



SUMMARY REPORT

Agenda Date: 11/5/2024

To: Board of Supervisors

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number: Keith Roberts 707-565-1967

Vote Requirement: Majority

Supervisorial District(s): Fourth

Title:

Mark West Area Municipal Advisory Council Funding Request and Blue Book Amendment

Recommended Action:

- A) Adopt a Resolution amending the Mark West Area Municipal Advisory Council's Rules and Procedures (Blue Book) to broaden allowable recommendations for franchise fee use.
- B) Acknowledge the standing recommendation from the MAC to the Board for annual approval of ongoing franchise fee funding of \$5,000 each year to the Mark West Area Community Fund, until revoked.

(Fourth District)

Executive Summary:

This item requests approval of \$5,000 for FY 2024-2025 from the Mark West Area Municipal Advisory Council (Mark West Area MAC) funding for Neighborhood Improvement Funding Program to the Mark West Area Community Fund for the purposes of maintenance of the future Mark West Area Community Park.

Additionally, this item requests approval of amendments to the Mark West Area MAC Rules and Procedures (Blue Book) for the purposes of broadening the allowable recommendations to the Board of Supervisors for franchise fee use.

The Mark West Area MAC Neighborhood Improvement Funding Program is funded by the California American Water Franchise Fees which are estimated at \$33,000 annually. Of that revenue, through the annual budget process and as available, \$5,000 would be allocated for projected maintenance costs of the future Mark West Area Community Park for FY 2024-2025 and with a standing recommendation from the MAC to the Board for an annual approval for ongoing funding of \$5,000 each year thereafter until revoked.

Discussion:

The Mark West Area Municipal Advisory Council (Mark West Area MAC) was established in June 2016, by Resolution No. 16-0231 by the Board of Supervisors, with the role and purpose to represent the best interest of the unincorporated community while acting as a bridge for communications between the County and residents, businesses, and the public on health, safety, welfare, and quality of life issues affecting the Mark West area.

In October 2018, by Resolution No. 18-0428, the Board of Supervisors added additional authority to the Mark West Area MAC to recommend funding for neighborhood improvement projects, funded through franchise tax

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fees collected from the California American (Cal Am) Water District. The Cal Am Water Franchise fees are to be used for the public good for the communities serviced by Cal Am.

According to Mark West Area MAC's Rules and Procedures (Blue Book), the Neighborhood Improvement Funding Program (NIFP) is open to applicants who are a group of three or more active and involved residents in the Cal Am Water District (not individuals). Projects must identify the benefits to the community and have a specified timeline, defined steps and costs. There is an application process to request NIFP funds.

Currently, MAC recommendations to the Board for use of the franchise fees may not be for ongoing costs. This item requests to amend the Blue Book, specifically the guidelines of the NIFP, to allow recommendations from the MAC to the Board for use of these funds to also be used for ongoing costs relating to community park maintenance costs (see Attachment 2).

At the July 10, 2024 Mark West Area MAC meeting, the Mark West Area Community Fund (Community Fund), a nonprofit organization focusing on the needs of the Mark West community, submitted an application for NIFP funding in the amount of \$5,000 annually to help pay for ongoing maintenance and operations of the future Mark West Area Community Park located at 4614 Old Redwood Highway, in the heart of the Mark West Larkfield community.

Funding will be used for a variety of routine operations and maintenance activities, including vegetation management, park maintenance, playground upkeep, irrigation, utilities, garbage service, and other expenses related to the management and safety needs of the park site, subject to an annual written report to the Mark West Area MAC on use of the funds. □

The Mark West Area MAC expressed unanimous support for the request for FY 2024-2025 and desires to provide a standing recommendation to the Board of Supervisors until revoked for approval of an annual allocation of \$5,000 to the Community Fund for park maintenance, subject to submission of an invoice from the Community Fund and an annual written report of expenditures and subject to approval by the Board of the expenditure during the annual budget process.

Activities performed utilizing Cal Am Franchise Tax Fees provide public benefits that serve important community needs under Government Code Section 26227 by providing financial support for a community park to benefit the communities serviced by Cal Am Water.

Prior Board Actions:

4/18/2023: Adopted Resolution No. 23-0177 amending the Mark West Area Municipal Advisory Council Blue Book (<https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=6166550&GUID=AC3481E2-2B4D-45E9-8848-5C7A52F84FDA&Options=&Search=>)

10/16/2018: Adoption of Resolution No. 18-0428 authorizing the repurposing of California American Water franchise fees for neighborhood improvement projects

6/14/2016: Adopted Resolution No. 16-0231 Establishing the Mark West Area Citizens Advisory Council and Blue Book

12/8/2009: Adopted Ordinance No. 5861 granting a franchise to California American Water

FISCAL SUMMARY

Expenditures	FY 24-25 Adopted	FY25-26 Projected	FY 26-27 Projected
Budgeted Expenses			
Additional Appropriation Requested	\$5,000	\$5,000	\$5,000
Total Expenditures	\$5,000	\$5,000	\$5,000
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$5,000	\$5,000	\$5,000
Use of Fund Balance			
Contingencies			
Total Sources	\$5,000	\$5,000	\$5,000

Narrative Explanation of Fiscal Impacts:

The current estimated revenue from Cal Am Franchise Fees is sufficient to cover the requested annual costs of this request.

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

- Attachment 1 - Draft Resolution Amending Mark West Area Municipal Advisory Council’s Rules and Procedures
- Attachment 2 - Mark West Area Municipal Advisory Council’s Blue Book Redline

Related Items “On File” with the Clerk of the Board:

None