



Legislation Details (With Text)

File #: 2019-1265
Type: Consent Calendar Item **Status:** Passed
File created: 8/8/2019 **In control:** Agricultural Preservation And Open Space District
On agenda: 8/20/2019 **Final action:** 8/20/2019
Title: Addition of One Full-Time Planner (Agricultural Specialist)
Sponsors: Agricultural Preservation And Open Space District
Indexes:
Attachments: 1. Summary Report, 2. Resolution

Date	Ver.	Action By	Action	Result
8/20/2019	1	Board of Supervisors	Approved as recommended	Pass

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District

Department or Agency Name(s): Agricultural Preservation and Open Space District

Staff Name and Phone Number: Bill Keene 565-7360; Julie Mefferd 565-7368

Vote Requirement: Majority

Supervisorial District(s): 4/5

Title:

Addition of One Full-Time Planner (Agricultural Specialist)

Recommended Action:

Adopt a resolution amending the Department Allocation list adding 1.0 full-time equivalent, Planner (Agricultural Specialist) position to provide agricultural specific interests. (4/5th Vote Required)

Executive Summary:

This item requests authorization to add one full-time Planner (Agricultural Specialist) to provide agricultural specific interests. This position will develop and implement agricultural related initiatives; enhance relationships with agricultural agencies and organizations; identify, solicit, and support agricultural conservation projects; and research other related land conservation policies and tools that support the agricultural preservation work of Sonoma County Agricultural Preservation and Open Space District.

Discussion:

The Sonoma County Agricultural Preservation and Open Space District (Ag + Open Space) proposes the addition of one full-time equivalent Planner (Agricultural Specialist) position. This position will be used to develop and implement agricultural related initiatives; enhance relationships with agricultural agencies and organizations; identify, solicit, and support agricultural conservation projects; and research other related land conservation policies and tools that support the agricultural preservation work of Ag + Open Space.

In support of agricultural initiatives, this position may conduct planning studies, field research related to site conditions on agricultural land, and support ecological restoration on protected agricultural land.

Duties will include activities such as reviewing and analyzing proposed uses of agricultural land and activities on Ag + Open Space protected lands for compliance with conservation easements, as well as evaluating proposals on agricultural land to ensure they are consistent with Ag + Open Space terms.

The Agricultural Specialist will serve as the project manager for agricultural projects and initiatives; develop project scopes, budgets, and timelines; coordinate and oversee the work of Ag + Open Space consultants, contractors, and vendors; and coordinate with regulatory agency staff to ensure timely and appropriate agricultural project completion. This position will coordinate with the agricultural community and pursue funding opportunities, which may require development of request for proposals/qualifications and grant applications.

In support of the Ag + Open Space land conservation mission, the Agricultural Specialist will collaborate with and present to the public, easement landowners, project partners, contractors, agency staff, agricultural groups, and oversight bodies including the Advisory Committee, Fiscal Oversight Commission, and the Ag + Open Space Board of Directors.

Prior Board Actions:

June 13, 2019: Resolution No. 19-0268 The Board approved the FY 19-20 Budget, which included appropriations for the Agricultural Specialist.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$141,509	\$193,347	\$197,214
Additional Appropriation Requested			
Total Expenditures	\$141,509	\$193,347	\$197,214
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	141,509	193,347	197,214
Use of Fund Balance			
Contingencies			
Total Sources	\$141,509	\$193,347	\$197,214

Narrative Explanation of Fiscal Impacts:

This position will be funded by Measure F sales tax revenue. Appropriations were included in the FY 19-20 Budget.

Staffing Impacts:

Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
APOSD Planner	6,280.49-7,635.38	1.0	

Narrative Explanation of Staffing Impacts (If Required):

This position will enhance the current communication and collaboration of Ag + Open Space with the agricultural community. It will not have a material impact on existing staff.

Attachments:

1. Resolution

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

1. Position Change Request Form