilient and modern library that will serve Sonoma County for generations. Under an umbrella theme of **Creating Opportunities**, the library will focus on six key areas:

- Welcoming Places for Children and Families
- Collections that Honor Our Diverse Cultures
- Technology that Bridges the Digital Divide
- Partnerships that Open Doors
- Growing Sustainability
- Gathering Places that Bring Us Together

The library will include indoor/outdoor learning and gathering places, dedicated spaces for children, teens, and adults, and plenty of free technology and meeting spaces, which Roseland, Bellevue, and Moorland residents tell us they desperately want and need.

We are reaching out to the County of Sonoma to request a \$2 million allocation that will help us close a funding gap and deliver for Third District residents.

Every investment in Roseland is an investment in the future. A permanent library will be another example of the county's long-term commitment to upstream investments and will be an important step toward providing equity and parity in this vital, growing and extraordinary neighborhood. Whether we are offering economic development support to businesses, supporting early literacy programs, or opening our doors as cooling centers, we will be a hub for community outreach.

Please join us in embracing this community by allocating funds to this worthy project and help us promote greater equity and opportunity.

Best regards,

Erika Thibault, Library Director
Deborah Doyle, Library Commission Chair

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey and Hopkins **Joint Submission**

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Secure Families Collaborative Program Funding

What will the funds be used for and why it is needed?

See Attached (*Secure Families - Sonoma County Proposal*)

What Strategic Plan does this request directly support?

It will continue to provide the critical legal and supportive assistance needed by Sonoma County's immigrant community.

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

CAO

Does this funding request leverage additional funding?

See Attached (*Secure Families - Sonoma County Proposal*)

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-16

Description of Request:

Funding for the Secure Families Collaborative to provide legal assistance and services to the local immigrant community.

Staff Response

The County does not directly focus on or administer any programs or services that provide legal support and defense for undocumented immigrants. Regarding service navigation for immigrants, the County supports Sonoma County immigrants and their families (documented or not) to enroll in programs and benefits they are eligible for. We have Spanish speaking staff to assist the community. There are also multiple community organizations in Sonoma County that provide service navigation to immigrants.

The Secure Families Collaborative has received \$601,000 of funding in the past. On June 16, 2017, the Board authorized 3 years funding from Graton Mitigation Fund in the amount of \$100,000 annually through 19-20 for a total of \$300,000. During the Budget Hearings in FY2020-21 and FY 2022-23, \$100,000 and \$200,000 was allocated General Fund for an additional total of \$300,000. The Board of Supervisors District 5 also provided \$1,000 to Secure Families as part of their Community Grant Allocation in May of 2022.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: James Gore & Lynda Hopkins

Date: 04/04/24

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

NextGen Trades Academy - Housing Hero Youth Builders Project

What will the funds be used for and why it is needed?

The request for funding amounting to \$150,000 aims to ensure equal opportunities for underserved and vulnerable youth by **providing vocational training and aiding in the construction of affordable housing units**. The Housing Hero Youth Builders initiative, operating under the NextGen Trades Academy Training program, addresses the pressing need for affordable housing and career prospects among marginalized communities in Sonoma County, California.

The mission of the The NextGen Trades Academy is a program providing diverse vocational construction training and work/life skills to disadvantaged youth ages 16-24 within Sonoma and Marin counties. Throughout the program, each student explores approximately 14 construction trades such as architecture, plumbing, roofing, electrical, green building, solar technology, as well as life skills such as cover letter writing, resume writing, personal finance, budgeting, and job interview coaching. The program integrates technology, classroom instruction, hands-on experience, construction trade research, and CalOSHA certifications.

Backed by over thirteen local government and nonprofit organizations including Santa Rosa Junior College, Homes 4 the Homeless, North Bay Black Chamber, County of Sonoma Juvenile Probation Department, and Sonoma Clean Power, among others, this collaborative effort ensures fair access to education, training, and the construction of five affordable homes for families in need, strategically distributed across each county district.

Going beyond mere vocational training and employment opportunities, our project introduces an innovative housing model known as Vessel, aligning with county initiatives to promote green building standards, diversify housing options, and generate employment. Each Vessel home is meticulously crafted with energy-efficient materials, engineered for durability, and HUD-

approved as either single-family dwellings or Accessory Dwelling Units (ADUs), offering a cost-effective alternative to traditional housing. As of March 2024, the median home sold price in Sonoma County stands at \$802,511, according to Redfin and Rocket Homes, whereas the cost for our Vessel homes ranges between \$80,000 - \$120,000.

Given the escalating demand for affordable housing and employment opportunities, this initial grant will significantly contribute to promoting racial equity and social justice. Historically, homeownership rates within the BIPOC community have lagged behind those of other racial groups. This program is envisioned as a long-term solution to address challenges related to affordability, high median home prices, soaring rental market costs, the aftermath of natural disasters, and the prevailing affordable housing crisis, thereby bridging gaps and uplifting communities across Sonoma County for generations to come.

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

GOAL 4 - Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 2 - Collaborate with members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

GOAL 4 - Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 3 - Begin implementing strategies for regular community engagement to guide racial equity efforts.

Healthy and Safe Communities

GOAL 2 - Establish equitable and data-driven distribution of services.

Objective 3 - Identify and eliminate data gaps for underrepresented groups, and collaborate with the community to implement measures to mitigate the negative impacts caused by the lack of access to services by racial and ethnic groups that are disproportionately under-served by 2026.

GOAL 3 - In collaboration with cities, increase affordable housing development near public transportation and easy access to services.

Objective 2 - Identify and leverage grant funding sources for permanent supportive and affordable housing development.

What is the amount of the one-time funding request?

\$150,000

What department will be responsible for implementing this item? The tenants of the program have NEXTGen Academy students building affordable housing, therefore, the CDC or Human Services in connection with Joblink would be the recommended departments for implementing this item.

Does this funding request leverage additional funding?

There is additional funding secured for this project including: Sonoma Clean Power, Probation Department of Sonoma County, Wells Fargo Foundation, ARS Roofing and Gutters.

Additional funding requests are pending from CA Appropriations Grant, CA Clean Energy Access and LB Research Foundation.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-17

Description of Request:

\$150,000 for the Housing Hero Youth Builders Initiative, operating under the NextGen Trades Academy Training program, to provide vocational training and aid in the construction of affordable housing units.

Staff Response:

- This project is somewhat duplicative of services provided by other organizations. For example, the CTE Foundation has a trades program for in-school youth that adheres to NexGen principles.
- HSD just completed an RFP for youth employment services. The scope of service in our RFP was more broad than what is proposed here, but would have been the opportunity to apply for funds for this project.
- In order for HSD to administer a contract for these services, funds would need to be dedicated for additional HSD staff time to support the contract.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.

Existing Similar Efforts:

[\\$1.2 million ARPA Award to SRJC for their Workforce Pipeline Project](#). This is a wraparound job training support and job placement in construction industries for communities disproportionately impacted by the pandemic through the SRJC Workforce Pipeline Project.

[Northbay Builders Exchange Construction Corps program](#). The Corps meets Saturdays from 8 AM to 4 PM in April and May. The Corps finishes with a two-week paid internship for 18-year-old students, or a two-week boot camp for 17-year-old students in June. Students who successfully complete Boot Camp will earn a \$750 trade scholarship working on a real construction project. Every year, nearly all Corps members who want to work in construction are offered a job at the graduation ceremony and interview event on the last day of Boot Camp.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Building Capacity for Emergency Response and Engagement with Underserved Communities **(one time)**

What will the funds be used for and why it is needed?

Requests 1 of 2.

Sonoma County Community Organizations Active in Disaster (**COAD**) is the connective tissue between community organizations and Sonoma County's emergency response system. \$230,000 in one-time funds would enable COAD to continue its role in building capacity and coordination among community organizations for disaster preparedness and response.

COAD was formed after the 2017 and 2019 fires in response to the clear need for a [unified collaborative](#) to confront the very real and ongoing threats of wildfire and other natural disasters in Sonoma County. Today, COAD's membership has grown to 75 organizations from across the County and maintains strong partnerships with local government agencies. COAD members organizations are trusted providers of year-round services and programming and have experience supporting community members through disasters with bilingual, culturally sensitive information, resources, and services.

COAD's unique strength is its connection to community groups and promotoras networks that are deeply embedded with community members most vulnerable to the impacts of disasters and other climate emergencies.

Over the past five years, the COAD has consistently supported the County in incrementally improving services, leading to a more equitable and accessible system of care for disaster survivors. COAD deploys a team to the Emergency Operations Center and organizes nonprofit staffing and resource distribution at Local Assistance and Recovery Support centers, most recently during the 2023 winter storms. COAD also mobilized community organizations and promotoras to disseminate safety messaging and address community needs during smaller-scale incidents and climate emergencies including extreme cold events, air quality events, heat waves, and localized flooding incidents in 2023 and winter 2024.

COAD was instrumental in the Department of Emergency Management's and the Office of Equity's development of the Universal Disaster Intake Process that will ensure a smooth and timely transition from response to recovery services.

The Board of Supervisors recently approved contracting with COAD to administer Disaster Emergency Financial Assistance, following the successful piloting of the Recovery Support Centers.

Right now, COAD's funding outlook is tenuous, risking the loss of connections and institutional knowledge that has developed over the last couple of years.

The growing number and scale of disasters globally has undermined organizations' ability to sustain funding for disaster cycle activities in between disasters. Sonoma County organizations with dedicated disaster and community resilience funding are rare. COAD enables local community organizations and promotoras networks to sustain capacity and momentum for disaster activities with limited resources, better preparing these organizations to mobilize and bring in outside funding resources for disaster response to Sonoma County in times of disaster.

\$230,000 in one-time funds to provide operational support for Sonoma County COAD:

- **\$160,000 staffing**
- **\$18,000 operations (rent, utilities, tech, supplies, mileage, training)**
- **\$34,000 admin (fiscal sponsor)**
- **\$18,000 for interpretation/translation services**

Requests 2 of 2.

We are also requesting \$300,000 in one-time funds to support Community Health Workers/ Promotores de Salud (CHW/Ps)'s complementary community engagement work that will allow Promotores to expand their reach and allow them to be effective community advocates and liaisons during times of emergency.

The goal is to increase the resiliency of historically underserved communities by increasing connectedness to community resources and by reducing health disparities to protect the most vulnerable individuals in the community from COVID-19, flu, RSV, and other communicable diseases.

Community Health Workers/ Promotores de Salud (CHW/Ps) are trusted messengers who live, work, and play in the communities they serve, and they will provide culturally relevant and linguistically appropriate vaccine-related outreach, education, messaging, and linkage to resources to our most vulnerable and impacted communities across the 5 regions of our county. Outreach will include canvassing in front of markets and churches, providing workshops in libraries and schools, tabling at health fairs and parks, and going door-to-door at apartment and housing sites – effectively meeting residents where they are at. This grassroots and boots-on-the-ground approach prevents equity gaps in

the dissemination of critical information and is a critical strategy to reduce social, economic, health, and other disparities.

During the COVID-19 pandemic, funds became available to support critical community outreach to our most vulnerable populations. COVID emergency funding has largely ended, yet our historically marginalized community members are still disproportionately impacted by health disparities and other inequities. Messaging regarding the importance of vaccinations has also declined, yet we still see our BIPOC, Latine, and low-income populations with low vaccination rates and high infection rates.

[The Center for Well-Being](#) will be the lead agency that is applying for funds on behalf of the Community Health Workers/ Promotores de Salud (CHW/Ps). The Center for Well-Being's mission is to improve the health and well-being of our community through evidence-based health practices and innovative programs that advance health equity for all, and their vision is to achieve improved community health through inclusive and just policies, programs, and services. For 30 years, the Center has conducted culturally responsive and linguistically appropriate public awareness and community outreach campaigns to reach our most vulnerable populations via trusted messengers. Their campaigns have included emergency preparedness education in response to Sonoma County floods and wildfires and vaccine hesitancy outreach, among other initiatives. During the pandemic, they participated in a regional cross-county outreach campaign to reach communities disproportionately impacted by COVID-19. The Center for Well-Being engaged residents in conversations to address vaccine hesitancy, provided education and resources for effective mitigation strategies, and linked individuals and families to testing and vaccination sites. NCCWB reached over 30,000 individuals over the course of 2 years; collectively their coordinated efforts reached over 100,000 vulnerable Sonoma County residents.

\$300,000 in funding would enable the following:

Funding Item	Amount	Description
CHW/P Training	\$20,000	Train up to 35 community-based Promotoras de Salud/ CHWs in a healing-informed, strength-based, resilient, and equitable approach to vaccine outreach, education, resource connection.
CHW/P Regional Leads	\$25,000	5 CHW/P Regional Leads will be engaged and compensated to oversee outreach across Sonoma County's 5 regions: North, South, East, West, and Central County at \$5,000 each.
CHW/P Outreach Specialists	\$25,000	10 CHW/P Outreach Specialists will be engaged and compensated to conduct outreach campaigns at \$25/per hour.
CHW/P Outreach Volunteers	\$10,000	20 CHW/P Outreach Volunteers will be engaged and compensated to conduct outreach campaigns at \$500 total.

CHW Support and Communications Personnel	\$40,000	Community Health Workers and support staff who will: (1) oversee program deliverables & reporting, (2) design, develop, and distribute outreach and education materials, and (3) provide direct support to CHW leads, outreach specialists, and volunteers.
Outreach and Educational Materials & Supplies	\$30,000	Multilingual Educational Materials to support outreach campaign – costs include translation, design, printing, and distribution.
Incentives and Other Supplies	\$24,000	Supplies include technology & communication (phones, computers, internet), safety and sanitation supplies (PPE, sanitation and cleaning), and support for individuals facing food/home/money insecurity.
Supplies for Vaccine Costs	\$100,000	Costs <u>may include</u> purchase of vaccines, vaccine administrative costs, and mobile vaccination clinics in underserved areas
10% Indirect Costs	\$26,000	
TOTAL	\$300,000	Vaccine Outreach Campaign Funding Request

Anticipated Project Outcomes:

- Increased knowledge and awareness of COVID-19, flu, RSV, and other communicable diseases for vulnerable and underserved BIPOC and Latinx communities across Sonoma County.
- Increased readiness and consent to receive vaccinations and increased access to vaccines.
- Increased linkage to critical resources for vulnerable community members before and during times of crisis.
- A healthy recovery from the stress, trauma, and impact of persistent and ongoing health disparities for our most vulnerable and underserved communities.
- Increased resilience and connectedness in hard-to-reach communities.
- Capacity to expand the reach of emergency organizations during a disaster or health crisis.

What Strategic Plan does this request directly support?

Healthy and Safe Communities, Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$530,000 total request. We are requesting \$230,000 in one time funding for COAD and \$300,000 in one time funding for the Center for Well-Being/Community Health Workers/ Promotores de Salud (CHW/Ps).

What department will be responsible for implementing this item?

Sonoma County Department of Emergency Management would be responsible for directing funds to COAD, and the Department of Health would be a natural fit for the Center for Well-Being funds.

Does this funding request leverage additional funding?

COAD has been effective in raising funding from foundations, organizations, and individual donors to support our preparedness programming and recovery efforts. Much of this funding is passed through as direct assistance to community members and to community organizations and Promotoras as stipends and as reimbursement for their response activities. As recently as the 2023 winter storms, COAD raised \$200,000 for Long Term Recovery Assistance to assist storm-affected community members.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-18**Description of Request:**

For request 1 the one-time funding would assist COAD in the further development of services and programs they provide to the community daily and in times of emergencies and disasters through funding to provide operational support for the Sonoma County COAD. Request 2 is to support Community Health Workers/ Promotores de Salud (CHW/Ps) through the Center for Well-Being on behalf of the CHW/Ps and the COAD to support community targeted-based engagement for community members are still disproportionately impacted by health disparities and other inequities.

Staff Response

The Sonoma County COAD is the county's short/long-term recovery partner in coordinating efforts such as the emergency financial aid (EFA) program, along with disaster intake with the County's Universal Disaster Intake Process (UDIP). Since the 2020 fires, COAD has assisted the County with recovery efforts through its 75 organizations to provide immediate and long-term relief and follow-up recovery services to the community. Currently, the County does not have dedicated staff for recovery efforts to maintain and foster relationships like the COAD. The Department of Emergency Management (DEM) partners with the COAD to foster and bridge this current service.

DEM is developing a Sonoma County Recovery Operations Plan through a Community Development Block Grant (CDBG) to guide the County and the Operational Area through recovery. The plan will have recovery-specific annexes such as taskforces (debris, Haz-Mat, household waste, watershed), local assistance centers (LAC) operations, and short/long-term recovery tasks. The Sonoma County Recovery Operations Plan will be the recovery version of the County/Operational Area Emergency Operations Plan.

In addition, under the CDBG grant, a gap analysis of Sonoma County's disaster recovery capabilities will be conducted. The gap analysis will identify and convene a task force of stakeholders in the Operations Area (Op Area). The gap analysis will review existing emergency operations plans, operating procedures, recovery concept of operations plans, after-action reports, and other pertinent documents from Operations Area Op Area partners. The gap analysis results will allow Sonoma County to improve response, continuity of efforts, and availability of recovery resources as well as draft a Sonoma County Recovery Operations Plan.

COAD is currently a recipient of the DEM/ARPA project funding ([May 2022](#) and [October 2023](#)) as a contractor to work with 75 organizations around community preparedness, recovery, and resilience efforts. Some of the items under request 1 are funded under the DEM/COAD ARPA project.

Should the Board of Supervisors approve funding, the Department of Emergency Management would work with COAD and Community Action Partnership (CAP) Sonoma (fiscal sponsor) to develop a memorandum of understanding (MOU) for the direction of funds to support COAD operational support, with milestones and documentation support during the timespan to support the MOU.

The Department of Health Services (DHS) is not currently organizing vaccine delivery to Federally Qualified Health Centers (FQHCs). DHS could support the acquisition and delivery of vaccines to the FQHCs if the money is allocated directly to another entity. The Board could allocate the funds directly to

the Center for Well-Being. DHS's role would be limited to supporting vaccine acquisition and would not involve DHS Community Health Workers, whose work is patently different than that performed by Promotores and who only work on DHS initiated projects. Alternately, if the Board chose to fund this effort but chose not to fund an entity directly, DHS would need to issue an RFP according to county procurement for any organization in the County to compete to offer vaccine services. In this scenario, DHS's role would include development and management of an RFP process and the resulting contracts.

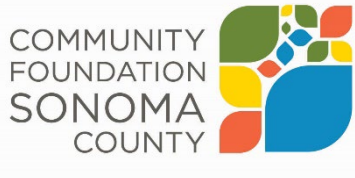
As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board. The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

For the Board's reference, the request does not identify other funding sources sought and/or potentially available to leverage the request from the County for the either of the specified efforts.

Additional References:

On 9/26/23 the Board authorized the Chair to issue a letter of commitment to the California Strategic Growth Council (SGC) for a Community Resilience Centers planning grant application by the Sonoma County Community Organizations Active in Disaster (COAD). The anticipated grant funds the planning, development, new construction, and upgrades of neighborhood-level resilience centers to provide shelter and resources during climate and other emergencies. Staff report remarked that if the grant is awarded a memorandum of understanding (MOU) will be brought to the Board for approval. The MOU is intended to establish a collaborative stakeholder structure, which may include roles, responsibilities, staffing, and budget plans for each entity.

DEM FY 2024-25 program change requests for Board consideration include: \$192,120 ongoing for Community Preparedness; \$453,000 ongoing to finance needed Hazard Mitigation Plan updates and organize area wide recovery efforts; \$204,300 for Grants coordination and tracking for awards that benefit the Operational Area participants; and \$50,000 ongoing for advertising and outreach to execute annual community evacuation exercises.



120 Stony Point Road, Suite 220, Santa Rosa, CA 95401 sonomacf.org

March 25, 2024

Dear Sonoma County Board of Supervisors,

Community Foundation Sonoma County (CFSC) wholeheartedly supports the Sonoma County Community Organizations Active in Disaster (COAD)'s request for operational funding from the County of Sonoma.

The COAD was formed after the 2017 and 2019 fires in response to the clear need for a unified collaborative to confront the very real and ongoing threats of wildfire and other natural disasters in Sonoma County.

Over the past five years, the COAD has consistently supported the County in iteratively improving services, leading to a more equitable and accessible system of care for disaster survivors. The COAD deploys a team to the Emergency Operations Center and organizes nonprofit staffing and resource distribution at Local Assistance and Recovery Support centers. Another recent example of collaboration with the County is that the COAD was instrumental in the Department of Emergency Management's development of the Universal Disaster Intake Process that will ensure a smooth and timely transition from response to recovery services.

The County's partnership with the COAD greatly enhances the ability of both parties to make a meaningful difference in the lives of the people of Sonoma County. This partnership is not to be taken for granted. It is due to this successful collaboration that disaster response teams from across the state and country are looking to Sonoma County to learn about the innovative systems we have created together.

CFSC is proud to partner with the COAD on preparedness, response, recovery, and mitigation activities. Recently, we funded an Emergency Operations Planning Cohort to ensure nonprofit readiness to respond in the event of a disaster. CFSC also consistently funds immediate response activities during both declared and undeclared disasters that impact our most vulnerable community members, most recently in winter 2024. In addition, we are committed to funding long-term recovery case management services through the COAD and its nonprofit members.

CFSC is dedicated to supporting the COAD through the above collaborations and more. However, we are not able to fund the ongoing administration of the COAD.

With more than 80 organizational members, the COAD has built incredible momentum for its work, and this will falter if the collaborative's resources ebb and flow based on an overreliance on one-time disaster-related funding.



120 Stony Point Road, Suite 220, Santa Rosa, CA 95401 sonomacf.org

As another funder of the COAD's hugely impactful work, we commend the County for the impressive partnership it has built with the COAD and look forward to learning about the ways in which the County will support the COAD financially in the years to come.

Thank you for your time and consideration of the COAD's request.

Sincerely,



Amy Holter
Vice President of Community Impact
(707) 303-9621
aholter@sonomacf.org

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Funding allocation for **Russian Riverkeeper watershed cleanup (ongoing)**

What will the funds be used for and why it is needed?

We are requesting ongoing funding in the amount of \$85,000 annually for Russian Riverkeeper's Clean Team program to ensure continuation and expansion of **watershed cleanup related to homeless encampments**. Currently, the Clean Team supports homelessness related cleanup along the lower Laguna and Russian River area from Healdsburg to Guerneville and the Coast. In addition, Clean Team organizes 35-40 community cleanup events and the annual Russian River Watershed Cleanup.

Russian Riverkeeper's preventative programs maintain sanitary conditions along watersheds, preventing pollution to rivers, creeks and watersheds when flooding occurs. It is critical to support the preventative work of Russian Riverkeeper as it fills a gap in service and meets a critical environmental health need that is not regularly met by any other organization within the County. Riverkeeper's cost per pound of trash removed is lower than using county staff and far less than other county contractors at less than \$0.35/pound. Funds will support staffing, mileage, trash disposal costs, performance tracking, and supplies.

Russian Riverkeeper has been working to improve the health of local watersheds since 1993 and has a strong track record of project implementation. The trash removal is beneficial to all county residents who visit the Russian River so they can better enjoy it. The river is the largest source of trash to the Sonoma Coast, so these services also benefit all county residents and visitors who enjoy our coastal beaches. Riverkeeper's work supports the county's compliance with the trash provisions of the Municipal Stormwater Permit. Since 2015, Russian Riverkeeper has removed 2,150,000 lbs of trash and in the last three years averaged 278,641 pounds of trash removed from Sonoma County waterways and roads. Riverkeeper is able to supplement the trash program with an average of \$50,000 in donor funds each year.

Russian Riverkeeper was funded through CDC in FY 20-21 (\$103,391.03 in 20-21) and DHS since that year (\$74,236 in 21-22, and \$74,236 in 22-23). Russian Riverkeeper also received Tourism Impact Funds (TIF) funding from District 4 (\$25K in 20-21, 21-22, 22-23) and District 5 (\$20K in 21-22, \$30K in 22-23, 23-24). The program did not receive funding from DHS or CDC in 23-24.

General Fund funding is an appropriate funding source for this need as Russian Riverkeeper conducts work that extends beyond Districts 4 and 5, with projects extending to the Lower Santa Rosa Creek and Laguna areas in District 3 as well. The \$85,000 in ongoing funds will replace the funding previously received through CDC and DHS that Russian Riverkeeper no longer qualifies for due to shift in priorities and emphasis on housing solutions.

What Strategic Plan does this request directly support?

This request directly supports the Resilient Infrastructure pillar's Objective 1: Develop partnerships with cities, tribal governments, and private organizations regarding flood protection and sustainability to identify gaps and address climate change impacts.

What is the amount of the one-time ~~time~~ going funding request?

\$85,000

What department will be responsible for implementing this item?

Pi would be an appropriate department to contract with Russian Riverkeeper.

Does this funding request leverage additional funding?

Riverkeeper is able to supplement the \$150,00 - 175,000 in annual trash program expenses with an average of \$50,000 in business and individual donations each year. An ongoing General Funds budget allocation would enhance Riverkeeper's ability to seek other funding sources to support the program.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-19**Description of Request:**

Supervisors Hopkins and Gore are requesting Public Infrastructure staff to administer a litter pickup contract with Russian Riverkeeper.

Staff Response

Public Infrastructure has the technical and administrative capability to implement and manage this work.

Historically, the Ending Homelessness Division has administered the contract. There are no appropriations in the FY 2024-25 Budget for this organization. Russian Riverkeepers was not awarded funding from the Sonoma County Homeless Coalition's FY 2024-2025 Local Homelessness Services Notice of Funding Availability (NOFA); which has typically been the source in the past. The reason stated by the Sonoma County Homeless Coalition's Funding & Evaluation Committee is "...due to the model not meeting the definition of Street Outreach, as well as the amount of local funds available, the strategic plan goals, and the amount of funding requested across the NOFA responses."

<https://sonomacounty.ca.gov/funding-and-evaluation-committee-special-meeting-march-7-2024>

Note that the request submitted does not provide a breakdown supporting the \$85,000 annual request, nor explains why how the funding addresses an ongoing need at a static funding level.

It is noted that in the last three years RRK averaged 278,641 pounds of trash removed. At \$0.35/pound, the annual cost of the effort is \$97,500 per year. If an annual \$50,000 is secured from donation, the difference is \$47,500 per year.



A CAPITAL CAMPAIGN FOR THE
CHILDREN'S MUSEUM OF SONOMA COUNTY



The Children's Museum of Sonoma County is a beacon of hope, where imaginations flourish and lasting memories are created. For a decade, the Children's Museum has championed the power of inclusive playful learning experiences that empower young minds and prepare them for the future.

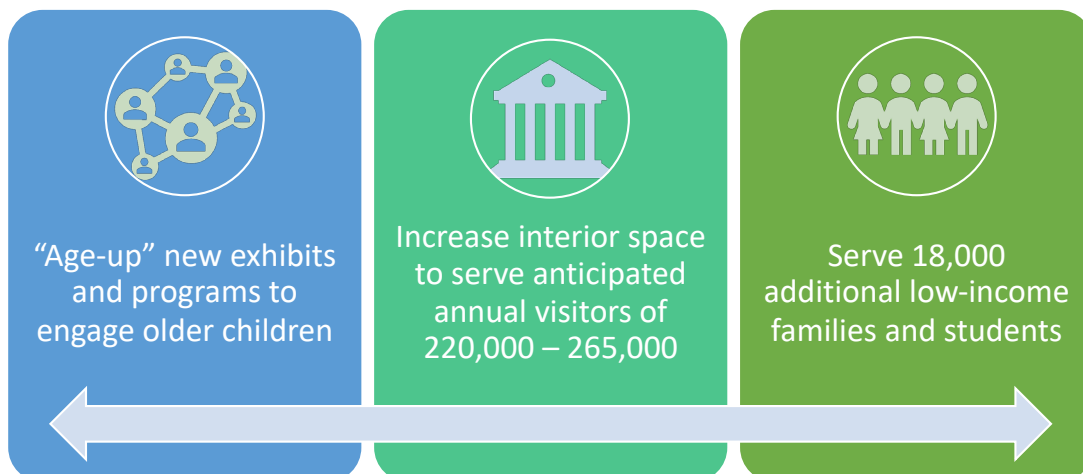
The Need

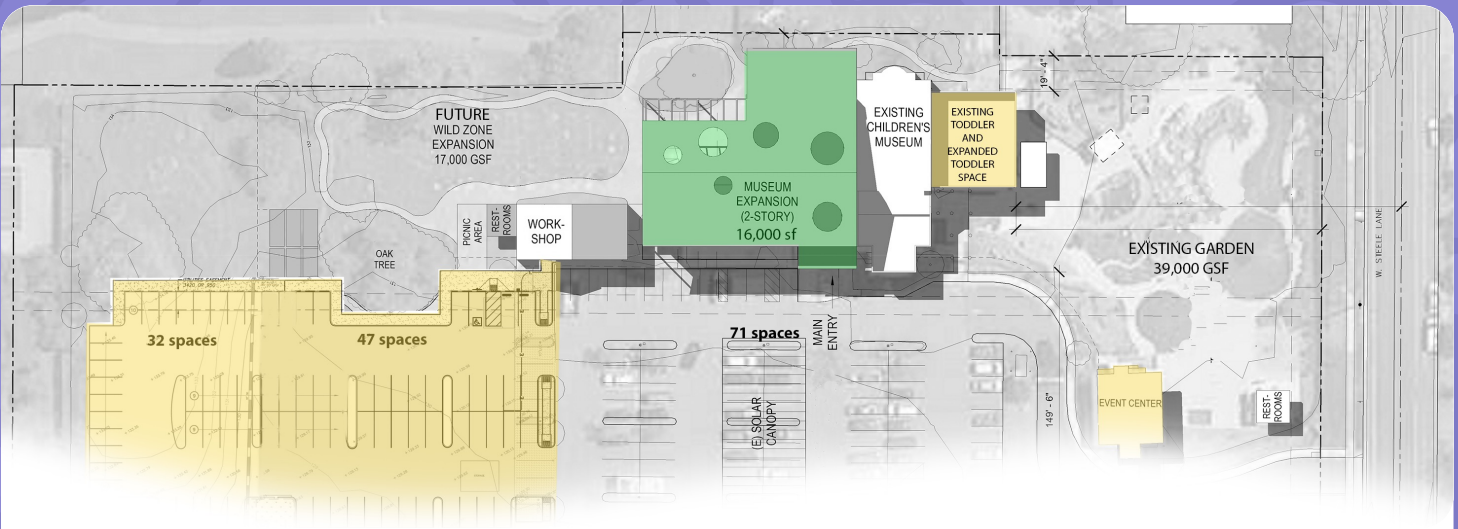
The existing interior space is bursting at the seams and cannot accommodate additional exhibits or indoor space to comfortably engage the growing number of visitors. Investment in the expansion of the Children's Museum fuels the promise of tomorrow, kindling the curiosity and creativity in children that will shape the world.

Current Challenges

- Museum is bursting at the seams welcoming 200,000 annual visitors
- No space for new STEAM exhibits to engage children ages 8 – 12
- No multi-purpose space for programs and additional school group visits
- Insufficient parking for current or projected increase in visitors

Objectives

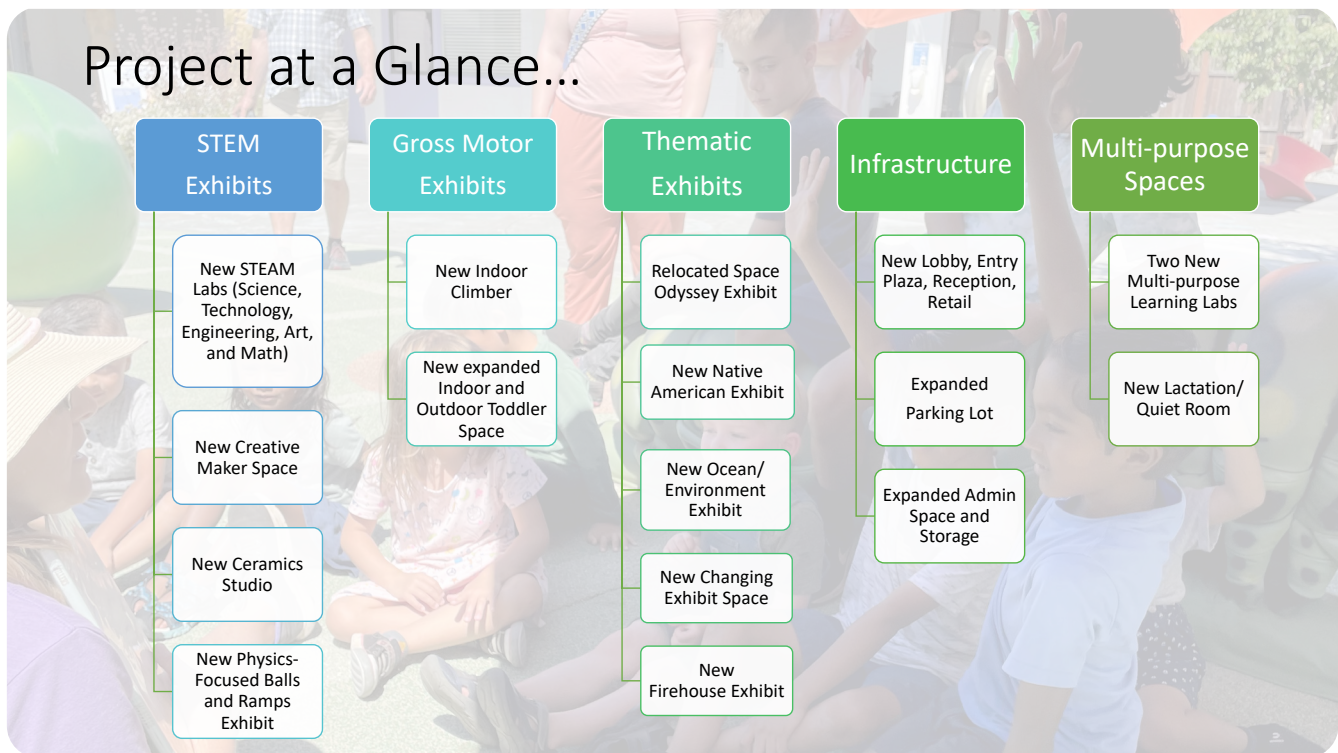




Benefits of Expanding Children's Museum

- 16,000sf expansion (green represents new construction)
- Increase exhibit and program space from 4,800sf to 12,000sf
- Double multi-purpose space for additional programming and school field trips
- Expand toddler exhibit and add new outdoor toddler space
- Expand parking lot from 118 spaces to 150 paved spaces
- Provide greater opportunities for inclusivity and sense of belonging

Project at a Glance...





FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Unlock Potential (UP!) Inspiring Young Minds - **A capital campaign for the Children's Museum of Sonoma County**

What will the funds be used for and why it is needed?

The mission of the Children's Museum of Sonoma County is to inspire curiosity and creativity through joyful, transformative experiences.

At 5,000 square feet of indoor exhibit space, the current Children's Museum of Sonoma County (CMOSC) facility welcomes 196,000 annual visitors (over 600 guests daily). This has resulted in packed indoor exhibits, often with lines of eager visitors waiting to use them. While CMOSC presently serves children ages birth to ten, visitors request expansion of exhibits and programs that cater to older children.

The current building is bursting at the seams with no room to add new exhibits or comfortably handle the growing number of visitors.

CMOS aims to raise a total of \$16 million, with \$4.85M raised to date, to expand their footprint by 17,420 square feet, adding new and novel exhibits, expanded programming, and ample parking. This expansion is crucial for CMOSC to continue to serve the community with the same level of excellence and educational impact that they currently provide.

To meet the growing needs of the community, CMOSC will:

- More than double the current indoor exhibit space from 4,500sf2 to 12,000sf2.
- Create a dedicated STEAM (Science Technology Engineering Art and Math) area designed for children ages 8 to 12.
- Double the multi-purpose program spaces, allowing the Museum to host 2x as many field trips per year and offering a larger additional venue for programs to take place
- Expand Ella's Art Studio
- Construct a new lobby, reception area, and entry plaza to accommodate more guests

Also included in the project plans is an expanded, accessible parking area allowing for a total of 150 parking spaces. An expanded suite of team member offices will accommodate the future needs of a growing workforce.

This project – pending successful completion of the fundraising campaign – is set to break ground in 2027, with the expansion completed in 2028. Construction costs for the project are anticipated to be \$14.5 million, with an additional \$1.5 million set aside as an operating reserve to support the Museum's future needs.

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

Creative Sonoma within the EDB seems likely to be most suitable.

Does this funding request leverage additional funding?

A generous local investor has made a matching pledge of \$2.5 million. For every dollar CMOSC raises, \$0.50 of the matching funds are unlocked.

Funding from the Board of Supervisors serves as a cornerstone of support for CMOSC's crucial community asset at the governmental level. Its approval will not only bolster confidence in the project but also provide assurance to potential investors of its significance and value to the community.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-20**Description of Request:**

\$300,000 funding for the Children's Museum of Sonoma County for *Unlock Potential (UP!) Inspiring Young Minds* Capital Campaign. It is understood that this request involves providing a contribution to the campaign and does not involve active work in the development of the new facility, so the request would be primarily to develop and implement the agreement to pass through funding. The museum is located at 1835 W. Steele Lane, Santa Rosa, CA 95403.

Staff Response

The one-time funding request is an amount equal to less than 2% of the anticipated capital campaign.

Since FY 16-17, the Children's Museum of Sonoma County (Children's Museum) has applied for and received multiple Local Events, Organizations, District Priorities grants as defined in the Community Investment Fund Policy (formerly Advertising Policy).

FY 16-17	District Grants	\$14,000
FY 17-18	District Grants	\$12,560
FY 18-19	District Grants	\$ 9,050
FY 19-20	District Grants	\$10,000
FY 20-21	District Grants	\$ 7,000
FY 21-22	District Grants	\$10,000
FY 22-23	District Grants	\$11,000
	TOTAL	\$83,610

Creative Sonoma was noted as a possible department lead for any work associated with the Museum's request.

The Children's Museum has raised 30% of the desired campaign total. Previous 2016 capital campaign donors included PG&E and the Community Foundation in the \$100,000+ donor category as well as the Ratto Family and California Department of Parks and Recreation in the \$1,000,000+ donor category.

The County does not generally provide discretionary general government dollars to capital campaigns by other entities. In recent years, district specific allocations (including District Infrastructure allocations) have been directed toward capital campaigns for various entities. Including \$1 million from District 4 for the Alexander Valley Healthcare.

As an alternative to General Fund, the Children's Museum may request funding under the Community Grants and District Priorities category of the Community Investment Fund Policy. If funding is directed to the Children's Museum for the campaign, a direct grant funding agreement could be administered by the Economic Development Board Creative Sonoma team.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

NAACP/Health Action Together Community Wellness Hub

What will the funds be used for and why it is needed?

In 2023, Fifth District, and Sonoma County Fair staff worked with the NAACP Santa Rosa-Sonoma County Branch to investigate the possibility of hosting a Black Community Center on the fairgrounds. Recently, the NAACP-Santa Rosa Sonoma County Branch redirected their efforts to partnering with Health Action Together on a shared space. The two organizations are now collaborating to advance their common goal of enhancing racial equity in Sonoma County.

Health Action Together and NAACP-Santa Rosa Sonoma County Branch plan to create a community hub for both of their organization and other partners, and are seeking County support for this effort. NAACP-Santa Rosa Sonoma County Branch has secured funding from the Peter E. Haas Jr. Family Fund, which has agreed to support the lease at \$50,000 annually for the next three years. They have identified a shared space in downtown Santa Rosa on 4th Street, near the main bus line with adequate parking for both organizations to co-create a first-of-its-kind community hub.

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$100,000

What department will be responsible for implementing this item?

TBD

Does this funding request leverage additional funding?

\$150,000 from the Peter E. Haas Jr. Family fund, \$45,000 from Health Action, and \$15,000 from the NAACP-Santa Rosa Sonoma County Branch.

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-21

Description of Request:

This item seeks \$100,000 in one-time funding to be allocated over three years to the NAACP Santa Rosa-Sonoma County Branch and Health Action Together to pay for lease costs to form a new Community Wellness Hub.

Staff Response

A Community Wellness Hub shared space facilitated by multiple non-profits supports underserved communities co to the landscape of Sonoma County. If approved, staff would develop an agreement to help provide one time funding for this project. NAACP and Health Action administrators expect this one-time funding will be replaced in future fiscal years as they stated to be working diligently to identify other financial partners and fundraising goals for sustainability beyond the first 3-year term. See attached request.



May 10, 2024

Dear Supervisor Hopkins,

As the NAACP Santa Rosa-Sonoma County branch continues to grow in Sonoma County, we are seeking to build out a community hub to allow for our services, programs, and events to have a place to fully develop and thrive.

Although our county has an abundance of rich resources, we lack in the availability and flexibility of communities' shared space for organizations to not only have a home, but a safe space to hold meetings, run programming, and to be able to offer services.

After long and careful consideration, we feel it is important for us to partner with Health Action Together as both organizations have a shared desire to expand safe space and place for those in the community as well. The goal is to create a community hub for both of our organizations and other partners, to have a space where we can do all of the things we continue to dream about in service of our community and constituents.

Health Action Together is committed to ending health and social inequities in Sonoma County by ensuring people most impacted by racism are driving our efforts. This means Black, Indigenous, People of Color (BIPOC), and immigrant and undocumented community members. As Health Action Together continues to grow, engage, convene, build & foster relationships with the communities most often excluded from decision-making (*as identified in [Portrait of Sonoma 2021 Update](#)*), sharing space with the NAACP Sonoma Branch makes sense because these are the communities HA Together must center to co-design systems that truly serve every person in Sonoma County.

We have identified a shared space in downtown Santa Rosa on 4th Street just off of the main bus line with parking room for both of our organizations, the first of its kind community hub.

The annual cost to rent this space will fall just under \$100,000. Health Action can contribute \$15,000 annually, our branch can contribute \$5,000 annually, and we are looking to you and your colleagues to help us close an additional portion of that. We would like to request a total contribution of \$30,000 annually for the next three years from the Board of Supervisors and have identified a few combinations:

- An annual contribution from each district of \$6,000 each.
- An annual contribution from four districts of \$7,500 each.
- An annual contribution from three districts of \$10,000 each.

We have been working with the Peter E. Haas Jr. Family Fund, who has agreed to support the sustainability of this lease at \$50,000 annually for the next three years.

With this endeavor in mind, our branch is working diligently to identify other financial partners and fundraising goals for sustainability beyond the first 3 year term. We hope you and your team may decipher an annual contribution to this rental cost to ensure our NAACP Santa Rosa-Sonoma County Branch in addition to Health Action Together can co-create this Community Wellness Hub and continue our efforts to offer advocacy, education, case management and community support that the county is not and has historically not been able to hold.

In witnessing the board's ongoing attention to the racial equity issues and initiatives within our county, investment in this unprecedented wellness hub would signal a tangible step to begin to address the generational equity gaps and life outcomes that were uncovered in the 2021 Portrait of Sonoma.

We look forward to your response, thoughts, and more importantly continued investment with community partners to help our Sonoma County constituents thrive.

In Community,

Kirstyne Lange
President, NAACP Santa Rosa - Sonoma County

Adriana Arrizon
Executive Director, Health Action Together



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: Board Budget Requests

This tab includes Board Budget Requests with staff responses to each.

Board Budget Requests are opportunities for Board Members to submit requests for funding to be considered during budget hearings.

Requests are listed in the Budget Hearing Deliberation Tool in **Tab 3** for consideration during Budget deliberations.

Attachments:

A – Board Budget Requests (BOS-01 through BOS-21)





Board Budget Requests
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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Additional funding for Eucalyptus removal

What will the funds be used for and why it is needed?

In 2021, the Board of Supervisors approved \$500,000 per district to remove eucalyptus trees as a safety precaution. The First District identified a stand of Eucalyptus trees along 8th Street East in Sonoma for removal (map attached, submitted with original request).

This particular stand of trees is along the Union Pacific Rail line, and there have been hold ups in getting the required permissions. Currently, the project is waiting on the railroad to remove train cars from the area. Once these are removed, environmental site assessment can be completed, and the project can begin. However, the allocated funds are no longer sufficient to remove and dispose of all of the trees due to cost escalations, so this additional funding is requested.

What Strategic Plan does this request directly support?

Resilient Infrastructure

What is the amount of the one-time funding request?

\$200,000 (estimate from Johannes Hoevertsz, March 2024)

What department will be responsible for implementing this item?

Parks/Pi

Does this funding request leverage additional funding?

The original \$500,000 allocated for this purpose.

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-01

Description of Request:

Supervisor Gorin is requesting Sonoma Public Infrastructure (SPI) to manage a eucalyptus tree removal project originally approved in 2021. The project has been delayed due to permitting and logistical issues, however both of those issues have been resolved and if additional funding is approved tree removal can commence. Updated need estimate was provided by SPI.

Staff Response

Public Infrastructure was selected to manage this project in 2021 and has the technical and administrative capability to complete this work in coordination with Board staff and the CAO if funding is approved.

PROJECT DESCRIPTION:

Remove* all eucalyptus trees within the west and east side of the road right of way and within the 55' wide railroad right of way on the east side of 8th St E.

Approximate tree count:**

Section 1

6"-12" DBH = 5

24" DBH = 2

36" DBH = 3

Section 2:

6"-12" DBH = 10

24" DBH = 5

36" DBH = 1

Section 3:

6"-12" DBH = 55

24" DBH = 25

36" DBH = 15

Section 4:

6"-12" DBH = 50

24" DBH = 50

36" DBH = 30

Section 5:

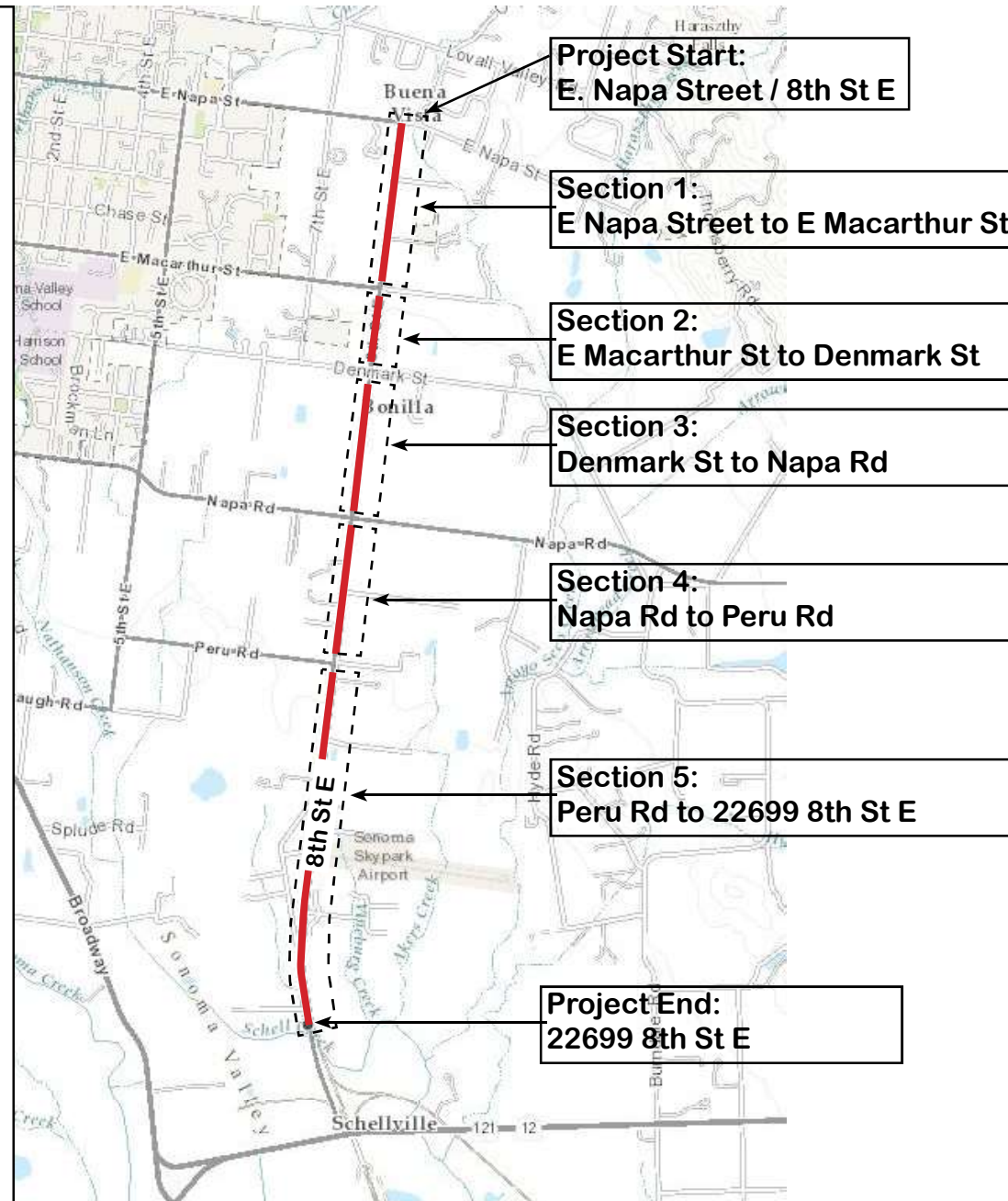
6"-12" DBH = 100

24" DBH = 50

36" DBH = 30

*** Removal includes: cut to base, leave root ball and stump, treatment to prevent resprouting**

****Tree count to be verified by contractor and included in bid**



Job Site Location - Project Map and Work Description

8th Street East - Eucalyptus Tree Removal





FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 18, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

***Instructions:** Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.*

Request Title:

BOS Aide allocation increase from .5 to 1.0

What will the funds be used for and why it is needed?

District 1 has a staffing allocation of 3.5: 1 Staff Assistant; 2 Field Reps, and one half-time BOS Aide.

Due to the amount of work that District 1 does, including running 3 separate brown acted councils/commissions and an intensive Latinx outreach strategy, additional support is needed. Increasing the BOS Aide allocation to 1.0 would address this issue.

Rationale

District 1 contains the largest (by population) unincorporated urban community; the Springs. The Springs is dense, with mixed commercial and residential uses, small lots, multifamily housing, and “urban” issues of trash, homelessness, petty crime, vandalism, safe bike and pedestrian routes, and other quality of life issues. By estimates provided by the CAO staff, the Springs (which combines the communities of Agua Caliente, Fetters Hot Springs, Boyes Hot Springs and El Verano) has about 17,000 residents. It is also directly adjacent to the City of Sonoma to the southeast, sharing a long border that is indistinguishable without looking at a map, except by the stark contrast in the quality of the infrastructure between unincorporated and incorporated. Though the First District as a whole is older, wealthier, and has higher educational attainment than other districts, residents of the Springs are more likely to live in poverty, have lower educational attainment, larger families, and speak Spanish or indigenous languages, and are demographically similar to areas like Roseland and Moorland.

In official demographic studies of the County, this community is diluted due to the way the census tracts are drawn—there is one census tract, Fetters Hot Springs, that routinely shows up as under resourced in measurements like the Portrait of Sonoma, Countywide Assessment of Fair Housing, and the Climate and Economic Justice Screening Tool (CEJST), but it is fairly small in population, containing less than half of the population of the Springs by rough estimate. This impacts how competitive this area is for funding designated for disadvantaged communities such as the ARPA funds or other efforts to target areas most impacted by disasters or trauma. In short, this is an under resourced community, and the First District’s workload reflects this, with most of the work of the district office being focused on this community.

What Strategic Plan does this request directly support?

Organizational Excellence; Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$88,963 for 24/25 (estimate from Jade Kim in March, 2024). This is not one time, as we are requesting to formally change District 1's staffing allocation moving forward to four 1.0 employees instead of three 1.0 and one .5.

What department will be responsible for implementing this item?

BOS-District 1

Does this funding request leverage additional funding?

n/a

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-02****Description of Request:**

If approved, this request would increase an existing 0.5 FTE Board of Supervisor Aide to 1.0 FTE.

Staff Response

Current position allocations by district is included in the table below. More information on staffing can be found in BIR22.

Table: Board of Supervisors **Permanent** FY 2023/24 staffing by district

Staff	District 1	District 2	District 3	District 4	District 5
Supervisor	1.0	1.0	1.0	1.0	1.0
Staff Assistant II (District Director)	1.0	1.0	1.0	1.0	1.0
BOS Field Representative	2.0	0.0	1.0	2.0	3.0
Board Aide	0.5	2.0	1.0	0.5	0.0
Total	4.5	4.0	4.0	4.5	5.0

Previously, position allocations were set by the Board based on a formular reviewing the share of unincorporated population in each district. In some cases, districts have increased staffing using district discretionary funds for extra help or full-time positions, which are not included in the table above.

The Board can choose to adjust positions at their discretion. One additional consideration, however, is that the current District 1 Supervisor did not run for reelection, and so there will be a new supervisor in 2025. It may be preferable to delay changes to district staffing until the new supervisor has a chance to assess her needs.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Evacuation analysis for Los Guilicos campus

What will the funds be used for and why it is needed?

This request for funds is to support an evacuation analysis of the Los Guilicos campus, including evaluation of the evacuation during the Glass Fire (notification, timing of evacuation, destination of those evacuating, mode of transportation for evacuation including buses originating from where, county vans and private vehicles, etc); evaluation of existing emergency plans; and recommendations for improvement in planning and training for staff on the campus.

The County owned Los Guilicos campus has been subject to wildfire impacts in both the 2017 Sonoma Complex Fire, and the 2020 Glass Fire. Over the past few years, the County has also intensified the housing of vulnerable populations on this campus: the LG Village quikhaven huts housing around 60, which has recently become the renovation of the dormitories in the Juvenile Hall to house around 140 individuals; the existing Valley of the Moon Children's Center, which will be adding a substance abuse treatment center; and Crestwood Behavioral Health Psychiatric Health Facility (PHF) which has 16 beds for patients. All of these facilities also have care providers and staff who would be impacted in an emergency situation.

In parallel, development is increasing in this area, with the development formerly called Elnoka Village currently in approval with the City of Santa Rosa across the street from these facilities (between Oakmont and Melita Road); the Mahonia Glen affordable housing development at Highway 12 and Calistoga Road; and the large developments planned in the Sonoma Valley at the former Sonoma Developmental Center campus and the Hanna Center. These developments will add thousands more people to the road in the event of a large-scale evacuation.

The Los Guilicos campus and these current and future developments are all served by Highway 12, a narrow State highway with only one lane running each direction. It is the only road to get west to Santa Rosa or east to Sonoma for tens of thousands of people. On the ground experiences of those evacuating in 2020, in Oakmont and elsewhere along the corridor, tell us that evacuation occurred over 4 hours with some waiting in traffic queues of 2 hours in order to exit onto Highway 12. Houses were burning within minutes of the last cars evacuating Oakmont.

The Oakmont Home Owners Association contracted with KLD Associates to complete an evacuation analysis, with projected evacuation times of 1 ½ to 4 hours from Oakmont. The Valley of the Moon Alliance is currently contracting with KLD Associates to complete an evacuation analysis from Oakmont south.

An evacuation analysis of the Los Guilicos campus produced by the County would help us prepare for and complete evacuations more efficiently and safely, as well add to the body of evacuation analyses for Sonoma Valley. If we are to continue to place vulnerable people in this fire prone area, surrounded by land classified by CalFire as Very High fire hazard, we should do our due diligence and ensure that we know what the risks are, that site specific emergency plans are sufficient, and that staff on the Los Guilicos campus are adequately trained.

What Strategic Plan does this request directly support?

Resilient Infrastructure

What is the amount of the one-time funding request?

\$80-\$100k (rough estimate provided by Jeff Duvall March 2024)

What department will be responsible for implementing this item?

Department of Emergency Management, Public Infrastructure

Does this funding request leverage additional funding?

No

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-03

Description of Request:

This item requests completion of an evacuation study for the Los Guilicos campus (LG). The study would focus on past and future wildfire events, conducting a risk assessment and transportation study of LG while considering current and future community growth in the area, along with traffic impacts of State Highway 12. In addition, the study would review the County's Emergency Action Plan program that is administered by the Human Resources Department – Risk Management.

Staff Response

If funding is approved Emergency Management staff will develop a study scope in coordination with City of Santa Rosa and county departments operating programs on the Los Guilicos campus.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: April 2, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Groundwater User Fee Subsidy - Sonoma Valley GSA/Petaluma Valley GSA

What will the funds be used for and why it is needed?

In November 2023, the Board of Supervisors approved three years of funding at approximately \$1 million per year to support the Sonoma Valley and Petaluma Valley GSAs in order to keep groundwater user rates in these basins consistent with the Santa Rosa Plain GSA. With this approval, the non-municipal users of groundwater, primarily agricultural and rural residential users, will receive funding support that allows them to pay the same rate as agricultural and rural residential groundwater users in the Santa Rosa Plain GSA service area. With this funding support from the County of Sonoma, the municipal users would still pay the full rate for groundwater use in the Sonoma Valley and Petaluma Valley GSA service areas. Based on the preliminary numbers from the agencies ongoing Rate & Fee Study updates, the total amount needed to equalize fees across all three basins is \$1,085,914.

Since the Board of Supervisors funding approval, the concept of providing additional funding for municipal groundwater users has been raised which, if adopted, would provide funding support to allow municipal groundwater users in the Sonoma Valley and Petaluma Valley GSAs to pay the same rate as the Santa Rosa Plain GSA municipal groundwater users. The additional funding needed to achieve the same rate for all municipal users as the Santa Rosa Plain is estimated to be around \$92,100, with the total maximum amount of \$1,178,000 needed to achieve parity for all users across all basins.

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Resilient Infrastructure

What is the amount of the one-time funding request?

\$276,300 over three years.

What department will be responsible for implementing this item?

Sonoma Water (Groundwater Sustainability Agencies)

Does this funding request leverage additional funding?

Three years of funding at approximately \$1 million per year to support the Sonoma Valley and Petaluma Valley GSAs approved by the Board in November 2023. This would supplement that allocation.

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-04****Description of Request:**

This request seeks an additional amount of approximately \$92,100 annually be provided to the Sonoma Valley and Petaluma Valley Groundwater Sustainability Agencies to provide subsidies for municipal users. Currently only rural users (including residential users and agricultural users) are subsidized. Municipal users who would be subsidized through this request are the Cities of Petaluma and Sonoma and the Valley of the Moon Water District.

Staff Response

On October 17, 2023, the Board received an update on implementation of the Sustainable Groundwater Management Act (SGMA). SGMA requires that groundwater be managed in state-designated high- and medium-priority basins to ensure that it is used in a sustainable manner and that sufficient groundwater will be available for future users and the environment. Management of groundwater in these basins falls to Groundwater Sustainability Agencies (GSAs). Sonoma County currently has three separate GSAs covering its three regulated basins: the Santa Rosa Plain, Petaluma Valley, and Sonoma Valley. Each of these GSAs is formed by a Joint Powers Agreement between the County, Sonoma Water, and the cities and water districts that overlie the basins.

Since inception, the County has helped fund the Groundwater Sustainability Agencies. From FY 2017-18 through FY 2021-22 the County (along with the Sonoma Water and other JPA members) helped fund the three basins while the initial plans were in development, with State grants significantly offsetting costs. By FY 2022-23 the three basins had moved to be funded by a mixture of State grants and groundwater user fees. Due to the nature of the GSAs, whose costs are largely fixed and tied to monitoring and plan development but who have significantly different numbers of users, the fees to support the Petaluma Valley and Sonoma Valley GSAs were calculated to be significantly higher than the fees in the Santa Rosa Plain. In order to offset this difference, during FY 2022-23 budget hearings the Board approved \$1.5 million over two years to subsidize rates for rural users and ensure that they were the same across all three basins. A summary of payments from the County to the GSAs is included in the table below.

Table: Payments from the County to GSAs*

Fiscal Year	Petaluma Valley	Santa Rosa Plain	Sonoma Valley	Total
FY 2017-18	\$143,333	\$55,000	\$117,233	\$315,566
FY 2018-19	\$143,333	\$64,000	\$117,222	\$324,555
FY 2019-20	\$28,667	\$200,000	\$16,667	\$245,334
FY 2020-21	\$38,808	\$200,000	\$48,333	\$287,141
FY 2021-22	\$40,000	\$200,000	\$45,000	\$285,000
FY 2022-23	\$272,000	\$0	\$228,000	\$500,000
FY 2023-24	\$500,000	\$0	\$500,000	\$1,000,000
Total	\$1,166,141	\$719,000	\$1,072,455	\$2,957,596

*Includes direct payments for GSA operations only. Does not include \$167,533 paid by Sonoma Water and \$6,475 paid by County departments as Groundwater user fees.

During the October 2023 update staff were instructed to return as part of the November 28, 2023 Fall Fiscal Update with additional information and an option for the Board to provide additional funding to subsidize rates in the GSAs. During that meeting, the Board directed staff to include approximately \$1 million annually for three years to hold rates for rural users in the Sonoma Valley and Petaluma Valley GSAs steady. This funding is included in the Recommended Budget in accordance with prior direction.

To date, no rate subsidies have been provided to municipal users. These users are water retailers who can pass the rates they are charged onto their users. The three municipal users utilize relatively little groundwater compared to the overall water usage, so the impact on individual ratepayers is small. Should this request be approved, an additional \$276,300 (equal to three years of funding at \$92,100 each) will be programmed and provided in annual allotments to the Sonoma Valley and Petaluma Valley GSAs in order to equalize rates for municipal and rural users across the three basins.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: April 2, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Glen Ellen Community Planning and Infrastructure

What will the funds be used for and why it is needed?

In anticipation of large development proposals in the Sonoma Valley at the **Sonoma Developmental Center (SDC) and the Hanna Center**, \$350,000 in funds are requested to **engage consultants, prepare renderings, and plan community engagement events on the topic** of infrastructure planning for the Glen Ellen and greater Sonoma Valley area. These topics are addressed in the SDC Specific Plan and Environmental Impact Report, but funding is requested to study broader regional community concerns of the cumulative impacts of new developments spanning the Arnold Dr corridor. Key elements of infrastructure planning could include:

- Community engagement in Glen Ellen about safe walking and bicycle paths, street lighting and traffic calming, and other infrastructure needs to the Village of Glen Ellen from the SDC and the surrounding neighborhoods
- Improvements on Arnold Dr around SDC and Hanna projects for safe multimodal transportation (sidewalks, bike lanes, etc.)
- Public transportation options, such as a circulator bus, and increased frequency of service
- Traffic calming and mitigation measures such as:
 - Roundabout at Madrone Rd and Arnold Dr
 - Roundabout at center of Glen Ellen (Arnold Dr at London Ranch Rd)
 - Traffic light at Craig Ave and Arnold Dr

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Resilient Infrastructure

What is the amount of the one-time funding request?

\$350,000

What department will be responsible for implementing this item?

Sonoma County Public Infrastructure

Does this funding request leverage additional funding?

N/A

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-05

Description of Request:

Supervisor Gorin is requesting SPI staff to manage the Request for Proposal/Qualifications process, administer a contract for the selected consultant, and review/present findings to the Board and public for a traffic impact study of various site redevelopment proposals associated with the Sonoma Developmental Center/Hanna Center site.

Staff Response

Additional research and consultation with County Counsel is required for staff to properly examine this request.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 22, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Legal Aid of Sonoma County

What will the funds be used for and why it is needed?

In the aftermath of the pandemic, the Sonoma County Board of Supervisors funded a 2-year expansion of the Legal Aid housing program to ensure that all tenants at risk of losing their housing would receive full protection of the law. This project was successful and allowed Legal Aid to assist hundreds of tenants who would otherwise not have had help. This assistance allowed them to keep people housed who would otherwise have lost their housing. In particular, expanding the program allowed Legal Aid to help people of color stand up for their right to safe and habitable housing, work which the organization could not previously take on. The majority of tenants living in substandard housing are people of color. This is a matter of racial equity. Losing funding for this housing program will disproportionately affect the housing, health, and safety of those communities.

After the 2-year County funds were expended, the State, recognizing the power of legal services to prevent homelessness, invested in continuing these housing legal services for an additional 2 years. Legal Aid's housing program has now been running at the current level for 4 years. **Unfortunately, given the budget deficit, the State is now poised to cut all funding to this and other similar programs around the state.**

Legal Aid will be losing \$700,000 in state funding for their housing programs. They are working to fill the gap but need assistance. Without this assistance, over 500 tenants will not be provided services, as Legal Aid will not have capacity.

What Strategic Plan does this request directly support?

Healthy and Safe Communities; Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$500,000

What department will be responsible for implementing this item?

n/a, community organization

Does this funding request leverage additional funding?

None

Legal Aid's request to the board represents less than 1/3 of their housing/homeless prevention program budget. Legal Aid leverages multiple other sources of funding including foundation grants, funding from private sector development projects, partnerships with healthcare institutions, and private donations. However, the organization cannot weather such a sudden and precipitous drop in state funding for this program, without support from the County.

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-06

Description of Request:

This request is requesting \$500,000 be provided to Legal Aid of Sonoma County to continue an expansion of the organization's housing program that is at risk due to State budget cuts.

Staff Response

The County recognizes the important role that Legal Aid of Sonoma County plays in the community, and partners with them on a number of programs. Legal Aid has ongoing contracts with the Community Development Commission, the District Attorney's Office (Family Justice Center), the Department of Health Services, and the Human Services Department to provide various services.

During the Pandemic, the Community Development Commission (CDC) utilized Federal Emergency Rental Assistance Program (ERAP) funding to expand services for tenant protection. County discretionary funds of \$400,000 was provided to Legal Aid during the FY 2022-23 Budget Hearings for Year 2 of the contract with CDC. That program ended when the funding expired, but Legal Aid Received additional funding through the State.

County Financial Policies state that "Federal and state program reductions will not be backfilled with County discretionary revenues except by Board of Supervisors direction." Given the yet to be fully understood state and federal budget impacts on county programs, recommends the Board remains consistent with current financial policies. Alternatively, the Board could consider this request as additional consideration for the board to provide direction to staff on as part of the upcoming 8/20/24 Rental Protections Augmentation ordinance.

From: [Christine Culver](#) on behalf of [Chris Coursey](#)
To: [Sean Hamlin](#)
Subject: FW: FY 2024-2025 County Budget Request - Housing Funding Gap
Date: Friday, March 15, 2024 9:30:48 AM
Attachments: [image002.png](#)

Warmly,



Christine Culver

Third District Aide to Supervisor Chris Coursey
Sonoma County Board of Supervisors
575 Administration Dr., Room 100A
Santa Rosa CA, 95403
Phone: (707) 565-2241
Email: christine.culver@sonoma-county.org

From: Ronit Rubinoff <rrubinoff@legalaidsc.com>
Sent: Thursday, March 14, 2024 5:27 PM
To: Chris Coursey <Chris.Coursey@sonoma-county.org>
Cc: Jim Leddy <jleddy@legalaidsc.com>
Subject: FY 2024-2025 County Budget Request - Housing Funding Gap

EXTERNAL

Dear Chris,

In the aftermath of the pandemic, your Board funded a 2-year expansion of our housing program to ensure that all tenants at risk of losing their housing would receive full protection of the law. This project was successful and allowed Legal Aid to assist hundreds of tenants who would otherwise not have had help. This assistance allowed us to keep people housed who would otherwise have lost their housing. In particular, expanding the program allowed us to help **people of color** stand up for their right to safe and habitable housing, work which we could not previously take on. The majority of tenants living in substandard housing are people of color. For us, this is a matter of racial equity. Losing funding for our housing program will **disproportionately affect the housing, health, and safety of those communities.**

After the 2-year County funds were expended, the State, recognizing the power of legal services to prevent homelessness, invested in continuing these housing legal services for an additional 2 years. The program has now been running at the current level for 4 years. Unfortunately, the State is poised to **cut our housing/homeless prevention program by 2/3** without support.

We will be **losing \$700,000** in state funding for our housing programs. We are working diligently to fill that gap but cannot do this without your help. We respectfully request the board consider a **\$500k grant for this next fiscal year**. Without support from the board the program will return to a skeletal service with **more than 500 tenants** a year **not getting help**.

We believe the state is committed to this work in the long run, if we can ride out the current budget shortfall. We are happy to meet with you at any time to discuss this request.

Thank you for your consideration.



Ronit Rubinoff

Executive Director

144 South E St. Suite 100

Santa Rosa, CA 95404

Phone: (707) 688-4034

www.legalaidsc.org

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Date: March 28, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

ESCSC Large Conference Room AV (PEG Funds)

What will the funds be used for and why it is needed?

We are requesting the use of PEG funds for this request, as this is an allowable use under guidelines for those funds.

The East Sonoma County Services Center (ESCSC) has a large conference room which is already being used for meetings, both County meetings and meetings by community partners (with a sponsoring department). However, this room lacks any technology.

County departments have expressed interested in using this space **for community outreach meetings**, trainings, and hybrid meetings. The Springs MAC rents the Sonoma Valley School District Board Room for their monthly meetings at a cost of ~\$100/meeting just for the facility. County departments have needed to rent this space or other spaces from the SVUSD as well for community outreach meetings. Since large meeting spaces are hard to come by in the Sonoma Valley, departments working out of the ESCSC field requests from community groups also wanting to use this space, as it is centrally located for folks in the Springs as well as in Sonoma.

A minimum set up would be the ability to host a hybrid meeting, with audio and video from in person attendees captured for virtual participants via simple cameras and table or wireless mic(s), and vice versa, and the ability to display PowerPoint. A full build out would include ability to integrate broadcasting with KSVY (local media outlet) into the set up and integrate a podium with amplification for public comment, as well as formal table mics for MAC councilmembers.

During the week of March 25th, ISD, a contractor from Coda Tech, KSVY, and D1 staff met to assess the feasibility of adding these improvements to the room. An initial assessment of this proposal was based on the full build out model—mimicking the technology available at the SVUSD Board Room in the ESCSC Large Conference Room space. The e-mail from the contractor received by ISD is included as an attachment to this request.

Attempts to get a firm estimate for a minimum set up were not successful by the deadline to submit BOS Budget Requests, but some alternates are available below. However, the fact remains that some sort of technology is needed in this space. It is our hope that CAO staff can work with ISD to propose a less costly option that would meet some of the needs of the community, County departments, and the First District related to community meetings (not necessarily MAC meetings) and outreach.

What Strategic Plan does this request directly support?

Organizational Excellence

What is the amount of the one-time funding request?

Range of options available by Budget Request deadline—worked with Ross Walters from ISD.

- Option #1: \$15,000 Neat Board (mobile)
 - Neat Board:

https://neat.no/board/?utm_campaign=20762487302&utm_adgroup=155664306939&utm_source=google&utm_medium=cpc&utm_content=688207425060&utm_term=neat%20board&gad_source=1&gclid=Cj0KCQjwztOwBhD7ARIsAPDKnkCwp1G23xGbC_tztU4VcsWcOwoimKvgdUm4b3wdcrZSHg052DN_B7UaAjasEALw_wcB
 - Unit comes with portable stand on wheels that allows the unit to be moved to any location within a room where there is a power outlet.
 - Will require the installation of a Wireless Access Point (WAP) for Wi-Fi coverage.
 - Least preferred option in terms of audio and video quality and may not be suitable for large meetings. This option also limits the location where the unit can be moved to locations where there are existing power outlets.
- Option #2: \$25,000-\$50,000 Neat Bar Pro with Dual Monitors with WAP
 - Install dual 75” monitors, with Neat Bar Pro, and neat pad to control meeting

<https://neat.no/bar-pro/>
 - Concerned about audio and video quality due to location of mounting equipment.
 - Will also need to install a Wireless Access Point (WAP) for Wi-Fi coverage.
 - Need power and data dropped by third party contractor. These costs could vary, depending on the location that the unit is mounted, and level of effort needed to bring power to the location, which is why there is a large variance in cost for this option.
- Option #3: \$155,000+ complete set up including integrated broadcasting
 - This option would include multiple monitors, cameras, microphones, and speakers, giving the conference room similar capabilities to the Board chambers.
 - CODA tech estimate
 - best option for audio and video clarity

What department will be responsible for implementing this item?

ISD/Pi

Does this funding request leverage additional funding?

Please describe any leveraged funding opportunities and / or match funding that may be triggered.

STAFF RESPONSE TO BOARD BUDGET REQUEST:BOS-07**Description of Request:**

The Budget Request is a request for Public, Educational, and Government Access (PEG) funds for improvements to the conference room at the East Sonoma County Services Center (ESCSC) in order to host hybrid meetings with modern audio and video capabilities.

Staff Response

ISD worked with the District Office and assisted with the budget request and cost breakout for the equipment required to modernize the conference room for the ESCSC. The options listed above contain the recommended configuration in terms of support (from both ISD staff and the supplier), quality, and integration with the Zoom platform. The product and options for configuration are comparable to technology currently in use throughout the county.

The PEG Fund is administered by Sonoma County Public Infrastructure (SPI). The projected fiscal year 24-25 year-end fund balance is \$4 million, and SPI has interpreted this request as an appropriate use of funds.

Given the options outlined above, the Information Systems Department recommends Option 2, \$25,000-\$50,000. This option provides the best overall user experience. Dual screens will allow the ability to display content on one screen and video on the other. Option 2 allows for the room to be configured for both a public hearing and a normal Zoom. Last, the Option 2 estimate allows for the installation of an extra microphone, which ensures superior audio capture in addition to the integrated Neat Bar microphone.

From: [Mark Latimer](#)
To: [Ross Walters](#)
Cc: [Eric Short](#); [Mira Dorrance-Bird](#)
Subject: Technology for ESCSC Conference Room...
Date: Thursday, March 28, 2024 10:34:47 AM

EXTERNAL

Hi Ross, thanks for the opportunity to look at the technology needs for the ESCSC Conference Room with you this week. As discussed here is a quick site and needs analysis summary.

As I understand it, the Springs MAC meetings have been taking place at the SVUSD board room and run by Sonoma Valley Communications Public Access Sonoma TV.

The capabilities enjoyed in this setup include the following:

This is not a conclusive list but the broad stroke capabilities.

- Flexible, portable furniture set-up for dais, lectern, staff table, and audience seating
- Multi-Camera manually operated broadcast switching
- Local displays for both Dais and audience local viewing
- Wired gooseneck microphones for Dais, public lectern, and staff
- Audio mixing and Sound Reinforcement in the room
- Zoom conferencing
- Laptop presentation locally and through Zoom
- RTMP streaming to YouTube / Facebook and RTSP streaming to local access TV channel

We surveyed a multi-purpose room at ESCSC which it is desired to have these meetings in the future with similar capabilities.

The room is lacking the following infrastructure to design and implement such a system:

- No conduit or box locations for displays, cameras, or control desk
- No accessible ceiling or raised floor for free-wiring cable
- No electrical outlets for TVs, control desk location

To transform this room would require work from a general contractor to open up walls, an electrical contractor, and an audio-visual broadcast contractor.

In addition, if it were to be built out with permanent audio visual and broadcast capabilities it would still require a lot of setup before each meeting since the furniture is all movable and the space is desired to be available for other community setups. This includes setting up furniture, laying out microphones and

Dressing AV cabling. It is possible to set up a remote control room for an operator but all this would easily push the overall budget to well north of \$150K and could be much more with other trade work.

Recommendation:

This room was originally designed and built to be a technology light multi-purpose space. To try and install permanent broadcast systems would be impractical in our judgment. A more appropriate approach would be to hire/rent portable broadcast setups on a case by case basis from resource groups like Sonoma TV. In addition, you could add a basic portable conferencing cart system like the one below for more basic meeting/conferencing needs.

<https://www.dten.com/products/dten-d7/>

Thank you,

Mark Latimer CTS-D, CTS-I
President, CEO
Direct: (707) 664-5120
Mobile: (707) 235-7484
FAX (707) 795-3526
1370 Redwood Way, Suite C
Petaluma, CA 94954
CA Lic #935420
mlatimer@coda-tech.com
www.coda-tech.com

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbit, District 2

Date: April 10, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Increase annual funding for road maintenance.

What will the funds be used for and why it is needed?

Increase annual escalator to match the local construction CPI for civil projects (Engineering News Report, ENR) or other reputable source as determined by Public Infrastructure staff.

What Strategic Plan does this request directly support?

Resilient Infrastructure and Climate Action and Resiliency.

Several of our county roads and bridges will be subject to sea level rise. The changing climate continues to increase damage to our road system during floods, storms, and fires.

What is the amount of the one-time funding request?

Last year the Board of Supervisors approved a 5 percent. This request is to increase that funding with local CPI or other reputable source as determined by Public Infrastructure staff.

What department will be responsible for implementing this item?

Public Infrastructure

Does this funding request leverage additional funding?

State and Federal funding match could be available.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-08**Description of Request:**

Supervisor Rabbitt has requested an annual escalator to the General Fund contribution to Public Infrastructure Department's Road Maintenance and Pavement Preservation Program allocation equivalent to the annual Construction Cost Index (CCI).

Staff Response

[On June 12, 2023](#), the Board of Supervisors increased the General Fund base contribution annual adjustment factor from 2% to 5% for the Pavement Preservation Program (PPP). The Board could choose to change the adjustment factor to only be increased by the most recent annual California CCI factor, which for CY 2023 is 9.4% - see [California Department of General Services Report](#).

The Board could also choose to change the adjustment rate to 5% plus the current CCI, which would result in a 14.4% increase for FY2024-25. The current FY 2024-25 contribution with the 5% adjustment rate is \$11,397,833 for the PPP.

The Board also allocates funding specifically for Road Maintenance as a Maintenance of Effort. Road Maintenance performs a variety of tasks, including but not limited to the following:

- Road repairs and filling potholes
- Cleaning roadside ditches to facilitate stormwater flow
- Culvert maintenance and replacement
- Maintenance of roadway striping and signs
- Maintenance of bridges and guardrails
- Removal of hazardous trees and roadside vegetation for sight distance

A General Fund contribution escalation factor has not been applied to the annual Road Maintenance of Effort (MOE) allocation for about 10 years. This flat amount is consistent with the Road Repair and Accountability Act of 2017 (SB1 Beall) which provides for state funding from the Road Maintenance and Rehabilitation Account (RMRA). In order to receive RMRA funds, cities and counties must meet a "maintenance of effort" (MOE) requirement to ensure that these state funds do not supplant existing levels of general revenue spending on streets and roads. SB1 legislation set local jurisdictions' MOE to be equivalent to the average general fund expenditures for the 2009–10, 2010–11, and 2011–12 fiscal years. See https://www.sco.ca.gov/aud_road_maintenance_sb1.html

The General Fund contribution for FY 2024-25 is \$5,436,365 for the Road Maintenance of Effort and the National Pollutant Discharge Elimination System (NPDES).

The additional funds may be used as a local match in securing future grants addressing climate change, including sea level rise.

SPI will monitor this cost escalation to assure we keep pace with the growing affects from climate change, which result in increased severity of winter storms that damage our public infrastructure and increased occurrence of damaging fires.

If the Board approves this request then clarification would be needed on the adjustment factor source for determining the CCI, which General Fund contribution (the PPP or Road Maintenance of Effort), and if the annual increase is on top of the 5% for PPP or replacing it. If approved and codified in the Board's Financial Policies, this would be an ongoing annual funding increase from the General Fund with unknown future impacts as the CCI adjusts annually. The request and projections for an annual inflator do not take into account the changes to the Project Labor Agreement that will likely increase the costs of Road Maintenance projects in the future but an estimate of how much by is unknown at this time.

[FY 2024-25 Financial Policies](#)

Long Range Planning

In order to keep pace with County Road Network construction cost increases, the General Fund contribution to the Pavement Preservation Program shall be increased by up to 5% annually after considering economic uncertainties and based on financial factors such as the annual projected property tax growth rate and the average annual Consumer Price Index.

Minimum Fund Balance Policies

Refuse Franchise Fees - shall be accounted for in the same manner as other franchise fees in the County General Fund revenues. They shall be recorded in a separate account in order to ensure that any fund balance does not roll into County General Fund carryover balance at year-end ***so that the County can designate use of the funds for solid waste obligations, roads infrastructure preservation, and other Board of Supervisors priorities.*** If used for road infrastructure preservation, these funds are not intended to supplant on-going County General Fund contributions, nor are they intended to increase any external maintenance of effort requirements imposed by outside funding sources but may be used to satisfy previously established maintenance of effort levels.

Roads - One of the program's ***main sources of funding for maintenance services*** comes from gas tax. As a result of the frequent state formula allocation changes over the last five years, and to protect the County's General Fund resources, an operating reserve by way of year-end unrestricted fund balance equivalent to a minimum of 3 to 4 months of baseline operating expenses will be maintained within the Roads special revenue fund. The amount for FY 2014-15 was established at \$5,000,000 which will be reviewed periodically against annual baseline operating budget.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbit, District 2

Date: April 10, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Capital Infrastructure Fund

What will the funds be used for and why it is needed?

Establish a Road Capital Improvement Fund specifically to address extraordinary road maintenance projects such as Lakeville Highway subsidence, Asti Bridge, Moscow Road.

What Strategic Plan does this request directly support?

Resilient Infrastructure and Climate Action and Resiliency.

Several of our county roads and bridges will be subject to sea level rise. The changing climate continues to increase damage to our road system during floods, storms, and fires.

What is the amount of the one-time funding request?

TBD.

What department will be responsible for implementing this item?

Public Infrastructure

Does this funding request leverage additional funding?

SPI staff would prioritize leveraging using funding to secure State and Federal capital project grants.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-09**Description of Request:**

Supervisor Rabbit is requesting establishment/funding of a Road Capital Improvement Fund to be used make capital improvements to public infrastructure on the County Road network, with an annual General Fund allocation.

Staff Response

The County Road Network is one of the Public Infrastructure Department's most valuable assets and remains a top priority for the Board. The cost to maintain and improve our infrastructure has greatly increased, both with the effects of climate change in addition to inflation. The Roads Capital Improvement Fund will allow SPI to keep pace with the growing effects from climate change, which result in increased damage to our public infrastructure from increased severity of winter storms and increased occurrence of damaging fires. While State and Federal disaster funds are available to support work required due to federally-declared disasters, not all damage is associated with events that rise to this level.

Many of our roads need large-scale capital improvements requiring multi-million-dollar investments to repair and improve. Examples include: subsidence repairs on Lakeville Highway require \$10,000,000 to address; a new bridge over the Russian River in Asti needs \$20,000,000 to construct; roads in the west county, including Moscow Road, need repairs from flooding and storm damage. The County's road system is aging more rapidly than traditional funding streams can address. Currently, Public Infrastructure has pieced together funding recommendations, which the Board has approved, from a variety of sources, often over many years, to address major problems or to facilitate cash flow. This also diverts roads funding from more general maintenance and repair of the system.

A Roads Capital Infrastructure Fund with regular contributions similar to what is done for General Government Capital Projects could be used to build capacity over time to address major projects, in conjunction with State and Federal grants. Alternatively, Road Infrastructure Capital Projects could request during the next 5-Year Capital Project Plan an increase of the GF annual contribution.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Program Funding Family Resource Center (Child Parent Institute)

What will the funds be used for and why it is needed?

See Attached Documents will program description and detailed budget information.

What Strategic Plan does this request directly support?

Equity

What is the amount of the one-time funding request?

School Based - Family Resource Center (FRC) - budget					
Personnel Costs					
	Base Salary	Fringe Benefits			Total Budget
		18%	Total	% FTE	
Program Manager	\$73,216	\$13,179	\$86,395	0.62	\$53,565
Community Health Worker 1	\$57,205	\$10,297	\$67,502	1.00	\$67,502
Community Health Worker 2	\$57,205	\$10,297	\$67,502	1.00	\$67,502
Program Data Analyst	\$77,000	\$13,860	\$90,860	0.14	\$12,720
Total Cost Personnel				2.76	\$201,289
Non-Personnel Costs		Rate	Frequency		
Insurance	\$250	per month			\$3,000
Recruitment costs	\$1,500	per year			\$1,500
Cell Phone Service (google voice)	\$20	per phone	per month		\$720
Mileage Reimbursement	400	miles/mo.	0.670	per mile	\$3,216
Basic Needs Assistance Funds	\$5,000	per year			\$5,000
Program/Office Supplies	\$2,500	per year			\$2,500
Website, Technology & IT Support	\$500	per month			\$6,000
Professional Development	\$750	per FTE per year			\$2,070
Total Cost Non-Personnel					\$24,006
Indirect Costs 10%					\$22,530
TOTAL ANNUAL BUDGET					\$247,825

Average Cost per Family per Year:	200 families	\$1,239
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What department will be responsible for implementing this item?

Human Services

Does this funding request leverage additional funding?

State Grants Possible

Requestor Contact:**Robin Bowen, MHSA**

Executive Director

she/her

(707) 585-6108 x1101 | Cell: (707) 548-3746

robinb@calparents.org

STAFF RESPONSE TO BOARD BUDGET REQUEST:

Description of Request:

Funding for the Child Parent Institute (CPI) Family Resource Center

Staff Response:

- The HSD Family, Youth and Children's Division (FYC) has been committed to a community driven process for child abuse prevention services since 2019. FYC formed a planning and implementation group comprised of community members including staff from CPI, representatives from other community organizations, local Tribes, NAACP, those with lived experience with child welfare, and County departments. This group collectively created a 5-year Comprehensive Prevention Plan (CPP) and they meet monthly to implement actions in that plan. The family resource center, while a good project, has not been identified as one of the group's top priorities at this time.
- One of the key components of the CPP is building equity around available child abuse prevention services to address the inequities that exist in child welfare. Fair and neutral procurements are part of supporting the concept of equitable access to funding and resources in child welfare services.
- HSD will be procuring for all child abuse prevention services for FY 25-26, and CPI could apply for funding through that procurement.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.



CHW/Workforce Development

Background: In January 2023, CPI launched a workforce development project that focused on families living in the high opportunity, underserved area of A & B Sections of Rohnert Park to ensure they are able to access the resources, referral linkages and supports to strengthen family financial stability, provide parenting education, resource navigation, concrete supports, parent leadership and engagement in order to reduce adverse experiences for children.

Expanding the capacity of prevention partners and family strengthening services such as Community Health Workers (CHW) to support the safety and well-being of children are urgently needed in Rohnert Park. Child abuse reports in the city are ranked the second highest in Sonoma County, according to the Sonoma County Human Services Department.

The recently released Portrait of Sonoma County reports that the Human Development Indexes of Rohnert Park's Section A and Section B, where the target school is located, are 3.75 and 3.97, respectively -- significantly below the countywide Index of 5.42. This means that, on average, residents of Sections A and B have a lower median income, lower level of education, and shorter life expectancy compared to the average Sonoma County resident. Poverty, limited education, and health challenges all contribute to the toxic stress known to foster negative behaviors and poor-quality relationships -- all feeding a cycle of abuse and neglect. Importantly, research shows conclusively that child poverty is associated with lack of readiness to succeed upon kindergarten entry, poor academic achievement, greater likelihood of high school non completion and multiple long-term adverse health outcomes. Families of color living in the A & B Section neighborhoods whose children are enrolled in the Cotati Rohnert Park Schools have a higher than average ratio of at-risk families. These families are typically facing multiple inequities in access to and provision of adequate services. We will promote outreach through the support systems within those communities to reduce stigma and normalize support.

Community Assessment: Regarding gaps and barriers, providing family strengthening services are key supports at this time, especially during this time of significant uncertainty for many families. When asked "What are the gaps and barriers for the students and families," district staff provided this list. →Medical: need for glasses, dental services, would appreciate hosting clinics → Nutrition: students come to school hungry and snack time is at 10am, low blood sugar →Financial challenges →Lack of transportation, assistance with navigating public transportation →Technology divide: virtual meetings are on phones rather than on a device



→Drug/alcohol abuse in the family: students have an awareness at very young age
 →Language barrier: English classes for parents needed, newcomers struggling to find employment →Parent Education Classes →Bilingual support →Parent Leadership Training
 →Need for a warm welcoming setting ...like a family resource center!

With this critical feedback from CRPUSD staff and families, the full-scope of our services, grounded in Evidence-Based, Best-Practice and Evidence-Informed Models, CPI specifically applied for the Community Health Workers for COVID Response that would help address the needs of our most vulnerable families in Rohnert Park.

With strength-based services, families can successfully overcome many barriers associated with toxic stress, poverty, structural determinants of health and inequities across health, education and income. Recent research on the efficacy of the “five protective factors” included in the “Strengthening Families” model of services has provided CPI with corroboration and direction in program development and implementation. CPI's programs have reflected the commitment to these “protective factors,” as evidenced in our 40+ years of programs and services. Research demonstrates that these factors reduce the incidence of child abuse and neglect by providing parents with what they need to parent effectively, even under stress. CPI has a commitment to strength-based relationships and an adherence to the highest standards of cultural competence. We understand the impact of issues such as culture, race, class, LGBTQ status and ethnic background as they relate to individuals' experience receiving services, and the likelihood of family engagement. Our commitment is always to design culturally competent models of practice. All of the proposed components of this program build upon existing infrastructure and staff to provide the services in a seamless continuum of care.

“CPI’s Parent Education Services has been near-miraculous. After just four visits, parents have reported much improvement in their ability to understand their child, intervene effectively, and help their child learn and grow without excessive family conflict.”- A Sonoma County physician

Evidence-Based Practice: CPI uses Motivational Interviewing, an evidence-based technique in which CPI staff ignite the intrinsic motivation within parents to attain their family and parenting goals. Our client-centered approach includes reflective listening, shared or co-created goal setting and compassionate, non-judgmental and strengths-based strategies for goal attainment. Our program staff work to tailor to individual families based on assessment,



motivational interviewing, action plans and existing resources and barriers unique to each family. CPI's highly experienced staff can co-create realistic and achievable goals and timelines with families ensuring continued motivation, engagement and persistence in the face of setbacks.

We match the families' linguistic and cultural needs to provide culturally appropriate healthcare education and information. For example, we have been working with the County to provide Spanish language education and support on the effects of cannabis on youth in natural settings County- wide to improve access to information that can help parents address the effects of cannabis with their children.

Trauma-Informed relationships: We find that the best way to engage clients is to treat them with a RICH relationship based on Respect, Information, Connection, and Hope. We engage parents based on their needs, priorities and goals. By finding out what is most important to them, we are able to tailor our support in a way that feels collaborative rather than coercive. By showing Respect, we are able to begin offering Information and choices. The more we are able to reflect their desire to be good parents and to provide safe, loving homes for their children, we increase our Connections with parents, which is the pathway to Hope, and "Hope is the mindset that drives resilient behavior" (Dr. Chan Helman).

When we are successful at meeting immediate basic needs, we often open the door to deeper conversations that allow the work our Community Health Workers for management to take place. Care Coordination, Case Management, and System Navigation are core services we provide in addition to Coaching and Social Support. After all, disease management starts with an understanding of the personal impact of disease and the emotional responses that accompany a diagnosis. Through relationships, we are able to support families through those hard times that come with health challenges.

Outreach and Linkages: An important component of all of CPI programs is to ensure linkages to child and family healthcare, early intervention services, screening for mental health, and any wellness needs. The combined economic and health impacts of COVID on the Latinx population have not been fully assessed, although we know that 40% of households in the Sonoma County community have reported experienced individual and collective trauma. We also know that families of color living in the Rohnert Park geographic region have a higher than average ratio of at-risk families These families are typically facing multiple inequities in



access to and provision of adequate services. We will promote outreach through the support systems within those communities to reduce stigma and normalize seeking help.

CPI has adopted the following principles that direct the work we do: understanding how ACEs impact lifelong health outcomes thus providing a coordinated menu of prevention/intervention services; using a two-generational, approach serving both the parents and children as the best avenue for the healthiest outcomes; embracing/ respecting all families with regards to their belief systems and values; using a strengths-based approach that helps children, educates and supports parents and enhances resilience in both children and parents; and, valuing partnerships as evidenced by the use of linkages and referrals to other organizations. We value community collaboration and systems integration. We have been at the vanguard of promoting and providing mental health services as well as parenting support and education services to ensure all children in our community are healthy and developing optimally. We value evidenced based practices and were the first agency to make a Resolution of Alignment with the Upstream Investments Initiative in Sonoma County.

Our Continuous Quality Improvement efforts mean that CPI works closely with community partners to update assessment of service needs through ongoing communication, satisfaction surveys, and routine audits of staff/client activities to identify barriers and successes.

CPI is committed to Innovation based in community responsiveness. We believe that those best informed to innovate are the people living in the communities and accessing the services. CPI therefore recruited and hired CHWs from the community to work as mentors and educators. Thus coupled with the experience CPI has at supporting parents and strengthening families, we believe this combination of experience and expertise will yield optimal outcomes for families and children by building individual and community capacity for the long haul.

CPI cannot accomplish this alone. Relationships and collaborative partnerships as part of our core values as exemplified by the following statement “Do what you do best and partner for the rest.” That defines our role in the work we do at our Rohnert Park FRC. There are limits to what we do, and we need to stay true to our mission. We have brought the services needed by the families to the FRC, such as Legal Aid, Health Care, Job Training, Food from the Foodbank, Clothing and Diapers. Our relationships with county government and nonprofit agencies who all play a critical part in building the capacity of communities and delivering critical services to individuals and families.



CPI is committed to accountability and transparency. We measure and evaluate performance and outcomes on a continual basis across all programs. We keep a record of all referrals and resources provided, and keep track of the number of families that successfully accessed the referral. Most importantly, we document resources that may be currently unavailable to families with the goal of informing a community needs assessment. In terms of service linkages, CPI is familiar with all of the networks and groups of providers who must be involved to impact the target population. CPI routinely connects clients to other needed services in the community and is skilled at utilizing existing service networks to assist clients in getting what they need.

CPI has involved from the beginning all of the community stakeholders, the Rohnert Park City Council and the trusted prevention partners located or providing services in the City of Rohnert Park

STRENGTHENING SONOMA FAMILIES

A Prevention Plan
For Sonoma County

JULY 21, 2023

Prepared by Hay Consulting for the
Prevention Planning Leadership Team



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Executive Summary

The opportunity of the Families First Prevention Services Act (FFPSA) is an exciting new pathway to lift up prevention of child abuse and neglect as a priority. FFPSA not only offers a federally endorsed policy change that aims to help families before issues escalate to levels requiring formal system involvement, but it also promises a new funding source to support evidence-based prevention strategies at the community level. Pending the release of these resources, Sonoma County has engaged in a collective planning effort to ensure child abuse prevention does not fall upon one agency alone, but it is a community responsibility involving a coalition of residents, organizations and service providers across the County.

The cost of child maltreatment is extraordinary. In 2022, Sonoma County had 4,600 reported survivors of abuse, and 343 verified survivors of abuse. That's one child with abuse reported every 1.9 hours. The same year, there were three child fatalities due to abuse.

The estimated, cumulative financial impact on Sonoma County for the 343 verified child survivors in 2022 is \$173,000,000. Nearly half of this cost is reflected in the lifetime loss of productivity for those who experience child abuse. Survivors of abuse are 200% more likely to be unemployed than their non-abused counterparts. Close to a quarter of the cost shows up in healthcare impacts. Survivors of abuse have 21% higher health care costs and are 77% more likely to have emotional challenges. Finally, child welfare, criminal justice and education systems bear the majority of costs of child maltreatment through treatment, intervention and inter-generational patterns of abuse. Although the total cost accrues over the course of the survivors' lives, the community will continue to incur the same cost each year until we are able to reduce and ultimately end child abuse. The above analysis is derived from the Safe & Sound cost calculation tool that helps explain the economics of abuse for California counties. <https://safeandsound.org/about-abuse/the-economics-of-abuse/your-county/>

The good news is that child maltreatment is preventable. Child maltreatment is often hidden, yet emerging research has identified community factors that can increase or reduce the likelihood that abuse occurs. Knowing this, Sonoma County brought together a cross-sector coalition of equity partners, service providers, Tribes, parents, and youth to explore how maltreatment can be prevented here. Through listening closely to the voices of our community, exploring data, facilitating dialogue, questioning the current system, and thinking outside the box, we developed a

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comprehensive Prevention Plan. The Plan includes six prevention strategies that can be put into action over the next five years:



This Strategic Framework centers around equity. The overall aim is to reduce disparity and disproportionality in child abuse and neglect across Sonoma County. This will be accomplished through creating and sustaining an equitable prevention system that promotes equitable decision-making, assessment, interventions, and opportunities for the diverse array of families across our community. It requires eliminating bias and other inequities in our existing structures, attitudes, actions and decisions. These reforms will depend on the meaningful and authentic involvement of equity partners and those with lived experience being integrally involved in these reflections, system changes, and transformations. All partners of Sonoma's coalition agree with this continuous focus on equity and are committed to continually improving the culture and climate of families' service experiences at the internalized, interpersonal, institutional, and structural levels to ensure this fundamental value takes hold.

A governance structure will oversee the further design, implementation, and monitoring of the strategies over the next five years. Funding plans for each of the strategies will be developed as resources become available. Likewise, training and evaluation components will be built out as the details of the strategic direction unfold. Some of the strategies involve capacity building activities that are needed before direct service prevention activities can begin. The strategies represent a balance of offering prevention resources to families at the primary, secondary and

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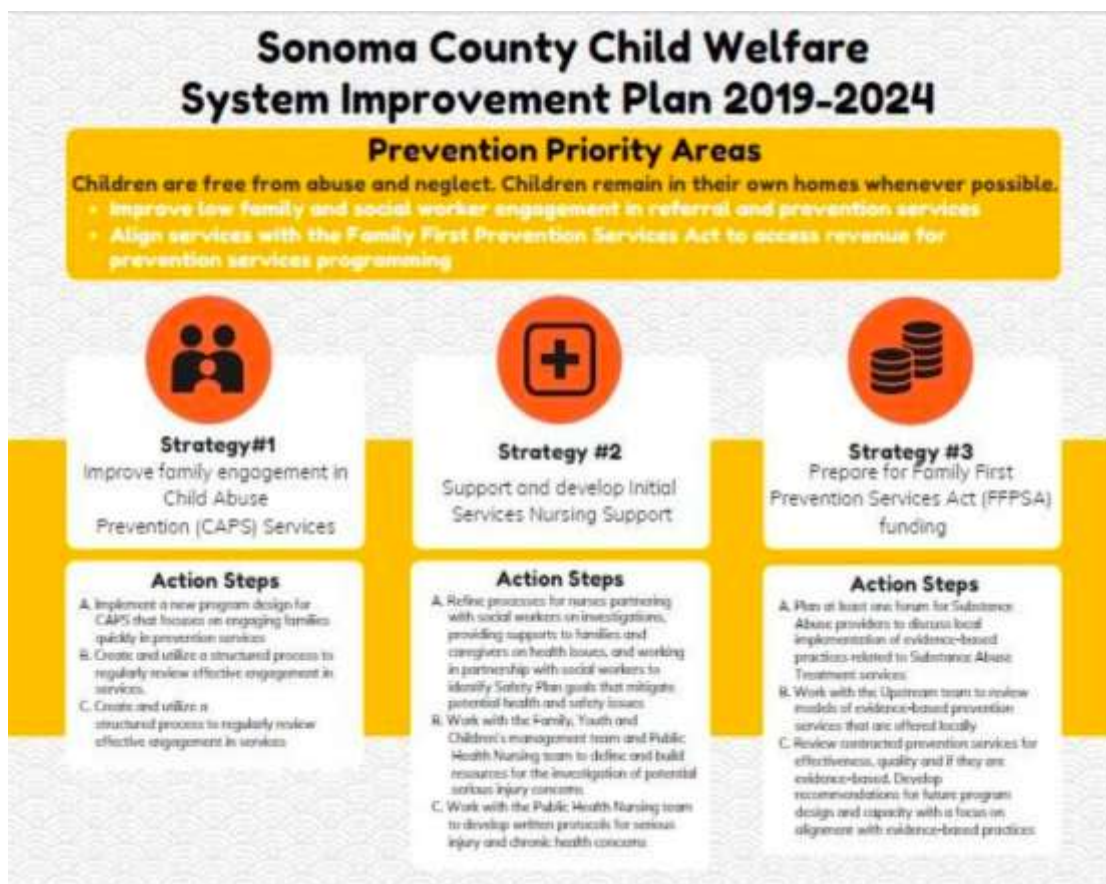
tertiary levels. Other strategies involve application of Evidence Based Practices, such as Motivational Interviewing, Functional Family Therapy, In Home Visiting and others which strengthen family resilience, build parenting capacity and address basic needs. Throughout the process, principles, behaviors, and practices of the Integrated Core Practice Model will manifest in the activation of each strategy.

Sonoma County is enthusiastically up to the challenge of this monumental change in human services that puts families first to reduce child maltreatment.

Prevention Planning: Why, Who & How

Why Prevention: Aiming Our Focus on Reducing Child Abuse & Neglect through an Equity Lens

Prevention has been a significant focus of Sonoma's program improvement efforts since 2018. A key priority in Sonoma's 2018 – 2024 System Improvement Plan has been focused on reducing child abuse and neglect using three strategies shown below to advance this goal.



As exploration of the opportunities available through FFPSA funding continue to evolve, Sonoma has integrated the following ongoing prevention efforts:

- Restructure prevention services to enhance family engagement in emergency response service referrals. Structures and supports have been prioritized for family engagement in the referral and start of services process.
- Partnerships between FY&C and Public Health have been established to support social workers and public health nurses to collaborate on investigations and provide support to families and caregivers on health and safety issues.

Nurses and social workers work in partnership to identify Safety Plan goals that mitigate these issues and help stabilize families.

Prevention has also been a priority for serving families involved in the juvenile justice system in Sonoma County. The Probation Department has consistently utilized Intensive Case Management (ICM) to prevent out-of-home placement and to serve youth who are not at imminent risk of home removal but whose behavior and family structures indicate a risk of future home removal. The department has seen cost savings by preventing subsequent offenses and out-of-home placement. In addition, federal waiver funding was extended to cover the time gap between the sunset of the California Wellbeing Project and the start of the Families First Prevention Services Act. Sonoma County Probation continues to collaborate with its service partners including the local Human Services Department to ensure this additional funding continues to support our efforts to provide family centered preventive services such as ICM and Wraparound. Sonoma County is eager to participate in the statewide transformation of the current child protection system into a child well-being system. The Title IV-E Prevention Program lays out a philosophical and operational shift from a reactive institution to a system that focuses on prevention and early intervention. Sonoma shares FFPSA's goals of reducing incidences of child abuse and neglect, decreasing entries into foster care, reducing disproportionality, addressing systemic and historical traumas, promoting the social determinants of health, and improving the lives of the County's children, youth, and families.

Sonoma County's Child Abuse Prevention Plan is the result of a comprehensive community collaboration that includes a client needs assessment, preventive services asset mapping, equity considerations, and gap analysis. The plan reflects input from an extensive array of community stakeholders, as well as analysis of data relevant to Sonoma families and their needs. Ultimately, the plan is designed to:

- Coalesce around a unified vision, mission, and theory of change for prevention efforts in Sonoma County
- Ensure equity and disproportionality issues are addressed in prevention services, interventions, and outcomes, and in the child welfare system itself
- Commit to specific prevention strategies linked to objectives aimed at reducing child abuse and neglect across Sonoma County
- Incorporate prevention strategies that help strengthen families at various levels of safety/risk (e.g., primary/universal, secondary, tertiary)
- Define effective ways to collaboratively access resources, blend funding, and build capacity to support the Plan

- Establish a five-year planning horizon for implementing strategies, evaluating results, and ensuring sustainability

Why Equity: The Foundation of Prevention Planning

From the outset, Sonoma used an equity-focused lens to identify a clear and impactful path forward. This involved a thorough examination not only of service delivery changes, but also of how to dismantle the structural and systemic inequities embedded in how we respond to families. The entire enterprise of developing our Prevention Plan was significantly influenced by our commitment to reduce persistent disproportionality and disparity within the child welfare system, and make the system itself more equitable.

We worked from the premise that the fundamentals of child well-being hinge on several critical elements for families, including:

- That families' basic needs are met – at a minimum
- That families have people and resources to lean on during challenging times
- That support reflects the long-held strengths of their community, heritage, and cultural norms
- That 'safety' for each family is understood as a complex, multi-dimensional framework interpreted through the lens of each family's identity and experience

From data, anecdotes, staff observations, and community input, we also knew that Sonoma County's response to families in need have not adequately achieved these fundamental elements:

- Not all voices are heard and attended to equally
- Not all cultural backgrounds, unique needs and specific challenges are honored
- There are structural patterns within our systems that keep these inequities in place

In addition, there are well-documented persistent patterns of disparity and disproportionality across the county:

- There is significant overrepresentation of Black, Indigenous and Families of Color (BIPOC) families involved in Child Welfare and Juvenile Probation
- There is a disparity in safety & well-being outcomes for BIPOC families compared to their white-identified counterparts

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- These patterns show up across the family-serving systems, structures, and organizations across the county
- Existing services tend to focus on supporting the individual family, without also addressing the overarching systemic inequities that create the conditions where families are surviving, rather than thriving
- Many foundational institutions meant to support families—public agencies, private organizations, community programs, etc.—are full of (often unexamined) systems that perpetuate disparity rather than ensure equity
- Families frequently experience supports as having been designed for others, not for their cultural norms, implicit strengths, and core values, thus complicating what “safety” really is
- Sonoma County has an abundance of family-supporting resources, yet how they collaborate (or don't) replicates conditions that lead to inequitable outcomes

Our conclusion is that it's essential to place equity at the center of Sonoma's prevention efforts. We include more specifics (data, stakeholder input, etc.) to substantiate this position in the sections that follow.

Who Came Together to Guide the Process

A multi-agency, collaborative and countywide leadership team called the **Prevention Planning Leadership Team** (PPLT) guided the design, strategic direction, and development of the Prevention Plan. In monthly planning meetings and task-oriented workgroups, PPLT members contributed to prevention planning decisions on behalf of the systems and perspectives they represent. Included in the PPLT membership were representatives from:

Prevention Planning Leadership Team representation			
Family Youth & Children's Services	Tribes	NAACP	Juvenile Probation
Family Resource Centers	First 5 Sonoma County	Parent Mentor	Behavioral Health
Child Abuse Prevention Council	Sonoma County Office of Education	Legal Counsel	Public Health
Community Based Organizations	Youth Ambassador	Foster Parent Community	Head Start

Regina de Melo (FY&C), Robin Bowen (CAPC) and Sabrina Johnson (FY&C) co-chaired the PPLT. Leslie Ann Hay of Hay Consulting provided meeting facilitation, documentation, and project accountability.

The PPLT's diverse membership, deliberately thorough process, and dedication to including unheard voices reflects the collaborative approach and equity-driven nature of the Plan itself. Special attention was paid to building off Sonoma's collaborative relationship with local Tribes. A full PPLT Roster can be found in the Appendix.

Consistent Partnership with Local Tribes

Sonoma County Human Services Department has a history of building, maintaining, and improving relationships with local Tribal governments. Approximately 20 years ago the Sonoma County ICWA Roundtable was formed. The Sonoma County ICWA Roundtable is a collaborative meeting that meets bi-monthly and includes participants from Tribes, Tribal Representatives, Tribal service providers, community-based organizations, the courts, and Family, Youth & Children's Services (FY&C) staff. The Sonoma County ICWA Roundtable meeting recognizes and honors Tribal Sovereignty and the importance of government-to-government relationships that work together purposefully to promote best practices to serve shared citizens.

Sonoma County is home to six Tribes, five of which are federally recognized:

- Kashia Band of Pomo Indians of Stewart Point Rancheria
- Lytton Rancheria
- Dry Creek Rancheria Band of Pomo Indians
- Federated Indians of Graton Rancheria
- Mishewal Wappo Tribe of Alexander Valley
- Cloverdale Rancheria of Pomo Indians

Our ICWA Roundtable allowed the structure for collaboration with local Tribes in the creation of the Prevention Plan and a discussion of what it means for and in relation to Native American families. To initiate this conversation, in February of 2022, the FY&C Director sent letters to each local Tribe's Chairperson requesting a formal government-to-government consultation to discuss FFPSA and inviting them to join the PPLT. Representatives of four local Tribes joined the PPLT. They took surveys back to their community to elicit feedback regarding foundational elements of the Prevention Plan and express the unique prevention needs of each Tribal community.

In an effort to collaborate and increase communication efforts, a periodic Prevention Plan status email is sent to the ICWA Roundtable participants with an update on the planning efforts and status. In late 2022, FY&C created a new staff position, whose primary function is community engagement with BIPOC communities. This new Program Development Manager started in early 2023, and requested a government-to-government meeting with each of the six local Tribes, both for introductions and further collaboration. As a part of FY&C's commitment to address racial disparity, one time funds were set aside to provide support in program development to the Tribes.

How We Engaged the Community: Our Methodology

Beginning in December 2021, the PPLT launched a sequence of efforts designed to collect the data, information, experiences, and expertise needed to craft a strategic approach to reducing child abuse and neglect. Our goal from the start was to include as many voices, perspectives and varieties of lived experience as possible to draw a reasonably clear picture of prevention needs and opportunities across Sonoma County. Specifically, we wanted to understand the needs families experience and the services available to meet those needs.

Toward this end, the PPLT conducted a wide array of exploratory activities:

Activity	Description	Who Was Involved
Community Data Review	An exploration of existing data sources about demographics and statistics relevant to family life in Sonoma County.	Census, KidsData, Sonoma County Dept. of Public Health, Prosperity Now Scorecard, etc.
Hosted Conversations	8 Focus groups held in-person or virtually to gather information about family needs, available resources & existing barriers	Combined: 33 Youth 116 Parents/Caregivers 140 Service Providers 2 Tribal Representatives
Online Surveys	Widely distributed online survey featuring parallel questions as were asked in the Hosted Conversations	
Needs Assessment	The research firm Indigo performed a comprehensive review of existing reports, data, and evaluations to highlight key needs of Sonoma families.	73 in focus groups 8 interviews 16 reports & data sources

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Activity	Description	Who Was Involved
Asset Map	A qualitative examination of the resources available in Sonoma County that serve and support child, youth & family well-being.	30 county-supported programs 38 CBOs 4 partnerships
Strengthening Families Summit	A 3-hour virtual convening of people from all over Sonoma County. Attendees learned about current community needs, heard from a panel featuring a foster youth & a parent with lived experience, and generated strategy ideas. The emphasis was providing prevention services prior to child welfare involvement.	175 attendees 35% were parents Also included providers, Tribes, parent partners, educators, and others
Tribal Updates	Periodic communications to 5 federally and 1 non-federally recognized Tribes with progress about prevention planning efforts	6 local Tribes
Meetings with Community Based Organizations	Three meetings were held with prevention-focused CBOs. Information was shared around prevention planning, funding, implementation considerations, addressing disparities & supporting EBPs.	30 CBOs represented

Findings from these efforts are detailed in subsequent sections as well as in the Appendix.

Results from each of these efforts were presented to the PPLT for discussion and analysis. Frequently, we identified opportunities to gather additional information to ensure inclusion or fill gaps in our understanding. We responded on several occasions with additional inquiries or outreach. For example, an initial needs assessment lacked broad input from parents, youth, and caregivers, so the PPLT orchestrated subsequent focus groups specifically to address this gap. Another remedy was the creation of a targeted PPLT subcommittee to engage Sonoma's Latinx community. Finally, on several occasions we invited experts from the community to join the PPLT to fill in knowledge gaps in specific areas of expertise or experience.

As the PPLT deepened its understanding of the experiences of families in Sonoma County, and as its efforts reached even farther into the communities and conversations, the PPLT experienced a solidifying of its own vision and membership. A truly multi-disciplinary, multi-cultural, and cross-sector body, the PPLT demonstrates

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the power and possibility of county-wide collaboration in Sonoma County. This experience carried through into the development of strategies and will be evident in the implementation of the Plan itself.

Information about the development of strategies stemming from the information we gathered is included in a subsequent section.

Scope of the Prevention Plan

Our efforts and the contents of this plan represent just the beginning of a long-term effort. While this plan focuses on an initial five-year outlook, prevention planning remains an integral and ongoing focus of Sonoma's family-serving community. We have aimed to set a foundation for multiple years of work. This includes a preliminary framework for implementation and the expectation that this launch effort will be followed by subsequent phases that further develop details, monitor performance, evaluate results, and adjust course along the way.

Understanding the Landscape

Current Realities Facing Sonoma's Families

What is life in Sonoma County like for children, youth and families? This was a critical question for the planning team to ask in order to ultimately create a set of strategies that would specifically address the current needs of the families. To paint the picture of such a large and diverse county, it was critical to explore these realities through a multiplicity of voices—providers, community organizations and of course families—as well as review a broad array of data. The picture that emerged helps define the needs Sonoma families face, the resources available to meet those needs, the barriers to accessing those resources, and importantly, the implications for prevention planning.

Community Context for Families Living in Sonoma County

Sonoma County is composed of nine cities and a large unincorporated area with a total population of approximately 488,000 according to 2020 United States census data. Sonoma hosts a combination of both urban and rural communities with Santa Rosa home to the largest population in the county at roughly 170,000 residents. All three major hospitals and the majority of social services are located in Santa Rosa. As mentioned earlier, Sonoma County is also home to five federally recognized Native American Tribes and one non-federally recognized Tribe.

While many of the resources and social service supports for families in Sonoma County are located in Santa Rosa, the unincorporated areas of the county are home to over 30% of the population, many of whom reside in geographically remote areas, making access to services and support more challenging. Residents of these areas may experience social isolation and significant barriers in accessing basic services and support such as transportation, health care, and nutritious food.

The demographic makeup of Sonoma has changed over the last few years, with an increase in those of Hispanic descent. While the county's median age (39.5) is slightly higher than the State (34.9), there is a disparity in age when race and ethnicity are taken into consideration. White, Non-Hispanics currently represent approximately 62.9% of the county's overall population while those that identify as Hispanic account for 27.3%. Other ethnic groups include Asian/Pacific Islander (5.0%), Black or African American (2.1%), American Indian and Alaska Native (2.2%), and persons reporting two or more races (4.0%). Sonoma's Hispanic population is more youthful with over 30% age 12 and under compared to just 12% of white individuals. The reverse is true

of Sonoma County's older adult population; 26.6% of individuals age 60 or more identifying as White, non-Hispanic, compared to 7.1% of seniors identifying as Hispanic. Many Sonoma households are English-proficient, however 11.9% of children ages 0 to 17 living in Sonoma reside in homes with limited English-speaking family members compared to just 8.7% statewide.

In Sonoma County, educational attainment rates exceed national averages. Levels of attainment, a key determinant of both income and health, vary modestly by gender but significantly by ethnicity, with Hispanics currently behind their White counterparts in attainment at all levels. Just over 6% of Whites do not have a high school diploma as compared with 45.9% of the Hispanic population.

The county as a whole has slightly higher median earnings (\$40,531) than the state (\$39,528), however Latino and Black residents are more likely to struggle financially than their white and Asian counterparts. The devastating impact of natural disasters coupled with the impact of closures due to COVID-19 has disproportionately fallen on already vulnerable communities. *See Appendix for full report with footnotes.*

Needs Assessment: What Life is Like for Sonoma Families:

Our efforts to understand the current needs of Sonoma families was multi-faceted and aimed at including significant representation of the variety of voices, perspectives, and experiences of Sonoma families, as well as the groups and agencies that serve them. Needs Assessment efforts included:

Activity & Description
<p>Mixed Method Data Review</p> <p>The research firm The Indigo Project performed a comprehensive review of existing reports, data, and evaluations to highlight key needs of Sonoma families.</p> <p>Interviews conducted by the Indigo Team contained questions assessing the needs of children and families in Sonoma County as related to child abuse prevention including priority needs, barriers to care, and existing partnerships. In addition, notes and key themes from interviews and focus groups conducted by Human Services Division staff were provided to The Indigo Project team to be analyzed alongside findings from the mixed methods assessment.</p> <p>73 in focus groups - 8 interviewed - 16 analyzed reports & data sources</p>

Activity & Description
<p>Hosted Conversations</p> <p>PPLT members conducted several conversations with key Sonoma constituents whose perspectives were not sufficiently represented in other needs assessment efforts. In particular, youth, parents, and caregivers were included in several targeted conversations conducted by members of the PPLT.</p> <p>Themes emerging from these hosted conversations were integrated into findings from other Needs Assessment efforts.</p> <p>8 conversations – 46 parents – 33 youth</p>
<p>Online Surveys</p> <p>The PPLT designed a comprehensive online survey distributed extensively throughout the county. Separate question sets were developed for the four main stakeholder groups: youth, parents/caregivers, educators, and service providers. All surveys were also provided in Spanish. Outreach efforts were considerable, leaning on the PPLT's wide reach throughout the county.</p> <p>Surveys provided a significant source of data, reflection, anecdotes, lived experiences, and quotes. The PPLT collated emerging themes and substantive findings with data coming out of other Needs Assessment efforts.</p> <p>64 service providers – 46 parents/caregivers – 2 Tribal Representatives – 1 educator</p>

Taken together, these efforts presented a set of consistent themes painting a comprehensive picture of the experiences of Sonoma families, their needs, and how well these needs are met by local supports. These themes were presented to a widespread group of Sonoma stakeholders at the Strengthening Families Summit in a 6-page accessible Infographic (included in the Appendix). Highlights include:

Families not only face difficult challenges, but they experience many at the same time.

Parents, providers, youth & Tribes mentioned the following challenges most frequently:

Family Stability

- Dealing with trauma, grief & loss
- Managing mental health needs
- Substance abuse, addiction & recovery
- Domestic violence & family conflict

Social Support

- Social isolation
- Lack of support network for parenting guidance, especially for special needs children

Economic Stressors

- Housing instability & homelessness
- Job insecurity, low wages, lack of training Inability to meet basic needs

Parenting Skill Development

- Lack of accessible, affordable childcare
- Need for child development knowledge
- Help keeping kids in school
- Parenting a child with complex or special needs

Sonoma offers a robust array of services that families find helpful.

Services that parents and youth found most effective in addressing the challenges they face focused on three areas:

Basic Needs

- Health Care Benefits/ Services
- Housing Assistance
- Food/Nutritional Support
- Childcare
- Cash Assistance
- Employment Support

Support & Stabilize

- Mental Health Services
- Caseworker/Parent Mentor
- Substance Abuse Treatment
- Building Networks of Support

Parenting Capacity

- Parenting Classes
- Child Enrichment Activities

Many factors interfere with a family's ability to get the right services at the right time. Some relate to barriers families face in accessing services. Other factors involve gaps in the service system itself.

The #1 barrier to service access is long wait times.

- 62% of surveyed parents
- 75% of parents in focus groups
- 92% of surveyed providers

The most frequently mentioned obstacles to families getting the help they need were:

- Insufficient services or providers to meet demand
- Families asking for help is not a community-wide norm
- Economic stressors block access to services
- Navigating the service system is hard
- Lack of family-friendly service availability
- Shortage of accessible, affordable childcare
- Limited transportation to services
- Lack of service system responsiveness to cultural differences

Asset Map: Sonoma's Resources to Address Prevention Needs

Sonoma County enjoys a robust network of non-profit providers, including providers of primary, secondary, and tertiary child abuse prevention services. Approximately 70 programs administered by either community-based organizations (CBOs), four county departments and First 5 Sonoma have been identified as part of the array of child abuse prevention services. Agencies are primarily located in the county center (and most populous area) of Santa Rosa, with a few specific agencies located in the four corners of the county. CBOs are, by far, the primary provider of direct services. Only one county department provides most of their services directly with County employed staff.

Methodology

In order to complete the Asset Map Child Welfare Services, the Child Abuse Prevention Council and Sonoma County Upstream led the effort to connect with community-based organizations and the various County Departments that fund Child Abuse Prevention services. Two surveys were administered – one for agencies and the other for families. 33 agency and 115 parent responses were received. Additionally, in depth interviews were conducted with the following public entities and multi-faceted non-profit providers:

- Department of Health, Public Health
- Department of Health, Substance Use Disorder Services
- Department of Health, Behavioral Health
- Human Services Department, Family, Youth and Children's Services
- Human Services Department, Employment and Training

- Sonoma County Office of Education
- Sonoma County Probation
- First 5 Sonoma
- YWCA
- Child Parent Institute
- Petaluma People's Service Center

Interviews were conducted to gather data about programming, including funding, numbers served, equity considerations and utilization of Evidence Based Practices. The Appendix includes detailed information about available agencies and utilization, organized by Protective Factor and Social Determinants of Health. A separate program inventory of more than 70 publicly funded child abuse prevention programs is available upon request.

Finally, generalized, already available data from First 5 Sonoma County, Sonoma County 2-1-1, Sonoma County Upstream Portfolio, Casey Family Programs and other services were used to provide additional reference information to identify available services.

General findings based the asset map inquiry are as follows:

- 52% of the programs who responded are provided through CBOs; 41% are provided as in-house programs, and the remainder are partnerships between the two.
- The Health Department has a greater tendency to provide evidence-based programming—more than double the programming funded by the Human Services Department and First 5 Sonoma County. Primarily, the evidence-based programming the Health Department utilizes is focused on mental health services, including EMDR and TF-CBT. Substance Use Disorder Services utilizes Seeking Safety as well as Motivational Interviewing, while in Human Services the focus is on High Fidelity Wraparound and Triple P. First 5 Sonoma County funds Nurse Family Partnership and funds programming focused on Home Visiting and services to underrepresented populations.
- FY&C spends approximately \$1.3 million dollars annually on child abuse prevention services, while First 5 Sonoma County spends approximately \$2.4 million dollars annually in a prevention capacity. Specific funding amounts were not available from Health Services nor Employment and Training. Funds were primarily traditional State and Federal sources (Child Welfare Realignment, First 5 Sonoma County, Mental Health Services Act, Medi-Cal,

Welfare to Work) with some special state grants accounting for approximately 10 to 20% of total revenue as well as some private foundation contributions accounting for less than 5 percent. County general fund was used for three smaller projects, primarily administered through Health Services.

- One important component of FY&C funding are the child abuse prevention specific funding sources, administered through the Office of Child Abuse Prevention. Ongoing funding included the Community Based Child Abuse Prevention (CBCAP), Promoting Safe and Stable Families (PSSF), Child Abuse Prevention, Intervention and Treatment (CAPIT) and Children's Trust Fund (CTF). These four ongoing allocations represent approximately \$600,000 in annual funding. These funds are utilized to provide direct prevention services for families that engage in a child welfare investigation, have concerns related to risk of future abuse or neglect, yet based on assessment, it is not necessary to open a child welfare case. Services are provided in parent education, resource assistance, mental health support and supports for victims of domestic violence. These direct services are procured through a regular RFP process and described in detail as part of the System Improvement Plan for the Division.
- Additionally, FY&C has received one-time allocations for prevention planning and services through ARPA-CBCAP and Family First Transition Act allocations.
- Of the 70 programs described, 24 provided primary prevention services, 28 provided secondary services and 13 provided tertiary services. Six programs provided a mix of primary and secondary and/or tertiary. Not surprisingly, Substance Use Disorder Services, Mental Health and Family, Youth and Children's services were the primary providers of tertiary services, while primary and secondary services were more widely provided by most departments and programs.
- All programs in the asset map inquiry made an impact in at least one area of the Protective Factors. Of the 70 programs described, 31 focused on Parental Resilience and 25 focused on boosting concrete supports.
- 43% of programs had a waitlist; this percentage was higher for programs that served Spanish speaking families. Also, the length of time spent on waitlist were generally higher for services for Spanish speaking families than for others.
- Of the programs reviewed, staffing is generally not reflective of the populations served. Some agencies had adequate staffing of Latinx bilingual/bicultural staff, but smaller CBOs and County administered programs in general did not. Black, AAPI and Native American staffing was minimally available. Staffing

representative of LGBTQ+ populations was more present, especially in programs that served transition aged youth. It has been reported that there are several small BIPOC-led organizations in Sonoma County, however, they were not included in the Asset Map inquiry. Cultivation of a formal relationships with these organizations is needed going forward.

- Currently, most providers implementing evidence-based practices cite less than 50% fidelity to the model. Achieving full fidelity is difficult for most CBOs due to extensive training, staffing and evaluation requirements for the models. Fidelity can be even more challenging for agencies serving BIPOC communities because doing the programs to fidelity is not always culturally appropriate. Nonetheless, the following programs provided their designated EBP with 75-100% fidelity:

Program Type	Housing Support Program	Therapeutic DV Services	In Home Nursing Support	Parent Education
Provider	Employment & Training	YWCA	Public Health	Child Parent Institute
Funding Source(s)	CDSS—Housing Branch	FY&C via various funding sources: CalOES, OCAP allocations, Child Welfare Realignment funds	Targeted Case Management and First 5 Sonoma County	Child Welfare Realignment, OCAP allocations, MHSA, JPD, Sheriff's Dept (jail services), Kaiser Foundation, private donors
# Annual Clients Served	100	200	100 -125	3,000 – 3,500
EBPs Utilized	Housing First	EMDR, TF-CBT	Nurse Family Partnership	Triple P
% Fidelity to EBPs	100%	100%	90-100%	More than 75%
Positive Outcomes	Concrete supports; Housing stability	Parental resilience	Parental resilience	Social connections; Parental resilience; Child development; Concrete supports

Tribes Provide an Array of Culturally Specific Services

Culturally specific services for tribal communities have generally been provided by Sonoma County Indian Health Project and by Native staff affiliated with each respective Tribe. The Sonoma County Indian Health Project provides mental health, substance abuse treatment and physical health supports. Another local provider offers culturally specific batterer intervention services. Tribes provide concrete supports, opportunities for connection among families, and parent education using Triple P as well as curriculum that are reflective of cultural values. The Federated Indians of Graton Rancheria offer a Tribal TANF program available to members of any Sonoma County Tribe. This program offers cash assistance and other related supports. In addition, the Lytton Rancheria administers two Head Start programs.

Tribes residing in Sonoma County participate in collaborative discussions, like the ICWA Roundtable, and community-wide trainings, like available Triple P training. One third of surveyed agencies collaborate regularly with Tribes. However, equity issues in the provision of child welfare services persist, and it is of utmost importance that the six Tribes residing in Sonoma County continue to be consulted and engaged in the development of child abuse prevention services. It would be ideal for County Department's to be able to contract with Tribes to provide services in their communities; however, no local Tribe holds a 501(c)3 status, which then prohibits the County's ability to contract. Both SCIHP and the provider of batterer intervention services are the only two entities in the County that hold 501(c)3 designation and serve native families funded through public funding. More native children and families could be served if this administrative barrier were addressed. For example, creation of a Memorandum of Understanding between Sonoma County and various Tribes could establish agreements that allow for funding support while recognizing Tribal sovereignty.

Opportunities for FFPSA funding:

Of the above listed programs, TF-CBT and Nurse Family Partnership (NFP) are currently well supported on the federal IV-E Prevention Services Clearinghouse and NFP is included in the California State Plan. Both programs are currently partially funded through state and other funding sources that could be used as a match for federal FFPSA funding for appropriately identified candidate populations. In addition, Triple P is an integral part of therapeutic intervention and parenting education offered across the Sonoma community. In fact, this model has established a common language across systems including law enforcement, clinicians, health care providers and parent educators. With FFPSA funding for Triple P, Sonoma could expand this

cornerstone of building family stability beyond the significant contribution they have made in this approach over the last 15 years. In the broader inventory, other programs and providers utilize Motivational Interviewing (MI), an evidence-based practice that is currently part of California's State Plan for FFPSA implementation. Seventeen of the 70 programs interviewed utilize MI as part of their prevention services program; however, none are using this model to fidelity. Opportunities are available to boost fidelity and access FFPSA funds for these programs.

Planning efforts:

Discussions are underway with Health Services to gather more information on the use of TF-CBT and Nurse Family Partnership, outcomes data, funding and ability to collaborate using FFPSA to expand services for NFP.

Aligning Candidate Groups with Sonoma's Needs

The FFPSA defines a candidate for foster care as a child who is at imminent risk of entering foster care, but who can remain safely in the child's home or in a kinship placement if eligible prevention services are provided. An FFPSA focused subgroup of Sonoma County's PPLT reviewed internal data from 2018-2021 and the comprehensive Needs Assessment. In addition to collecting community input, the Needs Assessment reviewed data from FY&C, Juvenile Probation, Behavioral Health and many contracted agencies. The Needs Assessment included an in-depth look at each candidate group and the potential number of clients over a three-year period eligible for FFPSA funded services of each specific group. As a result, the FFPSA subgroup identified four candidacy groups that our prevention plan will initially prioritize. However, the Department will potentially oversee approval of and ensure service provisions for up to all 12 candidacy groups outlined in the State's plan.

California has approved ten well-supported Evidence Based Practices. The PPLT is already piloting services with one of the EBPs with three different candidate groups. Because of the diverse array of EBPs, and the unique and multi-faceted needs of each potential candidate group, Sonoma County may opt to use all ten EBPs over the course of the implementation of the prevention plan. In addition, again due to a wide range of family needs, all five protective factors could potentially be met through prevention services with each candidacy group.

The four prioritized candidate groups emerged from the 12 possible groups based on several factors. Of the 12 groups, the four selected:

- Were the most prevalent in the Sonoma County data over the last three years.
- Represented more intensive levels of risk for the children & youth involved, including some of the hardest to address.
- Showed over-representation of BIPOC children & youth including disparity of outcomes.

The following table provides an overview of the prioritized candidate groups selected as the focus for Sonoma’s Prevention Plan.

Four Prioritized Candidate Groups	
<p>Children with substantiated or inconclusive disposition, but no case opened</p> <p>These include families that have been called into the hotline, and through the Structured Decision Making (SDM) hotline assessment have been found to meet criteria for an in-person response. Upon completion of the child abuse and neglect investigation the social worker determined that the allegations were either substantiated or inconclusive, per California penal codes. However, based on case specific factors the social worker concluded that a child welfare case did not need to be opened.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 1,525.</p>	<p>Children & youth who are victims or at risk of being trafficked—Commercial Sexual Exploitation of Children (CSEC).</p> <p>These are children who have been trafficked or are at high risk of being trafficked. The criteria that have been used in Sonoma County to determine if a youth is at risk of exploitation came from state guidance and includes the following:</p> <p>A child/youth shall be considered “at risk” of CSEC if he/she/they has a minimum of one of the following indicators:</p> <ol style="list-style-type: none"> 1. Child/youth exhibits behaviors or otherwise indicates that she/he is being controlled or groomed by another person

<p>Children or youth whose caretakers experience a substance abuse disorder</p> <p>This include caretakers who have been identified as having a substance abuse disorder. When assessing the number of clients this would impact, data was reviewed about the number of children with parents receiving substance use disorder services over a three year period.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 510.</p>	<ol style="list-style-type: none"> 2. Child/youth spends time with people known to be involved in commercial sex 3. Child/youth's use of internet, cell phone, or social media involves social or sexual behavior that is atypical or his/her age <p>OR has a minimum of two of the following indicators:</p> <ol style="list-style-type: none"> 1. Child/youth has a history of running away, unstable housing, including multiple foster care placements, or periods of homelessness, including couch surfing 2. Child/youth has had prior involvement with law enforcement or the juvenile justice system 3. Child/youth is frequently truant 4. Child/youth's relationships are concerning, placing him/her at risk or in danger of exploitation 5. Child/youth has a history of substance abuse, specifically narcotics, opiates, crack/cocaine & amphetamines <p>Estimated number of these clients eligible for FFPSA funded services: approximately 68.*</p>
<p>Families with family maintenance cases (voluntary)</p> <p>These include families who have undergone a child abuse and neglect investigation, and due to risk level identified in the SDM Risk Assessment, were found to be in need of services and oversight through the Family Preservation Unit. The Family Preservation Unit holds voluntary family maintenance cases.</p> <p>Estimated number of these clients eligible for FFPSA funded services: approximately 128.</p>	

**This number is based on the population who have encountered child welfare: many have not. Although the number is lower than other candidacy groups, the population has the least amount of services available throughout the County. Unfortunately, we have seen adolescents who show risk factors, as well as their parents, not get the help or support they need. This often results in either exploitation, child welfare and/or juvenile probation involvement or in some cases all three.*

An example of an EBP that may meet the wide range of each individual family is that of Functional Family Therapy (FFT). Per the Title IV-E Clearinghouse, FFT is a short-term

prevention program for at-risk youth and their families. FFT aims to address risk and protective factors that impact the adaptive development of 11-18 year-old youth who have been referred for behavioral or emotional problems. The program is organized in multiple phases and focuses on developing a positive relationship between therapist/program and family, increasing motivation for change, identifying specific needs of the family, supporting individual skill-building of youth and family, and generalizing changes to a broader context.

In July of 2022, FY&C and probation jointly contracted with a local community-based organization to provide Functional Family Therapy to youth in the juvenile justice system, voluntary family preservation and families with substantiated and/or inconclusive allegation dispositions, where no case was opened. This was a pilot program paid for by the Family First Transition Act (FFTA) and Family First Prevention Services (FFPS) Block Grants. Although initially it seemed as though it would only focus on three candidacy groups, it can potentially address risk factors from all 12 of the candidacy groups. The families served are ones who experience severe risk factors. It is not uncommon for parents in this candidacy group to have a substance use disorder, a youth to be at risk of CSEC, runaways and/or LGBTQ+ identities. Using FFT as a prevention intervention for guardianship/adoptive families at risk of disruption due to similar challenges is also under consideration.

Gap Analysis: Conclusions from Understanding the Landscape

Taken together, the Needs Assessment and Asset Map findings determined six areas of potential action voiced by the Sonoma community which identify the most pressing conditions that contribute to child abuse and neglect. This analysis guides Sonoma's Prevention Plan toward addressing significant need while developing the current capacity of the service community. These areas are:

Invest in Addressing Basic Needs – Many families are struggling to make ends meet. It's hard to find stable shelter, keep food on the table, secure a living wage, have reliable transportation and access quality, affordable childcare. Capacity building is needed to address the high demand for meeting basic needs.

Expand Trauma-Informed Services to Meet Demand – Parents who have experienced trauma themselves can struggle with addiction, mental health challenges, or family violence. Left untreated, these circumstances often lead to safety issues for children. Access to treatment, counseling or other services are blocked by long waiting lists, high costs and not enough providers to go around.

Make It Easier for Families to Get Support – When families have a need, it's hard to know what services or resources are available, where they are and how to connect to them. Once families find what they need, the service may not fit with their work schedule, offer childcare, or be nearby. Moreover, when parents are overwhelmed, isolated or in crisis it's common to go into survival mode, rather than taking a risk to reach out for help. A strong base of Family Resource Centers exists, but growth and sustainability of this resource is needed across the county and for Tribes.

Strengthen Culturally Relevant Services & Supports – Families of color as well as families representing different languages, cultures, abilities or identities, often find the service system inflexible to meet their unique needs. This not only contributes to disparities in safety and well-being, but also feeds mistrust and discourages families from getting the help they need.

Build Parenting Capacity – Developing the skills, knowledge & confidence to be a good parent is not automatic. Parents and caregivers need information, resources, practice and guidance all along the way. Each stage of child development also has its own rewards and challenges. Parents who have children with special needs need extra support. The in-home parenting evidence-based practices approved for California's prevention plan (Parents as Teachers, Nurse Family Partnership, Homebuilders, Healthy Families of America) are scarce in Sonoma County and expensive to practice to fidelity.

Create More Prevention Partnerships – There is a need for a more coordinated approach to prevention services. Many families are in need of prevention services, but there are limited pathways to connect them to community resources and supports. When services are linked through formal or informal partnerships, families have an easier time. Building on Sonoma's foundation of public-private collaboration is needed.

Prevention Plan Foundation

The Groundwork for Sonoma's Prevention Plan

The Prevention Plan as a whole is built on a foundation of components that guide our decisions as we target the elimination of child abuse & neglect in Sonoma County. Dismantling inequitable structures and addressing disproportionality/disparity in system-involved families are our highest priority within our overall goal.

Mission of Sonoma's Prevention Plan

To develop a comprehensive Prevention Plan that coordinates the community's efforts to prevent child abuse and neglect through addressing inequities, strengthening protective factors, and reducing stressors for our children, youth, and their families.

Sonoma's Vision for Prevention

All Sonoma County children and families have equitable access to timely, integrated supports that ensure they thrive in safe, responsive, and caring communities where they live, learn, work, and play.

Prevention Plan Values

Equity – Prevention strategies and the systems involved in implementing them incorporate a lens focused on equity

Lived Experience - Value the experience and wisdom of individuals who have recovered from challenging life experiences

Strengths Based - Build upon family strengths, natural circles of support & community assets to address needs & promote resiliency

Trauma-Informed - All prevention strategies & interventions recognize the influence of historic & cultural trauma on family strengths & needs

Culturally Responsive - All prevention strategies & interventions integrate culturally specific perspectives to meet family needs

Whole Family Approach – Consider the interdependence of individuals within a family to address family needs in a holistic way

Prevention Theory of Change

IF... Sonoma County Child Welfare and our child abuse prevention partners listen to the needs of the community regarding the safety and well-being of our children, youth, and families; and

IF... the priorities identified by the community stimulate investment in the prevention policies, practices, partnerships and service array to address these needs;

THEN... Sonoma's prevention partners, family strengthening organizations, neighborhoods, and natural circles of support across all ethnicities and indigenous peoples are empowered to:

- Promote child and family resiliency, social connections, concrete support in times of need, and knowledge of parenting and child development
- Strengthen the capacity within communities to care for one another
- Ensure an equitable prevention response for all families
- Work effectively together as a network of support
- Leverage resources to increase impact

SO THAT... an accessible, equitable, and integrated county-wide system supports families to provide safe, stable, and nurturing relationships and environments for their children and youth;

THEREBY... preventing child abuse and neglect.

Strengthening Families Framework

A Framework for Strengthening Families

The Strengthening Families framework is a research-informed approach to increase family strengths, enhance child development, and reduce the likelihood of child abuse and neglect.

Children are more likely to thrive when their families have the support they need. By focusing on the five universal family strengths identified in the Strengthening Families Protective Factors Framework, community leaders and service providers

can better engage, support, and partner with parents in order to achieve the best outcomes for kids.

Parental resilience: Managing stress and functioning well when faced with challenges, adversity and trauma

Social connections: Positive relationships that provide emotional, informational, instrumental and spiritual support

Knowledge of parenting and child development: Understanding child development and parenting strategies that support physical, cognitive, language, social and emotional development

Concrete support in times of need: Access to concrete support and services that address a family's needs and help minimize stress caused by challenges

Social and emotional competence of children: Family and child interactions that help children develop the ability to communicate clearly, recognize and regulate their emotions and establish and maintain relationships

Equity at the Core

Taken together, the foundational components led us to identify a central concept around which the details of the Prevention Plan can be built. All our efforts are pointed in the direction of creating and sustaining an equitable prevention system. From here we launched our strategy development process.



Methodology

Fortified with the findings of our extensive inquiries into the community, the PPLT launched a deliberate, thorough, and inclusive process to define and confirm priority strategies designed to launch the five-year prevention plan. While not an entirely linear process, the route through strategy development can be summarized in 6 steps.

- 1 With our commitment to both service delivery changes and the dismantling of structural and systemic inequities, the PPLT amassed the strategic suggestions, recommendations, and current efforts from each of our stakeholder engagements: online survey, hosted conversations, Indigo Needs Assessment report, Strengthening Families Summit breakout groups, and Summit registrant's responses to "What would you do with \$1 million to reduce child abuse and neglect?".
- 2 We invited a broad group of stakeholders (49 altogether, from the PPLT and Summit participants) to consider a specific set of criteria and vote on the themes they felt were most important for prevention planning. The criteria fell into three categories:

Criteria for Strategy Prioritization		
<p>Impact: How well does this strategy move the needle on reducing child abuse & neglect?</p> <ul style="list-style-type: none"> How well does this strategy align with our prevention values? Is this a strategy that can address multiple prevention objectives? How well does this strategy address the pressing needs of families in our community? 	<p>Equity: How well does this strategy address racial disparity in child and family outcomes?</p> <ul style="list-style-type: none"> How well does this strategy build on or fortify existing momentum? 	<p>Capacity: Is there sufficient community capacity or can it easily be developed to carry out this strategy?</p> <ul style="list-style-type: none"> Would completing this strategy set the foundation for other strategies to take hold? Are there sufficient resources available to implement this strategy in a meaningful way? To what degree is there political will from a broad segment of the community to implement this strategy?

- 3 To hone the list of strategy themes into a shorter list of priority strategies, an additional set of viability criteria was applied. We were careful at this stage to include actions within our control, committing to address issues better suited to an advocacy agenda elsewhere. Viability questions included:
- Are there efforts already underway related to this strategy topic?
 - What available services or assets are currently in place related to this strategy?
 - Are there funding opportunities to support this strategy?
 - What partnerships or alliances would provide support, resources or expertise?
 - Is this an area within our reach or scope of authority to advance?
 - What timeframe (short-term or long-term) would it take to launch this strategy?
- 4 The result at this point was six viable strategy areas that clustered into three Objectives. This provided the clarity we needed to create our overall Strategic Direction for the Prevention Plan:



- 5 With our Strategic Direction set, PPLT members divided into three workgroups, one for each Objective. Workgroups set to a deep dive into strategy formulation and prioritization. Additional members were brought into the workgroups to ensure expertise and lived experience were reflected in the group's decisions. Through a rigorous process of detail generation, impact evaluation, equity analysis

and the like, each group finalized their proposal for one strategy per area. This is the basis of the six strategies that form the basis of Sonoma's Prevention Plan.



Priority Strategies to Launch the Prevention Plan

A set of foundational strategies have been identified to launch the five-year Prevention Plan in motion. Two important factors need to be kept in mind about these strategies:

- Each strategy area contains a “foundational” strategy as well as “follow on” strategies. We provide significant detail about the foundational strategy, as this is the first to be implemented. Follow on strategies are included in a simple list; these will be detailed later in the five-year implementation horizon, as it becomes time for them to be launched.
- In almost every strategy area, a separate set of advocacy steps have been identified. While not required for the CPP, these steps are an important element in adding the endorsement of Sonoma's child abuse prevention council (the governance body for the Plan) to other prevention efforts happening around the county.

The strategies directly serve the key objectives centered around an equity lens to achieve our goal of reducing disproportionality and disparities among children, youth and families at risk for child abuse and neglect. Serving as a foundation to be built

upon as steps are taken and tasks are accomplished, these strategies create an underlying infrastructure upon which subsequent efforts toward the prevention of child abuse and neglect can happen. For convenience, here is the strategy framework again:



To bring each strategy to life, we present a table for each with details about what they are geared to accomplish, who they ultimately serve, how they contribute to our overall goal, and the like. Each table is designed to be used as the foundation for partnership engagement, readiness building and implementation planning: together they form a roadmap for building coalitions and executing the Prevention Plan. Each strategy table includes:

- **Objective:** a milestone toward the accomplishment of our goal
- **Foundational Strategy:** a cornerstone strategy to advance the objective, upon which follow-on strategies can build
- **Strategy Rationale:** explanation of how this strategy serves its specific objective and Sonoma's overall goal
- **How It Works:** description of what the strategy will involve
- **Possible Partners:** the collaborative entities that need to come together to make this strategy happen

- **Who is Served:** the target populations (primary, secondary, tertiary) who benefit from this strategy
- **EBPs Utilized:** the approved EPBs employed by this strategy, if relevant (some strategies focus on capacity building or infrastructure—setting the stage for later prevention service delivery)
- **Protective Factors:** the specific protective factors from the Strengthening Families Framework addressed by this strategy
- **ICPM Alignment:** How this strategy demonstrates ICPM practice principles, values and behaviors
- **Potential Funding:** Known or possible sources of funding to initiate or sustain the strategy
- **Timeline:** when in the five-year planning horizon this strategy will be designed, developed, and implemented
- **Follow-On Strategies:** A list of strategies that build upon the foundational strategy and serve to address the overall objective more fully

The next several pages outline Sonoma's six prevention strategies.

Prevention Plan Strategies

FOUNDATIONAL STRATEGY #1

Objective – Advance Equity: Reform the structures within the social service system that perpetuate inequity.

Strategy #1 – Activate Change: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques.

“Culture means a lot to those we serve. Who we are and where we come from is foundational and often overlooked in the midst of the trauma of child welfare. Need to honor how culturally based supports and services *are* how we recognize trauma and promote powerful healing.”

Tribal Parent

1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques

How It Works	<p>This strategy begins with a full examination of existing policy and practice through an anti-racist lens. Emphasis will be placed on revising elements that guide practice such as:</p> <ul style="list-style-type: none"> Clarify criteria for CPS response or JPD intake and identify opportunities for community-based response for lower risk circumstances. Eliminate the influence of implicit bias when applying safety standards that are primarily driven by poverty related circumstances rather than safety concerns. Support alternative interventions to meet case plan goals that are more culturally aligned with families' values, customs, and traditions. Ensure family assessment tools are practiced with fidelity and are relevant for diverse families. If not relevant, develop and utilize alternate, valid methods to identify needs, strengths, and safety concerns. <p>This examination will be integrated with the Targeted Case Review on all separations of African American and Native American children during 2022. Sonoma FY&C is currently conducting this to determine if concerted efforts are being made to keep children safely at home, rather than placement in out-of-home care. Policy and practice changes will be recommended based on this analysis because the Targeted Case Review is being led by an expert in Race Equity Inclusion practice in child welfare using anti-racist principles, techniques, and standards.</p> <p>Some additional steps FY&C and JPD will take to make these changes more visible include:</p>
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1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques	
	<ul style="list-style-type: none"> • Create culturally inclusive and welcoming environments in public buildings through décor, language translations and other visual indicators. • For FY&C, expand existing flexible funding supported resources such as "CarePortal" (provides basic needs such as rental assistance, car repairs, etc. to families referred to FY&C to address needs contributing to safety issues) to ensure client barriers to accessing services are eliminated. • Consider unrestricted funding for BIPOC communities to determine how to meet families' needs, especially in the Tribal Community.
Strategy Rationale	Alignment of policy and practice with anti-racist techniques will improve engagement of all families—especially BIPOC families—which supports a key aspect of the Strengthening Families Framework. By partnering with parents to ensure Sonoma's policies and programs work for children, youth and families, the stage is set for engaging parents in mutually supportive relationships that build all 5 protective factors: resilience, social connections, knowledge of parenting and child development, access to concrete supports in times of need, and social-emotional competence of children.
Possible Partners	BIPOC community advocates, family and youth with lived experience, REDI experts, Tribal Representatives, County Counsel, Sonoma County Office of Equity, and other accountability partners.
Who is Served	This strategy would serve all families who encounter or are at risk of becoming involved with FY&C or JPD. (Secondary & Tertiary)
EBPs Utilized	This is an equity building strategy, so there are no EBPs directly utilized.
Protective Factors Addressed	An increase in the mental health provider pool and delivery of mental health services to families (especially BIPOC and non-English speaking) will result in primarily building parental resilience and social-emotional competence of children, with secondary focus on social connection and knowledge of parenting in child development.
ICPM Alignment	Engagement, Inquiry & Exploration, Teaming, Advocacy, Accountability, Communication, Feedback, and Partnership
Potential Funding	FY&C and JPD will explore specific funding sources to support the equity building activities listed above. Child Welfare Realignment funding has been utilized to support some of FY&C's current, broader priorities to address disparities within the child welfare system and may be redirected to support preventive efforts and address this strategy.
Timeline	1-2 years to prepare policy and practice change recommendations; 2-3 years for implementation.

1. ACTIVATE CHANGE: Align practice and policies of FY&C and Juvenile Probation with anti-racist techniques

Follow-On Strategies

- Strengthen and expand training on anti-racist practices to FY&C staff, JPD staff, and community partners who deliver services to vulnerable families.
- Modify expectations of service providers contracted with FY&C and JPD to address racial equity and inclusion in service provisions.

FOUNDATIONAL STRATEGY #2

Objective – Advance Equity: Reform the structures within the social service system that perpetuate inequity.

Strategy #2 – Diversify the Workforce: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community.

“I’m Hispanic so my family had a hard time understanding the process. There was not much communication and we always felt lost in the process, not to mention terrified.”

Parent

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community

How It Works

Families of color as well as families representing different languages, cultures, abilities or identities, often find the service system workforce unfamiliar with their unique needs. This not only contributes to disparities in safety and well-being, but also feeds mistrust and discourages families from getting the help they need.

Diversifying the workforce is a multi-stage process that begins with trust building. FY&C and JPD have a responsibility to join with Sonoma's BIPOC communities in a genuine effort to increase trust and strengthen communication. This will involve consistent, transparent action and follow through as part of a restorative process with diverse communities, especially those over-represented in child welfare and juvenile probation systems. Once this initial strategy takes hold, the foundation is set for all other workforce diversification strategies to begin.

Some examples of trust building activities include:

- Host “Listening Sessions” held in BIPOC community locations to explore the experiences, concerns and ideas of BIPOC organizations and families who have been involved with FY&C or JPD.
- Identify opportunities for representatives from BIPOC communities to help define the qualities, behaviors, skills and attitudes needed by the human services workforce to meet the diverse needs of BIPOC families.

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community	
	<ul style="list-style-type: none"> Regularly meet with BIPOC organizations and families to increase communication, practice transparency, and receive feedback on progress toward building a more trusting relationship between BIPOC communities and FY&C and JPD. Apply the findings from BIPOC community dialogues to build "Equity Profiles" for line staff, supervisors and managers. These behavioral descriptions can be used to modify job descriptions, refine staff training & development curricula, inform supervision and guide workforce recruitment efforts. <p>In collaboration with community public and private partners, explore specific funding sources to support the equity building activities listed above.</p>
Strategy Rationale	Ensuring the workforce more closely reflects the diversity of the populations served by child welfare and juvenile probation requires seeking out candidates from BIPOC communities. Across America, the level of trust between communities of color and both child protection and juvenile justice agencies have historically been strained and Sonoma County is no exception. Healing these tensions and building trust will increase opportunities for greater understanding and partnership. This in turn will create a foundation for staff recruitment, retention, and advancement of BIPOC individuals in the workforce. When families and youth experience caseworkers or probation officers from similar communities, backgrounds and identities as their own, they will be more likely to utilize the preventive help and resources offered to strengthen their circumstances at home, at school and in the neighborhood.
Possible Partners	FY&C, Juvenile Probation, BIPOC organization such as Sonoma County Black Forum, BIPOC student unions, Tribes, NAACP, Sonoma County Office of Equity and other equity partners.
Who is Served	Builds capacity to better serve BIPOC parents, youth and children involved with or at risk of involvement in the child welfare system. (Secondary & Tertiary)
EBPs Utilized	This is an equity building strategy, so there are no EBPs directly utilized.
Protective Factors Addressed	Improving communication and trust with the BIPOC community will increase confidence of BIPOC families in the service system—a key element of the Strengthening Families Framework. By partnering with parents to ensure FY&C and JPD are trusted helping systems that work for children, youth and families, the stage is set for engaging parents in mutually supportive relationships that build all 5 protective factors: resilience, social connections, knowledge of parenting and child development, access to concrete supports in times of need, and social-emotional competence of children.

2. DIVERSIFY THE WORKFORCE: Improve communication and trust between FY&C and Juvenile Probation (JPD) and the larger community	
ICPM Alignment	Create a Learning Environment, Monitor Practice Effectiveness, Teaming, Advocacy, Accountability, Communication, Feedback, and Partnership
Potential Funding	Child Welfare Realignment funding will be used as necessary to support the dialogues. Training and implementation of these strategy areas will be integrated into the already funded structures for staff training.
Timeline	Community conversations and relationship building with BIPOC communities will begin in year 1, yet the key will be consistency and follow-through. Trust building is envisioned to occur during all 5 years, with follow-on strategies starting in years 2 – 5.
Follow-On Strategies	<ul style="list-style-type: none"> • Improve recruitment of potential candidates from BIPOC communities to diversify the workforce of FY&C and JPD so that the direct service staff is more representative of the families and youth served. • Increase retention and advancement for BIPOC staff at FY&C and JPD through mentorship, support, and incentives focused on continuing education, credentials, and other benefits.

FOUNDATIONAL STRATEGY #3

Objective – Improve MH/SUD Services:

Improve the service system to better address the mental health & substance use disorder needs of families.

Strategy #3 – Promote Mental Health:

Increase provider pool to expand access to culturally informed and linguistically relevant mental health services.

“We need more services to address early childhood trauma of both Indian and non Indian parents affecting their ability to inhabit an attuned and nurturing relationship with their children.”

Tribal Service Provider

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services

How It Works

Sonoma County will build on and leverage existing public and private coalitions to design and implement recruitment, retention and incentive structures to build mental health service delivery capacity in County agencies and CBOs throughout Sonoma. Funding and capacity building aimed at BIPOC-led CBOs and activities already happening in the community will be leveraged.

Specific approaches for broadening the definition of mental health services to be more inclusive of non-traditional resources include:

- Develop peer-led community health navigation services.
- Partner with community and peer representatives to expand what is considered mental health services (Tribal rituals, art & cultural events, farm-worker clinics, peer/student mentors, convivencias and the like).

Specific incentives to encourage practitioners or paraprofessionals to enter the mental health field include:

- Increase contractor rates to expand provider pool and offer premiums for bilingual staff.
- Create targeted educational benefits within county departments and CBOs to support and incentivize education (e.g., tuition support, flex time for attending classes) to encourage staff to move into mental health fields.
- Establish an educational collaborative to increase pathways for training, licensure and supervisory guidance for new or existing mental health professionals. Communicate opportunities for different career paths as people identify their educational and employment goals.
- Leverage shared capacity with schools, CBOs, and county partners to create internships and opportunities for career exploration in the

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services	
	<p>mental health field. Offer internship rotations to increase exposure and cross-training opportunities.</p> <p>In collaboration with community public and private partners, explore specific funding sources to support the capacity building activities listed above.</p>
Strategy Rationale	Developing more culturally focused provider capacity will increase access for all families, particularly BIPOC and non-English speaking families. Receiving mental health services that address parenting/safety challenges or other destabilizing conditions helps to minimize the risk of harm that children experience.
Possible Partners	Behavioral Health, Sonoma County Community Foundation, First 5 Sonoma, FY&C, Tribes, Juvenile Probation, Public Health, local higher education institutions, community health clinics, legislative partners, Sonoma Connect Sonoma Unidos, Sonoma Suicide Prevention Coalition
Who is Served	Builds capacity to better serve parents, youth and children experiencing mental health needs, especially BIPOC and underserved areas of the community. This potentially aligns with all 12 of the candidacy group populations once funding becomes available. (Primary, Secondary, Tertiary)
EBPs Utilized	This is a capacity building strategy, so there are no EBPs directly utilized. However, upon capacity being developed, Prevent Child Abuse Sonoma County (Sonoma's CAPC) will explore the potential use of FFPSA identified mental health focused EBPs.
Protective Factors Addressed	An increase in the MH provider pool and delivery of MH services to families (especially BIPOC and non-English speaking) will result in initially building parental resilience and social-emotional competence of children, with later focus on social connection and knowledge of parenting in child development.
ICPM Alignment	Readiness Building, Partnership, Advocacy, Teaming, and Accountability
Potential Funding	Potential funding partners include Sonoma Behavioral Health and First 5 Sonoma County. Portions of the FFPS and ARPA-CBCAP one time allocations will also be used to implement these services as pilots in the near term.
Timeline	5 years, including a 3-year design and development phase and 2-year implementation phase.
Follow-On Strategies	<ul style="list-style-type: none"> Expand current avenues for service delivery. Further grow programming for behavioral health focused peer support in rural and other underserved areas of the county.

3. PROMOTE MENTAL HEALTH: Increase provider pool to expand access to culturally informed and linguistically relevant mental health services

- Expand access to childcare to improve parent participation in mental health services.
- Create wellness programs to support mental health through partnership with and utilization of existing CBOs and services focused on physical health and wellness.
- When FFPSA funding is available, voluntary Family Maintenance cases and referrals to FY&C will be eligible to receive FFPSA eligible mental health focused EPBs such as Family Functional Therapy, Parent Child Interactive Therapy and others.

FOUNDATIONAL STRATEGY #4

Objective – Improve MH/SUD Services:

Improve the service system to better address the mental health & substance use disorder needs of families.

Strategy #4 – Support Recovery: Create a variety of family-focused recovery support services.

“I desperately needed child care before removal and couldn’t afford it. It would be so much better if Sonoma County had treatment facilities that offer child care.”

Parent

4. SUPPORT RECOVERY: Create a variety of family-focused recovery support services

How It Works	<p>Sonoma County will offer a comprehensive array of long-term services that parents in recovery can access using a “whole family” intervention approach emphasizing cultural responsiveness. Delivered through a wraparound home visiting program model flexible enough to meet families where they are most comfortable and works best for them. These supplemental/ancillary treatment services include:</p> <ul style="list-style-type: none"> • Nursing support • Parenting education • Income support through job training and career development • Housing assistance <p>Specific barrier reduction and engagement efforts to improve the likelihood of parents in recovery taking advantage of available service and support opportunities include:</p> <ul style="list-style-type: none"> • Advocate for removal of barriers to employment related to background checks. • Increase availability of recovery housing that caters to individuals (especially fathers) with children. • Facilitate positive childhood experiences—family events and gatherings in community—as an antidote to ACES. • Focus on building community connections and networks of support to help families expand healthy social relationships in support of their recovery. <p>In collaboration with community public and private partners, explore specific funding sources to support the interventions and advocacy efforts listed above.</p>
Strategy Rationale	<p>Developing more family-focused recovery support services in the context of enhanced community and social connection will promote wellness and recovery, improve family stability and strengthen social support for families impacted by substance use disorders. This in turn will improve the</p>

4. SUPPORT RECOVERY: Create a variety of family-focused recovery support services	
	safety, permanency and well-being outcomes for children and youth with parents in recovery.
Possible Partners	Behavioral Health, FY&C, Juvenile Probation, Faith-Based Organizations, Substance Use Disorder Treatment Programs, Tribes, Public Health, Employment & Training Division of HSD, Sonoma Connect Sonoma Unidos, Parks & Recreation, fitness gyms, yoga programs.
Who is Served	Parents in recovery from substance use disorders and in need of supplemental support in recovery, especially BIPOC families and those in underserved areas of the community. Eligible participants in services can include parents recently exited from residential treatment or other treatment programs as well as parents in ongoing treatment (e.g., Medication Assisted Treatment—MAT). (Primary, Secondary, Tertiary).
EBPs Utilized	This strategy can utilize all the FFPSA identified EBPs, especially motivational interviewing, due to the wide range of needs families present such as mental health concerns, recovery support, and need for in home parenting support.
Protective Factors Addressed	An increase in family focused recovery support services (especially for BIPOC families) will result in initially building parental resilience and social connection, then later grow knowledge of parenting in child development and social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, and Partnership
Potential Funding	Potential long term funding partners include Sonoma Behavioral Health and SAMHSA grants. Child Welfare Realignment funding may be utilized as a matching source for federal funds.
Timeline	5 years, including a 3-year design and development phase and 2-year implementation phase.
Follow-On Strategies	<ul style="list-style-type: none"> • Create new options for treatment programs that address the multidimensional needs of families. • Expand home visiting programs focused on substance use disorder treatment interventions. • Continue to partner with health services to advocate for new programming including cultivation of partnership opportunities that expand capacity.

FOUNDATIONAL STRATEGY #5

Objective – Support Families: Strengthen the network of family support services and resources to be more accessible and culturally responsive.

Strategy #5 – Support Parents: Shift the culture of mandated reporting toward a culture of mandated supporting.

“My parent’s drug addictions/mental health were a hindrance on their ability to make us kids and our needs a priority. When these behaviors are evident it would be beneficial if other adults didn’t turn a blind eye.”

Former Foster Youth

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting

How It Works

Modify the culture of parent education & services to emphasize support rather than reports to the hotline being the only pathway to assistance. Train personnel in trauma-informed approaches and gear practices around the Strengthening Families Framework.

Sonoma County FY&C as the recipient of all Hotline reports is committed to new ways to partner with community-based networks focused on family support to link early identified families in stress to the resources that will help stabilize them. As more opportunities for family strengthening, skill-building, and trauma-informed approaches are available, this reframing and change in practice will lessen the barriers to parents seeking support. Assistance will be embedded throughout the organizations, locations and institutions that parents frequent. Specific actions to move these changes forward include:

Establish a new philosophy / Shift the culture

- Rally the coalition of human service partners across Sonoma around this concerted effort to develop a “Mandated Supporter” culture (e.g., Family Resource Centers; School Family Support programs; pediatrics/health clinics)
- Develop common language; trauma-informed, strength-based approaches; strengthening families framework; skill development, and competency building of all family serving workforces to become “mandated supporters”
- Educate the mandated reporter community (e.g., teachers, physicians, etc.) about the new mandated supporter philosophy to reframe their role into a new culture and climate of family support including raising awareness about racial disparity and building skills to promote Racial Equity, Diversity and Inclusion (REDI)
- Launch a broad community information campaign to spread the word about the shifting culture toward family support

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting	
	<p>Build readiness for responding to families through community based interventions</p> <ul style="list-style-type: none"> • Design the “mandated supporting” workforce configuration to deliver support under this new model through partnership agreements between Community Based Organizations (CBO) and FY&C • Build workforce within the CBO sector to expand capacity for delivering family support services, resources and navigation guidance. • Co-create easily accessible methods to connect families to the available resources they need and ensure access at the point of contact where families may express need (e.g., navigator system for families in stress to get the support they need) • Create an accountability mechanism to ensure fidelity to trauma-informed practice approaches is maintained anywhere a parent receives support <p>While readiness building activities are underway, parallel efforts will be made to develop the services and support resources to serve a broader range of families facing challenges.</p>
Strategy Rationale	Shifting the culture of parent support to one based on skilled attention to trauma and focused on building on family strengths will reduce the stigma of parent support services and increase families' acceptance of participating in these supports throughout the county. Asking for help will no longer be viewed as a deficit, but instead as a strength. More participation of families in the services that meet their needs will increase their protective capacity, thus improving child safety and reducing the incidence of child abuse and neglect in Sonoma County.
Possible Partners	Service delivery organizations who intersect with families: Behavioral Health, Tribes, CBOs that support parents/families, First 5 Sonoma County, FY&C, Probation, Public Health, schools, community health clinics, university/community colleges, hospitals, law enforcement, Community Health Workers/Training Providers, Sonoma Connect Sonoma Unidos
Who is Served	While the culture shift applies to all parents who interact with supporting services of any kind, the access and navigation tools will begin with BIPOC families and other underserved populations in the community. (Primary, Secondary)
EBPs Utilized	This is a foundational/capacity building strategy. Once the culture shift takes hold and infrastructure is in place, motivational interviewing and in-home parenting EBPs would be utilized in the follow-on strategies.

5. SUPPORT PARENTS: Shift the culture of mandated reporting toward a culture of mandated supporting	
Protective Factors Addressed	Embedding a culture of parent support across institutions and agencies of all kinds will result in building parental resilience and increasing knowledge of parenting in child development, with the possibility of enhancing social connections and providing concrete supports, while building a foundation for tending the social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, Partnership, and Practice Monitoring
Potential Funding	Children's Services Sales Tax Initiative (Childcare & Children's Health Initiative); Community Health Worker Funding; CalAIM, MediCAL
Timeline	The main focus of the 5-years will be on shifting the culture and building the infrastructure to support families more effectively and universally across Sonoma.
Follow-On Strategies	<ul style="list-style-type: none"> • Expand training of and access to parent mentors, specifically cultivating a pool of BIPOC parent mentors • Expand home visiting programs • Provide concrete support to address basic needs • Establish universal access to parent education classes

FOUNDATIONAL STRATEGY #6

Objective – Support Families: Strengthen the network of family support services and resources to be more accessible & culturally responsive.

Strategy #6 – Build Pathways: Establish a Family Navigator program to help families access available prevention services & supports.

“Bring our parent mentors in early in the case. A lot of us wouldn’t have gotten where we are today without them. It’s really true when you hear people say “it takes a Village” because it does, of support. Not hate. Not ridicule. SUPPORT.”

Parent

6. BUILD PATHWAYS: Establish a Family Navigator program to help families access available prevention services & supports

How It Works

Schools and Family Resource Centers are familiar places where Sonoma families can learn about and be linked to supports and resources to strengthen well-being (e.g., food/nutrition, mental health services, parenting skills, and assistance with other basic needs). However, not all schools have the capacity to address the demand for support and many parents don't know where to get help or how to go about asking for help. A robust Family Navigator program would start closing this gap. Specific activities to advance this strategy include:

Cultivate a partnership to design and test a Family Navigator program

- Identify a school or Family Resource Center committed to expanding their services vulnerable families in zip code areas where most CPS referrals come from.
- Design a pilot Family Navigator program operated onsite to help families find the help they need, including transportation, support for recovery, connections to childcare, parenting education and other needs.
- Evaluate the pilot program to measure outcomes, operational adjustments, and implementation considerations for further expansion.

Bring the Family Navigator program to scale in other areas of the county

- Following implementation and evaluation of the pilot program, replicate the program at other schools and FRCs with other high need areas of the county.
- Conduct a targeted outreach campaign to widely disseminate information about what services are available for parents and how to access them.
- Continue to cultivate relationships with schools and Family Resource Centers to advocate for sufficient resources to sustain their role as pathways for family support.

6. BUILD PATHWAYS: Establish a Family Navigator program to help families access available prevention services & supports	
Strategy Rationale	When families are assisted with supportive guidance to link them to the services and supports they need, they are more likely to participate in family stabilization efforts. This in turn, will strengthen their well-being and increase protective factors, thus diminishing the chance of experiencing child maltreatment.
Possible Partners	All school districts, California Family Resource Association, childcare facilities, Family Resource Centers, Non-Public Schools, families with lived experience.
Who is Served	Families from zip codes throughout Sonoma County that are frequently referred to CPS. (Primary)
EBPs Utilized	This strategy can utilize all the FFPSA identified EBPs, especially motivational interviewing, due to the wide range of needs families present such as mental health concerns, recovery support, and need for in home parenting support.
Protective Factors Addressed	Establishing a Family Navigator program will result in building parental resilience and increasing knowledge of parenting in child development, with the possibility of enhancing social connections and providing concrete supports, while building a foundation for tending the social-emotional competence of children.
ICPM Alignment	Advocacy, Engagement, Inquiry & Exploration, Teaming, Accountability, Communication, Feedback, Partnership, and Practice Monitoring
Potential Funding	Community Schools Funding, Community Health Worker Funding, CalAIM, Children's Services Tax Initiative
Timeline	5 years with pilot testing in the first 3 years and expansion in years 4 and 5.
Follow-On Strategies	<ul style="list-style-type: none"> • Get the word out about available and accessible services to support families. • Leverage local government expertise to support expansion of capacity for FRCs and other CBOs.

Considerations for Launching the Prevention Plan

The Prevention Plan is only as good as the implementation sequence that delivers it. Well-planned governance, monitoring & oversight, evaluation, and ongoing funding sources are among the key areas that bring the Plan to life in a smooth and sustainable way. The following sections bring forward several elements that will be the focus of that forward momentum.

Governance, Implementation, & Monitoring

Sonoma County has Prevent Child Abuse-Sonoma County (PCA-SC) as our child abuse prevention council. The council provides networking opportunities, education, and professional trainings for those involved in child abuse prevention and intervention services. PCA-SC, in collaboration with FY&C, works to increase public awareness about issues related to child abuse and neglect in the community. This includes, but is not limited to:

- Building a community that protects and promotes healthy families
- Raising community awareness and educating parents, professionals, and community members through trainings and classes
- Championing the local Blue Ribbon child abuse prevention campaign each April

To help create results locally, PCA-SC strives to make the Sonoma community aware and therefore more involved in protecting children and strengthening families. The council advocates for policies that support families and protect children. The PCA-SC has been a pivotal part of our prevention plan, as its mission aligns with that of the FFPSA. In addition, the PCA-SC has allowed for transparency with our community on our prevention planning by making available to the public the recordings of the planning meetings. This transparency is a key piece of our foundation for engagement and collaboration with community stakeholders, allowing for a partnership that can work together to reduce child abuse and neglect throughout Sonoma County.

The implementation and ongoing monitoring of the CPP will be an evolutionary process, based on feedback from the governing structure and the community. The initial core members of the governing structure will include, but are not limited to:

Core Members of Governance Team	
Child Abuse Prevention Council	Community-Based Organizations
Child Welfare Agency	Family Resource Centers
Probation Department	Youth Leader (Lived Experience)
Tribal Representation	Parent Leader (Lived Experience)
Office of Education	First 5 Sonoma County
Behavioral Health Department	Sonoma Works-Public Assistance
Regional Center	Parks & Recreation Department

The governance team will be a committee within the Child Abuse Prevention Council whose role is to oversee the implementation of the CPP, monitor progress, evaluate results, and act on changes based on feedback. The committee will meet quarterly to review data, get status updates, brainstorm funding options, monitor program fidelity, and discuss DEI efforts and community engagement. This will allow the committee to discuss and provide recommendations, for which the team will develop a plan to implement necessary changes. There is the potential for separate workgroups, depending on the phase of implementation, barriers identified and/or the targeted strategies. As a part of the oversight structure, FY&C will continue to inform the ICWA Roundtable and will be meeting with community-based organizations quarterly to share information and updates including discussion of successes and challenges as implementation rolls out.

The implementation and ongoing monitoring of the CPP by the PCA-SC will include plan development to ensure sustainability. This may involve leveraging money and utilizing existing services in the community to support the goals of the prevention plan. Through the feedback provided to this committee, barriers identified will be addressed and an action plan created utilizing existing resources and bringing in new ones. This action plan will then be implemented and studied for effectiveness in reducing child abuse and neglect. One measure of this will be through a reduction of youth entering foster care over the five-year period. Another key metric is measuring improvement in disparity and disproportionality.

Sonoma County Training Plan

Sonoma County currently contracts with Bay Area Academy (BAA) as our Regional Training Academy. BAA is contracted to provide Common Core training to social workers, supervisors and managers as outlined in the State Prevention Plan. The FY&C Staff Development Department offers frequent and ongoing training within the framework of the Integrated Core Practice Model (ICPM). In addition, we have a Training Unit for Social Workers that ensures all training requirements are met and tracked. We have utilized the State's Training Plan, as outlined in Tier 1. As the State's Training plan for Tier 2 and 3 unfolds Sonoma County will provide the necessary training to the required positions.

FY&C has funded the certification of a contracted provider in Functional Family Therapy to build capacity in this evidence based practice within the community. Also, initial conversations are underway between FY&C and Juvenile Probation regarding training staff in Motivational Interviewing.

The values and principles embedded in the ICPM related to Workforce Development will be emphasized in training the cross-sector workforce who will implement Sonoma's prevention strategies. The aim is to build confidence and skills of staff at all levels – those delivering the innovations and the supervisors, managers, and other leadership who support them. Ongoing professional development plans and practices will include assessing diverse staffing needs, supporting and coaching supervisors, and strengthening staff retention. Specific topics related to reinforcing ICPM include:

- Promote clarity and understanding of the ICPM and what it will take to infuse this approach across system partners, service providers and community based organizations who are working together to implement Sonoma's prevention strategies.
- Understand the ICPM values, behaviors, and principles as they apply to direct service staff and leadership roles in Sonoma's prevention work.
- Understand how to utilize practice profiles and other fidelity tools to assess and encourage use of ICPM behaviors when delivering specific prevention practices.

Collaboration

Sonoma County has strong relationships between the Departments of Juvenile Probation, Behavioral Health, and Public Health. This allows for a collaboration that

maximizes available funding while ensuring FFPS funds are the payer of last resort. Child Welfare already has a formal partnership with Behavioral Health to maximize EPSDT funding for wraparound services, as well as partnership with Probation to implement the Functional Family Therapy pilot. Behavioral Health is receiving significant local funding specific to addressing youth mental health needs, and they are open to exploring ways to create new resources to implement Prevention Plan strategies. Child Welfare is also meeting quarterly with First 5 Sonoma County to address mutual strategic prevention goals.

Funding & Sustainability

One significant barrier to the initial development of and sustainability for creating new prevention programming is the lack of certainty around the timeframe and specific implementation requirements to draw down FFPSA funding. The available FFPSA block grant funds have been invaluable to create new programs and support community planning efforts; however, when these funds are no longer available it is a strain on the Department's resources to consider filling the gaps for an extended time. Additional block grant funding would support uninterrupted program development until FFPSA entitlement funds are readily available.

FFPS Spending Plan

Sonoma County has invested significantly in broad-based child abuse prevention efforts through the thoughtful utilization of one-time and ongoing prevention funding. Through the utilization of the FFPS allocation as well as other one-time funding streams, Sonoma County has funded new prevention efforts in three major areas:

- Facilitation of a two-year community driven planning process to develop the 5-year Comprehensive Prevention Plan
- Commitments of dedicated staff to lead the implementation of the CPP and engage parents in preventive services
- Pilot projects for direct services that align with the requirements of California's plan for implementing FFPSA funded services

Using one-time funding, Sonoma County has created multi-year spending plans specifically for preventive services that maximize planning and service delivery efforts.

A breakdown of one-time revenue for the FFPS program is as follows:

Funding Source	Expenditure Amount*
FFPS Family First Prevention Services	\$1,421,622
Certainty Grant	\$ 533,123
Family First Transition Act (FFTA)	\$307, 351
2011 Realignment	\$297,800
American Rescue Plan – Community Based Child Abuse Prevention (ARPA-CBCAP)	\$219,177
Total Funding	\$2,779,073

**Specific amounts based upon planning as of January 1, 2023 and are subject to change*

These one-time allocations (and ongoing Realignment funding) will be spent over a multi-year period. FFPS Block Grant funding, along Family First Transition Act (FFTA), ARPA-CBCAP funding with other resources, is currently being used to expand the availability of prevention services within the County in three primary areas:

Development of the Community-Driven 5-Year Comprehensive Prevention Plan

FFTA one-time funding has been utilized to hire a facilitator to lead the prevention planning process, conduct an in-depth community needs assessment to inform the child abuse prevention plan and augment the existing services provided by the Child Abuse Prevention Council in order to partner with FY&C to lead the development of the prevention plan. This two-year effort concluded June 30, 2023 and implementation of the plan objectives will be led by child welfare management in partnership with the Child Abuse Prevention Council so no additional one-time funding is required at this time.

Dedicated Staffing and Family Engagement Supports

Three new FY&C positions have been created as part of the FFPS program; each position is at least partially funded through one or more of the above-listed allocations. A permanent management position was created and began in Spring 2023 to oversee the final stages of development and implementation of Sonoma County's CPP. This position will partner with the governance team to create partnerships, maximize available community funding, and ensure that community voice is lifted at every stage of implementation. This position will be funded on an ongoing basis through Realignment and FFPSA entitlement funding.

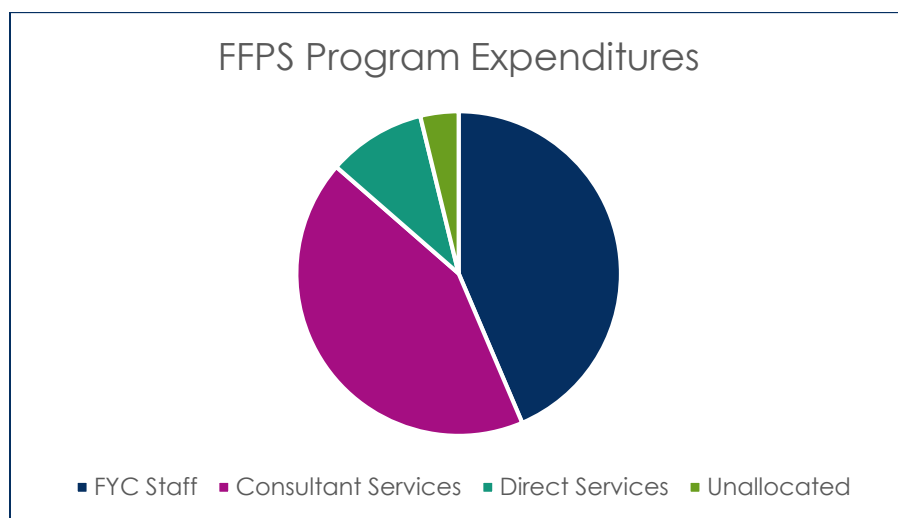
Additionally, two time-limited social work positions were created and partially funded through these one-time funds. These positions are responsible for engaging with

families in two candidate groups (involved at some level with child welfare services) to support their engagement and follow through in preventive services. These positions are funded through one-time allocations through June 2025. These staff will utilize Motivational Interviewing and may be eligible to draw down FFPSA funding, depending on program design and availability of funding.

Piloting Direct Services Compliant with FFPSA Requirements

FFPS funding, the largest one-time funding grant, has been used to pilot projects of the Functional Family Therapy model for families in several of the Candidate groups identified in California's State Prevention Plan and as prioritized populations in Sonoma County's prevention planning efforts. Sonoma County intends to continue utilizing FFPS for this pilot project through the FY 24-25. As of July 1, 2025, ideally, the State and County will be ready to begin implementing the requirements of FFPSA in order to begin drawing down the entitlement dollars; however, if that is not the case, Sonoma County is prepared to utilize available Certainty Grant funding (revenue received related to prior participation in the Title IV-E Waiver project) in order to continue the pilot uninterrupted for at least one more fiscal year.

FFPS funds are also used for a second program, providing Wraparound services to youth and families as part of a Candidate population. Wraparound services are provided for up to three months, using a High-Fidelity Wraparound model and focusing on mental health needs. This pilot is committed and budgeted through June 2025; the program will continue if ongoing funding is available through FFPSA or another source.



Strengthening Sonoma's Families - Sonoma County's Prevention Plan

Area of Expense	Budget	Percentage of Budget
FY&C Staff	\$ 1,211,499	43.6%
Direct Services	\$ 1,190,000	42.8%
Consultant Services	\$ 271,600	10%
Unallocated	\$ 105,974	4%
Total	\$ 2,779,073	100%

Unallocated Funding

Approximately \$105,000 of FFPS Program funding as well as additional Certainty Grant funding remains unallocated and will be utilized to initiate direct services to begin fulfilling Prevention Plan strategies.

Assurances

EBP Fidelity Oversight

The County will include terms in its contract agreements to ensure fidelity to any practice model funded through FFPSA funds. FY&C will meet with the contracted entity quarterly to review fidelity measurements, equitable access, acknowledge successes and discuss barriers. In addition, most of the EBPs identified in the State plan require a purveyor that trains, certifies, and oversees fidelity measurements for a period of time, ensuring fidelity. For example, FY&C is currently contracting with True to Life Children Services for a pilot program to provide Functional Family Therapy, one of the ten EBPs in the State plan. The Functional Family Therapy purveyor uses Clinical Services System (CSS) database to collect data and has ongoing and regular oversight to ensure fidelity to the model. In addition, the Department will work with the contracted agency the State hires to oversee fidelity.

ASSURANCE: Model Fidelity for Evidence-Based Programs and Continuous Quality Improvement In accordance with section 471 (e) (5) (B) (iii) (II) of the federal Social Security Act and California WIC Sections 16587(d)(10) and 16587(d)(11)(A), Sonoma County Family, Youth & Children's Services assures that services provided in the CPP will be continuously monitored to ensure fidelity to the practice model, to determine the outcomes achieved, and to refine and improve practices based upon information learned, using a continuous quality improvement framework, developed in accordance with instructions issued by the CDSS. The agency agrees to participate in state level fidelity oversight, data collection, evaluation, and coordination to determine the effectiveness of a service provided under the FFPS program.

Ongoing Safety and Risk Assessment

FY&C will continue to utilize the Structured Decision-Making (SDM) tool to assess for safety and risk. As part of our community pathway, FY&C will require that child safety and risk assessments be completed at designated times for families that will be referred to services under FFPSA. These will be completed by contracted providers, and will be outlined in the contract. Currently we are awaiting guidance from the State as to what tools can be used by community pathways to determine candidacy and monitor safety and risk.

ASSURANCE: Child Safety Monitoring In accordance with section 471(e)(5)(B)(ii) of the federal Social Security Act and California WIC sections 16587(d)(7)-(8), Sonoma County Family, Youth & Children's Services assures it will provide oversight and monitoring of the safety of children who receive services under the FFPS Program, including oversight and monitoring of periodic risk assessments throughout the period of service delivery. The agency further assures it will monitor and oversee the safety of children and periodic risk assessments for children who receive FFPS program services through its contracted community-based organizations. If the local child welfare and/or probation agency determines the child's risk of entering foster care remains high despite the provision of the services, the agency assures that it will re-examine the child's prevention plan during the 12-month period. In the case of an Indian child, the agency assures the assessments, and any re-examination of the prevention plan will be conducted in partnership with the Indian child's Tribe. This includes assurance that all staff and others involved in safety planning are aware of, trained in and understand the Indian Child Welfare Act and Cal-ICWA.

Additional Assurances

Title IV-E Prevention Program Reporting

In accordance with section 471(e)(5)(B)(x) of the federal Social Security Act and California WIC Section 16587(d)(9), Sonoma County Family, Youth & Children's Services is providing this assurance, consistent with the local CPP and the California Title IV-E Prevention Services State Plan, to collect and report to the CDSS information and data required for the FFPS Program, including all information and data necessary for federal financial participation, federal reporting, to determine program outcomes, and to evaluate the services provided. This includes, but is not limited to, child-specific information and expenditure data.

Child Safety Monitoring

In accordance with section 471(e)(5)(B)(ii) of the federal Social Security Act and California WIC sections 16587(d)(7)-(8), Sonoma County Family, Youth & Children's Services assures it will provide oversight and monitoring of the safety of children who receive services under the FFPS Program, including oversight and monitoring of periodic risk assessments throughout the period of service delivery. The agency further assures it will monitor and oversee the safety of children and periodic risk assessments for children who receive FFPS program services through its contracted

community-based organizations. If the local child welfare and/or probation agency determines the child's risk of entering foster care remains high despite the provision of the services, the agency assures that it will re-examine the child's prevention plan during the 12-month period. In the case of an Indian child, the agency assures the assessments, and any re-examination of the prevention plan will be conducted in partnership with the Indian child's Tribe. This includes assurance that all staff and other involved in safety monitoring are aware of, trained in and understand the Indian Child Welfare Act and Cal-ICWA.

Workforce Development and Training

In accordance with section 471(e)(5)(B)(viii) of the federal Social Security Act, Sonoma County Family, Youth & Children's Services assures it will adhere to the FFPS training plan as outlined in the California Title IV-E Prevention Services State Plan, and ensure caseworkers within both the All County Letter No. 23-23 (p. 8) community and Title IV-E agency pathways under the FFPS program are supported and trained in assessing what children and their families need, connecting to the families they serve, accessing and delivering the needed trauma-informed and evidence-based services, overseeing and evaluating the continuing appropriateness of the services, and all other foundational requirements, including but not limited to, understanding how the requirements of the federal Indian Child Welfare Act (ICWA) and implementing state laws intersect with prevention services provided through the community based and Title IV-E agency pathways.

Trauma-Informed Service Delivery

Sonoma County Family, Youth & Children's Services assures that in accordance with section 471(e)(4)(B) of the federal Social Security Act and California WIC Section 16587(d)(6), each service in the CPP provided to or on behalf of a child will be provided under an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma, including historical and multigenerational trauma, and in accordance with recognized principles of a trauma-informed approach and trauma-specific interventions to address trauma's consequences and facilitate healing.

Model Fidelity for Evidence-Based Programs and Continuous Quality Improvement

In accordance with section 471(e)(5)(B)(iii)(II) of the federal Social Security Act and California WIC Sections 16587(d)(10) and 16587(d)(11)(A), Sonoma County Family,

Youth & Children's Services assures that services provided in the CPP will be continuously monitored to ensure fidelity to the practice model, to determine the outcomes achieved, and to refine and improve practices based upon information learned, using a continuous quality improvement framework, developed in accordance with instructions issued by the CDSS. The agency agrees to participate in state level fidelity oversight, data collection, evaluation, and coordination to determine the effectiveness of a service provided under the FFPS program. This includes collaboration with Tribes to ensure improved outcomes for Indian children.

Equitable and Culturally Responsive Services and Supports

In accordance with the Governor's Executive Order N-16-22, and consistent with California Five Year Prevention Services State Plan, Sonoma County Family, Youth & Children's Services assures that the implementation of interventions, services and supports should be equitable, culturally responsive and targeted to address disproportionality and disparities experienced by black, indigenous, and people of color, as well as lesbian, gay, bisexual, transgender, and queer children and youth.

Coordination with Local Mental Health

In accordance with section 471(e)(10)(C) of the federal Social Security Act and California WIC Section 16588(f)(3), SONOMA COUNTY FAMILY, YOUTH AND CHILDREN SERVICES assures the agency will establish a joint written protocol, based on the model developed by the CDSS and Department of Health Care Services for use among the child welfare agency, probation department, behavioral health agency, and other appropriate entities to determine which program is responsible for payment, in part or whole, for a prevention service provided on behalf of an eligible child.

Donna Broadbent

Date **Aug 7, 2023**

Donna Broadbent, Division Director of Family, Youth and Children Services

Brad Michnevich

Date **Aug 7, 2023**

Brad Michnevich, Deputy Chief Probation Officer-Juvenile Division

Conclusion

Sonoma County Family, Youth and Children's Services is proud to partner with our community on this monumental shift in values and practice. We believe that the well-being of families and the well-being of the community are interrelated, and that being responsive to community needs will strengthen families and thereby strengthen the entire community. We believe that all families deserve to live in communities that are safe, healthy, and resilient and within which they are treated with dignity and respect. We are committed to supporting families to access needed resources, supports, and services in order to safely maintain their children in their care.

We recognize and support Tribal sovereignty. We respect, understand, and appreciate the government to government relationships we have with Tribes and recognize those relationships as essential to best supporting and serving our shared citizens. We recognize Tribes as equal partners in this work, and we will continue to strive to listen to, hear and value the unique and expansive knowledge they bring both to the work and to the community at large.

Sonoma County values the work of racial equity, diversity, and inclusion. Our vision is to implement anti-racist techniques uniformly such that BIPOC families have equitable outcomes to their white counterparts. We will strive to cease and amend the many harms done to communities of color by government agencies. We will do this through transparency, partnering, listening to, and acting on concerns raised by these communities. We recognize that this type of reparative work requires consistent efforts, demonstrated over time, when it is easy, and especially when it is hard. We are committed to this work and are prepared to demonstrate that commitment, not simply in words, but also in consistent actions over time.

We value the hard work and loving spirit our employees bring to this work with our community every day. We will strive to ensure that employees have the resources they need to do the best possible work, and that they feel a sense of inclusion, value and shared sense of ownership and purpose in the work they do on behalf of the community.

We recognize that this is a big lift, but we believe Sonoma County is ready to make these changes with an open heart and humble spirit. Together, with our community, we can make this vision a reality.

Appendix

Glossary of Terms

ARPA = American Rescue Plan Act	FY&C = Family, Youth & Children's Services
BIPOC = Black, Indigenous, People of Color	ICPM = Integrated Core Practice Model
BOS = Board of Supervisors	JPD = Juvenile Probation Division
CAP = Child Abuse Prevention	PPLT = Prevention Planning Leadership Team
CPP = Comprehensive Prevention Plan	SCOE = Sonoma County Office of Education
CDSS = California Dept of Social Services	SELPA = Special Education Local Plan Areas
DEI = Diversity, Equity & Inclusion	SUD = Substance Use Disorder
FFPSA = Family First Prevention Services Act	UBI = Universal Basic Income

Prevention Planning Leadership Team Roster

Name	Role/Affiliation	Email
Alison Whitmore	Federated Indians of Graton Rancheria	awhitmore@gratonrancheria.com
Angel Burdick	YEP Youth Ambassador	angelsonomayep@gmail.com
Angie Dillon-Shore	Director, First 5 Sonoma County	adillonshore@first5sonomacounty.org
Anne Barron	Notetaker/Coordinator, CPI	anneb@calparents.org
Brad Michnevich	Probation Deputy Chief	Brad.Michnevich@sonoma-county.org
Briana Downey	Section Manager, FY&C	bdowney@schsc.org
Bridget Beck	Deputy Probation Officer	Bridget.beck@sonoma-county.org
Charity Doronila	Section Manager, FY&C	doronc@schsd.org
Christine Slaymaker	Head Start	cslaymaker@capsonoma.org
Dana Swilley	Sonoma Connect	Dswilley@sonomaconnect.org
Deborah L. Reece	Attorney at Law (DV)	Reece@perrylaw.net
Debra Sanders	Foster Care Liaison, SCOE	dsanders@scoe.org
Delashay Benson	Representative, BLM	carmonabenson@gmail.com
Dominic Uyeda	PPEA, FY&C	duyeda@schsd.org
Donna Broadbent	Director, FY&C	dbroadbent@schsd.org
Hailey Ferroni	Indian Child & Family Preservation Program	hailey@icfpp.net
Heloisa Heinen	CASA of Sonoma, Exec Director	heloisaheinen@sonomacasa.org
Jan Cobaleda-Kegler	Director Behavioral Health	Jan.cobaleda-kegler@sonoma-county.org
Jo McKay	Section Manager, FY&C	mckayj@schsd.org

Strengthening Sonoma's Families - Sonoma County's Prevention Plan

Attachment A - Page 108

Name	Role/Affiliation	Email
Joanne Willis Newton	Attorney / Tribal Law Expert for Indian Child & Family Preservation Program	jwn@willisnewtonlaw.com
Jody Rodgers	Parent Mentor, CPI	jodyr@calparents.org
Joni Thacher	Program Planning Evaluation Analyst, UpStream Investments	jthacher@schsd.org
Justine Arenander	Program Planning Evaluation Analyst, FY&C	jarenander@schsd.org
Karin Sellite	Section Manager, Sonoma County Behavior Health	Karin.Sellite@sonoma-county.org
Kelvina Landriani	ICWA Representative, Federated Indians of Graton Rancheria	klandriani@gratonrancheria.com
Kris Hoyer	Director, Juvenile Probation	kris.hoyer@sonoma-county.org
Lara Walker Sproul	ICWA Representative, Federated Indians of Graton Rancheria	lwalker@gratonrancheria.com
Leslie Ann Hay	Facilitator, Hay Consulting	leslieann@hayconsulting.org
Lizbeth Perez	Community Development Specialist	lperez@lafamiliasana.org
Liz Elgin DeRouen	Executive Director, Indian Child & Family Preservation Program and representative for the following Tribes: <ul style="list-style-type: none"> Kashia Band of Pomo Indians of Stewart Point Rancheria Lytton Rancheria Dry Creek Rancheria Band of Pomo Indians Cloverdale Rancheria of Pomo Indians 	liz@icfpp.net
Maureen Geary	Attorney (Maier Pfeffer Kim Geary & Cohen LLP) / Tribal law expert for Federated Indians of Graton Rancheria	mgeary@jmandmplaw.com
Matt Defer	Attorney, Dependency Legal Services	deferm@dependencyls.com
Melissa Struzzo	Section Manager, SUD Treatment	Melissa.struzzo@sonoma-county.org
Rachelle Lynch	Social Work Supervisor, FY&C	rlynch@schsd.org
Regina de Melo	Program Development Mgr, FY&C	rdemelo@schsd.org
Robin Bowen	Executive Director, CPI	robinb@calparents.org
Robyn Robbins	Advocate, Former Foster Parent, Mentor	robynrobbins@hotmail.com
Sabrina Johnson	Prevention Manager, FY&C	scoglejohnson@schsd.org
Saskia Garcia	Sonoma Connect	sgarcia@sonomaconnect.org

Name	Role/Affiliation	Email
Save Gasaiwai	Sonoma County Human Services Program Planning Evaluation Analyst, PREE	sgasaiwai@schsd.org
Segretta Woodard	Representative, NAACP	segrettaw@gmail.com
Shadee Laines	Sonoma Co. Indian Health Project	Shadee.laines@scihp.org
Shannon Cavanaugh	Parent Mentor, CPI	shannonc@calparents.org
Toni Abraham	Catholic Charities of Santa Rosa	tlabraham@srcharities.org

Infographic

Needs Assessment Report by Indigo Team

Assets by Protective Factors

Assets by Social Determinants of Health



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Council on Aging funding request for position of the Elder Advocate & Elder Legal Services

What will the funds be used for and why it is needed?

- **Elder Advocate:** Council on Aging's Elder Advocate plays a pivotal role in providing advocacy and case management services to between 400-500 senior clients annually who have been victims of various forms of abuse. These services encompass crisis intervention, safety planning, assistance with legal processes, accessing support networks, and facilitating other necessary services.
- **Elder Legal Services:** Provides legal assistance in obtaining restraining orders, handling housing-related legal matters, collaborating with the Elder Advocate from Council on Aging, and offering ongoing case consultation with Adult Protective Services for the Home Safe program.

What Strategic Plan does this request directly support?

Housing and Equity

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

TBD

Does this funding request leverage additional funding?

TBD

Requestor Contact Information:

Marrienne McBride

COA President & CEO

mmcbride@councilonaging.com

707-525-0143 x111

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-11

Description of Request:

Council on Aging request to fund an elder advocate position and additional elder legal services through Legal Aid.

Staff Response:

- The VOCA funding previously used to pay for the legal advocate position through Council on Aging came to an end, as did the funding from APS Home Safe that paid for Legal Aid services. HSD did extend one-time funding to Legal Aid in the amount of \$63,000 for additional legal services for older adults.
- Because the previous funding streams that supported these services have been discontinued, there is no ongoing revenue in HSD to sustain a legal advocate position or the additional legal services.
- The services provided by both organizations were helpful: the elder advocate provided resource connection for victims of abuse beyond what HSD can do, and the legal services helped keep people from losing their housing.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.



Sean -
Let's move the request forward.
Keep an ear out for second
sponsor
CC

April 2024

Dear Honorable Members of the Board of Supervisors,

We are writing to bring to your attention a critical initiative aimed at providing support and protection to our vulnerable elder population facing abuse and the threat of homelessness in Sonoma County. For over fourteen years, Council on Aging and Legal Aid have collaborated tirelessly to offer essential services to safeguard older adults from abuse, neglect, and housing insecurity. To date, the direct services provided by Council on Aging and Legal Aid have been funded by Department of Justice and VOCA (Victims of Crime Act) grants. Unfortunately, these grants are now coming to an end, presenting a significant challenge that threatens to undermine the continuity of these vital services for 28% of the population. As searches for potential replacement funding have proved unsuccessful, we believe the Board of Supervisors will agree these are critical services for Sonoma County.

We respectfully urge the Board of Supervisors to consider an annual funding allocation of \$300,000 to ensure the uninterrupted provision of services by the Council on Aging and Legal Aid. This funding will not only sustain our organizations but also bolster the critical support systems relied upon by Adult Protective Services, the District Attorney's office, and law enforcement agencies.

Council on Aging's Role (\$100,000 annually): Council on Aging's Elder Advocate plays a pivotal role in providing advocacy and case management services to between 400-500 senior clients annually who have been victims of various forms of abuse. These services encompass crisis intervention, safety planning, assistance with legal processes, accessing support networks, and facilitating necessary services to stabilize seniors' lives. Much of the success of the Elder Advocate role is due to the close relationship she has with APS, law enforcement and the District Attorney's office, strategizing the best way to move forward while working directly with the victim, assisting with crisis and/or family intervention and coordinating communications with law enforcement and the judicial system.

With the discontinuation of funding, Senior Advocacy also lost the Coordinator position for the Elder Justice Coalition. Although they will not be rehiring that position, to fill the void and ensure continuation of the inclusive service, Council on Aging will conduct annual Elder Abuse Awareness training for law enforcement personnel and are willing to host the monthly Multi-Disciplinary Team meetings led by Adult Protective Services.

Legal Aid's Role (\$200,000 annually): Legal Aid provides crucial legal support to elder abuse victims and seniors at risk of homelessness, handling a myriad of housing and legal issues. This includes providing legal assistance in obtaining restraining orders, handling housing-related legal matters, collaborating with the Elder Advocate from Council on Aging, and offering ongoing case consultation with Adult Protective Services for the Home Safe program.

Legal Aid provides two Elder Law Attorneys to support both victims of elder abuse and seniors at risk of homelessness. In the last year Legal Aid helped 91 seniors with eviction prevention and homeless prevention services (66 housing cases) and helped 173 seniors with safety related legal issues, including elder abuse protective orders. In home services and county-wide outreach efforts ensured that over 200 seniors who might not be able to come to the Santa Rosa office still received the help they needed (52 cases in Petaluma, 58 in Rohnert Park, 57 in Sonoma, 43 in Sebastopol).

For the Home Safe program run by Adult Protective Services, the Legal Aid Elder Law Attorney receives referrals from APS and provides legal support services to elder and dependent adults who are homeless or at risk of homelessness. They provide legal assistance and advocacy to clients regarding all matters related to housing stabilization including evictions defense, Section 8 matters, mobile home park issues, and habitability concerns regarding client's residence. Additionally, Legal Aid provides other legal advice and/or counsel in such areas as elder abuse, public benefits assistance, or debtor/ creditor assistance when these issues may affect the client's housing stability. Lastly Legal Aid provides on-going case consultation with the APS Home Safe social worker, social work assistant, supervisor, and/or program manager.

Stories of individuals who have benefited from our joint services underscore the profound impact of our work and emphasize the imperative need for continued support. Without sustainable funding, there will be a significant void in the provision of essential services to our elderly population, leaving them exposed to abuse, neglect, and homelessness.

In conclusion, we implore the Board of Supervisors to recognize the urgency of this funding request and act decisively to ensure the well-being and safety of our older adults. Your investment in this initiative will not only preserve dignity and security for our seniors but also uphold the values of compassion and justice that define our community.

Thank you for your consideration of this vital matter. We remain at your disposal to provide any further information or address any questions you may have.

Marrianne McBride
President and CEO
Council on Aging Services for Seniors

Ronit Rubinoff
Executive Director
Legal Aid of Sonoma County



Client Stories

Client is a 65 year old woman who at the time of initial contact with the Elder Advocate lived with her daughter and son-in-law. Client and daughter, who is the abuser, worked at the same care home where daughter was also client's supervisor. Multiple assaults in the home were unprovoked with the final assault involving the daughter hitting the client in the back of the head with a full wine bottle. Client sustained head, neck and shoulder injuries including a concussion.

Client was not willing to complete a police report or seek medical care due to her living arrangements and work being dependent on daughter. Client fled the home she shared with her daughter/abuser seeking services at the Family Justice Center where she was referred to the Elder Advocate. At that point the client was homeless and the victim of a crime making her eligible for the services of the District Attorney's Homeless Outreach Team, located at the FJC. Through H.O.T. she received multiple nights in a motel, gift cards for food, gas and clothing as the Elder Advocate worked with her for new housing and employment options along with safety planning.

The Elder Advocate encouraged client to seek medical attention due to the severity of the assault which resulted in the concussion being diagnosed. The next step was to assist client in finding housing options and referral to other county non-profit housing agencies to stabilize the client's living situation away from the abuser although the work environment remained stressful as daughter/abuser retaliated against the client at work. The Elder Advocate was then able to support and assist client in seeking new employment which included referral to training programs in nursing assistant or home health aide through which the client would be able to find new work and when the training program was completed have certification in either area.

Client is a 69 year old woman living with her 43 year old dependent adult son, for whom she is the primary care provider. Both the client and her son had been victims of abuse and were eligible for the services provided by the Elder Advocate. Both client and her son Native American. Client's family are tribal elders who continued to threaten her and her son's safety. Client fled Lake County where she was the victim of physical assault by her employer and raped by her cousin. The client and son accessed the Family Justice Center where they were referred to the Elder Advocate. Client was seeking safety, stability and housing to support both she and her son going forward. Since the client and her son were homeless and victims of a crime the Elder Advocate was able to provide additional assistance through the District Attorney's Homeless Outreach Team.

The Elder Advocate was able to assist them in finding stable housing, gift cards for food, some furnishings for their new housing, enrollment in the Safe at Home program through the State of California, which kept their address confidential, veterinary services for their emotional support animal and referral to other Family Justice Center partners for additional supportive services.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Supervisor James Gore

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Community Emergency Response Team (CERT): Northern Sonoma County Capacity Building

What will the funds be used for and why it is needed?

Northern Sonoma County capacity building, response resiliency, Equipment/Supplies, and expanded CERT bilingual trainings. During a disaster, and specifically during long-term disasters such as earthquakes, mass casualty events, fires, floods, and heat waves, there are not enough first responders to help everyone at once.

CERT fills the gaps so first responders can focus on mitigating lifesaving emergencies. **More capacity for "Advanced CERT trainings" results in expanded deployment capacity for volunteers trained in:** Incident Command Structure, CPR/AED, Evacuation Traffic Control, Emergency Shelter set-up and Mgmt, Emergency Radio Communications and Bilingual Communications, and Advanced First Aid and Life Support. CERT volunteers work under the ICS direction of First Responders.

What Strategic Plan does this request directly support?

Climate Action and Resiliency, Healthy and Safe Communities, Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$302,973

What department will be responsible for implementing this item?

Department of Emergency Management

Does this funding request leverage additional funding?

Yes. CERT has leveraged more than \$7.6 million in resilience and vegetation management grants to date.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-12

Description of Request:

This request is to support the current capabilities of the [Northern Sonoma County CERT](#) (NSCoCERT) Program and to expand upon capabilities for the program for the northern county and as needed through mutual aid in other areas of the county. The NSCoCERT is a certified FEMA Citizen Corps Program with agency sponsorship by the Cloverdale Fire Protection District and Northern Sonoma County Fire District, a joint powers authority (JPA) and maintains administrative management.

The requested funding will support NSCoCERT's efforts to expand CERT courses with a third-party contractor, replace NSCoCERT assets, and build additional CERT medical capabilities in North County. Additionally, it will add administrative, legal support and additional liability insurance outside of the sponsoring fire protection district.

Staff Response

Currently there are two CERT programs in unincorporated Sonoma County. Sonoma County Department of Emergency Management (DEM) was awarded a Community Development Block Grant (CDBG) following the 2017 Sonoma County Complex Fires. The mission of the of the CDBG grant is to create and develop a countywide CERT program. The \$500,000 grant also includes the development of the required training from the Federal Emergency Management Agency (FEMA). Training includes Incident Command System, Light Search and Rescue, Light Fire Suppression, Basic First Aid/medical operations, team organization/operations, and disaster psychology. Additionally, the grant will support the needed training equipment to be conducted in English and Spanish courses across the county.

Northern Sonoma County CERT (NSCoCERT) is a separate program sponsored and operated within the Cloverdale Fire Protection District and Northern Sonoma County Fire Protection District, and has opted not to participate in the Countywide program at the request of the NSCoCERT program manager. This request would fund equipment and staffing to enhance the NSCoCERT and would not impact the program in the remainder of the County.

Should the Board opt to fund this request, DEM would work with the Cloverdale Fire Protection District and Northern Sonoma County Fire District as agency sponsors along with Northern Sonoma County CERT on the feasibility and implementation plan through a MOU.

Additional References:

DEM program change requests for Board consideration include: \$192,120 ongoing for Community Preparedness; \$447,000 ongoing to finance needed Hazard Mitigation Plan updates and organize area wide recovery efforts; \$204,300 for Grants coordination and tracking for awards that benefit the Operational Area participants; and \$50,000 ongoing for advertising and outreach to execute annual community evacuation exercises.

On 2/27/24 the Board authorize the Director of Emergency Management to execute Professional Services Agreements with three (3) providers for as-needed emergency management assistance and training services, each Agreement being for a three (3) year term, with the option to extend for up to two (2) additional one (1) year periods.

On 4/30/24 the Board approved a \$25,000 General Fund Contingencies sponsorship towards the Northern Sonoma County CERT for the annual Wildfire & Earthquake Safety Expo held on May 19, 2024, at the Cloverdale Citrus Fairgrounds.

CERT Budget for 2024-25				
Qty.	Item	Explanation	One time Amount	Amount per year
1	Replace dead lead-acid batteries in donated Incident Solar Trailer with Lithium-ion batteries	Dept of Public Infrastructure has the trailer but needs funding to replace batteries	\$72,000	
1	First Aid and Medical Examination Shed installed with water and electric	To be located at Citrus Fairgrounds Emergency Shelter - Exam equipment and supplies already donated	\$24,000	
1	Lease of F350 (or equivalent) Truck used for towing heavy trailers and to transport CERT equipment and supplies to incidents	One larger solar trailer cannot be towed by usual pickups, CERT has 5 trailers and lots of equipment to transport to an incident and one loaned truck	\$4,450	\$26,700
1	Standby batteries, charging units, battery testers and battery storage for radios and other electronics	Batteries for Radios, Manikins, WX alert Devices		\$250
100	Fingerprinting & Background Checks	To ensure volunteers can enter restricted areas for damage assessments and search & rescue		\$8,900
1	Accounting & Legal costs	\$1000 per month		\$12,000
1	Insurance - Liability, D&O and Volunteer Liability, Vehicle	300 volunteers - 1 year		\$5,800
1	Simulaids Trama Moulage Kit	For Disaster Simulations		\$940
4	Licensing & Upkeep of Trailers	Routine servicing, repairs, tires, lubrication of donated emergency trailers		\$1,400
4	Subcontract with Nuestro Comunidad for HS CERT and adult Instructors in addition to our volunteers	1 instructor for @ 2 High Schools (Cloverdale & Windsor) teaching 30 seniors and 1 bi-lingual instructor teaching 6 adult classes per year		\$37,200
1	Part time Administrator/Coordinator	20 hrs./wk for 52 weeks/yr. @\$50/hr.		\$52,000
1	Paper, toner, office supplies for training materials, announcements, signage	\$200 per month		\$2,400
6	Trainer recertifications	Red Cross AED/CPR; Advanced First Aid		\$534
1	1 yr subscription to OneCallNow	Alerting system to notify CERTs of activation		\$1,599
100	CERT Backpacks and Contents	CERT Backpacks and Contents for HS students & residents who cannot afford to pay for them; others pay \$78		\$7,800
1	Annual Fire & Earthquake Safety Expo	Support for public Outreach for Annual Fire & Earthquake Safety Expo		\$45,000
			\$100,450	\$202,523
		Total for 2024-25		\$302,973

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Existing Regional Parks Revitalization and Deferred Maintenance (One Time Request)

What will the funds be used for and why it is needed?

Currently Sonoma County Regional Parks includes 59 parks and beaches from Petaluma to Gualala and Sonoma to Bodega Bay. Many offer wild landscapes and miles of trails. Others feature sports fields, playgrounds, and campgrounds. Regional Parks also manages the county's largest ocean marina and largest extracurricular environmental education center. While funding for new projects and builds is comparatively more frequently available, funding for much needed upgrades to existing and aging infrastructure is increasingly more difficult to secure. Numerous parks across Sonoma County need updated playgrounds, sports facilities, signage and other long-overdue maintenance. These investments in revitalizing existing parks will provide vibrant hubs that cater to the diverse needs of the community, making improvements that ensure everyone, regardless of age or ability, can enjoy the beauty of nature nearby in their own neighborhood.

General Fund funding is an appropriate funding source for this need as Regional Parks has facilities in need of major maintenance and revitalization in all five Districts. Examples include the Ragle Ranch Soccer Fields (D5), Schopflin Fields Pedestrian and Bike Path (D4), Joe Rodota fencing and shoulder work (D3), Helen Putnam Bike Path (D2), and Spring Lake Bike Path (D1).

What Strategic Plan does this request directly support?

This request directly supports the Resilient Infrastructure Pillar of the Strategic Plan which states, "Our aging infrastructure requires rehabilitation, replacement, and ongoing investments to enhance services to the community."

What is the amount of the one-time funding request?

\$1.5 million

What department will be responsible for implementing this item?

Sonoma County Regional Parks would be the appropriate department for implementation.

Does this funding request leverage additional funding?

This funding request leverages the ongoing budget of Sonoma County Regional Parks and will provide a one time inflow of funding to mitigate long term deficits in maintenance and repair.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-13**Description of Request:**

\$1.5M in funding for regional parks infrastructure repairs and other projects that improve facilities while reducing ongoing costs to maintain facilities.

Staff Response

The following maintenance projects have been identified as high priority. If funding is approved, the funds would supplement the annual Department budget for major maintenance projects. The supplemental funding would allow the projects listed below to be completed likely in FY 2024-25, with the possible exception of Ragle Ranch Soccer Fields renovations, which may extend into FY 2025-26.

Park	Improvement	Contribution
Shaw Park	Replace picnic tables, new shade structure and playground updates	\$150,000
Spring Lake	Shady Oaks group picnic area retaining wall replacement	\$150,000
Helen Putnam	Bike path pavement slurry seal	\$250,000
Helen Putnam	Maintenance yard roof	\$50,000
Joe Rodota	Fencing and additional boulder installations	\$300,000
Tom Schopflin Fields	Paving for existing gravel parking lot	\$300,000
Ragle Ranch	Soccer field renovations	\$300,000
		\$1,500,000

Several items listed in this request are part of Regional Parks' 5-year capital project plan but are still 1-2 years away from receiving funding and commencing. Each year, the Maintenance Division budgets \$300,000-\$500,000 for maintenance projects. Measure M is the primary funding source for these maintenance and deferred maintenance projects, as well as other significant expenses such as acquisitions, major construction projects and salaries and benefits. The funding requested in this Board Budget Request will expedite the construction, replacement, and repair of the initiatives listed above, ultimately reducing total costs as projected expenses continue to rise due to inflation and ongoing degradation. This year, \$435,000 was allocated for projects not included in this request. Current planned projects include the Arnold Field irrigation system, Helen Putnam carport, Doran entry station, Gualala pipe upgrade, and Stillwater water system, among others.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin and Lynda Hopkins

Date: March 22, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Funding allocation for Regional Sonoma County Services Centers (RSCSC) (ongoing)

What will the funds be used for and why it is needed?

Though the concept of bringing County services to communities far removed from the county seat in Santa Rosa is not a new one, the idea of setting up a Regional Sonoma County Services Center (RSCSC) took shape through the Board discussions around the new County Center building beginning in 2022. Over the past few years, efforts have begun in earnest to set up Regional Services Centers, first in Guerneville, then in Sonoma. The process has been a learning experience, and it is clear that proactive planning for the funding of cross departmental needs would have made the experience smoother. This request asks the County to consider setting aside funding for future unanticipated needs that are not “owned” by a single department, and thus, unbudgeted. Having a dedicated fund for RSCSCs which could supplement departmental investments in these satellite services centers would streamline the establishment of such centers, and allow funding to be available to cover unanticipated, necessary improvements.

Examples of uses for this funding that may come up in the course of setting up an RSCSC are below for illustrative purposes. Though many of these examples come from the direct experience of setting up the East Sonoma County Services Center (ESCSC) and West Sonoma County Services Center (WSCSC), they are applicable to RSCSCs that may be set up in the future, or expansions of existing RSCSC’s:

- **Workstation set up:** At the ESCSC and WSCSC, there is a desire to set up hoteling workstations, where employees from other departments could work temporarily, that would be on the County network. As hoteling stations are cross departmental and their use may shift over time, including use by community partners, funding them should not be the responsibility of one department.
- **Furniture and technology for cross departmental/community spaces:** In a multidepartmental RSCSC, participating departments may all want to use one resource, such as meeting/conference rooms and printers. Nonparticipating departments may also want to use these spaces for community outreach planned for the geographic area where the RSCSC is located. Further, there may be a desire for community groups utilize these spaces (with a sponsoring department) if meeting rooms are scarce in the geographic region.
- **Safety assessments and tenant improvements:** Leased or newly purchased buildings may not be up to county standards related to worker safety and comfort. Lighting, drop boxes for forms,

security needs, prox card readers, emergency planning, door buzzers, and adequate employee break spaces are some examples that have come up.

- **Staffing** – cross departmental reception, navigation, and community engagement duties: RSCSCs require front desk support and general navigation for walk-in visitors. This could, at a minimum, look like a **navigator/receptionist** who is able to schedule appointments, maintain a waitlist, respond to telephone calls, and assist walk in clients while district or departmental staff meet with residents. Preferably, this person would be bilingual and would be able to research and respond to verbal inquiries and help solve resident concerns by working with and making referrals to relevant County departments and other entities, as well as referring out to local CBOs as needed. This role could also be expanded to also include community engagement and DEI work, where this person would act as a presence representing the County in the community, schedule and facilitate community meetings held at the satellite office, provide assistance to neighborhood and other interest groups, and keep track of interdepartmental DEI initiatives. This position could be filled by a member of the Board of Supervisors staff, at a Field Representative level, as one option if that works for a specific RSCSC. Each region may have different needs depending on the community and the particularities of the RSCSC building, and it would be critical to consult with participating departments, the District team, and the broader community to determine the best fit for each individual RSCSC.
- **Staffing – building management/office supervisor:** In a multidepartment RSCSC, where departments keep different hours and serve clients differently (appointment only, walk in assistance, drop-in hours, etc.) there is a need for one person who is designated to be the contact person for the building, hold safety plans, master keys, take care of ordering of shared supplies, distribute incoming mail, etc. This could be an Office Support Supervisor, Admin Aide, or other existing job class.
- **Shared and public supply replenishment:** As public buildings, RSCSCs need to be able to replenish restroom and shared breakroom supplies.
- **Building maintenance and upkeep:** The WSCSC building was purchased by the County in 2022; there may be a need to utilize funding to address building maintenance and upkeep costs as they arise. Both the South Sonoma County Services Center (SSCSC) and ESCSC are currently leased buildings.
- Temporary supplementing of departmental investments in staffing as needed for specific direct services that are in high demand (eligibility workers, for example).

Background

Beginning with the South County Regional Services Center, operated by the Human Services Department, the County has embarked on an innovative model of bringing supportive services directly to geographically dispersed populations. This is a positive development, as it creates more equitable opportunity for residents who encounter multiple barriers to traveling into Santa Rosa to access services, such as lack of transportation/poor public transportation, childcare issues, expenses incurred traveling long distances, difficulty with appointment times, etc. These barriers are more often experienced by the residents most in need of services who are likely to be economically disadvantaged—those with language barriers, working multiple jobs, lacking reliable transportation, or with caregiving responsibilities.

In 2022, the Board approved the purchase of the Bank of America building in Guerneville to create the WSCSC, which opened March 2nd, 2024 and is currently utilized by DHS and District 5 staff at least 4 days a week. HSD will be occupying the facility by Fall of 2024. In 2023, the Board approved a lease on the

Lomita Building at 19080 Lomita Ave in the Springs area of Sonoma to create the ESCSC, which is utilized by HSD, DHS, WIC, Child Support, and District 1 staff. The ESCSC is currently operating by appointment or drop-in hours, depending on the department, with staff occupying the building on a rotating basis depending on department and community needs.

WSCSC and ESCSC have some relevant differences, but also many similarities. Both the WSCSC and ESCSC are located in areas where residents without access to a car would need at least an hour and a half via public transit to get to the main County Campus. Both are located in areas where inclement weather or disasters like fires and floods can, and have, cut off access from the County seat, and the services available in Santa Rosa. Both are in areas with high unmet needs, called out specifically in the Portrait of Sonoma, Countywide Assessment of Fair Housing, and other similar documents.

The WSCSC is located in Guerneville, an economically challenged community in an area that is severely rent burdened. According to a 2019 Countywide Assessment of Fair Housing, Guerneville/Rio Nido has a median income that is significantly lower than the rest of Sonoma County (\$52,000/yr vs. \$72,000/yr), and the unemployment rate is two times that of the rest of the county at 7.1% in 2019. Surrounding unincorporated communities, including Jenner and Cazadero where the Human Development Index score decrease was the largest in the County (down 1.24 points) according to the 2022 Portrait of Sonoma, are disconnected from services and supports in Santa Rosa. Service resistant homelessness is a top issue.

The Springs, where the ESCSC is located, is the largest (by population) contiguous 'urban' unincorporated community in the county. By estimates provided by the CAO staff, the Springs (which combines the communities of Agua Caliente, Fethers Hot Springs, Boyes Hot Springs and El Verano) has about 17,000 residents. It is also directly adjacent to the City of Sonoma to the southeast, sharing a long border that is indistinguishable without looking at a map, except by the stark contrast in the quality of the infrastructure between unincorporated and incorporated, and the demographics of the populations living there. Though the First District as a whole is older, wealthier, and has higher educational attainment than other districts, residents of the Springs are more likely to live in poverty, have lower educational attainment, are younger, have larger families, and speak Spanish or indigenous languages. According to the 2019 Assessment of Fair Housing, the Fethers Springs census tract in the heart of the Springs is 69% Latino, with the median income significantly lower than the rest of Sonoma County (\$49,000/yr vs. \$72,000/yr). Residents here are also very likely to encounter the barriers to travel into Santa Rosa discussed previously in this request, and thus struggle to access services for which they are eligible.

Though the South County Regional Services Center is currently operated by two departments (Human Services and Health Services), it is possible this could shift as the RSCSC model continues to prove viable. If a need was identified for additional departments to be present in the community, either through any common spaces for community outreach activities, or actual work/hoteling spaces, this funding could be used for any necessary improvements to the building to allow these uses.

If a RSCSC is eventually set up in far north county (Cloverdale, Geyserville, or Healdsburg), this funding could be used for these types of start up and ongoing costs associated with the future North Sonoma County Services Center (NSCSC).

What Strategic Plan does this request directly support?

Organizational Excellence; Racial Equity and Social Justice; Healthy and Safe Communities

What is the amount of the one-time funding request?

\$700,000, combination of one time and ongoing uses. This budget request is asking the Board to consider setting aside an amount of money on an annual basis to have an established fund for RSCSCs.

The dollar amount can be adjusted upwards or downwards based on Board direction. Some sample costs are laid out below, with notes as to whether they are one time or ongoing. Note these are estimates only, and items that are one time asks could be repeated in a future year at a different RSCSC:

Workstation: \$6k per workstation (one time)

Furniture: \$45k per RSCSC (one time)

Safety: \$10k per prox card reader, \$25k for other safety items (one time)

Tenant/building improvements: \$25-\$150k, depending on needs (one time)

Staffing: \$150k per staff S&B; 2 nondepartmental staff per building is a best practice (navigator/receptionist; office manager) (ongoing)

What department will be responsible for implementing this item?

Sonoma County Public Infrastructure (General Services) would be a natural fit, as would the CAO/COB

Does this funding request leverage additional funding?

Yes: departmental investments in RSCSCs (varied amounts based on departmental presence)

****To Be Completed By Staff******STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-14****Description of Request:**

This request is for a mixture of one-time building improvements, startup costs for additional staff, and the addition of four additional permanent staff members at the facilities.

Staff Response

The Board has allocated \$1 million in ongoing funding from County Center Modernization allocation to fund regional service centers in the Sonoma Valley, west county, and north county. A service center already existed in Petaluma (south county) prior to the allocation, and the County Center itself is located in the center of the County. A portion of this funding was utilized to purchase the former Bank of America building in Guerneville and to lease space in the Sonoma Valley for regional service centers. A third regional service center is expected to open in the north county in the future, utilizing the remaining portion of the funding.

The model for the staffing at the existing three sites has been based on utilization of existing departmental staffing and relocating them to the sites. This is in line with the understanding that, rather than creating new services, these centers should be providing a portion of existing services at locations closer to those who receive them. BIR02 in Tab 7 further discusses the current staffing model. Departments have identified the need for reception staff to keep the facilities open as walk-in locations, versus by appointment only.

Staffing the service centers with Board of Supervisors district staffing could be appropriate for reception/navigator services, similar to the navigator-type role District staff play currently. Relocating current district staffing to the regional service centers could meet the reception/navigator need. However, this would constitute a significant change in service delivery for the County, involving the Board staff in direct service delivery.

The Department of Human Services has submitted a Program Change Request (see HSD-PCR-08 in Tab 5) for a staff member to serve as reception and intake at the East Sonoma County Service Center, as well as performing typical departmental work when there is not client activity at the Service Center. This represents an alternate model should the Board choose to provide additional resources for regional service centers and aligns with the way the Petaluma Service Center operates. Should the Board desire to place additional resources in the service centers, it is recommended that they be added as staff in one of the departments staffing the centers, and one of the operating departments be responsible for the overall site/location administration. Similarly, the County has experience managing facilities throughout the County utilizing departmental and Public Infrastructure staff to oversee facilities. Site management thus could also be actualized through departments. Building improvement needs at these sites are handled in coordination with Public Infrastructure, either through use of departmental funding or the Capital Improvement plan, with additional resources requested as needed and prioritized with other needs.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey and Gore Joint Submission

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Sonoma County Library, Roseland Library Construction Funding

What will the funds be used for and why it is needed?

To close the remaining gap in funding for the Roseland Library at the Hern Community Hub. (please see attached documents for further details.

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$1.5-\$2 million (Depending on need at the time of workshops/hearings)

What department will be responsible for implementing this item?

CAO

Does this funding request leverage additional funding?

Yes, from many additional sources (government and private grants)

Requestor Contact:

Ray Holley

Public Information Officer

Communications Manager

[Sonoma County Library](https://www.sonoma-county.org/library)

rholley@sonomalibrary.org

Mobile/Text: 707-292-5323

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-15**Description of Request:**

This item requests up to \$2 million in one time funding as a contribution to the Sonoma County Library system toward construction of the Roseland Library.

Staff Response

The Sonoma County Library (Library) is distinct public entity formed from a Joint Powers Agreement between the County and the cities within the county. It is governed by a separate Commission whose members are appointed by the member agencies.

The County currently is facilitating a \$1 million State grant that is passing through to assist the Sonoma County Library on the Roseland Library construction campaign.

The County is also assisting in improvements at the Guerneville Regional Library which include project management as well as a contribution of \$143,314.50 in matching funds toward a \$382,171 State Grant (with the Library providing an additional \$143,314.50 of the match funding).

While the County is providing both material and technical support toward the Guerneville project, the key difference is that that facility is owned by the County, with the Library operating on a zero cost lease.

District specific funds have recently been utilized for capital campaigns to purchase or develop properties, including the Alexander Valley Health Care project and the Graton Community Gathering Space. County discretionary funding has not generally been utilized for these types of projects.

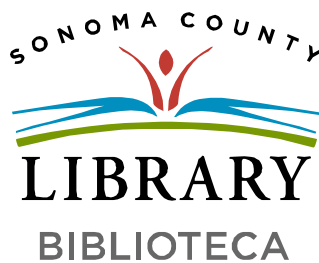
Additional References:

[Measure Y](#). In November 2016, 72 percent of Sonoma County voters approved Measure Y, a one-eighth of a cent sales tax to support the 14-branch Sonoma County Library system.

[Reimagining the Library](#). In 2019, the JPA began strategic planning. The effort was summarized with “Our “Reimagining the Library” process produced data on the needs and aspirations of Sonoma County residents, which will be considered and included in planning and budgeting library resources that address those aspirations and needs. This document is a beginning, not an end. To be successful and promote lasting change, the library must continuously evaluate and update service models, with flexible planning and budgeting that supports innovation while embracing accountability. Success at supporting community aspirations requires sustainable revenue, fiscal responsibility, and an engaged and inspired staff.”

Erika Thibault
Library Director
ethibault@sonomalibrary.org

6135 State Farm Drive
Rohnert Park, CA 94928
(707) 545-0831



Attachment A Page 131
LIBRARY COMMISSION
Deborah Doyle
Chair
David Cahill
Andy Elkind
Fred Engbarth
Eve Goldberg
Thomas Haeuser
Brooke Greene
Vice-Chair
Paul Heavenridge
Sarah Laggos
Barbara Mackenzie
Cyan McMillan

March 27, 2024

A crucial investment in a Roseland Library

Dear Supervisor Coursey and staff:

We write today with an update on the Roseland Regional Library project, and a funding request. With the support of government, foundation, and private grants, we are making great progress on the project, and we are asking for your support to help us close a gap and deliver the newest, finest library in Northern California.

The opportunity

The new Roseland Regional Library will be a model for a flexible, resilient and modern library that will serve Sonoma County for generations. Under an umbrella theme of **Creating Opportunities**, the library will focus on six key areas:

- Welcoming Places for Children and Families
- Collections that Honor Our Diverse Cultures
- Technology that Bridges the Digital Divide
- Partnerships that Open Doors
- Growing Sustainability
- Gathering Places that Bring Us Together

The library will include indoor/outdoor learning and gathering places, dedicated spaces for children, teens, and adults, and plenty of free technology and meeting spaces, which Roseland, Bellevue, and Moorland residents tell us they desperately want and need.

We are reaching out to the County of Sonoma to request a \$2 million allocation that will help us close a funding gap and deliver for Third District residents.

Every investment in Roseland is an investment in the future. A permanent library will be another example of the county's long-term commitment to upstream investments and will be an important step toward providing equity and parity in this vital, growing and extraordinary neighborhood. Whether we are offering economic development support to businesses, supporting early literacy programs, or opening our doors as cooling centers, we will be a hub for community outreach.

Please join us in embracing this community by allocating funds to this worthy project and help us promote greater equity and opportunity.

Best regards,

Erika Thibault, Library Director
Deborah Doyle, Library Commission Chair

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FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Coursey and Hopkins **Joint Submission**

Date: 4/4/2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Secure Families Collaborative Program Funding

What will the funds be used for and why it is needed?

See Attached (*Secure Families - Sonoma County Proposal*)

What Strategic Plan does this request directly support?

It will continue to provide the critical legal and supportive assistance needed by Sonoma County's immigrant community.

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

CAO

Does this funding request leverage additional funding?

See Attached (*Secure Families - Sonoma County Proposal*)

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-16

Description of Request:

Funding for the Secure Families Collaborative to provide legal assistance and services to the local immigrant community.

Staff Response

The County does not directly focus on or administer any programs or services that provide legal support and defense for undocumented immigrants. Regarding service navigation for immigrants, the County supports Sonoma County immigrants and their families (documented or not) to enroll in programs and benefits they are eligible for. We have Spanish speaking staff to assist the community. There are also multiple community organizations in Sonoma County that provide service navigation to immigrants.

The Secure Families Collaborative has received \$601,000 of funding in the past. On June 16, 2017, the Board authorized 3 years funding from Graton Mitigation Fund in the amount of \$100,000 annually through 19-20 for a total of \$300,000. During the Budget Hearings in FY2020-21 and FY 2022-23, \$100,000 and \$200,000 was allocated General Fund for an additional total of \$300,000. The Board of Supervisors District 5 also provided \$1,000 to Secure Families as part of their Community Grant Allocation in May of 2022.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: James Gore & Lynda Hopkins

Date: 04/04/24

DESCRIPTION OF ONE-TIME FUNDING REQUEST

***Instructions:** Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.*

Request Title:

NextGen Trades Academy - Housing Hero Youth Builders Project

What will the funds be used for and why it is needed?

The request for funding amounting to \$150,000 aims to ensure equal opportunities for underserved and vulnerable youth by **providing vocational training and aiding in the construction of affordable housing units**. The Housing Hero Youth Builders initiative, operating under the NextGen Trades Academy Training program, addresses the pressing need for affordable housing and career prospects among marginalized communities in Sonoma County, California.

The mission of the The NextGen Trades Academy is a program providing diverse vocational construction training and work/life skills to disadvantaged youth ages 16-24 within Sonoma and Marin counties. Throughout the program, each student explores approximately 14 construction trades such as architecture, plumbing, roofing, electrical, green building, solar technology, as well as life skills such as cover letter writing, resume writing, personal finance, budgeting, and job interview coaching. The program integrates technology, classroom instruction, hands-on experience, construction trade research, and CalOSHA certifications.

Backed by over thirteen local government and nonprofit organizations including Santa Rosa Junior College, Homes 4 the Homeless, North Bay Black Chamber, County of Sonoma Juvenile Probation Department, and Sonoma Clean Power, among others, this collaborative effort ensures fair access to education, training, and the construction of five affordable homes for families in need, strategically distributed across each county district.

Going beyond mere vocational training and employment opportunities, our project introduces an innovative housing model known as Vessel, aligning with county initiatives to promote green building standards, diversify housing options, and generate employment. Each Vessel home is meticulously crafted with energy-efficient materials, engineered for durability, and HUD-

approved as either single-family dwellings or Accessory Dwelling Units (ADUs), offering a cost-effective alternative to traditional housing. As of March 2024, the median home sold price in Sonoma County stands at \$802,511, according to Redfin and Rocket Homes, whereas the cost for our Vessel homes ranges between \$80,000 - \$120,000.

Given the escalating demand for affordable housing and employment opportunities, this initial grant will significantly contribute to promoting racial equity and social justice. Historically, homeownership rates within the BIPOC community have lagged behind those of other racial groups. This program is envisioned as a long-term solution to address challenges related to affordability, high median home prices, soaring rental market costs, the aftermath of natural disasters, and the prevailing affordable housing crisis, thereby bridging gaps and uplifting communities across Sonoma County for generations to come.

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

GOAL 4 - Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 2 - Collaborate with members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

GOAL 4 - Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 3 - Begin implementing strategies for regular community engagement to guide racial equity efforts.

Healthy and Safe Communities

GOAL 2 - Establish equitable and data-driven distribution of services.

Objective 3 - Identify and eliminate data gaps for underrepresented groups, and collaborate with the community to implement measures to mitigate the negative impacts caused by the lack of access to services by racial and ethnic groups that are disproportionately under-served by 2026.

GOAL 3 - In collaboration with cities, increase affordable housing development near public transportation and easy access to services.

Objective 2 - Identify and leverage grant funding sources for permanent supportive and affordable housing development.

What is the amount of the one-time funding request?

\$150,000

What department will be responsible for implementing this item? The tenants of the program have NEXTGen Academy students building affordable housing, therefore, the CDC or Human Services in connection with Joblink would be the recommended departments for implementing this item.

Does this funding request leverage additional funding?

There is additional funding secured for this project including: Sonoma Clean Power, Probation Department of Sonoma County, Wells Fargo Foundation, ARS Roofing and Gutters.

Additional funding requests are pending from CA Appropriations Grant, CA Clean Energy Access and LB Research Foundation.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-17

Description of Request:

\$150,000 for the Housing Hero Youth Builders Initiative, operating under the NextGen Trades Academy Training program, to provide vocational training and aid in the construction of affordable housing units.

Staff Response:

- This project is somewhat duplicative of services provided by other organizations. For example, the CTE Foundation has a trades program for in-school youth that adheres to NexGen principles.
- HSD just completed an RFP for youth employment services. The scope of service in our RFP was more broad than what is proposed here, but would have been the opportunity to apply for funds for this project.
- In order for HSD to administer a contract for these services, funds would need to be dedicated for additional HSD staff time to support the contract.

As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board.

The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

An alternative, should the Board wish to provide funding for services beyond those currently offered by the County, would be to provide an allocation to the Human Services Department with which they could conduct a competitive procurement contract for provision of these services.

Existing Similar Efforts:

[\\$1.2 million ARPA Award to SRJC for their Workforce Pipeline Project](#). This is a wraparound job training support and job placement in construction industries for communities disproportionately impacted by the pandemic through the SRJC Workforce Pipeline Project.

[Northbay Builders Exchange Construction Corps program](#). The Corps meets Saturdays from 8 AM to 4 PM in April and May. The Corps finishes with a two-week paid internship for 18-year-old students, or a two-week boot camp for 17-year-old students in June. Students who successfully complete Boot Camp will earn a \$750 trade scholarship working on a real construction project. Every year, nearly all Corps members who want to work in construction are offered a job at the graduation ceremony and interview event on the last day of Boot Camp.

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Building Capacity for Emergency Response and Engagement with Underserved Communities **(one time)**

What will the funds be used for and why it is needed?

Requests 1 of 2.

Sonoma County Community Organizations Active in Disaster (**COAD**) is the connective tissue between community organizations and Sonoma County's emergency response system. \$230,000 in one-time funds would enable COAD to continue its role in building capacity and coordination among community organizations for disaster preparedness and response.

COAD was formed after the 2017 and 2019 fires in response to the clear need for a [unified collaborative](#) to confront the very real and ongoing threats of wildfire and other natural disasters in Sonoma County. Today, COAD's membership has grown to 75 organizations from across the County and maintains strong partnerships with local government agencies. COAD members organizations are trusted providers of year-round services and programming and have experience supporting community members through disasters with bilingual, culturally sensitive information, resources, and services.

COAD's unique strength is its connection to community groups and promotoras networks that are deeply embedded with community members most vulnerable to the impacts of disasters and other climate emergencies.

Over the past five years, the COAD has consistently supported the County in incrementally improving services, leading to a more equitable and accessible system of care for disaster survivors. COAD deploys a team to the Emergency Operations Center and organizes nonprofit staffing and resource distribution at Local Assistance and Recovery Support centers, most recently during the 2023 winter storms. COAD also mobilized community organizations and promotoras to disseminate safety messaging and address community needs during smaller-scale incidents and climate emergencies including extreme cold events, air quality events, heat waves, and localized flooding incidents in 2023 and winter 2024.

COAD was instrumental in the Department of Emergency Management's and the Office of Equity's development of the Universal Disaster Intake Process that will ensure a smooth and timely transition from response to recovery services.

The Board of Supervisors recently approved contracting with COAD to administer Disaster Emergency Financial Assistance, following the successful piloting of the Recovery Support Centers.

Right now, COAD's funding outlook is tenuous, risking the loss of connections and institutional knowledge that has developed over the last couple of years.

The growing number and scale of disasters globally has undermined organizations' ability to sustain funding for disaster cycle activities in between disasters. Sonoma County organizations with dedicated disaster and community resilience funding are rare. COAD enables local community organizations and promotoras networks to sustain capacity and momentum for disaster activities with limited resources, better preparing these organizations to mobilize and bring in outside funding resources for disaster response to Sonoma County in times of disaster.

\$230,000 in one-time funds to provide operational support for Sonoma County COAD:

- **\$160,000 staffing**
- **\$18,000 operations (rent, utilities, tech, supplies, mileage, training)**
- **\$34,000 admin (fiscal sponsor)**
- **\$18,000 for interpretation/translation services**

Requests 2 of 2.

We are also requesting \$300,000 in one-time funds to support Community Health Workers/ Promotores de Salud (CHW/Ps)'s complementary community engagement work that will allow Promotores to expand their reach and allow them to be effective community advocates and liaisons during times of emergency.

The goal is to increase the resiliency of historically underserved communities by increasing connectedness to community resources and by reducing health disparities to protect the most vulnerable individuals in the community from COVID-19, flu, RSV, and other communicable diseases.

Community Health Workers/ Promotores de Salud (CHW/Ps) are trusted messengers who live, work, and play in the communities they serve, and they will provide culturally relevant and linguistically appropriate vaccine-related outreach, education, messaging, and linkage to resources to our most vulnerable and impacted communities across the 5 regions of our county. Outreach will include canvassing in front of markets and churches, providing workshops in libraries and schools, tabling at health fairs and parks, and going door-to-door at apartment and housing sites – effectively meeting residents where they are at. This grassroots and boots-on-the-ground approach prevents equity gaps in

the dissemination of critical information and is a critical strategy to reduce social, economic, health, and other disparities.

During the COVID-19 pandemic, funds became available to support critical community outreach to our most vulnerable populations. COVID emergency funding has largely ended, yet our historically marginalized community members are still disproportionately impacted by health disparities and other inequities. Messaging regarding the importance of vaccinations has also declined, yet we still see our BIPOC, Latine, and low-income populations with low vaccination rates and high infection rates.

[The Center for Well-Being](#) will be the lead agency that is applying for funds on behalf of the Community Health Workers/ Promotores de Salud (CHW/Ps). The Center for Well-Being's mission is to improve the health and well-being of our community through evidence-based health practices and innovative programs that advance health equity for all, and their vision is to achieve improved community health through inclusive and just policies, programs, and services. For 30 years, the Center has conducted culturally responsive and linguistically appropriate public awareness and community outreach campaigns to reach our most vulnerable populations via trusted messengers. Their campaigns have included emergency preparedness education in response to Sonoma County floods and wildfires and vaccine hesitancy outreach, among other initiatives. During the pandemic, they participated in a regional cross-county outreach campaign to reach communities disproportionately impacted by COVID-19. The Center for Well-Being engaged residents in conversations to address vaccine hesitancy, provided education and resources for effective mitigation strategies, and linked individuals and families to testing and vaccination sites. NCCWB reached over 30,000 individuals over the course of 2 years; collectively their coordinated efforts reached over 100,000 vulnerable Sonoma County residents.

\$300,000 in funding would enable the following:

Funding Item	Amount	Description
CHW/P Training	\$20,000	Train up to 35 community-based Promotoras de Salud/ CHWs in a healing-informed, strength-based, resilient, and equitable approach to vaccine outreach, education, resource connection.
CHW/P Regional Leads	\$25,000	5 CHW/P Regional Leads will be engaged and compensated to oversee outreach across Sonoma County's 5 regions: North, South, East, West, and Central County at \$5,000 each.
CHW/P Outreach Specialists	\$25,000	10 CHW/P Outreach Specialists will be engaged and compensated to conduct outreach campaigns at \$25/per hour.
CHW/P Outreach Volunteers	\$10,000	20 CHW/P Outreach Volunteers will be engaged and compensated to conduct outreach campaigns at \$500 total.

CHW Support and Communications Personnel	\$40,000	Community Health Workers and support staff who will: (1) oversee program deliverables & reporting, (2) design, develop, and distribute outreach and education materials, and (3) provide direct support to CHW leads, outreach specialists, and volunteers.
Outreach and Educational Materials & Supplies	\$30,000	Multilingual Educational Materials to support outreach campaign – costs include translation, design, printing, and distribution.
Incentives and Other Supplies	\$24,000	Supplies include technology & communication (phones, computers, internet), safety and sanitation supplies (PPE, sanitation and cleaning), and support for individuals facing food/home/money insecurity.
Supplies for Vaccine Costs	\$100,000	Costs <u>may include</u> purchase of vaccines, vaccine administrative costs, and mobile vaccination clinics in underserved areas
10% Indirect Costs	\$26,000	
TOTAL	\$300,000	Vaccine Outreach Campaign Funding Request

Anticipated Project Outcomes:

- Increased knowledge and awareness of COVID-19, flu, RSV, and other communicable diseases for vulnerable and underserved BIPOC and Latinx communities across Sonoma County.
- Increased readiness and consent to receive vaccinations and increased access to vaccines.
- Increased linkage to critical resources for vulnerable community members before and during times of crisis.
- A healthy recovery from the stress, trauma, and impact of persistent and ongoing health disparities for our most vulnerable and underserved communities.
- Increased resilience and connectedness in hard-to-reach communities.
- Capacity to expand the reach of emergency organizations during a disaster or health crisis.

What Strategic Plan does this request directly support?

Healthy and Safe Communities, Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$530,000 total request. We are requesting \$230,000 in one time funding for COAD and \$300,000 in one time funding for the Center for Well-Being/Community Health Workers/ Promotores de Salud (CHW/Ps).

What department will be responsible for implementing this item?

Sonoma County Department of Emergency Management would be responsible for directing funds to COAD, and the Department of Health would be a natural fit for the Center for Well-Being funds.

Does this funding request leverage additional funding?

COAD has been effective in raising funding from foundations, organizations, and individual donors to support our preparedness programming and recovery efforts. Much of this funding is passed through as direct assistance to community members and to community organizations and Promotoras as stipends and as reimbursement for their response activities. As recently as the 2023 winter storms, COAD raised \$200,000 for Long Term Recovery Assistance to assist storm-affected community members.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-18**Description of Request:**

For request 1 the one-time funding would assist COAD in the further development of services and programs they provide to the community daily and in times of emergencies and disasters through funding to provide operational support for the Sonoma County COAD. Request 2 is to support Community Health Workers/ Promotores de Salud (CHW/Ps) through the Center for Well-Being on behalf of the CHW/Ps and the COAD to support community targeted-based engagement for community members are still disproportionately impacted by health disparities and other inequities.

Staff Response

The Sonoma County COAD is the county's short/long-term recovery partner in coordinating efforts such as the emergency financial aid (EFA) program, along with disaster intake with the County's Universal Disaster Intake Process (UDIP). Since the 2020 fires, COAD has assisted the County with recovery efforts through its 75 organizations to provide immediate and long-term relief and follow-up recovery services to the community. Currently, the County does not have dedicated staff for recovery efforts to maintain and foster relationships like the COAD. The Department of Emergency Management (DEM) partners with the COAD to foster and bridge this current service.

DEM is developing a Sonoma County Recovery Operations Plan through a Community Development Block Grant (CDBG) to guide the County and the Operational Area through recovery. The plan will have recovery-specific annexes such as taskforces (debris, Haz-Mat, household waste, watershed), local assistance centers (LAC) operations, and short/long-term recovery tasks. The Sonoma County Recovery Operations Plan will be the recovery version of the County/Operational Area Emergency Operations Plan.

In addition, under the CDBG grant, a gap analysis of Sonoma County's disaster recovery capabilities will be conducted. The gap analysis will identify and convene a task force of stakeholders in the Operations Area (Op Area). The gap analysis will review existing emergency operations plans, operating procedures, recovery concept of operations plans, after-action reports, and other pertinent documents from Operations Area Op Area partners. The gap analysis results will allow Sonoma County to improve response, continuity of efforts, and availability of recovery resources as well as draft a Sonoma County Recovery Operations Plan.

COAD is currently a recipient of the DEM/ARPA project funding ([May 2022](#) and [October 2023](#)) as a contractor to work with 75 organizations around community preparedness, recovery, and resilience efforts. Some of the items under request 1 are funded under the DEM/COAD ARPA project.

Should the Board of Supervisors approve funding, the Department of Emergency Management would work with COAD and Community Action Partnership (CAP) Sonoma (fiscal sponsor) to develop a memorandum of understanding (MOU) for the direction of funds to support COAD operational support, with milestones and documentation support during the timespan to support the MOU.

The Department of Health Services (DHS) is not currently organizing vaccine delivery to Federally Qualified Health Centers (FQHCs). DHS could support the acquisition and delivery of vaccines to the FQHCs if the money is allocated directly to another entity. The Board could allocate the funds directly to

the Center for Well-Being. DHS's role would be limited to supporting vaccine acquisition and would not involve DHS Community Health Workers, whose work is patently different than that performed by Promotores and who only work on DHS initiated projects. Alternately, if the Board chose to fund this effort but chose not to fund an entity directly, DHS would need to issue an RFP according to county procurement for any organization in the County to compete to offer vaccine services. In this scenario, DHS's role would include development and management of an RFP process and the resulting contracts.

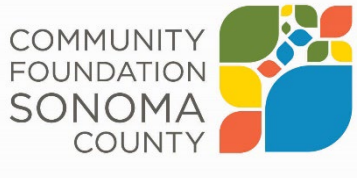
As written this request falls outside of standard County procurement policy and does not align with contracting principles outlined by safety net departments at the request of the Board. The purpose of the contracting principles is to reaffirm the County's commitment to conducting fair, open, and competitive procurements for key safety net programs and services.

For the Board's reference, the request does not identify other funding sources sought and/or potentially available to leverage the request from the County for the either of the specified efforts.

Additional References:

On 9/26/23 the Board authorized the Chair to issue a letter of commitment to the California Strategic Growth Council (SGC) for a Community Resilience Centers planning grant application by the Sonoma County Community Organizations Active in Disaster (COAD). The anticipated grant funds the planning, development, new construction, and upgrades of neighborhood-level resilience centers to provide shelter and resources during climate and other emergencies. Staff report remarked that if the grant is awarded a memorandum of understanding (MOU) will be brought to the Board for approval. The MOU is intended to establish a collaborative stakeholder structure, which may include roles, responsibilities, staffing, and budget plans for each entity.

DEM FY 2024-25 program change requests for Board consideration include: \$192,120 ongoing for Community Preparedness; \$453,000 ongoing to finance needed Hazard Mitigation Plan updates and organize area wide recovery efforts; \$204,300 for Grants coordination and tracking for awards that benefit the Operational Area participants; and \$50,000 ongoing for advertising and outreach to execute annual community evacuation exercises.



120 Stony Point Road, Suite 220, Santa Rosa, CA 95401 sonomacf.org

March 25, 2024

Dear Sonoma County Board of Supervisors,

Community Foundation Sonoma County (CFSC) wholeheartedly supports the Sonoma County Community Organizations Active in Disaster (COAD)'s request for operational funding from the County of Sonoma.

The COAD was formed after the 2017 and 2019 fires in response to the clear need for a unified collaborative to confront the very real and ongoing threats of wildfire and other natural disasters in Sonoma County.

Over the past five years, the COAD has consistently supported the County in iteratively improving services, leading to a more equitable and accessible system of care for disaster survivors. The COAD deploys a team to the Emergency Operations Center and organizes nonprofit staffing and resource distribution at Local Assistance and Recovery Support centers. Another recent example of collaboration with the County is that the COAD was instrumental in the Department of Emergency Management's development of the Universal Disaster Intake Process that will ensure a smooth and timely transition from response to recovery services.

The County's partnership with the COAD greatly enhances the ability of both parties to make a meaningful difference in the lives of the people of Sonoma County. This partnership is not to be taken for granted. It is due to this successful collaboration that disaster response teams from across the state and country are looking to Sonoma County to learn about the innovative systems we have created together.

CFSC is proud to partner with the COAD on preparedness, response, recovery, and mitigation activities. Recently, we funded an Emergency Operations Planning Cohort to ensure nonprofit readiness to respond in the event of a disaster. CFSC also consistently funds immediate response activities during both declared and undeclared disasters that impact our most vulnerable community members, most recently in winter 2024. In addition, we are committed to funding long-term recovery case management services through the COAD and its nonprofit members.

CFSC is dedicated to supporting the COAD through the above collaborations and more. However, we are not able to fund the ongoing administration of the COAD.

With more than 80 organizational members, the COAD has built incredible momentum for its work, and this will falter if the collaborative's resources ebb and flow based on an overreliance on one-time disaster-related funding.



120 Stony Point Road, Suite 220, Santa Rosa, CA 95401 sonomacf.org

As another funder of the COAD's hugely impactful work, we commend the County for the impressive partnership it has built with the COAD and look forward to learning about the ways in which the County will support the COAD financially in the years to come.

Thank you for your time and consideration of the COAD's request.

Sincerely,



Amy Holter
Vice President of Community Impact
(707) 303-9621
aholter@sonomacf.org

FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Funding allocation for **Russian Riverkeeper watershed cleanup (ongoing)**

What will the funds be used for and why it is needed?

We are requesting ongoing funding in the amount of \$85,000 annually for Russian Riverkeeper's Clean Team program to ensure continuation and expansion of **watershed cleanup related to homeless encampments**. Currently, the Clean Team supports homelessness related cleanup along the lower Laguna and Russian River area from Healdsburg to Guerneville and the Coast. In addition, Clean Team organizes 35-40 community cleanup events and the annual Russian River Watershed Cleanup.

Russian Riverkeeper's preventative programs maintain sanitary conditions along watersheds, preventing pollution to rivers, creeks and watersheds when flooding occurs. It is critical to support the preventative work of Russian Riverkeeper as it fills a gap in service and meets a critical environmental health need that is not regularly met by any other organization within the County. Riverkeeper's cost per pound of trash removed is lower than using county staff and far less than other county contractors at less than \$0.35/pound. Funds will support staffing, mileage, trash disposal costs, performance tracking, and supplies.

Russian Riverkeeper has been working to improve the health of local watersheds since 1993 and has a strong track record of project implementation. The trash removal is beneficial to all county residents who visit the Russian River so they can better enjoy it. The river is the largest source of trash to the Sonoma Coast, so these services also benefit all county residents and visitors who enjoy our coastal beaches. Riverkeeper's work supports the county's compliance with the trash provisions of the Municipal Stormwater Permit. Since 2015, Russian Riverkeeper has removed 2,150,000 lbs of trash and in the last three years averaged 278,641 pounds of trash removed from Sonoma County waterways and roads. Riverkeeper is able to supplement the trash program with an average of \$50,000 in donor funds each year.

Russian Riverkeeper was funded through CDC in FY 20-21 (\$103,391.03 in 20-21) and DHS since that year (\$74,236 in 21-22, and \$74,236 in 22-23). Russian Riverkeeper also received Tourism Impact Funds (TIF) funding from District 4 (\$25K in 20-21, 21-22, 22-23) and District 5 (\$20K in 21-22, \$30K in 22-23, 23-24). The program did not receive funding from DHS or CDC in 23-24.

General Fund funding is an appropriate funding source for this need as Russian Riverkeeper conducts work that extends beyond Districts 4 and 5, with projects extending to the Lower Santa Rosa Creek and Laguna areas in District 3 as well. The \$85,000 in ongoing funds will replace the funding previously received through CDC and DHS that Russian Riverkeeper no longer qualifies for due to shift in priorities and emphasis on housing solutions.

What Strategic Plan does this request directly support?

This request directly supports the Resilient Infrastructure pillar's Objective 1: Develop partnerships with cities, tribal governments, and private organizations regarding flood protection and sustainability to identify gaps and address climate change impacts.

What is the amount of the one-time ~~time~~ going funding request?

\$85,000

What department will be responsible for implementing this item?

Pi would be an appropriate department to contract with Russian Riverkeeper.

Does this funding request leverage additional funding?

Riverkeeper is able to supplement the \$150,00 - 175,000 in annual trash program expenses with an average of \$50,000 in business and individual donations each year. An ongoing General Funds budget allocation would enhance Riverkeeper's ability to seek other funding sources to support the program.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-19**Description of Request:**

Supervisors Hopkins and Gore are requesting Public Infrastructure staff to administer a litter pickup contract with Russian Riverkeeper.

Staff Response

Public Infrastructure has the technical and administrative capability to implement and manage this work.

Historically, the Ending Homelessness Division has administered the contract. There are no appropriations in the FY 2024-25 Budget for this organization. Russian Riverkeepers was not awarded funding from the Sonoma County Homeless Coalition's FY 2024-2025 Local Homelessness Services Notice of Funding Availability (NOFA); which has typically been the source in the past. The reason stated by the Sonoma County Homeless Coalition's Funding & Evaluation Committee is "...due to the model not meeting the definition of Street Outreach, as well as the amount of local funds available, the strategic plan goals, and the amount of funding requested across the NOFA responses."

<https://sonomacounty.ca.gov/funding-and-evaluation-committee-special-meeting-march-7-2024>

Note that the request submitted does not provide a breakdown supporting the \$85,000 annual request, nor explains why how the funding addresses an ongoing need at a static funding level.

It is noted that in the last three years RRK averaged 278,641 pounds of trash removed. At \$0.35/pound, the annual cost of the effort is \$97,500 per year. If an annual \$50,000 is secured from donation, the difference is \$47,500 per year.



A CAPITAL CAMPAIGN FOR THE
CHILDREN'S MUSEUM OF SONOMA COUNTY



The Children's Museum of Sonoma County is a beacon of hope, where imaginations flourish and lasting memories are created. For a decade, the Children's Museum has championed the power of inclusive playful learning experiences that empower young minds and prepare them for the future.

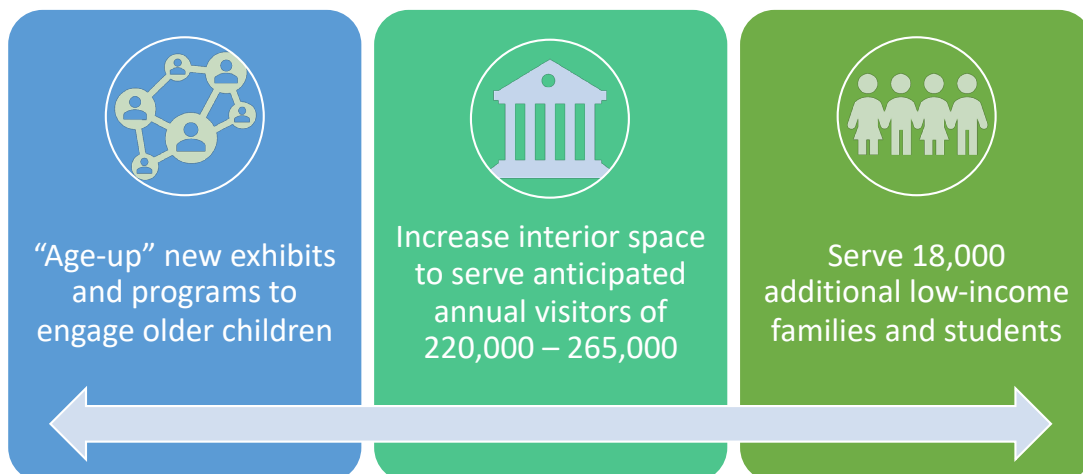
The Need

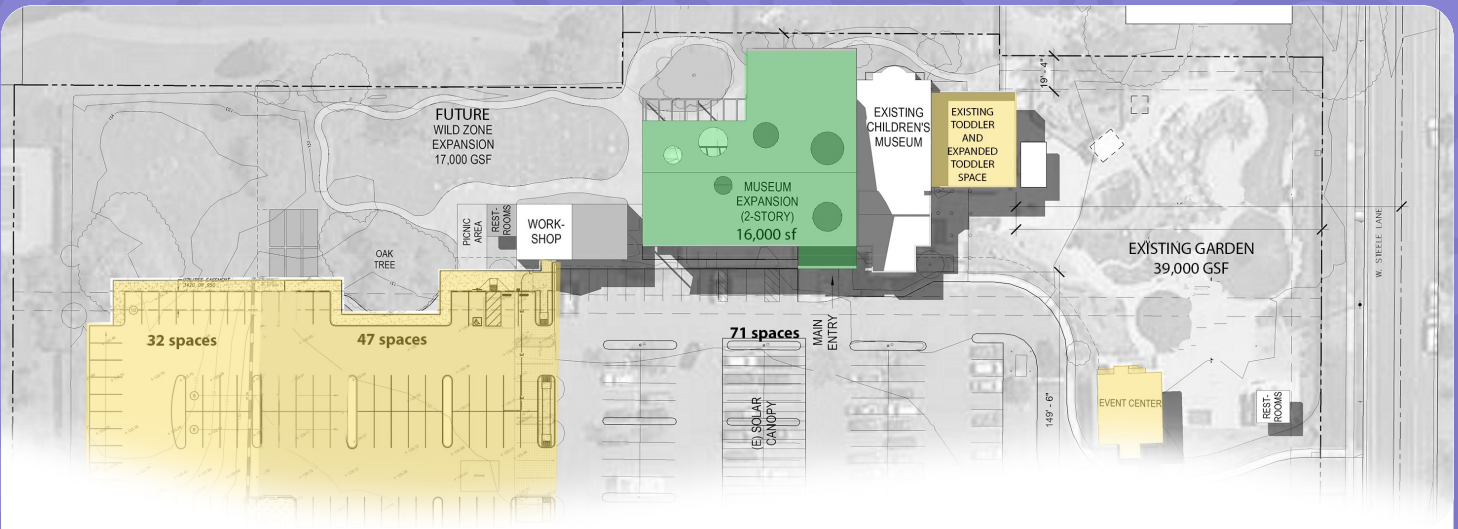
The existing interior space is bursting at the seams and cannot accommodate additional exhibits or indoor space to comfortably engage the growing number of visitors. Investment in the expansion of the Children's Museum fuels the promise of tomorrow, kindling the curiosity and creativity in children that will shape the world.

Current Challenges

- Museum is bursting at the seams welcoming 200,000 annual visitors
- No space for new STEAM exhibits to engage children ages 8 – 12
- No multi-purpose space for programs and additional school group visits
- Insufficient parking for current or projected increase in visitors

Objectives

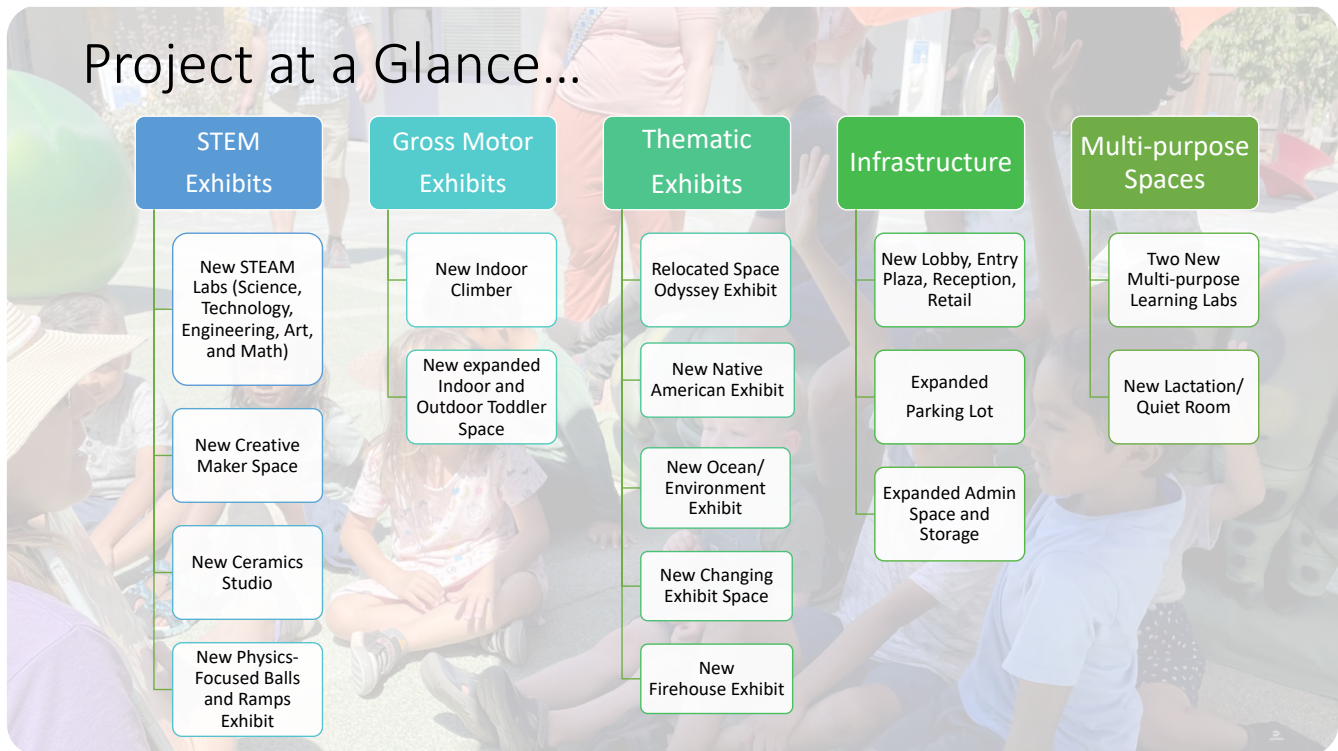




Benefits of Expanding Children's Museum

- 16,000sf expansion (green represents new construction)
- Increase exhibit and program space from 4,800sf to 12,000sf
- Double multi-purpose space for additional programming and school field trips
- Expand toddler exhibit and add new outdoor toddler space
- Expand parking lot from 118 spaces to 150 paved spaces
- Provide greater opportunities for inclusivity and sense of belonging

Project at a Glance...





FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

Unlock Potential (UP!) Inspiring Young Minds - **A capital campaign for the Children's Museum of Sonoma County**

What will the funds be used for and why it is needed?

The mission of the Children's Museum of Sonoma County is to inspire curiosity and creativity through joyful, transformative experiences.

At 5,000 square feet of indoor exhibit space, the current Children's Museum of Sonoma County (CMOSC) facility welcomes 196,000 annual visitors (over 600 guests daily). This has resulted in packed indoor exhibits, often with lines of eager visitors waiting to use them. While CMOSC presently serves children ages birth to ten, visitors request expansion of exhibits and programs that cater to older children.

The current building is bursting at the seams with no room to add new exhibits or comfortably handle the growing number of visitors.

CMOS aims to raise a total of \$16 million, with \$4.85M raised to date, to expand their footprint by 17,420 square feet, adding new and novel exhibits, expanded programming, and ample parking. This expansion is crucial for CMOSC to continue to serve the community with the same level of excellence and educational impact that they currently provide.

To meet the growing needs of the community, CMOSC will:

- More than double the current indoor exhibit space from 4,500sf2 to 12,000sf2.
- Create a dedicated STEAM (Science Technology Engineering Art and Math) area designed for children ages 8 to 12.
- Double the multi-purpose program spaces, allowing the Museum to host 2x as many field trips per year and offering a larger additional venue for programs to take place
- Expand Ella's Art Studio
- Construct a new lobby, reception area, and entry plaza to accommodate more guests

Also included in the project plans is an expanded, accessible parking area allowing for a total of 150 parking spaces. An expanded suite of team member offices will accommodate the future needs of a growing workforce.

This project – pending successful completion of the fundraising campaign – is set to break ground in 2027, with the expansion completed in 2028. Construction costs for the project are anticipated to be \$14.5 million, with an additional \$1.5 million set aside as an operating reserve to support the Museum's future needs.

What is the amount of the one-time funding request?

\$300,000

What department will be responsible for implementing this item?

Creative Sonoma within the EDB seems likely to be most suitable.

Does this funding request leverage additional funding?

A generous local investor has made a matching pledge of \$2.5 million. For every dollar CMOSC raises, \$0.50 of the matching funds are unlocked.

Funding from the Board of Supervisors serves as a cornerstone of support for CMOSC's crucial community asset at the governmental level. Its approval will not only bolster confidence in the project but also provide assurance to potential investors of its significance and value to the community.

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-20**Description of Request:**

\$300,000 funding for the Children's Museum of Sonoma County for *Unlock Potential (UP!) Inspiring Young Minds* Capital Campaign. It is understood that this request involves providing a contribution to the campaign and does not involve active work in the development of the new facility, so the request would be primarily to develop and implement the agreement to pass through funding. The museum is located at 1835 W. Steele Lane, Santa Rosa, CA 95403.

Staff Response

The one-time funding request is an amount equal to less than 2% of the anticipated capital campaign.

Since FY 16-17, the Children's Museum of Sonoma County (Children's Museum) has applied for and received multiple Local Events, Organizations, District Priorities grants as defined in the Community Investment Fund Policy (formerly Advertising Policy).

FY 16-17	District Grants	\$14,000
FY 17-18	District Grants	\$12,560
FY 18-19	District Grants	\$ 9,050
FY 19-20	District Grants	\$10,000
FY 20-21	District Grants	\$ 7,000
FY 21-22	District Grants	\$10,000
FY 22-23	District Grants	\$11,000
	TOTAL	\$83,610

Creative Sonoma was noted as a possible department lead for any work associated with the Museum's request.

The Children's Museum has raised 30% of the desired campaign total. Previous 2016 capital campaign donors included PG&E and the Community Foundation in the \$100,000+ donor category as well as the Ratto Family and California Department of Parks and Recreation in the \$1,000,000+ donor category.

The County does not generally provide discretionary general government dollars to capital campaigns by other entities. In recent years, district specific allocations (including District Infrastructure allocations) have been directed toward capital campaigns for various entities. Including \$1 million from District 4 for the Alexander Valley Healthcare.

As an alternative to General Fund, the Children's Museum may request funding under the Community Grants and District Priorities category of the Community Investment Fund Policy. If funding is directed to the Children's Museum for the campaign, a direct grant funding agreement could be administered by the Economic Development Board Creative Sonoma team.



FY 2024-25 Board of Supervisors Budget Request Form

Deadline: April 4, 2024

Please email completed form to CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins and James Gore

Date: April 4, 2024

DESCRIPTION OF ONE-TIME FUNDING REQUEST

Instructions: Board budget requests are typically financed with one-time sources that are identified as part of the annual budget development process. As such, requests submitted on this form should be one-time in nature.

Request Title:

NAACP/Health Action Together Community Wellness Hub

What will the funds be used for and why it is needed?

In 2023, Fifth District, and Sonoma County Fair staff worked with the NAACP Santa Rosa-Sonoma County Branch to investigate the possibility of hosting a Black Community Center on the fairgrounds. Recently, the NAACP-Santa Rosa Sonoma County Branch redirected their efforts to partnering with Health Action Together on a shared space. The two organizations are now collaborating to advance their common goal of enhancing racial equity in Sonoma County.

Health Action Together and NAACP-Santa Rosa Sonoma County Branch plan to create a community hub for both of their organization and other partners, and are seeking County support for this effort. NAACP-Santa Rosa Sonoma County Branch has secured funding from the Peter E. Haas Jr. Family Fund, which has agreed to support the lease at \$50,000 annually for the next three years. They have identified a shared space in downtown Santa Rosa on 4th Street, near the main bus line with adequate parking for both organizations to co-create a first-of-its-kind community hub.

What Strategic Plan does this request directly support?

Racial Equity and Social Justice

What is the amount of the one-time funding request?

\$100,000

What department will be responsible for implementing this item?

TBD

Does this funding request leverage additional funding?

\$150,000 from the Peter E. Haas Jr. Family fund, \$45,000 from Health Action, and \$15,000 from the NAACP-Santa Rosa Sonoma County Branch.

****To Be Completed By Staff****

STAFF RESPONSE TO BOARD BUDGET REQUEST: BOS-21

Description of Request:

This item seeks \$100,000 in one-time funding to be allocated over three years to the NAACP Santa Rosa-Sonoma County Branch and Health Action Together to pay for lease costs to form a new Community Wellness Hub.

Staff Response

A Community Wellness Hub shared space facilitated by multiple non-profits supports underserved communities co to the landscape of Sonoma County. If approved, staff would develop an agreement to help provide one time funding for this project. NAACP and Health Action administrators expect this one-time funding will be replaced in future fiscal years as they stated to be working diligently to identify other financial partners and fundraising goals for sustainability beyond the first 3-year term. See attached request.



May 10, 2024

Dear Supervisor Hopkins,

As the NAACP Santa Rosa-Sonoma County branch continues to grow in Sonoma County, we are seeking to build out a community hub to allow for our services, programs, and events to have a place to fully develop and thrive.

Although our county has an abundance of rich resources, we lack in the availability and flexibility of communities' shared space for organizations to not only have a home, but a safe space to hold meetings, run programming, and to be able to offer services.

After long and careful consideration, we feel it is important for us to partner with Health Action Together as both organizations have a shared desire to expand safe space and place for those in the community as well. The goal is to create a community hub for both of our organizations and other partners, to have a space where we can do all of the things we continue to dream about in service of our community and constituents.

Health Action Together is committed to ending health and social inequities in Sonoma County by ensuring people most impacted by racism are driving our efforts. This means Black, Indigenous, People of Color (BIPOC), and immigrant and undocumented community members. As Health Action Together continues to grow, engage, convene, build & foster relationships with the communities most often excluded from decision-making (*as identified in [Portrait of Sonoma 2021 Update](#)*), sharing space with the NAACP Sonoma Branch makes sense because these are the communities HA Together must center to co-design systems that truly serve every person in Sonoma County.

We have identified a shared space in downtown Santa Rosa on 4th Street just off of the main bus line with parking room for both of our organizations, the first of its kind community hub.

The annual cost to rent this space will fall just under \$100,000. Health Action can contribute \$15,000 annually, our branch can contribute \$5,000 annually, and we are looking to you and your colleagues to help us close an additional portion of that. We would like to request a total contribution of \$30,000 annually for the next three years from the Board of Supervisors and have identified a few combinations:

- An annual contribution from each district of \$6,000 each.
- An annual contribution from four districts of \$7,500 each.
- An annual contribution from three districts of \$10,000 each.

We have been working with the Peter E. Haas Jr. Family Fund, who has agreed to support the sustainability of this lease at \$50,000 annually for the next three years.

With this endeavor in mind, our branch is working diligently to identify other financial partners and fundraising goals for sustainability beyond the first 3 year term. We hope you and your team may decipher an annual contribution to this rental cost to ensure our NAACP Santa Rosa-Sonoma County Branch in addition to Health Action Together can co-create this Community Wellness Hub and continue our efforts to offer advocacy, education, case management and community support that the county is not and has historically not been able to hold.

In witnessing the board's ongoing attention to the racial equity issues and initiatives within our county, investment in this unprecedented wellness hub would signal a tangible step to begin to address the generational equity gaps and life outcomes that were uncovered in the 2021 Portrait of Sonoma.

We look forward to your response, thoughts, and more importantly continued investment with community partners to help our Sonoma County constituents thrive.

In Community,

Kirstyne Lange
President, NAACP Santa Rosa - Sonoma County

Adriana Arrizon
Executive Director, Health Action Together



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: Board Inquiry Requests

This tab includes responses to the Board Inquiry Requests (BIRs) received in conjunction with the Spring Budget Workshops in April.

BIRs provide additional information the Board member(s) would like to understand before June budget hearings.

This year, a total of 31 requests for information were submitted; responses can be found in the attached pages.

Attachments:

A – Board Inquiry Requests (BIR-01 through BIR-31)





Board Budget Information Request (BIRs)
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FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Dept. of Public Health

Date: April 26, 2024

Inquiry Number: BIR01

Title:

Community Outreach and Engagement – Funding Alignment

Request/Question:

I was left confused by the discussion [Department of Health Budget Hearing session, April 23, 2024] about a “community outreach and engagement team” within the Department of Health Services, and the use of community health workers.

How does this align, or not, with the Board Request for \$530,000 [Board Budget Request 18] that includes the reinstatement of Promotores to outreach and engage with underserved communities in regard to public health issues that include future vaccine needs?

Staff Response:

In 2023, the Department of Health Services asked the Board to support the creation of a community outreach and engagement team. This built on some of the most successful work during the pandemic performed by the Field Services Team working in the COVID section. This group works under the Department’s Legislative Policy & External Affairs Officer and consists of 5.0 FTE Community Health Workers (CHWs). The purpose of this staff group is to enhance the outreach efforts of the Department and improve the impact of programs in communities by educating individuals and distributing information at community events and in neighborhood gatherings. This team has attended a variety of community events organized around holidays, festivals, job fairs, and health fairs to share information and speak with community members.

Lay health professionals are differentiated from most health care roles because the people in these roles often come from the communities they serve and have not received formal clinical training and include roles as varied as Patient Navigator, health educator, and Community Health Worker. We use the term Community Health Workers, or CHWs, as an umbrella term for all of these County staff roles. CHWs are trusted community experts that are widely recognized for their role in providing care with cultural humility and building the capacity of the people they are working with as peers. They provide health education and connect community members to resources. Many CHWs are multilingual and multicultural and have a shared lived experience with the communities they serve.

Promotores are differentiated from CHWs in general because theirs is not a classified job in the health care system and they are not usually employed by the health care system. They serve a more grassroots role within the system and emerge as community voices and leaders in the area of health, particularly among the immigrant and migrant worker communities. Many of those serving in these

roles are not paid. They are referred to as Promotores to indicate that they are often embedded in and draw from Spanish or Indigenous speaking communities.

The Department meets twice a month with a group of Promotores and community health workers convened voluntarily by Dr Jenny Fish to discuss rates of vaccination and COVID in the community. More recently, the group has begun to turn their attention to a wide set of needs and disparities that can inequitably burden certain communities in Sonoma County.

This group has approached the Board on its own this spring to seek \$530,000 in support for Sonoma County Community Organizations Active in Disaster (COAD) – a volunteer network of community-based organizations that collaborates in disaster preparedness and response in Sonoma County and a vaccination drive next flu season. This term is often used interchangeably with VOAD or Voluntary Organizations Active in Disaster and both are member organizations that include safety net organizations who collaborate with community, nonprofit, and faith-based organizations, government agencies, schools and private businesses to serve the most vulnerable in their community. COAD member organizations focus on preparedness and are ready to respond with resources, volunteers, and coordination of services to those who need assistance during and immediately after a disaster, and ideally hold the capacity to activate a long-term recovery group. Sonoma County COAD is part of the National VOAD organization, established in 1970, and its network of organizations that mitigate and alleviate the impact of disasters.

This group is working in partnership with the Center for Well Being to advocate for a fall vaccination campaign for the communities of low income and minority groups who largely missed out on the opportunity to receive a COVID Booster vaccine last season. Part of this money will go toward ongoing support for COAD. The remainder will be used to acquire and support the delivery of vaccines through health fairs and other events to those who would not otherwise be served by the mainstream health care system.

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Human Services / CAO

Date: April 26, 2024

Inquiry Number: BIR02

Title:

County Satellite Department Staffing

Request/Question:

There is a PCR to add a Social Worker III to the Sonoma Valley satellite office. I had been under the impression that these satellites would use existing staff to expand reach – not to expand staff. Can we see a more long-range plan for staffing that includes all satellites, including Sonoma Valley, Guerneville and Cloverdale? Do the mobile vans anticipate additional staff or existing?

Staff Response:

The departments located at the satellite sites (Human Services Department (HSD), Department of Health Services (DHS), and Department of Child Support Services (DCSS)) are using existing staff to deliver core programs and services. HSD will primarily be providing eligibility staff at each location to assist people with Medi-Cal and CalFresh benefits, which are the two programs that people predominantly come in person for. HSD will evaluate the needs of each community and may add additional services responsive to local needs. Existing staff will also be utilized to go out in the mobile outreach vans to provide services.

Because state and federal funding does not provide for support staffing, the departments have been unable to identify reception staff who can be moved from other offices to staff the satellite sites. As such, HSD submitted a PCR to add a position at the Sonoma Valley satellite office to serve as the receptionist. The Department utilized a social worker position for this role because it envisions this position serving as service navigator in addition to reception duties. Without reception staff the site cannot provide walk-in services.

The Department of Health Services does not plan to add dedicated staff to satellite offices.

The Department of Child Support Services currently has staff at 3 satellite locations: Santa Rosa (4 days/week), Petaluma (1 day/week), and more recently, Sonoma Valley (1 day/week). The Santa Rosa location, which is housed in HSD's building where customers are shared, is working well and a good number of customers are seen. The other two locations are less successful, especially the Sonoma Valley location, which is a pilot program. Despite a concerted and targeted marketing campaign, very few customers are seen at that location. Other strategies have been tried to draw more interest such as changing the day of the week (when other departments see more clients). If there is not an uptick in

customers seeking our services, we will likely not continue serving that office and will instead use the mobile outreach vehicle to serve customers using existing staff. For Petaluma, DCSS is conducting an equity analysis to determine whether services should continue as is or instead serve customers using the mobile vehicle.

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: CAO

Date: April 26, 2024

Inquiry Number: BIR03

Title:

EIFD Studies

Request/Question:

Can you remind us what the board request for \$650,000 in EIFD studies buys us? Would it analyze specific projects that could provide property tax growth that would produce revenue to re-pay that amount, plus additional revenue to support debt that would pay for such projects?

Staff Response:

As recommended by the Unincorporated Governance Ad Hoc Committee, and as directed by the Board of Supervisors on [February 6, 2024](#), the County Administrator's Office submitted a request for \$650,000 in one-time funding to explore creating new Regional Enhanced Infrastructure Financing Districts (EIFDs).

This funding could be used to establish up to three regional EIFDs, covering the costs of contract services including GIS mapping services, feasibility studies, community engagement, and overall technical expertise and assistance.

The consultant's funding and financing analysis will include preliminary tax increment analysis, including reflecting potential future development. This analysis could include a comparison of potential revenue generation to the types and cost of the targeted infrastructure improvements.

The following table provides estimates of the consultant costs anticipated for each EIFD.

Task	Deliverable	Est. Total \$
EIFD Technical Assistance & Advisory Services	Advise the County on EIFD timelines, governance options, and provide technical expertise and guidance to the County as it evaluates opportunities to participate in an EIFD	\$20,000
Confirm geographic area(s) for potential EIFD	GIS maps	\$8,500
Review of Proposed Boundary and Development Assumptions	Analysis of market assumptions	\$7,000
Initial financial estimates of revenue anticipated in potential EIFD	Report of financial estimates for revenue projections of potential EIFD	\$20,000
Feasibility study	Study to determine fiscal feasibility of EIFD in specific geographic area & identification of infrastructure needs	\$50,000
Prepare Infrastructure Financing Plan	Infrastructure Financing Plan document	\$75,000
Community Engagement	Outreach with landowners, developers, residents, businesses, other taxing entities; presentations at 3 public hearings required for new Public Financing Authority	\$30,000
State Filings for new EIFD	Preparation of required State filings for district formation (e.g., State Board of Equalization)	\$6,000
TOTAL for 1 EIFD		\$216,500
TOTAL for 3 EIFDS		\$649,500

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: County Administrator / Operations & Budget

Date: April 26, 2024

Inquiry Number: BIR04

Title:

Fund Balance Consistency

Request/Question:

Can we see a list of major fund balances that is consistent from department to department?

In this week's workshops, we had some (most?) departments projecting fund balances at the end of this fiscal year, while others were projecting to the end of next fiscal year and, verbally at least, to the end of 25-26. Pl's list on page 142 of the workshop presentations is a good example for all to follow.

Staff Response:

The published FY 2024-25 budget hearings binder materials include a comprehensive Fund Balance Directory (Tab 10), which provides a consistent presentation of estimated ending fund balances as of 6/30/2025 for all County funds: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>

The projected ending fund balances as of 6/30/2025 in the Fund Balance Directory factor both the FY 2023-24 estimated ending fund balances based on third quarter estimates, plus any projected use or accumulation of fund balances based on the FY 2024-25 Recommended Budget. The Fund Balance Directory also provides additional information regarding the purpose of each fund, restrictions on use of fund balance, legal authority for any use restrictions, and the source of funds.

We will also evaluate how fund balances are discussed in future year Budget Workshops towards increased consistency.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Permit Sonoma, Community Development & Any Other Relevant Department

Date: April 26, 2024

Inquiry Number: BIR05

Title:

Housing – Development Mitigation Fees

Request/Question:

- Please provide a comprehensive list of housing development mitigation fees within the control of the Board of Supervisors.
- Additionally, a list of fund balances generated by those fees, and any pending projects that depend upon those funds.

Staff Response:

Sonoma Public Infrastructure (SPI), Community Development Commission (CDC), and Sonoma County Regional Parks (RP) collect mitigation fees on housing development projects. Sonoma Water does not collect fees but county sanitation districts and zones managed by Sonoma Water charge a connection fee based on projected usage to properties that are connecting to their services. SPI collects fees for road improvements and projects for traffic mitigation by region in Sonoma Valley and the remaining Countywide area. CDC collects fees to provide incentives and assist with affordable housing projects. RP collects fees for the purpose of park and bicycle improvements. SPI and RP present an annual report to the Board on the fees as required by AB1600; due to the nature of their fees, CDC is not required to submit an AB1600 report. The report on Fiscal Year 2022-23 can be found at: <https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=6434344&GUID=1BA91ECA-ED47-4C33-8568-98EDBF7C1FD5&Options=&Search=>

Sonoma Public Infrastructure Response:

Road mitigation fees are calculated based on thorough studies that evaluate the expected impact of new developments on our transportation infrastructure. These fees are essential to ensuring that development projects contribute fairly to the cost of necessary road improvements and expansions that maintain traffic flow and safety. The calculation is derived from a nexus study, which identifies the proportional impact of additional traffic generated by new developments. This approach ensures that the fees are not only equitable but also directly tied to the specific needs created by the development, thereby upholding both legal standards and community expectations.

In Sonoma County, our development impact fee program is structured to cater to the distinct infrastructural needs and growth patterns of two primary areas: the Sonoma Valley Area and the

Countywide Area. Sonoma Valley has a current fund balance of \$273,936. This fund is crucial for enhancing local infrastructure that supports both tourism and the residential community, addressing unique challenges such as traffic flow and public safety. The Countywide Area holds a significantly larger balance of \$13,265,751 but that balance is largely committed to existing projects. Together, these balances reflect our commitment to tailored, responsible management of development impacts, ensuring that each area receives the focused attention and investment it requires.

Projects with set asides in the Countywide Mitigation fund are:

C21303 – Mark West Springs Rd Sidewalks

C20005 – Adobe Rd & Main St Signal

C24301 – Airport Blvd @ Laughlin Rd

C24206 – Mirabel Rd @ Hwy 116

C24207 – Airport Blvd Complete Streets

Community Development Commission Response:

The County Fund for Housing (CFH) is comprised of a portfolio of financial resources derived from developer in-lieu fees, Sonoma County General Funds, Sonoma County Transient Occupancy Taxes and CFH loan origination fees/loan repayments. The affordable housing (in-lieu fee) is calculated through a formula embedded in the ordinance/resolution that established the fee. Community Development Commission (CDC) receives the fee proceeds. When adequate CFH funds are available, the CDC publishes a Notice of Funding Availability (NOFA) based on prior year and projected revenues. The CFH has a Fund Balance of \$5,465,339, however the majority of this funding is committed to projects as follows:

Projects funded from the County Fund for Housing:

Burbank Housing Development Corporation: \$175,000

Caritas Center: \$406,977

Loan Modification Program: \$540,000

FY24/25 NOFA: \$3,000,000

Sonoma County Regional Parks Response:

The Park Mitigation Fee of \$3,678 per developed unit applies to new residential homes in the unincorporated county. Affordable housing, accessory dwelling units (ADUs), fire rebuilds, and remodels do not pay Park Mitigation Fees.

There are seven park mitigation fee (PMF) areas currently with Regional Parks, as listed below with their estimated fund balance as of June 30, 2024:

PPMF Area	Estimated fund balance
PMF 1 - Sonoma Coast	\$ 120,522
PMF 2 - Cloverdale / Healdsburg	\$ 43,414
PMF 3 - Russian River / Sebastopol	\$ 7,977
PMF 4 - Santa Rosa	\$ 640,364
PMF 5 – Rohnert Park / Cotati / Petaluma	\$ 115,087
PMF 6 - Sonoma Valley	\$ 197,318
PMF 7 - Larkfield / Wikiup	\$ 351,305

Park Mitigation Fees must be spent on projects in the area from which it is collected. Regional Parks plans to advance 49 capital projects in 2024-2025 with Park Mitigation Fee funding and park mitigation fee fund balance. Park mitigation fees generally are not sufficient to fund entire projects, however they provide critical support to ensure that the projects can be designed to a stage that they will be competitive for grant funding. Additionally, fund balance is often used to support construction bid awards, construction change orders, increased project permitting and environmental compliance costs, and other unexpected increased project development costs which allow for projects to move forward without seeking additional discretionary funding.

The 49 capital projects that Park will advance with PMF funding in FY 2024-25 are:

Capital Project Number	Project Title	PMF Area	Project cost
40910200	Bay Area Ridge Trail	PMF 4	\$ 5,000
40910200	Bay Area Ridge Trail	PMF 6	\$ 5,000
40904100	Bodega Bay Bike Trail - Coastal North Harbor Segment	PMF 1	\$ 40,000
40916200	Bodega Harbor East Water Access	PMF 1	\$ 5,000
40906700	Calabazas Creek Preserve	PMF 6	\$ 20,000
40906900	Carrington Ranch Preserve	PMF 1	\$ 10,000
40916700	Chanslor Ranch	PMF 1	\$ 10,000
40915900	Cloverdale River Park Expansion	PMF 2	\$ 5,000
40907000	Coastal Trail Kashia Pomo Preserve	PMF 1	\$ 20,000
40901200	Copeland Creek Trail	PMF 5	\$ 120,000
40902500	Crane Creek Park Expansion	PMF 5	\$ 10,000
40910400	Dutch Bill Creek Bikeway / Monte Rio Redwoods Park	PMF 3	\$ 5,000
40911000	Geyserville River Access	PMF 2	\$ 5,000
40906500	Gualala Park Expansion	PMF 1	\$ 1,000
40911700	Hanson Russian River Access & Trail	PMF 2	\$ 1,000
40904900	Healdsburg Vets Mem Beach Dam	PMF 2	\$ 5,000
40907700	Helen Putnam Kelly Creek Trail	PMF 5	\$ 5,000
40912500	Hood – McCormick Addition	PMF 4	\$ 10,000
40900100	Hood Expansion	PMF 4	\$ 5,000
40915200	Hood Lawson Phase 2	PMF 4	\$ 20,000
40915600	Hood Fire & Flood Recovery	PMF 4	\$ 50,000
40900500	Hood RTP Lower Johnson Trail	PMF 4	\$ 40,000
40907900	Los Guilicos Upland Trails	PMF 4	\$ 20,000
40912900	Mark West Creek Park Phase 1	PMF 4	\$ 5,000
40917000	Maxwell Farms Park Phase 2	PMF 6	\$ 10,000
40916300	Monte Rio Redwood West Slope	PMF 3	\$ 10,000
40916800	Odd Fellows Crossing River Access	PMF 3	\$ 5,000
40917500	Pinnacle Gulch Coastal Trail	PMF 1	\$ 1,000
40914700	Preston River Access	PMF 2	\$ 5,000
40908500	Ragle Ranch Restroom	PMF 3	\$ 10,000
40901600	Russian River Bike Trail Lower	PMF 3	\$ 10,000
40908900	Russian River Water Trail Middle Reach	PMF 2	\$ 5,000
40908800	Russian River Water Trail Lower Reach	PMF 3	\$ 5,000

40909000	San Francisco Bay Trail Sonoma	PMF 6	\$	5,000
40904000	Schopflin Fields Phase 3	PMF 7	\$	1,000
40913500	Sea Ranch Coastal Trail - Bikeway	PMF 1	\$	4,000
40913900	SF Bay Water Trail	PMF 6	\$	10,000
40905800	Shiloh Ranch Park Phase 4	PMF 2	\$	5,000
40917400	Sonoma Schellville City Connection	PMF 6	\$	5,000
40902800	Sonoma Schellville Bike Trail	PMF 6	\$	20,000
40903800	Sonoma Valley Regional Park Expansion	PMF 6	\$	120,000
40903600	Steelhead Beach Phase 3	PMF 3	\$	15,000
40911200	Stewart's Point Coastal Trail	PMF 1	\$	20,000
40915500	Taylor Mtn Cooper Creek Phase 1	PMF 4	\$	5,000
40910100	Taylor Mtn Phase 2	PMF 4	\$	5,000
40913100	West County Trail - Occidental Road	PMF 3	\$	25,000
40915300	West County Trail - Hwy 116 to River Rd	PMF 3	\$	2,000
40912800	West County Trail - JR Bridge Replacement Ph2	PMF 4	\$	10,000
40909600	West County Trail - Wright to Sebastopol Road	PMF 4	\$	5,000
			\$	740,000

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: *Human Services Department*

Date: April 26, 2024

Inquiry Number: BIR06

Title:

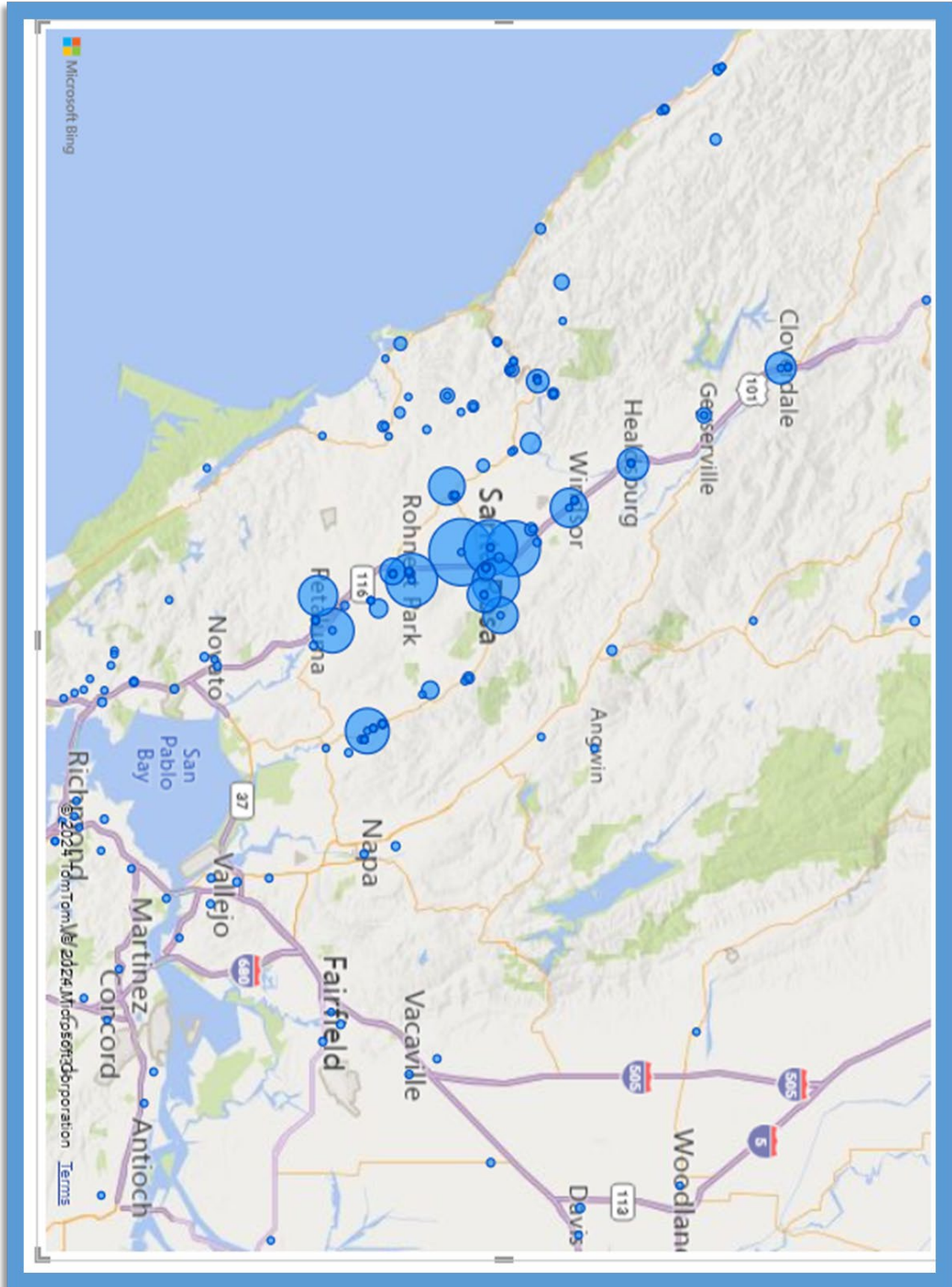
Heat Map- Safety Net Services

Request/Question:

Human Services serves 150,000 individuals in Sonoma County. Can we produce a heat map showing where those individuals live?

Staff Response:

The attached heat map was created using Medi-Cal client data as it's the most cross-cutting program managed by the Human Services Department (HSD). Although HSD provides many other services, approximately 96% of the 150,000 people the Department serves receive Medi-Cal. The map accounts for people in receipt of Medi-Cal benefits in April 2024 and does not include all individuals who may have received benefits earlier in the year, people who applied and were denied, or pending applications. There are clients showing outside of Sonoma County; those are clients that are in the process of an inter-county transfer either into or out of the county. The size of the circle indicates the number of individuals who are eligible to receive Medi-Cal services, with the larger circles indicating more recipients in a given zip code than those with smaller circles.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Dept. of Health Services

Date: April 26, 2024

Inquiry Number: BIR07

Title:

Measure O + BOS Oversight

Request/Question:

The fund balance discussion for Measure O was all over the map, and the story in the Press Democrat the next day only added to my confusion. I support Supervisor Gore's suggestion to re-engage the Board with Measure O plans.

Staff Response:

The Department of Health Services (DHS) will brief Board members regarding Measure O implementation and fund balances. DHS will work with the Clerk of the Board to schedule a regular Board item in the latter half of the year to present a full update to the Board. Should the Board wish to reengage an ad hoc committee or otherwise engage in policy decisions, DHS will facilitate as needed.

Annual reports for use of Measure O funds are published early in each calendar year. The 2022-2023 report was presented to the Board at the February 28, 2024, meeting. Reports are available at <https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/behavioral-health/about-us/measure-o/reports>.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Public Infrastructure

Date: April 26, 2024

Inquiry Number: BIR08

Title:

Public Health Lab – Cost Escalation Projection

Request/Question:

Projected costs for a new county morgue and public health lab have skyrocketed. Is there any other plan besides looking to the general fund for this money? Director Hoevertsz mentioned looking for an existing building, but also suggested that building standards would require expensive remodeling costs. How closely is this being analyzed? Are we looking at existing buildings and comparing costs to building new facilities?

400 Aviation Blvd will be among the youngest properties in the county's portfolio. Could this building be modified to meet these advanced needs?

Staff Response:

(a) The Public Health Lab / Coroner's Office budget funding sources to date include:

General Fund	\$22,454,706
American Rescue Plan Act (ARPA)	<u>\$13,194,921</u>
TOTAL	\$35,649,627

Attached is the current budget and gap for the project as of May 2024.

Additionally, a Program Change Request for FY 2024/25 has been submitted for Board consideration during FY24-25 Budget Hearings for \$11,458,429 to bridge the current funding gap to build the Public Health Lab and Morgue at the County Complex.

(b) Staff identified an available building on Brickway Blvd. near the Sonoma County Airport that was thought to be a promising alternative to ground-up construction for a the PHL/Coroner's Office. The building had previously been used as a lab facility for a medical device company. The property was toured by both the Sheriff's office and Department of Health Services. Both groups thought the property potentially could work for their respective needs, provided the required renovations resulted in a favorable outcome.

A detailed analysis was performed to determine the viability of the subject building. The PHL/ Coroner's Office architect developed a renovation plan, including the structural upgrades required to achieve an

essential services level of operation. With input from the owner's representative/cost estimator for the PHL/ Coroner's Office project, staff estimated the total costs, including hard construction costs, soft costs (A&E design, fees, testing, inspection, insurance, etc.) plus the acquisition cost of the property.

The cost of acquiring and renovating the building was on the order of \$53.3 million, likely exceeding the cost of new construction at the County Complex, largely due to 5 key factors:

- Substantial costs for seismic upgrades.
- Renovation costs for class 3 laboratories is nearly as much as new construction.
- New bathroom cores for 2 separate user groups.
- The additional soft costs for design and engineering, plus the costs already expended.
- The acquisition cost for the property.

Construction Costs:

60K SF Bldg. Seismic Upgrade	\$ 10,500,000
30K SF Morgue/Public Health TIs	\$ 16,500,000
30K SF Morgue/Public Health Equipment	\$ 5,730,000
Escalation	<u>\$ 3,270,000</u>
Total Construction Cost	\$ 36,000,000

Soft Costs	\$ 9,000,000
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Acquisition Cost	<u>\$ 8,300,000</u>
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TOTAL	\$ 53,300,000
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In conclusion, the Brickway building would not result in lower costs compared to the ground-up PHL/ Coroner's Office project. The assessment is that Brickway could ultimately cost more, take longer, and result in a less desirable facility for the end users.

Having concluded this for the PHL/Morgue, staff believes the Brickway building(s) could be a fiscally responsible and viable location for other County department seeking long-term occupancy that do not require an essential use facility designation.

(c) While 400 Aviation Blvd is a modern facility constructed in 2015, it too is not designed to meet the essential service seismic requirements. We analyzed this in a study to determine if the ECC could be housed at this location. Again, the seismic upgrade would be prohibitively expensive because, although the use would not require the entire building, the seismic upgrade would extend to the entire building to comply with the Essential Services Buildings Seismic Safety Act as required due to the inclusion of the morgue. This Safety Act does not apply to standard office building use.

400 Aviation Blvd. is designed as an office building with a glass curtain wall and interstitial infrastructure designed specifically to accommodate office use. Neither the Public Health Lab, nor the Coroner's Office could be accommodated in this building.

PHL/Morgue Budget					\$ 45,413
Area		22,538	SQ FT		
Expense Category	Expense Type	Line Item	Cost	Cost by Expense Type	Cost by Expense Category
Construction HardCosts					\$ 33,150,174
	Construction			\$ 28,456,144	
		Site Work	\$7,231,462		
		Building	\$21,224,682		
	Equipment			\$ 4,694,030	
		Equipment	\$4,694,030		
Furniture & IT					\$ 350,000
		Furniture & IT	\$350,000	\$ 350,000	
Soft Cost					\$ 8,850,127
	Consultant Services			\$ 6,241,363	
		CMAR Design Fee	\$1,989,010		
		Owner's Rep	\$1,320,000		
		Architect	\$1,775,000		
		Geotechnical Engineer	\$28,100		
		Survey	\$10,000		
		Move Services	\$400,000		
		CalGreen Inspector	\$20,000		
		Special Inspector	\$497,253		
		Commissioning Services	\$78,000		
		Labor Compliance	\$124,000		
	Consultant Services Contingencies		\$436,895	\$ 436,895	
	Internal / County Staff			\$ 730,000	
		Fac Ops Construction (Security Electronics)	\$60,000		
		Fac Ops Incidental Support	\$25,000		
		County Counsel	\$60,000		
		Permits (PRMD, SRFD, BAAQMD)	\$60,000		
		CEQA	\$25,000		
		PI - Capital Project Staff	\$500,000		

Expense Category	Expense Type	Line Item	Cost		Cost by Expense Type	Cost by Expense Category
	Utility Connections				\$ 475,000	
		Water Connection	\$100,000			
		Sewer	\$100,000			
		PG&E	\$250,000			
		Fire Dept	\$25,000			
	Insurance Coverage				\$ 734,169	
		Builder's risk - All Risks	\$93,905			
		Builder's risk - Earthquake	\$640,263			
	Internal Staff Contingencies		\$232,700		\$ 232,700	
Project Contingencies					\$ 4,757,755	
		Soft Cost Contingencies	\$812,884			
		Construction Contingencies	\$3,944,871			
		Total				\$ 47,108,056
PCR Ask						
		Approved Funding from the 11/28/2023 Board Summary Report			\$ 35,649,627	
		Total Funding Gap				\$ 11,458,429

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Coursey

Department: Probation and Public Infrastructure

Date: April 26, 2024

Inquiry Number: BIR09

Title:

Probation Lease Obligations & Future Plans

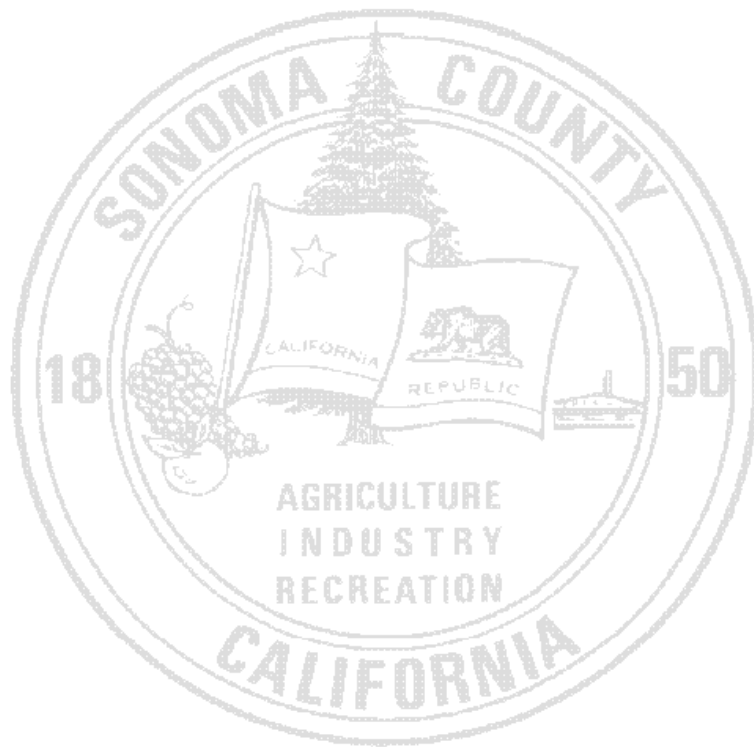
Request/Question:

Probation asks for one-time \$750,000 and ongoing lease costs to consolidate four offices. What is the long-term plan for Probation in relation to future county campus office facilities?

Staff Response:

Current plans for a new County Government Center call for only a portion of Probation staff to be housed in the new facility, and do not include the consolidation of the Probation Department at that location. This is due to the specific needs of the department. For example, it may not be desirable to house the Day Reporting Center in the same location that is utilized by staff and clients of other departments. Additionally, most probation staff are not located in facilities that are slated for demolition and sale as part of the campus redesign. Absent a move, most probation staff will remain in other leased space or in the Hall of Justice, with the potential exception of some administrative staff. It should be noted that Probation must remain as close to the Courts as possible, which does limit the availability of alternate sites.

One potential alternative would be for additional Probation staffing to move into the Hall of Justice when the new courthouse is completed and the Courts vacate the space. There are several questions around this space that make it difficult to assess this option at this time. First, timing is uncertain. The new courthouse is scheduled for completion in 2025, but it is not clear when space in the Hall of Justice will be available. Second, it is unclear whether the Courts will look to backfill vacated space with their own employees who are currently housed farther from the Courts, so it is unclear how much space will be available. Finally, the cost of renovations to make space suitable for Probation's needs would need to be considered.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR10

Title:

Departmental Internships

Request/Question:

Please list County departments that fund high school or college internships. Please include position allocations and total expenditure by department.

Staff Response:

Paid internships are a form of extra-help employment, as defined in the County's Civil Service Rules. There are six different types of internships at the County – High School, Undergraduate, Graduate, Work Experience, Law Clerk, and Senior Law Clerk. Each type of internship has specific qualification requirements that must be met. The pay scales and position requirements can be found here: <https://www.governmentjobs.com/careers/sonoma/classspecs>

Interns are limited to working 1,560 hours in a rolling twelve-month period. Intern positions are not allocated, they are utilized by departments as opportunities and/or needs arise. Intern positions are funded through a variety of means, including grant funding, realignment funds, fees, and the General Fund, similar to other regular and extra-help County employees.

The attached table displays the County departments, agencies, and special districts that have utilized paid interns in Fiscal Years 2022-2023 and 2023-2024 (to May 1, 2024), including the type and number of interns, hours worked, and associated payroll costs.

**County of Sonoma Paid Internship Data
Fiscal Years 2022/2023 and 2023/2024**

Department	Intern Type	FY 2022/2023			FY 2023/2024 (to 05/01/24)		
		No. of Interns	Total Hours Worked	Payroll Costs	No. of Interns	Total Hours Worked	Payroll Costs
Board of Supervisors/ County Administrator's Office	High School	1.00	96.80	\$ 1,727.16			
	Undergraduate	1.00	258.00	\$ 4,843.70			
	Work Experience				1.00	82.70	\$ 1,924.86
	Total	2.00	354.80	\$ 6,570.86	1.00	82.70	\$ 1,924.86
Department of Health Services	Graduate	1.00	22.30	\$ 466.58			
	Work Experience	1.00	112.00	\$ 2,086.22	1.00	694.00	\$ 15,049.69
	Total	2.00	134.30	\$ 2,552.80	1.00	694.00	\$ 15,049.69
District Attorney's Office	Law Clerk	3.00	561.70	\$ 15,049.88	2.00	1,690.90	\$ 53,384.42
	Senior Law Clerk	2.00	1,467.20	\$ 48,801.76	2.00	1,538.20	\$ 60,975.11
	Total	5.00	2,028.90	\$ 63,851.64	4.00	3,229.10	\$ 114,359.53
Human Services Department	Graduate	1.00	488.00	\$ 10,015.20			
	Work Experience	2.00	389.70	\$ 7,284.64	1.00	941.00	\$ 20,872.06
	Total	3.00	877.70	\$ 17,299.84	1.00	941.00	\$ 20,872.06
Information Systems Department	Undergraduate	3.00	568.40	\$ 11,084.73	7.00	2,389.00	\$ 55,611.13
	Total	3.00	568.40	\$ 11,084.73	7.00	2,389.00	\$ 55,611.13
Probation Department	Undergraduate	2.00	2.30	\$ 42.95	0.00	0.00	\$ -
	Total	2.00	2.30	\$ 42.95	0.00	0.00	\$ -
Permit Sonoma	Undergraduate	1.00	92.00	\$ 1,720.01	3.00	451.30	\$ 10,222.71
	Total	1.00	92.00	\$ 1,720.01	3.00	451.30	\$ 10,222.71
Public Defender's Office	Law Clerk	5.00	2,168.60	\$ 59,000.14	2.00	1,472.00	\$ 46,961.14
	Senior Law Clerk	2.00	1,382.50	\$ 44,333.76	1.00	1,225.00	\$ 46,340.98
	Total	7.00	3,551.10	\$ 103,333.90	3.00	2,697.00	\$ 93,302.12
Regional Parks	High School	0.00	0.00	\$ -	1.00	67.80	\$ 1,583.63
	Undergraduate	6.00	1,449.70	\$ 27,944.22	7.00	1,955.00	\$ 47,245.31
	Graduate	8.00	7,246.10	\$ 136,871.39	8.00	5,506.40	\$ 125,417.31
	Total	14.00	8,695.80	\$ 164,815.61	16.00	7,529.20	\$ 174,246.25
Sheriff's Office	Undergraduate	2.00	2,148.00	\$ 50,394.08	3.00	880.20	\$ 25,134.35
	Total	2.00	2,148.00	\$ 50,394.08	3.00	880.20	\$ 25,134.35
Sonoma Water	High School	1.00	44.80	\$ 820.66	2.00	357.50	\$ 8,102.92
	Undergraduate	13.00	6,062.70	\$ 117,958.87	14.00	6,767.90	\$ 155,265.65
	Graduate	2.00	607.70	\$ 12,921.88	2.00	459.30	\$ 11,468.07
	Total	16.00	6,715.20	\$ 131,701.41	18.00	7,584.70	\$ 174,836.64
GRAND TOTAL		57.00	25,168.50	\$ 553,367.83	57.00	26,478.20	\$ 685,559.34

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR11

Title:

Translation and Interpretation Services

Request/Question:

In March 2024, the Board of Supervisors adopted a policy to provide language access to residents and visitors to the County with thoughtful regard and with care for the languages in which they prefer to communicate with their local County Government.

The County has BPOs for interpretation and translation services with approximately 13 different companies. Total spending across these companies is just under cumulative \$1.1 million from 2020 to present. We also understand individual departments may have their own contracts for translation and interpretation services not reflected in BPO costs.

Please provide further breakdown of translation and interpretation expenditures by department and across the five District offices over the past two fiscal years.

Please also provide an overview of fiscal resources available for language access efforts by department and across the five District offices over the past two fiscal years.

Additionally, are there any State or Federal grants available that could expand language access services within the County?

Staff Response:

Expenditures by department

The County provides support for low-proficiency English speakers in two primary ways:

- 1) Bilingual staff members help the public by providing services directly in the languages spoken by users and by providing translation of documents. Employees whose jobs benefit from being bilingual receive bilingual premium pay.
- 2) Translation of documents and interpretation services are also provided via contracts with vendors.

Table 1 shows a breakdown of bilingual pay by department for FY 2022-23 and for FY 2023-24 through the pay period ending April 29.

Table 1: Bilingual Premium Pay by Department

Department/Agency	FY 2022-23	FY 2023-24 through April
Ag + Open Space	\$0.00	\$1,718.25
Agriculture/Weights & Measures	\$6,102.08	\$6,450.05
Auditor-Controller-Treasurer-Tax Collector	\$3,434.13	\$4,521.00
Child Support Services	\$31,843.81	\$42,197.55
Clerk-Recorder-Assessor	\$29,055.23	\$40,662.75
Community Development Commission	\$16,438.47	\$24,036.86
County Administrator's Office/Board of Supervisors	\$11,304.09	\$16,769.11
District Attorney's Office	\$32,095.58	\$43,556.21
Economic Development Board	\$3,700.71	\$6,715.81
Emergency Management	\$2,240.00	\$2,565.60
Health Services	\$244,401.06	\$283,140.73
Human Resources	\$9,096.53	\$14,206.90
Human Services	\$626,351.28	\$773,551.63
Independent Office of Law Enforcement Review and Outreach	\$1,836.10	\$5,020.15
Information System's Department	\$2,163.72	\$4,512.75
Office of Equity	\$6,161.87	\$9,143.70
Permit Sonoma	\$14,861.70	\$28,882.51
Probation	\$81,087.32	\$115,365.80
Public Defender's Office	\$32,414.58	\$46,463.70
Regional Parks	\$25,133.99	\$36,918.58
Sheriff's Office	\$163,607.13	\$188,439.85
Sonoma Public Infrastructure	\$12,365.69	\$13,744.25
Sonoma Water	\$12,164.59	\$14,354.66
University of California Cooperative Extension	\$1,340.90	\$0.00
Total	\$1,369,200.56	\$1,722,938.40

As was discussed in the [Language Access Policy Workshop on 3/26/2024](#), the County maintains general contracts (under blanket purchase orders) for translation and interpretation services that can be utilized by any department. Additionally, many departments have their own contracts for services. The total value of these contracts noted in that meeting was more than \$1.8 million, however that did not include information on annual spending related to these or other contracts.

Contract services for translation and interpretation services are generally budgeted in account 51228. Table 2 shows the budgeted and actual expenditures for the previous two years, as well as the FY 24-25 budget amount in this account.

Table 2: Departmental Budget and Expenditures for Interpretation and Translation Services

Department/Agency	FY 22-23 Budget	FY 22-23 Actual	F 23-24 Budget	FY 23-24 Estimate	FY 24-25 Budget
Clerk-Recorder-Assessor	\$ -	\$ 30,091	\$ -	\$ 28,887	\$ -
Community Development Commission	\$ 10,000	\$ 6,420	\$ 6,500	\$ 6,523	\$ 6,000
County Administrator's Office/Board of Supervisors	\$ 15,000	\$ 8,495	\$ 67,000	\$ 30,261	\$ 56,000
Non-Departmental	\$ 100,000	\$ -	\$ 100,000	\$ 105,000	\$ 100,000
Economic Development Board	\$ 20,000	\$ 14,716	\$ 21,200	\$ 13,841	\$ 19,000
Health Services	\$ 184,142	\$ 252,485	\$ 380,074	\$ 242,693	\$ 334,244
Human Services	\$ 69,885	\$ 78,917	\$ 69,885	\$ 79,468	\$ 73,385
Information System's Department	\$ -	\$ 39	\$ -	\$ -	\$ -
Probation	\$ 22,007	\$ 2,825	\$ 25,200	\$ 9,445	\$ 20,500
Public Defender's Office	\$ 3,000	\$ 4,941	\$ 3,500	\$ 4,226	\$ 3,000
Sheriff's Office	\$ 276	\$ 330	\$ 199	\$ 1,000	\$ 291
Independent Office of Law Enforcement Review and Outreach	\$ 7,500	\$ 240	\$ 7,000	\$ 7,000	\$ 500
Sonoma Water	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Emergency Management	\$ 11,000	\$ 4,406	\$ 45,740	\$ 19,150	\$ 21,591
Office of Equity	\$ -	\$ 3,809	\$ 3,000	\$ 2,150	\$ 5,000
Total	\$ 442,810	\$ 407,715	\$ 733,298	\$ 553,644	\$ 643,511

While these numbers provide a snapshot into the resources departments are budgeting and expending on interpretation and translation services, they represent an undercount for several reasons. First, interpretation and translation services may be included as part of a larger contract. For example, a contract with a consultant to produce a report may also include a provision that the report be translated into Spanish, or a contract with a service provider may require that services be provided in English and Spanish. In these cases, there would not be a separate cost recorded for translation or interpretation. Second, contracts may be budgeted or expended in an account that is not specific to interpretation or translation. This will particularly be possible in cases where the need for a contract arises during the course of the year, and a department may choose to pay the contract out of an account with existing appropriations. This similarly limits the ability to determine how much was spent on the service.

BOS District Expenditures

Board of Supervisors districts can utilize the same methods for translation and interpretation services as departments. Over the past two years, three districts have employed bilingual staff who received premium pay as outlined in Table 3.

Table 3: Bilingual Premium Pay by Supervisorial District Staff

District	FY 2022-23	FY 2023-24 through April
District 1	\$2,454	\$3,966
District 3	\$0	\$360
District 5	\$0	\$2,340

Prior to FY 2023-24, Districts did not individually budget for translation and interpretation contract services. When costs were incurred they were often paid out of the County Administrator's Office budget or a related departmental budget, and are not easily trackable. Beginning in FY 2023-24 and continuing into FY 2024-25, each district received a budget of \$10,000 annually. The Table below shows budget and actual expenditures for this period.

Table 4: BOS District Budget and Expenditures for Interpretation and Translation Services

District	F 23-24 Budget	FY 23-24 YTD	FY 24-25 Budget
District 1	\$10,000	\$11,279	\$10,000
District 2	\$10,000	\$0	\$10,000
District 3	\$10,000	\$0	\$10,000
District 4	\$10,000	\$0	\$10,000
District 5	\$10,000	\$5,276	\$10,000

Available Grants

The County does not currently have any countywide grants related to translation and interpretation services. Staff will work with the County's grant locator and grant writing services to identify grants that may be relevant and move forward with them. Most recently a search of the Government & Finance Division / Congressional Research Service | Library of Congress facilitated through Congressman Thompson provided general grant guidance but not a specific funding source.

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR12

Title: Bike and Pedestrian Infrastructure

Request/Question:

Please delineate existing County expenditures relating to bike and pedestrian infrastructure, including the construction, maintenance and improvement of bike lanes, pedestrian walkways, multi-use trails, and associated projects.

In 2020, voters approved Go Sonoma, a 20-year, 1/4 -cent sales tax extension aimed at enhancing local roads and investing in bicycle and pedestrian pathways. Please detail the impacts of the Go Sonoma initiative on the County's roads/PPP budget and the budget for bike and pedestrian projects. Please include information relating to timeline and availability of funds, as well as any potential restrictions relating to use.

Staff Response:

The Go Sonoma Act provides for 20 years of funding for transportation. It becomes effective on April 1, 2025, after the sunset of Measure M, and will be active for 20 years until March 31, 2045. Under the act, 12% of sales tax revenue is allocated toward Build Bikeways and Pathways (BBP) projects. While actual funding will depend on receipts, forecasts from Sonoma County Transportation Authority (SCTA) suggest initial annual revenues for all projects at around \$33.4 million, with \$870 million collected over the life of the Measure. This would equate to about \$4 million for active transportation in FY 2025-26 and about \$104 million over the life of the Measure. SCTA has selected two Sonoma County projects for funding under the initial 3-year programming of BBP funds. These are discussed below in the Regional Parks section.

Additionally, the Go Sonoma Act contains the Smooth and Maintained Roads apportionment program, formerly known as Local Streets and Roads. The Smooth and Maintained Road program will receive 38% of the tax, which SCTA anticipates will generate \$4,252,710 for the County starting in FY 25-26. This nearly doubles the existing allotment of 20% of Measure M funding to the Local Streets and Roads program, from which the County anticipates receiving \$2,671,873 in FY 2024-25. The County applies the existing Local Streets and Roads allocation to the road maintenance budget, which is used for staff time, road materials, and other uses. The County may choose to allocate a portion of this funding to bicycle/pedestrian facilities and the staff time needed to design and build the facilities.

More information on Go Sonoma Funding, including the Expenditure Plan and Draft Strategic Implementation Plan, can be found on the [SCTA website](#). Below, Public Infrastructure and Regional Parks provide more information on current and future active transportation projects.

Public Infrastructure Department (PI) Response:

Projects including bike lanes and pedestrian infrastructure are an important component of our project list and PI has the technical and administrative experience to deliver these projects.

Overview: Bike and pedestrian projects have a different timeline than our annual paving projects, due to their need for roadway widening, environmental permitting for expansion of impermeable surfaces, and right-of-way acquisition. These projects typically require a timeline of 5-7 years.

Current Projects, total of \$11.3M

1. **Arnold Drive Project**

- **Scope:** This project focuses on providing bike lanes along Arnold Drive for 2 miles between Madrone Road and Country Club Drive, offering a safer and more accessible route for the community.
- **Progress:** Design and environmental permitting processes are nearly complete. Acquisition of the required right-of-way is a crucial step that will follow.
- **Timeline:** Total project time is estimated at 5-7 years, considering the environmental reviews, design complexities, and right-of-way acquisition. Construction is scheduled for 2025.
- **Funding:** This **\$3.8M** project relies on Measure M Bike and Ped funds, Transportation Development Act (TDA) funds, Climate resiliency funds and District 1's PG&E Settlement funds.

2. **Mark West Springs Sidewalk Project**

- **Scope:** Aimed at improving sidewalk connectivity for local schools and accessibility, this project will facilitate safer travel for pedestrians along Mark West Springs Road from Old Redwood Hwy to Ursuline Road, a distance of just under one-half mile.
- **Progress:** Construction was recently completed this March 2024.
- **Timeline:** This project included a 5 year timeline for design and environmental permitting. Right of way acquisition was not required which allowed our department to deliver the project in a shorter time frame.
- **Funding:** This **\$3M** project relied on \$1M Measure M funding, District 4 PG&E Tier 2 Settlement funds and District 4 PPP funds.

3. **Crocker Road Bridge Project**

- **Scope:** The Crocker Road Bridge project will provide a multi-use crossing infrastructure for cyclists and pedestrians.

- **Progress:** This project is in construction, with an expected completion date at the end of 2024.
- **Timeline:** The bridge project involved a 5 year timeline due to environmental considerations and Federal Funding procedures.
- **Funding:** This **\$4.5M** project includes Federal Bridge funding and TDA funds.

Upcoming projects total \$37.5M: The following projects are in preliminary design and environmental phase, with funding from GoSonoma and remaining Measure M funds.

1. Airport Blvd Complete Streets (Regional Parkway to Skylane Blvd) Class II Bike Lanes and Sidewalk, **\$8M**
2. Airport Blvd at Skylane Blvd Intersection Improvements, roundabout with bike & ped facilities, **\$6.4M**
3. Mirabel Road Bike Lanes (Hwy 116 to Davis Lane), **\$4M**
4. Signalization of Todd Rd at Standish Rd, Class II Bike Lanes & ped facilities, **\$2.8M**
5. Main St at Petaluma Hill Rd, intersection improvements bike lanes and ped facilities, **\$4M**
6. Pengrove Intersections; Old Red Hwy at Ely Rd & ORH at Railroad Ave, bike lanes and ped facilities, **\$8.3M**
7. Donald Gap Sidewalk on SR 12 sidewalk and ped bridge between Encinas Lane and Donald St., **\$4M**

Public Infrastructure Conclusion: In addition to playing a crucial role in the advancement of our bike and pedestrian infrastructure projects, Measure M/GoSonoma is an important funding source for ongoing road maintenance efforts and a critical source of local grant funding for road related capital improvement projects. The table below summarizes the last five years of Road Measure M expenditures.

Measure M Expenditures FY 18-19 through FY 22-23						
Area	FY 22-23	FY 21-22	FY 20-21	FY 19-20	FY 18-19	Total
Road Maintenance	2,710,088	2,715,264	2,817,776	1,739,448	2,323,257	12,305,833
ATP	55,225	-	30,180	243,957	-	329,362
Capital Projects	73,136	3,952	1,442,311	-	20,110	1,539,509
Total	2,838,449	2,719,216	4,290,267	1,983,405	2,343,367	14,174,705

Regional Parks Response:

See attached 5 Year Capital Improvement Plan – Bike & Pedestrian Projects with information and funding requests for Regional Parks current bikeway trail capital projects. The department currently maintains over 150 miles of multi-use trails. Most of these multi-use trails for bike and pedestrians are contained inside larger open space and regional recreation parklands and the department does not currently have cost coding in its financial system to delineate the routine maintenance costs for the multi-use trails from the overall costs to maintain the park units.

Summary of bikeway and multi use trail projects that are in various stages including engineering, environmental permitting, and construction:

Active Projects (1-5 years)

- Bodega Bay Trail North Harbor (.6 miles)
- Bodega Bay Trail Smith Brothers (.6 miles)
- CA Coastal Trail Carrington Ranch
- CA Coastal Trail Kashia Pomo (1 mile)
- CA Coastal Trail Stewarts Point (.8 mile)
- Copeland Creek Trail (2.6 miles)
- Dutch Bill Creek Trail (1.5 miles)
- Russian River Trail – Hanson (2.5 miles)
- Russian River Trail – Lower Reach
- Russian River Trail – Middle Reach (1.5 miles)
- Sonoma Schellville Trail (4.8 miles)
- Sonoma Valley Trail (13 miles)
- West County Trail Occidental Road gap (.9 miles)

Future Projects (>5 years)

- CA Coastal Trail Timber Cove (3 miles)
- Colgan Creek bikeway (3.2 miles)
- Laguna De Santa Rosa bikeway (.5 miles)
- Mark West Creek Trail (1.3 miles)
- Petaluma Sebastopol Trail (13 miles)
- Roseland Creek Trail (3 miles)

Go Sonoma Projects with County Public Infrastructure & Regional Parks

1. Mirabel Rd. Corridor Improvements & West County Trail Gap Closures– Phase 2 (\$1,475,000) slated for funding in FY 2026-27
2. Mirabel Rd. Corridor Improvements & West County Trail Gap Closures – Phase 3 (\$100,000) slated for funding in FY 2024-25

ATTACHMENT – Regional Parks 5 Year Capital Improvement Plan – Bike & Pedestrian Projects



COUNTY OF SONOMA
CAPITAL IMPROVEMENT PLAN - Bike & Pedestrian Infrastructure Projects
 FY 2024-2029



REGIONAL PARKS

REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP16080	F	LB	Active	Bay Area Ridge Trail - Acquisition and Planning	<p>The project is to acquire and develop Sonoma County's portions of the continuous 550-mile Bay Area Ridge Trail. Work is currently supported by four funding sources.</p> <p>This project includes sections of the Ridge Trail not already identified in other Regional Park and State Park capital projects. This includes assessing trail alignments from the Marin County line into Petaluma, from Petaluma to North Sonoma Mountain and Trione Anadel State Park, and will evaluate Regional Parks and Sonoma County Ag + Open Space District lands. Active negotiations with landowners and partners are in progress.</p> <p>Regional Parks is also collaborating with the Bay Area Ridge Trail Council on a gap analysis grant for acquisition and construction planning of future trail segments, which may lead to future grant funding.</p>	1, 2	148
RP07050	PF	LB	Active	Bay Trail - Petaluma	<p>Trail acquisition, planning, and construction for the SF Bay Trail in Sonoma County. Work is currently supported by two funding sources.</p> <p>Of the 29 total miles of Bay Trail proposed for Sonoma County, less than half have been installed or are under construction. Once opened, this trail would complete part of the San Francisco Bay Trail, which envisions a 500-mile shoreline trail for hiking and bicycling around the bay.</p> <p>Regional Parks completed an engineering study in March 2018 to identify four alternatives to close a 0.8- mile trail gap between the Sonoma Land Trust's Sears Point Wetland Restoration Project 2.4-mile trail with the 8.1-mile Tolay Creek Trail in the San Pablo Bay National Wildlife Refuge. Implementation costs are over \$1 million.</p> <p>In addition, Regional Parks is working with Sonoma County Transportation Authority and numerous agencies to support Caltrans' inclusion of the Bay Trail in future Highway 37 reconstruction plans to address sea level rise. This major project could complete the Bay Trail and provide access to growing regional populations that have just begun to discover the Sonoma Baylands area.</p> <p>This is project number 206F in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. A future project is the Petaluma Marsh Trail, identified as project number 200 in the Bikeways Plan.</p>	2	2,026
RP07063	PF	LB	Active	Bay Trail - Sonoma	<p>Trail acquisition, planning, and construction for the SF Bay Trail in Sonoma County. Work is currently supported by two funding sources.</p> <p>Of the 29 total miles of Bay Trail proposed for Sonoma County, less than half have been installed or are under construction. Once opened, this trail would complete part of the San Francisco Bay Trail, which envisions a 500-mile shoreline trail for hiking and bicycling around the bay.</p> <p>Regional Parks completed an engineering study in March 2018 to identify four alternatives to close a 0.8- mile trail gap between the Sonoma Land Trust's Sears Point Wetland Restoration Project 2.4-mile trail with the 8.1-mile Tolay Creek Trail in the San Pablo Bay National Wildlife Refuge. Implementation costs are over \$1 million.</p> <p>In addition, Regional Parks is working with Sonoma County Transportation Authority and numerous agencies to support Caltrans' inclusion of the Bay Trail in future Highway 37 reconstruction plans to address sea level rise. This major project could complete the Bay Trail and provide access to growing regional populations that have just begun to discover the Sonoma Baylands area.</p> <p>This is project number 206F and a high priority in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. This half of the Bay Trail also includes project numbers 206A, 206B, 206C, and 206E.</p>	1	1,268
RP09010	PF	LB	Active	Bodega Bay Bike & Pedestrian Trail - Coastal Harbor	<p>The one-mile Coastal Harbor Trail phase of the Bodega Bay Trail, as identified in the 2005 Bodega Bay Bicycle and Pedestrian Trails Study, connects to the Coastal North Harbor Trail, starts at Eastshore Road, and continues over county tidelands as an elevated boardwalk until it connects to Smith Brothers Road. Work is currently supported by three funding sources.</p> <p>The project provides a safe north-south route for walking and cycling residents and visitors to use along a popular stretch of Highway 1. The trail will be separated from the road and provide non-motorized access to local businesses such as Lucas Wharf and Tides Wharf, as well as State and County Parks. This project includes an analysis of alternatives, local trail connections, sea level rise, and tidal impacts.</p> <p>This project is identified as number 197G and a high priority in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. This trail would complete part of the California Coastal Trail.</p>	5	2,574



COUNTY OF SONOMA
CAPITAL IMPROVEMENT PLAN - Bike & Pedestrian Infrastructure Projects
 FY 2024-2029



REGIONAL PARKS

REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP09004	F	LB	Active	Bodega Bay Bike & Pedestrian Trail - Coastal North Harbor	<p>The 0.6-mile Coastal North Harbor Trail section of the Bodega Bay Trail, as planned in the 2005 Bodega Bay Bicycle and Pedestrian Trails Study, connects to the completed Coastal Prairie Trail. Work is currently supported by eight funding sources.</p> <p>The trail section starts at the Bodega Bay Community Center, continues through Sonoma Coast State Park and its Bodega Dunes Campground, ending at Eastshore Road near the Porto Bodega Marina and RV Park. The trail will be located on uplands and cross seasonal wetlands with boardwalks to protect habitat. Construction is planned for 2024.</p> <p>This project is identified as number 197F and a high priority in the adopted 2010 County Bikeway Plan, which also designates Regional Park as responsible for establishing and maintaining Class 1 bikeways. The trail will provide pedestrians and bicyclists traveling through Bodega Bay a safe alternative to Highway 1. This trail would complete part of the planned 1,200-mile California Coastal Trail.</p>	5	2,960
RP15050	PF	LB	Active	Bodega Bay Bike & Pedestrian Trail - Smith Brothers Road	<p>Construct a 0.65 mile of Class 1 trail along the length of Smith Brothers Road to the Bird Walk Coastal Access Trail. Work is currently supported by eight funding sources.</p> <p>This trail would connect to the planned Bodega Bay Trail – Coastal Harbor Trail segment to the north. The trail alignment can be located within the public road right of way and on public parcels along the west side of Smith Brothers Road. Initial funding has been secured for project design and environmental review. Fundraising continues for construction funding. Once completed, the trail will be located away from Highway 1 and provide bicyclists and pedestrians safe passage to Doran Regional Park, Bodega Harbor Yacht Club, the Post Office, and local businesses.</p> <p>This project is identified as number 197C and as high priority in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. This trail would complete part of the California Coastal Trail.</p>	5	1,548
RP15050	PF	LB	Active	Bodega Bay Bike & Pedestrian Trail - Smith Brothers Road	<p>Construct a 0.65 mile of Class 1 trail along the length of Smith Brothers Road to the Bird Walk Coastal Access Trail. Work is currently supported by eight funding sources.</p> <p>This trail would connect to the planned Bodega Bay Trail – Coastal Harbor Trail segment to the north. The trail alignment can be located within the public road right of way and on public parcels along the west side of Smith Brothers Road. Initial funding has been secured for project design and environmental review. Fundraising continues for construction funding. Once completed, the trail will be located away from Highway 1 and provide bicyclists and pedestrians safe passage to Doran Regional Park, Bodega Harbor Yacht Club, the Post Office, and local businesses.</p> <p>This project is identified as number 197C and as high priority in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. This trail would complete part of the California Coastal Trail.</p>	5	1,548
RP15050	PF	LB	Active	Bodega Bay Bike & Pedestrian Trail - Smith Brothers Road	<p>Construct a 0.65 mile of Class 1 trail along the length of Smith Brothers Road to the Bird Walk Coastal Access Trail. Work is currently supported by eight funding sources.</p> <p>This trail would connect to the planned Bodega Bay Trail – Coastal Harbor Trail segment to the north. The trail alignment can be located within the public road right of way and on public parcels along the west side of Smith Brothers Road. Initial funding has been secured for project design and environmental review. Fundraising continues for construction funding. Once completed, the trail will be located away from Highway 1 and provide bicyclists and pedestrians safe passage to Doran Regional Park, Bodega Harbor Yacht Club, the Post Office, and local businesses.</p> <p>This project is identified as number 197C and as high priority in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. This trail would complete part of the California Coastal Trail.</p>	5	1,548
RP15080	PF	LB	Active	Calabazas Creek Preserve	<p>This project includes acquisition, master planning, and developing initial public access of the 1,290-acre Calabazas Creek Ranch. Work is currently supported by four funding sources.</p> <p>Located in the Mayacamas Mountains on the east side of Sonoma Valley, the property was acquired in 2004 by the Sonoma County Ag + Open Space District. The resource management plan was adopted in 2017, which, when implemented, will address natural resource measures and inform public access planning.</p> <p>The preserve protects critical headwaters to Sonoma Creek and will provide miles of diverse trail experience in a near wilderness setting. Future trail connections anticipate connecting the preserve with Sugarloaf Ridge State Park to the north and the Sonoma Valley Bike Trail along the Highway 12 corridor. Sonoma County Ag + Open Space District transferred the property to Regional Parks in July 2021, including funding for initial public access and to complete sediment source reduction work.</p> <p>Work is underway on the back country road repair project identified in the Ag + Open Space resource management plan to reduce sediment delivery to Calabazas Creek, and improving the parking area for initial public access.</p>	1	1,764



COUNTY OF SONOMA
CAPITAL IMPROVEMENT PLAN - Bike & Pedestrian Infrastructure Projects
 FY 2024-2029



REGIONAL PARKS

REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP15058	PF	LB	Active	California Coastal Trail	<p>Acquire and develop Sonoma County's portion of the continuous 1,200-mile California Coastal Trail is included in this project. Work is currently supported by one funding source.</p> <p>This project is identified in the Sonoma County General Plan, Local Coastal Plan, Sonoma County Agricultural Preservation & Open Space District's long range acquisition plan Connecting Communities and the Land. The California Coastal Trail is designated at the state and federal level as a Millennium Legacy Trail, and in 2001 state legislation called for its completion.</p> <p>This project includes sections of the California Coastal Trail not already identified in other Regional Park and State Park capital projects. There are active negotiations in several locations. The overall project cost is not fully known at this time due to varying property access parameters and environmental constraints.</p>	5	1,000
RP13001	PF	LB	Active	Carrington Coast Ranch Preserve	<p>This project includes acquisition, master planning, and developing initial public access of the 335-acre Carrington Coast Ranch. Work is currently supported by six funding sources.</p> <p>The property is located immediately north of Bodega Bay on Highway 1, acquired in 2003 by the Sonoma County Ag + Open Space District. The project will update and implement the Carrington Coast Ranch Immediate Public Use Plan completed in 2011 that contains hiking trails, boardwalks, including a section of the California Coastal Trail, interpretive features, picnic facilities, gravel parking lot, rangeland management infrastructure, and cultural and ecological resource protection.</p> <p>Regional Parks executed a transfer agreement with the Ag + Open Space District including project funding for master plan preparation and initial public access improvements. The property was transferred to Regional Parks in 2020. The State Coastal Conservancy contributed funding for planning public access and use.</p>	5	2,822
RP07059	F	LB	Active	Central Sonoma Valley Trail	<p>The goal of this project is to create a safe alternative route for pedestrians and bicyclists parallel to Highway 12, between Maxwell Farms Regional Park on Verano Avenue and Agua Caliente Road. Work is currently supported by five funding sources.</p> <p>This multi-phased project anticipates completing 2.76 trail miles that consist of off street and on street improvements connecting residences, schools, and parks. A total of 0.70 miles of Class I bike path have been completed which includes four trail segments: Larson Park, Flowery Elementary School, Sonoma Charter School-Vailletti, and Verano Avenue. A design study is now needed to map out trail gap closures and identify construction methods to complete this trail. This will include wayfinding signs to improve trail access. Several more trail sections will be completed with additional funding. Furthermore, Regional Parks will collaborate with Sonoma Public Infrastructure on the Donald Street Gap project on Highway 12 to improve pedestrian/bicycle safety.</p> <p>This project is identified as high priority and listed as number 90 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	1,114
RP07059	F	LB	Active	Central Sonoma Valley Trail	<p>The goal of this project is to create a safe alternative route for pedestrians and bicyclists parallel to Highway 12, between Maxwell Farms Regional Park on Verano Avenue and Agua Caliente Road. Work is currently supported by five funding sources.</p> <p>This multi-phased project anticipates completing 2.76 trail miles that consist of off street and on street improvements connecting residences, schools, and parks. A total of 0.70 miles of Class I bike path have been completed which includes four trail segments: Larson Park, Flowery Elementary School, Sonoma Charter School-Vailletti, and Verano Avenue. A design study is now needed to map out trail gap closures and identify construction methods to complete this trail. This will include wayfinding signs to improve trail access. Several more trail sections will be completed with additional funding. Furthermore, Regional Parks will collaborate with Sonoma Public Infrastructure on the Donald Street Gap project on Highway 12 to improve pedestrian/bicycle safety.</p> <p>This project is identified as high priority and listed as number 90 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	1,114
RP23010	PF	LB	Active	Cloverdale River Park Expansion	<p>This project includes acquisition, planning, and construction of a new and much needed Russian River access adjacent to Cloverdale River Park. This location has heavy recreational use but has insufficient parking and pedestrian facilities, lack of sanitary facilities, and no site management. Work is currently supported by four funding sources.</p> <p>Access to the property will be from Crocker Road, which has a new Class 1 bikeway being constructed by Transportation and Public Works across the bridge.</p> <p>This project will include a restroom, parking area, trails and restoration, formalizing a longtime popular use area along the Russian River. Regional Parks will partner with Russian Riverkeeper for implementation and with the City of Cloverdale for management.</p>	4	1,475



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RP23010	PF	LB	Active	Cloverdale River Park Expansion	<p>This project includes acquisition, planning, and construction of a new and much needed Russian River access adjacent to Cloverdale River Park. This location has heavy recreational use but has insufficient parking and pedestrian facilities, lack of sanitary facilities, and no site management. Work is currently supported by four funding sources.</p> <p>Access to the property will be from Crocker Road, which has a new Class 1 bikeway being constructed by Transportation and Public Works across the bridge.</p> <p>This project will include a restroom, parking area, trails and restoration, formalizing a longtime popular use area along the Russian River. Regional Parks will partner with Russian Riverkeeper for implementation and with the City of Cloverdale for management.</p>	4	1,475
RP16020	PF	LB	Active	Coastal Trail Kashia Pomo	<p>Regional Parks acquired an approximate 1-mile-long trail easement and staging area from the Kashia Band of Pomo Indians of Stewarts Point Rancheria. Work is currently supported by four funding sources.</p> <p>The 2015 acquisition was completed in partnership with the Sonoma County Ag + Open Space District, Coastal Conservancy, and the Trust for Public Land. The project includes the development of the California Coastal Trail across the coastal bluffs of the spectacular Kashia Coastal Reserve, west of Highway 1.</p> <p>The project creates opportunities for dramatic views of Horseshoe Cove, whale watching, and creates a safe place for trail access along the rugged coastland rich with significant interpretive features. The trail also connects to a planned trailhead for a realigned Coastal Trail on Salt Point State Park to the south, as part of the 1,200-mile California Coastal Trail.</p> <p>Biological surveys and the public engagement process began in the spring of 2020. Preliminary design and engineering were completed in the fall of 2021, and the environmental document was completed in March 2022. Based on securing all regulatory agency approvals and funding for construction, the project will be bid for construction in the winter of 2024-25. Construction would be completed in 2026.</p>	5	1,411
RP11051	F	LB	Active	Copeland Creek Trail	<p>This project includes design and construction of a 2.6-mile Class 1 trail from Sonoma State University eastward to Crane Creek Regional Park. Work is currently supported by seven funding sources.</p> <p>The project includes a mid-block signalized crossing of Petaluma Hill Road and trailhead/staging area. This trail will provide a direct and safe connection for Rohnert Park, Cotati, and Sonoma State University residents. This project is associated with the separate Crane Creek Park Expansion project. Funding includes Sonoma County Ag + Open Space Matching Grant to Rohnert Park, Metropolitan Transportation Commission, Park Mitigation Fees, and Sonoma County Regional Parks Foundation. Construction is scheduled to start summer 2023.</p> <p>Once completed, the trail will provide a connection to existing sections of Copeland Creek Trail in Rohnert Park from Sonoma State University extending westward 3.6 miles to the intersection of Hinebaugh Creek and Rohnert Park Expressway. This trail connects to the planned Laguna de Santa Rosa Bikeway. This trail also intersects the regional SMART Trail.</p> <p>This is project number 191 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	1,620
RP13054	F	LB	Active	Crane Creek Park Expansion	<p>In partnership with the Sonoma County Ag + Open Space District and the City of Rohnert Park, this project will expand Crane Creek Regional Park by 75 acres and extend the existing Copeland Creek Trail from city limits through Sonoma State University to Crane Creek Regional Park. Work is currently supported by two funding sources.</p> <p>The proposed acquisition will ensure protection of the headwaters of Hinebaugh Creek and the surrounding greenway from Crane Creek Regional Park to Sonoma State University. Hinebaugh Creek is a tributary to the ecologically rich and biologically diverse Laguna de Santa Rosa.</p> <p>Rohnert Park has acquired 128 acres of land bordered by Petaluma Hill Road on the west and Crane Creek Regional Park on the east. This property will be subdivided into a 55-acre lot and 73-acre lot. The City will retain 55 acres and provide a trail easement and will transfer the 73-acre lot to Regional Parks for the expansion of Crane Creek Regional Park. See the related Copeland Creek Trail project.</p>	1	423
RP13054	F	LB	Active	Crane Creek Park Expansion	<p>In partnership with the Sonoma County Ag + Open Space District and the City of Rohnert Park, this project will expand Crane Creek Regional Park by 75 acres and extend the existing Copeland Creek Trail from city limits through Sonoma State University to Crane Creek Regional Park. Work is currently supported by two funding sources.</p> <p>The proposed acquisition will ensure protection of the headwaters of Hinebaugh Creek and the surrounding greenway from Crane Creek Regional Park to Sonoma State University. Hinebaugh Creek is a tributary to the ecologically rich and biologically diverse Laguna de Santa Rosa.</p> <p>Rohnert Park has acquired 128 acres of land bordered by Petaluma Hill Road on the west and Crane Creek Regional Park on the east. This property will be subdivided into a 55-acre lot and 73-acre lot. The City will retain 55 acres and provide a trail easement and will transfer the 73-acre lot to Regional Parks for the expansion of Crane Creek Regional Park. See the related Copeland Creek Trail project.</p>	1	423



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RP13054	F	LB	Active	Crane Creek Park Expansion	<p>In partnership with the Sonoma County Ag + Open Space District and the City of Rohnert Park, this project will expand Crane Creek Regional Park by 75 acres and extend the existing Copeland Creek Trail from city limits through Sonoma State University to Crane Creek Regional Park. Work is currently supported by two funding sources.</p> <p>The proposed acquisition will ensure protection of the headwaters of Hinebaugh Creek and the surrounding greenway from Crane Creek Regional Park to Sonoma State University. Hinebaugh Creek is a tributary to the ecologically rich and biologically diverse Laguna de Santa Rosa.</p> <p>Rohnert Park has acquired 128 acres of land bordered by Petaluma Hill Road on the west and Crane Creek Regional Park on the east. This property will be subdivided into a 55-acre lot and 73-acre lot. The City will retain 55 acres and provide a trail easement and will transfer the 73-acre lot to Regional Parks for the expansion of Crane Creek Regional Park. See the related Copeland Creek Trail project.</p>	1	423
RP13054	F	LB	Active	Crane Creek Park Expansion	<p>In partnership with the Sonoma County Ag + Open Space District and the City of Rohnert Park, this project will expand Crane Creek Regional Park by 75 acres and extend the existing Copeland Creek Trail from city limits through Sonoma State University to Crane Creek Regional Park. Work is currently supported by two funding sources.</p> <p>The proposed acquisition will ensure protection of the headwaters of Hinebaugh Creek and the surrounding greenway from Crane Creek Regional Park to Sonoma State University. Hinebaugh Creek is a tributary to the ecologically rich and biologically diverse Laguna de Santa Rosa.</p> <p>Rohnert Park has acquired 128 acres of land bordered by Petaluma Hill Road on the west and Crane Creek Regional Park on the east. This property will be subdivided into a 55-acre lot and 73-acre lot. The City will retain 55 acres and provide a trail easement and will transfer the 73-acre lot to Regional Parks for the expansion of Crane Creek Regional Park. See the related Copeland Creek Trail project.</p>	1	423
RP14027	PF	LB	Active	Dutch Bill Creek Bikeway	<p>Planning and acquisition for a 5.5-mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. Work is currently supported by five funding sources.</p> <p>This project would create a safe and scenic trail within the redwood forest for residents and visitors to access communities and places of interests such as Occidental, Camp Meeker, Bohemia Preserve, Monte Rio, Monte Rio Creekside Park, vacation resorts, beaches, and the planned Russian River Trail.</p> <p>The Dutch Bill Creek Trail was first listed as a project in the 1979 Sonoma County General Plan. The project was carried over into the 1989 General Plan and subsequent documents including the 1997 Sonoma County Bikeways Plan and identified as project 96 in the adopted 2010 Bicycle and Pedestrian Plan.</p> <p>Regional Parks acquired 515 acres of land critical for the trail in the Monte Rio area in 2020 from the Torr family and negotiations for additional trail connections continue. The Ag + Open Space District, Coastal Conservancy, State Parks, and the Sonoma County Regional Parks Foundation contributed acquisition funding. The Ag + Open Space District also contributed funding for initial public access on existing logging roads. A community-based master plan is in process and the park is open for initial access.</p>	5	5,457
RP14027	PF	LB	Active	Dutch Bill Creek Bikeway	<p>Planning and acquisition for a 5.5-mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. Work is currently supported by five funding sources.</p> <p>This project would create a safe and scenic trail within the redwood forest for residents and visitors to access communities and places of interests such as Occidental, Camp Meeker, Bohemia Preserve, Monte Rio, Monte Rio Creekside Park, vacation resorts, beaches, and the planned Russian River Trail.</p> <p>The Dutch Bill Creek Trail was first listed as a project in the 1979 Sonoma County General Plan. The project was carried over into the 1989 General Plan and subsequent documents including the 1997 Sonoma County Bikeways Plan and identified as project 96 in the adopted 2010 Bicycle and Pedestrian Plan.</p> <p>Regional Parks acquired 515 acres of land critical for the trail in the Monte Rio area in 2020 from the Torr family and negotiations for additional trail connections continue. The Ag + Open Space District, Coastal Conservancy, State Parks, and the Sonoma County Regional Parks Foundation contributed acquisition funding. The Ag + Open Space District also contributed funding for initial public access on existing logging roads. A community-based master plan is in process and the park is open for initial access.</p>	5	5,457



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RP14027	PF	LB	Active	Dutch Bill Creek Bikeway	<p>Planning and acquisition for a 5.5-mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. Work is currently supported by five funding sources.</p> <p>This project would create a safe and scenic trail within the redwood forest for residents and visitors to access communities and places of interests such as Occidental, Camp Meeker, Bohemia Preserve, Monte Rio, Monte Rio Creekside Park, vacation resorts, beaches, and the planned Russian River Trail.</p> <p>The Dutch Bill Creek Trail was first listed as a project in the 1979 Sonoma County General Plan. The project was carried over into the 1989 General Plan and subsequent documents including the 1997 Sonoma County Bikeways Plan and identified as project 96 in the adopted 2010 Bicycle and Pedestrian Plan.</p> <p>Regional Parks acquired 515 acres of land critical for the trail in the Monte Rio area in 2020 from the Torr family and negotiations for additional trail connections continue. The Ag + Open Space District, Coastal Conservancy, State Parks, and the Sonoma County Regional Parks Foundation contributed acquisition funding. The Ag + Open Space District also contributed funding for initial public access on existing logging roads. A community-based master plan is in process and the park is open for initial access.</p>	5	5,457
RP14027	PF	LB	Active	Dutch Bill Creek Bikeway	<p>Planning and acquisition for a 5.5-mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. Work is currently supported by five funding sources.</p> <p>This project would create a safe and scenic trail within the redwood forest for residents and visitors to access communities and places of interests such as Occidental, Camp Meeker, Bohemia Preserve, Monte Rio, Monte Rio Creekside Park, vacation resorts, beaches, and the planned Russian River Trail.</p> <p>The Dutch Bill Creek Trail was first listed as a project in the 1979 Sonoma County General Plan. The project was carried over into the 1989 General Plan and subsequent documents including the 1997 Sonoma County Bikeways Plan and identified as project 96 in the adopted 2010 Bicycle and Pedestrian Plan.</p> <p>Regional Parks acquired 515 acres of land critical for the trail in the Monte Rio area in 2020 from the Torr family and negotiations for additional trail connections continue. The Ag + Open Space District, Coastal Conservancy, State Parks, and the Sonoma County Regional Parks Foundation contributed acquisition funding. The Ag + Open Space District also contributed funding for initial public access on existing logging roads. A community-based master plan is in process and the park is open for initial access.</p>	5	5,457
RP14027	PF	LB	Active	Dutch Bill Creek Bikeway	<p>Planning and acquisition for a 5.5-mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. Work is currently supported by five funding sources.</p> <p>This project would create a safe and scenic trail within the redwood forest for residents and visitors to access communities and places of interests such as Occidental, Camp Meeker, Bohemia Preserve, Monte Rio, Monte Rio Creekside Park, vacation resorts, beaches, and the planned Russian River Trail.</p> <p>The Dutch Bill Creek Trail was first listed as a project in the 1979 Sonoma County General Plan. The project was carried over into the 1989 General Plan and subsequent documents including the 1997 Sonoma County Bikeways Plan and identified as project 96 in the adopted 2010 Bicycle and Pedestrian Plan.</p> <p>Regional Parks acquired 515 acres of land critical for the trail in the Monte Rio area in 2020 from the Torr family and negotiations for additional trail connections continue. The Ag + Open Space District, Coastal Conservancy, State Parks, and the Sonoma County Regional Parks Foundation contributed acquisition funding. The Ag + Open Space District also contributed funding for initial public access on existing logging roads. A community-based master plan is in process and the park is open for initial access.</p>	5	5,457
RP19017	PF	LB	Active	Gleason Beach Access Improvements	<p>In November 2020, the Coastal Commission issued a Coastal Development Permit to Caltrans to realign Highway 1 near Gleason Beach due to coastal bluff retreat. The road realignment work started in 2021. As a condition of the permit, the County is working with Caltrans, the Coastal Commission, and others to preserve and enhance coastal access including access at Scotty Creek Beach and constructing a section of the California Coastal Trail. Work is currently supported by two funding sources.</p> <p>In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of the McAllister property next to Scotty Creek to preserve the existing public beach access. The State Coastal Conservancy is scheduled to transfer 2.90 acres of state-owned land, located next to Scotty Creek, to the County. The proposed Gleason Beach Access improvements include a crossing of Scotty Creek, a trail paralleling Highway 1, vista point, and other recreational amenities. The estimated trail length is between 0.70 and 1 mile. Funding comes from Caltrans pursuant to Cooperative Agreement No. 04-2787. County has received \$200,000 from Caltrans and is scheduled to receive the remaining funds of \$936,000 in fiscal year 2024-2025.</p>	5	1,155



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RP19017	PF	LB	Active	Gleason Beach Access Improvements	<p>In November 2020, the Coastal Commission issued a Coastal Development Permit to Caltrans to realign Highway 1 near Gleason Beach due to coastal bluff retreat. The road realignment work started in 2021. As a condition of the permit, the County is working with Caltrans, the Coastal Commission, and others to preserve and enhance coastal access including access at Scotty Creek Beach and constructing a section of the California Coastal Trail. Work is currently supported by two funding sources.</p> <p>In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of the McAllister property next to Scotty Creek to preserve the existing public beach access. The State Coastal Conservancy is scheduled to transfer 2.90 acres of state-owned land, located next to Scotty Creek, to the County. The proposed Gleason Beach Access improvements include a crossing of Scotty Creek, a trail paralleling Highway 1, vista point, and other recreational amenities. The estimated trail length is between 0.70 and 1 mile. Funding comes from Caltrans pursuant to Cooperative Agreement No. 04-2787. County has received \$200,000 from Caltrans and is scheduled to receive the remaining funds of \$936,000 in fiscal year 2024-2025.</p>	5	1,155
RP19017	PF	LB	Active	Gleason Beach Access Improvements	<p>In November 2020, the Coastal Commission issued a Coastal Development Permit to Caltrans to realign Highway 1 near Gleason Beach due to coastal bluff retreat. The road realignment work started in 2021. As a condition of the permit, the County is working with Caltrans, the Coastal Commission, and others to preserve and enhance coastal access including access at Scotty Creek Beach and constructing a section of the California Coastal Trail. Work is currently supported by two funding sources.</p> <p>In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of the McAllister property next to Scotty Creek to preserve the existing public beach access. The State Coastal Conservancy is scheduled to transfer 2.90 acres of state-owned land, located next to Scotty Creek, to the County. The proposed Gleason Beach Access improvements include a crossing of Scotty Creek, a trail paralleling Highway 1, vista point, and other recreational amenities. The estimated trail length is between 0.70 and 1 mile. Funding comes from Caltrans pursuant to Cooperative Agreement No. 04-2787. County has received \$200,000 from Caltrans and is scheduled to receive the remaining funds of \$936,000 in fiscal year 2024-2025.</p>	5	1,155
RP19017	PF	LB	Active	Gleason Beach Access Improvements	<p>In November 2020, the Coastal Commission issued a Coastal Development Permit to Caltrans to realign Highway 1 near Gleason Beach due to coastal bluff retreat. The road realignment work started in 2021. As a condition of the permit, the County is working with Caltrans, the Coastal Commission, and others to preserve and enhance coastal access including access at Scotty Creek Beach and constructing a section of the California Coastal Trail. Work is currently supported by two funding sources.</p> <p>In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of the McAllister property next to Scotty Creek to preserve the existing public beach access. The State Coastal Conservancy is scheduled to transfer 2.90 acres of state-owned land, located next to Scotty Creek, to the County. The proposed Gleason Beach Access improvements include a crossing of Scotty Creek, a trail paralleling Highway 1, vista point, and other recreational amenities. The estimated trail length is between 0.70 and 1 mile. Funding comes from Caltrans pursuant to Cooperative Agreement No. 04-2787. County has received \$200,000 from Caltrans and is scheduled to receive the remaining funds of \$936,000 in fiscal year 2024-2025.</p>	5	1,155
RP19017	PF	LB	Active	Gleason Beach Access Improvements	<p>In November 2020, the Coastal Commission issued a Coastal Development Permit to Caltrans to realign Highway 1 near Gleason Beach due to coastal bluff retreat. The road realignment work started in 2021. As a condition of the permit, the County is working with Caltrans, the Coastal Commission, and others to preserve and enhance coastal access including access at Scotty Creek Beach and constructing a section of the California Coastal Trail. Work is currently supported by two funding sources.</p> <p>In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of the McAllister property next to Scotty Creek to preserve the existing public beach access. The State Coastal Conservancy is scheduled to transfer 2.90 acres of state-owned land, located next to Scotty Creek, to the County. The proposed Gleason Beach Access improvements include a crossing of Scotty Creek, a trail paralleling Highway 1, vista point, and other recreational amenities. The estimated trail length is between 0.70 and 1 mile. Funding comes from Caltrans pursuant to Cooperative Agreement No. 04-2787. County has received \$200,000 from Caltrans and is scheduled to receive the remaining funds of \$936,000 in fiscal year 2024-2025.</p>	5	1,155



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RP16063	PF	LB	Active	Hanson Russian River Access and Trail	<p>The privately owned 358-acre Hanson property was formerly a gravel mining site and includes four ponds from previous gravel extraction. The property is situated along the middle reach of the Russian River. Regional Parks is exploring Russian River public access and related park development opportunities in partnership with Endangered Habitats Conservancy and multiple agencies, including National Oceanic and Atmospheric Administration, U.S. Geological Survey, California Department of Fish & Wildlife, the State Coastal Conservancy, and the County's Permit and Resource Management Department, as well as with the Russian Riverkeeper.</p> <p>The Coastal Conservancy funded a feasibility study, completed in 2016, which explored alternatives to reconnect the property to the Russian River.</p> <p>Endangered Habitats Conservancy is progressing with the planning, design, engineering, and environmental review for the entire restoration and public access project. In addition, the group is seeking funding for completing the planning as well as to acquire additional property needed for the restoration. These amenities could include a river water trail; a land based trail for pedestrians, bicyclists, and horses; camp sites; beach access; boat portage; and portable restroom facilities.</p>	4	1,737
RP16063	PF	LB	Active	Hanson Russian River Access and Trail	<p>The privately owned 358-acre Hanson property was formerly a gravel mining site and includes four ponds from previous gravel extraction. The property is situated along the middle reach of the Russian River. Regional Parks is exploring Russian River public access and related park development opportunities in partnership with Endangered Habitats Conservancy and multiple agencies, including National Oceanic and Atmospheric Administration, U.S. Geological Survey, California Department of Fish & Wildlife, the State Coastal Conservancy, and the County's Permit and Resource Management Department, as well as with the Russian Riverkeeper.</p> <p>The Coastal Conservancy funded a feasibility study, completed in 2016, which explored alternatives to reconnect the property to the Russian River.</p> <p>Endangered Habitats Conservancy is progressing with the planning, design, engineering, and environmental review for the entire restoration and public access project. In addition, the group is seeking funding for completing the planning as well as to acquire additional property needed for the restoration. These amenities could include a river water trail; a land based trail for pedestrians, bicyclists, and horses; camp sites; beach access; boat portage; and portable restroom facilities.</p>	4	1,737
RP16063	PF	LB	Active	Hanson Russian River Access and Trail	<p>The privately owned 358-acre Hanson property was formerly a gravel mining site and includes four ponds from previous gravel extraction. The property is situated along the middle reach of the Russian River. Regional Parks is exploring Russian River public access and related park development opportunities in partnership with Endangered Habitats Conservancy and multiple agencies, including National Oceanic and Atmospheric Administration, U.S. Geological Survey, California Department of Fish & Wildlife, the State Coastal Conservancy, and the County's Permit and Resource Management Department, as well as with the Russian Riverkeeper.</p> <p>The Coastal Conservancy funded a feasibility study, completed in 2016, which explored alternatives to reconnect the property to the Russian River.</p> <p>Endangered Habitats Conservancy is progressing with the planning, design, engineering, and environmental review for the entire restoration and public access project. In addition, the group is seeking funding for completing the planning as well as to acquire additional property needed for the restoration. These amenities could include a river water trail; a land based trail for pedestrians, bicyclists, and horses; camp sites; beach access; boat portage; and portable restroom facilities.</p>	4	1,737
RP15068	PF	LB	Active	Helen Putnam - Kelly Creek Trail	<p>This project proposes a park expansion to connect the existing Helen Putnam Regional Park trail system to D Street along Kelly Creek. The project will provide many community benefits, including easier access to Helen Putnam Regional Park, expanded parking, new trails, and ecological protection. Work is currently supported by three funding sources.</p> <p>The Kelly Creek Protection Project, a local nonprofit, has acquired an option to purchase approximately 44 acres from a residential developer and proposes to eventually donate the land to Regional Parks. The Kelly Creek Protection Project has received two matching grants from the Sonoma County Ag + Open Space District to assist with the acquisition and support ecological restoration and enhancement.</p> <p>The proposed project would provide a new trailhead and staging area, trails, ecological and agriculture interpretive features, restoration, and other park amenities. The proposed park expansion is being evaluated for environmental impacts by Petaluma. If approved, Kelly Creek Protection Project will work with the developer to construct Phase 1 after which time Regional Parks will take ownership. Regional Parks will construct a new connecting trail in the existing park.</p>	2	585



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RP15068	PF	LB	Active	Helen Putnam - Kelly Creek Trail	<p>This project proposes a park expansion to connect the existing Helen Putnam Regional Park trail system to D Street along Kelly Creek. The project will provide many community benefits, including easier access to Helen Putnam Regional Park, expanded parking, new trails, and ecological protection. Work is currently supported by three funding sources.</p> <p>The Kelly Creek Protection Project, a local nonprofit, has acquired an option to purchase approximately 44 acres from a residential developer and proposes to eventually donate the land to Regional Parks. The Kelly Creek Protection Project has received two matching grants from the Sonoma County Ag + Open Space District to assist with the acquisition and support ecological restoration and enhancement.</p> <p>The proposed project would provide a new trailhead and staging area, trails, ecological and agriculture interpretive features, restoration, and other park amenities. The proposed park expansion is being evaluated for environmental impacts by Petaluma. If approved, Kelly Creek Protection Project will work with the developer to construct Phase 1 after which time Regional Parks will take ownership. Regional Parks will construct a new connecting trail in the existing park.</p>	2	585
RP09033	PF	LB	Active	Hood Mountain - Lower Johnson Ridge Trail	<p>Construction was completed in 2014 for a section of the Lower Johnson Ridge Trail Project, which is a section of the Bay Area Ridge Trail at Hood Mountain Regional Park & Open Space Preserve. Future work will include a second phase of this trail project, improving alignment and trail connectivity. Work is currently supported by one funding source.</p> <p>In recent years, this area was impacted by multiple wildfires and significant damage occurred to the trail corridor. Rebuilding park infrastructure is being addressed with the Hood Mountain Recovery capital project.</p>	1	321
RP09033	PF	LB	Active	Hood Mountain - Lower Johnson Ridge Trail	<p>Construction was completed in 2014 for a section of the Lower Johnson Ridge Trail Project, which is a section of the Bay Area Ridge Trail at Hood Mountain Regional Park & Open Space Preserve. Future work will include a second phase of this trail project, improving alignment and trail connectivity. Work is currently supported by one funding source.</p> <p>In recent years, this area was impacted by multiple wildfires and significant damage occurred to the trail corridor. Rebuilding park infrastructure is being addressed with the Hood Mountain Recovery capital project.</p>	1	321
RP18038	PF	LB	Active	Hood Mountain Graywood Trail	<p>The project includes planning, permitting, and developing a trail and trailhead on an existing easement on the former Graywood Ranch property. Work is currently supported by two funding sources.</p> <p>The trail will be constructed from Highway 12 through the property and the Ceanothus Preserve, connecting to Hood Mountain Park & Preserve below the Hood Mountain summit. The Board approved the Campagna Resort development several years ago and the project has changed hands. Regional Parks is working with the new owner to implement the project. In addition, the 65-acre Ceanothus Preserve will be transferred from the Ag + Open Space District to Regional Parks as part of the project. This area was heavily impacted by multiple wildfires, which has delayed project implementation.</p>	1	275
RP18038	PF	LB	Active	Hood Mountain Graywood Trail	<p>The project includes planning, permitting, and developing a trail and trailhead on an existing easement on the former Graywood Ranch property. Work is currently supported by two funding sources.</p> <p>The trail will be constructed from Highway 12 through the property and the Ceanothus Preserve, connecting to Hood Mountain Park & Preserve below the Hood Mountain summit. The Board approved the Campagna Resort development several years ago and the project has changed hands. Regional Parks is working with the new owner to implement the project. In addition, the 65-acre Ceanothus Preserve will be transferred from the Ag + Open Space District to Regional Parks as part of the project. This area was heavily impacted by multiple wildfires, which has delayed project implementation.</p>	1	275
RP18035	PF	LB	Active	Hood Mountain McCormick Addition	<p>Project includes the acquisition of approximately 244 acres to expand trails and to create a trekking circuit between Hood Mountain Regional Park and Sugarloaf Ridge State Park. Work is currently supported by three funding sources.</p> <p>The project includes protecting critical watershed and habitat. The acquisition connects existing public parks, offers 360-degree stunning vistas, and will potentially support a premier section of the Bay Area Ridge Trail.</p> <p>The Sonoma Land Trust is leading the multi-million-dollar acquisition with Regional Parks assisting with grant fundraising, due diligence, and leading the future park planning. Several grants are being applied for and a \$250,000 Habitat Conservation Fund grant was awarded in 2017. Planning and community engagement will begin following acquisition in 2023.</p>	1	1,660



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RP18035	PF	LB	Active	Hood Mountain McCormick Addition	<p>Project includes the acquisition of approximately 244 acres to expand trails and to create a trekking circuit between Hood Mountain Regional Park and Sugarloaf Ridge State Park. Work is currently supported by three funding sources.</p> <p>The project includes protecting critical watershed and habitat. The acquisition connects existing public parks, offers 360-degree stunning vistas, and will potentially support a premier section of the Bay Area Ridge Trail.</p> <p>The Sonoma Land Trust is leading the multi-million-dollar acquisition with Regional Parks assisting with grant fundraising, due diligence, and leading the future park planning. Several grants are being applied for and a \$250,000 Habitat Conservation Fund grant was awarded in 2017. Planning and community engagement will begin following acquisition in 2023.</p>	1	1,660
RP18040	F	LB	Active	Joe Rodota Trail - Bridge Replacement Phase 2	<p>This project includes design, engineering, permits and construction to replace bridges #1 and #3 on the Joe Rodota Trail. Work is currently supported by two funding sources.</p> <p>The 8.47-mile Joe Rodota Trail is a multi-use trail located along the former Petaluma & Santa Rosa Railroad, between Santa Rosa and Sebastopol. The Joe Rodota Trail carries significant pedestrian and bicycle use for both transportation and recreation.</p> <p>The railroad between Sebastopol and Santa Rosa was constructed in 1904 and abandoned in 1983. The County acquired the corridor, retrofitted the three trestles for trail use, and opened the Joe Rodota Trail in 1990. Since then, Regional Parks has managed the corridor, performing numerous bridge and retaining wall repairs due to the aging infrastructure. In October 2016, Regional Parks replaced the decking and improved the abutments for Bridge #2.</p> <p>This phase includes replacing Bridges #1 and #3 with single span bridges with concrete abutments. The new abutments and concrete walls will retain soil to reduce erosion into the water channel. Work includes installing temporary bridges to accommodate the significant trail traffic. Construction is scheduled to start summer-fall 2023.</p>	5	897
RP15062	PF	LB	Active	Joe Rodota Trail - North Wright Road to Sebastopol Road	<p>Design and construct a midblock crosswalk at North Wright Road and a 0.18-mile Class 1 trail along the former railroad right of way between North Wright Road and Sebastopol Road on county-owned property. Work is currently supported by one funding source.</p> <p>This will provide a direct east-west route for trail users instead of using the sidewalk on North Wright Road and the road shoulder on Sebastopol Road.</p> <p>There is a proposed gas station development directly south of the Joe Rodota Trail at 875 North Wright Road. There is an opportunity to work with the property owner to acquire right of way that may be needed to construct the midblock crosswalk. Furthermore, Sonoma County Transportation Authority and City of Santa Rosa have initiated a feasibility study to examine near and long-term improvements for the intersection of Highway 12 and Fulton Road/Wright Road, including closing this trail gap. The feasibility study is scheduled to be completed in December 2024. Project to begin when funding is secured.</p> <p>This project is identified as route number 73 in the Santa Rosa Bicycle and Pedestrian Master Plan 2010.</p>	5	650
RP16006	F	LB, IMP	Active	Laguna Trail Phase 1 - Kelly Farm	<p>In 2012, a 1.8-mile multi-use trail was constructed over the City of Santa Rosa's Kelly Farm and the City of Sebastopol's Laguna Wetland Preserve. Work is currently supported by one funding source.</p> <p>The trail starts near Highway 12 and continues north to Occidental Road. The trail has become a popular destination. However, the products used to construct, bind, and stabilize the multi-use trail failed to prevent the trail surface from cracking. The County filed a claim against the general contractor and product manufacturer. A settlement agreement was reached which included compensation to pay for the trail crack repairs. This was paid to the Sonoma County Ag + Open Space District and the funding source is being used by Regional Parks to repair the trail over five years.</p>	5	310
RP10039	PF	LB	Active	Laguna Trail Phase 2 - Brown Farm	<p>The City of Santa Rosa granted an irrevocable offer of dedication of a public trail easement on Brown Farm to the County. Regional Parks will accept the trail easement dedication and construct a trailhead, picnic area, overlook, a boardwalk/bridge, interpretive signs, and 3.2 miles of Laguna de Santa Rosa Trail. Work is currently supported by two funding sources.</p> <p>The project provides a 0.2-mile trail connection to the existing 1.8-mile Laguna de Santa Rosa Trail on Kelly Farm, an undercrossing of Highway 12 to the City of Sebastopol's Laguna Wetland Preserve, and the existing Joe Rodota Trail. This project is included in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. In addition, this project includes pedestrian trails and related facilities in the Laguna de Santa Rosa Trails Plan prepared by the Sonoma County Ag + Open Space District.</p>	5	1,536



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RP18020	PF	LB	Active	Laguna Trail Phase 3 - Balletto to Occidental Road	<p>Planning, acquisition, and construction of a 1.2-mile of Laguna de Santa Rosa Trail across the former Balletto property owned by the County, Occidental Road property owned by Sonoma County Ag + Open Space District and crossing Occidental Road to Stone Farm. Work is currently supported by two funding sources.</p> <p>This project is included in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p> <p>The District acquired the 15.6-acre Occidental Road property in 2008 and plans to transfer to the County for the purposes of developing a trail and trailhead off of Occidental Road at the corner of the current informal pullout. This will improve safety and create access for trail use, fishing, birding, environmental education and one of the best seasonal boating access sites. Other improvements include one boardwalk/bridge, non-motorized boat launch, and interpretive signs. The property is expected to be transferred to Regional Parks in the coming years. Funding options will be explored with the District leading up to the transfer.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	5	683
RP18020	PF	LB	Active	Laguna Trail Phase 3 - Balletto to Occidental Road	<p>Planning, acquisition, and construction of a 1.2-mile of Laguna de Santa Rosa Trail across the former Balletto property owned by the County, Occidental Road property owned by Sonoma County Ag + Open Space District and crossing Occidental Road to Stone Farm. Work is currently supported by two funding sources.</p> <p>This project is included in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p> <p>The District acquired the 15.6-acre Occidental Road property in 2008 and plans to transfer to the County for the purposes of developing a trail and trailhead off of Occidental Road at the corner of the current informal pullout. This will improve safety and create access for trail use, fishing, birding, environmental education and one of the best seasonal boating access sites. Other improvements include one boardwalk/bridge, non-motorized boat launch, and interpretive signs. The property is expected to be transferred to Regional Parks in the coming years. Funding options will be explored with the District leading up to the transfer.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	5	683
RP16072	PF	LB	Active	Los Guilicos - Upland Trails	<p>This project includes enhancing trail routes, interpretive signage, resource protection, benches, and potentially other amenities on the portion of Los Guilicos campus along and north of the Eliza Way corridor. Work is currently supported by two funding sources.</p> <p>The area is adjacent to the historical Hood House and Hood Mountain Regional Park Equestrian Staging Area and features old growth Douglas fir, live oak groves, creeks, and mountains with views to San Pablo Bay and beyond.</p> <p>The property was heavily impacted by the fires in 2017 and 2020, delaying progress.</p>	1	233
RP16072	PF	LB	Active	Los Guilicos - Upland Trails	<p>This project includes enhancing trail routes, interpretive signage, resource protection, benches, and potentially other amenities on the portion of Los Guilicos campus along and north of the Eliza Way corridor. Work is currently supported by two funding sources.</p> <p>The area is adjacent to the historical Hood House and Hood Mountain Regional Park Equestrian Staging Area and features old growth Douglas fir, live oak groves, creeks, and mountains with views to San Pablo Bay and beyond.</p> <p>The property was heavily impacted by the fires in 2017 and 2020, delaying progress.</p>	1	233
RP16072	PF	LB	Active	Los Guilicos - Upland Trails	<p>This project includes enhancing trail routes, interpretive signage, resource protection, benches, and potentially other amenities on the portion of Los Guilicos campus along and north of the Eliza Way corridor. Work is currently supported by two funding sources.</p> <p>The area is adjacent to the historical Hood House and Hood Mountain Regional Park Equestrian Staging Area and features old growth Douglas fir, live oak groves, creeks, and mountains with views to San Pablo Bay and beyond.</p> <p>The property was heavily impacted by the fires in 2017 and 2020, delaying progress.</p>	1	233
RP16072	PF	LB	Active	Los Guilicos - Upland Trails	<p>This project includes enhancing trail routes, interpretive signage, resource protection, benches, and potentially other amenities on the portion of Los Guilicos campus along and north of the Eliza Way corridor. Work is currently supported by two funding sources.</p> <p>The area is adjacent to the historical Hood House and Hood Mountain Regional Park Equestrian Staging Area and features old growth Douglas fir, live oak groves, creeks, and mountains with views to San Pablo Bay and beyond.</p> <p>The property was heavily impacted by the fires in 2017 and 2020, delaying progress.</p>	1	233



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RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920



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RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920



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RP12001	PF	LB	Active	Mark West Creek Trail	<p>This project proposes development of a 1.3-mile trail along the Mark West Creek corridor from the proposed Sonoma Marin Area Rail Transit Trail to Old Redwood Highway. Work is currently supported by two funding sources.</p> <p>Highway 101 is a physical barrier for pedestrians and bicyclists and divides the Mark West area from the Larkfield-Wikiup area. The Mark West Creek Trail would cross under Highway 101 and connect these areas.</p> <p>The Mark West Creek Trail is located south of Windsor and north of Santa Rosa. The 8-foot-wide paved trail runs west-east and will link the planned north-south railway Trail and existing north-south Old Redwood Highway. The trail will provide connections to the airport industrial area, Mark West, Larkfield-Wikiup, Maddux Ranch Park, and Mark West Elementary School. Regional Parks is currently working with Caltrans on easement location and preliminary design.</p> <p>This is project number 98 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4	920
RP09065	PF	LB	Active	Occidental to Coast Trail	Planning for future trail including accepting existing trail easements between Occidental and the Coast. Work is currently supported by one funding source.	5	500
RP09065	PF	LB	Active	Occidental to Coast Trail	Planning for future trail including accepting existing trail easements between Occidental and the Coast. Work is currently supported by one funding source.	5	500
RP09065	PF	LB	Active	Occidental to Coast Trail	Planning for future trail including accepting existing trail easements between Occidental and the Coast. Work is currently supported by one funding source.	5	500
RP13052	PF	LB	Active	Petaluma-Sebastopol Trail	<p>This project considers a 13-mile trail between Sebastopol and Petaluma, through areas such as Hessel and Cunningham. Work is currently supported by eight funding sources.</p> <p>A trail would provide bicycling, walking, and other recreational and commuting opportunities for area residents and visitors, promoting healthy communities, access to schools and businesses, and contributing to the reduction of traffic and greenhouse gases.</p> <p>A Caltrans-funded Feasibility Study was completed in February 2018 and identified a preferred trail alignment parallel to Stony Point Road and Highway 116, separated from the traffic as a Class 1 Trail. The study included preliminary costs for acquisition, planning, and construction. The study also identified implementation partners such as Cities, County, Caltrans and others that could help construct trail segments as separate projects or associated with other transportation and development projects. This is project number 201 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class I bikeways.</p>	2, 5	4,506
RP25020	PF	IMP	Request	Pinnacle Gulch Coastal Access Trail	<p>This project includes design and restoration of an area along the Pinnacle Gulch Trail to preserve public coastal access. Work is currently supported by two funding sources.</p> <p>The trail is situated in a narrow easement. An old landslide needs an engineered solution in order to repair the trail. Additional trail work includes replacing aging steps and boardwalks. This half-mile path leads to a small, picturesque beach.</p>	5	370
RP25020	PF	IMP	Request	Pinnacle Gulch Coastal Access Trail	<p>This project includes design and restoration of an area along the Pinnacle Gulch Trail to preserve public coastal access. Work is currently supported by two funding sources.</p> <p>The trail is situated in a narrow easement. An old landslide needs an engineered solution in order to repair the trail. Additional trail work includes replacing aging steps and boardwalks. This half-mile path leads to a small, picturesque beach.</p>	5	370
RP25020	PF	IMP	Request	Pinnacle Gulch Coastal Access Trail	<p>This project includes design and restoration of an area along the Pinnacle Gulch Trail to preserve public coastal access. Work is currently supported by two funding sources.</p> <p>The trail is situated in a narrow easement. An old landslide needs an engineered solution in order to repair the trail. Additional trail work includes replacing aging steps and boardwalks. This half-mile path leads to a small, picturesque beach.</p>	5	370
RP25020	PF	IMP	Request	Pinnacle Gulch Coastal Access Trail	<p>This project includes design and restoration of an area along the Pinnacle Gulch Trail to preserve public coastal access. Work is currently supported by two funding sources.</p> <p>The trail is situated in a narrow easement. An old landslide needs an engineered solution in order to repair the trail. Additional trail work includes replacing aging steps and boardwalks. This half-mile path leads to a small, picturesque beach.</p>	5	370



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RP25020	PF	IMP	Request	Pinnacle Gulch Coastal Access Trail	<p>This project includes design and restoration of an area along the Pinnacle Gulch Trail to preserve public coastal access. Work is currently supported by two funding sources.</p> <p>The trail is situated in a narrow easement. An old landslide needs an engineered solution in order to repair the trail. Additional trail work includes replacing aging steps and boardwalks. This half-mile path leads to a small, picturesque beach.</p>	5	370
RP17036	PF	LB	Active	Roseland Creek Trail	<p>The proposed 3-mile Class 1-trail project starts from the Santa Rosa city limits at Ludwig Avenue and continues southwesterly along the Sonoma County Water Agency flood control channel to the wastewater treatment facility known as the Alpha Farm, which is owned and operated by the City of Santa Rosa. Work is currently supported by one funding source.</p> <p>The Roseland Creek Trail will connect to the planned Laguna de Santa Rosa Trail located within Alpha Farm. The northern end of the trail will connect to the city's portion of the Roseland Creek Trail at Ludwig Avenue, extending north to McMin Avenue.</p> <p>The first phase of the project is to plan and construct 1.7 miles of trail along the Sonoma County Water Agency flood control channel from the Santa Rosa city limits at Ludwig Road to Llano Road. In future years, the trail would be extended by 1.3 miles from Llano Road to the Laguna de Santa Rosa Trail.</p> <p>This is project number 87 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	3, 5	1,620
RP14025	PF	LB	Active	Russian River Bike Trail - Lower Reach	<p>Planning for a multiuse trail paralleling the Russian River from Forestville to Jenner. Work is currently supported by 11 funding sources.</p> <p>With a Caltrans grant and local partners' matching funds, Regional Parks completed a study in 2020. The study informed trail design, alignment, right of way needs and prioritizing completing the most achievable phases first.</p> <p>This trail will link to the Russian River Bike Trail – Middle Reach, Steelhead Beach, Sunset Beach, Guerneville, Monte Rio, Duncans Mills, and Jenner. The trail will provide recreation and alternative transportation in this scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	5	13,769
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	<p>Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source.</p> <p>Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway.</p> <p>The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4, 5	2,326
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	<p>Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source.</p> <p>Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway.</p> <p>The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4, 5	2,326
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	<p>Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source.</p> <p>Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway.</p> <p>The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	4, 5	2,326



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REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source. Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway. The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.	4, 5	2,326
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source. Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway. The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.	4, 5	2,326
RP15070	PF	LB	Active	Russian River Bike Trail - Middle Reach	Planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This trail will link Healdsburg Veterans Memorial Beach, Riverfront Regional Park, Wohler Bridge facility, and the Russian River Bike Trail - Lower Reach. Work is currently supported by one funding source. Included in this project is acquisition, planning, construction for a Class 1 trail paralleling the Russian River. Regional Parks is seeking grant funding to complete acquisition efforts, which are underway. The trail will provide non-motorized recreational and alternative transportation to this highly scenic section of the Russian River. This is a portion of project number 208 in the adopted 2010 County Bikeway Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.	4, 5	2,326
RP08005	PF	IMP	Active	Sea Ranch Coastal Access Trails	Regional Parks manages six public access trails in The Sea Ranch. This current project includes design, engineering and construction of replacement staircase leading to the beach on the 0.12-mile Stengel Beach Trail. Work is currently supported by two funding sources. This project previously completed the 2013 reopening of the Bluff Top Trail and Walk-On Beach public access easement which was closed due to coastal bluff erosion. This included development and execution of license agreements with The Sea Ranch Association for relocating sections of the Bluff Top and Walk-On Beach public access trails into the commons area of The Sea Ranch. Improvements included minor trail construction, fencing, signs, and other public safety improvements. This project restored public access to this part of the California Coastal Trail.	5	716
RP08005	PF	IMP	Active	Sea Ranch Coastal Access Trails	Regional Parks manages six public access trails in The Sea Ranch. This current project includes design, engineering and construction of replacement staircase leading to the beach on the 0.12-mile Stengel Beach Trail. Work is currently supported by two funding sources. This project previously completed the 2013 reopening of the Bluff Top Trail and Walk-On Beach public access easement which was closed due to coastal bluff erosion. This included development and execution of license agreements with The Sea Ranch Association for relocating sections of the Bluff Top and Walk-On Beach public access trails into the commons area of The Sea Ranch. Improvements included minor trail construction, fencing, signs, and other public safety improvements. This project restored public access to this part of the California Coastal Trail.	5	716
RP15060	PF	LB	Active	Shiloh Ranch Phase 4	This project includes planning and constructing the 4+ mile unpaved North Loop Trail. Work is currently supported by three funding sources. The trail is included in the approved park Master Plan. The development of the trail crosses rugged creek canyons and adds an additional four miles of loop trail through beautiful oak woodland and mixed evergreen forest. The trail is being designed for hikers of varying ability, giving users access to hike the back wildland of the park. Park Mitigation Fees will be used to prepare project scope in order to seek grant and partner funding. This project includes a major trail bridge and will open a third of the park that is currently inaccessible for public use. This area was impacted by the 2017 and 2019 wildfires, received some slope stabilization and restoration work funded by others, and is expected to recover.	4	535



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RP15060	PF	LB	Active	Shiloh Ranch Phase 4	<p>This project includes planning and constructing the 4+ mile unpaved North Loop Trail. Work is currently supported by three funding sources.</p> <p>The trail is included in the approved park Master Plan. The development of the trail crosses rugged creek canyons and adds an additional four miles of loop trail through beautiful oak woodland and mixed evergreen forest. The trail is being designed for hikers of varying ability, giving users access to hike the back wildland of the park. Park Mitigation Fees will be used to prepare project scope in order to seek grant and partner funding. This project includes a major trail bridge and will open a third of the park that is currently inaccessible for public use. This area was impacted by the 2017 and 2019 wildfires, received some slope stabilization and restoration work funded by others, and is expected to recover.</p>	4	535
RP15060	PF	LB	Active	Shiloh Ranch Phase 4	<p>This project includes planning and constructing the 4+ mile unpaved North Loop Trail. Work is currently supported by three funding sources.</p> <p>The trail is included in the approved park Master Plan. The development of the trail crosses rugged creek canyons and adds an additional four miles of loop trail through beautiful oak woodland and mixed evergreen forest. The trail is being designed for hikers of varying ability, giving users access to hike the back wildland of the park. Park Mitigation Fees will be used to prepare project scope in order to seek grant and partner funding. This project includes a major trail bridge and will open a third of the park that is currently inaccessible for public use. This area was impacted by the 2017 and 2019 wildfires, received some slope stabilization and restoration work funded by others, and is expected to recover.</p>	4	535
RP07056	PF	LB	Active	Sonoma Schellville Trail - 8th Street East	<p>Planning and acquisition for the abandoned railroad right of way between Sonoma and Schellville continues for this 3-mile portion of the trail. Work is currently supported by six funding sources.</p> <p>The County has acquired two trail easements and fee title to one section of right of way between East Napa Street and Highway 12/121. The completed trailhead at the southwest corner of Napa Street and 8th Street East was transferred to the County in early 2014. County staff are in active negotiations with Union Pacific Railroad and other property owners to acquire their property rights in the railroad right of way and other needed connections. The County will also need to obtain a license agreement from Sonoma Marin Area Rail Transit who owns a section of the railroad right of way at the intersection of Highway 12 and 121. Acquisition funders include Sonoma County Transportation Authority, State Coastal Conservancy, and the Ag + Open Space District.</p> <p>Once acquisition is complete, staff will pursue funding to complete the design and engineering, environmental review, and construction.</p> <p>This is project number 83 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	5,500
RP25010	PF	LB	Request	Sonoma Schellville Trail - City Connection	<p>Planning, acquisition, and construction of a 1-mile trail connecting the City of Sonoma's Class I bike path, known as the Sonoma Bike Path, to the County's Sonoma Schellville Trail. Work is currently supported by three funding sources.</p> <p>This trail starts where the Sonoma Bike Path intersects 4th Street East and continues eastward then south to the intersection of East Napa Street and 8th Street East. The County has acquired one trail easement to one section of right of way just north of East Napa Street. The County will need to acquire the remaining railroad right of way to connect to the Sonoma Bike Path.</p> <p>Once acquisition is complete, staff will pursue funding to complete the design and engineering, environmental review, and construction.</p> <p>This is included in project number 83 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	1,500
RP25010	PF	LB	Request	Sonoma Schellville Trail - City Connection	<p>Planning, acquisition, and construction of a 1-mile trail connecting the City of Sonoma's Class I bike path, known as the Sonoma Bike Path, to the County's Sonoma Schellville Trail. Work is currently supported by three funding sources.</p> <p>This trail starts where the Sonoma Bike Path intersects 4th Street East and continues eastward then south to the intersection of East Napa Street and 8th Street East. The County has acquired one trail easement to one section of right of way just north of East Napa Street. The County will need to acquire the remaining railroad right of way to connect to the Sonoma Bike Path.</p> <p>Once acquisition is complete, staff will pursue funding to complete the design and engineering, environmental review, and construction.</p> <p>This is included in project number 83 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	1	1,500



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REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362



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REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362
RP13058	PF	LB	Active	Sonoma Valley Trail	<p>This project includes the planning, acquisition, and development of the 13-mile Sonoma Valley Trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). Work is currently supported by eight funding sources.</p> <p>The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 with connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the corridor.</p> <p>Caltrans funded the 2016 feasibility study for the project. The study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available.</p> <p>This is project number 183 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways. Current work includes securing grant funding and acquiring right-of-way for the trail. This corridor was impacted by the wildfires, received some restoration work funded by others and is expected to recover.</p>	1	9,362
RP16023	PF	LB	Active	Stewarts Point Trail	<p>This project includes acquisition and development of approximately 0.8 miles of California Coastal Trail and a 7-vehicle parking trailhead with amenities located on an easement proposed at Stewart's Point Ranch. Work is currently supported by four funding sources.</p> <p>Regional Parks is collaborating with Save the Redwood League, Sonoma County Ag + Open Space District, State Coastal Conservancy, and others to open a historically significant and visually spectacular section of Sonoma County's north coast.</p> <p>Acquisition was completed in 2017. Biological surveys and the public engagement process began in the spring of 2020. Preliminary design and engineering were completed in the fall of 2021, and the environmental document was completed in March 2022. Based on securing all regulatory agency approvals and funding for construction, the project will be bid for construction in the winter of 2024-25. Construction would be completed in 2026.</p>	5	1,167
RP16023	PF	LB	Active	Stewarts Point Trail	<p>This project includes acquisition and development of approximately 0.8 miles of California Coastal Trail and a 7-vehicle parking trailhead with amenities located on an easement proposed at Stewart's Point Ranch. Work is currently supported by four funding sources.</p> <p>Regional Parks is collaborating with Save the Redwood League, Sonoma County Ag + Open Space District, State Coastal Conservancy, and others to open a historically significant and visually spectacular section of Sonoma County's north coast.</p> <p>Acquisition was completed in 2017. Biological surveys and the public engagement process began in the spring of 2020. Preliminary design and engineering were completed in the fall of 2021, and the environmental document was completed in March 2022. Based on securing all regulatory agency approvals and funding for construction, the project will be bid for construction in the winter of 2024-25. Construction would be completed in 2026.</p>	5	1,167
RP17043	F	LB	Active	Taylor Mountain Phase 2 Trails	<p>Phase 2 development includes the planning, design, and development of 8 miles of new trails, bridges, and pedestrian and bicycle access from Linwood Avenue, Kawana Terrace Road, and Panorama Drive. Work is currently supported by seven funding sources.</p> <p>This phase will open an additional 450 acres of the 1,100-acre Taylor Mountain Regional Park and Open Space Preserve to the public.</p> <p>Funding for this phase is primarily from a \$1.8 million Recreational Trails Program grant. Other sources of funding include the Sonoma County Regional Parks Foundation, the Sonoma County Trails Council, and Park Mitigation Fees. Project planning and design began in fiscal year 17-18, construction started in the summer of 2022 and with completion anticipated summer 2024.</p>	3, 1	2,425



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REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP17043	F	LB	Active	Taylor Mountain Phase 2 Trails	<p>Phase 2 development includes the planning, design, and development of 8 miles of new trails, bridges, and pedestrian and bicycle access from Linwood Avenue, Kawana Terrace Road, and Panorama Drive. Work is currently supported by seven funding sources.</p> <p>This phase will open an additional 450 acres of the 1,100-acre Taylor Mountain Regional Park and Open Space Preserve to the public.</p> <p>Funding for this phase is primarily from a \$1.8 million Recreational Trails Program grant. Other sources of funding include the Sonoma County Regional Parks Foundation, the Sonoma County Trails Council, and Park Mitigation Fees. Project planning and design began in fiscal year 17-18, construction started in the summer of 2022 and with completion anticipated summer 2024.</p>	3, 1	2,425
RP10006	PF	LB	Active	Timber Cove California Coastal Trail	<p>Trail feasibility work is underway to identify a continuous 3-mile trail alignment parallel to Highway 1 for the California Coastal Trail. Work is currently supported by three funding sources.</p> <p>The goal is to safely connect Stillwater Cove Regional Park to Fort Ross State Historic Park for pedestrian and bicycle access. The County and State hold 13 Offers to Dedicate Coastal Access related to the California Coastal Commission's approval of the Timber Cove development.</p> <p>The feasibility study is being coordinated with the update of the Local Coastal Plan, which is currently in process and led by the Permit Sonoma. Trail design is planned to follow the approval of the Feasibility Study and the adoption of the Local Coastal Plan.</p>	5	2,168
RP10006	PF	LB	Active	Timber Cove California Coastal Trail	<p>Trail feasibility work is underway to identify a continuous 3-mile trail alignment parallel to Highway 1 for the California Coastal Trail. Work is currently supported by three funding sources.</p> <p>The goal is to safely connect Stillwater Cove Regional Park to Fort Ross State Historic Park for pedestrian and bicycle access. The County and State hold 13 Offers to Dedicate Coastal Access related to the California Coastal Commission's approval of the Timber Cove development.</p> <p>The feasibility study is being coordinated with the update of the Local Coastal Plan, which is currently in process and led by the Permit Sonoma. Trail design is planned to follow the approval of the Feasibility Study and the adoption of the Local Coastal Plan.</p>	5	2,168
RP10006	PF	LB	Active	Timber Cove California Coastal Trail	<p>Trail feasibility work is underway to identify a continuous 3-mile trail alignment parallel to Highway 1 for the California Coastal Trail. Work is currently supported by three funding sources.</p> <p>The goal is to safely connect Stillwater Cove Regional Park to Fort Ross State Historic Park for pedestrian and bicycle access. The County and State hold 13 Offers to Dedicate Coastal Access related to the California Coastal Commission's approval of the Timber Cove development.</p> <p>The feasibility study is being coordinated with the update of the Local Coastal Plan, which is currently in process and led by the Permit Sonoma. Trail design is planned to follow the approval of the Feasibility Study and the adoption of the Local Coastal Plan.</p>	5	2,168
RP19012	PF	LB	Active	West County Trail - Green Valley Road	<p>Planning and construction to close gaps in the West County Trail. Work is currently supported by four funding sources.</p> <p>This project is for a 0.26-mile trail paralleling Green Valley Road between Ross Road and Atascadero Creek. This trail segment will close the gap between the trail north to Forestville and the trail south to Graton, increasing safety and improving trail user experience.</p>	5	1,352
RP21010	PF	LB	Active	West County Trail - Highway 116 to River Road	<p>This project will extend the West County Trail from Highway 116 in Forestville toward the Russian River. Work is currently supported by two funding sources.</p> <p>Work will include acquisition, planning, and construction for a 0.4-mile Class 1 trail paralleling the east side of Mirabel Road from Highway 116 to Forestville Youth Park. In addition, extending the Class 1 Trail to Davis Road and/or River Road will be evaluated. Work may be completed in phases, as funding is available.</p> <p>Timing of this trail segment will be coordinated with Sonoma Public Infrastructure. Safety improvements and bicycle/pedestrian intersection upgrades at Highway 116 and Mirabel Road are included and road shoulder widening is planned for Mirabel Road.</p> <p>This is a portion of project number 84 in the adopted 2010 Sonoma County Bicycle and Pedestrian Plan, which also designates Regional Parks as responsible for establishing and maintaining Class 1 bikeways.</p>	5	1,205
RP19013	PF	LB	Active	West County Trail - Occidental Road	<p>Acquisition and planning for a 0.87-mile Class 1 trail paralleling Occidental Road from Highway 116 to the West County Trail/Occidental Road intersection, including intersection improvements. Work is currently supported by five funding sources.</p> <p>Occidental Road travels east-west and provides a critical on-road connection for the West County Trail. The trail is located directly north and south of Occidental Road and trail users must use the road shoulders to continue onto the West County Trail.</p> <p>This project includes working closely with Sonoma Public Infrastructure and would provide a trail separated from the road, closing the trail gap. Regional Parks accepted an offer to dedicate a trail easement in 2016 for a portion of the needed right-of-way.</p>	5	3,370



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REQ #	FUNDING STATUS	PROJECT TYPE*	PROJECT STATUS	PROJECT NAME	PROJECT DESCRIPTION	BUILDING / SITE LOCATION	FUNDING REQUESTED \$ '000
RP16017	F	LB	Active	Wohler Beach Improvements	This project includes planning and design, environmental review, permitting, and construction of a new regional multi-use trail connecting Riverfront Regional Park to the Wohler Bridge facility. Work is currently supported by six funding sources. The project includes a section of trail to be constructed through Sonoma Water property, which will require new security measures to protect the public water system. The project also includes a new restroom, new parking area, possible staff / caretaker housing, picnic sites and trail signs, and related amenities. The project will improve the safety, health, environmental quality, and provide additional recreational and educational opportunities. Integrating with Sonoma Water's Water Education Center will address visitor issues, parking and operational issues while adding extensive value for all visitors engaged in river education.	5	2,710
RP16017	F	LB	Active	Wohler Beach Improvements	This project includes planning and design, environmental review, permitting, and construction of a new regional multi-use trail connecting Riverfront Regional Park to the Wohler Bridge facility. Work is currently supported by six funding sources. The project includes a section of trail to be constructed through Sonoma Water property, which will require new security measures to protect the public water system. The project also includes a new restroom, new parking area, possible staff / caretaker housing, picnic sites and trail signs, and related amenities. The project will improve the safety, health, environmental quality, and provide additional recreational and educational opportunities. Integrating with Sonoma Water's Water Education Center will address visitor issues, parking and operational issues while adding extensive value for all visitors engaged in river education.	5	2,710
RP16017	F	LB	Active	Wohler Beach Improvements	This project includes planning and design, environmental review, permitting, and construction of a new regional multi-use trail connecting Riverfront Regional Park to the Wohler Bridge facility. Work is currently supported by six funding sources. The project includes a section of trail to be constructed through Sonoma Water property, which will require new security measures to protect the public water system. The project also includes a new restroom, new parking area, possible staff / caretaker housing, picnic sites and trail signs, and related amenities. The project will improve the safety, health, environmental quality, and provide additional recreational and educational opportunities. Integrating with Sonoma Water's Water Education Center will address visitor issues, parking and operational issues while adding extensive value for all visitors engaged in river education.	5	2,710

221,516

DESCRIPTION:

REQ:

For Regional Parks:

This is the project tracking number assigned for the CIP with department, origination year, and project number

FUNDING STATUS

For Regional Parks:

F = Fully Funded; PF = Partially Funded; U = Unfunded; FBO= Funded By Others

PROJECT TYPE

For Regional Parks:

LB = All construction and acquisition associated with **new** infrastructure; ME = Major Equipment; IMP = improvements and renovations of **existing** facilities and infrastructure; MT = maintenance that maintains but does not appreciably extend the useful life; PL = Plannin

PROJECT STATUS

For Regional Parks:

ACTIVE = Currently in progress; REQUEST = Requesting new project

PROJECT NAME

Name of the project - keywords / brief description

PROJECT DESCRIPTION

Description of project - may include details / current status update

BUILDING / SITE LOCATION

For Regional Parks:

Location of the project by Supervisorial District

FUNDING REQUESTED '000

Funding needed to complete the project in thousands of dollars



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: Board of Supervisors

Date: April 26, 2024

Inquiry Number: BIR13

Title:

Cannabis Tax Collection

Request/Question:

After the passage of Measure A, the Sonoma County Cannabis Business Tax on March 7, 2017, businesses engaged in the cultivation or manufacturing of cannabis/cannabis products within the unincorporated areas of Sonoma County are required to pay taxes.

Cannabis program costs are funded by cannabis business tax revenue and cannabis business tax fund balance. The County's overall cost of managing the cannabis program is projected to be \$1.7 million for FY24-25 and climb to \$1.8 million by FY26-27.

Please provide the cannabis tax fund balance. Please provide projected cannabis business tax revenue for FY24-25, FY25-26, FY26-27.

It is our understanding the Department of Health Services Environmental Health Division, Department of Agriculture/Weights & Measures, and the CAO/BOS have position allocations that receive funding through the cannabis program. Please list these positions and illustrate how the positions are funded utilizing permit fee and Code Enforcement funding, cannabis tax revenue, the cannabis business tax fund balance, and other relevant sources. Please specify the percentage of funding from the cannabis program for each position, along with the portion of the position dedicated to the program.

Staff Response:

The Cannabis Program (i.e.: staffing, county counsel, contract services) is primarily funded by revenue from the Cannabis Business Tax and, where applicable, Cannabis permitting fees.

Below is a table showing the projected ending fund balance and projected Cannabis Business Tax revenue (actual numbers are provided for FY 22-23 as the most recent completed year) through FY 26-27.

	Projected Ending Fund Balance	Projected Cannabis Business Tax Revenue
FY 22-23*	\$4,993,920	\$1,447,164
FY 23-24	\$3,686,721	\$1,600,000
FY 24-25	\$2,777,036	\$1,400,000
FY 25-26	\$2,411,868	\$1,400,000
FY 26-27	\$1,999,415	\$1,400,000

*For FY 22-23, Ending Fund Balance and Cannabis Business Tax Revenue are actual revenue received and actual year end fund balance.

Below is a table showing Cannabis Program positions, job class allocation, funding source(s), and FY 24-25 estimated costs. The numbers in the Job Class Allocation table below reflect the percentage of the position workload dedicated to the Cannabis Program with the exception of the County Administrator's Office staff (the Administrative Analyst dedicates approximately 50% of time and the Administrative Aide dedicates up to 50% of time to the Cannabis Program).

Positions funded	FTE	Job Class Allocation	Funding Source	FY 24-25 Estimated Costs Costs*
Department of Agriculture/Weights & Measures	1.0	1.0 Program Manager	Cannabis Business Tax revenue/fund balance supplements permit and inspection fee revenue, cannabis fine and penalty revenue; estimated costs are the maximum that would be transferred if fee revenue is not available	\$208,660
Permit Sonoma*	1.5	1.0 Senior Code Enforcement Inspector	Cannabis Business Tax revenue/fund balance	\$278,707
		0.5 Code Enforcement Inspector		\$111,642
County Administrator's Office	1.5	1.0 Administrative Analyst	Cannabis Business Tax revenue/fund balance (90%- 100%), GO-Biz Cannabis Equity Grant (no more than 10%)	\$223,407
		0.5 Administrative Aide		\$75,481
Auditor-Controller- Treasurer-Tax Collector	3.33	0.33 Revenue Accounting Division Manager	Cannabis Business Tax revenue/fund balance	\$80,749
		0.5 Supervising Accountant		\$101,293
		0.5 Accountant Auditor		\$62,897
		1.0 Accountant		\$187,749
		1.0 Senior Account Clerk		\$67,568
Department of Health Services	0.73	0.33 Environmental Health Manager 0.40 Senior Environmental Health Specialist	Cannabis Business Tax revenue/fund balance supplements permit and inspection fee revenue; estimated costs are the maximum that would be transferred if fee revenue is not available	\$132,107

*Permitting costs by Permit Sonoma are 100% covered by fees at full cost recovery. Permit Sonoma fine revenue is highly unpredictable and is not used to fund positions. Fine revenue is deposited into the General Fund.

Permit Sonoma has requested, as part of the Program Change Request process, extension of 2.0 FTE time-limited positions (see table below) for the Cannabis Program Update and Environmental Impact Report already underway, to be completed in FY 24-25. The costs noted in the table below would be in addition to the positions and funding noted above.

Positions funded	FTE	Job Class Allocation	Funding Source	FY 24-25 Estimated Costs Costs
Permit Sonoma	2.0	1.0 Supervising Planner	Cannabis Business Tax revenue/fund balance	\$235,725
		1.0 Planner III		\$217,200



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Department: BOS

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Inquiry Number: BIR14

Title:

County Leases

Request/Question:

Please provide an inventory of County owned and leased buildings. Include information on lease effective date, total rentable square feet, and rental rates billed to the occupant of the building.

Staff Response:

Attached is an inventory, prepared by Sonoma Public Infrastructure, of County-owned and County-leased properties managed by SPI-Real Estate. The inventory identifies the department or entity, property address, commencement date and expiration date, and the annual rent.

COUNTY-LEASED PROPERTIES					County	Commencement			Monthly	Annual
DEPT	Occupant	City/Town	Property Address	Category	Interest	Date	Sq. Ft.	Other Area	Rent or Fee	Rent or fee
ACTTC	Enterprise Financial System (EFS) Project	Santa Rosa	433 Aviation Boulevard	Office	Tenant	01/01/16	5,104	Use of Spring Lake Conf Mtg Room and Hood Mtn Conf Mtg Room	\$10,208.00	\$122,496.00
GSD	Ag Comm., CRA, and former spaces utilized by DEM, Regional Parks, SPI	Petaluma	11 English Street	Office	Owner/Occupant	01/12/54	6,400		\$0.00	\$44,000.00
GSD		Santa Rosa	400 Aviation Blvd	Office	Tenant	(estimated 09/01/16)	73,036		\$160,679.20	\$1,928,150.40
APOSD	SCAPOSD-Regional Parks - Jacobs Ranch	Santa Rosa	5313 Sonoma Mountain Road	Land	Licensee	06/20/12	see agreement	single-family dwelling	\$0.00	\$0.00
AWM and UCC	AWM (formerly Ag Comm) and UCCE	Santa Rosa	133 Aviation Boulevard	Office & Warehouse	Tenant	11/03/03	21,397		\$49,136.09	\$589,633.08
BOS-D1	Sonoma Valley Neighborhood-based services site	Sonoma	19080 Lomita Avenue	Office	Tenant	10/30/23	7,332		\$17,596.80	\$211,161.60
CRA	Clerk-Recorder-Assessor-ROV	Santa Rosa	3033 Coffey Lane	Warehouse	Tenant	01/19/15	15,145		\$8,949.28	\$107,391.36
CRA	Clerk-Recorder-Assessor-ROV	Glen Ellen	14301 Arnold Drive	Land	Licensee	02/17/22	25		\$0.00	\$0.00
CAO	Office of Equity	Santa Rosa	111 Santa Rosa Avenue	Office	Tenant	05/01/23	2,487		\$5,635.34	\$67,624.08
CAO	IOLERO (Independent Office of Law Enforcement Review & Outreach)	Santa Rosa	3333 Mendocino Avenue	Office	Tenant	08/01/21	2,511		\$5,194.64	\$62,335.68
DCSS	Department of Child Support Services (DCSS)	Santa Rosa	3725 Westwind Boulevard	Office	Tenant	06/01/11	17,866		\$34,124.06	\$409,488.72
DEM/SMART	Sonoma-Marin Area Rapid Transit (SMART) Community Emergency Resilience Center (CERC)	Cloverdale	425 Asti Road	Warehouse	Lessee	02/01/23	1,687	fenced land in addition to WH space	\$868.81	\$10,425.72
DEM	Disaster Supply Storage warehouse	Windsor	7844 Bell Road	Warehouse	Tenant	12/01/20	2,160		\$2,596.32	\$31,155.84
DEM	Emergency Management (storage space)	Santa Rosa	5793 Skylane Boulevard	Warehouse	Tenant	10/09/19	1,000		\$1,185.00	\$14,220.00
DHS	Public Health	Santa Rosa	463 Aviation Boulevard	Office	Tenant	(Estimated Sept 2020)	40,746		\$77,417.40	\$929,008.80
DHS	DHS - BH Rehab Center	Santa Rosa	440 Arrowood Boulevard	43 BR Rehab	Tenant	03/04/24	25,414		\$47,015.90	\$564,190.80
DHS	Sonoma County Sheriff's Morgue & Coroner's Office	Santa Rosa	3336 Chanate Road	Office/Morgue	Tenant	12/23/21	31,950		\$7,225.79	\$86,709.48
DHS	Public Health Lab	Santa Rosa	3313 Chanate road	Laboratory	Tenant	12/23/21	18,070		\$19,170.46	\$230,045.52
DHS	DHS - Emergency Medical Services Agency (Coastal Valley)	Santa Rosa	195 Concourse Boulevard	Office/Warehouse	Tenant	07/28/14	4,310		\$7,760.53	\$93,126.36
DHS	DHS - WIC Program	Santa Rosa	1450 Guerneville Road	Office	Tenant	12/01/10	8,035		\$13,257.75	\$159,093.00
DHS	DHS - BH Program CMHC Cloverdale	Cloverdale	140 So. Cloverdale Boulevard	Office	Tenant	07/01/15	840		\$934.63	\$11,215.51
DHS	DHS BH Urgent Care Ctr aka Crisis Stabilization Unit (CSU)	Santa Rosa	2225 Challenger Way	Office/CSU	Tenant	03/01/16	14,066		\$26,756.86	\$321,082.32
DHS	DHS BH Integrated Health Team, Crisis Intervention	Santa Rosa	2245 Challenger Way	Office	Tenant	02/12/18	13,270		\$31,086.36	\$373,036.32
DHS	FSP, TAY, and OAT	Santa Rosa	2235 Challenger Way	Office	Tenant	06/11/18	9,647		\$23,243.28	\$278,919.36
DHS	DHS BH Integrated Health/Recovery, Transportation Team	Santa Rosa	2255 Challenger Way	Office	Tenant	06/11/18	7,116		\$16,577.24	\$198,926.88
DHS	DHS BH QA, Admin, Med Records, Youth & Family	Santa Rosa	2227 Capricorn Way	Office	Tenant	07/23/18	24,139		\$55,406.37	\$664,876.44
DHS	DHS - Behavioral Health Division	Santa Rosa	2227 Capricorn Way	Office	Tenant	05/23/13	1,896		\$4,190.76	\$50,289.12
DHS	DHS BH Regional Services	Petaluma	5350 Old Redwood Highway	Office	Tenant	02/01/18	6,361		\$12,403.95	\$148,847.40
DHS	Progress Foundation	Santa Rosa	1120 Gordon Lane	Office/CSU	Lessee	05/01/17	2,473	10-bed facility; 20,473 sq ft of land	public benefit	\$0.00
DHS	DHS Admin/Fiscal	Santa Rosa	1450 Neotomas Avenue	Office	Tenant	01/15/19	33,635		\$75,632.99	\$907,595.88
DHS	DHS Public Health	Santa Rosa	625 - 5th Street / 418 Riley Street	Office	Tenant	01/01/19	38,548		\$84,012.87	\$1,008,154.44
EDB	Economic Development Board	Santa Rosa	141 Stony Circle	Office	Tenant	10/07/13	7,134		\$13,284.81	\$159,417.72
GSD	Sheriff Radio Unit - Sonoma Mtn.	Penngrove	2480 Sonoma Mtn. Road	Com Site	Grantee	08/18/59	62,509		\$0.00	\$0.00
GSD	Dept of Forestry & Fire Protection (CALFIRE) - Mt. Jackson Lookout	Rio Nido	15008 Sweetwater Springs Road	Com site	Lessee	03/01/08	1,250	tower, eqpt shelter, electrical easement & 1.5 mi. of access road	County maintains facility	

GSD	Dept of Forestry & Fire Protection (CALFIRE) - Mt. Jackson Lookout	Rio Nido	15008 Sweetwater Springs Road	Com Fac	Lessee	03/01/08	1,250	electrical easement & 1.5 mi of access road	in-kind maint, rack, antenna space, electricity & backup power	
GSD	Judicial Council of Calif, State of California (for County employee parking)	Santa Rosa	600 Administration Drive	Parking	Lessee	recording of grant	107,766	pkg lot at Ventura Ave & Administration	\$1.00	\$1.00
GSD	Judicial Council of Calif, State of California (for County employee parking)	Santa Rosa	P20 parking lot, Russell Avenue	Parking	Sublease	08/01/14	57,148	P20 parking lot at Russell Avenue	\$1.00	\$1.00
GSD	County storage and Library Archives	Santa Rosa	3555 Westwind Boulevard	Storage	Tenant	08/01/21	5,269		\$6,059.35	\$72,712.20
HSD	HSD Administration	Santa Rosa	3750 Westwind Blvd	Office	Tenant	11/06/23	9,070		\$16,326.00	\$195,112.00
HSD	HSD Economic Assistance Division	Santa Rosa	3843 Brickway Boulevard	Office	Tenant	09/14/20	33,879		\$68,487.92	\$821,855.04
HSD	(Administration Svcs.)	Santa Rosa	2255 Challenger Way	Office	Tenant	08/05/22	3,095		\$5,897.78	\$70,773.36
HSD	HSD Logistics Storage	Santa Rosa	5345 Skylane Boulevard	Office/Warehouse	Tenant	07/01/22	7,000		\$9,733.50	\$116,802.00
HSD	HSD - The Lakes (Job Link and SonomaWORKS)	Santa Rosa	2227 Capricorn Way	Office	Tenant	06/03/11	49,739		\$84,556.30	\$1,014,675.60
HSD	HSD - Adult & Aging and Public Authority	Santa Rosa	3725 Westwind Boulevard	Office	Tenant	06/01/17	38,203		\$85,147.01	\$1,021,764.12
HSD	HSD - Family Youth & Children (FYC)	Santa Rosa	1202 Apollo Way	Office	Tenant	07/23/12	36,978		\$92,755.61	\$1,113,067.32
HSD	HSD - Admin, Fiscal and IS	Santa Rosa	3600 Westwind Boulevard	Office	Tenant	01/18/05	25,672		\$57,129.36	\$685,552.32
HSD	HSD - Neighborhood Services - Petaluma	Petaluma	5350 Old Redwood Highway	Office	Tenant	05/22/17	15,949		\$31,898.00	\$382,776.00
ISD	ISD - Records Center and Mail Room	Santa Rosa	1375 No. Dutton Avenue	Office	Tenant	01/01/92	13,600		\$13,717.47	\$164,609.64
Probation	Probation - Day Reporting Center (DRC)	Santa Rosa	2400 County Center Drive	Office	Tenant	05/01/16	5,691		\$12,682.43	\$152,189.16
Probation	Probation - Adult Investigations Unit	Santa Rosa	2777 Cleveland Avenue	Office	Tenant	12/01/17	2,953		\$6,162.01	\$73,944.12
Probation	Probation - Adult Services Pre-Trial Program	Santa Rosa	3333 Mendocino Avenue	Office	Tenant	04/01/22	1,719		\$3,811.52	\$45,738.24
Sheriff	Dept of the Army USACE (Sheriff Boat Unit Substation at Warm Springs Dam)	Geyserville	3333 Skaggs Springs Road (Warm Springs Dam)	Office	Licensee	07/28/05	690		\$0.00	\$0.00
GSD	Sheriff Radio Unit - Bay Hill Road (road maintenance agrmt)	Bodega	2855 Bay Hill Road	Road	Party	04/17/06	<1 mile road	road	public benefit	\$0.00
GSD	Sheriff Radio Unit - Bay Hill (Incline)	Bodega Bay	2855 Bay Hill Road	Com Site	Lessee	08/01/15		tower space	\$7,089.18	\$85,070.16
GSD	Reg Parks and ISD (Lewers)	Annapolis	Kelly Road	Road	Licensee	08/01/02		2.5 miles	\$2,954.57	\$35,454.84
GSD	LLC)	Mendocino Co.	44701 & 44705 Fish Rock Road	Com Site	Tenant	10/01/02		site+tower space	\$1,062.23	\$12,746.76
GSD	Geyser Peak - Communications & Control, Inc.	Geyserville	8770 Geyser Road	Com Site	Tenant	03/01/23	see agreement	County operates the tower 6 antenna spaces on	\$9,687.00	\$116,244.00
GSD	Sheriff Radio Unit - Mt. Barham (SBA Towers)	Santa Rosa	2179 Calistoga Road	Com Site	Tenant	04/08/03	28	tower	\$2,125.48	\$25,505.76
GSD	Sheriff Radio Unit - Oak Ridge	Annapolis	25555 Kelly Road	Com Site	Tenant	10/01/94	229,126		\$0.00	\$0.00
GSD	Sheriff Radio Unit - Oak Ridge (Crown Castle)	Annapolis	25555 Kelly Road	Com Site	Licensee	08/01/15			\$1,773.48	\$21,281.76
GSD	Sheriff Radio Unit - Pine Mtn. (Hoffner)	Cloverdale	33550 Pine Mountain Road	Com Site	Tenant	06/01/95	2,500		\$600.00	\$7,200.00
Sheriff	Sheriff Radio Unit - Point Arena (Mendocino County)	Point Arena	25470 Ten Mile Road	Com Site	Licensee	03/15/14	see comments	space inside shelter for 2 eqpmt racks and charger/UPS system	\$0.00	\$0.00
GSD	Sheriff Radio Unit - Poole Ridge / Siri Road (1998 orig)	Guerneville	21789 Siri Road (fmr 21000)	Com Site	Licensee	08/01/16	2,500	vault & tower & 12' wide access road	\$4,065.61	\$48,787.32
GSD	Poole Ridge / Siri Road (60% of base rent rec'd by County's sublease w/New Cingular Wireless)	Guerneville	21789 Siri Road (fmr 21000)	Com Site	Licensee	[see above master lease]			\$2,700.00	\$32,400.00
GSD	Moonraker comm site / The Sea Ranch Association (TSRA) ground lease	The Sea Ranch	33012 Timber Ridge Road	Com Site	Tenant	04/21/15	400	912sf (associated infrastructure)	\$2,108.98	\$25,307.76
GSD	Sheriff Radio Unit - Moonraker (American Tower 5-CA0907-1106 411007)	The Sea Ranch	33012 Timber Ridge Road	Com Site	Licensee	11/01/14		tower space (County is sublicensee)	\$1,520.13	\$18,241.56
GSD	Sheriff Radio Unit - Sleepy Mtn. (Sandra Donnell)	Sonoma	4499 Stage Gulch Rd.	Com Site	Tenant	07/01/89	10,000		\$837.67	\$10,052.04
GSD	Sheriff Radio Unit - Sleepy Mtn. (Sandra Donnell: SRJC sublease rent)	Sonoma	4499 Stage Gulch Rd.	Com Site	Sublessee	07/01/89			\$445.30	\$5,343.60

GSD	Sheriff Radio Unit - Sleepy Mtn. (Sandra Donnell: Golden Gate Bridge Highway & Transportation District sublease)		4499 Stage Gulch Rd.	Com Site	Sublessee	07/01/17		tower space; portion of vault; eqpmt connected to County generator, service of which NTE 50	\$1,351.20	\$16,214.40
GSD	County of Napa - Dept of Public Works - BLM Lands - Mt. St. Helena	Calistoga	1 Mt. St. Helena Road	Com Site	Sublessee	01/01/23	Rack space in Napa County vault; and equipment on Napa County tower		\$1,327.67	\$15,932.04
Sheriff	Speedway Sonoma LLC (Sears Point)	Sonoma	29355 Arnold Drive (corner of Hwy 37 and Hwy 121)	Com Site	Tenant	09/12/08	see comments	ground space to install 25'x18' comm bldg, 80' tower + 385SF ofc space; and ground spacefor 40' mast	\$0.00	n/a
Sheriff	Sheriff Radio Unit - Warm Springs Dam & Lake Sonoma	Geyserville	Rockpile Road	Com Site	Grantee	09/27/13	(not shown)	land for transportable radio site	\$0.00	\$0.00
GSD	UCCE - UC Master Gardener	Santa Rosa	7425 Rancho Los Guilicos Road	Land	Owner	03/01/23	36,000		\$0.00	\$0.00
TPW	PSA - Beth Streets	Guerneville	Guerneville Plaza (ROW property)	Maintenance	Owner/Occupant	06/30/21		Flagpole system		\$1.00

COUNTY-OWNED PROPERTY					County	Commencement			Monthly	Annual
DEPT	Occupant	City / Town	Property Address	Category	Interest		Sq. Ft.	Other Area	Rent or Fee	Rent or fee
DHS	City of Santa Rosa (Animal Shelter)	Santa Rosa	1247 Century Court	Facility	Owner			undesignated	\$0.00	\$0.00
GSD	Guerneville Library	Guerneville	14107 Armstrong Woods Road	Facility	Owner	02/29/24		bldg, grounds & parking lot	\$0.00	\$0.00
								land, residential buildings, and detached garage converted into an office at 695 Russell Avenue		
CDC	Community Development Commission	Santa Rosa	695-697-699 Russell Avenue	Housing	Landlord	01/31/24			\$0.00	\$0.00
GSD	Sonoma Vets Building	Sonoma	126 First Street West	Veterans	Licensor	10/04/18	855		\$0.00	\$0.00
							pool, and portions of bldg: hall, restrooms, attendants quarters, storage	See comments		
GSD	City of Cloverdale	Cloverdale	205 W. First Street	Veterans	Licensor	07/01/23			n/a	\$3,500.00
GSD/TPW	Willow Creek Bridge Mural Installation	Jenner	Bridge located at Highway 1 Postmile 10.55	Maintenance	Grantor	06/30/16		Willow Creek Bridge site	\$0.00	\$0.00
GSD	Rudolph & Sletten (P26 parking)	Santa Rosa	Mendocino Avenue	Parking	Licensor	02/02/23	63,646		\$1,350.00	\$16,200.00
GSD	Community Housing Sonoma County (Tiny Homes Project)	Santa Rosa	665 Russell Avenue	Housing	Landlord	07/31/18		land only	\$0.00	\$0.00
GSD	City of Santa Rosa (for Tiny Homes Project)	Santa Rosa	665 Russell Avenue	Housing	Owner	07/31/18	n/a	n/a	n/a	\$162,120.00
GSD	City of Santa Rosa (for Tiny Homes Project)	Santa Rosa	665 Russell Avenue	Housing	Owner	07/31/18	n/a	n/a	n/a	\$90,986.00
GSD	American Red Cross (Sonoma County Chapter #05-310)	Santa Rosa	470 Hood House Drive	Land	Licensor	06/01/07	3,600		\$0.00	\$0.00
GSD	Bird Rescue Center	Santa Rosa	3430 Chanate Road	Office	Licensor	02/11/14	21,780	2 quyonset huts	\$0.00	\$0.00
DHS	West County Community Services	Petaluma	5350 Old Redwood Highway	Office	Licensor	03/23/21	774		\$0.00	\$0.00
DHS	University Partners, LLC (Crestwood Behavioral Health, Inc. - subtenant)	Santa Rosa	7440 Los Guilicos Road	Lease & Dev Agrmt	Owner	01/24/22			\$20,134.36	\$241,612.32
DHS	DHS Community Mental Health Guerneville (1,918 SF)	Guerneville	16390 Main Street	Office	Tenant	11/01/23	1,918		\$4,907.90	\$58,894.80

DHS	DHS Regional Services Guerneville (583 SF)	Guerneville	16390 Main Street	Office	Tenant	12/01/23	583		\$1,825.64	\$21,907.68
DHS	Bucklelew Programs	Santa Rosa	1430 Neotomas Avenue	Office	Licensors	TBD - commences upon execution of the services agreement	5,060	non-exclusive parking plus use of County-provided equipment (appliances)	\$0.00	\$0.00
DHS	Santa Rosa Community Health Centers (Bridges Program)	Santa Rosa	2235 Challenger Way	Office	Licensors	10/23/18	1,131		\$0.00	\$0.00
DHS	Women's Recovery Services / A Unique Place	Santa Rosa	920 W. 8th Street	Housing	Licensors	09/14/18	1,102		\$0.00	
DHS	Aliados (formerly the Redwood Community Health Coalition)	Santa Rosa	1450 Guerneville Road	Office	Licensee	Sunday, July 1, 20	136	2 wkstations, common areas	\$500.00	\$6,000.00
EDB/BOS	Redwood Guild of Fiber Arts	Santa Rosa	575 Administration Drive (Admin Building)	Office	Owner	10/01/22		ceiling space in Admin Center lobby	\$0.00	\$0.00
GSD	Bank of America, National Association (BofA bldg)	Guerneville	16390 Main Street			11/01/09	101		\$2,420.00	\$29,040.00
GSD	West County Community Services (BofA Building)	Guerneville	16390 Main Street	Office	Owner	07/01/15	3,001		\$5,834.95	\$70,019.40
GSD	Equitable Access California (BofA building)	Guerneville	16390 Main Street	WiFi Access Point	Owner	05/15/23	see Other Area	electrical outlet for Point of Entry injector; and exterior site for access point (installation of approx. 12" x 6" x 2" box)	n/a	\$0.00
GSD	and Natural Resources and UCCE)	Santa Rosa	7425 Rancho Los Guilicos Road	Land	Owner	08/22/22	n/a		\$0.00	\$0.00
GSD	Wright Tree Service and DRG Pacific Services	Santa Rosa	7425 Rancho Los Guilicos Road	Land	Owner	08/10/22	n/a		\$0.00	\$0.00
GSD	PGE (for SMART project)	Santa Rosa	1243 Century Court	Easement	Grantor	09/01/15	50	strip of land, 10' lying 5' on each side of the centerline described in Exhibit A (Legal Description) of easement	\$0.00	\$1,000.00
GSD	PGE/Metro PCS - easement at Los Guilicos	Santa Rosa	PGE Tower at Los Guilicos	Com Fac	Grantor	05/23/06		tower space	\$2,521.21	\$27,014.56
GSD	PGE/Sprint - easement at Los Guilicos	Santa Rosa	PGE Tower at Los Guilicos	Com Fac	Grantor	10/13/98		tower space	\$1,665.07	\$19,980.88
GSD	County of Marin	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Landlord	10/01/00		2rks+ants	\$20.00	\$240.00
GSD	AT T (formerly New Cingular Wireless) - Siri Road	Monte Rio	21789 Siri Road	Com fac	Sublessor	upon issuance of b	135	tower space,	\$4,500.00	\$54,000.00
GSD	Pacific Gas & Electric (Mt. Barham)	Santa Rosa	2179 Calistoga Road	Use and access of/to	Licensors	11/01/22			\$100.00	\$1,200.00
GSD	Occidental Volunteer Fire Department	Occidental	Main Street (3800 Bohemian Highway)	Land	Landlord	10/07/00	2,900		\$0.00	\$0.00
GSD	United States Geological Society (USGS)	Petaluma	2482 Sonoma Mountain Road	Land	Lessor	10/01/20	64 sq. ft. of land to insta	Rack space within vault; tower space until new USGS is built	\$4,270.00	\$51,240.00
GSD	CA Department of Forestry & Fire Protection (CALFIRE), Sonoma-Lake-Napa unit (Los Guilicos campus)	Santa Rosa	538 Eliza Way	Staff Housing	Lessor	04/01/22	11,200	adj parking area, court and yard area totalling 1 acre	\$0.00	\$0.00
GSD	Sonoma Valley Community Communications (SVCC/KSVY FM Radio)	Sonoma	4499 Stage Gulch Road	Land	Licensors	09/01/21	840	Rack space in County vault, see comments	\$1,000.00	\$12,000.00
GSD	Moonraker comm site / State of CA California Highway Patrol (CHP) (sublease)	The Sea Ranch	33012 Timber Ridge Road	Com Fac	Licensors	10/01/22		Rack space in County vault	\$782.80	\$9,393.60
GSD	Santa Rosa Junior College District - Mt. Jackson	Guerneville	15008 Sweetwater Springs Road	Com Fac	Licensors	08/01/16		Use of UHF antenna, vault and tower space; eqpmt connected to County emergency service generator	\$890.60	\$10,687.20

GSD	Santa Rosa Junior College District - Sleepy Mountain	Sonoma	4499 Stage Gulch Road	Com Fac	Licensors	07/01/16		portion of vault, tower and have its epmt connected to County emergency service generator, NTE 20amp service.	\$890.60	\$10,687.20
GSD	Santa Rosa Junior College District - County Admin Center (Ventura Boulevard)	Santa Rosa	2796 Ventura Avenue	Com Fac	Licensors	10/08/03		Portion of radio room, tower space and have its eqpmt connected to County's emergency service generator, NTE 20amp service.	\$0.00	\$0.00
GSD	SCOE Valley of Moon Children's School	Santa Rosa	Pythian Road North	Land	Landlord	10/01/94	65,340		\$0.00	\$0.00
GSD	State of California (CHP Oak Ridge; may be in CDF)	Annapolis	Oak Ridge Lookout Comm. Site	Com Fac	Landlord	09/01/90		6rks	\$0.00	\$0.00
GSD	State of California CHP Sonoma Mountain	Penngrove	Sonoma Mountain Comm. Site	Com Site	Licensee	07/01/21	2,500	use of County's (6) antennas + CHP's add'l (2) antennas	\$5,159.00	\$61,908.00
TLs Trust	Tidelands - Lucas Wharf (base rent)	Bodega Bay	Tidelands Tract No. 10	Tidelands	Landlord	07/28/81		Tidelands, pier and improvements	\$250.00	\$3,000.00
TLs Trust	Tidelands - Lucas Wharf (% of gross sales rent)	Bodega Bay	same lease as above	Tidelands	Landlord	see above		same lease	n/a	\$85,819.27
TLs Trust	Restaurant	Bodega Bay	Tidelands Tract No. 5 & 6	Tidelands	Landlord	02/01/99	135,472		\$5,866.67	\$70,400.04
TLs Trust	Tidelands - Porto Bodega (RV parking)	Bodega Bay	Tidelands Tract No. 1	Tidelands	Licensors	01/01/15	5,600		\$500.00	\$6,000.00
GSD	Bodega Bay Community Association	Bodega Bay	HWY 1, BB	Land	Landlord	05/15/79	304,920		\$0.08	\$1.00
GSD	West County Health Centers, Inc. (formerly Occidental Area Health Center)	Occidental	3849 Main Street	Land	Landlord	03/01/98	1,500		\$0.00	\$0.00
GSD	West County Health Centers, Inc. (parking and storage)	Occidental	[adjacent to] 3849 Main Street	Parking	Licensors	10/21/14	270	paved parking & driveway area	\$0.00	\$0.00
GSD	California Dept. of Forestry & Fire Protection	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Licensors	07/01/22		tower space shared use of 1 County antenna plus 1 full rack in vault	\$477.35	\$5,728.20
Reg. Parks	City of Sonoma (Veterans Cemetery Parking)	Sonoma	177 First Street West	Land	Licensors	08/01/01		unkn.	\$0.00	\$0.00
GSD	Community Child Care Council of Sonoma County, Inc.	Santa Rosa	2614 Paulin Drive	Office	Licensors	10/01/04	2,300		\$1,709.16	\$20,509.92
GSD	County of Mendocino (Oak Ridge Lookout)	Annapolis	25555 Kelly Road	Com Site	Licensors	11/18/08		space for 2 racks	see agreement	0
Courts	Court Appointed Special Advocates (CASA)	Santa Rosa	305 Casa Mariana Road, Classrooms D,I,J,K,L	Office	Licensors	01/01/98	3,115	Classroom I (per 4th Amend), L and	\$0.00	\$0.00
GSD	Marin Emergency Radio Authority (MERA)	Petaluma	2482 Sonoma Mountain Road	Com Fac	Licensors	02/01/21	632.5	microwave structure; tower space; 2 rack spaces in County vault;	\$5,845.82	\$70,149.84
GSD	MERA monthly fee for repairs/maint/road	Petaluma	2482 Sonoma Mountain Road	Com Fac	Licensors	02/01/21		n/a	\$100.00	\$1,200.00
GSD	MERA monthly fee for vegetation mgmt	Petaluma	2482 Sonoma Mountain Road	Com Fac	Licensors	Monday, February 1, 2021		n/a	\$22.00	\$264.00
GSD	Federal Bureau of Investigation (FBI) - Mt. Jackson Comm Site	Rio Nido	15008 Sweetwater Springs Road	Com Fac	Licensors	01/01/86		1rk+1ant	\$347.92	\$4,175.04
GSD	Federal Bureau of Investigation (FBI)	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Licensors	10/01/18		Vault and antenna	\$463.71	\$5,564.52
GSD	Federal Emergency Management Agency (FEMA)	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Licensors	04/01/80		1rk+1ant	\$0.00	\$0.00
GSD	U.S. Dept. of Justice, Federal Bureau of Investigation (FBI)	Santa Rosa	2796 Ventura Avenue (Sheriff's building)	Com Fac	Licensors	10/01/21		Rack space in Data Center to house router, multiplexer and	\$41.67	\$500.00
TPW	Friends of Villa Grande	Villa Grande	TPW ROW property at intersection	Land	Licensors	02/11/14	33,774		\$0.00	\$0.00

TPW	River Friends of the Library	Guerneville	14900 Armstrong Woods Road	Land	Licensor	02/11/14	280	pad site for 2 storage	\$0.00	\$0.00
TPW	Geyserville Chamber of Commerce	Geyserville	21100 Geyserville Avenue	Plaza	Licensor	11/02/10		use of Geyserville Plaza, Park & Ride	\$0.00	\$0.00
TPW	Windsor Chamber of Commerce (Intermodal Facility)	Windsor	9001 Windsor Road (APN 066-100)	Office	Licensor	08/16/07	1,639		\$1,082.30	\$12,987.60
TPW	UNAVCO, Inc. (Petaluma Central Landfill)	Petaluma	PET Central landfill	Land	Licensor	02/01/06	300		\$0.00	\$0.00
TPW	North Sonoma Coast Fire Protection District (Annapolis Fire Station)	Annapolis	32700 Annapolis Road	Land	Licensor	04/01/16	1,920	720SF concrete pad + non-exclusive easement from Annapolis Road	\$0.00	\$0.00
TPW	Russian River Rotary Foundation	Guerneville	Guerneville Plaza	Road	Licensor	06/10/14		Plaza only		\$151.00
TPW	Russian River Chamber of Commerce & Visitor Center	Guerneville	Guerneville Plaza	Road	Licensor	08/04/20		Bridge & Plaza	\$0.00	\$151.00
TPW	Joseph Camozzi grazing agreement	Petaluma	403 Mecham Road	Land	Licensor	12/17/19	5,357,880		\$819.31	\$9,452.40
GSD	Julee Ash Cole	Rio Nido	Portion of Stanley Cemetery	Land	Licensor	04/25/97		legal desc	\$0.00	\$0.00
GSD	Golden Gate Bridge Highway & Transp. District (Sleepy Mountain-Donnell)	Sonoma	Sleepy Mtn. Comm. Site	Com Site	Licensor	07/01/17		portion of County tower space, space in County's vault	\$3,032.92	\$36,395.04
GSD	Golden Gate Bridge Highway & Transp. District (Sonoma Mountain-Stevenson Easement)	Petaluma	2482 Sonoma Mountain Road	Com Site	Licensee	07/01/17		ground space for GGBHTD tower, space on County's tower and space in County's vault	\$4,036.92	\$48,443.04
GSD	West County Transportation Agency - Sonoma Mountain	Petaluma	2482 Sonoma Mountain Road	Com Site	Licensee	07/01/14			\$331.15	\$3,973.80
GSD	West County Transportation Agency - Mt. Jackson	Guerneville	15008 Sweetwater Springs Road	Com Site	Licensee	07/01/14			\$347.92	\$4,175.04
GSD/Fair	GTE Mobile d/b/a Verizon Wireless	Santa Rosa	1350 Bennett Valley Road	Com Site	Landlord	12/23/20	800		see agrmt	
Reg. Parks	GTE Mobile d/b/a Verizon Wireless	Sonoma	284 1st Street West	Com Fac	Lessor	04/01/04	800	12' right-of-way	1,612.70	\$19,352.40
Reg. Parks	MetroPCS - Doran Beach	Bodega Bay	201 Doran Beach Road	Com Fac	Licensor	12/19/07	100	Portion of metal pole and 5' wide underground temporary utility easement	\$2,913.88	\$34,966.56
GSD	Point Arena School District	Mendocino	25470 Ten Mile Road	Com Fac	Licensor	01/01/90		rp+1ant	\$0.00	\$0.00
GSD	Communications Authority)	Santa Rosa	2796 Ventura Avenue	Office	Landlord	07/01/13	1861		\$0.00	\$0.00
GSD	Redwood Credit Union - drive-up ATM	Santa Rosa	370 Administration Drive	Pad	Licensor	11/30/21	81	pad site	annual rent	\$2,913.65
GSD/Fair	Sonoma County Fair Foundation	Santa Rosa	1350 Bennett Valley Road	Land	County	09/01/15			\$0.00	\$0.00
GSD	Sonoma County Museum	Santa Rosa	301 Hood House Drive	Storage	Licensor	07/01/07	1,228		\$0.00	\$0.00
GSD/SCWA	Sonoma County Water Agency - Sonoma Mountain	Penngrove	Sonoma Mountain Comm. Site	Com site	Licensor	12/13/11		pts of vault and tower	\$119.33	\$1,431.91
GSD/SCWA	Sonoma County Water Agency	Sonoma	4499 Stage Gulch Road	Com site	Licensor	07/01/22		pole	\$300.00	\$3,600.00
TPW	Sonoma County Wildlife Rescue Center	Petaluma	403 Mecham Road	Land	Licensor	05/01/06	361,984	garage, 1280sf outbuilding, right to use existing driveway	See agreement	see agreement
GSD	Sonoma County Wildlife Rescue (formerly known as Wildlife Rescue Center for Disease & Toxin Investigation	Santa Rosa	171 Pythian Road, House #1	Office / Animal Hosp	Licensor	02/11/14	12,000	single-family dwelling, storage area & parking for 4 cars	\$0.00	\$0.00
GSD	Petaluma Pumpkin Patch, LLC (c/o Jim Groverman)	Petaluma	APN 007-432-002 (small portion of County land fronting Hwy 101 So.)	Land	Licensor	06/09/17			\$0.00	\$0.00
GSD	Jerald Huffman; 2013-2022 Marc Levine; Damon	Petaluma	11 English Street	Office	Licensor	11/05/07	150		\$100.00	\$1,200.00
GSD	State of California (CHP Sleepy Mountain)	Sonoma	4499 Stage Gulch Road	Com Fac	Licensor	07/01/13		portion of land	\$5,478.00	\$65,736.00

GSD	State of California (Parks & Recreation) Sonoma Mtn comm site	Petaluma	2482 Sonoma Mountain Road	Com fac	Licensors	07/01/20		Rack & tower space, & licensee's eqpmt	\$1,022.00	\$12,264.00
GSD	State of California (Parks & Recreation) site maint/repairs	Petaluma	2482 Sonoma Mountain Road	Com fac	Licensors	07/01/20		n/a	\$100.00	\$1,200.00
GSD	State of California (Parks & Recreation) vegetation mgmt	Petaluma	2482 Sonoma Mountain Road	Com fac	Licensors	07/01/20		n/a	\$22.00	\$264.00
GSD	State of California (Parks & Recreation)	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Licensors	06/30/91		1rk+1ant	\$45.00	\$540.00
GSD	State of California (Parks & Recreation)	Jenner	Seaview Comm. Site	Com Fac	Licensors	12/31/91		1rk+1ant	\$135.00	\$1,620.00
GSD	State of California (State Police aka CA-Highway Patrol, CHP)	Penngrove	Sonoma Mountain Comm. Site	Com Fac	Licensors	08/31/96	2,500	portion of County's vault, 2 rack spaces in spaces #13 and #14; portion of tower space; portion of CHP structure space	\$2,388.35	\$28,660.20
GSD	U.S. Congressman Mike Thompson, California 5th Congressional District	Santa Rosa	2300 County Center Drive	Office	Licensors	02/03/13	1,060		\$1,012.96	\$12,155.52
GSD	MOU - Human Resources (SR Vets Building)	Santa Rosa	1351 Maple Avenue	Training Facility	Grantors	07/01/23	see Other Area	auditorium = 9,890 SF / dining room = 3,080 SF / lodge room = 3,080 SF	see agreement	NTE \$30,000 for term of MOU
DHS	DHS GV Vets bldg	Guerneville	16255 First Street	Housing	Grantors	07/01/23			\$11,569.00	\$138,828.00
GSD	Farm to Pantry	Healdsburg	310 Mason St	Land	Owner	05/01/24	16,920		\$0.00	\$151.00
DEM	MOU - Emergency Management	Santa Rosa	340 Eliza Way	Storage	Grantors	03/21/22			\$0.00	\$0.00
DEM	MOU - Emergency Management	Santa Rosa	340 Eliza Way	Storage	Grantors	09/09/19	500		\$0.00	\$0.00
CAO	MOU - Grand Jury (c/o CAO	Santa Rosa	365 Casa Manana Road	Office	Grantors	09/09/19	1,821		\$0.00	\$0.00
HSD	MOU - HSD - LG Classroom C	Santa Rosa	365 Casa Manana Road	Storage	Grantors	01/22/19	623		\$0.00	\$0.00
Reg. Parks	MOU - Regional Parks - LG Houses 2, 2A and 3	Santa Rosa	175A, 175B and 179 Pythian Road	Office and Paint Sho	Grantee	06/09/18	3,632		\$0.00	\$0.00
Reg. Parks	MOU - Regional Parks	Santa Rosa	365 Casa Manana Road	Training Facility	Grantors	07/15/19	1,869		\$0.00	\$0.00
Reg. Parks	MOU - Regional Parks	Santa Rosa	183 and 187 Pythian Road	RP staff housing	Grantee	11/17/20	3,992		\$0.00	\$0.00



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR15

Title:

HSD, CalFresh Response Times

Request/Question:

At Budget Workshops, we heard challenges relating to CalFresh administration. Please provide the following:

1. Average CalFresh and Medi-Cal incoming and outgoing call volume (daily).
2. Average Economic Assistance wait times by phone and in-person at the Santa Rosa facility. Specific to phone inquiries, please segment data to illustrate the difference in wait time for individuals with appointments and individuals cold calling for assistance.
3. Number of CalFresh applications in FY23-24 that resulted in a denial due to incomplete client interview.

Staff Response:

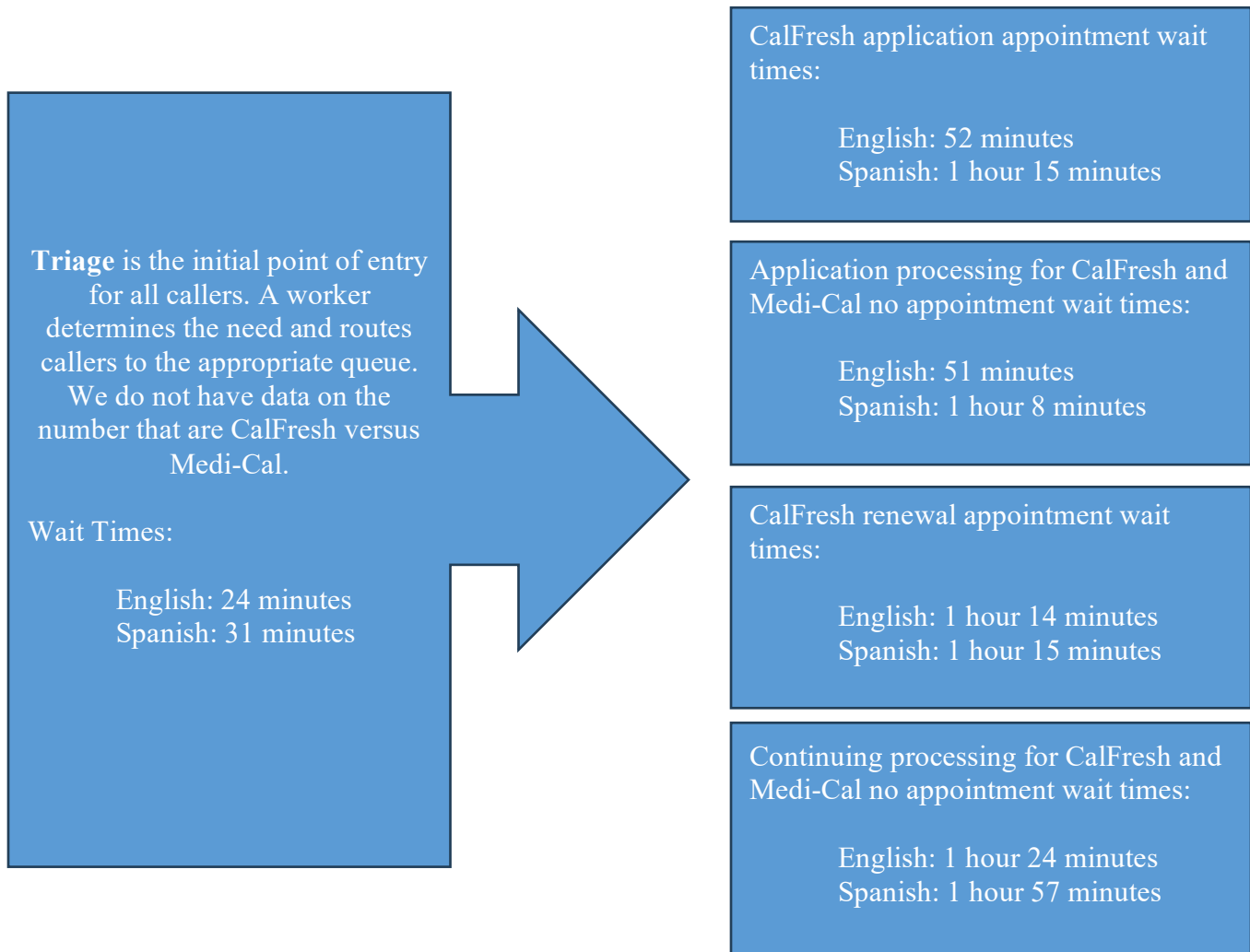
1. Average CalFresh and Medi-Cal incoming and outgoing call volume (daily).

There was an average of 693 total daily calls (includes inbound and outbound) in the month of April 2024 for Medi-Cal and CalFresh.

2. Average Economic Assistance wait times by phone and in-person at the Santa Rosa facility. Specific to phone inquiries, please segment data to illustrate the difference in wait time for individuals with appointments and individuals cold calling for assistance.

The Human Services Department (HSD) does not track wait times for in-person appointments. All clients that arrive in person check in at a kiosk in the lobby and receive a ticket that is called when it's their turn to be seen. In April 2024, we saw 4,278 individuals in our office, which was an average of 204 individuals per day seeking CalFresh and/or Medi-Cal.

The following is a diagram of our call handling phone tree which includes wait times.



Although the wait times for both the appointment and non-appointment queues look similar, this is because while everyone with an appointment is moved from triage to the appointment queue, the volume of those without appointments is controlled such that if there are already too many people waiting in queue, they must call back another time and aren't added to the queue. This is done to control the volume so HSD staff can work with everyone waiting by the end of the day.

3. Number of CalFresh applications in FY23-24 that resulted in a denial due to incomplete client interview.

HSD has data on all applications that are denied, but not specifically those denied for incomplete client interview. It should be noted that while an incomplete interview would lead to a denied application, several attempts would be made to try to complete the interview. From May 2023 to April 2024 we processed 18,867 CalFresh applications: 8,618 were approved and 10,248 were denied.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR16

Title:

Opioid Settlement Funds

Request/Question:

Please conduct a feasibility assessment to determine if opioid settlement funds can be utilized to partially or fully fund the restoration of the Sheriff's Office Narcotics Units, which would require 5 FTE and \$263,250 in one-time funds and \$1,520,040 in on-going funds in FY24-25.

Staff Response:

As requested, staff conducted a feasibility study for the funding of a Sheriff's Office Narcotics Unit with Prescription Opioid Litigation Settlement funding. This study did not take into account the Department of Health Services planning efforts for usage of the funding. Health Services will be presenting an expenditure plan for these funds for consideration by the Board on July 9th, 2024.

Beginning last fiscal year, Sonoma County is projected to receive payments from Opioid Settlements and Bankruptcies in the amount of \$1.5m annually until 2027 then decreasing to about \$1m annually until 2040. This estimated amount is for the three settlements and bankruptcies currently being disbursed. There are still five settlements pending so this amount is likely to increase as those settlements are finalized. The settlement agreements and bankruptcy plan define the allowable uses for the funds. The Department of Health Care Services (DHCS) is the oversight and monitoring entity for funds received through these agreements.

As outlined on the DHCS California Opioid Settlement agreement website (<https://www.dhcs.ca.gov/provgovpart/Pages/California-Opioid-Settlements.aspx>), 50% of the funds received must be spent on High Abatement Activities. The High Abatement Activities broadly includes substance use disorder facilities or infrastructure, helping communities of color impacted by substance abuse, diversion programs, purchasing naloxone, and/or youth intervention programs. The Narcotics Unit, as currently defined in the PCR, would not be considered a High Abatement Activity as it primarily focuses on enforcement of drug laws so it would only be applicable for 50% of the annual settlement payment. With a 50% cap applicable for the unit, \$750,000 annually is the highest amount potentially available under the current finalized agreements. This will increase as more settlements are finalized.

There are other allowable uses that are not High Abatement Activities outlined in the agreements. These uses focus around treatment, prevention, and other strategies related to first responders, planning, training, and research. Law Enforcement activities are an allowable expense under these approved uses but are aimed towards “community-based public health approaches to prevention, treatment, recovery, and/or harm reduction.” The attached Law Enforcement Fact sheet outlines various types of programs available for opioid funding.

The PCR for the Narcotics Unit is not absolutely defined showing all its responsibilities. It does state that the primary duty of the unit will be enforcement, which is not an allowable use. It also states that outreach to community organizations and schools will occur, which is an allowable expense. There are likely some other activities the unit is conducting that are available for funding but still needing to be defined, such as training and purchasing of naloxone. Staff requested a review from the State on eligibility of a proposed narcotics unit, and State staff provided input in alignment with the statements above.

Further development of the program would be required to determine what level of total costs would be eligible. The Sheriff will continue to work with Health Services and other agencies on recommendations, and the Board could consider allocating part of the available funding toward eligible narcotics program costs when the planning efforts around Opioid Settlement funding come to the Board in July. If the Board desires to fund the Sheriff’s Office Narcotics Unit at budget hearings, other sources will need to be identified.



LAW ENFORCEMENT EXPENSES WITH OPIOID SETTLEMENT FUNDS

Fact Sheet

California Participating Subdivisions receiving allocations from the California Abatement Accounts Fund are required to fund future opioid remediation activities, as listed in Exhibit E of the National Opioid Settlement Agreements. This includes the ability to fund local law enforcement agencies to conduct opioid-related activities. This fact sheet is intended to highlight allowable and non-allowable law enforcement expenditures for California Abatement Accounts funds.

More information about opioid settlement funds can be found on the [DHCS Opioid Settlements webpage](#). Questions can be directed to OSF@dhcs.ca.gov.

Allowable Law Enforcement Activities

Settlement funds are intended to be used for future remediation of the opioid crisis, and efforts should be focused on community-based public health approaches to prevention, treatment, recovery, and/or harm reduction. A comprehensive list of allowable activities for the California Abatement Accounts Fund can be found in [Exhibit E](#) of the National Opioid Settlement Agreements, including law enforcement activities. Specific law enforcement activities must fall into one or more of the following categories, all of which **must** focus on opioid remediation:

- » Education or training on opioid remediation for first responders;
- » Diversion from the criminal justice system;
- » Warm handoff or overdose response;
- » Naloxone purchase and/or distribution;
- » Treatment within corrections or transitioning into the community;
- » Drug take back or disposal; and
- » Wellness and support services for first responders related to secondary trauma associated with opioid-related emergency events.

Exhibit E of the National Settlement Agreements

Participating Subdivisions may coordinate with local law enforcement agencies to implement the activities outlined in [Exhibit E](#) of the National Opioid Settlement Agreements.¹ Exhibit E is broken into Schedule A (Core Strategies) and Schedule B (Approved Uses). Schedule A provides a list of core opioid remediation strategies identified through the National Opioid Settlements, while Schedule B provides a list of additional opioid remediation strategies identified through the settlements.

Table 1 at the end of this document provides a list of Exhibit E activities relevant to law enforcement.

California's High Impact Abatement Activities

Importantly, **at least 50 percent of California Abatement Accounts funds must be spent on one or more of California's High Impact Abatement Activities (HIAA)**. The HIAA are specific activities that the State of California has prioritized for the use of opioid settlement funds. California's HIAA ensure that funds are spent toward marginalized communities that are disproportionately impacted by opioid use disorder (OUD); substance use prevention for vulnerable youth; building substance use disorder (SUD) treatment infrastructure; diverting people with a SUD from the justice system; and expanding naloxone access. California's HIAA are listed below.

No.	Activity
1	Provision of matching funds or operating costs for substance use disorder facilities with an approved project within the Behavioral Health Continuum Infrastructure Program (BHCIP)
2	Creating new or expanded substance use disorder (SUD) treatment infrastructure
3	Addressing the needs of communities of color and vulnerable populations (including sheltered and unsheltered homeless populations) that are disproportionately impacted by SUD

¹ The List of Opioid Remediation Uses ("Exhibit E") was established in the 2021 National Janssen and Distributors Settlement Agreements. Since its creation, Exhibit E has been used as the basis of eligible opioid remediation uses for funds received from California Opioid Settlements.

No.	Activity
4	Diversion of people with SUD from the justice system into treatment, including by providing training and resources to first and early responders (sworn and non-sworn) and implementing best practices for outreach, diversion and deflection, employability, restorative justice, and harm reduction
5	Interventions to prevent drug addiction in vulnerable youth
6	The purchase of naloxone for distribution and efforts to expand access to naloxone for opioid overdose reversals.

Criminal Justice Diversion

California's HIAA #4 relates to diversion from the criminal justice system. Diversion is a term used to describe intervention approaches that redirect individuals with an SUD away from formal processing in criminal justice settings and into treatment, recovery, and/or other support services. Diversion strategies include pre-arrest, pre-arraignment, and pre-trial activities aimed at directing an individual towards a treatment or care program as an alternative to imprisonment. For example, many diversion programs involve law enforcement engagement with individuals at the point of a potential arrest, and offer referrals to behavioral health services, other physical health services, social supports, and harm reduction resources.

For more information and examples of diversion programs, visit:

- » National Council on Mental Wellbeing: [Deflection and Pre-arrest Diversion to Prevent Opioid Overdose](#)
- » AddictionFreeCA.org: Information about Opioid Treatment in [California's Jails and Drug Courts](#)
- » [Civil Citation Network](#)
- » [The Police Assisted Addiction and Recovery Initiative \(PAARI\)](#)
- » [Law Enforcement Assisted Diversion \(LEAD\) Model](#)
- » [Drug Abuse Response Team \(DART\)](#)
- » [Naloxone Plus Strategies](#)
- » [Civil Citation Network Pre-Arrest Diversion Program](#)
- » [Narcotics Diversion to Treatment Initiative](#)

Unallowable Law Enforcement Activities

A list of unallowable activities is available in the [Opioid Settlement Guiding Principles Resource](#). Additional law enforcement activities that may **not** use funds from the Abatement Accounts Fund include:

- » Conducting search and seizure activities, including the purchase of K9s;
- » Providing training not specific to opioid remediation;
- » Activities or equipment related to the apprehension of suspects, such as the BolaWrap handheld device and other compliance tools;
- » Gathering evidence for prosecution of potential criminal activities;
- » Purchasing equipment for the identification of illicit substances that result in criminal charges in correctional facilities, such as body scanners;
- » Purchasing equipment for the purpose of evidence gathering for prosecution, such as the TruNarc Handheld Narcotics Analyzer;
- » Purchasing equipment not related to the treatment of SUD or mental health conditions, such as automated external defibrillators (AEDs), first aid kits, extrication equipment, gloves;
- » Providing officer health/wellness services not specifically geared toward addressing secondary trauma associated with opioid-related emergency events and response; and
- » Covering direct and indirect costs not in alignment with [DHCS' Reasonable Administrative Costs policy](#).

Additional Resources

- [Guiding Principles for Allocating Opioid Settlement Funds](#)
- [Evidence Based Strategies for Abatement of Harms from the Opioid Epidemic](#)
- [SAMSHA Evidence-Based Practices Resource Center](#)

Table 1. Exhibit E Allowable Law Enforcement Activities for Opioid Remediation

The below table lists Exhibit E activities relevant to law enforcement, matched with potential High Impact Abatement Activities that may be relevant depending on the focus of the effort.

Education and Training on Medication-Assisted Treatment (MAT), SUD, and/or Naloxone

Location in Exhibit E	Description/Example Activities	Potential High Impact Abatement Activity (HIAA)
Schedule A, A (Naloxone), 1	Expand training for first responders, schools, community support groups and families.	3, 6
Schedule A, A (Naloxone), 1	Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.	3, 6
Schedule A, B (MAT), 3	Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders.	-
Schedule B, Part I, D (Criminal Justice-Involved Persons), 7	Provide training on best practices for addressing the needs of criminal justice involved persons with OUD and any co- occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.	3, 4
Schedule B, Part II, H (Preventing OD), 3	Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.	6

Education and Training for Officers on Dealing with Fentanyl

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule B, Part III, I (First Responders), 1	Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.	-

Diversion Activities

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule A, G (Prevention Programs), 5	Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.	4
Schedule B, Part I, D (Criminal Justice-Involved Persons), 1 (1-6)	<p>Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:</p> <p>Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative ("PAARI");</p> <p>Active outreach strategies such as the Drug Abuse Response Team ("DART") model;</p> <p>"Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;</p>	3, 4

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule B, Part I, D (Criminal Justice-Involved Persons), 1 (1-6)	<p>Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“LEAD”) model;</p> <p>Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or</p> <p>Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.</p>	3, 4

Warm Handoff to Treatment/Participation in Overdose Response Teams

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule A, E (Hand-off Programs), 2	Expand warm hand-off services to transition to recovery services	4
Schedule B, Part I, C (Connect People), 11	Expand warm hand-off services to transition to recovery services.	4

Purchase and Distribution of Naloxone

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule A, A (Naloxone), 2	Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service	3, 6
Schedule B, Part II, H (Preventing OD), 1	Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public	3, 6

Substance Use Treatment Services to Individuals in Correctional Facilities or Transitioning to the Community

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule B, Part I, D (Criminal Justice-Involved Persons), 2	Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.	3, 4
Schedule B, Part I, D (Criminal Justice-Involved Persons), 3-6	Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.	2, 3
Schedule B, Part I, D (Criminal Justice-Involved Persons), 3-6	Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any cooccurring SUD/MH conditions who are incarcerated in jail or prison.	2, 3

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule B, Part I, D (Criminal Justice-Involved Persons), 3-6	Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any cooccurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.	2, 3
Schedule B, Part I, D (Criminal Justice-Involved Persons), 3-6	Support critical time interventions ("CTI"), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.	2, 3

Drug Takeback, Disposal, and Education

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule A, G (Prevention Programs), 4	Funding for community drug disposal programs	-
Schedule A, H (Expanding SSP), 1	Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.	3
Schedule B, Part II, G (Prevent Misuse), 4	Drug take-back disposal or destruction programs.	-

Wellness Services for Officers

Location in Exhibit E	Description/Example Activities	Potential HIAA
Schedule B, Part III, I (First Responders), 2	Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.	-

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR17

Title:

Staffing Models

Request/Question:

Please provide historical CAO and County Counsel budget and staffing information plotted out over the last 25 years. Indicate years when there was a CEO model instead of a CAO model and include the count of Department Heads during the CEO model years.

Staff Response:

Please find information regarding the annual budget and allocated positions for the County Administrators Office and County Counsel's Office, starting with FY 1999/2000. Historical documents do not readily identify when the organization was under a CEO versus CAO model, however we have noted the number of department heads who were appointed by the CAO during each budget year.

Fiscal Year	CAO Budget	CAO Staffing	County Counsel Staffing	County Counsel Budget	Department Heads Appointed by CAO	Total Appointed Department Heads	Notes
99/00	\$1,577,608	11.00	\$3,105,090	33.10	3	22	
00/01	\$1,474,185	12.00	\$4,424,424	33.71	3	22	
01/02	\$1,943,376	14.50	\$4,449,583	33.70	3	22	
02/03	\$2,210,169	14.70	\$4,594,970	33.70	3	23	
03/04	\$2,255,201	14.50	\$4,806,790	33.50	3	22	
04/05	\$2,173,999	14.50	\$5,107,187	33.50	3	21	
05/06	\$2,330,719	14.50	\$5,468,968	35.75	3	21	
06/07	\$2,702,557	14.55	\$6,125,769	35.75	3	21	
07/08	\$3,006,847	17.55	\$6,555,804	36.25	3	20	
08/09	\$3,580,980	17.55	\$6,592,395	37.25	18	21	
09/10	\$3,151,367	17.55	\$7,042,600	37.25	18	21	
10/11	\$5,970,240	16.55	\$7,045,022	38.21	3	21	Total CAO/BOS budget was not differentiated in this year, so number includes combined CAO-BOS total. Staffing level reflects the CAO positions only.
11/12	\$2,670,367	13.55	\$6,979,109	36.05	3	21	
12/13	\$2,846,536	14.55	\$7,131,658	36.05	3	21	
13/14	\$2,935,894	16.55	\$7,534,095	38.00	3	21	
14/15	\$3,030,789	16.55	\$7,499,459	38.00	3	21	
15/16	\$3,617,122	20.55	\$7,947,920	38.00	3	21	
16/17	\$4,801,400	21.55	\$8,768,028	42.25	3	21	
17/18	\$4,972,160	21.55	\$9,794,201	44.25	3	21	
18/19	\$6,752,679	25.20	\$10,132,138	44.50	3	20	Office of Recovery and Resiliency added
19/20	\$8,077,267	25.20	\$10,679,990	42.50	3	20	
20/21	\$9,576,061	38.20	\$11,441,164	41.25	8	21	Central Communications Division Added
21/22	\$11,087,429	41.70	\$11,751,083	42.25	8	21	Climate Action and Resiliency Division (CARD) added
22/23	\$11,318,070	42.70	\$11,390,630	41.25	7	20	
23/24	\$12,280,194	50.00	\$13,100,249	41.25	7	20	Energy and Sustainability Unit added to CARD

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: BOS

Date: April 26, 2024

Inquiry Number: BIR18

Title:

Waste Management/Litter Abatement

Request/Question:

As part of the Governance Study conducted in District 5, community members expressed concern regarding solid waste management and illegal dumping in unincorporated areas.

Please detail waste management services provided in Sonoma County including illegal dumping on publicly owned property that is not in Public Infrastructure's right of way along roadways, as well as routine waste collection services provided in unincorporated downtown areas. Analysis should exclude residential Recology services. Please include all services, including those funded through District TOT funds. Please break down service expenditures by geographic location and indicate the type of service provided and funding source whenever possible.

Are there any available State grants (ie: CalRecycle) to address solid waste collection needs in unincorporated areas?

Staff Response:

Overview of Illegal Dumping and Waste Management Services: In unincorporated areas of Sonoma County, the responsibility for managing illegal dumping varies depending on the owner of the property.

- On private property, illegal dumping is considered a civil matter and falls to the property owner.
- On public property owned by entities other than the County, that entity would be responsible for managing cleanup.
- When illegal dumping occurs on County-owned property or Public Infrastructure Department (PI) right of way, it is typically addressed by PI staff (typically roads) or through coordination with the Probation Department's Supervised Adult Crew (SAC) which performs cleanups.

Waste Management in Downtown Guerneville: Recology plays a crucial role in maintaining cleanliness and managing waste in downtown Guerneville, offering several vital services to the community.

Litter Collection in Downtown Guerneville: In downtown Guerneville, Recology manages the collection of waste from seventeen 32-gallon cans, with service frequency adjusting based on seasonal demands. This essential service contributes significantly to maintaining the area's cleanliness and accessibility.

- **Background and Current Service Provision:** Originally, this litter collection service was provided by a local couple dedicated to supporting the community. After one of the partners passed away, there was a notable gap in service provision. Recognizing the community's need, Recology stepped in to fill this void. They currently offer this service free of charge as a community support initiative.
- **Service Continuity:** It's crucial to understand that while Recology has generously provided this service, it is not covered under our existing franchise agreement and is not a guaranteed permanent arrangement. The continuation of this free service relies on periodic evaluations and agreements between the district and Recology, aimed at addressing community needs while navigating the financial and operational logistics involved.
- **Street Sweeping:** Recology ensures that public roads are swept every five weeks to maintain cleanliness and prevent debris accumulation.
- **Roving Litter Crew:** A dedicated team responds to instances of illicit dumping within the right of way on an as-needed basis. Tracking of specific locations is not currently maintained.

Recology's Role in Right-of-Way Waste Management: The management of waste along the County's right of way is crucial for maintaining both aesthetic and environmental standards in our community areas.

- **Street and Bike Lane Sweeping Services:** Recology is responsible for sweeping 132 miles of roadways on a regular 5 to 6-week rotation Countywide which includes approximately 1 mile of downtown Guerneville, in addition to cleaning 70 miles of bike lanes each year. This routine maintenance is funded through franchise fee funds at a cost of \$13,174.51 per month. It's important to note that for special events or in response to significant occurrences that result in excess roadside litter, staff has the flexibility to re-allocate sweeping resources to focus as needed to ensure our streets and bike lanes remain clean and safe for public use.
- **Comprehensive Litter and Dumping Management:** This includes the collection of roadside litter, the management of illegal dumping sites, and the removal of deceased animals from county roads, at a cost of \$18,101.93 per month, also funded by franchise fees.

Services Under the Master Operating Agreement with Republic Services:

The County's partnership with Republic Services is designed to support a range of community-focused waste management initiatives. This collaboration helps facilitate significant environmental stewardship activities throughout the county.

- **Community Cleanup Program:** As part of the County's agreement with Republic Services, up to \$25,000 annually is allocated for disposal fees at County transfer stations. These funds are specifically earmarked to waive the costs associated with city and/or non-profit organized community cleanup events, which benefit beaches, creeks, and local neighborhoods. It's important to note that while disposal fees are covered, the program does not extend to the transport or manual handling of collected waste.
- **Funding Structure:** The funds allocated for this program operate on a "use it or lose it" basis within each contract year. Despite the availability of these funds, it has been observed that on average \$10,000-\$15,000 often goes unused by the year's end. This underscores a potential area for increased community engagement and utilization of resources to ensure maximum benefit from the program.

Exploration of Funding and Grants: While current options from CalRecycle are limited, PI is actively pursuing a range of funding avenues to support our waste management efforts across local, state, and federal levels.

Emergency Services for District 5: In addition to our regular waste management services, PI has established specific on-call emergency contracts to address emergency events, including flood events throughout the county. These contracts are designed to quickly and efficiently mobilize resources during such emergencies, ensuring the community's safety and well-being. It's important to note that these contracts do not have a predefined funding

mechanism. Instead, the Board of Supervisors will determine the appropriate funding during the occurrence of an event. These contracts are also vetted by FEMA and are typically eligible for reimbursement should a federal emergency be declared.

Assistance with Homeless Camp Cleanups:

In addressing the complex challenges associated with homeless camps in public right-of-way areas, Sonoma County has implemented a targeted strategy to manage and mitigate the impacts, especially concerning hazardous waste.

- **Contractual Arrangement with Ancon Marine:** To effectively handle the cleanup of hazardous waste resulting from homeless encampments, we have established a contractual relationship with Ancon Marine. This company specializes in hazardous waste management and environmental cleanup services, making them a suitable partner for these critical tasks.
- **Scope of Services:** Ancon Marine's responsibilities include the safe collection, handling, and disposal of hazardous materials found within homeless camps. This includes, but is not limited to, biohazards, chemical substances, and other hazardous waste that pose significant health risks to the community and environment.
- **Operational Details:** The contract model allows for swift mobilization of Ancon Marine's services upon identification of hazardous waste in homeless camps located in public right-of-way areas. This rapid response capability is crucial in minimizing environmental impact and ensuring public safety.
- **Funding and Oversight:** Cleanup operations by Ancon Marine are financed through targeted allocations from the budgets of departments based on project origination, prioritizing environmental protection and public health and safety. Funding sources differ based on the project's scope; they may come directly from Sonoma Public Infrastructure and its Divisions or, for wider County-level initiatives, from general County funds. Additionally, projects originating outside of Public Infrastructure in other departments will be funded accordingly by those specific entities. Oversight of these operations is managed by the Integrated Waste Operations Division, ensuring compliance with environmental regulations and the efficient use of public resources.

The following tables include information regarding the amount of TOT funds expended by District, related to waste management-type activities, from FY 2021/22 to FY 2023/24.

District 5		
FY of Funds:	Project/Program/Org/Purpose	Amount of Funds Awarded
FY 23-24 Funds:	Downtown Guerneville Trash Clean Up/RR Chamber of Commerce/trash out of river/sanitize downtown	\$20,000.00
FY 23-24 Funds:	Remove trash from Russian River tributaries/Russian River Keeper	\$30,000.00
FY22-23 Funds:	Downtown Guerneville Trash Clean Up/RR Chamber of Commerce/trash out of river/sanitize downtown	\$15,000.00
FY22-23 Funds:	Creek Clean-up butterfly garden/Friends of Fife Creek/remove trash/riparian area clean up	\$5,000.00

FY22-23 Funds:	Russian River Clean-up/Russian River Keeper/remove trash tributaries	\$30,000.00
FY21-22 Funds:	Removing trash Russian River/Russian River Keeper	\$20,000.00
FY21-22 Funds:	Downtown street cleaning/Russian River Chamber of Commerce	\$7,500.00

District 4		
FY of Funds:	Project/Program/Org/Purpose	Amount of Funds Awarded
FY 23- 24 Funds:	Fulton Founder's Day Clean up Event/Spring Hills Church	\$750.00
	Cloverdale River Park Vegetation Management/N. SoCo Fire District	\$17,929.12
FY 22- 23 Funds:	Care of Russian River/Russian River Keeper clean up habitat restoration	\$25,000.00
FY21-22 Funds:	Russian River Clean Up/Russian River Keeper/ Clean-up of river	\$25,000.00
	Cloverdale River Park Vegetation Management/Probation Dept/water conservation through vegetation management and river clean up	\$28,695.00

District 3		
FY of Funds:	Project/Program/Org/Purpose	Amount of Funds Awarded
FY 23- 24 Funds:	Roseland Community Building Initiative/ Nohemi Palomino/community events that will include three neighborhood cleanups on Aston, Moorland, and Roseland neighborhoods/	\$3,500.00

District 1		
FY of Funds:	Project/Program/Org/Purpose	Amount of Funds Awarded
FY22-21 Funds:	Creek Stewardship Program/Sonoma Ecology Center/Development of a Comp Creek cleanup program for San Pablo Bay	\$20,000.00

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Lynda Hopkins

Department: Board of Supervisors

Date: April 26, 2024

Inquiry Number: BIR19

Title:

Safe Parking Options

Request/Question:

People are living in RVs on the side of roads across the County. These living situations can involve a safety and health hazard both to the individual and the community. RVs are often forced to move from jurisdiction to jurisdiction. In places where they aren't moved, local residents are often frustrated and angry. There should be safe parking options so people can stay in a place where they are welcome, have access to healthy and safe conditions, allowing them to potentially take the next step in the housing ladder.

To understand the costs associated with vacating an RV or vehicle, perform analysis of calls reporting illegally parked RVs and individuals living in their vehicles in FY23-24 to the Sheriff and County's HEART team (via solvehomelessness@sonoma-county.org). If documented, what is the frequency of response? How many RVs have received outreach and notices to vacate? How many have been towed?

What are the additional costs associated with vacating an RV or vehicle, including cleanup of a vacated site? Which department is responsible for cleanup and how is that funded?

Where are current safe parking sites located, including both City and unincorporated areas? How are these sites funded? How many people does each site serve?

Staff Response:

The Sheriff's Office records management system does not capture calls for service based on illegally parked RVs or individuals living in their vehicles. While the Sheriff's Office can report the number of vehicles towed during FY 23-24, the data does not discern the type of vehicle or reason for towing. A search was performed with key words: "RV and tow" and "illegally parked" and no results were returned from the database searchable fields.

Anecdotally, the Sheriff's Office does not believe a significant amount of costs are incurred by deputies for illegally parked RVs and/or individuals living in cars because CHP handles the bulk of work related to responding to these types of illegally parked vehicles on roads within the County.

Regarding complaints received about illegally parked RVs by the DHS Homelessness Division via its telephone hotline (707-565-1302) or its E-mail inbox (solvehomelessness@sonoma-county.org):

Hotline: For FY 23-24 through 04/30/2024 → average 36 calls /month or a total of 359 calls.

E-mail: For FY 23-24 through 04/30/2024 → average 13 messages/month or a total of 130 messages

The HEART team (Homeless Encampment & Assistance Resource Team) within the Department of Health Services (DHS) respond to requests within 5 business days. The team responds to all requests regarding RV's, especially in the Guerneville area. DHS does not currently offer safe parking or have enforcement authority. As such, and given that RV-users do not want to be separated from their RV, HEART's offers of assistance such as shelter housing are usually declined. The HEART staff are not involved in notices to vacate.

The only safe-parking site in the county is managed by the City of Santa Rosa on Stony Point Road with 52 parking spaces. City of Santa Rosa's safe parking site is usually at capacity. A few churches offer informal safe parking with their own non-public funds.

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: CAO

Date: April 12, 2024

Inquiry Number: BIR20

Title:

Comprehensive review of all funds and balances

Request/Question:

Provide all sources of potential funds (and balances) for such projects that currently exist including Traffic Mitigation Fees and other locally sourced funds as well as funds from the region (Measure M and Go Sonoma, Tribal Funds if applicable), state, and federal funding sources. Provide restrictions as applicable.

Staff Response:

The published FY 2024-25 budget hearings binder materials include a comprehensive Fund Balance Directory (Tab 10), which provides a consistent presentation of estimated ending fund balances as of 6/30/2025 for all County funds: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>

The projected ending fund balances as of 6/30/2025 in the Fund Balance Directory factor both the FY 2023-24 estimated ending fund balances based on third quarter estimates, plus any projected use or accumulation of fund balances based on the FY 2024-25 Recommended Budget. The Fund Balance Directory also provides additional information regarding the purpose of each fund, restrictions on use of fund balance, legal authority for any use restrictions, and the source of funds.

The fund balance directory is specific to County funds, and does not address regional, state, or federal sources. Given the broad nature of this request, it is suggested that District staff work with County Administrator's Office staff outside of the Budget Information Request process to identify specific projects and/or areas of interest to help focus staff's research efforts.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: PI

Date: April 12, 2024

Inquiry Number: BIR21

Title: Pavement Preservation Program (PPP) review of costs

Request/Question:

Provide breakdown of costs associated with pavement, drainage, and culvert repair for the period of time the PPP funds have addressed these issues.

Staff Response:

Public Infrastructure Department provides the following update on the enhancements made to our Pavement Preservation Program, specifically following the 2019 inclusion of drainage improvements. This strategic addition was implemented to extend the lifespan of our pavement and to address critical localized ponding issues that impact road safety and integrity.

Overview of Drainage Integration: The Pavement Preservation Program began in 2014 with the Long-Term Road Plan. Recognizing the essential link between effective water management and pavement condition, in 2019, the Board expanded the Pavement Preservation Program to include drainage improvements. This initiative was driven by the understanding that proper drainage significantly enhances pavement performance and longevity by preventing water accumulation and associated damages.

Progress and Achievements:

1. **Drainage Assessment and Planning:** Roadway assessments are conducted to determine the condition of existing culverts under the roadways and to identify critical areas where poor drainage was affecting pavement quality. Based on these assessments, we develop targeted plans to address these issues alongside our regular pavement preservation efforts.
2. **Implementation of Drainage Solutions:** Since the inclusion of drainage improvements in the pavement program, we have successfully implemented a variety of solutions such as the installation of new drainage culverts, ditch clearing where permits allow and upgrading of existing infrastructure. These measures have been integrated into our pavement treatments on roads identified as high priority.
3. **Budget and Cost Management:** Our data indicates that drainage improvements have added 15% to the overall costs of the pavement preservation treatments. This includes construction items related to ditching and culvert work, and the design and inspection of those items. We have strategically managed our resources to accommodate this increase, ensuring that all

interventions stay within the projected budget while addressing both pavement and drainage needs effectively.

In the five years since including drainage in the PPP, we have seen the following average expenditures per project:

- Ditching work costs of 2% of total project construction costs
- Culvert work of 3% of total project construction costs
- Pavement items of 62% of total project construction costs

PROJECT DESCRIPTION	TOTAL COST	CONSTRUCTION COST	DITCHING	%	CULVERT	%	PAVEMENT	%
2019 PPP MAINTENANCE	\$6,560,930	\$5,745,203	\$0	0.0%	\$25,099	0.4%	\$4,132,088	71.9%
2020 PPP MAINTENANCE	\$4,427,718	\$3,738,906	\$108,902	2.9%	\$28,585	0.8%	\$1,402,478	37.5%
2019 PPP CAPITAL	\$8,421,352	\$7,523,997	\$183,824	2.4%	\$368,692	4.9%	\$4,944,499	65.7%
2020 PPP CAPITAL	\$11,095,301	\$9,658,624	\$150,300	1.6%	\$77,925	0.8%	\$6,658,859	68.9%
2021 PPP CAPITAL	\$16,027,793	\$13,413,763	\$235,768	1.8%	\$405,003	3.0%	\$9,088,290	67.8%
2022 PPP CAPITAL & MAINTENANCE	\$24,007,768	\$19,967,418	\$185,439	0.9%	\$1,514,224	7.6%	\$11,911,788	59.7%
Total	\$70,540,863	\$60,047,910	\$864,233	1.4%	\$2,419,528	4.0%	\$38,138,002	63.5%

The remaining work items accompany paving projects and include utility cover adjustments, guardrail, striping, traffic control, environmental permits, engineering design and inspection and more.

4. **Impact on Pavement Preservation:** The integration of drainage solutions has led to noticeable improvements in pavement conditions across the county. Areas that previously experienced frequent ponding and related pavement failures have shown significant enhancement in durability and service life post-intervention.
5. **Challenges and Adaptations:** The expansion of the program scope required adjustments in project management and resource allocation. We faced initial challenges in synchronizing pavement and drainage works. However, through enhanced coordination and the use of innovative techniques, we have streamlined processes to minimize disruptions and maximize efficiency.

Next Steps:

- **Continued Monitoring:** We will continue to monitor the performance of the integrated pavement and drainage improvements to ensure long-term effectiveness and make adjustments as necessary.
- **Further Expansion:** The added implementation of drainage features without a corresponding funding increase has resulted in a decrease of road miles included in the annual paving program and additional funding would be needed to continue the robust paving mileage.

Conclusion: The decision to incorporate drainage improvements into the Pavement Preservation Program has proven to be a prudent and beneficial enhancement. It has not only resolved immediate

issues related to water accumulation but also contributed to the broader goal of prolonging the life and functionality of our roads.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: CAO/BOS

Date: April 12, 2024

Inquiry Number: BIR22

Title: District Budget Breakdown

Request/Question:

Provide District by District breakdown of personnel costs for the last and next fiscal year.

Staff Response:

The tables below summarize the salary, benefits, and other employee costs for each district:

District 1				
Budgeted Position	Approved FTE	FY 23/24 - Revised Budget	FY 23/24 - YTD Actuals as of 5/10/24	FY 24/25 - Preliminary Budget
Supervisor	1.0 FTE	\$273,693.62	\$249,025.75	\$293,263.29
Staff Assistant II	1.0 FTE	\$227,640.00	\$201,736.51	\$243,528.51
BOS Field Representative*	1.0 FTE	\$169,747.65	\$148,259.97	\$183,120.01
BOS Field Representative	1.0 FTE	\$169,679.97	\$143,687.27	\$183,325.45
Board Aide	0.50 FTE	\$64,310.82	\$74,751.33	\$69,910.44
TOTALS	4.5 FTE	\$905,072.06	\$817,460.83	\$973,147.70
Projected S&B Cost for FY23-24			\$889,910.00	

District 2				
Budgeted Position	Approved FTE	FY 23/24 - Revised Budget	FY 23/24 - YTD Actuals as of 5/10/24	FY 24/25 - Preliminary Budget
Supervisor	1.0 FTE	\$272,700.00	\$256,718.52	\$288,954.87
Staff Assistant II	1.0 FTE	\$234,913.42	\$205,452.57	\$250,166.05
BOS Field Representative	0.0 FTE	\$0.00	\$162,086.19	\$0.00
Board Aide	1.0 FTE	\$147,458.15	\$0.00	\$158,872.37
Board Aide*	1.0 FTE	\$147,458.15	\$28,514.11	\$158,872.37
TOTALS	4.0 FTE	\$792,100.00	\$652,771.39	\$856,865.66
Projected S&B Cost for FY23-24			\$700,618.00	

*This position was filled with Extra Help that separated effective 12/31/23.

District 3				
Budgeted Position	Approved FTE	FY 23/24 - Revised Budget	FY 23/24 - YTD Actuals as of 5/10/24	FY 24/25 - Preliminary Budget
Supervisor	1.0 FTE	\$271,857.28	\$247,965.84	\$290,988.53
Staff Assistant II	1.0 FTE	\$219,616.54	\$192,280.82	\$236,929.01
BOS Field Representative*	1.0 FTE	\$169,320.61	\$171,695.87	\$182,643.13
Board Aide	1.0 FTE	\$147,458.15	\$105,710.96	\$158,872.37
TOTALS	4.0 FTE	\$807,398.00	\$717,653.49	\$869,433.04
Projected S&B Cost for FY23-24			\$787,945.00	

* Dual filled from 3/19/24 to 6/3/24.

District 4				
Budgeted Position	Approved FTE	FY 23/24 - Revised Budget	FY 23/24 - YTD Actuals as of 5/10/24	FY 24/25 - Preliminary Budget
Supervisor	1.0 FTE	\$288,412.72	\$262,608.60	\$309,022.37
Staff Assistant II	1.0 FTE	\$210,534.46	\$183,687.10	\$227,187.41
BOS Field Representative	1.0 FTE	\$169,320.61	\$177,906.83	\$183,435.29
BOS Field Representative	1.0 FTE	\$170,545.83	\$141,138.23	\$193,953.29
Board Aide	.50 FTE	\$63,636.97	\$111,295.92	\$69,014.42
TOTALS	4.5 FTE	\$967,235.00	\$876,636.68	\$982,612.78
Projected S&B Cost for FY23-24			\$944,429.00	

District 5				
Budgeted Position	Approved FTE	FY 23/24 - Revised Budget	FY 23/24 - YTD Actuals as of 5/10/24	FY 24/25 - Preliminary Budget
Supervisor	1.0 FTE	\$289,783.19	\$263,202.94	\$310,002.94
Staff Assistant II	1.0 FTE	\$230,714.99	\$241,631.75	\$237,708.12
Staff Assistant II	0.0 FTE	\$0.00	\$119,879.22	\$237,708.12
BOS Field Representative*	1.0 FTE	\$171,399.98	\$142,323.85	\$150,815.81
BOS Field Representative	1.0 FTE	\$161,093.88	\$179,130.67	\$194,569.51
BOS Field Representative **	1.0 FTE	\$137,838.88	\$125,217.85	\$148,849.70
Intern/Extra Help	0.0 FTE	\$0.0	\$2,047.72	\$16,809.00
TOTALS	5.0 FTE	\$990,830.92	\$1,073,434.00	\$1,296,467.20
Projected S&B Cost for FY23-24			\$1,194,291.00	

* 1.0 FTE BOS Fld Rep works 0.75 schedule. Preliminary budget calculated at 75%.

** BOS Fld Rep underfilled as BOS Aide.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: CAO

Date: April 12, 2024

Inquiry Number: BIR23

Title: TOT by District

Request/Question:

Provide District by District breakdown of TOT funds including the detailed use of Tourism Impact Funds (TIF)

Staff Response:

Transient Occupancy Funds (TOT funds) are distributed per the Community Investment Fund Policy (Policy) (Link: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/community-investment-fund-program/community-investment-program-policy>).

There are two types of funding available to Supervisorial Districts: Local Events, Organizations, District Priorities Funding and Tourism Impact Funds.

Local Events, Organizations, and District Priorities funding in the amount of \$500,000 per fiscal year is distributed evenly to each Supervisorial District in the amount of \$100,000, with unused funds made available in future fiscal years. For FY 23-24 the total amount of Local Events, Organizations, and District Priorities funding was \$590,762.00 (including unused funds from prior fiscal years).

Tourism Impact Funds equal 10% of Measure L funding and are allocated based on the amount of TOT brought in by each district during the prior fiscal year. For FY 23-24 the total amount of Tourism Impact Funding available was \$1,252,785.01 (including unused funds from prior fiscal years).

See attached for how FY 23-24 TOT funds were allocated by each district.

The table below shows FY 23-24 TOT funds by district and type (Local Events, Organizations, and District Priorities Funding; and Tourism Impact Funds).

District	District Priorities Funding*	District Priorities Funding (rolled over from FY 22-23)	Tourism Impact Funds FY 23-24 allocation*	Tourism Impact Funds (rolled over from FY 22-23)	Total TOT funds available
First	\$100,000	\$0	\$264,122.76	\$287,678.04	\$651,800.80
Second	\$100,000	\$24,700	\$2,323.66	\$10,581.65	\$137,605.31
Third	\$100,000	\$25,072	\$15,491.07	\$11,473.17	\$152,036.24
Fourth	\$100,000	\$33,087	\$127,026.78	\$116,286.85	\$376,400.63
Fifth	\$100,000	\$7,903	\$365,589.27	\$52,211.76	\$525,704.03

*Not including rolled over funds from FY 22-23

Community Investment Funds (District Grants) - FY 23-24 - Allocations as of 5/13/2024

First District	\$	100,000.00
Grants	\$	99,000.00
Staffing	\$	1,000.00
	\$	100,000.00

Second District	\$	124,700.00
Grants	\$	74,100.00
	\$	74,100.00

Third District	\$	125,072.00
Grants	\$	123,854.00
	\$	123,854.00

Fourth District	\$	133,087.00
Grants	\$	14,250.00
Professional Development	\$	15,000.00
Staffing	\$	75,000.00
	\$	104,250.00

Fifth District	\$	107,903.00
Grants	\$	77,205.00
Professional Development	\$	750.00
	\$	77,955.00

Tourism Impact Funds - FY 23-24 - Allocations as of 5/13/2024

First District	\$	551,800.80
Springs and North Sonoma Valley Municipal Advisory Council costs	\$	32,500.00
Grants	\$	347,971.00
	\$	380,471.00

Second District	\$	12,905.31
Grant	\$	3,500.00
	\$	3,500.00

Third District	\$	26,964.24
N/A		N/A

Fourth District	\$	243,313.63
Geyserville Municipal Advisory Council and Mark West Area Citizens Advisory Council costs	\$	9,000.00
Grants	\$	31,928.12
Staffing	\$	50,231.53
	\$	91,159.65

Fifth District	\$	417,801.03
Lower Russian River and Sonoma Coast Municipal Advisory Council costs	\$	12,000.00
Grants	\$	265,196.55
Staffing	\$	9,368.36
	\$	286,564.91

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: CAO

Date: April 12, 2024

Inquiry Number: BIR24

Title: Development Impact Fees

Request/Question:

Provide a summary of development impact fees for new construction and fund balances for all.

Staff Response:

Sonoma Public Infrastructure (SPI), Community Development Commission (CDC), and Sonoma County Regional Parks (RP) collect mitigation fees on housing development projects. Sonoma Water does not collect fees but county sanitation districts and zones managed by Sonoma Water charge a connection fee based on projected usage to properties that are connecting to their services. SPI collects fees for road improvements and projects for traffic mitigation by region in Sonoma Valley and the remaining Countywide area. CDC collects fees to provide incentives and assist with affordable housing projects. RP collects fees for the purpose of park and bicycle improvements. SPI and RP present an annual report to the Board on the fees as required by AB1600; due to the nature of their fees, CDC is not required to submit an AB1600 report. The report on Fiscal Year 2022-23 can be found at: <https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=6434344&GUID=1BA91ECA-ED47-4C33-8568-98EDBF7C1FD5&Options=&Search=>

Sonoma Public Infrastructure Response:

Road mitigation fees are calculated based on thorough studies that evaluate the expected impact of new developments on our transportation infrastructure. These fees are essential to ensuring that development projects contribute fairly to the cost of necessary road improvements and expansions that maintain traffic flow and safety. The calculation is derived from a nexus study, which identifies the proportional impact of additional traffic generated by new developments. This approach ensures that the fees are not only equitable but also directly tied to the specific needs created by the development, thereby upholding both legal standards and community expectations.

In Sonoma County, our development impact fee program is structured to cater to the distinct infrastructural needs and growth patterns of two primary areas: the Sonoma Valley Area and the Countywide Area. The Sonoma Valley, has a current fund balance of \$273,936. This fund is crucial for enhancing local infrastructure that supports both tourism and the residential community, addressing unique challenges such as traffic flow and public safety. The Countywide Area, holds a significantly larger balance of \$13,265,751 but that balance is largely committed to existing projects. Together, these

balances reflect our commitment to tailored, responsible management of development impacts, ensuring that each area receives the focused attention and investment it requires.

Projects with set asides in the Countywide Mitigation fund are:

C21303 – Mark West Springs Rd Sidewalks

C20005 – Adobe Rd & Main St Signal

C24301 – Airport Blvd @ Laughlin Rd

C24206 – Mirabel Rd @ Hwy 116

C24207 – Airport Blvd Complete Streets

Community Development Commission Response:

The County Fund for Housing (CFH) is comprised of a portfolio of financial resources derived from developer in-lieu fees, Sonoma County General Funds, Sonoma County Transient Occupancy Taxes and CFH loan origination fees/loan repayments. The affordable housing (in-lieu fee) is calculated through a formula embedded in the ordinance/resolution that established the fee. Community Development Commission (CDC) receives the fee proceeds. When adequate CFH funds are available, the CDC publishes a Notice of Funding Availability (NOFA) based on prior year and projected revenues. The CFH has a Fund Balance of \$5,465,339, however the majority of this funding is committed to projects as follows:

Projects funded from the County Fund for Housing:

Burbank Housing Development Corporation: \$175,000

Caritas Center: \$406,977

Loan Modification Program: \$540,000

FY24/25 NOFA: \$3,000,000

Sonoma County Regional Parks Response:

The Park Mitigation Fee of \$3,678 per developed unit applies to new residential homes in the unincorporated county. Affordable housing, accessory dwelling units (ADUs), fire rebuilds, and remodels do not pay Park Mitigation Fees.

There are seven park mitigation fee (PMF) areas currently with Regional Parks:

PMF 1 - Sonoma Coast

PMF 2 - Cloverdale/Healdsburg

PMF 3 - Russian River/Sebastopol

PMF 4 - Santa Rosa

PMF 5 – Rohnert Park/Cotati/Petaluma

PMF 6 - Sonoma Valley

PMF 7 - Larkfield/Wikiup

Estimated PMF fund balance as of June 30, 2024:

PMF Area	Estimated fund balance
PMF 1 - Sonoma Coast	\$ 120,522
PMF 2 - Cloverdale / Healdsburg	\$ 43,414
PMF 3 - Russian River / Sebastopol	\$ 7,977
PMF 4 - Santa Rosa	\$ 640,364
PMF 5 – Rohnert Park / Cotati / Petaluma	\$ 115,087
PMF 6 - Sonoma Valley	\$ 197,318
PMF 7 - Larkfield / Wikiup	\$ 351,305

Park Mitigation Fees must be spent on projects in the area from which it is collected. Regional Parks plans to advance 49 capital projects in 2024-2025 with Park Mitigation Fee funding and park mitigation fee fund balance. Park mitigation fees generally are not sufficient to fund entire projects, however they provide critical support to ensure that that projects can be designed to a stage that they will be competitive for grant funding. Additionally, fund balance is often used to support construction bid awards, construction change orders, increased project permitting and environmental compliance costs, and other unexpected increased project development costs which allow for projects to move forward without seeking additional discretionary funding.

The 49 capital projects that Park will advance with PMF funding in FY 2024-25 are:

Capital Project Number	Project Title	PMF Area	Project cost
40910200	Bay Area Ridge Trail	PMF 4	\$ 5,000
40910200	Bay Area Ridge Trail	PMF 6	\$ 5,000
40904100	Bodega Bay Bike Trail - Coastal North Harbor Segment	PMF 1	\$ 40,000
40916200	Bodega Harbor East Water Access	PMF 1	\$ 5,000
40906700	Calabazas Creek Preserve	PMF 6	\$ 20,000
40906900	Carrington Ranch Preserve	PMF 1	\$ 10,000
40916700	Chanslor Ranch	PMF 1	\$ 10,000
40915900	Cloverdale River Park Expansion	PMF 2	\$ 5,000
40907000	Coastal Trail Kashia Pomo Preserve	PMF 1	\$ 20,000
40901200	Copeland Creek Trail	PMF 5	\$ 120,000
40902500	Crane Creek Park Expansion	PMF 5	\$ 10,000
40910400	Dutch Bill Creek Bikeway / Monte Rio Redwoods Park	PMF 3	\$ 5,000
40911000	Geyserville River Access	PMF 2	\$ 5,000
40906500	Gualala Park Expansion	PMF 1	\$ 1,000
40911700	Hanson Russian River Access & Trail	PMF 2	\$ 1,000
40904900	Healdsburg Vets Mem Beach Dam	PMF 2	\$ 5,000
40907700	Helen Putnam Kelly Creek Trail	PMF 5	\$ 5,000
40912500	Hood – McCormick Addition	PMF 4	\$ 10,000
40900100	Hood Expansion	PMF 4	\$ 5,000
40915200	Hood Lawson Phase 2	PMF 4	\$ 20,000
40915600	Hood Fire & Flood Recovery	PMF 4	\$ 50,000
40900500	Hood RTP Lower Johnson Trail	PMF 4	\$ 40,000
40907900	Los Guilicos Upland Trails	PMF 4	\$ 20,000
40912900	Mark West Creek Park Phase 1	PMF 4	\$ 5,000
40917000	Maxwell Farms Park Phase 2	PMF 6	\$ 10,000
40916300	Monte Rio Redwood West Slope	PMF 3	\$ 10,000
40916800	Odd Fellows Crossing River Access	PMF 3	\$ 5,000
40917500	Pinnacle Gulch Coastal Trail	PMF 1	\$ 1,000
40914700	Preston River Access	PMF 2	\$ 5,000
40908500	Ragle Ranch Restroom	PMF 3	\$ 10,000
40901600	Russian River Bike Trail Lower	PMF 3	\$ 10,000
40908900	Russian River Water Trail Middle Reach	PMF 2	\$ 5,000
40908800	Russian River Water Trail Lower Reach	PMF 3	\$ 5,000

40909000	San Francisco Bay Trail Sonoma	PMF 6	\$ 5,000
40904000	Schopflin Fields Phase 3	PMF 7	\$ 1,000
40913500	Sea Ranch Coastal Trail - Bikeway	PMF 1	\$ 4,000
40913900	SF Bay Water Trail	PMF 6	\$ 10,000
40905800	Shiloh Ranch Park Phase 4	PMF 2	\$ 5,000
40917400	Sonoma Schellville City Connection	PMF 6	\$ 5,000
40902800	Sonoma Schellville Bike Trail	PMF 6	\$ 20,000
40903800	Sonoma Valley Regional Park Expansion	PMF 6	\$ 120,000
40903600	Steelhead Beach Phase 3	PMF 3	\$ 15,000
40911200	Stewart's Point Coastal Trail	PMF 1	\$ 20,000
40915500	Taylor Mtn Cooper Creek Phase 1	PMF 4	\$ 5,000
40910100	Taylor Mtn Phase 2	PMF 4	\$ 5,000
40913100	West County Trail - Occidental Road	PMF 3	\$ 25,000
40915300	West County Trail - Hwy 116 to River Rd	PMF 3	\$ 2,000
40912800	West County Trail - JR Bridge Replacement Ph2	PMF 4	\$ 10,000
40909600	West County Trail - Wright to Sebastopol Road	PMF 4	\$ 5,000
			\$ 740,000

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Supervisor David Rabbitt

Department: CAO

Date: April 12, 2024

Inquiry Number: BIR25

Title: OOE to HR Cost Savings

Request/Question:

Provide cost savings involved for consolidating office of equity and making it a division within HR.

Staff Response:

The Office of Equity (OOE) was established in FY2020-21 to serve as the backbone entity to propel the County's equity efforts forward and the central hub to connect County departments and the County's overall efforts to evaluate its policies, programs, and services. Office of Equity responsibilities include:

- Effectively identifying issues, improvements, and ways to operationalize equity into both strategic priorities and day-to-day operations.
- Working cross-departmentally to identify policies and practices which may result in inequity and disparities.
- Making policy recommendations aimed at closing gaps related to disparities.
- Building an infrastructure to ensure policy decisions are evaluated through a racial equity lens to create equitable access to County programs and services.
- Providing leadership and vision to ensure the development and management of innovative and effective strategies to achieve racial equity for Sonoma County residents.
- Implementing institutional change management principles and practices around racial equity.

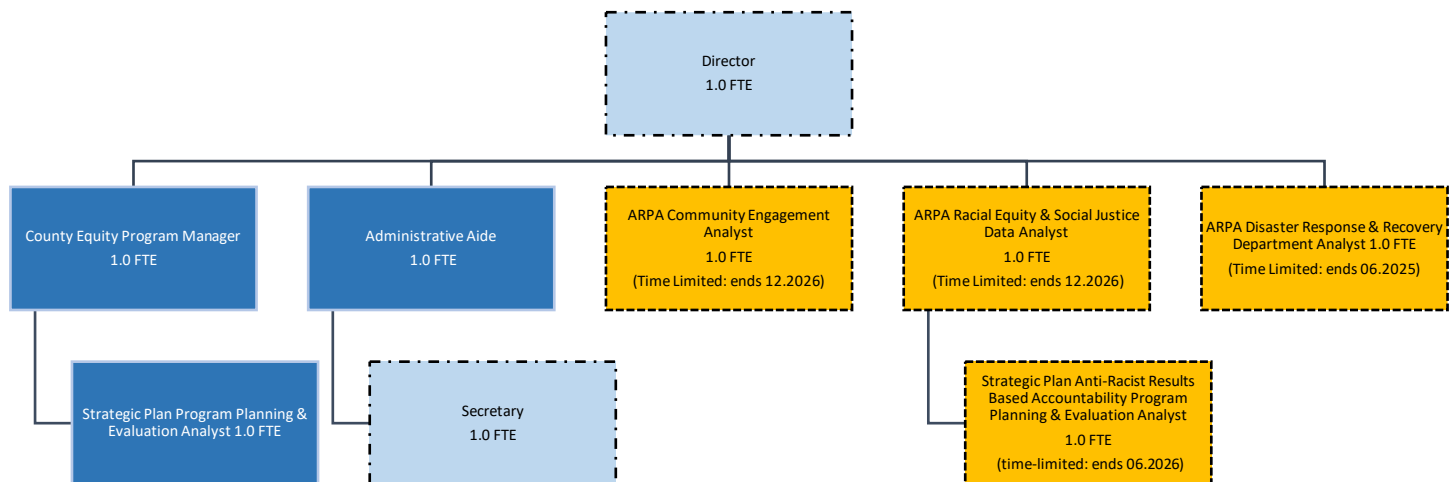
Any plan to merge two departments would require careful analysis and planning, including a review of the service level expectations and the existing capacity within the two departments. Such an analysis would require work beyond the normal scope of a Board Information Request, however a general review of potential savings is provided here.

The FY24-25 Preliminary Budget as presented to the Board during Budget Workshops is \$2,520,486 in which \$1,454,778 (57.7%) is General Fund. The remainder of the Department

funding is mostly ARPA and Strategic Plan funding awards. This analysis focuses on savings specifically to baseline General Fund contributions for FY24-25.

The Office of Equity currently has 5.0 permanent FTE's and 4.0 time-limited FTE's. The department's time-limited positions are scheduled to end assignment between June 2025 and June 2026. The organization chart below reflects the department's current approved FTE's and organizational structure. Additional administrative support is provided by 0.2 FTE Administrative Service Officer I housed in the County Administrator's Office. This position is fully funded in the County Administrator's Office and there would be no net savings should equity be moved.

For consideration, the Office of Equity has 4.0 FTE time-limited Department Analyst positions. These positions are scheduled to end assignment between December 31, 2025, and June 30, 2026. As these time-limited positions end, incumbents would have displacement rights to other Department Analyst positions within the Human Resources Department in which employees may have been hired after November 2, 2021, and could have impacts to Human Resources operations. The current incumbents do not have displacement rights within OOE based on the lack of seniority and limited permanent positions within the same classifications.



Potential Cost Savings Considered:

Staff reviewed what savings could result from consolidating OOE into the Human Resources Department.

Potential cost savings include:

- 1) Elimination of the Equity Director position. Because the Office of Equity would no longer be a standalone department, it would not require a department head level position, however additional capacity would be needed to maintain the level of workload. Eliminating the OOE Director position would result in cost savings that include salary, benefits and other employee costs to the County, vehicle stipend and a reduction in ISD usage and baseline internal service fees. Total Cost savings for the reduction would be \$372,687/yr. Replacing with a Deputy Human Resources Director would result in costs of \$328,721/yr, leading to a net savings of \$43,966. Use of a lower-level positions would result in greater savings. For example, if the County Equity Program Manager were determined to be sufficient to lead the unit and a position equivalent to a Human Resources Analyst III added, the total cost would be \$217,658 and savings would be \$155,029.
- 2) Elimination of the Secretary position, assuming the responsibilities can be absorbed by other staff within the Human Resources' current staff. Human Resources has expressed concern over lack of administrative support in their department already, however, and so some additional support might be required. Cost savings would include salary, benefits and other employee costs to the County, and a reduction in ISD usage and baseline internal service fees. If the duties were able to be fully absorbed, total cost savings would be \$127,734/yr. Should Human Resources need some support, the position could be scaled to 0.5 FTE to accommodate increase workload, expected costs would be \$76,061, leading to a net savings of \$51,673.
- 3) Rents/Leases costs for the current office space could be eliminated in Q3 of FY25-26, due to the duration of the current lease. However, if the current OOE staff were to relocate to the Administration Building prior to the end of the lease, there would be costs incurred for early termination, moving costs and costs to reconfigure space. Based on the recent relocation of OOE, the estimated costs are \$35,000. OOE has a preliminary budget for FY24-25 that would cover these costs.

Preliminary analysis results in a potential cost savings to the General Fund in FY2024-25, of \$555,151.

Table 1 below includes a breakdown of potential costs savings to the General Fund if Office of Equity were consolidated.

Table 1

DESCRIPTION	Savings, low	Savings,
Replace Director position with lower job class	\$43,966	\$155,029
Reduce or eliminate Secretary	\$51,673	\$127,734
Rents/Leases Savings	\$54,730	\$54,730
TOTAL POTENTIAL SAVINGS	\$150,369	\$337,493



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Department: BOS

Date: April 24, 2024

Inquiry Number: BIR26

Title:

Interactive Dashboard for Active Transportation Projects

Request/Question:

What are the impediments to creating a dashboard tracking progress on development, construction, and completion of active transportation projects such as bike lanes and multi-use paths? What department would be responsible for development, maintenance, and entry of relevant information into this dashboard each month? What would be the cost to create the site and assign those responsible for inputting data?

Staff Response:

Creating a dashboard to track progress on active transportation projects can be complex. It will require effective data collection from multiple agencies, integration of the data from a wide variety of project types and technical infrastructure to host and manage the database.

As part of the Bicycle and Pedestrian Infrastructure workshop with the Board of Supervisors on March 12, 2024, the Public Infrastructure and Regional Parks departments described their efforts and strategies to amplify and coordinate active transportation projects.

The cost to develop a dashboard tracking tool will vary depending on factors such as the complexity of the dashboard, the extent of integration required and the ongoing maintenance needs. To create such a dashboard, a comprehensive assessment of needs, resources and budget constraints should be performed.



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: **April 26, 2024**

Please email: CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Department: BOS

Date: April 24, 2024

Inquiry Number: BIR27

Title:

Dream Center Acquisition

Request/Question:

Identify the challenges and opportunities for working with the City of Santa Rosa to negotiate with the Bank holding the mortgage on the Dream Center. Though this building may have deferred maintenance, it is set up to meet community needs for interim shelter, and could be transformed to meet needs for permanent supportive housing for transitional aged youth and other community members. The location of this building, within a city close to services and public transit, is optimal and this opportunity should be explored.

Staff Response:

Acquisition of the Dream Center facility presents three primary challenges, which will be discussed below:

- 1) Acquisition of the property
- 2) Funding for acquisition and any necessary improvements to the facility
- 3) Operations of the facility must be planned for, including long-term funding strategies

Of the three, the third is the most important and must be considered before a decision is made to embark on the other two. The issues are very complex and not easily addressed. The County is exploring options with partners through the Sonoma County Integrated Children's System of Care group.

Acquisition:

Staff are informed that the owner of Dream Center facilities at 2447 Summerfield Rd., Santa Rosa filed for Chapter 7 Bankruptcy (BK) on February 27, 2024. The owner of record is **Individuals, Now Inc.**, dba Social Advocates for Youth (SAY), a nonprofit corporation. The Dream Center is located on APNs 014-361-050 (containing approximately 3 acres –with a primary building with 34,146 sf of space), 014-361-059 (common area including parking) and 014-361-045 (additional common area); the County Assessor has provided a 2023 assessed value of \$10.5 m for land and improvements, although the property appears exempt from payment of real property taxes due to nonprofit status.

The County received notification that a property manager has been appointed by the BK trustee to protect and clean up the Dream Center which will be put up for sale soon. Should a decision be made to pursue an acquisition, it will be necessary to involve county counsel. Staff should monitor relevant

bankruptcy filings for the Dream Center to determine if it will be sold as part of a liquidation process under the bankruptcy proceedings. It is not known what the price would be. Any sale of Dream Center due to the BK filing requires court approval; staff / counsel would need to negotiate terms and conditions of the purchase, including the purchase price, closing timeline, and any contingencies, and then once an agreement is reached with the trustee or representative, the proposed sale must be presented to the bankruptcy court for approval. It is expected that there are multiple creditors whose interests must be resolved through the BK, including banks and parties with other secured liens then unsecured debtors which made grants to SAY for programmatic purposes.

Funding:

In addition to the purchase price, significant renovation is likely to be needed. Without extensive inspections of the facility, as well as an understanding of the eventual use of the facility, these costs cannot be determined.

The County does not have funding identified for the purchase and improvement of this facility. If a business case (including planning for ongoing operations) were developed, staff would look to identify available resources. Unfortunately, the State's May Revised budget includes large cuts to many programs directed toward fighting homelessness, particularly one-time funding. As such it is unlikely that state funding would be available at this time. The County could look to partner with the City of Santa Rosa, however as was recently noted in the Press Democrat the City faces significant budget challenges and is unlikely to have resources available either for one-time purchase or ongoing operations. This means the County would likely need to rely on discretionary resources for purchase and renovations.

Options might include debt financing or identification of fund balances. Any of these options would put a strain on existing resources and divert funding that could be used for other purposes.

Operations:

The Department of Health Services is working to identify ongoing resources for the recent expansion of the County's interim and permanent supportive housing. At this point resources are not available for a significant expansion to operate the Dream Center, should it be acquired. Additionally, staffing capacity would likely be difficult to find due to the nation-wide shortage in medical/clinical staff. The Department of Health Services is highly dependent on state funding. Given the precarious nature of the state budget, existing fund balance is likely to be needed to cushion reductions in state funding. Expansion of services at this time would be risky.

Community Partners:

The Sonoma County Integrated Children's System of Care group includes leadership from the County's Health Services, Human Service and Probation departments, the Sonoma County Office of Education, Sonoma County Indian Health Project, and North Bay Regional Center. This group has discussed the impact SAY's closing has had on services to Sonoma County youth and the potential of a community-based organization taking ownership of the Dream Center to ensure that the services for which the Center was donated could continue. While these discussions have been preliminary and no organization has been identified for this role, it presents a potential opportunity for the County to support a community partner's assumption of ownership of the facility and provision of services to meet the needs of the County's at-risk youth and young adults.

BIR-28

FY 2024-25 Board of Supervisor Budget Information Request FormDeadline: **April 26, 2024**Please email: CAO-Budget@sonoma-county.org**Submitted By:** Susan Gorin**Department:** Department of Health Services**Date:** April 23, 2024**Inquiry Number:** BIR28**Title:**

County Community Health Workers

Request/Question:

Please elaborate on the roles and functions of Community Health Workers at the county and Promotores in the community. Identify the number of workers for each function, the funding source, and any gaps in outreach services geographically.

Staff Response:

Community Health Workers have been an emerging and important part of the health system for over a decade. They are part of a movement to promote lay health professionals in order to break down the walls between the health care system and the community and to bring in voices and support from the community to improve the care provided. Lay health professionals include roles as varied as patient navigator, health educator, and community health worker. They are differentiated from most health care roles because the people in these roles often come from the communities they serve to support and have not received formal clinical training.

Community Health Workers, or CHWs, are trusted community experts that are widely recognized for their role in providing care with cultural humility and building the capacity of the people they are working with as peers. They provide health education and connect community members to resources. Many CHWs are multilingual and multicultural and have a shared lived experience with the communities they serve. CHWs have been recognized by the US Department of Labor with a SIC code, indicating that the role is officially viewed as a job type in the labor system. Nationwide, there are an estimated 59,000 employees classified in this occupation.

In Sonoma County, we have CHRs (which function in the area of tribal health), CHWs who work in both clinical, community and school settings, and *Promotores de Salud*. All three job titles fall under the CHW umbrella term. CHW is a county classification in the human resources system. *Promotores* are differentiated from CHWs in general because theirs is not a classified job in the health care system and they are not usually employed by the health care system. They serve a more grassroots role within the system and emerge as community voices and leaders in the area of health, particularly among the immigrant and migrant worker communities. Many of those

BIR-28

serving in these roles are not paid. They are referred to as *Promotores* to indicate that they are often embedded in and draw from Spanish or Indigenous speaking communities.

The Department does not have an estimate of the number of CHWs and *Promotores* within the County as there are many individuals who function in this role informally or voluntarily. The Department meets twice a month with a group of *Promotores* and community health workers convened voluntarily by Dr Jenny Fish to discuss rates of vaccination and COVID in the community. More recently, the group has begun to turn their attention to a wide set of needs and disparities that can inequitably burden certain communities in Sonoma County more than other. This group has approached the Board on its own this spring to seek support for vaccination efforts in Sonoma County next flu season.

The Department received a sizable four-year grant from the US Centers for Disease Control to support the establishment and diffusion of the CHW model across the community and health care system. The grant has supported DHS staff in working with the educational system to craft a training program to provide CHWs with the skills they need to function effectively within the health system and to best support their clients. In addition, the Department has awarded contracts across a range of clinical and community-based partners to employ CHWs as part of an effort to demonstrate their value and create sustainable demand across the health care system. As of March 30th of this year, we are funding 20 CHWs across 9 subcontractors. There are two vacancies still unfilled. The grant has seen that these roles tend to have a high rate of turnover; our grantees saw a 40% rate of turnover across the grant cycle. In all, the Department will have awarded funds to 13 different organizations over the life of this grant. The grant allows Federally Qualified Health Clinics (FQHCs) to hire CHWs as full-time employees. They receive full pay and benefits, but are not county employees.

Within the Department, there are 2 CHW IIs and 18 CHW Specialists. They work across a variety of DHS programs in a variety of roles supporting clients access services. In the Medical Therapy program they support families with scheduling, getting settled in the clinic, and meeting needs they may have at home. In our Home Visiting Programs, they support the Nurse visiting staff to meet client needs for a health pregnancy and for young parents and their children to achieve their developmental milestones in the early years of life. In the area of Community Health, CHWs work to support education and enforcement of tobacco sales rules in the retail environment; they support the outreach efforts of the SNAP-ED and Oral Health programs. In 2023, the Board approved the creation of a community outreach and engagement team. This built on some of the most successful work during the pandemic performed by the Field Services Team. This group works under the Law, Policy, Engagement, and Outreach manager and consists of 5 CHWs. The purpose of this group is to enhance the outreach efforts of the Department and improve the impact of programs in communities by educating individuals and distributing information at community events and in neighborhood gatherings. This team has attended a variety of community events organized around holidays, festivals, job fairs, and health fairs to share information and speak with community members.

BIR-29

FY 2024-25 Board of Supervisor Budget Information Request FormDeadline: **April 26, 2024**Please email: CAO-Budget@sonoma-county.org**Submitted By:** Susan Gorin**Department:** Department of Health Services**Date:** April 23, 2024**Inquiry Number:** BIR29**Title:**

County Homeless Shelter Sites Inventory

Request/Question:

For each site serving homeless individuals around the county (including interim shelters and permanent supportive housing), please indicate:

- Number of residents
- Cost per resident at each facility
- County support for each of these sites (IMDT Team visits, funding from the county and Homeless Coalition funding, wraparound services, Mobile Support Team visits, other)

Additionally, please indicate the number of residents moving from interim shelters to permanent supportive housing (or other permanent housing) each year for each facility.

Staff Response:

DHS possesses data for homeless shelter sites managed by the County, summarized in the matrix below.

Location #	Name	Avg. Monthly # of Residents	Avg. Monthly Cost/Resident	Avg. Monthly Cost to Operate	County Support/Services Provided
1	Mickey Zane Place	45	\$4,198	\$188,910	IMDT Case Management, HSD Case Management, HSD Employment & Training, medical transportation*, security, meals, and emergency services**
2	Los Guilicos Village	54	\$2,865	\$154,710	IMDT Case Management, Housing navigation, HSD Employment & Training, AODS Counseling, medical transportation*, security, and emergency services**.

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3	ESS (Emergency Shelter Site)	43	\$5,094	\$219,042	IMDT Case Management, Housing navigation, HSD Employment & Training, AODS Counseling, medical transportation*, security, meals, and emergency services**.
		142	\$562,662		

*Transportation to and from appointments: medical, dental, behavioral

** Services by InResponse, DHS-BH Crisis Stabilization Unit (CSU), and DHS-BH Crisis Response Unit (CRU)

Placement of clientele from the three shelters is indicated below.

Placement Information

Mickey Zane Place (MZP):

Of the 112 clients that were placed at MZP (formerly, the Hotel Azura) as of April 2024,

- 31 were placed in permanent housing
- 37 left for other reason¹
- 45 remain at the shelter.

Los Guilicos Village (LGV) Pallet Shelters:

Of the 163 clients that were placed at LGV,

- 14 were placed in permanent housing
- 87 left for other reason¹
- 53 remain at the shelter.

Emergency Shelter Site (ESS):

Of the 111 clients who were placed at the ESS,

- 14 were placed in permanent housing
- 74 left for other reason¹
- 23 remain at the shelter.

Notes:

1. Clients left for temporary destinations, or other situations (e.g., were unable to comply with shelter policies).

Non-County Operated Shelters

Organization	Shelter Name	Beds
Catholic Charities	Caritas Family Center (ESG-CV)	192
Catholic Charities	Caritas Nightingale (Providence-Memorial Refs.)	13
Catholic Charities	Sam Jones Hall (FESG 21) (21-22)	62
COTS	Mary Isaak Multi-Service Center	93
Community Support Network	Opportunity House	13
Nation's Finest - Santa Rosa	Hearn House	19
COTS	Kids First Family Shelter	18
Catholic Charities	Nightingale House (Samuel Jones)	13

BIR-29

COTS	Recuperative Care	7
COTS	Petaluma Beds (ES - MIC)	12
Catholic Charities	Sam Jones Hall Santa Rosa City HOST	93
HomeFirst	Labath Landing	70
Reach For Home	L & M Village	28
Catholic Charities	Caritas Nightingale (Providence-OTH)	1
Catholic Charities	Caritas Nightingale (Sutter Refs.)	6
Catholic Charities	Caritas Nightingale (Kaiser Refs.)	4
Catholic Charities	Caritas Nightingale (Other PHC-SNF Refs.)	1
Sonoma County Human Services Department	HSP Emergency Shelter (Hotel)	10
Homeless Action Sonoma (HAS)	Home and Safe Center (HASC)	15
Reach For Home	Wallace House	6
Community Action Partnership	Sloan House (CDC - CDBG-CV)	18
Redwood Gospel Mission	The Rose Women's Shelter	29
Redwood Gospel Mission	Nomadic Shelter	40
Redwood Gospel Mission	Men's Mission	45
YWCA of Sonoma County	Safe House (Location suppressed)	36
West County Community Services	West County Navigation Center	47
Nation's Finest - Santa Rosa	SSVF (ES)	1
	Total Beds	892



FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Department: Permit Sonoma

Date: April 23, 2024

Inquiry Number: BIR30

Title:

FEMA Hazard Mitigation (HMGP) and Building Resilient Infrastructure and Communities (BRIC) Grant Programs

Request/Question:

For both FEMA Hazard Mitigation (HMGP) and Building Resilient Infrastructure and Communities (BRIC) Grant Programs, please indicate details on work completed to date:

- Cost
- Number of residents worked with
- Details on improvements and updates to residential units and homes

Staff Response:

(note that the below statistics are accurate as of 4/15/2024)

Project #1: Wildfire Adapted Part 1 (HMGP)

- **Brief Project Description:** The purpose of the project is to improve structure resiliency in Sonoma County through defensible space and structure hardening assessments and funded risk-reduction improvements for private properties. This is a two-phased project: Phase 1 includes private property defensible space and home hardening assessments, program design for Phase 2, and environmental review. Project is currently in Phase 1. Phase 2 will include funding and implementing risk-reduction improvements on private properties.
 - Project timing: Phase 1 end date is 4/2/2025. FEMA does not provide estimates as to how long it will take them to release Phase 2 funds after completion of Phase 1, although a minimum of 6-12 months is expected. Once Phase 2 is obligated, Phase 2 activities will begin immediately.
 - Project takes place in 10 project areas:
 1. Cloverdale
 2. Fitch Mountain
 3. Forestville
 4. Kenwood
 5. Northern Sonoma County/Geyserville
 6. Occidental
 7. Rincon Valley/Mayacamas
 8. Schell-Vista
 9. Sonoma Valley

10. Timber Cove

- **Cost:** As of the most recent grant reimbursement requests, which include costs up to 3/31/2024, this project has incurred \$1,605,185.45 in total project costs. This includes \$1,203,889.09 in FEMA federal share for project costs and \$401,296.36 in local match for project costs.
 - Total award amount for Phase 1: \$2,256,680
 - Total anticipated award amount for Phase 2: \$4,421,096.55
 - Additionally, the project has incurred \$92,325.96 in Subrecipient Management Costs covered 100% by FEMA, which are a separate grant expressly for grant administrative activities. The total award amount for Phase 1 grant administrative activities is \$111,495.50.
- **Number of residents worked with:** This project has completed 5,700 Defensible Space Assessments, 493 full Home Risk Assessments, and 1,035 curbside Home Risk Assessments. This amounts to a total of 7,228 wildfire risk reduction assessments provided to residents and property owners that include detailed education about wildfire mitigation actions they can take to protect their property. Some residences may have received more than one type of assessment.
- **Details on improvements and updates to residential units and homes:**
 - Since the project began in March 2020, more than 20 in-person and virtual presentations on project opportunities, status, and wildfire resilience education have been delivered in local project area communities, county-wide, and for national audiences. Project staff have attended community meetings in the project areas to provide updates since 2022 and continue to do so.
 - The Sonoma County Wildfire Adapted program website SoCoAdapts.Org receives routine updates and revisions.
 - Ongoing social media campaign since Fall 2023 notifying local project area communities of the program opportunities and encouraging eligible residents to participate.
 - Ongoing emails sent to gov.delivery listservs with program opportunities and encouraging eligible residents to participate.
 - Postcards and letters mailed to residents since 2022 notifying property owners of program opportunities, updates, and encouraging them to participate.
 - “Rebate Interest Survey” launched May 2024. The survey will provide information about the number of parcels interested in the rebate program (which may provide up to \$10,000 in rebates to help property owners complete defensible space and/or home hardening mitigation actions) and augment available contact information for property owners. An outreach campaign for the Survey will include postcards to residents in program areas, emails to gov.delivery listservs, and social media.
 - Upcoming webinar planned for end of May and early June 2024 to inform residents in the program areas of program updates and timelines. This will be heavily marketed using social media, postcards, and emails to listservs.
 - On May 21, 2024, the Board of Supervisors adopted the California Environmental Quality Act (CEQA) analysis for the project which analyzes all 4 FEMA grants for their respective vegetation management and/or near-home wildfire mitigation activities, as required under federal funding obligations.

Project #2: Wildfire Adapted Part 2 (HMGP)

- **Brief Project Description:** The purpose of the project is to improve structure resiliency in Sonoma County through defensible space and structure hardening assessments and funded risk-reduction

improvements for private properties. This is a two-phased project: Phase 1 includes private property defensible space and home hardening assessments, program design for Phase 2, and environmental review. Project is currently in Phase 1. Phase 2 will include funding and implementing risk-reduction improvements on private properties.

- Project timing: Phase 1 currently has a pending Time Extension Request that was submitted to CalOES in February 2024; this request is pending with FEMA. The requested end date is 4/2/2025 and it is anticipated that this will be approved. FEMA does not provide estimates as to how long it will take them to release Phase 2 funds after completion of Phase 1, although a minimum of 6-12 months is expected. Once Phase 2 is obligated, Phase 2 activities will begin immediately.
- Project takes place in 4 project areas:
 1. Cazadero
 2. Mill Creek/Palmer Creek/Sweetwater Springs/Wallace Creek Rd
 3. Old Cazadero Rd
 4. Rio Nido
- **Cost:** As of the most recent grant reimbursement requests, which include costs up to 3/31/2024, this project has incurred \$267,347.68 in total project costs. This includes \$200,510.76 in FEMA federal share for project costs and \$66,836.92 in local match for project costs.
 - Total award amount for Phase 1: \$369,089.80
 - Total anticipated award amount for Phase 2: \$2,131,377.92
 - Additionally, the project has incurred \$15,846.15 in Subrecipient Management Costs covered 100% by FEMA, which are a separate grant expressly for grant administrative activities. The total award amount for Phase 1 grant administrative activities is \$18,454.49.
- **Number of residents worked with:** This project has completed 1,990 Defensible Space Assessments, 157 full Home Risk Assessments, and 699 curbside Home Risk Assessments. This amounts to a total of 2,846 wildfire risk reduction assessments provided to residents and property owners that include detailed education about wildfire mitigation actions they can take to protect their property. Some properties may have received more than one type of assessment.
- **Details on improvements and updates to residential units and homes:**
 - Since the project began in November 2021 more than 10 in-person and virtual presentations on project opportunities, status, and wildfire resilience education have been delivered in local project area communities, county-wide, and for national audiences. Project staff have attended community meetings in the project areas to provide updates since 2023 and continue to do so.
 - The Sonoma County Wildfire Adapted program website SoCoAdapts.Org receives routine updates and revisions.
 - Ongoing social media campaign since Fall 2023 notifying local project area communities of the program opportunities and encouraging eligible residents to participate.
 - Ongoing emails sent to gov.delivery listservs with program opportunities and encouraging eligible residents to participate.
 - Postcards and letters mailed to residents since 2023 notifying property owners of program opportunities, updates, and encouraging them to participate.
 - “Rebate Interest Survey” launched May 2024. The survey will provide information about the number of parcels interested in the rebate program (which may provide up to \$10,000 in rebates to help property owners complete defensible space and/or home hardening mitigation actions) and augment available contact information for property

owners. An outreach campaign for the Survey will include postcards to residents in program areas, emails to gov.delivery listservs, and social media.

- Upcoming webinar planned for end of May and early June 2024 to inform residents in the program areas of program updates and timelines. This will be heavily marketed using social media, postcards, and emails to listservs.
- On May 21, 2024, the Board of Supervisors adopted the California Environmental Quality Act (CEQA) analysis for the project which analyzes all 4 FEMA grants for their respective vegetation management and/or near-home wildfire mitigation activities, as required under federal funding obligations.

Project #3: Hazardous Fuels Reduction Project (HMGP)

- **Brief Project Description:** The purpose of the project is to improve wildfire resiliency in Sonoma County through large-scale vegetation management around communities and critical infrastructure. This is a two-phased project: Phase 1 includes site evaluations for environmentally appropriate vegetation management, program design for Phase 2, and environmental review. Project is currently in Phase 1. Phase 2 will include funding and implementing risk-reduction improvements on private properties.
 - Project timing: Phase 1 end date is 11/18/2024. FEMA does not provide estimates as to how long it will take them to release Phase 2 funds after completion of Phase 1, although a minimum of 6-12 months is expected. Once Phase 2 is obligated, Phase 2 activities will begin immediately.
 - Project considered potential vegetation management project ideas in 4 project areas:
 1. Lower Russian River - Cazadero
 2. Austin Creek/Dry Creek Headwaters
 3. Big Sulphur Creek Watershed – NE Geyserville
 4. East Sonoma County – Mark West Creek to Sonoma
- **Cost:** As of the most recent grant reimbursement requests, which include costs up to 3/31/2024, this project has incurred \$569,335.36 in total project costs. This includes \$427,001.52 in FEMA federal share for project costs and \$142,333.84 in local match for project costs.
 - Total award amount for Phase 1: \$1,394,365.00
 - Total anticipated award amount for Phase 2: \$4,605,635.00
 - Additionally, the project has incurred \$69,718.25 in Subrecipient Management Costs covered 100% by FEMA, which are a separate grant expressly for grant administrative activities. The total award amount for Phase 1 grant administrative activities is \$69,718.25.
- **Number of residents worked with:** This project has interacted with 400+ landowners, notifying them of the opportunity to participate in the project.
- **Details on improvements and updates to residential units and homes:**
 - Reviewed 120+ project ideas from fire agencies and project stakeholders (subject-matter experts)
 - Selected 16 CAL FIRE high ranking project sites for *potential* vegetation treatment and CEQA environmental review under the California Vegetation Treatment Program (CalVTP). CEQA compliance is being completed for all 16 sites.
 - The 400+ landowners that were contacted by program staff were the property owners within 15 of the 16 CAL FIRE high ranking project sites. Of these landowners, 200+ responded with interest to participate. Based on landowner participation interest levels, 9 of the 15 project sites are moving forward to the next stages of the project, which

include vegetation management treatment design and budgeting. A subset of the 9 sites will be selected for implementation, based on funding available.

- On May 21, 2024, the Board of Supervisors adopted the California Environmental Quality Act (CEQA) analysis for the project which analyzes all 4 FEMA grants for their respective vegetation management and/or near-home wildfire mitigation activities, as required under federal funding obligations.

Project #4: Wildfire Resilient Sonoma County (BRIC)

- **Brief Project Description:** The purpose of this project is to combine all methods being developed in the above three projects and improve whole-community wildfire resilience in three selected high-risk communities. This project will conduct focus on both near-home risk reduction through defensible space and structure hardening assessments and funding improvements for private properties, as well as large-scale vegetation management around communities and critical infrastructure. This is a two-phased project: Phase 1 includes site evaluations for environmentally appropriate vegetation management, private property defensible space and home hardening assessments, program design for Phase 2, and environmental review. Project is currently in Phase 1. Phase 2 will include funding and implementing risk-reduction improvements on private properties.
 - Project timing: Project is preparing a Phase 1 Time Extension Request, which will seek to extend the Phase 1 end date to 4/14/2027. FEMA does not provide estimates as to how long it will take them to release Phase 2 funds after completion of Phase 1, although a minimum of 6-12 months is expected. Once Phase 2 is obligated, Phase 2 activities will begin immediately.
 - Project takes place in 3 project areas:
 1. Guerneville-Guerneville-Rio Nido
 2. Larkfield-Wikiup/Mark West Creek
 3. Penngrove/Sonoma Mountain
- **Cost:** As of the most recent grant reimbursement requests, which include costs up to 3/31/2024, this project has incurred \$170,634.33 in total project costs. This includes \$127,242.02 in FEMA federal share for project costs and \$43,392.31 in local match for project costs.
 - Total award amount for Phase 1: \$7,198,396.50
 - Total anticipated award amount for Phase 2: \$40,090,020.00
 - Additionally, the project has incurred \$66,429.94 in Subrecipient Management Costs covered 100% by FEMA, which are a separate grant expressly for grant administrative activities. The total award amount for Phase 1 grant administrative activities is \$359,919.82.
- **Number of residents worked with:** Zero residents worked with to-date. The project is still in the planning and preparation phase and has not begun defensible space assessments, structure risk assessments, or vegetation assessments for fuels reduction.
- **Details on improvements and updates to residential units and homes:**
 - As of April 2024, all 6 approved time-limited positions associated with this grant have been filled and onboarded.
 - In Spring 2024, project staff started the identification of potential shaded fuel breaks and wildland-urban interface fuel reduction treatment sites with stakeholders for the 3 project areas.

- Hired and executed contracts for 4 professional contractors for biological, cultural, and historic resource review needs to comply with NEPA and our CEQA project requirements. In the process of kicking off those contracts and getting their work underway.
- All lessons learned from Wildfire Adapted Part 1 and Part 2 will augment processes and procedures for this project.
- In the process of hiring additional professional contractors for project facilitation, social science, marketing, and environmental review.
- On May 21, 2024, the Board of Supervisors adopted the California Environmental Quality Act (CEQA) analysis for the project which analyzes all 4 FEMA grants for their respective vegetation management and/or near-home wildfire mitigation activities, as required under federal funding obligations.

FY 2024-25 Board of Supervisor Budget Information Request Form

Deadline: April 26, 2024

Please email: CAO-Budget@sonoma-county.org

Submitted By: Susan Gorin

Department: BOS

Date: April 24, 2024

Inquiry Number: BIR31

Title: Juvenile Hall Fencing and Program options

Request/Question:

What is the cost to install/extend fencing around the Juvenile Hall? What programs would be offered in the newly fences space to train them into career pathways, and encourage diversion and/or reentry? Is there an opportunity for a program based on installation/maintenance of solar panels? What future costs savings would be realized by installing this fencing? Could we relocate the existing fence, as its current placement impedes usage of the land enclosed by the fencing.

Staff Response:

- **What is the cost to install/extend fencing around the Juvenile Hall?** The current budget for the fencing project is \$782,000. Funding has been identified for the project, however there have been delays in implementation due to staff turnover that has limited capacity in Public Infrastructure to manage the project.
- **What programs would be offered in the newly fences space to train them into career pathways, and encourage diversion and/or reentry?** This fence serves two purposes. First, it provides security for staff as was agreed upon through the meet and confer process that was held when the shelter was created at Los Guilicos in 2020. Second, by adding a secure fence, it adds the opportunity to explore a culinary program as the kitchen is not located in the secure portion of the building and has multiple doors that lead directly to the outside. As there is no fencing to contain the youth, Probation is unable to explore a culinary program in the facility with no additional barrier to prevent youth from walking away. Other modifications to the kitchen space would be needed as well as work with labor groups before Probation would be able to implement such a program. All other programs can be accommodated in the current fence line of the Juvenile Hall.
- **Is there an opportunity for a program based on installation/maintenance of solar panels?** Juvenile Hall explores a variety of vocational programming, but recent legislative changes require Individualized Treatment Plans and therefore each youth is encouraged to explore their interests and Probation considers how to accommodate those interests.

- **What future costs savings would be realized by installing this fencing?** There are not savings associated with this project. As noted above, it is an obligation associated with staff safety made through the meet and confer process when the shelter was created at Los Guilicos. It has the additional benefit of allowing the department to explore offering a culinary program.
- **Could we relocate the existing fence, as its current placement impedes usage of the land enclosed by the fencing.** The project is not yet far enough along to conclusively determine if the existing fence can be utilized. Probation and Sonoma Public Infrastructure will keep this in consideration as the project progresses.



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Supplemental Budget Adjustments

Supplemental adjustments to the FY 2024-25 Recommended Budget are needed to incorporate additional budgetary changes and corrections into the FY 2024-25 Adopted budget, and they are based on information not available in time to be included in the Recommended Budget. Supplemental changes typically reflect Board direction given after the Recommended Budget was finalized, or they are administrative in nature. Supplemental adjustments for FY 2024-25 total \$4.7 million, including adjustments of \$2.1 million in General Fund sections and adjustments of \$2.6 million within Other Funds. Adjustments in General Fund sections are fully offset by expenditure reductions and changes to funding sources, resulting in no change to General Fund net cost.

Major adjustments to General Fund sections include:

- On April 16, 2024, the California Governor's Office of Emergency Services notified the District Attorney's Office that funding provided for the Victim Assistance Grant will be reduced by \$401,574. Due to this loss of funding, a supplemental adjustment is needed to delete 3.0 FTE filled Victim Witness Advocate positions from the District Attorney's budget and reduce revenue and expenditure appropriations commensurate with the grant funding reduction. The department has entered add-back request DA-AB-01 (refer to **Tab 05-Program Change Requests and Add Backs**) to be considered by the Board of Supervisors for restoration at FY 2024-25 budget hearings.
- Appropriating State CalAIM grant revenues and expenditures of \$1.3 million in the Sheriff's Office budget to continue implementation of a mandated statewide program to expand Medi-Cal services to the justice-involved population.

Major adjustments to Other Fund sections include:

- Adjust the Department of Health Services budget to incorporate Board-approved allocation changes to add 5.0 FTEs supporting the Drug Medi-Cal Organized Delivery System program.
- Adjust the Community Development Commission budget to incorporate various position allocation additions and deletions previously approved by the Board on April 30, 2024. The added positions will support the Housing Authority voucher program, home loans, rehabilitation projects, and the Tierra De Rosas construction project.
- Re-budget appropriations of \$1 million in the Non-Departmental budget to expend unused funds received in FY 2023-24 from a California State Library Grant for the Roseland Regional Library. The County will act as the pass-through entity for disbursement of funds to the Sonoma County Library.

Attachments:

A – FY 2024-25 Supplemental Narrative Report

Adjustment ID	Description of Change	FTE Change	General Fund Revenues and Reimbursements	General Fund Gross Expenditures	General Fund Net Cost	Other Funds Revenues and Reimbursements	Other Funds Gross Expenditures	Other Funds Net Cost	Total Entity Revenues and Reimbursements	Total Entity Gross Expenditures	Total Entity Net Cost
ACTTC-SUP-01	Appropriations for labor and contract services to support six month extension of parking administration services. This is an existing program that was slated to transition from the ACTTC in FY 25-26. In consultation with impacted departments, the program will be extended while new procedures are put in place.	0.00	\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$130,000	\$130,000	\$0
Auditor-Controller-Treasurer-Tax Collector Supplemental Adjustments		0.00	\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$130,000	\$130,000	\$0
CDC-SUP-01	Increase expenditure appropriations by \$305,148 for the addition of 1 (FTE) Deputy Director/Community Development Position to oversee the programs, including home loans and construction and rehabilitation projects of the Community Development Division. This position will be funded by deletion of 1 (FTE) Community Development Manager (CDC-SUP-02), plus additional funding from Density Bonus/2nd Dwelling fees, 504-Compliance allocation, Community Development Block Grant, HOME Investment Partnership Program, and the Successor Agency. (04/30/24, Item #27)	1.00	\$0	\$0	\$0	\$305,148	\$610,296	\$305,148	\$305,148	\$610,296	\$305,148
CDC-SUP-02	Decrease expenditure appropriations by \$267,117 for the deletion of 1 (FTE) Community Development Manager Position. (04/30/24, Item #27)	(1.00)	\$0	\$0	\$0	(\$267,117)	(\$534,234)	(\$267,117)	(\$267,117)	(\$534,234)	(\$267,117)
CDC-SUP-03	Increase expenditure appropriations by \$305,148 for the addition of 1 (FTE) Deputy Director/Housing Authority Position to oversee the voucher programs of the Housing Authority. This position will be funded by deletion of the Leased Housing Manager (CDC-SUP-04), plus additional funding from ongoing Housing Authority administrative fees from the Housing Choice Voucher and Mainstream Voucher Programs. (04/30/24, Item #27)	1.00	\$0	\$0	\$0	\$305,148	\$610,296	\$305,148	\$305,148	\$610,296	\$305,148
CDC-SUP-04	Decrease expenditure appropriations by \$257,785 for the deletion of 1 (FTE) Lease Housing Manager Position. (04/30/24, Item #27)	(1.00)	\$0	\$0	\$0	(\$257,785)	(\$515,570)	(\$257,785)	(\$257,785)	(\$515,570)	(\$257,785)
CDC-SUP-05	Increase expenditure appropriations by \$212,330 for the addition of 1 (FTE) Community Development Program Coordinator to serve as lead and point person for construction projects, namely the Tierra Del Rosas Site in southwest Santa Rosa. This position will be funded by the Successor Agency, and federal and state grants, such as infrastructure and community development programs. (04/30/24, Item #27)	1.00	\$0	\$0	\$0	\$212,330	\$424,660	\$212,330	\$212,330	\$424,660	\$212,330
Community Development Commission Supplemental Adjustments		1.00	\$0	\$0	\$0	\$297,724	\$595,448	\$297,724	\$297,724	\$595,448	\$297,724

[illegible]

Adjustment ID	Description of Change	FTE Change	General Fund	General Fund	General Fund	Other Funds	Other Funds	Other Funds	Total Entity	Total Entity	Total Entity
			Revenues and Reimbursements	Gross Expenditures	Net Cost	Revenues and Reimbursements	Gross Expenditures	Net Cost	Revenues and Reimbursements	Gross Expenditures	Net Cost
SHF-SUP-02	Appropriate California Advancing and Innovating Medi-Cal (CalAIM) grant revenue and expenditures to implement a mandated statewide program to expand Medi-Cal services to the justice-involved population. Funds will support planning and implementation of reentry services, included fully funding 1.0 FTE time-limited Department Information Systems Coordinator in the Department's FY 24-25 Recommended Budget. (01/30/24, Item #21)	0.00	\$1,264,014	\$1,264,014	\$0	\$0	\$0	\$0	\$1,264,014	\$1,264,014	\$0
SHF-SUP-03	Adjust FY 24-25 appropriations based on the Board approved allocation change to delete one Secretary allocation and add one Administrative Aide supporting Concealed Carry Weapons application tracking and related administrative responsibilities. This is one of two adjustments, to enter the deleted position. (04/16/24, Item #21)	(1.00)	\$0	(\$151,164)	(\$151,164)	\$0	\$0	\$0	\$0	(\$151,164)	(\$151,164)
SHF-SUP-04	Adjust FY 24-25 appropriations based on the Board approved allocation change to delete one Secretary allocation and add one Administrative Aide supporting Concealed Carry Weapons application tracking and related administrative responsibilities. This is the second of two adjustments, to enter the new position. (04/16/24, Item #21)	1.00	\$7,279	\$158,443	\$151,164	\$0	\$0	\$0	\$7,279	\$158,443	\$151,164
Sheriff's Office Supplemental Adjustments		0.00	\$1,271,293	\$1,271,293	\$0	\$0	\$0	\$0	\$1,271,293	\$1,271,293	\$0
GRAND TOTAL - SUPPLEMENTAL ADJUSTMENTS		3.00	\$2,095,973	\$2,095,973	\$0	\$1,313,434	\$2,611,158	\$1,297,724	\$3,409,407	\$4,707,131	\$1,297,724



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

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Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: Summary of Position Changes

Recommended Budget Change Overview

The County's current Fiscal Year (FY) 2023-24 Revised Budget includes 4,475.13 FTE position allocations. Of those, 13.0 FTE are time-limited positions that expire on or before June 30, 2024, and they are excluded from the County's FY 2024-25 Recommended Budget. Time-limited positions are typically added for a fixed duration to align with a short-term funding source, and the elimination of these positions coincides with the expiration of funding. Most of the time-limited positions are vacant and have already expired or will expire as of June 30, and the departments are not requesting extensions. Of these expiring time-limited positions, 8.5 FTE are in Permit Sonoma and support the Resiliency Permit Center, the Comprehensive Cannabis Program Update, and cannabis permit processing efforts. Permit Sonoma is requesting that 2.0 FTE supporting the Comprehensive Cannabis Program Update effort be extended through June 30, 2025, via a self-funded Program Change Request to be considered for approval as part of budget hearings deliberations (**refer to Tab 03 & Tab 05, PRMD-PCR-01**). In addition to these expiring positions, the Department of Child Support Services is eliminating 3.0 FTE vacant permanent positions to align with decreased state funding.

The aforementioned position reductions result in total of 4,459.13 FTE position allocations in the County's FY 2024-25 Recommended Budget. Refer to *Table 1* below for a summary of positions by department. Please note the 4,459.13 FTE total differs from the total position count of 4,460.13 FTE presented in the FY 2024-25 Recommended Budget Book's Budget Overview section by 1.0 FTE. The difference is due to correcting for a position inadvertently double-counted in both the Human Services and In-Home Supportive Services budget. The corrected *Table 1* below supersedes the position summary table in the budget book and will be corrected in the Adopted Budget.

Summary of Other Position Changes

Between February 28, 2024 (when the Recommended Budget was submitted) and present, departments have made a number of position changes through Board items or under Board Resolution 70506, which authorizes certain types of position changes to be made administratively, such as moving positions between budget sections. In addition, a few positions are being added and deleted as part of Supplemental Adjustments. **Tab 08 – Supplemental Adjustments** provides a detailed listing of these changes. As part of supplemental adjustments, the District Attorney's Office is deleting 3.0 FTE Victim Witness Advocates, which are currently filled positions. On April 16, 2024, the California Governor's Office of Emergency Services notified the District Attorney's Office that funding provided for its Victim Assistance Grant will be reduced. Due to this loss of funding, a supplemental adjustment is needed to delete the three positions and reduce revenue and expenditure appropriations commensurate with the grant funding reduction. The department has entered an add-back request (**refer to Tab 03 & Tab 05; DA-AB-01**) to be considered by the Board of Supervisors for restoration at FY 2024-25 budget.

hearings. Should this request not be approved, Human Resources will work with the department to initiate layoff proceedings for affected employees. If layoffs are required, they would occur by September 30, 2024. Exhibit D of the FY 2024-25 Budget Adoption Resolution (**Tab 14**) includes a detailed listing of position allocations, by department and job classification, included in the County's FY 2024-25 Recommended Budget, and it also includes position changes included in supplemental budget adjustments.

Table 1: Position Allocations Summary

Department/Agency	FY 23-24 Adopted	FY 23-24 Revised	TL Expire 06/30/24	FTE Reduction	FY 24-25 Recomm.	Supplemental Changes	Total w/Suppl.
ACTTC	107.00	107.00	0.00	0.00	107.00	0.00	107.00
Ag Pres/Open Space District	35.00	36.00	0.00	0.00	36.00	0.00	36.00
Agricultural Commissioner	38.50	38.50	0.00	0.00	38.50	0.00	38.50
BOS/CAO	80.00	80.00	0.00	0.00	80.00	0.00	80.00
Child Support Services	65.00	65.00	0.00	(3.00)	62.00	0.00	62.00
Clerk-Recorder-Assessor	116.00	116.00	0.00	0.00	116.00	0.00	116.00
Community Development	54.50	52.50	0.00	0.00	52.50	1.00	53.50
County Counsel	41.25	41.25	0.00	0.00	41.25	0.00	41.25
District Attorney	131.00	136.50	(1.00)	0.00	135.50	(3.00)	132.50
Emergency Management	15.00	15.00	0.00	0.00	15.00	0.00	15.00
Economic Develop Board	16.00	16.00	0.00	0.00	16.00	0.00	16.00
Health Services	677.73	720.83	(1.00)	0.00	719.83	5.00	724.83
Human Resources	65.50	66.50	0.00	0.00	66.50	0.00	66.50
Human Services	989.55	1018.55	(2.00)	0.00	1016.55	0.00	1016.55
IHSS Public Authority	1.00	1.00	0.00	0.00	1.00	0.00	1.00
Ind Office Law Enf & Out	6.00	6.00	0.00	0.00	6.00	0.00	6.00
Information Systems	117.50	118.50	0.00	0.00	118.50	0.00	118.50
Office of Equity	9.00	9.00	0.00	0.00	9.00	0.00	9.00
Permit Sonoma	181.50	183.50	(8.50)	0.00	175.00	0.00	175.00
Probation	270.00	270.00	0.00	0.00	270.00	0.00	270.00
Public Defender	59.00	61.00	0.00	0.00	61.00	0.00	61.00
Public Infrastructure**	270.50	272.00	(0.50)	0.00	271.50	0.00	271.50
Regional Parks	141.00	142.00	0.00	0.00	142.00	0.00	142.00
Sheriff/Adult Detention	633.50	634.50	0.00	0.00	634.50	0.00	634.50
UC Cooperative Extension	6.00	6.00	0.00	0.00	6.00	0.00	6.00
Water Agency	260.00	262.00	0.00	0.00	262.00	0.00	262.00
TOTALS (FTE)	4,387.03	4,475.13	(13.00)	(3.00)	4,459.13	3.00	4,462.13

Vacancy Sweeps

Per the Board's adopted [Financial Policies](#): "All positions held vacant for 12 months or more will be reviewed by the County Administrator and deleted as part of the annual recommended budget unless maintaining allocation is justified." After reviewing departments' vacant allocations, the County Administrator's Office recommends deleting 0.50 FTE vacant Booking & Reservation Coordinator in the Public Infrastructure department. If approved by the Board, this vacant allocation will be deleted via budget hearings action and the change incorporated into Exhibit D of the budget adoption resolution.



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: Fund Balance Directory Review

This memo presents a review of all budgetary funds governed by the Board. The combined County and Agency fund list for all fund types is estimated to have a Fiscal Year (FY) 2023-24 year-end total balance of approximately \$1.3 billion as of June 30, 2024, and an estimate year-end balance of approximately \$1.2 billion as of June 30, 2025, based on the FY 2024-25 Recommended Budget, not including \$3.2 million of non-General Fund proposed as funding sources for FY 2024-25 departmental budget program change requests.

The review of funds is intended to inform the Board of available sources during Budget Hearings deliberations.

Fund Balance Directory – Overview of Funds

The County and dependent agencies, like all governments, use different funds to properly track and avoid comingling of resources. The practice of accounting for resources by fund improves transparency and fiscal responsibility in managing the public's money.

Funds are typically designated as either restricted or unrestricted. There are many reasons for placing restrictions on funds. For example, there may be legal restrictions attached to certain funds set by statute. In other situations, funds may be restricted by the funding source. In addition, the Board may decide to restrict funds through adoption of a specific policy.

The funds reviewed are governed by the Board of Supervisors as well as the Board of Directors of the Water Agency, Agricultural Preservation & Open Space District, Community Development Commission, and several special districts governed by the Board, providing fire, sanitation, lighting, landscape, park, water, and other community services.

Government accounting standards require funds to be categorized either as "Governmental" or "Proprietary." "Governmental" funds record typical municipal functions such as law enforcement, while "Proprietary" funds account for goods and services provided by one department to another department/agency, such as the cost of Human Resources self-insurance programs, or to the public for a fee or charge, such as the Airport leasing airplane hangar spaces.

Governmental Funds

The following is a summary of the FY 2023-24 and FY 2024-25 anticipated year-end governmental balances by fund type. The amounts reported reflect sums available for budgeting, which is the amount of funding available at year-end after deducting encumbrances, reserves, liabilities, and certain assets (e.g. fixed assets).

Fund Type	Description	Fiscal Year-End 2023-24 Estimated Balance	Fiscal Year-End 2024-25 Estimated Balance Based on Budget
General	Used by the County for main operations primarily financed with tax revenue as well as fees and charges for services, e.g., Sheriff's Office.	\$276,438,063	\$249,164,383
Special Revenue	Tracks use of funds for services primarily delivered on behalf of state/federal agencies, e.g. Health and Human Services, and Road programs.	\$474,271,766	\$370,998,957
Debt Service	Ensures debt service obligations are met, e.g., Open Space Tax Bonds issued by the County.	\$4,526,905	\$4,526,905
Capital Projects	Represents non-operating resources for Parks and general government facilities (not including Roads) financed with one-time funds and outside funding. Includes contributions for Deferred Maintenance/County Modernization, per Board policy and prior Board direction.	\$96,655,264	\$113,326,745
Special Districts	Accounts for funds related to entities that are established for a specific public service and are legally separate from the County, e.g., Water Agency and Community Development Commission.	\$239,040,716	\$210,969,331
Total	GOVERNMENTAL FUNDS	\$1,090,932,714	\$948,986,321

General Fund Balance

The following provides further details on the FY 2024-25 anticipated ending balances within the General Fund type based on the current FY 2024-25 budget. FY 2023-24 estimated ending balances are also listed in the Fund Balance Directory attachments. These balances consist of the following categories (see **Attachment A** for details):

- As indicated in the Available Sources memo (refer to **Budget Binder Tab 2**), there is a projected \$12.5 million unrestricted General Fund balance anticipated at the end of FY 2023-24 and FY 2024-25 – Attachment A, page 1.
- \$14.2 million for Equipment Replacement – Attachment A, pages 2-3.
Funds established to accumulate monies in anticipation of scheduled replacements such as fleet vehicles, computer desktops, facilities, technology upgrades, law enforcement communications system and devices, Probation supervised adult crew equipment, and voter equipment.
- \$4.1 million for Reinvestment and Revitalization – Attachment A, page 4.
Funds represent property tax returning from dissolved Redevelopment Areas to the County's General Fund. In 2012, the Board, following the state's dissolution of Redevelopment Areas, segregated these funds. Based on prior Board direction, \$3.6 million has been earmarked for Springs Hub, Highway 12 parking mitigation, and the Total Maximum Daily Load (TMDL) project, the Guerneville Homeless Shelter, and lower Russian River Area Specific Plan. **Excluding the earmarked funds there is a balance of \$493,948 in uncommitted one-time funds.**

- \$38.0 million for Tribal Impacts – Attachment A, page 5.
Funds include \$32.8 million in the Graton Mitigation Fund. The Lytton Mitigation Fund includes \$4.9 million for mitigations related to the Lytton development. Refer to **Budget Binder Tab 13** for a memo that provides a status update on each of the three Tribal Mitigation Funds, and requests Board approval of recommendations for certain fund balance use.
- \$15.6 million Restricted by the Type of Source – Attachment A, pages 6-7.
This category of fund balance now includes Employer Health Contributions, which has an available balance of \$12.1 million. This fund was established using employer contributions to mitigate risk in the County Health Plan. Because funding is no longer actively being collected, the fund was moved from an Internal Service Fund based on direction from the Auditor-Controller-Treasurer-Tax Collector, responding to a review from the state. There are limitations on use based on sources of collected funds (including state and federal funding). The total also includes sources intended for a specific use, such as \$502,514 for District Formation projects, \$499,725 for small public water system loans, \$123,347 in Cal-American Water Franchise fees for Mark West Spring projects, \$395,909 for Sonoma County Energy Watch for energy incentives, and \$300,853 for maintenance and improvements of former Del Rio Woods Special District. The Tobacco Deallocation Fund balance does not include \$661,380 associated with a loan receivable for the Enterprise Financial System project; that loan will be fully repaid by FY 2025-26 and funds will become available for budgeting based on repayments each fiscal year.
- \$96.8 million for Specific Uses – Attachment A, pages 8-9.
This fund type is for funds set aside for distinct purposes. Those with the largest balances are as follows:
 - Designated Purposes Fund, holds funds designated by Board policy or the annual budget process for future year needs, totals \$41.7 million. These funds are allocated to specific purposes which cross fiscal years, such as: \$12 million for the Building Resilient Infrastructure and Communities grant match; \$5 million for Behavioral Health Housing Unit Project construction project costs; \$3.8 million for strategic plan projections; \$2.6 million resiliency grant match; \$995,000 of unspent prior year AB 177 criminal justice backfill allocation; and \$930,000 for food insecurity assessment.
 - Community Infrastructure Fund, which holds the funds for each district to invest in infrastructure projects as approved during the FY 2022-23 and FY 2023-24 budget hearings, totals \$15.2M.
 - FEMA Audit Reserve, established and maintained pursuant to the County's Financial Policies, totals \$11.9 million.
 - Fire Services Fund, with \$10.8 million to support fire service enhancement efforts as committed by the Board to support consolidation.
 - It should be noted that this grouping also includes the Kincadee Settlement Fund. As a reminder, these funds, totaling approximately \$20 million, were loaned to the Disaster Response Funds due to a deficit in those funds associated with delays in FEMA repayments. This fund will be repaid once FEMA reimbursements are received; however, there have been significant delays in receiving FEMA payments. To date, the County has spent \$197 million on disasters and \$183 million is estimated to be reimbursed by FEMA/Cal-OES; of the \$183 million, \$49 million has been reimbursed.
- \$67.9 million General Fund Reserve – Attachment A, page 10.
Total balance includes \$67.9 million and represents a reserve level of about 10% of operating sources. The County's reserve policy indicates that the reserve level should have a minimum balance of 8.3% of operating sources and a target of 16.7%. More information is available in **Budget Binder Tab 4**.

Special Revenue Balance – Attachment B

The following provides further details on the balances within the Special Revenue Funds. The total ending balance for FY 2024-25 based on the current budget is \$371.0 million. Below are highlights of the major components in Attachment B:

- Department of Health Services includes \$151.4 million of various funds including Proposition 63 Mental Health Services Act (MHSA) as well as 1991 and 2011 behavioral and mental health services funds, services to Medical beneficiaries, and Measure O funds.
- Human Services includes \$61.7 million of various funds, mainly consisting of 1991 Realignment, matching funds for human services programs, 2011 Realignment, Title VI-E Waiver, and Wraparound Services savings for reinvestment into child welfare service programs.
- Probation has \$41.7 million toward programs for adult and juvenile offenders and community corrections, mostly made up of AB 109 Public Safety Realignment and grants received.
- Sonoma County Public Infrastructure includes \$19.7 million mainly from countywide mitigation; and public, education or government access (also known as PEG) programming funds.
- Auditor-Controller-Treasurer-Tax Collector monitors \$38.7 million consisting of Measure F sales tax proceeds to finance the Open Space District's operations and capital acquisition.
- Board of Supervisors/County Administrator monitors \$18.2 million consisting primarily of Community Investment Funds for community services program costs in the areas of fire, parks, recovery, and supervisorial district grants, and Community Investment Measure L funds designated for veteran's buildings, roads, fire services, code compliance and parking enforcement, as well as Tobacco Securitization Endowment Funds for future capital project needs.
- District Attorney's Office includes \$10 million, most of which is to be used for the enforcement of consumer protection laws.
- Sheriff's Office has \$9 million of reserves primarily in obligated revenues from the state specifically for funding Court Security and bailiff services.
- Clerk-Recorder-Assessor has \$8.6 million, of which \$5 million is for modernization of the County's system of recorded documents and support for recording operations.

The large majority of these funds are tied to funding received from the state to administer programs on behalf of the state and federal governments. Given the current state budget difficulties, it may be necessary to use some of this revenue to support state programs that will otherwise be cut.

Special Districts – Attachment C

Represents the group of separate legal entities' funds established for a specific public service, e.g., Water Agency and Community Development Commission, which are governed by the Board of Supervisors acting as the Board of Directors of the districts. This group also includes special districts governed by the Board of Supervisors, which include lighting districts, permanent road districts, and small water districts. The total FY 2024-25 ending financial positions based on the FY 2024-25 budget is \$211.0 million, mainly associated with the Sonoma County Water Agency with \$138.9 million.

Capital Projects Funds – Attachment D

The Capital Project Funds in this report provides the total balance for all projects for General Government and Regional Parks projects, many of which are carried forward year over year given projects are completed over multiple fiscal years.

The largest share of the balance in Capital Projects this year is \$86.6 million in the Deferred Maintenance/County Modernization Fund (largely associated with funding being accumulated to finance the new County Center) and \$26.7 million for the Public Health Lab and Morgue project.

The transportation projects managed by Sonoma County Public Infrastructure and Sonoma Water capital projects are tracked within those agencies' special revenue or special districts funding structure.

Debt Service Funds – Attachment E

Debt Service Funds are used to account for the accumulations of resources for, and the payment of, long-term debt. These funds' Fund Balance are restricted for long-term debt payments and therefore not available for general budgetary purposes. The restricted fund balance of \$4.5 million is included for reference purposes only.

Proprietary Funds – Attachments F and G

Proprietary Funds are used to track business-type activities performed by the County and agencies. For example, the Transit Division of the Public Infrastructure Department collects fares from passengers to support operations. They are broadly divided into two categories: **Enterprise Funds** which track business-type activity conducted directly with the public, such as the Airport; and **Internal Service Funds** that collect funds from departments and agencies of the County for centrally provided services, such as Unemployment Insurance, Enterprise Resource Planning System Administration, and contributions for pension and other post-employment benefits. Details of Enterprise Funds can be found in Attachment F and details for Internal Service Funds can be found in Attachment G.

Fiduciary Funds

Fiduciary funds are used to report assets held by the County for outside parties and are unavailable to support the government's own programs. These funds are held in trust with the County's Treasury for investment purposes.

Governmental Accounting Standards Board (GASB) Statement (No. 84) on fiduciary activities, requires the Auditor-Controller-Treasurer-Tax Collector to work with responsible departments to ensure appropriate and consistent classification, accounting, and financial reporting for fiduciary activities within the County.

Since these funds are held for the benefit of specific purposes or entities, they are not included in the annual budget hearing materials. Nonetheless, staff references this category in this memo for public visibility.

Attachments:

- A – General Fund
- B – Special Revenue Funds
- C – Special District Funds
- D – Capital Project Funds
- E – Debt Service Funds
- F – Enterprise Funds
- G – Internal Service Funds



Tab 10 - Fund Balance Directory
Attachment A - General
Unrestricted General Fund

Fund Title	Estimated Ending Fund Balance 06/30/24*	Recommended Budget Estimated Ending Ending Fund Balance 6/30/25**	County Department	Level of Discretion	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10005-General Fund_Reporting	\$ 12,533,688	\$ 12,533,688	County Administrator	1-Unrestricted	None	Board Policy	Varies each year.

*Reflects anticipated FY 23-24 Year-end savings based on third quarter estimates.

**FY 24-25 estimate does not factor potential uses of unrestricted General Fund balance as an outcome of FY 24-25 budget hearings deliberations.

Tab 10 - Fund Balance Directory
Attachment A - General
Replacement Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10015-IS Replacement Fund A_Reporting	\$ 8,923,972	\$ 3,669,175	Information Systems	2-Replacement	Fund contains 1) Yearly general fund department contributions for computer and equipment replacements to smooth replacement expense and ensure timely replacement of equipment; 2) Contributions for infrastructure replacement collected through annual rates and expended per replacement schedule based on useful life of assets; 3) General Fund project specific funding for ongoing work and retained interest used to supplement funding for strategic technology priorities.	GF project contributions from PY for work to be completed in subsequent years.	Annual Budget Resolution	Annual contributions for device replacement and infrastructure replacement are fairly flat. Change in fund balance occurs with variations in planned replacement in current Fiscal Year and variations in appropriations for project work retained or expended for specific multi-year projects.
10020-IS Replacement Fund B_Reporting	\$ 2,715,053	\$ 2,485,906	Information Systems	2-Replacement	Yearly non-general fund department contributions for computer and equipment replacements to smooth replacement expense and ensure timely replacement of equipment	Use for non-GF dept. computer replacements.	Annual Budget Resolution	Annual contributions are fairly flat but the change in fund balance is dependent on the funds transferred back annually to depts. to cover that year's replacement costs.
10025-Technology Investment Fund_Reporting	\$ 194,018	\$ 10,865	Information Systems	2-Replacement	Established with one-time contribution for priority technology projects (\$2 M) in FY 01-02 as approved by BOS.	No restrictions on use of fund balance, considered discretionary and included in discretionary funds totals for established fund balance policy.	Annual Budget	None. Initial sum was set aside and drawn down, no plans to grow.
10035-County Ctr Parking Enforcement_Reporting	\$ 159,741	\$ 157,457	Sonoma County Public Infrastructure	2-Replacement	Set up to accumulate dollars for capital projects identified in the 5 year plan to improve parking conditions at the County Center.	Restricted to the purpose of the fund	Board Resolution	Varies. Funding results from parking fines; used on projects as determined by the approved Capital Project Budget.
10050-Equipment Replacement Fund_Reporting	\$ 185,134	\$ 11,634	Regional Parks	2-Replacement	To accumulate funds to replace mobile assets (e.g. tractors, mowers)	Fund Balance used to replace mobile assets (e.g. tractors, mowers)	Establishment of Equipment Replacement Fund was done in 1999 with resolution 99-1308.	Typically funded by a contribution from Operations and Maintenance.
10070-Equipment Replacement_Reporting	\$ 133,443	\$ 68,443	Sheriff's Office	2-Replacement	Is used to assist with funding Office-wide replacements of hand held radios vehicle radios and/or specialized equipment for the Sheriff's Office. Intent is to mitigate cost of mass replacements. Contributions are made to fund based on funding availability.	No restrictions on use of fund balance though could create problems for future equipment replacement.	Annual Budget	Contributions are made through the budget process based on maintenance and replacement needs identified throughout the year. Contributions have not been made in several years due to the County's funding restrictions.
10075-Sheriff Radio Infrastructure_Reporting	\$ 1,311,832	\$ 1,436,832	Sheriff's Office	2-Replacement	Fund was established to manage Capital Project contributions for the maintenance and replacement of radio infrastructure equipment that is part of the Countywide Telecommunications System.	No restrictions on use of fund balance though could create problems for future equipment replacement and completion of critical telecommunications projects.	Annual Budget	Contributions are made based on funding availability and the Board approval of the annual Capital Projects budget.
10076-Sheriff Helicopter Repair_Reporting	\$ 171,226	\$ 171,226	Sheriff's Office	2-Replacement	Used to reserve funds to cover large helicopter repairs or other significant helicopter equipment expenses.	No restrictions on use of fund balance though could create problems for future equipment replacement or necessary repairs.	Annual Budget	Contributions are made through the budget process based on maintenance and replacement needs identified throughout the year. Contributions have not been made in several years due to the County's funding restrictions.
10080-Probation Radio/Equip Replace_Reporting	\$ 308,530	\$ 240,993	Probation	2-Replacement	Is used to manage the maintenance and replacement of protective vest, Juvenile Hall security system, hand held radios, and vehicle radios for the Probation Department.	No restrictions on use of fund balance though could create problems for future equipment replacement.	Annual Budget	Annual contributions are made based on equipment amortization schedules. Draws from the fund are made as equipment is replaced.
10085-Probation SAC Ops. and Maint_Reporting	\$ 729,159	\$ 306,234	Probation	2-Replacement	Fund was established to provide working capital for the Probation Camp and Supervised Adult Crew programs, as well as provide a fund to accumulate proceeds to be used for necessary equipment replacement for these programs, and a prudent reserve to provide smoothing in years where revenues are low.	No restrictions on use of fund balance, beyond that it can only be used to support Camp Industries and Supervised Work Crew operations.	Annual Budget	Annual contributions are made based on equipment amortization schedules. Draws from the fund are made as equipment is replaced.
10505-Fleet ACO_Reporting	\$ 404,286	\$ 4,047	Sonoma County Public Infrastructure	2-Replacement	Accumulates replacement portion of vehicle equipment internal fees paid by departments and agencies.	None	Annual budget approval	As included in replacement schedule.
10510-Communications ACO_Reporting	\$ 2,435,312	\$ 2,687,121	Information Systems	2-Replacement	Accumulated Capital Outlay fund contains dept. contributions for telecommunications infrastructure replacement collected through annual rates and expended per replacement schedule based on useful life of assets.		Annual Budget Resolution	Growth will occur annually to reach capital replacement needs, then funding will be used to cover County telecomm replacement. Target amount is approx. \$3.5 million.
10515-County Facilities ACO_Reporting	\$ 646,867	\$ 760,046	Sonoma County Public Infrastructure	2-Replacement	Fund was established to manage funds for the replacement and major maintenance of county facilities that provide shared services, such as the animal shelter.	Funding is provided through a funding agreement with the City of Santa Rosa, and therefore must comply with the terms of that agreement.	Annual budget approval	Annual contributions from the city of Santa Rosa, based on animal shelter agreement.
10520-Reprographics ACO_Reporting	\$ 2,282	\$ 2,282	Information Systems	2-Replacement	Accumulated Capital Outlay fund established for replacement equipment for reprographics.		Annual Budget Resolution	None

Tab 10 - Fund Balance Directory
Attachment A - General
Replacement Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10525-Records ACO_Reporting	\$ 49,047	\$ 50,047	Information Systems	2-Replacement	Accumulated Capital Outlay fund established for replacement of postage equipment. No current ongoing funding source, funded by Board action.		Annual Budget Resolution	Growth should occur annually to reach capital replacement needs, then funding will be used to cover postage and records equipment replacement.
10530-Registrar of Voters ACO_Reporting	\$ 2,552,983	\$ 2,126,983	Clerk- Recorder-Assessor	2-Replacement	Accumulation of funds to replace 30 year old voting system. The FY 2018-19 proposed budget includes matching funds for this project.	No restrictions, discretionary, but board set aside for purpose of purchasing new voting system	Annual budget approval	As approved by the Board.

Replacement Sub-Total \$ 20,922,885 \$ 14,189,291

Tab 10 - Fund Balance Directory
Attachment A - General
Reinvestment and Revitalization

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10090-RDA Dissolution Distributions_Reporting	\$ 4,152,481	\$ 4,136,481	Board of Supervisors/County Administrator	3-Re-investment & Revitalization	Tax increment apportionment for former Redevelopment Areas, which is now deposited into the General Fund after the dissolution of the state RDA program. Source finances the Board's Reinvestment & Revitalization program.	As directed by the Board of Supervisors.	Board policy adopted on 3/29/16	Annual tax increment apportionments for former Redevelopment Areas.

R&R Sub-Total: \$ 4,152,481 \$ 4,136,481

Earmarks	Ending 06/30/24	Ending 06/30/25
1) Springs HUB	\$ 2,050,000	\$ 2,050,000
2) Hwy 12 Parking Mitigation	\$ 820,000	\$ 820,000
3) Remainder of Total Maximum Daily Load MOU	\$ 413,533	\$ 397,533
4) Guerneville Homeless Shelter	\$ 185,000	\$ 185,000
5) CDC Technology Upgrade Project	\$ -	\$ -
6) Lower Russian River Area Specific Plan	\$ 190,000	\$ 190,000
Earmarks Sub-Total	\$ 3,658,533	\$ 3,642,533
R&R Adjusted Sub-Total	\$ 493,948	\$ 493,948

Tab 10 - Fund Balance Directory
Attachment A - General
Tribal Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10095-Graton Casino Mitigation_Reporting	\$ 32,656,224	\$ 32,756,224	Supervisors/County Administrator	4-Tribal	Fund activities designed to mitigate negative effects of Casino Operations.	Restricted to the purpose of the fund	Board Action	Dependent on the proceeds of the casino.
10098-Tribal Mitigation - Lytton_Reporting	\$ 4,771,314	\$ 4,856,664	Board of Supervisors/County Administrator	4-Tribal	Funds derived from the Memorandum of Agreement with the Lytton Rancheria of California.	Funds are intended to mitigate Lytton development impacts.	Board Action 3/10/15	Payment of in-lieu taxes and development impact fees.
10100-Tribal Development Impact Mit_Reporting	\$ 425,666	\$ 360,666	Board of Supervisors/County Administrator	4-Tribal	Funds derived from the Memorandum of Agreement with the Dry Creek Rancheria Band of Pomo Indians.	Funds are intended to finance Dry Creek Casino unincorporated area casino impacts.	Board of Supervisors Resolution 15-0390 Memorandum amendment associated with county's tribal impact costs.	\$750,000 base adjusted with a 2% annual escalator per amended Memorandum through Dec. 31, 2030
Tribal Sub-Total:	\$ 37,853,203	\$ 37,973,553						

Tab 10 - Fund Balance Directory
Attachment A - General
Restricted

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10010-ADA Program Fund_Reporting	\$ 1	\$ 1	Human Resources	5-Restricted	Fund established to better track non-barrier removal expenditures associated with implementing the ADA Self Evaluation & Transition Plan.	To be used for activities related to responding to grievances under the ADA Grievance Procedure; and, in partnership with departments, activities related to implementing the County's Self-Evaluation and Transition Plan (SETP)	Resolution 09-1152 December 8, 2009	None
10012-Employer Health Contributions_Reporting	\$ 12,121,988	\$ 12,121,988	Board of Supervisors/County Administrator	5-Restricted	Fund was established using employer contributions to mitigate risk in the County Health Plan. Because funding is no longer actively being collected, funds were moved from an Internal Service Fund at the end of FY 22-23 based on direction from the Auditor-Controller-Treasurer-Tax Collector, responding to a review from the State. excess health costs for employees and are limited to these uses. Limitations based on sources of collected funds (include state and federal funding).	Funds were collected from employer contributions to support excess health costs for employees and are limited to these uses.	Limitations based on the sources of collected funds (includes state and federal funding).	None
10040-PGE Local Gov't Partnership_Reporting	\$ 395,909	\$ 395,909	Board of Supervisors/County Administrator	5-Restricted	Contract program with PG&E, started in 2009. Have a 2-3 year program cycle. Funds pay for some program staffing, energy audits and program incentives.	Restricted by PG&E.	Board Resolution	Growth varies depending on deposit schedule in agreement with PGE and when projects and cost are expended from the fund.
10044-Permit Sonoma Bond Deposit_Reporting	\$ 84,176	\$ 92,326	Permit Sonoma	5-Restricted	Holding customer BOND Deposits until criteria is met for refund to customer.	Fund Balance is not for use. Funds are held and returned to customer upon completion of project and or meeting criteria.	GASB84	N/A
10045-ARM Mitigation Fund_Reporting	\$ 333,520	\$ 335,220	Permit Sonoma	5-Restricted	Fund activities designed to mitigate negative environmental effects of gravel mining. Set up to accumulate mitigation fees. Some are passed through to other departments (i.e. Road Mitigation Fees passed to TPW). PRMD keeps mining mitigation fees for future use.	Nexus to Mitigation of Gravel Extraction impacts	Resolution 95-0450 dated 4/11/95 and Resolution Number 09-1077a dated 11/10/09	Some/small growth. Some fees are collected and passed to other departments. PRMD mitigation fees grow very slowly.
10055-PW District Formation_Reporting	\$ 814,014	\$ 502,514	Sonoma County Public Infrastructure	5-Restricted	Contributions to this fund are intended to assist with the formation of water districts. In 1988, the scope of the fund was expanded to include assistance to special districts.	No restrictions on use of fund balance. To be returned to the GF when no longer needed for the established purpose.	Resolution # 87-2000 and Board Action 4/5/88 Item #36.	Once funds are loaned or granted the proceeds of the loan are returned to the fund. If a district is not formed the funds are not repaid and ultimately reduce available financing of future requests. Additionally, on April 16, 2019 the Board approved the Community Investment Fund Policy and four year funding allocations for Transient Occupancy Tax which included an annual allocation over four years of \$175,000 to the District Formation fund beginning FY 2019-20.
10056-Cal-Am Franchise Fees_Reporting	\$ 119,272	\$ 123,347	Sonoma County Public Infrastructure	5-Restricted	Provide funding for special projects in the Larkfield/Fulton area of unincorporated Sonoma County.	One time expenditures that benefit the Mark West Springs Community. These funds are not available for ongoing maintenance and any recommendation that creates an on-going maintenance need must include funding from another source. The Mark West Citizen's Advisory Committee shall consider the available funds and may make recommendations to the Board for the use of these funds.	Government Code 31010 County of Sonoma Board Resolution #16-0231 Ordinance 5861	CalAm Franchise Fees annual amount equal to 2% of the company's revenue. This amount has been between \$30k-\$38k per year.
10060-PW Small Water Systems_Reporting	\$ 502,872	\$ 499,725	Sonoma County Public Infrastructure	5-Restricted	Loans to small public water systems	Fund balance can only be used for water system loans. Interest earnings used for grants.	Resolution 92-1009/ Resolution 92-1010, Agreement with Sonoma County Water Agency	No growth anticipated.
10065-PW Road Maint. District Form_Reporting	\$ 1,396	\$ 1,414	Sonoma County Public Infrastructure	5-Restricted	Loans to entities for district formation activities	No restrictions on fund balance but policy direction of Board to use to start up Road Maintenance Districts	Annual Budget	Loans to entities for district formation activities
10105-Tobacco Deallocation_Reporting	\$ 1,886,481	\$ 1,246,431	Board of Supervisors/County Administrator	5-Restricted	No Specific purpose. Has been previously designated for non-capital costs for ADA Transition Plan	Fund balance amount is not currently in spendable form, it represents the long-term portion of a loan receivable from other funds. The Fund Balance will eventually become spendable when the loan is repaid.	Reporting requirement per GASB Statement No. 54	

Tab 10 - Fund Balance Directory
Attachment A - General
Restricted

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10130-Del Rio Woods_Reporting	\$ 309,231	\$ 300,853	Regional Parks	S-Restricted	Fund created to track tax apportionment from former Del Rio Woods Recreation and Park District for ongoing maintenance and improvements of Del Rio Woods special district facilities.	Board policy direction to follow original intention of revenues collected within former District boundaries for maintenance and improvements of Del Rio Woods beach access, parking lot and associated amenities.	Resolution 15-0400 dated 10/6/15 and 10/24/17 Item#20. Fund established and assets transferred in 2017-18.	Nominal growth if any; anticipated that majority of annual revenues will be utilized for operations, maintenance of beach access, parking lot, restrooms, and picnic facilities.

*Tobacco Deallocation Fund nonspendable balance of \$661,380 associated with a loan receivable for the Enterprise Financial System project, is not included in report total.

Restricted Sub-Total: \$ 16,568,860 \$ 15,619,728

Tab 10 - Fund Balance Directory
Attachment A - General
Specific Use

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10011-FEMA Audit Reserve_Reporting	\$ 11,949,000	\$ 11,949,000	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Funds set aside per Board policy to ensure that the County has adequate resources set aside to pay for any claims that are deemed ineligible by the Office of Inspector General.	None	Board Policy	Reserve is to be maintained at 20% of total FEMA reimbursements.
10026-Broadband Project_Reporting	\$ 183,209	\$ 7,246	Economic Development Board	6-Specific Use	Finance the Access Sonoma Broadband Action Plan.	To be used only to finance Access Sonoma Broadband Action Plan Efforts.	Board Action 6/8/21 Item #74 Approval of the Access Sonoma Broadband Action Plan; Board Action 2/1/22 Strategic Plan Resilient Infrastructure: Goal 4, Implement countywide technological solutions to promote resiliency and expand community access. Objective 1: Leverage funding and seek grants to expand communications infrastructure within the community to improve equitable access to broadband, wireless, and cell phone services.	
10046-Permit Resiliency Center_Reporting				6-Specific Use				
10047-Permit Sonoma - PRMD - General_Reporting	\$ 2,551,019	\$ 1,951,019	Permit Sonoma	6-Specific Use	Funding to support General Plan update, approved by the Board of Supervisors - Budget Hearing FY2022-23.	The use of funds is limited to General Plan update activities.	Board Resolution	No scheduled additional funding determined.
10077-Sheriff - Donations/Escheated_Reporting	\$ 993,767	\$ 543,767	Sheriff's Office	6-Specific Use	Exclusively used to allow donations and escheated funds to be held outside of the Sheriff's operating budget until the funds are ready to be spent and can be properly appropriated for expenditure.	Donated funds must be used as the donor intended (for example: K-9, Search and Rescue, inmate programs) and escheated funds require Board approval to spend.	Board Policy	Funding Varies - Donations and escheatment activity are volatile.
10078-DSA/DSLEM Physical Fitness_Reporting	\$ 45,438	\$ 30,438	Sheriff's Office	6-Specific Use	Segregates staff developments funds for certain Deputy Sheriff's Association and Deputy Sheriff Law Enforcement Management Association physical fitness expenses as defined in the active Labor Agreements.	Funds are restricted to the terms identified in the Board approved Labor Agreements with the Deputy Sheriff's Association and the Deputy Sheriff Law Enforcement Management Association.	Labor Agreement	Annual contributions are made from employee staff development benefit.
10079-SCLEA/SCLEMA Physical Fitness_Reporting	\$ 95,920	\$ 95,920	Sheriff's Office	6-Specific Use	Segregates staff development funds for certain Sonoma County Law Enforcement Association Sonoma and Sonoma County Law Enforcement Association Enforcement Management Association physical fitness expenses as defined in the current Labor Agreements.	Funds are restricted to the terms identified in the Board approved Labor Agreements with the Sonoma County Law Enforcement Association and the Sonoma County Law Enforcement Management Association.	Labor Agreement	Annual contributions are made from employee staff development benefits.
10110-Refuse Franchise Fees_Reporting	\$ 1,561,283	\$ 1,565,216	Board of Supervisors/County Administrator	6-Specific Use	Recognize General Fund franchise revenues from Refuse haulers	Board policy to use for Roads and solid waste monitoring activities.	Annual Budget	Growth expected per the franchise agreements, monthly fee payments based on percentage of revenue.
10111-So Co Cannabis Program Fund_Reporting	\$ 3,750,700	\$ 3,255,438	Board of Supervisors/County Administrator	6-Specific Use	To clearly identify Cannabis Business Tax revenue and reimburse departments for Cannabis Program costs.	Primary use is to cover Cannabis Program Costs	Annual Budget	Unknown at this time
10120-Assessment Appeals_Reporting	\$ 1	\$ 1	Board of Supervisors/County Administrator	6-Specific Use	Set up in FY 11/12 as a one time contribution to assist with the assessment appeal back log.	No restrictions on fund balance	Annual Budget	None, will only decrease with use.
10135-DR - October Fires 17-18_Reporting	\$ 34,702	\$ 34,077	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	.Set up to track FEMA Public Assistance expenses and reimbursements received specific to the 2017 Sonoma Complex Fires. Fund will be utilized until Public Assistance claim closeout is complete.	Restricted - Funds are distributed to appropriate department/fund as FEMA projects are completed. Funds can be released once all projects are completed and claim closed.	Required by FEMA funding	None
10137-PG&E 2017 Fire Settlement_Reporting	\$ 10,355,687	\$ 5,846,687	Board of Supervisors/County Administrator	6-Specific Use	To house funds received from PG&E settlement related to 2017 wildfires, to be distributed as Board determines.		Board Resolution	
10138-Community Infrastructure Proj_Reporting	\$ 17,214,322	\$ 15,214,322	Board of Supervisors/County Administrator	6-Specific Use	The fund will be used to accrue and distribute funding for district-specific infrastructure projects.	Board direction	S2M per district was deposited in this fund during FY22-23 Budget Hearings and \$4M for Districts 1, 2, 4 and 5 was deposited during FY23-24 Budget Hearings.	Board directed
10139-Kincade Settlement_Reporting	\$ 313,315	\$ 313,315	Board of Supervisors/County Administrator	6-Specific Use	To house funds received from PG&E settlement related to the 2019 Kincade fire, to be distributed as Board determines.		Board Resolution	None
10140-DR-4301 January 2017 Storms_Reporting	\$ 1	\$ 1	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Set up to track FEMA Public Assistance Funding specific to the January-February 2017 storms, until closeout is complete.	Restricted as an audit reserve until claim with FEMA is closed	Required by FEMA funding	None
10141-Disaster Response Fund_Reporting	\$ 2,099,144	\$ 99,144	Board of Supervisors/County Administrator	6-Specific Use	Disaster Response fund is available for immediate use in a disaster based on Board direction. Allows for funds to be available without needing to access reserves and before state/federal resources become available.	Discretionary based on Board direction.	Board authority	Based on Board direction

Tab 10 - Fund Balance Directory
Attachment A - General
Specific Use

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10145-DR-4308 February 2017 Storms_Reporting	\$ 11,295	\$ 11,295	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Set up to track FEMA Public Assistance Funding specific to the February 2017 storms, until closeout is complete.	Restricted - Funds are distributed to appropriate department/fund as FEMA projects are completed. Funds can be released once all projects are completed and claim closed.	Required by FEMA funding	None
10146-Fire Services_Reporting	\$ 10,939,532	\$ 10,830,354	Board of Supervisors/County Administrator	6-Specific Use	Fund established to support fire service enhancement efforts. Sourced by Prop 172 and Measure L funding dedicated to fire services by the Board.	Board policy to use for fire services enhancement efforts.	Annual Budget	Sourced by Prop 172 and Measure L. Growth tied to those revenue sources.
10147-2019 Late Feb. Flood_Reporting	\$ 625	\$ -	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Set up to track FEMA Public Assistance Funding specific to the February-March 2019 storms, until closeout is complete.	Restricted - Funds are distributed to appropriate department/fund as FEMA projects are completed. Funds can be released once all projects are completed and claim closed.	Required by FEMA funding	None
10148-Legal Contingency Fund_Reporting	\$ 2,508,251	\$ 256,251	Board of Supervisors/County Administrator	6-Specific Use	Fund established for the purpose of addressing non-tort litigation (litigation not covered by the County's Risk Management Division), affirmative litigation, and significant personnel matters, in order to not adversely affect General Fund departments legal services budget.	Board policy to use for non-tort litigation and significant personnel matters.	Annual Budget	Growth dependent on discretionary General Fund contributions, General Fund legal settlement proceeds, and attorney fees recovered through Code Enforcement settlement proceeds.
10149-2019 Kincade Fire Dis. Fund_Reporting	\$ 15,650	\$ 15,025	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	2019 Kincade Fire emergency response and recovery.		Board Resolution	
10150-2020 Covid-19 Disaster Fund_Reporting	\$ 2,150,370	\$ 2,149,370	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Set up to track FEMA Public Assistance Funding and related funding specific to the 2020 COVID-19 Emergency, until closeout is complete.	Restricted - Funds are distributed to appropriate department/fund as FEMA projects are completed. Funds can be released once all projects are completed and claim closed.	Required by FEMA funding	None
10151-2020 LNU Fires Disaster Fund_Reporting	\$ 625	\$ -	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	2020 LNU Lighting Complex fires response and recovery.		Resolution	
10152-2020 Glass Fire Disaster_Reporting	\$ 625	\$ (0)	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	2020 Glass Fire Complex emergency response and recovery		Resolution	
10153-American Rescue Plan SLFRF_Reporting	\$ 0	\$ 0	Board of Supervisors/County Administrator	6-Specific Use	Dedicated fund to track revenues and expenditures associated with the American Rescue Plan Act funding (\$96M received in 2 installments in FY20-21 and FY21-22).	Uses as allowed by ARPA legislation and approved by the Board of Supervisors	Federal Legislation: American Rescue Plan Act	None beyond the initial contributions
10154-Water Security Fund_Reporting	\$ 791,479	\$ 436,479	Board of Supervisors/County Administrator	6-Specific Use	Fund established by the Board during FY22-23 Budget Hearings for Water Security purposes.	None	Board Policy	No specific growth
10155-Reserved Purposes Fund_Reporting	\$ 48,453,548	\$ 41,721,089	Board of Supervisors/County Administrator	6-Specific Use	This fund is used to hold funds designated by Board policy for future year needs.	Board Policy	Board Policy	Contributions based on Board direction at budget hearings and the annual budget process.
10156-2023 Jan Severe Winter Storms_Reporting	\$ 439,932	\$ 439,307	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	2023 January Severe Winter Storms response and recovery.		Resolution	
10158-2023 Feb Storms_Reporting	\$ 625	\$ -	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	2023 February Winter Storms response and recovery.		Resolution	
10305-Salary Revolving Fund_Reporting	\$ 593	\$ 593	Board of Supervisors/County Administrator	6-Specific Use	omit from report	0		
10405-CalWin Revolving Fund_Reporting	\$ (3,700)	\$ (3,700)		6-Specific Use	omit from report			
10435-USBank Virtual Pay Clearing_Reporting	\$ -	\$ -	Auditor-Controller-Treasurer-Tax Collector	6-Specific Use	Clearing fund			

Restricted Sub-Total: \$ 116,456,960 \$ 96,761,656

Tab 10 - Fund Balance Directory
Attachment A - General
Reserve

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
10205-General Reserve Reporting	\$ 67,946,880	\$ 67,946,880	Board of Supervisors/County Administrator	General Reserve	Emergency uses and other uses consistent with fund balance reserve policy.	No restriction on use of fund balance, considered discretionary and included in discretionary funds totals according to fund balance policy.	Board Policy	Emergency reserves consistent with fund balance reserve policy.

General Fund Reserve Sub-Total: \$ 67,946,880 \$ 67,946,880

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11015-Community Investment Fund_Reporting	\$ 4,537,121	\$ 6,131,318	Board of Supervisors/County Administrator	Special Revenue Fund	Portion of Transient Occupancy Tax revenue dedicated to the Community Investment Fund	Transient Occupancy Tax (TOT) is a discretionary source of funding for the County of Sonoma, allocated under the Community Investment Fund Policy.	Current Board-adopted Community Investment Fund Policy.	Funded with Transient Occupancy Tax revenues
11016-Community Investment Measure L_Reporting	\$ 4,460,478	\$ 5,316,614	Board of Supervisors/County Administrator	Special Revenue Fund	Measure L Transient Occupancy Tax	Transient Occupancy Tax (TOT) is a discretionary source of funding for the County of Sonoma. The Community Investment Fund Policy allocates Measure L primarily based on a percentage of revenue, so fund balance will be distributed to departments after a year-end true-up.	Current Board-adopted Community Investment Fund Policy.	Funded with Transient Occupancy Tax revenues
11051-Roads Fund_Reporting	\$ 163,085	\$ 1,124,728	Sonoma County Public Infrastructure	Special Revenue Fund	Road Fund General Operations.	Must be used for Roads, bridges and related purposes.	Highway tax code sections 2103-2106	Balance represents the multi-year pavement program.
11052-State Tribal Casino Fund_Reporting	\$ 103,909	\$ 104,909	Sonoma County Public Infrastructure	Special Revenue Fund	State Tribal Funds.	To offset impacts of tribal gaming on county roads around the casinos.	Govt Code 12710-12718	Stable growth. Based on agreements between tribal gaming institutions and the state.
11053-Sonoma Valley Development Fee_Reporting	\$ 201,738	\$ 259,808	Sonoma County Public Infrastructure	Special Revenue Fund	Traffic Mitigations-interest bearing account. To finance road projects that increase daily average trip vehicle capacity.	Road improvement projects needed due to development. If money is not earmarked or used on a specific project within 5 years it must be returned to the Developer.	County Ordinance 5877, Govt Code 6606(a), County Code 26-98-010	Grows from fees on development activity in the area per the ordinance.
11054-Countywide Development Fee_Reporting	\$ 12,215,550	\$ 13,260,198	Sonoma County Public Infrastructure	Special Revenue Fund	Traffic Mitigations-interest bearing account.	Road improvement projects needed due to development. If money is not earmarked or used on a specific project within 5 years it must be returned to the Developer.	County Ordinance 5877, Govt Code 6606(a), County Code 26-98-605(b)	Grows from fees on development activity countywide per the ordinance.
11101-Tidelands Leases Fund_Reporting	\$ 450,126	\$ 435,126	Sonoma County Public Infrastructure	Special Revenue Fund	Facility construction and improvements necessary or convenient for the promotion and accommodation of commerce and navigation of the Bodega Harbor area. Established to retain lease payments from lessees. Funds projects that benefit commerce in the area.	Can only be used for tidelands properties per the stated purpose.	Chapter 1064 of the Statutes of California, 1959.	Contributions to the fund are generally lease payments and interest earnings. Lease agreements developed by General Services.
11102-Assessor - Property Char Data_Reporting	\$ 632,899	\$ 561,354	Clerk- Recorder-Assessor	Special Revenue Fund	Support and maintain property characteristics information sources and systems.	Solely for the purpose of providing Assessor property characteristics data to the public.	408.3 Revenue and Taxation Code	Slow growth based on the sale of property data to the real estate industry.
11104-Recorder - Modernization_Reporting	\$ 6,716,594	\$ 5,033,923	Clerk- Recorder-Assessor	Special Revenue Fund	To support a modernized system of recorded documents.	Solely to support, maintain, improve, and provide for the full operation for modernized creation, retention, and retrieval of information in each county's system of recorded documents.	27361 (c) Government Code	Fee revenue from recorded documents support this program.
11105-Recorder - Micrographics_Reporting	\$ 1,126,447	\$ 1,024,187	Clerk- Recorder-Assessor	Special Revenue Fund	To support the micrographics program in the Recorder's office.	To defray cost of converting the recorder's document storage system to micrographics.	27361.4 (a) Government Code/Ordinance 2709	Fee revenue from recorded documents support this program.
11106-Clerk/Recorder VRIP_Reporting	\$ 813,307	\$ 819,308	Clerk- Recorder-Assessor	Special Revenue Fund	To support the vital records improvement program.	Improvement in the collection and analysis of health-related birth and death certificate information, and other community health data collection and analysis.	103625 (f) - (g) Health and Safety Code/Resolution 88-2217	Fee revenues generated by related vital records services support this program. Slow growth.
11107-Social Security Truncation_Reporting	\$ 439,131	\$ 437,588	Clerk- Recorder-Assessor	Special Revenue Fund	Truncate social security numbers in public records to protect against identity theft.	Only for the purpose implementing the Social Security Truncation Program.	AB 1168/27301 Government Code/Resolution 07-1038	Suspended; growing only by interest earnings

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11108-Recorder Operations Fund_Reporting	\$ 1,082,278	\$ 450,029	Clerk- Recorder-Assessor	Special Revenue Fund	For recording and indexing every instrument, paper, or notice required or permitted by law.	Recording operations and reimbursement costs.	SB 676/27361 Government Code/Resolution No. 10-0081; 10-0082	Fee revenue from recorded documents support this program.
11109-Survey Monument Preservation_Reporting	\$ 354,260	\$ 354,260	Permit Sonoma	Special Revenue Fund	Fund retracement or remonument survey of major historical and division lines as authorized by the County Surveyor. Created to accumulate user fee for survey work projects.	County Survey Work.	Ordinance No. 4182 dated 4/10/89	Slow growth from fees charged on maps filed with the Recorder's Office.
11110-PRMD Planning Administration_Reporting	\$ 735,753	\$ 558,703	Permit Sonoma	Special Revenue Fund	Fund a portion of costs to maintain required general plan and affiliated programs for work performed by PRMD staff and consultants. Created to accumulate fees for future General Plan work.	General Plan and affiliated programs only.	Ordinance 5777 dated April 15, 2008	Slow growth from building permit fees.
11111-Regional Parks Rstrd Donations_Reporting	\$ 1,559,096	\$ 958,819	Regional Parks	Special Revenue Fund	Developed for specific revenue sources dedicated to specific dept projects, programs or purposes.	Each category of funding has restrictions based on revenue source.	Board of Supervisors	Funding based on development fees generated in a particular zone.
11112-Sonoma Coast Park Mit_Reporting	\$ 120,523	\$ 28,950	Regional Parks	Special Revenue Fund	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11113-Cloverdale/Healdsburg Park MIT_Reporting	\$ 43,414	\$ 71,097	Regional Parks	Special Revenue Fund	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11114-Russian Rv/Sebastopol Park MIT_Reporting	\$ 47,977	\$ 3,922	Regional Parks	Special Revenue Fund	The intent of Park Mitigation Fees is to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11115-Santa Rosa Park MIT_Reporting	\$ 640,364	\$ 336,494	Regional Parks	Special Revenue Fund	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11116-Petaluma/Rohnert Pk/Cot Pk Mit_Reporting	\$ 115,087	\$ 7,487	Regional Parks	Special Revenue Fund	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11117-Sonoma Valley Park MIT_Reporting	\$ 230,319	\$ 154	Regional Parks	Special Revenue Fund	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11118-Larkfield/Wikiup Park MIT_Reporting	\$ 351,305	\$ 94,924	Regional Parks	Special Revenue Fund	Park Mitigation Fees to establish a funding mechanism to acquire and develop new parks in order to keep pace with the growing population. Set up to accumulate fees to be spent in the mitigation zone for park and/or recreation related capital projects.	Can only be used on Capital Projects.	Government Code Section 66000-66008 and Article VI. Public Improvements, Section 25-58 of the Sonoma County Code. In addition, AB1600 provides annual reporting requirements and case law provide additional restrictions and legal parameters.	Funding based on development fees generated in a particular zone.
11119-PEG Access Fees_Reporting	\$ 3,869,789	\$ 4,018,789	Sonoma County Public Infrastructure	Special Revenue Fund	To promote broader public access to cable television infrastructure and public media content.	Can only be used for capital expenses to support public, education, and government information for the public's consumption.	Ordinance 5851 ref. to Federal Law	Funding from cable provider revenues grows slowly.
11120-Sheriff - AB 1109 Fees_Reporting	\$ 95,802	\$ 70,100	Sheriff's Office	Special Revenue Fund	Established based on Government Code 26746 to support the Sheriff's mandated provision of Civil services. The special fund shall be expended to supplement the County's cost for vehicle fleet equipment, replacement, and maintenance, and for Civil process operations.	The special fund shall be expended to supplement the County's cost for vehicle fleet equipment, replacement and maintenance, and Civil process operations.	Govt. code 26746	Funding includes interest earnings and fee revenues. Tied to Civil Bureau workload. Slow growth
11121-Sheriff - AB 709 Fees_Reporting	\$ 265,615	\$ 257,090	Sheriff's Office	Special Revenue Fund	Established based on Government Code 26731 to support the Sheriff's mandated Civil services. For purchase and maintenance of equipment and furnishings for the Sheriff's Civil Bureau. 5% can be used for Office administration of the Civil Bureau.	Ninety-five percent of funds shall be expended to supplement the costs of implementation, maintenance, and purchase of equipment and furnishings the Sheriff's Civil program. Five percent of the moneys used for administrative costs for managing the Civil program.	Govt. Code 26731	Funding includes interest earnings and fee revenues. Tied to Civil workload. Slow growth.
11122-Sheriff - Federal Forf - DOJ_Reporting	\$ 804,928	\$ 134,928	Sheriff's Office	Special Revenue Fund	Fund was established to accumulate equitably shared funds that are restricted to law enforcement activities use. Typically funds are expended for one time project needs such as deputy housing, large equipment purchases and facility enhancements. Asset tracking and accounting. No supplantation requirements	Equitably shared funds shall be used by law enforcement agencies for law enforcement purposes only.	US Code Section 881 (e)(3) of Title 21.	Fund balance based on unspent prior funds and interest. Growth limited to new case activities and criminal justice process outcomes. Growth expected to decrease based on reduction of enforcement personnel.
11123-Sheriff - Fed Forf - US Treas_Reporting	\$ 35,665	\$ 36,825	Sheriff's Office	Special Revenue Fund	Fund was established to accumulate equitably shared funds that are restricted to law enforcement activity uses. Typically funds are expended for one time project needs such as deputy housing, large equipment purchases, LE training, drug education and awareness and asset tracking and accounting.	Equitably shared funds shall be used by law enforcement agencies for law enforcement purposes only.	US Code Section 881 (e)(3) of Title 21.	Growth based on unspent prior funds and new case activities. Growth expected to decline based on limited enforcement personnel.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11124-Sheriff - DMV ID Fee_Reporting	\$ 1,914,575	\$ 87,115	Sheriff's Office	Special Revenue Fund	Remote Access Network (RAN) determines use of funds which shall benefit all law enforcement agencies in the County. Used for automated mobile and fixed identification devices and finger print identification per the CA Vehicle Code Section 9250.19.	Money allocated to a County shall be expended exclusively to fund programs that enhance the capacity of local law enforcement to provide automated mobile and fixed location fingerprint identification of individuals who may be involved in driving under the influence.	Vehicle Code Section 9250.19	Vehicle License Fee revenues collected by the State from registered vehicles in each county are distributed to County.
11125-Asset Forfeiture Fund_Reporting	\$ 1,299,868	\$ 66,868	Sheriff's Office	Special Revenue Fund	Used exclusively to support law enforcement efforts. More broad use compared to other asset forfeiture funds. Used for one-time projects that can not be funded by more restricted funds. No supplantation limitations.	Proceeds distributed pursuant to Section 11489 of the CA Health & Safety Code, "shall not supplant any state or local funds that would [otherwise] be made available" to the agency. This limitation is an expression of legislative intent that forfeiture proceeds should enhance law enforcement and prosecution resources.	Health and Safety Code 11489	Growth based on unspent prior funds, new case activity and interest. Growth limited due to reductions in enforcement personal and dependence on criminal justice process outcomes.
11126-JAG - Justice Assistance Grant_Reporting	\$ 99	\$ 99	Sheriff's Office	Special Revenue Fund	Set up to receive grant funding for various criminal justice based projects.	Bureau of Justice Assistance supports law enforcement, courts, corrections, treatment, victim services, technology, and prevention initiatives that strengthen the nation's criminal justice system. Limited to the grant approved use.		No built in growth. Funding from JAG successful application and award within a given FY. May be minimal carry forward grant funds and interest to be used on grant projects as approved.
11127-Detention - Jail Industries_Reporting	\$ 24,138	\$ 17,360	Sheriff's Office	Special Revenue Fund	Fund was developed to receive and separate receipts from sale of goods produced in the adult detention vocational programs. Funding used to offset inmate vocational programs costs.	Funds are solely used to fund the inmate vocational programs.	SB262 & Penal Code 4328	Growth of funds are tied to profits from inmate vocational program sale of goods.
11129-DA - Consumer Protection Fund_Reporting	\$ 9,308,885	\$ 8,966,880	District Attorney	Special Revenue Fund	Funds are designated for the exclusive use by the District Attorney for the enforcement of consumer protection laws.	Used exclusively to support and enhance investigation and prosecution of violations of consumer and environmental laws.	CA Business and Professions Code § 17206 and § 17536	Funds recovered from successful fines and fees recovered from successful prosecution efforts. Percent of proceeds and actual cases determine amount received.
11131-DA - Family Justice Center_Reporting	\$ 529,015	\$ 432,954	District Attorney	Special Revenue Fund	Support operational activities of the Family Justice Center including community based organization partners.	Restricted to use for activities of the Family Justice Center and partners.	Memorandum of understanding with Community Foundation for private donation funds.	Funds are not expected to accumulate. Operational financing is based on donations and grant awards.
11132-DA - Asset Forfeiture-Justice_Reporting	\$ 8,040	\$ 540	District Attorney	Special Revenue Fund	Funds are utilized for staff training and noticing requirements when assets are forfeited.	Funds shall not be used for (a) salaries, except in limited circumstances; (b) use of forfeited property by non-law enforcement personnel; (c) payment of education-related costs; (d) government use of shared assets; (e) extraordinary expenditures.	21 U.S.C. § 881(e)(1)(A) and (e)(3), 18 U.S.C. § 981(e)(2), and 19 U.S.C. § 1616a	Funding is the result of distribution of assets to law enforcement agencies who assisted in the investigation and prosecution of narcotic convictions. Revenues are not predictable and are based on participation from the DA.
11134-DA - Treasury Forfeiture Fund_Reporting	\$ 3,388	\$ 388	District Attorney	Special Revenue Fund	Used to support activities related to general narcotic law enforcement efforts.	Use restricted to the purpose of funds.	CA Health and Safety Code § 11493	Funding is the result of distribution of assets to law enforcement agencies who assisted in the investigation and prosecution of narcotic convictions. Revenues are not predictable and are based on participation from the DA.
11136-Probation - CCPIF_Reporting	\$ 1,465,992	\$ 707,318	Probation	Special Revenue Fund	Community Corrections Performance Incentives Fund (SB 678) for the purpose of improving local probation supervision practices (evidence-based practices) and capacities in order to reduce State Prison population.	Funds allocated shall be used to provide community supervision, rehabilitative services, and evidence based programs to adult felony probationers.	Senate Bill 678 (2009); GC § 30025(e)(6)	Revenues deposited to the Fund proceeds of state block grants based on the county's successful practices as compared to other counties in reducing the prison population through local services and programs that reduce recidivism.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11137-Recorder - eRecording_Reporting	\$ 0	\$ 5,216	Clerk- Recorder-Assessor	Special Revenue Fund	Support electronic recording of instruments, papers or notices	Costs related to electronic recordings	GC 27397(c)(1), Ord 6100	Fee revenues generated from document recordings - fees should not exceed costs.
11138-Courthouse Construction_Reporting	\$ 1,018,196	\$ 1,223,196	Board of Supervisors/County Administrator	Special Revenue Fund	Fund Established to provide adequate court facilities	Fund use must be approved by the California Judicial Council	Government Code Section 76100 et. Seq.	Revenue is generated from Court fines and penalties, and are subject to fluctuations in caseload and collection activity.
11139-Criminal Justice Construction_Reporting	\$ 2,163,513	\$ 1,621,582	Board of Supervisors/County Administrator	Special Revenue Fund	Fund established to provide adequate criminal justice facilities	Funds are reserved for major projects and capital projects for County criminal justice facilities.	Government Code Section 76101 et. Seq.	Revenue is generated from Court fines and penalties, and are subject to fluctuations in caseload and collection activity.
11140-DA-Victim Services Fund_Reporting	\$ 91,440	\$ 91,440	District Attorney	Special Revenue Fund	Funds are for the exclusive use of providing services to victims.	Use restricted to the purpose of the fund.	CA GC 68084.1	Funds represent restitution collected on behalf of victims by Probation that remains unclaimed after three years.
11142-Alternate Dispute Resolution_Reporting	\$ 189,481	\$ 209,481	Board of Supervisors/County Administrator	Special Revenue Fund	The fund was established to receive filing fees to be used specifically for Alternative Dispute Resolution services as alternatives to the formal judicial system.	Can only be used for alternative dispute resolution programs that potentially reduce impact of claims on the civil courts.	Business & Professions code section 469, The total amount to be distributed for the support of dispute resolution programs under this section may not exceed eight dollars (\$8) per filing fee.	The funds accumulate as a result of \$8 charge on the filing of first paper or petitions in civil matters. Fund balance may grow based on filing activities and contract costs of ADR program. The Superior Court manages the fund activity and contracts. About \$150,000 is generated annually and used to support the ADR program. Unspent revenues and appropriations are carried forward.
11144-Tobacco Sec. / Endowment A_Reporting	\$ 6,635,560	\$ 2,180,692	Board of Supervisors/County Administrator	Special Revenue Fund	Public benefits Capital investments, as a result of deferred investments when absorbing costs due to tobacco use.	Capital improvements benefiting the public per bonding covenants.	Resolution 00-0066	One-time deposit of proceeds of bonds to be paid by tobacco sales revenues due from class action lawsuit settlement.
11145-OSSTA - Measure F_Reporting	\$ 67,586,287	\$ 38,652,817	Auditor-Controller-Treasurer-Tax Collector	Special Revenue Fund	Established to receive transfer of measure C funding and sales tax revenues from Measure F. Fund finances the Open Space District's operations and capital acquisition. Is it monitored by the Auditor's Office to ensure debt service and bonding compliance.	Sales tax revenues generated from Measure F - per the Measure, proceeds are eligible only for uses approved by the Expenditure Plan - these include operating and capital acquisition activities of the Open Space District. This restriction also applies to the residual Measure C monies.	Tax Measures C & F	Growth in this fund is the result of new sales tax revenues, sales tax revenues in excess of projections and/or unspent appropriations.
11146-Hazardous Materials Fund_Reporting	\$ 4,510	\$ 4,510	Board of Supervisors/County Administrator	Special Revenue Fund	Hazardous Materials Enforcement and Mitigation.	Restricted to use for Hazardous Materials Enforcement and Mitigation.	CUPA Program Regulations Chapter 6.95 of the CA Health and Safety Code and per Settlement/Restitution Agreements	Results of fee collection and hazardous materials clean-up or abatement action cost recovery slow growth.
11147-Fish and Wildlife_Reporting	\$ 304,439	\$ 290,909	Agricultural Commissioner/Sealer of Weights & Measures	Special Revenue Fund	Fish and wildlife propagation and conservation.	Protection, conservation, propagation, and preservation of fish and wildlife.	California Fish and Game Code Section 13100 and September 16, 1974, Board Resolution No. 46215	County share of California Department of Fish and Game fine monies.
11149-Probation Juvenile - Other_Reporting	\$ 1,260,648	\$ 485,648	Probation	Special Revenue Fund	Board of State and Community Corrections grant funding for Youth Diversion with Case Management.	Community-based case management diversion services for justice involved youth and families. Funds must be spent on grant activities.	Board of State and Community Corrections Grant Agreement #593-19 approved by Board of Sup's 7/23/19	\$1 million over 44-month grant period, provided in incremental installments. INACTIVE in FY 23-24. Grant period ends February 2023.
11152-EV Charging Stations_Reporting	\$ 1,350,234	\$ 408,571	Sonoma County Public Infrastructure	Special Revenue Fund	Fees collected from the public the use of electric vehicle charging stations.	Funds to be used for the maintenance and repair of electric vehicle charging stations.	Annual Budget	Monthly revenue is approximately \$792 per month.
11153-Communication Towers - Lease_Reporting	\$ 190,364	\$ 64,506	Sonoma County Public Infrastructure	Special Revenue Fund	Fees collected from tenants leasing communication tower sites.	Accumulate funds for the maintenance, repairs and replacement of tower equipment.	Annual Budget	Monthly revenue is \$3,749.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11154-Probation Trans Housing Grant_Reporting	\$ 1,522,652	\$ 899,364	Probation	Special Revenue Fund	To receive funds from the California Department of Finance for a transitional housing program.	Fund balance is used only for California Department of Finance approved Community-Based Transitional Housing Program activities	The California Department of Finance awarded Transitional Housing Program grant funds to Sonoma County based on the stated restrictions.	None
11155-PRMD - Fire Prevention_Reporting	\$ 15,403	\$ 15,403	Permit Sonoma	Special Revenue Fund	This fund accounts for the revenues that come into the Fire Prevention Division at Permit Sonoma. Fire prevention services are fee based and cost recovery is essential to ensure the division has the fiscal resources to maintain all aspects of enforcing State, Local laws and ordinances pertaining to development, construction, maintenance of life-safety systems and vegetation management. This fund should only be used for fire prevention related services to maintain alignment with fire prevention efforts in accordance with applicable laws.	Fire Prevention Operations and Enforcement.	California Fire Code, CA Health and Safety Code section 13146.2b and County Code Chapter 13.	Results of fee collection and on-going development and construction. Slow growth.
11156-PRMD - Hazardous Materials_Reporting	\$ 189,730	\$ 189,730	Permit Sonoma	Special Revenue Fund	Hazardous Materials Enforcement and Mitigation.	Restricted to use for Hazardous Materials Enforcement and Mitigation.	CUPA Program Regulations Chapter 6.95 of the CA Health and Safety Code and per Settlement/Restitution Agreements	Results of fee collection and hazardous materials clean-up or abatement action cost recovery slow growth.
11161-Measure M - Maint, Safety, Rec_Reporting	\$ 2,302,138	\$ 1,742,747	Regional Parks	Special Revenue Fund	Parks Measure M sales tax to invest in park maintenance, safety and recreation	To invest in park maintenance, safety, and recreation.	n/a - for tracking and reporting purposes.	Quarterly revenue is approximately \$800,000.
11162-Measure M - Access_Reporting	\$ 1,780,639	\$ 623,494	Regional Parks	Special Revenue Fund	Parks Measure M sales tax to improve park access.	To improve park access.	n/a - for tracking and reporting purposes.	Quarterly revenue is approximately \$650,000.
11163-Measure M - Natural Resources_Reporting	\$ 2,471,319	\$ 1,924,716	Regional Parks	Special Revenue Fund	Parks Measure M sales tax to protect natural resources.	To protect natural resources.	n/a - for tracking and reporting purposes.	Quarterly revenue is approximately \$500,000.
11165-PRMD Sonoma Development Center_Reporting	\$ 1,155,319	\$ 1,155,319	Permit Sonoma	Special Revenue Fund	To pay for County costs associated with land use planning services and management of the land use planning process related to the property to determine the appropriate future land uses and development potential of the property. Ending Fund Balance to be returned to the state of CA.	County staff, consultant costs, necessary materials, software and resources specifically related to the development and possible approval of a Specific Plan, General Plan amendment, related draft ordinances, and rezoning of Sonoma Developmental Center, including associated Environmental Review under CEQA. Implementation activities and review of developer agreements and processing developer entitlements subject to reimbursement of developer's entitlement processing fees on an at-cost basis under an signed agreement	Government Code section 14670.10.5, outlining the general terms under which the State of California, through the Department, will partner with the County to determine the future of the state-owned real property known as the Sonoma Developmental Center. And Sonoma County Board of Supervisors Action/Authority	Grant funding. Slow Growth
11166-CA Vehicle Code Sect 9250.14_Reporting	\$ 1,327,904	\$ 957,025	Sheriff's Office	Special Revenue Fund	Funds restricted to support staff and activities assigned to and activities of the Sonoma County Auto Theft Task Force (SONCATT). Replaces District Attorney Fund #11130 effective FY 2020-21.	Money shall not be expended to offset a reduction in any other source of funds.	CA Vehicle Code § 9250.14; Senate Bill 2139 (1990)	Vehicle License Fee revenues collected by the State from registered vehicles in each county are distributed to the County to fund program.

Tab 10 - Fund Balance Directory
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Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11167-West Water Co. Ops & Maint_Reporting	\$ 12	\$ 12	Sonoma County Public Infrastructure	Special Revenue Fund	The West Water Co. Fund was established to receive grant funds from the State Water Resources Control Board, in order to pay for administrative and operating expenses related to the privately operated water system as needed.	Limited to reimburse and pay for administrative and operating expenses directly related to the West Water Co. system.	Board approved action on 7/14/2020 authorizing receipt of grant funds.	Grant funding provided by the State Water Resources Board. In FY 20-21, this will be a one-time grant of \$80,200. Future grant funds are unknown at this time.
11168-PRMD Gleason Beach Project_Reporting	\$ 4,929,234	\$ 3,191,424	Permit Sonoma	Special Revenue Fund	To pay costs for multi-year Gleason Beach Project. Funding prepaid by the state of California.	County staff, consultant costs, necessary materials, software and resources specifically related to the Gleason Beach Project.	Resolution 18-0133 4/17/18	Minimal growth from gains /loss. Funding received from state of CA FY2021-22.
11169-Indigent Defense Grant Fund_Reporting	\$ 0	\$ 0	Public Defender	Special Revenue Fund	Funds to be used for program services established by the Board of State Community Corrections Indigent Defense Grant award and approved budget.	Funds are restricted for use on grant program areas only.	Senate Bill 74 established the Indigent Defense Grant Program.	Full amount of grant funding received as lump sum contribution; no growth will occur.
11170-Juvenile Designated Purpose_Reporting	\$ 225,366	\$ 219,616	Probation	Special Revenue Fund	To record community member donations to benefit youth in detention. Examples of use of funds include: books, recreational materials, special programs or outings, special foods for celebrations, etc.	Can only be used as directed by the source of donation, to the benefit of youth in the juvenile justice system.	None.	None. Donations are sporadic and unpredictable.
11171-Public Defense Pilot Program_Reporting	\$ 451,422	\$ 451,422	Public Defender	Special Revenue Fund	Funds to be used for program services established by the Board of State Community Corrections for the Public Defense Pilot Program grant award and approved budget.	Funds are restricted for use on grant program areas only.	Grant program terms	Based on annual grant amounts
11172-Restrictive CovenantFeeAB 1466_Reporting	\$ 145,585	\$ 220,985	Clerk- Recorder-Assessor	Special Revenue Fund	To fund the state mandated Restrictive Covenant Program in order to perform inspections and audits to redact unlawfully restrictive and discriminatory covenants in compliance with state law.	Recover the reasonable costs of providing Restrictive Covenant Program services.	GC 27388.2	Fee revenues generated from \$2.00 fee for recording the first page of every real estate instrument, paper or notice required or permitted by law to be recorded per each transaction of real property, unless otherwise exempted by state law.
11173-Opioid Settlement Fund_Reporting	\$ 1,560,686	\$ 1,560,686	Board of Supervisors/County Administrator	Special Revenue Fund	Funds received from national Opioid Settlements with drug manufacturers and distributors	Uses much align with those specified in the specific settlement agreements	Settlement terms	Funds will be contributed as settlements are finalized.
11175-Sheriff - Grant Funds_Reporting	\$ 586,253	\$ 588,253	Sheriff's Office	Special Revenue Fund	To receive and hold various state grant funds, currently including a BSCC Officer Wellness and Mental Health Grant and a DHCS CalAIM Grant.	Use of grant funds are restricted by the terms and conditions of each particular grant program.	Varies according to the funding source, and may be associated with a mandate (e.g. Welfare and Institutions Code 14184.102 mandates that DHCS administer, and that corrections facilities and Medi-Cal behavioral health delivery systems implement the CalAIM Justice-Involved Initiative.)	The BSCC grant of \$287,152 has been received in full. DHCS has approved a provisional grant award for CalAIM implementation in the amount of \$3,500,000 pending approval of the Sheriff's Implementation Plan. Funds will be dispersed at pre-determined intervals.
11304-Probation - YOBG_Reporting	\$ 5,379,565	\$ 5,796,507	Probation	Special Revenue Fund	Youthful Offender Block Grant funding for development and implementation of treatment programs and services for non-707(b) offenders who will no longer be sent to State facilities.	Shall be used to enhance the capacity of county probation, mental health, drug and alcohol, and other programs to provide appropriate rehabilitative and supervision services to youthful offenders.	Senate Bill 81 (Chapter 175, Statutes of 2007); Amended in 2009 by SBX4 13, Chapter 22, Statutes of 2009	Grant funds based on proportional share of funds. Minimal growth.

Tab 10 - Fund Balance Directory
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Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11306-Probation - Juv. Prob. & Camp_Reporting	\$ 7,698,612	\$ 7,273,068	Probation	Special Revenue Fund	Juvenile Probation Funding for specified probation services for at-risk youth, juvenile offenders, and their families; and Camp Funding for operation of Juvenile camps/ranches.	Shall be used for prevention, diversion, and rehabilitation services for juvenile offenders and their families, and for juvenile camps.	Assembly Bill 139 (2005), Chapter 74	Grant funds based on costs. Minimal growth.
11307-Probation - Facilities AB 178_Reporting	\$ 1,337,506	\$ 46,540	Probation	Special Revenue Fund	Shall be used to modernize units and sleeping rooms; create more normative space; add treatment, vocational, educational, recreational, visitation, and family engagement space in existing county juvenile detention facilities.	May not be used to enhance security infrastructure except to the extent it promotes the creation or expansion of the spaces specified in the "Purpose of Fund".	AB 178	None. One-time allocation.
11308-Probation - JJCPA_Reporting	\$ 7,393,015	\$ 6,436,827	Probation	Special Revenue Fund	Juvenile Justice Crime Prevention Act funds projects that have been proven to be effective in reducing crime and delinquency amount at-risk youth and young offenders.	Shall be used to implement programs targeted at prevention, intervention and suppression of juvenile criminal activity.	Assembly Bill 1913 (2000), Chapter 353	Grant funds based on SC proportional share of funds. Minimal growth.
11309-Local Innovation Subaccount_Reporting	\$ 1,528,170	\$ 1,528,170	Probation	Special Revenue Fund	Receive 10% of specific Public Safety Realignment growth funds for Local Innovation Subaccount. This fund is under the authority of the Board, not the Community Corrections Partnership.	Must be used for purposes covered under AB 109, Public safety Realignment of 2011.	AB 109 Public Safety Realignment of 2011.	Slow and variable.
11310-AB109 Contingency_Reporting	\$ 19,183,014	\$ 17,451,054	Probation	Special Revenue Fund	Public Safety Realignment funding for local services in order to reduce the State Prison population. Local services funded include custody for non-violent, non-serious, non-sex offenders; local post-release supervision; and local planning.	Shall be used exclusively to fund provisions of AB 109 PS Realignment (2011), as determined by the Community Correction Partnership (CCP). SB 87 one-time funds shall only be used for CCP-approved hiring, training, data mgmt, and planning.	AB 109 Public Safety Realignment of 2011.	Results of annual allocation statewide that are unallocated or unspent.
11312-Human Services AB 118_Reporting	\$ 27,217,119	\$ 27,217,119	Human Services	Special Revenue Fund	AB 109 Realignment 2011.	Funds must be spent on Health and Human Services subaccount programs.	County Fiscal Letter (CFL) 11/12-18 & AB 118	Results of annual allocation statewide.
11313-SB823 Juvenile Realignment_Reporting	\$ 1,355,045	\$ 849,791	Probation	Special Revenue Fund	Funds are for use by the county to provide appropriate rehabilitative housing and supervision services for youth who prior to FY 21-22 would have been eligible for referral to the Division of Juvenile Justice (DJJ) based on the nature of offense committed by the youth.	In making allocations, the Board shall consider the annual plan developed by a subcommittee of the Juvenile Justice Coordinating Council outlining intended programs and target populations.	Welfare and Institution Code Section 1995	Contribution amounts set through FY 24-25; thereafter, future growth commensurate with Juvenile Justice Growth Special Account.
11314-District Attorney Revocation_Reporting	\$ 51,801	\$ 51,801	District Attorney	Special Revenue Fund	Used exclusively to fund District Attorney costs associated with revocation proceedings for realigned individuals.	Use restricted to the purpose of funds.	Assembly Bill 118 (2011)	Funds come directly from a portion of state sales tax to fund revocation activities. Not expected to carry a fund balance.
11316-District Attorney LLES_Reporting	\$ 530,701	\$ 480,701	District Attorney	Special Revenue Fund	Fund Established as part of 2011 Public Safety Realignment. Funds represent the previous Citizen Option for Public Safety program for the District Attorney.	Restricted for use by the District Attorney.	AB118 Public Safety Realignment Govt. Code 29553(b)	Funds come directly from a portion of state sales tax to fund law enforcement activities.
11318-Public Defender Revocation_Reporting	\$ 26,733	\$ 26,733	Public Defender	Special Revenue Fund	Public Defender cost related to defense of state parole and post-release community supervision clients.	Use restricted to the purpose of funds.	Assembly Bills 109 & 118 (2011)	Funds come directly from a portion of state sales tax to fund revocation activities. Not expected to carry a fund balance.

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11320-Sheriff Trial Court Security_Reporting	\$ 8,985,439	\$ 6,140,384	Sheriff's Office	Special Revenue Fund	State revenue specifically allocated for the purpose of providing court security services to the Superior Court of Sonoma County.	Trial Court Security Account which shall be used exclusively for Bailiff and security services provided to the Superior Court of Sonoma County.	AB118 Public Safety Realignment Penal Code 30027 (c) (1)	State funds based on historical costs. Reserves must be held to fund large trials. Accumulated balance will be used to fund additional staff that are anticipated to be needed when the new State Courthouse is finished.
11322-SH - LLES - Booking Fees_Reporting	\$ 81,601	\$ 81,601	Sheriff's Office	Special Revenue Fund	Fund set up to receive revenues from the State. Funds are transferred to General Fund to reduce General Fund contribution for the cost of outside law enforcement agencies booking arrestees in the Sheriff's adult detention facilities.	Restricted to operational activities for booking detention of inmates.	AB118 Public Safety Realignment Govt. Code 29553(b)	State Law required the separation of realignment funds. These revenues are based on a State formula and will not accumulate, but will be used annually to support the cost of jail operations.
11324-SH - LLES - ST COPS (LED)_Reporting	\$ 444,901	\$ 451,901	Sheriff's Office	Special Revenue Fund	Fund Established as part of 2011 Public Safety Realignment. Funds represent the previous Citizen Option for Public Safety program for the Law Enforcement Division grants for the Sheriff's Office.	Restricted for Law Enforcement Operations	AB118 Public Safety Realignment Govt. Code 29553(b)	Funds come directly from a portion of State sales tax to fund law enforcement activities.
11326-SH - LLES - ST COPS (DD)_Reporting	\$ 91,651	\$ 91,651	Sheriff's Office	Special Revenue Fund	Fund Established as part of 2011 Public Safety Realignment. Funds represent the previous Citizen Option for Public Safety program for the Detention Division of the Sheriff's Office.	Restricted to adult detention operational activities for the Sheriff's Office Detention Division.	AB118 Public Safety Realignment Govt. Code 29553(b)	Funds come directly from a portion of State sales tax to fund adult detention activities.
11328-SH - LLES - CAL-EMA_Reporting	\$ 4,830	\$ 4,830	Sheriff's Office	Special Revenue Fund	Narcotics related activities specific to grant funding application.	Funds shall be used exclusively for public safety services related to narcotics enforcement.	AB118 Public Safety Realignment Penal Code 13821 (b)	Funds are not expected to accumulate and will be used for purposes specified in the grant application.
11334-Behavioral Health Account 2011_Reporting	\$ 18,142,940	\$ 9,771,801	Health Services	Special Revenue Fund	Records Receipt of State Sales Tax allocations to be spent for Behavioral Health programs	By statute, Revenue can only be used for specifically named Behavioral Health programs	Annual Budget	Annual contribution dependant on donations less allowable expenditures for client/program needs
11405-HS Realignment Operating_Reporting	\$ 15,249,409	\$ 13,649,409	Human Services	Special Revenue Fund	1991 Realignment Funds	1991 Realignment funds for Human Services programs.	AB 948 Chapter 91, Statutes of 1991 & AB 1288 Chapter 89 Statutes of 1991	Moderate growth. Based on sales tax and vehicle license fees.
11410-Human Services CalWORKS MOE_Reporting	\$ 605,412	\$ 605,412	Human Services	Special Revenue Fund	Funds the CalWORKS assistance program.	Restricted to Human Services programs.	County Fiscal Letter (CFL) 11/12-18 & AB 118	Revenues based on realignment sales tax.
11415-AB 85 Family Support Fund_Reporting	\$ 2,288,144	\$ 2,288,144	Human Services	Special Revenue Fund	Funds for Family Support Assistance Programs	Restricted to Human Services programs.	County Fiscal Letter (CFL) 11/12-18 & AB 118	Revenues based on realignment sales tax.
11505-Human Services Department_Reporting	\$ 11,728,761	\$ 10,912,029	Human Services	Special Revenue Fund	Used for matching purposes for 1991 realignment as well as the department's reserve fund should state/federal funds be insufficient to carry out a base level of services.	Restricted to Human Services programs.	Welfare and Institutions code section 17602-17602.1.	No growth. This fund is used for matching purposes for 1991 Realignment.
11510-WP - Federal Assistance Res._Reporting	\$ 176,331	\$ 176,331	Human Services	Special Revenue Fund	Results of Federal Medical Assistance Payments from the ARRA funds that were provided to Human Services to offset the increases in welfare program service demands during the recession.	Can be used for any purpose.		One time funds which will not grow or reoccur.
11515-WP - Wraparound_Reporting	\$ 2,946,774	\$ 2,271,774	Human Services	Special Revenue Fund	HSD WRAP savings	State requirement: any savings must be reinvested into a child welfare service program for direct services to CWS clients.		Growth varies based on WRAP population.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11520-Dependent Child Fund_Reporting	\$ 63,957	\$ 63,957	Human Services	Special Revenue Fund	Used for items for Valley of the Moon Children's Home kids. This came to us when Human Services Commission came to Human Services. This is birth certificate \$ and donations that is then transferred to 159121 to pay for CBO contracts.	Only to be used for Valley of the Moon Children's Home children.	Originally established as a trust fund prior to 1980 and converted to Special Revenue Fund upon implementation of GASB standard 34	Moderate growth. Based on donations to the VOMCH.
11525-Children's Fund_Reporting	\$ 199,898	\$ 199,898	Human Services	Special Revenue Fund	Fund receives revenue for the Title IVE Waiver. Balance is maintained for underspending of obligations within the Waiver.	Restricted to use on child abuse prevention contracts.	AB 2994	No significant growth in recent years. Revenues are based on birth certificate fees.
11530-Title IVE Waiver Fund_Reporting	\$ 6,668,399	\$ 4,304,847	Human Services	Special Revenue Fund	Established to support shelter-based programs for victims of domestic violence and their children.	Funds must be used to support domestic violence shelter-based programs.	Senate Bill 1246	Funded by marriage license fees.
11540-Domestic Violence Fund_Reporting	\$ 999	\$ 999	Human Services	Special Revenue Fund	Child Support Program Activities.	Activities related to the Child Support Program (Operating Fund).	OMB Circular A-87 Child Support Program	
11555-DCSS-Child Support Enforcement_Reporting	\$ 92,585	\$ 92,635	Child Support Services	Special Revenue Fund	Grant Proceeds, State & Federal Statutes, fees collected for services approved by BOS, assigned amounts for a given activity delegated by the BOS.	To be used for the administration of Health Services in accordance with the reimbursement guidelines allowed by the various funding sources.	Grant Proceeds, State & Federal Statutes, fees collected for services approved by BOS, assigned amounts for a given activity delegated by the BOS	Operating fund with nearly zero growth.
11605-Department of Health Services_Reporting	\$ 5,623,690	\$ 1,666,877	Health Services	Special Revenue Fund	To expand services to support the local safety net through improved coordination and integration improving health services for Medi-Cal beneficiaries and other underserved populations.	To be used to expand and improve services to Medi-Cal beneficiaries.	Board Resolution No 11-0270, Welfare & Institutions Code section 14087.3, contract 09-86381 between County of Sonoma and North Sonoma County Healthcare District	Annual contribution based on allocation of Federal Medi-Cal managed care capitation rate range for Partnership HealthPlan of California.
11610-Intergovernmental Transfer_Reporting	\$ 2,211,328	\$ 4,901,328	Health Services	Special Revenue Fund	Medicaid program; County has contracted with State.	To be used for MediCal Administrative and Targeted Case Management Activities.	Audit reserve held for 5 years (or based on audit schedule) - prudent business practice small portion belongs to CBO's	Annual contribution based on a % of claimed MAA/TCM revenue. Funds held for 5 years then released unless internal or State audit finding.
11615-Audit Reserve_Reporting	\$ 3,836,722	\$ 3,307,772	Health Services	Special Revenue Fund	Grant Proceeds, State & Federal Statutes, Fees collected for services approved by BOS, assigned amounts for given activity delegated by the BOS.	To be used for the administration of Health Services in accordance with the reimbursement guidelines allowed by the various funding sources	Grant Proceeds, State & Federal Statutes, fees collected for services approved by BOS, assigned amounts for a given activity delegated by the BOS	Operating fund with nearly zero growth
11625-Homeless Coordination_Reporting	\$ -	\$ -	Health Services	Special Revenue Fund	BOS authorized ACC to solicit and accept donations. Some donations must be spend in the manner prescribed by the donor.	Must be used in the manner prescribed by the donor.	Sonoma County BOS Reso #09-0323	Slow growth. Based on donations.
11705-Animal Welfare Fund_Reporting	\$ 1,103,943	\$ 912,088	Health Services	Special Revenue Fund	Stabilizes costs of fee-based programs in Environmental Health to ensure costs are recovered by fees per board direction. Provides a mechanism to cover unanticipated overtime, extra help, and/or legal cost that may arise from increased permit and/or enforcement activity. The fund provides a mechanism to recover costs that could not be anticipated for inclusion in the Consolidated Fee Hearing. The fund also protects against fee fluctuations in this 100% cost recovery program.	To be used to fund programs that are funded by fees charged to those receiving services. Such as Food Safety programs, Milk & Dairy, Water Systems, Body Art Permits, & Solid Waste. Fines are to be retained by the local enforcement agency (EHS) for enforcement of the programs.	Various County Code & State law: PRC 45010(b) Solid Waste Penalties; BOS Resolution 16-0163, DHS Fees; SCC, Chapter 14; CA Retail Food Code (HSC 113700 et seq); CA Safe Body Art Act (HSC 119300 et seq); Food & Agriculture Code, Div 15, Sec 3201 et seq. Milk & Dairy; CCR, Title 24, Part 1, Local Detention Facilities; CCR, Title 17, Secs 30700 et seq. Organized Camps; HSC, Sec 18897 et seq. organized Camps; HSC, Sec 24100-24109 Swimming Facilities; and others	Annual amount based on fees approved by Board of Supervisors, enforcement activities, additional unanticipated fee for service workload and offset by unanticipated associated costs.
11710-Public Hlth Fee Stabilization_Reporting	\$ 2,050,824	\$ 2,050,824	Health Services	Special Revenue Fund				

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11720-Maddy Fund_Reporting	\$ 3,776	\$ 3,776	Health Services	Special Revenue Fund	Funds to reimburse physicians for indigent emergency medical care patients.	To be used to reimburse physicians who provide treatment to indigent emergency medical care patients.	Health & Safety Code Section 1797.98a-1797.98g	Slow to no growth based on court fines received.
11725-Maddy/Richie Fund_Reporting	\$ 294,792	\$ 294,792	Health Services	Special Revenue Fund	Maddy Emergency Medical services Fund to be used to reimburse physicians and hospitals for indigent emergency medical services patients.	Used to reimburse physicians who provide treatment to indigent emergency medical care patients.	SB 1773 Legislation	Slow to moderate growth. Revenue based on court fines.
11730-Tobacco Tax - Education_Reporting	\$ 37,899	\$ 37,899	Health Services	Special Revenue Fund	Tobacco Tax -Education funds to be used for educational and preventative programs to deter smoking.	Used to fund educational and preventative programs to deter smoking.	State Prop 99, California Tobacco Health Protection Act of 1988.	Growth not anticipated.
11735-Hospital Preparedness Program_Reporting	\$ 2	\$ 2	Health Services	Special Revenue Fund	Hospital Preparedness Grant	Funds must be used for disaster preparedness at healthcare facilities. Activities and expenses include: purchase of disaster supplies or equipment, trainings, exercises, and development of plans.	Board Resolution 09-1064, agreement with Calif. Dept. Public Health Supplemental Funds Agreement No. EPO 09-49	No growth. Revenues are received based on cost.
11745-Vital Statistics Fund_Reporting	\$ 214,854	\$ 185,184	Health Services	Special Revenue Fund	Fees for a certified copy of a fetal death or death record to be paid to the county's Children's Trust or the states' Children's Trust.	Health & Safety Code allows funds to be used for defraying costs of collecting & reporting Vital Stats. Each year, these funds offset the cost of a partial FTE Vital Stats position, and use of these funds is reported in an Annual Report to the State.	Health and Safety Code Section 103625-103660	No growth. Revenues are based on fees paid for copies of death records.
11750-Solid Waste - EAG_Reporting	\$ 2,177,028	\$ 2,177,028	Health Services	Special Revenue Fund	To protect public health, safety and the environment with regard to solid waste facilities.	Used for costs associated with Solid Waste Facility inspections.	Public Resources Code Section 43230	No growth. Grant revenues based on actual cost of providing service.
11760-Child Safety Seats_Reporting	\$ 4,987	\$ 4,987	Health Services	Special Revenue Fund	Court fines on certain vehicle codes relating to child safety	Per code sections, revenue must be used on child passenger restraint and bicycle safety education programs	Vehicle Code Sections 15630, 21212, & 27360	No anticipated growth. Revenue based on court fines
11765-Tobacco Tax - Prop 56 Funds_Reporting	\$ 194,965	\$ 194,965	Health Services	Special Revenue Fund	To prevent tobacco related diseases and diminish tobacco use.	Funding allocated to the County must be used according to the State Comprehensive Tobacco Control Plan guidelines	Health and Safety Code Section 104375-104415	Annual contribution based on allocation of tax on sale of tobacco products. Funding anticipated to diminish over time.
11805-Driving Under The Influence_Reporting	\$ 131,106	\$ 131,106	Health Services	Special Revenue Fund	Client paid fee for service - DUI program (Self-supporting).	Used for operations of the DUI program.	Health & Safety Code Section 11836 - 11838.11 (see 11837.3)	No growth. Based on fees paid by clients.
11810-Substance Use Memorial Fund_Reporting	\$ 16,286	\$ 16,016	Health Services	Special Revenue Fund	Donations to be used for Orenda Center client's care. Used to help clients with living expenses when they are released from treatment.	Must be used in a manner prescribed by donor.	Orenda Memorial Fund policy established 9/15/09 established by community advisory group for a means for family & friends to donate to Orenda Center directly for clients.	Slow growth. Based on donations.
11815-Conditional Release Int. Fund_Reporting	\$ 2,846	\$ 2,846	Health Services	Special Revenue Fund	Donations. To be used as described by donor. Used to help clients with living exp on an interim basis.	Can only be used to help with client living expenses on an interim basis.	PC Section 1026 or WIC 702.3	Slow growth. Based on donations.
11820-Residential Trmt & Detox_Reporting	\$ 62,221	\$ 62,221	Health Services	Special Revenue Fund	Fines collected by courts for AODS treatment.	To be used to provide alcohol and other drug treatment.	Penal Code 1463.16	Annual contribution based on fines imposed on certain vehicle code violations.
11825-Alcohol Abuse Educ/Prevention_Reporting	\$ 32,380	\$ 32,380	Health Services	Special Revenue Fund	Fines collected by courts for AODS treatment/prev.	To be used to provide alcohol and other drug treatment and prevention.	Penal Code 1463.25	Annual contribution based on fines imposed on certain vehicle code violations.
11830-Drug Abuse Educ/Prevention_Reporting	\$ 3,341	\$ 3,341	Health Services	Special Revenue Fund	Fines collected by courts for AODS treatment/prev.	To be used to provide alcohol and other drug treatment and prevention.	Penal code 1463.13	Annual contribution based on fines imposed on certain vehicle code violations.
11835-Alcohol and Drug Assessment_Reporting	\$ 2	\$ 2	Health Services	Special Revenue Fund	Fines collected by courts for AODS treatment.	Used to provide Alcohol and other drug treatment services.	AB 1916	Slow to no growth based on court fines received.

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11840-MHSA - Community Svcs. & Sprt. Reporting	\$ 30,812,768	\$ 12,678,637	Health Services	Special Revenue Fund	Funding for programs for Community Service & Support.	To be used in accordance with the approved MHSA plan submitted to the State.	Prop 63 -- restricted to approved MHSA programs	This fund is for reporting purposes, and will continue to receive MHSA revenues from the State. Moderate growth due to economic recovery and is based on California's highest income earners.
11845-MHSA - Capital Reporting	\$ 1,120	\$ 1,120	Health Services	Special Revenue Fund	Funding for Capital Projects- and Technology.	To be used in accordance with the approved MHSA plan submitted to the State.	Prop 63 -- restricted to approved MHSA programs	This particular fund is no longer being funded. These were MHSA one-time funds used for specific activities and will be spent out by 06-30-15.
11850-MHSA - Early Intervention Reporting	\$ 11,347,851	\$ 9,467,243	Health Services	Special Revenue Fund	Funding for Prevention & Early Intervention.	To be used in accordance with the approved MHSA plan submitted to the State.	Prop 63 -- restricted to approved MHSA programs	This fund is for reporting purposes, and will continue to receive MHSA revenues from the State. Moderate growth due to economic recovery and is based on California's highest income earners.
11855-MHSA - Innovation Reporting	\$ 3,078,252	\$ 2,545,983	Health Services	Special Revenue Fund	Funding for new Innovative Programs.	To be used in accordance with the approved MHSA plan submitted to the State.	Prop 63 -- restricted to approved MHSA programs	This fund is for reporting purposes, and will continue to receive MHSA revenues from the State. Moderate growth due to economic recovery and is based on California's highest income earners.
11860-MHSA - Prudent Reserve Reporting	\$ 958,756	\$ 958,756	Health Services	Special Revenue Fund	Reserve Fund for MHSA programs.	To be used in accordance with the approved MHSA plan submitted to the State.	Prop 63 -- restricted to approved MHSA programs	This fund may be funded, in the future, through transfers from other MHSA funds.
11870-BH Stabilization Fund Reporting	\$ 28,419,165	\$ 26,863,901	Health Services	Special Revenue Fund	Use of stabilization fund will be for repayment of final cost settlements, Behavioral Health operational programs during years when funding is needed due to fluctuation of revenue sources, or fluctuation in service utilizations.	DHS BH Stabilization Policy	Department policy adopted 1/12/2021	Funds received from cost settlements
11875-MO BH Facilities Reporting	\$ 4,223,255	\$ 2,693,467	Health Services	Special Revenue Fund	Funding for Behavioral Health Facilities as described in Measure O expenditure plan.	Fund use must conform to the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Expenditure Plan per Ordinance no. 6316 approved by the Sonoma County Board of Supervisors on August 4, 2020	Ordinance no. 6316, the Sonoma County Local Mental Health, Addiction, and Homeless Services Measure Transactions and Use Tax Ordinance approved by the Sonoma County Board of Supervisors on August 4, 2020	22% of annual Measure O sales tax revenue, unless changed by the board of supervisors by a 4/5th vote
11876-MO Crisis Services Reporting	\$ 16,218,908	\$ 16,631,449	Health Services	Special Revenue Fund	Funding for Emergency Psychiatric/ Crisis Services as described in Measure O expenditure plan.	Funds must conform to the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Expenditure Plan per Ordinance no. 6316 approved by the Sonoma County Board of Supervisors on August 4, 2020.	Ordinance no. 6316, the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Transactions and Use Tax Ordinance approved by the Sonoma County Board of Supervisors on August 4, 2020.	44% of annual Measure O sales tax revenue, unless changed by the board of supervisors by a 4/5th vote
11877-MO MH SUD Otppt Reporting	\$ 9,781,686	\$ 12,286,104	Health Services	Special Revenue Fund	Funding for Mental Health & Substance Use Disorder Outpatient Services as described in Measure O expenditure plan.	Fund use must conform to the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Expenditure Plan per Ordinance no. 6316 approved by the Sonoma County Board of Supervisors on August 4, 2020.	Ordinance no. 6316, the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Transactions and Use Tax Ordinance approved by the Sonoma County Board of Supervisors on August 4, 2020.	18% of the annual Measure O sales tax revenue, unless changed by the board of supervisors by a 4/5th vote
11878-MO BH Homeless - Care Coord Reporting	\$ 4,535,711	\$ 3,859,630	Health Services	Special Revenue Fund	Funding for Behavioral Health/Care Coordination, as described in Measure O expenditure plan.	Fund use must conform to the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Expenditure Plan per Ordinance no. 6316 approved by the Sonoma County Board of Supervisors	Ordinance no. 6316, the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Transactions and Use Tax approved by the Sonoma County Board of Supervisors on August 4, 2020.	14% of annual Measure O sales tax revenue, unless changed by the board of supervisors by a 4/5th vote

Tab 10 - Fund Balance Directory
Attachment B - Special Revenue Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
11879-MO Transitional PSH_Reporting	\$ 539,568	\$ 593,651	Health Services	Special Revenue Fund	Funding for Transitional & Permanent Supportive Housing as described in Measure O expenditure plan.	Fund use must conform to the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Expenditure Plan per Ordinance no. 6316 approved by the Sonoma County Board of Supervisors on August 4, 2020.	Ordinance no. 6316, the Sonoma County Local Mental Health, Addiction and Homeless Services Measure Transactions and Use Tax Ordinance approved by the Sonoma County Board of Supervisors on August 4, 2020.	2% of annual Measure O sales tax revenue, unless changed by the board of supervisors by a 4/5th vote.
11991-Health Realignment Fund 1991_Reporting	\$ 29,629,633	\$ 24,195,672	Health Services	Special Revenue Fund	1991 Realignment Funds for Public Health services	To be used for providing health services specified by the state. Must support public health services transferred under 1991 Realignment.	CA Chptr 89 (1991) (AB1288 Bronzan); WIC 17609	Annual growth has been diverted to the Social Services Subaccount for 3 years, then 50% diverted for 2 additional years.
11992-Mental Health Realignment 1991_Reporting	\$ 21,023,895	\$ 12,822,079	Health Services	Special Revenue Fund	1991 Realignment Funds for Mental Health Svcs. Purpose of fund balance is to guard against unanticipated costs, including individual placements in the psychiatric system and conservatorships.	To be used for providing health services specified by the state. Must support mental health services transferred under 1991 Realignment.	CA Chptr 89 (1991) (AB1288 Bronzan); WIC 17609	Annual growth has been diverted to the Social Services Subaccount for 3 years, then 50% diverted for 2 additional years. In addition, per State Law, this fund may receive a transfer from the 1991 Health Realignment Fund (11991) of up to 10% of prior year's receipts. Sonoma County DHS executes this transfer annually.

Total Special Revenue \$ 474,271,766 \$ 370,998,957

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
13015-Rio Nido GHAD_Reporting	\$ 115,068	\$ 106,722	Sonoma County Public Infrastructure	Special District	Geological Hazardous Abatement Dist. Improv-Maint.	Improvements and maintenance to the Rio Nido Geo Hazard Abatement area.	Resolution 99-0418	Original funding deposit, now interest only, limited growth.
13105-CSA #40 Fire Services_Reporting	\$ 1,838,014	\$ 1,691,371	Board of Supervisors/County Administrator	Special District	For Fire Protection within CSA#40.	For Fire Protection within CSA#40.	Resolution 93-0827/ Prop 13 allocations	Operational fund, limited growth from tax revenues.
13305-CFD #4 Wilmar_Reporting	\$ 67,754	\$ 67,754	Board of Supervisors/County Administrator	Special District	For Enhanced Fire Protection in the CSA#40 FS-Wilmar.	For Enhanced Fire Protection in the CSA#40 FS-Wilmar.	Resolution 97-0267	Operational fund, limited growth from tax revenues.
13315-CFD #5 Dry Creek_Reporting	\$ 228,506	\$ 228,506	Board of Supervisors/County Administrator	Special District	For Enhanced Fire Protection in the CSA#40 FS-Dry Creek (aka Sotoyome).	For Enhanced Fire Protection in the CSA#40 FS-Dry Creek (aka Sotoyome).	Resolution 97-0268	Operational fund, limited growth from tax revenues.
13325-CFD #7 Mayacamas_Reporting	\$ 12	\$ 12	Board of Supervisors/County Administrator	Special District	For Enhanced Fire Protection in the CSA#40 FS-Mayacamas.	For Enhanced Fire Protection in the CSA#40 FS-Mayacamas.	Resolution 99-1190	Operational fund, limited growth from tax revenues.
13335-Bittner Lane Perm. Road Dist._Reporting	\$ 12,263	\$ 2,306	Sonoma County Public Infrastructure	Special District	Road maintenance on non-county road.	Road maintenance on Bittner Lane.	Street & Hwy code 1160-1197, Resolution 00360-1	Limited growth from property taxes for maintenance and replacement costs.
13340-Mill Creek Ln Perm. Rd. Dist._Reporting	\$ 222,943	\$ 209,397	Sonoma County Public Infrastructure	Special District	Road maintenance on non-county road.	Road maintenance on Mill Creek Lane.	Street & Hwy code 1160-1197, Resolution 11069-1	Limited growth from property taxes for maintenance and replacement costs.
13345-Mirabel Height Perm. Rd. Dist._Reporting	\$ 20,702	\$ 12,317	Sonoma County Public Infrastructure	Special District	Road maintenance on non-county road.	Road maintenance on Mirabel Heights.	Street & Hwy code 1160-1197, Resolution 21665	Limited growth from property taxes for maintenance and replacement costs.
13350-Monte Rosa Perm. Road Dist._Reporting	\$ 40,283	\$ 32,003	Sonoma County Public Infrastructure	Special District	Road maintenance on non-county road.	Road maintenance in Monte Rosa Division #1.	Street & Hwy code 1160-1197, Resolution 19850	Limited growth from property taxes for maintenance and replacement costs.
13355-Peaks Pike Perm. Road Dist._Reporting	\$ 26,360	\$ 25,912	Sonoma County Public Infrastructure	Special District	Road maintenance on non-county road.	Road maintenance on Peaks Pike Rd.	Street & Hwy code 1160-1197, Resolution 16402	Limited growth from property taxes for maintenance and replacement costs.
13360-Canon Manor Maint. Ops._Reporting	\$ 597,099	\$ 496,530	Sonoma County Public Infrastructure	Special District	Road Maint. /Operations-Private Roads.	Funds are for road maintenance within Canon Manor	Fee Assessment per parcel Reso. 01-1318 and O/M Fund Establishment Reso. 09-0534	Limited growth from property assessments only.
13395-IHSS Public Authority_Reporting	\$ 1,897,171	\$ 1,897,171	Human Services	Special District	Established to be employer of record for in-home supportive services.	Must be used to provide in-home supportive services.	Established under Welfare and Institutions code 12302.25 & Sonoma County Ordinance Article XXIV Sec. 2	No growth intended to zero out annually. Operational fund.
13605-Open Space District_Reporting	\$ -	\$ 7,027,469	Ag & Open Space District	Special District	Ag and Open Space is funded by the Measure F quarter-cent sales tax in order to permanently preserve the diverse landscapes of Sonoma County. Began 1990 reauthorized 2006.	Operations and acquisitions of Agricultural Preservation & Open Space District	District Board of Directors	
13615-Stewardship Reserve_Reporting		\$ 7,600,000	Ag & Open Space District	Special District	Established prior to June of 1998 for the stewardship of conservation easements (CE) and fee lands not yet opened for public recreation, which are held by the District beyond the District's lifespan.	The stewardship of conservation easements and fee lands not yet opened for public recreation, which are held by the District beyond the District's lifespan.	BOD action on 7/19/05	Slow growth. Based on interest earnings of fund balance.
13620-Cooley Reserve_Reporting	\$ 159,965	\$ 159,965	Ag & Open Space District	Special District	Established for public recreational outings on Cooley Ranch. Last transfer from Authority in January 2002. Donation from seller at closing for the purpose of educational outings.	Educational field outings on Cooley Ranch in Northern Sonoma County.	Sales agreement with landowner.	Slow growth. Based on interest earnings of fund balance.
13635-Operations and Maint. Res._Reporting	\$ 13,179,997	\$ 13,555,837	Ag & Open Space District	Special District	Established to fund Operations and Maintenance at APOSD-owned properties, to facilitate initial public access, and to provide initial operating expenses on newly transferred properties.	In accordance with Measure F, up to 10% of the sales tax revenue generated over the life of the measure can be used for the initial public access, operations maintenance of recreational lands.	Measure F Expenditure Plan	
13645-SCAPOSD Non-Measure F_Reporting	\$ 1,369,294	\$ 453,787	Ag & Open Space District	Special District	Established to provide a separate fund for non-measure F activities.		District Board of Directors	
14015-SCWA General Fund_Reporting	\$ 6,300,492	\$ 1,982,494	Sonoma Water	Special District	Provide for general Agency overhead expenses; all Agency Labor; and ultimate emergency reserve for the Agency. Levels and uses set per Dec 18, 2003 memo to CAO and Auditor-Controller.	Property tax allocation is primary source of revenue. Other restrictions only from Agency Charter and general restrictions on uses of government funds.	Agency Charter - Founding legislation and Government Code. Budget approval, appropriations, adjustments, and agenda items brought to Board of Directors	Growth dependent on Property Tax Revenues.
14020-Spring Lake Park_Reporting	\$ 3,538,684	\$ 2,164,693	Sonoma Water	Special District	Provide for the maintenance, operations, and capital expenses associated with Spring Lake Park. County Parks operates the park and Water Agency owns it as a flood control project.	Property taxes, Fees for Services, Concession Revenue for the fund purpose.	Budget approval by Agency Board of Directors.	The Agency through the flood control zone, owns Spring Lake Park and we pay County Parks to operate it. The fund should be stable at roughly 3 months of expenses per Dec 18, 2003 memo to CAO and Auditor-Controller.
14025-Waste/Recycled Water Loan_Reporting	\$ 671,001	\$ 671,001	Sonoma Water	Special District	To provide interim financing for Waste/Recycled water projects.	Used for encumbrances.	Established in FY 98-99 Board approved budget	In active at this time. If used again it will be funded out of the Agency General Fund.

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
14030-Sustainable/Renewable Energy_Reporting	\$ 352,994	\$ 356,519	Sonoma Water	Special District	Investigate and implement renewable energy projects for the Water Agency.	Property tax allocation transferred to the fund from the Agency General Fund.	Budget and Agenda Item / Contract Approval by the Board of Directors	Fund is dependent on Agency General Fund and will have changes in fund balance based on projects being funded.
14105-Zone 1A Laguna Mark West_Reporting	\$ 8,721,439	\$ 8,338,164	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14110-Zone 2A Petaluma_Reporting	\$ 9,283,793	\$ 7,801,253	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14115-Zone 3A Valley of the Moon_Reporting	\$ 7,153,095	\$ 7,609,195	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14120-Zone 5A Lower Russian River_Reporting	\$ 1,240,766	\$ 710,926	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14125-Zone 7A North Coast_Reporting	\$ 73,481	\$ 65,756	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14130-Zone 8A South Coast_Reporting	\$ 3,570,397	\$ 3,602,407	Sonoma Water	Special District	Flood control in specified geographic region.	Property tax allocation for fund purpose.	Board Ordinance, Prop 13 allocation	The fund goes up and down depending on the cost of projects and timing of permits, etc.
14135-Warm Springs Dam_Reporting	\$ 8,258,966	\$ 7,677,359	Sonoma Water	Special District	Operation and maintenance portion of Warm Springs Dam and the Dry Creek channel immediately below the dam for both water supply and flood control.	O & M expenses for WSD and Dry Creek channel - transfer of tax proceeds to debt service fund.	voter approved measure for construction and funding of dam	This fund is not growing. It is paying for the Dry Creek Habitat Restoration projects per the Biological Opinion. It also transfers money from the sale of Treasury Strips to the Debt Service Fund to pay the USACE for building WSD.
15025-CSA #41 Lighting - Meadowlark_Reporting	\$ 21,180	\$ 11,180	Sonoma County Public Infrastructure	Special District	Lighting Improvements within district boundary.	Lighting Improvements within district boundary.	Highway Code 22500 and following, Resolution 05-0266	Limited growth from property taxes for operations and replacement costs.
15035-CSA #41 Lighting - ALW Zone 5_Reporting	\$ 10,977	\$ 562	Sonoma County Public Infrastructure	Special District	Lighting Improvements within district boundary.	Lighting Improvements within district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15045-CSA #41 Parks - Sonoma Valley_Reporting	\$ 294,122	\$ 37,298	Regional Parks	Special District	Offset operational and maintenance expense at five Sonoma Valley Parks.	For O & M at Larson, Ernie Smith, Moran Goodman.	Board of Supervisors	Slow to no growth. Revenues based on property tax receipts.
15065-CSA #41 Airport Center Light_Reporting	\$ 61,717	\$ 3,155	Sonoma County Public Infrastructure	Special District	Lighting Improvements within district boundary.	Lighting Improvements within district boundary.		Limited growth from property taxes for operations and replacement costs.
15101-CSA #41 LD - Countywide_Reporting	\$ 7,388,571	\$ 7,603,047	Sonoma County Public Infrastructure	Special District	Lighting District	Lighting District maintenance, operations, and improvements	Countywide lighting district was established in 2012. Resolution no. 12-0181. Dissolving 19 individual districts	Limited growth from property taxes for operations and replacement costs.
15102-CSA #41 LD - Belmont Terrace_Reporting	\$ 39,827	\$ 0	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15103-CSA #41 LD - Carmet_Reporting	\$ 106,861	\$ 81,861	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15104-CSA #41 LD - Cinnabar_Reporting	\$ 160,725	\$ 100,725	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15105-CSA #41 LD - Countryside Manor_Reporting	\$ 13,259	\$ 0	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15106-CSA #41 LD - Forestville_Reporting	\$ 161,668	\$ 0	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15107-CSA #41 LD - Geyserville_Reporting	\$ 99,658	\$ 49,658	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15108-CSA #41 LD - Graton_Reporting	\$ 300,266	\$ 300,266	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15109-CSA #41 LD - Guerneville_Reporting	\$ 897,028	\$ -	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15110-CSA #41 LD - Jenner_Reporting	\$ 200,674	\$ 200,674	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.

Tab 10 - Fund Balance Directory
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15111-CSA #41 LD - Madrone Acres_Reporting	\$ 195,355	\$ 195,355	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15112-CSA #41 LD - Monte Rio_Reporting	\$ 271,430	\$ 271,430	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15114-CSA #41 LD - Penngrove_Reporting	\$ 179,163	\$ 94,463	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15115-CSA #41 LD - Rio Nido_Reporting	\$ 409,905	\$ 284,905	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15116-CSA #41 LD - South Park_Reporting	\$ 36,438	\$ (0)	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15117-CSA #41 LD - Summer Home_Reporting	\$ 60,256	\$ 10,256	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15118-CSA #41 LD - Vly of the Moon_Reporting	\$ 1,365,983	\$ 565,683	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15119-CSA #41 LD - West Side_Reporting	\$ 8,065	\$ 8,065	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15120-CSA #41 LD - Woodside_Reporting	\$ 49,997	\$ 0	Sonoma County Public Infrastructure	Special District	Lighting Improvements within prior district boundary.	Lighting Improvements within prior district boundary.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
15201-So. Santa Rosa Light/Landscape_Reporting	\$ 128,443	\$ 16,443	Sonoma County Public Infrastructure	Special District	Lighting Improvements within district boundary.	Lighting Improvements within district boundary.	Resolution 91-1016 formed district, Resolution 93-0969 levied assessment pursuant to Landscaping & Lighting Act of 1972	Limited growth from property taxes for operations and replacement costs.
31405-TOB Settlement Bonds 2005/2020_Reporting	\$ -	\$ -	Auditor-Controller-Treasurer-Tax Collector	Special District	To track debt service activity related to the 2005/2020 Tobacco Settlement Bonds refunded 09/30/20 - the 2020 A/B Series.	Payment of Tobacco Settlement Bond debt payments		
34105-Warm Springs Dam Debt Serv_Reporting	\$ 6,305,760	\$ 6,588,937	Sonoma Water	Special District	Debt service for funding of Warm Springs Dam payments to US Army Corp of Engineers.	Debt service to USACE.	voter approved measure for construction and financing of Warm Springs Dam	Fund is declining over time as the USACE is paid for WSD.
43101-Occidental CSD_Reporting	\$ 525,776	\$ 792,386	Sonoma Water	Special District	These funds were contributed to the District from the Water Agency to fund the District's Conservation Program. This balance is adjusted each year based upon actual conservation expenses incurred by the District offset by any additional Agency contributions.	Dedicated to expenses Occidental Districts incurs related to the Conservation Program.	user fee by ordinance	Fluctuates based on expenses.
43102-Occidental CSD Expansion_Reporting	\$ 1,531,898	\$ 2,562,848	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	For purpose of fund.	ab1600 - connection fees charged must be used only for the system improvements	Fund would temporarily grow if a capital project was being built in Occidental service area.
43201-Russian River CSD_Reporting	\$ 4,533,922	\$ 5,177,892	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller. While this fund was not contemplated at the time of the memo, the rationale applies and the guideline has been adopted.
43202-Russian River - Expansion_Reporting	\$ 1,787,322	\$ 1,597,772	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	For purpose of fund.	ab1600 - connection fees charged must be used only for the system improvements	Fund would temporarily grow if a capital project was being built in Russian River service area.
43206-Russian River - State Loan Res_Reporting	\$ 2,381	\$ 2,381	Sonoma Water	Special District	Required reserve per loan documents with State Water Resources Control Board.	Required reserve.	loan agreement	No growth expected once 1 year of debt service has been accumulated.
43207-RRCSO 3rd Unit WCRF_Reporting	\$ 3,547	\$ 3,547	Sonoma Water	Special District	Required reserve per loan documents with State Water Resources Control Board.	Required reserve.	loan agreement	No growth expected once 1 year of debt service has been accumulated.
43301-Sonoma Valley CSD_Reporting	\$ 6,132,464	\$ 7,513,762	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.
43302-Sonoma Valley - Expansion_Reporting	\$ 7,306,938	\$ 6,011,038	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	Expansion/improvement of sewer systems & facilities in district.	ab1600 - connection fees charged must be used only for the system improvements	Fund would temporarily grow if a capital project was being built in Sonoma Valley service area.

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43305-SVCSD 2013/2022 Revenue Bonds_Reporting	\$ 3,952,120	\$ 4,444,620	Sonoma Water	Special District	Accumulate and disburse funds for payment of 1998 and 2005 revenue bonds.	Debt service.	bond documents and approval by the Board of Directors	Only used to pay debt service. No growth expected.
43307-Sonoma Valley - SRF Loan_Reporting	\$ 595,371	\$ 591,918	Sonoma Water	Special District	Payment of State loan which financed tertiary treatment upgrades at SV treatment plant.	Debt service.	bond documents and approval by the Board of Directors	Only used to pay debt service. No growth expected.
43308-Sonoma Valley - SRF Loan Res_Reporting	\$ 5,000	\$ 5,000	Sonoma Water	Special District	Accumulation of required loan reserve amount.	Debt service.	loan agreement	No growth expected once 1 year of debt service has been accumulated.
43309-Sonoma Valley - State Loan Res_Reporting	\$ 2,000	\$ 2,000	Sonoma Water	Special District	Required reserve per loan documents with State Water Resources Control Board.	Debt service.	loan agreement	No growth expected once 1 year of debt service has been accumulated.
43310-Sonoma Valley - Wet Wtr Mit_Reporting	\$ 335,533	\$ 345,933	Sonoma Water	Special District	Mitigation fees to address potential capacity deficiency related to a development project	Public improvements to mitigate the effect of the Sonoma Springs Housing Development on Sonoma Valley Sanitation District collection and treatment capacity.	California code 66001 requires SVCSD to demonstrate a reasonable relationship between fees collected as the condition for the approval of a development project and public facilities financed by the fee.	No increases anticipated.
43401-South Park CSD_Reporting	\$ 4,493,031	\$ 4,965,879	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller. While this fund was not contemplated at the time of the memo, the rationale applies and the guideline has been adopted.
43402-South Park - Expansion_Reporting	\$ 11,124,102	\$ 3,218,402	Sonoma Water	Special District	Expansion/Improvement of sewer systems & facilities.	Sewer service and related in the specified area.	ab1600 - connection fees charged must be used only for the system improvements	Fund would temporarily grow if a capital project was being built in South Park service area.
43403-SPCSD 2000/2005/2017 Rev Bonds_Reporting	\$ 432,116	\$ 434,590	Sonoma Water	Special District	Accumulate and disburse funds for payment of 2005 refunding revenue bonds.	Debt service.	loan agreement	No growth expected once 1 year of debt service has been accumulated.
44105-Russian River Projects_Reporting	\$ 2,739,298	\$ 3,266,231	Sonoma Water	Special District	Charges to Marin Municipal Water and North Marin Water in lieu of property taxes paid by Sonoma County for construction of Warm Springs Dam.	Management of the Russian River system flows and related projects.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Fund balance reserve target set by Dec 18, 2003 memo from Randy Poole and Rod Dole to Mike Chrystal.
44110-Recycled Water Fund_Reporting	\$ 147,820	\$ 16,645	Sonoma Water	Special District	Transfer from the General Fund. In the past this fund was used to promote recycled water projects.	Designated for recycled water projects but could be repurposed.	Budget approval by Agency Board of Directors.	Small fund balance maintained.
44205-Water Transmission System_Reporting	\$ 11,488,126	\$ 12,166,796	Sonoma Water	Special District	Operate and Maintain the water production and distribution systems. Capital projects associated with the water production and distribution system. Wholesale water charges, sale of hydro-electric power, and bond financing.	Collection of all wholesale water charges and transfer of revenue to sub-funds per the Restructured Agreement and purpose of the funds.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller
44210-Water Management Planning_Reporting	\$ 316,064	\$ 194,282	Sonoma Water	Special District	Water sales revenue for fund expenses associated with Water Planning, including the Urban Water Management Plan.	Restricted to functions related to the Urban Water Management Plan.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds flowing through this will increase as the next Urban Water Management Plan is worked on in about three years.
44215-Watershed Planning/Restoration_Reporting	\$ 9,662,586	\$ 8,185,000	Sonoma Water	Special District	Water sales revenue for fund expenses associated with Watershed Planning and Restoration for which the Water Contractors are responsible, including compliance with parts of the Biological Opinion.	Restricted to functions for water contractor work on watershed planning and restoration.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds and flows through will increase as water contractors pay for the elements of the Biological Opinion which are their responsibility.
44220-Recycled Water/Local Supply_Reporting	\$ 271,102	\$ 254,260	Sonoma Water	Special District	Water sales revenue for fund expenses associated with development of Recycled Water use programs and improvements to Local Water Supply for which the Water Contractors are responsible.	Designated for recycled water projects.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	No increases anticipated.
44225-Water Conservation_Reporting	\$ 300,518	\$ 239,897	Sonoma Water	Special District	Water sales revenue for fund expenses associated with development of water conservation projects for which the Water Contractors are responsible.	Designated to fund conservation projects with water contractors.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Temporary increases may occur if water contractors start making payments ahead of when they do projects.

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44230-Santa Rosa Aqueduct Capital_Reporting	\$ 10,121,000	\$ 10,734,579	Sonoma Water	Special District	Financing and prefunding of capital projects associated with the Santa Rosa Aqueduct as defined by the Restructured Agreement.	Voluntary charges by the water contractors which receive water from the Santa Rosa Aqueduct for the purpose of the fund.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds built up depending on funding levels set by water contractors and the eventual application of the funds to a pipeline project.
44235-Petaluma Aqueduct Capital_Reporting	\$ 6,222,080	\$ 3,485,826	Sonoma Water	Special District	Financing and prefunding of capital projects associated with the Petaluma Aqueduct as defined by the Restructured Agreement.	Voluntary charges by the water contractors which receive water from the Petaluma Aqueduct for the purpose of the fund.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds built up depending on funding levels set by water contractors and the eventual application of the funds to a pipeline project.
44240-Sonoma Aqueduct Capital_Reporting	\$ 216,184	\$ 256,351	Sonoma Water	Special District	Financing and prefunding of capital projects associated with the Sonoma Aqueduct as defined by the Restructured Agreement.	Voluntary charges by the water contractors which receive water from the Sonoma Aqueduct for the purpose of the fund.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds built up depending on funding levels set by water contractors and the eventual application of the funds to a pipeline project.
44250-Storage Facilities_Reporting	\$ 1,648,092	\$ 1,690,268	Sonoma Water	Special District	Finance capital projects for Storage Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund, and grants.	Finance capital projects for Storage Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund, and grants.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	Funds built up via water sales to fund Storage projects.
44260-Common Facilities_Reporting	\$ 7,572,787	\$ 1,350,232	Sonoma Water	Special District	Finance capital projects for Common Facilities as defined by the Restructured Agreement. Bond proceeds, transfers from O&M Fund, and grants.	Restricted for purposes of the bond proceeds, specifically for various capital facilities projects per agreement.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors.	Funds should only be available during construction of Common Facilities projects.
44265-SCWA - ST DWR - Debt CX107_Reporting	\$ 1,462,864	\$ 1,044,953	Sonoma Water	Special District	Water sales revenue. Debt service for State Loan for Collector 6.	Debt service.	Loan agreement	No significant build up of fund balance.
44270-SCWA - ST DWR - Reserve CX107_Reporting	\$ -	\$ -	Sonoma Water	Special District	Accumulation of required loan reserve amount.	Required reserves.	Loan agreement	Only to the required 1 year annual debt service.
44275-Common Facilities Rev Bonds_Reporting	\$ 0	\$ 0	Sonoma Water	Special District	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.	Debt service	Bond terms	No significant build up of fund balance.
44280-Storage Facilities Rev Bonds_Reporting	\$ 0	\$ 0	Sonoma Water	Special District	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.	Debt service.	Bond terms	No significant build up of fund balance.
44285-Sonoma Aqueduct Revenue Bnds_Reporting	\$ 0	\$ 0	Sonoma Water	Special District	Water sales revenue for 2003 Revenue Bond debt service. These bonds have been refinanced and retired within the last 6 months.	Debt service.	Bond terms	No significant build up of fund balance.
44290-Storage Fac Rv Bonds 2006/2015_Reporting	\$ 262,720	\$ 275,271	Sonoma Water	Special District	Water sales revenue for 2006 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44295-Common Fac Rev Bonds 2006/2015_Reporting	\$ 779,587	\$ 687,686	Sonoma Water	Special District	Water sales revenue for 2006 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44300-North Marin Water Deposit_Reporting	\$ 29,379	\$ 30,350	Sonoma Water	Special District	North Marin deposit of funds in lieu of participation in debt service for financing Common Facility capital projects.	North Marin's share of Common Facility construction costs.	Restructured Agreement for Water Supply and its predecessor agreements. 1991 and 1996 Agreements for water with Marin Municipal Water District. Budget approval by Board of Directors	No significant build up of fund balance.
44305-Sonoma AQ Revenue Bonds 2015_Reporting	\$ 4,041	\$ 23,875	Sonoma Water	Special District	Water sales revenue for 2015 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44310-Common Fac Revenue Bonds 2019_Reporting	\$ 1,042,871	\$ 665,041	Sonoma Water	Special District	Water sales revenue for 20019 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44315-Sonoma Aq Revenue Bonds 2019_Reporting	\$ 272,970	\$ 220,719	Sonoma Water	Special District	Water sales revenue for 2019 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44325-Storage Rev Bond 2022 Fund_Reporting	\$ 1,343	\$ 55,017	Sonoma Water	Special District	Water sales revenue for 2022 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44330-Sonoma Rev Bond 2022 Fund_Reporting	\$ 172,540	\$ 204,732	Sonoma Water	Special District	Water sales revenue for 2022 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44335-Common Rev Bond 2022 Fund_Reporting	\$ 6,055,439	\$ 1,653,550	Sonoma Water	Special District	Water sales revenue for 2022 Revenue Bond debt service.	Debt service.	Bond terms	No significant build up of fund balance.
44405-Sea Ranch SZ1-General_Reporting	\$ 370,092	\$ 437,322	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.

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44410-Sea Ranch SZ1-Expansion_Reporting	\$ 125,597	\$ 78,847	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	Restricted to construction projects within Sea Ranch district.	ab1600 - connection fees charged must be used only for the system improvements	Fund balance reserve target set by Dec 18, 2003 memo fromto CAO and Auditor-Controller.
44505-Penngrove SZ-General_Reporting	\$ 213,116	\$ 343,434	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo fromto CAO and Auditor-Controller.
44510-Penngrove SZ-Expansion_Reporting	\$ 813,291	\$ 839,291	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities	Restricted to construction projects within Penngrove district.	ab1600 - connection fees charged must be used only for the system improvements	Will depend on projects, but no big projects are anticipated at this time.
44605-Geyersville SZ-General_Reporting	\$ 253,625	\$ 259,705	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.
44610-Geyersville SZ-Expansion_Reporting	\$ 132,998	\$ 186,198	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	Restricted to construction projects within Geyersville district.	ab1600 - connection fees charged must be used only for the system improvements	Will depend on projects, but no big projects are anticipated at this time.
44705-A.L.W. SZ-General_Reporting	\$ 1,337,666	\$ 1,801,003	Sonoma Water	Special District	Collection treatment and disposal of effluent in geographic region.	Sewer service and related in the specified area.	user fee by ordinance	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.
44710-A.L.W. SZ-Expansion_Reporting	\$ 3,323,589	\$ 1,722,495	Sonoma Water	Special District	Expansion/improvement of sewer systems & facilities.	Restricted to construction projects within ALW district.	ab1600 - connection fees charged must be used only for the system improvements	Will depend on projects, but no big projects are anticipated at this time.
44715-ALWSZ 2000/2005/2017 Rev Bonds_Reporting	\$ 654,310	\$ 683,624	Sonoma Water	Special District	Accumulate and disburse funds for repayment of revenue bonds.	Debt service	Bond terms	No significant build up of fund balance.
44720-ALWSZ Rate Stabilization Fund_Reporting	\$ 523,540	\$ 541,415	Sonoma Water	Special District	Accumulate funds to smooth rate increases	Restricted to smoothing rate increases	Water Agency Board of Directors	No significant build up of fund balance.
44725-Larkfield Estates Sewer System_Reporting	\$ 3,708	\$ 57,806	Sonoma Water	Special District	Expansion of Sewer Main into Larkfield Estates neighborhood burned during 2017 Sonoma Complex Fires.	Expansion of Sewer Main into Larkfield Estates neighborhood burned during 2017 Sonoma Complex Fires	Property owners participating in the Larkfield Estates loan program will pay for their portion of the sewer construction costs. The payments will be collected through direct charges and deposited into fund 44725. The loan payments are restricted to use towards the Larkfield Estates sewer main expansion only.	Resolution 19-0081 Authorizing Financing Program for sewer construction costs repaid by participating customers beginning in FY2030. Construction cost revenue from new customer connections to the system deposited to this fund beginning FY21.
44805-Sanitation Revenue Clearing_Reporting	\$ -	\$ -	Sonoma Water	Special District	This fund is used for clearing entries for the PRMD trust revenue transactions. This fund is cleared at year end and has no Fund Balance.	Clearing account for PRMD trust revenue transactions. This fund is cleared at year end and has no Fund Balance.	Treasury approved clearing account.	No growth. Fund balance is cleared at year end.
45105-CSA 41 Sanitation - Sea Ranch_Reporting	\$ 110,462	\$ 57,892	Permit Sonoma	Special District	Fund ongoing monitoring, maintenance and inspection of septic waste water treatment systems in Sea Ranch Zone2 serving properties that are not connected to sewer. Operations and management of septic waste water treatment systems.	Operations and management of septic waste water treatment systems in the zone.	Ordinance 3904 dated August 16, 1988	Varies, funded by resident charges, expended when appropriate projects and necessities arise.
45205-CSA #41 - Fitch Mnt Operations_Reporting	\$ 1,011,012	\$ 176,562	Sonoma County Public Infrastructure	Special District	Water District.	Fitch Mountain Water District Maintenance.	Resolution 76-54579 created CSA#24 Fitch Mountain. Resolution 93-1589 reorganized CSA#24 into CSA#41	limited growth from water sales for operational costs.
45210-CSA #41 - Fitch Mnt Constr_Reporting	\$ 12,886	\$ 12,956	Board of Supervisors/County Administrator	Special District	Water District.	Fitch Mountain Water District Construction.	Resolution 88-0267 approved a State Water Resources loan and grant to acquire and rehabilitate the Fitch Mountain Water System	Limited growth for occasional projects.
45305-CSA #41 Water - Salmon Creek_Reporting	\$ 265,848	\$ 279,064	Sonoma County Public Infrastructure	Special District	Water District.	Salmon Creek Water District Operations.	Resolution 86-2264 created CSA#32 Salmon Creek. Resolution 93-1589 reorganized CSA#32 into CSA#41	Limited growth from water sales for operational costs.
45310-CSA #41 Salmon Crk - Const_Reporting	\$ 3,887	\$ 3,887	Sonoma County Public Infrastructure	Special District	Water District.	Salmon Creek Water District Construction.	Resolution 88-1312 accepted a loan and grant from the State Dept of Water Resources to acquire and rehabilitate the Salmon Creek Water System	Limited growth for occasional projects.
45315-CSA #41 Salmon Crk - Debt Sv 2_Reporting	\$ 53,454	\$ 75,048	Sonoma County Public Infrastructure	Special District	Lighting maintenance in WAT-Salmon Creek.	Lighting maintenance in WAT-Salmon Creek.	Streets & Highway Code 19180.1, Ordinance 2639	Limited growth from property taxes for operations and replacement costs.
45320-CSA #41 Salmon Crk-Res A_Reporting	\$ 38,413	\$ 38,913	Sonoma County Public Infrastructure	Special District	To build required reserve related to debt service payment on system improvements funded by USDA Loan		Funds required for USDA Loan for System Improvements	
45325-CSA #41 Salmon Crk - Depr Res_Reporting	\$ 26,442	\$ 26,792	Sonoma County Public Infrastructure	Special District	To build required reserve related to debt service payment on system improvements funded by USDA Loan		Funds required for USDA Loan for System Improvements	

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
45330-CSA #41 Salmon Crk- Res B_Reporting	\$ 7,151	\$ 7,151	Sonoma County Public Infrastructure	Special District	This Fund is a reserve in the event that there are insufficient monies in Salmon Crk - Debt Sv 2 Fund 45315 to pay the Principal or Interest on the USDA Bond.	Restricted to paying principal/interest of USDA Bond for Salmon Creek.	Funds required for USDA Loan for System Improvements.	Limited to interest earnings
45405-CSA #41 Water - Freestone_Reporting	\$ 8,663	\$ 14,401	Sonoma County Public Infrastructure	Special District	Water District.	Freestone Water District Operations.	Resolution 87-2087 created CSA#33 Freestone. Resolution 93-1589 reorganized CSA#33 into CSA#41	Limited growth from water sales for operational costs.
45410-CSA #41 Freestone - Const_Reporting	\$ 4,370	\$ 4,440	Sonoma County Public Infrastructure	Special District	Water District.	Freestone Water District Construction.	Resolution 90-1797 approved loan and grant from the State Water Resources Dept to rehabilitate Freestone Water System	Limited growth for occasional projects.
45415-CSA #41 Freestone DS_Reporting	\$ 7,040	\$ 19,063	Sonoma County Public Infrastructure	Special District	Debt Service Account for Loan needed for System Improvements.	Freestone Water District Debt Service Payments.		
45505-CSA #41 Water - Jenner_Reporting	\$ 177,624	\$ 193,147	Sonoma County Public Infrastructure	Special District	Water District.	Jenner Water District Operations.	Resolution 88-0970 created CSA#34 Jenner. Resolution 93-1589 reorganized CSA#34 into CSA#41	Limited growth from water sales for operational costs.
45510-CSA #41 Jenner - Construction_Reporting	\$ 4,744	\$ 4,744	Sonoma County Public Infrastructure	Special District	Water District.	Jenner Water District Construction.	Resolution 89-1327 approved a grant and loan under the 1984 State Safe Drinking Water Bond Act to acquire and rehabilitate the Jenner Water System	Limited growth for occasional projects.
45515-CSA #41 Jenner - Debt Service_Reporting	\$ 19,877	\$ 19,877	Sonoma County Public Infrastructure	Special District	Water District.	Jenner Water District Debt Service payments.	Resolution 89-1327 approved a grant and loan under the 1984 State Safe Drinking Water Bond Act to acquire and rehabilitate the Jenner Water System	Assessments and liability for debt service.
45525-CSA #41 Jenner - Debt Svc #2_Reporting	\$ 13,324	\$ 20,161	Sonoma County Public Infrastructure	Special District	Water District.	Jenner Water District Debt Service 2 payments.	Resolution 07-0920 approved a loan with the Safe Drinking Water State Revolving fund	Assessments and liability for debt service.
45530-CSA #41 Jenner - Reserve #2_Reporting	\$ 8,567	\$ 8,567	Sonoma County Public Infrastructure	Special District	Water District.	Jenner Water District Reserve 2 to be held until loan defeasance.	Resolution 07-0920 approved a loan with the Safe Drinking Water State Revolving fund	Limited growth for occasional projects.
46015-General Administration Fund_Reporting	\$ 448,891	\$ 448,891	Community Development Comm.	Special District	To collect expenditures for CDC and then apply the costs in accordance with current allocation schedules.	Restricted to all uses of other CDC funds.	See all other CDC funds.	This is a "clearing" fund to which expenses are initially charged, and from which they are subsequently distributed to other CDC funds as appropriate.
46020-CDC Housing Fund_Reporting	\$ 2,889,130	\$ 2,594,956	Community Development Comm.	Special District	To administer local housing programs such as Density Bonus monitoring, 1st Time Homebuyer, and other Deferred-Payment loan programs. Funds are used for home buyer loans as eligible units are resold, and to pay admin costs.	Restricted by Commission Policy for affordable housing programs as authorized by the Board of Commissioners.	Board of Commissioner Policy Decisions; See Resolutions: 87-0163; 94-0518; 98-1106; 03-0002; 04-0810	The fund balance increases and decreases from year to year, depending on level of loan activity and admin costs that are charged for related housing programs.
46025-MCC Program Fund_Reporting	\$ 11,881	\$ 12,081	Community Development Comm.	Special District	To administer a County-wide Mortgage Credit Certificate Program. Funds are used for the administration of the MCC Program as administrative costs are incurred.	Restricted to administration of the Sonoma County Mortgage Credit Certificate Program.	Cooperative Agreement between CDC and 9 incorporated municipalities in the County. Subject to tax code. See Resolutions: 94-1439; 94-1440; 94-1441.	The fund balance increases or decreases from year to year as administrative costs are either less than or more than revenues and fees collected.
46030-Mobile Home Ordinance Progs_Reporting	\$ 250,742	\$ 233,481	Community Development Comm.	Special District	To administer the Mobile Home Space Rent Ordinance in the unincorporated County and in several local cities. Funds are used to pay administrative and legal costs as they are incurred to implement the MHRSO ordinances in the County and several cities.	Restricted to administration of Mobile Home Space Rent Ordinances (MHRSO).	Board of Supervisors Mobile Home Rent Stabilization Ordinances, and Service Agreements to administer city MHRSOs for incorporated jurisdictions (currently under contract with Windsor, Petaluma, Sebastopol, and Cotati); See Ordinance 4565.	The fund balance increases or decreases from year to year as administrative costs are either less than or more than revenues and fees collected.
46035-HAC Employee Program_Reporting	\$ 33,599	\$ 33,799	Community Development Comm.	Special District	To administer "penny per hour" housing assistance programs for County, Agency, and Special District employees represented by SEIU, Local 1021. Funds are used to pay administrative and legal costs incurred to implement the HAC trust fund programs.	Restricted to administration of the Housing Assistance Committee loan programs for SEIU employees.	Board of Supervisors policy decision to fund the "penny per hour" program; SEIU MOU; HAC Labor/ Management Committee policy decisions. See Resolution: 95-0806; and MOU between CDC, Auditor-Controller, & Treasurer-Tax Collector	The fund balance increases or decreases from year to year as administrative costs are either less than or more than revenues and fees collected.
46040-County General Funds_Reporting	\$ 1,389,886	\$ 1,007,928	Community Development Comm.	Special District	To implement County Housing Element programs, and support programs that affordable housing/community development objectives but does not provide adequate administrative funding for viability. Comprised of the annual County GF contribution.	Restricted by Board and Commission Policy and CDC Executive Decisions.	Board of Commissioners and Board of Supervisor Policy Decisions. Annual budget approval process.	No fund balance carry overs. Any fund balance at the end of the year is absorbed by the County for the next year's revenue.

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
46045-County Fund For Housing_Reporting	\$ 6,053,002	\$ 6,247,264	Community Development Comm.	Special District	To create, preserve, or promote affordable housing within Sonoma County. Funds are used for new housing rehabilitation loans as eligible applications are received, and for administrative costs to implement the program.	Restricted to loans to developments providing affordable housing opportunities that either increase or preserve the affordable housing stock in the County.	Board of Supervisors and Board of Commissioners Policy Decisions regarding program and CDC loan policies. CAO authority letter in database.	The fund balance increases and decreases from year to year as PRMD permit fees are received and as grants and loans are made.
46047-MO Transitional - PSH_Reporting	\$ 0	\$ 0	Community Development Comm.	Special District	A \$25M Ballot Measure O funding of which the CDC should receive 2% or estimated annual funding of \$500K to be used for Homeless services	Restricted by the Board and Commission Policy and CDC Executive Decisions	Sonoma County Measure O Tax Measure, Board of Supervisor Policy Decisions, Measure O Oversight Board and Annual Budget Approval process	CDC will receive 2% of Measure O funding which is at \$500K annually
46050-Emerg Rental Assist Prgm_Reporting	\$ 1,610,738	\$ 584,176	Community Development Comm.	Special District	To fund the Emergency Rental Assistance Program implemented by Fed/State Government. Funding will be used to assist those unable to pay rent / utilities	Funds are used according to Emergency Assistance guidelines. Primarily for Rental Assistance and utility payments. This segment of the population are directly affected by COVID	Used in accordance with Federal and State guidelines	No growth is anticipated as the funding is directly related to the pandemic
46055-Homeless Outreach Service Team_Reporting	\$ 38,140	\$ 38,140	Community Development Comm.	Special District	To engage unsheltered homeless people living near the County's waterways and trails, connect them with services and move them into long-term housing.	Restricted to administer the Homeless Outreach Services Team project	Board of Supervisors direction in agenda items approved 8/19/2014 and 11/4/2014	
46060-CalWORKS Housing Support Prgm_Reporting	\$ 15,145	\$ 15,145	Community Development Comm.	Special District	To issue the checks and perform other administrative work of the SonomaWORKS program.	Restricted to administer the SonomaWORKS program.	MOU between Human Services Department and the Sonoma County Community Development Commission	
46065-BEGIN Funded Loans_Reporting	\$ 506,050	\$ 363,709	Community Development Comm.	Special District	Maintaining affordable housing stock within specified state funded housing complexes by providing low interest loans to homeowners.	Restricted to providing loans to qualified State of California Housing and Community Development Funding Restrictions and local program design.	State of California Housing and Community Development Funding Restrictions and local program.	
46105-Comm. Devlp. Block Grant_Reporting	\$ 33,914	\$ 33,914	Community Development Comm.	Special District	To provide loans and grants to eligible sub recipients for affordable housing, community development, economic development, and public services for lower income persons and lower-income neighborhoods.	Restricted to specified target populations, geographic areas, and eligible uses pursuant to federal regulation.	24 CFR, Part 570; Joint Powers Agreement amongst County and the 7 incorporated jurisdictions of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and Windsor. See Resolution: 05-0568; Board Item from 5/8/12.	The fund balance increases and decreases from year to year depending on how quickly funded projects are completed.
46110-HOME Program_Reporting	\$ 87,051	\$ 87,051	Community Development Comm.	Special District	Loans to developers and sub recipients for affordable housing. Funds are committed to projects prior to the start of the fiscal year; the fund balance is reserved for the specific projects for which funds were committed and for admin costs to implement.	Restricted to specified target populations, geographic areas, and eligible uses pursuant to federal regulation housing within the community.	24 CFR Part 92. Joint Powers Agreement amongst County and the 7 incorporated jurisdictions of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma and Windsor. See Resolution: 05-0568; See Joint Powers Agreement; Board Item from 5/8/12.	The fund balance increases and decreases from year to year depending on how quickly funded projects are completed.
46115-Emergency Solutions Grant_Reporting	\$ 514	\$ 514	Community Development Comm.	Special District	Provide grants to sub recipients for homeless prevention and assistance. Funds are committed to projects prior to the start of the fiscal year; fund balance is reserved for the specific projects for which funds were committed and for admin costs.	Restricted to general administration and program delivery via grants to local non-profit homeless services agencies.	Department of Housing and Community Development, Emergency Solutions Grants Program, State Regulations, California Code of Regulations Title 25, Division 1, Chapter 7, Subchapter 20. 6/21/2016 Resolution # 16-0245.	
46120-Flood Elevation_Reporting	\$ 1,046,474	\$ 1,046,474	Community Development Comm.	Special District	To provide grants to elevate flood-prone structures, particularly in the lower Russian River area.	Restricted to assist pre-approved structures at-risk of future riverine flood damage.	FEMA and CalEMA regulations and program guidebook policy. Resolutions: 97-0320; 97-0321	The fund balance increases and decreases from year to year depending on how quickly funded projects are completed.
46125-Continuum Of Care Intake_Reporting	\$ -	\$ -	Community Development Comm.	Special District	To fund a single point of entry into homeless services as mandated by Housing and Urban Development (HUD)	Coordinated Intake Project expenses (primarily subcontractor costs)	HUD Continuum of Care Program Interim Rule, 24 CFR Part 578	
46130-Continuum Of Care Mgmt_Reporting	\$ 90	\$ 90	Community Development Comm.	Special District	To fund the Continuum of Care Coordination role	Continuum of Care planning projects only	HUD Continuum of Care Program Interim Rule, 24 CFR Part 578	
46135-CalHome Rehabilitation_Reporting	\$ 576,990	\$ 412,490	Community Development Comm.	Special District	Provide health and safety repairs to homes owned by low to moderate income residents of Sonoma County. Funds committed to projects prior to the start of the FY; fund balance reserved for the specific projects committed, and for admin costs.	Restricted to providing loans to qualified State of California Housing and Community Development Funding Restrictions and local program design. Homeowners to complete health and safety modification and repairs to their homes.	State of California Housing and Community Development Funding Restrictions and local program design.	The fund balance increases or decreases from year to year depending on how quickly funded projects are completed.

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
46140-R&R Funded HRLP & CRLP_Reporting	\$ 1,002,034	\$ 244,223	Community Development Comm.	Special District	Provide health and safety repairs to homes owned by low to moderate income residents of Sonoma County and repairs and improvements to local businesses. Funds committed to projects prior to the start of the FY; fund balance reserved for the specific projects committed, and for admin costs.	Restricted to providing loans to qualified homeowners and businesses in Sonoma County per the local program design. Homeowners to complete health and safety modification and repairs to their homes.	Board of Supervisors and Board of Commissioners Policy Decisions regarding program and CDC loan policies.	
46145-Homeless Emerg Aid Prog Funds_Reporting	\$ 5,145	\$ 5,145	Community Development Comm.	Special District	Track revenue and expenses from HEAP award. HEAP funds are to be used to provide immediate emergency assistance to people experiencing homelessness or those at imminent risk of homelessness.	Funding must be used according guidelines as provided by SB 850	SB 850	One-Time Funding from State
46150-Homeless Housing Assist Preven_Reporting	\$ 1	\$ 1	Community Development Comm.	Special District	HUDS' Homeless Housing Assistance Program (HHAP). Funds are to be used to fund rental assistance and repaid rehousing initiatives	Funds are restricted to support regional coordination and expand or develop local capacity to address their immediate homeless challenges. Funds can also be used to develop a unified regional response to homelessness	HHAP Grant program is authorized by AB 101 (Chapter 159, Statutes of 2019)	No annual growth of fund is anticipated for the foreseeable. However, the CDC will actively seek funding if the funding remains available and subsequent awards are presented.
46155-Emergency Shelter Grant-CV_Reporting	\$ -	\$ -	Community Development Comm.	Special District	The Emergency Solutions Grant Program provides grant funding to engage homeless individuals and families living on the street, rapidly rehouse homeless individuals and families, help operate and provide essential services in emergency shelters for homeless individuals and families and prevent individuals and families from becoming homeless	Funds must be used in accordance with the State of California	State Department of Housing and Community Development	Annual growth of the fund is not anticipated. Award will be used in accordance with State guidelines. In the event that the State should offer additional funding, a request for funding will be completed
46205-C of C Rental Assistance_Reporting	\$ -	\$ -	Community Development Comm.	Special District	To provide rental assistance in connection with supportive services for homeless people with disabilities. Funds are used for monthly rental assistance payments to eligible households and for administrative costs.	Use of funding is restricted to Shelter Plus Care program administration.	24 CFR Part 582; Resolution: 07-0440	The fund balance increases or decreases over time as grants are received and the number, size, & income level, and rents charge for assisted households changes.
46210-Housing Choice Voucher Prog_Reporting	\$ 4,328,612	\$ 3,459,281	Community Development Comm.	Special District	HUD Housing Choice Voucher Program - Rental Assistance. Funds are used for monthly rental assistance payments to eligible households and for administrative costs.	Restricted to use for the Housing Choice Voucher (Section 8) rental assistance program.	Housing and Urban Development Funding Regulations. Health and Safety Code sections; 24 CFR Part 982. See Resolutions: 09-0003; 11-0166	The fund balance increases and decreases from year to year depending on the level of funds received and the number, size, income level & rents charged for assisted households changes.
46215-Homeless Mgmt. Inf. Systems_Reporting	\$ -	\$ -	Community Development Comm.	Special District	To operate the Homeless Information Management System (HMIS) for the local Continuum of Care. Funds are used for administration, management, and data collection for the HMIS.	Restricted to data collection and management of the HMIS.	24 CFR Par 583; Resolution: 07-0440	The fund balance increases or decreases from year to year as new grant funds are received and administrative costs are incurred.
46225-EHV-Emergency housing Vouchers_Reporting	\$ 323,668	\$ 466,769	Community Development Comm.	Special District	To provide emergency housing vouchers (EHV) to assist individuals and families who are homeless, at risk of homelessness, fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking or where recently homeless or have a high risk of housing instability	Restricted to the purpose of the fund	American Rescue Plan Act of 2021	None anticipated
46230-M55 Mainstream Voucher_Reporting	\$ 884,997	\$ 1,152,969	Community Development Comm.	Special District	To provide funding for tenant-based vouchers to serve households that include a non-elderly person(s) with disabilities, defined as any family that includes a person with disabilities between the ages of 18-62 years old	Tenant-based housing vouchers	To be used in compliance of the Federal Housing and Urban Development Office (HUD)	Growth of the Fund isn't anticipated
46240-FSS Forfeitures_Reporting	\$ 15,271	\$ 15,271	Community Development Comm.	Special District	To establish fund for the use and reporting of FSS Escrow Forfeitures in the Federal Financial Assessment Sub-System for the Housing Authority	Funding is to be used for the benefit of FSS Participants in good standing only and held in a separate fund	The Family Self-Sufficiency Program Accounting Brief #26	None Anticipated

Tab 10 - Fund Balance Directory
Attachment C - Special District Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
46305-LMIHAF - Sonoma City_Reporting	\$ 2,886,642	\$ 2,452,542	Community Development Comm.	Special District	Low-Mod Income Housing Asset Fund for assets transferred from the City of Sonoma by act of law.	Loans, grants, and administration of affordable housing programs in specified geographic area.	ABx1 26, AB1484 and CA Community Redevelopment Law sections related to Low-Mod Housing Dollars	Fund balance increases or decreases as loans are made and paid off and rental revenue and expense is incurred.
46310-LMIHAF - Sebastopol City_Reporting	\$ 548,790	\$ 233,753	Community Development Comm.	Special District	Low-Mod Income Housing Asset Fund for assets transferred from the City of Sonoma by act of law.	Loans, grants, and administration of affordable housing programs in specified geographic area.	ABx1 26, AB1484 and CA Community Redevelopment Law sections related to Low-Mod Housing Dollars	
46315-LMIHAF - Roseland_Reporting	\$ 355,678	\$ 168,678	Community Development Comm.	Special District	Low-Mod Income Housing Asset Fund for assets transferred from the Roseland RDA by act of law.	Loans, grants, and administration of affordable housing programs in specified geographic area.	ABx1 26, AB1484 and CA Community Redevelopment Law sections related to Low-Mod Housing Dollars	Fund balance increases or decreases as loans are made and paid off and rental revenue and expense is incurred.
46320-LMIHAF - Sonoma Valley_Reporting	\$ 268,575	\$ 203,038	Community Development Comm.	Special District	Low-Mod Income Housing Asset Fund for assets transferred from the Springs RDA by act of law.	Loans, grants, and administration of affordable housing programs in specified geographic area.	ABx1 26, AB1484 and CA Community Redevelopment Law sections related to Low-Mod Housing Dollars	Fund balance increases or decreases as loans are made or paid off.
46325-LMIHAF - Russian River_Reporting	\$ 497,650	\$ 432,113	Community Development Comm.	Special District	Low-Mod Income Housing Asset fund for assets transferred from the Russian River RDA by act of law.	Loans, grants, and administration of affordable housing programs in specified geographic area.	ABx1 26, AB1484 and CA Community Redevelopment Law sections related to Low-Mod Housing Dollars	Fund balance increases or decreases as loans are made or paid off.
46330-LMIHAF Admin Cost Fund_Reporting	\$ 581,243	\$ 318,794	Community Development Comm.	Special District	Low-Mod Income Housing Asset fund for administration of the Low-Mod Income Housing Assets transferred from former Redevelopment Agencies.	Administration of housing assets transferred from former Redevelopment Agencies and Low-Mod Income Housing use.	LMIHAF Policy as approved by the Board of Supervisors and the Board of Commissioners on August 19, 2014	
46340-Rental Properties_Reporting	\$ 194,932	\$ 183,950	Community Development Comm.	Special District	Low-Mod Income Housing Asset fund for assets transferred from the City of Sebastopol by act of law.	Use of funding restricted to maintenance and management of housing assets in compliance sith the LMIHAF policy	LMIHAF Policy as approved by the Board of Supervisors and the Board of Commissioners on August 19, 2014	
46510-CDC Property Management_Reporting	\$ 590,293	\$ 463,205	Community Development Comm.	Special District	To record activities related to the acquisition & management of Shelter & Housing Real Estate.	Funding received will be used to support operating cost of property acquisition		
46520-Project Homekey_Reporting	\$ 1,758,950	\$ 412,278	Community Development Comm.	Special District	Track expenditures for the HCD's Project Homekey granting	Grant funding restricted to purchase and rehabilitate hotels and motels to provide housing homelessness.	Board Item #46 approved 11/10/2020.	
46525-Comm Develop Block Grant-DR_Reporting	\$ 14,511	\$ 14,511	Community Development Comm.	Special District	To fund eligible projects that prevent, prepare for, and respond to coronavirus which include buildings and improvements, including public facilities; assistance to businesses, including special economic development assistance	Must be in accordance with the California Department of Housing and Community Development	California Department of Housing and Community Development	One time emergency funding
46530-HOMEKEY - George Hideaway_Reporting	\$ 6,005,395	\$ 1,326,587	Community Development Comm.	Special District	Track expenditures for the HCD's Project Homekey Grant	Grant funding restricted to purchase and rehabilitate hotels and motels to provide housing homelessness.	Board of Commissioners	
46540-Tierra de Rosas Development_Reporting	\$ 3,000,000	\$ 3,000,000	Community Development Comm.	Special District	To facilitate the construction of Tierra de Rosas project	All funding associated with construction of Tierra de Rosas is restricted to the project use.	Funding is restricted to grant award rules and regulations for use of funds	Not anticipated. Once the project is completed and managed by a contract awarded, the fund will be closed.

Special Districts Funds Total \$ 239,040,716 \$ 210,969,331

Tab 10 - Fund Balance Directory
Attachment D - Capital Projects Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy
23027-Capital Projects Funds_Reporting - Deferred Maintenance*	\$ 71,134,403	\$ 86,638,645	CAO/Public Infrastructure	Accumulates funds to address deferred maintenance of County facilities and redevelopment of the County Campus, as approved by the Board as part of the Capital Projects Plan.	Defined by scope of approved project.	Annual Budget
23041-Capital Projects Funds_Reporting - Public Health Lab and Morgue Relocation	\$ 25,520,861	\$ 26,688,100	CAO/Public Infrastructure	Accumulates funds for relocation of the Public Health Lab and Morgue facility, as approved by the Board as part of the Capital Projects Plan.	Defined by scope of approved project.	Annual Budget
20000-Capital Projects Funds_Reporting - All Other Funds	\$ -	\$ -	CAO/Public Infrastructure/Regional Parks	Accumulates funds for specific multi-year projects as approved by the Board as part of the Capital Projects Plan	Defined by scope of approved project.	Annual Budget
Capital Projects Sub Total	\$ 96,655,264	\$ 113,326,745				

*On 10/25/22 the Board approved a \$3.1 million loan from the Deferred Maintenance Fund for acquisition of real property at 16390 Main Street, Guerneville for the establishment of regional and satellite service center, which is reflected in the above figure. The loan will be repaid over a period of 7 years, from a portion of the annual \$1 million County Center set-aside for regional/satellite offices and rental income available from tenant leases after accounting for operating and maintenance costs.

Tab 10 - Fund Balance Directory
Attachment E - Debt Service Funds

Fund Title	Estimated Fund Balance at June 30, 2024	Recommended Budget - Estimated Fund Balance at June 30, 2025
31140-1997-1 Escrow Fund_Reporting	\$ 1,829	\$ 1,829
31405-TOB Settlement Bonds 2005/2020_Reporting	\$ 4,525,076	\$ 4,525,076
Total	\$ 4,526,905	\$ 4,526,905

Tab 10 - Fund Balance Directory
Attachment F - Enterprise Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
41111-Mason's Marina_Reporting	\$ 490,994	\$ 232,224	Regional Parks	Enterprise Fund	This fund accounts for the operations of Mason's Marina.	Operations of Marina.	Board of Supervisors	No growth, marina usage revenues spent for operations.
41121-IWD - Administration_Reporting	\$ 1,395,719	\$ 1,955,840	Sonoma County Public Infrastructure	Enterprise Fund	Primary Administrative operating Fund for Refuse Enterprise. Large apparent balance is due to the fact that capital/fixed assets are included.	Refuse Enterprise costs only.		Limited growth from user fees and interest income, devoted to operations costs.
41122-Former Rural Landfills_Reporting	\$ 13,108,478	\$ 8,528,978	Sonoma County Public Infrastructure	Enterprise Fund	For cleanup of potential landfill leaks that may pollute water sources.	Funds are maintained to meet unanticipated costs of landfill leaks.		Pledges of revenue as needed to meet estimated liabilities.
41123-Former Urban Landfills_Reporting	\$ 21,729,286	\$ 15,291,362	Sonoma County Public Infrastructure	Enterprise Fund	For cleanup of potential landfill leaks that may pollute water sources.	Funds are maintained to meet unanticipated costs of landfill leaks.		Pledges of revenue as needed to meet estimated liabilities.
41124-Co Contingent Liability Resrv_Reporting	\$ 13,479,330	\$ 15,064,517	Sonoma County Public Infrastructure	Enterprise Fund	For cleanup of potential landfill leaks that may pollute water sources. Negative fund balance is due to liabilities that are amortized over the life of the agreement with Republic.	Funds are maintained to meet unanticipated costs of landfill leaks.		Pledges of revenue as needed to meet estimated liabilities.
41125-Base Concession Payment Fund_Reporting	\$ 1,094,669	\$ 1,103,864	Sonoma County Public Infrastructure	Enterprise Fund	Fund established to account for concession fees collected and distributed per Landfill Settlement Agreement	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	None
41126-Co Administrative Costs Fund_Reporting	\$ 161,768	\$ 163,768	Sonoma County Public Infrastructure	Enterprise Fund	To cover County's administrative costs associated with the Landfill Settlement agreement with the cities.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	Limited Growth, designed to cover the costs of administration.
41127-CDS Leak Fund_Reporting	\$ 2,623,005	\$ 2,665,244	Sonoma County Public Infrastructure	Enterprise Fund	Fund established to address potential future leaks at former Central Disposal Site	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	None
41128-Sonoma Leak Fund_Reporting	\$ 2,468,890	\$ 2,508,647	Sonoma County Public Infrastructure	Enterprise Fund	Fund established to address potential future leaks at former Sonoma landfill.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	None
41129-Healdsburg Leak Fund_Reporting	\$ 2,920,019	\$ 2,967,041	Sonoma County Public Infrastructure	Enterprise Fund	Fund established to address potential future leaks at former Healdsburg landfill.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	None
41130-Cloverdale Contingent Liabilit_Reporting	\$ 352,012	\$ 397,411	Sonoma County Public Infrastructure	Enterprise Fund	To track Cloverdale's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41131-Cotati Contingent Liability_Reporting	\$ 415,331	\$ 472,734	Sonoma County Public Infrastructure	Enterprise Fund	To track Cotati's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41132-Healdsburg Contingent Liabilit_Reporting	\$ 695,511	\$ 786,796	Sonoma County Public Infrastructure	Enterprise Fund	To track Healdsburg's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41133-Rohnert Park Contingent Liabil_Reporting	\$ 1,603,424	\$ 1,795,185	Sonoma County Public Infrastructure	Enterprise Fund	To track Rohnert Park's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41134-Santa Rosa Contingent Liabilit_Reporting	\$ 5,436,680	\$ 6,334,113	Sonoma County Public Infrastructure	Enterprise Fund	To track Santa Rosa's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.

Tab 10 - Fund Balance Directory
Attachment F - Enterprise Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
41135-Sebastopol Contingent Liabilit_Reporting	\$ 414,127	\$ 462,627	Sonoma County Public Infrastructure	Enterprise Fund	To track Sebastopol's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41136-Sonoma Contingent Liability_Reporting	\$ 367,130	\$ 402,637	Sonoma County Public Infrastructure	Enterprise Fund	To track Sonoma's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41137-Windsor Contingent Liability_Reporting	\$ 950,643	\$ 1,067,366	Sonoma County Public Infrastructure	Enterprise Fund	To track Windsor's portion of the Special Concession Payment on Committed City Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41138-County Spec Concess Pymt Fund_Reporting	\$ 3,249,716	\$ 3,529,932	Sonoma County Public Infrastructure	Enterprise Fund	To track the Special Concession payment collected on County and Self Haul Waste including interest earnings.	May only be used as outlined in the Landfill Settlement Agreement with the Cities	Board of Supervisors/Committed Cities per Settlement Agreement	This will grow dependent on the value of waste collected in the individual city plus interest.
41205-Spud Point Marina_Reporting	\$ 9,559	\$ 100,678	Regional Parks	Enterprise Fund	This fund accounts for the operations of Spud Point Marina.	This fund balance was reserved for the replacement of the ice machine.	Board of Supervisors	Slow accumulation for replacement.
41301-Airport Enterprise_Reporting	\$ 960,622	\$ 1,969,929	Sonoma County Public Infrastructure	Enterprise Fund	Primary Operating Fund for Airport Enterprise. Large apparent balance is due to the fact that capital/fixed assets are included.	Restricted to use on Airport Enterprise.	49 U.S.C. §§ 47107(b)(1) and 47133(a)	Limited growth from airport usage revenues devoted to operations costs. FY19-20 and 20-21 brought about the \$19,661,086 CARES Act grant to assist with decreased revenues due to COVID-19. This amount is being budgeted over 3 years.
41302-Passenger Facility Charges_Reporting	\$ 2,960,259	\$ 3,000,259	Sonoma County Public Infrastructure	Enterprise Fund	To segregate activity related to Passenger Facility Charges as required by FAA Regulations.	Funding may only be used for projects meeting specific criteria established by the FAA .	Aviation Safety and Capacity Expansion Act (1990), 14 CFR Part 158	Slow growth from fees accumulated for project use.
41303-Wetlands Mitigation_Reporting	\$ 10,802	\$ 8,478	Sonoma County Public Infrastructure	Enterprise Fund	To segregate activity related to Wetlands.	Restricted to use on Airport Enterprise.	49 U.S.C. §§ 47107(b)(1) and 47133(a)	Limited growth from airport wetlands revenues devoted to operations costs.
41304-Airport CFC Fund_Reporting	\$ 117,873	\$ 117,873	Sonoma County Public Infrastructure	Enterprise Fund	The Airport Customer Facility Charge (CFC) Fund is a new fund established in fiscal year 2019-20 for collection of rental car fees to be expended for the purpose of constructing a dedicated consolidated rental car facility (ConRAC) at the Charles M. Schulz – Sonoma County Airport.	For the reasonable costs of designing and constructing a consolidated rental vehicle facility and to design, construct, and operate any common-use transportation system, or acquire vehicles for use in that system.	Government Code §50474.3	\$10 per contract fee collected by rental car companies located at the Charles M. Schulz – Sonoma County Airport. Annual growth will be subject to the volume of fees collect by rental car companies.
41401-Transit - Article 4_Reporting	\$ 2,540,810	\$ 14,381,470	Sonoma County Public Infrastructure	Enterprise Fund	To fund County supported fixed-route transit services (Operations and Capital). Large apparent balance is due to the fact that capital/fixed assets are included.	Funds can only be used for fixed-route transit operations and capital purposes.	Funds provided under Transit - Article 4 include Local, State and Federal transit funds specifically designated and restricted to fixed-route transit and capital purposes.	Limited growth from fares and state and federal transit funds used for operations.
41402-Transit - Article 8_Reporting	\$ 597,526	\$ 597,526	Sonoma County Public Infrastructure	Enterprise Fund	To fund County supported ADA paratransit services.	Funds can only be used for ADA paratransit services.	Regulated by State and Federal agency guidelines	Limited growth from fares and state and federal transit funds used for operations.

Tab 10 - Fund Balance Directory
Attachment F - Enterprise Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
41403-Transit - OHS Grant Funds_Reporting	\$ 880	\$ 880	Sonoma County Public Infrastructure	Enterprise Fund	To keep OHS grant funds in a separate interest bearing account as required by funding source.	Can only be used on expenditures allowed by specific grant.	Restricted by guidelines of funding source.	Will only be on an individual grant basis.
41405-Transit - Article 3_Reporting	\$ 346	\$ 346	Sonoma County Public Infrastructure	Enterprise Fund	To fund Sonoma County Bicycle Safety Educaiton Campaign activities.	Can only be used on expenditures allowed by specific grant.	Restricted by guidelines of funding source.	Will only be on an individual grant basis.
41501-Sport Fishing Center_Reporting	\$ 165,140	\$ 176,540	Regional Parks	Enterprise Fund	This fund accounts for the operations of the Sport Fishing Center.	Operations.	Board of Supervisors	No growth, center usage revenues spent for operations.
41701-So Co Energy Independence Prg_Reporting	\$ 791,571	\$ 550,735	Auditor-Controller-Treasurer-Tax Collector	Enterprise Fund	Operating Fund.	SCEIP Program only.		Based on program use, project assessment repayments and fees.
41704-SCEIP Special Fund - 10 Year_Reporting	\$ 3,478,538	\$ 3,478,538	Auditor-Controller-Treasurer-Tax Collector	Enterprise Fund	Fund tracks SCEIP Loans issued with 10 Year term	SCEIP Program only.	Board of Supervisors	Based on program use, project assessment repayments and fees.
41705-SCEIP Special Fund - 20 Year_Reporting	\$ 9,128,308	\$ 9,128,308	Auditor-Controller-Treasurer-Tax Collector	Enterprise Fund	Fund tracks SCEIP Loans issued with 20 Year term	SCEIP Program only.	Board of Supervisors	Based on program use, project assessment repayments and fees.
41706-SCEIP Special Fund - 20Yr SCWA_Reporting	\$ 14,583,117	\$ 14,583,117	Auditor-Controller-Treasurer-Tax Collector	Enterprise Fund	Fund tracks SCEIP Loans issued with 20 Year term for the Water Agency	SCEIP Program only.	Board of Supervisors	Based on program use, project assessment repayments and fees.
Enterprise Funds Total	\$ 108,302,082	\$ 113,824,962						

Tab 10 - Fund Balance Directory
Attachment G - Internal Service Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
51105-Heavy Equipment ISF_Reporting	\$ 1,192,552	\$ 521,365	Sonoma County Public Infrastructure	Internal Service Fund	Internal Service fund-Heavy Equipment operations; fixing and fueling equipment.	Roads Equipment Operations.	Department policy	Limited growth based upon usage rates charged on equipment for future replacement.
51205-Program Administration_Reporting	\$ -	\$ -	Human Resources	Internal Service Fund	Budget unit within Self-Insurance Internal Service Fund Group which facilitates allocation of costs for support of internal staff and operations responsible for administration of self-insured programs, based upon program operating and labor costs. Includes salaries, benefits, OPEB, and Pension obligation cost recorded in this fund. Budget unit balances intended to net to zero each year.	To be used for administration costs only or returned to departments in rebate of insurance program rates.	BOS Authority	Fund balance intended to zero out each year.
51210-Benefits_Reporting	\$ 1,242,704	\$ 572,982	Human Resources	Internal Service Fund	Budget unit within Self-Insurance Internal Service Fund Group which facilitates allocation of costs for support of internal staff responsible for administration of employee and retiree health benefits. Fund Budget unit balances intended to net to zero each year.	To be used for employee and retiree benefit administration costs only or returned to departments in benefits administration rate rebates.	BOS Authority	Fund balance intended to zero out each year.
51215-Health Insurance_Reporting	\$ 14,638,700	\$ 10,891,151	Human Resources	Internal Service Fund	Self-funded County Health Plan - medical plan for County employees, retirees, and eligible dependents	Fund balance is comprised of employee and employer contributions and has been offset for incurred claims that have not been paid as of fiscal year end. The Plan actuary recommends an annual dollar amount for claims fluctuations.	Established 1976 - BOS authority.	Grows or decreases annually reflecting premium income and claims expenses.
51220-Workers Compensation Ins_Reporting	\$ 48,904,063	\$ 32,645,632	Human Resources	Internal Service Fund	Self-funded insurance Workers' Compensation program.	Only for outstanding liability in worker's compensation claims program costs. Future rate rebates should claims result in lower cost than estimated.	Established 1976 - BOS authority.	Fund contributions actuarially determined annually, based upon participating department rate allocation, interest income, and claims expenses.
51225-Malpractice Insurance_Reporting	\$ 94,187	\$ 3,757	Human Resources	Internal Service Fund	Self-funded insurance premium and claim deductible expense for medical malpractice.	Reserve to be maintained to fund medical malpractice insurance claim deductibles. Upon reserve depletion, insurance claim deductibles to be billed to department incurring loss.	Established 1988, changes effective 6/21/92 and 7/1/96. BOS Authority.	Interest on fund balance only
51230-General Liability Insurance_Reporting	\$ 2,380,601	\$ 269,571	Human Resources	Internal Service Fund	Self-funded Liability Program.	Only for outstanding liability in general liability insurance program costs and future rate rebates (to participating departments) should claims result in lower cost than estimated.	BOS Authority	Fund contributions actuarially determined annually, based upon participating department rate allocation, interest income, and claims expenses.
51235-Property Insurance Deductibles_Reporting	\$ 203,213	\$ 203,213	Human Resources	Internal Service Fund	Coverage for deductible portion of County's property insurance (fire, extended coverage, vandalism, theft, etc) per loss. Annual budget to cover four property claim insurance deductibles, property appraisals and PRISM membership. Amount is reimbursed annually from General Insurance 23010500.	\$300,000 annual budget maintained in index.	BOS Authority	Only sees income when baseline amount needs to be replenished.
51305-Unemployment Insurance_Reporting	\$ 448,043	\$ 181,595	Human Resources	Internal Service Fund	To collect sufficient revenue via payroll to facilitate unemployment insurance benefits.	For use in State of California unemployment insurance benefits.	Unemployment insurance rates are adopted annually by the Board.	
51405-Human Resource Mgmt System_Reporting	\$ 6,754,853	\$ 7,654,694	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	To annually collect user allow sufficient to pay for the operation of HRMS.	For system upgrades and support.	County Policy/ GAAP	
51410-Enterprise Financial System_Reporting	\$ 4,178,055	\$ 4,949,424	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	Project implementation, tracks operations and maintenance costs and the associated user cost allocation.	Fund designated specifically for system implementation and support.		
51505-SCERA_Reporting	\$ 2,116,134	\$ 2,156,134	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	Represents the amount that the Board approved for future year deposit from 1993 and 2003 POB Normal Cost advances.	Funds Reserved for Future Year Deposit with SCERA.	Board Resolution	
51515-2003A POB_Reporting	\$ 1,079,250	\$ 1,079,250	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	To collect sufficient revenue via payroll rates to pay the annual principal and interest payments for this POB.	Funds restricted for payment of Debt Service.	Board Resolution/GAAP	

Tab 10 - Fund Balance Directory
Attachment G - Internal Service Funds

Fund Title	Estimated Ending Fund Balance 06/30/24	Recommended Budget Estimated Ending Fund Balance 06/30/25	County Department	Level of Discretion	Purpose of Fund	Restrictions on Use of Fund Balance	Legal Authority for Restrictions Statute/Ordinance/Resolution/Policy	Annual Growth or Contribution
51520-20038 POB_Reporting	\$ 178	\$ 178	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	To collect sufficient revenue via payroll rates to pay the annual principal and interest payments for this POB.	Funds restricted for payment of Debt Service.	Board Resolution/GAAP	
51525-2010 POB_Reporting	\$ 25,233,356	\$ 49,256,356	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	To collect sufficient revenue via payroll rates to pay the annual principal and interest payments for this POB.	Funds restricted for payment of Debt Service.	Board Resolution/GAAP	
51530-Debt Service Rate Norm._Reporting	\$ 5,076,171	\$ 5,076,171	Auditor-Controller-Treasurer-Tax Collector	Internal Service Fund	Carryover Balance due to estimation of payroll rates. Funds used for smoothing of future year rates.	Funds restricted for payment of Debt Service.	Board Resolution 12-0357/GAAP	
51605-Other Post Employment Benefits_Reporting	\$ 4,031,874	\$ 4,757,704	Human Resources	Internal Service Fund	To account for County's funding of retiree Other Post Employment Benefits premiums and contributions.	Post employment benefits other than pensions	OPEB rate as a percentage of OPEB wages is adopted annually by the Board as part of the County's Budget Policy. GASB (Governmental Accounting Standards Board) 74 and 75 effective 2018.	County Budget Policy charges a percentage of OPEB wages to departments. Surplus assets are distributed to external Section 115 Trust so that fund balance remaining covers two months' worth of program cost.
54005-Equipment Fund_Reporting	\$ 1,457,285	\$ 908,850	Sonoma Water	Internal Service Fund	Charges for equipment usage. Internal service fund to consolidate equipment purchases, management overhead, and associated capital project expenditures for equipment used within the Water Agency and its enterprises. Large apparent balance is due to the fact that capital/fixed assets are included.	Internal service fund designated for equipment usage and charges for the agency and various districts, like a pass through/accounting fund.	Board Action establishing the ISF Equipment Fund. Subsequent funding resolutions.	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.
54010-Facilities Fund_Reporting	\$ 1,449,153	\$ 1,165,863	Sonoma Water	Internal Service Fund	Charges for facility rents. Internal service fund to consolidate facility debt service, overhead, maintenance and services purchases, for buildings used by the Water Agency and its enterprises. Large apparent balance is due to the fact that capital/fixed assets are included.	Internal service fund designated for facilities costs and charges for the agency and various districts, like a pass through/accounting fund.	Board Action establishing the ISF Facilities Fund. Subsequent funding resolutions.	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller.
54015-Power Resources_Reporting	\$ 2,502,535	\$ 2,336,468	Sonoma Water	Internal Service Fund	Internal service fund to consolidate and socialize all electrical power purchases, management overhead, and associated capital project expenditures for power used within the Water Agency and its enterprises.	Internal service fund designated for power costs and charges for the agency and various districts, like a pass through/accounting fund.	Board Action #4 July 15, 2008 establishing the ISF Power Fund. Subsequent funding resolutions.	Fund balance reserve target set by Dec 18, 2003 memo to CAO and Auditor-Controller. While this fund was not contemplated at the time of the memo, the rationale applies and the guideline has been adopted.

Internal Services Funds Total \$ 122,982,906 \$ 124,630,357



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Financial Policies

The Board of Supervisors last approved updates to the financial policies on November 28, 2023. There are no additional changes to financial policies recommended at this time.

The current financial policies are attached for review. Staff recommend that the Board re-approve the policies as stated at budget hearings.

Attachments:

Financial Policies

FINANCIAL POLICIES FOR FY 2024-25 BUDGET DEVELOPMENT

Annually, the Board of Supervisors/Board of Directors provide policy direction to guide the County Administrator in the development of the Recommended Budget. The policy document is organized into basic fiscal principles and general government accounting standards.

Basic Fiscal Principles

Balanced Budget and Fiscal Discipline

- The budget must balance resources with expenditure appropriations. The County must live within its own means and avoid disturbing other local jurisdictions' revenue sources to resolve its deficiencies. Furthermore, any deviation from a balanced budget is not permitted by the California State Government Code, which states: "In the recommended, adopted, and final budgets the funding sources shall equal the financing uses." (Government Code §29009).
- Per the State's County Budget Act, the Board of Supervisors must adopt a "statutorily" balanced budget; however, to ensure ongoing sustainability, the County of Sonoma should strive to adopt a "structurally" balanced budget. A budget is statutorily balanced when total estimated financing sources (beginning fund balance plus revenues) equal the total appropriation (expenditures plus ending fund balance). At no time shall spending in a given year exceed total current revenues plus any fund balance carryover from the prior year. A statutorily balanced budget utilizes beginning fund balance as a financing source. In contrast, a structurally balanced budget matches total ongoing expenditures to the annual estimated revenues. In a structurally balanced budget, beginning fund balance may not be used as a financing source for ongoing expenditures. As noted in the Long Range Planning section below, the County's goals are to maintain annual expenditure increases at a conservative growth rate, and to limit expenditures to anticipated annual revenues. Ongoing expenditures shall be provided based on sound anticipated ongoing revenue and not include "one-time" items such as capital outlay, projects, or temporary program funding. Sound anticipated ongoing revenue is recurring revenue, such as, taxes and fees. As part of the FY 2017-18 Budget Adoption, the Board established a new fiscal objective of reducing reliance on fund balance for operating purposes. Therefore, the FY 2023-24 recommended budget aligns annual operating expenditures with annual operating revenues.
- All County departments/agencies must, when directed by the County Administrator, submit recommended options for reducing their net county costs and/or other discretionary county revenue sources as part of their annual budget submittal. These reduction options will be the primary source for balancing the County Administrator's recommended budget as submitted to the Board of Supervisors during difficult financial times. Reduction options will be accompanied by each department's analysis of the impact on services. Depending upon state budgetary impacts on Sonoma County, additional reductions may be requested from the County departments.
- Mid-year and third quarter reports of actual revenues and expenditures, with projections for the remainder of the year compared to revised budget, will be submitted by departments to the County Administrator, and on to the Board of Supervisors with recommendations, if necessary, for current year budget adjustments.
- All positions held vacant for 12 months or more will be reviewed by the County Administrator and deleted as part of the annual recommended budget unless maintaining allocation is justified.

Long Range Planning

- Recognizing cyclical economic downturns will occur in the future, and to maintain fiscal sustainability, program budgets will not be automatically restored as a result of fiscal recovery and/or discretionary revenue growth. Instead, a review of the current public needs compared to efficiencies implemented must be completed before program and/or service restoration or expansion is considered. Departments may make restoration requests through the “add-back” process, and service/program expansion requests are made through the “program change request” process.
- Annual budgets will not be increased or changed to the point that ongoing operating costs become overly reliant on one-time or cyclical, unreliable revenues.
- Annual budgets will be compiled with long-term sustainability in mind to operate within available ongoing revenues, except as part of a Board of Supervisors approved plan in response to unilateral state budgeting actions that may include reducing costs over a specified number of years.
- Proposed new services, public facilities, significant infrastructure and system changes, and major strategy changes should/will be analyzed for their long term impacts on operations, funding, liability and maintenance before seeking Board of Supervisors approval. New programs or services will generally not be recommended unless they further Strategic Plan goals, objectives, or strategies; are provided with a reliable funding stream sufficient to finance their costs; and the Board of Supervisors can be assured the County can control both the quality and level of services provided.
- The County Administrator, in conjunction with the County Auditor-Controller, will submit a 5 year, multi-year financial projection and solicit budget policy direction prior to compiling the recommended budget.
- One-time funding sources (i.e. fund balance, cyclical increases to revenues, grants) will be used to fund one-time expenditures (i.e. fixed assets, infrastructure, grant programs, Economic Uncertainty Reserves, and special one-time needs programs). An exception to this policy will be that, if it is necessary to reduce ongoing costs in accordance with a Board of Supervisors approved multi-year plan to reach a new reduced ongoing financing base, one-time sources may be used to more gradually right size the organization’s budget to the new, reduced funding available.. This plan will be called out separately in the budget message.
- The County and other Government Agencies governed by the Board of Supervisors support the funding of the employee retirement system each year at a ratio of between 95%-105% actuarial assets to liabilities. The County Administrator shall work with the Retirement System Administrator to develop a forecast of financing required for the County (and other Government Agencies governed by the Board of Supervisors) and will include options to achieve the desired funding levels along with each recommended budget.
- In order to further the Board’s pension reform goals, the County will implement an ongoing, structured approach for pre-paying unfunded pension liabilities on an annual basis. Effective Fiscal Year 2019-20 a baseline annual pre-payment contribution equivalent to 0.5% of pensionable payroll will be made (above and beyond the required employer contribution rate). In order to maximize employer cost avoidance as a result of pension discount costs, the pre-payment will be applied to the longest outstanding layers of the County’s share of Unfunded Actuarial Accrued Liability, as determined by annual actuarial valuations of the Sonoma County Employees’ Retirement Association. In addition, the Board will consider use of available one-time funding to make additional pre-payments as funding is available.
- In order to avoid significant increases in deferred maintenance costs for County facilities, the Board of Supervisors will appropriate, forty percent (40%) of all new property tax growth, which is above the percentage growth assumed in the Adopted budget — to the Capital Projects Budget to be used towards addressing deferred maintenance of County facilities.
- In order to keep pace with County Road Network construction cost increases, the General Fund contribution to the Pavement Preservation Program shall be increased by up to 5% annually after considering economic uncertainties and based on financial factors such as the annual projected property tax growth rate and the average annual Consumer Price Index.

Expenditure Management and Control

- Sonoma County, in conjunction with employee groups, will consider temporary salary and benefit cost saving programs (e.g. Mandatory Time Off, Voluntary Time Off) in lieu of service reductions or layoffs when the fiscal problem is of a temporary nature where one can reasonably predict when the fiscal problem will end.

- Federal and state program reductions will not be backfilled with County discretionary revenues except by Board of Supervisors direction. The Board of Supervisors typically does not backfill these programs due to their sheer size and magnitude on the County's financial position.
- Board policy direction is required prior to changing one-time expenses into ongoing expenses. In addition, departments will not engage in internal cost shifting to the County General Fund.

Treasury Management

- Other than amounts held with trustees under bond indenture or other restrictive agreements, the County's cash and investments shall be invested by the County Treasurer. The Treasury Oversight Committee has regulatory oversight for all monies deposited in the Treasury Pool. Such amounts are invested in accordance with investment policy guidelines established by the County Treasurer and reviewed by the Board of Supervisors. The objectives of the policy are, in order of priority, safety of principal, liquidity, and yield. The policy addresses the soundness of financial institutions in which the County will deposit funds, types of investment instruments as permitted by the California Government Code, and the percentage of the portfolio that may be invested in certain instruments with longer terms to maturity.
- Debt is incurred for the purpose of spreading capital project costs to the years in which the improvement will benefit. Debt is also incurred to reduce future costs such as refinancing (pension obligation bonds, general obligation bonds, certificates of participation) at lower interest rates.
- Sonoma County will not exceed its legal maximum debt amount. This amount is calculated annually based on 2% of the County's total assessed valuation. Sonoma County currently has no debt applicable to the legal maximum debt, leaving a 100% debt margin.
- Debt issuance and management is also subject to a separate set of policies established by the Board of Supervisors and available from the Auditor-Controller-Treasurer-Tax Collector's office.

Revenue Management

- Sonoma County will continue to advocate for more discretion over its revenue sources and to diversify and maximize discretionary revenue sources in order to resist state erosion to local revenues and improve the County's ability to manage individual revenue fluctuations.
- Programs financed by charges for services, fees, grants, and special revenue fund sources shall pay their full and fair share of all direct and indirect costs to the extent feasible and legally permitted which will include cost recovery towards future assets and/or system replacement.
- Departments requesting new or increased revenues from fees, permits and user charges shall submit these requests to the Board of Supervisors for consideration during the Board's annual fee hearing process or at a separate hearing. Requested fee increases shall include annual service improvement plans to identify efficiency and productivity measures taken or planned to minimize the level of rate increases, while improving customer service. If permissible by law, fees and charges should cover all costs of the services provided, unless otherwise directed by the Board of Supervisors, to provide for public benefit.
- Staff will use conservative but defensible estimates for major revenue sources and not unduly anticipate changes in revenue trends.
- Proposition 172 Public Safety Distribution – Annually, the baseline growth shall be determined as the Consumer Price Index for All Urban Consumers-San Francisco-Oakland-San Jose for the 12-month period ending the previous December 31. This will be applied to the prior year budget for each department that received funds in the previous fiscal year, to establish the new adjusted base. Growth will be any funds projected or received that exceed the adjusted base. Growth shall be split 50% fire services and 50% law enforcement, until the point in time that fire services is receiving 8% of the funding. At that point in time, the Board may consider, via Board action, allocating growth in a similar manner until Probation reaches a desired share. Otherwise and thereafter, growth will be provided on a proportional basis and become the annual adjusted base. If there is a decline in funding (negative growth), this will be allocated proportionally using the current year adjusted base allocation ratios.
- Shared service contracts with other political jurisdictions should include full cost recovery for any portion of services provided by the County, including recovery of full future retirement costs of County employees who act as employees for the other jurisdiction, unless otherwise directed by the Board of Supervisors. Any

contract being brought to the Board that does not achieve full cost recovery should be accompanied by specific information about what level of subsidy is being provided and a justification for doing so.

- Community Investment Fund policies – Community Investment Fund Policies are approved by the Board of Supervisors and are available online at this website: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/community-investment-fund-program/community-investment-program-policy>.

Minimum Fund Balance Policies

- Sonoma County will create and maintain a prudent level of financial resources to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. Funds will be assigned and balances will be maintained to finance anticipated future one-time expenditure needs and to allow time for the County to respond to major actions of the State of California, the Federal government, economic downturns or emergencies that materially affect the County's financial position. The County Administrator, Auditor-Controller-Treasurer-Tax Collector and department staff will review fund balances annually as part of the budget development process. This review will include evaluating projected growth of each Governmental fund. In cases where uses exceed growth, staff will determine when fund balances are projected to be exhausted and plan accordingly.
- **General Fund Reserve** – The Board will maintain a minimum level of unassigned General Fund Reserve balance equal to 1/12 (8.3%) or 1 month of annual General Fund revenues. Consistent with best practice recommendations from the Government Finance Officers Association of the United States and Canada, the County will strive to maintain a total unassigned General Fund Reserve balance equal to 1/6 or 2 months of annual General Fund operating revenues.
- **Replenishing General Fund Reserve**- Anytime the Board authorizes drawdown of Reserves, staff will present a re-payment schedule which shall include the amount of state/federal reimbursements expected to be received.
- **FEMA Audit Reserve** - To ensure that the County has adequate resources set aside to pay for any claims that are deemed ineligible by the Office of Inspector General. Based on a preliminary risk assessment, staff recommends a reserve equal to 20% of total FEMA reimbursements. The FEMA Audit Reserve will be categorized as assigned fund balance for the funding source of each project. Annually the County Administrator and Auditor-Controller-Treasurer-Tax Collector will review FEMA reimbursements received and calculate the necessary reserve, including increases due to new funding received or decreases if funding is no longer at risk of being deemed ineligible. At budget hearings, staff will present the reserve adjustments to the Board of Supervisors and receive direction on the use of funds available due to a net decrease in the calculated reserve, if any.
- **Fund balance**, created as a result of actual revenue and expenditure deviations from the budget, will be used to achieve and maintain the County's fiscal goals.
- **Tax Loss Reserve Fund (TLRF)/"Teeter" Fund** - The County's annual budget will program \$3,404,148 from this source as a general purpose revenue. In addition, this fund shall maintain as a restricted reserve an amount equal to 1.5% of the levy. The County Administrator in conjunction with the Auditor-Controller-Treasurer-Tax Collector may recommend the use of funds in excess of the established reserve to the Board of Supervisors for purposes approved by the Board during annual Budget Hearings.
- **Tobacco Securitization** proceeds shall be maintained in two separate funds. The first shall contain the portion of the proceeds to be used only for capital improvements and shall be used for those improvements that exceed the normal level of repair and replacement needed to maintain County facilities with priority funding for improvements to the Veteran's Memorial Buildings and the completion of the Americans with Disabilities Act Transition projects. On the latter, funding will be available only AFTER all other funding sources have been exhausted. The second shall contain the portion of the proceeds that, once de-allocated, can be used for general government purposes. Given the one-time nature of these funds, the latter shall only be used for one-time investments as opposed to financing any on-going operating costs.
- **Refuse Franchise Fees** shall be accounted for in the same manner as other franchise fees in the County General Fund revenues. They shall be recorded in a separate account in order to ensure that any fund balance does not roll into County General Fund carryover balance at year-end so that the County can designate use of the funds for solid waste obligations, roads infrastructure preservation, and other Board of Supervisors

priorities. If used for road infrastructure preservation, these funds are not intended to supplant on-going County General Fund contributions nor are they intended to increase any external maintenance of effort requirements imposed by outside funding sources, but may be used to satisfy previously established maintenance of effort levels.

- **Tribal Development Impact Mitigation** funds shall be accounted for separately, so that when budgeting, only those monies received in the current year shall be relied upon for financing costs in the coming budget. The Board of Supervisors shall make a determination, as new tribal developments occur, on the best uses of these funds to mitigate impacts and maintain the high quality of life in surrounding or affected communities.
- **Health Services-Medical System Expansion** funds minimum reserve level is established at \$1 million. The Board of Supervisors recognized and confirmed the remainder of the fund balance will be spent in accordance with the Partnership Health Plan of California Memorandum of Understanding spending plan agreement. Health Services staff will coordinate with the County Administrator's Office and the Partnership Health Plan to review and update the spending plan as a part of the annual budget.
- **County Health Plan-Economic Uncertainty Reserve** is established based on actuarial valuation to cover unforeseen changes in expenditures and/or revenues, Human Resources staff will provide fund balance use recommendations as part of the annual recommended budget while maintaining a minimum level of economic uncertainty reserve consistent with Actuary's valuation and as recommended by the County Administrator.
- **Water Agency - Flood Zone 2A** (Petaluma) will maintain a minimum of 6 months of operating expenditures. Funds in excess of the minimum required may accumulate to address future capital needs as approved by the Board of Directors in the annual Capital Project Plan.
- **Water Agency - Water Transmission System** is to maintain a minimum of 3-4 months of operating expenditures. Funds in excess of the minimum required may accumulate to address future capital needs as approved by the Board of Directors in the annual Capital Project Plan.
- **Reinvest and Revitalization** funds accumulated from dissolved redevelopment project areas residual funds and asset liquidation distribution proceeds are segregated into a separate committed fund. Accumulated use of resources will be presented as part of the annual recommended budget. Funding should be considered first to continue or complete the public benefit originally intended by the former redevelopment project, second to benefit the community where the former project area was located, and third for economic development investments or other County needs as directed by the Board of Supervisors.
- **Roads** – One of the program's main sources of funding for maintenance services comes from gas tax. As a result of the frequent state formula allocation changes over the last five years, and to protect the County's General Fund resources, an operating reserve by way of year-end unrestricted fund balance equivalent to a minimum of 3 to 4 months of baseline operating expenses will be maintained within the Roads special revenue fund. The amount for FY 2014-15 was established at \$5,000,000 which will be reviewed periodically against annual baseline operating budget.

Government Accounting Standards

The accounting policies of the County conform to accounting principles generally accepted in the United States of America as applicable to governmental entities. Noted below are several accounting policies considered in budget development.

Fund Balance Classifications

Government Accounting Standards Board (GASB) pronouncements aim to improve the usefulness and understandability of governmental fund balance information. Presentation requirements provide clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. This requirement only impacts governmental fund types (General, Special Revenue, Capital Projects and Debt Service). The following defines fund balance classifications and provides examples of fund balance amounts that would generally be reported within these classifications.

•**Non-Spendable Fund Balance** – Amounts that cannot be spent because they are either (a) not spendable in form or (b) legally or contractually required to be maintained intact. Examples include inventory, prepaid amounts, deposits, and any other amounts not expected to be converted to cash.

•**Restricted Fund Balance** – Amounts with constraints placed on use that are either (a) externally imposed by creditors, grantors, contributors or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation. Several of County Special Revenue and Debt Service Funds have restricted fund balances.

•**Committed Fund Balance** – Amounts that can only be used for specific purposes pursuant to constraints imposed by ordinance or resolution of the County’s highest decision-making authority (Board of Supervisors) and that remain binding unless removed by an equally binding action.

•**Assigned Fund Balance** – Amounts that are constrained by the County’s intent to be used for specific purposes. The intent can be established by the County’s highest level of decision-making authority (Board of Supervisors) or by a body or an official to which the Board has delegated the authority (i.e. County Administrator). The Board has delegated the authority to assign fund balance to the County Administrator. This is the classification for the Capital Project Fund and a portion of the General Fund.

•**Unassigned Fund Balance** – The residual classification for the General Fund that includes amounts not contained in the other classifications. In other funds the unassigned classification is used only if the expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes (i.e. negative fund balance). The General Fund is the only governmental fund that should report a positive unassigned fund balance.

Asset Inventory/Protection

Sonoma County will regularly assess the condition of its assets that support delivery of County services (i.e. public facilities, infrastructure, technology, vehicle fleet, etc.) and plan for their maintenance and eventual replacement.

Normal maintenance and repairs are charged to operations when incurred. Betterments and major improvements that significantly increase values, change capacities, or extend useful lives are capitalized.

Capital assets include land, land improvements, buildings and improvements, machinery and equipment, infrastructure (e.g. roads, bridges, sidewalks), and intangible assets (e.g. land easements and computer software). Assets purchased or constructed are reported at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets are valued at estimated acquisition value on the date of donation.

- Assets will be capitalized as summarized in the table below:

Capital Asset Type	Capitalization Threshold	Depreciation/Amortization Period
Land and Permanent Easements	All Costs	Non-Depreciable
Land improvements	\$100,000	15-50 Years
Buildings and Improvements	\$100,000	15-50 Years
Infrastructure	\$100,000	25-50 Years
Amortizable Intangibles	\$100,000	3-10 Years
Machinery and Equipment	\$5,000-\$25,000	5-15 Years
Other capital assets	\$5,000	Varies

- Capital assets used in operations will be depreciated or amortized using the straight-line method over the lesser of the capital lease period or their estimated useful lives.
- The Board of Supervisors requires all departments to certify a detailed listing of all fixed asset inventory within their possession no later than May 31 every year.
- Capital replacement funds will be used to accumulate financial resources for future replacement of assets that will be retired from service. In addition, when feasible, replacement funding contributions will be included in applicable service charges from all system users. Specifically, the policy covers the following major system categories:

- **Building & Fixed Facilities** - As part of the annual Capital Project Plan and no less than every 5 years, and guided by Comprehensive County Facilities Plan, the General Services Director will regularly assess and adjust funding requests for each facility. The funding contributions would be placed in separate funds for each set of facilities and managed by the assigned department or agency director in conjunction with the County Administrator. Contributions for these funds will be included in service charge rates (including outside partner agencies) and grant costs where feasible and would be prioritized for available discretionary funding in the annual budget process. Consideration will always be given to annual operational maintenance funding (as opposed to contributions for future major repairs) necessary to preserve health and safety and overall asset life. Project funding recommendations will follow the priority criteria in the current Administrative Policy 5-2 which is available for review at <https://sonomacounty.ca.gov/CAO/Administrative-Policy-Manual/>.
- **Information Technology Assets**
 - a. The policy directs the Director of Information Systems in conjunction with the County Administrator's office to develop a plan to replace system components with the infrastructure contribution funding stream and potential one-time contributions within the remaining useful life of each component. The policy also directs a full infrastructure valuation of the computer and telephone communication systems every 5 years.
 - b. The Public Safety radio infrastructure replacement review and funding request is the responsibility of the Sheriff's Office in conjunction with General Services, Information Systems, and the County Administrator.

Fund Types Used by the County

Governmental Fund Types

- **General Fund:** Accounts for all revenues and expenditures necessary to carry out basic governmental activities of the County that are not accounted for through other funds.
- **Special Revenue Funds:** A Special Revenue Fund accounts for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Sonoma County Special Revenue Funds include: Human Services, Health and Sanitation, Open Space Special Tax Account, and Roads, among other funds.
- **Debt Service Funds:** Debt Service Funds are used to account for financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- **Capital Projects Funds:** Capital Projects Funds account for financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets (other than those in Proprietary Fund Types).

Proprietary Fund Types

- **Enterprise Funds:** Enterprise Funds account for operations: (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the Board is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed primarily through user charges; or (b) where the Board has decided that periodic determination of revenues earned, expenses incurred, and net income or loss is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Internal Service Funds

- **Internal Service Funds:** Internal Service Funds (ISF) account for the financing of goods or services provided by one department or agency to other departments or agencies of the County or other governmental units on a cost reimbursement basis. A common use of these fund types is to account for the County's self-insurance programs. The funding and budgeting methodologies the County uses for some of the self-insurance programs is described in the "Other Policies and Methodologies" section below.

The Accounting Basis Used in the Budget

The budget is developed on a modified accrual basis for governmental fund types (General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds), adjusted for encumbrance accounting. Appropriations for encumbrances are included and appropriations for expenditures against prior year encumbrances are excluded with the exception of Capital Project Funds.

Under the modified accrual basis, obligations are generally budgeted as expenses when incurred, while revenues are recognized when they become both measurable and available to finance current year obligations.

Proprietary fund types (e.g., Transit and Refuse) are budgeted on a full accrual basis. Obligations are recognized when incurred, and revenues are recognized when earned by the County.

OTHER POLICIES AND METHODOLOGIES

Other policies and methodologies that may be helpful for understanding the County's budget:

Budgetary Amendments

After the budget is adopted it becomes necessary to amend the budget from time to time. Department heads have the authority to amend budgets for changes within a category (e.g., Services & Supplies). County Administrator approval is required for adjustments between categories (e.g., Services & Supplies to Fixed Assets) or between program budgets within the department.

Budgetary amendments that change total revenues or appropriations for a department require Board of Supervisors approval. These include: (1) the appropriation of revenues not included in the adopted budget; (2) reductions to estimated revenues and related appropriations when it is determined that the revenues will not be received; (3) appropriation increases supported by use of available fund balance or Appropriations for Contingencies; and (4) the transfer of monies or appropriations from one fund or department to another.

Use of General Fund Contingencies

The County will commit a portion of the General Fund general purpose revenues as a Contingency Reserve to provide the Board of Supervisors: (1) for unforeseen events causing increased County costs during the fiscal year; (2) funding to invest one-time funds into potential opportunities that support the Board's Strategic Priorities; and (3) fee waivers. The Contingency Reserve should not be used to support recurring operating expenditures outside of the current fiscal year. Unless there is a justified unavoidable timing need, any decision to use Contingencies should only occur at the Board's annual budget hearing, and during mid-year budget updates.

Funding Methodology for Self-Insurance Program

The following describes the funding and budgeting methodologies the County uses for some of the self-insurance programs.

The funding methodology for the workers' compensation and the liability insurance programs is designed to establish charges to departments to finance the current year costs at the 70% confidence level as estimated annually by an actuary. The Health ISF (county medical insurance plan) is funded based on actuarially determined trends in claims payments with the intent of maintaining a year-end fund balance equivalent to anticipated costs necessary to close out each year's activity and to cover expenses in excess of projected levels due to unexpected increases in the number or size of claims. For workers' compensation and liability insurance programs, cash reserves above and below the 70% confidence levels for outstanding liabilities for individual insurance funds are amortized on a rolling three-year basis, by decreasing or increasing rates by one-third of the difference, in accordance with Board policy. The rolling three-year amortization policy was implemented to: 1) alleviate large

fluctuations in rates caused by changes in actuarial estimates or funding status; 2) facilitate long-term rate planning; and 3) provide consistent financial policy for the internal service funds.

For budgeting purposes, claims expense for the workers' compensation and liability funds are based on the actuary's estimated loss for the budget year at the 70% confidence level. In situations where this is not expected to provide sufficient appropriations to cover actual cash payments, additional funds are budgeted under Excess Claims Expense. Claims expense for the Health ISF is based on the actuary's estimated loss for the budget year.

At the time the budget is prepared, the total year-end outstanding liability for the budget year is not known. When this information becomes available from the actuary during the budget year, the change in the total outstanding liability is recorded to the budgeted account Accrued Benefits Adjustment in order to conform to accounting principles. This budgetary figure is used merely to designate cash reserves to cover the outstanding liability and does not represent a cash revenue or expenditure. The Accrued Benefit Adjustment for liability and workers' compensation is budgeted at 10% of the total liability. The accrued benefit adjustment for the County Health Plan is budgeted using the most recent 1-year trend and 10% of the total liability. The total liability is based on the prior year estimate of total liability projected forward using the most recent claims expense trend.

Within the ISF insurance funds, the budgetary information presented is not readily comparable on a year-to-year basis because expenditures and use of cash reserves are related to past years' claims experience, as well as the fiscal year for which the budget is presented. Claims payments fluctuate depending on year of settlement, rather than occurrence of the claim, so payments may be made in excess of a current year's expected claims costs. In addition, actuarial estimates of total liability may vary substantially from year to year, depending on claims history, population changes, legislation, and other factors.





OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive

SUBJECT: FY 2024-25 Proposition 4 Appropriations Limit

This memo details the calculations for the FY 2024-25 appropriations limits for the County and for various special districts and agencies governed by the Board of Supervisors. Each year the County Board must approve an appropriations limit for the year, which dictates the total amount of tax revenue and certain related revenue streams that can be appropriated during a fiscal year.

Background

On November 6, 1979, voters approved the Gann Spending Limitation (Proposition 4), which established Article XIII-B of the State Constitution. Article XIII-B sets limits on the amount of tax revenues the state and most local governments can appropriate within a given fiscal year. The Gann Limit does not apply to the entire County budget. The limit only applies to appropriations from proceeds of taxes from both the general fund and special funds of government entities, which includes: (1) property, sales, transient occupancy, and other tax revenues; (2) interest earnings on invested tax revenues; and (3) any revenues collected by a regulatory license fee or user charge *in excess* of the amount needed to cover the cost of providing that regulation, product, or service. Further refined by Propositions 98 and 99 in 1988, and Proposition 111 in 1990, Article XIII-B provides that appropriation limits are to be established annually by each governmental entity in accordance with the constitutional amendments and enabling state legislation. Current appropriation limits are generally based upon actual revenue appropriations during the initial base year of FY 1986-87 (per Prop 111), and adjusted annually thereafter to account for California per capita cost of living increases, and year-over-year population growth as published by the California State Department of Finance.

The annual limits must be adopted for the County government and those Board of Supervisors-governed special districts and County service areas that had a property tax rate of 12.5 cents or more per \$100 of assessed valuation in 1977-78. Appropriations from non-tax revenues and proceeds are excluded from the limit, such as: Federal funds, charges for services, regulatory

fees, grants, loans, and donations. Exemptions are also made for voter-approved debt, debt that existed as of January 1, 1979, and the cost of compliance with court or Federal government mandates.

Of particular note, Proposition 111 (The Traffic Congestion Relief and Spending Limitation Act of 1990) amended Article XIII-B to allow for funding congestion relief, mass transit, health care, services for the elderly, and other priority programs, while still providing an overall limit on state and local spending. Proposition 111 changed the previous Constitutional cost-of-living and population factors for both the state and local appropriations limits, and added new exclusions from the appropriations limit. However, none of the exclusions allowed by Proposition 111 were employed in the County's calculation for FY 2024-25 as total revenues appropriations are far below the new limit.

In general, the County may not exceed the appropriation limit adopted today. However, in the event of a declared emergency, the appropriation limit may be increased. Voters of a jurisdiction may also authorize a temporary increase in the Appropriations Limit, not to exceed a period of four years, at which point the limit would revert to what it would otherwise have been. If revenues exceed the adopted appropriation limit for two consecutive fiscal years, the County would return the excess through a revision of the tax rates in the two subsequent fiscal years.

The FY 2024-25 appropriation limit exceeds projected applicable revenues by \$95.2 million. Revenues have moved closer to the cap over the last few years primarily because of an increase in state subventions which began during the FY 2021-22 fiscal year. Proposition 4 applies an appropriations limit to the state as well as to local governments. Tax revenue collected by the state but passed through to counties may be counted against either limit (but it must be counted against one of the limits). A subvention refers to state tax revenue that is counted against a local government cap, because the funding is passed through to that local government. Under Government Code section 7903, certain identified state funds are required to be counted within each county's limit. However, the code also allows that, should these subventions put a county over its appropriations limit, then any amount over that limit would return and be counted against the state's cap. Sonoma County's eligible revenues include \$96.6 million in state subventions identified under Government Code section 7903 in FY 2024-25. Because these would return to the state's limit if needed, the County is effectively \$192.1 million below its cap. The Department of Finance letter identifying the subventions is included as Attachment 1.

County Appropriations Limit Calculations

Pursuant to Article XIII-B and Government Code section §7900, et seq., each fiscal year the Appropriations Limit is established by adjusting the prior year's Appropriations Limit for (a) population growth, (b) per capita income change, and (c) the transfers of financial responsibility described below.

The California State Department of Finance sends to local governments an annual letter providing an estimate of the percent change in population and change in the per capita personal income, which are both used to calculate each local government's appropriation limit. The Department's letter (Exhibit A to the Resolution) dated May 2024 provides key factors to adjust the FY 2024-25 spending limit.

Per Government Code §7901, a county may choose to use the change in population from any one of the following: (1) the change in population within its jurisdiction; (2) the change in population within its jurisdiction, combined with the change in population within all counties having borders that are contiguous to that county; or (3) the change in population within the incorporated portion of the county. Sonoma County typically uses the highest of the three factors in order to provide maximum appropriation flexibility. In addition, the limit is modified by per capita income change. Table 1 includes the three population factors for FY 2024-25, as well as the per capita personal income factor.

Table 1: Appropriations Limit Change Factors

Year	Total County Population Change Factor	Sonoma County Plus Contiguous County Population Change Factor	County Incorporated Population Change Factor	California Per Capita Personal Income Factor
January, 1 2023 to January 1, 2024	-0.27%	-0.12%	-0.22%	3.62%

For FY 2024-25 the highest of the population factors is the Per Capita Income plus Sonoma County Plus Contiguous County Population change factor. The calculation for FY 2024-25 is:

$$0.9988 \text{ (Population Factor)} \times 1.0362 \text{ (Income Factor)} = 1.0350 \text{ (Appropriations Limit Adjustment Factor)}$$

In addition to applying the factors as listed above, there are two adjustments made to the County's limit annually. The first adjustment is due to the reduction of tax support for refuse disposal operations. The Constitution and enabling state legislation requires that if tax support of a service is reduced, and fees are increased to offset the reduction of tax support, the limit must be decreased by an equivalent amount. Historically, the County provided \$647,046 of tax support for refuse disposal, until FY 1987-88, when tax support for refuse disposal was terminated. Because refuse disposal operations are now funded by fees and not tax proceeds, the appropriations limit must be manually adjusted each year to remove the fixed \$647,046 amount.

The second adjustment increases the appropriation limit pursuant to the FY 2024-25 agreement for transit services between the County and cities in Sonoma County, based on the summary of the coordinated claim approved by the Board of Supervisors on May 14, 2024, Item #25, which is available [here](#). The Adjustment for FY 2024-25 is \$6,170,237.

Taken all together the calculations for FY 2024-25 are laid out in Table 2.

Table 2: Appropriations Limits Calculations

Description	FY 2024-25
Prior Year Appropriations Limit (exclusive of Refuse Disposal and Transit Adjustments)	\$809,190,152
Adjustment Factor	1.0350
Base Limit (Prior to Adjustments)	\$837,511,807
Less: Reduction of Tax Support for Refuse Disposal	(\$647,046)
Plus: Limit increase per the Agreement for Transit Services between County and Sonoma County Cities for FY	\$6,170,237
Final Appropriations Limit	\$843,034,998

As a point of comparison, the total revenues subject to the Proposition 4 Limit for the County in the FY 2024-25 Recommended Budget are \$747.5 million; \$98.2 million under its limit. This is a \$35.3 million increase over the FY 2023-24 revenues subject to the limit. This is due to three main factors: (1) tax revenue is increasing by approximately \$25.4 million, or 3.3%; (2) realignment revenues and other state subventions, which are increasing by approximately \$5.4 million, and (3) interest earnings are increasing by \$2.5 million. The balance of the increase is associated with other applicable revenues.

District Appropriations Limit Calculations

The appropriations limit calculation for special districts and other governmental entities under the control of the Board of Supervisors uses the incorporated county population factor and the California per capita income factor. The calculation is:

$$0.9973 \text{ (Population Factor)} \times 1.0362 \text{ (Income Factor)} = 1.0339 \text{ (Appropriations Limit Adjustment Factor)}$$

This limit is multiplied by the FY 2023-24 limit for each district in order to calculate the limit for FY 2024-25. The total combined Proposition 4 appropriations limit capacity for all Board Special Districts for FY 2023-24 is \$108.5 million, which is \$42.8 million above the total revenues subject to Proposition 4. Limits for individual districts are found in the attached Resolution.

Attachments:

- 1: California State Department of Finance subvention letter, FY 2024-25
- 2: Resolution
 - Exhibit A: California State Department of Finance letter, FY 2024-25
 - Exhibit B: Public Notice



Gavin Newsom ■ Governor

1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

January 24, 2024

Graham Knaus, Executive Director
California State Association of Counties
1100 K Street, Suite 101
Sacramento, CA 95814

Dear Mr. Knaus,

State Subventions for Fiscal Year 2024-25

Pursuant to subdivision (b), of Government Code section 7903, commencing with the 2021-22 fiscal year, county governments are required to include specified state subventions within their appropriations limits. Specifically, the attached spreadsheet identifies both the total dollar value of all these subventions (the "County Totals" tab) to be included within a county's appropriations limit for 2024-25, as well as additional details regarding the dollar value attributable to each individual subvention (the "County Programs" tab). Column B of the "County Programs" tab provides specific statutory references to each subvention contained in subdivision (b), of Government Code section 7903.

The language contained in subdivision (b), of Government Code section 7903, requires each county to include the full value of these subventions within the county's appropriations limit for 2021-22 and each subsequent fiscal year. To the extent that any portion of the values identified for each county in the "County Totals" tab of the attached spreadsheet would cause a county to exceed its appropriations limit, subdivision (d), of Government Code section 7903, requires the county to identify the specific amount attributable to these subventions in excess of their limit and report that information to the Department of Finance. The excess amounts that cannot be included in the county's appropriations limit will instead be included within the state's appropriations limit, pursuant to that subdivision.

To the extent the subvention amounts cause a county to exceed their limit in 2024-25, Finance directs counties to report any amounts pursuant to subdivision (d), of Government Code section 7903, for 2024-25 to the department by November 1, 2025. Counties should report this information via email to the following staff:
Susan.Wekanda@dof.ca.gov and Matthew.Westbrook@dof.ca.gov.

- 2 -

Finance respectfully requests that you share this information with counties identified in the attachment to facilitate their compliance with the provisions of Government Code section 7903.

If you have any questions or need additional information regarding this matter, please contact Susan Wekanda, Principal Program Budget Analyst, at (916) 445-5332.

A handwritten signature in blue ink, appearing to read "Joe Stephenshaw", with a stylized horizontal line extending from the end.

JOE STEPHENSHAW
Director

Attachment

cc: Jacqueline Wong-Hernandez, Chief Policy Officer of Legislative Affairs, California
State Association of Counties
Jean Hurst, Partner, Hurst Brooks Espinosa, LLC

STATE APPROPRIATIONS LIMIT
State Subventions Pursuant to Government Code
Section 7903
Allocations to Counties for Fiscal Year 2024-25
(Dollars in Millions)

County	Amount
Alameda County	\$293.1
Alpine County	3.6
Amador County	11.7
Butte County	53.5
Calaveras County	11.2
Colusa County	11.3
Contra Costa County	186.8
Del Norte County	12.3
El Dorado County	27.4
Fresno County	218.9
Glenn County	11.4
Humboldt County	43.2
Imperial County	45.7
Inyo County	6.2
Kern County	175.9
Kings County	28.0
Lake County	17.1
Lassen County	10.3
Los Angeles County	2,364.4
Madera County	42.8
Marin County	48.8
Mariposa County	7.1
Mendocino County	26.8
Merced County	62.6
Modoc County	11.6
Mono County	5.1
Monterey County	100.8
Napa County	23.7
Nevada County	21.4
Orange County	443.1
Placer County	50.0
Plumas County	7.7
Riverside County	379.7
Sacramento County	358.7
San Benito County	14.7
San Bernardino County	393.6
San Diego County	516.2

STATE APPROPRIATIONS LIMIT
State Subventions Pursuant to Government Code
Section 7903
Allocations to Counties for Fiscal Year 2024-25
(Dollars in Millions)

County	Amount
San Francisco County	262.2
San Joaquin County	139.6
San Luis Obispo County	70.6
San Mateo County	113.2
Santa Barbara County	94.3
Santa Clara County	360.9
Santa Cruz County	64.6
Shasta County	40.7
Sierra County	4.6
Siskiyou County	12.7
Solano County	81.1
Sonoma County	96.6
Stanislaus County	102.3
Sutter County	26.7
Tehama County	15.5
Trinity County	8.2
Tulare County	104.0
Tuolumne County	13.3
Ventura County	136.2
Yolo County	46.9
Yuba County	18.8
Total	\$7,859.4



County of Sonoma

State of California

Date: June 14, 2024

Item Number: _____

Resolution Number: _____

☐ 4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of Sonoma County, Agricultural Preservation And Open Space District, And Sonoma County Water Agency Establishing Appropriations Limits For County Government And Board Of Supervisors Governed Special Districts And County Service Areas For FY 2024-25 As Required By Article XIII B Of The California Constitution, Giving Instruction To The County Administrator And County Counsel, And Giving Notice Of Appropriate Period Of Limitation For Judicial Review.

Whereas, Article XIII B of the California Constitution, added by Proposition 4 (November, 1979) and subsequently amended by Proposition 98 (November 1988) and Proposition 111 (June 1990), requires that appropriation limits be established for each entity of government having a secured property tax rate of 12.5 cents or more per \$100 of assessed valuation in 1977-78; and

Whereas, staff from the offices of the County Administrator and Auditor-Controller have prepared documentation necessary to establish the appropriations limits for the FY 2024-25 for county government and Board of Supervisors governed special districts and county service areas; and

Whereas, on May 31, 2024, documentation used in the determination of the appropriation limits and other necessary determinations was made available to the public, and due notice was given of this Board's intent to establish appropriation limits at its annual Budget Hearings, which commence on June 11, 2024 and where adoption of Appropriation limits are scheduled to occur on June 14, 2024; and

Whereas, among the documentation made available to the public, the County Administrator has made available a copy of this resolution including the following documentation:

1. Letter from the Department of Finance, dated May 2024 marked Exhibit 'A' and attached hereto;
2. Notice of Revenue and Appropriation Limit Adoption, marked Exhibit 'B' and attached hereto;

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Date:

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Whereas, in accordance with State law, this Board considered the establishment of the appropriation limits at its annual Budget Hearings, which commence on June 11, 2024 and where adoption of Appropriation limits are scheduled to occur on June 14, 2024.

Now, Therefore, Be It Resolved by the Board of Supervisors that the following appropriations limits are hereby adopted for Sonoma County and special districts and county service areas governed by the Board of Supervisors:

FY 2024-25 Appropriations Limits

Sonoma County - See Notes (A) and (B) below	\$845,696,998
Sonoma County Water Agency – Zone 2A	\$15,689,649
County Service Area #41 (Sonoma Valley)	\$775,032
County Service Area #40 (Fire Services)	\$3,782,155
County Service Area #41 (Lighting District)	\$2,464,974
CFD #4 Wilmar	\$623,024
Bittner Lane Permanent Road District	\$14,304
Monte Rosa Div. #1 Permanent Road District	\$12,772
Peaks Pike Permanent Road District	\$14,306
Sonoma County Open Space District	\$85,168,294

(A) Sonoma County's limit was decreased by (\$647,046) due to the reduction of tax support for refuse disposal operations. The Constitution and enabling state legislation requires that if tax support of a service is reduced, and fees are increased to offset the reduction of tax support, the limit must be decreased by an equivalent amount.

(B) Sonoma County's limit was increased for the city-county agreement for transit services. The appropriations limit increase includes \$6,170,237 for FY 2024-25 to the County from the cities for transportation tax (Transportation Development Act) financed transit services performed by County for cities.

Be It Further Resolved that this Board finds that the budget hearings, which commence on June 11, 2024 and where the adoption of the FY2024-25 Appropriations Limits is scheduled for June 14, 2024 was noticed on May 25, 2023 by publication in the Santa Rosa Press Democrat; the documentation and materials supporting necessary determinations to establish the FY 2023-24 Appropriations Limits have been available for public review since May 31, 2024 online at <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports> and in person at the County Administrator's Office; and that pursuant to the

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Date:

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provisions of Section 7910 of the Government Code, any action or proceeding to review, attack, set aside, void, annul or amend the action taken by the Board of Supervisors, acting as the governing body of the County of Sonoma and the governmental entities described herein, by this Resolution or the appropriations described herein must be commenced within 45 days of the date of adoption of this Resolution; and

Be It Further Resolved that this Board anticipates additional clarification of the provisions of Article XIII B of the California Constitution through anticipated opinions of the County Counsel of this County and counsel for other counties and other public agencies, opinions of the Attorney General, case law and additional implementing legislation. Because these clarifications may result in the necessity of reviewing the limit calculations, the County Administrator and the County Counsel are directed to advise this Board, from time-to-time, on changes in the law that may necessitate such limit modifications; and

Be It Further Resolved that this Board will authorize via a resolution any additional adjustments to the limit as permitted by Article XIII B for transfers of responsibility for services; and

Be It Further Resolved that this Board reserves the authority to make changes to the appropriations limits based on revised Appropriations Limit Procedure Guidelines when issued by the State Controller's County Accounting Standards and Procedures Committee, and when other necessary population and non-residential property value change information becomes available.

Supervisors:

Gorin:

Coursey:

Gore:

Hopkins:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Gavin Newsom ■ Governor

1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

April 30, 2024

Dear Fiscal Officer:

Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. [California Revenue and Taxation Code section 2228](#) provides additional information regarding the appropriations limit. [Article XIII B, section 9\(C\) of the California Constitution](#) exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024.** Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN
Chief Operating Officer

Attachment

May 2024

Attachment A

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

2024-25:

Per Capita Cost of Living Change = 3.62 percent
Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio: $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25: $1.0362 \times 1.0017 = 1.0379$

Fiscal Year 2024-25

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	23-24	1-1-23	1-1-24	1-1-24
Sonoma				
Cloverdale	-1.11	8,808	8,710	8,710
Cotati	-1.06	7,381	7,303	7,303
Healdsburg	-0.32	11,020	10,985	10,985
Petaluma	-0.02	58,457	58,445	58,445
Rohnert Park	-0.04	43,838	43,821	43,821
Santa Rosa	-0.07	175,013	174,890	174,890
Sebastopol	-0.96	7,366	7,295	7,295
Sonoma	-0.98	10,636	10,532	10,532
Windsor	-0.91	25,628	25,394	25,394
Unincorporated	-0.40	130,333	129,812	130,777
County Total	-0.27	478,480	477,187	478,152

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Alameda			
Incorporated	-0.48	1,500,626	1,493,403
County Total	-0.54	1,648,369	1,639,409
Alpine			
Incorporated	0.00	0	0
County Total	-0.34	1,183	1,179
Amador			
Incorporated	-0.80	13,813	13,703
County Total	-0.89	36,091	35,770
Butte			
Incorporated	1.61	144,871	147,197
County Total	-0.32	206,579	205,928
Calaveras			
Incorporated	-0.47	3,604	3,587
County Total	-0.15	44,853	44,786
Colusa			
Incorporated	-0.18	11,997	11,975
County Total	-0.40	21,831	21,743
Contra Costa			
Incorporated	0.11	971,251	972,337
County Total	0.12	1,145,274	1,146,626
Del Norte			
Incorporated	0.52	4,019	4,040
County Total	-0.08	24,787	24,768
El Dorado			
Incorporated	0.32	31,220	31,320
County Total	0.26	187,974	188,463

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Fresno			
Incorporated	0.81	847,846	854,714
County Total	0.69	1,005,004	1,011,968
Glenn			
Incorporated	2.77	14,458	14,858
County Total	1.43	28,330	28,736
Humboldt			
Incorporated	-1.14	63,392	62,667
County Total	-1.11	134,351	132,866
Imperial			
Incorporated	2.02	145,696	148,634
County Total	1.95	176,282	179,725
Inyo			
Incorporated	-0.13	3,853	3,848
County Total	-0.16	18,826	18,796
Kern			
Incorporated	0.96	587,734	593,394
County Total	0.77	887,906	894,734
Kings			
Incorporated	0.15	108,741	108,903
County Total	0.04	133,516	133,575
Lake			
Incorporated	0.90	21,343	21,535
County Total	0.47	66,619	66,933
Lassen			
Incorporated	-0.22	9,355	9,334
County Total	-0.08	24,305	24,286

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Los Angeles			
Incorporated	0.07	8,812,107	8,818,472
County Total	0.05	9,810,925	9,815,428
Madera			
Incorporated	0.28	79,869	80,096
County Total	0.79	152,734	153,934
Marin			
Incorporated	-0.55	187,420	186,385
County Total	-0.53	250,360	249,041
Mariposa			
Incorporated	0.00	0	0
County Total	-0.04	16,912	16,905
Mendocino			
Incorporated	0.27	28,485	28,562
County Total	-0.08	89,496	89,424
Merced			
Incorporated	0.95	194,657	196,508
County Total	0.72	284,081	286,138
Modoc			
Incorporated	-0.19	2,664	2,659
County Total	-0.20	8,501	8,484
Mono			
Incorporated	-2.67	7,305	7,110
County Total	-2.53	13,097	12,765
Monterey			
Incorporated	1.00	317,296	320,468
County Total	0.94	421,668	425,625

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Napa			
Incorporated	0.47	111,044	111,570
County Total	0.38	132,816	133,324
Nevada			
Incorporated	-0.01	33,530	33,525
County Total	-0.30	100,421	100,115
Orange			
Incorporated	0.29	3,010,335	3,019,168
County Total	0.31	3,140,716	3,150,493
Placer			
Incorporated	0.87	298,393	300,976
County Total	0.67	410,085	412,844
Plumas			
Incorporated	-1.14	2,099	2,075
County Total	-0.80	18,993	18,841
Riverside			
Incorporated	0.48	2,021,243	2,030,847
County Total	0.55	2,420,896	2,434,285
Sacramento			
Incorporated	0.44	972,430	976,744
County Total	0.12	1,572,419	1,574,358
San Benito			
Incorporated	0.73	44,579	44,904
County Total	1.06	65,165	65,853
San Bernardino			
Incorporated	0.48	1,856,711	1,865,629
County Total	0.42	2,143,575	2,152,555

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
San Diego			
Incorporated	0.03	2,756,900	2,757,771
County Total	0.07	3,235,324	3,237,699
San Francisco			
Incorporated	0.11	841,745	842,644
County Total	0.11	841,745	842,644
San Joaquin			
Incorporated	1.19	623,820	631,215
County Total	1.01	781,227	789,081
San Luis Obispo			
Incorporated	0.17	157,084	157,353
County Total	-0.08	275,541	275,307
San Mateo			
Incorporated	-0.49	683,226	679,897
County Total	-0.50	745,168	741,435
Santa Barbara			
Incorporated	0.44	300,067	301,380
County Total	0.28	436,302	437,524
Santa Clara			
Incorporated	0.05	1,811,705	1,812,582
County Total	0.02	1,901,768	1,902,166
Santa Cruz			
Incorporated	-0.04	135,179	135,121
County Total	-0.29	263,282	262,509
Shasta			
Incorporated	0.18	113,195	113,397
County Total	0.05	178,923	179,019

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Sierra			
Incorporated	-0.41	727	724
County Total	-0.50	3,187	3,171
Siskiyou			
Incorporated	-0.12	19,636	19,613
County Total	-0.15	43,430	43,363
Solano			
Incorporated	0.06	417,409	417,662
County Total	0.04	434,801	434,963
Sonoma			
Incorporated	-0.22	348,147	347,375
County Total	-0.27	478,480	477,187
Stanislaus			
Incorporated	0.64	437,381	440,200
County Total	0.55	545,753	548,744
Sutter			
Incorporated	1.90	78,432	79,924
County Total	1.90	98,248	100,110
Tehama			
Incorporated	-0.50	22,913	22,798
County Total	-0.61	64,578	64,182
Trinity			
Incorporated	0.00	0	0
County Total	-0.11	15,878	15,860
Tulare			
Incorporated	1.08	340,642	344,328
County Total	0.90	474,294	478,547

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2024-25

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024

County	<u>Percent Change</u> 23-24	<u>--- Population Minus Exclusions ---</u> 1-1-23	1-1-24
Tuolumne			
Incorporated	0.25	5,119	5,132
County Total	-0.11	52,207	52,148
Ventura			
Incorporated	-0.21	732,348	730,833
County Total	-0.23	822,161	820,254
Yolo			
Incorporated	0.44	186,763	187,591
County Total	0.55	220,454	221,666
Yuba			
Incorporated	0.93	16,492	16,645
County Total	1.25	80,672	81,679

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

NOTICE OF BUDGET HEARINGS AND
FISCAL YEARS 2024-25 APPROPRIATION LIMIT ADOPTION
FOR COUNTY GOVERNMENT AND BOARD OF SUPERVISORS GOVERNED
SPECIAL DISTRICTS AND SERVICE AREAS IN COMPLIANCE WITH
ARTICLE XIII B OF THE STATE CONSTITUTION

NOTICE IS HEREBY GIVEN that the fiscal year beginning July 1, 2024, the **Recommended Budget** for the County of Sonoma, Sonoma County Water Agency, Sonoma County Agricultural Preservation and Open Space District, Special Districts, Community Development Commission and Sonoma Valley County Sanitation District is available for public review online by visiting <http://sonomacounty.ca.gov/CAO/Public-Reports/Budget-Reports/>. Hard copies will be available for review on and after May 31, 2024, at the Office of the Sonoma County Administrator, 575 Administration Drive, Suite 104-A, Santa Rosa, California.

NOTICE IS FURTHER GIVEN that the Board of Supervisors of the County of Sonoma, as the governing body of the County and as the Directors and Commissioners of Special Districts, the Water Agency, Agricultural Preservation and Open Space District, Community Development Commission, and Sonoma Valley County Sanitation District, will conduct public hearings on the Recommended Budget beginning on June 11, 2024, at 8:30 a.m. Participation and public comment information below.

NOTICE IS FURTHER GIVEN that members of the public can watch or join the meeting using one of the three following methods:

1. WATCH LIVESTREAM: <https://sonoma-county.legistar.com/Calendar.aspx>. Once the meeting has started, click the "In Progress" hyperlink to begin viewing.
2. LISTEN TO THE MEETING IN ZOOM: Participate by computer, tablet, or smartphone application or by phone call. Please see the published agenda to access the Zoom information.
3. LISTEN AND ATTEND IN PERSON: Members of the public may attend the meeting in person in the Board of Supervisors Chambers located at 575 Administration, Room 100A, Santa Rosa, CA 95403. Members of the public may also listen to the Board meeting in the Administration Building hall or outside the main entrance. Overflow seating will be available in the building hall, if necessary.

PUBLIC COMMENT: Public Comment may be made live, in person, in the Board Chambers. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers. In order to guarantee that your comment is received and considered by the County, attend the meeting in person or submit your comment in writing in advance of the meeting to bos@sonoma-county.org.

Please see the published agenda for further details on attendance and public comment.

NOTICE IS FURTHER GIVEN that the public hearings will continue from day-to-day not to exceed fourteen (14) calendar days but may be concluded earlier in accordance with law. The hearings schedule will be available by visiting <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>.

NOTICE IS FURTHER GIVEN that any member of the public may appear at said hearings and be heard regarding the increase, decrease, or omission of any item in the Recommended Budget or the inclusion of additional items. **All proposals for the increase or inclusion of additional items shall be submitted in writing to the Clerk of the Board before the close of the public hearings.** It is anticipated that at the conclusion of the public hearings, the Board of Supervisors/Directors/Commissioners will approve and adopt the Budget for the 2024-25 fiscal year, reflecting their determination of any changes to be made to the Recommended Budget.

The list of governmental entities to be discussed can be found in the Fiscal Year 2024-25 Recommended budget document available by visiting <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>.

NOTICE IS FURTHER GIVEN that the that the Board of Supervisors of the County of Sonoma, as the governing body of said county and various Special Districts and County Service Areas, will complete the **establishment of appropriations limits** in compliance with Article XIII B of the State Constitution for said county including said Special Districts and County Service Areas, for the 2024-25 fiscal year commencing July 1, 2024 and ending June 30, 2025, and that supporting documentation will be available to residents on May 31, 2024 by visiting <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>. The governmental entities having appropriation and revenue limits established may include, but are not limited to, the Sonoma County Government; Water Agency; County Service Area #40 (Fire Services); County Service Area #41 (Multi-Services); Bittner Lane Permanent Road District; Monte Rosa Division #1 Permanent Road District; Peaks Pike Permanent Road District; and Sonoma County Agricultural and Open Space District.

NOTICE IS FURTHER GIVEN that appropriation limits will be adopted during the Budget Hearings noticed herein, which commence on June 11, 2024, in the Board of Supervisors Chambers, 575 Administration Drive, Room 102A, Santa Rosa, California. In accordance with law, appropriation limits supporting documentation will be available for review May 31, 2024 by visiting <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/budget-and-operations/budget-reports>, and at the Office of the Sonoma County Administrator, 575 Administration Drive, Suite 104-A, Santa Rosa, California.



OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A
Santa Rosa, CA 95403-2888

p: (707) 565-2431

f: (707) 565-3778

M. CHRISTINA RIVERA

County Executive

JENNIFER SOLITO

Assistant County Administrator

PETER BRULAND

Deputy County Administrator

BARBARA LEE

Deputy County Administrator

CHRISTEL QUERIJERO

Deputy County Administrator

PAUL GULLIXSON

Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

FROM: M. Christina Rivera, County Executive and Jennifer Solito, Assistant CAO

SUBJECT: Tribal Mitigation Fund Status Update and Use Recommendations

This memo provides a status update on each of the three Tribal Mitigation Funds, and requests Board approval of recommendations for certain fund balance use, as well as recommendations for FY 2024/25 and ongoing appropriations of the revenue received under the new Memorandum of Understanding with the Federated Indians of Graton Rancheria.

Background:

Sonoma County has five federally recognized tribes within its boundaries: the Dry Creek Rancheria, Lytton Rancheria, Federated Indians of Graton Rancheria (FIGR), Kashia Band of Pomo Indians, and Cloverdale Rancheria. Except for Cloverdale Rancheria, these tribes currently have federally established reservation lands, sometimes referred to as "trust lands" in Sonoma County. Three of these tribes have intergovernmental agreements with the County intended to mitigate the off-site impacts of on-reservation development and address other issues. The agreements reflect the County's intent to address such impacts while furthering respectful and mutually beneficial government-to-government relationships. The Dry Creek Rancheria, FIGR, and Lytton Rancheria have collaborated with the County on such agreements, as detailed below.

Dry Creek Rancheria, Band of Pomo Indians, Memorandum of Agreement (MOA):

The Dry Creek Rancheria operates the River Rock Casino near Geyserville. On February 28, 2023, the Board approved the amended and restated MOA between the Dry Creek Rancheria, Band of Pomo Indians and the County. The financial terms under the restated MOA provide for an annual baseline payment of \$750,000 to offset the costs related to County services impacted by operations on the Dry Creek Rancheria.

Ongoing Funding Programming: The \$750,000 per year in baseline funding is currently allocated annually to the General Fund, to generally offset increased expenditures for the Sheriff's Office and Sonoma Public Infrastructure (SPI) to mitigate the off-reservation impacts of the casino. Staff recommends no change to this annual allocation of revenue.

Available Fund Balance: There is \$360,666 in projected available fund balance.

Recommendations for Available Fund Balance Use: Although Sonoma Public Infrastructure (SPI) submitted requests or funds for drainage improvements and sidewalk repairs and enhancements in the Geyserville area (see **Attachment A**), this would exceed the projected available fund balance. As such, staff recommends retaining the available fund balance for the time being. Once these projects are ready for initiation, final project costs have been identified, and if additional funding is needed, staff may return to the Board to request fund balance usage at that time.

Lytton Rancheria, Memorandum of Agreement (MOA):

The Lytton Rancheria does not operate a gaming facility in Sonoma County but does possess a reservation of over 500 acres outside the Town of Windsor. A tribal housing development is currently under construction, and the agreement contemplates a winery and resort development in the future. The County entered into an MOA with the Lytton Rancheria on March 10, 2015, to establish a framework for government-to-government relations, address the impacts of the proposed residential housing development, and establish parameters and processes for addressing the impacts of potential future tribal development.

Ongoing Funding Programming: The current MOA provides that the tribe make ongoing in-lieu property tax payments in the amount of 30% of 1% of the development's assessed market value, which is currently approximately \$100,000 per year. This money is allocated to the Lytton Mitigation Fund for future mitigation needs. The Tribe has recently completed the first phase of its housing development project. The second phase of the housing development authorized under the MOA has not yet begun. Based on the current status of the project and future mitigation needs, staff recommends no change in this annual allocation of revenue to the Lytton Mitigation Fund. This will allow resources to build and be available for potential mitigation measures following completion of the housing development project. Following completion of the development projects and updated assessed market valuation, the ongoing in-lieu property tax payments will increase accordingly.

Available Fund Balance: The MOA provided a one-time payment of \$6,100,000 in lieu of normal impact fees, to compensate for traffic, park, affordable housing fees, and other environmental mitigation impacts as well as administrative costs. There is \$4,856,664 in projected available fund balance. Projects which have used this fund balance in the past include park, road and traffic improvements, consistent with the MOA language to address impacts to Riverfront Regional Park and local area roads and traffic.

Recommendations for Available Fund Balance Use:

- a) \$100,000 to Regional Parks to partner with Santa Rosa Junior College for efforts to enhance workforce development related to fire resilience and vegetation management. The training program will take place at Shone Farm Forest, which borders Riverfront Park.
- b) \$650,000 to Regional Parks for support of the Hanson Russian River Floodplain Restoration project. This project will replace four retired gravel mining ponds into a functional floodplain to benefit native fish and wildlife. Given the proximity to the Lytton Rancheria and nexus to environmental mitigation impacts, staff recommends use of available fund balance towards this project. Please see **Attachment B** for details.

Federated Indians of Graton Rancheria, Intergovernmental Mitigation Agreement (IMA):

The Federated Indians of Graton Rancheria currently operate the Graton Casino located in Rohnert Park. On June 6, 2023, the Board approved the Amended and Restated Intergovernmental Mitigation Agreement (IMA) between the Federated Indians of Graton Rancheria (FIGR) and the County.

Ongoing Funding Programming: The Agreement provides \$14,500,000 per year, adjusted annually for CPI to mitigate impacts of the gaming facility in the following general areas: law, justice, public safety, Redwood Empire Dispatch Communication Authority (REDCOM), and tribal relations; health, human services, and socioeconomic impacts; traffic, affordable housing, greenhouse gasses, and air quality; fire and emergency services; crime impacts on the cities of Cotati, Petaluma, Santa Rosa, and Sebastopol; road maintenance, Highway 101, and arterial and collector road improvements; groundwater, water conservation projects, and the Santa Rosa Plain Groundwater Sustainability Agency; and tourism impacts. The mitigation payment will be adjusted annually in accordance with the Consumer Price Index (CPI) for all urban consumers in the San Francisco-Oakland-San Jose area.

This Agreement and annual mitigation funding amount was agreed to in order to essentially maintain the funding that was being provided under the previous agreement between the FIGR and the County. As such, staff recommends continuing the ongoing revenue allocations, consistent with prior years, with some modifications based on a review of identified needs.

Ongoing Funding Recommendations: Attachment C shows the funding which was allocated to each impacted entity in FY 2022/23 of the prior agreement, which was the base year utilized to create the new agreement. This Table also shows the recommended ongoing allocation, starting in FY 2024/25. Staff recommends this distribution be approved by the Board for FY 2024/25 and be maintained for future years of the agreement, incorporating approved CPI escalations into future annual allocations. Please see **Attachment C** for details.

Some modifications to the historical allocations are recommended as follows:

- a) Reset Sonoma County Transit Authority (SCTA) pass-through to the original agreement amount of \$2M. This original amount has increased over time through the 2012 Agreement due to the prior CPI escalations. However, the original agreement specified funding for completion of the Marin-Sonoma Narrows Project which has been completed within the county. However, staff recommends continuing to allocate certain funding to SCTA to support other county-wide projects, as identified by SCTA and appropriate for supporting local roads and arterial collector maintenance, consistent with the new IMA. As such, staff recommends the original amount of \$2M be provided to SCTA annually, while allowing for future CPI adjustments under the new Agreement.
- b) Most of the mitigation categories listed in the IMA previously had specific annual reserve set-asides, to allow funds to accrue to fund projects. There was no specific accrual amount previously related to Law, Justice and Public Safety, although there are ongoing periodic one-time projects needs requiring funding. As such, staff recommends implementing a Law, Justice and Public Safety mitigation reserve in recognition of periodic one-time project or capital mitigation needs. FY 24/25, this amount is recommended to be \$416,520.
- c) Increase allocation for administration services related to agreement management and the consultation process, including \$100,000 to County Counsel and \$97,127 to the County Administrator's Office.
- d) Apply the IMA-provided CPI to ongoing allocation amounts annually.

If at such time this funding distribution to address the off-reservation impacts is determined to be imbalanced, staff will return to the Board to consider adjustments.

Additionally, the agreement includes \$1,000,000 per year to each of the following: Regional Parks general uses; Tolay Lake Regional Park specific use; and the Agricultural Preservation and Open Space District (Ag + OSD). This \$3,000,000 total is subject to consultation and agreement with the Graton Rancheria regarding the spending of these funds. Staff has initiated the consultation process with the Tribe and will return to the Board for recommendation and approval of use of these funds following conclusion of the consultation process. These funds are not included in this budget discussion and remain in the Graton Tribal Mitigation Funds, pending consultation and agreement with the Tribe. Staff will return to the Board for budget appropriations and Board approval, following the required tribal processes.

Available Fund Balance: The prior agreement between the FIGR and the County included very specific categories of funding, including one-time and recurring payments for specific uses. Under the prior agreement, certain categories were also subject to consultation and agreement with the tribe prior to use. However, under the new agreement, all fund balances remaining from the prior agreement are available for discretionary County allocation, with the exception of fund balances related to Regional Parks and Ag + OSD, which remain subject to consultation and agreement with the tribe.

Attachment D shows the current available fund balances by prior agreement category. Staff recommends, where possible and where needs exist, that these fund balances be used for purposes related to their original mitigation categories. Staff has worked with various County departments to identify potential projects and usages that would support the original mitigation categories. The full list of department requests as well as those recommended for funding are included in Attachment D. Priority in funding recommendations was given to projects which are underway, as opposed to new projects that do not already have Board approval for implementation. Further, certain projects, such as the Integrated Justice System (IJS) modernization process, and the associated replacement of each justice partners' case management systems, are large and will require significant additional funding to complete. The allocations shown in Attachment D will help to initiate the work and are provided while exact project costs are not yet known. As these projects move forward, should departments require additional funding support outside of their available departmental budgets, additional tribal monies for General Fund contingencies may be requested, as available.

In summary, the current available fund balance across all categories is \$32,756,224. Should the Board approve staff recommendations of usage of various fund balances, \$11,028,858 would remain for future mitigation needs.

Recommendations for Available Fund Balance Use:

A summary of fund balance use recommendations is as follows:

- a) \$140,000 to Rancho Adobe Fire Protection District for digital signs.
- b) \$1.8M to Petaluma Health Center for upgrades to their Rohnert Park location, which will increase urgent care capacity in the area by 20,000 visits annually. See Attachment E for additional information.
- c) \$3.8M towards the replacement of case management systems for the Probation Department, District Attorney's Office, and Public Defenders' Office.
- d) \$1.8M toward the Integrated Justice System project.
- e) \$1M toward the Sheriff's Office Jail Management System project to replace the aging, no longer supported system.
- f) \$680,000 for Sheriff's Office telecommunications network equipment replacement and test equipment needs. This is currently an unfunded Capital Project item.
- g) \$130,000 for Sheriff's Office radio system update. This is currently an unfunded Capital Project item.
- h) \$50,000 to the Sheriff's Office for scoping and project development planning for alternative 911 Dispatch site to support potential emergency operations needs. Following the scoping, should this project proceed, it will be submitted for Capital Projects consideration.

- i) \$800,000 to SPI for reimbursement of the traffic signal installed at Roblar Road and Stony Point by Roblar Quarry. Reimbursement was part of the development project requirements between SPI and Roblar Quarry.
- j) \$75,000 to SPI for Moorland Ave pedestrian safety improvements.
- k) \$250,000 to CDC for consultant support for regional planning efforts of the Bay Area Housing Finance Authority Bond.
- l) \$700,000 to SPI for Lowell Avenue Road improvements (previously approved on April 18, 2023).
- m) \$600,000 to SPI paving on Lagner and Monte Vista Aves (previously approved on July 21, 2021).
- n) \$190,104 to complete the prior agreement pass-through transfer due to Sonoma County Transit Authority (SCTA).
- o) \$5.6M set-aside for Board consideration to implement air quality and greenhouse gas emissions reductions projects through the Climate Resilience Comprehensive Action Plan, to be reviewed by the Board in August 2024.
- p) Following these recommendations, certain funding is recommended to be utilized during the FY 2024/25 Budget Hearing deliberation process, to support departmental and Board requests. This includes:
 - \$406,773 available for Law, Justice and Public Safety one-time mitigation needs
 - \$400,000 to the Community Development Commission to fund affordable housing projects and planning needs (CDC-PCR-01 and CDC-PCR-03)
 - 86,920 of In-lieu TOT allocation
 - \$696,317 available for General Fund discretionary use

Conclusion:

Staff recommends the Board approval the following:

- 1) Use of Lytton Rancheria Mitigation Fund Balance, in accordance with **Attachment B**;
- 2) FY 2024/25 allocations of Graton Rancheria agreement revenue, and authorize this allocation distribution to be utilized for future revenue received under the Agreement with Graton Rancheria, in accordance with **Attachment C**; and
- 3) Use of Graton Rancheria Mitigation Fund Balance, in accordance with **Attachment D**.



County of Sonoma

State of California

Date: June 14, 2024

Item Number: _____

Resolution Number: _____

☐ 4/5 Vote Required

Concurrent Resolution of The Board of Supervisors of The County of Sonoma, State of California, and all Public Entities for which the Board of Supervisors Acts as the Board of Directors or Commissioners; Adopting the Fiscal Year 2024-25 Budget for all Governmental Entities within its Jurisdiction.

Whereas, the Board of Supervisors of the County of Sonoma ("Board"), as the governing body of the County and as the Directors and Commissioners of its Internal Service and Enterprise Funds, Special Districts, and Community Development Commission, has made available for public review the recommended budget for Fiscal Year 2024-25 for the governmental entities within its jurisdiction ("Fiscal Year 2024-25 Recommended Budget"), in accordance with Section 29080 of the California Government Code; and

Whereas, the Board has completed Budget Hearings, as required by Sections 29080 and 29081 of the California Government Code; and

Whereas, the Board has reviewed the Fiscal Year 2024-25 Recommended Budget and made recommendations and revisions thereto as authorized by Section 29088 of the California Government Code; and

Whereas, at this time, it is the desire of the Board to adopt a Fiscal Year 2024-25 Budget by reference for all governmental entities within its jurisdiction; and

Whereas, the Federal Americans with Disabilities Act of 1990 (ADA) is wide-ranging legislation intended to make American Society more accessible to people with disabilities; and

Whereas, the County has an updated ADA Transition Plan with a multi-year schedule for additional ADA barrier removal that is addressed in the Fiscal Year 2024-25 Recommended Budget reviewed in the Budget Hearings.

Now, Therefore, Be It Resolved and Ordered that the Fiscal Year 2024-25 Recommended Budget, adjusted for 1) the attached increases/decreases and direction listed in Exhibit A, and 2) Supplemental Adjustments listed in Exhibit C, of the Budget Hearing Materials and Reports, be adopted by reference as the Fiscal Year 2024-25 Adopted Budget for the governmental entities listed in Exhibit B, in accordance with Sections 29088 through 29092 of the California Government Code.

Be It Further Resolved that the Human Resources Director, with the concurrence of the County Executive (or designee), is authorized to make technical changes to departmental position allocation lists to conform to the position allocation changes included in Exhibit D, as updated by Board direction in the Budget Hearings, and all previous Board actions. This includes the extension of any filled time-limited allocations set to expire on June 30, 2024, to the new date of September 30, 2024, to allow Human Resources sufficient time to administer the implementation of layoff processes, and an adjustment of the term of identified time-limited positions necessary to deliver services and complete projects continued into the 2024-25 fiscal year, per the adopted budget and authorized adjustments thereto. For filled permanent positions eliminated in the FY 2024-25 Adopted Budget, the positions will expire on September 30, 2024, to allow Human Resources and the applicable departments sufficient time to administer the implementation of layoff processes.

Be It Further Resolved that the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to make changes and adjustments to the Fiscal Year 2024-25 Recommended Budget and related appropriations resolution to conform the Fiscal Year 2024-25 Adopted Budget to the recommendations and revisions made by the Board during the hearing process in accordance with Section 29088 of the Government Code.

Be It Further Resolved that the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to complete any necessary budgetary and accounting transfers and adjustments to implement the adopted FY 2024-25 budget and to re-establish valid prior year encumbrances in FY 2024-25. Such adjustments shall include but not be limited to decreasing appropriations in any and all funds associated with projects initiated prior to the 2023-24 fiscal year-end to meet actual available resources. Authority includes budgetary adjustments necessary to establish the FY 2024-25 appropriations in the Capital Projects fund and related funding sources to match actual year-end available balances once the FY 2023-24 fiscal year is closed.

Be It Further Resolved that the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to complete any budgetary and accounting adjustments necessary to assign year-end actual fund balances and increasing or decreasing appropriations to close out the FY 2023-24 fiscal year for previously approved projects, operations, and maintenance expenses.

Be It Further Resolved that the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to establish new funds and complete any necessary budgetary and accounting transfers and adjustments to comply with Generally Accepted Accounting principles (GAAP). This authority applies to FY 2023-24 and includes adjustments made during the year-end close period as well as to post-audit adjustments as the Annual Comprehensive Financial Report (ACFR) is being compiled.

Be It Further Resolved that the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to temporarily transfer cash between certain County funds during the last thirty days of the current fiscal year subject to all applicable laws and government accounting standards and principles as necessary in order to maintain appropriate levels of working capital to ensure service delivery continuation for mandated services, and to prevent temporary negative fund balances due to delays in the receipt of anticipated revenues. This authorization covers permissible temporary cash transfers within the governmental fund types of the general fund, enterprise funds, internal service funds and special revenue funds as well as from any of the first three of these fund types to any of the other specified fund types, to the extent allowable under law.

Be It Further Resolved that the Board authorizes County Executive (or designee) and the Auditor-Controller-Treasurer-Tax Collector to transfer to the Sonoma County Employee Retirement Association (SCERA) up to the maximum annual amount allowed to prepay Fiscal Year 2024-25 and future Fiscal Year 2025-26 employer contributions covering normal and unfunded liability costs per the SCERA policy to be retained on deposit.

Be It Further Resolved that the Board, in accordance with California Government Code Section 31454, authorizes County payroll to implement the Fiscal Year 2024-25 employer and employee retirement system contributions, to be equal at least to the rates previously adopted by the Sonoma County Employees' Retirement Association (SCERA) Board of Retirement on February 22, 2024, via Resolution #166.

Be It Further Resolved that the Board directs that the future rates established by the County Executive (or designee) and the Auditor-Controller-Treasurer-Tax Collector to collect the necessary contributions to make the annual payment on Pension Obligation Bonds (POB) issued by the County, and authorizes County Payroll to collect contributions to meet annual Other Post-Employment Benefits (OPEB) obligations, be adopted through their inclusion in the annual Budget.

Be It Further Resolved that the Board authorizes County Payroll to collect contributions equal to 0.5% of pensionable payroll in order to make pre-payment contributions toward the County's share of the retirement system's Unfunded Actuarial Accrued Liability, and that these payments be directed toward the longest outstanding layers of the County's share of Unfunded Actuarial Accrued Liability as determined by annual actuarial valuation of the Sonoma County Employees' Retirement Association.

Be It Further Resolved that the Board declares its intent to continue allocating funds in future years to identify and remove physical and programmatic barriers to County services.

Be It Further Resolved that the Board directs all department and agency heads of the County to examine all possible programmatic and operational means to ensure accessibility of their programs and services to avoid more costly and time-consuming

construction or remodeling projects to remove barriers.

Be It Further Resolved that the Board authorize the County Executive (or designee) to distribute any Fiscal Year 2023-24 year-end General Fund balance that is not assigned in line with guidance in the Adopted Budget resolution (also referred to as “the waterfall”) as follows: any amount up to \$6,725,330 will be used to increase General fund Reserves; for any amount above \$6,725,330, one-third will be used for pre-payment of unfunded pension liabilities, one-third will be used to increase General Fund Reserves, and one-third will be used to fund the County Center project/Deferred Maintenance.

Be It Further Resolved that with respect to the Sonoma County Water Agency (“Water Agency”) this Board hereby finds, determines, declares, and orders as follows:

1. The Warm Springs Dam/Russian River Project (“the Project”) was approved by the United States Congress (Public Law 516, 81st Congress, 2nd Session), by the California Legislature (Water Code sections 12699 and 12700) and the Water Agency’s indebtedness arising from the Project (“the indebtedness”) was approved by the Water Agency’s voters in elections held in 1955, 1974 and 1979. The Water Agency levies a tax at a rate necessary to pay the indebtedness so as to ensure a continuation of the benefits of the Project.
2. Costs associated with the Project include the contractual obligations owed to the federal government and other public agencies as identified and discussed in the August 2001 “Report to the Board of Directors of the Sonoma County Water Agency on Financing the Costs of the Russian River Project” (“the Report”). Additional obligations include the obligations relating to the operation of Warm Springs Dam and the Russian River Project that will be imposed on the Water Agency during Fiscal Year 2024-25 under the Biological Opinion issued by the National Marine Fisheries Service in September 2008. Other Water Agency revenues are not reasonably available to fund these increased costs due to the need to fund other obligations identified in the Recommended Budget, including but not limited to funding other Water Agency non-Project obligations and programs.
3. The rate of the tax levied for the indebtedness for fiscal year 2024-25 is a rate reasonable, necessary, and appropriate to discharge the Water Agency’s voter-approved indebtedness, including an amount appropriate for necessary reserves, after taking into account funds available from the Water Agency’s General Fund and other Water Agency funds. Accordingly, this Board concludes that the Water Agency’s taxes for the Project have been and are levied in full compliance with the requirements of Article 13 A, section 1(b)(1), Revenue & Taxation Code section 96.31 and Government Code section 29100.
4. The County Counsel is directed to advise this Board and the General Manager as to lawful appropriations that can be made from taxes levied for the Project to

Resolution #24-

Date:

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pay the indebtedness.

Exhibits

Exhibit A: Board Approved Budget Adjustments (Budget Hearing Binder Tab 03)

Exhibit B: Governmental Agencies included within the FY 2024-25 Budget

Exhibit C: Supplemental Adjustments (Budget Hearing Binder Tab 08)

Exhibit D: Position Allocation Listing

Supervisors:

Gorin:

Coursey:

Gore:

Hopkins:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



Date: June 14, 2024

Item Number: _____

Resolution Number: _____

☐ 2/3 Vote Required

**Resolution of the Board Of Directors of the Sonoma Valley County Sanitation District
Adopting the Fiscal Year 2024-25 Budget and Authorizing the County Executive (or Designee)
and Auditor-Controller-Treasurer-Tax Collector to Make Necessary Budgetary Adjustments.**

Whereas, the Board of Directors has completed Budget Hearings as required by Sections 29080 and 29081 of the Government Code, State of California; and

Whereas, it is the desire of the Board of Directors to approve the Fiscal Year 2024-25 Budget by reference for the Sonoma Valley County Sanitation District.

Now, Therefore, Be It Resolved and ordered that the Fiscal Year 2024-25 Recommended Budget, adjusted for any increases/decreases listed in the Budget Hearings materials, including Exhibit "A", be adopted by reference as the Fiscal Year 2024-25 Budget, for the Sonoma Valley County Sanitation District in accordance with Sections 29088 through 29091 of the California Government Code.

Be It Further Resolved that after the adoption of the budget at the end of the 2023-24 fiscal year, the County Auditor-Controller-Treasurer-Tax Collector and the County Executive (or designee) are authorized to complete any necessary budgetary and accounting transfers and adjustments necessary to close the FY 2023-24 transactions budget and to re-establish valid prior year encumbrances in FY 2024-25. Such adjustments shall include, but not be limited to, adjusting appropriations for any and all funds associated with projects, budgetary, and accounting adjustments necessary to assign year end actual fund balances. This authority applies to FY 2023-24 and includes adjustments made during the year-end close period as well as to post-audit adjustments as the Annual Comprehensive Financial Report (ACFR) is being compiled.

Resolution #24-

Date:

Page 2

Supervisors:

Gorin:

Rabbitt:

Gurney:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Exhibit A: Budget Adjustments

**Please refer to the Budget Hearing Deliberations Tool in
Tab 03 for Proposed Budget Adjustments**

**The approved Budget Adjustments will replace this page after
the budget has been adopted.**



FY 2024-25 Budget Adoption Resolution – Exhibit B

GOVERNMENTAL AGENCIES INCLUDED WITHIN THE FY 2024-25 BUDGET

1. Under the Board of Supervisors Jurisdiction:

A. County of Sonoma - (Including individual budgets and information in the following functional areas)

Administration & Fiscal Services
Justice Services
Health & Human Services
Development Services
Natural Resources and Agriculture
Capital Projects
Reserves/Designations

B. Internal Service/Enterprise Funds

Airport Enterprise Fund
ERP System Administration – ISF
Heavy Equipment Internal Service Fund
Mason Marina Enterprise Fund
Other Post Employment Benefits – ISF
Refuse Disposal Enterprise Fund
Self-Funded Insurance – ISF
So Co Employee Retirement Fund – ISF
Sonoma County Energy Independence Program
Sport Fishing Center Enterprise Fund
Spud Point Marina Enterprise Fund
Transit Enterprise Fund
Unemployment Insurance - ISF

C. Special Districts

1. County Service Areas

- a. #40 County Fire Services
- b. #41 Multi-Services
- c. #41 Parks – Sonoma Valley

2. South Santa Rosa Lighting/Landscaping District

3. Lighting Districts

- a. CSA #41 County-Wide
- b. Airport/Larkfield/Wikiup
- c. Airport Business Center
- d. Meadowlark

FY 2024-25 Budget Adoption Resolution – Exhibit B

4. Permanent Roads

- a. Bittner Lane
- b. Mill Creek Lane
- c. Mirabel Heights

- d. Monte Rosa
- e. Peaks Pike
- f. Canon Manor

2. Under the Board of Directors Jurisdiction:

A. Special Districts

- 1. Sonoma County Water Agency and Zones
- 2. Sanitation Districts
 - a. Occidental
 - b. Russian River
 - c. Sonoma Valley
 - d. South Park
- 3. Sonoma County Agricultural Preservation/Open Space District
- 4. In-Home Supportive Services Public Authority
- 5. Rio Nido Geologic Hazard Abatement District

3. Under the Board of Commissioners Jurisdiction:

A. Community Development Commission

Exhibit C: Supplemental Budget Adjustments

**Please refer to the Budget Adjustment Tool in Tab 9 for
Proposed Supplemental Budget Adjustments**

**The approved Supplemental Budget Adjustments will replace
this page after the budget has been adopted.**



AGRICULTURAL COMMISSIONER'S OFFICE

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
100101	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	39.93	48.54	9.70		9.70
100101	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	41.81	50.83	3.00		3.00
100101	1137	DEPUTY AGRICULTURAL COMMISSION	46.00	55.92	3.00		3.00
100101	1138	CHIEF DEPUTY AGRICULTURAL COMMISSIONER	51.83	63.00	1.00		1.00
100101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
100101	4320	WILDLIFE SPECIALIST	30.55	37.13	1.00		1.00
100101 Total					18.70	-	18.70
100102	1108	CHIEF DEPUTY SEALER	51.83	63.00	1.00		1.00
100102	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	39.93	48.54	4.00		4.00
100102	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	41.81	50.83	1.00		1.00
100102 Total					6.00	-	6.00
100106	0988	ENVIRONMENTAL SPECIALIST	45.39	55.17	1.00		1.00
100106	1008	ENGINEERING TECHNICIAN IV	51.85	63.02	1.00		1.00
100106	1014	SENIOR ENGINEER	63.19	76.81	1.00		1.00
100106 Total					3.00	-	3.00
100107	0002	OFFICE ASSISTANT II	24.82	30.17	0.80		0.80
100107	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
100107	0100	RECEPTIONIST	27.85	33.85	1.00		1.00
100107	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
100107	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
100107	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
100107	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
100107	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
100107	1140	ASSISTANT AGRICULTURAL COMMISSIONER	65.07	79.10	1.00		1.00
100107	1142	AG COMM/SEALER OF WEIGHTS AND MEASURES	86.98	105.74	1.00		1.00
100107 Total					10.80	-	10.80
AGRICULTURAL COMMISSIONER'S OFFICE TOTAL					38.50	-	38.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
110101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	4.00		4.00
110101	0405	ACCOUNTING ASSISTANT	33.22	40.37	4.00		4.00
110101	0416	ACCOUNTANT II	40.42	49.13	4.00		4.00
110101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	2.00		2.00
110101	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	5.00		5.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	64.24	78.08	1.00		1.00
110101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
110101	0405	ACCOUNTING ASSISTANT	33.22	40.37	2.00		2.00
110101	0416	ACCOUNTANT II	40.42	49.13	5.00		5.00
110101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	2.00		2.00
110101	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	2.00		2.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	64.24	78.08	1.00		1.00
110101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
110101	0405	ACCOUNTING ASSISTANT	33.22	40.37	1.00		1.00
110101	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
110101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
110101	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	1.00		1.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	64.24	78.08	1.00		1.00
110101	7384	AUDITORS PAYROLL TECHNICIAN CONFIDENTIAL	33.68	40.94	6.00		6.00
110101	7416	ACCOUNTANT II CONFIDENTIAL	41.35	50.26	2.00		2.00
110101 Total					51.00	-	51.00
110102	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
110102	0405	ACCOUNTING ASSISTANT	33.22	40.37	1.00		1.00
110102	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	1.00		1.00
110102	0426	INVESTMENT AND DEBT OFFICER	64.26	78.10	1.00		1.00
110102	0429	TREASURY MANAGER	59.33	72.12	1.00		1.00
110102	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
110102	0403	SENIOR ACCOUNT CLERK	29.80	36.21	6.00		6.00
110102	0405	ACCOUNTING ASSISTANT	33.22	40.37	2.00		2.00
110102	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
110102	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	1.00		1.00
110102	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	64.24	78.08	1.00		1.00
110102	0498	CENTRAL COLLECTION MANAGER	53.83	65.44	1.00		1.00
110102	0403	SENIOR ACCOUNT CLERK	29.80	36.21	3.00		3.00
110102	0416	ACCOUNTANT II	40.42	49.13	2.00		2.00
110102	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
110102	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	1.00		1.00
110102	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
110102 Total					26.00	-	26.00
110103	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
110103	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	4.00		4.00
110103	0427	AUDIT MANAGER	64.24	78.08	1.00		1.00
110103 Total					6.00	-	6.00
110104	0440	ASSISTANT AUDITOR-CONTROLLER	80.11	97.39	3.00		3.00
110104	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
110104	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
110104	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
110104	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
110104	8108	AUDITOR CONTROLLER-TREASURER-TAX COLLECTOR	136.24	136.24	1.00		1.00
110104 Total					8.00	-	8.00
110105	0403	SENIOR ACCOUNT CLERK	29.80	36.21	3.00		3.00
110105	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
110105	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
110105 Total					5.00	-	5.00
110201	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	1.00		1.00
110201	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	47.41	57.62	2.00		2.00
110201 Total					3.00	-	3.00
110202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00
110202	0409	ENTERPRISE FINANCIAL SYSTEM MANAGER	71.42	86.81	1.00		1.00
110202	0421	ACCOUNTANT-AUDITOR II	45.71	55.57	1.00		1.00
110202	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
110202	7156	BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	47.08	57.23	1.00		1.00
110202	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	47.41	57.62	1.00		1.00
110202	7163	SENIOR BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	55.73	67.75	2.00		2.00
110202 Total					8.00	-	8.00
AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR					107.00	-	107.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

DEPARTMENT OF CHILD SUPPORT SERVICES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
120101	0021	LEGAL SECRETARY II	31.42	38.19	1.00		1.00
120101	0049	LEGAL PROCESSOR II	27.79	33.78	4.00		4.00
120101	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	5.00		5.00
120101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	2.00		2.00
120101	0412	CHILD SUPPORT FINANCIAL WORKER II	29.80	36.21	3.00		3.00
120101	0413	SENIOR CHILD SUPPORT FINANCIAL WORKER	31.94	38.83	1.00		1.00
120101	0584	CHILD SUPPORT OFFICER II	33.04	40.15	18.00		18.00
120101	0586	CHILD SUPPORT OFFICER III	35.23	42.82	10.00		10.00
120101	0588	CHILD SUPPORT SERVICES SUPERVISOR	41.01	49.84	7.00		7.00
120101	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
120101	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	2.00		2.00
120101	4044	CHILD SUPPORT ATTORNEY IV	87.89	106.82	2.00		2.00
120101	4046	CHIEF CHILD SUPPORT ATTORNEY	95.52	116.12	1.00		1.00
120101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
120101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
120101	0875	ASSISTANT DIRECTOR CHILD SUPPORT SERVICES	68.68	83.49	1.00		1.00
120101	0876	DIRECTOR OF CHILD SUPPORT SERVICES	91.82	111.60	1.00		1.00
120101	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	35.98	43.73	1.00		1.00
120101 Total					62.00	-	62.00
DEPARTMENT OF CHILD SUPPORT SERVICES TOTAL					62.00	-	62.00

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CLERK-RECORDER-ASSESSOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
130101	0100	RECEPTIONIST	27.85	33.85	1.00		1.00
130101	0217	CHIEF DEPUTY COUNTY CLERK-RECORDER	60.81	73.91	1.00		1.00
130101	0387	CLERK RECORDER ASSESSOR SPECIALIST II	28.08	34.13	3.00		3.00
130101	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	30.61	37.21	4.00		4.00
130101	0389	CLERK RECORDER ASSESSOR SUPERVISOR	33.90	41.21	2.00		2.00
130101 Total					11.00	-	11.00
130108	0387	CLERK RECORDER ASSESSOR SPECIALIST II	28.08	34.13	4.00		4.00
130108	0389	CLERK RECORDER ASSESSOR SUPERVISOR	33.90	41.21	1.00		1.00
130108 Total					5.00	-	5.00
130201	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	3.00		3.00
130201	0387	CLERK RECORDER ASSESSOR SPECIALIST II	28.08	34.13	9.00		9.00
130201	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	30.61	37.21	3.00		3.00
130201	0395	ASSESSMENT SPECIALIST	34.41	41.83	10.00		10.00
130201	0396	ASSESSMENT PROCESS MANAGER	59.48	72.29	1.00		1.00
130201	0397	SUPERVISING ASSESSMENT SPECIALIST	40.85	49.64	3.00		3.00
130201	0457	AUDITOR-APPRAISER II	41.93	50.97	5.00		5.00
130201	0458	SENIOR AUDITOR APPRAISER	44.83	54.48	2.00		2.00
130201	0460	SUPERVISING AUDITOR-APPRAISER	50.06	60.85	1.00		1.00
130201	1506	APPRAISER AIDE	30.23	36.75	4.00		4.00
130201	1512	APPRAISER III	43.24	52.55	22.00		22.00
130201	1513	APPRAISER IV	49.40	60.04	4.00		4.00
130201	1520	CHIEF APPRAISER	65.09	79.12	1.00		1.00
130201	1522	CHIEF OF ASSESSMENT STANDARDS	65.09	79.12	1.00		1.00
130201	1525	CHIEF DEPUTY ASSESSOR	79.66	96.82	1.00		1.00
130201	1531	CADASTRAL MAPPING TECHNICIAN II	36.17	43.96	3.00		3.00
130201	1533	CADASTRAL MAPPING SUPERVISOR	41.98	51.02	1.00		1.00
130201 Total					74.00	-	74.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
130202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00
130202	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
130202	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
130202	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
130202	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	2.00		2.00
130202	7025	EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
130202	8105	COUNTY CLERK-RECORDER-ASSESSOR	120.57	120.57	1.00		1.00
130202 Total					8.00	-	8.00
130301	0057	CHIEF DEPUTY REGISTRAR OF VOTERS	75.35	91.59	1.00		1.00
130301	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	38.37	46.64	1.00		1.00
130301	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	1.00		1.00
130301	0263	ELECTION SPECIALIST II	28.28	34.37	6.00		6.00
130301	0264	SENIOR ELECTION SPECIALIST	30.80	37.44	3.00		3.00
130301	0267	ELECTION SERVICES SUPERVISOR	37.52	45.61	2.00		2.00
130301	0311	STOREKEEPER	27.54	33.48	1.00		1.00
130301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
130301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	2.00		2.00
130301 Total					18.00	-	18.00
CLERK-RECORDER-ASSESSOR TOTAL					116.00	-	116.00

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COMMUNITY DEVELOPMENT COMMISSION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
140101	0002	OFFICE ASSISTANT II	24.82	30.17	3.00		3.00
140101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	4.00		4.00
140101	0009	SENIOR OFFICE SUPPORT SUPERVISOR	35.40	43.03	1.00		1.00
140101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	2.00		2.00
140101	0416	ACCOUNTANT II	40.42	49.13	2.00		2.00
140101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.50		1.50
140101	0810	ADMINISTRATIVE AIDE	35.67	43.35	3.00		3.00
140101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
140101	9101	EXECUTIVE DIRECTOR SONOMA COUNTY CDC	88.38	107.43	1.00		1.00
140101	9102	COMMUNITY DEVELOPMENT MANAGER	65.20	79.24	-	-	-
140101	9103	LEASED HOUSING MANAGER	65.20	79.24	1.00	(1.00)	-
140101	9105	CONTROLLER-CDC	64.24	78.08	1.00		1.00
140101	9112	HOUSING REHABILITATION SPECIAL	43.96	53.43	2.00		2.00
140101	9113	HOUSING NEGOTIATOR-INSPECTOR	39.84	48.43	5.00		5.00
140101	9116	OCCUPANCY SPECIALIST II	34.81	42.32	10.00		10.00
140101	9117	LEAD OCCUPANCY SPECIALIST	41.24	50.13	2.00		2.00
140101	9118	HOUSING AUTHORITY COMPLIANCE COORDINATOR	51.03	62.02	1.00		1.00
140101	9124	AFFORDABLE HOUSING ASSISTANT MANAGER	56.12	68.22	1.00		1.00
140101	9126	ASSISTANT EXECUTIVE DIRECTOR CDC	77.67	94.41	1.00	(1.00)	-
140101	9130	DEPUTY DIRECTOR COMMUNITY DEVELOPMENT COMMISSION	73.34	89.15	-	2.00	2.00
140101	9135	COMMUNITY DEVELOPMENT PROGRAM COORDINATOR	51.03	62.02	7.00	1.00	8.00
140101	9137	COMMUNITY DEVELOPMENT PROGRAM SPECIALIST	41.24	50.13	2.00		2.00
140101	9138	COMMUNITY DEVELOPMENT SPEC II	34.81	42.32	1.00		1.00
140101 Total					52.50	1.00	53.50
COMMUNITY DEVELOPMENT COMMISSION TOTAL					52.50	1.00	53.50

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BOARD OF SUPERVISORS & COUNTY ADMINISTRATOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
150101	0851	BOARD OF SUPERVISORS AIDE	35.67	43.35	0.50		0.50
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	44.38	53.95	2.00		2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	56.11	68.21	1.00		1.00
150101	8000	SUPERVISOR	85.70	85.70	1.00		1.00
150101	0851	BOARD OF SUPERVISORS AIDE	35.67	43.35	2.00		2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	56.11	68.21	1.00		1.00
150101	8000	SUPERVISOR	85.70	85.70	1.00		1.00
150101	0851	BOARD OF SUPERVISORS AIDE	35.67	43.35	1.00		1.00
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	44.38	53.95	1.00		1.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	56.11	68.21	1.00		1.00
150101	8000	SUPERVISOR	85.70	85.70	1.00		1.00
150101	0851	BOARD OF SUPERVISORS AIDE	35.67	43.35	0.50		0.50
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	44.38	53.95	2.00		2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	56.11	68.21	1.00		1.00
150101	8000	SUPERVISOR	85.70	85.70	1.00		1.00
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	44.38	53.95	3.00		3.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	56.11	68.21	1.00		1.00
150101	8000	SUPERVISOR	85.70	85.70	1.00		1.00
150101	0031	CHIEF DEPUTY CLERK OF THE BOARD	53.46	64.98	1.00		1.00
150101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	3.00		3.00
150101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
150101	0839	PRINCIPAL ADMINISTRATIVE ANALYST	66.87	81.28	1.00		1.00
150101	7023	SECRETARY CONFIDENTIAL	30.76	37.40	2.00		2.00
150101 Total					30.00	-	30.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	78.18	95.03	1.00		1.00
150201	0838	ADMINISTRATIVE ANALYST III	56.59	68.79	4.00		4.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	66.87	81.28	1.00		1.00
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
150201	0905	COUNTY COMMUNICATIONS MANAGER	78.18	95.03	1.00		1.00
150201	0906	COUNTY COMMUNICATIONS SPECIALIST	50.42	61.29	6.00		6.00
150201	0907	SUPERVISING COUNTY COMMUNICATIONS SPECIALIST	56.59	68.79	1.00		1.00
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	66.87	81.28	1.00		1.00
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	78.18	95.03	2.00		2.00
150201	0838	ADMINISTRATIVE ANALYST III	56.59	68.79	3.00		3.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	66.87	81.28	1.00		1.00
150201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
150201	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	78.18	95.03	1.00		1.00
150201	0838	ADMINISTRATIVE ANALYST III	56.59	68.79	2.00		2.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	66.87	81.28	1.00		1.00
150201	0898	DEPARTMENT ANALYST PROJECT	44.38	53.95	1.00		1.00
150201	0838	ADMINISTRATIVE ANALYST III	56.59	68.79	1.00		1.00
150201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
150201	0810	ADMINISTRATIVE AIDE	35.67	43.35	3.00		3.00
150201	0826	DEPARTMENT ANALYST	44.38	53.95	3.00		3.00
150201	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
150201	5364	ENERGY & SUSTAINABILITY PROGRAM MANAGER	63.26	76.89	1.00		1.00
150201 Total					43.00	-	43.00
150202	0032	ASSISTANT TO THE COUNTY ADMINISTRATOR	45.13	54.86	1.00		1.00
150202	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	2.00		2.00
150202	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
150202	0840	ASSISTANT COUNTY ADMINISTRATOR	112.63	136.90	1.00		1.00
150202	0845	COUNTY EXECUTIVE	149.30	181.48	1.00		1.00
150202	7023	SECRETARY CONFIDENTIAL	30.76	37.40	1.00		1.00
150202 Total					7.00	-	7.00
BOARD OF SUPERVISORS & COUNTY ADMINISTRATOR TOTAL					80.00	-	80.00

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COUNTY COUNSEL

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
170101	4028	CHIEF DEPUTY COUNTY COUNSEL	95.52	116.12	5.00		5.00
170101	4034	DEPUTY COUNTY COUNSEL IV	87.13	105.90	23.25		23.25
170101	7018	PARALEGAL CONFIDENTIAL	36.57	44.46	8.00		8.00
170101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	2.00		2.00
170101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
170101	4030	ASSISTANT COUNTY COUNSEL	104.80	127.39	1.00		1.00
170101	4035	COUNTY COUNSEL	132.98	161.64	1.00		1.00
170101 Total					41.25	-	41.25
COUNTY COUNSEL TOTAL					41.25	-	41.25

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DISTRICT ATTORNEY'S OFFICE

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
180101	0018	PARALEGAL	36.74	44.67	1.00		1.00
180101	0019	LEGAL ASSISTANT	33.65	40.91	1.00		1.00
180101	0019	LEGAL ASSISTANT	33.65	40.91	1.00		1.00
180101	0019	LEGAL ASSISTANT	33.65	40.91	1.00		1.00
180101	0021	LEGAL SECRETARY II	31.42	38.19	1.00		1.00
180101	0021	LEGAL SECRETARY II	31.42	38.19	1.00		1.00
180101	0021	LEGAL SECRETARY II	31.42	38.19	5.00		5.00
180101	0049	LEGAL PROCESSOR II	27.79	33.78	17.00		17.00
180101	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	4.00		4.00
180101	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	2.00		2.00
180101	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	87.89	106.82	42.00		42.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	87.89	106.82	5.00		5.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	87.89	106.82	1.00		1.00
180101	4025	CHIEF DEPUTY DISTRICT ATTORNEY	95.52	116.12	6.00		6.00
180101	4212	DISTRICT ATTORNEY INVESTIGATOR II	60.35	73.36	14.00		14.00
180101	4215	SENIOR DISTRICT ATTORNEY INVESTIGATOR	68.15	82.85	1.00		1.00
180101	4225	CHIEF CRIMINAL INVESTIGATOR	78.37	95.26	1.00		1.00
180101	0019	LEGAL ASSISTANT	33.65	40.91	2.00		2.00
180101	0049	LEGAL PROCESSOR II	27.79	33.78	1.00		1.00
180101	0810	ADMINISTRATIVE AIDE	35.67	43.35	-		-
180101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
180101	3219	SENIOR VICTIM WITNESS ADVOCATE	40.89	49.70	1.00		1.00
180101	3222	VICTIM WITNESS ADVOCATE II	37.44	45.51	10.00	(3.00)	7.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
180101	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	38.37	46.64	2.00		2.00
180101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	1.00		1.00
180101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
180101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
180101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
180101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
180101	4039	ASSISTANT DISTRICT ATTORNEY LIMITED TERM	104.80	127.39	1.00		1.00
180101	7404	ACCOUNTING TECHNICIAN CONFIDENTIAL	32.64	39.67	1.00		1.00
180101	8101	DISTRICT ATTORNEY	158.63	158.63	1.00		1.00
180101 Total					131.00	(3.00)	128.00
180106	0023	SECRETARY	30.08	36.56	1.00		1.00
180106	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
180106	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
180106	3222	VICTIM WITNESS ADVOCATE II	37.44	45.51	0.50		0.50
180106 Total					4.50	-	4.50
DISTRICT ATTORNEY'S OFFICE TOTAL					135.50	(3.00)	132.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

EMERGENCY MANAGEMENT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
380101	0023	SECRETARY	30.08	36.56	1.00		1.00
380101	0774	DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT	70.35	85.51	1.00		1.00
380101	0775	DIRECTOR OF EMERGENCY MANAGEMENT	83.82	101.88	1.00		1.00
380101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
380101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
380101 Total					5.00	-	5.00
380102	0777	DEPUTY EMERGENCY SERVICES COORDINATOR	44.38	53.95	3.00		3.00
380102	0778	PRINCIPAL EMERGENCY SERVICES COORDINATOR	56.59	68.79	1.00		1.00
380102 Total					4.00	-	4.00
380103	0773	COMMUNITY PREPAREDNESS PROGRAM MANAGER	64.24	78.08	1.00		1.00
380103 Total					1.00	-	1.00
380104	0776	COMMUNITY ALERT AND WARNING PROGRAM MANAGER	64.24	78.08	1.00		1.00
380104	0777	DEPUTY EMERGENCY SERVICES COORDINATOR	44.38	53.95	1.00		1.00
380104 Total					2.00	-	2.00
380105	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
380105 Total					2.00	-	2.00
380107	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
380107 Total					1.00	-	1.00
EMERGENCY MANAGEMENT TOTAL					15.00	-	15.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

ECONOMIC DEVELOPMENT BOARD

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
190101	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
190101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	4.00		4.00
190101 Total					5.00	-	5.00
190103	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
190103	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
190103	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
190103 Total					4.00	-	4.00
190104	0741	EXECUTIVE DIRECTOR ECONOMIC DEVELOPMENT BOARD	83.82	101.88	1.00		1.00
190104	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
190104	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
190104	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
190104 Total					4.00	-	4.00
190105	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
190105 Total					1.00	-	1.00
190201	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
190201	0826	DEPARTMENT ANALYST PROJECT	44.38	53.95	-	1.00	1.00
190201	7823	ADMINISTRATIVE AIDE PROJECT	35.67	43.35	1.00	(1.00)	-
190201 Total					2.00	-	2.00
ECONOMIC DEVELOPMENT BOARD TOTAL					16.00	-	16.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

DEPARTMENT OF HEALTH SERVICES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
220101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	5.00		5.00
220101	0023	SECRETARY	30.08	36.56	1.00		1.00
220101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	4.00		4.00
220101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	1.00		1.00
220101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
220101	0311	STOREKEEPER	27.54	33.48	2.00		2.00
220101	0312	SENIOR STOREKEEPER	30.29	36.81	1.00		1.00
220101	0382	PAYROLL CLERK	31.46	38.23	4.00		4.00
220101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	6.50		6.50
220101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	5.00		5.00
220101	0416	ACCOUNTANT II	40.42	49.13	11.00		11.00
220101	0417	ACCOUNTANT III	47.08	57.23	3.00		3.00
220101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	2.00		2.00
220101	0437	DEPARTMENT ACCOUNTING MANAGER	53.65	65.22	1.00		1.00
220101	0799	SENIOR DEPARTMENT HUMAN RESOURCES MANAGER	61.74	75.04	1.00		1.00
220101	0810	ADMINISTRATIVE AIDE	35.67	43.35	5.00		5.00
220101	0826	DEPARTMENT ANALYST	44.38	53.95	20.00		20.00
220101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	6.00		6.00
220101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	2.00		2.00
220101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	63.35	77.01	1.00		1.00
220101	0848	HEALTH CARE COMPLIANCE/PRIVACY & SECURITY OFFICER	62.59	76.08	2.00		2.00
220101	0849	SPECIAL PROJECTS DIRECTOR PROJECT	69.91	84.98	1.00		1.00
220101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	2.00	1.00	3.00
220101	0906	COUNTY COMMUNICATIONS SPECIALIST	50.42	61.29	1.00		1.00
220101	2420	PATIENT CARE ANALYST	57.69	70.12	4.00		4.00
220101	2630	BIostatistician	48.68	59.17	4.00		4.00
220101	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220101	2675	HEALTH OFFICER	129.48	157.38	1.00		1.00
220101	2676	ASSISTANT DIRECTOR OF HEALTH SERVICES	98.55	119.78	2.00		2.00
220101	2677	DIRECTOR OF HEALTH SERVICES	124.61	151.46	1.00		1.00
220101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
220101	7023	SECRETARY CONFIDENTIAL	30.76	37.40	1.00		1.00
220101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
220101	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
220101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
220101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
220101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	4.00		4.00
220101	2634	HEALTH PROGRAM MANAGER	54.44	66.17	2.00		2.00
220101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
220101	3383	COMMUNITY HEALTH WORKER SPECIALIST	30.62	37.22	5.00		5.00
220101 Total					120.50	1.00	121.50
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
220201	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
220201	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
220201	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220201	2541	HEALTH SERVICES DIVISION DIRECTOR	84.29	102.46	1.00		1.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
220201	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
220201	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
220201	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220201	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	49.39	60.03	1.00		1.00
220201	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	53.57	65.11	1.00	(1.00)	-
220201	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	61.67	74.96	1.00		1.00
220201	2620	DIRECTOR OF ENVIRONMENTAL HEALTH	73.86	89.78	1.00		1.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
220201	2564	PUBLIC HEALTH NURSE II	57.97	70.47	11.00		11.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	62.10	75.48	1.00		1.00
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	67.39	81.92	3.00		3.00
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220201	3002	SOCIAL SERVICE WORKER II	37.21	45.22	1.00		1.00
220201	3003	SOCIAL SERVICE WORKER III	39.55	48.08	4.00		4.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	30.62	37.22	2.00		2.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	0.50		0.50
220201	2185	NUTRITIONIST	39.62	48.15	3.10		3.10
220201	2187	SUPERVISING NUTRITIONIST	43.61	53.00	1.00		1.00
220201	2629	SENIOR LACTATION CONSULTANT	44.40	53.97	0.90		0.90
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220201	3382	COMMUNITY HEALTH WORKER II	27.36	33.26	2.00		2.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	30.62	37.22	5.90		5.90
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
220201	0023	SECRETARY	30.08	36.56	1.00		1.00
220201	2307	OCCUP THERAPIST II CHILD THERAPY PROGRAM	48.06	58.41	5.90		5.90
220201	2317	PHYS THERAPIST II CHILD THERAPY PROGRAM	48.06	58.41	6.80		6.80
220201	2318	SUPERVISING PEDIATRIC THERAPIST	53.57	65.11	2.00		2.00
220201	2320	MEDICAL THERAPY PROGRAM MANAGER	60.84	73.94	1.00		1.00
220201	2535	PUBLIC HEALTH PHYSICIAN	106.51	129.47	0.70		0.70
220201	2564	PUBLIC HEALTH NURSE II	57.97	70.47	4.00		4.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	62.10	75.48	12.65		12.65
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	67.39	81.92	2.00		2.00
220201	2575	DIRECTOR OF PUBLIC HEALTH NURSING	75.82	92.16	1.00		1.00
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220201	3002	SOCIAL SERVICE WORKER II	37.21	45.22	1.00		1.00
220201	3010	SOCIAL SERVICE SUPERVISOR I	46.60	56.65	1.00		1.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	30.62	37.22	5.00		5.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	0.87		0.87
220201	0542	VITAL STATISTICS TECHNICIAN	29.69	36.09	3.90		3.90
220201	2564	PUBLIC HEALTH NURSE II	57.97	70.47	4.00		4.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	62.10	75.48	2.00		2.00
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	67.39	81.92	1.00		1.00
220201	2605	PUBLIC HEALTH INVESTIGATOR	34.45	41.87	2.00		2.00
220201	2673	DEPUTY PUBLIC HEALTH OFFICER	118.01	143.45	1.00		1.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220201	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	70.53	85.73	1.25		1.25
220201	2012	STAFF NURSE II	55.70	67.70	4.90		4.90
220201	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	3.00		3.00
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	0.75		0.75
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
220201	2662	EMERGENCY MEDICAL SERVICES COORDINATOR	49.72	60.44	4.40		4.40
220201	2663	ADVANCED LIFE SUPPORT COORDINATOR	47.53	57.78	1.00		1.00
220201	2665	REGIONAL EMERGENCY MEDICAL SERVICES MANAGER	61.51	74.77	1.00		1.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220201	2105	PUBLIC HEALTH LABORATORY TECHNICIAN II	30.42	36.98	2.00		2.00
220201	2122	PUBLIC HEALTH MICROBIOLOGIST II	45.95	55.85	2.50		2.50
220201	2124	ASSISTANT PUBLIC HEALTH LABORATORY DIRECTOR	56.23	68.34	1.00		1.00
220201	2125	PUBLIC HEALTH LABORATORY DIRECTOR	65.62	79.77	1.00		1.00
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
220201	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220201	2122	PUBLIC HEALTH MICROBIOLOGIST II	45.95	55.85	1.50		1.50
220201	2632	HEALTH INFORMATION SPECIALIST II	39.62	48.15	1.00		1.00
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220201	2671	HEALTHY COMMUNITIES SECTION MANAGER	61.51	74.77	1.00		1.00
220201	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220201	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	3.00		3.00
220201	2632	HEALTH INFORMATION SPECIALIST II	39.62	48.15	4.00		4.00
220201	2634	HEALTH PROGRAM MANAGER	54.44	66.17	2.00		2.00
220201	2635	SENIOR HEALTH INFORMATION SPECIALIST	42.43	51.58	1.00		1.00
220201	2671	HEALTHY COMMUNITIES SECTION MANAGER	61.51	74.77	1.00		1.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	30.62	37.22	1.00		1.00
220201 Total					171.52	(1.00)	170.52
220204	2612	ENVIRONMENTAL HEALTH SPECIALIST II	46.49	56.50	16.50		16.50
220204	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	49.39	60.03	7.00		7.00
220204	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	53.57	65.11	2.00	1.00	3.00
220204	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	61.67	74.96	1.00		1.00
220204	2625	DAIRY INSPECTOR	47.36	57.57	1.50		1.50
220204 Total					28.00	1.00	29.00
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	4.00		4.00
220301	0023	SECRETARY	30.08	36.56	1.00		1.00
220301	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
220301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
220301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
220301	0810	ADMINISTRATIVE AIDE	35.67	43.35	5.00		5.00
220301	0826	DEPARTMENT ANALYST	44.38	53.95	4.00	2.00	6.00
220301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
220301	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
220301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	5.00		5.00
220301	2091	PSYCHIATRIC NURSE	57.74	70.18	1.00		1.00
220301	2263	MEDICAL RECORD CLERK III	30.42	36.98	1.00		1.00
220301	2420	PATIENT CARE ANALYST	57.69	70.12	5.00		5.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	3.00		3.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	5.00		5.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	61.51	74.77	1.00		1.00
220301	2540	MENTAL HEALTH MEDICAL DIRECTOR	135.88	165.15	1.00		1.00
220301	2541	HEALTH SERVICES DIVISION DIRECTOR	84.29	102.46	1.00		1.00
220301	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
220301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.50		1.50
220301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
220301	2015	CLIENT CARE MANAGER	59.35	72.15	1.00		1.00
220301	2091	PSYCHIATRIC NURSE	57.74	70.18	0.20		0.20
220301	2466	CLIENT SUPPORT SPECIALIST	27.89	33.89	1.20		1.20
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	4.00	(3.00)	1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	5.75		5.75
220301	2534	STAFF PSYCHIATRIST	124.65	151.50	0.20		0.20
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220301	3002	SOCIAL SERVICE WORKER II	37.21	45.22	1.00		1.00
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	4.00		4.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	2.00		2.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	1.00		1.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	61.51	74.77	1.00		1.00
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00	(1.00)	-
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	9.80		9.80
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	2.00		2.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	61.51	74.77	1.00		1.00
220301	2534	STAFF PSYCHIATRIST	124.65	151.50	1.30		1.30
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	2.00		2.00
220301	2683	AODS COUNSELOR II	40.65	49.40	1.75	(1.00)	0.75
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00	(1.00)	-

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	3.00	(3.00)	-
220301	2015	CLIENT CARE MANAGER	59.35	72.15	1.00	(1.00)	-
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00	(1.00)	-
220301	0002	OFFICE ASSISTANT II	24.82	30.17	1.00		1.00
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	17.30	2.00	19.30
220301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.25		1.25
220301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220301	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	70.53	85.73	0.80		0.80
220301	2007	LICENSED VOCATIONAL NURSE II	32.80	39.87	2.00		2.00
220301	2013	SUPERVISING STAFF NURSE	61.28	74.49	1.00		1.00
220301	2015	CLIENT CARE MANAGER	59.35	72.15	-	1.00	1.00
220301	2091	PSYCHIATRIC NURSE	57.74	70.18	7.60		7.60
220301	2420	PATIENT CARE ANALYST	57.69	70.12	2.00		2.00
220301	2466	CLIENT SUPPORT SPECIALIST	27.89	33.89	0.80		0.80
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	30.00	4.00	34.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	62.85	3.00	65.85
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	5.00		5.00
220301	2534	STAFF PSYCHIATRIST	124.65	151.50	4.88		4.88
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	10.00	1.00	11.00
220301	2636	HEALTH SERVICES SECTION MANAGER	61.51	74.77	0.25		0.25
220301	2683	AODS COUNSELOR II	40.65	49.40	8.00		8.00
220301	3002	SOCIAL SERVICE WORKER II	37.21	45.22	3.00		3.00
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
220301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
220301	2420	PATIENT CARE ANALYST	57.69	70.12	1.00		1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	-	1.00	1.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	1.00		1.00
220301	2632	HEALTH INFORMATION SPECIALIST II	39.62	48.15	1.00		1.00
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220301	2638	SUPERVISING HEALTH INFORMATION SPECIALIST	45.84	55.72	1.00		1.00
220301	2680	AODS ASSISTANT II	27.89	33.89	1.00		1.00
220301	2681	AODS ASSISTANT III	30.60	37.20	1.00		1.00
220301	2683	AODS COUNSELOR II	40.65	49.40	8.55		8.55
220301	2684	AODS SPECIALIST	43.48	52.85	6.00		6.00
220301	2694	SUBSTANCE USE DISORDER & COMM RECVRY SVCS SECT MGR	61.51	74.77	1.00		1.00
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	1.00		1.00
220301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00	1.00	4.00
220301	0505	MEDICAL UNIT CLERK	27.85	33.85	1.00		1.00
220301	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	70.53	85.73	0.50		0.50
220301	2007	LICENSED VOCATIONAL NURSE II	32.80	39.87	2.00		2.00
220301	2015	CLIENT CARE MANAGER	59.35	72.15	1.00		1.00
220301	2082	PSYCHIATRIC TECHNICIAN	37.46	45.54	2.00		2.00
220301	2091	PSYCHIATRIC NURSE	57.74	70.18	4.50		4.50
220301	2466	CLIENT SUPPORT SPECIALIST	27.89	33.89	2.00		2.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	14.23		14.23
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	50.58	61.49	1.00		1.00
220301	2532	ACUTE FORENSICS SECTION MANAGER	70.30	85.46	1.00		1.00
220301	2534	STAFF PSYCHIATRIST	124.65	151.50	0.10		0.10
220301	2683	AODS COUNSELOR II	40.65	49.40	-	1.00	1.00
220301	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
220301	2091	PSYCHIATRIC NURSE	57.74	70.18	1.00		1.00
220301	2420	PATIENT CARE ANALYST	57.69	70.12	1.00		1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	1.00		1.00
220301	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220301 Total					316.31	5.00	321.31
220302	0002	OFFICE ASSISTANT II	24.82	30.17	3.00		3.00
220302	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220302	0402	ACCOUNT CLERK II	27.30	33.19	1.50		1.50
220302	2460	AODS INTAKE INTERVIEWER	27.89	33.89	2.00		2.00
220302	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220302	2683	AODS COUNSELOR II	40.65	49.40	7.00		7.00
220302	2684	AODS SPECIALIST	43.48	52.85	1.00		1.00
220302 Total					16.50	-	16.50
220601	0402	ACCOUNT CLERK II	27.30	33.19	3.50		3.50
220601	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
220601	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220601	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220601	4301	ANIMAL CONTROL OFFICER II	30.55	37.13	10.00		10.00
220601	4303	ANIMAL HEALTH TECHNICIAN	29.25	35.55	4.50		4.50
220601	4304	ANIMAL CARE ASSISTANT	21.85	26.55	6.00		6.00
220601	4306	SUPERVISING ANIMAL CONTROL OFFICER	35.93	43.68	2.00		2.00
220601	4310	ANIMAL CARE AND CONTROL DIRECTOR	70.30	85.46	1.00		1.00
220601 Total					31.00	-	31.00
220701	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220701	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
220701	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00	(1.00)	-
220701	2544	HOMELESSNESS SERVICES DIVISION DIRECTOR	80.22	97.50	1.00		1.00
220701	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	38.37	46.64	1.00		1.00
220701	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	1.00		1.00
220701	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
220701	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220701	9102	COMMUNITY DEVELOPMENT MANAGER	65.20	79.24	1.00		1.00
220701	9135	COMMUNITY DEVELOPMENT ASSOCIATE	51.03	62.02	2.00		2.00
220701	9137	SENIOR COMMUNITY DEVELOPMENT SPECIALIST	41.24	50.13	2.00		2.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
220701	9138	COMMUNITY DEVELOPMENT SPEC II	34.81	42.32	1.00		1.00
220701	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
220701	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	3.00	(3.00)	-
220701	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	1.00		1.00
220701	2605	PUBLIC HEALTH INVESTIGATOR	34.45	41.87	1.00		1.00
220701	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220701	2683	AODS COUNSELOR II	40.65	49.40	2.00		2.00
220701	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
220701	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	4.00	3.00	7.00
220701	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	1.00		1.00
220701	2634	HEALTH PROGRAM MANAGER	54.44	66.17	1.00		1.00
220701	2683	AODS COUNSELOR II	40.65	49.40	2.00		2.00
220701	2470	SENIOR CLIENT SUPPORT SPECIALIST	38.32	46.58	2.00		2.00
220701	2503	BEHAVIORAL HEALTH CLINICIAN	47.22	57.39	1.00		1.00
220701	2683	AODS COUNSELOR II	40.65	49.40	1.00		1.00
220701 Total					36.00	(1.00)	35.00
DEPARTMENT OF HEALTH SERVICES TOTAL					719.83	5.00	724.83

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

HUMAN RESOURCES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
230101	0801	DEPUTY HUMAN RESOURCES DIRECTOR	80.57	97.93	1.00		1.00
230101	0816	DIRECTOR HUMAN RESOURCES	98.16	119.31	1.00		1.00
230101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
230101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
230101	0804	HUMAN RESOURCES ANALYST III PROJECT	50.61	61.52	1.00		1.00
230101	0807	HUMAN RESOURCES ANALYST III	50.61	61.52	7.00		7.00
230101	0808	SUPERVISING HUMAN RESOURCES ANALYST	57.70	70.14	3.00		3.00
230101	0813	RECRUITMENT & CLASSIFICATION MANAGER	65.90	80.10	1.00		1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	5.00		5.00
230101	0807	HUMAN RESOURCES ANALYST III	50.61	61.52	1.00		1.00
230101	0809	TRAINING MANAGER	59.06	71.79	1.00		1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	1.00		1.00
230101	0164	HUMAN RESOURCES INFORMATION SYSTEMS MANAGER	69.42	84.38	1.00		1.00
230101	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	47.41	57.62	4.00		4.00
230101	0807	HUMAN RESOURCES ANALYST III	50.61	61.52	2.00		2.00
230101	0808	SUPERVISING HUMAN RESOURCES ANALYST	57.70	70.14	1.00		1.00
230101	0814	EMPLOYEE RELATIONS MANAGER	77.42	94.10	1.00		1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	1.00		1.00
230101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
230101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
230101 Total					36.00	-	36.00
230110	0807	HUMAN RESOURCES ANALYST III	50.61	61.52	1.00		1.00
230110 Total					1.00	-	1.00
230201	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
230201	0801	DEPUTY HUMAN RESOURCES DIRECTOR	80.57	97.93	1.00		1.00
230201	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
230201	7403	SENIOR ACCOUNT CLERK CONFIDENTIAL	30.46	37.02	2.00		2.00
230201 Total					5.00	-	5.00
230205	0767	RISK MANAGEMENT ANALYST II	50.61	61.52	3.00		3.00
230205	0858	EMPLOYEE BENEFITS MANAGER	60.36	73.37	1.00		1.00
230205	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	4.00		4.00
230205 Total					8.00	-	8.00
230215	0767	RISK MANAGEMENT ANALYST II	50.61	61.52	4.00		4.00
230215	0767	RISK MANAGEMENT ANALYST II	50.61	61.52	2.00		2.00
230215	0768	RISK MANAGEMENT ANALYST III	59.59	72.44	1.00		1.00
230215	0768	RISK MANAGEMENT ANALYST III	59.59	72.44	1.00		1.00
230215	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	1.50		1.50
230215	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	33.62	40.87	1.00		1.00
230215 Total					10.50	-	10.50
230225	0765	RISK MANAGER	68.10	82.78	1.00		1.00
230225	0767	RISK MANAGEMENT ANALYST II	50.61	61.52	2.00		2.00
230225	0768	RISK MANAGEMENT ANALYST III	59.59	72.44	1.00		1.00
230225	0811	EQUAL EMPLOYMENT OPPORTUNITY MANAGER	61.66	74.95	1.00		1.00
230225	7003	SENIOR OFFICE ASSISTANT CONFIDENTIAL	28.48	34.62	1.00		1.00
230225 Total					6.00	-	6.00
HUMAN RESOURCES TOTAL					66.50	-	66.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

HUMAN SERVICES & IHHS

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	3088	ASSISTANT DIRECTOR HUMAN SERVICES	96.81	117.67	1.00		1.00
240301	3090	DIRECTOR OF HUMAN SERVICES	113.11	137.50	1.00		1.00
240301	7025	EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
240301	0382	PAYROLL CLERK	31.46	38.23	4.00		4.00
240301	0477	PROGRAM SPECIALIST	42.29	51.40	4.00		4.00
240301	0799	SENIOR DEPARTMENT HUMAN RESOURCES MANAGER	61.74	75.04	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	3.00		3.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	2.00		2.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	6.00		6.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	38.37	46.64	1.00		1.00
240301	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	5.00		5.00
240301	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	4.00		4.00
240301	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	72.44	88.04	1.00		1.00
240301	0171	HUMAN SERVICES DATABASE ADMINISTRATOR	58.62	71.25	3.00		3.00
240301	0172	HUMAN SERVICES NETWORK ANALYST	52.41	63.70	4.00		4.00
240301	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	50.96	61.95	3.00		3.00
240301	0175	PUBLIC ASSISTANCE SYSTEMS MANAGER	63.37	77.03	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	5.00		5.00
240301	0180	SUPERVISING ELIGIBILITY SYSTEMS SUPPORT TECHNICIAN	43.97	53.45	1.00		1.00
240301	0181	ELIGIBILITY SYSTEMS SUPPORT TECHNICIAN	39.98	48.59	3.00		3.00
240301	0204	DOCUMENT IMAGING TECHNICIAN	25.53	31.04	4.00		4.00
240301	0205	DOCUMENT IMAGING SPECIALIST	27.85	33.85	5.00		5.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	0023	SECRETARY	30.08	36.56	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	4.00		4.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	8.75		8.75
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	2.00		2.00
240301	3088	ASSISTANT DIRECTOR HUMAN SERVICES	96.81	117.67	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	35.47	43.11	9.00		9.00
240301	0485	ELIGIBILITY SPECIALIST SUPERVISOR	39.01	47.42	2.00		2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	4246	WELFARE FRAUD INVESTIGATOR II	48.75	59.26	4.00		4.00
240301	4249	CHIEF WELFARE FRAUD INVESTIGATOR	58.50	71.12	1.00		1.00
240301	4251	SENIOR WELFARE FRAUD INVESTIGATOR	52.33	63.62	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	4.00		4.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	0402	ACCOUNT CLERK II	27.30	33.19	2.00		2.00
240301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	3.80		3.80
240301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	4.00		4.00
240301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
240301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
240301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	3.00		3.00
240301	0416	ACCOUNTANT II	40.42	49.13	2.00		2.00
240301	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
240301	0417	ACCOUNTANT III	47.08	57.23	2.00		2.00
240301	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
240301	0419	SUPERVISING ACCOUNTANT	49.54	60.22	2.00		2.00
240301	0437	DEPARTMENT ACCOUNTING MANAGER	53.65	65.22	1.00		1.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
240301	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	63.35	77.01	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
240301	0311	STOREKEEPER	27.54	33.48	1.00		1.00
240301	0312	SENIOR STOREKEEPER	30.29	36.81	1.00		1.00
240301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	3.00		3.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	0002	OFFICE ASSISTANT II	24.82	30.17	19.00		19.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	16.00		16.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	6.00		6.00
240301	0023	SECRETARY	30.08	36.56	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	1.00		1.00
240301	0310	MATERIALS HANDLER	26.45	32.15	2.00		2.00
240301	0311	STOREKEEPER	27.54	33.48	1.00		1.00
240301	0482	ELIGIBILITY SPECIALIST II	33.08	40.20	147.00		147.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	35.47	43.11	3.00		3.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	35.47	43.11	33.00		33.00
240301	0485	ELIGIBILITY SPECIALIST SUPERVISOR	39.01	47.42	23.00		23.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	7.00		7.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	2.00		2.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	2.00		2.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	3.00		3.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	70.14	85.26	1.00		1.00
240301	3352	HUMAN SERVICES AIDE II	26.02	31.63	10.00		10.00
240301	0002	OFFICE ASSISTANT II	24.82	30.17	4.00		4.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	6.00		6.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	2.00		2.00
240301	0023	SECRETARY	30.08	36.56	1.00		1.00
240301	0174	COMPUTER LAB SUPPORT SPECIALST	38.37	46.64	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	1.00		1.00
240301	0402	ACCOUNT CLERK II	27.30	33.19	3.00		3.00
240301	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
240301	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	7.00		7.00
240301	3002	SOCIAL SERVICE WORKER II	37.21	45.22	1.00		1.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	9.00		9.00
240301	3010	SOCIAL SERVICE SUPERVISOR I	46.60	56.65	2.00		2.00
240301	3030	EMPLOYMENT & TRAINING SPECIALIST	33.08	40.20	38.00		38.00
240301	3031	SENIOR EMPLOYMENT & TRAINING SPECIALIST	35.47	43.11	6.00		6.00
240301	3032	SUPERVISING EMPLOYMENT & TRAINING SPECIALIST	39.01	47.42	6.00		6.00
240301	3037	EMPLOYMENT & TRAINING COUNSELOR II	39.55	48.08	22.50		22.50
240301	3038	EMPLOYMENT & TRAINING COORDINATOR	41.34	50.25	1.00		1.00
240301	3038	EMPLOYMENT & TRAINING COORDINATOR	41.34	50.25	9.00		9.00
240301	3039	SUPERVISING EMPLOYMENT & TRAINING COUNSELOR	46.60	56.65	5.00		5.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	2.00		2.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	2.00		2.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	70.14	85.26	1.00		1.00
240301	3352	HUMAN SERVICES AIDE II	26.02	31.63	6.00		6.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	4.00		4.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	21.00		21.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	2.00		2.00
240301	0023	SECRETARY	30.08	36.56	1.00		1.00
240301	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	6.00		6.00
240301	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	1.00		1.00
240301	0167	HUMAN SERVICES SYSTEM TECHNICIAN	41.58	50.54	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	1.00		1.00
240301	0472	ELIGIBILITY WORKER II	30.71	37.33	4.00		4.00
240301	0476	ELIGIBILITY SUPERVISOR	37.00	44.97	1.00		1.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	5.00		5.00
240301	3002	SOCIAL SERVICE WORKER II	37.21	45.22	3.00		3.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	1.00		1.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	2.00		2.00
240301	3006	CHILD PROTECTIVE SERVICES SOCIAL WORKER	45.43	55.22	100.50		100.50
240301	3010	SOCIAL SERVICE SUPERVISOR I	46.60	56.65	1.00		1.00
240301	3012	CHILD PROTECTIVE SERVICES SOCIAL WORK SUPERVISOR	50.56	61.46	18.00		18.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	3.00		3.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	1.00		1.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	4.00		4.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	70.14	85.26	1.00		1.00
240301	3353	SOCIAL WORK ASSISTANT	27.73	33.72	8.00		8.00
240301	3021	CHILDREN'S RESIDENTIAL CARE COUNSELOR II	37.81	45.96	24.00		24.00
240301	3024	SUPERV CHILD RESIDENTIAL CARE COUNSELOR	47.34	57.55	7.00		7.00
240301	3026	VALLEY OF THE MOON CHILDREN'S HOME MANAGER	55.57	67.55	1.00		1.00
240301	3112	JUVENILE CORRECTIONAL COUNSELOR II	37.81	45.96	1.00		1.00
240301	5370	RESIDENTIAL SERVICE WORKER	23.62	28.71	3.00		3.00
240301	6230	CHEF	30.56	37.14	1.00		1.00
240301	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
240301	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
240301	3002	SOCIAL SERVICE WORKER II	37.21	45.22	1.00		1.00
240301	3021	CHILDREN'S RESIDENTIAL CARE COUNSELOR II	37.81	45.96	14.00		14.00
240301	3024	SUPERV CHILD RESIDENTIAL CARE COUNSELOR	47.34	57.55	6.00		6.00
240301	3027	RESIDENTIAL CLINICAL MANAGER	58.22	70.77	1.00		1.00
240301	5370	RESIDENTIAL SERVICE WORKER	23.62	28.71	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.50		1.50
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	49.24	59.85	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	2.00		2.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	1.00		1.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	70.14	85.26	1.00		1.00
240301	7023	SECRETARY CONFIDENTIAL	30.76	37.40	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	6.00		6.00
240301	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
240301	0402	ACCOUNT CLERK II	27.30	33.19	7.00		7.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	39.00		39.00
240301	3008	ADULT AND AGING SOCIAL WORKER	44.41	53.98	8.00	(1.00)	7.00
240301	3010	SOCIAL SERVICE SUPERVISOR I	46.60	56.65	6.00		6.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	49.39	60.03	1.00		1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
240301	3348	HOME CARE SUPPORT ASSISTANT	27.28	33.15	2.00		2.00
240301	3350	HOME CARE SUPPORT SPECIALIST	29.43	35.77	5.00		5.00
240301	3350	HOME CARE SUPPORT SPECIALIST	29.43	35.77	1.00		1.00
240301	3353	SOCIAL WORK ASSISTANT	27.73	33.72	2.00		2.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	1.00		1.00
240301	3003	SOCIAL SERVICE WORKER III	39.55	48.08	1.00		1.00
240301	3008	ADULT AND AGING SOCIAL WORKER	44.41	53.98	35.00	(2.00)	33.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	49.39	60.03	7.00		7.00
240301	3087	HUMAN SERVICES SECTION MANAGER	59.70	72.57	2.00		2.00
240301	3353	SOCIAL WORK ASSISTANT	27.73	33.72	2.00		2.00
240301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	3.00		3.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	49.39	60.03	1.00		1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	2.00		2.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00	(1.00)	-
240301	3008	ADULT AND AGING SOCIAL WORKER	44.41	53.98	7.50	3.00	10.50
240301	3008	ADULT AND AGING SOCIAL WORKER	44.41	53.98	1.00		1.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	49.39	60.03	1.00		1.00
240301	0608	VETERANS SERVICE SPECIALIST III	33.85	41.15	5.00		5.00
240301	0610	VETERANS SERVICE OFFICER	53.25	64.73	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
240301	0069	DEPUTY PUBLIC ADMINISTRATOR-GUARDIAN-CONSERVATOR	39.40	47.89	6.00		6.00
240301	0070	SUPERVISING PUBLIC ADMIN-GUARDIAN-CONSERVATOR	46.23	56.20	1.00		1.00
240301	0071	CHIEF DEPUTY PUBLIC ADMIN-GUARDIAN-CONSERVATOR	56.86	69.11	1.00		1.00
240301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	-	1.00	1.00
240301	3008	ADULT AND AGING SOCIAL WORKER	44.41	53.98	5.00		5.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	49.39	60.03	1.00		1.00
240301 Total					1,016.55	-	1,016.55
370101	9300	IHSS PUBLIC AUTHORITY MANAGER	62.52	76.00	1.00		1.00
370101 Total					1.00	-	1.00
HUMAN SERVICES & IHSS TOTAL					1,017.55	-	1,017.55

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

INFORMATION SYSTEMS DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
250101	0150	INFORMATION SYSTEM DIRECTOR	100.91	122.66	1.00		1.00
250101	0151	ASSISTANT INFORMATION SYSTEM DIRECTOR	85.47	103.89	1.00		1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	46.63	56.68	1.00		1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	56.68	68.89	1.00		1.00
250101	0810	ADMINISTRATIVE AIDE	35.67	43.35	5.00		5.00
250101	0826	DEPARTMENT ANALYST	44.38	53.95	3.00		3.00
250101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	3.00		3.00
250101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	2.00		2.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	6.00		6.00
250101	0130	PROGRAMMER ANALYST	47.31	57.51	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0149	INFORMATION SYSTEM DIVISION DIRECTOR	77.48	94.17	1.00		1.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	2.00		2.00
250101	0130	PROGRAMMER ANALYST	47.31	57.51	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	42.64	51.83	2.00		2.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	6.50		6.50
250101	0130	PROGRAMMER ANALYST	47.31	57.51	2.00		2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	2.00		2.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	56.00	68.07	1.00		1.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	1.00		1.00
250101	0130	PROGRAMMER ANALYST	47.31	57.51	2.00		2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	46.63	56.68	3.00		3.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	56.68	68.89	1.00		1.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	56.00	68.07	1.00		1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	3.00		3.00
250101	0140	SENIOR NETWORK ANALYST	58.96	71.67	2.00		2.00
250101	0141	NETWORK ANALYST	55.07	66.94	4.00		4.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0149	INFORMATION SYSTEM DIVISION DIRECTOR	77.48	94.17	1.00		1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	56.68	68.89	2.00		2.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	3.00		3.00
250101	0140	SENIOR NETWORK ANALYST	58.96	71.67	1.00		1.00
250101	0141	NETWORK ANALYST	55.07	66.94	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	46.63	56.68	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	46.63	56.68	12.00		12.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	56.68	68.89	3.00		3.00
250101	0318	MATERIALS EQUIPMENT SPECIALIST	32.76	39.83	1.00		1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	2.00		2.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	1.00		1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
250101	0130	PROGRAMMER ANALYST	47.31	57.51	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	46.63	56.68	1.00		1.00
250101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	42.64	51.83	1.00		1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	3.00		3.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	56.68	68.89	1.00		1.00
250101	0155	BUSINESS SYSTEMS ANALYST	47.31	57.51	1.00		1.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	56.00	68.07	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	1.00		1.00
250101	0155	BUSINESS SYSTEMS ANALYST	47.31	57.51	1.00		1.00
250101	0307	MAIL MATERIALS AND RECORDS HANDLER II	27.54	33.48	5.00		5.00
250101	0309	MAIL MATERIALS AND RECORDS SUPERVISOR	31.19	37.92	1.00		1.00
250101	1710	SENIOR COMMUNICATIONS TECHNICIAN	46.09	56.02	1.00		1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	1.00		1.00
250101	0129	SENIOR PROGRAMMER ANALYST	56.00	68.07	1.00		1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	67.80	82.41	2.00		2.00
250101	0149	INFORMATION SYSTEM DIVISION DIRECTOR	77.48	94.17	1.00		1.00
250101 Total					118.50	-	118.50
INFORMATION SYSTEMS DEPT TOTAL					118.50	-	118.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

PERMIT & RESOURCE MANAGEMENT DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
260101	0002	OFFICE ASSISTANT II	24.82	30.17	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
260101	0098	TELEPHONE OPERATOR	25.17	30.60	1.00		1.00
260101	0552	PERMIT TECHNICIAN II	35.27	42.86	8.00		8.00
260101	1240	CUSTOMER SERVICE SUPERVISOR	50.14	60.94	1.00		1.00
260101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	4.00		4.00
260101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00
260101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	42.64	51.83	3.00		3.00
260101	1223	SENIOR GEOGRAPHIC INFORMATION TECHNICIAN	45.41	55.19	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
260101	0023	SECRETARY	30.08	36.56	1.00		1.00
260101	0382	PAYROLL CLERK	31.46	38.23	1.00		1.00
260101	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
260101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
260101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
260101	0416	ACCOUNTANT II	40.42	49.13	2.00		2.00
260101	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
260101	0810	ADMINISTRATIVE AIDE	35.67	43.35	3.00		3.00
260101	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
260101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
260101	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
260101	1210	PRMD DIVISION MANAGER	64.90	78.90	1.00		1.00
260101	1214	ASSISTANT DIRECTOR OF PERMIT SONOMA	88.96	108.13	1.00		1.00
260101	1215	DIRECTOR OF PERMIT SONOMA	97.79	118.86	1.00		1.00
260101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
260101	0023	SECRETARY	30.08	36.56	1.00		1.00
260101	1016	DEPUTY DIRECTOR ENGINEERING CONSTRUCTION	81.12	98.61	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
260101	1007	ENGINEERING TECHNICIAN III	43.69	53.10	5.00		5.00
260101	1008	ENGINEERING TECHNICIAN IV	51.85	63.02	1.00		1.00
260101	1012	ENGINEER	57.44	69.83	4.00		4.00
260101	1014	SENIOR ENGINEER	63.19	76.81	1.00		1.00
260101	1015	ENGINEERING DIVISION MANAGER	72.24	87.80	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
260101	1007	ENGINEERING TECHNICIAN III	43.69	53.10	2.00		2.00
260101	2612	ENVIRONMENTAL HEALTH SPECIALIST II	46.49	56.50	4.00		4.00
260101	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	49.39	60.03	5.00		5.00
260101	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	53.57	65.11	1.00		1.00
260101	1000	LICENSED LAND SURVEYOR	57.44	69.83	1.00		1.00
260101	1007	ENGINEERING TECHNICIAN III	43.69	53.10	2.00		2.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
260101	1012	ENGINEER	57.44	69.83	2.00		2.00
260101	1014	SENIOR ENGINEER	63.19	76.81	1.00		1.00
260101	1209	BUILDING DIVISION MANAGER	72.24	87.80	1.00		1.00
260101	1405	BUILDING INSPECTOR II	44.99	54.68	7.00		7.00
260101	1407	SENIOR BUILDING INSPECTOR	48.44	58.87	3.00		3.00
260101	1426	BUILDING PLANS EXAMINER II	44.53	54.14	4.00		4.00
260101	1428	SENIOR BUILDING PLANS EXAMINER	47.93	58.26	3.00		3.00
260101	1440	SUPERVISING BUILDING INSPECTOR	54.90	66.74	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
260101	0023	SECRETARY	30.08	36.56	1.00		1.00
260101	1192	CODE ENFORCEMENT INSPECTOR II	47.12	57.28	7.00		7.00
260101	1193	SENIOR CODE ENFORCEMENT INSPECTOR	50.70	61.64	3.00		3.00
260101	1194	CODE ENFORCEMENT SUPERVISOR	55.78	67.81	1.00		1.00
260101	1210	PRMD DIVISION MANAGER	64.90	78.90	1.00		1.00
260101	0023	SECRETARY	30.08	36.56	2.00		2.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
260101	1213	DEPUTY DIRECTOR-PLANNING	74.24	90.24	1.00		1.00
260101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
260101	0023	SECRETARY	30.08	36.56	1.00		1.00
260101	1200	PLANNING TECHNICIAN	32.15	39.08	1.00		1.00
260101	1203	PLANNER III	50.10	60.90	16.00		16.00
260101	1210	PRMD DIVISION MANAGER	64.90	78.90	1.00		1.00
260101	1401	SUPERVISING PLANNER	55.11	66.99	2.00		2.00
260101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
260101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
260101	0990	SENIOR ENVIRONMENTAL SPECIALIST	48.54	59.01	9.00		9.00
260101	1081	PROFESSIONAL GEOLOGIST	57.44	69.83	1.00		1.00
260101	1210	PRMD DIVISION MANAGER	64.90	78.90	1.00		1.00
260101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
260101	1203	PLANNER III	50.10	60.90	2.00		2.00
260101	1210	PRMD DIVISION MANAGER	64.90	78.90	1.00		1.00
260101	1401	SUPERVISING PLANNER	55.11	66.99	1.00		1.00
260101 Total					156.00	-	156.00
260301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
260301	0023	SECRETARY	30.08	36.56	1.00		1.00
260301	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
260301	0904	MARKETING SPECIALIST	39.37	47.86	1.00		1.00
260301	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
260301	4513	SENIOR FIRE INSPECTOR	56.75	68.99	1.00		1.00
260301	4518	FIRE WARDEN/FIRE MARSHAL	77.91	94.71	1.00		1.00
260301	4519	FIRE INSPECTOR II	51.88	63.05	3.00		3.00
260301 Total					10.00	-	10.00
260302	0023	SECRETARY	30.08	36.56	1.00		1.00
260302	4516	FIRE SERVICES OFFICER	67.97	82.62	1.00		1.00
260302	4519	FIRE INSPECTOR II	51.88	63.05	5.00		5.00
260302 Total					7.00		7.00
260303	5015	MAINTENANCE WORKER II	31.03	37.72	2.00		2.00
260303 Total					2.00	-	2.00
PERMIT & RESOURCE MANAGEMENT DEPT TOTAL					175.00	-	175.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

PROBATION DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
270101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
270101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
270101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	63.35	77.01	1.00		1.00
270101	3238	DEPUTY CHIEF PROBATION OFFICER	75.09	91.27	2.00		2.00
270101	3240	CHIEF PROBATION OFFICER	98.75	120.03	1.00		1.00
270101	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	35.98	43.73	1.00		1.00
270101	0402	ACCOUNT CLERK II	27.30	33.19	3.00		3.00
270101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	3.00		3.00
270101	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
270101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
270101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
270101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
270101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
270101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
270101	0155	BUSINESS SYSTEMS ANALYST	47.31	57.51	1.00		1.00
270101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	2.00		2.00
270101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00
270101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	3.00		3.00
270101	3084	PROGRAM DEVELOPMENT MANAGER	55.57	67.55	1.00		1.00
270101 Total					27.00	-	27.00
270110	3225	PROBATION OFFICER II	42.85	52.08	3.00		3.00
270110	3227	PROBATION OFFICER III	48.62	59.09	4.00		4.00
270110	3229	PROBATION OFFICER IV	57.11	69.43	2.00		2.00
270110	3225	PROBATION OFFICER II	42.85	52.08	3.00		3.00
270110	3227	PROBATION OFFICER III	48.62	59.09	3.00		3.00
270110 Total					15.00	-	15.00
270111	0023	SECRETARY	30.08	36.56	1.00		1.00
270111	0049	LEGAL PROCESSOR II	27.79	33.78	1.00		1.00
270111	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	2.00		2.00
270111	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	1.00		1.00
270111	3220	PROBATION ASSISTANT	28.97	35.22	4.00		4.00
270111	3232	PROBATION DIVISION DIRECTOR I	56.10	68.20	1.00		1.00
270111	3234	PROBATION DIVISION DIRECTOR II	61.45	74.70	2.00		2.00
270111	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	1.00		1.00
270111	3220	PROBATION ASSISTANT	28.97	35.22	1.00		1.00
270111	3225	PROBATION OFFICER II	42.85	52.08	9.00		9.00
270111	3227	PROBATION OFFICER III	48.62	59.09	20.00		20.00
270111	3229	PROBATION OFFICER IV	57.11	69.43	4.00		4.00
270111	3220	PROBATION ASSISTANT	28.97	35.22	1.00		1.00
270111	3225	PROBATION OFFICER II	42.85	52.08	1.00		1.00
270111	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270111	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270111	3225	PROBATION OFFICER II	42.85	52.08	3.00		3.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
270111	3227	PROBATION OFFICER III	48.62	59.09	4.00		4.00
270111	3229	PROBATION OFFICER IV	57.11	69.43	1.00		1.00
270111 Total					59.00	-	59.00
270112	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
270112	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	1.00		1.00
270112	3227	PROBATION OFFICER III	48.62	59.09	9.00		9.00
270112	3229	PROBATION OFFICER IV	57.11	69.43	2.00		2.00
270112	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
270112	3220	PROBATION ASSISTANT	28.97	35.22	2.00		2.00
270112	3225	PROBATION OFFICER II	42.85	52.08	3.00		3.00
270112	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270112	3229	PROBATION OFFICER IV	57.11	69.43	1.00		1.00
270112 Total					21.00	-	21.00
270114	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	1.00		1.00
270114	3220	PROBATION ASSISTANT	28.97	35.22	1.00		1.00
270114	3225	PROBATION OFFICER II	42.85	52.08	4.00		4.00
270114	3227	PROBATION OFFICER III	48.62	59.09	5.00		5.00
270114	3229	PROBATION OFFICER IV	57.11	69.43	2.00		2.00
270114 Total					13.00	-	13.00
270120	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	1.00		1.00
270120	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	1.00		1.00
270120	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270120	3225	PROBATION OFFICER II	42.85	52.08	1.00		1.00
270120	3227	PROBATION OFFICER III	48.62	59.09	5.00		5.00
270120	3229	PROBATION OFFICER IV	57.11	69.43	1.00		1.00
270120	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270120 Total					11.00	-	11.00
270121	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	2.00		2.00
270121	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
270121	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
270121	3220	PROBATION ASSISTANT	28.97	35.22	1.00		1.00
270121	3234	PROBATION DIVISION DIRECTOR II	61.45	74.70	1.00		1.00
270121	3227	PROBATION OFFICER III	48.62	59.09	8.00		8.00
270121	3229	PROBATION OFFICER IV	57.11	69.43	2.00		2.00
270121	3227	PROBATION OFFICER III	48.62	59.09	2.00		2.00
270121	3229	PROBATION OFFICER IV	57.11	69.43	1.00		1.00
270121 Total					19.00	-	19.00
270122	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
270122	3225	PROBATION OFFICER II	42.85	52.08	4.00		4.00
270122	3227	PROBATION OFFICER III	48.62	59.09	1.00		1.00
270122 Total					6.00	-	6.00
270130	3232	PROBATION DIVISION DIRECTOR I	56.10	68.20	1.00		1.00
270130	3106	PROBATION INDUSTRIES CREW SUPERVISOR	42.69	51.88	6.00		6.00
270130	3107	PROBATION INDUSTRIES FIELD SUPERVISOR	47.52	57.77	2.00		2.00
270130	3106	PROBATION INDUSTRIES CREW SUPERVISOR	42.69	51.88	2.00		2.00
270130 Total					11.00	-	11.00
270140	0023	SECRETARY	30.08	36.56	1.00		1.00
270140	3232	PROBATION DIVISION DIRECTOR I	56.10	68.20	2.00		2.00
270140	3234	PROBATION DIVISION DIRECTOR II	61.45	74.70	1.00		1.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	37.81	45.96	5.00		5.00
270140	3113	JUVENILE CORRECTIONAL COUNSELOR III	42.81	52.04	14.00	(2.00)	12.00
270140	3114	JUVENILE CORRECTIONAL COUNSELOR IV	47.34	57.55	2.00		2.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	37.81	45.96	29.50	2.50	32.00
270140	3114	JUVENILE CORRECTIONAL COUNSELOR IV	47.34	57.55	7.00		7.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	37.81	45.96	19.50	(0.50)	19.00
270140	5370	RESIDENTIAL SERVICE WORKER	23.62	28.71	1.00		1.00
270140	6228	COOK	26.27	31.93	4.00		4.00
270140	6230	CHEF	30.56	37.14	2.00		2.00
270140 Total					88.00	-	88.00
PROBATION DEPT TOTAL					270.00	-	270.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

PUBLIC DEFENDER

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
280101	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
280101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
280101	4048	CHIEF DEPUTY PUBLIC DEFENDER	95.52	116.12	2.00		2.00
280101	4049	ASSISTANT PUBLIC DEFENDER	104.80	127.39	1.00		1.00
280101	4050	PUBLIC DEFENDER	119.17	144.86	1.00		1.00
280101	0021	LEGAL SECRETARY II	31.42	38.19	4.00	2.00	6.00
280101	0049	LEGAL PROCESSOR II	27.79	33.78	3.00		3.00
280101	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	1.00		1.00
280101	3003	SOCIAL SERVICE WORKER III	39.55	48.08	1.00		1.00
280101	4054	DEPUTY PUBLIC DEFENDER IV	87.89	106.82	30.00	(1.00)	29.00
280101	7823	ADMINISTRATIVE AIDE PROJECT	35.67	43.35	1.00		1.00
280101	0021	LEGAL SECRETARY II	31.42	38.19	1.00	(1.00)	-
280101	4054	DEPUTY PUBLIC DEFENDER IV	87.89	106.82	1.00	2.00	3.00
280101	4054	DEPUTY PUBLIC DEFENDER IV	87.89	106.82	3.00	(1.00)	2.00
280101	0021	LEGAL SECRETARY II	31.42	38.19	2.00	(1.00)	1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
280101	4180	SENIOR PUBLIC DEFENDER INVESTIGATOR	59.69	72.54	1.00		1.00
280101	4196	PUBLIC DEFENDER INVESTIGATOR II	52.91	64.32	7.00		7.00
280101 Total					61.00	-	61.00
PUBLIC DEFENDER TOTAL					61.00	-	61.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

REGIONAL PARKS

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
290101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
290101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
290101	1267	PARK MANAGER	63.92	77.70	1.00		1.00
290101	1274	PARK PROGRAM ASSISTANT	31.55	38.36	3.00		3.00
290101	4401	PARK AIDE	21.89	26.61	6.00		6.00
290101	4402	PARK RANGER ASSISTANT	27.56	33.51	6.00		6.00
290101	4406	PARK RANGER I	33.99	41.31	11.00		11.00
290101	4408	PARK RANGER II	37.00	44.97	4.00		4.00
290101	4410	PARK RANGER III	43.35	52.70	2.00		2.00
290101	4412	CHIEF PARK RANGER	51.49	62.58	1.00		1.00
290101	1036	PROJECT SPECIALIST	48.96	59.51	1.00		1.00
290101	5405	PARKS GROUNDS MAINTENANCE WORKER II	31.03	37.72	19.00		19.00
290101	5407	SENIOR PARKS GROUNDS MAINTENANCE WORKER	34.38	41.80	6.00		6.00
290101	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	42.00	51.06	2.00		2.00
290101 Total					64.00	-	64.00
290102	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
290102	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
290102	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
290102	1200	PLANNING TECHNICIAN	32.15	39.08	2.00		2.00
290102	1253	PARK PLANNER II	47.31	57.51	4.00		4.00
290102	1254	SENIOR PARK PLANNER	56.21	68.32	3.00		3.00
290102	1258	PARK PLANNING MANAGER	62.14	75.54	1.00		1.00
290102	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
290102 Total					14.00	-	14.00
290103	1259	RECREATION AND EDUCATION SERVICES MANAGER	59.19	71.95	1.00		1.00
290103	1274	PARK PROGRAM ASSISTANT	31.55	38.36	6.00		6.00
290103	1279	PARK PROGRAM SUPERVISOR	41.02	49.85	2.00		2.00
290103	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
290103	5405	PARKS GROUNDS MAINTENANCE WORKER II	31.03	37.72	1.00		1.00
290103 Total					11.00	-	11.00
290104	0002	OFFICE ASSISTANT II	24.82	30.17	1.00		1.00
290104	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
290104	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
290104	0025	EXECUTIVE SECRETARY	33.45	40.66	1.00		1.00
290104	0382	PAYROLL CLERK	31.46	38.23	1.00		1.00
290104	0402	ACCOUNT CLERK II	27.30	33.19	1.00		1.00
290104	0403	SENIOR ACCOUNT CLERK	29.80	36.21	2.00		2.00
290104	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
290104	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
290104	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
290104	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
290104	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
290104	1268	DEPUTY DIRECTOR REGIONAL PARKS	74.31	90.33	1.00		1.00
290104	1270	DIRECTOR OF REGIONAL PARKS	92.21	112.08	1.00		1.00
290104	1276	BOOKING & RESERVATION COORDINATOR	32.31	39.28	1.00		1.00
290104	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
290104 Total					20.00	-	20.00
290105	4401	PARK AIDE	21.89	26.61	1.00		1.00
290105	4406	PARK RANGER I	33.99	41.31	3.00		3.00
290105	4408	PARK RANGER II	37.00	44.97	1.00		1.00
290105	4410	PARK RANGER III	43.35	52.70	1.00		1.00
290105	5405	PARKS GROUNDS MAINTENANCE WORKER II	31.03	37.72	2.00		2.00
290105	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	42.00	51.06	1.00		1.00
290105	1274	PARK PROGRAM ASSISTANT	31.55	38.36	1.00		1.00
290105	1279	PARK PROGRAM SUPERVISOR	41.02	49.85	2.00		2.00
290105	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
290105 Total					13.00	-	13.00
290115	1260	NATURAL RESOURCES MANAGER	59.19	71.95	1.00		1.00
290115	1274	PARK PROGRAM ASSISTANT	31.55	38.36	-	-	-
290115	1279	PARK PROGRAM SUPERVISOR	41.02	49.85	3.00		3.00
290115	5405	PARKS GROUNDS MAINTENANCE WORKER II	31.03	37.72	2.00		2.00
290115	5407	SENIOR PARKS GROUNDS MAINTENANCE WORKER	34.38	41.80	3.00		3.00
290115 Total					9.00	-	9.00
290119	0850	BUSINESS DEVELOPMENT MANAGER	60.37	73.38	1.00		1.00
290119	0904	MARKETING SPECIALIST	39.37	47.86	4.00		4.00
290119	5405	PARKS GROUNDS MAINTENANCE WORKER II	31.03	37.72	1.00		1.00
290119 Total					6.00	-	6.00
290301	0023	SECRETARY	30.08	36.56	1.00		1.00
290301	5335	BUILDING MECHANIC II	43.03	52.30	1.00		1.00
290301	5506	MARINA ATTENDANT	31.03	37.72	1.00		1.00
290301	5507	SENIOR MARINA ATTENDANT	32.98	40.09	1.00		1.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
290301	5510	MARINA SUPERVISOR	49.46	60.12	1.00		1.00
290301 Total					5.00		5.00
REGIONAL PARKS TOTAL					142.00	-	142.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

SHERIFF DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
300101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
300101	0027	EXECUTIVE ASST TO SHERIFF	35.97	43.72	1.00		1.00
300101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	4.00		4.00
300101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	2.00		2.00
300101	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	72.44	88.04	1.00		1.00
300101	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	50.96	61.95	1.00		1.00
300101	0312	SENIOR STOREKEEPER	30.29	36.81	1.00		1.00
300101	0382	PAYROLL CLERK	31.46	38.23	2.00		2.00
300101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	4.00		4.00
300101	0416	ACCOUNTANT II	40.42	49.13	1.00		1.00
300101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
300101	0810	ADMINISTRATIVE AIDE	35.67	43.35	4.00		4.00
300101	0826	DEPARTMENT ANALYST	44.38	53.95	7.50		7.50
300101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	2.00		2.00
300101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	63.35	77.01	1.00		1.00
300101	0847	SHERIFFS CHIEF OF FINANCIAL AND ADMINISTRATIVE SERVICES	72.40	88.00	1.00		1.00
300101	0908	WATER AGENCY PUBLIC INFORMATION OFFICER	54.94	66.78	1.00		1.00
300101	4081	DEPUTY SHERIFF II	52.28	63.54	3.00		3.00
300101	4095	SHERIFFS SERGEANT	61.02	74.16	3.00		3.00
300101	4114	SHERIFFS LIEUTENANT	73.54	89.39	1.00		1.00
300101	4120	SHERIFFS CAPTAIN	84.40	102.59	1.00		1.00
300101	4154	CORRECTIONAL DEPUTY II	47.87	58.18	2.00		2.00
300101	4157	CORRECTIONAL SERGEANT	59.66	72.51	2.00		2.00
300101	7023	SECRETARY CONFIDENTIAL	30.76	37.40	1.00		1.00
300101	8103	SHERIFF-CORONER	146.15	146.15	1.00		1.00
300101 Total					49.50	-	49.50
300102	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	1.00		1.00
300102	4124	ASSISTANT SHERIFF	97.60	118.63	1.00		1.00
300102 Total					2.00	-	2.00
300120	1692	COMMUNICATIONS DISPATCHER II	40.12	48.77	17.00		17.00
300120	1694	SENIOR COMMUNICATIONS DISPATCHER	43.82	53.27	4.00		4.00
300120	1696	SUPERVISING COMMUNICATIONS DISPATCHER	49.33	59.97	4.00		4.00
300120	1698	COMMUNICATIONS DISPATCH MANAGER	55.39	67.33	1.00		1.00
300120 Total					26.00	-	26.00
300121	0028	CIVIL BUREAU SPECIALIST	35.33	42.96	1.00		1.00
300121	0049	LEGAL PROCESSOR II	27.79	33.78	2.00		2.00
300121	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
300121	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	1.00		1.00
300121 Total					5.00	-	5.00
300122	0049	LEGAL PROCESSOR II	27.79	33.78	6.00		6.00
300122	0050	SENIOR LEGAL PROCESSOR	30.25	36.77	4.00		4.00
300122	0052	LEGAL STAFF SUPERVISOR	34.87	42.38	4.00		4.00
300122	0060	SHERIFFS INFORMATION BUREAU MANAGER	49.59	60.27	1.00		1.00
300122	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	6.00		6.00
300122 Total					21.00	-	21.00
300123	1705	COMMUNICATIONS TECHNICIAN II	42.18	51.27	3.00		3.00
300123	1710	SENIOR COMMUNICATIONS TECHNICIAN	46.09	56.02	1.00		1.00
300123	1715	COMMUNICATIONS MANAGER	64.89	78.88	1.00		1.00
300123 Total					5.00	-	5.00
300140	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	3.00		3.00
300140	4081	DEPUTY SHERIFF II	52.28	63.54	98.00		98.00
300140	4095	SHERIFFS SERGEANT	61.02	74.16	13.00		13.00
300140	4114	SHERIFFS LIEUTENANT	73.54	89.39	5.00		5.00
300140	4120	SHERIFFS CAPTAIN	84.40	102.59	1.00		1.00
300140 Total					120.00	-	120.00
300141	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
300141	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
300141	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	1.00		1.00
300141	4081	DEPUTY SHERIFF II	52.28	63.54	17.00		17.00
300141	4095	SHERIFFS SERGEANT	61.02	74.16	3.00		3.00
300141	4114	SHERIFFS LIEUTENANT	73.54	89.39	1.00		1.00
300141 Total					24.00	-	24.00
300142	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
300142	3397	COMMUNITY SERVICES OFFICER II	29.79	36.20	2.00		2.00
300142	4081	DEPUTY SHERIFF II	52.28	63.54	10.00		10.00
300142	4095	SHERIFFS SERGEANT	61.02	74.16	2.00		2.00
300142	4114	SHERIFFS LIEUTENANT	73.54	89.39	1.00		1.00
300142 Total					16.00	-	16.00
300143	0701	HELICOPTER PILOT	62.54	76.02	2.00		2.00
300143	4081	DEPUTY SHERIFF II	52.28	63.54	1.00		1.00
300143	4095	SHERIFFS SERGEANT	61.02	74.16	1.00		1.00
300143 Total					4.00	-	4.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
300144	4081	DEPUTY SHERIFF II	52.28	63.54	2.00		2.00
300144	4095	SHERIFFS SERGEANT	61.02	74.16	1.00		1.00
300144 Total					3.00	-	3.00
300145	0023	SECRETARY	30.08	36.56	2.00	(1.00)	1.00
300145	0810	ADMINISTRATIVE AIDE	35.67	43.35	-	1.00	1.00
300145	4081	DEPUTY SHERIFF II	52.28	63.54	20.00		20.00
300145	4095	SHERIFFS SERGEANT	61.02	74.16	4.00		4.00
300145	4114	SHERIFFS LIEUTENANT	73.54	89.39	1.00		1.00
300145 Total					27.00	-	27.00
300146	2103	FORENSIC ASSISTANT	31.18	37.91	2.00		2.00
300146	4081	DEPUTY SHERIFF II	52.28	63.54	4.00		4.00
300146	4095	SHERIFFS SERGEANT	61.02	74.16	1.00		1.00
300146 Total					7.00	-	7.00
300147	4081	DEPUTY SHERIFF II	52.28	63.54	29.00		29.00
300147	4095	SHERIFFS SERGEANT	61.02	74.16	2.00		2.00
300147	4114	SHERIFFS LIEUTENANT	73.54	89.39	1.00		1.00
300147	4154	CORRECTIONAL DEPUTY II	47.87	58.18	6.00		6.00
300147 Total					38.00	-	38.00
300148	4081	DEPUTY SHERIFF II	52.28	63.54	5.00		5.00
300148	4095	SHERIFFS SERGEANT	61.02	74.16	1.00		1.00
300148 Total					6.00	-	6.00
300201	0023	SECRETARY	30.08	36.56	1.00		1.00
300201	0060	SHERIFFS INFORMATION BUREAU MANAGER	49.59	60.27	1.00		1.00
300201	0325	INSTITUTIONAL SERVICES MANAGER	49.59	60.27	1.00		1.00
300201	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
300201	3388	DETENTION SPECIALIST II	29.79	36.20	2.00		2.00
300201	3391	DETENTION ASSISTANT	28.85	35.06	15.00		15.00
300201	3392	SUPERVISING DETENTION ASSISTANT	32.05	38.96	2.00		2.00
300201	4124	ASSISTANT SHERIFF	97.60	118.63	1.00		1.00
300201	4130	SHERIFFS CAPTAIN CORRECTIONS	82.49	100.26	1.00		1.00
300201	4154	CORRECTIONAL DEPUTY II	47.87	58.18	15.00		15.00
300201	4157	CORRECTIONAL SERGEANT	59.66	72.51	3.00		3.00
300201	4164	CORRECTIONAL LIEUTENANT	70.08	85.18	3.00		3.00
300201	5320	JANITOR	24.02	29.19	5.00		5.00
300201	6228	COOK	26.27	31.93	12.00		12.00
300201	6230	CHEF	30.56	37.14	2.00		2.00
300201 Total					66.00	-	66.00
300203	0023	SECRETARY	30.08	36.56	1.00		1.00
300203	3388	DETENTION SPECIALIST II	29.79	36.20	20.60		20.60
300203	3389	SENIOR DETENTION SPECIALIST	32.47	39.46	5.00		5.00
300203	3390	DETENTION SPECIALIST SUPERVISOR	37.51	45.60	4.00		4.00
300203	4130	SHERIFFS CAPTAIN CORRECTIONS	82.49	100.26	1.00		1.00
300203	4154	CORRECTIONAL DEPUTY II	47.87	58.18	133.00		133.00
300203	4157	CORRECTIONAL SERGEANT	59.66	72.51	15.00		15.00
300203	4164	CORRECTIONAL LIEUTENANT	70.08	85.18	4.00		4.00
300203 Total					183.60	-	183.60
300204	3388	DETENTION SPECIALIST II	29.79	36.20	3.40		3.40
300204	3389	SENIOR DETENTION SPECIALIST	32.47	39.46	1.00		1.00
300204	4154	CORRECTIONAL DEPUTY II	47.87	58.18	23.00		23.00
300204	4157	CORRECTIONAL SERGEANT	59.66	72.51	4.00		4.00
300204 Total					31.40	-	31.40
SHERIFF DEPT TOTAL					634.50	-	634.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

AG PRESERVATION/OPEN SPACE DISTRICT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
310101	0023	OSD SECRETARY	30.08	36.56	1.00		1.00
310101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
310101	0810	ADMINISTRATIVE AIDE	35.67	43.35	3.00		3.00
310101	1289	OSD ASSISTANT GENERAL MANAGER	80.11	97.39	1.00		1.00
310101	1290	OSD GENERAL MANAGER	92.21	112.08	1.00		1.00
310101	1301	APOSD ADMINISTRATIVE AND FISCAL SERVICES MANAGER	64.24	78.08	1.00		1.00
310101	7025	OSD EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
310101	1285	APOSD PLANNER	47.31	57.51	2.00		2.00
310101	1287	APOSD COMMUNITY RELATIONS ASSISTANT	44.06	53.55	2.00		2.00
310101	1297	APOSD COMMUNITY RELATIONS SPECIALIST	51.53	62.64	1.00		1.00
310101	1299	APOSD PROGRAM MANAGER	65.20	79.24	1.00		1.00
310101	1302	APOSD CONSERVATION PLANNING MANAGER	68.34	83.08	1.00		1.00
310101	1281	APOSD SENIOR PLANNER	56.21	68.32	1.00		1.00
310101	1292	APOSD GEOGRAPHIC INFORMATION SYSTEMS ANALYST	47.94	58.28	1.00		1.00
310101	1294	APOSD ACQUISITIONS SPECIALIST	51.31	62.37	3.00		3.00
310101	1295	APOSD SENIOR ACQUISITIONS SPECIALIST	59.03	71.75	1.00		1.00
310101	1298	APOSD ACQUISITION ASSISTANT	43.10	52.40	1.00		1.00
310101	1304	APOSD ACQUISITIONS MANAGER	68.34	83.08	1.00		1.00
310101	1305	APOSD GEOGRAPHIC INFORMATION SYSTEMS COORDINATOR	52.45	63.75	1.00		1.00
310101	1281	APOSD SENIOR PLANNER	56.21	68.32	1.00		1.00
310101	1283	APOSD ASSISTANT PLANNER	41.80	50.80	1.00		1.00
310101	1284	APOSD TECHNICIAN	36.87	44.81	3.00		3.00
310101	1285	APOSD PLANNER	47.31	57.51	4.00		4.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
310101	1286	APOSD STEWARDSHIP SUPERVISOR	61.82	75.15	1.00		1.00
310101	1303	APOSD STEWARDSHIP MANAGER	68.34	83.08	1.00		1.00
310101 Total					36.00	-	36.00
AG PRESERVATION/OPEN SPACE DISTRICT TOTAL					36.00	-	36.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW & OUTREACH

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
320101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
320101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
320101	4600	DIRECTOR INDEPENDENT OFF OF LAW ENF REV & OUTREA	95.52	116.12	1.00		1.00
320101 Total					3.00	-	3.00
320102	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
320102 Total					1.00	-	1.00
320103	4605	LAW ENFORCEMENT AUDITOR III	77.69	94.43	2.00		2.00
320103 Total					2.00	-	2.00
INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW & OUTREACH TOTAL					6.00	-	6.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

WATER AGENCY

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
330101	0402	ACCOUNT CLERK II	27.30	33.19	2.00		2.00
330101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
330101	0417	ACCOUNTANT III	47.08	57.23	1.00		1.00
330101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
330101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	2.00		2.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
330101	0911	WATER AGENCY GOVERNMENTAL AFFAIRS MANAGER	67.41	81.94	1.00		1.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	45.09	54.81	3.00		3.00
330101	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	62.44	75.89	2.00		2.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	49.34	59.98	2.00		2.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	45.09	54.81	1.00		1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	49.34	59.98	3.00		3.00
330101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
330101	0826	DEPARTMENT ANALYST	44.38	53.95	2.00		2.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
330101	0920	WATER AGENCY EMERGENCY PROJ AND SECURITY MGR	67.86	82.48	1.00		1.00
330101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
330101	0416	ACCOUNTANT II	40.42	49.13	2.00		2.00
330101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	2.00		2.00
330101	0985	TECHNICAL WRITING SPECIALIST	48.11	58.49	3.00		3.00
330101	0987	WATER AGENCY SENIOR TECHNICAL WRITING SPECIALIST	52.62	63.96	1.00		1.00
330101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
330101	0023	SECRETARY	30.08	36.56	1.00		1.00
330101	0382	PAYROLL CLERK	31.46	38.23	1.00		1.00
330101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
330101	0118	SYSTEMS SOFTWARE ANALYST	58.62	71.25	2.00		2.00
330101	0136	ENGINEERING PROGRAMMING MANAGER	72.17	87.73	1.00		1.00
330101	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	38.37	46.64	1.00		1.00
330101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	2.00		2.00
330101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	63.37	77.03	1.00		1.00
330101	0163	SENIOR BUSINESS SYSTEMS ANALYST	56.00	68.07	1.00		1.00
330101	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	50.96	61.95	2.00		2.00
330101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	6.00		6.00
330101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
330101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
330101	0767	RISK MANAGEMENT ANALYST II	50.61	61.52	1.00		1.00
330101	0768	RISK MANAGEMENT ANALYST III	59.59	72.44	1.00		1.00
330101	0914	WATER AGENCY RESOURCE PROGRAMS TECHNICIAN II	38.67	47.00	4.00		4.00
330101	0917	WATER AGENCY ENVIRONMENTAL SPECIALIST II	47.08	57.23	6.00		6.00
330101	0918	WATER AGENCY SENIOR ENVIRONMENTAL SPECIALIST	51.51	62.61	7.00		7.00
330101	0919	WATER AGENCY PRINCIPAL ENVIRONMENTAL SPECIALIST	64.78	78.74	4.00		4.00
330101	0996	WATER AGENCY ENVIRONMENTAL RESOURCES MANAGER	75.88	92.22	2.00		2.00
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	77.30	93.96	1.00		1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	2.00		2.00
330101	1036	PROJECT SPECIALIST	48.96	59.51	1.00		1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	44.84	54.50	2.00		2.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	4.00		4.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	1.00		1.00
330101	1008	ENGINEERING TECHNICIAN IV	51.85	63.02	1.00		1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	44.84	54.50	2.00		2.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
330101	1219	WATER AGENCY CAD-GIS COORDINATOR	57.26	69.60	1.00		1.00
330101	1224	WATER AGENCY GEOGRAPHIC INFO SYSTEMS ANALYST	49.01	59.57	3.00		3.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1017	DEPUTY CHIEF ENGINEER	96.06	116.76	2.00		2.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	2.00		2.00
330101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	77.30	93.96	1.00		1.00
330101	1074	WATER AGENCY PRINCIPAL HYDROGEOLOGIST	86.88	105.60	1.00		1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	4.00		4.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	44.84	54.50	1.00		1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	86.88	105.60	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	6.00		6.00
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	77.30	93.96	1.00		1.00
330101	0999	WATER AGENCY LAND SURVEYOR	71.44	86.84	1.00		1.00
330101	1000	LICENSED LAND SURVEYOR	57.44	69.83	1.00		1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	44.84	54.50	3.00		3.00
330101	1052	RIGHT OF WAY AGENT II	48.98	59.54	1.00		1.00
330101	1056	SUPERVISING RIGHT OF WAY AGENT	54.93	66.77	1.00		1.00
330101	0985	TECHNICAL WRITING SPECIALIST	48.11	58.49	4.00		4.00
330101	0986	TECHNICAL WRITING MANAGER	62.35	75.79	1.00		1.00
330101	0987	WATER AGENCY SENIOR TECHNICAL WRITING SPECIALIST	52.62	63.96	2.00		2.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	45.09	54.81	2.00		2.00
330101	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	62.44	75.89	1.00		1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	49.34	59.98	2.00		2.00
330101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	35.67	43.35	1.00		1.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
330101	0910	WATER AGENCY DIVISION MGR ADMINISTRATIVE SERVICES	75.97	92.35	1.00		1.00
330101	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	101.61	123.50	1.00		1.00
330101	1019	WATER AGENCY CHIEF ENGINEER-DIR OF GRNDWATER MGT	108.17	131.48	1.00		1.00
330101	1020	WATER AGENCY GENERAL MANAGER	134.89	163.96	1.00		1.00
330101	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	101.61	123.50	2.00		2.00
330101	5086	WATER AGENCY MAINTENANCE WORKER III	38.78	47.15	1.00		1.00
330101	5132	WATER AGENCY LEAD MECHANIC	56.03	68.10	1.00		1.00
330101	5097	WATER AGENCY ENVIRONMENTAL COMPLIANCE TECHNICIAN	46.57	56.61	1.00		1.00
330101	5098	WATER AGENCY ENVIRONMENTAL COMPLIANCE INSPECTOR	58.83	71.50	2.00		2.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	1.00		1.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	33.07	40.19	1.00		1.00
330101	5086	WATER AGENCY MAINTENANCE WORKER III	38.78	47.15	5.00		5.00
330101	5087	WATER AGENCY LEAD MAINTENANCE WORKER	43.44	52.79	2.00		2.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	33.07	40.19	1.00		1.00
330101	5335	BUILDING MECHANIC II	43.03	52.30	2.00		2.00
330101	5129	WATER AGENCY MECHANIC	50.98	61.97	1.00		1.00
330101	5223	AUTOMOTIVE TECHNICIAN	35.35	42.98	2.00		2.00
330101	5226	HEAVY EQUIPMENT TECHNICIAN	37.56	45.65	1.00		1.00
330101	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	40.90	49.71	1.00		1.00
330101	1032	WATER AGENCY ENGINEER IV	77.30	93.96	2.00		2.00
330101	5032	VEGETATION CONTROL ADVISOR	41.99	51.03	1.00		1.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	1.00		1.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	33.07	40.19	1.00		1.00
330101	5086	WATER AGENCY MAINTENANCE WORKER III	38.78	47.15	8.00		8.00
330101	5087	WATER AGENCY LEAD MAINTENANCE WORKER	43.44	52.79	2.00		2.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	1.00		1.00
330101	5112	ELECTRICIAN-INSTRUMENTATION TECHNICIAN	54.95	66.80	4.00		4.00
330101	5113	WA SENIOR ELECTRICIAN-INSTRUMENTATION TECHNICIAN	60.18	73.15	3.00		3.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	44.84	54.50	1.00		1.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	1.00		1.00
330101	5142	WATER AGENCY CHEMIST	58.83	71.50	1.00		1.00
330101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	1.00		1.00
330101	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
330101	5056	WATER AGENCY OPERATIONS AND MAINTENANCE MANAGER	88.96	108.13	1.00		1.00
330101	0318	MATERIALS EQUIPMENT SPECIALIST	32.76	39.83	1.00		1.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	3.00		3.00
330101	5129	WATER AGENCY MECHANIC	50.98	61.97	20.00		20.00
330101	5132	WATER AGENCY LEAD MECHANIC	56.03	68.10	5.00		5.00
330101	5056	WATER AGENCY OPERATIONS AND MAINTENANCE MANAGER	88.96	108.13	1.00		1.00
330101	5057	WATER AGENCY COORDINATOR	77.06	93.67	3.00		3.00
330101	5126	WATER AGENCY SENIOR PLANT OPERATOR	55.76	67.78	15.00		15.00
330101	1228	WATER AGENCY SCADA TECHNOLOGY ANALYST	58.62	71.25	3.00		3.00
330101	0994	WATER AGENCY DIV MGR - ENVIR RES & PUBLIC AFFAIRS	86.76	105.46	1.00		1.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
330101	5142	WATER AGENCY CHEMIST	58.83	71.50	3.00		3.00
330101	5126	WATER AGENCY SENIOR PLANT OPERATOR	55.76	67.78	1.00		1.00
330101 Total					262.00	-	262.00
WATER AGENCY TOTAL					262.00	-	262.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

PUBLIC INFRASTRUCTURE**

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
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EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
210101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
210101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
210101	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
210101	1090	DEPUTY DIRECTOR OF PUBLIC INFRASTRUCTURE ADMIN	72.86	88.57	1.00		1.00
210101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
210101	0382	PAYROLL CLERK	31.46	38.23	1.00		1.00
210101	0402	ACCOUNT CLERK II	27.30	33.19	1.00	(1.00)	-
210101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00	1.00	2.00
210101	0404	ACCOUNTING TECHNICIAN	31.94	38.83	1.00		1.00
210101	0419	SUPERVISING ACCOUNTANT	49.54	60.22	1.00		1.00
210101 Total					10.00	-	10.00
210201	0810	ADMINISTRATIVE AIDE	35.67	43.35	2.00		2.00
210201	0849	SPECIAL PROJECTS DIRECTOR PROJECT	69.91	84.98	1.00		1.00
210201	0868	GENERAL SERVICES DEPUTY DIRECTOR	74.45	90.49	1.00		1.00
210201	1036	PROJECT SPECIALIST	48.96	59.51	5.00		5.00
210201	1037	SENIOR PROJECT SPECIALIST	55.82	67.85	3.00		3.00
210201	1038	CAPITAL PROJECT MANAGER	61.12	74.30	1.00		1.00
210201	1048	SENIOR CAPITAL PROJECT MANAGER	66.40	80.71	1.00		1.00
210201 Total					14.00	-	14.00
210203	0762	REAL ESTATE PROJECT SPECIALIST	50.49	61.36	3.00		3.00
210203	0763	REAL ESTATE MANAGER	60.58	73.64	1.00		1.00
210203 Total					4.00	-	4.00
210204	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
210204	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	1.00		1.00
210204	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
210204	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
210204	1271	PARKING AND FACILITY OFFICER	29.79	36.20	1.00		1.00
210204	5327	JANITORIAL SERVICES SUPERVISOR	28.84	35.05	1.00		1.00
210204	5335	BUILDING MECHANIC II	43.03	52.30	22.00		22.00
210204	5361	ASSISTANT BUILDING SUPERINTENDENT	49.46	60.12	3.00		3.00
210204	5362	ASSISTANT FACILITY MANAGER	58.23	70.78	1.00		1.00
210204 Total					34.00	-	34.00
210301	0335	BUYER	37.13	45.14	4.00		4.00
210301	0337	ASSISTANT PURCHASING AGENT	49.22	59.82	2.00		2.00
210301	0339	PURCHASING AGENT	56.17	68.28	1.00		1.00
210301	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
210301 Total					8.00	-	8.00
210302	1271	PARKING AND FACILITY OFFICER	29.79	36.20	1.00		1.00
210302	1275	EVENTS SERVICES SUPERVISOR	41.58	50.54	1.00		1.00
210302	1276	BOOKING & RESERVATION COORDINATOR	32.31	39.28	0.50		0.50
210302 Total					2.50	-	2.50
210304	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
210304	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
210304	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
210304	5235	ASSISTANT FLEET MANAGER	52.70	64.07	1.00		1.00
210304	5240	FLEET MANAGER	60.80	73.90	1.00		1.00
210304	5213	MOTOR POOL ATTENDANT	23.42	28.47	1.00		1.00
210304	5223	AUTOMOTIVE TECHNICIAN	35.35	42.98	5.00		5.00
210304	5224	LEAD AUTOMOTIVE TECHNICIAN	38.29	46.54	1.00		1.00
210304	5230	AUTO FLEET MAINTENANCE SUPERVISOR	43.36	52.71	1.00		1.00
210304	5210	WELDER	37.24	45.26	1.00		1.00
210304	5226	HEAVY EQUIPMENT TECHNICIAN	37.56	45.65	6.00		6.00
210304	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	40.90	49.71	1.00		1.00
210304	5229	HEAVY EQUIPMENT FLEET MAINTENANCE SUPERVISOR	46.80	56.89	1.00		1.00
210304 Total					23.00	-	23.00
340101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
340101	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
340101	0318	MATERIALS EQUIPMENT SPECIALIST	32.76	39.83	1.00		1.00
340101	0320	YARD CLERK	27.85	33.85	1.00		1.00
340101	0403	SENIOR ACCOUNT CLERK	29.80	36.21	3.00		3.00
340101	0826	DEPARTMENT ANALYST	44.38	53.95	4.00		4.00
340101	1000	LICENSED LAND SURVEYOR	57.44	69.83	1.00		1.00
340101	1004	ENGINEERING TECHNICAL WRITER	48.11	58.49	1.00		1.00
340101	1007	ENGINEERING TECHNICIAN III	43.69	53.10	11.00		11.00
340101	1008	ENGINEERING TECHNICIAN IV	51.85	63.02	4.00		4.00
340101	1009	TRAFFIC SIGNAL TECHNICIAN	45.55	55.37	2.00		2.00
340101	1012	ENGINEER	57.44	69.83	7.00		7.00
340101	1014	SENIOR ENGINEER	63.19	76.81	5.00		5.00
340101	1015	ENGINEERING DIVISION MANAGER	72.24	87.80	1.00		1.00
340101	1039	DEPUTY DIRECTOR TRANSPORTATION & OPERATIONS	88.45	107.51	1.00		1.00
340101	1041	DEPUTY DIRECTOR ENGINEERING & MAINTENANCE	88.45	107.51	1.00		1.00
340101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	42.64	51.83	1.00		1.00
340101	1373	ROAD OPERATIONS DIVISION MANAGER	62.86	76.41	1.00		1.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	1.00		1.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	6.00		6.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	1.00		1.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	3.00		3.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	6.00		6.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	5.00		5.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	6.00		6.00
340101	5015	MAINTENANCE WORKER II	31.03	37.72	2.00		2.00
340101	5017	MAINTENANCE WORKER III	35.44	43.07	4.00		4.00
340101	5017	MAINTENANCE WORKER III	35.44	43.07	2.00		2.00

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
340101	5017	MAINTENANCE WORKER III	35.44	43.07	1.00		1.00
340101	5017	MAINTENANCE WORKER III	35.44	43.07	4.00		4.00
340101	5017	MAINTENANCE WORKER III	35.44	43.07	3.50		3.50
340101	5017	MAINTENANCE WORKER III	35.44	43.07	4.00		4.00
340101	5017	MAINTENANCE WORKER III	35.44	43.07	3.00		3.00
340101	5030	VEGETATION SPECIALIST	31.89	38.76	1.00		1.00
340101	5032	VEGETATION CONTROL ADVISOR	41.99	51.03	1.00		1.00
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	0.50		0.50
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101	5050	MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101	5055	PUBLIC WORKS FLEET EQUIPMENT MANAGER	46.46	56.47	1.00		1.00
340101	5058	PUBLIC WORKS OPERATIONS COORDINATOR	55.06	66.93	2.00		2.00
340101	5061	BRIDGE WORKER	33.54	40.77	4.00		4.00
340101	5063	SENIOR BRIDGE WORKER	37.38	45.43	3.00		3.00
340101	5066	BRIDGE SUPERVISOR	44.97	54.66	1.00		1.00
340101	5073	TRAFFIC PAINT & SIGN WORKER	35.44	43.07	4.00		4.00
340101	5076	TRAFFIC MAINTENANCE SUPERVISOR	42.60	51.79	1.00		1.00
340101 Total					122.00	-	122.00
340301	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	3.00		3.00
340301	0704	AIRPORT OPERATIONS SPECIALIST	33.83	41.13	8.00		8.00
340301	0705	SENIOR AIRPORT OPERATIONS SPECIALIST	36.10	43.89	1.00		1.00
340301	0712	AIRPORT OPERATIONS SUPERVISOR	39.71	48.28	1.00		1.00
340301	0713	ASSISTANT AIRPORT MANAGER	54.39	66.12	1.00		1.00
340301	0714	AIRPORT MANAGER	68.18	82.88	1.00		1.00
340301	0762	REAL ESTATE PROJECT SPECIALIST	50.49	61.36	1.00		1.00
340301	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
340301	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
340301	0904	MARKETING SPECIALIST	39.37	47.86	1.00		1.00
340301	5015	MAINTENANCE WORKER II	31.03	37.72	2.00		2.00
340301 Total					21.00	-	21.00
340401	0002	OFFICE ASSISTANT II	24.82	30.17	2.00		2.00
340401	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
340401	1374	TRANSIT SPECIALIST II	49.02	59.58	2.00		2.00
340401	1377	TRANSIT SYSTEMS MANAGER	68.05	82.71	1.00		1.00
340401 Total					6.00	-	6.00
340501	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
340501	0826	DEPARTMENT ANALYST	44.38	53.95	1.00		1.00
340501	1007	ENGINEERING TECHNICIAN III	43.69	53.10	2.00		2.00
340501	1008	ENGINEERING TECHNICIAN IV	51.85	63.02	1.00		1.00
340501	1081	PROFESSIONAL GEOLOGIST	57.44	69.83	1.00		1.00
340501	5179	INTEGRATED WASTE UTILITY & INFRASTRUCTURE COORD	52.84	64.22	1.00		1.00
340501	5180	INTEGRATED WASTE OPERATIONS DIVISION MGR	62.86	76.41	1.00		1.00
340501	5186	WASTE MANAGEMENT SPECIALIST II	44.18	53.71	5.00		5.00
340501	5191	WASTE MANAGEMENT AGENCY EXECUTIVE DIRECTOR	63.62	77.33	1.00		1.00
340501 Total					14.00	-	14.00
343001	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	2.00		2.00
343001	0007	OFFICE SUPPORT SUPERVISOR	32.43	39.42	1.00		1.00
343001	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	46.34	56.32	1.00		1.00
343001	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	53.57	65.11	1.00		1.00
343001	0382	PAYROLL CLERK	31.46	38.23	1.00		1.00
343001	0403	SENIOR ACCOUNT CLERK	29.80	36.21	1.00		1.00
343001	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
343001	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
343001	0828	ADMINISTRATIVE SERVICES OFFICER II	56.59	68.79	1.00		1.00
343001	1091	DIRECTOR OF PUBLIC INFRASTRUCTURE	110.42	134.22	1.00		1.00
343001	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	1.00		1.00
343001	7025	EXECUTIVE SECRETARY CONFIDENTIAL	34.21	41.59	1.00		1.00
343001 Total					13.00	-	13.00
PUBLIC INFRASTRUCTURE TOTAL					271.50	-	271.50

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

**Public Infrastructure contains allocation information for General Services and Transportation and Public Works.

UCC COOPERATIVE EXTENSION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
350101	0003	SENIOR OFFICE ASSISTANT	27.85	33.85	1.00		1.00
350101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
350101	0827	ADMINISTRATIVE SERVICES OFFICER I	49.59	60.27	1.00		1.00
350101	1122	SENIOR AGRICULTURAL PROGRAM ASSISTANT	31.41	38.18	1.00		1.00
350101	3085	DEPARTMENT PROGRAM MANAGER	48.66	59.14	2.00		2.00
350101 Total					6.00	-	6.00
UCC COOPERATIVE EXTENSION TOTAL					6.00	-	6.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

OFFICE OF EQUITY

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2024- 2025 Recommended	Supplemental Changes	Total w/Supplemental
390101	0023	SECRETARY	30.08	36.56	1.00		1.00
390101	0810	ADMINISTRATIVE AIDE	35.67	43.35	1.00		1.00
390101	0826	DEPARTMENT ANALYST	44.38	53.95	3.00		3.00
390101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	46.37	56.36	2.00		2.00
390101	4619	COUNTY EQUITY PROGRAM MANAGER	59.06	71.79	1.00		1.00
390101	4620	EQUITY OFFICER	83.82	101.88	1.00		1.00
390101 Total					9.00	-	9.00
OFFICE OF EQUITY TOTAL					9.00	-	9.00

*Salaries reflect market adjustments, cost of living adjustments, as applicable, with an effective date of May 14, 2024, or before.

GRAND TOTAL - ALL DEPARTMENTS	4,459.13	3.00	4,462.13
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