

# **Adopted Budget Fiscal Year 2022-23**



Sonoma County California

### **Cover Photo**

#### **Shiloh Ranch Regional Park**

Shiloh Ranch Regional Park in southeast Windsor features a rugged landscape in the foothills of the Mayacamas Mountains and offers nearly 8 miles of trails for hiking, bicycle, and horseback riding. The 850-acre park includes oak woodlands, forests of mixed evergreens, ridges with sweeping views of the Santa Rosa Plain, canyons, rolling hills, a shaded creek, and a pond.

Much of the park burned in the 2017 Tubbs Fire. Burned trees are clearly visible in some areas, and hiking here is an opportunity to see how a landscape regenerates after a wildfire.

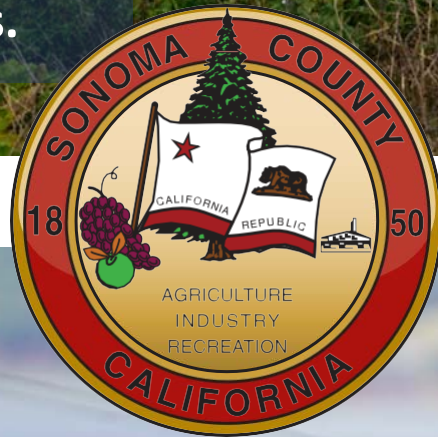
Photo Courtesy of Sonoma County Regional Parks

### **Mission Statement Photos**

Bodega Head and Sonoma County Grapevines  
Courtesy of Diana Wilson

# SONOMA COUNTY MISSION

To enrich the  
quality of life  
in Sonoma County  
through superior  
public services.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Sonoma County  
California**

For the Fiscal Year Beginning

**July 01, 2021**

*Christopher P. Morrill*

Executive Director

**COUNTY OF SONOMA**

**ADOPTED BUDGET  
FISCAL YEAR 2022-23**

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Presented in June 2022 to the

Board of Supervisors

James Gore, Chair, Fourth District Supervisor

Susan Gorin, First District Supervisor

David Rabbitt, Second District Supervisor

Chris Coursey, Third District Supervisor

Lynda Hopkins, Fifth District Supervisor

By

Sheryl Bratton  
County Administrator

Erick Roeser  
Auditor-Controller

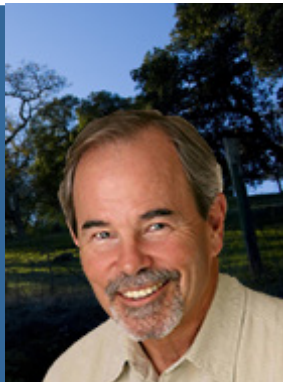
Susan Gorin  
District 1



David Rabbitt  
District 2



Chris Coursey  
District 3



James Gore  
District 4



Lynda Hopkins  
District 5



## County of Sonoma Board of Supervisors



(707) 565-2241

[www.sonoma-county.org](http://www.sonoma-county.org)

*You are welcome to attend the meetings of the Board of Supervisors, held most Tuesdays at 8:30 a.m.*

*For specific dates and times of meetings please visit the Board's Website at:*

<http://sonomacounty.ca.gov/Board-of-Supervisors>

# GOVERNMENT

## DIRECTORY OF ELECTIVE & APPOINTED OFFICERS

### Elective Officers

#### Board of Supervisors

Supervisor, District One	Susan Gorin
Supervisor, District Two	David Rabbitt
Supervisor, District Three	Chris Coursey
Supervisor, District Four	James Gore
Supervisor, District Five	Lynda Hopkins
Auditor-Controller-Treasurer-Tax Collector	Erick Roeser
County Clerk-Recorder-Assessor	Deva Marie Proto
District Attorney	Jill R. Ravitch
Sheriff-Coroner	Mark Essick

### Appointed Officers & Department Heads

Agricultural Commissioner-Sealer of Weights & Measures	Andrew Smith
Agricultural Preservation and Open Space District General Manager	Misti Arias
Child Support Services Director	Janeene de Martinez
Community Development Commission Executive Director (Interim)	David Kiff
County Administrator	Sheryl Bratton
County Counsel	Robert Pittman
Economic Development Director (Interim)	Ethan Brown
Emergency Management Director	Christopher Godley
General Services Director	Johannes J. Hovertsz
Health Services Director	Tina Rivera
Human Resources Director	Christina Cramer
Human Services Director	Angela Struckmann
Independent Office – Law Enf. Review/Outreach Director (Interim)	Garrick Byers
Information Systems Director	John Alden (Effective 8/22)
Office of Equity	Dan Fruchey
Permit Sonoma Director	Alegria De La Cruz
Chief Probation Officer	Tennis Wick
Public Defender	David Koch
Regional Parks Director	Brian Morris
Transportation & Public Works Director	Bert Whitaker
U.C. Cooperative Extension Director	Johannes J. Hovertsz
Sonoma Water General Manager	Stephanie Larson
	Grant Davis

# ACKNOWLEDGMENTS

The following individuals are gratefully acknowledged for their contributions to the production of the budget document.

## **County Administrator's Office**

Christina Rivera, Assistant County Administrator  
Karen Spitler, Assistant to the County Administrator

## **Budget and Operations**

Peter Bruland, Deputy County Administrator  
Natalie Brunamonte, Principal Analyst  
Michelle Arellano, Budget Analyst  
Katherine DiPasqua, Budget Analyst  
Nikolas Klein, Budget Analyst  
McCall Miller, Budget Analyst  
Travis Shenk, Budget Analyst  
Joanna Lutman, Administrative Aide

## **Central Communications and Legislative Affairs**

Paul Gullixson, Communications Manager  
Daniel Virkstis, Communications Specialist  
Marissa Montenegro, Principal Analyst

## **Projects, Grants & Special Projects**

Christel Querijero, Deputy County Administrator  
Terri Wright, Principal Analyst  
Yvonne Shu, Administrative Analyst  
Maggie Luce, Administrative Analyst  
Jennifer Larocque, Administrative Analyst  
Nour Maxwell, Administrative Analyst

## **Auditor Controller's Office**

Erick Roeser, Auditor-Controller  
Megan Mitchell, Budget Accountant  
Tyler Moskowite, Department Information Systems Manager  
Tara Pavis, Senior Business Systems Analyst

## **Human Resources Department**

Christina Cramer, Director of Human Resources  
Spencer Keyword, Recruitment & Classification Manager  
Stefanie Stornetta, Human Resources Technician

## **Economic Development Department**

Ethan Brown, Interim Director  
Lauren Cartwright, Interim Director of Business

County Administrator  
575 Administration Drive, 104A  
Santa Rosa, CA 95403  
(707) 565-2431



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# ABOUT THE BUDGET

Welcome to the budget for the Fiscal Year (FY) 2022-23 which begins July 1, 2022. This section of the budget document is designed to help readers understand the purpose and content of the budget.

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## THE PURPOSE OF THE BUDGET

The budget is an operating plan that has been developed based upon policy direction given by the Board of Supervisors to provide services to the public within available resources. It is a vehicle for presenting plans and investment opportunities that will make Sonoma County an even better place to live and work. The County of Sonoma acts as an administrative agent for three sets of services: municipal services; countywide local services; and countywide services provided on behalf of the state and federal governments.

Municipal services pertain mainly to unincorporated areas of the County and include fire protection; emergency services and planning; Sheriff's law enforcement; building and land use regulations; road maintenance; parks; and lighting, water, and sewer utilities.

Countywide local services are common to most counties in the state or country. These include services of the County Clerk, Elections, Assessor, Auditor-Controller-Tax Collector, as well as criminal prevention and prosecution, public defense, probation, detention, and environmental protection.

Services provided on behalf of the state and federal governments, for the most part, impact all County residents and are generally related to health and human services. These efforts are funded primarily by state and federal revenue sources.

## DEVELOPING THE BUDGET

Each year, the County of Sonoma goes through a collaborative development process between the County Administrator's Office and departments/agencies to ensure the preparation of a structurally balanced budget for the coming fiscal year. All County departments compile and submit financial and program information to the County Administrator's Office where it is reconciled with other factors that may impact County operations. Examples of such factors are: available financing, state and federal policies, changes in the cost of doing business, capital asset needs, and the Board of Supervisors annually established policy priorities. When the County Administrator has prepared a comprehensive and sound plan, conforming to the constraints of available financing and policy, it is made available to the public and the Board of Supervisors as the "Recommended Budget." The Recommended Budget document is provided at least two weeks before a series of budget hearings by the Board of Supervisors (generally held in June).

The County Administrator's Recommended Budget is complimented with supplemental budget adjustments, which represent programmatic or administrative account changes that are in alignment with Board direction, but were not developed in time to be included in the Recommended Budget.

For the FY 2022-23 Budget, stable financial conditions have meant that most departments were able to submit balanced recommended budgets without needing to make reductions to baseline services. However, a small number of departments experienced financial constraints due to a decrease in revenues or increases in expenditures that were unique to their circumstances. These departments have submitted "Add Back Requests," which are requests to restore cuts made to balance their budgets, and to maintain baseline services. Add Back Requests will be presented as a part of the Budget Hearing binders, which will be available approximately two weeks prior to Budget Hearings.

In addition, some departments have experienced needs to update their service delivery models; these changes are described in “Program Change Requests”. Program Change Requests may or may not require additional funding; if new funding is needed, it may be through new revenue sources, departmental fund balance, or requesting additional support from discretionary County sources, all of which is articulated in the request documentation. Program Change Requests will be presented as a part of the Budget Hearing binders, which will be available approximately two weeks prior to Budget Hearings.

During the Board of Supervisors’ public budget hearings, they consider the Recommended Budget, supplemental adjustments, AddBack Requests, Program Change Requests, requests for funding submitted directly by Board members (Board Budget Requests), requests received from community organizations (Community Budget Requests) that have the support of at least two supervisors, and funding recommendations presented by the County Administrator’s Office. The County Administrator prioritizes the Add Back and Program Change Requests. The Board of Supervisors deliberates all of these elements during the public Budget Hearings and approves the result of deliberations as part of the Adopted Budget.

The annual Adopted Budget document is published by October each year. Under state law, the Board of Supervisors has until October to adopt the budget.

There are several other budget related activities that occur throughout the year. The following timeline highlights the County’s typical budget process.

- January: Governor releases the proposed state budget for the upcoming fiscal year, which provides significant funding to a number of County departments/agencies.
- March: Departmental budget requests are submitted to the County Administrator. Staff prepares the Recommended Budget working with departments to incorporate established policy direction and fiscal targets.
- April: Annual Budget Workshops include department presentations on their preliminary budgets for early information to the Board as well as an updated presentation of the five year General Fund forecast.  
  
County Administrator staff reviews department submitted budget requests and balances the Recommended Budget. The County Administrator and Auditor-Controller-Tax-Collector develops the recommended budget document, and supplemental budget changes verified by the Auditor-Controller-Treasurer-Tax-Collector in preparation for budget hearings. Third quarter budget estimates and adjustments are presented and adopted, as needed.
- May: Governor releases the “May Revision” budget, which may impact County departments/agencies that significantly rely on state funding. The Recommended Budget is published online.
- June: County Administrator publishes additional information for Budget Hearings, commonly known as the “Budget Hearing binder” approximately two weeks prior to Budget Hearings. Materials include the fund balance report, the status of the General Fund Reserves and supporting documentation for supplemental adjustments, Add Back Requests, Program Change Requests, Board Budget Requests, Community Budget Requests, and funding recommendations presented by the County Administrator’s Office.  
  
Board of Supervisors conducts budget hearings and adopts the Recommended Budget with changes as determined at the budget hearings. The County Administrator and the Auditor-Controller-Tax-Collector request delegated authority to make administrative budget adjustments to close out the fiscal year.  
  
The Capital Project Plan is also presented in June.

September/October: County Administrator and Auditor-Controller-Tax Collector compile the Adopted Budget, which includes changes approved by the Board during budget hearings. First quarter budget adjustments are submitted for consideration by the Board as needed.

November: Update annual revenue plan. The County Administrator's Office and the Auditor-Controller-Treasurer-Tax-Collector establish fund level targets. The County Administrator's Office establishes department General Fund targets and presents the five-year General Fund Forecast.



# A GUIDE TO READING THE BUDGET

The budget document covers a wide range of financial and demographic information from general overviews of county-wide data to specific departmental activities. It is divided into tabbed sections to help the reader navigate to specific areas of interest. The following summary provides general information about what is provided within each section of the budget.

## Executive Summary

This section provides an introduction to the budget from the County Administrator. The letter from the County Administrator to the Board of Supervisors provides a high level description of next year's budget and may include:

1. Current Priorities and Strategic Plan
2. Balanced Budget Strategies
3. Acknowledgements
4. Budgetary Overview
5. Permanent Staffing by County Agency
6. Budget Process Next Steps

## Financial Policies

This section contains the Board's approved Financial Policies for the FY 2022-23 Budget Development.

## Departmental Budgets

The departmental budgets are categorized by functional area as noted on each tab. The first page in each section provides a list of departments within each functional area. Each department or program budget narrative includes at a minimum the following content:

1. **Budget at a Glance** – Summary of expenditures, combined sources available to finance the budget represented as revenues/use of fund balance, and designated General Fund Contribution. Includes total allocated staff, as well as the percent of expenses funded by the General Fund.
2. **Department Mission and Department Overview** – Statement of the purpose and the services or activities performed by the department.
3. **Organizational Program Chart** – Information chart showing the major programs and/or service delivery divisions in a pictographic way. Due to the limited amount of space, only the major program areas or divisions are shown. All departmental activities fall within the chart groupings.
4. **Financial Summaries** – This series of tables show gross expenditures by program or service delivery area as well as staff allocated to each program or service delivery area. Budget Details tables also illustrate the revenues and the department's share of the General Fund (if any). Some departments move funding within the department from one program area to another is identified separately to allow the reader to see the net (true) program cost; this is illustrated in the Expenditures by Program Area table, in the row called "Departmental Operating Expenditures".
5. **Department Highlights** – This portion of the narrative addresses the major variances in the department's budget. It also includes Key Issues, which highlight the primary challenges and/or opportunities the department will be addressing in the coming fiscal year.
6. **Accomplishments and Objectives** – Lists the department's major accomplishments achieved in the prior year and priority activities to focus on in the upcoming fiscal year.

**Capital Projects**

This section includes the Capital Project budget and also provides estimated cost and a proposed schedule for major improvements and/or repairs to County facilities costing \$25,000 or more.

**Position Listing**

This section contains a list of full time equivalent (FTE) permanent positions by department.

**Glossary**

This section defines various terms utilized throughout the budget document.



# EXECUTIVE SUMMARY

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COUNTY OF SONOMA  
BOARD OF SUPERVISORS

575 ADMINISTRATION DRIVE, RM. 100A  
SANTA ROSA, CALIFORNIA 95403

(707) 565-2241  
FAX (707) 565-3778



MEMBERS OF THE BOARD

JAMES GORE  
CHAIR

CHRIS COURSEY  
VICE CHAIR

SUSAN GORIN

DAVID RABBITT

LYNDA HOPKINS

Dear Neighbors,

I am pleased to present the Fiscal Year 2022-23 Adopted Budget. This past year was filled with ups and downs for our county. COVID declined and surged and declined again. We saw the wettest 24 hours in our county's history in October followed by a third consecutive year of drought. Meanwhile, tourism rebounded, while many businesses struggled with the lingering impacts of the pandemic. I am proud to note that the \$2.26 billion budget we adopted in June targets our scarce available resources to addressing the critical needs facing the Sonoma County, while maintaining the core services that our residents count on. The bulk of our budget is based on the priorities of the Board and the community. It includes significant investments in key areas such as:

- \$126.2 million for road maintenance and operations, including ongoing General Fund contributions and PG&E settlement funds allocated for repair and replacement of fire-damaged infrastructure.
- \$9.8 million in support of Fire Services and consolidations to improve services in Sonoma County.
- \$7.9 million for Emergency Management and Emergency Response, including support for wildfire prevention and vegetation management.
- \$224.8 million for Behavioral Health services.
- \$80.5 million allocated to Public Health, including ongoing response to the COVID-19 pandemic.
- \$2 million in funding for the Independent Office of Law Enforcement Review and Outreach, which is set at 1 percent of the Sheriff's budget.

While the bulk of the budget reflects years of decision-making, the allocation of state and federal funding to mandated programs, and ongoing support for critical services, I am particularly excited to highlight some key Board decisions this year to direct scarce available funding toward critical needs including:

- More than \$27 million investment in infrastructure, including:
  - \$1.4 million for renovation work at Maxwell Farms Regional Park;
  - \$5 million to support construction of the Behavioral Health Housing Unit at the Main Adult Detention Facility;
  - \$10 million for infrastructure projects that are to be determined;
  - \$6.5 million for groundwater sustainability and water security.
- \$5 million to support continued implementation of the County's Strategic Plan, including \$1 million of ongoing funding.
- \$5.5 million for emergency preparedness and disaster response, including \$3 million for programs serving vulnerable communities and \$1.5 million to update the 9-1-1 dispatch system.
- \$1.5 million over three years to support Health Action 2.0, to develop an equity-focused Agenda for Action in response to the Portrait of Sonoma County Update 2021.
- \$5.5 million to increase General Fund reserves to ensure adequate resources in the event of disaster or economic downturn.
- \$2.8 million for completion of Sonoma County's General Plan update.
- \$3.3 million to support programs preventing and addressing homelessness, including \$829,000 of ongoing funding to support three new positions as part of the Board's reorganization of homeless services. The Board

also provided one-time funding to support continued operations at the Guerneville shelter and Los Guilicos Village and to support a contract with LegalAid to help individuals and families at risk of losing their housing.

- \$895,000 for food programs, including \$695,000 to support non-profits providing food distribution and \$200,000 for a needs assessment. Should year-end fund balance be available in the General Fund above what was programmed during budget hearings, up to \$1 million will be provided to implement the findings of the study. This is in addition to \$4.4 million in American Rescue Plan Act funding awarded to community food distribution programs on May 24, 2022.
- \$375,000 to support organizations in administration of a workforce housing program and to help Sonoma County become a pro-housing county.
- \$250,000 to the Boys and Girls Club of Sonoma and Marin counties to reopen the Roseland Teen Club.
- \$200,000 for the Secure Families collaborative to provide support for undocumented residents to help obtain legal status and ensure essential family support services.

These investments demonstrate the Board’s priorities to make our county and our community stronger, efficient, and ever more resilient

To learn more about the budget, please visit our website at [sonomacounty.ca.gov](https://sonomacounty.ca.gov). If you have any questions, please contact us at [publicaffairs@sonoma-county.org](mailto:publicaffairs@sonoma-county.org).

Sincerely,



James Gore  
Chair and Fourth District Supervisor

# SONOMA COUNTY FY 2022-23

## RECOMMENDED BUDGET

### COUNTY ADMINISTRATOR'S MESSAGE

---

Dear Board of Supervisors,

As I write, the COVID roller coaster continues. Cases are rising again, both in the County and nationwide. But thankfully we have not seen the increase in the worst outcomes as we did in earlier waves. If the past years have taught us anything, it is that we should be very careful about predicting where the virus will take us or what may be in store for us in the future.

#### *The Past 5 Years*

The last five years have been hard for our County. Wildfires have ravaged our County in 2017, 2019, and 2020, Floods hit in 2019, and COVID has now raged for more than two years. These disasters have shaped the decisions you have had to make about our budget. They have impacted revenues, increased direct costs, and forced a reassessment of how to prioritize the resources that are available. Most of the last 5 years have seen departments forced to make cuts to their baseline services, leaving the Board to decide which should be restored. While we have been fortunate to largely avoid layoffs, total positions in the Recommended Budget are barely above the level of 2017, even as workloads have grown. This restoration has not been equal across the County. Your Board has approached these difficulties with responsibility. In June of 2017, just months before the October wildfires upended the Sonoma County we knew, your Board passed a new fiscal policy calling for a structurally balanced budget that did not rely on year-end savings to balance future years. This responsibility has made us more resilient in the face of the ongoing set of disasters. For each of the last 4 Budget years, we tightened our belts and departments and our staff continued to maintain critical services to our community, but it has come at a cost – an exhausted workforce.

While the County weathered the financial impacts of these disasters better than we had feared, it was also fortunate to have significant one-time funding, including Federal support through the CARES and American Rescue Plan Acts, FEMA disaster response, and funding from settlements with PG&E over wildfire damages. Without these one-time sources, impacts to services would have been far more severe.

The Recommended Budget for FY 2022-2023 is not as hard as those of the last several years. Revenues have grown at a rate that largely matches cost increases, and so this budget contains very few reductions. This does not mean, however, that there is significant space for expanding into new program areas with discretionary funds. As stated above, the total number of funded employee positions are just barely above the level in 2017 and we know that our employees have been working at a pace that is not sustainable in the face of multiple disasters over the last several years. While this is the first year since FY 2019-20, that we allowed departments to submit requests for additional funding, we discouraged departments from submitting requests that would bolster their existing services.

Instead, departments were encouraged to focus on areas that met critical strategic goals or where necessary services were threatened.

### **2022-23 Recommended Budget**

The Recommended Budget includes \$2.14 billion in total expenditures, a 1.3% increase from the FY 2021-22 Adopted Budget, and 4,181 full time equivalent positions, a 0.6% increase. The Executive Summary that follows this letter provides additional information on the revenue sources and expenditures in this budget. This budget is balanced without cuts to General Fund departments.

The Recommended Budget, by its nature, reflects direction that your Board has already given. Any new items that were not existing services or new programs approved during the year will be considered at Budget Hearings, and are not included in the Recommended Budget. In addition, this budget reflects numbers that were generally finalized in March of this year. Later changes approved by the Board will appear in Supplemental Budget Adjustments, which will be considered at budget hearings. Potential changes, including the full list of Supplemental Budget Adjustments, as well as department-submitted Program Change Requests, Board and Community Budget Requests, and County Administrator's recommendations will appear in the Budget Binder, which will be published in advance of budget hearings.

There are some key highlights to point to, however. During FY 2021-22 the County began work in earnest on the Sonoma County's [Five-Year Strategic Plan](#), which was adopted in March of 2021. The Strategic Plan is built upon five pillars: Healthy and Safe Communities; Racial Equity and Social Justice; Organizational Excellence; Climate Action and Resiliency; and Resilient Infrastructure. Each pillar is composed of specific goals, which in turn have concrete objectives to ensure their accomplishment.

As was discussed at the April Budget Workshops, departments have been prioritizing this work and will be completing many objectives in the coming year within the resources of this Recommended Budget, including nearly \$10 million that was allocated by your Board in February. While the Recommended Budget does include funding for many of the objectives in the Strategic Plan, there are a number of objectives that will still need funding over the coming years in order to implement. The timeline and funding status for the Strategic Plan objectives can be found on the [CAO Budget Page](#).

Addressing the County's strategic goals is a multi-year process. A portion of the General Fund, PG&E Settlement Fund, and ARPA dollars are programmed for Strategic Plan objectives in the Recommended Budget.

Some other highlights in the Recommended Budget include:

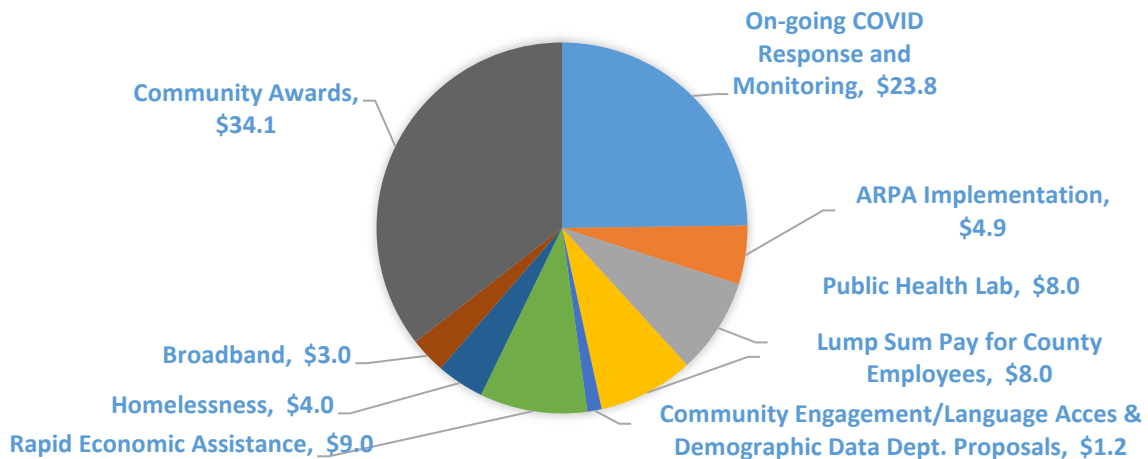
- \$126.2 million in for Road Maintenance and Operations, including ongoing General Fund contributions and PG&E settlement funds allocated for repair and replacement of fire-damaged infrastructure.
- A commitment to Fire Services including \$9.8 million of funding to support agencies and encourage consolidations to improve services in Sonoma County.
- Continued investment in Emergency Management and Emergency Response, including \$7.9 million for the Department of Emergency Management, with additional support for Fire Prevention and vegetation management budgeted in Permit Sonoma, Ag + Open Space, and a range of other departments.

- An ongoing commitment to the health of our community, with \$80.5 million allocated to Public Health, including the ongoing COVID response, and \$224.8 million for Behavioral Health.
- Funding for fighting homelessness, including local commitments that enable us to leverage state Project Homekey funding in partnership with the cities to rapidly expand available housing for unhoused individuals.
- The Independent Office of Law Enforcement Review and Outreach budget is set at 1% of the Sheriff’s budget. The recommended budget includes \$2.0 million in funding, which will be trued up when the Sheriff’s budget is finalized.
- \$1.4 million for the Office of Equity, an additional \$710,000 of American Rescue Plan Act (ARPA) funding was allocated in December to facilitate Language Access and Community Outreach, studies, and \$540,000 of Strategic Plan funding was allocated in February for outreach and support to develop the equity Core team. Unused portions of these funds will roll into 2022-23 to complete these projects..
- Ongoing commitment to pay down Pension liabilities including a contribution of 0.5% of payroll above the target required. Additionally, there are payments associated with completion of the 2003 Pension Obligation Bonds, which will lower the total County liability.

As I mentioned above, the County has received significant one-time funding over the past several years. The (ARPA provided \$96 million which is both enabling our response to COVID and assisting us in forwarding our strategic goals of creating a healthier and more equitable County.

These funds are supporting our public health response to the pandemic, filling gaps that are left by other state and federal disaster funding. They have helped us support our workers who have continued to provide excellent public service through these difficult years, and they will help us build our much-needed new public health lab. The majority of the funding is going directly to support the community, including \$9 million for rapid economic assistance of impacted residents, \$4 million for homelessness, \$3 million to support broadband in areas with limited internet access, and more than \$34 million that will go out through grants to community groups and county departments to address negative economic impacts and disparities in public health. This funding is being distributed based on an extensive community input process, and will be tracked through a rigorous Results-Based Accountability system to ensure that it makes our community stronger. Figure 1 shows the breakdown of ARPA uses programed by the County.

**FIGURE 1: AMERICAN RESCUE PLAN ACT INVESTMENTS**



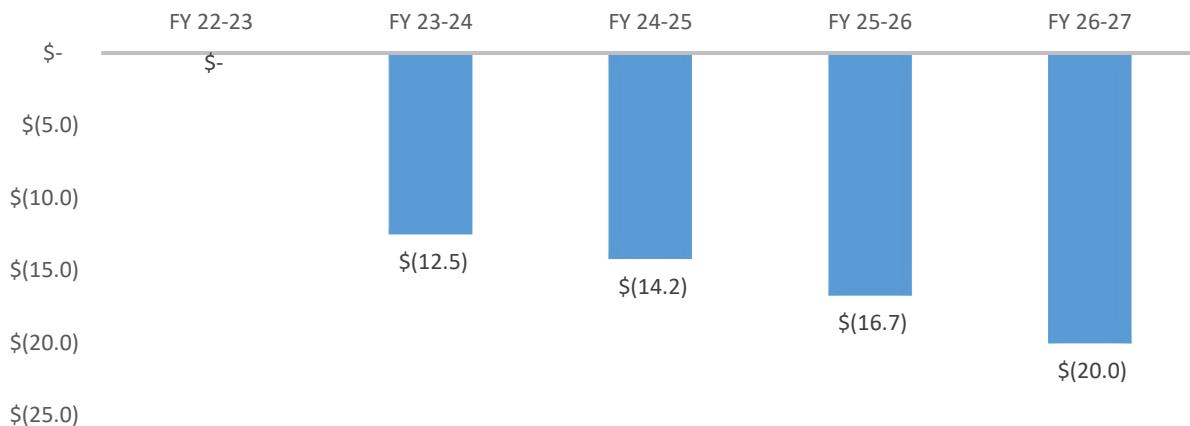
The ARPA funds have provided an historic opportunity for the County, in addition to a relatively stable budget year. As we look toward the future we cannot count either on economic stability or infusions of outside funding.

**Looking Ahead**

Caution is needed in increasing services because of the great uncertainty ahead. We cannot know if the relative calm of this budget signals the end of the storm, or simply its eye. Uncertainty abounds throughout the country and throughout the world. Inflation is at its highest rate in forty years. The ongoing war in Ukraine, in addition to the horrors in that nation, threatens to keep energy and food prices high around the world. It is not clear what the overall impact on the economy will be. For the moment, employment remains high and consumption is up. Inflation does not, however, seem to be transitory and the specter of recession again haunts us. Additionally, we have come to learn that disaster is always a distinct possibility. We are entering yet another fire season in the midst of our third consecutive year of drought. With signs pointing to a third consecutive La Nina year, more drastic actions may soon be necessary to preserve our water supply. The October storms of 2021, while welcome, taught us that flood is a threat, even amidst drought. And, as our Director of Emergency Management reminded us in the Spring Budget workshops, the fault lines beneath our feet remain a constant threat. We cannot count on further infusions of external support to carry us through future events.

The Fiscal Forecast presented in April shows a balanced budget for FY 2022-23, but even under existing policies projected deficits return beginning in FY 2023-24 (see Figure 2).

**FIGURE 2: PROJECTED GENERAL FUND SURPLUS (DEFICIT), IN \$ MILLIONS**



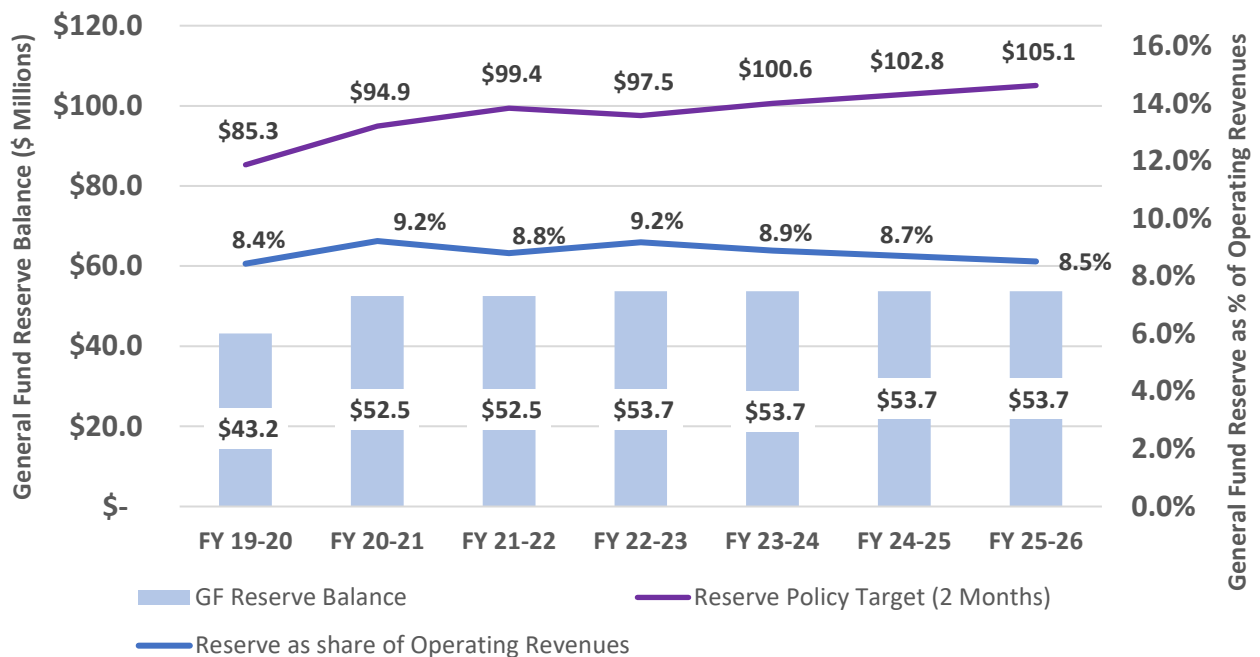
In addition, contracts with all bargaining units representing the County’s workforce will expire by early FY 2023-24. As your board heard during Budget Workshops, recruitment and retention of employees is a major concern for the County. The last five years of fires, floods, pandemic, and drought have sorely tested our workers, and while they have stepped up, many are tired. A tight labor market means that existing employees have other options, and that hiring qualified replacements is difficult. The fiscal



forecast included expectations for increases to salary and benefits equivalent to our current agreements. Anything beyond this will further increase these projected deficits.

During the April Budget Workshops your Board heard from departments with a variety of requests for new funding. Additional items coming to the Board before Budget Hearings include reviews of Homeless Services and Animal Services. There are certainly many worthy programs for consideration. However, when considering use of the limited resources the County will have available, the Board must weigh these requests against the uncertainties of the future. This makes it particularly important that we build and maintain our reserves when we have the opportunity. Board policy calls for a target reserves of two months (16.7%) operating revenues, with a minimum set at one month (8.3%). We are far closer to the minimum than the target. As shown in Figure 3, current reserves are at 9.2% of operating revenues, and would require an additional \$43.8 million to reach the target. We will not get to that target in one year, but we must use every opportunity to move closer to it.

**FIGURE 3: GENERAL FUND RESERVES**



As we look toward 2022-23 and beyond, we must focus on the key needs: maintaining strong reserves to prepare for future uncertainty, be reserved with adding new programs while looking to address the organizational burnout that comes from years of disasters and threatens the stability of our workforce.

**Acknowledgements**

FY 2022-23 Recommended Budget is the result of a collaboration between the County Administrator’s Office (CAO) and the County’s many agencies and departments. A great thanks is owed to the fiscal staff in all of the departments and agencies who worked to develop balanced budgets within their allotted resources, and to the members of the CAO Budget and Operations team who thoroughly and tirelessly review each of the budgets and work with departments to ensure that they are accurate and complete.

The CAO produces the Budget book in special collaboration with two departments. The Auditor-Controller-Treasurer-Tax Collector’s Office works diligently to verify the overall balancing and accuracy

of the budget and of the tables presented in this book and maintains the Enterprise Financial System, which provides the platform for budget development and implementation. The Human Resources Department works to verify all approved position allocations and to produce updated tables. Additionally, I want to thank the Information System's Department for assistance in remediation of these documents and for uploading and hosting the online version of the Recommended Budget.

Finally and most importantly, a special thanks is due to each of the more than 4,000 County employees who tirelessly serve this community. At the end of the day, the budget is nothing more than the tool by which we enable these dedicated individuals to do their jobs and make Sonoma County a better place.

### ***Conclusion***

This year's budget offers a moment of reprieve between the staggering impacts of COVID and the uncertainty of the future. It helps move the County toward its goals, as outlined in the Strategic Plan. For the past four years, your budget deliberations have largely revolved around prioritizing which services to restore and responding to disasters. With services intact and disaster response needs diminishing, the temptation will be strong to look toward new and enhanced services. There are areas where strategic investments are necessary. There is, however, also significant uncertainty as we look toward the future. The economy seems to teeter on the edge between sustained growth and catastrophic stagflation, or even recession. Much of this uncertainty involves things entirely outside our control, from decisions of the Federal Reserve to the war in Ukraine. Closer to home, new labor contracts will impact our budgets in ways we do not know, but we recognize the need to be able to recruit and retain a strong workforce in a very tight labor market. This is not a time of financial crisis, but it is also not a time of plenty. It is a time to focus on our highest priorities, while not over-extending in ways that will compromise our ability to maintain critical services in the future.

# EXECUTIVE SUMMARY

## BUDGET OVERVIEW

The total adopted uses (less operating transfers) for FY 2022-23 is \$2.24 billion. This is financed by \$1.95 billion in sources and \$288 million in use of fund balance. Use of fund balance includes use of accumulated revenues or bond funding for capital projects and other one-time sources.

Table 1 provides a comparison of total expenditure and revenue appropriations between the FY 2021-22 Adopted Budget, the FY 2022-23 Recommended Budget and the FY 2022-23 Adopted Budget.

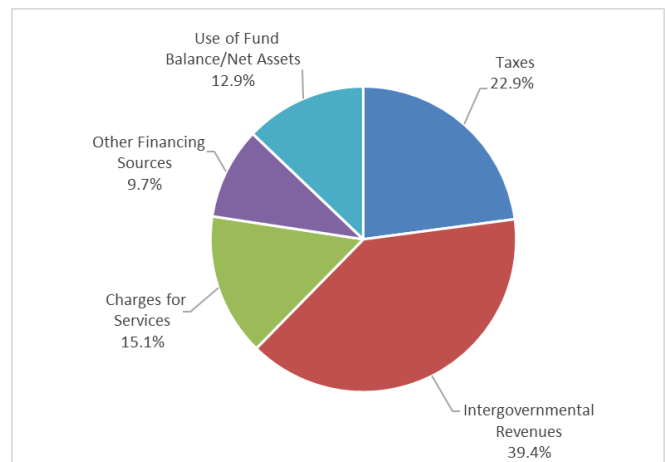
**Table 1. Adopted Sources, Uses, and Net Cost/Use of Fund Balances**

	FY 2021-22 Adopted	FY 2022-23 Recommended	FY 2022-23 Adopted	Change from Adopted to Adopted	Percent Change
Revenues	\$ 1,906,028,175	\$ 1,938,258,666	\$ 1,951,590,843	\$ 45,562,668	2.4%
Net Cost/Use of Fund Balance	\$ 209,085,864	\$ 203,918,149	\$ 288,381,100	\$ 79,295,236	37.9%
<b>Total Sources</b>	<b>\$ 2,115,114,039</b>	<b>\$ 2,142,176,815</b>	<b>\$ 2,239,971,943</b>	<b>\$124,857,904</b>	5.9%
<b>Total Uses</b>	<b>\$ 2,115,114,039</b>	<b>\$ 2,142,176,815</b>	<b>\$ 2,239,971,943</b>	<b>\$124,857,904</b>	5.9%
Total Permanent Positions	4,155.73	4,181.23	4,271.93	116	2.8%

### A Look at Total Sources

Anticipated financing sources in the countywide Adopted Budget for FY 2022-23 totals \$2.24 billion. These sources are held either in the General Fund, which is available for general government purposes, or in other governmental funds restricted to specific uses. These sources include special revenue funds, special districts, Debt Service Fund, and Capital Projects Fund, as well as internal service and enterprise proprietary funds. The \$2.24 billion in sources includes \$440 million in General Fund general purpose sources, including transfers to the General Fund from other funding sources and available fund balance and \$1.76 billion in other sources. Given the County is a political subdivision of the state, as well as providing services for federal agencies, it receives the largest share of its funding from state and federal governments to run programs and deliver public services.

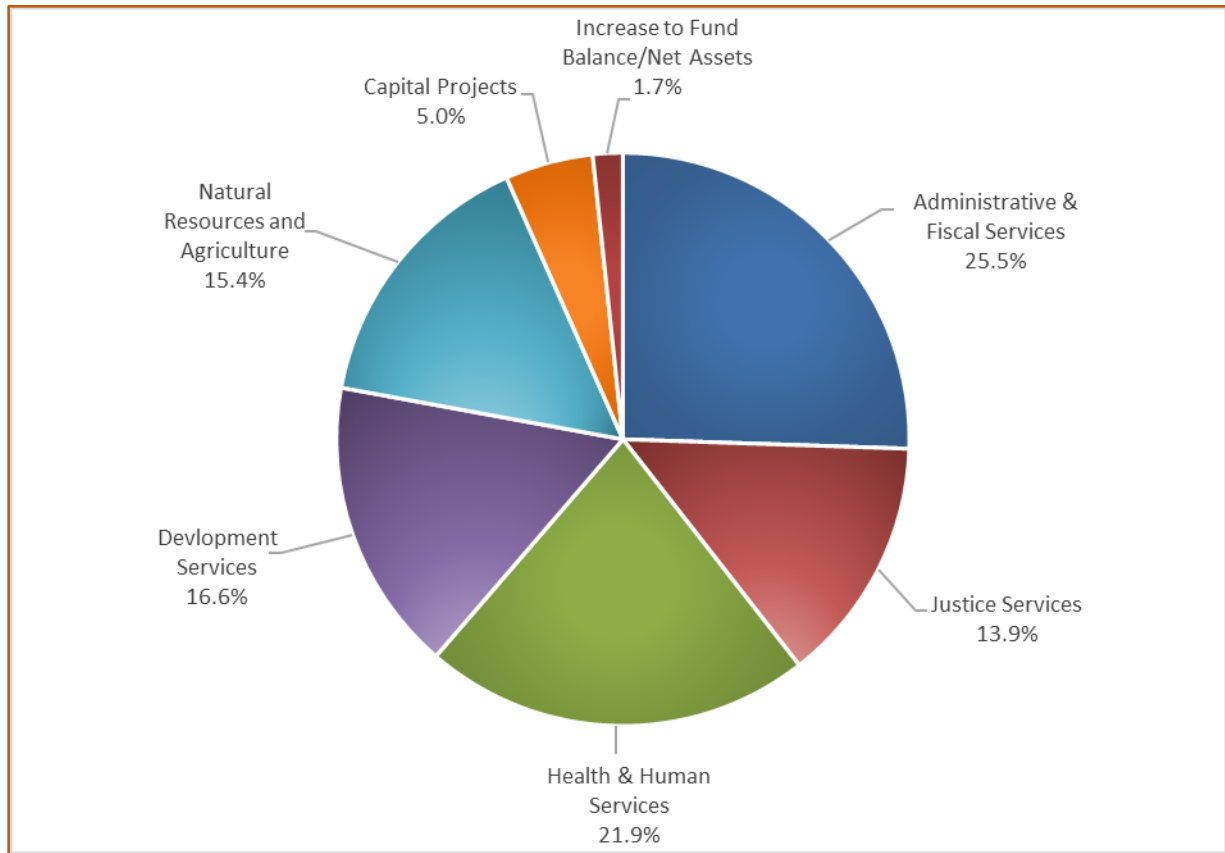
**Chart 1. FY 2022-23 Total Sources: All Funds; \$2.24 Billion**



**A Look at Total Uses**

Chart 2 displays the total budget by type of service the County provides. These services are grouped into categories referred to in our budget as functional groups. Information on each department’s budget is presented within the functional tab sections of this document.

**Chart 2. Total Adopted Uses: All Funds; \$2.14 Billion**



*\*Administrative & Fiscal Services includes Independent Office of Law Enforcement Review and Outreach (IOLERO), Department of Emergency Management, Office of Equity, and Court Support/Grand Jury as well as including significant countywide expenses on employee benefits, debt service, and disaster expenses.*

### General Fund General Purpose Sources

Chart 3 shows that general purpose sources total \$440 million and represent approximately 20% of the total Adopted Budget. Once the County fulfills maintenance of effort (MOE), local funding match, or finances County services net cost, the Board of Supervisors then uses their discretion to determine which programs are funded with the remaining general purpose sources. Table 2 shows that, for the FY 2022-23 Adopted Budget, approximately \$50 million of the General Purpose Sources were either a transfer in from other available fund balances or use of available General Fund fund balance.

Chart 3. General Fund General Purpose Sources

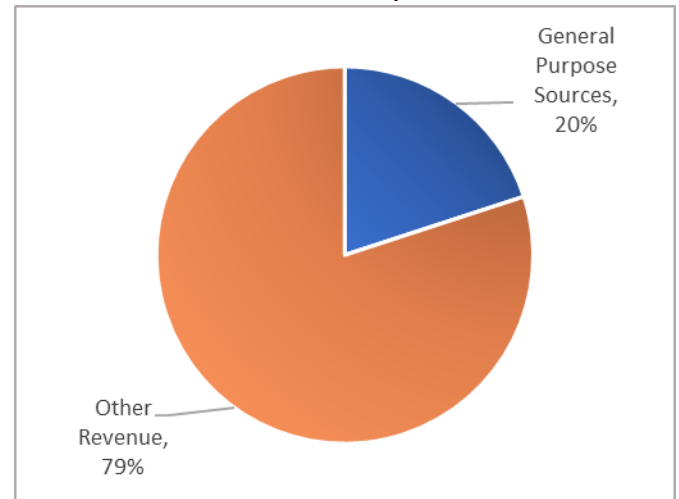


Table 2 provides details on the sources of General Fund, and general purpose sources. It does not include \$ 19.2 million of Transient Occupancy Tax (TOT) revenue segregated by Board policy to the Community Investment Special Revenue fund, and as directed by Measure L voter approved measure.

Table 2. General Fund General Purpose Sources

Description	FY 2021-22 Adopted	FY 2022-23 Adopted	\$ Change from FY 2021-22	% Change from FY 2021-22	% Share of Budget
Property Tax	\$280,009,140	\$294,578,277	\$14,569,137	5.2%	67.0%
Sales Tax	23,702,000	25,723,283	\$2,021,283	8.5%	5.9%
Cost Plan	8,806,157	12,571,809	\$3,765,652	42.8%	2.9%
RDA	10,000,000	10,000,000	\$0	0.0%	2.3%
Teeter Prop Tax Penalties	3,404,148	7,607,587	\$4,203,439	123.5%	1.7%
Interest Earnings	4,390,000	3,167,330	(\$1,222,670)	(27.9%)	0.7%
Transient Occupancy Tax	3,900,000	6,072,275	\$2,172,275	55.7%	1.4%
Doc Transfer Tax	5,500,000	7,973,454	\$2,473,454	45.0%	1.8%
Utilities Franchise Fees	3,200,000	3,400,000	\$200,000	6.3%	0.8%
Prop Tax Admin Fees	2,850,000	2,850,000	\$0	0.0%	0.6%
Reinvestment and Revitalization Fund	10,600,000	8,482,877	(\$2,117,123)	(20.0%)	1.9%
Tribal Mitigation Reimbursement	1,452,273	1,485,262	\$32,989	2.3%	0.3%
Federal Geothermal	1,808,000	1,800,000	(\$8,000)	(0.4%)	0.4%
State Homeowners Property Tax Relief	1,100,000	1,205,706	\$105,706	9.6%	0.3%
Other Taxes & Revenue	530,000	550,703	\$20,703	3.9%	0.1%
Other Govt Agencies	202,000	354,000	\$152,000	75.2%	0.1%
Transfers in from other funds	3,514,416	16,990,157			
Release of one-time fund balance	8,200,000	34,804,651	\$26,604,651	324.4%	7.9%
<b>Total General Purpose Sources</b>	<b>\$373,168,133</b>	<b>\$439,617,372</b>	<b>\$52,973,497</b>	<b>14.2%</b>	<b>100.0%</b>

### Uses of the General Fund General Purpose Sources

Table 3 shows how the \$440 million of general purpose sources, or 20% of total countywide budget sources, will be spent in FY 2022-23. Approximately \$301 million of these funds are allocated to operating departments to cover the costs of programs that are not funded by state/federal contracts, fees for services, or other funding streams. The remaining \$139 million is appropriated directly to programs or services based on Board policy direction, or other local requirements.

**Table 3. Uses of the General Fund General Purpose Sources**

Department/Program/Initiative	FY 2021-22 Adopted	FY 2022-23 Adopted	\$ Change from FY 2021-22	% Change from FY 2021-22	% Share of Budget
Agricultural Commissioner	\$2,217,063	\$2,362,106	\$145,043	6.5%	0.5%
Auditor-Controller-Treasurer-Tax Coll.	6,523,560	6,421,842	(101,718)	(1.6%)	1.5%
Clerk Recorder Assessor	13,751,563	14,801,496	1,049,933	7.6%	3.4%
County Administrator/Bd of Supervisors	10,398,010	10,868,868	470,859	4.5%	2.5%
County Counsel	1,025	1,050	25	0.0%	0.0%
Court Support/Grand Jury	8,924,863	9,118,429	193,566	2.2%	2.1%
Department of Health Services	8,491,427	8,532,651	41,224	0.5%	1.9%
District Attorney's Office	19,497,076	19,642,153	145,077	0.7%	4.5%
Emergency Management	2,449,224	2,691,759	242,535	9.9%	0.6%
General Services	18,771,486	19,876,505	1,105,019	5.9%	4.5%
Human Resources	9,529,781	10,338,776	808,995	8.5%	2.4%
Human Services	26,609,876	27,923,634	1,313,758	4.9%	6.4%
Independent Office of Law Enf Review	1,958,190	2,020,415	62,225	3.2%	0.5%
Information Systems	1,341,226	1,553,883	212,658	15.9%	0.4%
Office of Equity	930,361	958,318	27,957	3.0%	0.2%
Permit Sonoma	3,635,235	4,660,645	1,025,410	28.2%	1.1%
Probation	36,108,261	36,226,832	118,572	0.3%	8.2%
Public Defender	12,758,095	12,888,613	130,518	1.0%	2.9%
Regional Parks	4,739,054	4,786,172	47,118	1.0%	1.1%
Sheriff's Office	102,103,529	103,660,198	1,556,669	1.5%	23.6%
Transportation & Public Works	143,520	23,320	(120,200)	(83.8%)	0.0%
UC Cooperative Extension	1,191,640	1,206,214	14,574	1.2%	0.3%
<b>Sub-Total for Departments (Net Cost)</b>	<b>\$292,074,065</b>	<b>\$300,563,880</b>	<b>\$8,489,814</b>	<b>2.9%</b>	<b>68.4%</b>
Board General Fund Contingency	6,665,693	4,583,709	(2,081,984)	(31.2%)	1.0%
Funding for Specific Programs	11,120,303	15,002,556	3,882,253	34.9%	3.4%
Set asides for future needs	2,834,332	19,782,416	16,948,084	598.0%	4.5%
Additional available for future needs	0	6,711,276	6,711,276	0.0%	1.5%
Fire Services	3,500,000	1,500,000	(2,000,000)	(57.1%)	0.3%
Capital Project Plan Contribution	5,500,000	5,500,000	0	0.0%	1.3%
Deferred Maintenance Fund	7,906,745	22,233,597	14,326,852	181.2%	5.1%
City of Santa Rosa Annexation	1,462,000	1,462,000	0	0.0%	0.3%
Community Development Commission	1,716,969	4,225,119	2,508,150	146.1%	1.0%
Employee Programs	3,745,970	4,753,048	1,007,078	26.9%	1.1%
Non-Departmental County Expenses	5,447,834	7,174,635	1,726,801	31.7%	1.6%
Pension Obligation Bond 2003B Interest	1,075,200	537,600	(537,600)	(50.0%)	0.1%
Increase to reserves	0	5,475,000	5,475,000	0.0%	1.2%
FEMA Audit Reserve	2,209,196	0	(2,209,196)	(100.0%)	0.0%
Disaster Response Fund	3,000,000	0	(3,000,000)	(100.0%)	0.0%

<b>Department/Program/Initiative</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2022-23 Adopted</b>	<b>\$ Change from FY 2021-22</b>	<b>% Change from FY 2021-22</b>	<b>% Share of Budget</b>
Community Infrastructure Project Fund	0	10,000,000	10,000,000	0.0%	2.3%
Water Security Fund	0	5,000,000	5,000,000	0.0%	1.1%
Reinvestment & Revitalization Fund	10,000,000	10,000,000	0	0.0%	2.3%
Roads: Operations and Pavement Pgm.	14,909,827	15,112,536	202,709	1.4%	3.4%
<b>Sub-Total for Programs/Initiatives</b>	<b>\$81,094,069</b>	<b>\$139,053,492</b>	<b>\$57,959,423</b>	<b>71.5%</b>	<b>31.6%</b>
<b>Total</b>	<b>\$373,168,134</b>	<b>\$439,617,372</b>	<b>\$66,449,238</b>	<b>17.8%</b>	<b>100.0%</b>

## Position Summary

Table 4 illustrates changes in full-time equivalent (FTE) positions by department. The Adopted Budget increases allocations by 48.7 from the FY 2021-22 revised positions. The Position Listing section of this book provides details on position changes by department.

**Table 4. Position Summary**

Department*	FY 2021-22 Adopted	FY 2021-22 Revised	FY 2022-23 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted*
Auditor-Controller-Treasurer-Tax Collector	108.00	108.00	107.00	0.00	107.00	0.00	107.00
Ag Pres/Open Space District	31.50	31.50	30.50	3.50	34.00	0.00	34.00
Agricultural Commissioner	38.50	38.50	38.50	0.00	38.50	0.00	38.50
Board of Supervisors/County Administrator	68.70	67.70	67.70	1.00	68.70	3.00	71.70
Child Support Services	77.00	78.00	66.00	0.00	66.00	0.00	66.00
Clerk-Recorder-Assessor	103.80	105.80	105.80	6.00	111.80	0.00	111.80
Community Development**	54.00	59.00	57.00	1.00	58.00	4.00	62.00
County Counsel	42.25	42.25	41.25	0.00	41.25	0.00	41.25
District Attorney	128.75	128.75	127.75	1.00	128.75	0.00	128.75
Emergency Management	12.00	12.00	12.00	0.00	12.00	1.00	13.00
Economic Develop Board	15.00	15.00	13.00	1.00	14.00	0.00	14.00
General Services**	106.50	106.50	106.50	0.00	106.50	0.00	106.50
Health Services	582.43	608.43	596.43	6.20	602.63	17.50	620.13
Human Resources	64.00	65.00	65.00	0.00	65.00	0.00	65.00
Human Services	941.55	961.55	956.55	5.00	961.55	11.00	972.55
IHSS Public Authority	1.00	1.00	1.00	0.00	1.00	0.00	1.00
Independent Office of Law Enforcement & Outreach	5.00	5.00	5.00	0.00	5.00	1.00	6.00
Information Systems	117.50	117.50	116.50	0.00	116.50	1.00	117.50
Office of Equity	3.00	5.00	5.00	0.00	5.00	0.00	5.00
Permit and Resource Mgmt	150.50	157.00	156.00	6.00	162.00	5.00	167.00
Probation	273.00	273.00	271.00	2.00	273.00	-2.00	271.00
Public Defender	53.00	54.00	54.00	2.00	56.00	0.00	56.00
Regional Parks	128.00	128.00	128.00	0.00	128.00	8.00	136.00
Sheriff/Adult Detention	628.00	628.00	628.00	0.50	628.50	0.00	628.50
Transport & Public Works	173.00	173.00	173.00	2.00	175.00	0.00	175.00
UC Cooperative Extension	6.75	6.75	6.75	0.00	6.75	0.00	6.75
Water Agency	243.00	247.00	247.00	3.00	250.00	0.00	250.00
<b>TOTALS (FTE)</b>	<b>4,155.73</b>	<b>4,223.23</b>	<b>4,182.23</b>	<b>40.20</b>	<b>4,222.43</b>	<b>49.50</b>	<b>4,271.93</b>

\*The Final Adopted column reflects department allocation totals after vacant allocations have been deleted effective July 1, 2022.

\*\*The FY 2022-23 allocations for the Community Development and General Services Departments were incorrectly listed in the adopted budget resolution. These numbers have been corrected.



The County Administrator's Office works with the Board of Supervisors and departments to conduct a regular review of vacancies, adjusting department position allocations to reflect current needs. Any additional positions that remain vacant more than 12 months are swept in the Adopted Budget as a supplemental item.

### **Budget Process – Next Steps**

Budget hearings are scheduled to begin on June 14, 2022, at 8:30 a.m. and may be continued from day to day as needed for a maximum of 14 calendar days per state law. The Board will adopt the budget, containing such revisions as the Board of Supervisors determines at the conclusion of the hearings.

Prior to Budget Hearings, the Board of Supervisors will be presented with two additional packages for consideration during the hearings. The first is the Supplemental Budget Adjustment Package, which represents primarily administrative budgetary changes that are consistent with the Recommended Budget and/or prior Board direction, and reflects information that was not available when the Recommended Budget was finalized. The second is a compilation of Add Back Requests, Program Change Requests, Board Budget Requests, Community Budget Requests and funding recommendations presented by the County Administrator's Office. Add Back and Program Change Requests are prioritized by the County Administrator's Office to best align with the Board of Supervisor's strategic priorities. The Board of Supervisors, during Budget Hearings, will weigh these additional budget requests against any available ongoing or one-time resources.

During public hearings, the Board of Supervisors will direct whatever modifications it sees fit to the Recommended Budget, Supplemental Adjustments, and Budget Balancing Strategies. At the conclusion of the public hearings, the Board of Supervisors will be asked to adopt the budget as modified per the Board's direction and the budget will serve as the operating plan for Fiscal Year 2022-23.



# FINANCIAL POLICIES

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# FINANCIAL POLICIES FOR FY 2022-23 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 2022-23 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.

### 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.

### 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 that materially affect the County's financial position. Periodic review and updates of the County's Directory of Funds balances in excess of \$3 million, not including non-cash assets, as of prior fiscal year end, will be incorporated as part of the Board of Supervisors Budget Policy Workshop. Also, disposition of accumulated year-end fund balances will occur when there has been no activity in the past year and the County Administrator and Auditor-Controller-Treasurer-Tax Collector have identified them as no longer needed for their original purpose.

- **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)** shall maintain as a restricted reserve an amount equal to 2% 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 the purpose of balancing the budget. In order to finance an additional one-time Roads Pavement preservation investment on November 3, 2015, the Board temporarily reduced the reserve target to 1.25% and will re-establish the 2% reserve from the future collection of penalties.
- **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.

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## 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.



# COUNTY OVERVIEW

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# GOVERNMENT

## DIRECTORY OF ELECTIVE & APPOINTED OFFICERS

### Elected Officers

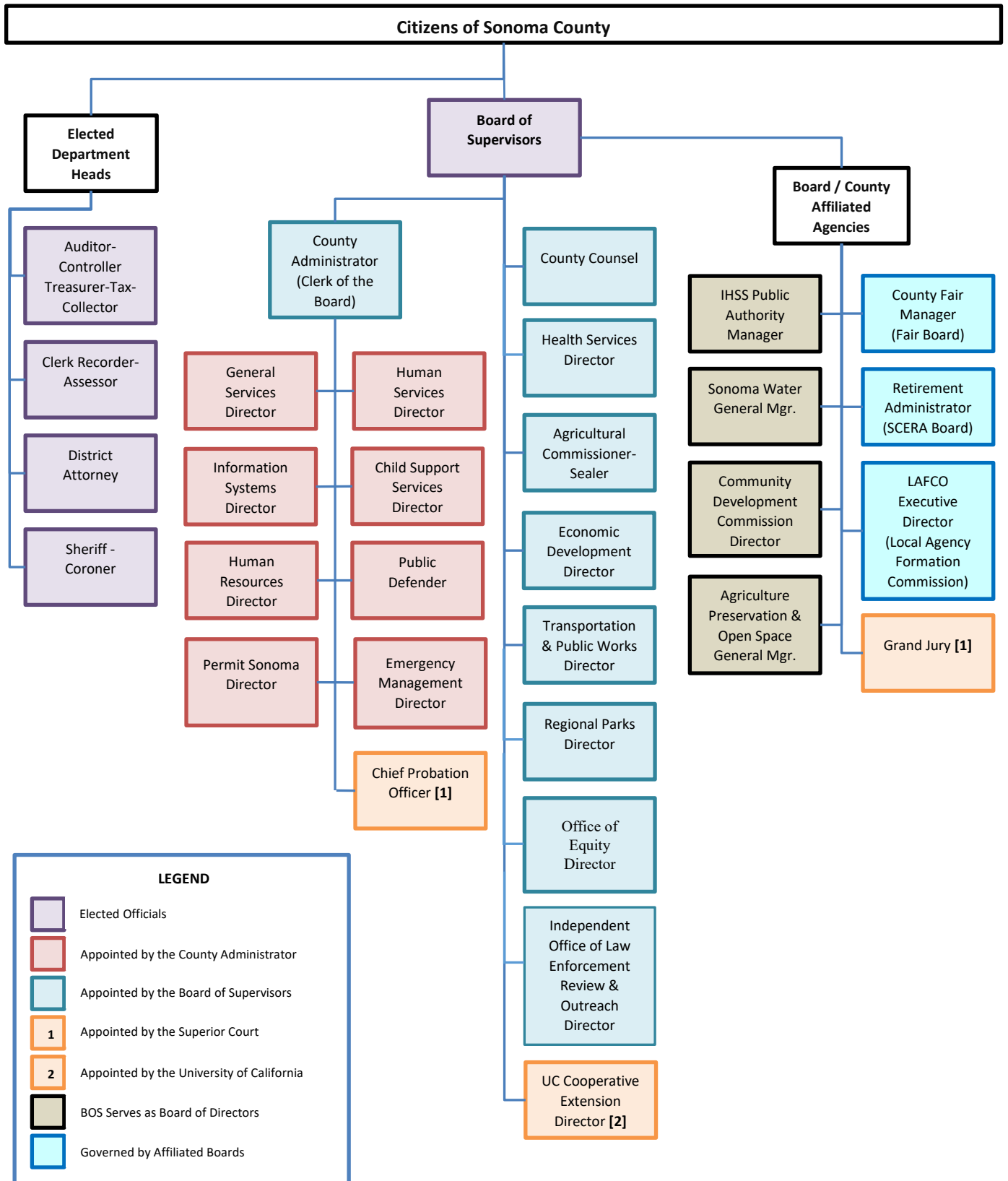
#### Board of Supervisors

Supervisor, District One	Susan Gorin
Supervisor, District Two	David Rabbitt
Supervisor, District Three	Chris Coursey
Supervisor, District Four	James Gore
Supervisor, District Five	Lynda Hopkins
Auditor-Controller-Treasurer-Tax Collector	Erick Roeser
County Clerk-Recorder-Assessor	Deva Marie Proto
District Attorney	Jill Ravitch
Sheriff-Coroner	Mark Essick

### Appointed Officers & Department Heads

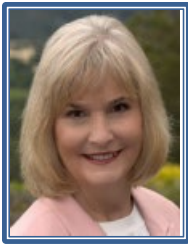
Agricultural Commissioner-Sealer of Weights & Measures	Andrew Smith
Agricultural Preservation and Open Space District General Manager	Misti Arias
Child Support Services Director	Janeene de Martinez
Community Development Commission Executive Director (Interim)	David Kiff
County Administrator	Sheryl Bratton
County Counsel	Robert Pittman
Economic Development Director (Interim)	Ethan Brown
Emergency Management Director	Christopher Godley
General Services Director	Johannes J. Hoevertsz
Health Services Director	Tina Rivera
Human Resources Director	Christina Cramer
Human Services Director	Angela Struckmann
Independent Office – Law Enf. Review/Outreach Director	Garrick Byers (Interim)
	John Alden (Effective 8/22)
Information Systems Director	Dan Fruchey
Office of Equity	Alegria De La Cruz
Permit Sonoma Director	Tennis Wick
Chief Probation Officer	David Koch
Public Defender	Brian Morris
Regional Parks Director	Bert Whitaker
Transportation & Public Works Director	Johannes J. Hoevertsz
U.C. Cooperative Extension Director	Stephanie Larson
Sonoma Water General Manager	Grant Davis

# COUNTY ORGANIZATIONAL CHART



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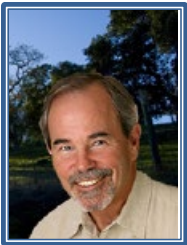
# BOARD OF SUPERVISORS



Susan Gorin  
First District



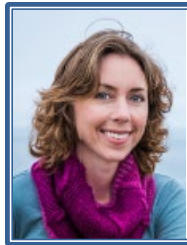
David Rabbitt  
Second District



Chris Coursey  
Third District



James Gore  
Fourth District



Lynda Hopkins  
Fifth District

You are welcome to attend the meetings of the Board of Supervisors, held most Tuesdays at 8:30 a.m. For specific dates and times of meetings please visit the Board’s website at <http://sonomacounty.ca.gov/Board-of-Supervisors/>. The Supervisors’ Chambers is located in the Sonoma County Administration Building at 575 Administration Drive, Room 102A, Santa Rosa, California, 95403, Phone (707) 565-2241.

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# COUNTY OVERVIEW

Sonoma County is located at the threshold between the commerce-driven San Francisco Bay Area and the spectacular beauty of northern California. The county extends over 1,500 square miles with a diverse economy that includes a world class wine region, stunning natural resources, and dozens of tourist destinations. Sonoma County is home to 487,721 with approximately 36 percent of the population residing in Santa Rosa. Residents all over Sonoma County enjoy a unique quality of life with access to cultural events, an academic community via Sonoma State University, economic opportunity, and low crime rates.

### Governance

Sonoma County plays a dual role to residents, providing municipal services such as law enforcement and fire protection to unincorporated areas and providing the day-to-day operation of state and federally mandated programs. As a general-law county, Sonoma County abides by state laws that determine the number and duties of county elected officials. The county is divided into five districts that are approximately equal in population size. Each district has an elected Supervisor. District boundaries are adjusted every ten years following the release of federal census data.

### The Board of Supervisors

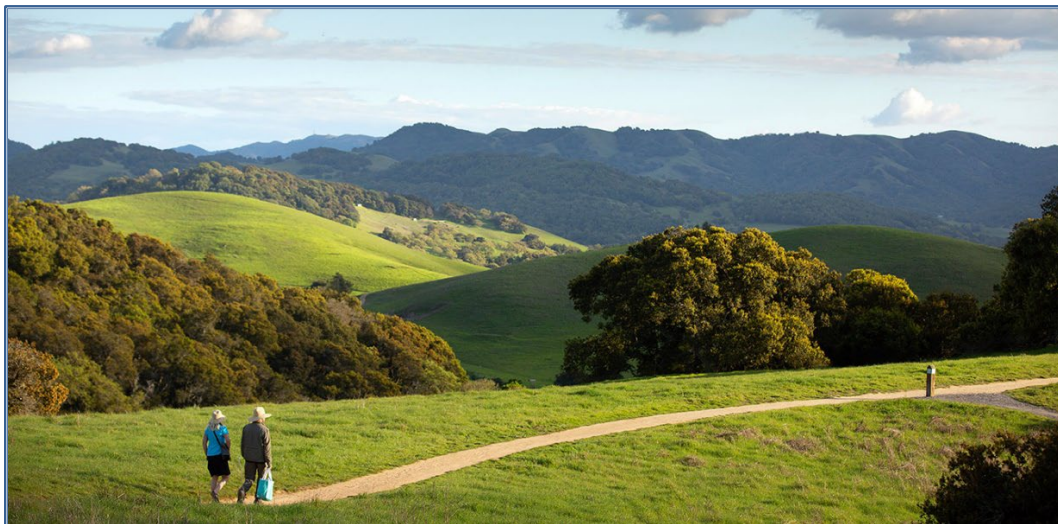
The Board of Supervisors is comprised of five members, one from each of the five districts, elected to four-year terms. The Board establishes policies concerning growth and development, and sets priorities for all activities within the county. In addition, they oversee the many departments and agencies of county government that provide county-wide services, health and welfare programs, elections, and public safety programs. The Board is the governing body that provides municipal services to unincorporated areas outside of cities. The Board of Supervisors acts as the governing Board of the Sonoma County Water Agency, the Agricultural Preservation and Open Space District, various county sanitation districts, and the Community Development Commission.

### The County Administrator

The Board of Supervisors appoints the County Administrator who assists the Board in managing, directing, and coordinating the operations of all county departments. The County Administrator also prepares the county budget and makes recommendations to the Board of Supervisors to promote sustainable economic growth and effective delivery of county services.

# COUNTY PROFILE

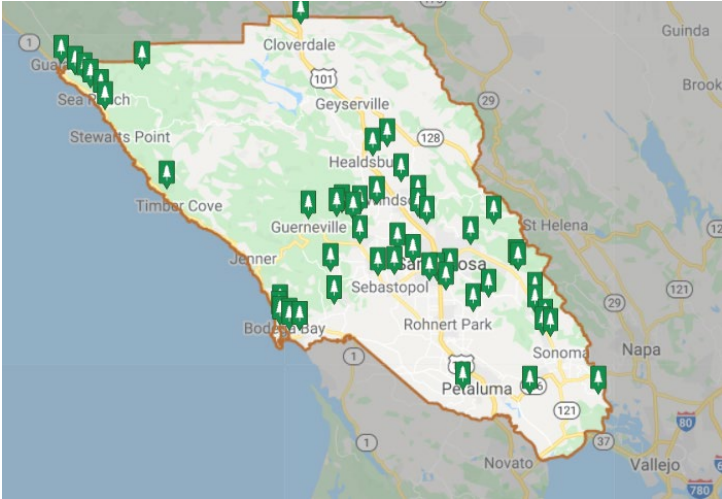
## SONOMA COUNTY, CALIFORNIA



# REGIONAL PARKS

Sonoma County Regional Parks	
Number of Parks	58
Park Acres	16,117
Volunteer Service Hours	34,325
Education & Recreation Program Participants	14,050
Membership and Access Passes	29,618

Source: Sonoma County Regional Parks



Visit a Sonoma County Park: <http://parks.sonomacounty.ca.gov/Visit/Find-a-Park/>

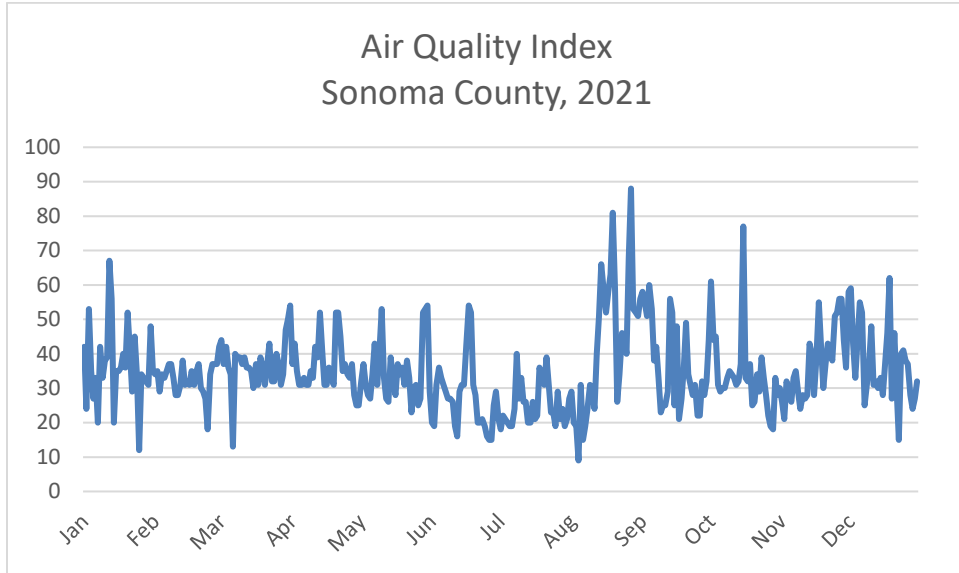
# ROADWAYS IN SONOMA COUNTY

Maintained by	Road/Highway	
	Bridges	Miles
City*	111	1,010.50
County	328	1,369
State	113	240.4
Federal	0	2.25

Source: Transportation & Public Works, CalTrans  
 \*City, State and Federal Bridge numbers are from 2014 and roads numbers from 2018 due to lack of more recent comparable data.

# AIR QUALITY INDEX

The Air Quality Index measures how much pollution and particulate matter is in the air. A value from 0-50 is considered good air quality. In 2020, Sonoma County’s median AQI was 35. This number is 2 points greater to the 2020 median AQI of 33. Sonoma County’s air quality index has historically remained between 30 and 40.



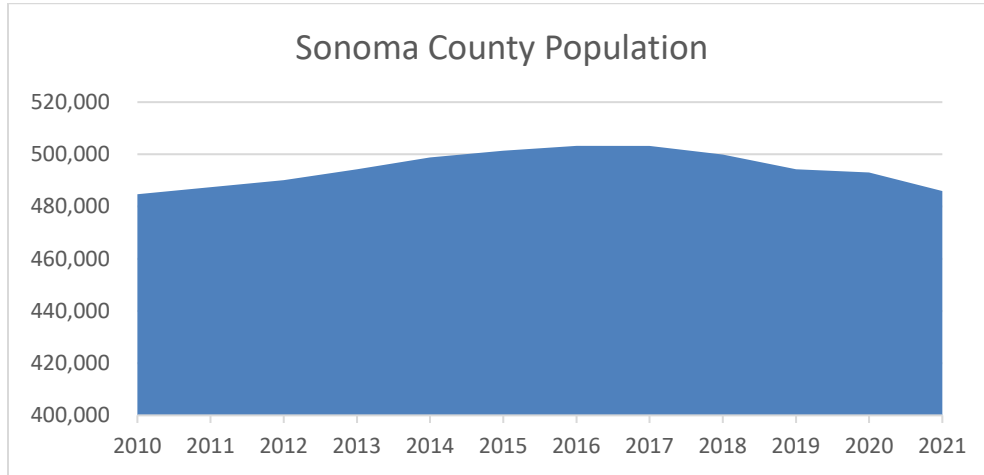
Source: [Environmental Protection Agency](#); [Sonoma County Economic Development Board](#)



# DEMOGRAPHIC PROFILE

## POPULATION

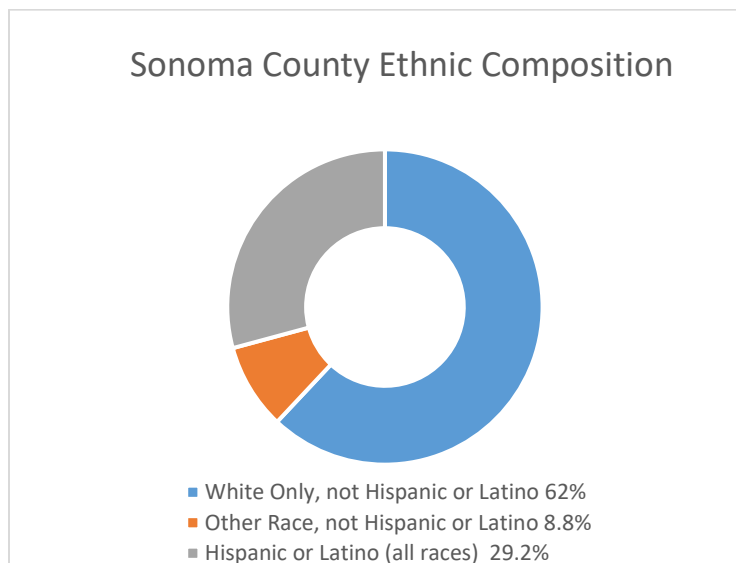
Sonoma County's populations continues to shrink, marking the fourth year of decline in a row. In 2022, Sonoma County was home to an estimated 487,721 residents, which is 17,362 less than in 2016. Prior to 2016 Sonoma County had experienced continuous population growth; devastating wildfires and rising housing costs could be responsible for a lack of inbound migration



Source: [US Census Bureau](#); [Sonoma County Economic Development Board](#)

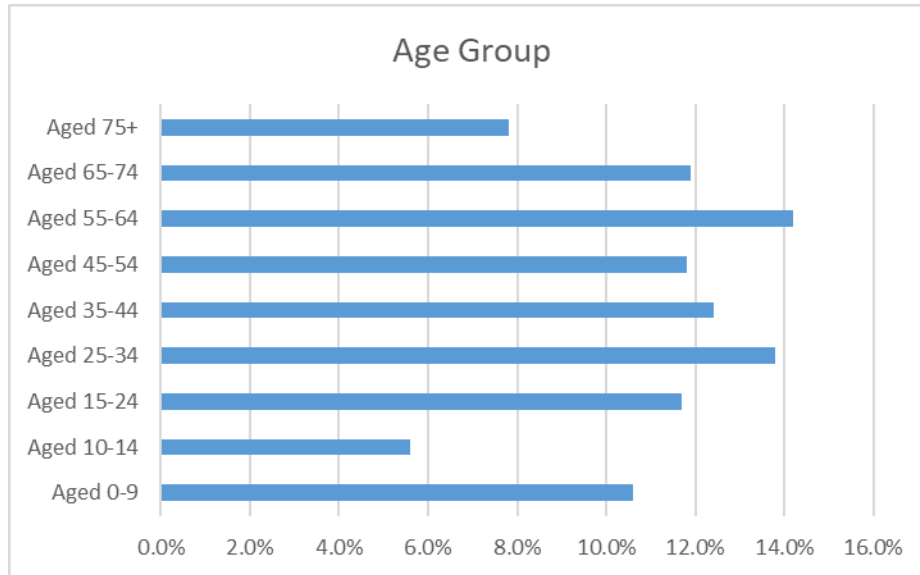
## POPULATION CHARACTERISTICS

**Ethnicity:** In 2022, 29.2% of residents in Sonoma County identified as Hispanic or Latino. This compares to 24.9% in 2010. By 2027, it is projected that 30% of residents will identify as Hispanic or Latino.



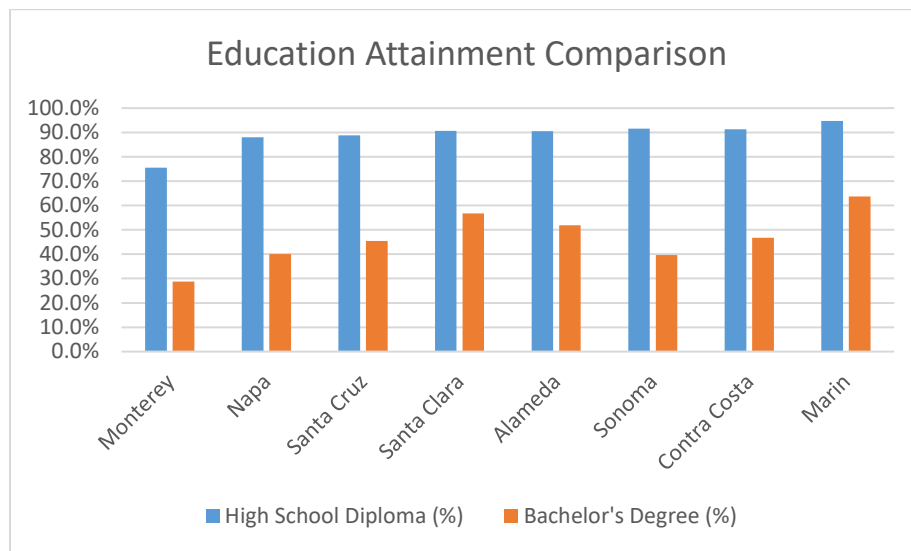
Source: [Sonoma County Economic Development Board](#)

**Age:** Sonoma County is experiencing a gradual ageing of its population and workforce. In 2022, residents aged 0-34 comprised of 41.7% of the total population, residents aged 35-74 comprised 50.3%, and residents aged 75+ comprises 7.8%



Source: Esri BAO

**Education Attainment:** Over the past several years, Sonoma County has seen a moderate increase in residents, 25 years of age and over, that hold a high school diploma or higher (does not include GED/Alternative Credential). In 2022, 89% of Sonoma County Resident’s held those academic credentials. This compares favorably to the state average (83.6%) and the national average (86%). In 2010, Sonoma County residents that held a high school diploma or higher was 86.5%, showing that the county’s educational attainment has increased in the last 10 years, although has seen a decrease in the last year, likely as a result from access issues during the pandemic. 39.6% of the county’s population holds a bachelor’s degree or higher.



Source: Esri BAO



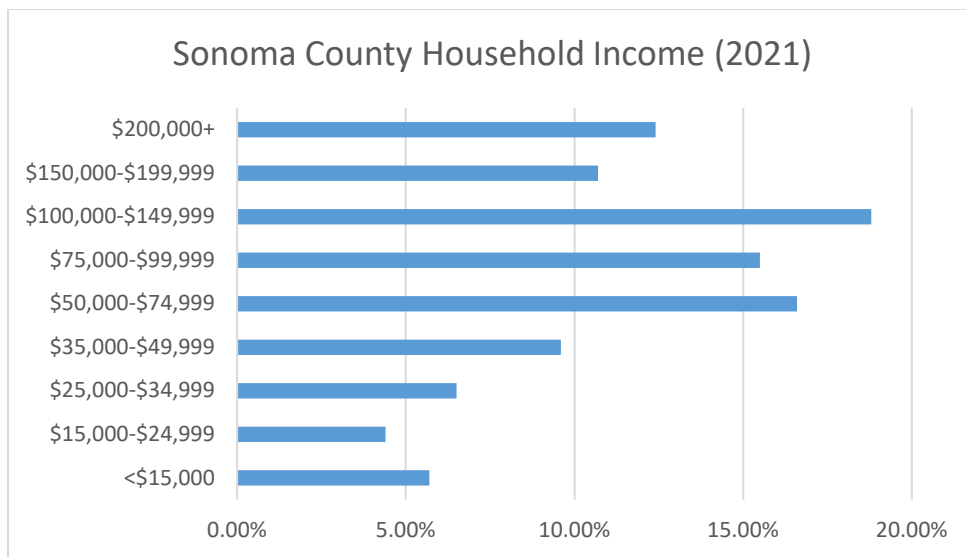
# ECONOMICS

## MEDIAN HOUSEHOLD INCOME

According to forecasts by Esri BAO, Sonoma County's median household income is estimated to be \$99,631 in 2022.

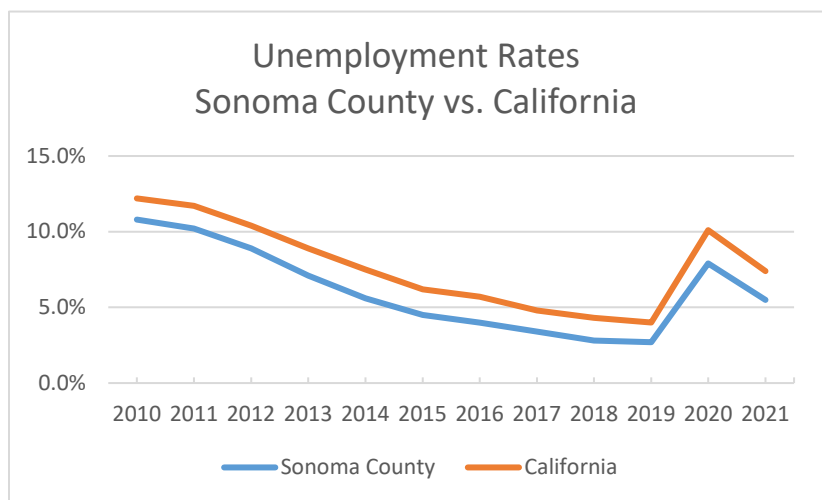
## HOUSEHOLDS BY INCOME

According to Esri BAO, Sonoma County's largest income bracket groups in 2022 are \$100,000-\$149,999 (19.8%) and \$75,000-\$99,999 (15.4%). The county's bottom three income brackets, which make up \$0-\$35,000, account for 14.1% of households. 47.3% of households earn over \$100,000 in Sonoma County. This places the county seventh among eight bay area counties for "high-value" households.



## UNEMPLOYMENT RATES

In 2021, Sonoma County's annual unemployment rate was measured at 5.5%. Sonoma County's unemployment rate ranks third lowest in the Bay Area, among 9 counties. From 2013-2019 Sonoma County's unemployment rate dropped from 7.1% to 2.7%, its lowest since 1999. However, the onset of COVID-19 drove the unemployment rate up to 15.4% in April 2020 before settling down to 6.6% in December. Although 2020 and 2021 hosted high unemployment rates, numbers have been on a downward trend through 2022, reporting at 2.3% in May 2022.



Source: [State of California Employment Development Department](#)

## TOP PRIVATE EMPLOYERS

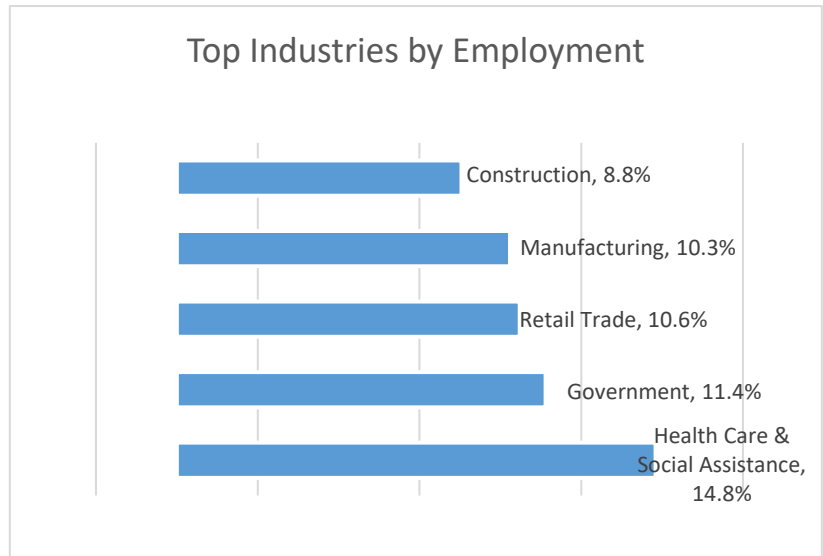
In 2021, the top private employers were dominated by Healthcare, Technology, and the Food & Beverage industries. In sum, the top employers in healthcare, Kaiser Permanente, Providence, and Sutter Santa Rosa Regional Hospital, employ 5,691 workers. Within the Food & Beverage industry, Jackson Family Wines, Amy's Kitchen, and Oliver's Market employ 2,796 workers. Keysight Technologies employs 1,500 workers in the Technology industry. Redwood Credit Union, Hansel Auto Group, and Ghilotti Construction Company, Inc. are the other three employers to make the top private employers list for the Banking & Finance, Automotive, and Construction industries, respectively.

Rank	Employer	Industry	Employees
1	Kaiser Permanente Santa Rosa	Healthcare	3,015
2	Keysight Technologies	Technology	1,500
3	Providence - Sonoma County	Healthcare	1,476
4	Sutter Santa Rosa Regional Hospital	Healthcare	1,200
5	Jackson Family Wines	Food and Beverage	1,070
6	Amy's Kitchen	Food and Beverage	899
7	Oliver's Market	Food and Beverage	827
8	Redwood Credit Union	Banking & Finance	693
9	Hansel Auto Group	Automotive	530
10	Ghilotti Construction Company Inc.	Construction	456

Source: [North Bay Business Journal](#)

## TOP 5 INDUSTRIES BY EMPLOYMENT

In 2021, Sonoma County’s top five industries by employment were Healthcare & Social Assistance (14.8%), Government (11.4%), Retail Trade (10.6%), Manufacturing (10.3%), and Construction (8.8%). From 2016 to 2021, the Construction industry has grown by 22%, and added 3,642 jobs, alongside Professional, Scientific, and Technical Services, growing by 15% and adding 1,881 jobs.



Source: [Lightcast \(www.economicmodeling.com\)](http://www.economicmodeling.com)

## FASTEST GROWING OCCUPATIONS

An occupation is defined by skills and can span across industries. From 2017 to 2022 the occupation with the largest job growth by number of people employed was Management Occupations (12%). Other occupations experiencing significant growth are Business & Financial Operations Occupations (8%), Protective Service Occupations (20%), Healthcare Practitioners and Technical Occupations (5%), Life, Physical, and Social Science Occupations (16%)



Source: [Sonoma County Economic Development Board](#); [Lightcast](#)

# TOP AGRICULTURE COMMODITIES

The top producing commodity in Sonoma County in 2020, by a vast margin, was Winegrapes (all varieties) at \$357,511,500, which nearly halved itself, likely due to the fires in the previous years. This was followed by Market Milk (\$157,776,800), Miscellaneous Livestock, Poultry, and Related Products (combined total of \$76,579,700), and Cattle and Calves (\$20,512,600). For more current agricultural weight and measure data, please refer to the 2021 Crop Report when it is approved and published. The report can be found here:

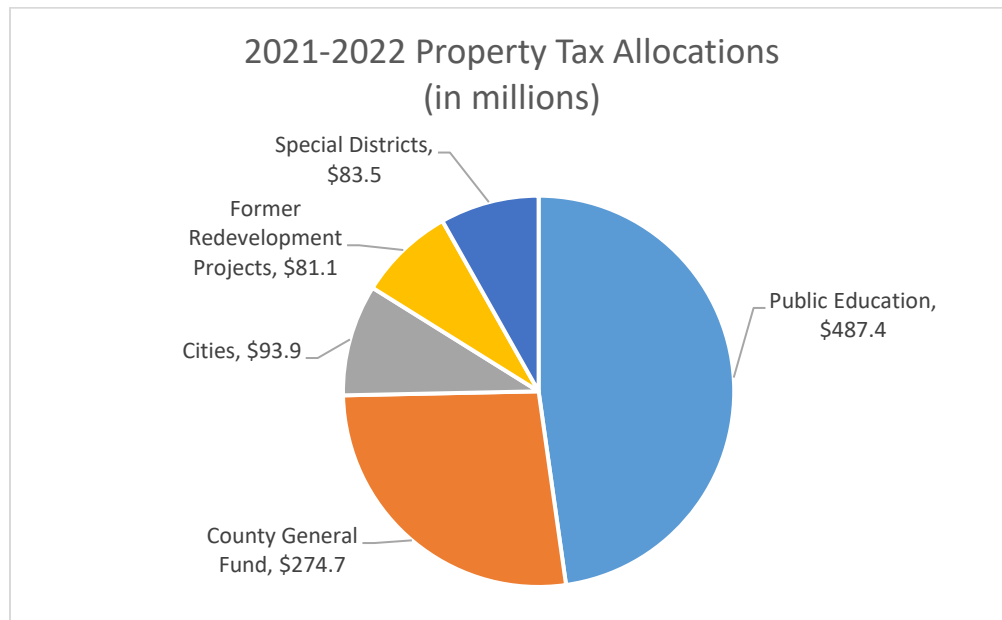
<https://sonomacounty.ca.gov/Agriculture-Weights-and-Measures/Crop-Reports/>

Type	Revenue
Winegrapes - All	\$357,511,500
Market Milk	\$157,776,800
Miscellaneous Livestock and Poultry	\$43,446,100
Miscellaneous Livestock and Poultry Products	\$33,133,600
Cattle and Calves	\$20,512,600
Nursery - Ornamentals	\$19,477,600
Nursery - Miscellaneous	\$15,031,600
Nursery - Bedding Plants	\$7,745,300
Vegetables	\$5,831,200
Sheep and Lamb	\$5,306,400
Nursery - Cut Flowers	\$4,037,000
Apples - Late Varieties	\$2,398,800
Rye and Oat Silage Crops	\$2,217,100
Apples - Gravenstein	\$1,490,700

Source: Sonoma County Department of Agriculture/Weights & Measures  
<https://sonomacounty.ca.gov/Agriculture-Weights-and-Measures/Crop-Reports/>



# WHERE DO YOUR PROPERTY TAX DOLLARS GO?



Source: Auditor-Controller-Treasure-Tax Collector, FY 2021-22

## PRINCIPAL TAXPAYERS

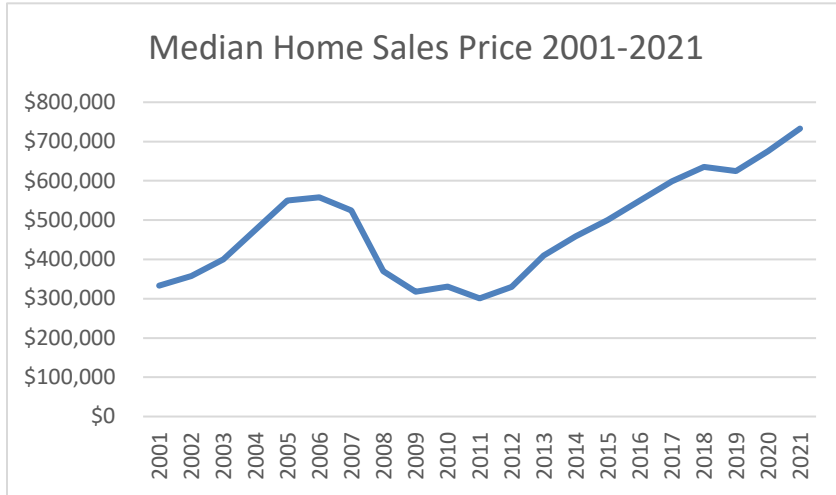
(Dollar Amounts in Thousands)

Taxpayer	Total Taxes	Percentages
Pacific Gas & Electric	\$21,247	1.72%
Geysers Power Company LLC	\$14,183	1.70%
Keysight Technologies Inc.	\$3,168	0.33%
Foley Family Farms LP	\$1,903	0.19%
Enclave Apartments Property Owner LLC	\$1,753	0.18%
Pacific Bell Telephone Company	\$1,751	0.17%
Jackson Family Investments III LLC	\$1,409	0.16%
Foley Family Farms LLC	\$1,230	0.14%
Gallo Vineyards Inc	\$1,192	0.13%
CWI-Fairmont Sonoma Hotel LLC	\$1,190	0.12%
<b>Total</b>	<b>\$49,026</b>	<b>4.84%</b>

Source: Auditor-Controller-Treasure-Tax Collector, FY 2021-22

# HOUSING

## MEDIAN HOME SALES

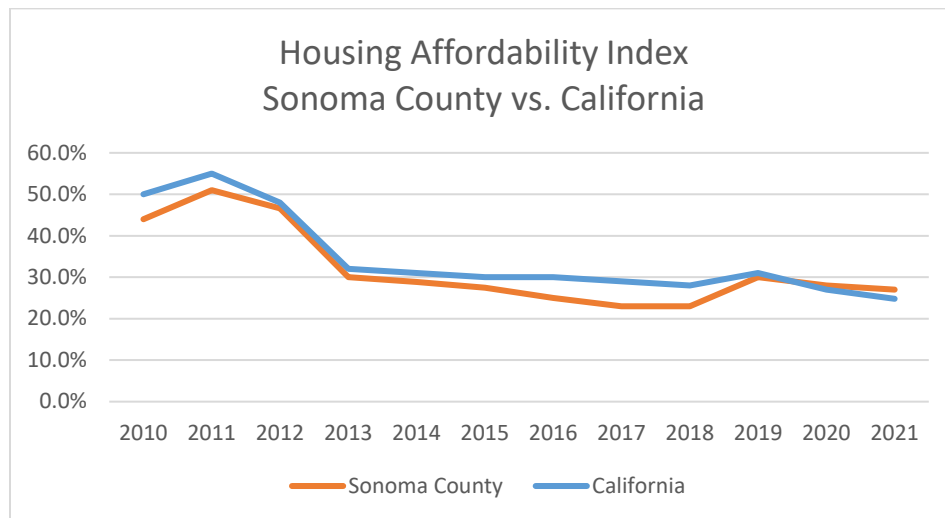


The median home sales price for Sonoma County in 2021 was \$733,000. This is approximately an 8.6% increase from the previous year. Apart from the 43% dip in median home sales price during the recession years of 2006-2009 and a slight drop in price from 2018 to 2019 (-1.7%), Sonoma County has seen a steady rise in median home sales prices in the last 20 years

Source: Bareis

## HOUSING AFFORDABILITY INDEX

The Housing Affordability Index is an indicator which measures whether the median household income is high enough to qualify for a mortgage of the median priced home. A score of 100% indicates the median household income is exactly enough for the median priced home, and a score of 50 indicates the income is half of what is required to qualify. In 2021, Sonoma County's Housing Affordability Index was 27.0%. This compares favorably to California, at 24.8%.



Source: [California Association of Realtors](#)

# FINANCIAL SUMMARIES

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This section contains a number of different summaries of the total Adopted Budget information. It shows the total financing sources by type (such as taxes or monies from other governments), total financing uses by groups of functions or services (such as Administration and Fiscal Services or Justice Services), and total financing uses by types of expenditures (such as salaries and benefits or fixed assets).

For more information on individual departmental budgets, see the following sections of this budget document which are grouped according to similar functions or types of services.

For financial summaries presented in the required State of California schedule format, see the section labeled “State Financial Schedules” toward the end of the document.

## COUNTY BUDGET FINANCING SOURCES AND USES SUMMARY FY 2020-21 THROUGH FY 2022-23

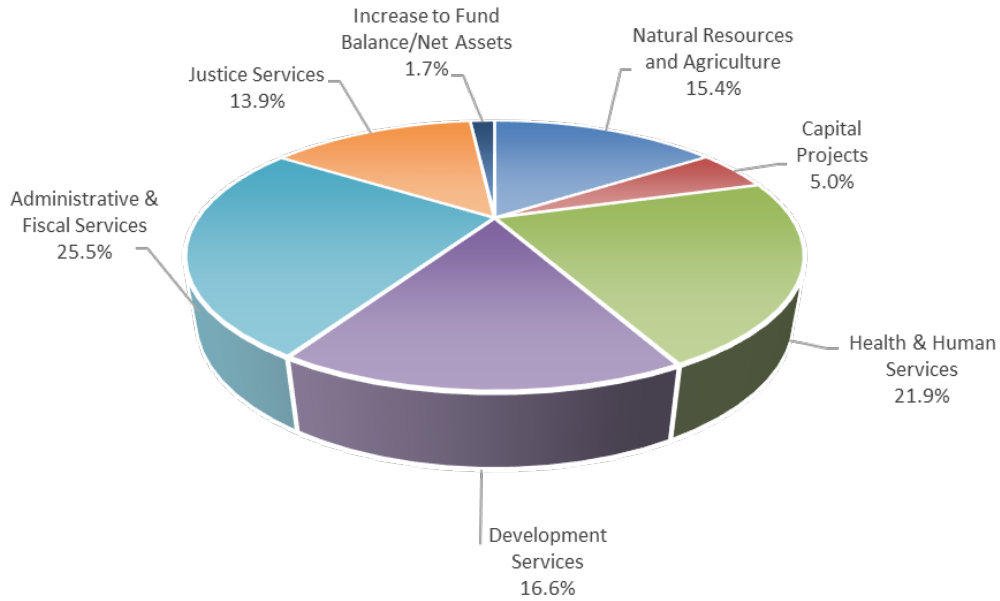
Description	Actual 2020-21	Estimated 2021-22	Recommended 2022-23	Adopted 2022-23
<u>Financing Sources:</u>				
Taxes	460,422,540	501,893,008	511,283,640	512,879,492
Licenses/Permits/Franchises	32,234,577	34,002,977	33,931,942	34,686,938
Fines/Forfeitures/Penalties	16,661,427	13,141,354	14,267,115	16,874,702
Use of Money/Property	34,476,831	35,103,196	33,029,306	33,068,238
Intergovernmental Revenues	774,003,593	855,066,489	877,926,905	883,629,646
Charges for Services	329,527,191	331,971,943	336,580,557	337,435,618
Miscellaneous Revenues	248,380,808	109,108,142	60,582,975	63,359,983
Other Financing Sources	146,945,020	71,611,102	70,656,226	69,656,226
Use of Fund Balance/Net Assets	(103,785,965)	241,495,763	203,918,149	288,381,100
<b>Total Financing Sources</b>	<b>1,938,866,022</b>	<b>2,193,393,974</b>	<b>2,142,176,815</b>	<b>2,239,971,943</b>
<u>Uses of Financing by Function:</u>				
Administrative & Fiscal Services	350,109,142	491,359,574	502,177,237	571,761,627
Justice Services	274,308,718	289,206,111	305,276,867	311,841,655
Health & Human Services	470,419,256	513,829,547	482,045,708	490,074,792
Development Services	261,644,746	330,772,398	368,577,072	371,064,472
Natural Resources and Agriculture	267,543,801	344,005,002	345,131,109	345,988,070
Capital Projects	22,399,744	111,863,835	110,038,113	111,438,113
Increase to Fund Balance/Net Assets	292,440,615	112,357,507	28,930,709	37,803,214
<b>Total Financing Uses</b>	<b>1,938,866,022</b>	<b>2,193,393,974</b>	<b>2,142,176,815</b>	<b>2,239,971,943</b>



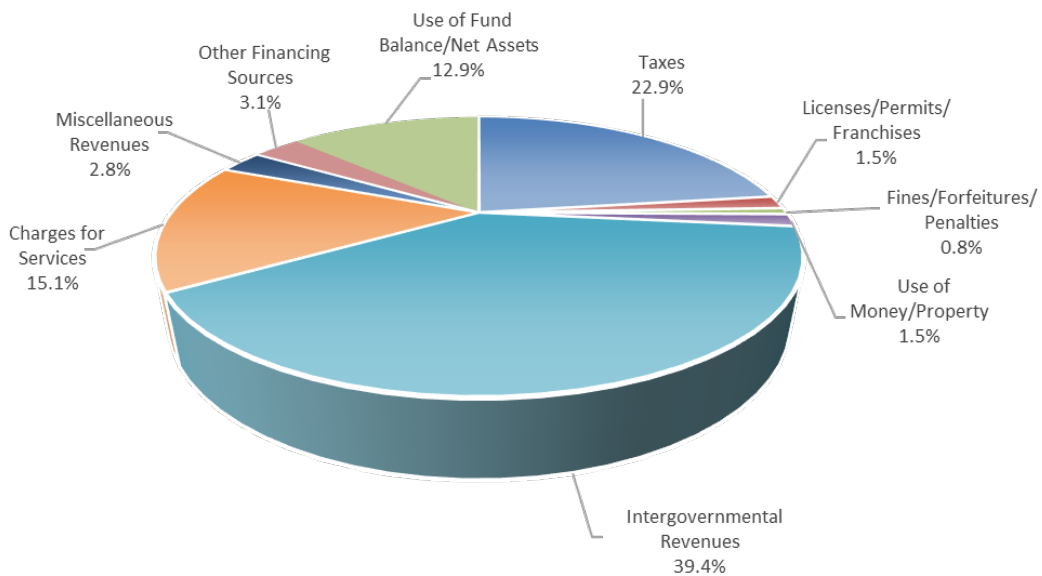
<b>Description</b>	<b>Actual 2020-21</b>	<b>Estimated 2021-22</b>	<b>Recommended 2022-23</b>	<b>Adopted 2022-23</b>
<u>Uses of Financing by Type:</u>				
Salaries & Benefits*	592,398,914	757,854,987	792,630,334	806,894,286
Services & Supplies	646,615,754	728,448,135	714,426,156	762,789,805
Other Charges	512,146,994	642,457,263	635,412,567	653,831,843
Fixed Assets	120,078,085	257,248,272	280,739,214	283,769,214
Operating Transfers	126,883,618	73,517,084	85,810,197	95,608,836
Reimbursements	(351,697,958)	(382,248,848)	(400,772,362)	(405,308,964)
Appropriations for Contingencies	0	3,759,574	5,000,000	4,583,709
Increase to Fund Balance/Net Assets	292,440,615	112,357,507	28,930,709	37,803,214
<b>Total Financing Uses</b>	<b>1,938,866,022</b>	<b>2,193,393,974</b>	<b>2,142,176,815</b>	<b>2,239,971,943</b>
<b>Total Permanent Positions (FTE)</b>	<b>4,085.63</b>	<b>4155.72</b>	<b>4,182.23</b>	<b>4,271.93</b>

# COUNTY BUDGET – ALL FUNDS

FY 202-23 \$2.2 Billion Uses - All Funds

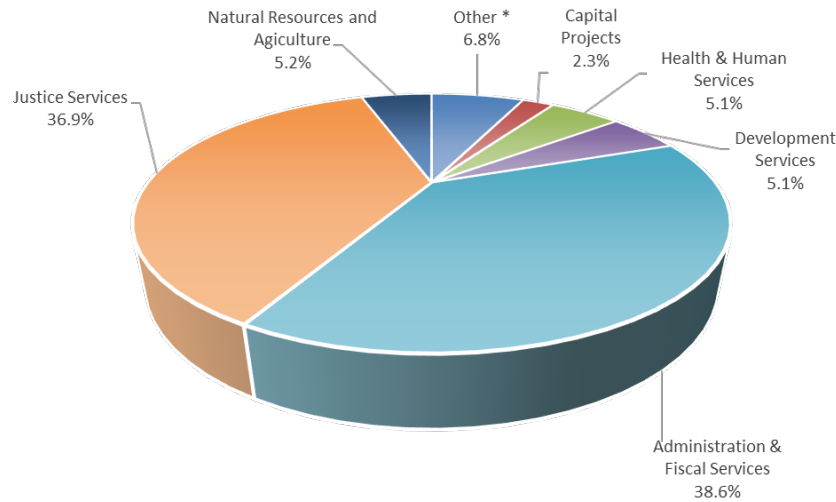


FY 2022-23 \$2.1 Billion Sources - All Funds



# GENERAL FUND

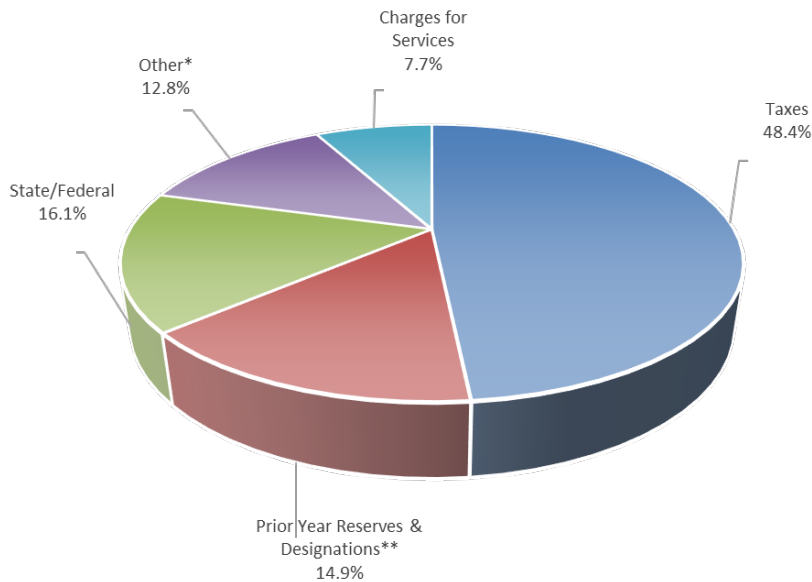
## FY 2022-23 \$71.8 Million Uses – General Fund



**(Excludes General Reserve Fund and Accumulated Capital Outlay (ACO) Funds)**

\*Other - Includes General Government Transfers (\$38.6 million), and Increases to Fund Balance (\$10.0 million)

## FY 2022-23 \$674.3 Million Sources – General Fund



**(Excludes General Reserve Fund and Accumulated Capital Outlay (ACO) Funds)**

\*Other - Includes Licenses/Permits/Franchises (\$22.7 million), Fines/Forfeitures/Penalties (\$13.9 million), Use of Money/Property (\$4.3 million), Miscellaneous Revenues (\$3.9 million), and Other Financing Sources (\$47 million).

\*\*Use of Prior Year Fund Balance - Includes \$106.7 million carryover fund balance.



# ADMINISTRATIVE SUPPORT & FISCAL SERVICES

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Board of Supervisors / County Administrator

County Counsel

Human Resources

General Services

Information Systems

Non Departmental

Auditor-Controller-Treasurer-Tax Collector

County Clerk-Recorder-Assessor

Independent Office of Law Enforcement  
Review & Outreach

Office of Equity

Emergency Management

Fire Services Funds

Court Support/Grand Jury



# BOARD OF SUPERVISORS/ COUNTY ADMINISTRATOR

**Sheryl Bratton**  
**County Administrator**

**The County Administrator’s Office’s mission is to build a sustainable and equitable future for our community by making collaborative, transparent and informed policy recommendations to the Board of Supervisors.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$17,786,044
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$6,917,174
Total General Fund Contribution		\$10,868,870
% Funded by General Fund		61.11%
Total Staff		67.70

## DEPARTMENT OVERVIEW

The County Administrator’s Office carries out the policy direction of the Board of Supervisors and serves the public by collaboratively leading and supporting the County organization. In partnership with the community, the Board of Supervisors and County Administrator’s Office actively implement measures consistent with the County’s Strategic Plan pillars of Healthy and Safe Communities, Organizational Excellence, Racial Equity and Social Justice, Climate Action Resiliency, and Resilient Infrastructure.

For more information, call (707) 565-2431, or visit <http://sonomacounty.ca.gov/CAO/>

### Program Area Description

**District Services** includes five supervisorial districts that make up the elected legislative and executive body of Sonoma County and the governing body for special districts such as the Sonoma County Water Agency, Community Development Commission, Sonoma County Agricultural Preservation and Open Space District, and Sonoma County Public Finance Authority. Major activities include: Supervisorial District services including intake of residents’ concerns, referral to county departments/agencies, and the Community Investment Grant Program (formerly Advertising) grants facilitation.

**Clerk of the Board** provides support functions to the Board of Supervisors and numerous Boards, Commissions, Committees and Task Forces. Clerk of the Board staff provides meeting coordination, prepares and publishes agendas and minutes, records and maintains legislative actions, receives and processes property assessment changes, and assists the public on the assessment appeals process.

**Operations & Budgets** is responsible for producing and monitoring the County budget, developing long-term fiscal plans, analyzing department/agency proposals/requests, and providing resource recommendations to the Board of Supervisors to support alignment with Board policies; effective and efficient use of County resources; and potential multi-department impacts. Operations & Budgets staff oversee Non-Departmental, Court Support Operations, and Capital Project budgets, which are included in separate sections of the budget document.

**Central Communications** supports countywide centralized communications under one cohesive strategy in order to enhance and improve information services to the community through proactive communications. Central Communications provides a platform for two-way communications with Sonoma County residents to receive information through multiple methods and have the opportunity to provide input into decisions made by their local government.

**Legislative & Intergovernmental Affairs** develops and manages the County’s legislative platform to respond to state and federal actions that could impact the County of Sonoma. In coordination with state and federal advocacy consultants, staff track and monitor all state and federal legislation and provide timely updates to the Board. Legislative and Intergovernmental Affairs staff also serve as the County’s liaison to local, state, tribal and federal offices, and governmental agencies. Staff also administer the County’s Tribal Mitigation Agreements in coordination with County Counsel and associated staff within the County Administrator’s Office.

**Policy, Grants & Special Projects** researches and evaluates existing and new policies that are of priority interest to the Board of Supervisors. Policy, Grants and Special Projects staff provide project management for priority projects and facilitates cross-departmental coordination and community engagement. This division oversees the County Strategic Plan, including implementation and reporting of goals and objectives and works with departments, agencies and the legislative team to identify and advocate for funding opportunities for priority initiatives.

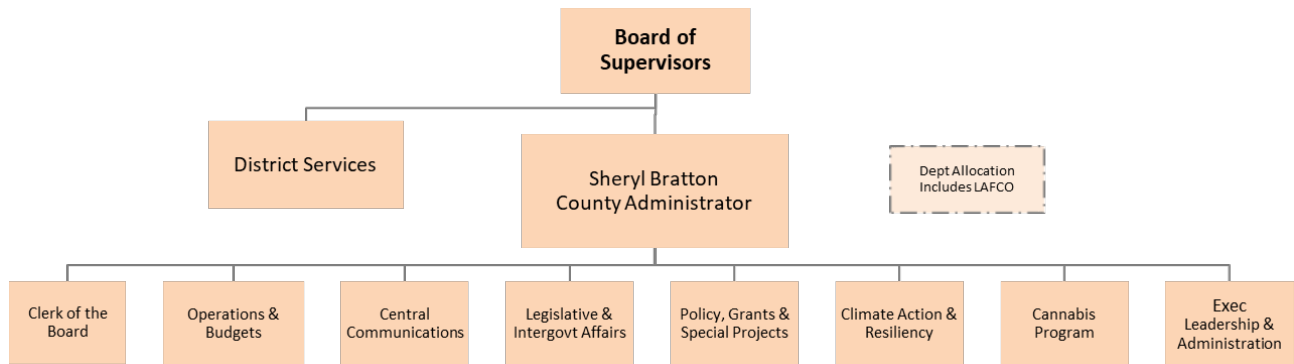
**Climate Action & Resiliency** provides central coordination, communication and leadership of County-wide climate and resiliency initiatives, and develops climate policies that align with the County’s Strategic Plan Climate Action and Resiliency Pillar’s five major goals: 1) invest in wildfire preparedness and resiliency strategies; 2) invest in the community to enhance resiliency and become carbon neutral; 3) make all County facilities carbon free, zero waste and resilient; 4) maximize sustainability and emissions reductions in all County Fleet vehicles; and 5) maximize opportunities for mitigation of climate change and adaptation through land conservation work and land use policies. This includes coordination and oversight of the County’s energy and sustainability programs and the Sonoma County Energy Independence Program, as well as clean water coordination, outreach, and support.

**Cannabis Coordination** performs multi-department coordination between the departments of Permit Sonoma, Agricultural Weights & Measures, Health Services, and the Auditor-Controller-Treasurer-Tax Collector. The team also provides ombudsperson services, responds to constituents’ inquiries, and assists applicants through their application/permit process.

**Executive Leadership & Administration** executes Board direction, provides executive level guidance and serves as the Department’s administrative services hub for all programs within the County Administrator’s Office. The County Administrator is a Board appointed position that is responsible for managing, directing and coordinating operations of all departments over which the Board exercises control.



# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Board of Supervisors District Services	20.00	20.00	0.00	0.0
Clerk of the Board	7.00	6.00	(1.00)	(14.3)
Local Agency Formation Commission (LAFCO)	3.70	3.70	0.00	0.0
Operations & Budgets	15.00	7.00	(8.00)	(53.3)
Central Communications	10.00	10.00	0.00	0.0
Legislative & Government Affairs	0.00	2.00	2.00	100.0
Policy, Grants & Special Projects	9.00	8.00	(1.00)	(11.1)
Climate Action & Resiliency	4.00	5.00	1.00	25.0
Cannabis Coordination	0.00	1.00	1.00	100.0
Executive Leadership & Administration	0.00	5.00	5.00	100.0
<b>Total Permanent Positions*</b>	<b>68.70</b>	<b>67.70</b>	<b>(1.00)</b>	<b>(1.5)</b>

\*The 1.0 decrease in FTEs is due to the decrease of 2.0 Time Limited County Communications Specialists, offset by the addition of 1.0 Administrative Aide to support Legislative & Intergovernmental Affairs and the Cannabis Program.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Board of Supervisors District Services	\$4,263,592	\$4,545,463	\$281,871	6.6
Clerk of the Board	2,231,518	1,978,359	(253,159)	(11.3)
Local Agency Formation Commission (LAFCO)	743,105	741,796	(1,309)	(0.2)
Operations & Budgets	4,529,527	2,675,820	(1,853,707)	(40.9)
Central Communications	2,223,008	2,122,768	(100,240)	(4.5)
Legislative & Government Affairs	0	500,355	500,355	100.0
Policy, Grants & Special Projects	2,600,289	2,188,160	(412,129)	(15.8)
Climate Action & Resiliency	991,500	1,547,291	555,791	56.1
Cannabis Coordination	0	175,390	175,390	100.0
Executive Leadership & Administration	0	1,310,642	1,310,642	100.0
<b>Gross Departmental Expenditures</b>	<b>\$17,582,539</b>	<b>\$17,786,044</b>	<b>\$203,505</b>	<b>1.2</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures</b>	<b>\$17,582,539</b>	<b>\$17,786,044</b>	<b>\$203,505</b>	<b>1.2</b>

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$13,779,958	\$13,875,065	\$95,107	0.7
Services and Supplies	3,774,589	3,860,613	86,024	2.3
Transfers within the County*	27,992	50,366	22,374	79.9
<b>Total Expenditures by Character</b>	<b>\$17,582,539</b>	<b>\$17,786,044</b>	<b>\$203,505</b>	<b>1.2</b>

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$10,398,010	\$10,868,870	\$470,860	4.5
Fees and Charges for Services	639,727	684,425	44,698	7.0
State, Federal, & Other Govt. Revenue	905,837	930,734	24,897	2.7
Other Departmental Revenue**	12,300	12,300	0	0.0
Use of Fund Balance	0	0	0	0.0
Transfers & Reimbursements within the County*	5,626,665	5,289,715	(336,950)	(6.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$17,582,539</b>	<b>\$17,786,044</b>	<b>\$203,505</b>	<b>1.2</b>

\*Includes Board of Supervisors Contributions, LAFCO Quarterly Revenues, PG&E Settlement Funds, Community Investment Fund, 1-time FEMA Reimbursement, Cannabis Reimbursement, and Total Maximum Daily Load (TMDL) Reimbursements.

\*\*Assessment Appeals Revenue

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **District Services:** The FY 2022-23 budget for District Services reflects an increase of 6.6% compared to FY 2021-22. This variance is due to the approval of 1.0 FTE Field Representative for District 5, and the alternate promotion of 1.0 FTE Board of Supervisors Staff Assistant I to Staff Assistant II. Funding is included in the recommended budget, but the additional allocation will be added in supplemental adjustments due to timing.
- **Clerk of the Board:** The FY 2022-23 budget for Clerk of the Board reflects a decrease of 11.3% compared to FY 2021-22. This variance is due to moving 1.0 FTE Secretary Confidential to Executive Leadership & Administration program area as well as reductions in County Counsel costs to better align with actuals.
- **Operations & Budgets:** The FY 2022-23 budget for Operations & Budgets reflects a decrease of 41.3% compared to FY 2021-22. This variance is due to moving 8.0 FTEs in order to establish the Legislative & Intergovernmental Affairs, Cannabis, Central Communications and Executive Leadership & Administration program areas, which were created in order to better represent the services provided by the County Administrator's Office.
- **Central Communications:** There are no significant changes to the Central Communications program area for FY 2022-23. Two time-limited Covid 19 pandemic support positions were eliminated in this program area, which was offset by moving two existing positions from Operations and Budget into Central Communications to accurately reflect service delivery.
- **Legislative & Intergovernmental Affairs:** The FY 2022-23 budget for Legislative & Intergovernmental Affairs reflects an increase of 100% compared to FY 2021-22. This variance is due to establishment of this program area, formerly budgeted within the Operations & Budgets and Policy, Grants & Special Projects program areas.
- **Policy, Grants & Special Projects:** The FY 2022-23 budget for Policy, Grants & Special Projects reflects a decrease of 15.8% compared to FY 2021-22. This variance is due to shifting 1.0 FTE to Climate Action & Resiliency to support Total Maximum Daily Load (TMDL) project work, combined with moving various Service & Supply costs to the Legislative and Intergovernmental Affairs program area.
- **Climate Action & Resiliency:** The FY 2022-23 budget for Climate Action & Resiliency reflects an increase of 56.1% compared to FY 2021-22. This variance is due to shifting 1.0 FTE from the Policy, Grants & Special Projects Program Area to this Program Area, in addition to the carry forward of unspent funds from FY 2021-22 allocated for salaries and benefits, due to delays in filling vacant positions. These funds will be used to develop and implement a climate action and resiliency workplan aligned with the Climate Action and Resiliency Pillar of the Strategic Plan, including funding for focused climate and resilience projects, as well as resources to support public outreach and community engagement on climate action and resiliency.
- **Cannabis Coordination:** The FY 2022-23 budget for the Cannabis Program reflects an increase of 100% compared to FY 2021-22. This variance is due to establishment of this program area, formerly budgeted within Operations & Budgets.
- **Executive Leadership & Administration:** The FY 2022-23 budget for the Executive Leadership & Administration reflects an increase of 100% compared to FY 2021-22. This variance is due to establishment of this program area, formerly budgeted within Operations & Budgets and Clerk of the Board program areas.

## Key Issues

- Design a FY 2022-23 budget development plan that maintains level of County services and supports key board objectives while also preparing for new labor contracts that allow the County to retain and recruit a high-quality workforce.
- Limited Clerk of the Board staffing challenges: delivery of core services continuity including training and compliance support for the 75 boards/commissions/task forces appointed by the Board. These board appointed bodies are required to adhere to Brown Act, observe California Fair Political Practices, and maintain timely training certifications such as Sexual Harassment Prevention. Most of these bodies are not assigned a professional county staff; thus, tracking of vacancies and new members has become increasingly challenging. In addition, the Board has expressed desired to establish a uniform stipend model that allows members of all our communities to be able to participate. If implemented, a system to track stipends will be needed and dedicated staff will be necessary to provide year-round oversight.

- Increased volume of multi-department coordination priority projects are challenged by partner departments' limited capacity to address County Administrator's Office requests in a timely manner. The same departments' capacity is anticipated to impact timely assessment and analysis of emerging tribal issues.
- The shared administrative services model established to serve the County Administrator's Office, Independent Office of Law Enforcement Review and Outreach, and Office of Equity through 1.0 FTE shared Administrative Officer position has proven to deliver intermittent results which limits progress for programs within these departments. Services include budget, personnel, payroll, liaising with Information Systems and Facilities Development & Management, as well as maintaining updated safety protocols.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Strategic Plan Alignment: The County Administrator's Office is lead or co-lead on 23 specific Strategic Plan objectives. In addition, the Department is responsible for implementing the entire Strategic Plan County wide. To that end, the County Administrator's Office leads the design of implementation plans for all of the Strategic Plan Objectives, and in February 2022 the Board of Supervisors awarded nearly \$10 million in funds to advance Strategic Plan initiatives throughout departments.
- Landmark series of agreements intended to improve the effectiveness, efficiency and sustainability of fire services in Sonoma County was approved. The agreements also consolidated fire agencies and revamped the way they are funded.
- Every 10 years, local governments use new data from the Census to redraw their district lines to reflect how local populations have changed. State law requires cities and counties to engage communities in the redistricting process by holding public hearings and doing public outreach, including to non-English-speaking communities. The Board approved revised district maps by the state-mandated deadline in December 2021.
- Engaged consultant to provide a software system that meets the Board's interests in tracking constituent issues and service requests. The feature to receive service requests will be live by June 30, 2022, and final implementation of the constituent management component will occur in FY 2022-23.
- Presented County Center financing plan to the Board for consideration and pursued purchase of a potential County Center location in downtown Santa Rosa in alignment with Board direction. Due to concerns about the cost of the project the Board ultimately declined to purchase the property and staff will return in the future with new options for limited redevelopment on the current County Center site.

### FY 2022-23 Objectives

- Strategic Plan Alignment: The County Administrator's Office is lead or co-lead on 23 specific Strategic Plan objectives. In FY 2022-23, staff anticipates supporting the Organization Excellence and the Racial Equity and Social Justice pillars
  - Objectives associated with Organizational Excellence:
    - Finalize implementation of the Constituent Response Management (CRM) system.
    - Complete departmental review of Permit Sonoma.
    - Review opportunities and challenges with a possible consolidation of Transportation and Public Works and General Services.
    - Lead implementation of consultant's homeless services recommendations.
    - Increase information sharing and transparency and improve County and community engagement by conducting a community satisfaction survey to identify baseline expectations. 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.
  - Objective associated with Racial Equity and Social Justice Pillar, Objective 3:
    - Conduct a baseline assessment by mid-2022 of racial equity awareness and understanding among County staff, and develop a process to assess progress annually.
- With Human Resources leadership, co-lead the renewal of Labor Contracts. The current 4-year contract will expire starting with the SEIU agreement on February 2023.

- Expand emergency operations center public information section capacity and capabilities while coordinating with Emergency Management, Sonoma Water, Health Services and other agencies/departments to address ongoing communications challenges related to drought, wildfires, and public health risks.
- In order to facilitate greater understanding of progress on County priorities and on the County's budget, launch a metric dashboard tracking progress on Strategic Plan goals and implement service area budgeting to better tie expenditures to the services being provided.
- Continue facilitation of new County Center development project. In collaboration with the Deputy Director over County Facilities, the County Administrator's Office Policy, Grants, and Special Projects team will continue to lead the development of a project that will deliver a new county center facility intended to replace our aging complex built in the 1950s and encumbered with backlog of maintenance needs.
- Complete the Climate Resilient Lands Strategy for Sonoma County and use it to seek funding for resiliency projects in Sonoma County's open spaces, agricultural lands, and urban/suburban green spaces.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

None

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Shift \$126,260 of available departmental resources to add 1.0 FTE Administrative Aide to assist with administrative services activities for Board of Supervisors, County Administrator’s Office, IOLERO and the Office of Equity.	1.0	\$0	\$0	\$0
Shift \$126,620 of available departmental resources to add 1.0 FTE Administrative Aide to serve as Deputy Clerk– Boards, Commissions, and Form 700 Clerk to fulfill mandated duties. This request does NOT provide for any costs associated with stipends for ad hoc or commission members.	1.0	\$0	\$0	\$0
Add a 0.5 FTE Field Representative to District 1 and District 4 funded by one-time transfer of discretionary resources. Future considerations will be determined with district budget conversation.	1.0	\$130,550	\$130,550	\$0
Fund the cost differential between Board Aide and Field Representative job class with one-time General Fund, as opposed to coming from with District Community Investment Funds. Future funding will be determined with district budget conversation.	1.0	\$140,000	\$140,000	\$0
Provide one-time funding to Climate Action and Resiliency Division from Non-Departmental discretionary resources for a Wastewater Loan Startup Program.	0.0	\$75,000	\$75,000	\$0

## Additional Directions to Staff

Staff was directed to return to the Board regarding consideration of District Budgets for FY 2023-24.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$13,779,958	\$13,875,065	\$13,986,465	\$206,507	1.5
Services and Supplies	\$3,774,589	\$3,860,613	\$4,019,763	\$245,174	6.5
Other Expenses*	\$0	\$75,000	\$75,000	\$75,000	100.0
Transfers within the County	\$27,992	\$50,366	\$50,366	\$22,374	79.9
<b>Total Expenditures by Character</b>	<b>\$17,582,539</b>	<b>\$17,861,044</b>	<b>\$18,131,594</b>	<b>\$549,055</b>	<b>3.1</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$10,398,010	\$10,868,870	\$10,868,870	\$470,860	4.5
Fees and Charges for Services	\$639,727	\$684,425	\$684,425	\$44,698	7.0
State, Federal, & Other Govt. Revenue	\$905,837	\$930,734	\$930,734	\$24,897	2.7
Other Departmental Revenue*	\$12,300	\$12,300	\$12,300	\$0	0.0
Internal County Reimbursements & Transfers**	\$5,626,665	\$5,289,715	\$5,635,265	\$8,600	0.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$17,582,539</b>	<b>\$17,786,044</b>	<b>\$18,131,594</b>	<b>\$549,055</b>	<b>3.1</b>
<b>Total Permanent Positions</b>	<b>68.70</b>	<b>68.70</b>	<b>71.70</b>	<b>3.00</b>	<b>4.4</b>

\*\*Includes Board of Supervisors Contributions, LAFCO Quarterly Revenues, PG&E Settlement Funds, Community Investment Fund, 1-time FEMA Reimbursement, Cannabis Reimbursement, and Total Maximum Daily Load (TMDL) Reimbursements.

\*\*\*Assessment Appeals Revenue.





# COUNTY COUNSEL

## Robert Pittman County Counsel

The Sonoma County Counsel’s Office is committed to providing the highest quality legal representation and advice, in a timely and responsive manner, to assist the County, its governing Board of Supervisors, and other office clients, to promote the public interest, achieve programmatic and strategic goals, and protect financial resources.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$11,390,630
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$11,389,580
Total General Fund Contribution	\$1,050
% Funded by General Fund	0.01%
Total Staff	41.25

## DEPARTMENT OVERVIEW

The Sonoma County Counsel’s Office is the primary provider of legal services to County departments and over 25 special districts, including the Board of Supervisors, Grand Jury, Agricultural Preservation and Open Space District, Community Development Commission, Sonoma County Water Agency, Local Agency Formation Commission (LAFCO), and the Sonoma County Transportation Authority. County Counsel either directly handles or coordinates outside counsel in the defense of all claims filed against the County, and proactively works to minimize risk and assist in policy development and implementation within each of the five program areas.

For more information call (707) 565-2421, or visit <https://sonomacounty.ca.gov/County-Counsel/>

### Program Area Description

The **Infrastructure and Public Works Practice Group** performs legal services related to contracting, real property transactions, public works, fiscal services, and ordinance and policy drafting.

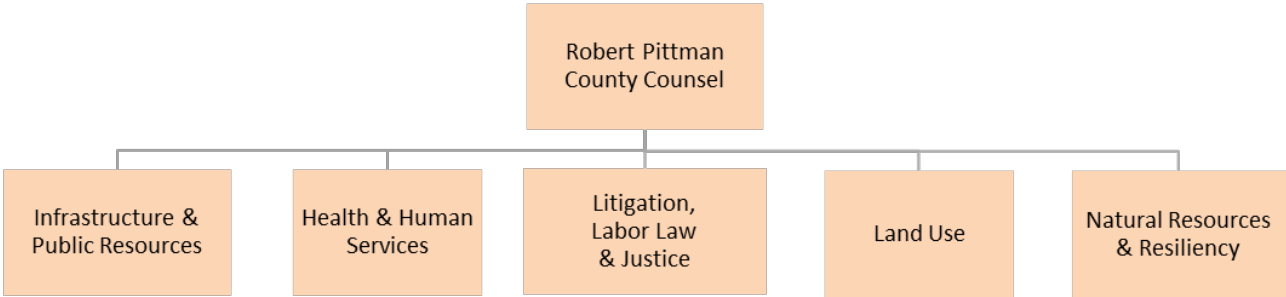
The **Health and Human Services Practice Group** provides legal representation in juvenile dependency and conservatorship cases and advises the Department of Health Services and the Human Services Department on public health, including communicable disease control, emergency medical services, adult protective services, Medicare and Medicaid compliance, privacy, behavioral health, and contracting.

The **Litigation, Labor Law, and Justice Practice Group** performs a variety of legal services in connection with trial and appellate litigation in state and federal courts, coordination with outside counsel, administrative hearings, ordinance enactments, policy adoptions, and labor and employment issues.

The **Land Use Practice Group** performs legal services related to planning, zoning, building, California Environmental Quality Act, code enforcement, cannabis, and tribal affairs, as well as trials and appellate litigation regarding land use matters.

The **Natural Resources and Resiliency Practice Group** performs legal services related to Climate Action, resilience, natural resources management, and the ongoing implementation of the Recovery and Resiliency Framework.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Health & Human Services	10.20	8.75	(1.45)	(14.2)
Infrastructure & Public Resources	7.00	7.00	0.00	0.0
Land Use	9.75	10.00	0.25	2.6
Litigation, Labor Law & Justice	8.80	8.80	0.00	0.0
Natural Resources & Resiliency	6.50	6.70	0.20	3.1
<b>Total Permanent Positions*</b>	<b>42.25</b>	<b>41.25</b>	<b>(1.00)</b>	<b>(2.4)</b>

\*The recommended budget includes a reduction of 1.0 vacant Legal Assistant time-limited position ending June 30, 2022.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Health & Human Services	\$2,721,854	\$2,416,194	(\$305,660)	(11.2)
Infrastructure & Public Resources	1,972,063	1,932,955	(39,108)	(2.0)
Land Use	2,746,801	2,761,365	14,564	0.5
Litigation, Labor Law & Justice	2,479,164	2,430,001	(49,163)	(2.0)
Natural Resources & Resiliency	1,831,201	1,850,114	18,913	1.0
<b>Gross Departmental Expenditures</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>
<i>Internal Departmental Transfers*</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$10,876,452	\$10,540,910	(\$335,542)	(3.1)
Services and Supplies	851,117	826,116	(25,001)	(2.9)
Other Expenses*	23,514	23,604	90	0.4
<b>Total Expenditures by Character</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$1,025	\$1,050	\$25	2.4
Fees and Charges for Services	4,332,930	4,332,930	0	0.0
Other Departmental Revenue**	119,238	99,760	(19,478)	(16.3)
Transfers & Reimbursements within the County***	7,297,890	6,956,890	(341,000)	(4.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>

\*Other Expenses include contributions to the Desktop Modernization Program.

\*\*Other Departmental Revenue includes Code Enforcement Settlement proceeds from County Counsel's share of recovered penalties and fees, and Civil Penalty fees paid.

\*\*\*Reimbursements within the County include payments from County client departments for legal services.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Health and Human Services:** In FY 2022-23, this program budget is decreasing by \$305,660 from the prior year primarily due to a reduction in Salary and Benefit costs associated with the County pay off of the 2003 pension obligation bonds and the conclusion of a vacant time-limited Legal Assistant position with a term ending on June 30, 2022. Consequently, reimbursements are expected to decrease to align with decreased expenditures.
- **Infrastructure & Public Resources:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Land Use:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Litigation, Labor Law & Justice:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Natural Resources & Resiliency:** There are no significant changes to the budget in this Program Area for FY 2022-23.

## Key Issues

- Recruitment of experienced public law attorneys to replace two senior attorneys who retired or departed the office in June 2022 and have a combined 45+ years of legal experience.
- Identifying solutions to streamline Public Records Act (PRA) requests and access to public records to overcome the increased demand PRA requests place on the Office's limited resources, which often necessitates diverting countywide resources away from Board priorities.
- Continuing to integrate diversity, equity, and inclusion (DEI) into our internal policy and training to foster a climate that is favorable to the development of the human potential of all County Counsel staff and to support our clients in reaching their DEI objectives. County Counsel continues to partner with Human Resources and the Office of Equity to integrate an equity lens to improve our recruitment process and overall office policy. Finally, County Counsel will work with the Information Systems Department to identify technological options to position the office for the future by maximizing workforce efficiency and flexibility via various work space collaborative platforms.
- With respect to the impacts on staffing due to shortages and increased Public Records Act requests, the Office will retain outside counsel to assist with projects where feasible, but this model is not sustainable long term.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Provided legal review and support leading to adoption of: an urgency ordinance amending Chapter 40 and 40A related to fire recovery in their entirety to extend the date of expiration and to modify select provisions; Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) ordinance; zoning code amendments to address COVID-19 related business modifications; and the Multi-Jurisdictional Hazard Mitigation Plan. Provided legal support for various in-progress long range planning items, including: cannabis ordinance; tree ordinance; vacation rental ordinance; special events in the right of way ordinance; Local Coastal Plan; and multiple specific plans, including the Sonoma Development Center, and Winery Events.
- Assisted the General Services Department and County Administrator's Office with numerous aspects of the new County Government Center Project, including: procuring outside counsel and a California Environmental Quality Act (CEQA) consultant; assisting staff with negotiations for a purchase and sale agreement to acquire the Sears site; drafting special legislation for authority to utilize a public-private partnership (P3) delivery model for the Project; negotiating with the City of Santa Rosa for leased parking spaces; and negotiating with North Bay Trades for a Project Labor Agreement for the Project.
- Provided counsel and legal support to the County and Sonoma Water on efforts to reach a two-basin solution for the future of the Potter Valley Project, including: negotiating and drafting joint filings with Federal Energy Regulatory Commission (FERC); supporting the successful receipt of \$2,086,172 in grant funding from the Department of Water Resources for public outreach and organization, facilities assessments and feasibility studies, and water supply reliability studies to support the goals of the two-basin solution; developing legal options related to water rights in a license surrender scenario; and furthering positive relationship with the Round Valley Indian Tribes, among other legal work.
- Expanded competency and capacity in the areas of probate conservatorship and decedent's estates. Partnered with Human Services Department to hire a time-limited paralegal who, with the oversight of County Counsel, was able to create and organize legal templates and gain expertise in use of Probate judicial council forms.
- Continued trend of handling majority of litigation in-house; successfully adapted to COVID-19 restrictions in the courtroom environment by effectively advocating through Zoom appearances, depositions and trials; successfully resolved litigation related to PG&E 2019 Kincade Fire; continued to manage the County's participation in nationwide Opioid litigation; and assisted justice partners and Superior Court with Court general COVID-19 orders and facilitated collaboration between the Health Department Services and the Courts.

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Climate Action & Resiliency Pillar: Goal 1, Objectives 1 – 3, Goal 2, Objective3, Goal 4, Objective2**  
Provide legal advice and leadership to support the County's aggressive Strategic Plan Climate Action and Resiliency Pillar goal of carbon neutral by 2030, including: working hand-in-hand with the County Administrator's Office new Climate Action and Resiliency Division; facilitating discussions between County departments/agencies (Regional Parks, Sonoma Water, Agricultural Preservation & Open Space, General Services) and partner public entities (Sonoma County Transportation Authority/Regional Climate Protection Authority, Sonoma Clean Power, cities) to coordinate on ongoing and evolving climate-related programs; drafting policies, agreements, and other legal documents necessary to implement various Board approved climate action and resiliency programs, including the Vegetation Management Grant Program, Sonoma Water and County Climate Adaptation Plans, and others; providing legal support and coordination among County departments/agencies for drought response efforts both at the local and state level; providing leadership and legal advice for ongoing disaster response efforts to ensure resiliency; and ensuring all climate-related work includes an equity lens.
- **Strategic Plan Alignment: Racial Equity and Social Equity Pillar: Goal 1, Objective 2**  
Continue to develop and enhance Diversity, Equity and Inclusion (DEI) policy and training in partnership with the Office of Equity, in order to foster a climate that is favorable to the development of the human potential of all County Counsel staff and to support our department clients in reaching their DEI objectives. These efforts will include: providing legal advice and counsel to clients to support County DEI Initiatives; identifying

tools and develop resource materials to assist County Counsel attorneys to spot issues and craft solutions to assist clients in advancing their DEI goals; providing at least one internal training on anti-discrimination, unconscious bias, and related topics semiannually; developing an Office DEI policy; and participating as a Department leader in County efforts to address equity and diversity countywide.

- **Strategic Plan Alignment: Resilient Infrastructure and Climate Action & Resiliency Pillars**

Provide legal leadership on several high profile County Infrastructure Projects, including: **Project Homekey 2:** Continue to assist the Community Development Commission in applying for grants from the California Department of Housing and Community Development and negotiating purchase and sale agreements and completing related due diligence to acquire additional properties using Project Homekey Round 2 funding to support homeless services; **Great Redwood Trail:** Continue to support the North Coast Rail Authority in the process to develop the Great Redwood Trail, including handling the abandonment of the current line at the Surface Transportation Board; **Potter Valley Project:** Provide legal counsel and support to the County and Sonoma Water on efforts to reach a two basin solution for the future of the Potter Valley Project to ensure water supply resiliency for the Russian River watershed and the restoration of fisheries on the Eel River; **New County Government Center:** Provide legal support for County activities associated with a potential new County Government Center.

- **Strategic Plan Alignment: Healthy and Safe Communities Pillar, Resilient Infrastructure Pillar, and Climate Action & Resiliency Pillar: Goal 1, Objective 2**

Provide legal leadership and advice to advance the County's Comprehensive Planning Priorities, including: drafting updates to the Cannabis Land Use Ordinance; providing legal leadership and support for the 2030 General Plan Update, the adoption of the Local Coastal Plan, and the adoption of Specific Plans for Sonoma Development Center, the Springs, and the Airport Area; and provide legal counsel for the triennial update to the Uniform Building Code and the California Fire Code.

- Provide legal counsel and support for the completion of a Department of Health Services Compliance Update and development of a related work plan. County Counsel will also continue to provide legal leadership and advice for the ongoing COVID-19 response. Assuming the COVID-19 response begins to wind down, County Counsel will develop a resource manual and compile lessons learned from the COVID-19 pandemic to inform future County Counsel pandemic responses.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$10,876,452	\$10,540,910	\$10,540,910	(\$335,542)	(3.1)
Services and Supplies	\$851,117	\$826,116	\$826,116	(\$25,001)	(2.9)
Transfers within the County*	\$23,514	\$23,604	\$23,604	\$90	0.4
<b>Total Expenditures by Character</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,025	\$1,050	\$1,050	\$25	2.4
Fees and Charges for Services	\$4,332,930	\$4,332,930	\$4,332,930	\$0	0.0
Other Departmental Revenue**	\$119,238	\$99,760	\$99,760	(\$19,478)	(16.3)
Internal County Reimbursements & Transfers***	\$7,297,890	\$6,956,890	\$6,956,890	(\$341,000)	(4.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,751,083</b>	<b>\$11,390,630</b>	<b>\$11,390,630</b>	<b>(\$360,453)</b>	<b>(3.1)</b>
<b>Total Permanent Positions****</b>	<b>42.25</b>	<b>41.25</b>	<b>41.25</b>	<b>(1.00)</b>	<b>(2.4)</b>

\*Transfers within the County include contributions to the Desktop Modernization Program.

\*\*Other Departmental Revenue includes Code Enforcement Settlements and Civil Penalty fees paid.

\*\*\*Reimbursements within the County include payments from County client departments for legal services.

\*\*\*\*The Recommended budget includes a reduction of 1.0 vacant Legal Assistant time-limited position ending June 30, 2022.





# HUMAN RESOURCES

**Christina Cramer**  
Director

**Human Resources provides comprehensive human resources and risk management services, through leadership, and guidance supporting organizational effectiveness for an outstanding workforce.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$120,672,713
Internal Transfers		\$3,026,937
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$113,360,873
Total General Fund Contribution		\$10,338,777
% Funded by General Fund		8.36%
Total Staff		65.00

## DEPARTMENT OVERVIEW

Human Resources consists of three program areas: Human Resource Services, Employee Benefits, and Risk Services.

For more information, call (707) 565-2331, or visit <http://sonomacounty.ca.gov/Human-Resources/>

### Program Area Description

**Human Resource Services** supports the County through five functional areas:

**Recruitment and Classification** conducts recruitments, administers the County’s job classification and compensation plan, advises on organizational structure, and oversees the County’s use of contingent workers, including interns, volunteers, and extra help.

**Employee and Labor Relations** advises County departments and meets and confers with labor organizations on mandatory subjects of bargaining; negotiates and administers the County’s Memorandums of Understanding for represented employees, and also administers the County’s Salary Resolution for non-represented employees; and, advises County departments on employee performance management.

**Workforce Development** administers County-wide employee development training, administers the County’s learning management system, and advises departments on organizational development.

**Equal Employment Opportunity**, oversees the County’s compliance with local, state, and federal laws governing equal employment opportunity, non-discrimination and the Americans with Disability Act (ADA), and advises departments on how to remedy employee relation issues to reduce risk and improve work culture; coordinates employee recognition programs; provides staff support to the Sonoma County Human Rights and Status of Women Commissions.

**Human Resources Information System (HRIS)** provides County-wide system resources through the County’s Human Resources Information System (HRIS).

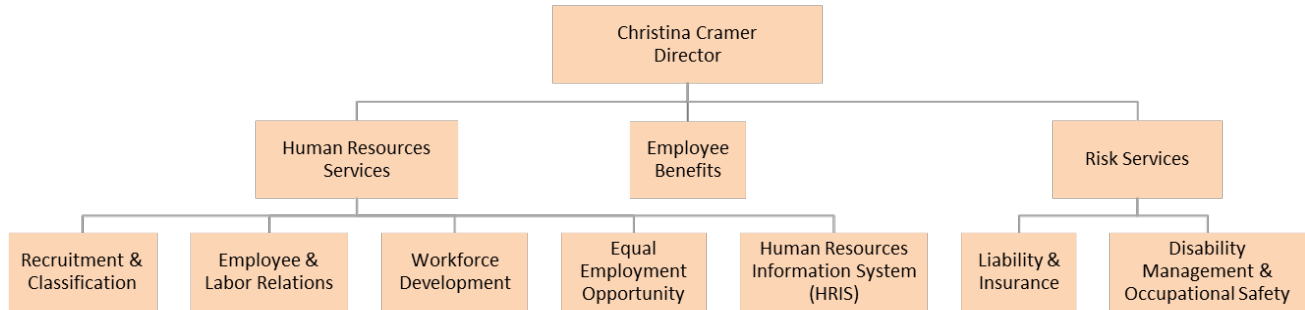
**Employee Benefits** is responsible for managing employee benefits programs and non-pension, retiree benefit programs. This program area includes managing Internal Service Funds (ISF), which established to track services provided to other departments.

**Risk Services** supports the County through two functional areas:

**Liability and Insurance** administers self-insured tort claims and litigation filed against the County, advises County departments on risk mitigation strategies, and maintains all other insurance programs protecting County assets.

**Disability Management and Occupational Safety** provides support and advises County departments on risk mitigation and compliance strategies including Cal-OSHA regulations and legally protected leaves; administers the County’s self-insured Workers’ Compensation and leave management programs.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Human Resource Services	35.00	35.00	0.00	0.0
Employee Benefits	8.00	8.00	0.00	0.0
Risk Services	22.00	22.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>65.00</b>	<b>65.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Human Resource Services	\$8,176,709	\$8,397,719	\$221,010	2.7
Employee Benefits	49,172,902	51,505,837	2,332,935	4.7
Risk Services	58,492,338	63,796,094	5,303,756	9.1
<b>Gross Departmental Expenditures</b>	<b>\$115,841,949</b>	<b>\$123,699,650</b>	<b>\$7,857,701</b>	<b>6.8</b>
<i>Internal Departmental Transfers</i>	<i>3,171,401</i>	<i>3,026,937</i>	<i>(144,464)</i>	<i>(4.6)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$112,670,548</b>	<b>\$120,672,713</b>	<b>\$8,002,165</b>	<b>7.1</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$11,770,582	\$12,008,842	\$238,260	2.0
Services and Supplies	70,576,678	76,833,082	6,256,404	8.9
Other Expenses*	33,073,854	34,437,709	1,363,855	4.1
Transfers within the County**	420,835	420,017	(818)	(0.2)
<b>Total Expenditures by Character</b>	<b>\$115,841,949</b>	<b>\$123,699,650</b>	<b>\$7,857,701</b>	<b>6.8</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$9,529,781	\$10,338,777	\$808,996	8.5
Fees and Charges for Services	74,147,210	81,032,528	6,885,318	9.3
State, Federal, & Other Govt. Revenue	441,100	440,200	(900)	(0.2)
Other Departmental Revenue***	2,705,500	2,530,800	(174,700)	(6.5)
Use of Fund Balance	24,299,285	24,477,852	178,567	0.7
Transfers & Reimbursements within the County**	4,719,073	4,879,493	160,420	3.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$115,841,949</b>	<b>\$123,699,650</b>	<b>\$7,857,701</b>	<b>6.8</b>

\*Other Expenses include non-cash appropriations needed to execute accounting entries for changes to the liability associated with self-insured insurance programs as well as contributions toward the OPEB unfunded liability.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Most transfers and reimbursements in Human Resources involve internal reimbursements within the departments and reimbursements from other departments for services.

\*\*\*Other Departmental Revenue includes interest revenue on fund balances, including in ISFS, and miscellaneous revenue including refunds associated with the County Health Plan.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Human Resource Services Program Area** - There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Employee Benefits Program Area** - Employee benefits is increasing by 4.7%, in part due to inclusion of the Unemployment Insurance ISF, which previously was managed by the Auditor-Controller-Treasurer-Tax Collector. Management of the ISF is being shifted to the department as part of the FY 2022-23 budget to align the program with other employee benefits ISFs, which are managed by Human Resources.
- **Risk Services Program Area** - The Risk Services Program Areas is increasing 9.1% due to a mixture of:
  - Rising insurance premium costs due to general hardening in insurance markets for General Liability, Workers' Compensation, Property, and Medical Malpractice coverage.
  - Actuarially determined increased estimates of current and future claims based on most recent experience.
  - These increases in turn lead to growth in General Fund contribution of \$809,000 or 8.5% from prior year adopted, to account for increases in the Property Insurance premiums, and in Fees and Charges for Services, which accounts for funds collected from departments for General Liability and Workers' Compensation insurance.

## Key Issues

- **Workforce Stability**

Turnover: Successive disasters followed by the COVID-19 pandemic have taken their toll on the County's workforce. Research indicates that more than half of state and local government employers report that more people have been leaving their jobs since the start of the pandemic. For the County of Sonoma, employee turnover has increased from approximately 9% in FY 2020-21 to an estimated 12% in FY 2021-22. This increased turnover strains remaining staff and can lead to feelings of stress and anxiety, more overtime and fatigue, and increased leaves of absences or employee performance issues. These work conditions result in employee dissatisfaction, re-assessments of personal priorities, which can add to the cycle of turnover.

Recruitment challenges: The effects of the COVID-19 pandemic, coupled with the "Great Resignation" and a low unemployment rate, have resulted in a significant reduction in the number of candidates applying for positions. Human Resources estimates the number of applications received in FY 2021-22 will be down 30% or more from FY 2020-21. This reduction necessitates additional and more aggressive recruiting strategies, and County departments must become more efficient in departmental hiring processes.

This recruitment environment strains the County's ability to provide mandated/core services and limits the County's ability to take on or complete additional initiatives.

- **Hardening Insurance Market**

The County is experiencing increases in workers' compensation, general liability, and property claims frequency and costs, in part as a result of multiple wildfires and COVID-19. In addition, the insurance industry as a whole is seeing significant increases high dollar claims, which is depleting the market's surplus capacity and available reinsurers, leading to a hard market for all consumers. As a result, premiums are increasing. These trends are affecting our County costs as well as all California public entities. Reaffirming the County's commitment to loss control strategies is needed to reduce the County's claims and insurance costs.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **Telework Policy (Strategic Plan Alignment: Organizational Excellence)** - Human Resources developed and implemented a County-wide Telework Policy for all County departments and special districts, and training on supervising/managing teams in the hybrid work environment.
- **Retirement Benefits Committee** - The County and its employee group Unions/Associations participated in a countywide labor management Retirement Benefits Committee to discuss retiree pension and medical benefits, including potential ways to address unfunded liabilities for the same. The Committee studied the various retirement benefits, sources of unfunded liabilities, and concepts that could result in reducing unfunded liabilities resulting in a report to the County Administrator.
- **COVID-19 Vaccination and Testing Policy** - In August 2022, Human Resources implemented the COVID-19 Vaccination and Testing Policy in an effort to protect the health and safety of County employees, and the community we serve. The policy required all employees to provide proof of vaccination or submit to weekly COVID-19 testing as a condition of employment. The vast majority (over 90%) of County employees provided proof of vaccination and the remaining employees submitted to weekly testing. The policy helped control the spread of the virus for the County workforce and the broader community. With the current status of COVID-19 transmission, the policy is suspended; however, having the policy will provide agility to re-implement these important steps in controlling future variants or outbreaks.

## FY 2022-23 Objectives

- **Complete successor MOU negotiations (Strategic Plan Alignment: Organizational Excellence)** - The current Memorandums of Understanding (MOU) with employee group Unions/Associations expire between February 28, 2023 and July 2023. Negotiations for successor MOUs are expected to start in October 2022.
- **Develop a mid-management employee development program (Strategic Plan Alignment: Organizational Excellence)** - Design and begin implementation of a comprehensive employee development program focused on preparing employees for promotional opportunities at the mid-manager level of the County that will be congruent with the existing executive leadership program.
- **Conduct Request for Proposal for the County's Workers' Compensation Program (Strategic Plan Alignment: Organizational Excellence)** - Conduct an analysis of the County's Workers' Compensation Program and develop a plan to improve customer service levels and address increases in claims frequency and cost, and conduct a Request for Proposal (RFP) for workers' compensation third party claims administration to meet service expectations.
- **Launch Additional Diversity, Equity, and Inclusion Training Programs (Strategic Plan Alignment: Racial Equity and Social Justice)** - Develop and implement trainings to supplement the Office of Equity's learning program with a focus on skills that support diversity, equity, and inclusion in employee hiring and retention including topics such as recognizing bias, micro aggressions, and cultural intelligence and appreciation.
- **Develop additional strategies to address the challenging labor market (Strategic Plan Alignment: Organizational Excellence)** - In order to improve the County's ability to attract and retain a high performing workforce, Human Resources will assess the need and feasibility of implementing recruitment and retention bonuses and other incentive options or strategies for hard-to-fill positions in light of current labor market conditions.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$11,770,582	\$12,008,842	\$12,008,842	\$238,260	2.0
Services and Supplies	\$70,576,678	\$76,833,082	\$76,833,082	\$6,256,404	8.9
Capital Expenditures	\$0	\$0	\$0	\$0	0.0
Other Expenses*	\$33,073,854	\$34,437,709	\$34,437,709	\$1,363,855	4.1
Transfers within the County**	\$420,835	\$420,017	\$420,017	(\$818)	(0.2)
<b>Total Expenditures by Character</b>	<b>\$115,841,949</b>	<b>\$123,699,650</b>	<b>\$123,699,650</b>	<b>\$7,857,701</b>	<b>6.8</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$9,529,781	\$10,338,777	\$10,338,777	\$808,996	8.5
Fees and Charges for Services	\$74,147,210	\$81,032,528	\$81,032,528	\$6,885,318	9.3
State, Federal, & Other Govt. Revenue	\$441,100	\$440,200	\$440,200	(\$900)	(0.2)
Other Departmental Revenue***	\$2,705,500	\$2,530,800	\$2,530,800	(\$174,700)	(6.5)
Use of Fund Balance	\$24,299,285	\$24,477,852	\$24,477,852	\$178,567	0.7
Internal County Reimbursements & Transfers	\$4,719,073	\$4,879,493	\$4,879,493	\$160,420	3.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$115,841,949</b>	<b>\$123,699,650</b>	<b>\$123,699,650</b>	<b>\$7,857,701</b>	<b>6.8</b>
<b>Total Permanent Positions</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses include non-cash appropriations needed to execute accounting entries for changes to the liability associated with self-insured insurance programs as well as contributions toward the OPEB unfunded liability.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Most transfers and reimbursements in Human Resources involve internal reimbursements within the departments and reimbursements from other departments for services.

\*\*\*Other Departmental Revenue includes interest revenue on fund balances, including in ISFS, and miscellaneous revenue including refunds associated with the County Health Plan.

# GENERAL SERVICES

**Johannes J. Hovertsz**  
Interim General Services Director

The mission of the General Services Department is to efficiently plan, provide, and manage quality facilities, purchasing of goods and services, procurement and maintenance of vehicles and equipment; and the energy and sustainability services to support Sonoma County departments and agencies in the accomplishment of their goals.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$45,394,184
Internal Transfers	\$1,660,597
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$27,411,299
Total General Fund Contribution	\$19,643,482
% Funded by General Fund	41.75%
Total Staff	105.50

## DEPARTMENT OVERVIEW

The General Services Department provides a variety of internal service functions supporting all County departments. The Department includes six divisions: Energy and Sustainability, Fleet Operations, Purchasing, Veterans Memorial Buildings, Facilities Development and Management, and Administration.

For more information, call (707) 565-2550, or visit <https://sonomacounty.ca.gov/General-Services/>

### Program Area Description

**Energy and Sustainability** provides effective planning, management, and control of energy use and sustainability for major portions of County operations. In addition, the Division provides energy efficiency, renewable generation, water conservation and resiliency education, programs and services to all residents and business owners in Sonoma County.

**Fleet Operations** is responsible for the management and maintenance of the County’s light and heavy-duty vehicle fleets.

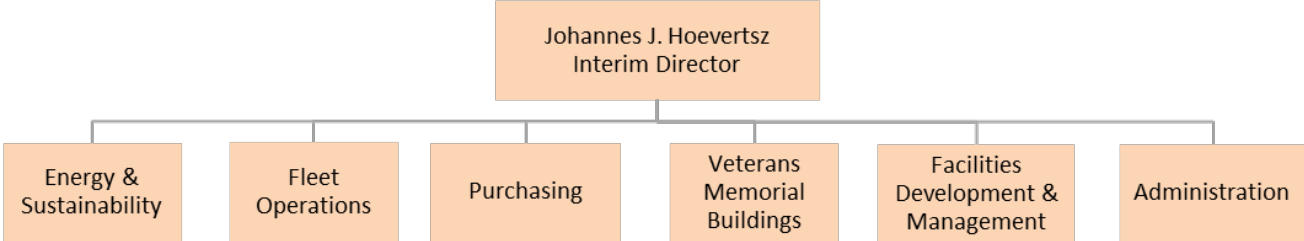
**Purchasing** is responsible for the procurement of goods and services required for County operations. The Division also executes contracts for professional services and assists departments in contract review.

The **Veterans Memorial Buildings** Program provides meeting space for the county’s Veteran’s organizations and for public and non-profit groups.

**Facilities Development and Management** performs major and minor construction improvements to County facilities as well as providing building, equipment, and janitorial maintenance and leasing; acquisition and sale of real property; and security and parking enforcement.

**Administration** provides administrative, fiscal, and human resources internally within General Services, and security and parking support services for employees and the public.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Energy and Sustainability	9.00	9.00	0.00	0.0
Fleet Operations	23.00	23.00	0.00	0.0
Purchasing	8.00	7.00	(1.00)	(12.5)
Veterans Memorial Buildings	2.50	2.50	0.00	0.0
Facilities Development & Mgmt	51.50	51.50	0.00	0.0
Administration	12.50	12.50	0.00	0.0
<b>Total Permanent Positions</b>	<b>106.50</b>	<b>105.50</b>	<b>(1.00)</b>	<b>(0.9)</b>



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Energy and Sustainability	\$9,607,241	\$10,582,035	\$974,794	10.1
Fleet Operations	14,559,562	15,120,375	560,813	3.9
Purchasing	1,438,162	1,446,799	8,637	0.6
Veterans Memorial Buildings	1,304,166	1,295,573	(8,593)	(0.7)
Facilities Development & Mgmt	16,136,940	16,346,971	210,031	1.3
General Services Administration	2,315,356	2,263,028	(52,328)	(2.3)
<b>Gross Departmental Expenditures</b>	<b>\$45,361,427</b>	<b>\$47,054,781</b>	<b>\$1,693,354</b>	<b>3.7</b>
<i>Internal Departmental Transfers</i>	<i>1,674,171</i>	<i>1,660,597</i>	<i>(13,574)</i>	<i>(0.8)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$43,687,256</b>	<b>\$45,394,184</b>	<b>\$1,706,928</b>	<b>3.9</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$17,620,682	\$17,137,828	(\$482,854)	(2.7)
Services and Supplies	19,027,241	19,973,656	946,415	5.0
Capital Expenditures	5,377,736	6,157,450	779,714	14.5
Other Expenses*	2,568,710	2,599,689	30,979	1.2
Transfers within the County**	767,058	1,186,158	419,100	54.6
<b>Total Expenditures by Character</b>	<b>\$45,361,427</b>	<b>\$47,054,781</b>	<b>\$1,693,354</b>	<b>3.7</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$18,771,487	\$19,643,482	\$871,995	4.6
Fees and Charges for Services	3,781,386	3,709,999	(71,387)	(1.9)
State, Federal, & Other Govt. Revenue	1,489,734	1,379,734	(110,000)	(7.4)
Other Departmental Revenue**	2,730,397	3,027,798	297,401	10.9
Use of Fund Balance	2,280,729	3,578,932	1,298,203	56.9
Transfers & Reimbursements within the County***	16,307,694	15,714,836	(592,858)	(3.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$45,361,427</b>	<b>\$47,054,781</b>	<b>\$1,693,354</b>	<b>3.7</b>

\*Other Expenses include long-term debt installment payments for 2010 Comprehensive Energy Project Refinancing and Fleet Solar Project.

\*\*Other Department Revenue includes building and telecommunication site rentals, Sonoma County Energy Independence (SCEIP), Sonoma County Energy Watch (SCEW), parking tickets, and interest earned on pooled cash.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Includes Measure L, Transit Occupancy Taxes for the Advertising and Marketing of the Veterans Memorial Buildings.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Energy and Sustainability** – Increase of 10.1% (\$974,794) in FY 2022-23 is primarily due to increase in utility costs by \$859,000, along with Long Term Debt payments and other contract costs. The department’s General Fund contribution is increasing in order to account for changes to utility and debt payments.
- **Fleet Operations** – Increase of 3.9% (\$560,813) in FY 2022-23 due to increase of new vehicle costs caused by lack of supply and transition to more hybrid and all electric vehicles, as well as e rising fuel costs and increase in automotive part and vendor costs.
- **Purchasing** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Veterans Memorial Buildings** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Facilities Development & Management** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Administration** – There are no significant changes to the budget in this Program Area for FY 2022-23.

## Key Issues

- More than 80% of facilities are beyond useful life and therefore are expensive to operate, especially given the size of the County’s property portfolio.
- Rapidly escalating construction costs continue to challenge **Facilities Development & Management’s** budgets developed prior to, or early in the COVID pandemic. A study commissioned with Gordian Group confirmed an overall projection of 17% annually for the next several years.
- Supply chain issues as a result of the COVID-19 Pandemic continue to have negative impacts on our ability to complete projects:
  - **Facilities Development & Management:** Generators, HVAC equipment, electronic controls, appliances (especially commercial grade), roofing and steel now take 2-4 times longer to obtain. Some items are approaching 12-18 months, which is particularly challenging on small projects with short construction times and often leads to deferring the construction start dates on projects.
  - **Fleet Operations:** Supply-chain constraints and chip shortages have created challenges with vehicle orders and deliveries. Ordering windows for Fleet replacements have been abruptly closed by the manufacturers, significant delays in vehicle deliveries are now the norm, and some cancellations have occurred. Vehicle parts have also been subject to similar circumstances, which has caused delays to up fitting and repairs.
- **Veterans Memorial Buildings** – Building rental income continues to lag behind pre – COVID levels. The loss of revenue coupled with the costs of maintaining the buildings as emergency shelters has severely impacted the Department’s ability to properly staff and market the buildings.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Completed sale of the Chanate Campus for \$15,050,000. Sale agreement closed in December 2021 and included the leaseback of the Public Health Lab and Morgue sites on the campus for a 4-year period.
- Completed Fleet Operations' Light Equipment Facility rooftop Solar Array installation reducing reliance on the electrical grid by 95% and reducing greenhouse gas emissions by nearly 50 metric tons per year.
- Strategic Plan Alignment: Climate Action and Resiliency Goal 3 Objective 1 – Contracted with Energy Services Company (ESCo) to perform investment grade audits at over 100 County facilities, identified a scope of work and the creation of a County Energy Master Plan for comprehensive energy efficiency, water conservation, energy generation, and resiliency improvements to existing County facilities.
- Strategic Plan Alignment: Resilient Infrastructure Goal 2 Objective 2 – Completed six new generator projects including generators at three Veterans Memorial Buildings (Santa Rosa, Petaluma, and Sonoma), Transportation and Public Works Santa Rosa Road Yard, the Sonoma County Airport, and a stand-alone generator at the Information Systems Department. These generators have strengthened the County's ability to serve the public during disasters and Public Safety Power Shutoff events by fortifying evacuation centers, and providing stable power sources to critical emergency response.
- Finalized lease agreement with CAL FIRE establishing a year-around, round the clock (24/7) base at the Los Guilicos site. The presence of CAL FIRE personnel and equipment in the Los Guilicos area will significantly improve response times (prior to this agreement, the County was serviced by crews in the Fairfield and Davis areas). Firefighting crews are expected to occupy the site during the nine months of fire season and crews working on fuel reduction will occupy the site the remaining three months of the year. This agreement marks the first time Sonoma County has had a CAL FIRE firecamp base located within its boundaries since the 1990's.
- Administered the completion of the new Crestwood Mental Health Facility located on the Los Guilicos Campus. This facility fills the void in the County's ability to provide services for mental health patients who require treatment beyond what is available at the Crisis Stabilization Unit.

## FY 2022-23 Objectives

- Bring a revised plan for the replacement of the existing County Government Center to the Board of Supervisors.
- Implementation of recommendations from the feasibility review of General Services and Transportation and Public Works departmental consolidation.
- **Strategic Plan Alignment: Organizational Excellence Goal 1 Objective 5** – Coordinate with the County Administrator's Office in the selection of a Procurement Review Consultant and facilitate assessment. Goal is a comprehensive review of the County's procurement and grant award policies and procedures, including living wage compliance, selection criteria, collaboration with cities and other public entities, and development of a local minority and women owned business program.
- **Strategic Plan Alignment: Climate Action and Resiliency Goal 1 Objective 1** – Provide educational and community resources for carbon neutral, resiliency and fire hardening construction for new and existing homes for landowners to support them in mitigating climate and fire risk.
- **Strategic Plan Alignment: Climate Action and Resiliency Goal 2 Objective 2** – Sonoma County Energy Independence Program with conduct outreach and marketing to encourage property owners and managers to retrofit existing multi-family housing, with the goal of achieving resilient, carbon neutral buildings.
- **Strategic Plan Alignment: Climate Action and Resiliency Goal 4 Objectives 1 and 3** – Maximize sustainability and emissions reductions for all County Fleet vehicles by completing an in depth fleet electrification study, develop a Fleet Transition Plan, and begin purchasing a portion of the EV Infrastructure hardware.
- **Strategic Plan Alignment: Resilient Infrastructure Goal 1 Objective 4** – Assist the Human Services Department with the purchase of one large RV-type vehicle that will host Human and Child Support Services. The vehicle will be available for satellite services and will visit special events to reach new clients. Completion of this objective is subject to supply chain constraints and chip shortages.

- **Strategic Plan Alignment: Resilient Infrastructure Goal 2 Objective 2** – Upgrade the energy efficiency, including energy efficient cooling system for heat events, and add parking lot solar and battery storage at the Santa Rosa Veteran’s building utilizing Climate Action and Resiliency funding.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Facilities Operations - Living wage increase for COVID enhanced janitorial service (12/14/21; Item #44).	0.0	\$30,460	\$30,460	\$0
Facilities Operations - Living wage increase for regular cleaning janitorial service. Net cost increase is offset with a net cost decrease in Non-Departmental Budget (12/14/21; Item #44).	0.0	\$101,299	\$0	\$101,299
Real Estate - New rent receivable and associated expenditures from Sonoma Mountain Caltrans rent (05/03/22; Item #15).	0.0	\$6,000	\$6,000	\$0
Real Estate - New rent receivable and associated expenditures for Sonoma Mountain from CDF (05/03/22; Item #15).	0.0	\$4,800	\$4,800	\$0
Real Estate - New rent receivable and associated expenditures for Timber Ridge (Sea Ranch) from CHP (05/03/22; Item #15).	0.0	\$4,800	\$4,800	\$0
Real Estate - Administrative true up to move expenditure appropriations (\$2,400) into the correct account for rent associated with English Hill (Burnside Road) (05/03/22; Item #15).	0.0	\$0	\$0	\$0
Real Estate - New rent receivable and associated expenditures for Siri Road from AT&T (05/24/22; Item #9).	0.0	\$19,200	\$19,200	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Restore 1.0 Buyer position in the Purchasing unit to support creation of purchase orders, posting of bids solicitations, and contract negotiations for commodities.	1.0	\$131,726	\$0	\$131,726

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Based on established Board policy eliminate over 12 months vacancy of 1.0 time-limited Janitorial Services Supervisor position. Position has been unfunded and there is no reduction to appropriations for FY 2022-23 based on this deletion.	-1.0	\$0	\$0	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	17,620,682	17,137,828	17,269,554	(351,128)	(2.0)
Services and Supplies	19,027,241	19,973,656	20,140,215	1,112,974	5.8
Capital Expenditures	5,377,736	6,157,450	6,157,450	779,714	14.5
Other Expenses*	2,568,710	2,599,689	2,599,689	30,979	1.2
Transfers within the County	767,058	1,186,158	1,186,158	419,100	54.6
<b>Total Expenditures by Character</b>	<b>45,361,427</b>	<b>47,054,781</b>	<b>47,353,066</b>	<b>1,991,639</b>	<b>4.4</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	18,771,487	19,643,482	19,876,507	1,105,020	5.9
Fees and Charges for Services	3,781,386	3,709,999	3,709,999	(71,387)	(1.9)
State, Federal, & Other Govt. Revenue	1,489,734	1,379,734	1,379,734	(110,000)	(7.4)
Other Departmental Revenue**	2,730,397	3,027,798	3,062,598	332,201	12.2
Use of Fund Balance	2,280,729	3,578,932	3,578,932	1,298,203	56.9
Internal County Reimbursements & Transfers***	16,307,694	15,714,836	15,745,296	(562,398)	(3.4)
<b>Total Revenues/Use of Fund Balance</b>	<b>45,361,427</b>	<b>47,054,781</b>	<b>47,353,066</b>	<b>1,991,639</b>	<b>4.4</b>
<b>Total Permanent Positions****</b>	<b>106.50</b>	<b>106.50</b>	<b>106.50</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses include long term debt installment payments.

\*\*Other Department Revenue includes building and telecommunication site rentals, Sonoma County Energy Independence (SCEIP), Sonoma County Energy Watch (SCEW), Parking tickets, and interest earned on pooled cash.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Includes Measure L, Transit Occupancy Taxes for the Advertising and Marketing of the Veterans Buildings.

\*\*\*\*The FY 2022-23 position allocations listed in the adopted budget resolution omitted 1.0 FTE Senior Capital Project Manager that was approved by the Board on January 25, 2022. The FY 2022-23 Recommended and Adopted Budget columns have been corrected to reflect this position.

# INFORMATION SYSTEMS

**Dan Fruchey**  
Interim Director

The mission of the Information Systems Department is to improve the County’s current and future ability to deliver outstanding public service by creating fiscally sound technology solutions that serve our community.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$46,216,406
Internal Transfers		\$13,345,471
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$58,214,988
Total General Fund Contribution		\$1,346,889
% Funded by General Fund		2.3%
Total Staff		116.50

## DEPARTMENT OVERVIEW

The Information Systems Department (ISD) is responsible for providing leadership, support, and coordination of technological efforts in most County departments.

For more information, call (707) 565-2911, or visit <https://sonomacounty.ca.gov/Information-Systems/>

### Program Area Description

**Enterprise Development Services** – Provides technical, system integration, and data stewardship services with an emphasis on improvements that encourage remote work and cross platform functionality. Key services include application development and support, web hosting and design, document remediation, geographical information systems, document management, and records management. Development teams utilize a full range of technical tools and services to support both countywide and department specific business needs including large-scale environments such as justice, human resources management, and financial systems.

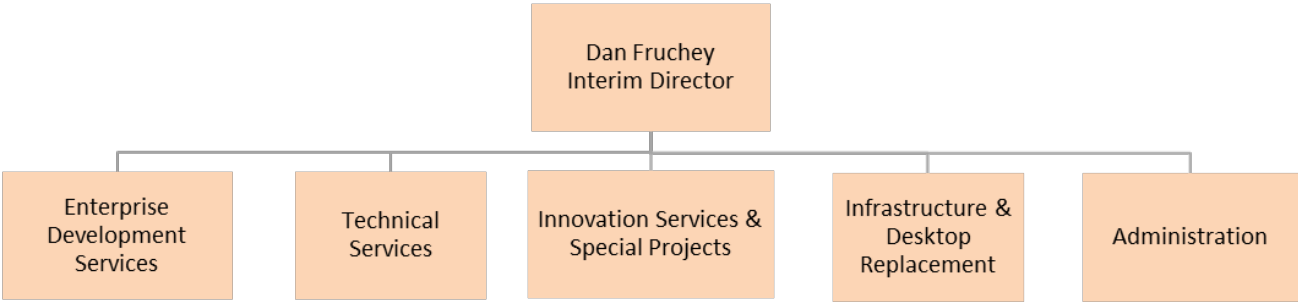
**Technical Services** – Designs and supports resilient core technology consistent with strategic priorities to ensure County staff can collaborate with clients, partner agencies, and coworkers. Key infrastructure includes data centers, networks, telecommunications, enterprise software, computers, mobile technology, and remote work systems. Staff perform a variety of functions such as maintaining secure access to critical operations information, remote and on-site technical support, and systems administration for the multi-agency public safety consortium.

**Innovation Services & Special Projects** – Delivers a rapid and flexible response for introducing new and emerging technologies. Partners with Sonoma County leadership to stimulate an environment for system innovation while developing business strategies that serve the growing technology needs of the County.

**Infrastructure, and Desktop Replacement** – Facilitates an annual technology replacement strategy consistent with client lifecycle requirements. Includes planning, acquisition, installation, and disposal of technology assets such as computers, and network infrastructure to ensure a secure, reliable, and sustainable technology foundation for service delivery.

**Administration** – Performs internal administrative, policy, and compliance functions. Activities support operational and project budgeting, procurement and expense management, fair and equitable cost recovery, human resource functions, enterprise cybersecurity, and associated risk reduction services.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Enterprise Development Services	50.00	48.50	(1.50)	(3.0)
Technical Services	46.50	47.00	0.50	1.1
Innovation Services	4.00	4.00	0.00	0.0
Administration	17.00	17.00	0.00	0.0
Infrastructure, and Desktop Replacement	0.00	0.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>117.50</b>	<b>116.50</b>	<b>(1.00)</b>	<b>(0.9)</b>

\*The FY 2022-23 Recommended Budget includes a reduction of 1.0 Records and Information Manager position.



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Enterprise Development Services	\$15,093,222	\$14,734,231	(\$358,991)	(2.4)
Technical Services	27,369,404	28,900,903	1,531,499	5.6
Innovation Services	2,477,991	2,546,298	68,307	2.8
Infrastructure and Replacement	8,624,876	9,717,197	1,092,321	12.7
ISD Administration	3,621,581	3,663,248	41,667	1.2
<b>Gross Departmental Expenditures</b>	<b>\$57,187,074</b>	<b>\$59,561,877</b>	<b>\$2,374,803</b>	<b>4.2</b>
<i>Internal Departmental Transfers</i>	<i>12,209,735</i>	<i>13,345,471</i>	<i>1,135,736</i>	<i>9.3</i>
<b>Departmental Operating Expenditures*</b>	<b>\$44,977,339</b>	<b>\$46,216,406</b>	<b>\$1,239,067</b>	<b>2.8</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$22,691,287	\$22,663,227	(\$28,060)	(0.1)
Services and Supplies	19,927,227	21,314,770	1,387,543	7.0
Capital Expenditures	3,814,850	3,627,980	(186,870)	(4.9)
Transfers within the County	10,753,710	11,955,900	1,202,190	11.2
<b>Total Expenditures by Character</b>	<b>\$57,187,074</b>	<b>\$59,561,877</b>	<b>\$2,374,803</b>	<b>4.2</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$1,341,228	\$1,346,889	\$5,661	0.4
Fees and Charges for Services	9,959,937	10,567,060	607,123	6.1
Other Departmental Revenue*	26,000	24,000	(2,000)	(7.7)
Use of Fund Balance	4,623,953	4,942,191	318,238	6.9
Transfers & Reimbursements within the County**	41,235,956	42,681,737	1,445,781	3.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$57,187,074</b>	<b>\$59,561,877</b>	<b>\$2,374,803</b>	<b>4.2</b>

\*Other Department Revenue includes interest earnings on department fund balances.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Administration:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Technical Services:** In FY 2022-23, expenditures are increasing by \$1,531,499 from the prior year as a result of increased software and networking investment in enterprise software platforms that better support County staff remote work and collaboration needs as well as providing improved technology disaster response and resilience structure. These expenses are primarily financed through use of existing fund balance sourced from accumulated infrastructure replacement funds and information technology resiliency funds set aside by the Board during Fiscal Year 2018-19 budget hearings.
- **Enterprise Development:** In FY 2022-23, expenditures in this program budget are decreasing by \$358,991 due to the elimination of the Records Manager position in the Records unit responsible for management of Mail, Courier, and Records Management services for the County. This position is being deleted to balance the FY 2022-23 Records budget. Additionally, capital expenditures are decreasing due the replacement of the Records mail barcode machine in the prior year.
- **Innovation:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Infrastructure and Desktop Replacement:** This program budget expenses are increasing by \$1,092,321 due to higher scheduled replacements of infrastructure and desktop devices reaching end of life. Purchases are fully funded through yearly department client contributions for future replacement through the useful life of the device and expended in the year that the equipment is replaced.

## Key Issues

- Changes to department operations and equipment to support the County's Five-Year Strategic Plan Climate Action and Resiliency Pillar requires focus, planning, and change to all aspects of the Department's operations. Examples of the diverse areas being addressed include: replacing vehicles used for daily delivery and service calls with electric vehicles and providing the charging infrastructure to support their use; supporting countywide elimination of current County paper based processes to transition to paperless workflows and storage; and improvements to tools, infrastructure, and security to provide robust support for remote work.
- Efficiency efforts in **All Program Areas** include evaluation of current cost recovery model and implementation of streamlined methods and processes to reduce overhead costs and administrative burden. This effort is currently underway in collaboration with the County Administrator's Office via an ISD rate review study with consultant support, and expected to be completed for Fiscal Year 2023-24 rate development.
- Succession planning and recruiting remain priorities in **All Program Areas** of the Department as the technical skills required for ongoing support of Countywide service delivery continue to increase in complexity, the market for technical professionals remains highly competitive, and our workforce retirement eligibility is currently at 36% per Human Resources Succession Planning calculations.
- The **Enterprise Development Program Area** includes a reduction of a vacant Records Manager position and reductions to Courier and Records supplies due to increased expenses exceeding available funding. These service reductions will impact critical management of mail, courier, and mandated records retention and management services. The Records Management rate review study completed by NBS Consulting, for the purpose of providing analysis and recommendations to create a sustainable financial rate structure, offered recommendations for improved courier and mail services cost recovery model however found that countywide records management is a general function of government and full cost recovery of these services is not an industry standard. To this end, the Department is requesting Add Backs to ensure continued support of records management services.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **Strategic Plan Alignment: Resilient Infrastructure Goal 1 Objective 3; Goal 2 Objective 1**
  - Introduced cloud based email for all supported departments and piloted online office productivity tools. Increases ability for remote work and alternate work locations during emergency activations.
  - Established cybersecurity program to reduce risk of system compromise and data theft. Staffed program and implemented initial improvements including multi-factor authentication, enhanced email and identity protection, and expanded system monitoring.
  - Completed proposal for digitization project scope, launched department user group, provided training on electronic forms and signatures, and completed forms projects with several departments. This improves access to documents for remote working staff, reduces paper document storage that would impact the facility footprint at the new government center, and improves continuity of operations during disasters.
- **Strategic Plan Alignment: Operational Excellence Goal 2 Objective 4**
  - Completed implementation of new Enterprise Web Content Management System that improves access to County information and allows greater ease-of-use, scalability, resilience, and compliance with the Americans with Disabilities Act (ADA).

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Resilient Infrastructure Goal 1 Objective 3; Goal 2 Objective 1**
  - Transition remaining Information Systems department clients to cloud based office suite technologies and train in their use. This will enhance the foundational tools supporting remote work capability, thereby reducing office space requirements and increasing the County's ability to ensure service delivery from alternate work locations during emergency events.
  - Reduce volume of physical paper records produced by County departments by redesigning manual business processes to use online electronic forms, also providing efficiencies in workflow, efficiencies for staff working in geographically distributed workplaces, and a reduction in paper use. Improves resident's ability to request and use local government services at their convenience without visiting an office, increases ability of staff to interact with clients when working remotely. Expands ability to continue services from alternate locations during disasters and improves resiliency of government records and services.
- **Strategic Plan Alignment: Resilient Infrastructure Goal 2 Objective 1**
  - Expand cybersecurity protections by seeking external source for independent network monitoring of the County enterprise; select vendors to assist County in evaluating and responding to security incidents.
  - Complete system resiliency improvements including plans for cloud based system failover, storage and system redundancy upgrades at alternate data center, alternate connectivity and routing, and installation of a new emergency generator at the County data center.
  - Assess alternatives for introducing a secure new enterprise intranet platform and prepare a design proposal for implementation.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Restore ongoing funding in the Records unit for 1.0 Records Manager position \$188,050, and agency extra help, training, and office supplies expenses \$18,950.	1.0	\$207,000	\$0	\$207,000
Increase appropriations in the Records unit for installation of charging station for electric vehicles at the Mail, Courier, and Records facility and initial funding to address increased expense for one electric powered van. Funded with one-time discretionary funds.	0.0	\$107,000	\$107,000	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$22,691,287	\$22,663,227	\$22,851,277	\$159,990	0.7
Services and Supplies	\$19,927,227	\$21,314,770	\$21,333,720	\$1,406,493	7.1
Capital Expenditures	\$3,814,850	\$3,627,980	\$3,652,980	(\$161,870)	(4.2)
Other Expenses*	\$0	\$0	\$82,000	\$82,000	0.0
Transfers within the County	\$10,753,710	\$11,955,900	\$11,955,900	\$1,202,190	11.2
<b>Total Expenditures by Character</b>	<b>\$57,187,074</b>	<b>\$59,561,877</b>	<b>\$59,875,877</b>	<b>\$2,688,803</b>	<b>4.7</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,341,228	\$1,346,889	\$1,553,889	\$212,661	15.9
Fees and Charges for Services	\$9,959,937	\$10,567,060	\$10,567,060	\$607,123	6.1
Other Departmental Revenue**	\$26,000	\$24,000	\$24,000	(\$2,000)	(7.7)
Use of Fund Balance	\$4,623,953	\$4,942,191	\$4,942,191	\$318,238	6.9
Internal County Reimbursements & Transfers***	\$41,235,956	\$42,681,737	\$42,788,737	\$1,552,781	3.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$57,187,074</b>	<b>\$59,561,877</b>	<b>\$59,875,877</b>	<b>\$2,688,803</b>	<b>4.7</b>
<b>Total Permanent Positions</b>	<b>117.50</b>	<b>116.50</b>	<b>117.50</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses includes installation of electric vehicle charging station for the Records unit.

\*\*Other Department Revenue includes interest earnings on department fund balances.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# NON-DEPARTMENTAL

**Sheryl Bratton**  
County Administrator

The County Administrator Office’s mission is to build a sustainable and equitable future for our community by making collaborative, transparent, and informed policy recommendations to the Board of Supervisors.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<u>Uses</u>		
General Fund Expenditures		\$83,511,397
General Fund Contribution to Departments		\$298,124,851
Non-General Fund Expenditures		\$117,045,263
<u>Funding Sources</u>		
General Fund Revenues		\$381,636,248
Non-General Fund Revenues/Use of Fund Balance		\$117,045,263

## DEPARTMENT OVERVIEW

### Program Area Description

This budget includes revenues and expenditures which are not directly associated with a specific department. The budget consists of two major expenditure categories:

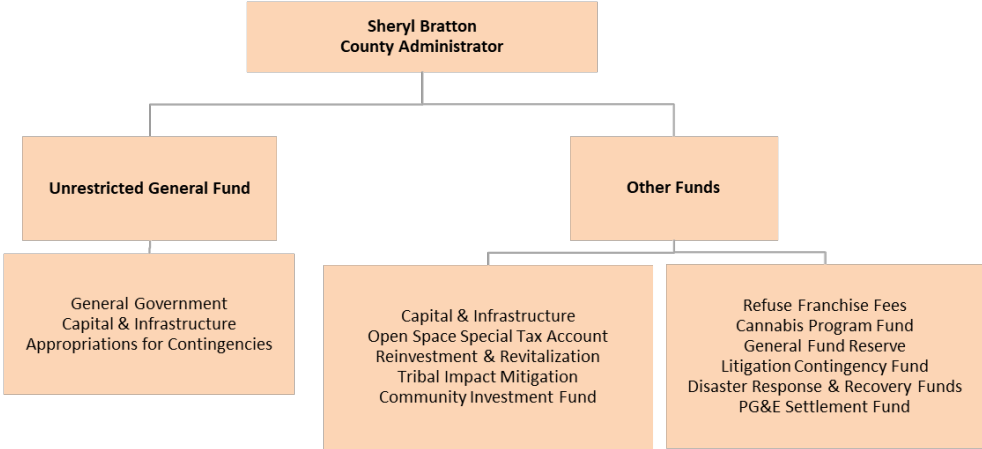
**Unrestricted General Fund** contains a variety of budgeted expenditures that are not specific to any one department. This category covers centralized program costs, referred to as **General Government**, such as employee development and recognition programs, specialized consultant services and costs for County-wide special projects and services, as well as General Fund contributions that are regularly made to departments and programs outside of the General Fund. The General Fund also contributes to **Capital and Infrastructure** investments, such as the Roads Pavement Preservation program and the Capital Improvement Plan. This category also includes the County’s General Fund **Appropriation for Contingencies** designation, which represents unrestricted funds available to the Board of Supervisors to address unanticipated needs throughout the fiscal year.

**Other Funds** includes the following non-General Fund special programs and projects: (1) **Capital and Infrastructure** includes tobacco settlement fund contributions towards the Capital Improvement Plan, as well as refuse franchise fees allocated to the Roads Pavement Preservation program; (2) **Open Space Special Tax Account** records the proceeds from bonds issued as a result of Measure F, and transfers funds to the Agricultural and Open Space District to finance the Measure F expenditure plan; (3) **Reinvestment & Revitalization** represents the segregation of property taxes returned to the County as a result of the dissolved Redevelopment Areas, used to finance the County’s Reinvestment and Revitalization program and projects; (4) **Tribal Impact Mitigation** administers revenue generated from tribal agreements; (5) **Community Investment Fund (CIF)** tracks Transient Occupancy Tax assigned to specific programs, including Measure L funds; (6) **Refuse Franchise Fees** collected from the County’s contracted solid waste collection service provider used to support roadside litter removal, street sweeping, animal pickup, and monitoring of closed rural landfills; (7) the **Cannabis Program Fund**, which receives all Measure A Cannabis Business Tax revenue and reimburses County departments for their Cannabis program costs; (8) the County’s accumulated **General Fund Reserve**, which protects against temporary revenue shortfalls or unpredicted expenditures; (9) the **Litigation Contingency Fund**, which provides funding for unanticipated needs related to litigation incurred during the year and receives funds from code enforcement actions carried out by County Counsel and from General Fund contributions; (10) the **Disaster Response and Recovery Funds**, which contain separate funds to record costs related to response and eligible recovery projects related to state and federally declared disasters; (11) the **American Rescue Plan Act** fund was established to track funds specifically related to the \$96 million in federal funds received for this purpose; and (12) the **2017 PG&E Settlement Fund**, which houses the funds received as part of the settlement with PG&E regarding culpability for the 2017 wildfires and reimburses departments for Board-approved projects.

**In addition to the aforementioned expenditure categories, Non-Departmental also includes** centrally collected property tax, sales taxes, and reimbursements from other agencies for central County services expended out of the General Fund. These revenues finance General Fund contributions to County departments.

For more information, call (707) 565-2431, or visit <http://sonomacounty.ca.gov/>

# DEPARTMENT ORGANIZATIONAL CHART



## FINANCIAL SUMMARIES

### Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Unrestricted General Fund</b>				
General Government	\$44,218,554	\$45,014,128	\$795,574	1.8
Capital and Infrastructure	30,209,822	33,497,269	3,287,447	10.9
Contingency Fund	6,665,693	5,000,000	(1,665,693)	(25.0)
<b>Sub-Total General Fund</b>	<b>\$81,094,069</b>	<b>\$83,511,397</b>	<b>\$2,417,328</b>	<b>3.0</b>
<b>Other Funds</b>				
Capital and Infrastructure	\$7,040,441	\$5,928,375	(\$1,112,065)	(15.8)
Open Space Debt and Purchases	48,861,769	48,266,850	(594,919)	(1.2)
Reinvestment and Revitalization	14,485,940	10,670,876	(3,815,064)	(26.3)
Tribal Impact Mitigation	7,673,558	10,325,707	2,652,149	34.6
Community Investment Fund	8,431,271	13,187,167	4,755,896	56.4
Refuse Franchise Fees	5,762,927	3,375,589	(2,387,338)	(41.4)
Cannabis Program Fund	1,911,375	3,153,861	1,242,486	65.0
General Fund Reserve	946,920	0	(946,920)	(100.0)
Litigation Contingency Fund	846,000	1,846,000	1,000,000	118.2
Disaster Response and Recovery Funds	27,705,078	1,021,000	(26,684,078)	(96.3)
American Rescue Plan Act	0	6,645,039	6,645,039	
2017 PG&E Settlement Funds	40,917,743	4,292,679	(36,625,064)	(89.5)
<b>Sub-Total Other Funds</b>	<b>\$164,583,022</b>	<b>\$108,713,143</b>	<b>(\$55,869,879)</b>	<b>(33.9)</b>
<b>Total Expenditures by Program</b>	<b>\$245,677,091</b>	<b>\$192,224,541</b>	<b>(\$53,452,550)</b>	<b>(21.8)</b>

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2020-21 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Employee Benefits	\$1,084,000	\$1,331,000	\$247,000	22.8
Services and Supplies	18,794,712	12,281,945	(6,512,767)	(34.7)
Other Expenses*	61,778,532	73,165,684	11,387,152	18.4
Transfers within the County	164,019,847	105,445,911	(58,573,936)	(35.7)
<b>Total Expenditures by Group</b>	<b>\$245,677,091</b>	<b>\$192,224,540</b>	<b>(\$53,452,551)</b>	<b>(21.8)</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Tax Revenue	\$323,171,140	\$342,826,437	\$19,655,297	6.1
Transient Occupancy Tax (incl. Measure L)	11,775,137	19,217,020	7,441,883	63.2
Other Tax Revenue**	28,609,395	33,565,220	4,955,825	17.3
Fees and Charges for Services	12,762,703	13,059,260	296,557	2.3
State, Federal, & Other Govt. Revenue	65,198,450	18,111,769	(47,086,681)	(72.2)
Other Departmental Revenue***	7,894,148	8,267,330	373,182	4.7
Internal County Reimbursements and Transfers	39,306,861	29,472,703	(9,834,158)	(25.0)
Use of Fund Balance	49,033,322	25,829,651	(23,203,671)	(47.3)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$537,751,156</b>	<b>\$490,349,392</b>	<b>(\$47,401,764)</b>	<b>(8.8)</b>
<b>General Fund Contribution to Other Depts****</b>	<b>(\$292,074,065)</b>	<b>(\$298,124,852)</b>	<b>(\$6,050,787)</b>	<b>2.1</b>

\*Other Expenses includes contributions to local municipalities and non-County agencies, such as the Community Development Commission for Housing Programs and the Agricultural Preservation & Open Space District for land preservation. It also includes Appropriations for Contingencies.

\*\*Other Tax Revenue includes Cannabis Tax and Sonoma County Agricultural Preservation and Open Space District sales tax, which is collected in Non-Departmental.

\*\*\*Other Departmental Revenue includes Tax Loss Reserve Fund (Teeter Plan), interest earnings on retirement contribution prepayments, and franchise fees for refuse hauling licensing and from utility entities using the public's right of way.

\*\*\*\*The negative General Fund net cost finances General Fund contribution to County departments and select programs.



# DEPARTMENT HIGHLIGHTS

## Major Variances

### Unrestricted General Fund

- **General Government Expenditures** are remaining generally flat for FY 2022-23, with a nominal 1% increase. This is largely due to a net reduction of one-time transfers from the department, offset by the programming of \$6.6 million as one-time to preserve ongoing capacity for staffing of the Behavioral Health Housing Unit at the main adult detention facility, which is not needed in FY 2022-23, but is anticipated to be needed beginning in FY 2023-24.
- **Capital and Infrastructure** spending from the General Fund is increasing by \$3.9 million. This is predominantly driven by a \$3 million increase in contributions to deferred maintenance and funding towards roads annually adjusted based on board policy.
- **Contingency Funds** were increase by \$1.7 million during FY 2021-22 Budget Hearings due to the availability of one-time sources. In the FY 2022-23 recommended budget, funds are being returned to the standard level of \$5 million.

### Other Funds

- **Capital and Infrastructure** spending from other funds decreases by \$1.1 million, primarily due with contributions to the Main Adult Detention Facility Inmate Connector project, as a result of substantial work having been completed.
- **Open Space Debt and Purchases** will have a nominal decrease of approximately \$594,000, or 1.2%, based on a decrease in anticipated property purchases by the Ag + Open Space District, which is further described under the Natural Resources tab in that department's budget.
- **Reinvestment and Revitalization** the FY 2021-22 Adopted Budget included programing \$4.1 million of one-time fund balance available in this fund. As a result, the FY 2022-23 recommended budget appears to be decreasing by approximately \$4 million. The one-time fund balance had accrued due to a combination of general growth, a tax revenue increase and changes to the allocation of funding based on a recent court decision. One-time discretionary funds were invested in an array of projects, details of which can be found in Exhibit A of the FY 2021-22 Budget Resolution, available here: <https://sonoma-county.legistar.com/View.ashx?M=F&ID=9498564&GUID=6A28E6AC-0081-429D-9CFE-0DF504C76634>
- **Tribal Mitigation Fund** expenditures increase by \$2.7 million, or 34.6%, primarily due to budgeting for the transfer to the Sonoma County Transit Authority in alignment with the Graton 2012 Intergovernmental Agreement. In FY 2021-22, the pass through to the authority was not included in the Adopted Budget and was added during budget adjustments.
- **Community Investment Fund** expenditures increases by \$4.8 million or 56.4%. The FY 2021-22 Adopted revenues and expenditures were kept at a suppressed level due to uncertainty regarding travel associated with COVID restrictions. However, actual revenues performed substantially better than anticipated, and the FY 2022-23 Recommended budget is based on FY 2020-21 actuals, which slightly surpassed pre-COVID revenue levels. This allowed expenditures to be restored to the full levels dictated by policy. In addition, due to the strong growth, revenues include an additional \$1 million as an on-going contribution directed to the Deferred Maintenance Fund in line with Board direction provided on March 1, 2022. The Board also directed \$2 million of General Fund as an on-going contribution to the Deferred Maintenance fund. This total increase of \$3 million has been programmed in the Capital Budget for FY 2022-23. Information on overall revenue performance for this fund appears in the Revenue section below, under the "Transient Occupancy Tax" heading.
- **Refuse Franchise** fees decrease by \$2.4 million due to the programming of one-time fund balance to finance FY 2021-22 Budget Hearings Board determined priorities. One-time discretionary funds were invested in an array of projects, details of which can be found in Exhibit A of the FY 2021-22 Budget Resolution, available here: <https://sonoma-county.legistar.com/View.ashx?M=F&ID=9498564&GUID=6A28E6AC-0081-429D-9CFE-0DF504C76634>.
- **Cannabis** program expenditures will increase by \$1.2 million, or 65%. This is associated with the addition of six new time limited positions in Permit Sonoma to support the overall program update and environmental impact review effort. Three of these positions were approved by the Board on June 8, 2021 (Item #36). The other three are

funded with a state local jurisdiction grant. Those grant funds were received in FY 2021-22, and the resulting fund balance is being utilized to fund these positions through FY 2023-24.

- **General Fund (GF) Reserve** will not have expenditures programmed in FY 2022-23. In prior years, expenditures from the reserve were associated with the fund local cost share for Hazard Mitigation Grant Program projects and came from a designation within the Reserve. At this time, matching funds are not needed from this source as initial grant cycles are nearing completion. General Fund Reserves, also known as Undesignated Balance, currently stand at \$53.9 million, or 9.2%. Note that Board policy prescribes the minimum reserve at 8.3% (or 1 month of General Fund operating revenues) and the maximum reserve at 16.7% (or 2 months of General Fund operating revenues).
- **Disaster Response and Recovery Fund** costs are decreasing by approximately \$26.7 million. The majority of expenditures in FY 2021-22 were for on-going COVID response. As the pandemic response wanes, the COVID response costs have decreased. In addition, due to the delays in receiving Federal Emergency Management Agency (FEMA) reimbursements, expenditures in the Disaster Response funds will be made on an as-needed basis. In addition, \$3 million in one-time funds were placed in a new Disaster Response Fund during FY 2021-22 budget hearings. The intent of these funds is to provide initial funding for response to new disasters until other sources become available. Expenditures will be appropriated in Supplemental Adjustments for this fund so that they can be accessed immediately if they are needed to respond to an immediate disaster. Appropriations on the FY 2022-23 recommended budget for Disaster Funds are limited to known administrative costs associated with staff working to pursue FEMA reimbursements.
- **American Rescue Plan Act (ARPA)** fund was established after the adoption of the FY 2021-22 budget. In FY 2022-23, budgeted costs are predominantly for COVID response costs not eligible for FEMA reimbursement (\$4.8 million) and administrative costs to implement the program (\$1.4 million). The majority of ARPA funds are not programmed in the Recommended Budget as they relate to projects that will return to the Board for finalization. As ARPA project plans are finalized, budget adjustments will be made in Supplemental Adjustments and over the course of the FY 2022-23 to appropriate these funds, which are available in the fund balance for this fund.
- **2017 PG&E Settlement Funds** are decreasing by \$36.6 million, or 89.5%. This is due to the fact that a majority of these funds have been transferred into the department executing the identified projects. Funds appropriated in FY 2022-23 are largely associated with providing the final year of a three year funding plan to support Health Services for the expansion of the Mobile Support Team (\$2 million) and \$530,000 for system support of the ACCESS database and software. In addition, funds have been appropriated to support the Climate Action and Resiliency division in the County Administrator's Office.

## Revenues

- **General Fund Tax Revenue** increases by \$19.7 million, or 6.1%, due primarily to anticipated increases in property taxes, as well as an expected rebound in Sales Tax as the economy recovers from the COVID pandemic.
- **Transient Occupancy Tax (including Measure L)** increases by \$7.4 million, or 63.2%. Budgeted revenues in FY 2021-22 were kept very conservative due to extreme uncertainty associated with the continued impact of the pandemic on the travel industry. Fortunately, with restrictions lifted, revenues rebounded in FY 2020-21, for a total of approximately \$18.8 million in this fund. The FY 2022-23 recommended revenues are based on FY 2020-21 actuals, which slightly surpassed pre-COVID revenue levels (\$18.6 million in FY 2018-19 and \$18.9 million in FY 2017-18). The revenues will be trued up based on FY 2021-22 actuals during Consolidated Budget Adjustments in FY 2022-23.
- **Other Tax Revenue**, which includes the Sonoma County Agricultural Preservation and Open Space District Sales tax, is increasing by \$5.0 million, as local sales tax activity rebounds after the COVID pandemic.
- **Fees and Charges for Services** are not changing significantly.
- **State, Federal, and other Governmental Revenue** decreases by \$47 million, or 72%. This is entirely due to American Rescue Plan Act (ARPA) revenues being fully received. The first tranche of ARPA revenues were received in FY 2020-21, and the second tranche being received in FY 2021-22. The Board provided direction on expenditure priorities on December 14, 2021, and funds are being appropriated as more detailed spending plans are developed for each of the priority areas.
- **Other Departmental Revenue** are not changing significantly.
- **Internal County Reimbursements and Transfers** are decreasing by \$9.8 million, or 25%. This primarily represents removing one-time transfers to various funds that were in the FY 2021-22 budget. The most significant one-time transfers included: a \$2.2 million contribution to General Fund Reserves; programming \$2 million in one-time Refuse Franchise Fee fund balance and \$4.1 million in Reinvestment and Revitalization fund balance; utilizing \$3 million in one-time funds to establish the Disaster Response Fund; a \$1 million use of the 2017 PG&E Settlement

Fund balance; and a \$1 million contribution to the litigation contingency fund. These decreases are offset by a \$3.7 million increase in reimbursements from departments related to the County Cost Allocation Plan. This increase is reflecting a return to business as usual, as in prior years a significantly higher share of administrative time was spent responding to disasters.

- **Use of Fund Balance** decreases by \$23 million primarily due to decreased expenditures programmed in the PG&E Settlement Fund, which draws down fund balance accrued from FY 2020-21 when those monies were received as revenues. This is offset by the fact that ARPA revenues have been fully received and are therefore not programmed in the FY 2022-23 Recommended Budget.

### Key Issues

- Since January 1, 2017, Sonoma County has experienced an unprecedented number of disasters, notably including the 2017 Complex fires, the 2019 Kincade Fire, and ongoing COVID response. As of April 4, 2022, approximate FEMA-reimbursable emergency response costs (exclusive of roads, parks and other infrastructure costs as well as regular-time staffing costs) have totaled nearly \$78 million, with costs continuing to grow based on continued COVID response. While most of these costs are anticipated to be reimbursed from FEMA and/or Cal-OES, less than half of what is expected has been received to date, and almost all of that was in prior fiscal years, putting pressure on the FY 2021-22 and FY 2022-23 disaster fund budgets. The balance, as well as significant costs not eligible for FEMA/Cal-OES reimbursement, have been covered by a contribution from the General Fund, combined with a temporary use of the Kincade Settlement funds, Coronavirus Aid, Relief, and Economic Security Act (CARES) funds, and American Rescue Plan Act funding. Given the nation-wide and protracted response to COVID, FEMA reimbursement delays are being anticipated by municipalities nationally. While Sonoma County awaits reimbursement, these resources put toward disaster response are not available for Board priorities, including resiliency projects. Additional large-scale emergency response efforts could put significant strain on the General Fund and may necessitate utilization of General Fund Reserves. As reimbursements are received, the Kincade Settlement fund and the General Fund will be restored as possible.
- Under the American Rescue Plan Act (ARPA), Sonoma County received \$96 million to support COVID-19 response efforts, replace lost revenue, support economic stabilization for households and businesses, and address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic. The receipt of these funds presents a historic opportunity to serve disadvantaged communities, but, as these are federal funds, administration and reporting requirements are very rigorous. Complying with these regulations, combined with coordinating across multiple departments and community partners unaccustomed to the requirements associated with federal funds will present significant administrative hurdles that need to be well managed throughout the ARPA Award period, which ends on December 31, 2024.
- Growth in property tax, which makes up the largest source of County discretionary revenue, is limited by the California Constitution. In addition, external state and federal ongoing sources tend to remain flat year over year. Therefore, as the County faces high inflation and will be negotiating new labor contracts with all bargaining units over the next year and a half, overall operating revenues trends will likely not keep up with upcoming cost of doing business increases.

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## ACCOMPLISHMENTS AND OBJECTIVES

The Non-Departmental budget unit is administered by the County Administrator's staff. Please see departmental accomplishments and objectives under the Board of Supervisors/County Administrator's budget narrative included in the Administrative Support and Fiscal Services section.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Description	Gross Expenditures	Revenues and Reimbursements	Net Cost
<b>General Fund</b>	<b>(\$1,858,514)</b>	<b>\$0</b>	<b>(\$1,858,514)</b>
Decrease appropriations in Contingencies to provide partial funding for two of the Time Limited positions added in the Clerk-Recorder-Assessor's office. Related to CRA-SUP-01. (4/19/22, Item #9).	(\$685,870)	\$0	(\$685,870)
Move funds from Other General Government to new subsection for better tracking purposes. Shift is occurring as a supplemental adjustment as the new subsections were not created in time to be reflected in the recommended budget, but should be displayed correctly in the Adopted Budget (\$630,000 movement of appropriations).	\$0	\$0	\$0
Transfer \$30,000 to Permit Sonoma for consultant costs to develop ordinance on transient use of fractionally-owned property within Sonoma County. Transfer expenditure is offset with a reduction in a different expenditure account, resulting in a net \$0 change (5/10/22, Item #22).	\$0	\$0	\$0
General Fund subsidy to Permit Sonoma, Animal Care & Control and Ag Weights & Measures to prevent excessive fee increases that would have occurred if department were to charge full cost recovery levels as indicated in a comprehensive fee study. (3/22/22, Item #21).	(\$1,145,000)	\$0	(\$1,145,000)
Reduce amount set aside to cover increase in janitorial costs through General Services. Related to GSD-SUP-02 (12/14/21, Item #44).	(\$101,299)	\$0	(\$101,299)
Increase appropriations for Board meeting production services. These expenditures were included in the Special Projects budget of Transportation and Public Works; this adjustment is being made to move costs into the Non-Departmental Budget for ease of accounting; both sections are within the General Fund. Corresponds to TPW-SUP-04. Administrative adjustment only.	\$120,200	\$0	\$120,200

<b>Description</b>	<b>Gross Expenditures</b>	<b>Revenues and Reimbursements</b>	<b>Net Cost</b>
Move appropriations from to the new Special Projects section from Other General Government to allow for better tracking of costs to research hybrid public meetings. Non-policy adjustment. See offsetting adjustment in NDOTHGF-SUP-10.	\$150,000	\$0	\$150,000
Make administrative corrections within the Prop 4 Section to move revenue to Property and Revenue and Sales Tax accounts to better align with anticipated revenue streams. Non-policy change. See offsetting adjustment in NDOTHGF-SUP-10.	\$0	\$1,595,852	(\$1,595,852)
Make administrative corrections within the Prop 4 Section to move revenue from the Penalties account to better align with anticipated revenue streams. Non-policy change. See offsetting adjustment in NDOTHGF-SUP-09.	\$0	(\$1,595,852)	\$1,595,852
Move appropriations (\$150,000) from Other General Government to the new Special Projects section to allow for better tracking of costs to research hybrid public meetings. Non-policy adjustment. See offsetting adjustment in NDOTHGF-SUP-08.	(\$150,000)	\$0	(\$150,000)
Reduce expenditures set aside for IOLERO true up. Related to IOLERO-SUP-01.	(\$46,545)	\$0	(\$46,545)
<b>Other Funds</b>	<b>\$41,659,563</b>	<b>(\$1,858,514)</b>	<b>\$39,801,049</b>
Transfer one-time discretionary funding to continue operating the Sheriff's Helicopter Program through Fiscal Year 2022-23. Approximately \$2.1M was appropriated in the Non-Departmental recommended budget, so this entry allows for the Operating Transfer to the Sheriff's Department and trues up the total amount needed in the Helicopter budget (3/15/22, Item #18).	\$237,496	\$0	\$237,496
Appropriate American Rescue Plan Act (ARPA) funds to be issued to community grant programs and County departments per prior Board direction. Funds are fully appropriated but will be used through 12/31/2024; unspent funds will be carried forward from year to year. (12/14/21, Item #45 and 5/24/22, Item #21).	\$39,258,067	\$0	\$39,258,067
Add appropriations to the Disaster Response Fund in case expenditures need to be made in response to an immediate disaster.	\$3,000,000	\$0	\$3,000,000

Description	Gross Expenditures	Revenues and Reimbursements	Net Cost
Administrative true-up to reduce appropriations for George's Hideaway as funds were included in the FY22-23 Recommended Budget, but funds will be transferred in FY21-22. (4/5/22, Item #8)	(\$866,000)	\$0	(\$866,000)
Add \$30,000 in expenditures to ensure adequate appropriations in the Graton budget for County Counsel services, per the Graton 2012 Intergovernmental Agreement. Administrative true up to implement the FY22-23 budget.	\$30,000	\$0	\$30,000

### Budget Hearing Actions

Description	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>	<b>\$57,400,609</b>	<b>\$23,176,473</b>	<b>\$34,224,136</b>
Transfer of one-time funding for the 9-1-1 Dispatch System Replacement.	\$1,500,000	\$0	\$1,500,000
Reduce Appropriations for contingencies to offset addition of 1.0 Senior Emergency Services Coordinator in the Department of Emergency Management to strengthen critical emergency response and recovery functions.	(\$241,788)	\$0	(\$241,788)
Reduce Appropriations for Contingencies to offset addback 1.0 FTE Buyer Position in General Service).	(\$131,726)	\$0	(\$131,726)
Reduce General Fund set aside to offset addback of 1.0 Records Manager in the Information Systems Department.	(\$207,000)	\$0	(\$207,000)
Appropriate expenditures to support the homeless services re-organization. Funding will be moved to Health Services net cost when appropriate Homeless Services structure created in their budget.	\$829,145	\$0	\$829,145
Contingency Adjustment to offset General Fund Support for homeless services re-organization (5/24/22, Item #42).	(\$829,145)	\$0	(\$829,145)
Environmental Health Administrative Services Officer and Senior Environmental Health Specialist for a Debris Task Force - Time Limited through 6/2025.	\$381,365	\$0	\$381,365

<b>Description</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Contingency offset to support Environmental Health Administrative Services Officer and Senior Environmental Health Specialist for a Debris Task Force - Time Limited through 6/2025.	(\$381,365)	\$0	(\$381,365)
One-time contribution to General Fund Reserves as part of a plan to bring reserves from 9.2% to 16.7% over an 8 year period.	\$5,475,000	\$0	\$5,475,000
One-time contribution to create a Community Infrastructure Project Fund.	\$10,000,000	\$0	\$10,000,000
One-time contribution to create a Water Security Fund.	\$5,000,000	\$0	\$5,000,000
One-time funding for the Information Systems Department to purchase electric vehicle and charging infrastructure used for countywide delivery of records, mail and courier services.	\$107,000	\$0	\$107,000
One-time funding for the Department of Emergency Management to purchase an emergency response towing/transport vehicle.	\$112,200	\$0	\$112,200
One-time funding to support development of a Fire Memorial - 5 year anniversary of the 2017 wildfires.	\$250,000	\$0	\$250,000
One-time funding for various food distribution programs submitted by non-profits. Funding will be transferred to the Human Services Department for distribution to the organizations.	\$645,000	\$0	\$645,000
One-time discretionary funding for the cost differential between Board Aide and Field Representative job class ,replacing use of Community Investment Funds. Determination on future funding levels will come as part of review of District Budgets.	\$153,055	\$0	\$153,055
One-time funding for CDC to keep Guerneville Shelter open through March 31, 2023.	\$236,000	\$0	\$236,000

<b>Description</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
One-time discretionary funding to add a 0.5 FTE Field Representative to District 1 and District 4. Determination on future funding levels will come as part of review of District Budgets.	\$130,550	\$0	\$130,550
One-time funding to CDC to support Legal Aide.	\$400,000	\$0	\$400,000
One-time funding to CDC for Los Guilicos Village. Funding is related to prior year shortfall that was improperly bulled to other sources.	\$1,470,000	\$0	\$1,470,000
One-time funding to CDC for Los Guilicos Village to fund the FY22-23 gap.	\$400,000	\$0	\$400,000
One-time funding of \$25,000 to pay the Human Resources Department to conduct a classification and compensation review of Board Staffing.	\$50,000	\$25,000	\$25,000
One-time funding to for work related to making Sonoma County a pro-housing county.	\$375,000	\$0	\$375,000
Provide \$1.5 million total in discretionary funding for two-year funding to support Groundwater Sustainability Agencies in Sonoma Valley and Petaluma GSAs. Funding will be \$500,000 in FY 22-23 and \$1 million in FY 23-24.	\$1,500,000	\$0	\$1,500,000
One-time discretionary funding for Maxwell Farms Parks renovation work for Phase 1.	\$1,400,000	\$0	\$1,400,000
One-time funding to support Law Enforcement Chaplaincy Services, which have lost funding due to the cancelation of their primary fundraiser during COVID.	\$60,000	\$0	\$60,000
Move FY 20-21 Year End Fund balance originally earmarked for the purchase of the Sears site to the Deferred Maintenance/ County Center Project fund.	\$11,331,836	\$0	\$11,331,836
One-time funding to EDB to provide operational funding for Sonoma County Visitor Centers.	\$500,000	\$0	\$500,000



<b>Description</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Increase revenues for provision of Teeter Reserve balance to the General Fund (available sources).	\$0	\$4,203,439	-\$4,203,439
One time funding to the CRA to rebuild Assessor Database for data necessary to assess property and prepare the annual assessment roll.	\$230,000	\$0	\$230,000
One-time funding to re-open Roseland Teen Club.	\$250,000	\$0	\$250,000
Set aside funding for Strategic Plan Investments (\$4M one-time; \$1M ongoing). Funding will be distributed with a Board Item during FY 2022-23.	\$5,000,000	\$0	\$5,000,000
Set aside one-time discretionary funding to partially fund the Behavioral Health Unit Capital Project Funding Gap.	\$5,000,000	\$0	\$5,000,000
Set aside one-time discretionary funding to fund the General Plan Update. Funding will be moved to Permit Sonoma as needed.	\$2,800,000	\$0	\$2,800,000
Set aside one-time funding to support upgrade of a position in the Sheriff's Information Technology Unit Reorganization for three years.	\$51,879	\$0	\$51,879
Provide one-time funding to support Health 2.0 for three years at \$500,000 per year to create community-based collaborative action network focused on addressing systemic inequities.	\$1,500,000	\$0	\$1,500,000
One-time funding Support Secure Families collaborative.	\$200,000	\$0	\$200,000
Increase revenues to reflect the transfer of 2017 PG&E Settlement Fund Balance to the General Fund to support needs as identified (Revenue Sources).	\$0	\$2,181,692	(\$2,181,692)
Increase revenues to reflect the transfer available balance from the Community Investment Fund to the General Fund (Revenue Sources).	\$0	\$9,649,418	(\$9,649,418)
Increase revenues to reflect the transfer Infrastructure Sinking Fund Balance to the General Fund (Revenue Sources).	\$0	\$2,199,031	(\$2,199,031)

<b>Description</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Increase revenues to reflect the transfer Refuse Franchise Fees to the General Fund (Revenue Sources).	\$0	\$2,935,016	(\$2,935,016)
Increase revenues to reflect the transfer Reinvestment and Revitalization to the General Fund (Revenue Sources).	\$0	\$1,982,877	(\$1,982,877)
Utilize one-time funds to restore General Fund Contingencies to \$4,583,709. Additional funding to restore to full \$5 million will be programmed in Q1 CBAs if final Year-End fund balance allows.	\$1,853,603	\$0	\$1,853,603
<b>Other Funds</b>	<b>\$29,023,034</b>	<b>\$20,475,000</b>	<b>\$8,548,034</b>
Increase revenues in the General Fund Reserves to receive a one-time contribution of discretionary funding as part of plan to bring reserves from 9.2% to 16.7% over an 8 year period.	\$0	\$5,475,000	(\$5,475,000)
Receive one-time allocation of discretionary resources to create a Community Infrastructure Project Fund.	\$10,000,000	\$10,000,000	\$0
Receive one-time allocation of discretionary resources to create a Water Security Fund.	\$0	\$5,000,000	(\$5,000,000)
One-time transfer 2017 PG&E Settlement Fund Balance to the General Fund (Revenue Sources).	\$2,181,692	\$0	\$2,181,692
One-time transfer available balance from the Community Investment Fund to the General Fund (Revenue Sources).	\$9,649,418	\$0	\$9,649,418
One-time transfer Infrastructure Sinking Fund Balance to the General Fund (Revenue Sources).	\$2,199,031	\$0	\$2,199,031
One-time transfer Refuse Franchise Fees to the General Fund (Revenue Sources).	\$2,935,016	\$0	\$2,935,016
One-time transfer Reinvestment and Revitalization to the General Fund (Revenue Sources).	\$1,982,877	\$0	\$1,982,877
Appropriations in the new Water Security Fund for the Wastewater Loan Program Startup.	\$75,000	\$0	\$75,000

## Additional Directions to Staff

For the FY 2022-23 Budget, utilize any FY 2021-22 savings higher than the projected \$23.5 million waterfall as follows:

- Utilize first \$416,291 to bring the FY 2022-23 beginning contingency balance to \$5 million.
- Utilize the next \$1,000,000 to create and fund an integrated food distribution plan.

Remaining available funds will be discussed at a future Board meeting, where the Board will consider the following limited items:

- Items in section “B” of the Exhibit A (Budget Adjustment Tool) that were not withdrawn.
- Contribution for paying down Pension Unfunded Liability.
- Contribution to Reserves.
- Contributions to County Center/Deferred Maintenance.
- Contribution to Roads.

Staff was directed to return to the Board regarding the following items:

- Disaster Immediate Needs Fund and Low Wage Worker Disaster Pay Program (Office of Equity and Department of Emergency Management).
- Groundwater Sustainability Agency Update (Sonoma Water).
- Food Access Program Assessment and Action Plan (Human Services).
- Water bucket programs, including Wastewater Loan Program (Sonoma Water).
- Update on Roseland Village (Community Development Commission).
- Consideration of District Budgets for FY 2023-24 (County Administrator’s Office).
- Health Action 2.0 –existing local chapters funding (Department of Health Services).

The Board directed staff to transfer designated fund balances for the FEMA Audit Reserve and Resiliency Projects from the General Fund Reserve to the newly established “Reserved Purposes” Fund.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$1,084,000	\$1,331,000	\$1,331,000	\$247,000	22.8
Services and Supplies	\$18,794,712	\$12,281,945	\$54,684,752	\$35,890,040	191.0
Other Expenses*	\$61,778,532	\$73,165,684	\$98,073,032	\$36,294,500	58.7
Transfers within the County	\$164,019,847	\$105,445,911	\$164,360,448	\$340,601	0.2
<b>Total Expenditures by Character</b>	<b>\$245,677,091</b>	<b>\$192,224,540</b>	<b>\$318,449,232</b>	<b>\$72,772,141</b>	<b>29.6</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Tax Revenue	\$323,171,140	\$342,826,437	\$344,422,289	\$21,251,149	6.6
Transient Occupancy Tax (incl. Measure L)	\$11,775,137	\$19,217,020	\$19,217,020	\$7,441,883	63.2
Other Tax Revenue**	\$28,609,395	\$33,565,220	\$33,565,220	\$4,955,825	17.3
Fees and Charges for Services	\$12,762,703	\$13,059,260	\$13,059,260	\$296,557	2.3
State, Federal, & Other Govt. Revenue	\$65,198,450	\$18,111,769	\$18,111,769	(\$47,086,681)	(72.2)
Other Departmental Revenue***	\$7,894,148	\$8,267,330	\$10,874,917	\$2,980,769	37.8
Internal County Reimbursements and Transfers	\$39,306,861	\$29,472,703	\$68,920,737	\$29,613,876	75.3
Use of Fund Balance	\$40,833,322	\$25,829,651	\$110,841,899	\$70,008,577	171.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$529,551,156</b>	<b>\$490,349,392</b>	<b>\$619,013,112</b>	<b>\$89,461,956</b>	<b>16.9</b>
<b>General Fund Contribution to Other Depts****</b>	<b>(283,874,065)</b>	<b>(298,124,852)</b>	<b>(300,563,880)</b>	<b>(16,689,815)</b>	<b>5.9</b>

\*Other Expenses includes contributions to local municipalities and non-County agencies, such as the Community Development Commission for Housing Programs and the Agricultural Preservation & Open Space District for land preservation, as well as appropriations for Contingencies.

\*\*Other Tax Revenue includes Cannabis Tax and Sonoma County Agricultural Preservation and Open Space District sales tax, which is collected in Non-Departmental.

\*\*\*Other Departmental Revenue includes Teeter tax loss penalties, interest earnings on retirement contribution prepayments, and franchise fees for refuse and utilities.

\*\*\*\*The negative General Fund net cost finances General Fund contribution to County Departments and select programs.

# AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR

**Erick Roeser**  
**Auditor-Controller-Treasurer-Tax Collector**

The mission of the Auditor-Controller-Treasurer-Tax Collector's Office is to provide reliable and relevant financial information and quality financial services in an efficient, ethical, and effective manner to the citizens of Sonoma County, while promoting fiscal responsibility and accountability.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$162,602,427
Internal Transfers	\$23,595,146
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$179,775,731
Total General Fund Contribution	\$6,421,842
% Funded by General Fund	3.45%
Total Staff	107.00

## DEPARTMENT OVERVIEW

The Auditor-Controller-Treasurer-Tax Collector serves as Chief Financial Officer for the County. The Office provides a broad range of accounting, financial reporting, auditing, collection, financing, and investing services to County departments, agencies, districts, and the public.

For more information, call (707) 565-2631, or visit <http://sonomacounty.ca.gov/Auditor-Controller-Treasurer-TaxCollector/>

### Program Area Description

**Accounting and Audit Services** provides essential accounting services to departments and local governmental agencies including payment issuance, budget schedule compilation, payroll processing, disaster reimbursement support, debt administration, cost plan development, and financial statement preparation; provides internal and financial audit services, and administers the Fraud, Waste and Abuse hotline.

**Department Administration** oversees overall Department functions and performs administrative duties including budget development, human resources, procurement, accounts payable, and other general office operations.

**Enterprise Resource Planning Systems** includes costs to operate and support the County's Enterprise Financial System (EFS) and Human Resource Information System (HRIS) software applications including staffing support from Human Resources and Information Systems departments.

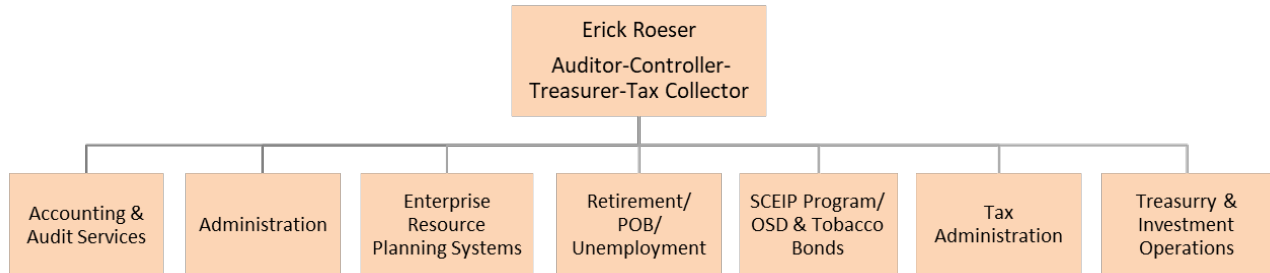
**Retirement/POB/Unemployment** includes funds to account for administration of contributions to employee retirement, debt servicing of Pension Obligation Bonds (POB), and administration of internal service fund for the County's self-insured unemployment program through FY 2021-22.

**SCEIP Program/OSD & Tobacco Bonds** includes program administration, bond issuance, and financing for the Sonoma County Energy Independence Program (SCEIP) and debt servicing for Open Space District (OSD) and Tobacco Settlement bonds.

**Tax Administration** collects and distributes local property taxes, transient occupancy taxes (TOT), and cannabis taxes; administers parking citation and adjudication and delinquency collections for other County departments.

**Treasury and Investment Operations** manages the daily cash flow needs and safe investment of public funds within the Pooled Investment Fund on behalf of the County, Schools, and Special Districts; oversees the employee deferred compensation program and administers the County’s debt policy and maintains the County’s debt ratings.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Accounting and Audit Services	50.00	56.00	6.00	12.0
Department Administration	14.00	8.00	(6.00)	(42.9)
Enterprise Resource Planning Systems	11.00	11.00	0.00	0.0
Retirement/POB/Unemployment	0.00	0.00	0.00	0.0
SCEIP Program/OSD & Tobacco Bonds	0.00	0.00	0.00	0.0
Tax Administration	26.00	26.00	0.00	0.0
Treasury and Investment Operations	7.00	6.00	(1.00)	(14.3)
<b>Total Permanent Positions</b>	<b>108.00</b>	<b>107.00</b>	<b>(1.00)</b>	<b>(0.9)</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Accounting and Audit Services	\$9,607,989	\$10,779,809	\$1,171,820	12.2
Department Administration	2,544,338	2,134,543	(409,795)	(16.1)
Enterprise Resource Planning Systems	13,157,524	13,194,993	37,470	0.3
Retirement/POB/Unemployment	120,495,100	138,456,800	17,961,700	14.9
SCEIP Program/OSD & Tobacco Bonds	13,793,540	13,507,807	(285,733)	(2.1)
Tax Administration	5,952,578	6,199,042	246,464	4.1
Treasury and Investment Operations	1,843,357	1,924,579	81,222	4.4
<b>Gross Departmental Expenditures</b>	<b>\$167,394,426</b>	<b>\$186,197,573</b>	<b>\$18,803,147</b>	<b>11.2</b>
<i>Internal Departmental Transfers</i>	<i>2,343,172</i>	<i>23,595,146</i>	<i>21,251,974</i>	<i>907.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$165,051,254</b>	<b>\$162,602,427</b>	<b>(\$2,448,827)</b>	<b>(1.5)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$52,339,873	\$52,662,275	\$322,402	0.6
Services and Supplies	16,269,357	15,679,943	(589,414)	(3.6)
Capital Expenditures	0	150,000	150,000	0.0
Other Expenses*	98,458,320	96,138,900	(2,319,420)	(2.4)
Transfers within the County	326,876	21,566,455	21,239,579	6497.7
<b>Total Expenditures by Character</b>	<b>\$167,394,426</b>	<b>\$186,197,573</b>	<b>\$18,803,147</b>	<b>11.2</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$6,523,560	\$6,421,842	(\$101,718)	(1.6)
Fees and Charges for Services **	144,058,719	124,475,792	(19,582,927)	(13.6)
State, Federal, & Other Govt. Revenue	0	50,000	50,000	0.0
Other Departmental Revenue***	6,739,207	6,325,009	(414,198)	(6.1)
Use of Fund Balance	(3,941,347)	13,548,732	17,490,079	(443.8)
Transfers & Reimbursements within the County	14,014,287	35,376,198	21,361,911	152.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$167,394,426</b>	<b>\$186,197,573</b>	<b>\$18,803,147</b>	<b>11.2</b>

\*Other Expenses largely represents Internal Service Fund expenses for retirement and Debt Service payments for POB, OSD, and Tobacco Bonds.

\*\*Fees and Charges for Services largely represents payroll collections for employee retirement expenses.

\*\*\*Other Departmental Revenue is mainly comprised of Tobacco Settlement repayment/interest earnings, annual allocation of Teeter Tax Loss Penalties, payments/interest earnings within SCEIP program, parking fines, refunds, and interest on pooled cash.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Accounting and Audit Services:** The increase of \$1.2 million, or 12%, primarily represents staffing and associated expenses for County Disaster Finance section which was added during FY 2021-22 and includes resources that had previously been allocated in Department Administration. County Disaster Finance costs are fully offset by reimbursement from various disaster funds.
- **Department Administration:** Reduction of \$410,000, or 16%, largely reflects costs associated with disaster finance team moving to new section within Accounting and Audit Services. While staffing positions were included in the FY 2021-22 adopted budget, a portion of the costs for these positions were added during first quarter Consolidated Budget Adjustments due to the positions being added late in the fiscal year. The reduction is partially offset by the transfer of an Assistant Auditor-Controller-Treasurer-Tax Collector position from Treasury and Investment Operations in an effort to consolidate executive management in one unit. The requested budget also includes the deletion of a 1.0 FTE vacant Time-Limited Senior Account Clerk not needed due to other available resources.
- **Enterprise Resource Planning Systems:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Retirement/POB/Unemployment:** Increase of \$18.0 million, or 15%, due primarily to adjustments related to the completion of the 2003A and 2003B Pension Obligation Bonds (POB), which will be fully paid off in December 2022. This includes a one-time, \$21.0 million operating transfer between retirement funds for payoff of 2003B POB principal balance, partially offset by a \$2.2 million reduction in POB interest expense as the funds are substantially paid off. These changes also account for most of the \$19.6 million decrease in revenues associated with Fees and Charges for Services, as less funding is collected from departments to pay for POB principal and interest. The \$17.5 million increase in Use of Fund Balance is also largely attributable to use of fund balance for payment of the principal on the 2003B bond. Additionally, there is an \$800,000 reduction due to administration of the Unemployment Insurance Internal Service Fund (ISF) and related revenues and reimbursements moving to the Human Resources Department in FY 2022-23.
- **SCEIP Program/OSD and Tobacco Bonds:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Tax Administration:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Treasury and Investment Operations:** Within this program area, there is a reduction in Salaries and Benefits offset by an increase in Services and Supplies associated with the transfer of the Assistant Auditor-Controller-Treasurer-Tax Collector position to Department Administration. Salary and Benefits costs will now be recorded in Department Administration, but are still largely reimbursed from this program.

## Key Issues

- Continuing to meet mandated responsibilities in an operating environment that is constantly changing and increasingly complex. Current challenges include implementation of Proposition 19 that was approved by the voters in 2020, implementation of Governmental Accounting Standards Board (GASB) Statement 87-Leases, and on-going evolution of TOT and cannabis tax collection. Additionally, on the horizon is a significant GASB update to the entire financial reporting model with likely impacts across County departments. Programs significantly impacted by these issues are Accounting and Audit Services and Tax Administration, both of which are heavily reliant upon General Fund support. Overall, turnover of staff due to retirement and external opportunities is a continuing challenge.



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# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Completed the conversion of the Cashiering, Treasury Fund Accounting, and Investment Portfolio management systems utilizing a hybrid of in-house and commercially available systems.
- Completed the quadrennial audit of Airbnb Transient Occupancy Tax (TOT) collections in accordance with the Voluntary Collection Agreement.
- Completed first year operating the Whistleblower Hotline Program as a means for employees, vendors, and members of the public to anonymously report instances of fraud, waste, and abuse within the County of Sonoma Government.
- Completed internal control audit of the Purchasing Division.
- Completed upgrade of Kronos, the County's timekeeping system.

## FY 2022-23 Objectives

- Continue to perform the mandated responsibilities of the Auditor-Controller-Treasurer-Tax Collector while providing a high-quality work product and outstanding customer service.
- Coordination with County Assessor to receive data and perform annual calculations needed to meet reporting deadlines for Proposition 19 (2020) beginning January 31, 2023.
- Provide report to the Board of Supervisors evaluating the pros/cons of gross receipts versus square footage as related to tax assessment of cannabis.
- Continue TOT Ordinance enforcement and compliance efforts through the TOT data scrape program, and short-term rental data sharing and coordination with Permit Sonoma.
- Continue to manage the County's disaster financial management function to maximize the County's total cost recovery and minimize cash-flow impacts.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	52,339,873	52,662,275	52,662,275	322,402	0.6
Services and Supplies	16,269,357	15,679,943	15,679,943	(589,414)	(3.6)
Capital Expenditures	0	150,000	150,000	150,000	0.0
Other Expenses*	98,458,320	96,138,900	96,138,900	(2,319,420)	(2.4)
Transfers within the County	326,876	21,566,455	21,566,455	21,239,579	6,497.7
<b>Total Expenditures by Character</b>	<b>167,394,426</b>	<b>186,197,573</b>	<b>186,197,573</b>	<b>18,803,147</b>	<b>11.2</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	6,523,560	6,421,842	6,421,842	(101,718)	(1.6)
Fees and Charges for Services**	144,058,719	124,475,792	124,475,792	(19,582,927)	(13.6)
State, Federal, & Other Govt. Revenue	0	50,000	50,000	50,000	0.0
Other Departmental Revenue***	6,739,207	6,325,009	6,325,009	(414,198)	(6.1)
Use of Fund Balance	(3,941,347)	13,548,732	13,548,732	17,490,079	(443.8)
Internal County Reimbursements & Transfers	14,014,287	35,376,198	35,376,198	21,361,911	152.4
<b>Total Revenues/Use of Fund Balance</b>	<b>167,394,426</b>	<b>186,197,573</b>	<b>186,197,573</b>	<b>18,803,147</b>	<b>11.2</b>

<b>Total Permanent Positions</b>	<b>108.00</b>	<b>107.00</b>	<b>107.00</b>	<b>(1.00)</b>	<b>(0.9)</b>
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\*Other Expenses largely represents Internal Service Fund expenses for retirement and Debt Service payments for POB, OSD, and Tobacco Bonds.

\*\*Fees and Charges for Services largely represents payroll collections for employee retirement expenses.

\*\*\*Other Departmental Revenue is mainly comprised of Tobacco Settlement repayment/interest earnings, annual allocation of Teeter Tax Loss Penalties, payments/interest earnings within SCEIP program, parking fines, refunds, and interest on pooled cash.

# CLERK-RECORDER-ASSESSOR

**Deva Marie Proto**  
**Clerk-Recorder-Assessor-Registrar**

The Clerk-Recorder-Assessor is committed to assuring honest and open elections; maintaining and preserving property records and vital records; and, setting fair and equitable values for tax purposes in an accurate, timely, professional, and courteous manner.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$21,983,900
Internal Transfers	\$2,445,041
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$10,313,314
Total General Fund Contribution	\$14,115,627
% Funded by General Fund	57.78%
Total Staff	105.80

## DEPARTMENT OVERVIEW

The Clerk-Recorder-Assessor Department consists of four operational divisions and one administrative support division. The Department provides essential government services and functions mandated by state law.

For more information, call (707) 565-1888, or visit <http://sonomacounty.ca.gov/CRA/>

### Program Area Description

**County Clerk** issues marriage licenses and performs marriage ceremonies; files and maintains fictitious business name statements, professional registrations and notary bonds, and oaths of office for elected and public officials and deputy appointments; and processes environmental documents.

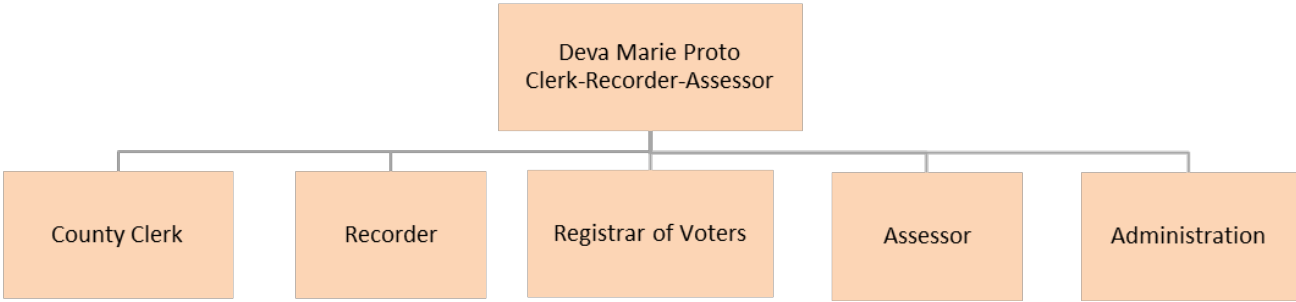
**Recorder** records and maintains public documents associated with land transactions, including deeds, liens and maps; and, documents associated with vital statistics, including births, deaths, and marriages.

**Registrar of Voters** conducts federal, state, and local elections; files candidate statements; registers voters; and maintains the voter registration file.

**Assessor**, through the creation of an annual assessment roll, provides accurate and timely property assessments and determines eligibility for various property tax exemptions and exclusions.

**Administration** provides administrative, technical, human resources, and fiscal support to all divisions of the department.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
County Clerk	5.00	5.00	0.00	0.0
Recorder	11.00	11.00	0.00	0.0
Registrar of Voters	15.00	15.00	0.00	0.0
Assessor	64.80	66.80	2.00	3.1
Administration	8.00	8.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>103.80</b>	<b>105.80</b>	<b>2.00</b>	<b>1.9</b>

\*The Recommended Budget includes 1.0 time-limited Appraiser III and 1.0 time-limited Clerk-Recorder-Assessor Specialist II approved by the Board of Supervisors on November 16, 2021.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
County Clerk	\$893,496	\$981,494	\$87,998	9.8
Recorder	3,460,074	3,719,260	259,186	7.5
Registrar of Voters	5,883,472	5,933,443	49,971	0.8
Assessor	11,475,707	12,364,863	889,156	7.7
Administration	1,712,979	1,429,881	(283,098)	(16.5)
<b>Gross Departmental Expenditures</b>	<b>\$23,425,728</b>	<b>\$24,428,941</b>	<b>\$1,003,213</b>	<b>4.3</b>
<i>Internal Departmental Transfers</i>	<i>2,572,717</i>	<i>2,445,041</i>	<i>(127,676)</i>	<i>(5.0)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$20,853,011</b>	<b>\$21,983,900</b>	<b>\$1,130,889</b>	<b>5.4</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$14,926,236	\$15,260,853	\$334,617	2.2
Services and Supplies	7,214,577	8,040,240	825,663	11.4
Capital Expenditures	413,718	413,718	0	0.0
Transfers within the County	871,197	714,130	(157,067)	(18.0)
<b>Total Expenditures by Character</b>	<b>\$23,425,728</b>	<b>\$24,428,941</b>	<b>\$1,003,213</b>	<b>4.3</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$13,751,563	\$14,115,627	\$364,064	2.6
Fees and Charges for Services	6,197,610	7,022,063	824,453	13.3
State, Federal, & Other Govt. Revenue	809,509	98,782	(710,727)	(87.8)
Other Departmental Revenue*	301,888	227,651	(74,237)	(24.6)
Use of Fund Balance	(708,311)	15,160	723,471	(102.1)
Transfers & Reimbursements within the County**	3,073,469	2,949,658	(123,811)	(4.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>23,425,728</b>	<b>\$24,428,941</b>	<b>\$1,003,213</b>	<b>4.3</b>

\*Other Departmental Revenue includes Licenses and Permits, Fines and Penalties, Use of Money and Property, and Miscellaneous Revenue.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Clerk** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Recorder** – In FY 2022-23, this program budget is increasing by \$259,186 from the prior year primarily due to scheduled replacement of computer desktops, increased support service billing costs due to actual costs in the prior year higher than projected, and expenses associated with remodel of the customer service area to enhance customer service delivery and experience for the public. Increased costs are offset by expected increase in revenue for Recording Fees and use of Recorder Modernization funds.
- **Registrar of Voters** – Changes in this program budget from the prior year include decreased state revenue by \$710,727 primarily due to the conclusion of the State of Secretary matching grant for replacement of the voting system which is expected to end on June 30, 2022. Consequently use of one-time ROV Accumulated Capital Outlay fund balance is increasing commensurately to cover expenses associated with new voting equipment software and maintenance
- **Assessor** – This program budget is increasing by \$889,156 from the prior year due to increased costs associated with the implementation of Proposition 19, The Home Protection for Seniors, Severely Disabled, Families, and Victims of Wildfire or Natural Disasters Act. In November 2021, the Board of Supervisors approved funding to support Proposition 19 workload including 1.0 Appraiser and 1.0 Clerk-Recorder-Assessor Specialist time-limited positions, the Just Appraised deed processing software, and development of a database for state reporting requirements. Other increases are due to contract costs for commercial property finance, operating and market performance data necessary for commercial valuations, and Information Systems Department project expenses associated with data migration for 40-50 antiquated Assessor Microsoft Access databases, to modern platforms.
- **Administration** – This program budget is decreasing by \$283,098 primarily due to a prior year one-time reallocation of discretionary funds from the Administration Program Area to the Assessor Program Area to support the Assessor's base budget due to increased operational expenses in FY 2021-22, and anticipated salary savings due to a vacant position that will remain vacant for a portion of next fiscal year pending recruitment.

## Key Issues

- **Assessor** – The Assessor's Office is experiencing significant backlogs in assessments due to increased workload primarily resulting from multiple fire disasters in the last five years. Calamity events are assessed on an annual basis until construction is completed, and coupled with the spikes in new construction has resulted in increased number of permits/construction events evaluated for reappraisal. Supplemental events that are not worked timely (by the close of the assessment roll) are worked through the roll correction process, in the next (or later) years. The number of roll corrections, or the supplemental events, that were not timely processed in FY 2020-21 were 12,000. Impacts due to backlog burden property taxpayers who may be faced with waiting over a year for a correct assessment and tax bill, as well as numerous departments and agencies who rely on the Assessor's accurate information and assessments for tax revenue distribution.

Additionally, following the passage of Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act in November 2020, state legislation has continued to be updated and changed. In September 2021, Senate Bill 539 was signed into law to provide clarification for the proper implementation of Proposition 19 provisions. In addition, citizen initiatives and new legislation impacting Proposition 19 are anticipated in the next fiscal year. While the Assessor is moving forward with implementing replacement property base year transfers workflow processes and beginning stages of valuations, clarification from the State Board of Equalization continues to be necessary to refine the implementation process.

- **Registrar of Voters** – With the completion of the 2020 Census, Sonoma County was declared a bilingual county which will require modification of all materials to be in both English and Spanish. This will require modification of ballots and ballot envelopes to reflect two languages, as well as voter information guides. The new bilingual ballots introduce a challenge to the proofing process as this will now require two separate teams to proof each ballot type for accuracy of information in both English and Spanish, doubling the staff time it would normally take to complete this task. The Registrar of Voters (ROV) will also need to ensure that all vote centers are staffed with at least one bilingual Spanish-speaking worker, as the department continues to attempt to recruit bilingual workers in Vietnamese, Tagalog, and Khmer for placement in locations central to areas of population needing assistance in

those languages. This will increase the challenge to recruit poll workers as the November 2022 election will be conducted under Voter's Choice Act (VCA) election model, which requires that seven voting locations will need to be open for 11 days and 24 vote centers open for four days leading to Election Day. Securing poll workers to staff voter centers for four to 11 days, coupled with a level of computer skills necessary to manage voting technology such as mobile ballot printers and roster laptops, will present difficulties.

- **Recorder** – In 2021, the California Legislature passed AB 1466, which requires Recorders throughout the State of California to establish a regulatory inspection and audit program in coordination with County Counsel to identify and redact unlawfully restrictive covenants, and make regular audit reports to the Legislature. Restrictive Covenants are unlawfully restrictive wording within a document that violate Government Code §12955(l), which are any restriction based on age, race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, familial status, marital status, disability, veteran or military status, genetic information, national origin, source of income as defined in subdivision (p) of Section 12955, or ancestry. Effective July 1, 2022, the County Recorder will establish a Restrictive Covenant Modification Program to assist in the redaction of unlawfully restrictive covenants. This will include preparation of an implementation plan outlining how the office will carry out identifying and redacting records, create a timeline for the plan's elements to be completed, and provide regular updates about the plan's status/progress to the County Recorder's Association of California (CRAC).

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- **Registrar of Voters** – Safely and successfully conducted the September 14, 2021 Gubernatorial Recall Election (including the Sonoma County District Attorney Recall and Rohnert Park Referendum) and the November 2, 2021 Consolidated Election under COVID-19 protocols. In addition, the Voter's Choice Act Election Administration Plan was completed and approved by the Secretary of State in December 2021, and the first elections were conducted under the Voter's Choice Act election model for the April 12, 2022 Special Election in the Town of Windsor, as well as the June 7, 2022 Statewide Direct Primary Election. Furthermore, upon receiving notification from the Secretary of State and the Department of Justice in late 2021 that Sonoma County was designated a bilingual county under the federal Voting Rights Act and must provide all voting materials and ballots in English and Spanish, the ROV worked to have various printed election materials translated in time for the June 2022 election.
- The **Registrar of Voters** transitioned addresses in the Election Management System from ranged addresses to single-point to prepare for redistricting in early 2022. Transitioning to single-point means the ROV is able to tie a specific address to a specific latitude/longitude to find the address on a map to more accurately identify the addressee's voting district. The ROV completed redistricting tasks for federal, state and county supervisorial districts, including updating district lines in the Election Management System, verifying addresses, and moving voters into new districts.
- **Assessor** – Developed workflow processes to implement Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act. To date, 528 claim forms for base year transfers under Proposition 19 have been received. Of these base year transfer claims, 225 are transferring their base into Sonoma County, 216 are within Sonoma County and 87 claims are taking their base year values to other counties. The Assessor's Office has received 295 Intergenerational Transfer claim forms under Proposition 19.
- **Recorder** – Worked closely with the County Assessor to implement collection of Documentary Transfer Tax related to Legal Entity Owner Program (LEOP) transfers. LEOP transfers involve change in ownership of real property of legal entities. Legal entities are required to file change in ownerships with the State Board of Equalization (BOE). Once the BOE determines that either a change in control or a change in ownership has occurred, that interest is subject to reassessment. The BOE provides this information to the County Assessor who is responsible for reassessing the property. Since November 2021, the Recorder has collected \$88,197 in county documentary transfer tax and \$149,924 in city tax that may have otherwise gone unreported and paid.
- **County Clerk** – Implemented the ability to post California Environmental Quality Act (CEQA) Notices and Environmental Impact Reports (EIR) to the County Clerk and Recorder's webpage pursuant to the passage of Assembly Bill 819. Previously, the images for these indexes were publicly available and only viewable at in-person kiosks in the Clerk's office. The County Clerk also played an instrumental role in championing the passage of Assembly Bill 583, which was signed into law on October 7, 2021. AB 583 allows County Clerks to issue marriage

licenses by videoconference technology and allows officiants and County Clerks within the State of California to perform marriage ceremonies virtually.

### FY 2022-23 Objectives

- **Registrar of Voters** – Conduct November 8, 2022 General Election, and continue making improvements to processes in election administration, to ensure successful elections are conducted under the Voter’s Choice Act election model. Continue to work on updates to training documents, and cross-train staff to provide increased flexibility for staff scheduling, and coverage of assignments.
- **Assessor** – Continue with data migration from antiquated internal databases to the Assessor’s property tax software and rebuild 40-50 internal databases necessary to complete the assessment roll. Current internal databases are not compatible with the next Microsoft upgrade and require significant level of Information Systems Department support and maintenance absent this data migration. The Assessor will also complete Proposition 19 office workflow and processes for intergenerational transfers associated with new limits on inherited family property, and will also continue developing process improvements to increase efficiencies to move towards timely assessments which will include expanding opportunities to direct enroll certain transfers within the Assessor’s computer assisted mass appraisal (CAMA) system.
- **Clerk/Recorder** – Implement the Restrictive Covenant Modification program per Assembly Bill 1466 to assist in the redaction of unlawfully restrictive covenants. The Recorder will outline how the office will identify and redact records, make the implementation plan publicly available, create a timeline for the plan’s elements to be completed, and provide regular updates about the plan’s status/progress to County Recorder’s Association of California (CRAC). CRAC will compile reports on the program progress by all California counties and submit to the Legislature for review.
- **Clerk/Recorder** – Create procedures for implementing Assembly Bill 218 – Change of Gender and Sex Identifier. The new law allows for change of gender and sex identifier on the party’s own marriage certificate(s) and birth certificate(s) of the party’s children. The Clerk will prepare procedures for sealing notices of Public Marriage Licenses and Birth Certificates received from the California Department of Public Health. For Confidential Marriage Licenses held only with the County Clerk, the Clerk will create their own procedures for sealing and re-creating amended Confidential Marriage Licenses.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Increase appropriations in the Assessor Division to cover costs of allocations that were added on April 19, 2022: 3.0 Appraiser III, 1.0 Assessment Specialist, and 2.0 time-limited Clerk-Recorder-Assessor Specialist IIs for a five-year term. These positions will address the significant backlogs in assessments, provide high level of customer service and reduce impacts to other County Departments. Position costs are funded with FY 2022-23 General Fund Contingencies (4/19/22, Item #9).	6.0	\$685,870	\$0	\$685,870

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Program appropriations in the Assessor Division to rebuild database for data necessary to assess property and prepare the annual assessment roll. Funded with one-time discretionary funds.	0	\$230,000	\$230,000	\$0

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$14,926,236	\$15,260,853	\$15,946,723	\$1,020,487	6.8
Services and Supplies	\$7,214,577	\$8,040,240	\$8,270,240	\$1,055,663	14.6
Capital Expenditures	\$413,718	\$413,718	\$413,718	\$0	0.0
Transfers within the County	\$871,197	\$714,130	\$714,130	(\$157,067)	(18.0)
<b>Total Expenditures by Character</b>	<b>\$23,425,728</b>	<b>\$24,428,941</b>	<b>\$25,344,811</b>	<b>\$1,919,083</b>	<b>8.2</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$13,751,563	\$14,115,627	\$14,801,497	\$1,049,934	7.6
Fees and Charges for Services	\$6,197,610	\$7,022,063	\$7,022,063	\$824,453	13.3
State, Federal, & Other Govt. Revenue	\$809,509	\$98,782	\$98,782	(\$710,727)	(87.8)
Other Departmental Revenue*	\$301,888	\$227,651	\$227,651	(\$74,237)	(24.6)
Use of Fund Balance	(\$708,311)	\$15,160	\$15,160	\$723,471	(102.1)
Internal County Reimbursements & Transfers**	\$3,073,469	\$2,949,658	\$3,179,658	\$106,189	3.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$23,425,728</b>	<b>\$24,428,941</b>	<b>\$25,344,811</b>	<b>\$1,919,083</b>	<b>8.2</b>
<b>Total Permanent Positions***</b>	<b>103.80</b>	<b>105.80</b>	<b>111.80</b>	<b>8.00</b>	<b>7.7</b>

\*Other Departmental Revenue includes sales of property data, fines and penalties for missing Change of Ownership forms, and interest earnings on department fund balances..

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

\*\*\*The Adopted Budget includes 1.0 time-limited Appraiser III and 1.0 time-limited Clerk-Recorder-Assessor Specialist II approved by the Board of Supervisors on November 16, 2021.

# INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW & OUTREACH

**Garrick Byers**  
Interim IOLERO Director

The Independent Office of Law Enforcement Review and Outreach (IOLERO) mission is to strengthen the relationship between the Sheriff's Office and the community it serves through auditing Sheriff's investigations of civilian complaints, outreach and the promotion of greater transparency of law enforcement operations.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$1,973,870
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$0
Total General Fund Contribution	\$1,973,870
% Funded by General Fund	100%
Total Staff	5.00

## DEPARTMENT OVERVIEW

IOLERO is responsible for providing objective, independent audit of the findings conducted by the Sheriff's Office internal affairs unit of administrative investigations related to civilian complaints to ensure adherence to policies and procedures, and offers policy recommendations for institutional improvement.

For more information, call 707-565-1534, or visit <http://sonomacounty.ca.gov/iolero/>

### Program Area Description

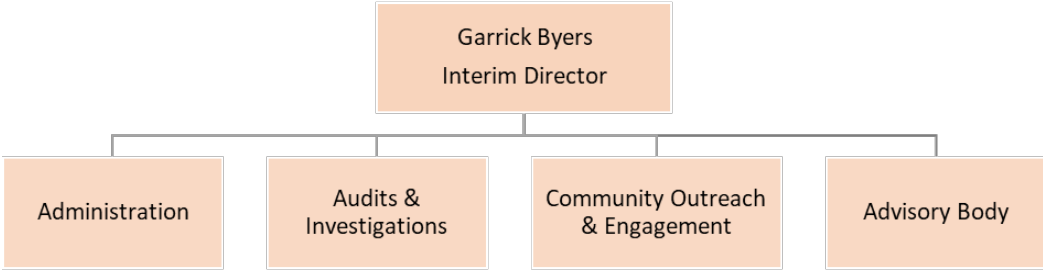
**Administration** handles the day-to-day department operations and functions such as the intake and tracking of complaints, budget, recruitment and training, media appearances, Public Records Act requests, and report writing including IOLERO's annual report. Other functions may include research legislation and ensure IOLERO'S compliance, identifying additional sources of income such as grants and collaborations with other departments to further the mission of IOLERO.

**Audit, Review and Investigation** provides objective and independent audit of law enforcement administrative investigations by the Sonoma County Sheriff's Office to ensure there have been no violations of policy or procedure, and increases transparency of law enforcement operations.

**Community Engagement** increases awareness of IOLERO and its functions through community outreach and engagement with the communities of Sonoma County. To strengthen the relationship between law enforcement in Sonoma County and the community it serves, IOLERO participates in various community events, community meetings, and makes presentations for academies, and leadership organizations.

**Advisory Body** represents the community's interests by serving as a bridge between the various communities of the county, Community Advisory Council (CAC), IOLERO, and the Sheriff's Office. IOLERO coordinates with the CAC to explore issues related to police reform and provide community engagement to promote community-driven policy recommendations, systemic reform, and community partnership in law enforcement operations.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration	2.00	1.25	(0.75)	(37.5)
Audits & Investigations	2.00	2.25	0.25	12.5
Community Outreach & Engagement	0.50	0.75	0.25	50.0
Advisory Body	0.50	0.75	0.25	50.0
<b>Total Permanent Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration	\$585,331	\$572,885	(\$12,446)	(2.1)
Audits & Investigations	829,406	795,159	(34,247)	(4.1)
Community Outreach & Engagement	291,504	339,089	47,585	16.3
Advisory Body	251,949	266,737	14,788	5.9
<b>Gross Departmental Expenditures</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$15,680</b>	<b>0.8</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$15,680</b>	<b>0.8</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$1,221,785	\$1,226,558	\$4,773	0.4
Services and Supplies	735,407	744,048	8,641	1.2
Transfers within the County	998	3,264	2,266	227.1
<b>Total Expenditures by Character</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$15,680</b>	<b>0.8</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution*	\$1,958,190	\$1,973,870	\$15,680	0.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$15,680</b>	<b>0.8</b>

\*IOLERO's General Fund Contribution will be trued-up to represent 1% of the Sheriff's Office final total expenditures, if needed as part of FY 2022-23 budget hearings.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Administration:** Changes in this program budget from the prior year reflect distribution of the Director’s time evenly between all programs areas and a better accounting of other costs between programs.
- **Audits & Investigations:** Changes in this program budget from the prior year reflect distribution of the Director’s time evenly between all programs areas and a better accounting of other costs between programs.
- **Community Outreach & Engagement:** Changes in this program budget from the prior year reflect distribution of the Director’s time evenly between all programs areas and a better accounting of other costs between programs.
- **Advisory Body:** Changes in this program budget from the prior year reflect distribution of the Director’s time evenly between all programs areas and a better accounting of other costs between programs.

### Key Issues

- IOLERO has experienced multiple vacancies since July 2021 primarily due to two staff resignations and candidates dropping out of the hiring process coupled with recruitment challenges caused by the specific requirements of the positions and the extensive pre-employment background check required for IOLERO employees, which can take a minimum of eight weeks to complete. This has resulted in increased workload for existing employees and a decrease in capacity to fully support the CAC, decrease the backlog of audits, research outside funding sources, develop and document administrative policy and procedure, and expand the community engagement program area. The Department is utilizing extra help staffing to fill the Interim Director position and one of the two vacant Law Enforcement Auditor positions, while the Community Engagement Analyst position remains unfilled pending completion of the recruitment process.
- The Evelyn Cheatham Effective IOLERO Ordinance (Measure P) was passed by the voters on November 3, 2020, and became effective on December 8, 2020 upon certification of the election results. Measure P expanded the oversight authority and independence of IOLERO to review and analyze complaints against the Sheriff’s Office; specified new qualifications for the IOLERO Director; set the annual budget for IOLERO at 1% of the total annual budget for the Sheriff’s Office, and expanded the requirements for membership on the Community Advisory Council (CAC) among other provisions. On June 23, 2021, the Public Employment Relations Board (PERB) issued a decision in response to complaints filed by two Deputy Sheriffs’ labor unions. The PERB ruling declared several provisions “void and unenforceable” for the two unions. Restricted provisions deal with the authority to issue subpoenas, conduct independent investigations, recommend discipline and receive whistleblower complaints. IOLERO continues to operate under Measure P’s enforceable provisions, however, it has been unable to fully move forward with department objectives related to Measure P pending review of the PERB ruling by the court of appeals.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Completed the office relocation to a larger space needed to accommodate current staff, and student interns.
- Completed the FY 2020-21 Annual Report and presented it to the Board of Supervisors on January 25, 2022. The Report's main topics included (I) the changing legal landscape for IOLERO and for law enforcement; (II) IOLERO's Budget and Staffing; (III) IOLERO's four operational branches; and (IV) summarized, and discussed the trends and categories of audits completed by IOLERO.
- IOLERO staff completed 52 audits during FY 2021-22. This included completion of 17 cases out of a 25-case pre-2019 backlog, in addition to completing 35 current cases.
- Completed Phase IA of the Community Oriented Policing Project (COPP) project. Phase IA included a literature review, engagement with the Community Advisory Council (CAC), and outreach and networking activities to increase the COPP's access to diverse groups within the community. Through pre-study development discussions with IOLERO, the Sheriff's Office, and the CAC and the community, the researchers developed strategic learning questions and a study plan with the intention to meet the information needs of the stakeholders in order to form future action to implement a Community-Oriented Policing Program. The information gathered in Phase IA of the COPP was instrumental in the development of the study plan that will be the foundation for Phase IB of this project.

## FY 2022-23 Objectives

- Recruit and hire permanent staffing to fill current vacancies including an IOLERO Director, a Law Enforcement Auditor, and Community Engagement Analyst.
- Complete Phase IB of the Community Oriented Policing Project (COPP), which consists of engagement of focus groups that include under-represented communities and Sheriff Deputies. The purpose of the focus groups is to receive feedback and information from the community and Sheriff Deputies that will be used to develop the recommendations for the COPP Pilot Program.
- Initiate Phase II (Pilot Program) of the COPP, which includes interpretation of the results from Phase IB to develop training materials and training program designed in collaboration with the Sheriff's Office, and facilitated by a third party. IOLERO will also research and secure funding for Phase III - Evaluation and Assessment for Future Sustainability of the COPP.
- Complete the 8 audits remaining from the pre-2019 case backlog, and remain current on new incoming audits.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Increase appropriations to true-up IOLERO's FY 2021-22 recommended budget to 1% of the Sheriff's Office FY 2022-23 budget. Measure P - Evelyn Cheatham Effective IOLERO Ordinance, approved by the voters of Sonoma County in November 2020, includes an annual budget requirement that sets the IOLERO budget at 1% of the total annual budget for the Sheriff's Office to finance increased resource needs for expanded and new responsibilities prescribed in the Ordinance.	0.0	\$46,545	\$0	\$46,545

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add 1.0 Department Analyst to support operational, administrative and system functions of the department. Position costs will be absorbed within the department's FY 2022-23 Adopted Budget appropriations.	1.0	\$0	\$0	\$0

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$1,221,785	\$1,226,558	\$1,406,258	\$184,473	15.1
Services and Supplies	\$735,407	\$744,048	\$610,893	(\$124,514)	(16.9)
Transfers within the County	\$998	\$3,264	\$3,264	\$2,266	227.1
<b>Total Expenditures by Character</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$2,020,415</b>	<b>\$62,225</b>	<b>3.2</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,958,190	\$1,973,870	\$2,020,415	\$62,225	3.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,958,190</b>	<b>\$1,973,870</b>	<b>\$2,020,415</b>	<b>\$62,225</b>	<b>3.2</b>
<b>Total Permanent Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>1.00</b>	<b>20.0</b>



# OFFICE OF EQUITY

**Alegría De La Cruz**  
Director

**The Department seeks to further the County’s Racial Equity and Social Justice Strategic Planning Pillar, with the goal of achieving racial equity in County service provision and ensure a workforce reflective of the community we serve. Working with our communities, the Office of Equity will finalize and present its organizational values, vision, and mission at the end of 2022.**

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><i>Expenditures</i></b>	
Departmental Operating Expenditures	\$1,375,097
Internal Transfers	\$0
<b><i>Funding Sources</i></b>	
Total Revenues/Use of Fund Balance	\$416,779
Total General Fund Contribution	\$958,318
% Funded by General Fund	70%
Total Staff	5.00

## DEPARTMENT OVERVIEW

Significant [racial inequities](#) threaten Sonoma County’s collective well-being and prosperity, and our leadership has embraced its responsibility to address racial inequity through its policy, programs, legislation, and resource allocation relating to housing, social services, health services, justice, law enforcement, and recreation. Without a directed and focused approach to unseating patterns of exclusion and resulting outcomes, our structures and systems will deepen existing inequities. Recent natural disasters, the pandemic, and ongoing violence against BIPOC (Black, Indigenous, and People of Color), have exposed both disparate and disproportionate impacts of Sonoma County’s multiple crises on communities of color and the subsequent challenges these community members face accessing resources and assistance to ensure equitable recovery.

The Office of Equity works to support our County government to ensure that Sonoma County is a place where a person’s race or ethnicity does not determine their health, wellbeing, and wealth. The Office of Equity uses data and equity tools to inform, educate, and support County leaders and staff who are developing policy, allocating resources, and designing programs and services to address disparate outcomes for BIPOC community members; and, works collaboratively with Human Resources and County departments to develop and support a culture of belonging for BIPOC leaders and employees and to achieve the goal of a workforce that is representative of the community it serves.

For more information, call (707) 565-8980 or visit our <https://sonomacounty.ca.gov/Office-of-Equity/>

### Program Area Description

Through its **Equitable Organization** Program Area, the Office of Equity works to implement the County’s Strategic Plan Pillar Goals and Objectives. As the lead department for the Racial Equity and Social Justice Pillar of the County’s 5 Year Strategic Plan, the Office of Equity is responsible for leading ten of the twelve objectives outlined in the four goals within this pillar. The Office of Equity also has a significant role in the Healthy and Safe Communities and Organizational Excellence Strategic Plan Pillars, supporting the implementation of two objectives in each of those pillars. We accomplish those goals and objectives by creating County-wide capacity through the creation of a Core Team to support departments in identifying and implementing opportunities to embed equity-driven approaches in areas of program design, critical resource allocation, and other policy decisions, as well as community engagement, and in recruitment, hiring, promotion, and retention.

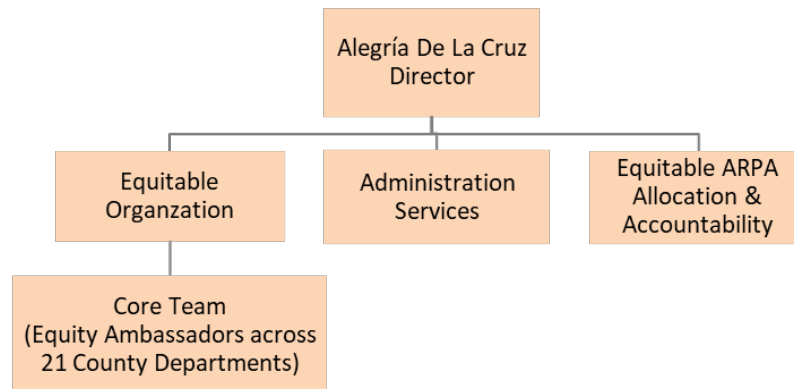
By facilitating and supporting the alignment of equity initiatives among Core Team members, we will help the County to have a greater impact in changing outcomes for low-income communities and communities of color, and to create clearer expectations and more productive and collaborative experiences for community members who have

experienced underservice or underrepresentation during community engagement efforts and other attempts to access County services.

Through its **Equitable American Rescue Plan Act (ARPA) Allocation & Accountability** Program Area, the Office of Equity is dedicated to supporting the County’s equitable allocation of and accountability for American Rescue Plan Act dollars. Utilizing an Equity Design process that builds on the best practices of the Health Equity Work Group through the creation of an ARPA Equity Work Group, the Office of Equity worked with the ARPA Equity Work Group, as well as with County ARPA staff and leaders in the Human Services Department and the Economic Development Board to develop community priorities and areas of focus, a path to operationalize those priorities through the funding process for community investments, and to hold ourselves accountable for changing the disproportionately negative outcomes experienced by low income and communities of color during the COVID-19 pandemic and continuing. The Office of Equity has 2.0 time-limited ARPA-funded FTEs to lead equitable community engagement and racial equity-centered data collection design, implementation, support, and analysis efforts with our partners in Community Based Organizations and in County Departments. These 2.0 time-limited FTEs are funded through December 2024.

The **Administration** section is responsible for administration and fiscal management of the department.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Equitable Organization	1.80	1.40	(0.40)	(22.2)
ARPA Efforts	0.00	2.40	2.40	0.0
Administration	1.20	1.20	0.00	0.0
<b>Total Permanent Positions</b>	<b>3.00</b>	<b>5.00</b>	<b>2.00</b>	<b>66.7</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Equitable Organization	\$657,174	\$569,463	(87,711)	(13.3)
ARPA Efforts	0	416,779	416,779	0.0
Administration	273,187	388,855	115,668	42.3
<b>Gross Departmental Expenditures</b>	<b>\$930,361</b>	<b>\$1,375,097</b>	<b>\$444,736</b>	<b>47.8</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$930,361</b>	<b>\$1,375,097</b>	<b>\$444,736</b>	<b>47.8</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$656,897	\$984,201	\$327,304	49.8
Services and Supplies	273,464	390,896	117,432	42.9
<b>Total Expenditures by Character</b>	<b>\$930,361</b>	<b>\$1,375,097</b>	<b>\$444,736</b>	<b>47.8</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$930,361	\$958,318	\$27,957	3.0
Internal County Reimbursements and Transfers*	0	416,779	416,779	100.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$930,361</b>	<b>\$1,375,097</b>	<b>\$444,736</b>	<b>47.8</b>

\*As approved by the Board on 7/27/2021, Internal County Reimbursements and Transfers include \$381,154 of American Rescue Plan Act funding for 2.0 FTE Time Limited Department Analysts and \$35,625 for an Equity and Results contract.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- There are no significant changes to the budget in **Equitable Organization** for FY 2022-23.
- The **Equitable ARPA Efforts** program area was approved by the Board in July 2021, with the approval of \$381,154 to cover the cost of 2.0 FTE Time Limited Department Analysts, and \$35,625 for ARPA related contracts. Funding was approved for a term of three years. Additional ARPA funds were approved in December 2021 for the creation of a Community Engagement Plan and a Language Access Plan and Policy.
- **Administration Services** is showing an increase of \$115,668 due to the higher anticipated rent and leasing costs for the additional ARPA analysts and additional costs for general administration that were higher than originally projected in FY 2021-22.

## Key Issues

- Our limited-term FTEs are carrying critical equity responsibilities that are currently focused on equitable ARPA implementation, and those positions will end in 2024. ARPA will begin the long-term equitable recovery work to address the pandemic's impact on low-income and communities of color; however, addressing Sonoma's multiple preceding and future natural disasters will surely require continued equity-driven work past 2024.
- The Office of Equity has no permanent or dedicated staff to support its Equitable Organization Program Area in the areas of community engagement and equitable data analysis in the rest of County activities that are not ARPA or COVID-19 recovery related. The Office of Equity (and, therefore, the County as a whole) currently lacks capacity to address immediate department and County-wide needs. The capacity gap is expected to be addressed as the Core Team (staff members within departments) develops and formalizes, strengthens its capacity, and solidifies its presence and expertise to be utilized inside of departments with regard to ongoing application of the Racial Equity Toolkit and operationalization of race equity data collection and analysis. Core Team members will provide direction and leadership in practices, procedures, policies, and culturally relevant professional development by continually examining and discussing potential inequities. Core Team members will also help to verbalize race equity goals that are measurable and time bound and to lead and assist in the creation of departmental Race Equity Action Plans.
- Core Team membership has seen a decline, specifically in people who hold strategic leadership positions in the County. The high workload of these people makes it exceedingly difficult to prioritize equity work without a specific and articulated allocation of this work into their workplan or their full time employees. Their strategic positionality in higher levels of authority and their departure heightens the need for more training and capacity building in managerial, leadership, and executive positions and the need to prioritize time and resource allocation to do so.
- The Office of Equity has a high need for ongoing consultant support with regard to facilitation, strategic planning, evaluation, and coaching in its Equitable Organization Program Area. This is consistent with many other jurisdictions currently at this stage in development of their equity work.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 1, Objective 1, 2, 3, 4)** - Beginning in the Spring of 2021, the Office of Equity developed a selection process, interviewed applicants, and designed a learning program with and for the County of Sonoma's Core Team. From Affinity to Foundations, the Office of Equity's training consultants supported the foundational steps in creating this formalized capacitated team of equity champions to take the next steps in achieving the County's Strategic Plan goals.
  - Completed Core Team Affinity Series, a facilitated space in which employees sharing race and/or ethnicity gathered with the intention of finding connection, support, and inspiration to action. Core Team members could choose between three spaces: Black Affinity Group, Non-Black POC Affinity Group, and White Affinity Group.
  - Completed Core Team Foundation Series, a facilitated space in affinity groups in which participants deepened their learning of racial dynamics, sharpened their abilities to have conversations about racial equity, and expanded their understanding of the challenges and solutions to start the County's multiracial work towards anti-racist organizational practices.
  - Designed Training & Facilitation Specialty Cohort, to train Core Team members interested in deepening their training and facilitation skills to bring tailored race equity training to the departmental level.
  - Introduced Anti-Racist Results Based Accountability to the ARPA Equity Work Group to support the development of priority areas for ARPA funding and possible performance measures for future grantees.
  - Created Racial Equity Learning Program Curriculum for presentation to County Executive Leadership.
- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 4, Objective 2)**
  - Conducted equity-driven community engagement process to create a new Sonoma County Emergency Operations Plan and annexes that consider cultural responsiveness in disaster response.
  - Conducted equity-driven community engagement process with ARPA allocation to ensure equitable funding priority areas and performance metrics.
- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 4, Objective 1, 4)**
  - Released Requests for Proposals for Community Engagement Plan and Language Access Policy & Plan.

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Healthy and Safe Communities Goal 2, Objective 3**
  - Design, assist with implementation, and support the completion of the Portrait of Sonoma 2021's Agenda for Action.
  - Advance the work of Health Action 2.0 through in-kind staff support and through participation in the interim governance structure, to support a public-private partnership to achieve equitable outcomes, where a person's skin color, zip code, or place of birth does not determine their health, education, or income.
  - Work with the ARPA Equity Workgroup to achieve an equitable ARPA allocation in the community.
- **Strategic Plan Alignment: Racial Equity and Social Justice Goal 4, Objectives 1 & 4** - The Office of Equity received a Strategic Plan General Fund allocation in FY 2021-22 that will provide for additional facilitation, training, and coaching resources for Office of Equity and Core Team members, as well as to support community engagement efforts in the development of the Language Access Policy & Plan and the Community Engagement Plan. In FY 2022-23, the Office plans to:
  - Complete Language Access Policy & Plan.
  - Complete Community Engagement Plan.
- Develop, track, and report data, metrics, and performance measures in partnership with Upstream Investments on how communities disproportionately impacted by the COVID-19 pandemic are better off as a result of ARPA funding.
- Continue to develop and establish the Office of Equity's values, vision, and mission, and define its role within the organization and in the community with input from the Board and the public to finalize and present at the end of 2022.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## Additional Directions to Staff

Staff was directed to return to the Board regarding Disaster Immediate Needs Fund and Low Wage Worker Disaster Pay Program (Office of Equity and Department of Emergency Management).

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	656,897	984,201	984,201	327,304	49.8
Services and Supplies	273,464	390,896	390,896	117,432	42.9
<b>Total Expenditures by Character</b>	<b>930,361</b>	<b>1,375,097</b>	<b>1,375,097</b>	<b>444,736</b>	<b>47.8</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	930,361	958,318	958,318	27,957	3.0
Internal County Reimbursements & Transfers	0	416,779	416,779	416,779	0.0
<b>Total Revenues/Use of Fund Balance</b>	<b>930,361</b>	<b>1,375,097</b>	<b>1,375,097</b>	<b>444,736</b>	<b>47.8</b>
<b>Total Permanent Positions</b>	<b>3.00</b>	<b>5.00</b>	<b>5.00</b>	<b>2.00</b>	<b>66.7</b>

# EMERGENCY MANAGEMENT

**Christopher Godley**  
**Director of Emergency Management**

**The mission of the Department of Emergency Management is to lead efforts to prepare for, mitigate, respond to, and recover from major emergencies and disasters.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$7,948,217
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$5,498,246
Total General Fund Contribution		\$2,449,971
% Funded by General Fund		31%
Total Staff		12.00

## DEPARTMENT OVERVIEW

The Department of Emergency Management (DEM) leads and coordinates major countywide services including community disaster preparedness, public preparedness education, public employees’ emergency and disaster skills development, response planning, alert and warning, operational area incident response management and short-term recovery. The Department develops and sustains effective relationships with residents, County departments, cities, special districts, state and federal agencies, community-based organizations and other allied stakeholder organizations.

For more information, call 707-565-1152, or visit <https://SoCoEmergency.org>

### Program Area Description

The Department has expanded to six functional program areas:

**Administrative Services** is responsible for management and coordination of internal administrative functions for the Department, including: developing and administering the annual budget, human resources and payroll, accounting, records management, department operations and ISD logistics, and provides administrative support to the Operational Area Emergency Council.

**Operational Area Grants** is responsible for applying for and administering Department of Homeland Security (DHS) grants, Federal Emergency Management Administration (FEMA) grants and California Department of Housing and Community Development (HCD) Community Block Development (CDBG) grants managed by Department staff and on behalf of Operational Area partners. The Sonoma County Operational Area consists of nine incorporated cities (Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, and the Town of Windsor), Sonoma State University, the Sonoma County Junior College District, and other special districts within the county's geographic boundaries.

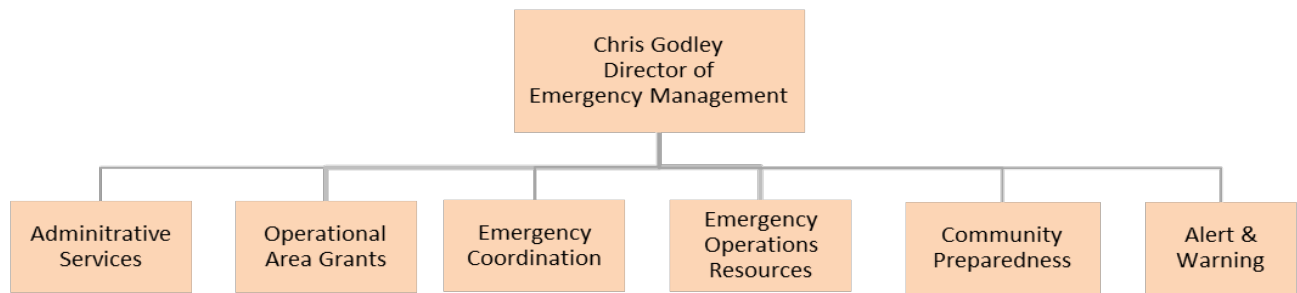
**Emergency Coordination** is responsible for developing emergency response plans, conducting training for County staff and Operational Area jurisdictions, and facilitating exercises to validate plans and training. This division also staffs the 24/7 Staff Duty Officer program, coordinates the County’s Continuity of Operations Plan (COOP) Program, supports development of hazard mitigation strategies, and manages emergency resources during incidents.

**Emergency Operations Resources** manages and maintains the County’s Emergency Operations Center (EOC) facility and systems, several emergency supply warehouse spaces, department response fleet vehicles, and special function response trailers for Operational Area needs including: Mass Care and Shelter, Access and Functional Needs shower/restroom, and Mobile Emergency Operations.

**Community Preparedness** develops individual, family, neighborhood, community and private sector disaster preparedness through targeted outreach, public education, and engagement.

**Alert & Warning** maintains the 24/7 communications technology, policies, training, multi-jurisdictional coordination that enables delivery of public warnings via the SoCoAlert, Wireless Emergency Alert, Emergency Alert System, and National Oceanic and Atmospheric Administration (NOAA) weather radio system. Also administers the County’s wildfire monitoring cameras, participates in the state wildfire camera network, and supervises the County’s Auxiliary Communications System volunteer program.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administrative Services*	6.00	4.00	(2.00)	(33.3)
Emergency Coordination	3.00	3.00	0.00	0.0
Community Preparedness	1.00	1.00	0.00	0.0
Alert & Warning	2.00	2.00	0.00	0.0
Operational Area Grants*	0.00	2.00	2.00	0.0
Emergency Operations Resources	0.00	0.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>	<b>0.0</b>

*\*In order to better track work associated with grant administration, the Department created a new “Operational Area Grant” program area, and shifted the two grant-focused FTEs from Administrative Services into the Program Area for better accounting and reporting purposes.*



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administrative Services	\$1,716,528	\$1,347,153	(\$369,375)	(21.5)
Emergency Coordination	611,550	566,278	(45,272)	(7.4)
Community Preparedness	265,880	267,322	1,442	0.5
Alert & Warning	466,645	490,061	23,416	5.0
Operational Area Grants	3,590,124	4,949,272	1,359,148	37.9
Emergency Operations Resources	246,755	328,131	81,376	33.0
<b>Gross Departmental Expenditures</b>	<b>\$6,897,482</b>	<b>\$7,948,217</b>	<b>\$1,050,735</b>	<b>15.2</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>6,897,482</b>	<b>\$7,948,217</b>	<b>\$1,050,735</b>	<b>15.2</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$2,468,743	\$2,398,539	(\$70,204)	(2.8)
Services and Supplies	3,549,183	4,967,148	1,417,965	40.0
Capital Expenditures	850,000	551,795	(298,205)	(35.1)
Transfers within the County	29,556	30,735	1,179	4.0
<b>Total Expenditures by Character</b>	<b>\$6,897,482</b>	<b>\$7,948,217</b>	<b>\$1,050,735</b>	<b>15.2</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$2,449,224	\$2,449,971	\$747	0.0
State, Federal, & Other Govt. Revenue	3,624,729	4,916,364	1,291,635	35.6
Transfers & Reimbursements within the County	823,529	581,882	(241,647)	(29.3)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$6,897,482</b>	<b>\$7,948,217</b>	<b>\$1,050,735</b>	<b>15.2</b>

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Administrative Services** – There is a 22% decrease in this area mainly due to a programmatic revision moving 2.0 FTE Grant full time positions into Operational Area Grants to more accurately account for grant management expenses, and for moving some Service and Supply costs to the Emergency Operations Resource area to better align expenditures with program areas.
- **Emergency Coordination** – There is a slight decrease in the program area as a result of more accurately budgeting for anticipated salary savings associated with staff turn over.
- **Community Preparedness** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Alert & Warning** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Operational Area Grants** – The 38% increase in this Program Area reflects the decision to more effectively track Salaries and Benefits for 2.0 FTE Grant staff by moving these positions out of Administrative Services and into this program area. This accounts for approximately \$300,000 of this increase. Additional increases in this program area are for expenditures associated with new grant awards. These awards will support a two-year project to develop a countywide Community Emergency Response Team (CERT) disaster training program for residents, and will provide a detailed assessment of the County’s response and recovery capabilities.
- **Emergency Operations Resources** – The 33% increase in this area is reflective of moving expenses previously tracked under Administrative Services to this program area to more accurately reflect costs. This includes moving expenditures for items related to warehouses used for emergency response equipment and supplies.

## Key Issues

- As the County enters its third consecutive year of severe drought, the Department anticipates increased demands for multi-jurisdictional and multi-disciplinary coordination to address the hazards of drought, wildfire, and extreme heat. Department activities may include targeted preparedness, bilingual community engagement, and increased standby and response staffing.
- The State of California continues to adopt new legislation and implement new language that increases the responsibilities of counties in the areas of disaster preparedness and response. While often representing important steps to improve operations, these changes entail both additional workload and direct costs for the Department and the County more generally and are not accompanied by additional funding. Legislation yet to be implemented or currently pending may drive additional costs for the Department.
- As the Department reaches its third year in existence, an evaluation of challenges and opportunities has illustrated administrative challenges in providing the proper level of supervision of line staff, managing the County’s Continuity of Operations Planning (COOP) Program, overseeing short-term Disaster Recovery planning efforts, and covering the 24/7 Duty Officer role.
- Recent staff turnover has highlighted the need for more focused succession planning and staff development as well as potentially developing a Master Services Agreement with competitively selected emergency management contractors. This Master Services Agreement would provide as-needed support in the area of emergency coordination planning and/or emergency response staffing should staff turnover affect critical programs.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **Strategic Plan Alignment: Racial Equity & Social Justice Pillar Goal 4, Objective 2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.** Developed a new 2022 County Operational Area Emergency Operations Plan (EOP) that incorporated the County’s experiences in the 2017, 2019, and 2020 wildfires, the 2019 floods, and the 2019-2020 PG&E Power Shutoff events and integrated considerations for cultural competency, equity and resources for individuals with access and functional needs. In collaboration with the Office of Equity and a Community Advisory Group (CAG), the EOP development incorporated guidance and processes required by state legislation passed in late 2019 (SB 160) and, to more fully reflect the Equity pillar of the County’s Strategic Plan, staff employed a process to engage with the community through a series of bilingual stakeholder meetings. The two departments and the CAG worked in partnership to ensure that community members who experience disconnection from emergency communications and services, and who are made more vulnerable after disasters, including immigrants and refugees, non-English speakers, low-wage and migrant workers, could provide recommendations regarding their needs and recommended strategies to assist us in addressing these experiences in the updated EOP. During the process, staff used “best practices” compiled by the Federal Emergency Management Agency (FEMA) and the State of California, followed the Six Step Planning Process for Emergency Operations Planning, and integrated guidance from key state and federal emergency management references including Developing and Maintaining Emergency Operations Plans, Whole Community Approach to Emergency Management, Threat Hazard Identification and Risk Assessment (THIRA) and Chapter 7 of the Department of Justice ADA Best Practices Tool Kit for State and Local Government. The new EOP was reviewed by the Sonoma County Operational Area Emergency Coordinator’s Forum and formally recommended for approval by the Sonoma County Operational Area Emergency Council.
- Developed new EOP Annexes for hazards and specific emergency functions including Alert & Warning, Public Safety Power Shutoff (PSPS), Evacuation, and Mass Care & Shelter. Annexes supplement the County’s master EOP by providing additional detailed information for specific threats (ex. flood) or specific response functions (ex. Alert & Warning). The EOP and annexes are posted on the Department website in English and Spanish.
- Continued to develop community emergency evacuation plans for communities at risk from wildfire, tsunami, or dam failure, including community outreach, education, stakeholder agency coordination, and live evacuation exercises.
- As part of the County’s Fire Early Warning Camera System, the Department piloted a successful experimental application of artificial intelligence (AI) to monitor and detect wildfire ignitions using an approach first attempted in Australia. Following the County’s successful testing period, the system has now been implemented by Pacific Gas & Electric for their state-wide fire camera systems.
- Completed implementation of the County Emergency Staff Development training and exercise program and delivered Learning Management System courses on Disaster Service Worker (DSW) roles, EOC overview, and EOC section-specific training. Additionally, developed a webpage addressing DSW roles and resources.
- Supported Information Services Department in the overhaul of the County’s emergency website, [www.socoemergency.org](http://www.socoemergency.org). The National Association of Government Web Professionals awarded the County their 2021 Siteimprove Sponsor Award for this effort.

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Organizational Excellence, Goal 1, Objective 6: Develop training and staffing structures that effectively support disaster services work and emergency operations, particularly for large-scale and ongoing events.**
  - Emergency Coordination staff will oversee the enhancement and expansion of the County’s Emergency Staff Development Program, including awareness and operational-level training courses made available for staff assigned to various emergency response roles, with the goal of having no less than 50% of County staff assigned to designated Disaster Service Worker roles completing initial training.

- **Strategic Plan Alignment: Racial Equity & Social Justice Goal 4, Objective 2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.**
  - With federal grant funding, Community Preparedness will develop community-based disaster preparedness program activities by expanding trusted partnerships and developing a coordinated countywide Community Emergency Response Team (CERT) program. A key component of these efforts will be engaging with historically underserved communities and providing services in Spanish - including a complete Spanish language CERT training program.
  - With federal grant funding, the Department will conduct the initial phases of a two-year project to assess the County's disaster response/recovery capabilities and create a comprehensive Disaster Recovery Framework to guide efforts in future disasters. In developing the assessment tool and the Framework, the Department will incorporate community input, new guidance for equity in emergency management as well as data from the 2021 Portrait of Sonoma.
- **Strategic Plan Alignment: Resilient Infrastructure, Goal 2, Objective 1: Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disasters.**
  - Reinforce effectiveness of the County's Alert & Warning program by developing and implementing targeted and equitable community alert and warning solutions. Enhance reliability of alert & warning systems by developing a sustainable, real-world community warning exercise program no later than December 30, 2022.
- Review the Emergency Council governance structure as part of multijurisdictional regional opportunities through Operational Area partners and leaders.
- Revise the County's Continuity of Operations Plan (COOP) Base Plan and department playbooks to redefine critical services support for different types of events (wildfires, unhealthy air, de-energization, and pandemic). The Department has contracted with a disaster resources provider to develop a comprehensive countywide COOP software management program to streamline this effort and reduce the time needed by County staff to maintain in the future.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

None

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add 1.0 Senior Emergency Services Coordinator to strengthen critical emergency response and recovery functions supported by ongoing general fund contribution.	1.0	\$241,788	\$0	\$241,788
One-time discretionary funding to purchase an Emergency Response Towing/Transport Vehicle.		\$112,200	\$112,200	\$0

## Additional Directions to Staff

Staff was directed to return to the Board regarding Disaster Immediate Needs Fund and Low Wage Worker Disaster Pay Program (Office of Equity and Department of Emergency Management).

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$2,468,743	\$2,398,539	\$2,631,021	\$162,278	6.6
Services and Supplies	\$3,549,183	\$4,967,148	\$4,983,654	\$1,434,471	40.4
Capital Expenditures	\$850,000	\$551,795	\$656,795	(\$193,205)	(22.7)
Transfers within the County	\$29,556	\$30,735	\$30,735	\$1,179	4.0
<b>Total Expenditures by Character</b>	<b>\$6,897,482</b>	<b>\$7,948,217</b>	<b>\$8,302,205</b>	<b>\$1,404,723</b>	<b>20.4</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$2,449,224	\$2,449,971	\$2,691,759	\$242,535	9.9
State, Federal, & Other Govt. Revenue	\$3,624,729	\$4,916,364	\$4,916,364	\$1,291,635	35.6
Internal County Reimbursements & Transfers**	\$823,529	\$581,882	\$694,082	(\$129,447)	(15.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$6,897,482</b>	<b>\$7,948,217</b>	<b>\$8,302,205</b>	<b>\$1,404,723</b>	<b>20.4</b>
<b>Total Permanent Positions</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>	<b>1.00</b>	<b>8.3</b>



# FIRE SERVICES FUNDS

**Sheryl Bratton**  
County Administrator

**Sonoma County is committed to working with local fire service agencies and stakeholders to improve fire protection services in Sonoma County.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$11,460,120
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$11,460,120
Total General Fund Contribution		\$0
% Funded by General Fund		0.00%
Total Staff		0.00

## DEPARTMENT OVERVIEW

The Fire Services Funds represent the funding dedicated by Board of Supervisors dating back to 2015 to improve fire services within Sonoma County through the Fire Services Project. This project has concentrated on efforts to support the provision of efficient, effective, and sustainable fire services through fire agency consolidations. A key County goal is to identify professional partnerships for the County’s Volunteer Fire Companies supported by County Service Area 40. Three different budget units are reflected in this narrative and represent the source of funds used to support consolidation efforts. Increases in this budget unit reflect the recent approval of more than \$9 million for landmark in perpetuity agreements that incentivize consolidations amongst key fire agencies. Once concluded, the number of fire agencies serving Sonoma County will decrease from 43 to 23. These funds are administered by staff from the County Administrator’s Office. The Fire Services Work Group (FSWG), which is made up of representatives from the Sonoma County Fire Chiefs Association, Cal Fire, Sonoma County Fire Labor Unions, and the Sonoma County Fire Districts Association supports efforts by providing subject matter expert perspective, guidance, and stakeholder coordination, which has informed efforts to consolidate fire agencies utilizing the funds that are reflected in this budget unit.

For more information, call (707) 565-2431, or visit <https://sonomacounty.ca.gov/Emergency-Management/>

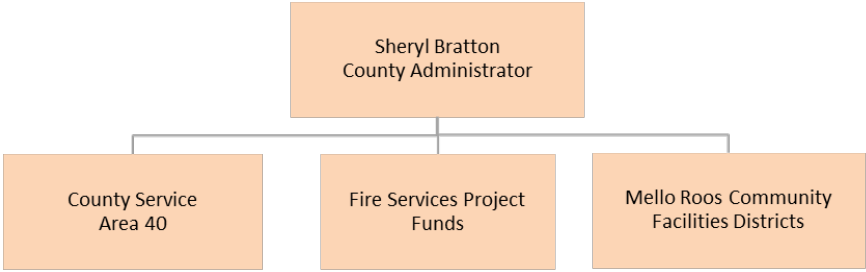
### Program Area Description

Fire Services Project Funds support contracts to incentivize fire district consolidation efforts and to enhance fire service levels throughout the County. This funding is made up of a portion of the County’s Proposition 172 Public Safety funds, which are quasi-discretionary funds that must be spent on public safety efforts. In June 2015, the Board of Supervisors adopted a policy that directed a portion of Prop 172 funding to support fire services. Beginning in Fiscal Year (FY) 2017-18, the Board of Supervisors began directing a portion of Transient Occupancy Tax (TOT) revenue, which is a fully discretionary funding source of the Board of Supervisors, to also support fire services. In June of 2021 and January 2022, the Board of Supervisors dedicated additional County discretionary resources totaling approximately \$1.8 million to support consolidation efforts.

**County Service Area (CSA) 40** was formed in 1993 as a special dependent district to collect property taxes to provide fire protection services to the unincorporated areas of Sonoma County that are not within the boundaries of an existing Fire Protection or County Services District. Fire protection services are provided by local Volunteer Fire Companies and oversight was provided by the former Fire and Emergency Services Department. Beginning in FY 2018-19, a contract was executed with the newly formed North Bay Fire to provide support and oversight of the Volunteer Fire Companies. Based on recommendations from the Fire Services Work Group, the County is actively working to consolidate CSA 40 territory with professional fire districts.

**Mello Roos Community Facilities Districts** were formed by the communities of Dry Creek and Wilmar to support their volunteer fire agencies. The revenue generated from these voter approved direct charge taxes must be spent to support fire protection services within each of these communities.

# DEPARTMENT ORGANIZATIONAL CHART



## FINANCIAL SUMMARIES

### Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Fire Services Project	\$5,669,476	\$8,882,120	\$3,212,644	56.7
County Service Area 40	2,340,593	2,333,000	(7,593)	(0.3)
Mello Roos Community Facilities Districts	245,000	245,000	0	0.0
<b>Gross Departmental Expenditures</b>	<b>\$8,255,069</b>	<b>\$11,460,120</b>	<b>\$3,205,051</b>	<b>38.8</b>
<i>Internal Departmental Transfers</i>	0	0	0	0.0
<b>Departmental Operating Expenditures*</b>	<b>\$8,255,069</b>	<b>\$11,460,120</b>	<b>\$3,205,051</b>	<b>38.8</b>

*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.*



## Fire Services Project Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Services and Supplies	\$5,669,476	\$7,782,120	\$2,112,644	37.3
Transfers within the County	0	550,000	550,000	0.0
<b>Total Expenditures by Character</b>	<b>\$5,669,476</b>	<b>\$8,332,120</b>	<b>\$2,662,644</b>	<b>47.0</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
Fees and Charges for Services	\$0	\$0	\$0	0.0
State, Federal, & Other Govt. Revenue <sup>1</sup>	4,170,634	4,657,937	487,303	11.7
Use of Fund Balance	(4,461,743)	(1,445,801)	3,015,942	(67.6)
Reimbursements <sup>2</sup>	5,960,585	5,119,984	(840,601)	(14.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$5,669,476</b>	<b>\$8,332,120</b>	<b>\$2,662,644</b>	<b>47.0</b>

1) Proposition 172 Funding.

2) Transient Occupancy Tax Funding

## County Service Area 40 Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Services and Supplies	\$2,340,593	\$2,333,000	(\$7,593)	(0.3)
Other Expenses	0	0	0	0.0
Transfers within the County	0	0	0	0.0
<b>Total Expenditures by Character</b>	<b>\$2,340,593</b>	<b>\$2,333,000</b>	<b>(\$7,593)</b>	<b>(0.3)</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
Fee Charges for Services	\$35,000	\$35,000	\$0	0.0
Other Departmental Revenue*	2,310,000	851,546	(1,458,454)	(63.1)
Use of Fund Balance	(4,407)	896,454	900,861	(20,441.6)
Transfers & Reimbursements within the County	0	550,000	550,000	0.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$2,340,593</b>	<b>\$2,333,000</b>	<b>(\$7,593)</b>	<b>(0.3)</b>

\*Other Departmental Revenue is almost entirely property tax revenue.

## Mello Roos Community Facilities Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Services and Supplies	\$211,857	\$212,356	\$499	0.2
Other Expenses*	33,143	33,144	1	0.0
<b>Total Expenditures by Character</b>	<b>\$245,000</b>	<b>\$245,500</b>	<b>\$500</b>	<b>0.2</b>
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
Other Departmental Revenue**	\$222,100	\$224,000	\$1,900	0.9
Use of Fund Balance	22,900	21,500	(1,400)	(6.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$245,000</b>	<b>\$245,500</b>	<b>\$500</b>	<b>0.2</b>

\*Other Expenses include Capital Lease Payments.

\*\*Other Departmental Revenue includes Property Tax and Direct Charge Revenue.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- Anticipated increases in on-going revenues in the **Fire Services Project** have allowed for a substantive growth in expenditures in this budget unit that support the Board's stated policy to improve fire protection services in Sonoma County. In FY 2022-23, on-going revenues are increasing by approximately \$2.7 million from Proposition 172, Transient Occupancy Tax sources (including anticipated taxes to be collected on Regional Parks camping starting on 7/1/2022) and an on-going General Fund contribution. These enhanced revenues will predominantly support a \$2.1 million increase to support ongoing agreements that consolidate the Bodega Bay Fire Protection District with the Sonoma County Fire District, as well as stabilization support for the Kenwood Fire Protection District. This budget unit reflects a one-time transfer of \$550,000 to CSA 40 to cover the remaining terms of the North Bay Fire agreement, discussed more fully below. Additionally, fund balance for this budget unit will grow by \$1.4 million in FY 2022-23. The projected ending fund balance for FY 2022-23 is approximately \$12.1 million and will be used to source executed agreements once the areas in question are approved by the LAFCO annexation process.
- **County Services Area (CSA 40)** – reflects a transfer in of \$550,000 to cover the remaining terms of the North Bay Fire agreement. This transfer is necessary because CSA 40 revenue is expected to decrease due to the annexation of CSA 40 territory to Northern Sonoma County Fire Protection Districts, expected to be approved in FY 2022-23. The territory being annexed by Northern Sonoma County Fire Protection District generated two-thirds of the revenue for CSA 40, therefore once the annexation is complete, the revenue from this territory will transfer as a part of the annexation process.
- **Mello Roos Community Facilities** – there are no significant changes in this budget unit for FY 2022-23.

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# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Received \$1.5 million of ongoing County General Fund contributions to support fire agency consolidation efforts and received a one-time contribution from the County General Fund in the amount of \$2 million to stabilize the Bodega Bay Fire Protection District until consolidation agreements could be finalized, which is anticipated to occur in the summer of 2022.
- On January 1, 2022, the Board of Supervisors authorized the collection of Transient Occupancy Taxes upon Sonoma County Regional Parks camping reservations totaling approximately \$300,000 annually to support consolidation agreements.
- Entered into tax and revenue sharing agreements totaling more than \$9 million dollars of ongoing support with partner agencies to facilitate the following fire agency stabilization and consolidations:
  - Northern Sonoma County Fire District annexation of CSA 40 territory for a base amount of \$1.2 million from CSA 40 property taxes.
  - Sonoma County Fire District annexation of the Bodega Bay Fire for a base amount of \$3 million of Fire Services Project Funds.
  - Gold Ridge Fire District annexation of CSA 40 territory for a base amount of \$4.4 million, from a mix of CSA 40 and Fire Services Project funds.
  - Sonoma County Fire District annexation of CSA 40 territory for a base amount of \$28,000 from CSA 40 property taxes.
  - Kenwood Fire District for a base amount of \$180,000 ongoing and \$120,000 for two years of stabilization funding from Fire Services Project Funds.
- Completed the purchase of three fire apparatuses to support North Bay Fire Volunteer Fire Companies using CSA 40 and Community Facility District funds.
- Undertook outreach efforts with the Fire Services Work Group to determine the feasibility of pursuing Measure G 2.0, the Sonoma County Wildfire Prevention, Emergency Alert and Response Measure.

## FY 2022-23 Objectives

- Coordinate with tax and revenue exchange partner agencies to complete the [Local Agency Formation Commission \(LAFCO\)](#) annexation processes for annexations described above.
- Continue the partnership with the North Bay Fire Agency to support the Volunteer Fire Companies and related CSA 40 administration until the annexation process with LAFCO for these territories is completed.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Services and Supplies	\$5,669,476	\$7,782,120	\$7,782,120	\$2,112,644	37.3
Transfers within the County	\$0	\$550,000	\$550,000	\$550,000	0.0
<b>Total Expenditures by Character</b>	<b>\$5,669,476</b>	<b>\$8,332,120</b>	<b>\$8,332,120</b>	<b>\$2,662,644</b>	<b>47.0</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
State, Federal, & Other Govt. Revenue*	\$4,170,634	\$4,657,937	\$4,657,937	\$487,303	11.7
Use of Fund Balance	(\$4,461,743)	(\$1,445,800)	(\$1,445,800)	\$3,015,943	(67.6)
Reimbursements**	\$5,960,585	\$5,119,983	\$5,119,983	(\$840,602)	(14.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$5,669,476</b>	<b>\$8,332,120</b>	<b>\$8,332,120</b>	<b>\$2,662,644</b>	<b>47.0</b>
<b>Total Permanent Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>

\*Proposition 172 Funding

\*\*Transient Occupancy Tax Funding

# COURT SUPPORT AND GRAND JURY

**Sheryl Bratton**  
County Administrator

The Court system in Sonoma County is a multi-disciplinary system relying on many partners to function efficiently.

Consistent with Lockyer-Isenberg Trial Court Funding Act of 1997 (AB 233)

Sonoma County provides financial resources through the Court Support Services budget to support the County's role in this system, and to ensure fairness and equity for all involved in the Justice System. The County also supports the Grand Jury in its role as an oversight body for all governmental entities within the County.

## RECOMMENDED BUDGET AT A GLANCE

FY 2022-23

### Expenditures

Departmental Operating Expenditures \$12,429,312

Internal Transfers \$0

### Funding Sources

Total Revenues/Use of Fund Balance \$3,310,883

Total General Fund Contribution \$9,118,429

% Funded by General Fund 73%

Total Staff 0.00

## DEPARTMENT OVERVIEW

The Court Support Services budget provides for various court and criminal justice related expenses for which the County is financially responsible and for receipt of revenues which are not included in departmental budgets.

For more information regarding the Grand Jury, call (707) 521-6500, or visit <http://sonoma.courts.ca.gov/>

### Program Area Description

Included in **Court Support Operations** are all revenues received by the County from specific court fines and fees. The fines and fees are used to partially fund the County's Maintenance of Effort (MOE) payment as required by the Lockyer-Isenberg Trial Court Funding Act of 1997 and the Court Facility Payment, pursuant to agreements with the Judicial Council for the joint use of the Hall of Justice.

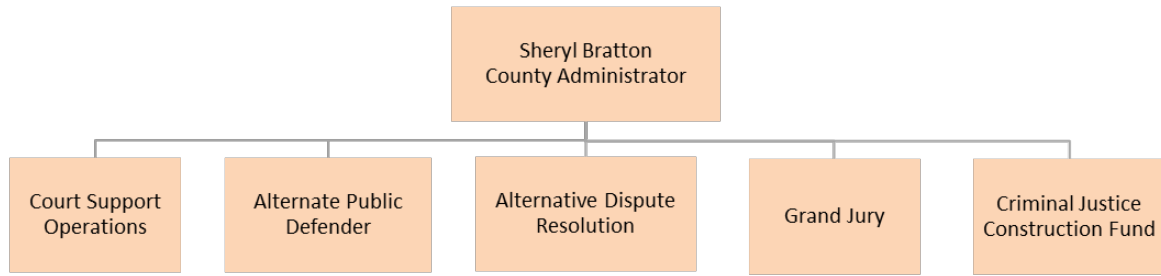
The **Alternate Public Defender** budget accounts for all costs associated with indigent defense when the Public Defender is unable to provide representation due to a conflict, such as when there are multiple defendants involved in a case. The program is managed by County Counsel.

The **Alternate Dispute Resolution** Special Revenue Fund fully supports services provided to the general public as an alternative to civil court proceedings. These services are intended to reduce costs and time needed for resolution by the parties involved in civil proceedings.

The **Grand Jury** is composed of 19 individuals whose primary function is to examine all aspects of county and city government and special districts to ensure that they are efficient, honest, fair, and dedicated to serving the public. The Grand Jury is impaneled by the Superior Court on a fiscal year basis, and submits an annual report of their findings to the Presiding Judge of the Superior Court. The costs of the Grand Jury are charged to the County General Fund budget, as mandated by state law.

The **Criminal Justice Construction Fund** is funded by court fees and fines, with revenues dedicated to facility improvements for the Criminal Justice Facilities, as included in the Capital Projects Budget.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Total Permanent Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Court Support Operations	\$8,500,903	\$8,525,103	\$24,200	0.3
Alternate Public Defender	2,540,930	2,665,132	124,202	4.9
Alternate Dispute Resolution	80,000	65,000	(15,000)	(18.8)
Grand Jury	107,806	104,344	(3,462)	(3.2)
Criminal Justice Construction Fund	1,090,301	1,069,733	(20,568)	(1.9)
<b>Gross Departmental Expenditures</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$0	\$0	\$0	0.0
Services and Supplies	2,728,282	2,862,132	133,850	4.9
Capital Expenditures	8,500,903	8,496,903	(4,000)	(0.0)
Other Expenses	0	0	0	0.0
Transfers within the County*	\$1,090,755	1,070,277	(20,478)	(1.9)
<b>Total Expenditures by Character</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$8,924,863	\$9,118,429	\$193,566	2.2
Fees and Charges for Services	450,301	404,733	(45,568)	(10.1)
State, Federal, & Other Govt. Revenue	766,776	786,150	19,374	2.5
Other Departmental Revenue	2,178,000	2,120,000	(58,000)	(2.7)
Use of Fund Balance	0	0	0	0.0
Transfers & Reimbursements within the County*	0	0	0	0.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Court Support Operations:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Alternate Public Defender:** Costs are increasing based on the contract for outside counsel services. These costs are based on a 3% escalator in contracted counsel costs. In addition, there is an increase in the cases that are referred to external counsel.
- **Alternate Dispute Resolution:** Contract costs in this Program Area were reduced slightly to better reflect actuals.
- **Grand Jury:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Criminal Justice Construction Fund:** There are no significant changes to the budget in this Program Area for FY 2022-23.

### Key Issues

- In addition to the mandated contribution of County General Fund, Court Support is supported by court fines and fees over which the County has no control. These revenue streams have been declining for several years. There have been several pieces of legislation introduced that will continue to negatively impact revenues. The County will need to monitor these revenue streams and how state policies may affect them. In addition, the County is obligated to provide funding for Alternate Public Defender contract costs, and has little ability to control the number of cases referred out. To the extent that the state continues to mandate that counties provide services, but takes policy actions that reduce revenue provided to support those services, they effectively create an unfunded mandate for local governments and thus year-over-year General Fund contribution will continue grow.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Grand Jury final reports and informational material made available in Spanish.
- Grand Jury expanded outreach through County of Sonoma social media channels to broaden diversity.

### FY 2022-23 Objectives

- Monitor ongoing court fines and fees.
- Work with County Counsel to ensure continuity of Alternate Public Defender Services beyond the expiration of current contract expiration on June 30, 2023.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Services and Supplies	\$2,728,282	\$2,862,132	\$2,862,132	\$133,850	4.9
Capital Expenditures	\$8,500,903	\$8,496,903	\$8,496,903	(\$4,000)	(0.0)
Transfers within the County	\$1,090,755	\$1,070,277	\$1,070,277	(\$20,478)	(1.9)
<b>Total Expenditures by Character</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$8,924,863	\$9,118,429	\$9,118,429	\$193,566	2.2
Fees and Charges for Services	\$766,776	\$786,150	\$786,150	\$19,374	2.5
Other Departmental Revenue	\$2,178,000	\$2,120,000	\$2,120,000	(\$58,000)	(2.7)
Use of Fund Balance	\$450,301	\$404,733	\$404,733	(\$45,568)	(10.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,319,940</b>	<b>\$12,429,312</b>	<b>\$12,429,312</b>	<b>\$109,372</b>	<b>0.9</b>
<b>Total Permanent Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>



# JUSTICE SERVICES

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Probation

District Attorney

Public Defender

Sheriff



# PROBATION

**David M. Koch**  
**Chief Probation Officer**

**Sonoma County Probation is committed to reducing recidivism, fostering accountability, promoting positive behavior change, and safeguarding the community.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><i>Expenditures</i></b>		
Departmental Operating Expenditures		\$71,559,897
Internal Transfers		\$19,899,840
<b><i>Funding Sources</i></b>		
Total Revenues/Use of Fund Balance		\$55,232,905
Total General Fund Contribution		\$36,226,832
% Funded by General Fund		39.6%
Total Staff		271.00

## DEPARTMENT OVERVIEW

The Probation Department is responsible for enhancing community safety, supporting crime victims, and facilitating offender rehabilitation through positive behavior change. The Department relies on evidence-based and evidence-informed practices, which have been scientifically demonstrated to reduce recidivism.

For more information, call (707) 565-2149, or visit <http://sonomacounty.ca.gov/Probation/>

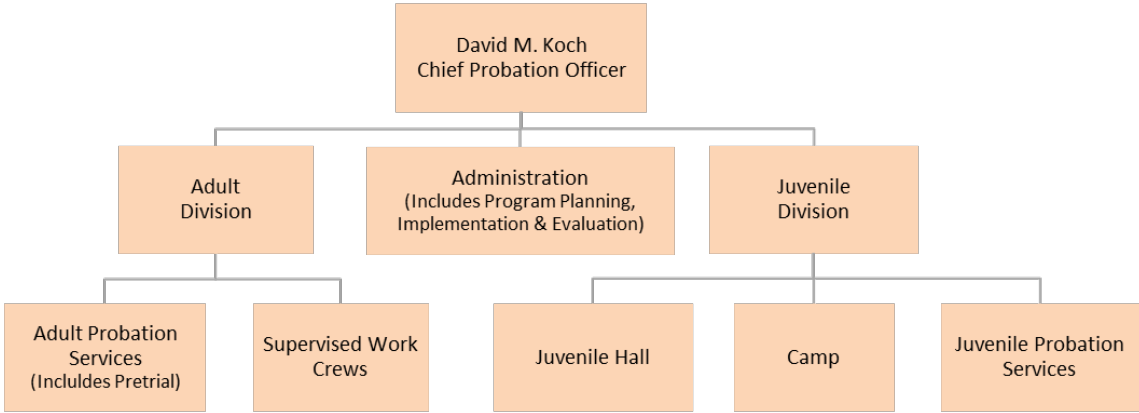
### Program Area Description

The Adult Division includes Adult Probation Services and Supervised Work Crews program areas. **Adult Probation Services** provides court services, community supervision, and referral to appropriate therapeutic services for adult clients. Adult Services includes specialty units for specific populations such as gang members, sex offenders, domestic violence perpetrators, those with a high risk to reoffend, and mentally ill offenders. Pretrial Services uses validated assessments to determine the risk of a person not returning to court or committing a new crime if released to the community pre-adjudication, subject to appropriate release conditions while awaiting subsequent court appearances. **Supervised Work Crews** is an alternative work program primarily for adults, but including juveniles, assigned to work crews to complete meaningful projects throughout the county. The [Day Reporting Center](#) serves high risk offenders releasing from prison/jail to community supervision, and offers a variety of cognitive behavioral intervention curricula (delivered primarily by Probation Officers), substance abuse treatment, the Positive Parenting Program, job readiness/search assistance through Job Link, benefit eligibility determinations, and continuing education options.

The Juvenile Division includes Juvenile Hall, Probation Camp, and Juvenile Probation Services program areas. The **Juvenile Hall** provides temporary, safe, and secure detention for youth in need of intensive supervision and rehabilitation in a structured environment. **Probation Camp** is designed to address anti-social or illegal behavior and thinking patterns in youth, while promoting acceptance of personal responsibility and opportunities for vocational training. **Juvenile Probation Services** consists of intake and court services, diversion and community-based prevention and early intervention services, as well as community supervision, including specialty services for delinquent foster youth in out-of-home placements, juvenile sex offenders, and mentally ill and gang affiliated youth and their families.

**Administration** provides fiscal, human resources, training, information technology and workplace safety support for operations. This program area includes the Program Planning Implementation and Evaluation team, which provides vital research, planning, implementation and evaluation of evidence-based programs throughout all program areas.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult Services (Including Pretrial)	106.00	104.00	(2.00)	(1.9)
Juvenile Services	42.00	42.00	0.00	0.0
Supervised Work Crews	9.00	9.00	0.00	0.0
Juvenile Hall	88.00	88.00	0.00	0.0
Probation Camp	4.00	3.25	(0.75)	(18.8)
Administration	24.00	24.75	0.75	3.1
<b>Total Permanent Positions*</b>	<b>273.00</b>	<b>271.00</b>	<b>(2.00)</b>	<b>(0.7)</b>

\*Deleted 2.0 FTE allocations in Adult Services due to loss of revenue stemming from the State’s elimination of various criminal justice fees under AB 1869 and AB 177.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult Services (Including Pretrial)	\$23,898,613	\$23,341,835	(\$556,778)	(2.3)
Juvenile Services	11,367,552	11,926,634	559,082	4.9
Supervised Work Crews	2,476,696	2,383,267	(93,429)	(3.8)
Juvenile Hall	17,847,735	17,871,687	23,952	0.1
Probation Camp	910,770	793,568	(117,202)	(12.9)
Administration	5,843,652	5,855,127	11,475	0.2
Special Revenue Funds	29,979,391	29,287,619	(691,772)	(2.3)
<b>Gross Departmental Expenditures</b>	<b>\$92,324,409</b>	<b>\$91,459,737</b>	<b>(\$864,672)</b>	<b>(0.9)</b>
<i>Internal Departmental Transfers*</i>	<i>19,970,914</i>	<i>19,899,840</i>	<i>(71,074)</i>	<i>(0.4)</i>
<b>Departmental Operating Expenditures**</b>	<b>\$72,353,495</b>	<b>\$71,559,897</b>	<b>(\$793,598)</b>	<b>(1.1)</b>

\*Includes transfers from Public Safety Realignment, Juvenile Justice Crime Prevention Act, and Community Corrections Performance Incentive Special Revenue Funds to reimburse operating sections.

\*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$47,269,512	46,179,617	(\$1,089,895)	(2.3)
Services and Supplies	40,666,105	40,195,958	(470,147)	(1.2)
Capital Expenditures	0	300,000	300,000	100.0
Other Expenses*	4,236,477	4,636,067	399,590	9.4
Transfers within the County	152,315	148,095	(4,220)	(2.8)
<b>Total Expenditures by Character</b>	<b>\$92,324,409</b>	<b>\$91,459,737</b>	<b>(\$864,672)</b>	<b>(0.9)</b>

\*Other Expenses include grant-funded transitional housing for adults, and support services for youth at Juvenile Hall.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$36,108,261	\$36,226,832	\$118,571	0.3
Fees and Charges for Services	1,195,000	1,917,800	722,800	60.5
State, Federal, & Other Govt. Revenue	19,895,520	24,236,532	4,341,012	21.8
Other Departmental Revenue*	3,466,495	3,298,601	(167,894)	(4.8)
Use of Fund Balance**	6,750,822	3,016,976	(3,733,846)	(55.3)
Transfers & Reimbursements within the County***	24,908,311	22,762,996	(2,145,315)	(8.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$92,324,409</b>	<b>\$91,459,737</b>	<b>(\$864,672)</b>	<b>(0.9)</b>

\*Other Departmental Revenue includes interest earnings, and state realignment growth revenue from FY 2021-22 resulting from higher statewide sales tax, which will be received in FY 2022-23 according to the state's annual payment schedules.

\*\*Includes \$2 million from Juvenile Special Revenue Funds for community-based services, \$455,000 use of transitional housing grant funds, and \$315,000 use of Community Corrections Performance Incentive funds for adult services.

\*\*\*Includes internal transfers of \$20 million from the Department's Special Revenue Funds to its operating sections; \$550,000 transfer from the Graton Mitigation Fund; and \$570,000 from the Human Services Department for youth programming.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Adult Services:** Permanent positions are decreasing by 2.0 FTE as a result of lost revenue from adult criminal justice fees eliminated under AB 1869. The state has provided backfill funding to offset this loss at approximately 59% of the actual annual loss, leaving a net deficit of approximately \$537,000 in FY 2022-23.
- **Juvenile Services:** The year-over-year Increase reflects expenditures related to contract services, including employee training, information system enhancements, and program participant referrals to community-based services. These increased expenditures are offset by reimbursements from SB 823 Juvenile Realignment and Juvenile Justice Crime Prevention Act funds.
- **Supervised Work Crew:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Juvenile Hall:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Probation Camp:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Administration:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Special Revenue Funds:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Revenues/Reimbursement:** Use of Fund Balance is decreasing \$3.7 million by approximately the same amount as State Revenues are increasing \$3.6 million due to improved revenue projections to statewide sales tax and Vehicle License Fee receipts. These funds support evidence-based services and staffing in the Adult and Juvenile divisions. Charges for Services are increasing \$722,800 to reflect revenue coming from surrounding counties to offset the cost to house and treat youth committed to the Secure Youth Treatment program. Internal County Transfers & Reimbursements are decreasing by \$1.1 million due to expiration of a one-time transfer of General Fund to the Department in FY 2021-22 to backfill fee revenue loss; \$400,000 reduction in desktop modernization reimbursements per multi-year equipment replacement schedules; and \$650,000 reduction due to smaller caseloads and demand for contract services in the Juvenile Division.

## Key Issues

- **Adult and Juvenile Divisions** – COVID-19 has been very disruptive to effective service delivery, especially for vulnerable clients who rely on in-person rehabilitative services. In FY 2022-23, the Department will renew efforts to be present and visible in the community to hold clients accountable, provide clients with positive change opportunities by using new and existing evidence-informed strategies and continue work to make the system fairer. The Adult Division will continue to objectively assess the law and specific fact sets for individuals appearing before the Court, ensure successful reentry, restore victims and work toward preventing future victimization as well as provide the Court with validated assessments that promote safety, equity and justice.
- **Adult and Juvenile Divisions** – Assembly Bill 1950 (shorter adult probation terms) and other legislative changes have impacted caseload size and may have created imbalances in allocation of supervision workload throughout the agency. The Department will conduct a study to inform adjustments to caseload configuration and prioritization of job duties to assure adequate time for application of evidence-based case management strategies with those under Probation's supervision.
- **Probation Department – Case Management System:** Probation relies on an antiquated Case Management System (part of the in-house Integrated Justice System) to track data on all in-custody and community supervision activities. This system has reached its useful life and must either be significantly upgraded or replaced. Working with County ISD, the Department has hired an outside consultant to assess the current case management system related to modern operational and data collection needs. This assessment will lead to future strategic investments in information technology in order to support client connection to services; promote positive behavior change; provide data reports to assign work more equitably, measure outputs, compliance with case management standards, and assess impact on stated outcomes; and protect community safety.



# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Alternatives to Detention: In support of Strategic Plan Goal 5, Objective 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”. The Pretrial Program implementation has successfully contributed to reducing the jail population from 1,050 in December 2019 to 726 in February 2022 (31% reduction).
- Racial Equity: The Department embarked on efforts to increase racial literacy of staff through implementing courses on racial bias and how it impacts the people involved in the justice system, as well as employees. Additionally, the Department collected feedback through surveys and stakeholder interviews to understand the challenges faced by marginalized groups within the workforce. This information will guide future efforts, including gathering similar information from clients, toward improving the equity of all service areas within the Department.
- Juvenile Realignment: The Department successfully completed various structural and programmatic modifications to address the needs of youth who would have previously been relocated to a State Division of Juvenile Justice (DJJ) facility due to the seriousness of the crime committed. SB 823 DJJ Realignment (2020) shifted responsibility for rehabilitating these youth to counties. Sonoma County has become a regional hub accepting several youth from Bay Area and Northern California counties. This Secure Youth Treatment program will provide rehabilitation, mental health treatment, education and job readiness curriculum to youth and families to support a successful transition back to the community at the completion of detention and probation terms.

## FY 2022-23 Objectives

- Complete the first Racial and Ethnic Disparities Report for the Juvenile Justice System, enhancing the system to collect feedback from youth and families regarding their experience in the Juvenile Justice System.
- Build and strengthen “Step Down” or re-entry programs for youth who have served long periods of detention or out-of-home placement, with a particular focus on DJJ Realigned Youth in our Secure Youth Treatment program. Community and family reintegration is key to long term success and reducing recidivism. These services include connections to education (Santa Rosa Junior College, academic or trade academies), job readiness and placement, Child and Family Team (CFT) planning, family wraparound services, and supportive or independent housing options.
- Given the impact of implementing AB 1950, which limits the length of most probation terms, the Adult Services Division will continue to implement practices to effectively address criminal behavior during truncated period of supervision. These strategies include meeting with clients prior to release from detention, immediately engaging clients with community based services, connecting clients to housing and job programs, and removing financial barriers to substance-use or sex-offender treatment programs.
- Strategic Plan Alignment Healthy and Safe Communities, Goal 5, Objective 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”. The Department has begun implementation of a structured behavioral response system to provide a transparent framework for officers to hold clients accountable for negative behaviors and to positively reinforce desired behaviors. This system will help guide officers in identifying appropriate options for clients who have violated their terms of probation, such as referrals to substance use treatment or Supervised Work Crews, as well as imposition of short-term custodial sanctions, which have proven to be a more effective response than costly, longer-term incarceration. Full implementation and initial assessment of efficacy will occur in FY 2022-23.
- In concert with the Human Resources Department, complete a classification study in relation to the Deputy Probation Officer series. The study will be designed to align outdated job specifications with current job duties and requirements, and thereby improve outcomes for adult and juvenile clients.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Probation entered into an agreement with the Sonoma County Superior Court to expand Pretrial Services in FY 2021-22 and subsequent years. Senate Bill 129 allocates ongoing funding to the Superior Court for these services. Funding will support 1.0 FTE Probation Officer II, 1.0 FTE Probation Officer III, and associated services and supplies. (4/5/2022, Item #29)	2.0	\$499,971	\$499,971	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add 1.0 FTE Administrative Services Officer I to support fiscal and grants management. The position will be funded by redirecting General Fund monies from the Juvenile Division, made possible by programming additional SB 823 Juvenile Justice Realignment state funding.	1.0	\$175,000	\$175,000	\$0
Add 1.0 FTE Department Information Systems Specialist to augment information technology capacity, offset by deletion of 1.0 FTE vacant Legal Processor II. The increased cost resulting from this position swap will be funded by redirecting General Fund monies from the Juvenile Division, made possible by programming additional SB 823 Juvenile Justice Realignment state funding.	0.0	\$50,000	\$50,000	\$0
Delete 3.0 FTE Probation Officer III allocations, assigned to Juvenile Placement and Juvenile Supervision, that have been vacant longer than 12 months, and are not planned for future recruitment due to declining caseloads.	-3.0	\$0	\$0	\$0
<b>Other Funds</b>				
Appropriate SB 823 Juvenile Justice Realignment revenue based on the state's allocation to allow redirection of General Fund monies to pay for 1.0 FTE Administrative Services Officer I.	0	\$175,000	\$0	\$175,000

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Appropriate SB 823 Juvenile Justice Realignment revenue based on the state's allocation to allow redirection of General Fund monies to partially pay for 1.0 FTE Department Information Systems Specialist.	0	\$50,000	\$0	\$50,000

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	47,269,512	46,179,617	46,904,588	(364,924)	(0.8)
Services and Supplies	40,666,105	40,195,958	40,420,958	(245,147)	(0.6)
Capital Expenditures	0	300,000	300,000	300,000	0.0
Other Expenses*	4,236,477	4,636,067	4,636,067	399,590	9.4
Transfers within the County	152,315	148,095	148,095	(4,220)	(2.8)
<b>Total Expenditures by Character</b>	<b>92,324,409</b>	<b>91,459,737</b>	<b>92,409,708</b>	<b>85,299</b>	<b>0.1</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	36,108,261	36,226,832	36,226,832	118,571	0.3
Fees and Charges for Services	1,195,000	1,917,800	1,917,800	722,800	60.5
State, Federal, & Other Govt. Revenue	19,895,520	24,236,532	24,736,503	4,840,983	24.3
Other Departmental Revenue**	3,466,495	3,298,601	3,298,601	(167,894)	(4.8)
Use of Fund Balance	6,750,822	3,016,976	3,241,976	(3,508,846)	(52.0)
Internal County Reimbursements & Transfers***	24,908,311	22,762,996	22,987,996	(1,920,315)	(7.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>92,324,409</b>	<b>91,459,737</b>	<b>92,409,708</b>	<b>85,299</b>	<b>0.1</b>
<b>Total Permanent Positions</b>	<b>273.00</b>	<b>271.00</b>	<b>271.00</b>	<b>(2.00)</b>	<b>(0.7)</b>

\*Other Expenses include grant-funded transitional housing for adults, and support services for youth at Juvenile Hall.

\*\*Other Departmental Revenue includes interest earnings, and state realignment growth revenue from FY 2021-22 resulting from higher statewide sales tax, which will be received in FY 2022-23 according to the state's annual payment schedules.

\*\*\*Includes internal transfers from the Department's Special Revenue Funds to its operating sections. Also includes transfers from the Graton Tribal Mitigation Fund for Adult Investigations staff and from the Human Services Department for youth programming.



# DISTRICT ATTORNEY

**Jill R. Ravitch**  
**District Attorney**

The Sonoma County District Attorney’s Office is dedicated to providing the members of our community with a safe place to live by holding the guilty accountable, protecting the innocent, and preserving the dignity of victims and their families. We shall seek truth and justice in a professional manner, while maintaining the highest ethical standards.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$31,850,588
Internal Transfers		\$2,360,844
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$14,569,279
Total General Fund Contribution		\$19,642,153
% Funded by General Fund		57.41%
Total Staff		127.75



## DEPARTMENT OVERVIEW

### Program Area Description

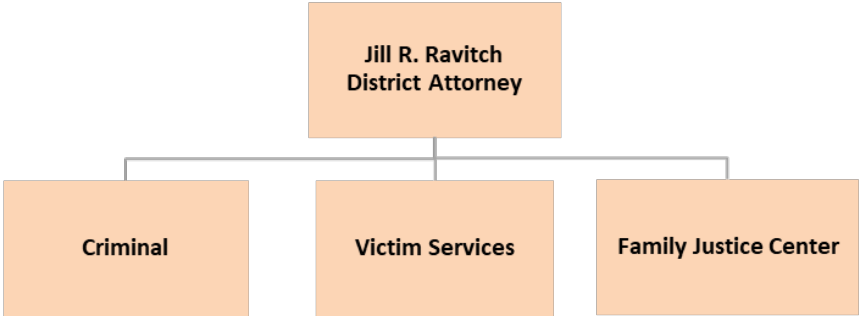
The **Criminal Division** consists of three units. The **Prosecution Unit** represents the People’s interests in prosecuting criminal cases and seeking justice for victims of crime in both adult and juvenile court and partners with local, state and federal law enforcement agencies to help reduce and prevent crime in our community. The Criminal division has many specialized teams that address: Domestic Violence/Sexual Assault; Elder Protection; Gangs and Hate Crimes; Writs and Appeals; Narcotics; Driving Under the Influence; Juvenile Justice; Felony Trial; Misdemeanor Trial; and Environmental and Consumer Law and Fraud. The **Investigations Bureau** investigates all types of crime under the District Attorney's jurisdiction and assists prosecutors in preparing and organizing cases for court, which includes locating witnesses, organizing evidence for presentation at trial, and conducting pre-trial investigations. The **Administration Unit** provides clerical and legal research support, Information Technology (IT) support, and administrative and fiscal oversight.

The **Victim Services Division** provides crisis intervention; emergency assistance; referral assistance; orientation to the Criminal Justice System; court escort/court support; case status and case disposition information; and victim-of-crime claims assistance. Advocates seek to make the justice system more understandable, accessible, and responsive to concerns of victims. They work to ensure that crime victims and their family members are treated fairly, their voices are heard, and that they are provided the services and information necessary to be an integral part of the criminal case process.

The **Family Justice Center of Sonoma County** (<https://www.fjcsc.org/>) focuses on adult and child victims of violence by providing wrap-around services through a single access point. Co-located on the Family Justice Center Sonoma County site are the District Attorney, Sonoma County Sheriff’s Office and Santa Rosa Police Department’s domestic violence and sexual assault teams. The Redwood Children’s Center and five community-based direct service providers, (Verity, Council on Aging, Legal Aid, Catholic Charities and YWCA) are also co-located at the Family Justice Center site. These providers offer an array of bilingual services to victims of domestic violence, sexual abuse, child abuse, elder abuse, as well as mental health and legal assistance services, including restraining orders and temporary legal status documentation.

For more information, call (707) 565-2311, or visit <http://sonomacounty.ca.gov/District-Attorney/>

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Criminal	111.00	110.00	(1.00)	(0.9)
Victim Services	14.00	14.00	0.00	0.0
Family Justice Center	3.75	3.75	0.00	0.0
<b>Total Permanent Positions*</b>	<b>128.75</b>	<b>127.75</b>	<b>(1.00)</b>	<b>(0.8)</b>

\*The position change in Criminal included deletion of 1.0 FTE vacant Legal Processor II in October 2021 to offset the cost for 1.0 FTE Department Information Technician previously added in the Department's FY 2021-22 Adopted Budget.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Criminal	\$30,148,518	\$30,700,792	\$552,274	1.8
Victim Services	2,552,429	2,547,824	(4,605)	(0.2)
Family Justice Center	1,015,719	962,816	(52,903)	(5.2)
<b>Gross Departmental Expenditures</b>	<b>\$33,716,666</b>	<b>\$34,211,432</b>	<b>\$494,766</b>	<b>1.5</b>
<i>Internal Departmental Transfers*</i>	<i>2,172,304</i>	<i>2,360,844</i>	<i>188,540</i>	<i>8.7</i>
<b>Departmental Operating Expenditures**</b>	<b>\$31,544,362</b>	<b>\$31,850,588</b>	<b>\$306,226</b>	<b>1.0</b>

\*Includes transfers of \$1,773,509 from the Consumer Protection Fund, and \$587,333 combined from the Public Safety Realignment Revocation and Local Law Enforcement Funds to reimburse operating sections.

\*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$27,477,979	\$27,754,091	\$276,112	1.0
Services and Supplies	6,120,675	6,357,765	237,090	3.9
Transfers within the County	118,012	99,576	(18,436)	(15.6)
<b>Total Expenditures by Character</b>	<b>\$33,716,666</b>	<b>\$34,211,432</b>	<b>\$494,766</b>	<b>1.5</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$19,497,076	\$19,642,153	\$145,077	0.7
Fees and Charges for Services	9,000	9,000	0	0.0
State, Federal, & Other Govt. Revenue	8,163,001	8,480,822	317,821	3.9
Other Departmental Revenue*	1,622,483	1,420,892	(201,591)	(12.4)
Use of Fund Balance	290,703	557,526	266,823	91.8
Transfers & Reimbursements within the County**	4,134,403	4,101,039	(33,364)	(0.9)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$33,716,666</b>	<b>\$34,211,432</b>	<b>\$494,766</b>	<b>1.5</b>

\*Other Departmental Revenue includes fines, penalties, and fees collected in the District Attorney's Consumer Protection Fund from Environmental/Consumer Law and Fraud cases, as well as donations to the Family Justice Center.

\*\*Includes internal transfers of \$2,360,844 from the Department's Special Revenue Funds to its operating sections; \$205,286 General Fund transfer to the Family Justice Center; \$550,871 transfer from the Graton Tribal Mitigation Fund for an Attorney and FJC Director; and \$984,038 from other departments' funds to cover staffing costs, including the Sheriff's Auto Theft Task Force Fund and Probation's 2011 Realignment Fund managed and allocated by the Community Corrections Partnership.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Criminal:** There are no significant changes to the budgeted expenditures in this Program Area for FY 2022-23; however, there are some changes to the funding sources financing the work.
  - Internal Reimbursements increased \$188,540, or 8.7%, due to estimated growth in 2011 Public Safety Realignment funding, which is managed by the Community Corrections Partnership.
  - Other Department Revenue decreased \$201,591, or 12.4%, to align Fines, Forfeitures, Penalties in the District Attorney's Consumer Protection Fund with historical trend and ensure a conservative approach to revenue estimates.
  - Use of Fund Balance increased \$266,823, or 91.8%, reflecting an increase in the Consumer Protection Fund's reimbursement to operating units for internal service expenses and overhead, coupled with the alignment of Fines, Forfeitures, Penalties revenue in this Fund to align with historical trend. There is sufficient fund balance to cover planned expenditures.
- **Victim Services:** There are no significant changes to the budgeted expenditures in this Program Area for FY 2022-23.
- **Family Justice Center:** There are no significant changes to the budgeted expenditures in this Program Area for FY 2022-23.

## Key Issues

- As the Department transitions from telework to in-person operations, it must continue prioritizing the backlog of caseloads due to COVID-19's impact on the criminal justice system, including delayed and reduced arraignments, and social distancing protocols that affected jury selection (Criminal).
- Address workload issues associated with multiple avenues of post-conviction relief. The Legislature has expanded and provided multiple avenues of post-conviction relief including sentence reductions and release from prison, the most recent is SB 384 which allows sex offender registrants to petition for termination of the requirement to register (Criminal).
- The Department anticipates retirement of long-term employees at all levels within the organization with significant cumulative knowledge and skills, which presents challenges for workload and succession planning. The Department is proactively working to address this challenge by dual-filling where possible to facilitate knowledge transfer, and enhancing training opportunities at all levels of staff to ensure they are able to qualify for promotional opportunities within the organization (Criminal).



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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Victim Services assisted 3,818 individuals, including 1,737 victims of domestic violence.
- Partnered with the Sonoma County Community Correction Partnership (CPP) to fund a Victim Witness Advocate and ensure that the victims of crime perpetrated by those that are released as a result of California Public Safety Realignment Act (Assembly Bill 109) have the appropriate resources and support.
- Supported 1,541 clients (through mid-March 2022) at the Family Justice Center.
- Victims Services coordinated Homeless Outreach Services with the Family Justice Center and local non-profits to house 695 unsheltered victims of crime, with many experiencing domestic violence, and provided 139 nights of emergency hotel accommodations.

### FY 2022-23 Objectives

- Increase collaboration with community-based organizations and Safety Net Partners to support the unsheltered and youth victims of crime.
- Build relationships with local organizations to ensure the Department is responding quickly and effectively to victims of mass casualty incidents.
- Enhance collaboration with Safety Net Partners to address challenges of homelessness and mental health problems and the impacts on the criminal justice system.
- Continue to expand collaboration with criminal justice and community partners to serve victims of family violence, domestic violence, sexual assault, elder abuse and child abuse.
- Coordinate an effective transition with the new District Attorney as a result of the upcoming June 7, 2022 elections, with a 4-year term starting on January 2, 2023.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add appropriations for continuation of the California Governor’s Office of Emergency Services, County Victim Services grant program, which provides advocacy, case management, and prosecution to homeless victims of crime who may suffer from a disabling condition. This grant funds extension of 1.0 FTE time-limited Administrative Aide supporting the program through March 2023. (4/19/22, Item #15)	1	\$83,950	\$83,950	\$0
<b>Other Funds</b>				
Add appropriations for continuation of the California Governor’s Office of Emergency Services, Family Justice Center grant program, which funds contracted provider services for victims of sexual assault, domestic violence, child/elder abuse, dating violence, and stalking. (4/19/22, Item #14)	0	\$110,379	\$110,379	\$0

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	27,477,979	27,754,091	27,948,420	470,441	1.7
Services and Supplies	6,120,675	6,357,765	6,357,765	237,090	3.9
Transfers within the County	118,012	99,576	99,576	(18,436)	(15.6)
<b>Total Expenditures by Character</b>	<b>33,716,666</b>	<b>34,211,432</b>	<b>34,405,761</b>	<b>689,095</b>	<b>2.0</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	19,497,076	19,642,153	19,642,153	145,077	0.7
Fees and Charges for Services	9,000	9,000	9,000	0	0.0
State, Federal, & Other Govt. Revenue	8,163,001	8,480,822	8,675,151	512,150	6.3
Other Departmental Revenue*	1,622,483	1,420,892	1,420,892	(201,591)	(12.4)
Use of Fund Balance	290,703	557,526	557,526	266,823	91.8
Internal County Reimbursements & Transfers**	4,134,403	4,101,039	4,101,039	(33,364)	(0.8)
<b>Total Revenues/Use of Fund Balance</b>	<b>33,716,666</b>	<b>34,211,432</b>	<b>34,405,761</b>	<b>689,095</b>	<b>2.0</b>
<b>Total Permanent Positions</b>	<b>128.75</b>	<b>127.75</b>	<b>128.75</b>	<b>0.00</b>	<b>0.0</b>

\*Other Departmental Revenue includes fines, penalties, and fees collected in the Department's Consumer Protection Fund from Environmental/Consumer Law and Fraud cases, as well as donations to the Family Justice Center.

\*\*Includes internal transfers from the Department's Special Revenue Funds to its operating sections. Also includes transfers from other departments to pay for Family Justice Center staff, as well as Criminal unit staff supporting Auto Theft Task Force and 2011 Public Safety Realignment parole revocation activities.



# PUBLIC DEFENDER

**Brian Morris**  
**Public Defender**

**The Sonoma County Public Defender’s office protects the life, liberty, and constitutional rights of each of its clients to ensure an unbiased system of justice.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><i>Expenditures</i></b>		
Departmental Operating Expenditures		\$14,006,698
Internal Transfers		\$790,500
<b><i>Funding Sources</i></b>		
Total Revenues/Use of Fund Balance		\$1,908,585
Total General Fund Contribution		\$12,888,613
% Funded by General Fund		87.10%
Total Staff		54.00

## DEPARTMENT OVERVIEW

The Public Defender has the mandated responsibility of defending any person who is not financially able to employ counsel and who is charged with the commission of any contempt or offense triable in the Superior Court. Government Code Section 27706 sets forth the types of cases which can be handled by a County Public Defender, including criminal cases, contempt cases, appeals, cases involving mental health guardianship and conservatorships, juvenile cases, any person who is required to have counsel pursuant to Penal Code Section 686.1 (defendant in a capital case), and Probate Code Section 1471 appointment in probate guardianships under specific conditions. All attorneys and clients of the Sonoma County Public Defender’s Office have access to the services of the Immigration Consequences Specialist to ensure that all clients understand the potential immigration impacts related to the criminal proceedings. The department collaborates with other county and criminal justice partners with a holistic approach to representation, while protecting the constitutionally guaranteed rights of the accused.

For more information, call (707) 565-2791, or visit <http://sonomacounty.ca.gov/Public-Defender/>

### Program Area Description

The Public Defender’s Office consists of four program areas:

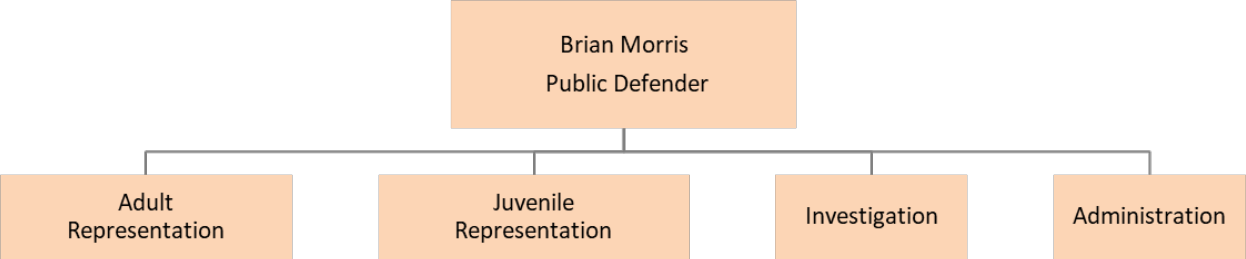
**Adult Representation** focuses on the defense and representation of indigent adults in misdemeanor, felony, and some mental health cases. Misdemeanor and felony clients account for the majority of clients represented by the department, including specialty courts designed to help clients experiencing mental health issues and clients who are veterans.

**Juvenile Representation** provides legal services to juvenile indigent clients and works with justice partners to improve clients’ lives.

**Investigations** supports attorneys by providing investigative services for adult and juvenile clients. These investigative services ensure that attorneys have access to all relevant information necessary to vigorously defend clients.

**Administration** provides administrative and legal processing support to the legal and investigations staff. These services also include fiscal, human resources, training, information technology, and workplace safety support for operations.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult Representation	30.00	31.00	1.00	3.3
Juvenile Representation	3.00	2.00	(1.00)	(33.3)
Investigation	8.00	10.00	2.00	25.0
Administration	12.00	11.00	(1.00)	(8.3)
<b>Total Permanent Positions*</b>	<b>53.00</b>	<b>54.00</b>	<b>1.00</b>	<b>1.9</b>

*\*Positions were moved between program areas to reflect the department's current workload. The overall increase of 1.0 full time equivalent (FTE) allocation results from transferring one social worker from the Human Services Department to the Public Defender's Adult Representation Division in December 2021 to support the state's Indigent Defense Grant Program.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult Representation	\$8,230,278	\$9,427,066	\$1,196,788	14.5
Juvenile Representation	695,727	401,855	(293,872)	(42.2)
Investigation	1,695,649	1,827,959	132,310	7.8
Administration	3,736,740	3,140,318	(596,422)	(16.0)
<b>Gross Departmental Expenditures</b>	<b>\$14,358,394</b>	<b>\$14,797,198</b>	<b>\$438,804</b>	<b>3.1</b>
<i>Internal Departmental Transfers*</i>	<i>561,275</i>	<i>790,500</i>	<i>229,225</i>	<i>40.8</i>
<b>Departmental Operating Expenditures**</b>	<b>\$13,797,119</b>	<b>\$14,006,698</b>	<b>\$209,579</b>	<b>1.5</b>

\*Includes transfers of \$442,860 from the Public Safety Realignment Parole Revocation Fund, and \$347,640 from the Indigent Defense Grant Fund to reimburse operating sections.

\*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$12,483,299	\$12,781,782	\$298,483	2.4
Services and Supplies	1,828,890	1,970,755	141,865	7.8
Transfers within the County	46,205	44,661	(1,544)	(3.3)
<b>Total Expenditures by Character</b>	<b>\$14,358,394</b>	<b>\$14,797,198</b>	<b>\$438,804</b>	<b>3.1</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$12,758,095	\$12,888,613	\$130,518	1.0
State, Federal, & Other Govt. Revenue	649,210	385,015	(264,195)	(40.7)
Other Departmental Revenue*	500	0	(500)	(100.0)
Use of Fund Balance	76,315	425,962	349,647	458.2
Transfers & Reimbursements within the County**	874,274	1,097,608	223,334	25.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$14,358,394</b>	<b>\$14,797,198</b>	<b>\$438,804</b>	<b>3.1</b>

\*Other Departmental Revenue includes interest earned on accumulated fund balance.

\*\*Includes internal reimbursements of \$790,500 from the Department's Special Revenue Funds to operating sections, and \$223,858 transfer from the Graton Mitigation Fund for 1.0 FTE attorney.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Adult Representation** –Salaries and Benefits costs for permanent positions and extra help are increasing in FY 2022-23 to support grant-funded program activities, and to ensure sufficient coverage for caseloads. The increased costs also reflect transfer of one attorney from Juvenile Representation to the Adult Representation program area, partially offset by transfer of one legal secretary to Investigations, to balance resources with caseload and workload demands. The increased Services and Supplies expenditures are due to reimbursements programmed in the 2011 Realignment Parole Revocation Fund and Indigent Defense Grant Fund to reimburse program costs in the department operating unit. The department’s FY 2021-22 Adopted Budget assumed receipt of Indigent Defense Grant revenue; however, the state remitted the entire two-year grant funding amount to the County up front, so state revenue in FY 2022-23 has been reduced and replaced by use of accumulated fund balance.
- **Juvenile Representation** – Salaries and Benefits costs are decreasing in this program area by (\$293,872), or 42.2%, primarily due transfer of one attorney to the Adult Representation program area, to more accurately reflect the position’s workload assignments and responsibilities.
- **Investigations** – Salaries and Benefits costs are increasing in this program area by \$132,310, or 7.8%, due transfer of two legal secretary allocations from Administration and Adult Representation to Investigations, to more accurately reflect their assigned workload. The increased cost of these positions is partially offset by decreased Pension Obligation Bond debt service costs allocated to positions.
- **Administration** – Costs are decreasing by (\$596,422), or 16.0%, due to reassignment of a legal secretary to Investigations to correctly reflect assigned workload for the position. Services and Supplies costs are also decreasing due to an accounting correction to reflect Indigent Defense Grant expenditures and fund pass-through costs in the Adult Representation program area, instead of Administration.

## Key Issues

- **Adult Representation** – The department’s extra help budget has been increased in FY 2022-23 to hire attorneys who will provide necessary workload coverage to ensure continuity of services and help manage higher caseloads per attorney.
- The California State Public Defender under Cal. Gov. Code section 15403 will be conducting a study of appropriate workloads for state and local public defender offices. The anticipated completion date of report is January 1, 2024. When the final report is available to the public, it will be shared with the Board of Supervisors to discuss any findings relevant to Sonoma County and may provide the basis to review local staffing levels.
- Governor Newsom’s new Community Assistance, Recovery and Empowerment (CARE) Court mental health program, if approved by the legislature AB 2830 (Bloom) / SB 1338 (Umberg and Eggman), will require additional work from public defender offices. Governor Newsom has acknowledged that public defender offices will need additional state funding to address this new need. As this program was recently announced, it is uncertain when it will be implemented and the level of increased public defender capacity will be required.



# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- The department hired a full-time social worker, funded by a state grant. This social worker will help connect public defender clients with needed community services. The department's holistic person-centric model of representation will be improved by better identifying clients in need of social services such as housing assistance, drug and alcohol treatment, or mental health.
- The department obtained two-year state grant funding in April 2022 to hire attorneys and additional staff to provide clients with various forms of post-conviction relief.
- The department successfully completed some jury trials that had been halted/postponed due to the COVID-19 pandemic. The department's clients were provided representation during these jury trials despite the extensive COVID-19 courtroom restrictions in place.

## FY 2022-23 Objectives

- Utilize the newly hired social worker to create a new "door" through which clients can connect to necessary county and community services. Integrate the department's social worker into the county's Interdepartmental Multidisciplinary Team (IMDT) to fill current gaps in service for vulnerable residents and further assist public defender clients to obtain necessary services such as housing assistance, drug and alcohol treatment, mental health, and legal advice regarding immigration consequences.
- *Post-Conviction Relief.* The department will expand its post-conviction relief unit by adding two grant-funded attorneys, a mitigation specialist, and a data consultant. The department received the new state grant award in April 2022. The grant funding and additional personnel resources will be included as a supplemental adjustment to the department's FY 2022-23 Recommended Budget. The new unit will seek relief for individuals who were convicted and/or sentenced in the Sonoma County Superior Court and who meet certain criteria with respect to age, type of conviction, and other circumstances related to handling of the original case.
- *Racial Justice Act.* One of the department's grant-funded new attorneys and a data consultant will focus on obtaining relief under the Racial Justice Act (California Penal Code section 745). This new law allows challenges to convictions or sentences that were obtained on the basis of race, ethnicity, or national origin. The legislature has specifically found that: "There is growing awareness that no degree or amount of racial bias is tolerable in a fair and just criminal justice system, that racial bias is often insidious, and that purposeful discrimination is often masked and racial animus disguised. Current legal precedent often results in courts sanctioning racism in criminal trials. Existing precedent countenances racially biased testimony, including expert testimony, and arguments in criminal trials." (Legislative Findings for California Racial Justice Act of 2020.) The department's objective is to uncover any structural racial bias present in the Sonoma County criminal justice system.
- *Hiring a Spanish-speaking interpreter.* The department has recognized a gap in our interpreting services for Spanish-speaking clients. On occasion, these clients have had to wait significant periods of time and/or have their cases continued to a future date because the department was unable to pull our Spanish-speaking staff away from their assigned duties to interpret. The department obtained funding through the Community Corrections Partnership (CCP) in March 2022 to hire a Spanish-speaking interpreter to fill this gap and to ensure that all clients receive the same level of representation. The department's objective is to hire this interpreter to improve racial equity in its client services.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add appropriations for the new Board of State and Community Corrections, Public Defense Pilot grant program, which funds 2.0 FTE time-limited Deputy Public Defender positions focused on preparing post-conviction relief petitions for eligible individuals and arguing those motions in court. (4/5/2022, Item #30)	2.0	\$574,421	\$574,421	\$0
<b>Other Funds</b>				
Add appropriations in a new Special Revenue Fund created for the department's Public Defense Pilot grant program. This pass-through fund will receive grant revenue from the state and in turn reimburse program costs incurred in the department's General Fund operating section. (4/5/2022, Item #30)	0.0	\$574,421	\$574,421	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$12,483,299	\$12,781,782	\$13,215,765	\$732,466	5.9
Services and Supplies	\$1,828,890	\$1,970,755	\$2,685,614	\$856,724	46.8
Transfers within the County	\$46,205	\$44,661	\$44,661	(\$1,544)	(3.3)
<b>Total Expenditures by Character</b>	<b>\$14,358,394</b>	<b>\$14,797,198</b>	<b>\$15,946,040</b>	<b>\$1,587,646</b>	<b>11.1</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$12,758,095	\$12,888,613	\$12,888,613	\$130,518	1.0
State, Federal, & Other Govt. Revenue	\$649,210	\$385,015	\$959,436	\$310,226	47.8
Other Departmental Revenue*	\$500	\$0	\$0	(\$500)	(100.0)
Use of Fund Balance	\$76,315	\$425,962	\$425,962	\$349,647	458.2
Internal County Reimbursements & Transfers**	\$874,274	\$1,097,608	\$1,672,029	\$797,755	91.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$14,358,394</b>	<b>\$14,797,198</b>	<b>\$15,946,040</b>	<b>\$1,587,646</b>	<b>11.1</b>
<b>Total Permanent Positions</b>	<b>53.00</b>	<b>54.00</b>	<b>56.00</b>	<b>3.00</b>	<b>5.7</b>

\*Other Departmental Revenue includes interest earned on accumulated fund balance.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# SHERIFF'S OFFICE

**Mark Essick**  
**Sheriff - Coroner**

**In partnership with our communities, we commit to provide professional, firm, fair, and compassionate public safety services, with integrity and respect.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$198,487,687
Internal Transfers		\$13,600,154
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$108,427,643
Total General Fund Contribution		\$103,660,198
% Funded by General Fund		48.88%
Total Staff		628.00

## DEPARTMENT OVERVIEW

The Sheriff-Coroner, under State law, is responsible for the delivery of law enforcement services to the unincorporated areas of Sonoma County and County-wide adult detention services. The Sheriff's Office is organized into two service delivery divisions, **Law Enforcement Division** and **Detention Division**. Two additional sections support the delivery of services to the community, **Sheriff's Administrative** and the **Telecommunications Bureau**, which provides County-wide radio communication infrastructure and support services.

For more information, call (707) 565-2511, or visit <http://sonomasheriff.org>.

### Program Area Description

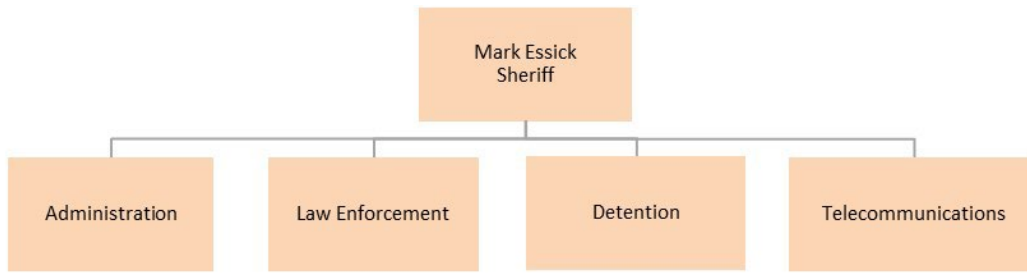
**Law Enforcement** contains several sections, bureaus, and units that provide direct law enforcement and emergency services to the citizens of Sonoma County. Field Services includes: Patrol, which is directly responsible for responding to emergency calls for services, Dispatch Bureau, Helicopter Unit, Marine Unit, Search & Rescue, as well as the provision of contract law enforcement services to the Town of Windsor and City of Sonoma. Special Services includes Investigations Bureau and Crime Analysis, Coroner Bureau, Court Security Services, and Inmate Transportation Unit. Also included in the Law Enforcement Division are the Civil Bureau and the repository of all criminal warrants within the Central Information Bureau. Sheriff's Administration is part of the Law Enforcement Division and is discussed separately below.

**Detention** is comprised of Operations and Special Services. Operations is responsible for all aspects of running the County's two adult detention facilities designed for the incarceration of criminal offenders and persons charged with criminal offences. While incarcerated, the County must provide for all basic living needs of an inmate, including food, clothing, and medical and mental health care. The Sheriff's Office maximum security Main Adult Detention Facility (MADF) serves as the intake location and houses both pre-trial and sentenced men and women, most of whom are medium to high risk offenders, in addition to housing inmates requiring special medical and/or mental health services. The North County Detention Facility (NCDF) houses both pre-trial and sentenced males, most of whom are low to medium risk offenders. Detention Special Services includes Planning & Research, Training & Compliance, Institutional Services, Detention Records, and Inmate Programs, which includes, but is not limited to, alcohol and drug treatment services, cognitive therapy, parenting, and General Educational Development (GED) classes.

**Sheriff's Administration** encompasses various Sheriff's Office support functions, which are organized into units including: Payroll, Accounting, Purchasing, Personnel, Community Engagement, Internal Affairs, Information Technology (IT), and the Fiscal Unit. These units are necessary for the overall operation of the Office and provide support to field and institution personnel. Eighty percent of Sheriff's Administration positions are held by non-sworn, professional and support personnel. Sheriff's Administration is led by the Sheriff-Coroner, Chief of Financial & Administrative Services, and the Administrative Captain.

**Telecommunications** (TCOMM) Bureau operates and maintains the County’s communication network and sites. The primary purpose of the countywide communications network is to provide wireless voice and data systems for mission critical public safety dispatch and operations communications. The network is used by 911 dispatch (law enforcement, medical, and fire), County field personnel such as Regional Parks and Transportation and Public Works, local law enforcement agencies, County-wide emergency response, and all of the County’s individual fire districts. TCOMM also acts as a single point of contact for all radio communication requirements, services portable and mobile, and coordinates equipment replacements.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Sheriff's Administration	46.00	46.00	0.00	0.0
Law Enforcement	297.00	297.00	0.00	0.0
Detention	280.00	280.00	0.00	0.0
Telecommunications	5.00	5.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>628.00</b>	<b>628.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration	\$13,231,989	\$13,156,515	(\$75,474)	(0.6)
Law Enforcement	99,521,423	99,157,741	(363,682)	(0.4)
Detention	81,372,624	84,574,073	3,201,449	3.9
Telecommunications	2,399,034	2,000,731	(398,303)	(16.6)
Special Revenue Funds	14,617,454	13,198,781	(1,418,673)	(9.7)
<b>Gross Departmental Expenditures</b>	<b>\$211,142,524</b>	<b>\$212,087,841</b>	<b>\$945,317</b>	<b>0.4</b>
<i>Internal Departmental Transfers*</i>	<i>14,928,291</i>	<i>13,600,154</i>	<i>(1,328,137)</i>	<i>(8.9)</i>
<b>Departmental Operating Expenditures**</b>	<b>\$196,214,233</b>	<b>\$198,487,687</b>	<b>\$2,273,454</b>	<b>1.2</b>

\*Includes transfers from Special Revenue Funds such as Public Safety Realignment Trial Court Security and Local Law Enforcement to reimburse operating sections.

\*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$146,848,746	\$148,139,044	\$1,290,298	0.9
Services and Supplies	51,214,702	52,606,010	1,391,308	2.7
Capital Expenditures	1,099,608	567,665	(531,943)	(48.4)
Other Expenses*	8,608,311	8,957,939	349,628	4.1
Transfers within the County	3,371,157	1,817,183	(1,553,974)	(46.1)
<b>Total Expenditures by Character</b>	<b>\$211,142,524</b>	<b>\$212,087,841</b>	<b>\$945,317.00</b>	<b>0.4</b>

\*Other Expenses includes support and care of incarcerated persons, including medical, dental, and lab services.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$102,103,529	\$103,660,198	\$1,556,669	1.5
Fees and Charges for Services	1,214,295	1,134,572	(79,723)	(6.6)
State, Federal, & Other Govt. Revenue	70,715,633	77,088,584	6,372,951	9.0
Other Departmental Revenue*	2,317,652	1,383,644	(934,008)	(40.3)
Use of Fund Balance**	7,659,575	5,140,728	(2,518,847)	(32.9)
Transfers & Reimbursements within the County***	27,131,840	23,680,115	(3,451,725)	(12.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$211,142,524</b>	<b>\$212,087,841</b>	<b>\$945,317</b>	<b>0.4</b>

\*Includes fines and penalty fees paid, interest earnings, donations, and inmate welfare/commissary revenue.

\*\*Includes re-budget of unspent funds for multi-year projects: \$1,900,489 of State DMV Fee/CAL ID funds to replace fingerprint identification system; \$1,046,000 asset forfeiture funds for the new Jail Management System; \$223,000 of Equipment Replacement funds for radios; and \$1,293,854 of State Realignment Trial Court Security funds as contingency for special trials.

\*\*\*Includes internal transfers of \$13,600,154 from Special Revenue Funds to operating sections; \$2,200,407 from the Graton Mitigation Fund for Law Enforcement support, and \$7,624,878 reimbursement from Probation's state 2011 Realignment Fund for jail staffing and in-custody programming.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Administration** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Law Enforcement** – Although expenditures are relatively flat year-over-year with a net decrease of (\$363,682), or -0.4%, there are several key changes to note within this program area. Appropriations were reduced in the FY 2022-23 Recommended Budget by \$2.4 million to reflect the end of the Board of Supervisors' two-year funding commitment for the Sheriff's Helicopter Program. On March 15, 2022, the Board provided direction to restore funding for the Program for one additional year. A supplemental budget adjustment within the Budget Hearings materials will be submitted to ensure continuity of operations. Additionally, the portable radio phase of the asset forfeiture funded radio encryption project was completed in FY 2021-22 and accounts for a year-over-year budget decrease of \$1.3 million. These expenditure decreases are partially offset by an increase of \$1.6 million in general liability insurance premiums for FY 2022-23, due to hardening of the insurance market and departmental claims history, and new hire training budget increase of \$950,000, which assumes a greater number of deputy trainees will be required to participate in a law enforcement training academy as part of ongoing recruitment efforts.
- **Detention** – Costs are increasing year-over-year by \$3.2 million, or 3.9%. The FY 2022-23 Recommended Budget includes additional appropriations of \$580,000 to support potential reopening of the North County Detention Facility (NCDF) for up to ten months of FY 2022-23, compared to seven months assumed in the FY 2021-22 budget. As a result of recently awarded services agreements, contract costs are also increasing by \$1.5 million for provision of inmate meals, and medical, dental, and behavioral health services for inmates. Medical malpractice insurance costs are increasing by \$720,000, fully offset by a General Fund increase, due to a revised risk allocation methodology, which now charges these costs to the Sheriff's Office as the operating unit that has the risk exposure, instead of the Department of Health Services. Electronic monitoring contract costs are increasing by \$150,000, due to AB 1869 necessitating a shift from an offender-pay program model to the County paying directly for services. Lastly, Services and Supplies costs are increasing by \$250,000 due to the state-funded Jail-Based Competency Treatment program expanding the number of available beds.
- **Telecommunications** – The FY 2021-22 Adopted Budget included capital improvement projects that are not included in the FY 2022-23 Recommended Budget, leading to a decline of 16.6%. Any unspent funding from FY 2021-22 will be re-budgeted in early FY 2022-23 to continue work on these multi-year capital projects.
- **Special Revenue Funds** – Expenditures are decreasing year-over-year by \$1.4 million, or 9.7%. The FY 2021-22 adopted budget included one-time asset forfeiture expenditures for the Sheriff's radio encryption project and replacement of the Mobile Command Center, as well as Department of Justice grant awards, that are not included in the FY 2022-23 Recommended Budget. Additionally, the Sonoma County Auto Theft Task Force (SONCATT), for which the Sheriff's Office acts as the fiduciary agent, reduced program expenditures in FY 2022-23 in order to better align with revenue projections.
- **Revenue** – Increases in Proposition 172 public safety sales tax revenue of \$5.1 million, and 2011 Public Safety Realignment Trial Court Security sales tax revenue of \$872,000, which are recorded under State and Federal Revenues, account for the majority of the variance in Sheriff's Office non-General Fund revenue increases. These increases are offset by decreases in the use of asset forfeiture fund balance and transfers and reimbursements, as a result of the completion of one-time projects, and removal of a one-time transfer for the Helicopter Program in FY 2021-22. Other Departmental Revenue is significantly decreasing year-over-year due to a combination of things, including: calibrating revenue estimates based on prior year actuals, decreases in Civil Bureau revenue as a result of COVID-19 impacts on Civil work volume, and Jail Access Fees transitioning from fee revenue to a reimbursement for accounting purposes.

## Key Issues

- Provision of baseline services in **all program areas** continues to be a challenge for the Sheriff's Office, as the annual growth of expenditures historically has outpaced available ongoing funding sources, despite declining staffing levels. If this structural imbalance continues, the Sheriff's Office will be unable to continue providing baseline public safety services to the community at current levels. Staff will continue monitoring expenditures throughout the year to proactively assess future risks and budgetary challenges.

- Preparation for construction and operation of the Sheriff's Adult **Detention** Behavioral Health Housing Unit (SADBHHU) including hiring of up to 35 new positions. The SADBHHU construction is anticipated for completion in August 2024, followed by commissioning and occupancy by the end of calendar year 2024.
- Determining how best to move forward with **law enforcement** and search and rescue operations if the County is unable to identify ongoing funding for the Sheriff's Helicopter Program (Henry-1) after FY 2022-23.
- In part due to the COVID-19 pandemic, the variability of future daily inmate population is impacting the Sheriff's ability to plan for the future of **Detention** services, including the potential reopening of the North County Detention Facility (NCDF). NCDF remains closed as of May 2022, and will only be reopened in the future if the jail population exceeds the capacity of the Main Adult Detention Facility.
- Dating back to 2006, the Sheriff's Office in conjunction with County Information Systems Department, identified the need for a new Jail Management System for the **Detention** Division. A business case developed in 2009 for the replacement of the now 38-year old system determined that continuing to rely upon the old system carried significant operational and financial risk. The Sheriff's Office will work with Information Systems and the County Administrator's Office to identify next steps and move this project forward. The Sheriff's FY 2022-23 Recommended Budget includes \$1 million of asset forfeiture funds re-budgeted from FY 2021-22 to complete scoping and the first phase of programming for a new Jail Management System, which will improve tracking and reporting of inmate related information and better service the needs of inmates, staff, and criminal justice partners.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Enhanced disaster management planning and preparedness, particularly in the area of animal and livestock evacuations in coordination with Animal Services; development of a new evacuation mapping program which integrates incorporated and unincorporated areas facilitating the same mapping and alert program throughout the County; and full utilization of the newly obtained Sheriff's Office Mobile Command Center.
- Completed construction of a new communications tower site at Mt. St. Helena. The new site provides enhanced radio-coverage to the eastern part of Sonoma County allowing first-responders to better serve those communities and improves interoperability with Napa County.
- Continued to improve the quality of care and services provided to incarcerated individuals in Sonoma County by: completing negotiations for new medical and food service agreements, increased Jail-Based Competency Treatment (JBCT) beds, removed the mark up on essential commissary items, added an Institutional Services Manager position to oversee direct facility services, transitioned to a new vendor based commissary system, and upgraded the inmate banking system.
- Successfully competed for Law Enforcement Mental Health and Wellness Act grant funding to support the restructuring of the Sheriff's Peer Support Program, which included building a new, diverse team of individuals to deliver support and providing the team with essential training.
- **Strategic Plan Alignment:** Healthy and Safe Communities HSC5-1, Objective 1: Continue to invest in cultural responsiveness and de-escalation training and techniques for County law enforcement workforce. For many years, the Sheriff's Office has trained and will continue to train all sworn personnel in cultural responsiveness and de-escalation practices as part of the Sheriff's on-going quarterly training program. Training costs are assumed in the Sheriff's Office baseline training budget each fiscal year.

### FY 2022-23 Objectives

- With assistance from the National Institute of Corrections (NIC), conduct a comprehensive review of the Sheriff's Detention Division's inmate classification methodology and plan.
- Continue working with County Human Resources to make improvements in occupational safety and health to reduce workplace injuries, increase return to work opportunities, evaluate mental health wellness options, and ensure workers' compensation third party administrator is effectively managing claims and meeting expected service levels.
- In partnership with our inmate health care provider, achieve National Commission on Correctional Health Care (NCCHC) accreditation, which will demonstrate the County's commitment to providing a nationally accepted standard of care in inmate health services delivery.

- Expand the Sheriff's Office successful Medical Assisted Treatment (MAT) Program within the County's adult detention facilities. MAT involves the use of medications, in combination with counseling and behavioral therapies to treat substance use disorders.
- **Strategic Plan Alignment: Resilient Infrastructure R12-1, Objective 1:** Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disaster. Complete three funded Telecommunications projects including: the microwave backhaul replacement, the network management system replacement, and the purchase and installation of emergency base station radios.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Per Board of Supervisors direction, provide one-time discretionary funding to continue operating the Sheriff's Helicopter Program through FY 2022-23. Position allocations were included in the FY 2022-23 Recommended Budget. (3/15/22, Item #18)	0	\$2,371,969	\$2,371,969	\$0
Re-budget unspent FY 2021-22 federal grant funds to continue work on the U.S. Department of Justice, Law Enforcement Mental Health and Wellness Act grant program to provide mental health resources to law enforcement officers. (9/24/21, Item #19)	0	\$100,000	\$100,000	\$0
Add appropriations for 0.5 FTE Department Analyst to perform the fiscal and administrative workload associated with, and funded by, two special revenue vehicle code funds, the Sonoma County Auto Theft Task Force and the Cal-ID Program. (5/03/22, Item #32)	0.5	\$85,500	\$85,500	\$0
Re-budget unspent asset forfeiture funds to complete the State-mandated radio encryption project. The entire project could not be completed in FY 2021-22 and is continuing in FY 2022-23. (6/18/21, Item #01)	0	\$950,000	\$950,000	\$0
<b>Other Funds</b>				
Appropriate one-time County discretionary funds to cover anticipated major repair costs for the Sheriff's helicopter. (3/15/22, Item #18)	0	\$176,957	\$176,957	\$0
Re-budget unspent FY 2021-22 federal grant funds to continue work on the U.S. Department of Justice, Justice Assistance Grant Program to improve radio communications interoperability. (9/24/21, Item #19)	0	\$41,305	\$41,305	\$0
Add appropriations in both the Sonoma County Auto Theft Task Force and Cal-ID Special Revenue Funds to cover program costs and reimburse payroll costs for the 0.5 FTE Department Analyst added to support both programs. (5/03/22, Item #32)	0	\$90,500	\$0	\$90,500

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Re-budget appropriations in state and federal asset forfeiture funds to reimburse anticipated costs in the department's General Fund operation section for the State-mandated radio encryption project. (6/18/21, Item #01)	0	\$950,000	\$0	\$950,000

### Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Delete 1.0 FTE Department Information Systems Specialist II and add 1.0 FTE Department Information Systems Coordinator to address workload issues, succession planning, and retention in the Sheriff's Information Technology Unit. The increased position cost will be covered by one-time County discretionary funding for three years ending June 30, 2025; thereafter, ongoing costs will be absorbed in the Sheriff's Office budget.	0	\$17,293	\$17,293	\$0
<b>Other Funds</b>				
Appropriate one-time County discretionary funds for phase one of the capital project to replace the Sheriff's obsolete radio dispatch system. The current system is used by Sheriff's dispatch, correctional facilities, law enforcement, local Justice partners, REDCOM (emergency Fire and EMS dispatching), Junior College Police Department, Transit, and mutual aid during disaster events.	0	\$1,500,000	\$1,500,000	\$0

### Additional Directions to Staff

Identify sustainable, ongoing funding sources to continue the Sheriff's helicopter program in future fiscal years.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$146,848,746	\$148,139,044	\$149,542,003	\$2,693,257	1.8
Services and Supplies	\$51,214,702	\$52,606,010	\$54,518,939	\$3,304,237	6.5
Capital Expenditures	\$1,099,608	\$567,665	\$2,067,665	\$968,057	88.0
Other Expenses*	\$8,608,311	\$8,957,939	\$9,213,118	\$604,807	7.0
Transfers within the County	\$3,371,157	\$1,817,183	\$3,029,640	(\$341,517)	(10.1)
<b>Total Expenditures by Character</b>	<b>\$211,142,524</b>	<b>\$212,087,841</b>	<b>\$218,371,365</b>	<b>\$7,228,841</b>	<b>3.4</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$102,103,529	\$103,660,198	\$103,660,198	\$1,556,669	1.5
Fees and Charges for Services	\$1,214,295	\$1,134,572	\$1,134,572	(\$79,723)	(6.6)
State, Federal, & Other Govt. Revenue	\$70,715,633	\$77,088,584	\$77,229,889	\$6,514,256	9.2
Other Departmental Revenue**	\$2,317,652	\$1,383,644	\$1,403,644	(\$914,008)	(39.4)
Use of Fund Balance	\$7,659,575	\$5,140,728	\$6,181,228	(\$1,478,347)	(19.3)
Internal County Reimbursements & Transfers***	\$27,131,840	\$23,680,115	\$28,761,834	\$1,629,994	6.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$211,142,524</b>	<b>\$212,087,841</b>	<b>\$218,371,365</b>	<b>\$7,228,841</b>	<b>3.4</b>
<b>Total Permanent Positions</b>	<b>628.00</b>	<b>628.50</b>	<b>628.50</b>	<b>0.50</b>	<b>0.1</b>

\*Other Expenses includes support and care of incarcerated persons, such as medical, dental, and lab services.

\*\*Other Revenue includes fines and penalty fees paid, interest earnings, donations, and inmate welfare/commissary revenue.

\*\*\*Includes internal transfers from Special Revenue Funds to operating sections. Also includes transfers from the Graton Tribal Mitigation Fund for Law Enforcement support, and reimbursement from Probation's 2011 Realignment Fund for jail staffing and inmate programs.



# HEALTH & HUMAN SERVICES

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Department of Health Services

Human Services Department

In-Home Supportive Services (IHSS)

Department of Child Support Services



# DEPARTMENT OF HEALTH SERVICES

**Tina Rivera**  
**Director**

**Promoting and Protecting the Health and Well-Being of Every Member of the Community.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$207,574,917
Internal Transfers		\$125,818,973
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$324,861,239
Total General Fund Contribution		\$8,532,651
% Funded by General Fund		2.56%
Total Staff		596.43

## DEPARTMENT OVERVIEW

The Department of Health Services' Public Health and Behavioral Health Divisions, in partnership with the local health system, engage the community through a combination of direct services and a network of community-based contracts with provider agencies.

For more information, call 707-565-4700, or visit <http://sonomacounty.ca.gov/Health-Services/>

### Program Area Description

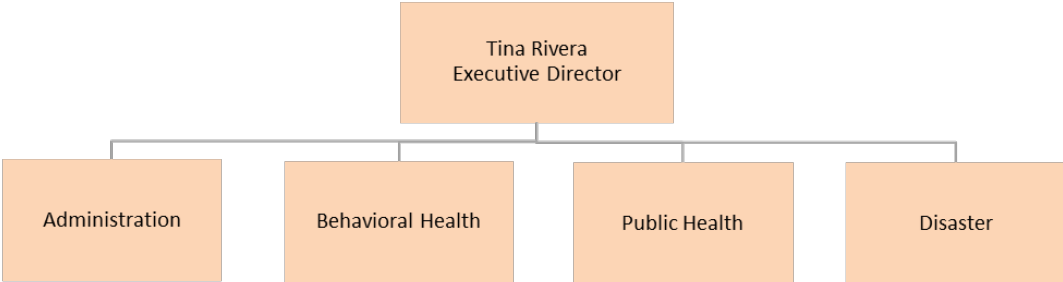
**Behavioral Health** programs promote the recovery and wellness of children, youth, and adults in need of specialty mental health services and/or substance use disorder services. This is accomplished through the administration of the County Mental Health Plan (MHP) and Drug Medi-Cal fee-for-service system. Client needs are met by providing integrated services including specialty mental health, substance use disorder treatment, case management, advocacy, outreach, and education. The division also supports the Mental Health Board and Mental Health Services Action Steering Committee.

**Public Health** programs include: Environmental Health and Safety; Family Health; Health Care Coordination; Women, Infants, and Children; Disease Control and Surveillance including Vital Statistics; Healthy Communities; Public Health Preparedness; COVID-19 Response; Animal Services; the Regional Public Health Laboratory; the Coastal Valleys Emergency Medical Services Agency; Special Clinical Services; Public Health Program Support; and support for a variety of commissions and committees.

**Administration** provides support to the Department's operating divisions including: accounting; budgeting; contracting; personnel; compliance and privacy. It also facilitates internal services from information technology, risk management, facility, and fleet partners. In addition, Administration supports the Access Interdepartmental Multi-Disciplinary Team (IMDT) Sonoma program, oversees the Department's epidemiologic responsibilities, and leads the Department's health policy, planning, evaluation, and research activities.

**Disaster** program was created to house some of the personnel and costs associated with the COVID-19 Response. The FY 2021-22 Budget had COVID-19 costs split between the Public Health program and the Disaster program. In FY 2022-23, all response costs will be recorded in the Public Health program. The Disaster program will be removed after this year.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration	104.10	96.10	(8.00)	(7.7)
Behavioral Health	264.61	283.61	19.00	7.2
Public Health	213.72	216.72	3.00	1.4
<b>Total Permanent Positions</b>	<b>582.43</b>	<b>596.43</b>	<b>14.00*</b>	<b>2.4</b>

*\*As approved by the Board in 2021 on 8/31, 10/26, 11/16, 12/7, and in 2022 on 1/11, 2/8, 3/1, the FTE net change includes the addition of 17 time limited allocations, 10 permanent allocations, and the deletion of 4 permanent allocations and 9 time limited allocations for services such as those associated with the Public Health Emergency Preparedness Program and Behavioral Health adult and youth contracts.*



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration	\$29,917,542	\$28,130,485	(\$1,787,057)	(6.0)
Behavioral Health	188,666,786	224,781,912	36,115,126	19.1
Public Health	87,887,882	80,481,493	(7,406,389)	(8.4)
Disaster	23,530,750	\$0	(23,530,750)	(100.0)
<b>Gross Departmental Expenditures</b>	<b>\$330,002,960</b>	<b>\$333,393,890</b>	<b>\$3,390,930</b>	<b>1.0</b>
<i>Internal Departmental Transfers</i>	<i>111,662,348</i>	<i>125,818,973</i>	<i>14,156,625</i>	<i>12.7</i>
<b>Departmental Operating Expenditures*</b>	<b>\$218,340,612</b>	<b>\$207,574,917</b>	<b>(\$10,765,695)</b>	<b>(4.9)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$112,804,994	\$103,203,170	(\$9,601,824)	(8.5)
Services and Supplies	68,492,988	54,851,774	(13,641,214)	(19.9)
Capital Expenditures	286,379	280,679	(5,700)	(2.0)
Other Expenses*	138,086,543	164,502,206	26,415,663	19.1
Transfers within the County	10,332,056	10,556,061	224,005	2.2
<b>Total Expenditures by Character</b>	<b>\$330,002,960</b>	<b>\$333,393,890</b>	<b>\$3,390,930</b>	<b>1.0</b>

\*Other Expenses includes community services contracts associated mainly with Behavioral Health Community Based Organizations.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$8,491,427	\$8,532,651	\$41,224	0.5
Fees and Charges for Services	11,717,220	11,656,505	(60,715)	(0.5)
State, Federal, & Other Govt. Revenue	146,442,369	148,245,881	1,803,512	1.2
Other Departmental Revenue*	25,356,582	26,492,229	1,135,647	4.5
Use of Fund Balance	(6,146,140)	(11,003,502)	(4,857,362)	79.0
Transfers & Reimbursements within the County**	144,141,502	149,470,126	5,328,624	3.7
<b>Total Revenues/Use of Fund Balance</b>	<b>\$330,002,960</b>	<b>\$333,393,890</b>	<b>\$3,390,930</b>	<b>1.0</b>

\*Other Departmental Revenue includes \$25.7 million from Measure O funding and Fines, Forfeitures, and Penalties.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. \$2.3 million is included of Reinvestment and Revitalization for Residential Care Facilities and \$647,774 in Graton Tribal Mitigation funds for Behavioral Health Services.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Administration** – Net decrease of \$1.8 million is primarily due to the end of nine time-limited position allocations with the Interdepartmental Multi-Disciplinary Team (IMDT) Expansion Cohort; which a time-limited extension of 1-year will be brought forth to the Board in May 2022 and included during supplementals if approved. The IMDT positions are housed in the Administration division due to various funding sources initially used to establish the program. The Expansion Cohort was created to expand the ACCESS Sonoma County Initiative to add a permanent Intensive Care Team to respond to homeless encampments.
- **Behavioral Health** – Reimbursements from the special revenue funds are being incorporated into the division's budget throughout this department. As a result Behavioral Health program expenses are increasing year over year by \$36 million but \$13 million is from reimbursements. The program saw an increase in expenses in FY 2022-23 versus FY 2021-22 primarily due to the addition (\$3 million) of 19 positions to strengthen the Behavioral Health system of care and infrastructure, to implement [California Advancing and Innovating Medi-Cal \(CalAIM\)](#), to expand the Substance Use Disorder (SUD) program, the opening and operations of the 16 bed psychiatric facility (\$5.7 million) operated by Crestwood, and additional contract services costs (\$6 million) for youth, adult, and substance use contracts. Other Expenses saw an increase (\$14 million) primarily due to the program for the transfer to service delivery units from Mental Health Services Act (MHSA), Measure O, and Behavioral Health 2011 Realignment. Fund balance usage is decreasing by \$4.8 million in FY 2022-23 due to projected increases in 2011 realignment growth and in Mental Health Services Act receipts, partially offset by projected increased use of the Measure O fund balance, which accumulated during FY 2021-22 as new program implementation rollouts began later than anticipated – including some in current development.
- **Public Health** – The program is expected to decrease by \$7.4 million mainly as a result of phasing out Covid 19 pandemic response primarily in the areas of supplies, extra help, and temporary. \$5.0 million is budgetted in FY 2022-23. Included in the net change is increased service and supplies costs (\$1.4 million) in Animal Services, Emergency Medical Services (EMS), Environmental Health, Woman, Infants, and Children (WIC) program, public health lab, and expenses associated with special revenue funds.
- **Disaster** – The Disaster program is seeing a decrease of expenses (\$23.5 million) in FY2022-23. This is due to the phasing out of the COVID-19 emergency response as the pandemic wanes, primarily in the areas of contracted services for the non-congregate sites, alternate care sites, vaccine mission, outreach case management, and emergency financial assistance. Future costs associated with COVID response will primarily be captured in the Public Health program area.

## Key Issues

- **Behavioral Health** – Fluctuation in Behavioral Health service utilization continues to be a risk, as level of care and/or client count could unexpectedly rise above current projections, resulting in a funding gap.
- The California Department of Health Care Services (DHCS) has initiated a process, California Advancing and Innovating Medi-Cal (CalAIM,), that will make significant changes to the Medi-Cal program. These changes are designed to leverage Medi-Cal to mitigate challenges facing California's vulnerable populations: homelessness, behavioral healthcare access, children with complex medical conditions, justice-involved populations with significant clinical needs, and the aging population. CalAIM will implement a series of projects over the next six years beginning in FY 2022-23, such as payment reform, data exchanges, and policy changes, in an iterative process that will redesign Medi-Cal towards the creation of an integrated person-centered health system that addresses the behavioral, developmental, physical, and oral health needs of its members. The system will be driven by values and outcomes, utilizing population health management strategies, to create more consistent and equitable service provision across the state. Implementing these programs over the coming years will require significant redesign of departmental operations and investment of staff time to complete.
- The Department will have the opportunity to join the Organized Delivery System (ODS) waiver to expand substance use disorder services. It is a high priority for the state California Department of Health Care Services that all counties transition substance use disorder services to a Drug Medi-Cal Organized Delivery System (DMC-ODS), and the state will make new opportunities available for counties to join. Transitioning to ODS would significantly expand and improve Sonoma County's substance use disorder service system. It would

bring a considerable amount of new state and federal monies to the local service system by allowing for some residential treatment to be covered through the Medi-Cal program with the state covering the local match instead of the County. Counties participating in the DMC-ODS also receive federal matching funds for services that were previously paid with local funds and limited grant funding or not provided at all. While this transition will allow for an increase in services being provided and leverage federal funding, it will require local matching funds.

- **Access Sonoma** – The Department is continuing to collaborate with our city partners to identify solutions to address the chronic homelessness in Sonoma County. Funding, sheltering, and service gaps still are present in the safety net system of services and may require additional resources to meet the needs of the unhoused population.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- **Strategic Plan Alignment: Healthy and Safe Community Goal 4, Objective 3 (Psychiatric Health Facility):** The Psychiatric Health Facility opened February 15, 2022 with 16 beds for treatment (14 beds for Sonoma County & 2 beds for Marin County) funded with leveraged Federal Financial Participation and Measure O. It is operated by Crestwood Behavioral Health under contract with DHS.
- **Behavioral Health System of Care:** The Behavioral Health Division completed an extensive, multi-year, community stakeholder and departmental planning process to map the current service systems for Adult Mental Health, Youth Mental Health, and Substance Use Disorder Services. The resulting analysis identified capacity gaps to target for existing and potential resources. In response to this analysis, the Board of Supervisors approved the addition of nineteen key clinical staffing and administrative support positions to meet the increasingly complex needs of Behavioral Health Consumers. In addition, the Adult Outpatient and Crisis systems have commenced a re-design process focused on integrated Substance Use Disorder and Mental Health systems to increase the delivery of preventive and outpatient services and reduce the recurrence of crisis episodes.
- **Measure O:** Measure O Implementation continues this year with the Citizen’s Oversight Committee reviewing expenditures, selecting a logo and look for the Annual Reports, and beginning to look at program outcomes. The Measure O Ad Hoc has reviewed DHS recommendations, and the Board of Supervisors (BOS) has allocated \$19.5 million of Measure O funds to projects across the expenditure plan including, but not limited to: funding a 16-bed Psychiatric Health Facility (PHF); supporting the implementation of city-level Mobile Crisis Support programs; enhancing the diversity and accessibility of Mental Health services at Santa Rosa Junior College; and expanding services to the homeless through a HEART cohort expansion. In December of 2021, the BOS appointed the Citizen’s Oversight Committee for Measure O, which met for the first time in February 2022. The first Measure O newsletter, covering the work of Measure O over the past year, was completed.
- **Continuing Racial Equity Effort:** In order to continue to build its equity infrastructure, DHS has secured funding from the California Department of Public Health’s California Equitable Recovery Initiative (CERI) to fund a time-limited Equity Manager through May 2023 (approved by the Board in April 2022) to help oversee the Department’s equity efforts. The goal of this position is to provide coordinated and strategic support to department-wide equity efforts, and to support DHS divisions in developing and meeting equity objectives. This position will liaise with the County’s Office of Equity to help lead and execute countywide equity efforts within DHS.

### FY 2022-23 Objectives

- **Strategic Plan Alignment: Healthy and Safe Community Goal 1, Objective 2 (Implementation of Project Homekey Cohort):** Establish and hire for the Project Homekey Services Cohort, a multidisciplinary team of City and County staff, including social workers, substance abuse counselors, outreach workers, and others. It will serve Sonoma County’s vulnerable homeless population by: developing trusting relationships with clients; actively assisting clients’ access to needed resources and supports; providing case management, treatment, and other appropriate services through frequent contacts; utilizing a team approach; and committing to long-term support based on client need. This cohort will engage with clients in transitional and permanent supportive housing to help stabilize individuals by linking them to vital resources that address their mental

health, addictive disorder, employment, food and benefit needs. This work will create cost efficiencies for larger systems such as emergency rooms and criminal justice systems. It will be presented to the Board of Supervisors for implementation in spring or summer 2022.

- **Strategic Plan Alignment: Healthy and Safe Community Goal 2, Objective 3:** The Department has identified a number of health inequities and disparities for certain racial groups within the County. During the pandemic, DHS had the opportunity to operationalize its equity strategies, which included a number of high-profile efforts. The Department is continuing racial equity efforts. DHS has been working closely with the Office of Equity through the Health Equity Workgroup (formerly Latinx Health Workgroup), the Office of Equity Core Team, the American Rescue Plan Act (ARPA) process, and a number of other avenues. DHS will continue collaborative work with the Health Equity Workgroup, Office of Equity, and Health Action over the next 12 to 18 months to develop a plan of action addressing the root causes of health disparities. The plan will be informed by the Portrait of Sonoma data, other data, and multisector collaborations.
- **Continue implementation of CalAIM:** Key actions for FY 2022-23 are hiring a CalAIM Coordinator and a CalAIM Department Analyst. These positions will work together to oversee implementation of all CalAIM activities, and will participate in the California Mental Health Services Authority (CalMHSA) Semi-Statewide Electronic Health Record project, which is anticipated to go live in July 2023. CalAIM implementation continues with the buildout of Enhanced Care Management (ECM) and Community Supports services covered by Medi-Cal through Partnership HealthPlan of California (PHC). This buildout will require the development and expansion of Electronic Health Records data systems, implementation of new billing systems, and updating department assessments and workflows. The Department will be applying for additional resources from various available funding sources to mitigate the significant cost of this transition.
- [Drug Medi-Cal Organized Delivery System \(DMC-ODS\)](#): Staff continues to participate in discussions with state and county partners about the future opportunity to opt into the DMC-ODS program, and will present options to the Board for consideration during calendar year 2022.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
General Fund subsidy in the amount of \$233,830 to prevent excessive fee increases in Animal Care and Control that would have occurred if department were to charge full cost recovery levels as indicated in a comprehensive fee study. Funding provided by a transfer from the General Fund NDOTHGF-SUP-04 and offset with a reduction in fee revenue accounts, resulting in a \$0 net change. (3/22/22, Item #21).	0	\$0	\$0	\$0
<b>Other Funds</b>				
Increase expenditure and revenue appropriations to extend 10.0 FTE Time Limited Positions on the IMDT Expansion Program in Health Services, Human Services, and Community Development Commission through June 30, 2023 and transfer funding to HSD and CDC for the associated department position costs on the team. (5/3/22 Item #17)	5	\$999,753	\$999,753	\$0
Increase expenditure and revenue appropriations to add 1.0 FTE Time Limited Equity Manager (Health Program Manager) through 5/31/2023 funded with a California Equitable Recovery Initiative (CERI) grant. (4/5/22 Item #18)	1	\$176,611	\$176,611	\$0
Increase expenditure and revenue appropriations to convert 1.0 FTE Health Program Manager Time Limited position to permanent and delete a vacant .80 FTE Health Program Manager. This position will be used for strategic planning efforts to be funded with 1991 Health Realignment. (4/5/22 Item #18)	0	\$208,318	\$208,318	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Add a Environmental Health Administrative Services Officer and Senior Environmental Health Specialist for a Debris Task Force - Time Limited through 6/2025 with one time discretionary General Fund Support.	2	\$381,365	\$381,365	\$0
General Fund Support for homeless services re-organization including adding a Homelessness Director, Accountant III, and Senior Office Assistant (5/24/22, Item #42). Funding is set aside in the Non-Departmental Budget and will added to Health Services Budget with a separate December 2022 Board Item. Positions will be added with a subsequent Human Resources Board Item.	0	\$0	\$0	\$0
Add 1.0 FTE Director of Animal Services and appropriate \$283,862 in set aside funds. Set aside funds are being shifted from Non-Departmental to Health Services, so there is no additional Funding Request needed. Aligns with Board direction on May 17, 2022. Funding is set aside in the Non-Departmental Budget and will be added to Health Services Budget during 1 <sup>st</sup> Quarter Consolidated Budget Adjustments.	1	\$0	\$0	\$0
Add Department Analysts in Behavioral Health time limited through 6/2026 with funding from Intergovernmental Fund Balance and Federal Financial Participation funding sources.	4	\$1,549,182	\$774,591	\$774,591
Add a Behavioral Health Clinical Specialist in Youth and Family Services time limited through 6/2026 with funding from MHSA-CSS fund balance.	1	\$439,666	\$219,833	\$219,833
Add a Behavioral Health Clinician time limited through 6/2026 in the Forensic Assertive Community Treatment and Mental Health Diversion Program with MHSA fund balance and Federal Financial Participation funding sources.	1	\$413,864	\$206,932	\$206,932
Add a Health Program Manager in Adult Services Section time limited through 6/2026 in Adult Services Section with MHSA-CSS fund balance and Federal Financial Participation funding sources.	1	\$458,940	\$229,470	\$229,470
Add a Licensed Vocational Nurse in Youth and Family Services time limited through 6/2026 with MHSA fund balance and Federal Financial Participation funding sources.	1	\$321,634	\$160,817	\$160,817

	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Add an Office Assistant II and Account Clerk II for the Driving Under the Influence Program with funding from fees collected by the program.	1.5	\$192,588	\$192,588	\$0
Add a Patient Care Analyst in the Mental Health and Substance Use Disorder Programs time limited through 6/2026 with funding from Behavioral Health Stabilization, Intergovernmental fund balances and Federal Financial Participation funding sources.	1	\$505,550	\$252,775	\$252,775
Add a Senior Office Assistant in the MH Adult Medication Support Clinic time limited through 6/2026 with MHSA and Medi-Cal Administrative fund balances and Federal Financial Participation funding sources.	1	\$270,406	\$135,203	\$135,203
Add a Senior Office Assistant in the Workforce, Education, and Training program time limited through 6/2026 with funding from the MHSA-CSS FSP fund balance.	1	\$270,406	\$135,203	\$135,203
Add a Senior Client Support Specialist in the Adult Services Section time limited through 6/2026 with MHSA fund balance and Federal Financial Participation funding sources.	1	\$250,247	\$166,831	\$166,831
Add a Systems Software Analyst in the Administration Division time limited through 6/2026 with Intergovernmental fund balance and MHSA CFTN funding source.	1	\$499,714	\$249,857	\$249,857

## Additional Directions to Staff

### Health Action 2.0 Follow Up

Funding for Health Action 2.0 was supported at \$500,000 annually for 3 years. Board directed staff to return at a later date with a discussion on the local chapter funding.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$112,804,994	\$103,203,170	\$107,608,317	(\$5,196,677)	(4.6)
Services and Supplies	\$68,492,988	\$54,851,774	\$54,936,774	(\$13,556,214)	(19.8)
Capital Expenditures	\$286,379	\$280,679	\$280,679	(\$5,700)	(2.0)
Other Expenses	\$138,086,543	\$164,502,206	\$166,950,303	\$28,863,760	20.9
Transfers within the County	\$10,332,056	\$10,556,061	\$10,556,061	\$224,005	2.2
<b>Total Expenditures by Character</b>	<b>\$330,002,960</b>	<b>\$333,393,890</b>	<b>\$340,332,134</b>	<b>\$10,329,174</b>	<b>3.1</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$8,491,427	\$8,532,651	\$8,532,651	\$41,224	0.5
Fees and Charges for Services	\$11,717,220	\$11,656,505	\$11,615,263	(\$101,957)	(0.9)
State, Federal, & Other Govt. Revenue	\$146,442,369	\$148,245,881	\$150,555,628	\$4,113,259	2.8
Other Departmental Revenue*	\$25,356,582	\$26,492,229	\$26,492,229	\$1,135,647	4.5
Use of Fund Balance	(\$6,146,140)	(\$11,003,502)	(\$8,555,405)	(\$2,409,265)	39.2
Internal County Reimbursements & Transfers**	\$144,141,502	\$149,470,126	\$151,691,768	\$7,550,266	5.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$330,002,960</b>	<b>\$333,393,890</b>	<b>\$340,332,134</b>	<b>\$10,329,174</b>	<b>3.1</b>
<b>Total Permanent Positions</b>	<b>582.43</b>	<b>596.43</b>	<b>620.13</b>	<b>37.70</b>	<b>6.5</b>

\*Other Departmental Revenue includes Measure O funding and Fines, Forfeitures, and Penalties.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments, including Reinvestment and Revitalization for Residential Care Facilities and Graton Tribal Mitigation funds for Behavioral Health Services.



# HUMAN SERVICES DEPARTMENT

**Angela Struckmann**  
Director

**Empower, Support, Protect – The Human Services Department protects vulnerable children and adults while promoting maximum independence and well-being for individuals and families.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$279,848,733
Internal Transfers		\$98,617,956
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$350,543,055
Total General Fund Contribution		\$27,923,634
% Funded by General Fund		7.38%
Total Staff		956.55

## DEPARTMENT OVERVIEW

The Human Services Department (HSD) provides direct services to the community to support the health, safety and well-being of over 100,000 individuals.

For more information, call (707) 565-5800, or visit <http://sonomacounty.ca.gov/Human-Services>

### Program Area Description

**Adult & Aging Division** helps to ensure the safety, independence and well-being of older adults, persons with disabilities, caregivers, veterans, and their families. Staff provides protective and supportive social services as well as community education and service coordination. The Division programs include Adult Protective Services (APS), In-Home Supportive Services (IHSS), Care Management Services (Multipurpose Senior Services Program, Home and Community Alternatives, Information and Assistance/565-INFO and Linkages), Veterans’ Services, Public Administrator/Public Guardian/Public Conservator, and Area Agency on Aging.

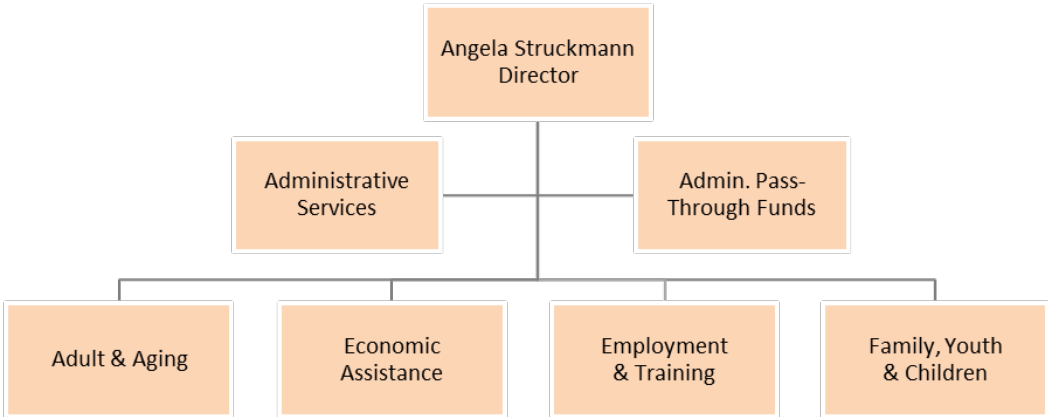
**Economic Assistance Division** helps low-income individuals and families access medical and dental insurance benefits, and provides money for food, shelter, and other necessities to meet basic needs. Staff determines initial and ongoing eligibility for public benefits for low-income families, disabled or unemployed individuals, and children in foster care. Division programs include Medi-Cal, CalFresh, and County Medical Services.

**Employment & Training Division** supports individuals and families with financial assistance, job search, employment and training services and housing. The Division also assists employers to find qualified workers and supports workforce development through community partnerships and the in-house job center, Job Link. Staff provides intensive supports for youth and adults to achieve income and social mobility. Division programs include: California Work Opportunity and Responsibility to Kids (CalWORKs), Workforce Innovation and Opportunity Act (Job Link), various housing programs, Sonoma County Youth Ecology Corps, General Assistance, and the Workforce Investment Board.

**Family, Youth and Children Division** helps to ensure the safety and well-being of children and teens that experience abuse, neglect or abandonment. Staff provides protective and supportive social services to promote the ideals that children and families deserve stable nurturing homes, a supportive environment, and a sense of personal empowerment and hope. Division programs include Valley of the Moon Children’s Home, child abuse prevention, child protective services, foster care eligibility and placements, and adoptions.

**Administrative Services** is the division that provides HSD overhead support in the areas of finance, human resources, information technology, program analyses, and surveillance & investigative services.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult & Aging	161.00	174.00	13.00	8.1
Employment & Training	132.50	134.50	2.00	1.5
Economic Assistance	278.00	276.00	(2.00)	(0.7)
Family Youth & Children	222.50	222.50	0.00	0.0
Administrative Services	147.55	149.55	2.00	1.4
Admin. Pass-Through Funds	0.00	0.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>941.55</b>	<b>956.55</b>	<b>15.00</b>	<b>1.6</b>

*\*Net FTE change factors positions approved during FY 21-22, including 12.0 FTE supporting state-mandated Adult Protective Services caseload expansion, 6.0 FTE supporting the State's Housing and Disability Advocacy Program, and 2.0 FTE supporting the ARPA community grants program, less expiration of 5.0 FTE vacant time-limited allocations.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Adult & Aging Division	\$66,603,536	\$71,437,081	\$4,833,545	7.3
Employment & Training Division	40,731,900	39,751,135	(980,765)	(2.4)
Economic Assistance Division	36,566,996	37,821,706	1,254,710	3.4
Family Youth & Children Division	89,009,040	90,557,981	1,548,941	1.7
Administrative Services Division	39,503,910	40,603,517	1,099,607	2.8
Admin. Pass-Through Funds	96,495,305	98,295,269	1,799,964	1.9
<b>Gross Departmental Expenditures</b>	<b>\$368,910,687</b>	<b>\$378,466,689</b>	<b>\$9,556,002</b>	<b>2.6</b>
<i>Internal Departmental Transfers*</i>	<i>95,957,832</i>	<i>98,617,956</i>	<i>2,660,124</i>	<i>2.8</i>
<b>Departmental Operating Expenditures**</b>	<b>\$272,952,855</b>	<b>\$279,848,733</b>	<b>\$6,895,878</b>	<b>2.5</b>

\*Includes distribution of funds to operating sections, including \$60.5 million in state Realignment revenues (both 1991 and 2011 tranches), \$27.9 million in County General Fund, and \$10.2 million Federal Temporary Assistance for Needy Families, State CalWORKs, and other program labor reimbursements between programs.

\*\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$136,079,924	\$139,917,151	\$3,837,227	2.8
Services and Supplies	105,210,871	107,483,413	2,272,542	2.2
Capital Expenditures	432,175	762,050	329,875	76.3
Other Expenses*	99,485,875	101,978,848	2,492,973	2.5
Transfers within the County	27,701,842	28,325,227	623,385	2.3
<b>Total Expenditures by Character</b>	<b>\$368,910,687</b>	<b>\$378,466,689</b>	<b>\$9,556,002</b>	<b>2.6</b>

\*Other Expenses include In-Home Supportive Service provider wages, Temporary Assistance for Needy Families (TANF) payments to recipients, foster care payments to providers, and employment and training program benefits for clients.

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$26,609,876	\$27,923,634	\$1,313,758	4.9
Fees and Charges for Services	1,321,578	1,326,873	5,295	0.4
State, Federal, & Other Govt. Revenue	237,904,834	239,365,747	1,460,913	0.6
Other Departmental Revenue*	3,915,751	5,654,981	1,739,230	44.4
Use of Fund Balance**	(120,333)	(16,700)	103,633	(86.1)
Transfers & Reimbursements within the County***	99,278,981	104,212,154	4,933,173	5.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$368,910,687</b>	<b>\$378,466,689</b>	<b>\$9,556,002</b>	<b>2.6</b>

\*Other Departmental Revenue includes prior year state revenue, interest earnings, donations/contributions received from the community, and grant funding received from non-governmental entities.

\*\*Revenues are anticipated to exceed expenditures in the Department's Special Revenue Funds, resulting in a negative Use of Fund Balance or accumulation of funds.

\*\*\*Includes internal transfers of \$98.6 million from the Department's Special Revenue Funds to its operating sections, \$4.6 million combined reimbursements from Department of Health Services, Probation, and IHSS Public Authority for adult and youth programs, and \$1.0 million transfer of American Rescue Plan Act funds for administrative staff supporting the community grants program.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Adult & Aging (A&A):** Expansion of the Adult Protective Services (APS) program was driven by almost \$3 million in additional state allocations, in part to handle expanded caseloads resulting from lowered eligibility threshold for services to elderly clients from 65 years old down to 60. Also, IHSS provider cost increases of about \$1.8 million contributed to the division's year-over-year budget increase of \$4.8 million. HSD's General Fund Contribution is increasing year-over-year by \$1.3 million primarily to cover the County's share of the IHSS Maintenance of Effort costs. The revenue for the APS expansion was received in FY 2021-22 for multi-year use. This prior year revenue is budgeted in the Other Departmental Revenue category and is the main driver of the year-over-year increase of \$1.7 million.
- **Economic Assistance Division:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Employment & Training Division (E&T):** The long-term trend in job training and job placement caseloads indicate that client demand for these services in Sonoma County have declined over the last 5 years, which is reflected in a (\$980,765), or 2.4%, year-over-year decline in state allocations for FY 2022-23. The rise in the homeless clients has partially offset the decline in jobs program clientele as more state allocations are redirected to housing and homelessness programs within E&T.
- **Family, Youth and Children Division:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Administrative Services Division:** Starting in FY 2021-22 and heading into FY 2022-23, HSD will administer community-based programs using funds from the American Rescue Plan Act (ARPA). As such, almost \$1 million in Federal ARPA funds will be transferred to HSD in FY 2022-23 to cover these administrative activities.

## Key Issues

- **Family Youth & Children Division:** Child abuse prevention planning efforts have already begun and will increase significantly after July 1, 2022, to establish new and expanded preventative services to families that are at risk of involvement with child welfare to be paid for with federal funds from the Family First Prevention Services Act (FFPSA).
- **Employment & Training Division:** The CalWORKs entitlement program will be expanded in FY 2022-23 so that benefits are made available to all stages of pregnancy for adults. Beginning April 1, 2022, pregnant women will be entitled to guaranteed coverage for a full year post pregnancy, an increase from the 60 day guarantee currently in statute. This change has been factored into the Department's FY 2022-23 recommended budget.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- The Adult & Aging Division was designated an Emerging Aging and Disability Resource Connection (ADRC) for Sonoma County through in partnership with the Disability Services and Legal Center to be funded with allocations from the California Department of Aging in FY 2021-22. The goal of the ADRC is to bring the organizations that serve older adults and people with disabilities together to improve access to services through a “No Wrong Door” approach.
- The Economic Assistance Division processed over 40,000 applications during the pandemic, which resulted in a 20% increase in approved cases for vulnerable Sonoma County residents. The service center team converted all calls to a telework model, ensuring ongoing CalFresh and Medi-Cal services to over 45,000 customers.
- The Employment & Training (E&T) expanded its housing and homelessness services with the addition of social work staff dedicated to the Housing Disability and Advocacy Program and the Interdepartmental Multidisciplinary Team of ACCESS Sonoma.

## FY 2022-23 Objectives

- **Adult & Aging Division:** Through increased funding from the state, the Adult Protective Services (APS) program will be expanded to comply with statutory changes (AB 135) reducing senior eligibility from 65 years to 60. The implementation effort started in FY 2021-22, and will be completed in FY 2022-23.
- **Economic Assistance Division:** The statewide implementation of CalSAWS (California Statewide Automated Welfare System), which is being implemented in all 58 counties in the state, will be implemented in Sonoma County in FY 2022-23 after numerous delays and technical problems with the State’s rollout. The new system will replace an aging, disjointed legacy system with a cloud-based network on the Microsoft Azure platform that administers public assistance uniformly throughout California’s 58 counties but will require extraordinary focus on the training, hiring, and preparation of staff who will use the new program.
- **Employment & Training Division:** The Job Link program and SonomaWORKs navigation services will be expanded by collocating with community-based organizations in Cloverdale, Healdsburg, Sonoma, Guerneville, and Petaluma.
- **Family Youth & Children Division:** Present the program implementation, staffing, and funding plan for the Short-Term Residential Treatment Program (STRTP) to the Board of Supervisors for consideration in the beginning of FY 2022-23. If the Board approves the STRTP Program, HSD management will continue planning efforts to open a new Short-Term Residential Treatment Program (STRTP) at the Valley of the Moon Children’s Center for the latter half of the fiscal year, which will treat hard-to-place foster children diagnosed with behavioral issues who previously were placed in STRTP’s outside of the county.
- **Administrative Services Division:** The HSD Executive Committee, in partnership with the HSD Equity Committee, will commit to training both management and line staff throughout the department in racial inequity awareness. After identifying areas for improvement in racial equity, HSD will implement new processes in hiring, promotions, and employee relations.
- For the **Healthy & Safe Communities** pillar of the Strategic plan, HSD adopted a “No Wrong Door” approach that will utilize \$350,000 to identify gaps in the County’s Safety Net of services. A consultant will be engaged to assist HSD with recommendations to the Board of Supervisors on how the gap in needs can be met. In addition, HSD will utilize Results-Based Accountability (RBA) methods to ensure that the gap in needs is addressed.
- For the **Resilient Infrastructure** pillar, HSD is partnering with the Department of Child Support Services to launch a mobile office (in an RV-type vehicle) that will provide Safety Net services to remote areas of the county whose citizens are unable to access resources at the central county complex in Santa Rosa. General Services’ fleet division will assist HSD with the procurement and customization of the mobile office at a cost of about \$800,000.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Extend 4.0 FTE time-limited positions through June 30, 2023 to continue supporting the Interdepartmental Multi-Disciplinary Team, Intensive Care Team, to respond to homeless encampments. Costs will be fully reimbursed by the Department of Health Services using Measure O funds. (5/3/22, Item #17)	4	\$687,372	\$687,372	\$0
Extend 1.0 FTE time-limited Planning, Research, Evaluation and Engagement Administrative Aide through June 30, 2024, to support the administration needs of the Human Services Department's Shared Outcome Measurement System project. This position will be funded by a First 5 Sonoma County grant, federal Title IV-E reimbursement, and state Juvenile Probation Funding. (4/5/22, Item #24)	1	\$154,400	\$154,400	\$0
Add appropriations for a contract with Computer Options, Inc. to support migration of the department's information technology services to the cloud and improve resiliency during disasters, funded by state 1991 Realignment. (4/5/22, Item #23)	0	\$128,000	\$128,000	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Add 1.0 FTE Deputy Public Administrator/Public Guardian/Public Conservator to handle growing Public Administrator caseload, funded by 1991 Realignment state revenue.	1	\$315,000	\$315,000	\$0
Add 1.0 Senior Eligibility Specialist to support mandated expansion of the State's Medi-Cal Program, funded by the County's Medi-Cal allocation.	1	\$155,500	\$155,500	\$0
Add 1.0 FTE Program Development Manager to implement the Family First Prevention Services Act (FFPSA), funded by the County's federal FFPSA allocation.	1	\$232,700	\$232,700	\$0

	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Add 1.0 FTE Program Planning and Evaluation Analyst supporting Family, Youth & Children Programs. The position will be time-limited through June 30, 2024, and it will be funded by federal FFPSA and state Complex Care Program allocations.	1	\$198,800	\$198,800	\$0
Add 2.0 FTE Social Worker III positions to support Child Protective Services Emergency Response. The positions will be time-limited through June 30, 2025, and they will be funded by federal Certainty Grant, federal FFPSA, and state Emergency Response Enhancement program allocations.	2	\$325,600	\$325,600	\$0
Add 2.0 FTE Social Worker I/II positions to provide mandated visitation services for children and families, funded by federal Certainty Grant, FFPSA, and Title IV-e allocations.	2	\$306,600	\$306,600	\$0
Add 1.0 FTE Social Services Supervisor in Child Protective Services supporting the Emergency Response program. The position will be time-limited through June 30, 2024, and it will be funded by the County's state Emergency Response Enhancement program allocation.	1	\$211,200	\$211,200	\$0
Add 1.0 FTE Senior Office Assistant supporting the Recruitment & Leave Management unit, funded by state funding allocations for CalFresh, Medi-Cal, CalWORKS, and 1991 Realignment, as well as federal Title IV-e.	1	\$143,660	\$143,660	\$0
Add 1.0 FTE Human Services Database Administrator to support cloud-based data management, partially offset by deletion of 1.0 Human Services Programming and Systems Analyst vacant position allocation. The cost differential will be funded by 1991 Realignment.	0	\$4,200	\$4,200	\$0
Add 1.0 FTE Public Assistance Systems Specialist to support implementation of the new statewide CalSAWS eligibility system. The position will be time-limited through June 30, 2024, and it will be funded by state allocations for CalSAWS and 1991 Realignment.	1	\$313,050	\$313,050	\$0

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE Program Development Manager supporting the Welfare Fraud Special Investigations Unit, partially offset by deletion of 1.0 FTE Social Service Worker IV vacant position allocation. The cost differential will be covered by state allocations for CalFresh, CalWORKS, Medi-Cal, and 1991 Realignment.	0	\$47,800	\$47,800	\$0
Add 1.0 FTE Administrative Aide in the Operations Section to support inventory control and management, partially offset by deletion of 1.0 Office Support Supervisor vacant allocation. The cost differential will be funded by 1991 Realignment.	0	\$18,000	\$18,000	\$0
Allocate one-time County discretionary funds to pay for food distribution services provided by Catholic Charities, approved as an outcome of the Board's Community Funding Request proposal process.	0	\$150,000	\$150,000	\$0
Allocate one-time County discretionary funds to pay for food distribution services provided by Redwood Empire Food Bank, approved as an outcome of the Board's Community Funding Request proposal process.	0	\$250,000	\$250,000	\$0
Allocate one-time County discretionary funds to pay for a food delivery van operated by The Living Room Center, approved as an outcome of the Board's Community Funding Request proposal process.	0	\$45,000	\$45,000	\$0
Allocate one-time County discretionary funds to conduct an internal assessment and analysis of existing countywide food distribution programs, compared to the overall demand for food services.	0	\$200,000	\$200,000	\$0

### Additional Directions to Staff

Staff was directed to return to the Board with an update on a Food Access Program Assessment and Action Plan.



## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$136,079,924	\$139,917,151	\$142,738,923	\$6,658,999	4.9
Services and Supplies	\$105,210,871	\$107,483,413	\$108,548,523	\$3,337,652	3.2
Capital Expenditures	\$432,175	\$762,050	\$762,050	\$329,875	76.3
Other Expenses*	\$99,485,875	\$101,978,848	\$101,978,848	\$2,492,973	2.5
Transfers within the County	\$27,701,842	\$28,325,227	\$28,325,227	\$623,385	2.3
<b>Total Expenditures by Character</b>	<b>\$368,910,687</b>	<b>\$378,466,689</b>	<b>\$382,353,571</b>	<b>\$13,442,884</b>	<b>3.6</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$26,609,876	\$27,923,634	\$27,923,634	\$1,313,758	4.9
Fees and Charges for Services	\$1,321,578	\$1,326,873	\$1,326,873	\$5,295	0.4
State, Federal, & Other Govt. Revenue	\$237,904,834	\$239,365,747	\$241,409,747	\$3,504,913	1.5
Other Departmental Revenue**	\$3,915,751	\$5,654,981	\$5,654,981	\$1,739,230	44.4
Use of Fund Balance	(\$120,333)	(\$16,700)	(\$16,700)	\$103,633	(86.1)
Internal County Reimbursements & Transfers***	\$99,278,981	\$104,212,154	\$106,055,036	\$6,776,055	6.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$368,910,687</b>	<b>\$378,466,689</b>	<b>\$382,353,571</b>	<b>\$13,442,884</b>	<b>3.6</b>
<b>Total Permanent Positions</b>	<b>941.55</b>	<b>956.55</b>	<b>972.55</b>	<b>31.00</b>	<b>3.3</b>

\*Other Expenses include In-Home Supportive Service provider wages, Temporary Assistance for Needy Families payments to recipients, foster care payments to providers, and employment and training program benefits for clients.

\*\*Other Departmental Revenue includes prior year state revenue, interest earnings, donations/contributions received from the community, and grant funding received from non-governmental entities.

\*\*\*Includes internal transfers from the Department's Special Revenue Funds to its operating sections. Also includes reimbursements from Department of Health Services, Probation, and IHSS Public Authority for adult and youth programs, and a transfer of American Rescue Plan Act funds for administrative staff supporting the County's community grants program.



# IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

**Angela Struckmann**  
Director

The mission of the Sonoma County In-Home Supportive Services (IHSS) Public Authority is to enrich the lives of IHSS clients and caregivers by providing services and support to enhance quality care giving.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$1,171,377
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$1,171,377
Total General Fund Contribution		\$0
% Funded by General Fund		0.00%
Total Staff		1.00

## DEPARTMENT OVERVIEW

The Board of Supervisors established the Sonoma County In-Home Supportive Services (IHSS) Public Authority as an independent entity in 2001, with the members of the Board of Supervisors serving as the Public Authority’s Board of Directors.

For more information, call (707) 565-5900, or visit <http://sonoma-county.org/human/ihss>

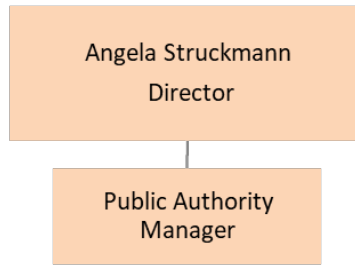
### Program Area Description

The IHSS program assists low-income elderly and people with disabilities with maintaining independence by living in their own homes. More than 5,800 IHSS caregivers provide direct support, including shopping, cooking, housekeeping, and bathing. The Public Authority is the care providers’ employer of record for the purpose of collective bargaining over wages, benefits, and other conditions of employment. The Public Authority Manager ensures client access to state-mandated IHSS services through caregiver recruitment, background checks, and maintenance of the provider registry.

The Board of Directors designated the Human Services Department (HSD) to manage the Public Authority while concurrently directing the Authority to utilize County services through an inter-agency agreement with HSD. Under this agreement, the Director of Human Services oversees the Public Authority Manager.

Departmental revenues come from state and federal sources, as well as, a contribution from County General Fund. Expenditures are limited to IHSS administrative costs, including registry recruiting, payroll, and training costs. The Public Authority contracts with the HSD to provide the Public Authority Manager with staff and administrative support. Wages and benefit cost for the IHSS care providers are budgeted inside HSD. The HSD budget also includes payroll cost for the 70.8 employees who determine eligibility, services levels and care management for IHSS clients, support the Public Authority Registry, and support provider payroll functions. The Public Authority is only one of three (3) operating sections that comprise the county’s IHSS program, with a consolidated budget of \$32,151,511 recommended for FY 2022-23. The two other subsections are housed in HSD.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
IHSS Public Authority	1.00	1.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
IHSS Public Authority	\$1,420,243	\$1,171,377	(\$248,866)	(17.5)
<b>Gross Departmental Expenditures</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>
<i>Internal Departmental Transfers</i>	0	0	0	0.0
<b>Departmental Operating Expenditures*</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$250,244	\$249,437	(\$807)	(0.3)
Services and Supplies	912,899	921,940	9,041	1.0
Other Expenses*	257,100	0	(257,100)	(100.0)
<b>Total Expenditures by Character</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
State, Federal, & Other Govt. Revenue	\$631,413	\$796,277	\$164,864	26.1
Other Departmental Revenue**	2,500	2,500	0	0.0
Transfers & Reimbursements within the County***	786,330	372,600	(413,730)	(52.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>

\*Other Expenses includes a reimbursement to the Humans Services Department for Public Health Aides' direct support to IHSS clients in FY 2021-22. Starting in FY 2022-23, these costs will be appropriated in the Humans Services Department's budget.

\*\*Other Departmental Revenue includes interest earned on accumulated fund balance.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. For IHSS, this includes a County General Fund allocation transferred from the Human Services Department.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- IHSS Public Authority revenues have been adjusted for FY 2022-23 to reflect actual reimbursement receipts from the California Department of Social Services (CDSS), which show a 26% increase.
- Appropriations for Other Expenses decrease year-over-year due to an accounting change. Expenses for Public Health Aides previously budgeted in this line item will be covered in the Non-Public Authority housed in the Human Services Department's budget. As a result of this accounting change, coupled with increased projected State revenue for IHSS, the 1991 Realignment reimbursement from the Human Services Department's budget to the IHSS budget will be discontinued in FY 2022-23.

### Key Issues

- Aside from base compensation, the IHSS labor agreement effective from 10/01/2020 through 09/30/2023 increases Sonoma County's contribution to the providers' health benefit plan with Kaiser Permanente from \$0.60/hour to \$0.85/hour. Quarterly health claims for the first three quarters (i.e., 9 months) have already been audited, and the trend indicates a gradual increase year-over-year. The higher than expected health plan costs could push Sonoma County over the Maintenance of Effort (MOE) threshold where the County General Fund and 1991 State Realignment funds would need to cover 100% of the non-federal portion of total administrative costs in excess of the threshold limit. An agreement between the County Administrator's Office (CAO) and HSD stipulates that costs arising from IHSS providers--both base wages and associated health plan benefits--would be split 50/50 between the two funding sources. The higher healthcare costs arise from an increase in eligible IHSS providers able to participate in the Kaiser Permanente health plan contracted by SEIU Local 2015, which was not included in previous projection models. The department will continue to proactively monitor provider health care costs to inform forward-looking projections, and will work with the CAO as-needed to address potential fiscal impacts.
- During the COVID-19 pandemic, elderly and health-compromised clients were fearful of receiving visitors in their homes, including IHSS providers. This led to a decline in provider visitations and re-assessment appointments year-over-year. IHSS management seeks to rebuild these client visits to pre-pandemic levels in FY 2022-23.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- 816 individuals completed the state eligibility requirements to become an IHSS care provider, which entails passing a Department of Justice background check and completing an online orientation. Every individual going to work for the first time with any IHSS client must complete the state eligibility requirements.
- 33 new caregivers have been added to the provider registry. Individuals must voluntarily apply and go through additional screening in order to be added to the provider registry.
- 292 IHSS clients have been matched with a Registry provider.
- Over 59,000 gloves and masks were distributed to IHSS clients and providers to promote health and safety and reduce COVID transmission.
- 56 IHSS providers attended Infection Control Trainings in partnership with public health in June, July, and August 2021.

### FY 2022-23 Objectives

- 1,000 individuals will complete the state eligibility requirements to become an IHSS care provider.
- 100 new caregivers will be added to the provider registry.
- 500 IHSS clients will be matched with a Registry provider.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$250,244	\$249,437	\$249,437	(\$807)	(0.3)
Services and Supplies	\$912,899	\$921,940	\$921,940	\$9,041	1.0
Other Expenses*	\$257,100	\$0	\$0	(\$257,100)	(100.0)
<b>Total Expenditures by Character</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
State, Federal, & Other Govt. Revenue	\$631,413	\$796,277	\$796,277	\$164,864	26.1
Other Departmental Revenue**	\$2,500	\$2,500	\$2,500	\$0	0.0
Internal County Reimbursements & Transfers***	\$786,330	\$372,600	\$372,600	(\$413,730)	(52.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,420,243</b>	<b>\$1,171,377</b>	<b>\$1,171,377</b>	<b>(\$248,866)</b>	<b>(17.5)</b>
<b>Total Permanent Positions</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses includes a reimbursement to the Humans Services Department for Public Health Aides' direct support to IHSS clients in FY 2021-22. Starting in FY 2022-23, these costs will be appropriated in the Human Services Department's budget.

\*\*Other Departmental Revenue includes interest earned on accumulated fund balance.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. For IHSS, this includes a County General Fund allocation transferred from the Human Services Department.





# DEPARTMENT OF CHILD SUPPORT SERVICES

**Janeene de Martinez**  
Director

The mission of the Sonoma County Department of Child Support Services is to promote the well-being of children and the self-sufficiency of families by assisting both parents to meet the financial, medical, and emotional needs of their children through the delivery of quality child support services.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><i>Expenditures</i></b>		
Departmental Operating Expenditures		\$11,796,064
<b><i>Funding Sources</i></b>		
Total Revenues/Use of Fund Balance		\$11,796,064
Total Staff		66.00

## DEPARTMENT OVERVIEW

The Department of Child Support Services (DCSS) is responsible for administering the Title IV-D Program of the Federal Social Security Act, in and for the County of Sonoma. Federal and state laws govern the Department, with oversight by the California Department of Child Support Services. A wide array of services are performed including establishing parentage which may include genetic testing; locating parents and their income and assets; obtaining court-ordered child support and health insurance coverage; enforcing monthly and past due child support utilizing appropriate enforcement tools; modifying existing child support orders; working with the State Disbursement Unit (SDU) to collect and distribute child support payments; and conducting complaint resolution and formal hearings. The Department also coordinates with other states, countries and local tribal governments regarding child support issues. All parents and guardians, regardless of income or immigration status, are eligible for services.

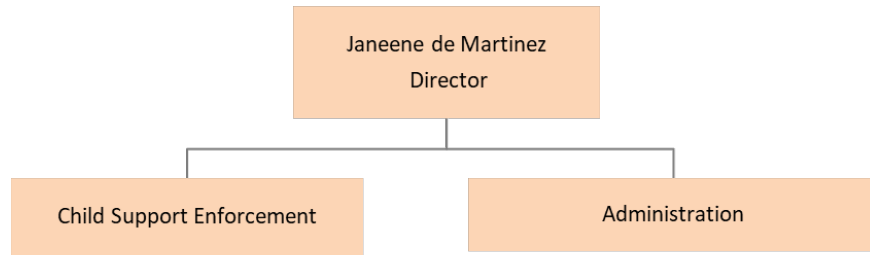
For more information, call Sonoma County Department of Child Support Services at (866)901-3212 or visit <http://sonomacounty.ca.gov/Child-Support-Services/>

### Program Area Description

The **Child Support Enforcement program** is responsible for the core operational functions of the Department, including customer service, case management, legal processing, court proceedings, child support collections and distribution, complaint resolution, compliance, service planning, performance monitoring, public relations and outreach.

The **Administration section** provides support to the Department and is responsible for budgeting and fiscal administration, personnel management, labor relations, contracting, risk management, safety, technology, and building and equipment maintenance.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Child Support Enforcement	78.00	66.00	(12.00)	(15.4)
<b>Total Permanent Positions</b>	<b>78.00</b>	<b>66.00</b>	<b>(12.00)</b>	<b>(15.4)</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Child Support Enforcement	\$12,809,083	\$11,796,064	(\$1,013,019)	(7.9)
<b>Gross Departmental Expenditures</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>(\$1,013,019)</b>	<b>(7.9)</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>(\$1,013,019)</b>	<b>(7.9)</b>

## Department Budget Details

<b>Expenditures by Character</b>	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$10,872,743	\$9,918,824	(\$953,919)	(8.8)
Services and Supplies	1,936,340	1,877,240	(59,100)	(3.1)
<b>Total Expenditures by Character</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>(\$1,013,019)</b>	<b>(7.9)</b>

<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
State, Federal, & Other Govt. Revenue	\$12,804,658	\$11,791,714	(\$1,012,944)	(7.9)
Other Departmental Revenue*	2,400	2,400	0	0.0
Transfers & Reimbursements within the County	2,025	1,950	(75)	(3.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>(\$1,013,019)</b>	<b>(7.9)</b>

\*Other Departmental Revenue is interest earned on state funds received and managed by the county's Treasury pool.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- The Sonoma County Child Support program is state and federally funded. The Department is in its third year of cost and position reduction efforts to bring the Department's budget into alignment with the State Department of Child Support funding methodology. The majority of reductions are absorbed through natural employee attrition and the elimination of vacant positions. This represents a 15% reduction in full time equivalent positions from FY 2021-22 and a 20% FTE reduction since FY 2020-21. The Department will continue stringent cost, resource and staffing management to meet anticipated future staffing and funding reductions as required by State DCSS.

## Key Issues

- For FY 2022-23, the Department will receive sufficient state and federal funding to maintain existing service levels for Sonoma County families. However, funding is not sufficient to fund all the current positions so the Department requests elimination of 12 vacant positions. Sonoma County DCSS faces conflicting challenges of continuing to reach staffing and other cost reductions while limiting impact to the quality of services to Sonoma County families and also preparing staff to meet the many upcoming program and operational changes. The Department is actively working on plans to provide the foundational preparedness staff need to adapt to the changes ahead. Extensive organization-wide culture, change resiliency and diversity training will be provided during FY 2022-23.
- The statewide child support program is undergoing a transition to better meet the changing needs of today's families. The Governor's administration has proposed implementing new federal rules that treat each family's circumstances as unique, encouraging caseworkers to take more time to assess the individual conditions each family faces and work to meet those needs. The child-centered approach is also more equitable, recognizing that long-standing discrimination creates additional barriers for people of color working to pay child support and maintain relationships with their children. These program changes will eventually increase both the skillset needs and workload demands of child support employees.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Increased collections for families by 12% per family, over \$32.9 million total collections. The significant increase in collections was due primarily to the intercept of unemployment benefits and stimulus payments during the COVID pandemic.
- Increased parentage establishment to 100%. Parentage establishment involves ensuring that the parents are located and identified and legal rights are established for every child born to unmarried parents.
- Reduced employment barriers for parents owing child support through collaboration with Human Services Workforce Investment/Job Link and the Results Based Accountability Program (RBA). Identified and referred 181 parents for voluntary participation in Job Link; 41% of participants obtained a formal or informal job after the referral.
- Collaborated with Safety Net Team to deliver services and focus on the County's most vulnerable residents/families through ACCESS Sonoma. Two DCSS staff continued to participate in the ACCESS Sonoma Multi-Disciplinary Team weekly meetings and provided support by releasing suspended drivers' licenses, enrolling parents in the Debt Reduction program, locating parents, and closing cases. 26 participants in Whole Person Care had a child support case - 19 of those were parents owing support and 7 were parents receiving support. Of the 19, two are no longer homeless and four began making child support payments after working through ACCESS.
- Increased community program knowledge by participating in 16 community events and 7 business partner events. The on-ongoing community and partner outreach is a key component to reaching the underserved and hard-to-reach communities in Sonoma County.

## FY 2022-23 Objectives

- **Increase Collections to Families:**
  - Increase collections per family by 2% from \$2,934 to \$2,993, up to a total of \$29.5 million.
  - Implement new case management practices, improve the customer experience, and utilize technology to increase collections and decrease family poverty.
- **Advance Equity, Diversity and Inclusion:**
  - Participate in the Bay Area Equity Collaborative Workgroup to develop and implement a regional child support Equity Program.
  - Deliver trainings and provide resources to staff on equity, diversity and inclusion.
  - Evaluate the demographics and needs of our participants in order to increase targeted efforts and tailor services to all segments of our community.
- **Expand Community and Business Outreach:**
  - Participate in 25 community and partner events intended to share information, increase awareness about the child support program, and strengthen community partnerships.
  - Expand outreach and awareness of program services and engage our local community through newly developed social media presence.
- **Safety Net Initiative**
  - Continue active participation in the Multi-Disciplinary Safety Net Team projects and continue dedicating two DCSS staff at 20 hours per week.
  - Develop and implement a Universal Consent Form to enable authorized DCSS customer referrals to Safety Net Team and ACCESS projects.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Convert a Child Support Attorney IV to a Chief Child Support Attorney and eliminate a Program Planning and Evaluation Analyst to add a Department Analyst to better align resources with programmatic needs.	0	\$8,287	\$8,287	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$10,872,743	\$9,918,824	\$9,927,111	(\$945,632)	(8.7)
Services and Supplies	\$1,936,340	\$1,877,240	\$1,877,240	(\$59,100)	(3.1)
<b>Total Expenditures by Character</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>\$11,804,351</b>	<b>(\$1,004,732)</b>	<b>(7.8)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
State, Federal, & Other Govt. Revenue	\$12,804,658	\$11,791,714	\$11,800,001	(\$1,004,657)	(7.8)
Other Departmental Revenue*	\$2,400	\$2,400	\$2,400	\$0	0.0
Internal County Reimbursements & Transfers	\$2,025	\$1,950	\$1,950	(\$75)	(3.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,809,083</b>	<b>\$11,796,064</b>	<b>\$11,804,351</b>	<b>(\$1,004,732)</b>	<b>(7.8)</b>
<b>Total Permanent Positions</b>	<b>78.00</b>	<b>66.00</b>	<b>66.00</b>	<b>(12.00)</b>	<b>(15.4)</b>

\*Other Departmental Revenue is interest earned on state funds received and managed by the county's Treasury pool.

# DEVELOPMENT SERVICES

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Permit Sonoma

Community Development Commission

Transportation & Public Works

Economic Development Department





# PERMIT SONOMA

**Tennis Wick**  
Director

**The mission of Permit Sonoma (Permit and Resource Management Department) is to balance environmental protection with sustainable development with a focus on customer service.**

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$43,024,831
Internal Transfers	\$2,331,744
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$41,695,926
Total General Fund Contribution	\$3,660,649
% Funded by General Fund	8.07%
Total Staff	156.00

## DEPARTMENT OVERVIEW

Permit Sonoma balances environmental protection with sustainable development. The Department includes six divisions: Administration, Code Enforcement, Engineering and Construction, Fire, Planning, and the Resiliency Permit Center. Supporting these divisions are four division level managers: the **Ombudsman** representing confidentially customers navigating the permitting process, identifying process improvements, and liaising with District Directors, and the **Policy Manager** who leads community engagement and policy development. All senior leaders report directly to the Director.

For more information, call (707) 565-1900, or visit <http://sonomacounty.ca.gov/Permit-Sonoma/>

### Program Area Description

**Administration Division** provides budget, accounting, customer service, human resource, and information services in support of the other operational divisions.

**Code Enforcement Division** enforces all violations of codes under the Department’s jurisdiction, abates public nuisances, and undertakes special projects such as enforcement of Public Health Orders.

The **Engineering and Construction Division** includes four sections: Building and Safety (performs plan check and building inspections); Engineering (conducts grading, drainage, sanitation, flood plain management, right-of-way encroachment, and transportation permits); Well and Septic (performs inspection, permitting, and monitoring of wells and septic systems); and Survey (Office of County Surveyor, land development review, Local Agency Formation Commission support).

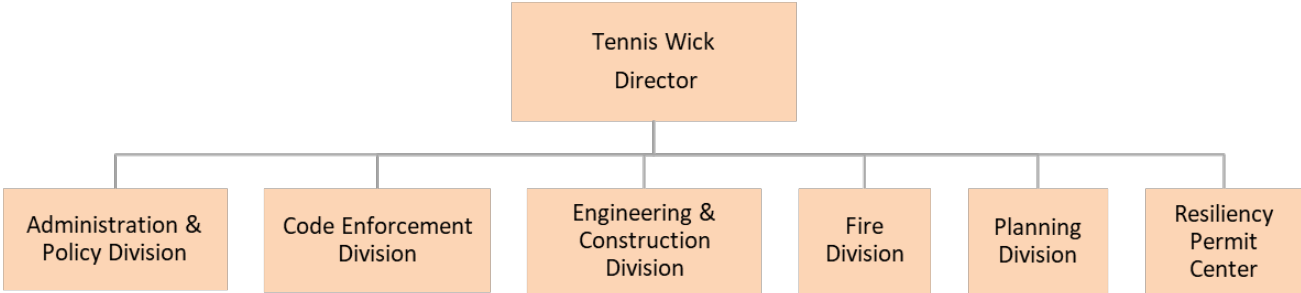
**Fire Division** has three sections: Fire Prevention performs fire code inspections, plan check, and fire investigations; Certified Unified Program Agency (CUPA) prepares hazard materials business plans and performs audits; and Hazardous Materials with local fire districts protects life-safety, property and the environment working with one of only two Type II Hazmat response teams in the County.

**Natural Resources** regulates mines, storm and ground water, conducts environmental review on major public works projects, and manages resilience and climate action programs.

**Planning Division** comprises two sections: Comprehensive Planning creates, maintains and implements the General Plan, specific plans, and other policy initiatives; and Project Review analyzes permit applications and conducts environmental review.

The **Resiliency Permit Center** provides pre-application, bid review, permitting and inspections for fire survivors.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration & Policy	34.00	34.00	0.00	0.0
Code Enforcement	13.00	12.00	(1.00)	(7.7)
Engineering & Construction	52.00	51.50	(0.50)	(1.0)
Fire Prevention, Hazmat, Chipper	14.50	14.50	0.00	0.0
Planning	37.00	44.00	7.00	18.9
Resiliency Permit Center	0.00	0.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>150.50</b>	<b>156.00</b>	<b>5.50*</b>	<b>3.7</b>

*\*Fire Prevention and Natural Resources as well as Cannabis Permitting and Cannabis Program Update positions added during FY 2021-2022. Most established as time-limited positions.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Administration & Policy	\$10,379,199	\$5,499,971	(\$4,879,228)	(47.0)
Code Enforcement	3,580,650	3,515,246	(65,404)	(1.8)
Engineering & Construction	15,339,025	13,892,334	(1,446,691)	(9.4)
Fire Prevention, Hazmat, Chipper	5,755,671	5,030,763	(724,908)	(12.6)
Planning	15,105,579	16,418,261	1,312,682	8.7
Resiliency Permit Center	4,240,858	1,000,000	(3,240,858)	(76.4)
<b>Gross Departmental Expenditures</b>	<b>\$54,400,982</b>	<b>\$45,356,575</b>	<b>(\$9,044,407)</b>	<b>(16.6)</b>
<i>Internal Departmental Transfers</i>	<i>12,867,753</i>	<i>2,331,744</i>	<i>(10,536,009)</i>	<i>(81.9)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$41,533,229</b>	<b>\$43,024,831</b>	<b>\$1,491,602</b>	<b>3.6</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$25,877,061	\$28,089,039	\$2,211,978	8.5
Services and Supplies	27,239,000	16,674,388	(10,564,612)	(38.8)
Capital Expenditures	7,150	39,458	32,308	451.9
Other Expenses	0	0	0	0.0
Transfers within the County*	1,277,771	553,690	(724,081)	(56.7)
<b>Total Expenditures by Character</b>	<b>\$54,400,982</b>	<b>\$45,356,575</b>	<b>(\$9,044,407)</b>	<b>(16.6)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$3,635,235	\$3,660,649	\$25,414	0.7
Fees and Charges for Services	26,038,166	24,566,664	(1,471,502)	(5.7)
State, Federal, & Other Govt. Revenue	1,955,840	2,723,310	767,470	39.2
Other Departmental Revenue**	3,547,043	4,856,100	1,309,057	36.9
Use of Fund Balance	3,017,546	2,211,485	(806,061)	(26.7)
Transfers & Reimbursements within the County*	16,207,152	7,338,367	(8,868,785)	(54.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$54,400,982</b>	<b>\$45,356,575</b>	<b>(\$9,044,407)</b>	<b>(16.6)</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

\*\*Fines, Forfeitures, Penalties, Cannabis Code Enforcement Penalties.

# DEPARTMENT HIGHLIGHTS

## Major Variances

The recommended FY 2022-23 budget of \$43.3 million shows an overall net increase in operating expenditures of \$1.49 million when compared to the Adopted Budget for FY 2021-22, mainly due to increased time limited Planning program staffing to support the cannabis permitting and program review efforts.

- **Administration & Policy, Engineering & Constructions, Fire Prevention-Hazmat-Chipper, and Reliency Center programs' expenditures** collectively are decreasing by \$10.5 million. Next year's budget mechanics will no longer allocate to service delivery programs, via internal departmental reimbursements, the costs of county services and administrative department-wide expenses. Discontinuing the practice will eliminate the need to create appropriations that a) recognize costs within each division; as well as b) having the budget authority to execute the transfer of funds between units.
- **Code Enforcement:** There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Planning** program expenditure of \$1.3 million is associated with the addition of six (6) new time limited positions financed by the Cannabis Tax fund to support the overall program update and environmental impact review effort; as well as state local jurisdiction grant awarded to increase local government permitting review capacity.
- **Internal Departmental Transfer** reductions in all program areas total \$10.5 million due to discontinuing the distribution of county services and administrative department-wide costs between budget units. For FY 2022-23 each program will budget and recognize each program portion directly into the appropriate budget unit rather than recording the cost in both the originating Administrative & Policy program as well as within each service program.
- Total estimated funding sources are decreasing by \$9 million due the indirect cost allocation change. When the transfer between budget units change variance is removed, the Department's operating funding stream is decreasing by a net \$176,000 from Adopted FY 2021-22 budget. The net decrease change is derived from reduced use of accumulated state contribution (**Fund Balance**) for the Sonoma Development Center planning project consistent with anticipated FY 2022-23 programmed work, and lower cannabis related permit **Fees & Charges** as new applications are expected to slow down. These operating funding decreases are offset by a new state Cannabis grant and increase support from the Cannabis Tax fund to finance the overall program update directed by the Board on June 2021. See <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/projects/cannabis-program/cannabis-program-update-and-eir>

## Key Issues

- Coordination with Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) grant programs and funding for structural hardening, and defensible space in anticipation of \$50 million grant award for Building Resilient Infrastructure and Communities that will identify and provide environmental review for comprehensive vegetation management.
- Manage Code Enforcement hearing cases and civil litigation related to unpermitted cannabis operations and those operating under temporary penalty relief program (PRP) but found to be operating outside their specific PRP authorized scope.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Code Enforcement: Supported fire districts with defensible space inspections and Homeless Outreach to address homeless encampments on private property; 25% increase in enforcement of vacation rentals and unpermitted cannabis sites.
- Fire: Worked with local fire districts to perform approximately 4,400 Defensible Space Inspections, continued residential curbside chipper program, secured vegetation management grants totaling approximately \$16 million, and provided input to inform state draft fire regulations.
- Fire: Worked with local fire districts, implemented vegetation management projects improved evacuations and community defense from wildfire; with District Attorney, resolved hazardous material business plan violations.
- Planning: Updated zoning code to encourage production of accessory dwelling units, support business flexibility, and allowed for streamlining of home occupations.
- Natural Resources: Performed 6,000+ wildland assessments as part of Phase 1 Hazard Mitigation Grant Program (HMGP); secured HMGP grant for vegetation management in 5 unincorporated geographies, Timber Cove/Jenner, Central Santa Rosa, Healdsburg/Geyserville, Guerneville/Forestville, and Sonoma; and substantially completed Bohemian Highway Bridge.

## FY 2022-23 Objectives

- **Strategic Plan Alignment – HSC-3.1, and Resilient Infrastructure RI-5.2, RI-5.3:** Planning will complete the Sonoma Developmental Center, Airport Area, and Springs Specific Plans, Local Coastal Plan, Tree Ordinance, Vacation Rental Ordinance, Winery Events Guidelines, General Plan Housing Element Update with Housing Sites Environmental Impact Report (EIR), and begin EIR on Comprehensive Cannabis Ordinance Update.
- **Strategic Plan Alignment – Climate Action and Resiliency CAR-1.1, CAR-1.2:** Fire, with Planning and Natural Resources, will complete Community Wildfire Protection Plan; monitor new Board of Forestry Fire Safe regulations. Additionally, in collaboration with local fire districts, abate vegetation violations.
- **Strategic Plan Alignment – Health and Safe Communities HSC-3.1:** Engineering & Construction will guide adoption of upcoming three-year cycle building code, on-site wastewater system (OWTS) manual revisions, and continue coordinating with local jurisdictions on an Accessory Dwelling Unit (ADU) Ready program.
- Natural Resources will continue to implement current structural hardening and hazardous fuels HMGP grants; Begin phase I of Building Resilient Infrastructure and Communities (BRIC) grant; and begin work on the Wildfire Phase 1 of Habitat Conservation Plan (HCP) grant. The Wildfire Adapted grant intends to mitigate wildfire risks to homes, lives and property in Sonoma County. The program will implement a “house-outward” through Defensible Space assessments, and inform property owners of high benefit of defensible space and/or structural retrofit activities that could reduce the ignitability of structures.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
General Fund subsidy to prevent excessive fee increases that would have occurred if department were to charge full cost recovery levels as indicated in a comprehensive fee study. Net cost increase is offset with a net cost decrease in Non-Departmental.	0.0	\$0	(\$1,000,000)	\$1,000,000
Consultant cost to develop ordinance on transient use of fractionally-owned property within Sonoma County.	0.0	\$30,000	\$30,000	\$0
Convert 1.0 FTE Time Limited Code Enforcement position to Permanent to educate and monitor cannabis permitted operations in collaboration with Agricultural Weights and Measures Department.	1.0	\$0	\$0	\$0
Add 5.0 Time Limited positions to manage and implement multiple Hazard Mitigation Grants awarded by FEMA, including 1.0 FTE Fire Prevention Secretary, 2.0 FTE Senior Environmental Specialist, 1.0 FTE Accountant II, and 1.0 FTE Geographic Information Tech.	5.0	\$0	\$0	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add 0.5 FTE Engineering Technician III in Building and Construction Services division. Funded with at cost fee revenue.	0.5	\$127,025	\$127,025	\$0
Add 4.5 FTEs to support In-House Permit Resiliency Center, including 2.0 FTE Building Plans Examiner II, 1.0 FTE Senior Building Inspector, 1.0 FTE Permit Technician II, and 0.5 FTE Environmental Health Specialist II. Funded with building and liquid waste permit fee revenues.	4.5	\$967,978	\$967,978	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$25,877,061	\$28,089,039	\$28,942,992	\$3,065,931	11.8
Services and Supplies	\$27,239,000	\$16,674,388	\$16,945,438	(\$10,293,562)	(37.8)
Capital Expenditures	\$7,150	\$39,458	\$39,458	\$32,308	451.9
Transfers within the County*	\$1,277,771	\$553,690	\$553,690	(\$724,081)	(56.7)
<b>Total Expenditures by Character</b>	<b>\$54,400,982</b>	<b>\$45,356,575</b>	<b>\$46,481,578</b>	<b>(\$7,919,404)</b>	<b>(14.6)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$3,635,235	\$3,660,649	\$4,660,649	\$1,025,414	28.2
Fees and Charges for Services	\$26,038,166	\$24,566,664	\$25,661,667	(\$376,499)	(1.4)
State, Federal, & Other Govt. Revenue	\$1,955,840	\$2,723,310	\$2,723,310	\$767,470	39.2
Other Departmental Revenue**	\$3,547,043	\$4,856,100	\$3,856,100	\$309,057	8.7
Use of Fund Balance	\$3,017,546	\$2,211,485	\$2,211,485	(\$806,061)	(26.7)
Internal County Reimbursements & Transfers*	\$16,207,152	\$7,338,367	\$7,368,367	(\$8,838,785)	(54.5)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$54,400,982</b>	<b>\$45,356,575</b>	<b>\$46,481,578</b>	<b>(\$7,919,404)</b>	<b>(14.6)</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

\*\*Other Department Revenue includes Fines, Forfeitures, Penalties, and Cannabis Code Enforcement Penalties.





# COMMUNITY DEVELOPMENT COMMISSION

**Dave Kiff**  
Interim Executive Director

The Community Development Commission’s vision is for a Sonoma County with homes for all in thriving and inclusive communities. Our mission is to open doors to permanent housing and opportunity.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$118,309,973
Internal Transfers		\$11,933,810
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$128,524,664
Total General Fund Contribution		\$1,719,119
% Funded by General Fund		1.32%
Total Staff		57.00

## DEPARTMENT OVERVIEW

The Sonoma County Community Development Commission (Commission) is the County’s lead agency for creating access to safe and affordable housing and ending homelessness. The Commission uses local, state and federal resources to conduct our core programs that include Rental Assistance (via the Sonoma County Housing Authority), Housing and Neighborhood Investments, Ending Homelessness, Program Compliance and Strategic Support and Administration.

For more information, call (707) 565-7500, or visit <http://sonomacounty.ca.gov/CDC>

### Program Area Description

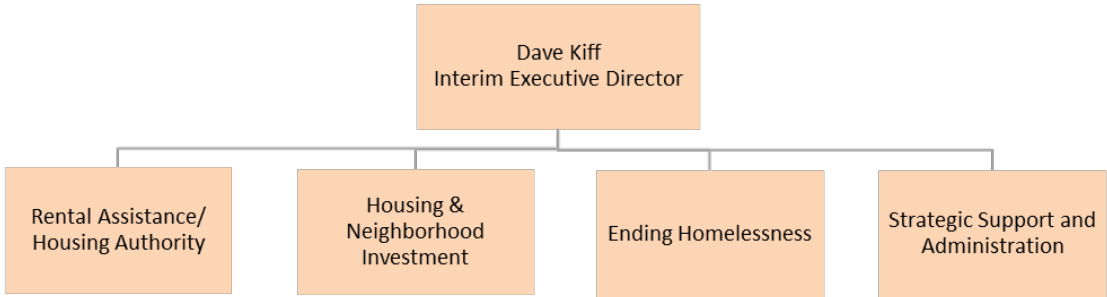
**Rental Assistance (via the Sonoma County Housing Authority)** is the Commission’s largest program. It includes administering nearly 3,000 Federal Housing Choice Vouchers, Project-Based Vouchers, Mainstream Vouchers, Emergency Housing Vouchers and more to assist qualifying income households who reside in private market rental and other housing.

**Housing and Neighborhood Investment** provides gap-funding to eligible developers to create new affordable rental housing; preserves existing affordable rental housing; repairs and upgrades homes for low-income homeowners; elevates homes to mitigate flood risks; and provides down-payment assistance to qualified homebuyers. This division also manages the assets and obligations of the Successor Agency and the Housing Successor Entity, which were established as a result of the dissolution of redevelopment agencies in 2012.

**Ending Homelessness (EH)** has two major roles: We serve as the Collaborative Applicant and Homeless Management Information System (HMIS) Lead for the region’s homeless system Continuum of Care (CoC) and we coordinate part of the County of Sonoma’s response to homelessness (the Department of Health Services, or DHS, manages direct encampment response), including shelter-based housing and other interim housing. In our CoC staff role, EH operates the HMIS, supervises Coordinated Entry, staffs committees, and administers, monitors, and ensures federal, state, and local regulatory compliance with direct grants and contracts to local service providers in an effort to prevent and end homelessness..

**Strategic Support and Administration** includes executive leadership, policy analysis and development, communications, fiscal and administrative functions. These costs are allocated, charged to and reimbursed by, the three operational program areas, based on how Commission staff time is spent.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Rental Assistance	21.00	21.00	0	0.0
Housing & Neighborhood Investments	6.00	8.00	2.00	33.3
Ending Homelessness	8.00	8.00	0	0.0
Strategic Support & Administration	19.00	20.00	1.00	5.3
<b>Total Permanent Positions</b>	<b>54.00</b>	<b>57.00</b>	<b>3.00*</b>	<b>5.6</b>

*\*As approved by the Board on August 24, 2021, the Housing and Neighborhood Investments program added 2 Community Development Specialists II, 2 Community Development Associates, 1 Senior Community Development Associate, deleted 1 Community Development Specialist II, and the Administration program added 1 Accountant. 2 time limited Housing Negotiator / Inspectors are expiring at the end of fiscal year and will be requested for extension by the Board on May 3, 2022. The new positions were established in response to the number of increased housing vouchers and available state/federal funding programs that have been awarded to the Housing Authority.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Rental Assistance	\$55,564,322	\$53,642,190	(\$1,922,132)	(3.5)
Housing & Neighborhood Investments	46,748,359	45,809,259	(939,100)	(2.0)
Ending Homelessness	16,941,080	20,650,204	3,709,124	21.9
Administration	10,617,268	10,142,130	(475,138)	(4.5)
<b>Gross Departmental Expenditures</b>	<b>\$129,871,029</b>	<b>\$130,243,783</b>	<b>\$372,754</b>	<b>0.3</b>
<i>Internal Departmental Transfers</i>	<i>11,273,380</i>	<i>11,933,810</i>	<i>660,430</i>	<i>5.9</i>
<b>Departmental Operating Expenditures*</b>	<b>\$118,597,649</b>	<b>\$118,309,973</b>	<b>(\$287,676)</b>	<b>(0.2)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$8,779,983	\$8,823,450	\$43,467	0.5
Services and Supplies	20,996,661	16,032,156	(4,964,505)	(23.6)
Other Expenses*	99,296,696	103,522,257	4,225,561	4.3
Transfers within the County*	797,689	1,865,920	1,068,231	133.9
<b>Total Expenditures by Character</b>	<b>\$129,871,029</b>	<b>\$130,243,783</b>	<b>\$372,754</b>	<b>0.3</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$1,716,969	\$1,719,119	\$2,150	0.1
Fees and Charges for Services	261,887	294,338	32,451	12.4
State, Federal, & Other Govt. Revenue**	108,532,416	110,715,479	2,183,063	2.0
Other Departmental Revenue***	2,795,925	2,086,870	(709,055)	(25.4)
Use of Fund Balance	5,261,115	3,421,402	(1,839,713)	(35.0)
Transfers & Reimbursements within the County	11,302,717	12,006,575	703,858	6.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$129,871,029</b>	<b>\$130,243,783</b>	<b>\$372,754</b>	<b>0.3</b>

\*Other Expenses include approximately \$65.7 million in Direct Client Assistance and \$37.7 million in Construction Project Costs.

\*\*State, Federal & Other Funds includes \$1,016,000 from the County's discretionary Reinvestment and Revitalization (RDA Dissolution Residual) Fund.

\*\*\*Other Department Revenue includes annual allocation of \$728,040 in discretionary Reinvestment and Revitalization (RDA Dissolution Residual) and \$789,396 from Measure L (funded through a 3% unincorporated County Transient Occupancy Tax rate).

## DEPARTMENT HIGHLIGHTS

### Major Variances

- The **Rental Assistance** program for FY 2022-23 decreased by \$1.9 million primarily due to non-recurring funding and associated expenses from the Coronavirus Aid, Relief, and Economic Security (CARES) Act for responding to the COVID-19 pandemic concluding.
- **Housing & Neighborhood Investment** Program decrease of \$939,000 represents the Emergency Rental Assistance Program disbursements dwindling and the program ending in FY 2022-23.
- **Ending Homelessness** increase of \$3.7 million, or 21.9%, is the net of several changes to one-time state and federal funds: 1) unspent funding of \$3.2 million for the State Emergency Solution - Coronavirus Grant. The Grant is being utilized for Street Outreach, Rapid Re-Housing Assistance, Emergency Shelter, and Homelessness Prevention. 2) The Homeless Housing, Assistance and Prevention Grant (HHAP) increasing by \$4.2 million for FY 2022-23 within Other Expenses. The Grant supports regional coordination and expand and/or develop local capacity to address immediate homelessness challenges. 3) The Federal Emergency Solutions Grants – Coronavirus is decreasing by \$3.7 million in service and supplies. The Grant was awarded in FY 2021-22 to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impact created by coronavirus pandemic.
- The **Administration** program for FY 2022-23 is decreasing by \$475 thousand due to the ending of utilizing Department of Health Services administration staff to support the Commission administrative activities.
- State, Federal and Other Government revenue is increasing by \$2.2 million due to the addition of the Federal HOME Investment Partnerships Program (HOME) American Rescue Plan (ARP) funding to assist the homeless or at risk of homelessness population. The change of various other funding sources contribute as well to the increase in this revenue category such as the decrease in Emergency Rental Assistance Program and Community Development Block Grant Disaster Recovery funding and the increase of housing vouchers and Homeless Housing, Assistance, and Prevention Grant funding.

### Key Issues

- Currently, there are not enough landlords in the county who accept clients with housing vouchers. To effectively utilize new vouchers (including Emergency Housing Vouchers (EHVs)), we need to find commensurate amounts of new housing units.
- Long-term operational funding still needs to be identified for current **homeless** sheltering programs, as well as long-term pathways to sustain Project Homekey's interim and permanent supportive housing.
- Additional support in the form of housing assets, funding, shelter capacity, and staffing is needed to meet the program expectations of our partners at the Continuum of Care, cities, the County, non-profits, and others.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- **Strategic Plan Alignment: Healthy and Safe Communities Pillar**
  - **Goal 3, Objective 2** (Identify and Leverage grant funding sources for permanent supportive and affordable housing development). **Ending Homelessness and Rental Assistance/Housing Authority** - Distributed 280 Emergency Housing Vouchers (EHVs) in partnership with the Sonoma County Housing Authority, the Santa Rosa Housing Authority, and the Continuum of Care for individuals experiencing homelessness.
  - **Goal 3, Objective 3** (Create incentives for developers to promote affordable housing development in the County). **Rental Assistance/Housing Authority** - The Housing Authority, working with our partners to address homelessness, coordinated the Emergency Housing Voucher program mentioned above, as well as strategized on ways to use Project-Based Vouchers (PBVs) for Project Homekey and related permanent supportive housing programs. More than 150 PBVs were assigned in the 3<sup>rd</sup> Quarter of the Fiscal Year by the Sonoma County Board of Supervisors.

- **Goal 4, Objective 3** (Increase investment in programs that treat the underlying cause of homelessness, including substance use, mental illness, poverty, and lack of affordable housing). **Ending Homelessness** - Disseminated \$5.7 million in State Emergency Solutions Grant-CV funds to reduce the impact of COVID-19 on individuals experiencing homelessness. This includes funding for emergency shelters, temporary emergency shelters, and rapid rehousing for individuals exiting non-congregate shelter (NCS) sites.
- **Goal 4, Objective 5** (Continue to collaborate with local partners, including Continuum of Care, to advance planning and policies to address homelessness). **Ending Homelessness** - Reconstituted Continuum of Care Governing Board with more emphasis on geographic representation and involvement of individuals with lived experience of homelessness.
- **Housing & Neighborhood Investment** – In response to the COVID-19 pandemic, this Division, along with our community-based organization partners, distributed \$34.0 million in Federal and State Emergency Rental Assistance (rent and utility assistance) to over 2,100 families to avoid rental debt, avoid eviction, and to enhance basic housing security during the COVID-19 pandemic.
- **Housing & Neighborhood Investment** – In our Earthquake-Resistant Bracing System program, we completed a new vendor proposal process as well as served 133 vulnerable mobile homes in the fiscal year. Via our home improvement funds, we served 9 Sonoma County residents, allowing them to bring low-income residents’ existing homes back into compliance with health and safety standards.
- **Housing & Neighborhood Investment** (Program Compliance) - Reviewed and improved our Affordable Housing Agreement compliance review process, as well as updating our policies for environmental review and more. Critical to these efforts was staffing up our existing positions to ensure that required monitoring post-COVID-19 goals were met.
- **Rental Assistance/Housing Authority** – In November 2021, conducted a successful opening of the Housing Voucher Wait List, in compliance with HUD-approved processes.

### **FY 2022-23 Objectives**

- **Strategic Plan Alignment: Healthy and Safe Communities Pillar (Goal 3, Objectives 2 & 3). Ending Homelessness** - Increase our region’s supply of interim and permanent housing for persons coming out of homelessness. This includes effectively funding, constructing, and maintaining Project Homekey-2 programs at newly acquired sites and additional sites still to be funded in Sonoma County.
- **Strategic Plan Alignment: Healthy and Safe Communities Pillar (Goal 4, Objectives 4 & 5). Ending Homelessness and Housing Authority** - Establish a Centralized Housing Location function and database for housing placement with vouchers and other funding sources, done in collaboration with the Continuum of Care (CoC), cities, the Santa Rosa Housing Authority and others.
- **Strategic Plan Alignment: Healthy and Safe Communities Pillar (Goal 4, Objective 2). Ending Homelessness** – Adopt a region-wide Strategic Plan on Homelessness in collaboration with CoC, cities, Santa Rosa Housing Authority, and others by December 2022.
- **Strategic Plan Alignment: Healthy and Safe Communities Pillar (Goal 4, Objective 5). Ending Homelessness** – Enhance the CoC’s functionality via increased County-CoC-City collaboration regarding equal share funding and the improved use of data in decision-making.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Reduce appropriations to remove transfer from Redevelopment Agency fund and expenses for the purchase of George’s Hideaway in FY 2022-23. Property was acquired in FY 2021-22. (4/5/2022, Item #8)	0	(\$866,000)	(\$866,000)	\$0
Adjustment to Increase Revenue and Expenditure appropriations to extend 1 Full-time Equivalent time-limited position of \$154,278 to June 30, 2023 to assist in collaborative efforts to address the homeless crisis in our Community. The Position will be funded from the Dept. of Health Services Measure O Budget. The appropriations adjustment also is doubled to include the transfer of the expenses and revenue from the CDC General Fund to the CDC housing fund for a total of \$308,556. (05/03/22, Item #17)	1	\$308,556	\$308,556	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Receive General Fund contribution to support operations at the Guerneville Shelter through March 31, 2023.	0	\$0	\$236,000	(\$236,000)
Receive General Fund contribution for Los Guillicos Village contractor costs for prior year shortfall.	0	\$0	\$1,470,000	(\$1,470,000)
Receive General Fund contribution for Los Guillicos Village FY 22-23 operational cost gap.	0	\$400,000	\$400,000	\$0
Receive General Fund Contribution for Legal Aid for year two of counsel services contract for tenants. (4/6/2021, Item #29)	0	\$0	\$400,000	(\$400,000)
Add a Senior Office Assistant for the Housing Authority - Time Limited through 12/2023 with funding from the administration allocation of the Housing Choice Voucher and Emergency Voucher programs.	1	\$222,240	\$222,240	\$0

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add an Office Assistant for digital file conversion - Time Limited through 12/2023 with funding from HUD's Housing Choice Voucher program and CDC's general administration funding sources.	1	\$209,958	\$209,958	\$0
Add an Administrative Aide in the Compliance Division with funding from State and Federal Programs (Home, HomeArp, Federal CDBG, Federal ESG, Federal ESG-CV, State ESG, and State CDBG-DR).	1	\$265,862	\$265,862	\$0
Add a Housing Authority position changes to Housing Negotiator-Inspectors - Extend 2 through 6/2024 and another add/delete. Positions funded by the Housing Support Program at Human Services Department and the Housing Voucher, Mainstream Voucher, and Emergency Housing Fees.	2	\$597,764	\$597,764	\$0

### Additional Directions to Staff

**Return to the Board with an update on the Roseland Village project.**

Present to the Board in a subsequent meeting an update on the Roseland Village project with the current status, projected cost, causes for increased costs, funding, and funding gap. May be eligible for funding under Infrastructure Fund created during FY2022-23 Budget Hearings pending development of fund policy.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$8,779,983	\$8,823,450	\$9,625,640	\$845,657	9.6
Services and Supplies	\$20,996,661	\$16,032,156	\$16,834,346	(\$4,162,315)	(19.8)
Other Expenses	\$99,296,696	\$103,522,257	\$103,056,257	\$3,759,561	3.8
Transfers within the County	\$797,689	\$1,865,920	\$1,865,920	\$1,068,231	133.9
<b>Total Expenditures by Character</b>	<b>\$129,871,029</b>	<b>\$130,243,783</b>	<b>\$131,382,163</b>	<b>\$1,511,134</b>	<b>1.2</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,716,969	\$1,719,119	\$1,719,119	\$2,150	0.1
Fees and Charges for Services	\$261,887	\$294,338	\$295,715	\$33,828	12.9
State, Federal, & Other Govt. Revenue	\$108,532,416	\$110,715,479	\$110,646,160	\$2,113,744	1.9
Other Departmental Revenue*	\$2,795,925	\$2,086,870	\$4,597,002	\$1,801,077	64.4
Use of Fund Balance	\$5,261,115	\$3,421,402	\$1,315,402	(\$3,945,713)	(75.0)
Internal County Reimbursements & Transfers	\$11,302,717	\$12,006,575	\$12,808,765	\$1,506,048	13.3
<b>Total Revenues/Use of Fund Balance</b>	<b>\$129,871,029</b>	<b>\$130,243,783</b>	<b>\$131,382,163</b>	<b>\$1,511,134</b>	<b>1.2</b>
<b>Total Permanent Positions</b>	<b>54.00</b>	<b>57.00</b>	<b>62.00</b>	<b>8.00</b>	<b>14.8</b>

\*Other Department Revenue includes annual allocation of discretionary Reinvestment and Revitalization (RDA Dissolution Residual) and Measure L (funded through a 3% unincorporated County Transient Occupancy Tax rate).



# TRANSPORTATION AND PUBLIC WORKS

**Johannes J. Hoevertsz**  
**Director**

The mission of the Transportation and Public Works Department is to plan, construct, manage, build, and maintain resiliency into Sonoma County’s transportation infrastructure by providing quality services.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$194,795,126
Internal Transfers		\$22,654,610
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$196,410,119
Total General Fund Contribution		\$21,039,617
% Funded by General Fund		10%
Total Staff		173.00

## DEPARTMENT OVERVIEW

The Transportation and Public Works Department plans, builds, and maintains critical transportation infrastructure, including roads, bridges, street lighting districts, traffic signals, and a County service area with four water systems, located within the unincorporated areas of Sonoma County, and manages an airport, public transit services, and maintains multiple solid waste disposal sites.

For more information, call (707) 565-2231, or visit <http://sonomacounty.ca.gov/TPW>

### Program Area Description

**Airport Division** operates and maintains the Charles M. Shultz - Sonoma County Airport, a commercial service airport with facilities for airline passenger service and other operations including air cargo, private and corporate flights, military, search and rescue, firefighting, law enforcement, and pilot training.

**Integrated Solid Waste Management Division** provides systematic services for the Central Landfill and post-closure monitoring and maintenance of seven closed landfill sites. Integrated Waste Division also provides emergency solid waste debris removal oversight and management during and after major disasters.

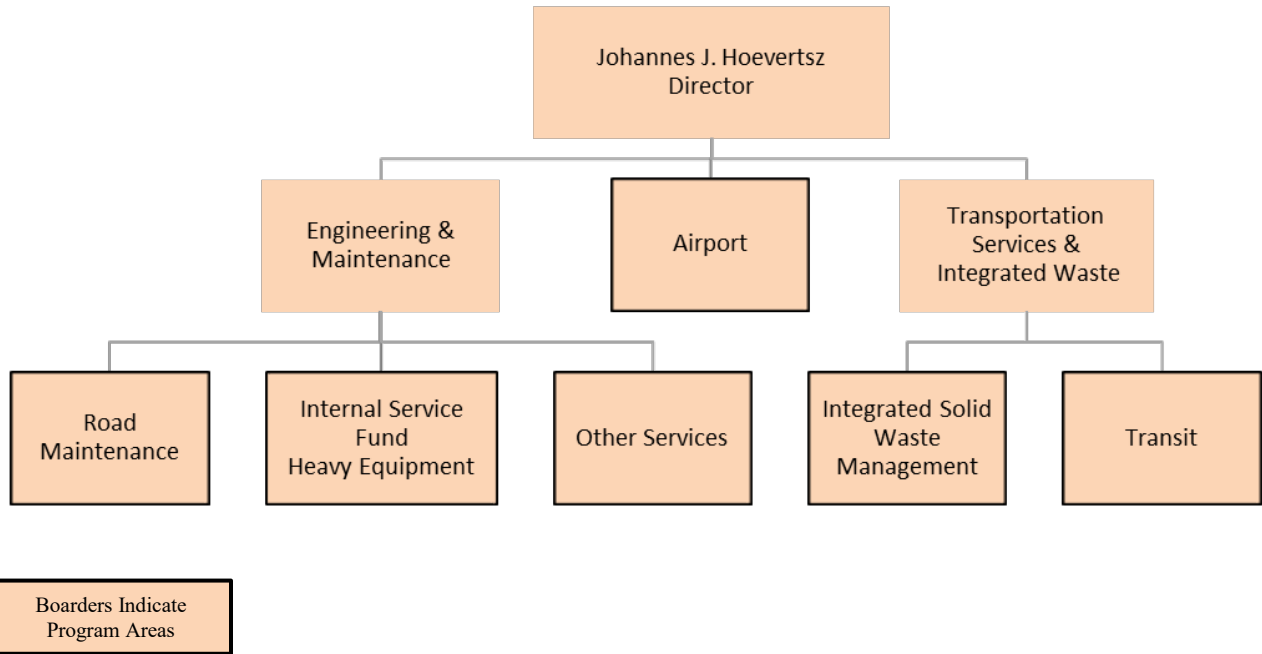
**Internal Service Fund – Heavy Equipment** receives funding from Roads Maintenance and Roads Capital Improvement for the purchase and maintenance of heavy equipment vehicles used in the maintenance of county roads.

**Road Maintenance & Operations** plans and designs road maintenance projects, bridges, and capital improvement projects. The Roads Division is responsible for the repair and preservation of County roads and bridges, and other maintenance projects such as seasonal crossings, vegetation management in the road right of way, and maintenance of culverts.

**Transit Division** provides public transit services throughout Sonoma County, including Cloverdale, Healdsburg, Windsor, Rohnert Park, Sebastopol, and Cotati. Services are also available to Sonoma State University, Santa Rosa Junior College, and connections to Sonoma Marin Area Rail Transit (SMART).

**Other Services** includes administration of several small districts including street lighting, permanent roads, water, and assessment districts. This section also includes a Special Projects Division, which includes projects funded by cable franchise fees, district formation, Public Educational, and Governmental Access fund, Cal American Water Company, and maintenance for small water systems.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Airport	20.00	20.00	0.00	0.0
Integrated Solid Waste Management	13.00	13.00	0.00	0.0
Internal Service Fund - Heavy Equipment	0.00	0.00	0.00	0.0
Road Maintenance and Operations	134.00	134.00	0.00	0.0
Transit	6.00	6.00	0.00	0.0
Other Services	0.00	0.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>173.00</b>	<b>173.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Airport	\$29,346,918	\$31,365,692	\$2,018,774	6.9
Integrated Solid Waste Management	16,613,725	17,230,351	616,626	3.7
Internal Service Fund - Heavy Equipment	5,100,299	3,617,949	(1,482,350)	(29.1)
Road Maintenance and Operations	99,307,969	126,173,527	26,865,558	27.1
Transit	26,207,840	34,049,212	7,841,372	29.9
Other Services	3,550,006	5,013,005	1,462,999	41.2
<b>Gross Departmental Expenditures</b>	<b>\$180,126,757</b>	<b>\$217,449,736</b>	<b>\$37,322,979</b>	<b>20.7</b>
<i>Internal Departmental Transfers</i>	<i>22,922,302</i>	<i>22,654,610</i>	<i>(267,692)</i>	<i>(1.2)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$157,204,455</b>	<b>\$194,795,126</b>	<b>\$37,590,671</b>	<b>23.9</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$26,678,114	\$26,961,901	\$283,787	1.1
Services and Supplies	62,156,531	70,109,777	7,953,246	12.8
Capital Expenditures	71,791,617	101,046,873	29,255,256	40.8
Other Expenses*	12,014,575	12,270,705	256,130	2.1
Transfers within the County	7,485,920	7,060,480	(425,440)	(5.7)
<b>Total Expenditures by Character</b>	<b>\$180,126,757</b>	<b>\$217,449,736</b>	<b>\$37,322,979</b>	<b>20.7</b>

\*Other expenses include penalties and fees.

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$20,944,523	\$21,039,617	\$95,093	0.5
Use of Fund Balance	(23,144,195)	41,537,431	64,681,626	(279.5)
Fees and Charges for Services	6,270,863	9,369,537	3,098,674	49.4
State, Federal, & Other Govt. Revenue	65,831,785	69,875,983	4,044,198	6.1
Other Departmental Revenue*	51,024,275	51,183,609	159,334	0.3
Transfers & Reimbursements within the County**	59,199,506	24,443,559	(34,755,946)	(58.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$180,126,757</b>	<b>\$217,449,736</b>	<b>\$37,322,979</b>	<b>20.7</b>

\*Other Departmental Revenue includes taxes, fines/penalties, use of money and property, and miscellaneous revenues.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Airport Division** - Expenditures are increasing by \$2,018,774 from the prior year primarily due to costs associated with the terminal ramp rehabilitation project, modular ticketing facility, temporary passenger hold room improvements, apron lighting, and sidewalk and crosswalk improvements. Additional increases are resulting from costs related to Phase 2 of the Consolidated Rental Car (ConRac) project, which will include costs for design and construction of a new rental car facility.

Revenues are expected to increase due to airport activity projected to exceed pre-COVID-19 levels in FY 2022-23, in terminal and hangar rent, fuel services, landing fees, and Passenger Facility Charges. Increases are also expected in grant revenue from AIP61 – environmental grant, Coronavirus Aid, Relief and Economic Security Act (CARES Act), Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), and American Rescue Plan Act (ARPA) funding.

- **Integrated Waste** – There are no significant changes to the budget in this Program Area for FY 2022-23.
- **Internal Service Fund - Heavy Equipment** – In FY 2022-23, this program budget is decreasing by \$1,482,350 due to acquisitions of heavy equipment in the prior year that meet Environmental Protection Agency emissions compliance standards including two tractor mowers, a backhoe loader, and dump truck.
- **Road Maintenance and Operations** - Expenditures are increasing by \$26,865,558 primarily due to increased capital infrastructure costs associated with the delivery of Infrastructure Resiliency Investment Plan Tier 1 private property debris removal damaged roads and Tier 2 generational projects, funded with PG&E Settlement funds. Other expenditure increases are due to engineering services for the Geyserville and Villa Grande drainage studies, landscaping charges as part of the Hauser Bridge project completion, and contract costs to support hazardous tree removal projects, vegetation management, traffic control, and bike lane sweeping. Expenditure increases are offset by reductions in land improvements due to deferral of the Cotati septic replacement project, and partial expenses of the Tier 3 radio infrastructure project incurred in FY 2021-22.

Financing sources are increasing proportionately to expenses, principally due to Use of Fund Balance programmed for Infrastructure Resiliency Investment Plan Tier 1 and Tier 2 construction projects, and 2017 and 2019 Federal Emergency Management Agency (FEMA) flood projects. Other revenue increases are anticipated from SB1, the Road Repair and Accountability Act and Highway Users Tax (HUTA), which are projected to return to pre-COVID-19 levels, Hazard Mitigation Grant Program (HMGP) grants for Geyserville/Villa Grande drainage projects and a generator for the Forestville road yard. These revenue increases are offset by reductions in Cal-OES and FEMA revenue resulting from 2020 Glass and LNU Lightning Complex fires project work completed in FY 2021-22, and a one-time operating transfer to the department of PG&E Settlement funds for Tier 1 Plus and Tier 2 projects that occurred in the prior year. Federal construction funding is also anticipated to decrease due to delays with CalTrans funding for bridge projects including Geysers Road at Big Sulphur Creek, Monte Rio, River Road at Gill Creek, and Watmaugh Road.

- **Transit** - In FY 2022-23, expenses are increasing by \$7,841,372 due to planned capital projects including installation of remote electrical bus charging stations to be located outside of the Transit facilities in Windsor, Sonoma, and the main Transit facility located in Santa Rosa. Bus stop enhancements are also scheduled next year to include shelter improvements and signs, as well as the purchase of eight electric buses. Additionally, there will be an increase in purchased transportation services as ridership is expected to increase from FY 2021-22 ridership levels. Revenues are increasing primarily as a result of Federal Capital Grants for the purchase of electric buses anticipated in FY 2022-23 and State Transit Authority revenue and American Rescue Act Plan funding to counter the negative impacts of COVID-19 on bus ridership. These increases are offset by decreases in Transportation Development Act (TDA) and Measure M funding as COVID-19 relief financial resources negate the need for these funds.
- **Other Services** – This program area budget is increasing by \$1,462,999 over the prior year chiefly due to a planned tank replacement project in the Fitch Mountain Water District, and district formation costs related to service option studies for communities in the Sonoma Valley, the lower Russian River, and the Asti bridge Assessment District study project.

## Key Issues

- On January 25, 2022, the General Services Department temporarily consolidated with Transportation and Public Works to provide interim leadership and oversight of the department upon the retirement of the General Services Director. During this interim period, Transportation and Public Works will evaluate the feasibility of combining the two departments; assess long-term operational effectiveness, including the potential integration of administrative functions. There will be no impacts to staffing or budget during this period. Should the Board determine to consolidate both departments, Transportation and Public Works will embark on developing an implementation plan in FY 2022-23.
- The Department will be challenged with balancing inflation of 7-8% for goods with available resources. Rising costs have had impacts on materials, contract costs, and the Department is challenged with maintaining project budget targets. These impacts can be seen primarily in construction projects, as rising costs increase need for contingencies, and compete with resources allocated for other departmental priorities.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Delivered two Infrastructure Resiliency Investment Plan Tier 2 generational projects: stabilization of Memory Lane and Summerhome Park Roads with installation of viaducts funded through the PG&E Settlement funds. This method includes installation of retaining walls and decks to preserve access to areas. (Strategic Plan Alignment: Resilient Infrastructure 3-1)
- Installed General Mobile Radio Service (GMRS) repeaters at Fitch Mountain and Schellenger Road to bolster communication during disasters, as part of the Infrastructure Resiliency Investment Plan Tier 3 communications infrastructure improvements funded with PG&E Settlement funds. (Strategic Plan Alignment: Resilient Infrastructure 2-1)
- Began removal process of eucalyptus trees at various county sites: Penngrove, Santa Rosa Rural Cemetery, and 8th Street East in Sonoma.
- Implemented SB 1383, which established targets to achieve a 50% reduction in the level of statewide disposal of organic waste from the 2014 level by 2020 and a 75% reduction by 2025. Activities included education to residents about waste prevention and recycling, enacting requirement for organic waste collection services to meet new requirements, enforcement of new requirements including inspections of disposal containers for contaminants by waste haulers and imposition of penalties where applicable, and development of an edible food recovery program.
- Installed solar systems at the Charles M. Schulz - Sonoma County Airport, which will generate over 100% of the energy consumption.

## FY 2022-23 Objectives

- Continue delivery of prior year disaster projects (2017, 2019 Flood projects), Infrastructure Resiliency Investment Plan Tier 1 projects from 2017 fire Private Property Debris Removal (PPDR) road damages, and Tier 2 generational projects. (Strategic Plan Alignment: Resilient Infrastructure 3-1)
- Complete the Airport terminal expansion project by December 2022.
- Complete the Wohler Road Bridge over Mark West Creek ("Little Wohler") by December 2022. (Strategic Plan Alignment: Resilient Infrastructure 3-4)
- Formation of assessment district for planning and construction of a permanent bridge on Washington School Road over the Russian River in Asti. (Strategic Plan Alignment: Resilient Infrastructure 3-4)

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Decrease appropriations in the Special Projects Division to move contract budget for Board of Supervisors meeting video production services to the Non-Departmental Budget. This adjustment will provide more streamlined accounting for contracted services that are managed by Clerk of the Board staff. Administrative adjustment only.	0.0	(\$120,200)	\$0	(\$120,200)
<b>Other Funds</b>				
Increase appropriations in Roads Administration for addition of 1.0 Department Information Services Specialist II to support increased department-wide information technology workload. Funded by department divisions proportional share of the annual position cost. Partial reimbursement expense is included in the FY 2022-23 Recommended Budget (4/19/2022, Item # 34).	1.0	\$187,931	\$93,966	\$93,965
Program appropriations in the Airport Division for reimbursement to Roads Administration for the Airport's proportionate share of costs associated with addition of 1.0 Department Information Services Specialist II (4/19/2022, Item # 34).	0.0	\$93,966	\$0	\$93,966
Increase expenditure appropriations in the Airport Division for addition of 1.0 Airport Operations Specialist required to comply with Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) regulations as passenger count and flight activity is projected to exceed pre-COVID levels. This position will be funded with COVID related grant revenue (CRRSA and ARPA) included in the FY 2022-23 Recommended Budget (4/19/2022, Item # 34).	1.0	\$133,427	\$0	\$133,427

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Delete 1.0 Landfill Facilities Specialist and add 1.0 Engineering Technician III in the Integrated Waste Division to support Disaster Debris Management contracts and assist with the coordination of contractors and consultants performing environmental work on various projects throughout the department.	0.0	(\$18,917)	\$0	(\$18,917)

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$26,678,114	\$26,961,901	\$27,076,411	\$398,297	1.5
Services and Supplies	\$62,156,531	\$70,109,777	\$70,271,474	\$8,114,943	13.1
Capital Expenditures	\$71,791,617	\$101,046,873	\$101,046,873	\$29,255,256	40.8
Other Expenses*	\$12,014,575	\$12,270,705	\$12,270,705	\$256,130	2.1
Transfers within the County	\$7,485,920	\$7,060,480	\$7,060,480	(\$425,440)	(5.7)
<b>Total Expenditures by Character</b>	<b>\$180,126,757</b>	<b>\$217,449,736</b>	<b>\$217,725,943</b>	<b>\$37,599,186</b>	<b>20.9</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$20,944,523	\$21,039,617	\$20,919,417	(\$25,107)	(0.1)
Fees and Charges for Services	\$6,270,863	\$9,369,537	\$9,463,503	\$3,192,640	50.9
State, Federal, & Other Govt. Revenue	\$65,831,785	\$69,875,983	\$69,875,983	\$4,044,198	6.1
Other Departmental Revenue**	\$51,024,275	\$51,183,609	\$51,183,609	\$159,334	0.3
Use of Fund Balance	(\$23,144,195)	\$41,537,431	\$41,839,872	\$64,984,067	(280.8)
Internal County Reimbursements & Transfers***	\$59,199,506	\$24,443,559	\$24,443,559	(\$34,755,946)	(58.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$180,126,757</b>	<b>\$217,449,736</b>	<b>\$217,725,943</b>	<b>\$37,599,186</b>	<b>20.9</b>
<b>Total Permanent Positions</b>	<b>173.00</b>	<b>173.00</b>	<b>175.00</b>	<b>2.00</b>	<b>1.2</b>

\*Other expenses include penalties and fees.

\*\*Other Departmental Revenue includes taxes, fines/penalties, use of money and property, and miscellaneous revenues.

\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.





# ECONOMIC DEVELOPMENT DEPARTMENT

**Ethan Brown**  
Interim Director

**The Economic Development Department's mission is to foster a healthy business environment and provide services that promote the local economy.**

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$6,436,770
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$6,436,770
Total General Fund Contribution		\$0
% Funded by General Fund		0.00%
Total Staff		13.00

## DEPARTMENT OVERVIEW

The Sonoma County Economic Development Department (EDD), or Economic Development Board (EDB) as it is commonly referred to, provides services to encourage the startup, retention, and expansion of Sonoma County businesses and jobs. It has a ten-member advisory board composed of local business professionals appointed by the Board of Supervisors. The EDB promotes Sonoma County as an attractive place to do business; fosters job growth; provides local businesses with tools to help them prosper; identifies and supports business clusters critical to maintaining a sound economy; and supports a workforce development strategy driven by local employer needs. It further promotes economic development by encouraging tourism through funding agreements with Sonoma County Tourism Bureau (SCTB) and visitor centers.

For more information, call (707) 565-7170, or visit <https://sonomaedb.org/>

### Program Area Description

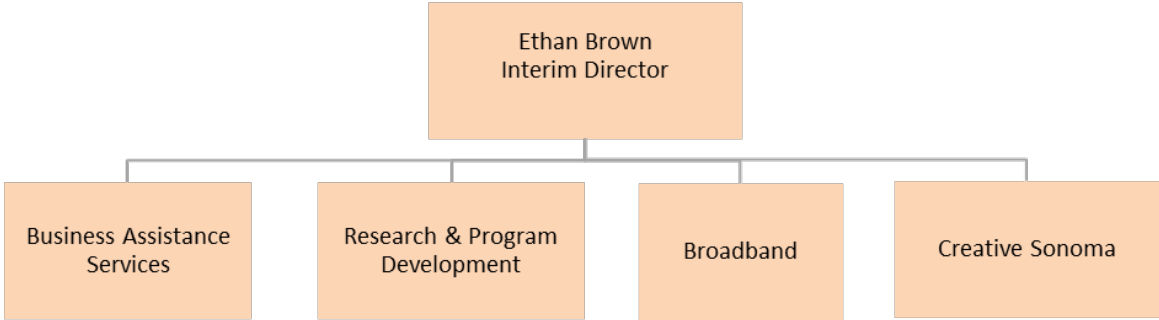
**Business Assistance Services** provides services in the areas of Business Retention and Expansion, Entrepreneurship and Startup, Business Market Intelligence, Business Diversity, and Financing and Access to Capital.

**Research and Program Development** has the primary functions of Workforce Development, Research Reports, Workshops and Tourism.

**Broadband** seeks to leverage existing infrastructure, as well as funding and grants to expand communications infrastructure and improve equitable access to broadband throughout Sonoma County.

**Creative Sonoma** provides trainings, workshops, one-on-one consulting, grant funding, and arts education to the creative community of Sonoma County.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Business Assistance Services	6.00	6.00	0.00	0.0
Research and Program Development	4.00	3.00	(1.00)	(25.0)
Broadband	0.00	0.00	0.00	0.0
Creative Sonoma	4.00	4.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>14.00</b>	<b>13.00</b>	<b>(1.00)</b>	<b>(7.1)</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Business Assistance Services	\$1,737,589	\$1,478,656	(\$258,933)	(14.9)
Research and Program Development	3,002,933	3,711,450	708,517	23.6
Broadband	0	270,000	270,000	0.0
Creative Sonoma	877,291	976,664	99,373	11.3
<b>Gross Departmental Expenditures</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$818,957</b>	<b>14.6</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$818,957</b>	<b>14.6</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$2,766,416	\$2,620,942	\$(145,474)	(5.3)
Services and Supplies	\$2,336,689	\$3,654,094	\$1,317,405	56.4
Capital Expenditures	N/A	N/A	N/A	N/A
Other Expenses*	\$500,000	\$150,000	\$(350,000)	(70.0)
Transfers within the County**	\$14,708	\$11,734	\$(2,974)	(20.2)
<b>Total Expenditures by Character</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$818,957</b>	<b>14.6</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021- 22 Adopted
General Fund Contribution	0	0	0	0.0
Fees and Charges for Services	0	0	0	0.0
State, Federal, & Other Govt. Revenue	\$176,500	\$64,750	\$(111,750)	(63.3)
Other Departmental Revenue	0	0	0	0.0
Use of Fund Balance***	\$3,869,726	\$6,023,531	\$2,153,805	55.7
Transfers & Reimbursements within the County**	\$1,571,587	\$348,489	\$(1,223,098)	(77.8)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$818,957</b>	<b>14.6</b>

\*Other Expenses include arts grants managed by the department's Creative Sonoma program.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments and other reimbursements from the Sonoma County Economic Development Board Foundation and the Sonoma Mendocino Economic Development District.

\*\*\*Department is primarily funded by Transient Occupancy Tax revenue through the Community Investment Fund. Because Transient Occupancy Tax revenue is received into the Community Investment Fund, the portion programmed for department operations shows as use of fund balance.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- Decreases to **Business Assistance Services** of approximately \$260,000 are primarily due to one-time grant funding of \$350,000 awarded for Fiscal Year 2021-22 to Visitors Centers and Chambers of Commerce, which is partially offset by lease office increases within services and supplies incurred from re-occupying pre-pandemic office space and overall increases to services and supplies costs.
- Increases of \$708,500 in **Research and Program Development** are primarily due to an increase in the pass through of funding to the Sonoma County Tourism Bureau (SCTB). As laid out in the Board's Community Investment Fund Policy ([Policy](#)), SCTB receives a share of Transient Occupancy Tax (TOT) collected that is equivalent to 13.89 percentage points of total tax collected. In other words, 1.25 percent of the 9 percent non-Measure L unincorporated TOT rate represents the county's contribution to SCTB set by the Board's Policy. The FY 2022-23 contribution is anticipated to increase by approximately \$916,000.
- A new program, **Broadband**, recognizes one-time funding allocation of \$315,000, set aside in FY 2020-21 to begin implementation of the Access Sonoma Broadband Action Plan, beginning with the outreach and governance structure components. Work began in FY 2021-22 and will continue through FY 2022-23. American Rescue Plan Act funding allocated in December 2021 is not yet included in the budget. Staff will present a plan for Board approval during FY 2022-23.
- There are no significant budget changes to the **Creative Sonoma** program area for FY 2022-23, as the annual arts grants amount will remain at \$125,000.
- The decrease to State, Federal & Other Government Revenue is due to the completion of a three-year grant from the California Public Utilities Commission in October 2022. The grant funds were used for regional planning initiatives among Sonoma, Marin, Napa, and Mendocino Counties, which resulted in increased participation in the California Advanced Services Fund and broadband access projects.

## Key Issues

- **Business Assistance:** In December 2021, a departmental program review included community and stakeholder feedback that highlighted a key need to expand the capacity of the EDB's services to BIPOC (Black, Indigenous, and People of Color) communities and businesses. With input and guidance from community groups, partners and stakeholders, staff intends to undertake a planning-level evaluation of options to increase the Department's ability to address existing and emerging needs.
- **Broadband:** As state and federal infrastructure funding details continue to be finalized, EDB and County Administrator's Office staff will complete an evaluation of potential public governance structures and mechanisms to leverage available grant funds. Though state funding was announced during the 2020-21 fiscal year, funding parameters at that level are still fluid, requiring a vigilant approach with regards to research and advocacy.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **Broadband:** In alignment with the strategic plan goal of Resilient Infrastructure, EDB completed legal analysis of potential public broadband governance structures and; assembled a Technical Advisory Committee to facilitate outreach and the development of operational and financial plans.
- **Business Assistance and Preparedness:** As disaster assistance tools have become critically important, EDB converted SoCoLaunch.org from a Covid-19 Business Resource website to an online Disaster Resource Center, with portals focused on (1) Prepare Your Business, (2) Business Resources, and (3) Recovery.
- **Perspectives Series and Workshop Partnerships:** In the EDB's second year of hosting Economic Perspectives in a virtual capacity, the series focused on topics such as BIPOC business owners, workforce retention, and the impacts of climate change on the local economy. In partnership with Outsmart Disaster (CA preparedness initiative), EDB hosted two (Sonoma County) resiliency clinics; one in English and one in Spanish, to provide tips and tools on business preparedness. EDB also hosted two online workshops on the basics of business financing featuring financial partners such as the Economic Development Financing Corporation, Working Solutions CDFI and Redwood Credit Union.
- **Small Business Disaster Response and Recovery:** As the county continued to navigate through the impacts of COVID-19, the EDB team has focused on access to capital for businesses most impacted by the pandemic, specifically those in historically underserved communities. The EDB applied for and received the California Microbusiness COVID-19 Relief Grant (\$610,000) to disburse within the local community.
- **Workforce Development Childcare Apprenticeship Program:** In an effort to increase earn-and-learn opportunities for Sonoma County's local workforce and address the lack of childcare in the community, the EDB, Santa Rosa Junior College, the Workforce Investment Board, and other local stakeholders partnered to create a local apprenticeship program for both Childcare providers and Early Childcare Educators with the goal of expanding the apprenticeships offered to span the entire career pathway to the bachelor's level for K-12 educators.

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Resilient Infrastructure 4.1 - Leverage funding and seek grants to expand communications infrastructure within the community to improve equitable access to broadband, wireless, and cell phone services; and 4.2 - Leverage existing fiber optic infrastructure and grant opportunities to expand wireless and broadband access across County:** Present broadband governance, strategy and financial options to the Board of Supervisors for discussion and direction.
- **Increase Access to EDB Programming:** Partner with chambers of commerce, cities and community groups to participate in "road show" type events in each supervisorial district; create a plan to expand the capacity of the Department's Business Diversity Services Program with input and engagement from community partners.
- **Increase Business Participation in Long-term Planning and Development Projects:** Collaborate with other business-facing departments to increase business participation and voice in long-term planning and development projects. Staff will continue to work with Permit Sonoma, Environmental Health, and Public Works to identify economic development intersections with current and planned objectives.
- **Improve Access to Financial Resources:** Facilitate improved access to capital among local businesses seeking to start, expand operations, upgrade facilities or equipment, train employees and respond to changing economic conditions. Staff will collaborate with area banks and alternative lenders, as well as business development partners to raise awareness of resources and provide technical assistance to improve access.
- **Creative Sonoma:** Provide parallel services to general EDB programs that specifically target the creative sector and those that work to support it. Include a specific focus on BIPOC communities in the development of grants, an online resource bank, thought leadership, consultancies, and policy development. Engage the Board of Supervisors Public Art Policy Review Ad Hoc committee and community in policy development.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Increase appropriations in Broadband from Research & Program Development for a 1.0 FTE Broadband Analyst (Department Analyst).	1.0	\$158,000	\$158,000	\$0

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Program one-time discretionary revenue and related expenditures to develop a fire memorial as part of the five-year anniversary of the Tubbs Fire.	0.0	\$250,000	\$250,000	\$0
Program one-time discretionary revenue and related expenditures for Sonoma County Visitor Centers and Chambers of Commerce to be distributed by the Economic Development Department.	0.0	\$500,000	\$500,000	\$0

## Additional Directions to Staff

Staff will work with Visitor Centers and Chambers of Commerce along with Sonoma County Tourism during Fiscal Year 2022-2023 to develop a long-term funding plan.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$2,766,416	\$2,620,942	\$2,620,942	(\$145,474)	(5.3)
Services and Supplies	\$2,336,689	\$3,654,094	\$3,904,094	\$1,567,405	67.1
Capital Expenditures	N/A	N/A	N/A	N/A	0.0
Other Expenses*	\$500,000	\$150,000	\$650,000	\$150,000	30.0
Transfers within the County**	\$14,708	\$11,734	\$169,734	\$155,026	1,054.0
<b>Total Expenditures by Character</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$7,344,770</b>	<b>\$1,726,957</b>	<b>30.7</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$0	\$0	\$0	\$0	0.0
Fees and Charges for Services	\$0	\$0	\$0	\$0	0.0
State, Federal, & Other Govt. Revenue	\$176,500	\$64,750	\$64,750	(\$111,750)	(63.3)
Other Departmental Revenue	\$0	\$0	\$0	\$0	0.0
Use of Fund Balance***	\$3,869,726	\$6,023,531	\$6,023,531	\$2,153,805	55.7
Transfers and Reimbursements within the County**	\$1,571,587	\$348,489	\$1,256,489	(\$315,098)	(20.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$5,617,813</b>	<b>\$6,436,770</b>	<b>\$7,344,770</b>	<b>\$1,726,957</b>	<b>30.7</b>
<b>Total Permanent Positions</b>	<b>14.00</b>	<b>13.00</b>	<b>14.00</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses include arts grants managed by the department's Creative Sonoma program.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments and other reimbursements from the Sonoma County Economic Development Board Foundation and the Sonoma Mendocino Economic Development District.

\*\*\*Department is primarily funded by Transient Occupancy Tax revenue through the Community Investment Fund. Because Transient Occupancy Tax revenue is received into the Community Investment Fund, the portion programmed for department operations shows as use of fund balance.





# NATURAL RESOURCES & AGRICULTURE

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Sonoma Water

Regional Parks

Agriculture Preservation & Open Space District

Agriculture / Weights & Measures

U. C. Cooperative Extension



# SONOMA WATER

**Grant Davis**  
General Manager



Clean. Reliable. Essential. Every Day.

**The mission of Sonoma Water is to effectively manage the water resources in our care for the benefit of people and the environment through resource and environmental stewardship, technical innovation, and responsible fiscal management.**

## RECOMMENDED BUDGET AT A GLANCE

FY 2022-23

### Expenditures

Sonoma Water Operating Expenditures	\$222,332,015
Internal Transfers	\$78,168,393

### Funding Sources

Total Revenues/Use of Fund Balance	\$300,500,408
Total General Fund Contribution	\$0
% Funded by General Fund	0.00%
Total Staff	247.00

## SONOMA WATER OVERVIEW

The Sonoma County Water Agency (Sonoma Water) is a special district founded in 1949, whose Board of Directors is composed of the same members as the Sonoma County Board of Supervisors. The key functions of Sonoma Water are Water Supply and Transmission, Flood Protection, and Wastewater Collection, Treatment and Reuse.

Sonoma Water is responsible for providing domestic water supply for much of Sonoma County and beyond. As a water supplier, Sonoma Water is responsible for securing and maintaining Warm Springs Dam and water rights and encouraging water conservation and reuse to meet present and future demand.

For more information, call (707) 526-5370, or visit <http://www.sonomacountywater.org/>

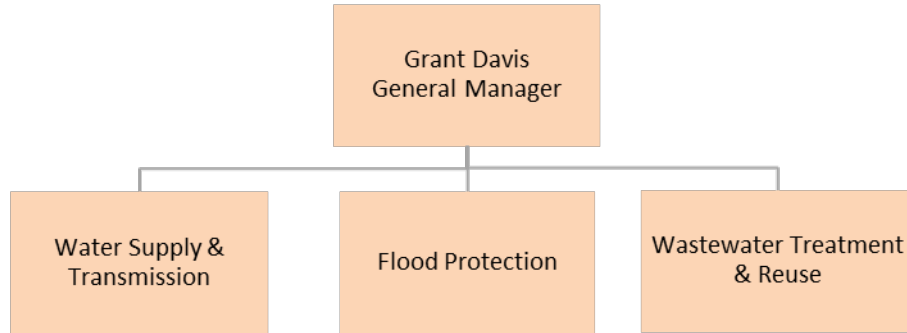
### Program Area Description

Sonoma Water's **Water Transmission** System provides wholesale domestic water supply and delivery to more than 600,000 residents of Sonoma and Marin Counties through eight primary contractors (cities of Santa Rosa, Petaluma, Sonoma, Rohnert Park, Cotati, Town of Windsor, and Valley of the Moon and North Marin water districts), a major non-contractor customer (Marin Municipal Water District), and to other smaller customers.

Pursuant to its **flood protection** function, Sonoma Water designs, constructs, and maintains flood protection facilities, and provides flood protection and stream maintenance for more than 75 miles of creeks and waterways.

Sonoma Water operates and maintains eight wastewater collection, treatment and/or reuse systems as part of its **wastewater** function, which provides wastewater collection and treatment services to more than 22,000 residences and businesses throughout the county.

# SONOMA WATER ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Water Supply & Transmission	142.00	144.00	2.00	1.4
Flood Protection	22.00	23.00	1.00	4.5
Wastewater Treatment & Reuse	79.00	80.00	1.00	1.3
<b>Total Permanent Positions</b>	<b>243.00</b>	<b>247.00</b>	<b>4.00*</b>	<b>1.6</b>

*\*As approved by the Board on 7/13/2021, 1 Program Analyst was added to the Water/Wastewater Operations Division and 3 Mechanics were added to Operations and Maintenance. Sonoma Water staff are not assigned to specific program areas, but work across programs as needed. Staff allocations reflect an approximate share of staff devoted to each program area. A net add of three positions not included in the table of 2 to Water Supply & Transmission and 1 to Wastewater Treatment & Reuse were approved by the Board on May 3, 2022 and are included in FY 2022-23 Supplemental Adjustments.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Water Supply & Transmission	\$159,364,100	\$180,432,598	\$21,068,498	13.2
Flood Protection	23,487,952	22,020,801	(1,467,152)	(6.2)
Wastewater Treatment & Reuse	102,355,331	98,047,010	(4,308,321)	(4.2)
<b>Gross Expenditures</b>	<b>\$285,207,383</b>	<b>\$300,500,408</b>	<b>\$15,293,025</b>	<b>5.4</b>
<i>Internal Transfers</i>	<i>81,907,915</i>	<i>78,168,393</i>	<i>(3,739,522)</i>	<i>(4.6)</i>
<b>Operating Expenditures*</b>	<b>\$203,299,468</b>	<b>\$222,332,015</b>	<b>\$19,032,547</b>	<b>9.4</b>

\*Transfers funds from one operating unit to another for a variety of reasons. While these expense transfers net to zero with revenues, operational costs appear overinflated if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Sonoma Water Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$52,081,751	\$54,222,475	\$2,140,724	4.1
Services and Supplies	\$118,885,607	\$136,361,918	\$17,476,311	14.7
Capital Expenditures	\$29,017,128	\$30,476,356	\$1,459,228	5.0
Other Expenses*	\$42,314,982	\$43,271,266	\$956,284	2.3
Transfers within the County	\$42,907,915	\$36,168,393	(\$6,739,522)	(15.7)
<b>Total Expenditures by Character</b>	<b>\$285,207,383</b>	<b>\$300,500,408</b>	<b>\$15,293,025</b>	<b>5.4</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Fees and Charges for Services**	\$58,954,934	\$64,614,712	\$5,659,778	9.6
State, Federal, & Other Govt. Revenue	29,379,738	31,709,702	2,329,964	7.9
Other Sonoma Water Revenue***	76,413,135	87,012,305	10,599,170	13.9
Use of Fund Balance	38,551,661	38,995,296	443,635	1.2
Transfers & Reimbursements within Sonoma Water****	81,907,915	78,168,393	(3,739,522)	(4.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$285,207,383</b>	<b>\$300,500,408</b>	<b>\$15,293,025</b>	<b>5.4</b>

\*Other Expenses include payment on long-term debt, depreciation expenses on capital infrastructure, and payments to Regional Parks to operate Spring Lake Park.

\*\*Charges for Services includes sale of water and power, sewer/recycled water/water usage and hookup fees, and hauler/disposal fees.

\*\*\*Other Sonoma Water Revenue includes property tax apportionment, sanitation rates, rental income, interest, and other minor sources.

\*\*\*\*Internal transfer and reimbursement of expenses between budget sections within Sonoma Water total \$78 million in FY 2022-23, resulting in a net budget of \$222 million.

# SONOMA WATER HIGHLIGHTS

## Major Variances

- **Water Supply and Transmission** expenditures are increasing \$21.2 million, or 13.2%, for construction of aqueduct seismic and pump station flood hazard mitigation, design and construction of new aquifer storage and recovery projects, and; construction of phase IV of the Russian River Biological Opinion Dry Creek Habitat Enhancement; implementation of aqueduct cathodic protection and storage tank recoats; and expanded drought-related water use efficiency outreach and education.
- **Flood Protection** expenditures are projected to decrease \$1.5 million, or -6.2%, due to insufficient outside funding to continue the Green Valley Creek Flood Hazard Mitigation Project. The project will continue once additional funding is secured.
- **Wastewater Treatment and Reuse** expenditures are expected to decrease by \$4.3 million, or -4.2% due to \$9.6 million in bond transfer expenses that are occurring in FY 2021-22 and not in FY 2022-23 to fund capital wastewater projects, offset by increased expenditures for construction of sewer seismic hazard mitigation, trunk main and force main replacements, sludge removal, electrical resiliency improvements, and development of sewer master plans. Additionally, increased revenue from sewer rates, grants, and revenue bonds will offset other expenditures.
- Revenues are increasing primarily due to \$5.7 million resulting from an increase in wholesale water rates and sewer service charges for maintenance and construction projects; \$2.3 million in state, federal, and other government revenue for water, sewer, and flood infrastructure projects, \$10.6 million in other revenue including property taxes projected to grow by 4% and sewer service charges increasing 9%, along with a net increase of \$3 million in transfers of bond proceeds for water and sewer infrastructure projects.

## Key Issues

- The drought poses one of the most significant challenges to Sonoma Water and the community. To respond to the challenge, Sonoma Water will redouble efforts to address climate change and increasing weather extremes. Examples of these measures include: a) a 5-year \$28.2 million federal appropriations request for the Advanced Quantitative Precipitation Information (AQPI) System Phase 2 Radar Program; b) implementation of state and locally funded flood-managed aquifer recharge, aquifer storage and recovery, and other water supply resiliency projects; c) coalition building with local water agencies, Department of Water Resources, and NOAA to improve subseasonal to seasonal precipitation forecasting; d) a continuing partnership with Scripps, the University of San Diego, and a coalition of water agencies to advance atmospheric river research and Forecast Informed Reservoir Operations (FIRO); and e) federal funding to support a regional water use efficiency program to encourage our community to conserve water every day and protect our precious water supply.
- Some flood zones are unfunded or minimally funded, impeding Sonoma Water's ability to improve flood protection and address climate change impacts, and avenues for increasing ongoing funding are limited. Generally, there is low public support for increased taxes or assessments to fund flood control projects. Due to changes in hydrology and climate, Sonoma Water is collaborating with the United States Department of Agriculture Natural Resources Conservation Service (NRCS) to reassess flood control capacity in the Central Sonoma Watershed Project to position Sonoma Water to expeditiously upgrade and improve high priority flood management facilities.
- Some small sanitation districts and zones are facing ever more stringent water quality regulations that result in increasing costs to operate and maintain critical and aging wastewater infrastructure. These districts and zones rely on federal and state grants and contributions from Sonoma Water's General Fund because the smaller ratepayer base does not generate sufficient sewer rate revenue to cover rising costs. Sonoma Water continues to research and evaluate long term regional solutions that would help curtail the ongoing financial impacts to our customers.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- In response to a severe multi-year drought, Sonoma Water replaced the aging inflatable rubber dam, a critical component of the Russian River water supply system, brought a water production well online as directed by the Board of Directors, published the Lake Mendocino FIRO Final Viability Assessment to improve reservoir operations, and collaborated with the Sonoma-Marín Saving Water Partnership to sponsor multiple “Drought Drop By” events to promote water use efficiency and distribute free water saving kits.
- Completed Phase III of the Dry Creek Habitat Enhancement Project to improve in-stream conditions for protected salmon and steelhead.
- Finalized the Climate Adaptation Plan that identifies threats to water supply, flood control, and sanitation infrastructure and operations, and develops adaptation strategies to reduce vulnerabilities to climate change.
- Provided technical assistance to three Sonoma County Groundwater Sustainability Agencies resulting in submittal of three state-grant funded Groundwater Sustainability Plans.
- Leveraged state and federal funds to construct wastewater treatment plant seismic and flood hazard mitigation projects and procured treatment plant backup power generators for Airport, Geyserville, and Russian River treatment plants to build power resiliency.

## FY 2022-23 Objectives

- Construct FEMA-funded Aqueduct Seismic Hazard Mitigation Projects to stabilize a potable water aqueduct in the Russian River liquefaction zone and provide a more reliable water supply during a major earthquake.
- Provide additional drinking water supply resiliency by rehabilitating two currently inactive production wells at Sebastopol Road and Occidental Road and converting them to aquifer storage and recovery wells to recharge groundwater aquifers with winter Russian River Water, utilizing \$6.9 million in state funding, and implementing drought resiliency planning and rainwater catchment rebates and workshops utilizing \$485,548 in County climate resiliency funds; Sonoma Water Strategic Plan Climate Change, Goal 1: continue improving our ability to respond and adapt to climate change; Strategic Plan Alignment: Climate Action and Resiliency Pillar Goal 5, Objective 1: by 2025, update the County General Plan and other county/special district planning documents to incorporate policy language and identify areas within the County that have the potential to maximize carbon sequestration and provide opportunities for climate change adaptation.
- Administer a \$2 million federal grant with nine participating Sonoma-Marín Drought Resiliency Program partners to implement water use efficiency measures resulting in 245 acre-feet of water saved annually.
- Prepare Natural Resources Conservation Service (NRCS) funded Watershed Plan to upgrade Central Sonoma Watershed Project’s flood management facilities, a countywide flood risk assessment, and design of a pilot Alexander Valley FloodMar Project that recharges groundwater aquifers with excess flood waters, utilizing \$675,000 in County climate resiliency funds; Sonoma Water Strategic Plan Climate Change, Goal 1; Strategic Plan Alignment: Climate Action and Resiliency Pillar Goal 5, Objective 1.
- Complete design of the Occidental County Sanitation District to Graton Community Services District pipeline project, complete replacement of 2,100 feet of trunk main in the Sonoma Valley County Sanitation District, and complete assessment of sewer system infrastructure and replacement of up to 1,000 feet of force main in the Russian River County Sanitation District.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Position allocation list adjustment adding 1.0 FTE Accountant II, 1.0 FTE Building Mechanic, 1.0 FTE Systems Software Analyst, 2.0 FTE Engineers IV and deleting 2.0 FTE Project Specialists to effectively respond to Sonoma Water's commitments to community and achieve strategic goals. Funding for these positions is included in the FY 2022-23 Recommended Budget. (5/3/22, Item #33)	3	\$0	\$0	\$0

## Additional Directions to Staff

Staff was directed to return to the Board with an update on Groundwater Sustainability Agencies and regarding the Water buck programs, including Waste Water Loan Program.

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	52,081,751	54,222,475	54,222,475	2,140,724	4.1
Services and Supplies	118,885,607	136,361,918	136,361,918	17,476,311	14.7
Capital Expenditures	29,017,128	30,476,356	30,476,356	1,459,228	5.0
Other Expenses	42,314,982	43,271,266	43,271,266	956,284	2.3
Transfers within the County	42,907,915	36,168,393	36,168,393	(6,739,522)	(15.7)
<b>Total Expenditures by Character</b>	<b>285,207,383</b>	<b>300,500,408</b>	<b>300,500,408</b>	<b>15,293,025</b>	<b>5.4</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
Fees and Charges for Services	58,954,934	64,614,712	64,614,712	5,659,778	9.6
State, Federal, & Other Govt. Revenue	29,379,738	31,709,702	31,709,702	2,329,964	7.9
Other Sonoma Water Revenue*	76,413,135	87,012,305	87,012,305	10,599,170	13.9
Use of Fund Balance	38,551,661	38,995,296	38,995,296	443,635	1.2
Transfers & Reimbursements within Sonoma Water	81,907,915	78,168,393	78,168,393	(3,739,522)	(4.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>285,207,383</b>	<b>300,500,408</b>	<b>300,500,408</b>	<b>15,293,025</b>	<b>5.4</b>
<b>Total Permanent Positions</b>	<b>243.00</b>	<b>247.00</b>	<b>250.00</b>	<b>7.00</b>	<b>2.9</b>

\*Other Sonoma Water Revenue includes property tax apportionment, sanitation rates, rental income, interest, and other minor sources.



# REGIONAL PARKS

**Bert Whitaker**  
Director

The mission of Sonoma County Regional Parks is to create healthy communities and contribute to the economic vitality of Sonoma County by acquiring, developing, managing, and maintaining parks and trails countywide. Regional Parks preserves irreplaceable natural and cultural resources, and offers opportunities for recreation and education to enhance the quality of life and well-being of residents and visitors to Sonoma County.

RECOMMENDED BUDGET AT A GLANCE	FY 2022-23
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$41,543,130
Internal Transfers	\$8,373,716
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$45,130,673
Total General Fund Contribution	\$4,786,173
% Funded by General Fund	9.59%
Total Staff	128.00

## DEPARTMENT OVERVIEW

Regional Park’s operates 58 facilities including parks, beaches, marinas and trails encompassing approximately 16,237 acres. Many offer wild landscapes with miles of trails and others provide sports fields, playgrounds, and campgrounds. Regional Parks also manages the County’s commercial ocean marina and largest environmental education center.

Parks have been experiencing record levels of visitation and have been essential to physical and mental health during the pandemic providing safe places to recreate, quiet places to reflect, and new outdoor experiences. The multiple fires over the past few years have caused us to develop a “climate durable” approach investing in infrastructure that can better withstand future wildfires. In the coming year, the Department will continue implementing strategies to address increased park utilization, expanding our workforce and resources to operate, maintain and steward facilities, and to increase resiliency as our park landscapes experience climate related impacts.

For more information, call (707) 565-2041, or visit <https://parks.sonomacounty.ca.gov/>

### Program Area Description

The Department has seven major operational program areas:

**Park Operations and Maintenance** ensures the safety and security of park visitors by providing adequate ranger patrols and well-maintained facilities.

**Natural Resource Management** protects and restores the natural function of our parks, providing clean water, fish and wildlife habitat, fuels abatement, grazing and resilience to climate change.

**Planning and Acquisition** oversees the build-out of our park system by leveraging grants to acquire land and easements as well as plan for and build park infrastructure.

**Community Engagement** contributes to community well-being by providing health, wellness, environmental education, recreation and cultural experiences for a wide diversity of park users.

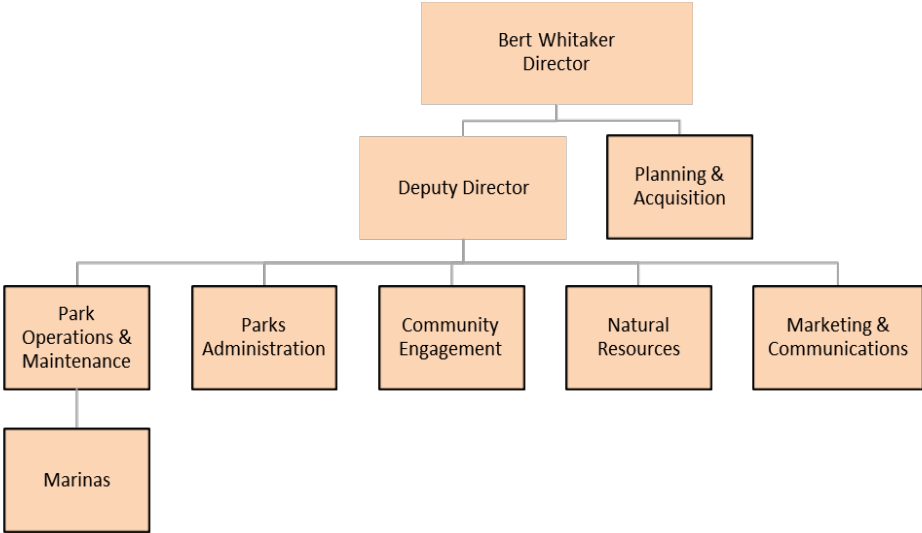
**Administration** manages the core financial, human resources, and customer service functions.

**Marketing and Communications** handles business development, marketing and the internal/external communications functions of the department.

**Marinas** oversees three Bodega Bay marinas that support commercial and recreational fishing.

**Special Revenue Funds**, while not in itself a program, accounts for the disbursement of other dedicated revenues such as Measure M sales tax to capital projects and associated operational costs.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Parks Administration	18.0	19.0	1.0	5.6
Community Engagement	15.0	14.0	(1.0)	(6.7)
Marketing and Communications	5.0	5.0	0.0	0.0
Natural Resources	8.0	8.0	0.0	0.0
Park Operations and Maintenance	66.0	66.0	0.0	0.0
Park Planning and Acquisition	11.0	11.0	0.0	0.0
Marinas	5.0	5.0	0.0	0.0
<b>Total Permanent Positions</b>	<b>128.0</b>	<b>128.0</b>	<b>0.0</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Parks Administration	\$3,502,596	\$3,695,366	\$192,770	5.5
Community Engagement	3,758,004	4,104,354	346,350	9.2
Marketing and Communications	1,616,257	1,465,649	(150,608)	(9.3)
Natural Resources	2,239,978	2,786,537	546,559	24.4
Park Operations and Maintenance	16,410,683	17,502,008	1,091,325	6.7
Park Planning and Acquisition	2,291,928	2,306,326	14,397	0.6
Marinas	3,438,426	3,450,822	12,396	0.4
Special Revenue Funds	13,839,000	14,605,785	766,785	5.5
<b>Gross Departmental Expenditures</b>	<b>\$47,096,872</b>	<b>\$49,916,846</b>	<b>\$2,819,974</b>	<b>6.0</b>
<i>Internal Departmental Transfers</i>	<i>10,423,029</i>	<i>8,373,716</i>	<i>(2,049,313)</i>	<i>(19.7)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$36,673,843</b>	<b>\$41,543,130</b>	<b>\$4,869,287</b>	<b>13.3</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$19,151,708	\$20,248,918	\$1,097,210	5.7
Services and Supplies	12,721,639	13,689,051	967,412	7.6
Capital Expenditures	933,000	605,366	(327,634)	(35.1)
Other Expenses*	470,383	506,856	36,473	7.8
Transfers within the County**	13,820,142	14,866,655	1,046,513	7.6
<b>Total Expenditures by Character</b>	<b>\$47,096,872</b>	<b>\$49,916,846</b>	<b>\$2,819,974</b>	<b>6.0</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$4,739,052	\$4,786,173	\$47,121	1.0
Fees and Charges for Services	7,735,593	8,152,817	417,224	5.4
State, Federal, & Other Govt. Revenue	4,180,438	4,629,867	449,429	10.8
Other Departmental Revenue***	11,275,041	12,950,761	1,675,720	14.9
Use of Fund Balance	4,630,871	3,909,474	(721,397)	(15.6)
Transfers & Reimbursements within the County**	14,535,877	15,487,754	951,877	6.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$47,096,872</b>	<b>\$49,916,846</b>	<b>\$2,819,974</b>	<b>6.0</b>

\*Other Expenses include interest on debt repayments and depreciation expenses at the Marinas.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. This includes Measure M, Fee, Marina, and Other Revenues for operations, maintenance and capital projects.

\*\*\*Other Departmental Revenue is primarily composed of the revenue we anticipate to receive from funding sources including Measure M sales tax (\$10.1 million), Regional Parks Foundation (\$736,000), and Marina revenue (\$1.3 million).

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Parks Administration** increased by 5.5% (\$192,770) due to establishment of a Department Program Manager position (redirected from a vacant Measure M-funded Operations and Maintenance position). This position oversees all of the Department's work on workforce equity, infrastructure improvements for ADA and for community members with various disabilities, and outreach efforts to promote a deep sense of belonging for all park visitors. The variance is also attributable to an increase in professional services for sales-tax forecasting and additional credit-card processing fees.
- **Community Engagement** increased by 9.2% (\$346,650) due to return of the Spring Lake Water Park program during the summer of 2022. The Water Park was not opened during the previous two years due to the COVID 19 pandemic. The 2022-23 budget also reflects the mid-year movement of 1.0 FTE from the Division of Administration to the Operations and Maintenance Division.
- **Marketing and Communications** decreased by 9.3% (\$150,608) due to reduction in centralized communications costs.
- **Natural Resources** increased by 24.4% (\$546,559) due to reduction in salary savings from FY 2021-21 for positions that have been filled and increased investment in grazing and vegetation management program, including investment in aging fencing and water infrastructure and expanding acreage of targeted sheep and goat grazing funded by the Open Space District and Measure M.
- **Parks Planning and Acquisition** has no significant changes in FY 2022-23.
- **Park Operations and Maintenance** increased by 6.7% (\$1,091,325) due to one-time enhancement of maintenance budget to fund improvements ahead of the 50<sup>th</sup> anniversary of Spring Lake.
- **Marinas** has no significant changes in FY 2022-23.
- **Special Revenue Funds** increased primarily due to additional contributions to capital projects from Measure M.

## Key Issues

- Increasing park utilization – meeting the increased public demand for parks and maintaining level of service and facilities.
- Expanded workforce and resources – meeting the increased public demand for parks by successfully recruiting and onboarding new staff, and ensuring we are properly resourced throughout the parks system, including providing adequate office space for administrative staff.
- Impacts of climate change – continuing to maintain and build landscapes resiliency for future fire, flood, and drought risks. Considering impact of projected sea level rise on existing facilities.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Implemented the Career Pathways Program providing youth interns with park related professional experience in operations, maintenance, natural resources and public engagement.
- Developed a “Climate & Equity” decision tool to guide decision making, investments and other strategies to adapt to climate impacts.
- Established and maintained shaded fuel breaks at 9 park locations while expanding grazing to 13 parks to reduce the risk of wildfire, enhance landscape resiliency, and support natural resource function.
- Completed the transfer of Calabazas Creek and Wright Hill to Regional Parks in partnership with Ag + Open Space.
- Completed FY 2020-21 Parks for All Measure M Annual Report in partnership with the cities to communicate investments and the community benefits of the voter-approved funds. Measure M played a significant role in the re-opening of Hood Mountain, which included funding for new excavation and track-chipper equipment, along with funding for Parks and Grounds Maintenance Workers to perform the cleanup effort. M funds were also used to expand grazing efforts, leverage funding for capital projects, and fund deferred maintenance efforts like those outlined below.
- The Caminitos al Parque program, that connects low income Spanish speaking LatinX families to the wonders of nature, received a California Parks and Recreation Society “Award of Excellence” and “Parks & Recreation Removing Barriers” award from the National Association of Counties Parks and Recreation Officials for accomplishments engaging over 1,400 community members since 2016.
- Deferred maintenance improvements at Spring Lake, including shoulder upgrades to bike trail, shade structure installation and internet improvements at the Environmental Discovery Center. Other projects included Maddux Ranch tennis court re-surfacing, Ragle Ranch volleyball court improvements and expansion, Gualala restroom septic, Occidental Community Center painting, Steelhead beach asphalt repair, replacement of two pay stations, and a new roof at the Hood Mountain residence.

## FY 2022-23 Objectives

- Finalize Regional Parks 2022-2025 3-Year Strategic Work Plan. Plan will include specific projects, tactics and the anticipated fiscal year for completion.
- Ongoing fire recovery and climate durable park enhancements. Continue work restoring park infrastructure from wildfire impacts and preparing parks for prescribed fire by replacing materials such as wood and plastic with fire-resilient materials such as metal and stone in fire-impacted parks such as Foothill and Hood Mountain Regional Parks.
- Amplify Leave No Trace messaging and public information to encourage visitors to decrease their impacts on park resources while enhancing the visitor experience for everyone.
- Implement 1-2 prescribed fires per year in partnership with CAL FIRE and others while expanding the development and ongoing maintenance of shaded fuel breaks in strategic park locations.
- Implement strategies to help Regional Parks accelerate the creation of Class I bike trails used for commuting, recreation, health and environmentally friendly tourism by increasing staffing, increasing coordination with transportation agencies, and expanding collateral to assist in landowner outreach.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
Add 1.0 FTE Planning Technician for capital improvement and planning support. Funded by Measure M and project reimbursements.	1.0	\$121,668	\$121,668	\$0
Add 5.0 FTEs to support operations and maintenance system improvements (3.0 Park Program Assistants, 1.0 Park Aid, and 1.0 Maintenance Worker II). Funded by Day Use and Camping Reservation fee revenue.	5.0	\$605,953	\$605,953	\$0
Add 1.0 FTE Accounting Technician and Delete 1.0 FTE Account Clerk to meet increased accounting office needs. Funded by departmental administrative overhead.	0.0	\$15,907	\$15,907	\$0
Add 1.0 FTE Office Assistant II to support call center customer service improvements. Funded by departmental administrative overhead.	1.0	\$114,755	\$114,755	\$0
Add 1.0 FTE Park Program Assistant to support volunteer services and initial public access (IPA). Funding by Measure M.	1.0	\$129,340	\$129,340	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$19,151,708	\$20,248,918	\$21,221,541	\$2,069,833	10.8
Services and Supplies	\$12,721,639	\$13,689,051	\$13,704,051	\$982,412	7.7
Capital Expenditures	\$933,000	\$605,366	\$605,366	(\$327,634)	(35.1)
Other Expenses*	\$470,383	\$506,856	\$506,856	\$36,473	7.8
Transfers within the County	\$13,820,142	\$14,866,655	\$14,866,655	\$1,046,513	7.6
<b>Total Expenditures by Character</b>	<b>\$47,096,872</b>	<b>\$49,916,846</b>	<b>\$50,904,469</b>	<b>\$3,807,597</b>	<b>8.1</b>

\*Other Expenses include interest on debt repayments and depreciation expenses at the Marinas.

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$4,739,052	\$4,786,173	\$4,786,173	\$47,121	1.0
Fees and Charges for Services	\$7,735,593	\$8,152,817	\$8,758,770	\$1,023,177	13.2
State, Federal, & Other Govt. Revenue	\$4,180,438	\$4,629,867	\$4,629,867	\$449,429	10.8
Other Departmental Revenue*	\$11,275,041	\$12,950,761	\$13,201,769	\$1,926,728	17.1
Use of Fund Balance	\$4,630,871	\$3,909,474	\$3,909,474	(\$721,397)	(15.6)
Internal County Reimbursements & Transfers**	\$14,535,877	\$15,487,754	\$15,618,416	\$1,082,539	7.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$47,096,872</b>	<b>\$49,916,846</b>	<b>\$50,904,469</b>	<b>\$3,807,597</b>	<b>8.1</b>
<b>Total Permanent Positions</b>	<b>128.00</b>	<b>128.00</b>	<b>136.00</b>	<b>0.00</b>	<b>0.0</b>

\*Other Departmental Revenue is primarily composed of the revenue from Measure M sales tax (\$10.1 million), Regional Parks Foundation (\$736,000), and Marina revenue (\$1.3 million).

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. This includes Measure M, Fee, Marina, and Other Revenues for operations, maintenance and capital projects.





# AGRICULTURAL PRESERVATION & OPEN SPACE DISTRICT

**Misti Arias**  
General Manager

The Sonoma County Agricultural Preservation and Open Space District permanently protects the diverse agricultural, natural resource, and scenic open space lands of Sonoma County for future generations.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$46,513,349
Internal Transfers		\$629,640
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$47,142,988
Total General Fund Contribution		\$0
% Funded by General Fund		0.00%
Total Staff		30.50

## DEPARTMENT OVERVIEW

The Sonoma County Agricultural Preservation and Open Space District (Ag + Open Space) partners with willing landowners, public agencies, and non-profit organizations to permanently protect land through agreements with landowners (conservation easements), purchase of land, and stewardship activities on existing easements and fee title owned properties. Ag + Open Space acquisitions are guided by the newly adopted Vital Lands Initiative, which reflects community desires and values, and directs preservation to the highest priority farmlands, greenbelts, natural resource areas, and recreational lands. Ag + Open Space has a strong focus on climate resiliency and will provide a lead role on land conservation actions identified as high priority to ensure our community’s ability to mitigate and adapt to climate change.

Ag + Open Space is funded by Measure F, a Sonoma County sales tax measure. Most of this funding goes toward acquisition of land and easements, stewardship activities, and department operations. In addition, up to 10% of sales tax revenue can be used for initial public access, operation and maintenance of lands purchased by Ag + Open Space for transfer to park agencies and non-profit partners for outdoor recreation.

For more information, call (707) 565-7360, or visit <https://www.sonomaopenspace.org/>

### Program Area Description

Ag + Open Space is organized into three program areas, and is currently evaluating its organizational structure to ensure effectiveness in climate resiliency efforts and to advance the goals and objectives outlined in the Vital Lands Initiative.

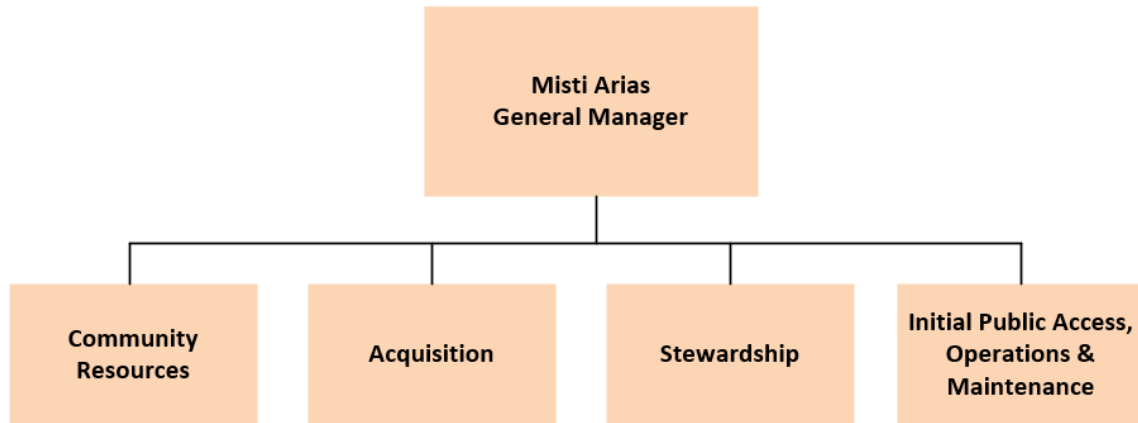
The **Community Resources Program** provides community support and engagement through outreach and communication, outings and education, government relations, grant funding, and technical expertise to increase resilience of natural and human communities. This program includes the **Vegetation Management Program** funded with PG&E Settlement funds, coordinated by a time-limited position.

The **Acquisition Program** leads the purchase of conservation easements and land to protect farmland, greenbelts, natural resource areas, and recreational lands.

The **Stewardship Program** ensures that the conservation values of lands and conservation easements acquired with taxpayer funds are protected in perpetuity. Ag + Open Space staff monitor and enforce conservation easements, and manage fee-title owned properties.

While not a separate program, **Initial Public Access, Operation and Maintenance** reflects eligible expenditures by Ag + Open Space to other agencies to provide initial public access on protected properties intended for public recreational use.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Community Resources	10.00	10.00	0.00	0.0
Acquisition	9.00	9.00	0.00	0.0
Stewardship	12.50	11.50	(1.00)	(8.0)
Initial Public Access, O&M	0.00	0.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>31.50</b>	<b>30.50</b>	<b>(1.00)</b>	<b>(3.17)</b>

*\*Reduction of 1.0 FTE is for a Time Limited Planner set to expire on 6/30/22. The Board approved conversion of the position to permanent on 4/19/22, and the change will be reflected in the FY 2022-23 Supplemental Adjustments.*

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Community Resources	\$3,594,213	\$3,592,881	(\$1,332)	(0.0)
Acquisition	35,773,671	36,919,009	1,145,338	3.2
Stewardship	4,129,662	4,089,458	(40,204)	(1.0)
Initial Public Access, O&M	2,786,500	2,541,640	(244,860)	(8.8)
<b>Gross Departmental Expenditures</b>	<b>\$46,284,046</b>	<b>\$47,142,985</b>	<b>\$858,943</b>	<b>1.9</b>
<i>Internal Departmental Transfers</i>	<i>647,592</i>	<i>629,640</i>	<i>(17,952)</i>	<i>(2.8)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$45,636,454</b>	<b>\$46,513,348</b>	<b>\$876,894</b>	<b>1.9</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$5,749,314	\$6,652,471	\$903,157	15.7
Services and Supplies	9,157,550	8,752,161	(405,389)	(4.4)
Capital Expenditures	26,565,000	28,415,000	1,850,000	7.0
Matching Grant Program	4,146,943	2,676,943	(1,470,000)	(35.4)
Transfers within the County****	665,239	646,413	(18,826)	(2.8)
<b>Total Expenditures by Character</b>	<b>\$46,284,046</b>	<b>\$47,142,988</b>	<b>\$858,942</b>	<b>1.9</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Open Space District Sales Tax Revenue*	\$41,359,644	\$40,772,000	(\$587,644)	(1.4)
State, Federal, & Other Govt. Revenue	2,275,000	5,095,000	2,820,000	124.0
Other Department Revenue**	1,995,000	625,000	(1,370,000)	(68.7)
Use of Fund Balance***	(660,000)	0	660,000	(100.0)
Transfers & Reimbursements within the County****	1,314,402	650,988	(663,414)	(50.5)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$46,284,046</b>	<b>\$47,142,988</b>	<b>\$858,942</b>	<b>1.9</b>

\*Open Space District Sales Tax Revenue includes \$31,897,720 in anticipated FY 2022-23 sales tax revenue and \$8,874,280 accumulated sales tax revenue from prior years.

\*\*Other Department Revenue includes \$135,000 in use of money and property and \$490,000 in donations and contributions.

\*\*\*Reflects a one-time allocation from the PG&E settlement fund in FY 2021-22 to support the time-limited Vegetation Management Program.

\*\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Acquisitions** expenditures increased by 3.2% (\$1.15 million) for FY 2022-23 due to the acquisitions that may close and two pilot projects: 1) Buy-Protect-Sell whereby Ag + Open Space will create opportunities for farmers and ranchers to own land by purchasing agricultural lands and selling them subject to a conservation easement, and 2) Identifying Priority Areas for Proactive Solicitation to actively seek out willing landowners who may be interested in protecting their land. Due to climate change initiatives at the Federal and state level grant revenues are anticipated to increase for conservation easements, dependent on the conservation value of each project.
- **Initial Public Access, Operations and Maintenance** expenditures decreased by 8.8% (\$245,000) due to the reduction of operations costs for transferred fee lands for FY 2022-23.
- **Community Resource:** There were not significant changes to the budget in the Program Area for FY 2022-23

### Key Issues

- Increasing the amount of conserved land in Sonoma County – filling newly added staff positions and streamlining processes to accelerate pace of land conservation.
- Enhanced land management for resilience to climate change and extreme events – identifying funding sources and technical expertise to support enhanced land management and agricultural production including the PG&E settlement funded vegetation management grant program and consultation with Federated Indians of Graton Rancheria to determine use of Park and Open Space funding Mitigation Agreement funding.
- Increasing the equitable access to open space and agricultural lands – working closely with the Office of Equity and recreational and agricultural partners to increase equity in our land conservation efforts and ensure that our work benefits all communities in Sonoma County.
- Funding the perpetual Stewardship obligation - ensuring that conservation agreements are upheld by developing a clear and detailed investment policy for a Stewardship Reserve Fund.
- Increasing public awareness of Ag + Open Space and the importance of land conservation – expanding opportunities for the public to learn about and engage in Ag + Open Space’s mission and work.

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# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- Creation of the Vital Lands Networks and acquisition project evaluation criteria based upon the Vital Lands Initiative that resulted in the presentation of land protection priorities to the Board of Directors for proactive solicitation of future projects.
- Began several processes, upgraded technology, and identified additional staffing needs to streamline land conservation and stewardship actions, including remote conservation easement monitoring, an automated system to evaluate projects based upon the Vital Lands Initiative, and an external review of standard conservation easement language.
- Implementation of pro-active fuels reduction, invasive species management, and roadwork on Ag + Open Space owned properties, including Saddle Mountain Preserve.
- Invited applications to the 2022 Matching Grant Program and initiated review of applications.
- Created and shared informational campaigns including Land for Agriculture and Land for Climate Resilience.
- Strategic Plan Alignment: Climate Action and Resiliency Goal 1, Objectives 2 and 3 – Created a vegetation management grant program to distribute PG&E settlement funds into the community to help mitigate fire risk.
- Strategic Plan Alignment: Climate Action and Resiliency Goal 5, Objective 2 – Initiated the Sonoma County Natural and Working Lands Climate Adaption Strategy in partnership with the Sonoma County Climate Adaptation and Resilience Department.

## FY 2022-23 Objectives

- **Strategic Plan Alignment: Climate Action and Resiliency Goal 5, Objective 2** – Increase efforts to protect high priority lands identified by the Vital Lands Initiative through a proactive outreach campaign within high priority areas as identified by Vital Lands.
- **Strategic Plan Alignment: Climate Action and Resiliency Goal 1, Objectives 2 and 3 and Goal 5, Objective 2** – Identify ways to encourage and support land management practices that enhance the health and function of protected lands through stewardship of conservation easements, technical support, and funding.
- Increase protection of agricultural lands and help to facilitate equitable, affordable access to land for diverse farmers and ranchers through the Buy-Protect-Sell and Proactive Solicitation pilot programs.
- Expand opportunities for all members of the community to connect with protected lands.
- Accelerate and streamline land conservation practices.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Increase position allocations by 2.5 FTE with the addition of 1.0 Senior Planner, 0.5 Planner, 1.0 Community Relations Assistant, conversion of 1.0 Time Limited Planner to ongoing, and deletion of 1.0 Technician. Costs for the new positions were included in the FY 2022-23 Recommended Budget, no additional adjustments needed.	2.5	\$0	\$0	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$5,749,314	\$6,652,471	\$6,652,471	\$903,157	15.7
Services and Supplies	\$9,157,550	\$8,752,161	\$8,752,161	(\$405,389)	(4.4)
Capital Expenditures	\$26,565,000	\$28,415,000	\$28,415,000	\$1,850,000	7.0
Matching Grant Program	\$4,146,943	\$2,676,943	\$2,676,943	(\$1,470,000)	(35.4)
Transfers within the County****	\$665,239	\$646,413	\$646,413	(\$18,826)	(2.8)
<b>Total Expenditures by Character</b>	<b>\$46,284,046</b>	<b>\$47,142,988</b>	<b>\$47,142,988</b>	<b>\$858,942</b>	<b>1.9</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
Open Space District Sales Tax Revenue*	\$41,359,644	\$40,772,000	\$40,772,000	(\$587,644)	(1.4)
State, Federal, & Other Govt. Revenue	\$2,275,000	\$5,095,000	\$5,095,000	\$2,820,000	124.0
Other Department Revenue**	\$1,995,000	\$625,000	\$625,000	(\$1,370,000)	(68.7)
Use of Fund Balance***	(\$660,000)	\$0	\$0	\$660,000	(100.0)
Transfers & Reimbursements within the County****	\$1,314,402	\$650,988	\$650,988	(\$663,414)	(50.5)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$46,284,046</b>	<b>\$47,142,988</b>	<b>\$47,142,988</b>	<b>\$858,942</b>	<b>1.9</b>
<b>Total Permanent Positions</b>	<b>31.50</b>	<b>30.50</b>	<b>34.00</b>	<b>(1.00)</b>	<b>(3.17)</b>

\*Open Space District Sales Tax Revenue includes \$31,897,720 in anticipated FY 2022-23 sales tax revenue and \$8,874,281 accumulated sales tax revenue from prior years.

\*\*Other Department Revenue includes \$135,000 in use of money and property and \$490,000 in donations and contributions.

\*\*\*Reflects a one-time allocation from the PG&E settlement fund in FY 2021-22 to support the time-limited Vegetation Management Program.

\*\*\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

# AGRICULTURE/WEIGHTS & MEASURES

**Andrew F. Smith**  
**Agricultural Commissioner**  
**Sealer of Weights & Measures**

The mission of the Department of Agriculture/Weights & Measures is to promote and protect agriculture, the health and safety of our community, the environment, and the economy through education and the enforcement of laws and regulations.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$7,622,210
Internal Transfers		\$0
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$5,405,103
Total General Fund Contribution		\$2,217,107
% Funded by General Fund		29%
Total Staff		38.50

## DEPARTMENT OVERVIEW

The Department of Agriculture/Weights & Measures enforces local, state, and federal laws and regulations pertaining to agriculture, the environment, human health and safety, and the marketplace. The Department includes three major divisions: Agriculture, Weights & Measures, and Land Stewardship.

For more information, call (707) 565-2371, or visit <http://sonomacounty.ca.gov/AWM/>.

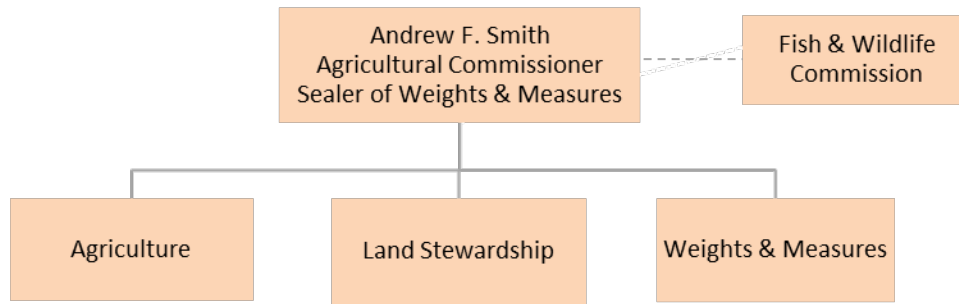
### Program Area Description

The **Agriculture Division's** functions include protecting public health and safety and the environment by enforcing pesticide regulations. It also protects agriculture and the environment by administering programs that prevent the introduction and spread of pests, promotes local food systems and food security by certifying local producers and farmers markets, and inspecting organic and food producing operations. The Agriculture Division continues to work collaboratively with other County departments on cannabis land use policy and permitting. In addition, the Agricultural Division supports the Sonoma County Industrial Hemp Ordinance, adopted by the Board of Supervisors on January 6, 2020, as well as the local registration program for industrial hemp cultivation. The division is also the liaison to the Sonoma County Fish and Wildlife Commission and provides administrative support while overall focusing on efficient and purposeful administration of its programs and services, whether mandated, contracted, or county code oriented.

The **Weights & Measures Division** protects the economy and consumers by ensuring fair and equitable business practices. The Weights & Measures Division accomplishes this by testing the accuracy of commercial weighing and measuring devices, and checking the quantity of packaged commodities to ensure that consumers are getting what they paid for by providing a fair basis for value comparison. Additionally, the Division verifies the accuracy of scanners at point of sale systems through enforcement of a local ordinance and also investigates consumer complaints and collaborates with the District Attorney on major cases. The Division continues to focus on administering its programs in an efficient manner and providing the education and training to staff to maintain relevance in testing the accuracy of new devices and systems employed by businesses in local commerce.

The **Land Stewardship Division** is in charge of protecting the environment and promote the agriculture-driven economy by enforcing local ordinances (Agricultural Grading and Drainage; Vineyard and Orchard Erosion Sediment Control (VESCO); Frost Protection; and Riparian Corridor) and providing best management practices guidance that aid the stewardship of private agricultural land. The Division proactively and reactively enforces county code with respect to agricultural grading and drainage and serves as subject matter expertise for input on non-department projects through the County's project review advisory committee.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Agriculture	29.50	29.50	0.00	0.0
Weights & Measures	6.00	6.00	0.00	0.0
Land Stewardship	3.00	3.00	0.00	0.0
Fish & Wildlife Commission	0.00	0.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>38.50</b>	<b>38.50</b>	<b>0.00</b>	<b>0.0</b>



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Agricultural	\$5,765,773	\$5,598,608	(\$167,165)	(2.9)
Weights & Measures	1,074,594	1,084,399	9,805	0.9
Land Stewardship	902,477	873,773	(28,704)	(3.2)
Fish & Wildlife Commission	65,430	65,430	0	0.0
<b>Gross Departmental Expenditures</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$6,057,431	\$5,875,954	(\$181,477)	(3.0)
Services and Supplies	1,727,337	1,689,226	(38,111)	(2.2)
Capital Expenditures*	0	31,000	31,000	NA
Transfers within the County**	23,506	26,030	2,524	10.7
<b>Total Expenditures by Character</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$2,217,063	\$2,217,107	\$44	0.0
Fees and Charges for Services	1,748,752	1,764,474	15,722	0.9
State, Federal, & Other Govt. Revenue	3,175,700	2,969,500	(206,200)	(6.5)
Other Departmental Revenue***	241,100	326,000	84,900	35.2
Use of Fund Balance	22,930	1,430	(21,500)	(93.8)
Transfers & Reimbursements within the County**	402,729	343,699	(59,030)	(14.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>

\*Capital Expenditures in FY 2022-23 are for the purchase of electric vehicle charging system equipment in accordance with new State requirement.

\*\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Includes transfers from the Cannabis Fund for cannabis and hemp.

\*\*\*Other Department Revenue includes Penalties and Fines, Miscellaneous, and Interest Revenue.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Agricultural Services** revenues are reduced by 2.9% (\$167,000) in FY 2022-23 to adjust for the end of a three-year additional distribution of Unclaimed Gas Tax (UGT). UGT is the portion of tax revenue collected from commercial agricultural producers that is not claimed on their income taxes. The unclaimed portion is then distributed to Agricultural Commissioners' offices throughout the state. There is no impact to staffing or other spending due to vacancies and salary savings.
- **Weights & Measures, Land Stewardship, and Fish and Wildlife Commission:** There are no significant changes to the budget in these Program Areas for FY 2022-23.

### Key Issues

- **Evacuation Zone Access:** Continue to work with the Department of Emergency Management, agricultural organizations, and community-based organizations to identify agricultural stakeholders and ensure the creation of an Evacuation Zone Access program that is holistic and includes input from the interested, diverse stakeholders. Department will also assist the Board of Supervisors' Ad Hoc Committee for Evacuation Zone Access.
- **Cannabis Workload (Agricultural Program Area):** Staff continues to be challenged by the workload of cannabis while continuing to coordinate permit enforcement and policy with Permit Sonoma and policy development with the County Administrator's Office and County Counsel.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Completed the Department's fee study analysis and received Board approval to move towards higher level of cost recovery for several fees over a period of three years, while also formalizing a partial General Fund subsidy to keep some fee increases to a minimum.
- Held a virtual Pesticide Regulation Community Workshop with a goal of bringing about better community awareness and understanding of pesticide use and regulatory authority at state and local levels.
- Increased field inspections performed by Department staff related to pesticide safety and pesticide usage by 24% to ensure the safety of our agricultural field workers and applicators.
- Began a policy scoping exercise for an Agricultural Access program for evacuation areas during fire or other county emergencies, and coordinated with the Evacuation Zone Access Ad-hoc Committee.
- Conducted Electric Vehicle Supply Equipment (EVSE) workshop with county departments, municipal fleet operations, and city managers to educate local public officials and fleet operations throughout the county in preparation for new state requirement for Weights & Measures division to begin EV meter testing throughout the County in FY 2022-23. Worked with County Counsel and Permit Sonoma to promulgate an emergency ordinance to remove a provision allowing for multi-tenant cannabis cultivation within the current cannabis land use ordinance.

### FY 2022-23 Objectives

- Provide drought support to agricultural producers and ranchers by exploring the opportunity for a Water Hauling Program in collaboration with Sonoma Water, University of California Cooperative Extension, Resource Conservation Districts, and the Board of Supervisors. This could include a cost share program to support agriculture through this severe drought.
- Adopt technology to improve stakeholder services and efficiencies in the department. This will include an online payment portal, implement new software tools to increase efficiency of tracking activities and invoicing contracts and annual financial reporting to the state, and an updated website.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>General Fund</b>				
General Fund subsidy of \$145,000 to prevent excessive fee increases that would have occurred if department were to charge full cost recovery levels, as indicated in a comprehensive fee study.	0.0	\$0	(\$145,000)	\$145,000

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$6,057,431	\$5,875,954	\$5,875,954	(\$181,477)	(3.0)
Services and Supplies	\$1,727,337	\$1,689,226	\$1,689,226	(\$38,111)	(2.2)
Capital Expenditures*	\$0	\$31,000	\$31,000	\$31,000	0.0
Transfers within the County	\$23,506	\$26,030	\$26,030	\$2,524	10.7
<b>Total Expenditures by Character</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$2,217,063	\$2,217,107	\$2,362,107	\$145,044	6.5
Fees and Charges for Services	\$1,748,752	\$1,764,474	\$1,619,474	(\$129,278)	(7.4)
State, Federal, & Other Govt. Revenue	\$3,175,700	\$2,969,500	\$2,969,500	(\$206,200)	(6.5)
Other Departmental Revenue**	\$241,100	\$326,000	\$326,000	\$84,900	35.2
Use of Fund Balance	\$22,930	\$1,430	\$1,430	(\$21,500)	(93.8)
Internal County Reimbursements & Transfers***	\$402,729	\$343,699	\$343,699	(\$59,030)	(14.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,808,274</b>	<b>\$7,622,210</b>	<b>\$7,622,210</b>	<b>(\$186,064)</b>	<b>(2.4)</b>

<b>Total Permanent Positions</b>	<b>38.50</b>	<b>38.50</b>	<b>38.50</b>	<b>0.00</b>	<b>0.0</b>
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\*Capital Expenditures in FY 2022-23 are for the purchase of electric vehicle charging system equipment in accordance with new State requirement.

\*\*Other Department Revenue includes Penalties and Fines, Miscellaneous, and Interest Revenue.

\*\*\*Includes transfers from the Cannabis Fund for cannabis and hemp.



# UC COOPERATIVE EXTENSION

**Stephanie Larson**  
Director

## Mission Statement

The mission of the University of California Cooperative Extension (UCCE) is to sustain a vital agriculture environment and community in Sonoma County by providing University of California research-based information in agriculture, natural resource management, food systems education, and youth development.

## RECOMMENDED BUDGET AT A GLANCE

FY 2022-23

### Expenditures

Departmental Operating Expenditures	\$1,233,484
Internal Transfers	\$0

### Funding Sources

Total Revenues/Use of Fund Balance	\$27,270
Total General Fund Contribution	\$1,206,214
% Funded by General Fund	98%
Total Staff	6.75

## DEPARTMENT OVERVIEW

Through a collaborative agreement between the University of California, Division of Agriculture and Natural Resources (UC ANR) and Sonoma County, the University of California Cooperative Extension (UCCE), provides science-based research and educational programming in agriculture, natural resources, food systems education and youth development. The County provides funding for programmatic support, clerical and field support staff, office space, and operational support for the academic faculty and research staff employed by the University. The UC ANR contributes over \$1.5 million in salary and benefits to the UC employees in the department, which is not reflected in the County budget. UC funding sources also cover expenses related to many UCCE programs.

For more information, call 707-565-2621, or visit <http://cesonoma.ucanr.edu/>

### Program Area Description

The UCCE is organized into two functional areas: **Administration**, which is responsible for the oversight and fiscal management of the department, and **Research and Education Programs**.

University of California Cooperative Extension has expanded its educational and research-based information in these major programs: **Livestock and Rangeland Management** supports local livestock and grazing industries, promotes rangelands management for increased ecosystem services, vegetation management, and fire fuel reduction, along with exploring land opportunities for livestock and specialty crop producers. **Dairy** program serves to encourage environmentally sound dairy management, and improve the production and marketing of milk and milk products. These two programs work closely with livestock and dairy producers to assist with climate smart agriculture practices. Our **Healthy Soils Initiative** and **AAMP** (Alternative Manure Management Program) programs address efforts in the community to reduce greenhouse gases. **Integrated Pest Management** researches and implements alternative pest control methods to reduce pesticide use and impacts from invasive species. This program continues to educate and assist wine grape and olive growers with insect pest management decisions. **Sonoma County 4-H Youth Development** provides volunteer training and oversight of the program supports youth development, leadership skills, and Science, Technology, Engineering and Math (STEM). **Food Systems** is a program that seeks to promote and support all aspects of the Sonoma County Healthy Food Action Plan with a focus on developing cross-organizational responses to increase availability of food grown and raised locally. **Environmental Horticulture** program promotes sound plant health care in our urbanized County, with an emphasis on Integrated Pest Management (IPM) principles. The **Forestry and Wildlands Ecology** program focuses on the encouragement of biodiversity and sustainable management of our forests and wildlands. This program also leads the Good Fire Alliance, increasing prescribed burning opportunities. The **Integrated Vineyard Systems** program supports

commercial winegrape growers by conducting research and providing community support and outreach related to viticulture and plant science. The **Fire Advisor** collaborates with the County’s Vegetation Mitigation program manager to bring an innovative, extension education and applied problem-solving research program to the community to help address wildfire challenges. The **Specialty Crops** program supports an extension education and applied research program to build the viability of conventional and organic local farmers, processors and marketers in the local agriculture community while promoting sustainable practices. The **Agriculture Ombudsman** program works across all areas of agriculture production, providing service to small scale, niche farmers and ranchers, especially underserved populations and women, to enhance and expand local agriculture. Additionally, the **UC Master Gardener Program** provides education and research assistance, promotes defensible space, landscape planning, food waste recovery and compost systems. The newest program, **UC Master Food Preserver** program provides science-based outreach and education in the community related to home gardening and food preservation. As the program continues to expand, it will address food insecurity issues in underserved communities.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Research and Education Programs	5.00	5.00	0	0.0
Administration	1.75	1.75	0	0.0
<b>Total Permanent Positions</b>	<b>6.75</b>	<b>6.75</b>	<b>0</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Research and Education Programs	\$1,261,962	\$969,581	(\$292,381)	(23.2)
Administration	245,818	263,903	18,085	7.4
<b>Gross Departmental Expenditures</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Departmental Operating Expenditures*</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Salaries and Benefits	\$1,026,163	\$902,770	(\$123,393)	(12.0)
Services and Supplies	476,443	326,722	(149,721)	(31.4)
Capital Expenditures	0	0	0	0.0
Transfers within the County*	5,174	3,992	(1,182)	(22.8)
<b>Total Expenditures by Character</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution	\$1,191,640	\$1,206,214	\$14,574	1.2
Fees and Charges for Services	0	0	0	0.0
State, Federal, & Other Govt. Revenue	25,000	25,000	0	0.0
Use of Fund Balance	0	0	0	0.0
Transfers & Reimbursements within the County*	291,140	2,270	(288,870)	(99.2)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Research and Education Programs** variance of 23% (\$292,000) is due to PG&E settlement funding used in FY 2021-22 to support a Department Program Manager position. Funds for FY 2022-23 will be allocated in a separate Board item, and there will be no impacts to department staffing.
- **Administration:** There are no significant changes to the budget in this Program Area for FY 2022-23.

### Key Issues

- University of California Cooperative Extension (UCCE) department will add three additional UC funded farm advisors in FY 2022-23 that will be based out of the UCCE office: Viticulture, Specialty Crops and Fire Science. These advisors bring the knowledge of University research-based systems to Sonoma County to support local agriculture, address food insecurity, small-scale food systems and their economic viability and the protection of natural resources, but program expansion will tax existing administrative resources in the department.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2021-22 Accomplishments

- Conducted community-engaged research about the barriers and opportunities to accessing farmers' markets in Sonoma County for CalFresh and Latinx customers.
- Developed Wildfire Fuel Mapper 1.0, in partnership with Pepperwood Preserve. Created the UCCE Vegetation Management program (from Defensible Space to Landscape level); in partnership with Sonoma Water created an ecosystem of Wildfire Decision Support Framework tools, including Wildfire Fuel Mapper 2.0 (Parcel-scale) and Wildfire Resilience Planner (Landscape-scale).
- Developed a sustainable and firewise landscaping educational outreach program on defensible space; [Zone Zero Defensible Space Video](#) and [Sustainable Defensible Space video](#).
- Conducted a vegetation disturbance analysis using remote sensing data and modelling to help inform Permit Sonoma in the planning and development of a new vegetation ordinance.
- Assisted over 55 agriculture producers in applying for Cdfa Healthy Soils and Sustainable Water Efficiency and Enhancement Program funding. If all applications are funded, 14,750 metric tons of carbon will be sequestered in the soil by 2025.

### FY 2022-23 Objectives

- Strategic Plan Alignment: Climate Action and Resiliency Goal 1 Objective 2 – Partner with Permit Sonoma, Ag + Open Space, and Sonoma Water to integrate Wildfire Fuel Mapper, Wildland Resiliency Framework and the Community Wildfire Protection Plan (CWPP) to assist landowners in vegetation management planning.
- Expand UCCE Master Gardener program innovating climate leadership with new programs like the City of Santa Rosa partnership on “Climate Forward Trees.”
- Support community-based innovations to make farmers' markets in Sonoma County more accessible to CalFresh and Latinx customers, including a comprehensive bilingual marketing campaign, as well as structural and operational changes to make farmers markets more welcoming and inclusive to the whole community.
- Partner with the Department of Emergency Management and the Department of Agriculture/Weights and Measures to develop an approved “Ag Access” program, including a disaster preparedness educational program that targets underserved rural communities to better prepare for disasters, apply for state and federal funding, plan for animal evacuations, etc.
- Partner with Ag + Open Space to explore opportunities that increase land access and farm business viability for limited resource farmers and ranchers.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$1,026,163	\$902,770	\$902,770	(\$123,393)	(12.0)
Services and Supplies	\$476,443	\$326,722	\$326,722	(\$149,721)	(31.4)
Transfers within the County*	\$5,174	\$3,992	\$3,992	(\$1,182)	(22.8)
<b>Total Expenditures by Character</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,191,640	\$1,206,214	\$1,206,214	\$14,574	1.2
State, Federal, & Other Govt. Revenue	\$25,000	\$25,000	\$25,000	\$0	0.0
Internal County Reimbursements & Transfers*	\$291,140	\$2,270	\$2,270	(\$288,870)	(99.2)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,507,780</b>	<b>\$1,233,484</b>	<b>\$1,233,484</b>	<b>(\$274,296)</b>	<b>(18.2)</b>
<b>Total Permanent Positions</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>0.00</b>	<b>0.0</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.



# CAPITAL PROJECTS

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Capital Projects

Financing Table & Status Report



# CAPITAL PROJECTS

**Sheryl Bratton**  
County Administrator

Capital Projects are projects that add new facilities, add capacity or life to an existing facility or preserve the value of existing assets. Projects are evaluated annually and the highest priority projects receive funding in this budget unit.

RECOMMENDED BUDGET AT A GLANCE		FY 2022-23
<b><u>Expenditures</u></b>		
Departmental Operating Expenditures		\$111,524,937
Internal Transfers		\$855,000
<b><u>Funding Sources</u></b>		
Total Revenues/Use of Fund Balance		\$106,759,937
Total General Fund Contribution		\$5,620,000
% Funded by General Fund		5.00%
Total Staff		0.00

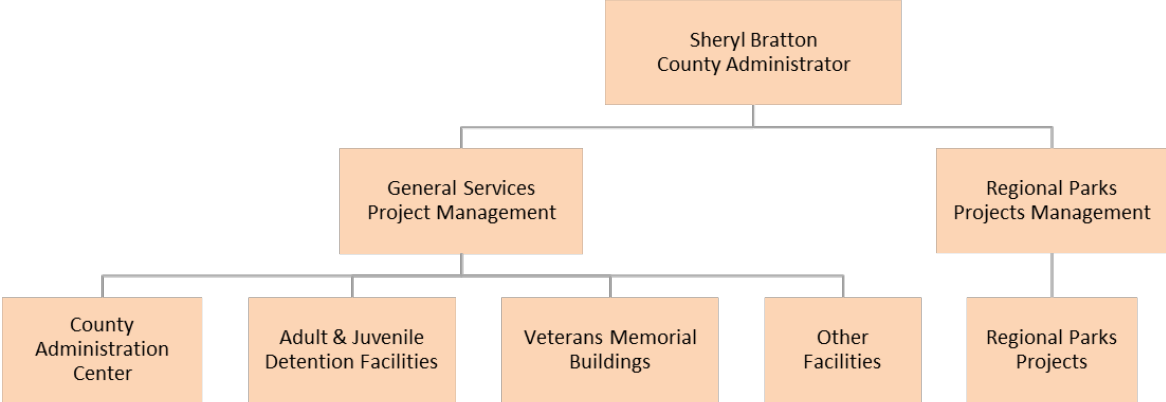
## OVERVIEW

The **Capital Projects** budget contains financing (exclusive of enterprise funds, road funds and special funds) for capital projects, which by definition cost \$25,000 or more and either add value to or preserve the value of a capital asset. Capital projects are included and described in the annual Five-Year Capital Project Plan, presented to the Board of Supervisors each year. The recommended Capital Projects budget includes funding both new and continuing funding for projects contained within the Capital Project Plan. The budget includes projects funded by the General Fund, by Regional Parks’ budget, grant funding, and by sources such as the Criminal Justice Construction Fund and other departmental budgets. Capital Projects are managed by the General Services and Regional Parks Departments. Staffing associated with project management are housed in those departments and included in the departmental budgets.

**General Services Projects** included in this budget support 81 government facilities. **County Administration Center** includes county administrative buildings, Hall of Justice, Sheriff’s Office Administration, La Plaza, and Family Justice Center, as well as the infrastructure that supports these facilities. **Adult Detention and Juvenile Detention** includes the Main Adult Detention Facility, North County Detention Facility, Juvenile Justice Center, and Juvenile Camp. **Veterans Memorial Buildings** includes the County’s eight Veterans Memorial buildings, located in Cloverdale, Cotati, Guerneville, Occidental, Petaluma, Santa Rosa, Sebastopol and Sonoma. **Other Facilities** includes projects at satellite locations or multiple locations including accessibility improvements, the Animal Shelter, Roseland Village, Porto Bodega dock, Electric Vehicle Charging stations, Human Services facilities, county communications tower network, and Transportation and Public Works facilities. **Regional Parks Projects** include the funding to acquire, plan and develop park properties for parks and trails. Currently, there are 56 Regional Parks and trail facilities owned by the County and managed by Regional Parks.

For more information, call (707) 565-2431 or visit <https://sonomacounty.ca.gov/General-Services/>

# DEPARTMENT ORGANIZATIONAL CHART



# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Services Capital Projects	\$82,905,392	\$75,287,168	(\$7,618,224)	(9.2)
Regional Parks Capital Projects	36,085,274	37,092,769	1,007,495	2.8
<b>Gross Departmental Expenditures</b>	<b>\$118,990,666</b>	<b>\$112,379,937</b>	<b>(\$6,610,729)</b>	<b>(5.6)</b>
<i>Internal Departmental Transfers</i>	<i>2,741,780</i>	<i>855,000</i>	<i>(1,886,780)</i>	<i>(68.8)</i>
<b>Departmental Operating Expenditures*</b>	<b>\$116,248,886</b>	<b>\$111,524,937</b>	<b>(\$4,723,949)</b>	<b>(4.1)</b>

\*Departments often need to transfer funds from one operating unit to another for a variety of reasons. While these transfers net to zero when looking at revenues, they appear double counted if only looking at expenditures. As a result, the more accurate illustration of the cost to provide services removes these internal transfer amounts.

## Department Budget Details

Expenditures by Character	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
Services and Supplies	\$2,129,132	\$2,769,743	\$640,611	30.1
Capital Expenditures	112,215,390	107,313,824	(4,901,566)	(4.4)
Other Expenses*	140,000	0	(140,000)	(100.0)
Transfers within the County	4,506,144	2,296,370	(2,209,774)	(49.0)
<b>Total Expenditures by Character</b>	<b>\$118,990,666</b>	<b>\$112,379,937</b>	<b>(\$6,610,729)</b>	<b>(5.6)</b>

\*Other Expenses reflect one-time funding in FY 2021-22 from General Fund for temporary relocation of County archives.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
General Fund Contribution*	\$5,640,000	\$5,620,000	(\$20,000)	(0.4)
State, Federal, & Other Govt. Revenue	67,427,453	66,661,403	(766,050)	(1.1)
Other Departmental Revenue	5,203,616	4,285,220	(918,396)	(17.6)
Use of Fund Balance	15,023,060	8,496,977	(6,526,083)	(43.4)
Transfers & Reimbursements within the County**	25,696,537	27,316,337	1,619,800	6.3
<b>Total Revenues/Use of Fund Balance</b>	<b>\$118,990,666</b>	<b>\$112,379,937</b>	<b>(\$6,610,729)</b>	<b>(5.6)</b>

\*General Fund Contribution includes annual \$5.5 million allocation and \$120,000 from Deferred Maintenance Fund for County-owned buildings and ADA projects.

\*\*Transfers within County reflect all funds that are transferred both within this department as well as between departments. Includes transfers in Other General Government, Tobacco Securitization Fund, Tobacco De-Allocated Funds, Criminal Justice Construction Funds, and Community Investment Funds.

## PROJECT DESCRIPTIONS

The FY 2022-23 capital projects represent some of the most critical needs for County facilities and support emergency response communications and operations. Certain capital investments this fiscal year are focused on improving resiliency to power grid disruptions, seismic events, and climate adaptation improving response efforts, community safety and cost saving measures that reduce the greenhouse gas impacts from County operations. \$5.62 million of General Fund is being dedicated to various high priority capital projects. The majority of this funding is being directed to deferred maintenance of County-owned facilities, including the Main Adult Detention Facility (MADF), Hall of Justice, and North County Detention Facility and the Emergency Operations Center.

All new facility projects are a collaborative effort between the General Services design, maintenance, and operating department staff in order to ensure integration and compatibility with existing safety, and service practices. The costs of operation and maintenance are estimated using International Facilities Management Association standards and are incorporated into General Services' operational budget. Regional Parks similarly estimates the costs associated with long-term operations and maintenance of their projects and incorporates those costs into their operational budget.

## **GENERAL SERVICES CAPITAL PROJECTS**

### **County Administration Center**

Four (4) projects are included in the FY 2022-23 budget with new funding, as described below.

- New State Courthouse Coordination: \$87,000 from the General Fund for staff time to coordinate with the State of California during construction of the New State Courthouse building.
- Central Mechanical Plant Replacement of High Efficiency Boilers (Deferred Maintenance): \$174,800 from the General Fund to replace one of two high efficiency boilers.
- Emergency Operations Center Cooling System Repair (Deferred Maintenance): \$199,348 from the General Fund to replace the air handler mechanical system.
- County Government Center Planning: \$120,000 from Deferred Maintenance Fund for planning and site modeling to support the new approach for replacement of the current administration buildings on the County campus.

### **Adult and Juvenile Detention Facilities**

Five (5) projects are included in the FY 2022-23 budget, as described below.

- Hall of Justice Underground Roof Drain Repair (Deferred Maintenance): \$400,000 from the General Fund for the repair and replacement of underground roof drainpipes, which can flood during rainstorms.
- North County Detention Facility Bldg #500 Roof Replacement Design (Deferred Maintenance): \$487,499 from the General Fund for the replacement of roof and HVAC equipment design, engineering, permitting, and bidding.
- Main Adult Detention Facility Tempered Water System Replacement Design (Deferred Maintenance): \$475,800 from the General Fund for the replacement of leaking boilers, which provide tempered water to showers and sinks for inmates. Existing boilers are at the end of their serviceable life and replacement parts are difficult to find.
- Main Adult Detention Facility Expansion Wing Cell Repair Design (Deferred Maintenance): \$536,004 from the General Fund to install impact resistant sheetrock.
- Juvenile Justice Center Roof Cap Metal and Gutter Replacement (Deferred Maintenance): \$281,080 from the General Fund to replace all metal parapet flashing, gutters, downspouts with powder-coated products.

**Veterans Memorial Buildings:** Two (2) projects are included in the FY 2022-23 budget, as described below.

Ongoing major maintenance in the eight Veterans Memorial Buildings are funded separately through a single project.

- Petaluma Veterans Seismic Safety Upgrade: \$450,000 (\$88,942 from General Fund, and \$361,058 from Transit Occupancy Tax - Measure L (3% of the Transient Occupancy Tax collection) to begin seismic safety construction for the Petaluma Veterans building.
- Sonoma Veterans Building's Furnace Replacement (Deferred Maintenance): \$608,737 from the General Fund to replace two rooftop units with a ductless split system managed by occupancy sensors.



## Other Facilities and Programs

Twelve (12) projects are included in the FY 2022-23 budget, as described below.

- County Americans with Disabilities Act Barrier Removal: \$1.9 million from General Fund continues the County's commitment to the Transition Plan priorities, as adopted in the Board's 2009 Self-Evaluation and Transition Plan ([Plan](#)).

Funding will be used for the following projects:

- Main Adult Detention Facility "F-Mod" Accessibility \$30,000
  - Main Adult Detention Facility ADA Parking \$400,000
  - Veteran's Buildings Barrier Removal \$1,030,000
  - ADA SETP Program Administration \$200,000
  - Regional Parks: Doran Beach Accessibility \$120,000; Gualala Regional Park Accessibility \$60,000; and Spring Lake Park Accessibility \$60,000. Additional information below under Regional Parks section.
- Communication Towers: \$180,000 from General Fund will support the microwave system as part of an annual contribution to the radio communications program.
  - DHS Animal Services Facility Improvements: \$671,506 from Facilities Accumulated Capital Outlay (ACO) for the replacement of the chiller system, \$521,506, and to replace fencing surrounding the kennels, \$150,000.
  - Fleet Improvements: Fleet Accumulated Capital Outlay (ACO) funding of \$447,500, including \$247,500 to replace existing car wash, and \$200,000 to install a new pressure washer at the fuel station.

## REGIONAL PARKS CAPITAL PROJECTS

The proposed Regional Parks Capital Projects budget includes funding from numerous sources including Parks Measure M, Park Mitigation Funds, General Fund Accessibility funds, donations, Parks Foundation funds and County Service Area 41 Sonoma Valley Funds. Ongoing operational costs associated with these projects are included in the Regional Parks budget. There are 126 capital projects included in the FY 2022-23 budget, with 75 projects receiving new funding. Projects receiving less than \$25,000 each of new funding include Bodega Harbor East Water Access, Foothill Park Phase 4 and 5, Geyserville River Access, Gualala Point Expansion, Helen Putnam Kelly Creek Trail, Hood Mountain Graywood Trail, Hood Mountain McCormick Addition, Hood Lawson Phase 2, Hood Santa Rosa Creek Headwaters Addition, Hudeman Slough Boat Launch, Laguna Trail Phase 3 Balletto to Occidental Road, Los Guillicos Upland Trails, Mark West Creek Fisheries Enhancement, Ragle Ranch Restroom, Riverfront Park, Russian River Bike Trail Middle Reach, Russian River Water Trail Middle Reach, Russian River Water Trail Upper Reach, San Francisco Bay Trail Petaluma, San Francisco Bay Trail Sonoma, San Francisco Bay Water Trail, Shiloh Ranch Renovation, Sonoma Mountain Acquisition & Planning, Spring Lake Greenway, West County Trail Highway 116 to River Road, West County Trail Green Valley Road.

Projects receiving \$25,000 or more of new funding are described below.

### **Bay Area Ridge Trail: New funding of \$60,000**

This project is to acquire and develop Sonoma County's portions of the continuous 550-mile Bay Area Ridge Trail. New funding is from the Bay Area Ridge Trail Council to support trail planning on property being acquired by local nonprofit partners and leverages over \$2M of public and private grants.

### **Bodega Bay Bicycle Trail Coastal Harbor North: New funding of \$105,000**

This 0.6 mile section of the Bodega Bay Trail connects to the completed Coastal Prairie Trail. 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, requiring boardwalks to protect habitat. New funding leverages an Ag + Open Space District Matching Grant and Transportation Measure M funding. Based upon timing of securing coastal permits, construction is expected to start in fall of 2022 or fall of 2023.

**Bodega Bay Bicycle Trail Smith Brothers: New funding of \$60,000**

Construct a 0.65 mile of Class 1 trail along Smith Brothers Road from the planned Coastal Harbor Trail segment to the Bird Walk Coastal Access Trail. Initial funding has been secured for project design and environmental review from the Sonoma County Regional Parks Foundation and Transportation Measure M. 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, Bird Walk Coastal Access, the Post Office, and local businesses.

**Calabazas Creek: New funding of \$80,000**

Project includes acquisition, master planning, and developing initial public access of the 1,290-acre Calabazas Creek Ranch located in the Mayacamas Mountains on the east side of Sonoma Valley, 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. The preserve protects critical headwaters to Sonoma Creek and will provide miles of diverse trail experience in a near wilderness setting. 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.

**Carrington Coast Ranch: New funding of \$125,000**

Project includes acquisition, master planning, and developing initial public access of the 335-acre Carrington Coast Ranch located immediately north of Bodega Bay on Highway 1, acquired by the Sonoma County Ag + Open Space District. The project will update and implement initial public access and Phase 1 of the Carrington 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. 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.

**Cloverdale River Park Expansion: New funding of \$105,000**

This project includes acquisition, planning, and construction of a new and much needed Russian River access adjacent to Cloverdale River Park. 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. 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. This funding is for a new project.

**Coastal Trail Kashia Pomo: New funding of \$51,000**

Regional Parks acquired an approximate 1-mile long trail easement and staging area from the Kashia Band of Pomo Indians of Stewarts Point Rancheria in 2015 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. The project creates a safe place for trail access along the rugged coastland rich with significant interpretive features. Biological surveys and the public engagement process began in the spring of 2018. Preliminary design and engineering were completed in the fall of 2020, and the environmental and regulatory permit process is anticipated to be completed in mid-2022. Based on securing all approvals and funding for construction, the project will be bid in the winter of 2022-23, and construction completed in 2024.

**Copeland Creek Trail: New Funding of \$88,370**

This project includes acquisition, design and construction of a 2.6 mile Class 1 trail from Sonoma State University eastward to Crane Creek Regional Park. The project includes the trail, bridges, amenities, and resource protection. This trail will provide a direct and safe connection for Rohnert Park, Cotati, and Sonoma State University residents to reach Crane Creek Regional Park. This project is associated with the separate Crane Creek Park Expansion project and a separate project between the City and Sonoma County Transportation and Public Works to provide a mid-block signalized crossing of Petaluma Hill Road. Funding includes Sonoma County Ag + Open Space District Matching Grant to Rohnert Park, Metropolitan Transportation Commission, Sonoma County Regional Parks Foundation, Parks Measure M, and Park Mitigation Fees.

**Crane Creek Park Expansion: New funding of \$235,000**

In partnership with the Sonoma County Ag + Open Space District and the City of Rohnert Park, this project will expand Crane Creek Regional Park and extend the existing Copeland Creek Trail from city limits to Crane Creek Regional Park. 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 was subdivided into a 53-acre lot and 75-acre lot. The City will retain 53 acres and provide a trail easement for Copeland Creek Trail and will transfer the 75-acre lot to Regional Parks for the expansion of Crane Creek Regional Park. This funding is for new grazing fencing of the park expansion.

**Doran Park – Disabled Access Improvements: New funding of \$120,000**

Disabled Access Improvements at Doran Park are based on the Sonoma County Self Evaluation & Transition Plan. The project involves barrier removal work and accessibility enhancements at several day-use and camping areas, RV sanitation station, interpretive areas, and other amenities. The project is occurring in phases as funding from a variety of sources is secured. Remaining work includes modifications to path of travel at Jetty Campground and Cypress Day Use area, the showers at Miwok and Jetty campgrounds, accessible beach paths at Jetty Day Use and the Boardwalk, and additional accessible campsites. Funding source is County ADA Program funding.

**Doran Park – Climate Adaptation: New funding of \$63,000**

This project includes planning, designing, and installing various improvements at Doran Regional Park to accommodate utilities, infrastructure, and public access facilities that can adapt to forecast sea-level rise, king tides, and storm surge. The sand spit at Doran Park currently shelters Bodega Bay infrastructure including the Coast Guard station and Bodega Harbor. There are areas that flood during King Tide events. The forecast calls for significant park flooding by 2030 during exceptionally high tides. This project includes short, medium, and long-term actions to harden or modify facilities and to consider relocating facilities. This project includes methods such as improving the living shoreline, dune protection and nourishment, and tidal wetland enhancements. This project will guide how this popular facility will be operated for day-use and camping. This is funding for a new project and will leverage grant funds.

**Doran Park – Major Maintenance: New funding of \$378,720**

This project includes various improvements at Doran Regional Park. Solar: Install a new solar grid and backup battery to reduce greenhouse gas emissions avoiding the need for portable toilets in power interruption events. Rip Rap Repair: Shoreline protection is needed from storm damage and increased tidal surges. The boat launch and part of the road along the Jetty Campground were repaired in 2018. Additional areas still need repair to protect the access road to the Jetty Day Use area, the shoreline behind the fish cleaning station, recreational vehicle sanitation station, and park office and maintenance facilities. This is new climate resiliency funding.

**Dutch Bill Creek Bikeway: New funding of \$50,000**

Acquisition and planning for a 5.5 mile trail from Occidental to Monte Rio along or parallel to the historic North Pacific Coast Railroad right-of-way. This project would create a safe and scenic trail within the redwood forest for residents and visitors to access the following communities and places of interests such as Occidental, Camp Meeker, Bohemia Ranch, Tyrone, Monte Rio, and the planned Russian River Trail. Regional Parks acquired 515 acres of critical land for the trail in 2020 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. This new funding leverages District funding for initial public access.

**Foothill Kincade Fire: New funding of \$118,238**

This project includes replacing park infrastructure and amenities such as fences, retaining walls, benches and tables, repairing trail damage, and other features. Work will include design, permits, and construction to restore or prevent further damage to parkland and infrastructure and is in response to damage caused by the October 2019 Kincade Fire and response. Insurance funded \$500,000 and Sonoma County Regional Parks Foundation received a \$500,000 grant. This funding will support the rebuilding of the fire-damaged park with fire resilient materials, enhancing fire preparedness.

**Gleason Beach Access Improvements: New funding of \$936,000**

The Coastal Commission issued a Coastal Development Permit to Caltrans in 2020 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. In March 2020 Caltrans, in partnership with the County, acquired 0.65 acres of property next to Scotty Creek to preserve the existing public beach access. In 2022 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 the installation of a 120-foot long bicycle and pedestrian bridge crossing 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. County has received \$200,000 from Caltrans. This new funding is the remaining funds from Caltrans.

**Gualala Point Park Disabled Access Improvements: New funding of \$60,000**

This project consists of barrier removal work associated with accessible parking, path of travel, restrooms, picnic areas, benches, and drinking fountains that serve the Gualala Visitor Center, beach restroom, campground, and Salal Trailhead Day Use facilities. Environmental review is complete and final design is underway. Construction is anticipated in 2022 with completion by spring 2023. Funding source is County ADA Program funding.

**Gualala Point Visitor Center Renovation: New funding of \$95,000**

Complete much needed renovation work on this facility constructed in 1976 to improve access, content, and usability. Interior work includes design, fabrication, and installation of new exhibits and disabled access improvements. Exterior work includes wayfinding signs, a new access path, a native plant garden, an interpretive trail with signage and landscape elements, and disabled access improvements. The goal of these improvements is for this facility to continue to serve as a hospitable learning space for locals and visitors, and regional community asset for decades to come. This is a new project.

**Guerneville River Park: New funding of \$30,000**

Phase 2 includes construction of an entry driveway on the east side of Highway 116, parking, boat turn around, boat launch ramp/portage, trails, and picnic area. California Boating & Waterways has awarded a grant for most of the construction funding. Remaining development funding was awarded from the Sonoma County Ag + Open Space District's Matching Grant program. Construction is underway with completion expected this summer.

**Healdsburg Veteran's Memorial Beach Redevelopment: New funding of \$30,000**

A community-based planning process is underway to consider new park facilities and programs based on the current and future needs. This project will improve Russian River access, especially for paddle craft launching and take-out, provide a destination playground and other family-centered amenities, and address new regulatory river setback for septic system. The Master Plan process is coordinated with the City of Healdsburg's Badger Park and River Trail project.

**Helen Putnam Renovation: New funding of \$90,000**

The project is funded by an anonymous donor matching grant to the Regional Parks Foundation, limited onetime funds from the advertising fund, a State Parks Habitat Conservation fund grant, and approximately \$142,000 of in-kind support by California Corps North Bay with Active Transportation funding from Caltrans. The renovation includes improving trails for all-season use, trailhead staging area enhancements, pond restoration and fishing access, wildflower and oak regeneration management, and way finding and interpretive signage development. Renovation projects began in 2017 and will continue through 2022.

**Helen Putnam Expansion – Varnhagen Addition: New funding of \$95,000**

This project includes planning, environmental compliance, and development of a new trail and staging area to connect Windsor Drive to the park through a 40-acre expansion acquired in 2003. Construction was completed on the mile-long trail spring 2020. The trail gradually climbs the steep terrain to accommodate all trail user abilities, and includes views across oak studded rolling hills. Construction of the trailhead parking lot began in spring 2021 and completion of final drainage improvements is expected spring/summer 2022.

**Hood Mountain Expansion: New funding of \$45,000**

Project includes feasibility studies, acquisition, planning, and development of park expansion and trail linkages to Sugarloaf Ridge State Park, the Los Guillicos county facility, and other adjacent destinations. Active negotiations for fee title and easement acquisitions are underway in coordination with State Parks, Sonoma County Ag + Open

Space District, the Sonoma Land Trust, the Bay Area Ridge Trail Council, the Bureau of Land Management, and other partners. This will provide additional recreational opportunities, including hiking and riding trails and new connections for the regional Bay Area Ridge Trail. This project will also protect natural and cultural resources adjacent to Santa Rosa and Sonoma Valley, including headwaters of Santa Rosa and Sonoma creeks, and habitat for threatened and endangered species.

**Hood Mountain Recovery: New funding of \$36,138**

This project includes rebuilding park infrastructure damaged in fires and floods. This includes updating existing and planned park infrastructure and amenities for resilience in a changing climate. Retaining walls, water lines, restrooms, food lockers, stream crossings, signage, park trails and roads, and numerous other elements will be evaluated and upgraded, if feasible, to survive future disasters and support the park's role in climate change. Additional funding from insurance is being negotiated.

**Larson Park Improvements: New funding of \$55,000**

Several major maintenance and renovation projects are needed to respond to community needs and continue to improve the facilities at Larson Park. Work includes renovating the cracked tennis courts, improving the turf areas for play, renovating the sport field, renovating the storage and maintenance building, and installing a permanent restroom. Work is also needed to provide improved access to people of all abilities and meet the current legal standards for accessibility. Given the extent of improvements needed, Regional Parks updated the park Master Plan in 2021 and construction documents are complete. Available funding will determine how many phases it will take to complete the park renovation, currently estimated at approximately \$4 million.

**Mark West Creek Park and Preserve Phase 1: New funding of \$100,000**

This is proposed initial public access improvements for an 1,100-acre new regional park and preserve in the Mark West Creek watershed, offering miles of trails, vistas from 1,200 foot ridge tops, and diverse ecosystem including over three miles of creek on the northern edge of the Santa Rosa urban area. This project includes design, environmental review, permitting, and construction of staging areas, trail connections, restoration, and initial public access.

**Maxwell Farms Redevelopment: New funding of \$535,000**

The updated Master Plan was adopted in 2019 and supports a community vision for the park to meet the current and future recreational needs while preserving and enhancing the natural resource values of the floodplain and riparian environments along Sonoma Creek. Funders include the Ag + Open Space District, Sonoma Little League, Sonoma Valley Youth Soccer, Sonoma County Regional Parks Foundation, and State Housing and Community Development. Improvements will be constructed in phases, as funding is available. Construction documents are complete and once fully funded Phase 1 improvements are expected to start in the summer of 2022 and are anticipated to continue through 2023.

**Monte Rio Redwoods East Slope: New funding of \$25,000**

Monte Rio Redwoods is a new 515-acre Regional Park & Open Space Preserve including land on both sides of Dutch Bill Creek. Roadwork on private property east of Dutch Bill Creek has caused a major slope stabilization issue and erosion on park property that damages the park and threatens a public road and other private properties. This project is the repair and stabilization of land on park property and is anticipated to be conducted in cooperation with all relevant parties. This is a new project.

**Monte Rio Redwoods West Slope: New funding of \$25,000**

This is a new 515-acre park and preserve including land on both sides of Dutch Bill Creek. Significant encroachments on land west of Dutch Bill Creek from an adjacent private property has damaged park property as well as other adjacent private properties. This project is the repair, cleanup, and resolution of encroachment on public land and is anticipated to be conducted in cooperation with all relevant parties. This is a new project.

**North Sonoma Mountain Access Improvements: New funding of \$80,000**

This project includes design, engineering, and construction to improve the North Sonoma Mountain Park & Preserve access road. The project will provide fire access enhancements, address peak runoff and erosion during storm events, and improve drainage. This project will improve road drivability for park visitors and reduce maintenance costs. This is a new project.

**Park Access Improvements: New funding of \$25,000**

This improvement project includes system-wide accessibility improvements, including assessing and prioritizing facility accessibility improvements to provide universal access to park trails, facilities, signage and interpretive amenities that extend beyond those identified in the existing Self Evaluation and Transition Plan and other mandates. Regional Parks strives to make park facilities enjoyable to the broadest possible spectrum of the community in creative, safe, and legally appropriate ways. Initial funding is identified to further develop a plan and funding strategy.

**Petaluma-Sebastopol Trail: New funding of \$60,000**

This project considers a 13-mile trail between Sebastopol and Petaluma, providing 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. The preferred alignment is parallel to Stony Point Road and Highway 116, as a Class 1 Trail, separated from the traffic. The feasibility study included preliminary costs for acquisition, planning, and construction. The new funding is for engineering and leveraging grant funding.

**Poff Ranch (Wright Hill): New funding of \$50,000**

This project includes acquisition and developing public access of the 1,235-acre Poff Ranch located adjacent to Sonoma Coast State Park, acquired in 2007 by the Sonoma County AG + Open Space District and transferred to Regional Parks in August 2021. The project will implement the Poff Ranch Reserve Management Plan that identifies natural and cultural resource protection measures, rangeland management infrastructure, and sediment reduction. This project will provide public access trails, community outreach, master planning, and sediment source reduction.

**Preston River Access: New funding of \$174,628**

This project is to formalize a longtime popular use area along the Russian River between the former Preston Bridge site and Highway 101 along Geysers Road. Sonoma County acquired three portions of the former Caltrans Highway 101 right-of-way that includes river access. This project includes property clean-up, master planning, and constructing trailheads, parking, pump out restroom, safe trails to the beaches and along Geysers Road, picnic areas, and other amenities.

**Russian River Bike Trail – Lower Reach: New funding of \$75,000**

Planning for a multiuse trail paralleling the Russian River from Forestville to Jenner. The 2020 feasibility study informed trail design, alignment, and right of way needs, and prioritizing completing the most achievable phases first. 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. New funding is for design of priority trail phases to secure future grant funding.

**Russian River Water Trail – Lower Reach: New funding of \$25,000**

This project is a coordinated system of river access sites from the Forestville River Access to Jenner, including river access at Hacienda area and Odd Fellows Crossing. The Russian River Waterway Trail is identified in the Sonoma County General Plan. Specific sites recommended for further study were identified in the Coastal Conservancy's Russian River Trespass & Access Management Plan 1996 to provide safe and sanitary access to the river at regular intervals and to minimize trespassing on private property. This project includes the feasibility analysis of river access sites, acquisition, planning, and construction. Regional Parks is actively negotiating for park access and seeking grant funding to complete this project.

**Shiloh Ranch Phase 4: New funding of \$40,000**

This project includes planning and constructing the 4+ mile unpaved North Loop Trail. The trail is included in the approved park Master Plan. The development of the trail crosses rugged creek canyons and passes through beautiful oak woodland and mixed evergreen forest. The trail will be 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. Regional Parks is seeking grant funding to complete this project.

**Sonoma Schellville Trail: New funding of \$250,000**

Planning and acquisition for the abandoned railroad right-of-way between Sonoma and Schellville continues for this 4.8-mile trail. The County has acquired three trail easements and fee title to one section of right of way. The trailhead at the southwest corner of Napa Street and 8th Street East was completed and 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. Once acquisition is complete, staff will pursue funding to complete the design and engineering, environmental compliance, and construction. The project is partially funded with Sonoma County Transportation Authority Measure M funds.

**Sonoma Valley Park Expansion: New funding of \$95,000**

This project includes three components. First, develop new trails on recent park expansions. Second, and focus of new funding, is to provide a permanent restroom and group picnic area. Third is the feasibility analysis of expanding the park into additional lands of the Center. The County is working with a coalition of public and private partners towards the long-term conservation of the property including wildlife corridor and natural resource protection, recreational use, and other purposes.

**Sonoma Valley Trail: New funding of \$75,000**

This project includes the planning, acquisition, and development of the 13-mile trail along the Highway 12 corridor from Melita Road (Santa Rosa) to Agua Caliente Road (Springs Area). The trail extends north from the Central Sonoma Valley Trail project. This project will provide a safe and separated pathway from Highway 12 and will provide connections to destination areas such as regional and state parks, wineries, restaurants, schools, and local businesses along the Highway 12 corridor. The feasibility study identified a preferred trail alignment and recommended the project be completed in phases as funding becomes available. Current work includes securing grant funding and acquiring right-of-way for the trail.

**Spring Lake Park Renovation: New funding of \$1,025,000**

This project includes several major maintenance projects to provide safe, functional, accessible, and improved facilities to serve the public. Work will include replacing the sewage pump system and upgrading the electrical system for the entire park. This project also includes renovating and updating the amenities including the swimming lagoon, picnic facilities, paved and unpaved trails, interpretive areas, parking areas, utilities, and signage. New funding is for the sewage pump and electrical systems. Renovation efforts are being timed to coincide with the 50<sup>th</sup> anniversary of the park.

**Spring Lake Park Campground - Disabled Access Improvements: New funding of \$60,000**

The project consists of path of travel improvements to connect accessible cabins and campsites to the campground office, camp host, outdoor story telling area, and the restroom. This includes new accessible route signs; replacement of two non-compliant drinking fountains; and restroom and shower building improvements including leveling the existing concrete floor, replacing and reconfiguring partitions and plumbing fixtures, replacing the exterior pot washing sink with an accessible model, and new building identification signs. This project is being implemented with County ADA funding.

**Stewarts Point Trail: New funding of \$50,000**

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 at Stewart's Point Ranch. 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. Acquisition was completed in 2017. Biological surveys and the public engagement process began in the spring of 2018. Preliminary design and engineering were completed in the fall of 2020, and the environmental and regulatory permit process is anticipated to be completed in 2022. Based on securing all approvals and funding for construction, the project will be bid in the winter of 2022-23, and construction completed in fall 2024.

**Stillwater Park Expansion: New funding of \$55,000**

This acquisition, planning, and development project includes park expansion to provide additional trails and other elements to experience the diverse natural coastal and redwood landscape. In the future, the park will be

expanded into lands designated for the park, but are currently held through a life estate. Also included are acquiring and constructing trail connections and related amenities. This project includes new sections of the California Coastal Trail, access to Pocket Cove, and connecting to Salt Point State Park's existing trail system in collaboration with State Parks.

**Taylor Mountain Phase 2 Trails: New funding of \$90,000**

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. Accessible parking will be developed at the Linwood and Kawana Terrace staging areas to support greater access. This phase will open an additional 450 acres of the 1,100-acre Taylor Mountain Regional Park and Open Space Preserve to the public. Project planning and design began in fiscal year 17-18, construction started in the summer of 2021 and with completion anticipated 2023.

**Taylor Mountain Phase 3: New funding of \$45,000**

This project includes the third phase of trail and staging area improvements. This includes the remaining new trails in the Taylor Mountain Park & Preserve Master Plan as well as the renovation of a few of the existing ranch roads that are currently being used as trails. This project also includes park amenities outside of the planned Kawana Springs park center area.

**Tolay Lake Regional Park Phase 1: New funding of \$39,000**

This project includes priority improvements needed for the non-restricted public access to the Park. This will include improved trail alignments, trail access to the newly incorporated Tolay Creek Ranch property into the park, well testing and certification, rangeland fencing and trail access gate improvements, equestrian staging improvements and park signage. A Historic Property Treatment Plan is also being prepared in consultation with the Federated Indians of Graton Rancheria, whose ancestral lands the park protects. This document will help all to better understand, manage, and protect the significant archaeological and historical resources of the property.

**Tolay Lake Regional Park Gathering Area: New funding of \$50,000**

The Tolay Gathering Area is a co-management project between the Federated Indians of Graton Rancheria and Sonoma County Regional Parks. This Project will create the space for outdoor education with a presentation and programming space. This includes a stage, formal seating and informal seating, planters/seat walls, and barrier-removal and interpretive elements. New funding provides matching funds for a State Natural Resources Agency grant.

**West County Trail – Occidental Road: New funding of \$150,000**

This project includes 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. This project would provide a trail separated from the road and close a critical trail gap. New funding is for trail engineering and right-of-way acquisition and leverages a \$500,000 grant from the Parks Foundation.

**Wohler Beach Improvements: New funding of \$204,000**

This project includes planning and design, environmental review, permitting, and construction of a new regional multi-use trail connecting Riverfront Park to Wohler Bridge Fishing access. The project includes a section of trail to be constructed through Sonoma Water property, which will require new security measures to protect public water system. The project also includes a new restroom, bike and pedestrian safety improvements, new parking area, possible staff/ caretaker housing, picnic sites, trail signs, and related amenities. New funding leverages over \$1 million in State grant funding.



# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2021-22 Accomplishments

- **General Services**
  - Completed six new generator projects, including generators at three Veterans Buildings (Santa Rosa, Petaluma, and Sonoma), Transportation and Public Works Santa Rosa Road Yard, the Sonoma County Airport, and a stand-alone generator at the Information Systems Department. These generators have strengthened the County's ability to serve the public during disasters and Public Safety Power Shutoff events by fortifying evacuation centers, and providing stable power sources to critical emergency response.
  - Administered the completion of the new Crestwood Mental Health Facility, located on the Los Guilicos Campus. This facility fills the void in the County's ability to provide services for mental health patients who require treatment beyond what is available at the Crisis Stabilization Unit.
  - Completed the Inmate Connector to provide secure transfer of inmates between the Main Adult Detention Facility and the new State Courthouse.
- **Regional Parks**
  - Completed Guerneville River Park improvements including new boating access, Cloverdale River Park Phase 4 including a permanent restroom, and additional parking, access and trail improvements at Helen Putnam Regional Park.
  - Completed bridge, trail, retaining wall, and other infrastructure repairs from the 2019 Kincade Fire and the 2020 Glass Fire at Foothill Regional Park and Hood Mountain Regional Park.
  - Completed the Master Plan for 3 sections of the California Coastal Trail at the Kashia Coastal Reserve and Stewarts Point and the Bodega Bay North Harbor Trail.
  - Completed the transfer of Calabazas Creek and Wright Hill in partnership with Ag + Open Space and coastal parcels at Gleason Beach and Bodega Bay in partnership with the State Coastal Conservancy.
  - Completed the acquisition of Cougar Lane property to expand Hood Mountain Regional Park & Open Space Preserve.

## FY 2022-23 Objectives

- **General Services**
  - Develop an updated plan to replace the County Administration Buildings for the Board of Supervisors' consideration.
  - Continue barrier removal projects at Veterans Buildings
  - Support Climate Action projects through PG&E's Sustainable Solutions Turnkey program of energy improvements.
- **Regional Parks**
  - Complete the rebuilding of Foothill Regional Park with resilient materials, restoring infrastructure damaged from the 2019 Kincade fire along with renovation and master plan build out.
  - Begin Bodega Bay Trail Coastal North Harbor construction.
  - Complete the Master Plan for north county Russian River Parkway by the Preston area.
  - Complete the Public Access Plan for Scotty Creek Beach / Gleason Beach Project.
  - Complete Sonoma Valley Regional Park expansion improvements.
  - Complete disabled access improvements at Steelhead Beach and Gualala Point Regional Park.
  - Address deferred maintenance by completing the redevelopment of Hudeman Slough Public Fishing Access and the Joe Rodota Trail Bridge 1 and 3 replacement.
  - Improve active recreation parks by beginning construction on Maxwell Farms and Larson Park renovation.
  - Advance Class 1 Bikeways by completing construction on new trail between Rohnert Park and Crane Creek Regional Park and securing 8 trail easements on the Sonoma Valley Trail.
  - Complete construction of 4 additional miles of new trails at Taylor Mountain Regional Park and Open Space Preserve.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
<b>Other Funds</b>				
Transfer FY 2020-21 Year End Fund balance originally earmarked for the purchase of the Sears site to the Deferred Maintenance/County Center Project fund.	0.0	0	11,331,836	(\$11,331,836)
Receive and program one-time transfer of discretionary funding for Phase 1 of Maxwell Farms Regional Park improvements.	0.0	\$1,400,000	\$1,400,000	\$0

## Additional Directions to Staff

Board of Supervisors directed Regional Parks staff to return with a request for District 1 Community Infrastructure Projects Funding to complete Maxwell Farms Phase 1 Redevelopment project. Staff returned to the Board on August 2, 2022 and was awarded \$1,650,000 in District 1 funding.

# DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2021-22 Adopted Budget	FY 2022-23 Recommended Budget	FY 2022-23 Adopted Budget	Change from FY 2021-22 Adopted	% Change from FY 2021-22 Adopted
<b>Expenditures by Character</b>					
Services and Supplies	\$2,129,132	\$2,769,743	\$2,769,743	\$640,611	30.1
Capital Expenditures	\$112,215,390	\$107,313,824	\$108,713,824	(\$3,501,566)	(3.1)
Other Expenses*	\$140,000	\$0	\$0	(\$140,000)	(100.0)
Transfers within the County	\$4,506,144	\$2,296,370	\$2,296,370	(\$2,209,774)	(49.0)
<b>Total Expenditures by Character</b>	<b>\$118,990,666</b>	<b>\$112,379,937</b>	<b>\$113,779,937</b>	<b>(\$5,210,729)</b>	<b>(4.4)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution**	\$5,640,000	\$5,620,000	\$7,020,000	\$1,380,000	24.5
State, Federal, & Other Govt. Revenue	\$67,427,453	\$66,661,403	\$66,661,403	(\$766,050)	(1.1)
Other Departmental Revenue	\$5,203,616	\$4,285,220	\$4,285,220	(\$918,396)	(17.6)
Use of Fund Balance	\$15,023,060	\$8,496,977	(\$2,834,859)	(\$17,857,919)	(118.9)
Internal County Reimbursements & Transfers***	\$25,696,537	\$27,316,337	\$38,648,173	\$12,951,636	50.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$118,990,666</b>	<b>\$112,379,937</b>	<b>\$113,779,937</b>	<b>(\$5,210,729)</b>	<b>(4.4)</b>
<b>Total Permanent Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>

\*Other Expenses reflect one-time funding in FY 2021-22 from General Fund for temporary relocation of County archives.

\*\* General Fund Contribution includes annual \$5.5 million allocation, \$120,000 from Deferred Maintenance Fund for County Center Planning, and \$1.4 million Board Hearing Action for Maxwell Farms Regional Park Phase 1 improvement.

\*\*\*Transfers within County reflect all funds that are transferred both within this department as well as between departments. Includes transfers in Other General Government, Tobacco Securitization Fund, Tobacco De-Allocated Funds, Criminal Justice Construction Funds, and Community Investment Funds.

Capital Projects Status Report  
Fiscal Year 2022-23

Project Title	Project Description	Total Expenditures To Date	FY 2022-23 Rollover Budget	FY 2022-23 New Funding	Total FY 2022-23 Budget
<b>GENERAL SERVICES PROJECTS</b>					
<b><u>County Administration Center</u></b>					
County Government Center Development Phase 1a	Construct a new office building to house county services with the highest priority space needs at the County Center campus.	3,659,864	4,382,946	120,000	4,502,946
Fleet Building Photovoltaic Array	Installation of a photovoltaic array on the new Fleet building.	20,563	2,465	-	2,465
ISD Data Center Power Improvements	Replace the data center generator.	123,348	340,652	-	340,652
Sheriff's Office and CMP Generators	To ensure continuance of operations during an emergency.	457,388	2,517,662	-	2,517,662
Parking Improvements	Design and construction of two ADA compliant cross walks and striped parking along County Center Drive.	1,079,087	12,674	-	12,674
REDCOM Expansion	Design and construct an expansion of the emergency call center operations for cities and unincorporated communities of Sonoma County.	20,518	47,838	-	47,838
Andover Controls	Upgrade Andover control equipment used to monitor air flow in County Administration Offices.	30,397	600,391	-	600,391
Sheriff's Office HVAC Upgrade	To ensure continuance of operations during an emergency: replace existing, aged emergency generator at the Sheriff's Office.	199,383	743,567	-	743,567
County Center Microgrid	Install a local energy grid with control capacity which can be disconnected from the traditional grid and operate autonomously.	19,131	130,866	-	130,866
Sheriff Distributed Antenna System	Installation of a Distributed Antenna System (DAS) in the Inmate Connector portion of the new State Courthouse located at the county campus. A DAS ensures transmission/reception of critical safety communications in an enclosed environment in accordance with the NFPA-72 standard.	-	95,000	-	95,000
New State Courthouse Coordination Support	Provide ongoing proactive County staff coordination of impacts on County Administration Center land and infrastructure resulting from the new State courthouse project.	2,639,912	406	87,000	87,406
Central Mechanical Plant Boilers	Replacement of one of two high efficiency boilers (Deferred Maintenance)	-	-	\$174,800	174,800
Emergency Operations Center Cooling System Repair	Replacement of the air handler mechanical system (Deferred Maintenance).	-	-	\$199,348	199,348
<b>Subtotal County Administration Center</b>		<b>8,249,591</b>	<b>8,874,467</b>	<b>581,148</b>	<b>9,455,615</b>
<b><u>Adult Detention Facilities</u></b>					
Main Adult Detention Facility Roof	Re-roof older Main Adult Detention Facility critical-condition roof area (phased replacement).	3,974,493	33,804	-	33,804
Main Adult Detention Facility Rec Yard Window Sealing	Reseal all windows, repair cracks and penetrations. Exterior windows at Main Adult Detention Facility recreation yards are leaking, allowing water intrusion and damage over time. Phased work. Asset preservation priority.	254,993	145,006	-	145,006

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Main Adult Detention Facility Housing Safety and Security	Construct improvements to the housing modules to allow for better management of the inmate population and provide safety and security for inmates and staff. This includes replacement of wood doors with steel doors, installation of new locks and controls and sub-dividing the housing modules.	691,808	615,581	-	615,581
Behavioral Health Housing Unit	Construction of Behavioral Health Housing Unit at the Main Adult Detention Facility utilizing SB 863 funding awarded in November 2015.	4,011,348	42,200,260	-	42,200,260
Main Adult Detention Facility Courthouse Connection Corridor	Design and construct a new secure inmate transfer connection between existing court holding in the Main Adult Detention Facility and the new State court house. The County is obligated to have the tunnel/courts facility interface completed by January 2018 which is the beginning of construction for the courts facility structure.	13,068,580	131,835	-	131,835
Hall of Justice Underground Roof Drain Repair	Replacement of underground roof drainpipes, which can flood during rainstorms (Deferred Maintenance).	-	-	400,000	400,000
North County Detention Facility Roof	Replacement of roof and HVAC equipment (Deferred Maintenance).	-	-	487,499	487,499
Main Adult Detention Facility Tempered Water System	Replacement of leaking boilers, which provide tempered water to showers and sinks for inmates (Deferred Maintenance)	-	-	475,800	475,800
Main Adult Detention Facility Expansion Wing Cell Repair	Installation of impact resistant sheetrock (Deferred Maintenance).	-	-	536,004	536,004
Juvenile Justice Center Roof	Replace all metal parapet flashing, gutters, downspouts with powder-coated products (Deferred Maintenance).	-	-	281,080	281,080
<b>Subtotal Adult Detention Facilities</b>		<b>22,001,222</b>	<b>43,126,486</b>	<b>2,180,383</b>	<b>45,306,869</b>
<b><u>Veterans' Memorial/Community Svc. Bldgs.</u></b>					
Vets Buildings Repairs	Petaluma Veterans Building seismic retrofitting and emergency generators, Guerneville HVAC repairs, Cloverdale auditorium upgrades, Petaluma Driveway refurbishment and kitchen renovations at various locations, and Sonoma furnace replacement.	11,142,519	2,557,545	1,058,737	3,616,282
<b>Subtotal Veterans' Memorial Buildings</b>		<b>11,142,519</b>	<b>2,557,545</b>	<b>1,058,737</b>	<b>3,616,282</b>
<b><u>Other Facilities</u></b>					
2009 Accessibility (ADA) SETP Improvements	Remove physical barriers per the approved County of Sonoma 2009 updated Accessibility (ADA) Transition Plan and conduct survey for outlying areas as identified in the Self Evaluation and Transition plan.	14,818,447	3,712,074	1,900,000	5,612,074
Redevelopment Improvements	Roseland property maintenance of groundwater monitoring well, and ongoing sampling and test result reporting to the State Water Quality Board.	4,982,564	4,262,408	-	4,262,408
Communications-Towers	Complete construction for Siri, Moonraker, and Meyers Grade. Next priority projects are Sears Point for construction and Tracen Two Rock for design and radio microwave placement at Mt. Jackson and Mt. Oakridge.	8,123,319	1,069,113	180,000	1,249,113

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Human Services Improvement Projects	Improvements in Human Services facilities to be identified.	6,138,425	104,224	-	104,224
Fire and Emergency Services CSA #41 Equipment Storage Building	Construction of basic fire suppression equipment and truck storage garage for Lakeville upon completion of lease negotiations for the facility site.	510,159	405,160	-	405,160
DHS Animal Services Facility Improvements	Replace failing chiller system (\$521,506) and replace fencing surrounding the kennels (\$150,000).	-	-	671,506	671,506
Deferred Maintenance	Fund used to address building systems or equipment that are imminent danger of failing and invest in repair or replacement before a catastrophic failure occurs.	3,638,839	1,498,662	1,096,370	2,595,032
Chanate	Planning and oversight of vegetation management at the Chanate Campus.	1,097,381	80,188	-	80,188
Crestwood-Los Guilicos	Design, construction and project management of a new DHS Psychiatric Health Facility at 7440 Rancho Los Guilicos, Santa Rosa.	3,907,807	717,793	-	717,793
Tidelands - Cannery Demo	Demolish and remove existing Bodega Bay Cannery Pier.	1,128,418	11,581	-	11,581
Los Guilicos Microgrid	Install a local energy grid with control capacity which can be disconnected from the traditional grid and operate autonomously.	9,700	120,299	-	120,299
Fleet Improvements	Fleet Heavy Fleet Facility -Install double-hulled bulk storage oil tanks to improve operations and employee safety. New project include replacement of the existing car wash (\$247,500) and installation of a new pressure washer at the fuel station (\$200,000).	223,796	201,204	447,500	648,704
Public Health Lab & Morgue Relocation	Design of new County Public Health Lab and Morgue facility.	28,514	354,486	-	354,486
<b>Subtotal Other Facilities</b>		<b>44,607,369</b>	<b>12,537,192</b>	<b>4,295,376</b>	<b>16,832,568</b>
	ADD: Los Guilicos Archives (not a Capital Project)	-	75,834	-	75,834
<b>TOTAL GENERAL SERVICES PROJECTS</b>		<b>86,000,701</b>	<b>67,171,524</b>	<b>8,115,644</b>	<b>75,287,168</b>

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<b>REGIONAL PARKS PROJECTS</b>					
Andy's Unity Park ADA	Provide disabled access improvements to enhance the path of travel into and through the playground at Andy's Unity Park.	119,485	4,895	-	4,895
Arnold Field	This project includes replacing lights on existing poles with LED lights.	360,945	24,055	-	24,055
Bay Area Ridge Trail	The project is to acquire and develop Sonoma County's portions of the continuous 550 mile Bay Area Ridge Trail.	12,308	8,692	60,000	68,692
Bodega Bay Bicycle Trail Coastal Prairie	Construct 1.1 mile of Class 1 trail from Keefe Avenue south to the Bodega Bay Community Center. Construction completed in 2016. Operations and maintenance easement from State Parks to be completed.	1,270,082	31,589	-	31,589
Bodega Bay Bicycle Trail Coastal Harbor	Construct 1 mile of the Coastal Harbor Trail from Lucas Wharf to Eastshore Road as part of the California Coastal Trail. The trail will provide pedestrians and bicyclists a safe alternative to Highway 1 and help complete the California Coastal Trail.	7,658	2,342	-	2,342
Bodega Bay Bicycle Trail Coastal North Harbor	Construct 0.6 mile Class 1 trail from the Bodega Bay Community Center to Eastshore Road. The trail will provide pedestrians and bicyclists a safe alternative to Highway 1 and help complete the California Coastal Trail.	254,240	1,792,253	105,000	1,897,253
Bodega Bay Bicycle Trail Smith Bros. Road	Construct 0.65 mile of Class 1 trail along Smith Brothers Road from Bird Walk Coastal Access Trail to Lucas Wharf as part of the California Coastal Trail. Once completed, the trail will provide bicyclists and pedestrians safe passage between Doran Regional Park and local businesses.	157,934	146,184	60,000	206,184
Bodega Bay Sport Fishing Center	Design and engineering to replace the main docks, second gangway and break wall.	-	459,862	-	459,862
Bodega Harbor East Water Access	Improvements and new facilities to accommodate public water access adjacent to the Yacht Club in Bodega Bay to meet Local Coastal Plan requirements and provide universal access.	-	-	15,000	15,000
Calabazas Creek Preserve	This project includes acquisition, master planning, and developing initial public access of this 1,290-acre open space in the Mayacamas Mountains on the east side of Sonoma Valley. Property transfer from Ag + Open Space completed 2021.	53,083	910,004	80,000	990,004
California Coastal Trail	This project includes the acquisition and development of Sonoma County's portion of the continuous 1200 mile California Coastal Trail.	14,335	6,402	-	6,402
Carrington Ranch	This project includes acquisition, master planning, and development of initial public access of the 335-acre Carrington Coastal Ranch acquired in 2003 by the Ag + Open Space. Property transfer completed 2020.	108,253	1,294,137	125,000	1,419,137
Central Sonoma Valley Trail	Planning and construction of Class I trail parallel to Highway 12 connecting schools and parks.	1,090,283	44,560	-	44,560

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Cloverdale River Park Phase 4	Construction of a new permanent restroom, group picnic facilities, and other park amenities to better serve park visitors.	86,288	120,987	-	120,987
Cloverdale River Park Expansion	Acquisition, planning, and construction of a new Russian River access and park expansion to Cloverdale River Park.	-	-	105,000	105,000
Coastal Trail Kashia Pomo	Planning and development of approximately 1 mile of California Coastal Trail including staging area with restroom and parking.	132,965	467,336	51,000	518,336
Copeland Creek Trail	Design and construction of a 2.6 mile Class 1 trail connecting Sonoma State University to Crane Creek Regional Park.	58,519	539,111	88,370	627,481
Crane Creek Park Expansion	Acquire a 75-acre expansion for Crane Creek Regional Park to connect Copeland Creek Trail and protect of the headwaters of Hinebaugh Creek.	80,288	15,135	235,000	250,135
Del Rio Woods	Construct disabled access improvements and minor renovation of park facilities to support ongoing day-use.	286,495	13,505	-	13,505
Doran Accessibility (ADA)	Construct disabled access improvements at Jetty Campground and Cypress Day Use area, Miwok and Jetty campground showers, beach paths at Jetty Day Use area and the Boardwalk, and additional accessible campsites.	-	-	120,000	120,000
Doran Boat Launch	Redevelopment of the boat launch facilities at Doran Park including replacing aging structures and improving disabled access.	1,542,071	31	-	31
Doran Climate Adaptation	Planning, design, and installing various improvements to accommodate utilities, infrastructure, and public access facilities that can adapt to forecast sea-level rise, king tides, and storm surge.	-	-	63,000	63,000
Doran Major Maintenance	Various improvements including new solar grid and backup battery, keeping toilets operable during power interruption events. Also rip rap repair, protecting shoreline from storm damage and storm surge.	-	-	378,720	378,720
Dutch Bill Creek Bikeway	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. 515 acres were acquired in 2020 and negotiations continue for additional trail connections.	1,635,523	258,610	50,000	308,610
Ernie Smith Community Park	This project includes renovating the ball fields, installing two new trail bridges, landscaping, picnic tables, trails, park benches, and wetland enhancement and restoration.	-	60,000	-	60,000
Estero Trail	Planning for a trail connection on the SCAPOSD's conservation easement on Bordessa Ranch.	126,738	14,909	-	14,909

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FEMA Parks	This project includes replacing damaged park infrastructure and amenities such as fences, signage, benches, tables, water systems. This work is in response to damage to Hood, Crane, Schopflin, Shiloh, Tolay, and Sonoma Valley Regional Parks related to the October 2017 wildfires. Costs are covered by county insurance.	218,983	86,018	-	86,018
FEMA Shiloh	Shiloh Ranch Regional Park was damaged during the October 2017 wildfires. Site and drainage improvements were completed in 2018, improving the drainage feature with a longer culvert and covering the exposed steep slopes with large rock. Costs are covered by county insurance.	13,771	229	-	229
Foothill Kincade Fire	Design and construction to replace park infrastructure and amenities in response to damage caused by the October 2019 Kincade Fire using fire resilient materials.	684,183	67,916	118,238	186,154
Foothill Park	Construction includes improving trails, two new group use areas for outdoor education and picnicking, and replacing signs and other amenities using resilient materials and design.	134,701	360,552	10,000	370,552
Geyserville River Access	Planning and acquisition work for a new park and Russian River access in the Geyserville area to provide safe recreational river access.	1,688	6,812	5,000	11,812
Gleason Beach Improvements	Acquisition and development to preserve and enhance coastal access including Scotty Creek Beach and Gleason Beach and a new section of California Coastal Trail. Work is associated with Caltrans realigning Highway 1.	42,937	167,163	936,000	1,103,163
Gossage Creek Bikeway	Acquisition and development of a new 1.8 mile trail starting at Stony Point Road, following Gossage Creek flood control channel, and ending at Highway 116 and Stony Point.	1,560	843	-	843
Gualala Point Expansion	Identify available land to expand the park along the main and South Fork of the Gualala River to support the Gualala River Waterway Trail for improved fishing access, non-motorized boat access, trail and camping opportunities, and resource protection.	62,124	1,596	1,000	2,596
Gualala Point ADA (Disabled Access Improvements)	The project consists of barrier removal work associated with accessible parking, path of travel, restrooms, picnic areas, benches and drinking fountains that serve the Gualala Visitor Center, beach restroom, campground, and Salal Trailhead Day Use facilities.	8,674	276,326	60,000	336,326
Gualala Point Major Maintenance	Replace potable water supply for the campground area.	70,736	29,264	-	29,264
Gualala Visitor Center Renovation	Renovation of 1976 structure and surrounding to improve access, content, and usability. Includes interior and exterior work and disabled access improvements.	-	-	95,000	95,000
Guerneville River Park	Construct a new access from Highway 116, boat launch, parking, picnic area, and pathway.	1,238,075	405,930	30,000	435,930



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Hanson Russian River Access Trail	Investigating public access and related park development opportunities in partnership with Endangered Habitats Conservancy and multiple agencies.	66,594	34,906	-	34,906
Healdsburg Veterans Memorial Beach Dam	Evaluating replacement structure and alternatives for providing river recreation consistent with fish passage regulations and community interest. This project is coordinated with the Healdsburg Beach redevelopment.	-	17,467	-	17,467
Healdsburg Veterans Memorial Beach Redevelopment	Develop Master Plan and construct improvements for expanded uses, amenities, and revenue generation opportunities.	511,155	327,859	30,000	357,859
Helen Putnam Kelly Creek Trail	Proposed park expansion and trail connection with additional parking to reduce parking pressures within surrounding neighborhoods and provide access to the Kelly Creek corridor.	22,116	12,884	5,000	17,884
Helen Putnam Renovation	This project includes improving trails for all-season use, trailhead staging area enhancements, pond restoration and fishing access, wildflower and oak regeneration management, and way finding and interpretive signage.	393,610	38,390	90,000	128,390
Helen Putnam Varnhagen Addition	Planning, environmental compliance, and development of a new trail and staging area to connect Windsor Drive to the park through a 40-acre expansion acquired in 2003.	292,928	60,000	95,000	155,000
Hood - Graywood Trail	Planning, permitting, and developing a trail and trailhead on an existing easement on the former Graywood Ranch property.	864	15,136	10,000	25,136
Hood - McCormick	This project includes acquisition of approximately 244 acres adjacent to Sugar Loaf Ridge State Park and Hood Mountain Regional Park.	20,495	264,505	5,000	269,505
Hood Mountain Expansion	This project includes acquisition, planning and development of park expansion and Bay Area Ridge Trail and other trail linkages to Sugarloaf Ridge State Park and the Los Guillos county facility.	1,185,043	175,015	45,000	220,015
Hood Mountain Lawson	Complete master plan and construct initial public access for a 247 acre expansion to Hood Mountain Regional Park and Preserve.	620,116	16,616	-	16,616
Hood Mountain Lawson Ph 2	This project includes facility recovery from the 2017 Nunns Fire and the 2020 Glass Fire as well as implementing facilities identified in the master plan. This will include new fire resistant structures, restroom, storage, water system, trails, signage, tent sites, and other amenities.	1,191	216,809	5,000	221,809
Hood Recovery	This project includes rebuilding park infrastructure damaged in fires and floods. This includes updating existing and planned park infrastructure and amenities for resilience in a changing climate. Elements from signage to stream crossings will be evaluated and upgraded, if feasible, to survive future disasters.	476,439	489,415	36,138	525,553

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Hood Lower Johnson Ridge Trail	Planning, acquisition, and construction for approximately 0.25-mile a second phase of this Bay Area Ridge Trail project.	117,574	8,870	-	8,870
Hood Santa Rosa Creek Headwaters addition	This project includes master planning and implementation of trails, repurposing and augmenting structures, and new environmental camps.	1,827	258,173	5,000	263,173
Hudeman Slough Boat Launch	Planning and construction for boat launch redevelopment and disabled access improvements.	438,051	1,474,307	20,000	1,494,307
Joe Rodota Trail Linear Park	This project includes a community based planning process to enhance and activate the trail corridor within Santa Rosa city limits.	503	9,497	-	9,497
Kenwood Plaza	Fabricate and install interpretive signs.	107,692	11,914	-	11,914
Laguna de Santa Rosa Bikeway	This project includes the acquisition and development of 0.54 mile Class I bike path from Stony Point Road to Hinebaugh Creek at the Rohnert Park city limits.	116	884	-	884
Laguna Trail Phase 2 Brown Farm	Construct 3.2 miles of new Laguna de Santa Rosa trail and trailhead and 0.2 mile trail connection to the Joe Rodota Trail.	1,027,836	373,671	-	373,671
Laguna Trail Phase 1 Kelly Farm	Repair of multi-use trail constructed of the City of Santa Rosa's Kelly Farm and the City of Sebastopol's Laguna Wetland Preserve.	31,300	278,700	-	278,700
Laguna Trail Phase 3 Balletto to Occidental Road	Planning, acquisition, and construction of a 1.2 mile trail across the former Balletto property, SCAPOSD property, Occidental Road, to Stone Farm.	10,623	18,812	1,000	19,812
Larson Park Improvements	Master Plan update and renovation work to respond to community needs including the tennis courts, ball fields, restroom, maintenance structure, and to improve disabled access.	346,011	576,978	55,000	631,978
Los Guilicos - Hood House	Assist General Services with the restoration and re-use of the historic building, associated historical landscaping, and surrounding land for public use.	7,403	1,597	-	1,597
Los Guilicos Master Plan (Los Guilicos Upland Trails)	Master planning approximately 85 acres of the Los Guilicos county complex for public use. Proposed facility may include trails and picnic facilities.	26,886	123,635	1,000	124,635
Maddux Park Phase 4	This project includes planning, design and construction of additional parking, restroom, picnic sites, paths, amenities, and an irrigation system for the baseball fields.	-	255,000	-	255,000
Mark West Creek Cresta Road	This project is to restore landslide-damaged Cresta Road, the only vehicle access to the western area of the park. This is a FEMA-funded project.	-	565,932	-	565,932
Mark West Creek Fisheries Enhancement	This project is to enhance fish habitat on Mark West Creek within Mark West Creek Parks & Preserve.	-	-	5,000	5,000
Mark West Creek Initial Public Access (Transfer Agreement)	Administration and completion of bank stabilization on Mark West Creek just upstream of the second bridge on the park property, culvert replacement on the maintenance access road parallel to Mark West Creek, and removal of the in-ground pool on the former McCullough property.	55,301	365,873	-	365,873

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Mark West Creek (Park) Phase 1	Master planning and initial public access for a new 1,100-acre regional park and preserve in the Mark West Creek watershed.	440,861	1,436,535	100,000	1,536,535
Mark West Creek Regional Park and Open Space Preserve (Acquisition)	Acquisition of a new 1,100-acre regional park and preserve in the Mark West Creek watershed was completed by SCAPOSD and transferred to Regional Parks in 2018.	370,608	7,766	-	7,766
Mark West Creek Trail	This project includes the planning, acquisition and construction of a 1.3 mile Class 1 trail connecting the Larkfield-Wikiup area to the planned SMART Trail near the Airport Industrial Area.	41,831	163,169	-	163,169
Maxwell Farms Accessibility (Disabled Access Improvements)	Barrier removal work, accessible parking, path of travel, restroom renovation, accessible tables/benches, and installation of high-low drinking fountains.	12,426	210,652	-	210,652
Maxwell Farms Redevelopment	The 2019 updated master plan identified improved ball fields, parking, play structures, picnic areas, numerous other amenities, and resource protections. The project is scheduled to start construction in 2022.	1,613,527	2,668,701	1,935,000	4,603,701
Monte Rio Redwoods East Slope	This project is the repair and stabilization of land on park property.	-	-	25,000	25,000
Monte Rio Redwoods West Slope	This project is the repair, cleanup, and resolution of encroachment on public land.	-	-	25,000	25,000
North Sonoma Mountain Trail (North Sonoma Mountain Park & Preserve)	Master Planning and environmental compliance for the entire property underway, funded by the Open Space District and cell tower revenue.	2,398,918	104,105	-	104,105
North Sonoma Mountain Access	This project includes design, engineering, and construction to improve the North Sonoma Mountain Park & Preserve access road.	-	-	80,000	80,000
Occidental Community Center	Replace gym floor and install new outdoor signboard.	72,447	9,867	-	9,867
Occidental to Coast Trail	Planning for a future trail including accepting existing trail easements between Occidental and the Coast.	1,916	6,084	-	6,084
Park Access Improvements	System-wide accessibility improvements, including assessing and prioritizing facility accessibility improvements to provide universal access to park	34,379	78,917	25,000	103,917
Petaluma - Sebastopol Trail	Planning, acquisition and engineering for a 13 mile Class I trail connecting Petaluma with Sebastopol. Preferred trail alignment based on 2018 study.	325,169	99,237	60,000	159,237
Poff Ranch	This project includes acquisition, master planning, and developing initial public access of this 1,235-acre Wright Hill Ranch adjacent to Sonoma Coast State Park. Property transfer from Ag + Open Space completed 2021.	57,417	574,530	50,000	624,530

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Preston River Access	This project is to formalize a longtime popular use area along the Russian River between the former Preston Bridge site and Highway 101 along Geysers Road. The project includes property clean-up, master planning, and constructing trailheads, parking, restroom, safe trails to the beaches and along geysers Road, picnic areas, and other amenities.	305,758	958,023	174,628	1,132,651
Ragle Ranch Restroom	Design and construction for a new restroom to be located in the northeast area of the park between the playground and tennis court.	26,475	3,525	10,000	13,525
Riverfront Park	Design and construction of park improvements including one boat launch and four boat portages, serving boating access to Lake Wilson, Lake Benoist, and the Russian River; additional picnic areas and trail improvements; additional drinking fountain and portable restrooms; and redwood grove, lakeshore, and riverfront restoration.	913,887	1,049,193	15,000	1,064,193
Russian River Bike Trail Lower	Planning and design for a 19 mile multiuse trail paralleling the Russian River from Forestville to Jenner.	599,176	59,476	75,000	134,476
Russian River Bike Trail Middle	This project includes planning for a multiuse trail paralleling the Russian River from Healdsburg to Forestville. This project includes acquisition, planning, construction for a Class 1 trail and seasonal pedestrian trails.	39,087	15,914	20,000	35,914
Russian River Water Trail Lower Reach	This project is a coordinated system of river access sites from Forestville to Jenner. This project includes feasibility analysis, acquisition, planning, and construction.	19,442	26,813	25,000	51,813
Russian River Water Trail Middle Reach	This project is a coordinated system of river access sites from Healdsburg to Forestville. This project includes the feasibility analysis of river access sites, acquisition, planning, and construction.	13,033	6,968	5,000	11,968
Russian River Water Trail Upper Reach	This project is a coordinated system of river access sites from the Mendocino County line to Healdsburg. This project includes the feasibility analysis of river access sites, acquisition, planning, and construction.	82,880	26,121	5,000	31,121
San Francisco Bay Trail Petaluma	The project includes trail acquisition, planning and Phase 1 construction for approximately 2 miles of Class 1 Trail. This project will create a safe non-motorized transportation and recreation route linking Sears Point area with Marin County, as well as a connection to Petaluma. This project includes the Petaluma Marsh Trail.	143,060	43,444	5,000	48,444
San Francisco Bay Trail Sonoma	Planning and acquisition for over 7 miles of regional trail in southern Sonoma County. This project will create a safe non-motorized transportation and recreation route linking Napa / Solano counties with the Sears Point area, as well as a connection to Sonoma.	92,601	1,628	3,240	4,868

**Capital Projects Status Report**  
**Fiscal Year 2022-23**

<b>Project Title</b>	<b>Project Description</b>	<b>Total Expenditures To Date</b>	<b>FY 2022-23 Rollover Budget</b>	<b>FY 2022-23 New Funding</b>	<b>Total FY 2022-23 Budget</b>
San Francisco Bay Water Trail	This project includes trailhead acquisition, planning, and construction for launching and landing sites on San Pablo Bay, Petaluma River, Sonoma Creek and surrounding navigable tidal waterways.	2,627	53,373	5,000	58,373
Santa Rosa Creek Trail Willowside to Guerneville	Complete construction repair of 2.14 mile Class 1 trail from Fulton to Willowside roads.	702,560	137,461	-	137,461
Santa Rosa SE Greenway (Spring Lake Park Greenway)	This project includes planning, acquisition and construction of the 0.50-mile greenway from Summerfield Road to Spring Lake Regional Park.	5,489	4,510	5,000	9,510
Schopflin Fields Phase 3	Construct the final athletic field and parking as shown in the approved master plan and renovate the two existing fields.	29,671	27,500	-	27,500
Sea Ranch (Coastal) Access Trail	Relocate sections of the Bluff Top Trail public access easement and access to Walk On Beach, minor trail construction, fencing, signs, and other public safety improvements.	96,570	11,076	-	11,076
Shiloh Ranch Major Maintenance (Shiloh Ranch Renovation)	Rehabilitating the park's pond, improving public access, and addressing deferred site stewardship.	15,158	44,342	1,000	45,342
Shiloh Ranch Phase 4	Planning and construction of the 4 mile unpaved North Loop Trail.	28,557	36,306	40,000	76,306
SLP (Spring Lake Park) Renovation	This project includes several major maintenance projects to provide safe, functional, accessible, and improved facilities. Work includes sewage pump replacement, electrical system upgrade, and renovating and updating the swimming lagoon, picnic facilities, paved and unpaved trails, interpretive areas, parking areas, utilities, and signage.	23,133	526,867	1,025,000	1,551,867
Sonoma County Integrated Parks Plan	System-wide strategic plan to integrate parks, programs, and open spaces with regional economic, environmental, and community initiatives.	246,523	32,675	-	32,675
Sonoma Mountain Environs	Acquisition and planning for parks and trail connections identified in the General Plan in the Sonoma Mountain environs.	19,610	7,557	5,000	12,557
Sonoma Schellville Trail	Planning, acquisition and construction for 4.8-mile trail between Sonoma and Schellville.	269,117	581,470	250,000	831,470
Sonoma Valley Park Expansion	Plan and develop a trail extensions into recent park expansions, install a permanent restroom and group picnic area, and analysis of expanding park into additional undeveloped lands of the Developmental Center.	396,984	294,751	95,000	389,751
Sonoma Valley Trail	Planning, acquisition, and development of a 13 mile Class I trail connecting Santa Rosa with Sonoma. Preferred trail alignment based on 2016 study.	548,510	463,171	75,000	538,171
Spring Lake Campground ADA	The project includes of path of travel improvements to connect accessible cabins and campsites to the campground office, camp host, outdoor story telling area, and the restroom. This includes signs, drinking fountain replacement, restroom and shower building improvements, and replacing the exterior pot washing sink.	1,471	143,525	60,000	203,525

**Capital Projects Status Report**  
**Fiscal Year 2022-23**

<b>Project Title</b>	<b>Project Description</b>	<b>Total Expenditures To Date</b>	<b>FY 2022-23 Rollover Budget</b>	<b>FY 2022-23 New Funding</b>	<b>Total FY 2022-23 Budget</b>
Steelhead Beach (Phase 3)	Develop a camp host site, walk-in campground area, install shower fixtures at existing restroom building and related park amenities. Work includes disabled access improvements.	239,650	190,487	-	190,487
Stewarts Point Trail	This project includes acquisition, planning, and development of approximately 0.9 miles of California Coastal Trail including staging area with parking.	159,432	291,676	50,000	341,676
Stillwater Cove Expansion	This acquisition, planning and development project includes expanding the park to provide additional trails, recreational opportunities and resource protection. The park will be expanded into lands designated for the park, which are currently held through a life estate.	16,957	69,897	55,000	124,897
Stillwater Cove (Renovation) Major Maintenance	This project is to replace a trail bridge damaged by flooding, upgrading the campground electrical system, completing restoration of the Fort Ross Historic School, and replacing the failing water supply system.	20,048	204,952	-	204,952
Taylor Mountain Cooper Creek Ph 1	This project includes master planning and constructing the first phase of development for the 54 acre addition to Taylor Mountain.	73,770	379,610	-	379,610
Taylor Mountain Expansion	The project includes acquisition of the Cooper Creek corridor and adjacent uplands. Future work will include trailhead and trail planning.	137,348	82,303	-	82,303
Taylor Mountain Phase 1	Complete Phase 1 improvements including trails and natural play area construction.	2,309,196	10,500	-	10,500
Taylor Mountain Phase 2	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.	555,190	1,470,942	90,000	1,560,942
Taylor Mountain Phase 3	Planning, design, and development of the remaining new trails in the master plan as well as renovation of ranch roads currently used as trails.	366	129,634	45,000	174,634
Timber Cove Trail Plan	Trail feasibility work to identify a 3 mile California Coastal Trail section to safely connect Stillwater Cove Regional Park to Fort Ross State Historic Park for pedestrian and bicycle access.	158,814	6,399	-	6,399
Tolay Lake Phase 1	This project includes priority improvements needed for the non-restricted public access to the Park. This include improved trail alignments, trail access to the newly incorporated Tolay Creek Ranch property into the park, well testing and certification, rangeland fencing and trail access gate improvements, equestrian staging improvements and park signage.	362,888	162,103	39,000	201,103
Tolay Lake Phase 2 (Gathering Area)	The Tolay Gathering Area is a co-management project with the Federated Indians of Graton Rancheria. This project includes a stage, formal and informal seating, planters/seat walls and barrier removal and interpretive elements.	63,807	799,706	50,000	849,706
Tolay Shop Replacement	Replacement of the shop which was destroyed by fire in 2013.	988,895	27,605	-	27,605

Capital Projects Status Report  
Fiscal Year 2022-23

Project Title	Project Description	Total Expenditures To Date	FY 2022-23 Rollover Budget	FY 2022-23 New Funding	Total FY 2022-23 Budget
Watson School	Building restoration and access improvements of an early one-room schoolhouse for interpretation and public use.	426,900	10,607	-	10,607
West County Trail Forestville Trailhead (West County Trail-Forestville Trail)	Planning, acquisition, and construction of Class 1 trail connections and a trailhead in downtown Forestville.	676,746	48,253	-	48,253
West County Trail Hwy 116 to River Rd	Acquisition, planning, and construction to extend the trail from Highway 116 in Forestville toward the Russian River.	845	54,155	1,000	55,155
West County Trail Green Valley Road	Acquisition, planning and construction for a 0.26 mile Class 1 trail paralleling Green Valley Road between Ross Road and Atascadero Creek.	25,003	6,997	20,000	26,997
West County Trail Joe Rodota Bridge Replacement Phase 2	This project replaces bridges #1 and #3, providing temporary bridges during construction, installing new abutments, retaining walls, bridges, and paving at the approaches.	169,111	702,888	-	702,888
West County Trail-Occidental Road	Acquisition, planning and construction for a 0.87 mile Class 1 trail paralleling Occidental Road from Highway 116 to the trail/road intersection.	188,278	408,236	150,000	558,236
Westside Boat Launch	Reconstruct boat ramp, adding a third launch lane, new pathways and picnic areas, improve parking and fish cleaning station, and provide disabled access improvements.	2,336,885	4,190	-	4,190
Willow Creek	This project focuses on collaborating with public and private partners for planning public access to Willow Creek environs including SCAPOSD protected lands.	13,378	5,906	-	5,906
Wohler Beach Improvements	Planning, design and construction of a new multi-use trail connecting Riverfront Park to Wohler Bridge Fishing access. Project is in collaboration with Sonoma Water and includes a restroom, bike and pedestrian safety improvements, parking, possible staff/ caretaker housing, picnic sites, trail signs and related amenities.	87,957	1,798,044	204,000	2,002,044
<b>TOTAL REGIONAL PARKS</b>		<b>34,638,941</b>	<b>30,390,435</b>	<b>8,102,334</b>	<b>38,492,769</b>
<b>GENERAL SERVICES CAPITAL PROJECTS</b>		86,000,701	67,171,524	8,115,644	75,287,168
<b>REGIONAL PARKS CAPITAL PROJECTS</b>		34,638,941	30,390,435	8,102,334	38,492,769
<b>GRAND TOTAL CAPITAL PROJECTS</b>		<b>120,639,642</b>	<b>97,561,959</b>	<b>16,217,978</b>	<b>113,779,937</b>





# DEBT OBLIGATIONS

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# SHORT TERM DEBT OBLIGATIONS

The County General Fund experiences cash flow shortages during the year. While expenditures occur consistently throughout the Fiscal Year (FY), property taxes are collected primarily in December and April.

The County has analyzed General Fund cash requirements and determined that additional short term debt obligations will not be required in FY 2022-23.

# LONG TERM DEBT OBLIGATIONS

Sonoma County's estimated long term debt obligations, excluding enterprise and special district funds, are summarized below.

**Long Term Debt Interest and Principal Payments through Maturity\*\*\***  
**Estimated as of June 30, 2022:**

Long Term Debt	Fund	Maturity	Interest through Maturity	Principal through Maturity
2010 Administration Building COP	General Fund	2024	\$8,002	\$209,255
2017 General Services Energy COP	General Fund	2026	544,776	8,980,000
2015 Agricultural Preservation and Open Space Bonds	Open Space Bonds	2024	654,500	13,400,000
2020 Tobacco Securitization Bonds	Tobacco Settlement Bonds	2045	39,603,206	60,840,609
2003 Pension Obligation Bonds	2003 A/B POB	2022	732,415	28,685,000
2010 Pension Obligation Bonds	2010 POB	2030	59,551,650	219,195,000
Other Financed Purchases	Various	2029	362,054	2,906,821
<b>Total</b>			<b>\$ 101,456,603</b>	<b>\$334,216,685</b>

\*\*\*Does not include GABS 87 Long Term Lease Liabilities

## ESTIMATED CERTIFICATES OF PARTICIPATION: \$9,189,255

**2010 Certificates - \$209,255**

A total of \$1,475,000 was issued to finance the acquisition, construction, rehabilitation and installation of certain improvements to the County's 370 Administrative Building, and the acquisition and installation of equipment and other property for a security management system at the County's regional airport. Interest rates range from 2.89% to 3.80% and the certificates mature in 2024. Principal and interest payments are financed by legally available funds of the County and are collateralized by a first security interest in the security management system equipment.

### 2017 Certificates - \$8,980,000

A total of \$17,225,000 was issued to refinance the 2009 Comprehensive Energy Efficiency Project. The interest rate is 2.45% and the certificates mature in 2026. Principal and interest payments are financed by legally available funds of the County and are fully collateralized by the County's Sheriff Building.

## ESTIMATED BONDS, NOTES AND LEASES

### \$325,027,430

2015 Agricultural Preservation and Open Space Bonds totaling \$43,335,000 were issued by Sonoma County to refinance the Sonoma County Agricultural Preservation and Open Space bonds issued in 2007. Interest rates range from 2.00% to 5.00%. The bonds mature in 2024. Payments are financed by legally available funds of the County. Bond ratings are S&P AA. The outstanding debt as of June 30, 2022 totals \$13,400,000.

2020 Tobacco Securitization Bond Payable totaling \$66,635,609 was issued to the Sonoma County Tobacco Securitization Corporation from the California County Tobacco Securitization Agency. The proceeds of the series 2020A and 2020B Tobacco Settlement Asset-Backed Refunding Bonds were used to provide additional resources and to refund the Series 2005 Tobacco Settlement Asset-Backed Bonds used by the Agency. Loan repayments are funded by future tobacco settlement revenues. Interest rates range from 1.375% to 5.000%. The bonds mature in 2049. Bond ratings are S&P A to BBB-. The outstanding debt as of June 30, 2022 totals \$60,840,609.

2003 Pension Obligation Bonds totaling \$231,200,000 were issued by Sonoma County to finance unfunded pension benefit obligations and for future retirement benefits related to retirement program enhancements. Interest rates range from 1.55% to 5.07%. The bonds mature in 2022. Payments are financed by legally available funds of the County. Bond ratings are S&P AAA, Fitch AA, and Moody's Baa2. The outstanding debt as of June 30, 2022 totals \$28,685,000.

2010 Pension Obligation Bonds totaling \$289,335,000 were issued by Sonoma County to finance unfunded pension benefit obligations. Interest rates range from 2.12% to 6.00%. The bonds mature in 2030. Payments are financed by legally available funds of the County. Bond ratings are S&P AAA and Fitch AA. The outstanding debt as of June 30, 2022 totals \$219,195,000.

Estimated Other Financed Purchase obligations for building and equipment, as of June 30, 2022 total \$2,906,821.

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# LEGAL DEBT MARGIN

The legal debt margin available is the County's available borrowing authority under state finance statutes and is calculated by subtracting the debt applicable to the legal debt limit from the legal debt limit. The County's legal debt limit is 2% of the assessed value of property, not including tax exempt property. The County has no debt applicable to the debt margin; therefore, the legal debt margin available is \$2,099,902,180.

## Legal Debt Margin Available June 30, 2022

### Assessed Valuations:

Estimated Assessed Value of Property	<u>\$ 104,995,109,011</u>
Estimate Legal Debt Limitation – 2% of total assessed value	2,099,902,180
Total Debt Applicable to Limit	<u>0</u>
Legal Debt Margin Available	<u>\$ 2,099,902,180</u>



# STATE FINANCIAL SCHEDULES

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# STATE FINANCIAL SCHEDULES

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The following section of this budget document includes a number of financial summary schedules required by State Budget law that allow for comparability with other counties.

They include:

- All Funds Summary (Schedule 1)
- Governmental Funds Summary (Schedule 2)
- Fund Balance – Governmental Funds (Schedule 3)
- Obligated Fund Balances – By Governmental Funds (Schedule 4)
- Summary of Additional Financing Sources by Source and Fund (Schedule 5)
- Detail of Additional Financing Sources by Account and Fund (Schedule 6)
- Summary of Financing Uses by Function and Fund (Schedule 7)
- Detail of Financing Uses by Function, Activity and Budget Unit-Governmental Funds (Schedule 8)
- Special Districts and Other Agencies Summary – Non Enterprise (Schedule 12)
- Fund Balance–Special Districts and Other Agencies – Non Enterprise (Schedule 13)
- Obligated Fund Balances – Special Districts and Other Agencies – Non Enterprise (Schedule 14)

Some of the State’s functional categories are slightly different than those functional categories used to present groups of similar services in this budget document.

The last page in this section provides a cross-reference for the portions of the County Operating Budget as they appear in this document with the corresponding State functional category.

**Additional note:**

The state formatted detail reports supporting these financial summaries include the following:

- Financing Sources and Uses by Budget Unit by Object – Governmental Funds (Schedule 9)
- Operation of Internal Service Fund (Schedule 10)
- Operation of Enterprise Fund (Schedule 11)
- Financing Sources & Uses-Non-Enterprise Special Districts/Agencies (Schedule 15)
- Road Fund Cost Center Detail
- Capital Asset Detail

These are presented under separate cover and are incorporated in this document by reference. See also <http://sonomacounty.ca.gov/Auditor-Controller-Treasurer-Tax-Collector/> for these schedules as they become available each year.



Fund Name (1)	Total Financing Sources				Total Financing Uses		
	Fund Balance Available June 30,2022 (2)	Decreases to Obligated Fund Balances (3)	Additional Financing Sources (4)	Total Financing Sources (5)	Financing Uses (6)	Increases to Obligated Fund Balances (7)	Total Financing Uses (8)
General Fund	0	110,482,446	615,265,363	725,747,809	709,638,551	16,109,258	725,747,809
Special Revenue Funds	0	94,903,620	684,326,224	779,229,844	760,370,747	18,859,097	779,229,844
Capital Project Funds	0	0	115,714,342	115,714,342	112,879,483	2,834,859	115,714,342
Debt Service Funds	0	0	12,020,250	12,020,250	12,020,250	0	12,020,250
Subtotals - Governmental Funds	0	205,386,066	1,427,326,179	1,632,712,245	1,594,909,031	37,803,214	1,632,712,245
Less: Operating Transfers	0	0	(177,375,364)	(177,375,364)	(177,375,364)	0	(177,375,364)
Total Governmental Funds	0	205,386,066	1,249,950,815	1,455,336,881	1,417,533,667	37,803,214	1,455,336,881
Enterprise Funds	0	1,863,153	85,437,193	87,300,346	87,300,346	0	87,300,346
Internal Service Funds	0	38,351,477	224,762,563	263,114,040	263,114,040	0	263,114,040
Special Districts & Other Agencies	0	42,780,404	391,440,272	434,220,676	434,220,676	0	434,220,676
Total Other Funds	0	82,995,034	701,640,028	784,635,062	784,635,062	0	784,635,062
Total All Funds	0	288,381,100	1,951,590,843	2,239,971,943	2,202,168,729	37,803,214	2,239,971,943

Fund Name (1)	Total Financing Sources				Total Financing Uses		
	Fund Balance Available June 30,2022 (2)	Decreases to Obligated Fund Balance (3)	Additional Financing Sources (4)	Total Financing Sources (5)	Financing Uses (6)	Increases to Obligated Fund Balance (7)	Total Financing Uses (8)
10003 General	0	106,652,065	608,108,287	714,760,352	704,760,903	9,999,449	714,760,352
10200 General Reserve	0	0	5,475,000	5,475,000	0	5,475,000	5,475,000
10500 ACO Funds	0	3,830,381	1,682,076	5,512,457	4,877,648	634,809	5,512,457
10002 General Fund	0	110,482,446	615,265,363	725,747,809	709,638,551	16,109,258	725,747,809
11010 Community Investment Fund	0	9,248,268	20,328,659	29,576,927	29,410,681	166,246	29,576,927
11050 Road Fund	0	39,056,570	72,111,226	111,167,796	110,324,546	843,250	111,167,796
11100 Other Special Revenue Funds	0	35,190,036	59,230,465	94,420,501	93,307,007	1,113,494	94,420,501
11300 2011 Public Safety Realignment	0	3,693,648	77,623,266	81,316,914	77,510,726	3,806,188	81,316,914
11400 Human Services Realignment	0	0	45,088,832	45,088,832	44,688,832	400,000	45,088,832
11500 Human Services Dept	0	750,000	206,163,040	206,913,040	206,546,340	366,700	206,913,040
11550 DCSS - Child Support Enforcement	0	0	11,804,351	11,804,351	11,804,351	0	11,804,351
11600 Dept of Health Services	0	752,695	86,469,764	87,222,459	87,222,459	0	87,222,459
11700 Public Health Funds	0	583,064	8,084,109	8,667,173	8,187,515	479,658	8,667,173
11800 Behavioral Health Funds	0	3,013,029	64,418,813	67,431,842	56,359,071	11,072,771	67,431,842
11990 1991 Realignment Funds	0	2,616,310	33,003,699	35,620,009	35,009,219	610,790	35,620,009
11001 Special Revenue Funds	0	94,903,620	684,326,224	779,229,844	760,370,747	18,859,097	779,229,844
21000 Capital Projects	0	0	115,714,342	115,714,342	112,879,483	2,834,859	115,714,342
31000 Debt Service	0	0	12,020,250	12,020,250	12,020,250	0	12,020,250
Subtotal	0	205,386,066	1,427,326,179	1,632,712,245	1,594,909,031	37,803,214	1,632,712,245
Operating Transfers*			(177,375,364)	(177,375,364)	(177,375,364)		(177,375,364)
Total Governmental Funds	0	205,386,066	1,249,950,815	1,455,336,881	1,417,533,667	37,803,214	1,455,336,881

\*Transfers within a fund totalling \$61,539,279 have been eliminated from the above fund totals. Transfers between funds are included within the above funds and eliminated here before consolidating General County totals.

Fund Name (1)	Total Fund Balance June 30, 2022 (2)	Less: Obligated Fund Balance				Less: Unassigned Fund Balance (7)	Total Fund Balance Available June 30, 2022 (8)
		Nonspendable (3)	Restricted (4)	Committed (5)	Assigned (6)		
10003 General	199,838,436	9,074,243		173,456	174,510,982	16,079,755	0
10200 General Reserve	68,952,483				10,936,241	58,016,242	0
10500 ACO Funds	9,361,562				9,361,562		0
10002 Total General	278,152,481	9,074,243	0	173,456	194,808,785	74,095,997	0
11010 Community Investment Fund	19,621,855	18,176		19,603,679			0
11050 Road	66,168,417	700,676	14,619,259	2,176,504	48,671,978		0
11100 Other Special Revenue Funds	144,420,392	138,731	144,281,661				0
11300 Public Safety Realignment	63,971,857		63,971,857				0
11400 Human Services Realignment	16,086,817		16,086,817				0
11500 Human Services Dept	27,803,132	3,225,399	24,577,733				0
11550 DCSS - Child Support Enforc.	(200,219)					(200,219)	0
11600 Dept of Health Services	25,569,686	7,175	25,493,755			68,756	0
11700 Public Health Funds	5,575,789		5,575,789				0
11800 Behavioral Health Funds	82,412,715		82,412,715				0
11991 Health Realignment Funds 1991	26,227,906		26,227,906				0
11992 Mental Health Realignment 1991	14,108,249		14,108,249				0
11001 Total Special Revenue	491,766,596	4,090,157	417,355,741	21,780,183	48,671,978	(131,463)	0
21000 Total Capital Projects	61,659,420				61,659,420		0
31000 Total Debt Service	10,466,558		10,466,558				0
Total Government Funds	842,045,055	13,164,400	427,822,299	21,953,639	305,140,183	73,964,534	0

\*Fund Balance Component Definitions (encumbrances are excluded):

- 1) Nonspendable - Not in spendable form or there is a requirement to maintain intact.
- 2) Restricted - Externally enforceable limitations from outside parties, constitutional provisions or enabling legislation.
- 3) Committed - Formal action required by the Board of Supervisors.
- 4) Assigned - Set aside for intended use by Board of Supervisors or designated body or official.

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Year (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
General Fund - Nonspendable:						
10005 General Fund - Inventory	149,041					149,041
10005 General Fund - Prepaid Expenses	5,124,922					5,124,922
10060 PW Small Water Systems-Advances	55,596					55,596
10105 Tobacco Deallocation-Advances	3,744,684					3,744,684
Subtotal - Nonspendable	9,074,243	0	0	0	0	9,074,243
General Fund - Assigned:						
10005 Tech Enhancement Fee	50,000					50,000
10005 OPEB	1,000,000					1,000,000
10005 JMS System	500,000					500,000
10005 ISD Proj Rebudget	1,427,262					1,427,262
10005 Proj Budg Deficit	34,804,666	19	34,804,666			0
10005 St Flood Relf	1,120,000					1,120,000
10005 PRMD SMIP&CA Building Standards	83,814					83,814
10005 General Fund Department Budget Rollovers	5,928,521					5,928,521
10010 ADA Program Fund	100					100
10015 ISD Replacement Fund A	13,213,194	5,152,683	5,152,683			8,060,511
10020 ISD Replacement Fund B	1,870,384	242,683	242,683			1,627,701
10025 Technology Investment Fund	185,024	181,634	181,634			3,390
10026 Broadband Project	293,216	270,000	270,000			23,216
10035 County Ctr Parking Enforcement	59,082					59,082
10040 PG&E Local Gov't Partnership	341,864					341,864
10044 Permit Sonoma Bond Deposit	50,524					50,524
10050 Equipmt Replacem. Fund - Regional Pks	89,203			31,000	31,000	120,203
10055 PW District Formation	1,017,306	183,500	183,500			833,806
10056 Cal-Am Franchise Fees	310,361	24,300	24,300			286,061
10060 PW Small Water Systems	478,927	8,300	8,300			470,627
10065 PW Road Maint. District Form.	1,347			4	4	1,351
10070 Sheriff Radio Replacement	228,810	223,000	223,000			5,810
10075 Sheriff Radio Infrastructure	1,511,589					1,511,589
10076 Sheriff Helicopter Repair	100,000					100,000
10077 Sheriff Donations-Escheated	816,563					816,563
10078 DSA/DSLEM Physical Fitness	26,444					26,444
10079 SCLEA/SCLEAMA Physical Fitness	113,656					113,656
10080 Probation Radio/Equip Replace	409,155	100,000	100,000			309,155
10085 Probation SAC Ops. and Maint.	1,052,012	431,012	431,012			621,000
10090 RDA Dissolution Distributions	6,674,335	620,876	1,737,753			4,936,582
10095 Graton Casino Mitigation	23,623,790			3,071,131	2,803,635	26,427,425
10098 Tribal Mitigation - Lytton	4,539,123			55,350	55,350	4,594,473
10100 Tribal Development Impact Mitigation	239,589			720,000	720,000	959,589
10105 Tobacco Deallocation	932,526	640,050	640,050			292,476
10110 Refuse Franchise Fees	1,241,115		1,352,490	1,582,526		(111,375)
10111 So Co Cannabis Program Fund	6,763,505	1,486,361	1,486,361			5,277,144
10130 Del Rio Woods	199,353			18,660	18,660	218,013
10135 DR - October Fires 17-18	42,728	625	625			42,103
10137 PG&E 2017 Fire Settlement	48,123,028	4,292,679	6,474,371			41,648,657
10138 Infrastructure Sinking Fund	2,364,262		2,199,031			165,231
10139 Kincadee Settlement	137,367					137,367
10141 Disaster Response Fund	3,000,000		3,000,000			0
10145 DR-4308 February 2017 Storms	50,903					50,903
10146 Fire Services	8,885,476			1,445,800	1,445,800	10,331,276
10147 General Disaster Fund	127,618	625	625			126,993

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30, 2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr. (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
General Fund - Assigned (cont.)						
10148 Legal Contingency Fund	4,502,305	1,846,000	1,846,000			2,656,305
10149 2019 Kincade Fire Disaster Fund	150,536	625	625			149,911
10150 2020 Covid-19 Disaster Fund	(4,584,676)	388,000	388,000			(4,972,676)
10151 2020 LNU Fires Disaster	271,104	625	625			270,479
10152 2020 Glass Fire Disaster	143,971	625	625			143,346
10154 Water Security Fund	0				4,925,000	4,925,000
Subtotal - Assigned	174,510,982	16,094,222	60,748,959	6,924,471	9,999,449	123,761,472
General Fund - Committed:						
10045 ARM Mitigation Fund	173,456					173,456
General Fund - Unassigned:						
10005 General Fund	12,755,068					12,755,068
10153 American Rescue Plan SLRFR	3,324,687	6,645,039	45,903,106			(42,578,419)
Subtotal Unassigned	16,079,755	6,645,039	45,903,106	0	0	(29,823,351)
Subtotal General Fund	199,838,436	22,739,261	106,652,065	6,924,471	9,999,449	103,185,820
10205 General Reserve - Unassigned	58,016,242				5,475,000	63,491,242
10205 Gen Res - Assgn - FEMA Audit Reserve	10,630,000					10,630,000
10205 Gen Res - Assgn-Resiliency	306,241					306,241
Subtotal General Reserve Funds	68,952,483	0	0	0	5,475,000	74,427,483
ACO Funds - Assigned:						
10505 Fleet ACO	4,720,561	2,623,780	2,623,780			2,096,781
10510 Communications ACO	1,381,351			634,809	634,809	2,016,160
10515 County Facilities ACO	1,092,438	587,570	587,570			504,868
10520 Reprographics ACO	2,175					2,175
10525 Records ACO	(655)					(655)
10530 Registrar of Voters ACO	2,165,692	619,031	619,031			1,546,661
Subtotal ACO Funds	9,361,562	3,830,381	3,830,381	634,809	634,809	6,165,990
10002 Total General Fund	278,152,481	26,569,642	110,482,446	7,559,280	16,109,258	183,779,293
Community Investment Fund - Nonspendable						
11015 Community Investment Fund	18,176					18,176
Community Investment Fund - Committed						
11015 Community Investment Fund	15,124,593		9,248,268	401,150		5,876,325
11015 Economic Uncertainties	1,032,201					1,032,201
11016 Community Investment Measure L	3,446,885			166,246	166,246	3,613,131
Total Community Invest - Committed	19,603,679	0	9,248,268	567,396	166,246	10,521,657
Total Community Investment Fund	19,621,855	0	9,248,268	567,396	166,246	10,539,833
Road Fund - Nonspendable:						
11051 Roads Fund - Inventory	675,868					675,868
11051 Roads Fund - Prepaid Expenses	24,808					24,808
Total Roads - Nonspendable	700,676	0	0	0	0	700,676
Road Fund - Restricted/Committed/Assigned:						
11051 Roads Fund - Restricted	2,673,187					2,673,187
11051 Roads Fund - Committed	2,176,504					2,176,504

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr. (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
Roads - Restr/Committed/Assigned (cont.)						
11051 Roads Fund - Assigned	48,671,978	38,962,605	39,056,570			9,615,408
11052 State Tribal Casino Fund - Restricted	99,901			750	750	100,651
11053 Sonoma Valley Development Fee - Restr	380,947			47,500	47,500	428,447
11054 Countywide Development Fee - Restr	11,465,224			795,000	795,000	12,260,224
Total Roads - Restr/Committed/Assigned	65,467,741	38,962,605	39,056,570	843,250	843,250	27,254,421
Total Road Fund	66,168,417	38,962,605	39,056,570	843,250	843,250	27,955,097
Other Special Rev Funds - Nonspendable						
11104 Recorder-Modernization	90,878					90,878
11107 Social Security Truncation	7,902					7,902
11108 Recorder Operations Fund	7,559					7,559
11137 Recorder-eRecording	12,291					12,291
11156 PRMD - Hazardous Materials	20,101					20,101
Total Other Special Rev - Nonspendable	138,731	0	0	0	0	138,731
Other Special Rev Funds - Restricted:						
11101 Tidelands Leases Fund	278,948	30,000	30,000			248,948
11102 Assessor-Property Char Data	646,225	71,221	71,221			575,004
11104 Recorder-Modernization	8,303,694	46,252	46,252			8,257,442
11105 Recorder-Micrographics	1,239,806	28,253	28,253			1,211,553
11106 Clerk/Recorder VRIP	789,322	11,065	11,065			778,257
11107 Social Security Truncation	435,628	6,479	6,479			429,149
11108 Recorder Operations Fund	2,665,738			787,710	787,710	3,453,448
11109 Survey Monument Preservation	306,314					306,314
11110 PRMD Planning	1,152,505	11,828	11,828			1,140,677
11111 Regional Parks Rstrd Donations	2,275,621	785,881	785,881			1,489,740
11112 Sonoma Coast Park Mit	73,326	63,250	63,250			10,076
11113 Cloverdale/Healdsburg Park Mit	98,147	111,079	111,079			(12,932)
11114 Russian Riv/Sebastopol Park Mit	137,116	111,432	111,432			25,684
11115 Santa Rosa Park Mit	383,337	243,497	243,497			139,840
11116 Petaluma/Rohnert Pk/Cotati Park Mit	97,973	132,975	132,975			(35,002)
11117 Sonoma Valley Park Mit	487,174	116,843	116,843			370,331
11118 Larkfield/Wikiup Park Mit	395,524	253,338	253,338			142,186
11119 PEG Access Fees	3,614,796	187,000	187,000			3,427,796
11120 Sheriff-AB1109 Fees	147,901	69,430	69,430			78,471
11121 Sheriff-AB709 Fees	267,202	11,000	11,000			256,202
11122 Sheriff-Federal Forf-DOJ	580,315		160,000	40,000		420,315
11123 Sheriff-Fed Forf-US Treas	34,503			100	100	34,603
11124 Sheriff-DMV ID Fee	2,853,929	1,900,489	1,925,989			927,940
11125 Asset Forfeiture Fund	1,395,352	1,046,000	1,796,000			(400,648)
11126 JAG - Justice Assistance Grant	99					99
11127 Detention-Jail Industries	6,928			1	1	6,929
11129 DA-Consumer Protection	6,392,598	537,171	537,171			5,855,427
11131 DA-Family Justice Center	631,817	20,355	20,355			611,462
11132 DA-Asset Forfeiture - Justice	7,672					7,672
11134 DA-Treasury Forfeiture Fund	3,234					3,234
11136 Probation-CCPIF	2,006,399	616,980	616,980			1,389,419
11137 Recorder-eRecording	51,484	20,569	20,569			30,915
11138 Courthouse Construction	542,431			200,000	200,000	742,431
11139 Criminal Justice Construction	2,082,512	619,733	619,733			1,462,779
11140 DA-Victim Services Fund	89,924					89,924
11142 Alternate Dispute Resolution	113,508			15,000	15,000	128,508
11144 Tobacco Securitization/Endowment A	11,798,614	5,288,325	5,288,325			6,510,289
11145 Open Space Spec Tax Account-Meas F	73,877,286	16,369,130	16,369,130			57,508,156



Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr. (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
Other Special Rev Funds - Restricted (cont.)						
11146 Hazardous Material Fund	5,673					5,673
11147 Fish and Wildlife	235,126	1,430	1,430			233,696
11149 2019 Youth Reinvestment	191,936			2,900	2,900	194,836
11152 EV Charging Stations	4,961	202,582	202,582			(197,621)
11153 Communication Tower Leases	162,355	135,000	135,000			27,355
11154 Probation Trans Housing Grant	2,374,552	454,016	454,016			1,920,536
11155 PRMD - Fire Prevention	385,128	260,183	260,183			124,945
11156 PRMD - Hazardous Materials	1,094,320	271,374	271,374			822,946
11161 Measure M - Maint, Safety, Rec	845,115	932,218	932,218			(87,103)
11162 Measure M - Access	1,504,404	800,062	800,062			704,342
11163 Measure M - Natural Resources	1,502,847			107,783	107,783	1,610,630
11165 PRMD Sonoma Development Center	2,109,850	1,018,100	1,018,100			1,091,750
11166 CA Vehicle Code Sect 9250.14	1,707,413	398,631	463,631			1,243,782
11167 West Water Co. Ops & Maint.	11					11
11168 PRMD Gleason Beach Project	4,986,308	650,000	650,000			4,336,308
11169 Indigent Defense Grant	689,273	347,640	347,640			341,633
11170 Juvenile Designated Purpose	217,487	8,725	8,725			208,762
<b>Total Other Special Rev Funds - Restricted</b>	<b>144,281,661</b>	<b>34,189,536</b>	<b>35,190,036</b>	<b>1,153,494</b>	<b>1,113,494</b>	<b>110,205,119</b>
<b>Total Other Special Revenue Funds</b>	<b>144,420,392</b>	<b>34,189,536</b>	<b>35,190,036</b>	<b>1,153,494</b>	<b>1,113,494</b>	<b>110,343,850</b>
2011 Public Safety Realign - Restricted:						
11304 Probation-YOBG	3,970,697	159,774	159,774			3,810,923
11306 Probation-Juv. Prob & Camp	8,405,234	1,755,223	1,755,223			6,650,011
11308 Probation-JJCPA	5,967,643	168,050	168,050			5,799,593
11309 Local Innovation Subaccount	983,312					983,312
11310 AB109 Contingency	12,298,685			301,484	301,484	12,600,169
11312 Human Services AB 118	11,316,519					11,316,519
11313 SB823 Juvenile Realignment	150,099			372,420	147,420	297,519
11314 District Attorney Revocation	529					529
11316 District Attorney LLES	488,284					488,284
11318 Public Defender Revocation	107,137	78,322	78,322			28,815
11320 Sheriff Trial Court Security	8,987,261	1,293,854	1,293,854			7,693,407
11322 Shf Local Law Enf Svc - Booking Fees	45,144					45,144
11324 Shf Local Law Enf Svc - ST COPS (LED)	310,616	153,425	153,425			157,191
11326 Shf Local Law Enf Svc - ST COPS (DD)	52,754	85,000	85,000			(32,246)
11328 Shf Local Law Enf Svc - CAL-EMA	713					713
11334 Behavioral Health	10,887,230			3,357,284	3,357,284	14,244,514
<b>Total 2011 Public Safety Realignment</b>	<b>63,971,857</b>	<b>3,693,648</b>	<b>3,693,648</b>	<b>4,031,188</b>	<b>3,806,188</b>	<b>64,084,397</b>
Human Svcs Realign - Restricted:						
11405 Human Svcs Realignment	14,951,958			400,000	400,000	15,351,958
11410 Human Services CalWorks	416,095					416,095
11415 AB 85 Family Support Fund	718,764					718,764
<b>Total Human Svcs Realignment</b>	<b>16,086,817</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	<b>16,486,817</b>
Human Services Dept - Nonspendable:						
11505 Human Services - Prepaid Expenses	3,225,399					3,225,399
Human Services Dept - Restricted:						
11505 Human Services Dept	14,824,999			365,700	365,700	15,190,699
11510 WP-Federal Assistance Res.	173,409					173,409
11515 WP-Wraparound	3,911,363					3,911,363

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr. (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
Human Services Dept - Restricted: (cont.)						
11520 Dependent Child Fund	67,101			1,000	1,000	68,101
11525 Children's Fund	155,228					155,228
11530 Title IVe Waiver Fund	5,445,591	750,000	750,000			4,695,591
11540 Domestic Violence	42					42
Total Human Services Dept - Restricted:	24,577,733	750,000	750,000	366,700	366,700	24,194,433
Total Human Services Dept	27,803,132	750,000	750,000	366,700	366,700	27,419,832
Child Support Services - Unassigned:						
11555 DCSS - Child Support Enforcement	(200,219)	0	0	0	0	(200,219)
Total Child Support Services	(200,219)	0	0	0	0	(200,219)
Dept of Health Services: Nonspendable						
11605 Dept of Health Services - Prepaid	7,175					7,175
Dept of Health Services - Restricted						
11605 Dept of Health Services - Restricted	6,105,410	333,618	333,618			5,771,792
11610 Intergovernmental Transfer - Restricted	15,621,245		99,283	675,308		15,521,962
11615 Audit Reserve - Restricted	3,767,100	319,794	319,794			3,447,306
Total Dept of Health Services - Restricted	25,493,755	653,412	752,695	675,308	0	24,741,060
Dept of Health Services - Unassigned						
11625 Homeless Coordination	68,756					68,756
Total Dept of Health Services	25,569,686	653,412	752,695	675,308	0	24,816,991
Public Health Funds - Restricted:						
11705 Animal Welfare Fund	1,165,208			126,424	126,424	1,291,632
11710 Public Health Fee Stabilization Fund	1,635,862	555,599	555,599			1,080,263
11720 Maddy Fund	14,687					14,687
11725 Maddy/Richie Fund	23,973					23,973
11730 Tobacco Tax - Education	19,417			2,994	2,994	22,411
11745 Vital Statistics Fund	273,403	27,465	27,465			245,938
11750 Solid Waste - EAG	2,400,794			346,715	346,715	2,747,509
11760 Child Safety Seats	12,316					12,316
11765 Tobacco Tax - Prop 56 Funds	30,129			3,525	3,525	33,654
Total Public Health Funds	5,575,789	583,064	583,064	479,658	479,658	5,472,383
Behavioral Health Funds - Restricted:						
11805 Driving Under The Influence	139,323					139,323
11810 Substance Use Memorial Fund	16,016	14,681	14,681			1,335
11815 Conditional Release Int. Fund	34,343	32,324	32,324			2,019
11820 Residential Trtmt & Detox	57,778					57,778
11825 Alcohol Abuse Educ/Prevention	31,282					31,282
11830 Drug Abuse Educ/Prevention	2,134					2,134
11840 MHSA-Community Services & Support	28,285,623			4,081,922	2,911,048	31,196,671
11845 MHSA-Capital	1,086					1,086
11850 MHSA-Early Intervention	7,703,900			1,880,002	1,880,002	9,583,902
11855 MHSA-Innovation	4,583,084	129,642	129,642			4,453,442
11860 MHSA-Prudent Reserve	944,981					944,981
11870 BH Stabilization Fund	24,454,999	329,629	832,261			23,622,738
11875 Measure O BH Facilities	2,282,940	2,004,121	2,004,121			278,819
11876 Measure O Crisis Services	5,700,940			3,758,608	3,758,608	9,459,548
11877 Measure O MH SUD Otpt	4,552,954					4,552,954
11878 Measure O Homeless Care Coordination	3,621,332			2,523,113	2,523,113	6,144,445
Total Behavioral Health Funds	82,412,715	2,510,397	3,013,029	12,243,645	11,072,771	90,472,457

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr. (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
1991 Realignment Funds - Restricted:						
11991 Health Realignment Fund 1991	26,227,906	2,616,310	2,616,310			23,611,596
11992 Mental Health Realignment 1991	14,108,249			610,790	610,790	14,719,039
Total 1991 Realignment Funds	40,336,155	2,616,310	2,616,310	610,790	610,790	38,330,635
11001 Total Special Revenue Funds	491,766,596	83,958,972	94,903,620	21,371,429	18,859,097	415,722,073
21000 Capital Projects (Assigned)	61,659,420	8,496,977			2,834,859	64,494,279
31000 Debt Service (Restricted)	10,466,558					10,466,558
Total Governmental Funds	842,045,055	119,025,591	205,386,066	28,930,709	37,803,214	674,462,203

County of Sonoma  
State of California  
Summary of Additional Financing Sources by Source and Fund  
Governmental Funds  
Fiscal Year 2022-23

Description (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<b>Summarization By Source:</b>				
40000 Taxes:				
Property Taxes-CY Secured	275,208,475	284,496,072	293,179,428	293,179,428
Property Taxes-CY Unsecured	7,481,517	7,346,740	7,606,612	7,606,612
Property Taxes-CY Supplemental	3,045,252	4,780,517	3,884,434	3,884,434
Property Taxes-PY Secured	(3,907)	41,648	0	0
Property Taxes-PY Unsecured	107,789	0	0	0
Property Taxes-PY Supplemental	(2,704)	0	0	0
Sales and Use Tax	62,523,478	92,534,337	93,022,275	93,497,673
Other Taxes	37,299,260	35,018,226	33,884,795	35,005,249
	385,659,160	424,217,540	431,577,544	433,173,396
41000 Licenses, Permits and Franchises	32,186,760	33,921,092	33,871,942	34,625,561
42000 Intergovernmental Revenues:				
Intergovernmental-State	370,577,224	433,629,496	445,547,020	449,941,310
Intergovernmental-Federal	216,453,997	159,261,989	156,506,502	157,884,271
Intergovernmental-Other	48,567,127	59,009,008	61,201,481	61,201,481
	635,598,348	651,900,493	663,255,003	669,027,062
43000 Fines, Forfeitures and Penalties	16,500,503	13,108,990	14,242,015	16,849,602
44000 Revenue From Use of Money and Property	6,977,344	7,540,589	6,287,605	6,322,405
45000 Charges for Current Services	60,102,152	62,611,589	66,968,824	67,823,885
46000 Miscellaneous Revenues	221,918,136	52,239,708	20,829,370	21,100,378
47000 Other Financing Sources*	75,482,721	1,120,214	811,538	811,538
48000 Special Items	2,073,818	2,728,980	1,216,988	216,988
<b>Total Summarization by Source</b>	<b>1,436,498,942</b>	<b>1,249,389,195</b>	<b>1,239,060,829</b>	<b>1,249,950,815</b>

\*Excludes 2020-21 Actual transfers totalling \$229,529,895, 2021-22 Estimated transfers totalling \$328,942,269, 2022-23 Recommended transfers totalling \$178,629,649 and 2022-23 Adopted transfers totalling \$238,914,643.

County of Sonoma  
State of California  
Summary of Additional Financing Sources by Source and Fund  
Governmental Funds  
Fiscal Year 2022-23

Description (1)		Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
Summarization by Fund:					
10003	General	785,200,141	591,594,075	576,441,246	608,108,287
10200	Reserve	13,235,096	3,393,709	0	5,475,000
10500	Accumulated Capital Outlay	1,878,384	2,558,734	1,682,076	1,682,076
10002	General Fund	800,313,621	597,546,518	578,123,322	615,265,363
11010	Community Investment Grant Pgm	20,418,419	21,138,405	19,578,659	20,328,659
11050	Roads	73,493,271	114,660,635	72,017,260	72,111,226
11100	Other Special Revenue Funds	72,120,742	52,806,087	58,504,360	59,230,465
11300	Public Safety Realignment	72,551,146	78,794,286	77,623,266	77,623,266
11400	Human Services Realignment	49,210,108	47,173,452	44,732,722	45,088,832
11500	Human Services Department	178,496,319	198,822,814	203,830,150	206,163,040
11550	DCSS - Child Support Enforcement	12,712,284	11,607,227	11,796,064	11,804,351
11600	Department of Health Services	86,093,232	96,424,176	83,778,652	86,469,764
11700	Public Health Funds	7,546,320	10,826,836	8,084,109	8,084,109
11800	Behavioral Health Funds	62,321,715	73,200,479	64,226,225	64,418,813
11990	1991 Realignment Funds	35,880,498	31,866,344	33,003,699	33,003,699
11001	Special Revenue Funds	670,844,054	737,320,741	677,175,166	684,326,224
20000	Capital Projects	19,841,101	124,112,446	102,982,506	115,714,342
31000	Debt Service	90,838,667	12,234,370	12,020,250	12,020,250
Subtotal		1,581,837,443	1,471,214,075	1,370,301,244	1,427,326,179
XX	Transfers*	(145,338,501)	(221,824,880)	(131,240,415)	(177,375,364)
Total Summarization by Fund		1,436,498,942	1,249,389,195	1,239,060,829	1,249,950,815

\*The following transfers within a fund have been eliminated from the above fund totals: 2020-21 Actuals - \$84,191,392, 2021-22 Estimated - \$107,117,389, 2022-23 Recommended - \$47,389,233, and 2022-23 Adopted \$61,539,278. Transfers between funds are included within the above funds and eliminated here before consolidating General County totals.

County of Sonoma  
State of California  
Detail of Additional Financing Sources by Account and Fund  
Governmental Funds  
Fiscal Year 2022-23

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
40000 <u>Taxes:</u>				
40001 Property Taxes-CY Secured:				
10003 General Fund	275,208,475	284,496,072	293,179,428	293,179,428
	275,208,475	284,496,072	293,179,428	293,179,428
40100 Property Taxes-CY Unsecured	7,481,517	7,346,740	7,606,612	7,606,612
40110 Property Taxes-CY Supplemental	3,045,252	4,780,517	3,884,434	3,884,434
40200 Property Taxes-PY Secured	(3,907)	41,648	0	0
40210 Property Taxes-PY Unsecured	107,789	0	0	0
40220 Property Taxes-PY Supplemental	(2,704)	0	0	0
40300 Sales/Use Taxes:				
10003 General Fund	23,244,000	26,184,558	25,247,885	25,723,283
11100 Other Special Revenue Funds	38,753,627	35,254,166	42,012,639	42,012,639
11800 Behavioral Health Funds	525,851	31,095,613	25,761,751	25,761,751
	62,523,478	92,534,337	93,022,275	93,497,673
40400 Other Taxes:				
10003 General Fund	19,082,176	16,801,142	14,667,775	15,788,229
11010 Community Investment Fund	18,217,084	18,217,084	19,217,020	19,217,020
	37,299,260	35,018,226	33,884,795	35,005,249
40000 Total Taxes	385,659,160	424,217,540	431,577,544	433,173,396
41000 <u>Licenses, Permits and Franchises:</u>				
41010 Animal Licenses:				
11600 Department of Health Services	457,277	366,051	610,000	544,305
	457,277	366,051	610,000	544,305
41020 Business Licenses:				
10003 General Fund	1,275	364	1,374	1,374
11600 Department of Health Services	9,562	12,204	3,664	0
11700 Public Health Funds	4,097,938	4,437,526	4,453,478	4,453,478
	4,108,775	4,450,094	4,458,516	4,454,852
41050 Construction Permits:				
10003 General Fund	10,836,184	11,920,075	12,116,301	13,084,279
11050 Roads Fund	672,616	5,096	100,000	100,000
	11,508,800	11,925,171	12,216,301	13,184,279

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41000 <u>Licenses, Permits and Franchises (cont.)</u>				
41080 Road Privileges/Permits	33,633	32,526	40,000	40,000
41100 Franchises:				
10003 General Fund	8,222,571	8,813,479	8,391,115	8,391,115
11100 Other Special Revenue Funds	311,155	224,918	300,000	300,000
11600 Department of Health Services	300,622	301,608	312,768	312,768
11700 Public Health Funds	670,494	647,263	661,590	661,590
	9,504,842	9,987,268	9,665,473	9,665,473
41130 Other Licenses/Permits:				
10003 General Fund	1,387,430	1,497,409	1,286,336	1,141,336
11050 Roads Fund	1,064,980	1,135,665	1,260,000	1,260,000
11100 Other Special Revenue Funds	2,336,107	2,693,224	2,365,554	2,365,554
11500 Human Services Department	68,114	101,971	100,000	100,000
11600 Department of Health Services	484,458	386,908	482,631	482,631
11700 Public Health Funds	1,232,344	1,344,805	1,387,131	1,387,131
	6,573,433	7,159,982	6,881,652	6,736,652
41000 Total Licenses, Permits and Franchises	32,186,760	33,921,092	33,871,942	34,625,561
42000 <u>Intergovernmental Revenues:</u>				
42010 State-Highway Users Tax:				
11050 Roads Fund	11,999,071	14,243,093	15,884,123	15,884,123
	11,999,071	14,243,093	15,884,123	15,884,123
42100 Vehicle Lic. Fees, In-Lieu Tax:				
10003 General Fund	302,536	468,431	350,000	350,000
11300 2011 Public Safety Realignment	5,346,307	5,025,569	5,003,064	5,003,064
11400 Human Services Realignment	6,552,727	7,093,892	7,093,892	7,093,892
11990 1991 Realignment Funds	17,525,180	15,666,874	15,603,996	15,603,996
	29,726,750	28,254,766	28,050,952	28,050,952
42110 State-Other In-Lieu Tax	4,426	4,419	4,000	4,000
42120 State-Public Assist Admin:				
11500 Human Services Department	26,620,430	30,943,091	38,877,396	39,424,946
11550 DCSS-Child Support Enforcement	4,580,937	3,866,368	4,009,165	4,017,452
11600 Department of Health Services	185,320	567,440	71,681	71,681
	31,386,687	35,376,899	42,958,242	43,514,079
42130 State-Public Assist Programs:				
11500 Human Services Department	6,816,891	5,274,142	6,892,580	6,892,580
	6,816,891	5,274,142	6,892,580	6,892,580

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42000 Intergovernmental Revenues (cont.)				
42140 State-Health Administration:				
11500 Human Services Department	0	0	0	26,120
11600 Department of Health Services	0	100,000	0	0
42150 State-Mental Health:				
11600 Department of Health Services	0	250,000	0	0
11990 1991 Realignment Funds	11,695,785	12,446,415	13,197,344	13,197,344
	11,695,785	12,696,415	13,197,344	13,197,344
42160 State-CA Children Services:				
11600 Department of Health Services	635,300	668,983	702,119	702,119
	635,300	668,983	702,119	702,119
42170 State-Other Health:				
11400 Human Services Realignment	39,948,284	36,252,624	37,638,830	37,994,940
11500 Human Services Department	44,502,136	50,924,508	50,130,090	50,285,590
11600 Department of Health Services	7,895,762	3,741,725	3,736,305	5,962,637
11700 Public Health Funds	591,554	547,366	470,475	470,475
11990 1991 Realignment Funds	633,966	1,200,000	1,200,000	1,200,000
	93,571,702	92,666,223	93,175,700	95,913,642
42200 State-Agriculture	3,191,030	2,846,360	2,969,500	2,969,500
42250 State-Civil Defense	479,159	0	0	0
42260 State-Construction	100,000	100,000	0	0
42270 State-Corrections	1,270,385	246,368	271,812	271,812
42280 State-Disaster Relief:				
10003 General Fund	951,864	124,539	59,375	59,375
11050 Roads Fund	1,908,312	193,867	2,250,000	2,250,000
11600 Department of Health Services	30,246	0	0	0
	2,890,422	318,406	2,309,375	2,309,375
42285 State-Veterans Affairs:				
11500 Human Services Department	291,482	60,410	25,000	25,000
	291,482	60,410	25,000	25,000
42290 State-Homeowners Prop Tax Relf	1,172,550	1,156,829	1,206,274	1,206,274
42300 State-Prop 172 Public Safety	50,295,467	57,514,743	57,913,407	57,913,407
42310 State-Trial Courts	555,618	521,862	516,028	516,028



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42000 Intergovernmental Revenues (cont.)				
42350 State-Other:				
10003 General Fund	10,507,650	13,417,676	5,319,132	5,819,103
10500 Accumulated Capital Outlay	12,233	795,003	0	0
11010 Community Investment Fund	233,197	823,409	58,750	58,750
11050 Roads Fund	10,654,683	11,097,699	12,909,298	12,909,298
11100 Other Special Revenue Funds	3,946,745	3,179,977	2,943,987	3,518,408
11300 2011 Public Safety Realignment	62,049,637	60,298,725	69,852,082	69,852,082
11500 Human Services Department	1,807,214	1,944,544	1,623,773	1,623,773
11550 DCSS-Child Support Enforcement	128,522	4,132	0	0
11600 Department of Health Services	890,982	9,515,318	2,775,518	2,775,518
11800 Behavioral Health Funds	33,038,953	31,093,986	33,987,543	33,987,543
21600 Main Adult Detention Facility	0	40,000,000	40,000,000	40,000,000
23000 Miscellaneous Capital Projects	0	80,790	0	0
24000 Regional Parks	1,200,206	9,304,014	9,975,689	9,975,689
	124,494,499	181,579,578	179,470,563	180,544,955
Total State Revenue	370,577,224	433,629,496	445,547,020	449,941,310
42400 Federal-Public Assistance Admin:				
10003 General Fund	181,961	164,652	178,677	178,677
11500 Human Services Department	41,504,797	47,218,812	45,082,409	46,041,129
	41,686,758	47,383,464	45,261,086	46,219,806
42410 Federal-Public Assistance Program:				
10003 General Fund	0	138,604	63,000	63,000
11500 Human Services Department	16,661,846	16,368,376	17,246,990	17,246,990
	16,661,846	16,506,980	17,309,990	17,309,990
42420 Federal-Health Admin:				
11600 Department of Health Services	1,092,966	0	0	0
11800 Behavioral Health Funds	3,201,284	0	0	0
42430 Federal-Construction:				
11050 Roads Fund	14,834,748	3,282,563	3,514,624	3,514,624
24000 Regional Parks	26,251	0	0	0
42440 Federal-Disaster Relief:				
10003 General Fund	54,961,053	20,994,905	824,468	824,468
11050 Roads Fund	1,357,259	842,321	9,000,000	9,000,000
11600 Department of Health Services	0	0	666,667	666,667
24000 Regional Parks	0	565,932	565,932	565,932
	56,318,312	22,403,158	11,057,067	11,057,067
42450 Federal-In-Lieu Taxes	69,713	0	0	0

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42000 <u>Intergovernmental Revenues (cont.)</u>				
42460 Federal-Other:				
10003 General Fund	25,990,444	7,633,189	10,827,926	11,011,876
11010 Community Investment fund	428,590	69,122	6,000	6,000
11050 Roads Fund	22,654	15,913	0	0
11100 Other Special Revenue Funds	695,986	893,113	803,184	954,868
11500 Human Services Department	7,080,780	8,825,983	8,573,634	8,573,634
11550 DCSS-Child Support Enforcement	7,629,776	7,730,418	7,782,549	7,782,549
11600 Department of Health Services	38,752,433	42,164,305	49,016,661	49,100,076
11700 Public Health Funds	5,232	13,080	13,080	13,080
11800 Behavioral Health Funds	1,917,457	1,062,815	1,062,815	1,062,815
24000 Regional Parks	38,767	1,277,886	1,277,886	1,277,886
	82,562,119	69,685,824	79,363,735	79,782,784
Total Federal Revenue	216,453,997	159,261,989	156,506,502	157,884,271
42600 Other Government Agencies:				
10003 General Fund	29,399,371	31,776,173	34,181,885	34,181,885
10500 Accumulated Capital Outlay	69,381	68,523	80,686	80,686
11010 Community Investment Fund	0	138,174	0	0
11050 Roads Fund	3,846,142	3,172,732	2,809,113	2,809,113
11500 Human Services Department	533,329	756,379	243,239	243,239
11600 Department of Health Services	9,827,441	6,483,853	6,645,887	6,645,887
11700 Public Health Funds	12,292	12,916	12,916	12,916
11990 1991 Realignment Funds	4,190,992	1,936,554	2,385,859	2,385,859
22300 Memorial Buildings	0	44,000	44,000	44,000
23000 Miscellaneous Capital Projects	474,631	4,348,627	4,324,387	4,324,387
24000 Regional Parks	228,359	10,271,077	10,473,509	10,473,509
Total Other Revenue	48,581,938	59,009,008	61,201,481	61,201,481
42700 Prior Year Intergovernmental Revenues:				
10003 General Fund	(14,811)	0	0	0
Total Prior Year Intergovernmental Revenues	(14,811)	0	0	0
42000 Total Intergovernmental Revenues	635,598,348	651,900,493	663,255,003	669,027,062
43000 <u>Fines, Forfeitures and Penalties:</u>				
43001 Vehicle Code Fines:				
10003 General Fund	304,171	221,583	268,958	268,958
11050 Roads Fund	476,479	265,919	343,173	343,173
11700 Public Health Funds	900	598	849	849
	781,550	488,100	612,980	612,980
43100 Other Court Fines:				
10003 General Fund	2,271,414	1,684,000	832,924	832,924
11100 Other Special Revenue Funds	425,644	259,450	252,500	252,500
11500 Human Services Department	35,055	0	0	0

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<b>43000 Fines, Forfeitures and Penalties (cont.)</b>				
11600 Department of Health Services	0	0	1,700	1,700
11700 Public Health Funds	547,302	453,307	490,768	490,768
11800 Behavioral Health Funds	95,538	62,915	68,963	68,963
	3,374,953	2,459,672	1,646,855	1,646,855
<b>43200 Forfeitures and Penalties:</b>				
10003 General Fund	4,679,456	3,723,208	4,819,953	4,819,953
11050 Roads Fund	0	567,500	0	0
11100 Other Special Revenue Funds	2,056,548	1,916,125	1,731,000	1,731,000
11600 Department of Health Services	45,252	208,733	92,000	92,000
11700 Public Health Funds	20,796	2,715	0	0
11800 Behavioral Health Funds	2,767	3,927	4,365	4,365
	6,804,819	6,422,208	6,647,318	6,647,318
<b>43300 Penalties/Costs on Taxes:</b>				
10003 General Fund	5,539,010	3,739,010	5,334,862	7,942,449
11100 Other Special Revenue Funds	171	0	0	0
<b>43000 Total Fines, Forfeitures and Penalties</b>	<b>16,500,503</b>	<b>13,108,990</b>	<b>14,242,015</b>	<b>16,849,602</b>
<b>44000 Revenue From Use of Money and Property:</b>				
<b>44001 Investment Income:</b>				
10003 General Fund	5,766,916	5,108,454	3,316,245	3,316,245
10200 General Reserve	(335,708)	0	0	0
10500 Accumulated Capital Outlay	12,005	43,348	82,748	82,748
11010 Community Investment Fund	17,057	58,019	0	0
11050 Roads Fund	(1,054)	107,818	758,250	758,250
11100 Other Special Revenue Funds	205,531	584,439	310,953	310,953
11300 2011 Public Safety Realignment	43,536	267,124	193,230	193,230
11400 Human Services Realignment	50,338	2,010	0	0
11500 Human Services Department	42,850	83,223	58,000	58,000
11550 DCSS-Child Support Enforcement	(402)	898	2,400	2,400
11600 Department of Health Services	115,490	(512,581)	(187,728)	(187,728)
11700 Public Health Funds	13,608	39,661	43,531	43,531
11800 Behavioral Health Funds	72,364	206,787	100,076	100,076
11900 Health Policy, Plan & Eval	0	0	0	0
11990 1991 Realignment Funds	(25,925)	118,014	118,014	118,014
21100 Administration Center	(22,789)	0	0	0
21500 Hall of Justice	(1,681)	0	0	0
21600 Main Adult Detention Facility	(29,024)	0	0	0
22300 Memorial Buildings	(10,406)	0	0	0
23000 Miscellaneous Capital Projects	7,142	0	22,993	22,993
24000 Regional Parks	(1,893)	0	0	0
31100 Special Assessments	3	0	0	0
31300 Bonds Debt Service	997	0	0	0
31400 Tobacco Settlement Bonds	476	230,000	230,000	230,000
	5,919,431	6,337,214	5,048,712	5,048,712

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44000 <u>Rev. From Use of Money and Property (cont)</u>				
44100 Rents/Concessions:				
10003 General Fund	704,852	790,812	967,101	1,001,901
11010 Community Investment Fund	4,733	0	0	0
11050 Roads Fund	8,988	9,147	9,750	9,750
11100 Other Special Revenue Funds	339,340	403,416	262,042	262,042
	1,057,913	1,203,375	1,238,893	1,273,693
44000 Total Rev. From Use of Money and Property	6,977,344	7,540,589	6,287,605	6,322,405
45000 <u>Charges for Current Services:</u>				
45001 Assessment & Tax Collect Fees:				
10003 General Fund	8,514,086	8,867,152	8,726,383	8,726,383
11100 Other Special Revenue Funds	28,794	26,014	25,625	25,625
	8,542,880	8,893,166	8,752,008	8,752,008
45020 Auditing & Accounting Fees	68,450	72,800	73,500	73,500
45030 Communication Services	9,923	0	0	0
45040 Election Services	1,507,969	1,894,279	1,331,038	1,331,038
45050 Legal Services	19,135	94,547	42,000	42,000
45060 Planning & Engineering Services:				
10003 General Fund	1,897,304	2,333,303	3,614,487	3,614,487
11050 Roads Fund	78,281	72,247	78,058	78,058
11100 Other Special Revenue Funds	437,746	494,653	515,492	515,492
11700 Public Health Funds	5,834	12,392	12,392	12,392
	2,419,165	2,912,595	4,220,429	4,220,429
45070 Agricultural Services:				
10003 General Fund	1,143,604	932,656	1,045,203	1,045,203
11600 Department of Health Services	10,434	11,397	16,000	16,000
	1,154,038	944,053	1,061,203	1,061,203
45080 Civil Process Service:				
10003 General Fund	51,133	48,869	65,062	65,062
11100 Other Special Revenue Funds	63,559	56,705	81,402	81,402
	114,692	105,574	146,464	146,464
45090 Court Fees and Costs:				
10003 General Fund	208,612	175,105	253,894	253,894
11100 Other Special Revenue Funds	75,046	70,000	80,000	80,000
	283,658	245,105	333,894	333,894

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45000 <u>Charges for Current Services (cont.)</u>				
45100 Estate Fees:				
11500 Human Services Department	127,146	100,000	100,000	100,000
	127,146	100,000	100,000	100,000
45120 Humane Services:				
11600 Department of Health Services	114,862	88,538	183,000	24,560
	114,862	88,538	183,000	24,560
45130 Law Enforcement Services:				
10003 General Fund	846,810	551,811	575,183	575,183
	846,810	551,811	575,183	575,183
45150 Recording Fees:				
10003 General Fund	799,106	608,650	532,224	532,224
11100 Other Special Revenue Funds	3,420,023	2,622,240	2,826,880	2,826,880
11500 Human Services Department	92,421	100,000	100,689	100,689
11600 Department of Health Services	14,151	17,007	21,595	21,595
11700 Public Health Funds	6,440	4,762	4,851	4,851
	4,332,141	3,352,659	3,486,239	3,486,239
45170 Road and Street Services:				
10003 General Fund	468,691	597,996	670,000	670,000
11050 Roads Fund	1,943,830	1,916,703	1,767,533	1,861,499
	2,412,521	2,514,699	2,437,533	2,531,499
45180 Health Fees:				
10003 General Fund	77,053	63,315	50,000	50,000
11600 Department of Health Services	198,724	339,067	329,460	323,429
11800 Behavioral Health Funds	1,855,698	1,875,520	1,982,586	2,175,174
	2,131,475	2,277,902	2,362,046	2,548,603
45190 Mental Health Services:				
11600 Department of Health Services	389,466	353,309	250,000	250,000
	389,466	353,309	250,000	250,000
45250 Institutional Care and Services:				
10003 General Fund	17,594	122,593	661,338	661,338
	17,594	122,593	661,338	661,338
45270 Educational Services	3,990	4,000	10,325	10,325
45290 Park and Recreation Services:				
10003 General Fund	6,870,316	6,681,185	6,020,437	6,626,390
11100 Other Special Revenue Funds	33,795	43,081	30,900	30,900
	6,904,111	6,724,266	6,051,337	6,657,290

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45000 <u>Charges for Current Services (cont.)</u>				
45300 Other Charges for Services:				
10003 General Fund	7,910,339	8,893,688	11,085,905	11,212,930
10500 Accumulated Capital Outlay	112,533	126,617	142,986	142,986
11100 Other Special Revenue Funds	2,296,666	1,732,784	2,106,633	2,106,633
11500 Human Services Department	1,035,322	1,021,578	1,026,184	1,026,184
11600 Department of Health Services	888,488	865,429	840,451	840,451
11700 Public Health Funds	77,919	96,407	104,908	104,908
	12,321,267	12,736,503	15,307,067	15,434,092
45400 Prior Year Revenue:				
11010 Community Investment Fund	85	0	0	0
	85	0	0	0
45500 Interfund Revenue:				
10003 General Fund	16,140,823	18,389,728	19,358,739	19,358,739
10500 Accumulated Capital Outlay	92,662	84,972	86,981	86,981
11100 Other Special Revenue Funds	146,939	148,490	138,500	138,500
11500 Human Services Department	350	0	0	0
	16,380,774	18,623,190	19,584,220	19,584,220
45000 Total Charges for Current Services	60,102,152	62,611,589	66,968,824	67,823,885
46000 <u>Miscellaneous Revenues:</u>				
46001 Other Sales Revenue:				
10003 General Fund	699,181	753,004	711,002	711,002
11050 Roads Fund	2,421	1,998	0	0
11100 Other Special Revenue Funds	118,860	131,120	158,348	158,348
	820,462	886,122	869,350	869,350
46010 Tobacco Settlement:				
31400 Tobacco Settlement Bonds	5,371,926	4,502,245	4,285,000	4,285,000
	5,371,926	4,502,245	4,285,000	4,285,000
46020 Miscellaneous Revenues:				
10003 General Fund	175,352,543	6,682,455	2,884,665	3,155,673
10500 Accumulated Capital Outlay	176,207	68,019	110,607	110,607
11010 Community Investment Fund	594,036	684,363	0	0
11050 Roads Fund	1,170,806	1,177,487	261,500	261,500
11100 Other Special Revenue Funds	866,505	391,840	186,698	186,698
11300 2011 Public Safety Realignment	5,111,666	13,202,868	2,574,890	2,574,890
11400 Human Services Realignment	2,658,759	3,824,926	0	0
11500 Human Services Department	5,935,702	6,113,310	5,595,981	5,595,981
11550 DCSS-Child Support Enforcement	371,039	3,386	0	0
11600 Department of Health Services	536,084	3,604,048	139,000	139,000
11700 Public Health Funds	147,160	8,688	157,780	157,780
11800 Behavioral Health Funds	20,743,541	6,588,711	1,672	1,672
11990 1991 Realignment Funds	(2,137,987)	(500,000)	(500,000)	(500,000)
21500 Hall of Justice	(7,638)	0	0	0
24000 Regional Parks	790,502	5,001,240	4,262,227	4,262,227
31100 Special Assessments	(4,570)	0	0	0

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
46000 <u>Miscellaneous Revenues (cont.)</u>				
31400 Tobacco Settlement Bonds	3,421,393	0	0	0
	215,725,748	46,851,341	15,675,020	15,946,028
46000 Total Miscellaneous Revenues	221,918,136	52,239,708	20,829,370	21,100,378
47000 <u>Other Financing Sources:</u>				
47001 Sale of Capital Assets:				
10003 General Fund	29,324	18,259	0	0
10500 Accumulated Capital Outlay	696,062	689,443	495,259	495,259
11050 Roads Fund	9,200	0	0	0
11100 Other Special Revenue Funds	6,902	0	0	0
	741,488	707,702	495,259	495,259
47XXX Operating/Residual Equity Transfers:				
10003 General Fund	259,708	309,708	316,279	316,279
24000 Regional Parks	100,000	100,000	0	0
31400 Tobacco Settlement Bonds	74,381,525	0	0	0
	74,741,233	409,708	316,279	316,279
47120 Other Financing Sources:	0	2,804	0	0
47000 Total Other Financing Sources*	75,482,721	1,120,214	811,538	811,538
48001 Special & Extraordinary Items:				
10003 General Fund	243	0	1,216,988	216,988
11050 Roads Fund	0	201,000	0	0
11100 Other Special Revenue Funds	2,073,575	49,297	0	0
11500 Human Services Department	0	1,739,676	0	0
11600 Department of Health Services	0	691,545	0	0
11700 Public Health Funds	0	47,462	0	0
	2,073,818	2,728,980	1,216,988	216,988
48000 Total Residual Equity Transfers In	2,073,818	2,728,980	1,216,988	216,988
Total All Governmental Funds	1,436,498,942	1,249,389,195	1,239,060,829	1,249,950,815

\*Excludes 2020-21 Actual transfers totaling \$229,529,895, 2021-22 Estimated transfers totaling \$328,942,269, 2022-23 Recommended transfers totaling \$178,629,649 and 2022-23 Adopted transfers totaling \$238,914,643.

County of Sonoma  
State of California  
Summary of Financing Uses by Function and Fund  
Governmental Funds  
Fiscal Year 2022-23

Description (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<b>Summarization By Function:</b>				
General/Capital Projects	174,704,172	313,288,905	261,817,548	333,567,699
Public Protection	361,226,255	377,673,049	406,522,690	414,621,301
Public Ways/Facilities	80,344,353	77,941,075	111,188,915	111,256,646
Health/Sanitation	204,345,677	223,611,336	187,733,927	193,065,724
Public Assistance	247,113,581	272,199,476	274,640,781	277,329,781
Education	1,168,651	1,456,083	1,229,492	1,229,492
Recreation/Cultural Services	37,139,184	68,354,011	69,002,107	69,859,068
Debt Service	81,153,717	12,234,370	12,020,250	12,020,250
<b>Total Financing Uses by Function</b>	<b>1,187,195,590</b>	<b>1,346,758,305</b>	<b>1,324,155,710</b>	<b>1,412,949,961</b>
<b>Appropriations for Contingencies:</b>				
10003 General	0	3,759,574	5,000,000	4,583,706
<b>Subtotal Financing Uses</b>	<b>1,187,195,590</b>	<b>1,350,517,879</b>	<b>1,329,155,710</b>	<b>1,417,533,667</b>
<b>Increases to Fund Balance:</b>				
10003 General			6,924,471	9,999,449
10200 General Reserve - County			0	5,475,000
10500 ACO Funds			634,809	634,809
11010 Community Investment Fund			567,396	166,246
11050 Road			843,250	843,250
11100 Other Special Revenue Funds			1,153,494	1,113,494
11300 2011 Public Safety Realignment			4,031,188	3,806,188
11400 Human Services Realignment			400,000	400,000
11500 Human Services Dept			366,700	366,700
11600 Dept of Health Services			675,308	0
11700 Public Health Funds			479,658	479,658
11800 Behavioral Health Funds			12,243,645	11,072,771
11990 1991 Realignment Funds			610,790	610,790
21000 Capital Projects			0	2,834,859
<b>Total Increases to Fund Balance</b>	<b>0</b>	<b>0</b>	<b>28,930,709</b>	<b>37,803,214</b>
<b>Total Financing Uses</b>	<b>1,187,195,590</b>	<b>1,350,517,879</b>	<b>1,358,086,419</b>	<b>1,455,336,881</b>



County of Sonoma  
State of California  
Summary of Financing Uses by Function and Fund  
Governmental Funds  
Fiscal Year 2022-23

Description (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
Summarization By Fund:				
10003 General	616,776,130	756,530,372	599,180,506	714,760,352
10200 General Reserve	246,386	468,728	0	5,475,000
10500 Accumulated Capital Outlay	2,277,275	4,313,084	5,512,457	5,512,457
10002 Total General	619,299,791	761,312,184	604,692,963	725,747,809
11010 Community Investment Fund	14,336,411	20,463,487	19,578,659	29,576,927
11050 Roads	80,201,462	77,275,797	110,979,865	111,167,796
11100 Other Special Revenue Funds	51,684,310	87,658,880	92,693,896	94,420,501
11300 2011 Public Safety Realignment	64,398,760	70,750,636	81,316,914	81,316,914
11400 Human Services Realignment	46,448,584	46,704,029	44,732,722	45,088,832
11500 Human Services Department	175,783,750	198,102,826	204,580,150	206,913,040
11550 DCSS-Child Support Enforcement	12,711,680	11,607,227	11,796,064	11,804,351
11600 Department of Health Services	88,093,492	96,914,736	84,432,064	87,222,459
11700 Public Health Funds	6,875,713	12,011,409	8,667,173	8,667,173
11800 Behavioral Health Funds	22,433,321	31,602,707	66,736,622	67,431,842
11990 1991 Realignment Funds	31,116,483	32,121,521	35,620,009	35,620,009
11001 Total Special Revenue	594,083,966	685,213,255	761,134,138	779,229,844
20000 Total Capital Projects	25,733,575	113,582,950	111,479,483	115,714,342
31000 Total Debt Service	93,416,759	12,234,370	12,020,250	12,020,250
Subtotals	1,332,534,091	1,572,342,759	1,489,326,834	1,632,712,245
XX Operating Transfers*	(145,338,501)	(221,824,880)	(131,240,415)	(177,375,364)
Total Financing Uses	1,187,195,590	1,350,517,879	1,358,086,419	1,455,336,881

\*The following transfers within a fund have been eliminated from the above fund totals: 2020-21 Actuals -\$84,191,392, 2021-22 Estimated - \$107,117,389, 2022-23 Recommended - \$47,389,233 and 2022-23 Adopted - \$61,539,278. Transfers between funds are included within the above funds and eliminated here before consolidating General County totals.

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>General:</u>				
<u>Legislative/Administrative</u>				
Board of Supervisors 150101XX	4,725,175	6,197,305	6,138,216	6,427,916
Assessment Appeals Board 15010200	14,748	19,536	18,690	18,690
County Administrator 1502010X	6,354,485	9,350,606	7,876,518	7,932,368
Exec Leadership & Admin OH 15020200	0	1,213,140	1,310,642	1,310,642
Policy, Grants, & Special Proj 15990600	1,300,901	0	0	0
General Services Admin 210101XX	1,220,033	1,178,053	1,044,487	1,044,487
Office of Equity 39010100	540,439	2,611,112	1,375,097	1,375,097
Total Legislative/Administrative	14,155,781	20,569,752	17,763,650	18,109,200
<u>Finance</u>				
Auditor-Controller 110101XX	8,026,920	8,158,388	8,239,988	8,239,988
Treasurer-Tax Collector 110102XX	4,964,888	5,796,005	5,702,577	5,702,577
ACTTC-Audit 11010300	1,081,250	1,152,012	1,244,868	1,244,868
ACTTC-Administration 11010400	218,328	380,790	204,194	204,194
County Disaster Finance 11010500	0	0	50,001	50,001
Assessor 13020100	11,150,830	11,879,885	12,000,483	12,916,353
Administrative Services 13020200	594	52,181	1	1
Assessor-Prop Character Data 13020300	35,977	109,515	113,721	113,721
Purchasing 21030100	1,290,961	1,249,716	1,442,169	1,573,895
Total Finance	26,769,748	28,778,492	28,998,002	30,045,598
<u>Counsel</u>				
County Counsel 17010100	4,548,012	4,851,018	4,504,556	4,504,556
Total Counsel	4,548,012	4,851,018	4,504,556	4,504,556
<u>Human Resources</u>				
Human Resources 230101XX	4,298,486	5,380,405	5,371,389	5,371,389
Total Human Resources	4,298,486	5,380,405	5,371,389	5,371,389
<u>Elections</u>				
Registrar of Voters 13030100	6,688,998	6,657,081	5,272,501	5,272,501
Registrar of Voters ACO 13030200	12,233	200,000	300,000	300,000
Total Elections	6,701,231	6,857,081	5,572,501	5,572,501
<u>Communications</u>				
Communications-Telephone 25010134	476,500	615,279	567,942	567,942
Total Communications	476,500	615,279	567,942	567,942
<u>Property Management</u>				
Real Estate 21020300	1,472,072	1,891,397	1,776,506	1,811,306
Facilities Operations 21020400	9,590,090	9,368,526	8,968,866	9,100,625
Energy 21030300	8,969,263	10,046,156	9,937,686	9,937,686
County Facilities ACO 21040100	0	3,000	3,000	3,000
SCEW-Administration 21040301	61,644	384,986	293,500	293,500
SCEW-PGE/Local Gov Partnership 21040302	44,685	0	0	0
Tidelands Leases Fund 21040500	73,196	118,339	77,000	77,000
EV Charging Stations 21040601	12,692	9,947	210,000	210,000

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>Property Management (cont.)</u>				
Communication Towers - Lease 21040700	6,996	50,649	186,653	186,653
Total Property Management	20,230,638	21,873,000	21,453,211	21,619,770
<u>Capital Improvements</u>				
Capital Improvements 40000000	22,399,744	111,863,835	110,038,113	111,438,113
Total Capital Improvements	22,399,744	111,863,835	110,038,113	111,438,113
<u>Promotion</u>				
Community Investment Fund 16030100	588,316	414,886	565,000	565,000
Community Investment Measure L 16030200	862,246	2,040,962	1,482,504	1,482,504
Economic Development Board 19010100	2,487,255	3,165,034	2,452,017	2,294,017
Tourism Council 19010200	2,256,070	4,162,226	2,528,531	3,028,531
Creative Sonoma 19010300	1,254,276	1,106,021	831,814	1,081,814
Broadband Project 19020100	0	35,696	270,000	428,000
Total Promotion	7,448,163	10,924,825	8,129,866	8,879,866
<u>Other General</u>				
Employee Benefits 16020100	3,944,007	4,330,096	4,708,048	4,708,048
Other General Government 16020200	(424,642)	579,491	(5,035,637)	(5,885,733)
Refuse Franchise Fees 16020400	992,637	1,462,927	1,075,589	1,075,589
Tribal Mitigation - Graton 16020800	3,951,591	9,836,821	4,546,602	4,576,602
Tribal Mitigation - Dry Creek 16020900	125,035	353,000	30,000	30,000
RDA Dissolution Distributions 16021100	728,039	1,443,040	1,744,040	878,040
Other Financing Sources/Uses 16021200	1,340,946	10,450,339	17,744,209	33,933,848
So Co Cannabis Program Fund 16021400	278,105	250,109	177,000	177,000
Litigation Contingency 16021901	409,956	225,400	846,000	846,000
Code Enforcement 16021902	670,465	1,400,000	1,000,000	1,000,000
Tribal Mitigation - Lytton 16022000	749,324	60,000	60,000	60,000
PGE2017 1602210X	3,786,231	21,120,911	0	0
D1-D5 CommInfrastructureProjects 1602220X	0	0	0	10,000,000
Disaster Response Fund 16022400	0	0	0	3,000,000
Special Projects 16022501	0	0	430,296	1,035,592
Clerk of the Board Projects 16022502	0	0	240,000	630,000
2019 Flood Disaster 16060100	0	62,000	88,000	88,000
2019 Kincade Fire Disaster 16060200	74,402	66,512	59,000	59,000
2020 COVID-19 Disaster Response 160603xx	26,796,789	21,917,051	679,000	679,000
2020 LNU Fires Disaster 16060400	2,893,153	145,826	68,000	68,000
2020 Glass Fire Complex 16060500	2,507,822	160,226	68,000	68,000
ARPA COVID Response 16060602	0	101,000	458,696	458,696
ARPA Projects 1606060X	0	0	0	39,227,607
2017 Fire - FEMA/OES Reimburs 16990200	0	122,000	59,000	59,000
Capital Project Management 21020100	605,137	303,542	(22,909)	(22,909)
Local Projects 21020200	35,377	77,560	77,560	77,560
Fleet Operations 210304xx	2,319,378	2,841,383	3,586,096	3,586,096
Fleet ACO 21040200	1,940,011	2,874,628	3,080,611	3,080,611
County Ctr Parking Enforcement 21040400	128,661	108,131	138,155	138,155
Insurance 23010500	2,701,972	3,737,245	4,906,700	4,906,700
ADA Program 23011000	278,383	376,819	380,000	380,000
Information Systems Section 250101xx	10,817,518	16,837,159	17,991,964	18,305,964
IS Replacement B 25011100	25,572	332,002	234,298	234,298
Total Other General	67,675,869	101,575,218	59,418,318	127,458,764

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>General (cont.)</u>				
Total General	174,704,172	313,288,905	261,817,548	333,567,699
<u>Public Protection:</u>				
<u>Judicial</u>				
DA - Criminal 18010101	23,951,807	24,740,543	25,171,978	25,171,978
DA - Victim Witness 18010102	2,209,453	2,379,243	2,264,534	2,348,484
DA - Consumer Protection Fund 18010400	825,529	1,451,760	1,812,171	1,812,171
DA - SCATT 18010500	1,466,364	437	0	0
DA - Family Justice Center 18010600	779,648	754,650	755,260	865,639
PSR - DA Revocation 18013000	319,419	235,659	364,735	364,735
PSR - DA Local Law Enforcement Services 18013500	183,500	205,000	222,600	222,600
Public Defender 28010100	12,449,686	12,885,154	13,171,537	13,171,537
PSR - Public Defender Revocation 28010200	224,000	352,388	442,860	442,860
Indigent Defense Grant Program 28010400	0	212,005	347,640	347,640
Public Defense Pilot Program 28010500	0	0	0	574,421
Sheriff-Court Security 30014700	548,539	403,095	614,148	614,148
Grand Jury 36010100	94,097	110,085	103,800	103,800
Court Support Operations 36010200	8,500,837	8,500,903	8,525,103	8,525,103
Alternate Defense Counsel 36010300	2,504,998	2,565,768	2,665,132	2,665,132
Courts-Alternate Dispute Resolution 36020100	65,000	80,000	65,000	65,000
Total Judicial	54,122,877	54,876,690	56,526,498	57,295,248
<u>Police Protection</u>				
Sheriff Administration Section 30010100	11,399,328	12,690,608	12,879,981	13,082,774
Law Enforcement Section 30010200	6,285,037	8,736,311	9,367,746	10,317,746
Sheriff-Training 30010300	1,061,869	1,135,137	1,943,750	1,943,750
Sheriff-Dispatch 30012000	4,546,025	4,565,531	4,872,885	4,872,885
Sheriff-Civil Bureau 30012100	726,343	860,304	948,148	948,148
Sheriff-Records 30012200	2,305,400	2,130,249	2,601,571	2,601,571
Sheriff-Telecommunication 30012300	1,543,667	1,692,554	1,669,895	1,669,895
Sheriff-Patrol 30014000	38,034,302	38,969,136	38,659,922	38,659,922
Sheriff-Windsor 30014100	6,229,408	6,469,008	6,866,370	6,866,370
Sheriff-Sonoma 30014200	3,424,629	3,908,264	4,048,796	4,048,796
Sheriff-Helicopter 30014300	1,875,698	1,941,656	15,000	2,210,012
Sheriff-Marine Unit 30014400	1,056,871	1,361,291	1,242,276	1,242,276
Sheriff-Investigations Section 30014500	7,552,474	7,873,302	7,341,340	7,341,340
PSR-Trial Court Security 30016400	8,046,384	8,758,187	10,033,068	10,033,068
PSR-Local Law Enf-ST COPS (LED) 30016500	400,000	400,000	400,000	400,000
PSR-Local Law Enf-CAL-EMA 30016600	239,500	225,815	225,815	225,815
Justice Assistance Grant 30016800	0	0	0	41,305
Helicopter - Major Repair 30016900	0	0	0	176,957
Equipment Replacement 30017000	0	0	227,000	227,000
Telecommunications Capital 30017100	190,712	268,058	275,000	1,775,000
DMV Fee/CAL ID 30017400	386,683	1,386,990	2,247,500	2,247,500
CA Vehicle Code Sect 9250.14 30017500	989,682	1,265,925	1,348,631	1,353,631
DSA/DSLEM Physical Fitness 30017600	(20,012)	0	0	0
Sheriff - Donations/Escheated 30017700	0	0	272,000	272,000
Total Police Protection	96,274,000	104,638,326	107,486,694	112,557,761

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<b><u>Detention &amp; Correction</u></b>				
Probation-Administration Section 27010100	4,988,849	5,244,277	5,159,577	5,506,279
Adult Investigations Section 27011000	2,804,785	2,931,944	2,895,665	2,895,665
Adult Supervision Section 27011100	9,826,223	9,623,082	9,961,796	9,961,796
Adult Realignment Section 27011200	49,524	32,875	0	0
Adult Grant Funds 27011300	489,456	333,011	0	0
Adult Pretrial Services 27011400	1,998,609	599,982	0	499,971
Juvenile Investigations Section 27012000	2,059,799	1,927,075	2,035,425	2,035,425
Juvenile Designated Purpose 27012400	7,233	6,356	11,575	11,575
Probation-Juvenile Supervision Section 27012100	2,555,854	2,605,305	2,830,856	2,709,154
Probation-Juvenile Justice Crime Prev 27012200	7,722	22,309	4	4
Probation-Juvenile Grant Funds 27012300	108,767	493,340	599,456	599,456
Supervised Adult Crews 27013000	1,350,451	1,432,702	1,106,451	1,106,451
Juvenile Hall Section 27014000	14,410,363	15,098,371	15,583,993	15,358,993
Probation Camp Section 27014500	1,031,052	528,106	486,221	486,221
Probation Replacement Fund 27016000	0	100,000	100,000	100,000
SAC/Camp Ops & Replacement 27016300	1,108,987	632,925	1,476,012	1,476,012
Probation-CCPIF 27017000	1,723,074	2,543,798	1,661,134	1,661,134
CCP (AB109) Special Revenue Fund 27017200	12,452,722	13,265,081	16,346,585	16,346,585
Probation Trans Housing Grant 27017300	291,042	438,348	464,900	464,900
SB823 Juvenile Realignment 27017400	0	147,256	500,000	725,000
YOBG Section 27017500	1,419,288	1,449,624	1,599,774	1,599,774
Probation JJCPA 27017600	1,173,069	1,172,190	1,820,208	1,820,208
Probation JPCF 27017700	4,574,939	4,449,371	4,785,673	4,785,673
2019 Youth Reinvestment Grant 27017900	158,133	241,228	333,333	333,333
Sheriff-Transportation 30014800	1,417,369	1,767,517	1,892,554	1,892,554
Detention-Administration 30020100	24,260,441	24,186,687	30,461,524	30,461,524
Detention-Training 30020200	499,549	1,546,818	1,258,216	1,258,216
Detention-Main Adult Detention Facility 30020300	39,447,446	42,847,985	40,244,211	40,244,211
Detention-North County Detention Facility 30020400	781,399	658,411	4,404,469	4,404,469
Detention-Jail Industries 30020500	122,537	182,808	203,351	203,351
PSR-Local Law Enf-Booking Fees 30026000	791,066	791,066	791,066	791,066
SCLEA/SCLEMA Physical Fitness 30026300	(70,114)	91	0	0
PSR-Local Law Enf-ST COPS (DD) 30026100	300,000	300,000	300,000	300,000
<b>Total Detention &amp; Correction</b>	<b>132,139,634</b>	<b>137,599,939</b>	<b>149,314,029</b>	<b>150,039,000</b>
<b><u>Protection Inspection</u></b>				
Agricultural Commissioner 10010100	5,321,366	5,441,163	5,577,294	5,577,294
Weights & Measures 10010200	912,387	995,482	1,081,679	1,081,679
W&M Transaction Verification 10010300	6,499	0	0	0
Land Stewardship Division 10010600	736,046	892,867	871,777	871,777
PRMD - General 260101XX	16,739,278	18,050,415	21,570,582	22,665,585
2017 Fire - General Costs 26990400	4,222,081	2,290,802	1,000,000	1,000,000
<b>Total Protection Inspection</b>	<b>27,937,657</b>	<b>27,670,729</b>	<b>30,101,332</b>	<b>31,196,335</b>
<b><u>County Clerk</u></b>				
County Clerk Operations 13010800	720,288	872,166	976,500	976,500
<b>Total County Clerk</b>	<b>720,288</b>	<b>872,166</b>	<b>976,500</b>	<b>976,500</b>
<b><u>District Attorney</u></b>				
Child Support Services 12010100	12,711,680	11,607,227	11,796,064	11,804,351

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>Public Protection (cont.)</u>				
<u>Fire Services</u>				
Fire Services 16021800	5,714,176	7,468,914	8,332,120	8,332,120
<u>Other Protection</u>				
Fish and Wildlife 10010400	48,196	40,430	65,430	65,430
Recorder Operations 13010100	2,048,046	2,144,311	2,252,390	2,252,390
Recorder Modernization 13010300	424,577	703,026	786,277	786,277
Recorder Micrographics 13010400	60,923	86,103	102,600	102,600
VRIP Program 13010500	14,932	45,300	51,762	51,762
Social Security Truncation Prg 13010600	8,218	8,390	8,656	8,656
Recorder - eRecording 13010700	101,945	133,877	160,951	160,951
Hazardous Materials Fund 20010300	607,388	0	0	0
PH So County Animal Services 22020106	5,489,590	5,360,369	6,679,983	6,679,983
PH Animal Welfare Fund 22020200	89,949	54,018	23,576	23,576
PRMD-CP-Comprehensive Planning 26010123	2,187,717	1,426,261	1,334,176	1,364,176
PRMD-ER-Environmental Review 26010122	1,705,732	1,463,791	3,991,629	3,991,629
PRMD-PL-Planning Board 26010120	489,338	23,977	545,197	545,197
PRMD-PR-Project Review 26010121	5,100,778	5,502,840	5,566,635	5,566,635
Survey Monument Preservation 26010300	6,984	25,175	50,350	50,350
PRMD Planning Admin. Fund 26010400	443,270	469,185	481,013	481,013
PRMD Sonoma Development Center 26010510	425,852	1,600,047	1,018,100	1,018,100
PRMD Gleason Beach Project 26010600	0	350,000	650,000	650,000
SMIP & CA Building Standards 26010800	0	14,234	0	0
PRMD - Fire Prevention 26030100	2,170,770	2,079,377	2,760,609	2,760,609
PRMD - Hazardous Materials 26030200	1,824,448	1,638,537	2,093,350	2,093,350
PRMD - Chipper 26030300	290,283	304,945	170,000	170,000
Coroner 30014600	2,937,139	3,347,912	3,308,681	3,308,681
IOLERO - Admin 32010100	754,225	1,742,691	1,956,506	2,003,051
IOLERO - Community Advisory Cn Administration 32010400	0	0	14,100	14,100
Administration 38010100	1,802,252	2,054,770	1,316,418	1,428,618
Emergency Coordination 38010200	465,638	522,975	566,278	808,066
Community Preparedness/Engagmt 38010300	275,804	267,785	267,322	267,322
Community Alert and Warning 38010400	448,547	454,306	490,061	490,061
Emergency Preparedness Grant 38010501	137,767	83,123	836,852	836,852
CDBG - MIT-RIP - CERC 38010504	0	0	1,492,021	1,492,021
Hazard Mitigation Grant - DEM 38010505	399,119	52,235	539,541	539,541
Homeland Security Grant 38010503	687,169	392,339	1,354,566	1,354,566
UASI 38010502	159,347	273,479	70,000	70,000
CDBG - MIT-PPS 3801050X	0	0	656,292	656,292
Emergency Operations Center 38010600	0	273,250	328,131	328,131
Total Other Protection	31,605,943	32,939,058	41,989,453	42,419,986
Total Public Protection	361,226,255	377,673,049	406,522,690	414,621,301
<u>Public Ways/Facilities:</u>				
<u>Public Ways</u>				
Road Administration 340101XX	80,101,268	77,220,603	110,076,495	110,264,426
PW Special Projects 34020100	145,561	143,520	143,520	23,320
PW District Formation 34020200	19,057	391,361	360,000	360,000

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<b>Public Ways (cont.)</b>				
PW Small Water Systems 34020300	294	21,717	10,000	10,000
PW PEG Fund 34020500	0	150,000	500,000	500,000
Cal-Am Franchise Fees 34020600	43,173	13,874	58,300	58,300
West Water Co Ops & Maint 34200100	35,000	0	40,600	40,600
<b>Total Public Ways</b>	<b>80,344,353</b>	<b>77,941,075</b>	<b>111,188,915</b>	<b>111,256,646</b>
<b>Total Public Ways/Facilities</b>	<b>80,344,353</b>	<b>77,941,075</b>	<b>111,188,915</b>	<b>111,256,646</b>
<b>Health/Sanitation:</b>				
<b>Public Health</b>				
Health Services Administration 22010101	2,568,563	1,201,596	1,383,389	1,560,000
Special Projects 22010102	115,857	384,777	348,823	557,141
ACCESS Sonoma Initiative 22010400	1,944,609	1,330,062	443,483	2,284,886
COVID-19 Response Unit 22020113	2,857,441	14,138,074	5,006,937	5,006,937
Healthy Communities 22020112	1,880,940	2,751,059	1,569,424	1,569,424
PH Clinical Laboratory 22020110	1,012,146	1,272,081	233,797	233,797
PH Disease Control 22020107	2,571,181	6,151,832	1,325,261	1,325,261
PH Emergency Medical Services 22020109	1,272,603	1,576,997	1,505,204	1,505,204
PH Environmental Health 22020102	651,264	606,895	395,734	777,099
PH Family Health 22020103	3,788,334	4,731,565	2,202,044	2,202,044
PH Health Care Coordination 22020105	5,265,041	6,713,843	5,350,514	5,350,514
PH Preparedness 22020111	1,023,717	1,649,321	942,206	942,206
PH Program Support 22020101	(5,784,362)	(8,758,623)	13,588	13,588
PH Special Clinical Services 22020108	253,452	352,076	251,336	251,336
PH Women Infants & Children 22020104	2,662,785	2,851,517	2,364,735	2,364,735
PH Fee Stabilization Fund 22020400	5,460,980	10,099,902	7,025,116	7,025,116
PH Maddy Fund 22020500	175,732	303,476	195,455	195,455
PH Maddy/Richie Fund 22020600	296,955	454,472	306,006	306,006
Child Safety Seats 22020800	3,995	10,000	3,223	3,223
Health Realignment 1991 22050100	18,177,127	17,273,992	19,788,291	19,788,291
MAA/TCM Audit Reserve 22050400	0	630,652	586,720	586,720
Intergovernmental Transfer 22050500	7,861,964	3,379,849	1,781,051	2,555,642
Tobacco Tax-Education 22050600	317,000	162,732	131,733	131,733
Vital Statistics Fund 22050900	111,112	138,873	138,873	138,873
Solid Waste Enforcement 22051000	24,015	124,305	24,791	24,791
Tobacco Tax - Prop 56 Funds 22052200	395,975	663,631	338,742	338,742
COVID-19 DHS Response Unit 22990300	55,353,210	45,655,893	0	0
<b>Total Public Health</b>	<b>110,261,636</b>	<b>115,850,849</b>	<b>53,656,476</b>	<b>57,038,764</b>
<b>Mental Health</b>				
BH Acute/Forensic Services 22030102	11,530,088	1,271,675	861,849	861,849
BH Adult Contracted Services 22030103	14,808,444	5,977,960	7,735,212	7,735,212
BH Mental Health Services Act 22030105	15,883,092	15,413,776	13,293,908	13,377,323
BH-MO BH Facilities 22030107	23	2,840,250	4,567,828	4,567,828
BH Program Support 22030101	(5,592,961)	5,149,942	3,223,291	3,223,291
BH Youth & Family Services 22030104	5,109,151	6,224,324	6,548,073	6,548,073
BH-MO Emerg Psych/Crisis Svce 22030108	0	3,140,541	4,680,988	4,680,988
BH-MO Homeless/Care Coord 22030110	0	0	(1,000)	(1,000)
BH-MO MH&SUDS Optpt Svce 22030109	0	70,847	594,007	594,007
BH Memorial Fund 22030300	0	0	15,000	15,000

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>Mental Health (cont.)</u>				
BH Interim Fund 22030400	120	0	33,000	33,000
Behavioral Health Account 2011 22050200	6,393,626	11,060,086	13,514,429	13,514,429
Mental Health Realignment 1991 22050300	12,939,356	14,847,529	15,220,928	15,220,928
MHSA-Community Svcs & Supp 22051600	15,786,727	17,304,436	22,888,918	24,059,792
MHSA-Early Intervention 22051800	3,558,956	3,045,304	4,597,004	4,597,004
MHSA-Innovation 22051900	0	1,015,101	1,834,117	1,834,117
BH Stabilization Fund 22052300	0	0	329,629	832,261
MO BH Facilities 22052400	59,674	1,841,675	7,787,371	7,787,371
MO Crisis Services 22052500	119,348	1,276,569	7,807,892	7,807,892
MO MH SUD Opt 22052600	48,824	3,525,719	4,731,751	4,731,751
MO BH Homeless-Care Coord 22052700	37,974	500,000	1,157,137	1,157,137
Total Mental Health	80,682,442	94,505,734	121,421,332	123,178,253
<u>Drug &amp; Alcohol Abuse Services</u>				
BH Substance Use Disorders 22030106	10,579,901	10,160,850	9,344,961	9,344,961
BH Driving Under the Influence 22030200	2,708,390	3,025,499	3,236,000	3,428,588
Residential Tx & Detox 22051200	60,581	37,150	40,367	40,367
Alcohol Abuse Educ/Prev 22051300	51,912	30,550	32,976	32,976
Drug Abuse Educ/Prev 22051400	815	704	815	815
Alcohol & Drug Assessment Prog 22051500	0	0	1,000	1,000
Total Drug & Alcohol Abuse Services	13,401,599	13,254,753	12,656,119	12,848,707
Total Health/Sanitation	204,345,677	223,611,336	187,733,927	193,065,724
<u>Public Assistance:</u>				
<u>Welfare</u>				
<u>Administration</u>				
County Mandated MOE 24010200	0	361,674	372,600	372,600
HS Realignment Operating 24020100	35,944,218	36,206,541	34,695,496	35,051,606
WP IHSS & PA Program 24030651	18,122,871	16,682,187	18,200,979	18,200,979
Human Services - Program Administration 240301XX	108,323,805	125,645,714	128,225,533	129,900,363
Total Administration	162,390,894	178,896,116	181,494,608	183,525,548
<u>Aid Programs</u>				
Discretionary General Fund 24010300	0	521,700	352,500	352,500
Pub Safety Realign AB 118 - HS 24020200	27,881,247	27,799,482	25,799,482	25,799,482
AB 85 Family Support Fund 24020300	1,775,179	3,613,589	3,613,589	3,613,589
CalWorks MOE 24020400	5,729,187	5,593,664	5,593,664	5,593,664
Title IVe Waiver Fund 24020700	1,800,000	1,716,105	750,000	750,000
WP Adult Other Case Services 24030650	187,780	286,048	286,048	286,048
WP Aid to Adoption 24030640	6,633,182	6,513,170	6,848,998	6,848,998
WP Children's Case Services 24030641	512,389	1,756,939	3,483,409	3,483,409
WP Foster Care 24030642	5,432,761	7,085,456	6,169,456	6,169,456
WP Refugees 24030621	1,785	14,569	0	0
WP Temp Assist Needy Families 24030630	4,203,228	2,715,142	2,681,148	2,681,148
WP Wraparound Services 24039100	149,273	750,000	750,000	750,000
Total Aid Programs	54,306,011	58,365,864	56,328,294	56,328,294



Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>Public Assistance (cont.)</u>				
<u>Social Services Administration</u>				
A & A Administration 24030150	(63,320)	75,814	(144,336)	(144,336)
Adult Protective Service 24030152	6,056,248	7,361,896	9,723,186	9,736,246
IHSS Non Public Authority 24030151	10,846,942	13,325,790	12,629,855	12,629,855
VOM Children's Home 24030142	4,509,545	4,835,709	4,880,203	4,880,203
Total Administration	21,349,415	25,599,209	27,088,908	27,101,968
<u>Other Social Services</u>				
WP General Assistance 24030622	229,731	380,951	76,900	76,900
<u>Veterans Services</u>				
Veterans Services 24030155	108,886	134,921	156,806	156,806
<u>Other Public Assistance</u>				
Dependent Child Fund 24020500	18,067	50,000	50,000	50,000
Domestic Violence 24020900	100,000	100,000	100,000	100,000
Adults Grants 24030157	887,334	1,678,227	1,402,462	1,402,462
Area Agency on Aging 24030153	4,822,823	3,762,664	3,843,019	4,488,019
MSSP-Senior Services 24030154	1,868,825	2,251,500	2,751,730	2,751,730
PA/PG/PC 24030156	907,915	874,910	1,255,318	1,255,318
Senior Safety 24030158	123,680	105,114	92,736	92,736
Total Other Assistance	8,728,644	8,822,415	9,495,265	10,140,265
Total Public Assistance	247,113,581	272,199,476	274,640,781	277,329,781
<u>Education:</u>				
<u>Agricultural Education</u>				
UC Cooperative Extension Div 35010100	1,168,651	1,456,083	1,229,492	1,229,492
Total Agricultural Education	1,168,651	1,456,083	1,229,492	1,229,492
Total Education	1,168,651	1,456,083	1,229,492	1,229,492
<u>Recreation/Cultural Services:</u>				
<u>Recreation Facilities</u>				
Regional Parks Ops & Maintenance 290101XX	14,513,227	14,506,351	14,887,608	15,493,561
Park Planning 29010200	789,477	791,142	808,752	930,420
Community Engagement 290103XX	1,869,531	2,626,683	2,480,778	2,610,118
Parks Administration 29010400	559,638	455,092	746,473	746,473
Spring Lake Park 290105XX	2,383,844	3,499,920	3,853,544	3,853,544
Restricted Donations 29010700	73,057	0	0	0
Natural Resource Management 29011500	1,739,607	2,380,423	2,782,185	2,782,185
Marketing and Communications 29011900	999,408	1,338,187	1,463,379	1,463,379

County of Sonoma  
State of California  
Detail of Financing Uses by Function, Activity, and Budget Unit  
Governmental Funds  
Fiscal Year 2022-23

Description (Function, Activity and Budget Unit) (1)	Actual 2020-21 (2)	Estimated 2021-22 (3)	Recommended 2022-23 (4)	Adopted by the Board of Supervisors 2022-23 (5)
<u>Recreation Facilities (cont.)</u>				
Open Space Special Tax Acct      16040400	13,466,096	41,359,644	40,761,600	40,761,600
Total Recreation Facilities	36,393,885	66,957,442	67,784,319	68,641,280
<u>Veterans Memorial Buildings</u>				
Veterans Buildings      21030200	745,299	1,396,569	1,217,788	1,217,788
Total Veterans Memorial Buildings	745,299	1,396,569	1,217,788	1,217,788
Total Recreation/Cultural Services	37,139,184	68,354,011	69,002,107	69,859,068
<u>Debt Service:</u>				
<u>Retirement of Long-Term Debt</u>				
Retirement of Long-Term Debt      42000000	81,153,717	12,234,370	12,020,250	12,020,250
Total Retirement of Long-Term Debt	81,153,717	12,234,370	12,020,250	12,020,250
Total Debt Service	81,153,717	12,234,370	12,020,250	12,020,250
Grand Total Financing Uses by Function	1,187,195,590	1,346,758,305	1,324,155,710	1,412,949,961

\*Excludes 2020-21 Actual transfers totaling \$229,529,895, 2021-22 Estimated transfers totaling \$328,942,269, 2022-23 Recommended transfers totaling \$178,629,649 and 2022-23 Adopted transfers totaling \$238,914,643.

District Name (1)	Total Financing Sources				Total Financing Uses		
	Fund Balance Available June 30,2022 (2)	Decreases to Obligated Fund Balances (3)	Additional Financing Sources (4)	Total Financing Sources (5)	Financing Uses (6)	Increases to Obligated Fund Balances (7)	Total Financing Uses (8)
<u>County Service Areas:</u>							
13105-13130 #40-Fire Services	0	896,454	1,436,546	2,333,000	2,333,000	0	2,333,000
15XXX #41-Lighting	0	112,000	78,977	190,977	112,000	78,977	190,977
15XXX #41-Parks	0	796,981	1,434,509	2,231,490	1,942,771	288,719	2,231,490
Total County Service Areas	0	1,805,435	2,950,032	4,755,467	4,387,771	367,696	4,755,467
13015 Rio Nido GHAD	0	9,500	500	10,000	10,000	0	10,000
13305- Community Facilities 13325	0	21,500	224,000	245,500	245,500	0	245,500
13335- Permanent Road Districts 13360	0	68,723	73,934	142,657	142,657	0	142,657
<u>Sonoma County Water Agency:</u>							
14015 General Fund	0	2,056,482	33,681,797	35,738,279	35,738,279	0	35,738,279
14020 Spring Lake Park	0	1,726,859	3,433,771	5,160,630	5,160,630	0	5,160,630
14030 Sustainable/Renewable Energy	0	116,595	905,280	1,021,875	1,021,875	0	1,021,875
14105-14135 Special Revenue Funds	0	3,852,317	23,725,118	27,577,435	27,560,575	16,860	27,577,435
34105 Warm Springs Dam Debt Serv	0	31,333	6,254,240	6,285,573	6,285,573	0	6,285,573
Total Sonoma County Water Agency	0	7,783,586	68,000,206	75,783,792	75,766,932	16,860	75,783,792
13395 IHSS Public Authority	0	0	1,171,377	1,171,377	1,171,377	0	1,171,377
13605- Open Space District 13645	0	648,132	47,142,988	47,791,120	47,142,988	648,132	47,791,120
Total Special Districts & Other Agencies	0	10,336,876	119,563,037	129,899,913	128,867,225	1,032,688	129,899,913

District/Agency Name (1)	Total Fund Balance June 30, 2022 (2)	Less: Obligated Fund Balance				Less: Unassigned Fund Balance (7)	Total Fund Balance Available June 30, 2022 (8)
		Nonspendable (3)	Restricted (4)	Committed (5)	Assigned (6)		
<u>County Service Areas:</u>							
131XX #40-Fire Services	856,943		856,943				0
15XXX #41-Lighting	10,461,313		10,461,313				0
15XXX #41-Parks	340,834		340,834				0
Total County Service Areas	11,659,090	0	11,659,090				
13015 Rio Nido GHAD	120,650		120,650				0
13305- Community Facilities 13325	253,713		253,713				0
13335- Permanent Road Districts 13360	952,570		952,570				0
<u>Sonoma County Water Agency:</u>							
14015 General Fund	5,476,333		5,476,333				0
14020 Spring Lake Park	4,234,880		4,234,880				0
14025 Waste/Recycled Water	644,146		644,146				0
14030 Sustainability Fund	899,189		899,189				0
14105-14135 Special Revenue Funds	33,715,059		33,715,059				0
34105 Warm Springs Dam Debt Serv.	10,079,166		10,079,166				0
Total Sonoma County Water Agency	55,048,773	0	55,048,773	0	0	0	0
13395 IHSS Public Authority	1,758,663		1,758,663				0
13605- Open Space District 13635	12,673,813		12,673,813				0
Total Special Districts & Other Agencies	82,467,272	0	82,467,272	0	0	0	0

\*Fund Balance Component Definitions (encumbrances are excluded):

- 1) Nonspendable - Not in spendable form or there is a requirement to maintain intact.
- 2) Restricted - Externally enforceable limitations from outside parties, constitutional provisions or enabling legislation.
- 3) Committed - Formal action required by the Board of Supervisors.
- 4) Assigned - Set aside for intended use by Board of Supervisors or designated body or official.

District/Agency Name (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
<u>County Service Areas:</u>						
13105 #40-Fire Services	856,844	896,454	896,454			(39,610)
13115 #40-Fire-Dry Creek	75					75
13130 #40-Fire-Wilmar	24					24
Subtotal CSA #40	856,943	896,454	896,454	0	0	(39,511)
15025 #41-Lighting - Meadowlark	20,212			10,000	10,000	30,212
15035 #41-Lighting - ALW Zone 5	10,475			10,415	10,415	20,890
15045 #41-Parks-Sonoma Valley	340,834			7,780	7,780	348,614
15065 #41-Airport Center Light	58,898			58,562	58,562	117,460
15101-15201 #41-Lighting Services	10,371,728	908,981	908,981	280,939	280,939	9,743,686
Subtotal CSA #41	10,802,147	908,981	908,981	367,696	367,696	10,260,862
Total County Service Areas	11,659,090	1,805,435	1,805,435	367,696	367,696	10,221,351
<u>Hazardous Abatement:</u>						
13015 Rio Nido GHAD	120,650	9,500	9,500			111,150
Total Hazardous Abatement	120,650	9,500	9,500	0	0	111,150
<u>Community Facilities:</u>						
13305 #4 Wilmar	115,137					115,137
13315 #5 Dry Creek	138,564	21,500	21,500			117,064
13325 #7 Mayacamas	12					12
Total Community Facilities	253,713	21,500	21,500	0	0	232,213
<u>Permanent Roads:</u>						
13335-13355 Permanent Roads	318,118	45,006	45,006			273,112
13360 Canon Manor Maint. Ops	634,452	23,717	23,717			610,735
Total Permanent Roads	952,570	68,723	68,723	0	0	883,847

County of Sonoma  
State of California  
Special Districts and Other Agencies  
Nonenterprise-Obligated Fund Balances  
Fiscal Year 2022-2023

District/Agency Name (1)	Obligated Fund Balances June 30,2022 (2)	Decreases or Cancellations		Increases or New Obligated Fund Balances		Total Obligated Fund Balances for Budget Yr (7)
		Recommended (3)	Adopted by the Board of Supervisors (4)	Recommended (5)	Adopted by the Board of Supervisors (6)	
<u>Sonoma County Water Agency:</u>						
14015 General	5,226,333	2,056,482	2,056,482			3,169,851
14015 General-Restricted Assets	250,000					250,000
14020 Spring Lake Park	4,234,880	1,726,859	1,726,859			2,508,021
14025 Waste/Recycled Water Loan	644,146					644,146
14030 Sustainable/Renewable Energy	899,189	116,595	116,595			782,594
14105 Laguna Mark (1A)	5,968,990	939,655	939,655			5,029,335
14110 Petaluma (2A)	8,957,691	630,150	630,150			8,327,541
14115 Valley of the Moon (3A)	6,200,923	234,200	234,200			5,966,723
14120 Lower Russian River (5A)	1,269,981	259,850	259,850			1,010,131
14125 North Coast (7A)	80,571	9,664	9,664			70,907
14130 South Coast (8A)	3,180,558			16,860	16,860	3,197,418
14135 Warm Springs Dam	8,056,345	1,778,798	1,778,798			6,277,547
34105 Warm Springs Dam Debt Serv.	10,079,166	31,333	31,333			10,047,833
Total Sonoma County Water Agency	55,048,773	7,783,586	7,783,586	16,860	16,860	47,282,047
<u>IHSS Public Authority:</u>						
13395 IHSS Public Authority	1,758,663					1,758,663
Total IHSS Public Authority	1,758,663	0	0	0	0	1,758,663
<u>Open Space District:</u>						
13605 SCAPOSD-Unassigned Assets	(310,462)	398,132	398,132			(708,594)
13620 SCAPOSD-Cooley Reserve	157,314					157,314
13635 SCAPOSD-O & M - Reserved	12,405,363			648,132	648,132	13,053,495
13645 SCAPOSD Non- Measure F	421,598	250,000	250,000			171,598
Total Open Space District	12,673,813	648,132	648,132	648,132	648,132	12,673,813
<b>Total Special Districts &amp; Other Agencies</b>						
	82,467,272	10,336,876	10,336,876	1,032,688	1,032,688	73,163,084

**Cross reference of County Departments to Annual Comprehensive Financial report**

Budget Section & Department	Governmental Funds			Proprietary Funds			Discrete Component Units
	General	Major	Non-Major	Major	Non-Major	ISF	
<b>Administrative &amp; Fiscal Services</b>							
Board of Supervisors/County Administrator	X		X				
County Counsel	X		X				
Human Resources	X		X			X	
General Services	X		X				
Information Systems	X		X				
Non-Departmental	X	X	X				
Auditor-Controller-Treasurer-Tax Collector (ACTTC)	X		X	X		X	
Office of Equity	X						
County Clerk-Recorder-Assessor (CRA)	X		X				
Independent Office of Law Enforcement & Outreach (IOLERO)	X		X				
Emergency Management	X						
Fire Services	X		X				
Court Support & Grand Jury	X		X				
Retirement of Long-Term Debt (Debt Service Funds)			X				
<b>Justice Services</b>							
Probation	X		X				
District Attorney	X		X				
Public Defender	X		X				
Sheriff	X		X				
<b>Health &amp; Human Services</b>							
Department of Health Services (DHS)	X	X	X				
Human Services Department (HSD)	X	X	X				
In-Home Supportive Services Public Authority (IHSS)			X				
Department of Child Support Services (DCSS)			X				
<b>Development Services</b>							
Permit Sonoma	X		X		X		
Community Development Commission							X
Transportation and Public Works	X		X	X	X	X	
Economic Development Department	X		X				
<b>Natural Resources and Agriculture</b>							
Sonoma Water							X
Regional Parks	X		X		X		
Agricultural Preservation and Open Space District			X				
Agriculture/Weights and Measures	X		X				
University of California Cooperative Extension (UCCE)	X		X				
<b>Capital Projects</b>							
Capital Improvements (Capital Project Funds)			X				

Governmental funds are used to account for most of the County’s general government activities and proprietary funds are used to account for the County’s services and programs which are similar to those often provided by the private sector. Review Fund Types Used by the County in the Financial Policies Section for further fund information.

**Governmental Fund Types:**

General Fund, Special Revenue (Major and Non-Major), Capital Project (Non-Major), and Debt Services (Non-Major) funds.

**Proprietary Fund Types:**

Enterprise Funds (Major and Non-Major) - Enterprise funds are established to finance and account for operations that are financed and operated in a manner similar to private business enterprises, where the costs (expenses including depreciation, capital, and maintenance) are financed primarily through user charges.

Internal Service Funds (ISF) - Internal service funds are created for the sole purpose of providing specific internal services to County departments. Internal service funds are funded through cost reimbursement by charges to departments for use of internal service fund services.

The County’s Major Funds and Non-Major funds reported in the County’s Annual Comprehensive Financial Report (ACFR) are determined annually using established GASB criteria.

**Discretely present component units:**

Funds that the County’s Board of Supervisors has the ability to exert its will on, including budgeting, however the County is not involved in management of these entities per established GASB criteria.





# POSITION LISTINGS

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# PERMANENT POSITION SUMMARY

Department*	FY 2021-22 Adopted	FY 2021-22 Revised	FY 2022-23 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted*
Auditor-Controller-Treasurer-Tax Collector	108.00	108.00	107.00	0.00	107.00	0.00	107.00
Ag Pres/Open Space District	31.50	31.50	30.50	3.50	34.00	0.00	34.00
Agricultural Commissioner	38.50	38.50	38.50	0.00	38.50	0.00	38.50
Board of Supervisors/County Administrator	68.70	67.70	67.70	1.00	68.70	3.00	71.70
Child Support Services	77.00	78.00	66.00	0.00	66.00	0.00	66.00
Clerk-Recorder-Assessor	103.80	105.80	105.80	6.00	111.80	0.00	111.80
Community Development**	54.00	59.00	57.00	1.00	58.00	4.00	62.00
County Counsel	42.25	42.25	41.25	0.00	41.25	0.00	41.25
District Attorney	128.75	128.75	127.75	1.00	128.75	0.00	128.75
Emergency Management	12.00	12.00	12.00	0.00	12.00	1.00	13.00
Economic Develop Board	15.00	15.00	13.00	1.00	14.00	0.00	14.00
General Services**	106.50	106.50	106.50	0.00	106.50	0.00	106.50
Health Services	582.43	608.43	596.43	6.20	602.63	17.50	620.13
Human Resources	64.00	65.00	65.00	0.00	65.00	0.00	65.00
Human Services	941.55	961.55	956.55	5.00	961.55	11.00	972.55
IHSS Public Authority	1.00	1.00	1.00	0.00	1.00	0.00	1.00
Independent Office of Law Enforcement & Outreach	5.00	5.00	5.00	0.00	5.00	1.00	6.00
Information Systems	117.50	117.50	116.50	0.00	116.50	1.00	117.50
Office of Equity	3.00	5.00	5.00	0.00	5.00	0.00	5.00
Permit and Resource Mgmt	150.50	157.00	156.00	6.00	162.00	5.00	167.00
Probation	273.00	273.00	271.00	2.00	273.00	-2.00	271.00
Public Defender	53.00	54.00	54.00	2.00	56.00	0.00	56.00
Regional Parks	128.00	128.00	128.00	0.00	128.00	8.00	136.00
Sheriff/Adult Detention	628.00	628.00	628.00	0.50	628.50	0.00	628.50
Transport & Public Works	173.00	173.00	173.00	2.00	175.00	0.00	175.00
UC Cooperative Extension	6.75	6.75	6.75	0.00	6.75	0.00	6.75
Water Agency	243.00	247.00	247.00	3.00	250.00	0.00	250.00
<b>TOTALS (FTE)</b>	<b>4,155.73</b>	<b>4,223.23</b>	<b>4,182.23</b>	<b>40.20</b>	<b>4,222.43</b>	<b>49.50</b>	<b>4,271.93</b>

\*The Final Adopted column reflects department allocation totals after vacant allocations have been deleted effective July 1, 2022.

\*\*The FY 2022-23 allocations for the Community Development and General Services Departments were incorrectly listed in the adopted budget resolution. These numbers have been corrected.

# POSITION ALLOCATION AND SALARY SCHEDULE

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The “STEP” values in the following Position Allocation and Salary Schedule reflect the beginning and ending of each approved salary Step in effect at the time the Board of Supervisors adopted the budget.

See the Human Resources Department website (<http://sonomacounty.ca.gov/hr/>) for the current salary levels in effect at any time.

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
<b>AGRICULTURAL COMMISSIONER'S OFFICE</b>									
100101	0002	OFFICE ASSISTANT II	19.77	24.03	0.80		0.80		0.80
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0100	RECEPTIONIST	22.52	27.37	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	31.08	37.77	9.70		9.70		9.70
	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	32.67	39.71	3.00		3.00		3.00
	1137	DEPUTY AGRICULTURAL COMMISSIONER	35.94	43.69	4.00		4.00		4.00
	1138	CHIEF DEPUTY AGRICULTURAL COMMISSIONER	42.24	51.35	1.00		1.00		1.00
	1140	ASSISTANT AGRICULTURAL COMMISSIONER	48.60	59.07	1.00		1.00		1.00
	1142	AG COMMI/SEALER OF WEIGHTS AND MEASURES	76.94	93.52	1.00		1.00		1.00
	4320	WILDLIFE SPECIALIST	25.12	30.54	1.00		1.00		1.00
<b>100101 Total</b>					<b>29.50</b>	-	<b>29.50</b>	-	<b>29.50</b>
100102	1108	CHIEF DEPUTY SEALER	42.24	51.35	1.00		1.00		1.00
	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	31.08	37.77	4.00		4.00		4.00
	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	32.67	39.71	1.00		1.00		1.00
<b>100102 Total</b>					<b>6.00</b>	-	<b>6.00</b>	-	<b>6.00</b>
100106	0988	ENVIRONMENTAL SPECIALIST	37.28	45.32	1.00		1.00		1.00
	1008	ENGINEERING TECHNICIAN IV	42.31	51.43	1.00		1.00		1.00
	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00		1.00
<b>100106 Total</b>					<b>3.00</b>	-	<b>3.00</b>	-	<b>3.00</b>
<b>AGRICULTURAL COMMISSIONER'S OFFICE TOTAL</b>					<b>38.50</b>	-	<b>38.50</b>	-	<b>38.50</b>
<b>AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR</b>									
110101	0403	SENIOR ACCOUNT CLERK	24.46	29.73	4.00		4.00		4.00
	0405	ACCOUNTING ASSISTANT	27.05	32.88	4.00		4.00		4.00
	0416	ACCOUNTANT II	34.13	41.49	3.00		3.00		3.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00		2.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	4.00		4.00		4.00
	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0405	ACCOUNTING ASSISTANT	27.05	32.88	2.00		2.00		2.00
	0416	ACCOUNTANT II	34.13	41.49	5.00		5.00		5.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00		2.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	2.00		2.00		2.00
	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.00		1.00		1.00
	0405	ACCOUNTING ASSISTANT	27.05	32.88	1.00		1.00		1.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00		1.00
	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00		1.00
	7384	AUDITORS PAYROLL TECHNICIAN CONFIDENTIAL	28.13	34.20	6.00		6.00		6.00
	7416	ACCOUNTANT II CONFIDENTIAL	35.15	42.74	2.00		2.00		2.00
<b>110101 Total</b>					<b>50.00</b>	-	<b>50.00</b>	-	<b>50.00</b>
110102	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0405	ACCOUNTING ASSISTANT	27.05	32.88	1.00		1.00		1.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00		1.00
	0426	INVESTMENT AND DEBT OFFICER	54.77	66.58	1.00		1.00		1.00
	0429	TREASURY MANAGER	50.37	61.23	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	6.00		6.00		6.00
	0405	ACCOUNTING ASSISTANT	27.05	32.88	2.00		2.00		2.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00		1.00
	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00		1.00
	0498	CENTRAL COLLECTION MANAGER	45.45	55.25	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	3.00		3.00		3.00
	0416	ACCOUNTANT II	34.13	41.49	2.00		2.00		2.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
<b>110102 Total</b>					<b>26.00</b>	-	<b>26.00</b>	-	<b>26.00</b>
110103	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	4.00		4.00		4.00
	0427	AUDIT MANAGER	54.76	66.57	1.00		1.00		1.00
<b>110103 Total</b>					<b>6.00</b>	-	<b>6.00</b>	-	<b>6.00</b>
110104	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	-		-		-
	0440	ASSISTANT AUDITOR-CONTROLLER	66.35	80.65	3.00		3.00		3.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	8108	AUDITOR CONTROLLER-TREASURER-TAX COLLECTOR	121.48	121.48	1.00		1.00		1.00
<b>110104 Total</b>					<b>8.00</b>	-	<b>8.00</b>	-	<b>8.00</b>
110105	0403	SENIOR ACCOUNT CLERK	24.46	29.73	3.00		3.00		3.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
<b>110105 Total</b>					<b>6.00</b>	-	<b>6.00</b>	-	<b>6.00</b>
110201	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	40.71	49.49	2.00		2.00		2.00
<b>110201 Total</b>					<b>3.00</b>	-	<b>3.00</b>	-	<b>3.00</b>
110202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	0409	ENTERPRISE FINANCIAL SYSTEM MANAGER	61.52	74.78	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	7156	BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	38.93	47.32	1.00		1.00		1.00
	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	40.71	49.49	1.00		1.00		1.00
	7163	SENIOR BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	46.55	56.58	1.00		1.00		1.00
<b>110202 Total</b>					<b>8.00</b>	-	<b>8.00</b>	-	<b>8.00</b>
<b>AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR TOTAL</b>					<b>107.00</b>	-	<b>107.00</b>	-	<b>107.00</b>
<b>DEPARTMENT OF CHILD SUPPORT SERVICES</b>									
120101	0021	LEGAL SECRETARY II	25.50	31.01	1.00		1.00		1.00
	0049	LEGAL PROCESSOR II	22.18	26.95	7.00		7.00		7.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	5.00		5.00		5.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	2.00		2.00		2.00
	0382	PAYROLL CLERK	25.98	31.57	0.00		-		-

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	0412	CHILD SUPPORT FINANCIAL WORKER II	24.46	29.73	4.00		4.00		4.00
	0413	SENIOR CHILD SUPPORT FINANCIAL WORKER	25.90	31.49	1.00		1.00		1.00
	0584	CHILD SUPPORT OFFICER II	26.65	32.39	18.00		18.00		18.00
	0586	CHILD SUPPORT OFFICER III	28.61	34.78	10.00		10.00		10.00
	0588	CHILD SUPPORT SERVICES SUPERVISOR	33.72	40.99	7.00		7.00		7.00
	0826	DEPARTMENT ANALYST	35.94	43.69	-		-	1.00	1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0875	ASSISTANT DIRECTOR CHILD SUPPORT SERVICES	57.05	69.35	1.00		1.00		1.00
	0876	DIRECTOR OF CHILD SUPPORT SERVICES	77.13	93.75	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00	(1.00)	-
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00		2.00		2.00
	4044	CHILD SUPPORT ATTORNEY IV	72.03	87.55	3.00		3.00	(1.00)	2.00
	4046	CHIEF CHILD SUPPORT ATTORNEY	78.27	95.13	-		-	1.00	1.00
	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	29.74	36.15	1.00		1.00		1.00
<b>120101 Total</b>							<b>66.00</b>		<b>66.00</b>
<b>DEPARTMENT OF CHILD SUPPORT SERVICES TOTAL</b>							<b>66.00</b>		<b>66.00</b>
<b>CLERK-RECORDER-ASSESSOR</b>									
130101	0100	RECEPTIONIST	22.52	27.37	1.00		1.00		1.00
	0217	CHIEF DEPUTY COUNTY CLERK-RECORDER	48.33	58.75	1.00		1.00		1.00
	0387	CLERK RECORDER ASSESSOR SPECIALIST II	22.44	27.28	3.00		3.00		3.00
	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	24.69	30.01	4.00		4.00		4.00
	0389	CLERK RECORDER ASSESSOR SUPERVISOR	27.65	33.60	2.00		2.00		2.00
<b>130101 Total</b>					<b>11.00</b>		<b>11.00</b>		<b>11.00</b>
130108	0387	CLERK RECORDER ASSESSOR SPECIALIST II	22.44	27.28	4.00		4.00		4.00
	0389	CLERK RECORDER ASSESSOR SUPERVISOR	27.65	33.60	1.00		1.00		1.00
<b>130108 Total</b>					<b>5.00</b>		<b>5.00</b>		<b>5.00</b>
130201	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	3.00		3.00		3.00
	0387	CLERK RECORDER ASSESSOR SPECIALIST II	22.44	27.28	7.00	2.00	9.00		9.00
	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	24.69	30.01	3.00		3.00		3.00
	0393	ASSESSMENT PROCESS SUPERVISOR	30.60	37.20	2.00		2.00		2.00
	0394	ASSESSORS CHANGE OF OWNERSHIP SUPERVISOR	34.10	41.45	1.00		1.00		1.00
	0395	ASSESSMENT SPECIALIST	27.20	33.06	9.00	1.00	10.00		10.00
	0396	ASSESSMENT PROCESS MANAGER	48.91	59.46	1.00		1.00		1.00
	0457	AUDITOR-APPRAISER II	35.50	43.16	4.00		4.00		4.00
	0458	SENIOR AUDITOR APPRAISER	38.14	46.36	2.00		2.00		2.00
	0460	SUPERVISING AUDITOR-APPRAISER	42.91	52.16	1.00		1.00		1.00
	1506	APPRAISER AIDE	23.59	28.68	4.00		4.00		4.00
	1512	APPRAISER III	34.82	42.33	18.80	3.00	21.80		21.80
	1513	APPRAISER IV	40.15	48.80	4.00		4.00		4.00
	1520	CHIEF APPRAISER	53.78	65.36	1.00		1.00		1.00
	1522	CHIEF OF ASSESSMENT STANDARDS	53.78	65.36	1.00		1.00		1.00
	1525	CHIEF DEPUTY ASSESSOR	66.39	80.70	1.00		1.00		1.00
	1531	CADASTRAL MAPPING TECHNICIAN II	28.74	34.93	3.00		3.00		3.00
	1533	CADASTRAL MAPPING SUPERVISOR	33.75	41.02	1.00		1.00		1.00
<b>130201 Total</b>					<b>66.80</b>	<b>6.00</b>	<b>72.80</b>		<b>72.80</b>
130202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00		2.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	7416	ACCOUNTANT II CONFIDENTIAL	35.15	42.74	1.00		1.00		1.00
	8105	COUNTY CLERK-RECORDER-ASSESSOR	97.74	97.74	1.00		1.00		1.00
<b>130202 Total</b>					<b>8.00</b>		<b>8.00</b>		<b>8.00</b>
130301	0057	CHIEF DEPUTY REGISTRAR OF VOTERS	60.48	73.51	1.00		1.00		1.00
	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	30.42	36.98	1.00		1.00		1.00
	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	0263	ELECTION SPECIALIST II	22.20	26.99	5.00		5.00		5.00
	0264	SENIOR ELECTION SPECIALIST	24.41	29.67	3.00		3.00		3.00
	0267	ELECTION SERVICES SUPERVISOR	30.32	36.86	1.00		1.00		1.00
	0311	STOREKEEPER	22.06	26.82	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
<b>130301 Total</b>					<b>15.00</b>		<b>15.00</b>		<b>15.00</b>
<b>CLERK-RECORDER-ASSESSOR TOTAL</b>					<b>105.80</b>	<b>6.00</b>	<b>111.80</b>		<b>111.80</b>
<b>COMMUNITY DEVELOPMENT COMMISSION</b>									
140101	0002	OFFICE ASSISTANT II	19.77	24.03	4.00		4.00	1.00	5.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00	1.00	3.00
	0009	SENIOR OFFICE SUPPORT SUPERVISOR	29.35	35.68	1.00		1.00		1.00
	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	30.42	36.98	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	2.00		2.00		2.00
	0416	ACCOUNTANT II	34.13	41.49	2.00		2.00		2.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00	1.00	4.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00		2.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	9101	EXECUTIVE DIRECTOR SONOMA COUNTY CDC	78.23	95.09	1.00		1.00		1.00
	9102	COMMUNITY DEVELOPMENT MANAGER	57.01	69.29	1.00		1.00		1.00
	9103	LEASED HOUSING MANAGER	57.01	69.29	1.00		1.00		1.00
	9105	CONTROLLER-CDC	54.76	66.57	1.00		1.00		1.00
	9112	HOUSING REHABILITATION SPECIAL	35.28	42.87	2.00		2.00		2.00
	9113	HOUSING NEGOTIATOR-INSPECTOR	31.74	38.59	1.00	1.00	2.00	2.00	4.00
	9124	AFFORDABLE HOUSING ASSISTANT MANAGER	46.17	56.12	1.00		1.00		1.00
	9126	ASSISTANT EXECUTIVE DIRECTOR CDC	68.42	83.16	1.00		1.00		1.00
	9127	EMPLOYMENT HOUSING COUNSELOR	29.35	35.68	1.00		1.00	(1.00)	-
	9135	COMMUNITY DEVELOPMENT ASSOCIATE	41.36	50.27	8.00		8.00		8.00
	9136	SUPERVISING COMMUNITY DEVELOPMENT SPECIALIST	34.93	42.46	1.00		1.00		1.00
	9137	SENIOR COMMUNITY DEVELOPMENT SPECIALIST	32.94	40.05	7.00		7.00		7.00
	9138	COMMUNITY DEVELOPMENT SPEC II	27.42	33.33	9.00		9.00		9.00
<b>140101 Total</b>					<b>57.00</b>	<b>1.00</b>	<b>58.00</b>	<b>4.00</b>	<b>62.00</b>
<b>COMMUNITY DEVELOPMENT COMMISSION TOTAL</b>					<b>57.00</b>	<b>1.00</b>	<b>58.00</b>	<b>4.00</b>	<b>62.00</b>
<b>BOARD OF SUPERVISORS &amp; COUNTY ADMINISTRATOR</b>									
150101	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	1.00	(1.00)	-	0.50	0.50
	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	1.00	1.00	2.00		2.00
	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00		1.00
	8000	SUPERVISOR	80.88	80.88	1.00		1.00		1.00
	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	2.00		2.00		2.00
	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00		1.00
	8000	SUPERVISOR	80.88	80.88	1.00		1.00		1.00
	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	1.00		1.00		1.00
	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	1.00		1.00		1.00
	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	8000	SUPERVISOR	80.88	80.88	1.00		1.00		1.00
	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	-		-	0.50	0.50
	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	2.00		2.00		2.00
	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00		1.00
	8000	SUPERVISOR	80.88	80.88	1.00		1.00		1.00
	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	2.00	1.00	3.00		3.00
	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00		1.00
	8000	SUPERVISOR	80.88	80.88	1.00		1.00		1.00
	0031	CHIEF DEPUTY CLERK OF THE BOARD	43.62	53.01	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	2.00		2.00	1.00	3.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	2.00		2.00		2.00
<b>150101 Total</b>					<b>26.00</b>	<b>1.00</b>	<b>27.00</b>	<b>2.00</b>	<b>29.00</b>
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	1.00		1.00		1.00
	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	4.00		4.00		4.00
	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00		1.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00	(1.00)	-		-
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	1.70		1.70		1.70
	0844	LAFCO EXECUTIVE OFFICER	61.61	74.89	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0905	COUNTY COMMUNICATIONS MANAGER	68.33	83.07	1.00		1.00		1.00
	0906	COUNTY COMMUNICATIONS SPECIALIST	43.12	52.42	7.00		7.00		7.00
	0907	SUPERVISING COUNTY COMMUNICATIONS SPECIALIST	48.72	59.23	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	2.00		2.00		2.00
	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	3.00		3.00		3.00
	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00		1.00
	0856	ADMINISTRATIVE ANALYST III - PROJECT	48.72	59.23	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	1.00		1.00		1.00
	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	2.00		2.00		2.00
	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00		1.00
	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	1.00		1.00		1.00
<b>150201 Total</b>					<b>37.70</b>	<b>(1.00)</b>	<b>36.70</b>	<b>-</b>	<b>36.70</b>
150202	0032	ASSISTANT TO THE COUNTY ADMINISTRATOR	38.30	46.56	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	-		-	1.00	1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0840	ASSISTANT COUNTY ADMINISTRATOR	95.03	115.51	1.00		1.00		1.00
	0845	COUNTY ADMINISTRATOR	149.45	149.45	1.00		1.00		1.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	-	1.00	1.00		1.00
<b>150202 Total</b>					<b>4.00</b>	<b>1.00</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>
<b>BOARD OF SUPERVISORS &amp; COUNTY ADMINISTRATOR TOTAL</b>					<b>67.70</b>	<b>1.00</b>	<b>68.70</b>	<b>3.00</b>	<b>71.70</b>
<b>COUNTY COUNSEL</b>									
170101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	2.00		2.00		2.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	4028	CHIEF DEPUTY COUNTY COUNSEL	78.27	95.13	5.00		5.00		5.00
	4030	ASSISTANT COUNTY COUNSEL	86.12	104.69	1.00		1.00		1.00
	4034	DEPUTY COUNTY COUNSEL IV	71.18	86.52	23.25		23.25		23.25
	4035	COUNTY COUNSEL	119.08	144.73	1.00		1.00		1.00
	7018	PARALEGAL CONFIDENTIAL	30.28	36.80	8.00		8.00		8.00
<b>170101 Total</b>					<b>41.25</b>	<b>-</b>	<b>41.25</b>	<b>-</b>	<b>41.25</b>
<b>COUNTY COUNSEL TOTAL</b>					<b>41.25</b>	<b>-</b>	<b>41.25</b>	<b>-</b>	<b>41.25</b>
<b>DISTRICT ATTORNEY'S OFFICE</b>									
180101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	4025	CHIEF DEPUTY DISTRICT ATTORNEY	78.27	95.13	6.00		6.00		6.00
	4039	ASSISTANT DISTRICT ATTORNEY LIMITED TERM	86.11	104.67	1.00		1.00		1.00
	7404	ACCOUNTING TECHNICIAN CONFIDENTIAL	26.68	32.42	1.00		1.00		1.00
	8101	DISTRICT ATTORNEY	129.43	129.43	1.00		1.00		1.00
	4020	DEPUTY DISTRICT ATTORNEY IV	72.03	87.55	39.00		39.00		39.00
	4020	DEPUTY DISTRICT ATTORNEY IV	72.03	87.55	4.00		4.00		4.00
	0019	LEGAL ASSISTANT	27.48	33.39	1.00		1.00		1.00
	0021	LEGAL SECRETARY II	25.50	31.01	1.00		1.00		1.00
	0019	LEGAL ASSISTANT	27.48	33.39	1.00		1.00		1.00
	4212	DISTRICT ATTORNEY INVESTIGATOR II	51.95	63.15	12.00		12.00		12.00
	4215	SENIOR DISTRICT ATTORNEY INVESTIGATOR	59.00	71.72	1.00		1.00		1.00
	4225	CHIEF CRIMINAL INVESTIGATOR	70.01	85.10	1.00		1.00		1.00
	4020	DEPUTY DISTRICT ATTORNEY IV	72.03	87.55	2.00		2.00		2.00
	0021	LEGAL SECRETARY II	25.50	31.01	1.00		1.00		1.00
	0019	LEGAL ASSISTANT	27.48	33.39	1.00		1.00		1.00
	0021	LEGAL SECRETARY II	25.50	31.01	5.00		5.00		5.00
	0049	LEGAL PROCESSOR II	22.18	26.95	17.00		17.00		17.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	4.00		4.00		4.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	2.00		2.00		2.00
	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	30.42	36.98	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00		2.00
	0019	LEGAL ASSISTANT	27.48	33.39	2.00		2.00		2.00
	0049	LEGAL PROCESSOR II	22.18	26.95	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	0.00	1.00	1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	3219	SENIOR VICTIM WITNESS ADVOCATE	32.51	39.52	1.00		1.00		1.00
	3222	VICTIM WITNESS ADVOCATE II	29.55	35.92	9.00		9.00		9.00
<b>180101 Total</b>					<b>124.00</b>	<b>1.00</b>	<b>125.00</b>	<b>-</b>	<b>125.00</b>
180106	0023	SECRETARY	24.30	29.55	0.75		0.75		0.75
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00		1.00
<b>180106 Total</b>					<b>3.75</b>	<b>-</b>	<b>3.75</b>	<b>-</b>	<b>3.75</b>
<b>DISTRICT ATTORNEY'S OFFICE TOTAL</b>					<b>127.75</b>	<b>1.00</b>	<b>128.75</b>	<b>-</b>	<b>128.75</b>
<b>EMERGENCY MANAGEMENT</b>									
380101	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0774	DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT	61.22	74.40	1.00		1.00		1.00
	0775	DIRECTOR OF EMERGENCY MANAGEMENT	73.47	89.30	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
<b>380101 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
380102	0777	DEPUTY EMERGENCY SERVICES COORDINATOR	35.94	43.69	3.00		3.00		3.00
	0780	EMERGENCY SERVICES COORDINATOR	50.31	61.15	-			1.00	1.00
<b>380102 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>1.00</b>	<b>4.00</b>
380103	0773	COMMUNITY PREPAREDNESS PROGRAM MANAGER	55.66	67.65	1.00		1.00		1.00
<b>380103 Total</b>					<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>
380104	0776	COMMUNITY ALERT AND WARNING PROGRAM MANAGER	55.66	67.65	1.00		1.00		1.00
	0777	DEPUTY EMERGENCY SERVICES COORDINATOR	35.94	43.69	1.00		1.00		1.00
<b>380104 Total</b>					<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>
<b>EMERGENCY MANAGEMENT TOTAL</b>					<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>1.00</b>	<b>13.00</b>
<b>ECONOMIC DEVELOPMENT BOARD</b>									
190101	0741	EXECUTIVE DIRECTOR ECONOMIC DEVELOPMENT BOARD	73.47	89.30	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00	1.00	2.00		2.00
	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	4.00		4.00		4.00
<b>190101 Total</b>					<b>9.00</b>	<b>1.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>
190103	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00		2.00
	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00		1.00
<b>190103 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>
<b>ECONOMIC DEVELOPMENT BOARD TOTAL</b>					<b>13.00</b>	<b>1.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>
<b>GENERAL SERVICES</b>									
210101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0870	GENERAL SERVICES DIRECTOR	82.63	100.44	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	2.00		2.00		2.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	0.50		0.50		0.50
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	7382	PAYROLL CLERK CONFIDENTIAL	26.75	32.51	1.00		1.00		1.00
<b>210101 Total</b>					<b>12.50</b>	<b>-</b>	<b>12.50</b>	<b>-</b>	<b>12.50</b>
210201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0868	GENERAL SERVICES DEPUTY DIRECTOR	63.51	77.20	1.00		1.00		1.00
	1036	PROJECT SPECIALIST	41.10	49.97	5.00		5.00		5.00
	1037	SENIOR PROJECT SPECIALIST	47.24	57.41	3.00		3.00		3.00
	1038	CAPITAL PROJECT MANAGER	51.97	63.18	2.00		2.00		2.00
	1048	SENIOR CAPITAL PROJECT MANAGER	56.69	68.91	1.00		1.00		1.00
<b>210201 Total</b>					<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>
210203	0762	REAL ESTATE PROJECT SPECIALIST	41.26	50.15	3.00		3.00		3.00
	0763	REAL ESTATE MANAGER	50.02	60.81	1.00		1.00		1.00
<b>210203 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>
210204	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	1271	PARKING AND FACILITY OFFICER	23.97	29.14	1.50		1.50		1.50
	5327	JANITORIAL SERVICES SUPERVISOR	23.58	28.67	2.00		2.00	(1.00)	1.00
	5335	BUILDING MECHANIC II	35.27	42.86	22.00		22.00		22.00
	5361	ASSISTANT BUILDING SUPERINTENDENT	40.28	48.95	3.00		3.00		3.00
	5362	ASSISTANT FACILITY MANAGER	50.62	61.53	1.00		1.00		1.00
<b>210204 Total</b>					<b>34.50</b>	<b>-</b>	<b>34.50</b>	<b>(1.00)</b>	<b>33.50</b>
210301	0335	BUYER	30.26	36.78	3.00		3.00	1.00	4.00
	0337	ASSISTANT PURCHASING AGENT	42.37	51.50	2.00		2.00		2.00
	0339	PURCHASING AGENT	48.74	59.25	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
<b>210301 Total</b>					<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>1.00</b>	<b>8.00</b>
210302	1271	PARKING AND FACILITY OFFICER	23.97	29.14	1.00		1.00		1.00
	1275	EVENTS SERVICES SUPERVISOR	35.11	42.68	1.00		1.00		1.00
	1276	BOOKING & RESERVATION COORDINATOR	26.69	32.43	0.50		0.50		0.50
<b>210302 Total</b>					<b>2.50</b>	<b>-</b>	<b>2.50</b>	<b>-</b>	<b>2.50</b>
210303	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	3.00		3.00		3.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	5364	ENERGY & SUSTAINABILITY PROGRAM MANAGER	53.61	65.16	1.00		1.00		1.00
<b>210303 Total</b>					<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>
210304	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	5235	ASSISTANT FLEET MANAGER	45.54	55.36	1.00		1.00		1.00
	5240	FLEET MANAGER	52.96	64.38	1.00		1.00		1.00
	5213	MOTOR POOL ATTENDANT	18.61	22.63	1.00		1.00		1.00
	5223	AUTOMOTIVE TECHNICIAN	29.84	36.28	5.00		5.00		5.00
	5224	LEAD AUTOMOTIVE TECHNICIAN	32.55	39.56	1.00		1.00		1.00
	5230	AUTO FLEET MAINTENANCE SUPERVISOR	36.74	44.67	1.00		1.00		1.00
	5210	WELDER	31.88	38.75	1.00		1.00		1.00
	5226	HEAVY EQUIPMENT TECHNICIAN	32.19	39.12	6.00		6.00		6.00
	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	35.28	42.87	1.00		1.00		1.00
	5229	HEAVY EQUIPMENT FLEET MAINTENANCE SUPERVISOR	39.86	48.45	1.00		1.00		1.00
<b>210304 Total</b>					<b>23.00</b>	<b>-</b>	<b>23.00</b>	<b>-</b>	<b>23.00</b>
<b>GENERAL SERVICES TOTAL</b>					<b>106.50</b>	<b>-</b>	<b>106.50</b>	<b>-</b>	<b>106.50</b>
<b>DEPARTMENT OF HEALTH SERVICES</b>									
220101	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	3.00		3.00	1.00	4.00
	0311	STOREKEEPER	22.06	26.82	2.00		2.00		2.00
	0382	PAYROLL CLERK	25.98	31.57	3.00		3.00		3.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	5.50		5.50		5.50
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	5.00		5.00		5.00
	0416	ACCOUNTANT II	34.13	41.49	10.00		10.00		10.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00		2.00
	0437	DEPARTMENT ACCOUNTING MANAGER	46.43	56.44	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00		3.00
	0826	DEPARTMENT ANALYST	35.94	43.69	13.00	(1.00)	12.00	4.00	16.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	5.00	1.00	6.00		6.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	3.00		3.00		3.00
	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00		1.00
	0848	HEALTH CARE COMPLIANCE/PRIVACY & SECURITY OFFICER	52.92	64.33	2.00		2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00		2.00
	2420	PATIENT CARE ANALYST	49.62	60.32	3.00		3.00		3.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00



# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	2675	HEALTH OFFICER	114.38	139.04	1.00		1.00		1.00
	2676	ASSISTANT DIRECTOR OF HEALTH SERVICES	74.49	90.54	2.00		2.00		2.00
	2677	DIRECTOR OF HEALTH SERVICES	102.20	124.23	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	2.00	1.00	3.00		3.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00		1.00		1.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	0.80		0.80		0.80
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	5.00		5.00		5.00
	2630	BIostatistician	39.58	48.11	3.00		3.00		3.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.80	0.20	2.00		2.00
<b>220101 Total</b>					<b>91.10</b>	<b>1.20</b>	<b>92.30</b>	<b>5.00</b>	<b>97.30</b>
220104	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	1.00		1.00		1.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	1.00	1.00	2.00		2.00
	2605	PUBLIC HEALTH INVESTIGATOR	28.70	34.89	1.00	1.00	2.00		2.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	1.00	2.00		2.00
	2683	ADDS COUNSELOR II	33.15	40.30	2.00	2.00	4.00		4.00
<b>220104 Total</b>					<b>7.00</b>	<b>5.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>
220201	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	2541	HEALTH SERVICES DIVISION DIRECTOR	74.49	90.54	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	-		-	1.00	1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	2612	ENVIRONMENTAL HEALTH SPECIALIST II	37.86	46.02	0.11		0.11		0.11
	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	40.39	49.10	0.26		0.26	1.00	1.26
	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	43.66	53.07	0.69		0.69		0.69
	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	49.93	60.69	1.00		1.00		1.00
	2620	DIRECTOR OF ENVIRONMENTAL HEALTH	60.28	73.26	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	2564	PUBLIC HEALTH NURSE II	46.18	56.13	11.00		11.00		11.00
	2565	SENIOR PUBLIC HEALTH NURSE	49.65	60.35	1.00		1.00		1.00
	2570	SUPERVISING PUBLIC HEALTH NURSE	53.60	65.14	3.00		3.00		3.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00		1.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	4.00		4.00		4.00
	3383	COMMUNITY HEALTH WORKER SPECIALIST	24.02	29.19	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	0.50		0.50		0.50
	2185	NUTRITIONIST	32.09	39.00	3.10		3.10		3.10
	2187	SUPERVISING NUTRITIONIST	35.27	42.86	1.00		1.00		1.00
	2629	SENIOR LACTATION CONSULTANT	37.34	45.39	0.90		0.90		0.90
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	3382	COMMUNITY HEALTH WORKER II	21.16	25.73	2.00		2.00		2.00
	3383	COMMUNITY HEALTH WORKER SPECIALIST	24.02	29.19	5.90		5.90		5.90
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	2307	OCCUP THERAPIST II CHILD THERAPY PROGRAM	40.41	49.12	5.70		5.70		5.70
	2317	PHYS THERAPIST II CHILD THERAPY PROGRAM	40.41	49.12	6.80		6.80		6.80
	2318	SUPERVISING PEDIATRIC THERAPIST	45.07	54.78	2.00		2.00		2.00
	2320	MEDICAL THERAPY PROGRAM MANAGER	51.89	63.06	1.00		1.00		1.00
	2535	PUBLIC HEALTH PHYSICIAN	93.62	113.80	0.70		0.70		0.70
	2564	PUBLIC HEALTH NURSE II	46.18	56.13	4.00		4.00		4.00
	2565	SENIOR PUBLIC HEALTH NURSE	49.65	60.35	12.65		12.65		12.65
	2570	SUPERVISING PUBLIC HEALTH NURSE	53.60	65.14	2.00		2.00		2.00
	2575	DIRECTOR OF PUBLIC HEALTH NURSING	61.29	74.50	1.00		1.00		1.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00		1.00
	3010	SOCIAL SERVICE SUPERVISOR I	37.40	45.45	1.00		1.00		1.00
	3383	COMMUNITY HEALTH WORKER SPECIALIST	24.02	29.19	4.00		4.00		4.00
	0402	ACCOUNT CLERK II	22.18	26.95	3.50		3.50		3.50
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	4301	ANIMAL CONTROL OFFICER II	25.12	30.54	10.00		10.00		10.00
	4303	ANIMAL HEALTH TECHNICIAN	23.94	29.11	4.50		4.50		4.50
	4304	ANIMAL CARE ASSISTANT	17.21	20.92	6.00		6.00		6.00
	4306	SUPERVISING ANIMAL CONTROL OFFICER	30.02	36.50	2.00		2.00		2.00
	4310	ANIMAL CARE AND CONTROL DIRECTOR	59.77	72.66	-		-	1.00	1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	0.87		0.87		0.87
	0542	VITAL STATISTICS TECHNICIAN	24.18	29.39	3.50		3.50		3.50
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	2564	PUBLIC HEALTH NURSE II	46.18	56.13	5.00		5.00		5.00
	2565	SENIOR PUBLIC HEALTH NURSE	49.65	60.35	1.00		1.00		1.00
	2570	SUPERVISING PUBLIC HEALTH NURSE	53.60	65.14	1.00		1.00		1.00
	2605	PUBLIC HEALTH INVESTIGATOR	28.70	34.89	2.00		2.00		2.00
	2673	DEPUTY PUBLIC HEALTH OFFICER	104.01	126.42	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	53.04	64.46	1.00		1.00		1.00
	2012	STAFF NURSE II	44.26	53.79	4.05		4.05		4.05
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	3.00		3.00		3.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	0.75		0.75		0.75
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	2662	EMERGENCY MEDICAL SERVICES COORDINATOR	40.19	48.86	3.00		3.00		3.00
	2663	ADVANCED LIFE SUPPORT COORDINATOR	38.29	46.54	1.00		1.00		1.00
	2665	REGIONAL EMERGENCY MEDICAL SERVICES MANAGER	53.09	64.53	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	0.80		0.80		0.80
	2105	PUBLIC HEALTH LABORATORY TECHNICIAN II	23.92	29.09	2.00		2.00		2.00
	2122	PUBLIC HEALTH MICROBIOLOGIST II	36.98	44.95	2.50		2.50		2.50
	2124	ASSISTANT PUBLIC HEALTH LABORATORY DIRECTOR	48.02	58.37	1.00		1.00		1.00
	2125	PUBLIC HEALTH LABORATORY DIRECTOR	56.50	68.69	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	2122	PUBLIC HEALTH MICROBIOLOGIST II	36.98	44.95	1.50		1.50		1.50
	2632	HEALTH INFORMATION SPECIALIST II	33.07	40.19	1.00		1.00		1.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00		2.00
	2632	HEALTH INFORMATION SPECIALIST II	33.07	40.19	4.00		4.00		4.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	2.00		2.00		2.00
	2635	SENIOR HEALTH INFORMATION SPECIALIST	35.58	43.25	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	2638	SUPERVISING HEALTH INFORMATION SPECIALIST	38.42	46.70	0.00		-		-
	2671	HEALTHY COMMUNITIES SECTION MANAGER	53.09	64.53	1.00		1.00		1.00
	3383	COMMUNITY HEALTH WORKER SPECIALIST	24.02	29.19	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	0.00		-		-
	2575	DIRECTOR OF PUBLIC HEALTH NURSING	61.29	74.50	0.00		-		-
	2671	HEALTHY COMMUNITIES SECTION MANAGER	53.09	64.53	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	0.00		-		-
<b>220201 Total</b>					<b>188.28</b>	<b>-</b>	<b>188.28</b>	<b>3.00</b>	<b>191.28</b>
220204	2612	ENVIRONMENTAL HEALTH SPECIALIST II	37.86	46.02	13.89		13.89		13.89
	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	40.39	49.10	6.74		6.74		6.74
	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	43.66	53.07	2.31		2.31		2.31
	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	49.93	60.69	1.00		1.00		1.00
	2625	DAIRY INSPECTOR	38.63	46.96	1.50		1.50		1.50
<b>220204 Total</b>					<b>25.44</b>	<b>-</b>	<b>25.44</b>	<b>-</b>	<b>25.44</b>
220301	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	4.00		4.00		4.00
	0826	DEPARTMENT ANALYST	35.94	43.69	3.00		3.00		3.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00		2.00
	2263	MEDICAL RECORD CLERK III	24.85	30.20	1.00		1.00		1.00
	2420	PATIENT CARE ANALYST	49.62	60.32	4.00		4.00	1.00	5.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	2.00		2.00		2.00
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	5.00		5.00		5.00
	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00		1.00
	2540	MENTAL HEALTH MEDICAL DIRECTOR	120.15	146.04	1.00		1.00		1.00
	2541	HEALTH SERVICES DIVISION DIRECTOR	74.49	90.54	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.50		1.50		1.50
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0505	MEDICAL UNIT CLERK	22.52	27.37	1.00		1.00		1.00
	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	53.04	64.46	0.50		0.50		0.50
	2007	LICENSED VOCATIONAL NURSE II	27.20	33.06	2.00		2.00		2.00
	2015	CLIENT CARE MANAGER	51.14	62.17	1.00		1.00		1.00
	2082	PSYCHIATRIC TECHNICIAN	28.51	34.66	2.00		2.00		2.00
	2091	PSYCHIATRIC NURSE	45.26	55.02	5.70		5.70		5.70
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	1.00		1.00		1.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	19.98		19.98		19.98
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	1.00		1.00		1.00
	2532	ACUTE FORENSICS SECTION MANAGER	59.77	72.66	1.00		1.00		1.00
	2534	STAFF PSYCHIATRIST	96.17	116.90	0.70		0.70		0.70
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	53.04	64.46	0.80		0.80		0.80
	2013	SUPERVISING STAFF NURSE	48.83	59.35	1.00		1.00		1.00
	2091	PSYCHIATRIC NURSE	45.26	55.02	5.60		5.60		5.60
	2466	CLIENT SUPPORT SPECIALIST	22.71	27.60	1.20		1.20		1.20
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	7.00		7.00		7.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	3.00		3.00		3.00
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	1.00		1.00		1.00
	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00		1.00
	2534	STAFF PSYCHIATRIST	96.17	116.90	2.30		2.30		2.30
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	2007	LICENSED VOCATIONAL NURSE II	27.20	33.06	1.00		1.00		1.00
	2091	PSYCHIATRIC NURSE	45.26	55.02	1.00		1.00		1.00
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	2.00		2.00		2.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	10.55		10.55		10.55
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	1.00		1.00	1.00	2.00
	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00		1.00
	2534	STAFF PSYCHIATRIST	96.17	116.90	2.70		2.70		2.70
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	2683	AODS COUNSELOR II	33.15	40.30	0.75		0.75		0.75
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	3.00		3.00		3.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	2.50		2.50		2.50
	2015	CLIENT CARE MANAGER	51.14	62.17	1.00		1.00		1.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	0002	OFFICE ASSISTANT II	19.77	24.03	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	12.30		12.30	2.00	14.30
	0810	ADMINISTRATIVE AIDE	28.40	34.52	0.25		0.25		0.25
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	2007	LICENSED VOCATIONAL NURSE II	-	-	-		-	1.00	1.00
	2015	CLIENT CARE MANAGER	51.14	62.17	1.00		1.00		1.00
	2091	PSYCHIATRIC NURSE	45.26	55.02	2.00		2.00		2.00
	2420	PATIENT CARE ANALYST	49.62	60.32	2.00		2.00		2.00
	2466	CLIENT SUPPORT SPECIALIST	22.71	27.60	0.80		0.80		0.80
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	13.00		13.00	1.00	14.00
	2503	BEHAVIORAL HEALTH CLINICIAN	39.05	47.46	55.90		55.90	1.00	56.90
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	3.00		3.00		3.00
	2534	STAFF PSYCHIATRIST	96.17	116.90	0.78		0.78		0.78
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	7.00		7.00	1.00	8.00
	2636	HEALTH SERVICES SECTION MANAGER	53.09	64.53	0.25		0.25		0.25
	2683	AODS COUNSELOR II	33.15	40.30	2.00		2.00		2.00
	2684	AODS SPECIALIST	34.58	42.04	1.00		1.00		1.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	3.00		3.00		3.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	2420	PATIENT CARE ANALYST	49.62	60.32	1.00		1.00		1.00
	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	42.01	51.07	1.00		1.00		1.00
	2632	HEALTH INFORMATION SPECIALIST II	33.07	40.19	1.00		1.00		1.00
	2638	SUPERVISING HEALTH INFORMATION SPECIALIST	38.42	46.70	1.00		1.00		1.00
	2680	AODS ASSISTANT II	22.71	27.60	1.00		1.00		1.00
	2681	AODS ASSISTANT III	25.17	30.60	1.00		1.00		1.00
	2683	AODS COUNSELOR II	33.15	40.30	5.55		5.55		5.55
	2684	AODS SPECIALIST	34.58	42.04	5.00		5.00		5.00
	2694	SUBSTANCE USE DISORDER & COMM RECVRY SVCS SECT MGR	53.09	64.53	1.00		1.00		1.00
	2470	SENIOR CLIENT SUPPORT SPECIALIST	29.82	36.25	1.00		1.00		1.00
	2466	CLIENT SUPPORT SPECIALIST	22.71	27.60	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	2420	PATIENT CARE ANALYST	49.62	60.32	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
<b>220301 Total</b>					<b>269.61</b>	<b>-</b>	<b>269.61</b>	<b>8.00</b>	<b>277.61</b>
220302	0002	OFFICE ASSISTANT II	19.77	24.03	2.00		2.00	1.00	3.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00	0.50	1.50
	2460	ADDS INTAKE INTERVIEWER	22.71	27.60	2.00		2.00		2.00
	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00		1.00
	2683	ADDS COUNSELOR II	33.15	40.30	7.00		7.00		7.00
	2684	ADDS SPECIALIST	34.58	42.04	1.00		1.00		1.00
<b>220302 Total</b>					<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>1.50</b>	<b>16.50</b>
<b>DEPARTMENT OF HEALTH SERVICES TOTAL</b>					<b>596.43</b>	<b>6.20</b>	<b>602.63</b>	<b>17.50</b>	<b>620.13</b>
<b>HUMAN RESOURCES</b>									
230101	0801	DEPUTY HUMAN RESOURCES DIRECTOR	69.14	84.04	1.00		1.00		1.00
	0816	DIRECTOR HUMAN RESOURCES	84.79	103.06	1.00		1.00		1.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	7.00		7.00		7.00
	0808	SUPERVISING HUMAN RESOURCES ANALYST	48.67	59.16	2.00		2.00		2.00
	0813	RECRUITMENT & CLASSIFICATION MANAGER	55.97	68.04	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	5.00		5.00		5.00
	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	1.00		1.00		1.00
	0809	TRAINING MANAGER	49.89	60.64	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.00		1.00		1.00
	0164	HUMAN RESOURCES INFORMATION SYSTEMS MANAGER	59.73	72.61	1.00		1.00		1.00
	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	40.71	49.49	4.00		4.00		4.00
	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	3.00		3.00		3.00
	0814	EMPLOYEE AND LABOR RELATIONS MANAGER	66.79	81.19	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.00		1.00		1.00
<b>230101 Total</b>					<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>-</b>	<b>34.00</b>
230110	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	1.00		1.00		1.00
<b>230110 Total</b>					<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>
230201	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0801	DEPUTY HUMAN RESOURCES DIRECTOR	69.14	84.04	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	7403	SENIOR ACCOUNT CLERK CONFIDENTIAL	25.19	30.62	2.00		2.00		2.00
<b>230201 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
230205	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	3.00		3.00		3.00
	0858	EMPLOYEE BENEFITS MANAGER	51.04	62.03	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	4.00		4.00		4.00
<b>230205 Total</b>					<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
230215	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	3.00		3.00		3.00
	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00		1.00		1.00
	0770	RISK MANAGEMENT ANALYST II PROJECT	42.07	51.14	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.50		1.50		1.50
	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	2.00		2.00		2.00
	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00		1.00		1.00
	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	0.50		0.50		0.50
<b>230215 Total</b>					<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>
230225	0765	RISK MANAGER	55.65	67.64	1.00		1.00		1.00
	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	3.00		3.00		3.00
	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00		1.00		1.00
	0811	EQUAL EMPLOYMENT OPPORTUNITY MANAGER	52.19	63.44	1.00		1.00		1.00
	7003	SENIOR OFFICE ASSISTANT CONFIDENTIAL	23.21	28.21	1.00		1.00		1.00
<b>230225 Total</b>					<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>
<b>HUMAN RESOURCES TOTAL</b>					<b>65.00</b>	<b>-</b>	<b>65.00</b>	<b>-</b>	<b>65.00</b>
<b>HUMAN SERVICES &amp; IHHS</b>									
240301	3088	ASSISTANT DIRECTOR HUMAN SERVICES	79.29	96.37	1.00		1.00		1.00
	3090	DIRECTOR OF HUMAN SERVICES	93.07	113.13	1.00		1.00		1.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00		2.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00	1.00	2.00
	0382	PAYROLL CLERK	25.98	31.57	4.00		4.00		4.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00		3.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	0477	PROGRAM SPECIALIST	35.17	42.76	4.00		4.00		4.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	6.00		6.00		6.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0178	SUPERVISING PUBLIC ASSISTANCE SYSTEMS TECHNICIAN	34.36	41.76	1.00		1.00		1.00
	0179	PUBLIC ASSISTANCE SYSTEMS TECHNICIAN	31.23	37.96	3.00		3.00		3.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0204	DOCUMENT IMAGING TECHNICIAN	20.42	24.82	4.00		4.00		4.00
	0205	MICROGRAPHIC TECHNICIAN II	22.52	27.37	5.00		5.00		5.00
	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	30.42	36.98	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	6.00		6.00		6.00
	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	4.00		4.00		4.00
	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	62.44	75.89	1.00		1.00		1.00
	0171	HUMAN SERVICES DATABASE ADMINISTRATOR	48.87	59.40	1.00		1.00	1.00	2.00
	0172	HUMAN SERVICES NETWORK ANALYST	45.05	54.76	3.00		3.00		3.00
	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	43.74	53.17	5.00		5.00	(1.00)	4.00
	0175	PUBLIC ASSISTANCE SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	4.00		4.00	1.00	5.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	1.00	2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	8.75		8.75		8.75
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00		2.00
	3088	ASSISTANT DIRECTOR HUMAN SERVICES	79.29	96.37	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00		1.00
	0484	SENIOR ELIGIBILITY SPECIALIST	29.62	36.00	9.00		9.00		9.00
	0485	ELIGIBILITY SPECIALIST SUPERVISOR	32.59	39.62	2.00		2.00		2.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	-		-	1.00	1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	3004	SOCIAL SERVICE WORKER IV	34.98	42.53	1.00		1.00	(1.00)	-
	4246	WELFARE FRAUD INVESTIGATOR II	41.52	50.47	4.00		4.00		4.00
	4249	CHIEF WELFARE FRAUD INVESTIGATOR	51.10	62.12	1.00		1.00		1.00
	4251	SENIOR WELFARE FRAUD INVESTIGATOR	44.77	54.42	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	3.80		3.80		3.80
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	2.00		2.00		2.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	4.00		4.00		4.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	3.00		3.00		3.00
	0416	ACCOUNTANT II	34.13	41.49	2.00		2.00		2.00
	0417	ACCOUNTANT III	40.41	49.12	2.00		2.00		2.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0437	DEPARTMENT ACCOUNTING MANAGER	46.43	56.44	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00		1.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	4.00		4.00		4.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00		2.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00	(1.00)	-
	0810	ADMINISTRATIVE AIDE	28.40	34.52	-		-	1.00	1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0311	STOREKEEPER	22.06	26.82	1.00		1.00		1.00
	0312	SENIOR STOREKEEPER	24.47	29.74	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00		1.00
	0484	SENIOR ELIGIBILITY SPECIALIST	29.62	36.00	3.00		3.00		3.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	6.00		6.00		6.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00		2.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	3.00		3.00		3.00
	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00		1.00
	0482	ELIGIBILITY SPECIALIST II	27.44	33.35	147.00		147.00		147.00
	0484	SENIOR ELIGIBILITY SPECIALIST	29.62	36.00	31.00	1.00	32.00	1.00	33.00
	0485	ELIGIBILITY SPECIALIST SUPERVISOR	32.59	39.62	23.00		23.00		23.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00		1.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	1.00		1.00		1.00
	3011	SOCIAL SERVICE SUPERVISOR II	39.11	47.54	1.00		1.00		1.00
	0002	OFFICE ASSISTANT II	19.77	24.03	19.00		19.00		19.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	12.00		12.00		12.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	6.00		6.00		6.00
	0310	MATERIALS HANDLER	21.10	25.65	2.00		2.00		2.00
	0311	STOREKEEPER	22.06	26.82	1.00		1.00		1.00
	3352	HUMAN SERVICES AIDE II	21.01	25.54	14.00		14.00		14.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	7.00		7.00		7.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00		2.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00		2.00		2.00
	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00		1.00
	0002	OFFICE ASSISTANT II	19.77	24.03	4.00		4.00		4.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	6.00		6.00		6.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	2.00		2.00		2.00
	0402	ACCOUNT CLERK II	22.18	26.95	3.00		3.00		3.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	3038	EMPLOYMENT & TRAINING COORDINATOR	32.90	39.99	1.00		1.00		1.00
	3352	HUMAN SERVICES AIDE II	21.01	25.54	6.00		6.00		6.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0174	COMPUTER LAB SUPPORT SPECIALST	30.42	36.98	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	7.00	2.00	9.00		9.00
	3010	SOCIAL SERVICE SUPERVISOR I	37.40	45.45	1.00	1.00	2.00		2.00
	3030	EMPLOYMENT & TRAINING SPECIALIST	27.44	33.35	37.00		37.00		37.00
	3031	SENIOR EMPLOYMENT & TRAINING SPECIALIST	29.62	36.00	6.00		6.00		6.00
	3032	SUPERVISING EMPLOYMENT & TRAINING SPECIALIST	32.59	39.62	5.00		5.00		5.00
	3037	EMPLOYMENT & TRAINING COUNSELOR II	31.36	38.13	22.50		22.50		22.50
	3038	EMPLOYMENT & TRAINING COORDINATOR	32.90	39.99	8.00		8.00		8.00
	3039	SUPERVISING EMPLOYMENT & TRAINING COUNSELOR	37.40	45.45	5.00		5.00		5.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00	1.00	3.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	4.00		4.00		4.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00	2.00	3.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	1.00		1.00		1.00
	3006	CHILD PROTECTIVE SERVICES SOCIAL WORKER	38.70	47.04	100.50		100.50		100.50
	3010	SOCIAL SERVICE SUPERVISOR I	37.40	45.45	1.00		1.00		1.00
	3012	CHILD PROTECTIVE SERVICES SOCIAL WORK SUPERVISOR	43.37	52.72	17.00		17.00	1.00	18.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00		1.00
	0179	PUBLIC ASSISTANCE SYSTEMS TECHNICIAN	31.23	37.96	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	4.00		4.00		4.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	-		-	2.00	2.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	4.00		4.00		4.00
	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00		1.00
	0472	ELIGIBILITY WORKER II	25.29	30.73	4.00		4.00		4.00
	0476	ELIGIBILITY SUPERVISOR	31.01	37.70	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	21.00		21.00		21.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	2.00		2.00		2.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	6.00		6.00		6.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3353	SOCIAL WORK ASSISTANT	22.57	27.44	8.00		8.00		8.00
	3021	CHILDREN'S RESIDENTIAL CARE COUNSELOR II	31.08	37.77	24.00		24.00		24.00
	3024	SUPERV CHILD RESIDENTIAL CARE COUNSELOR	39.61	48.14	7.00		7.00		7.00
	3026	VALLEY OF THE MOON CHILDREN'S HOME MANAGER	47.04	57.17	1.00		1.00		1.00
	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.08	37.77	1.00		1.00		1.00
	5370	RESIDENTIAL SERVICE WORKER	18.83	22.89	3.00		3.00		3.00
	6230	CHEF	25.13	30.56	1.00		1.00		1.00
	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00		3.00		3.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	1.00		1.00		1.00
	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00		1.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	3002	SOCIAL SERVICE WORKER II	29.35	35.68	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022-2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	38.00		38.00		38.00
	3004	SOCIAL SERVICE WORKER IV	34.98	42.53	7.00		7.00		7.00
	3010	SOCIAL SERVICE SUPERVISOR I	37.40	45.45	6.00		6.00		6.00
	3011	SOCIAL SERVICE SUPERVISOR II	39.11	47.54	1.00		1.00		1.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	3348	HOME CARE SUPPORT ASSISTANT	20.86	25.36	2.00		2.00		2.00
	3350	HOME CARE SUPPORT SPECIALIST	22.67	27.55	5.00		5.00		5.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	6.00		6.00		6.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	7.00		7.00		7.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3350	HOME CARE SUPPORT SPECIALIST	22.67	27.55	1.00		1.00		1.00
	3353	SOCIAL WORK ASSISTANT	22.57	27.44	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00		1.00
	3004	SOCIAL SERVICE WORKER IV	34.98	42.53	35.00		35.00		35.00
	3011	SOCIAL SERVICE SUPERVISOR II	39.11	47.54	7.00		7.00		7.00
	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00		2.00		2.00
	3353	SOCIAL WORK ASSISTANT	22.57	27.44	3.00		3.00		3.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00		2.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	3004	SOCIAL SERVICE WORKER IV	34.98	42.53	10.50		10.50		10.50
	3011	SOCIAL SERVICE SUPERVISOR II	39.11	47.54	2.00		2.00		2.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	0.50		0.50		0.50
	3004	SOCIAL SERVICE WORKER IV	34.98	42.53	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0608	VETERANS SERVICE SPECIALIST III	28.15	34.22	5.00		5.00		5.00
	0610	VETERANS SERVICE OFFICER	44.36	53.93	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0069	DEPUTY PUBLIC ADMINISTRATOR-GUARDIAN-CONSERVATOR	31.45	38.22	5.00		5.00	1.00	6.00
	0070	SUPERVISING PUBLIC ADMIN-GUARDIAN-CONSERVATOR	37.34	45.39	1.00		1.00		1.00
	0071	CHIEF DEPUTY PUBLIC ADMIN-GUARDIAN-CONSERVATOR	43.62	53.01	1.00		1.00		1.00
<b>240301 Total</b>					<b>956.55</b>	<b>5.00</b>	<b>961.55</b>	<b>11.00</b>	<b>972.55</b>
370101	9300	IHSS PUBLIC AUTHORITY MANAGER	57.49	69.88	1.00		1.00		1.00
<b>370101 Total</b>					<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>
<b>HUMAN SERVICES &amp; IHSS TOTAL</b>					<b>957.55</b>	<b>5.00</b>	<b>962.55</b>	<b>11.00</b>	<b>973.55</b>
<b>INFORMATION SYSTEMS DEPT</b>									
250101	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	2.00		2.00		2.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0150	INFORMATION SYSTEM DIRECTOR	83.75	101.81	1.00		1.00		1.00
	0151	ASSISTANT INFORMATION SYSTEM DIRECTOR	74.15	90.13	1.00		1.00		1.00
	0152	INFORMATION TECHNOLOGY ANALYST II	37.47	45.55	1.00		1.00		1.00
	0154	INFORMATION TECHNOLOGY ANALYST III	46.09	56.02	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	7.00		7.00		7.00
	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00		2.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00		2.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	2.00		2.00		2.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	7.00		7.00		7.00
	0130	PROGRAMMER ANALYST	38.93	47.32	1.00		1.00		1.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	2.00	1.00	3.00		3.00
	0149	INFORMATION SYSTEM DIVISION DIRECTOR	66.98	81.42	1.00		1.00		1.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	1.00		1.00		1.00
	0130	PROGRAMMER ANALYST	38.93	47.32	1.00		1.00		1.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0163	SENIOR BUSINESS SYSTEMS ANALYST	46.55	56.58	1.00		1.00		1.00
	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	34.04	41.38	2.00		2.00		2.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	6.50		6.50		6.50
	0130	PROGRAMMER ANALYST	38.93	47.32	2.00		2.00		2.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0154	INFORMATION TECHNOLOGY ANALYST III	46.09	56.02	1.00		1.00		1.00
	0163	SENIOR BUSINESS SYSTEMS ANALYST	46.55	56.58	1.00		1.00		1.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	1.00		1.00		1.00
	0130	PROGRAMMER ANALYST	38.93	47.32	2.00		2.00		2.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	2.00	(1.00)	1.00		1.00
	0152	INFORMATION TECHNOLOGY ANALYST II	37.47	45.55	4.00		4.00		4.00
	0163	SENIOR BUSINESS SYSTEMS ANALYST	46.55	56.58	1.00		1.00		1.00
	0232	GRAPHICS DESIGNER PHOTOGRAPHER	26.41	32.11	1.00		1.00		1.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	7.00		7.00		7.00
	0140	SENIOR NETWORK ANALYST	51.04	62.03	2.00		2.00		2.00
	0141	NETWORK ANALYST	47.48	57.71	2.00		2.00		2.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0149	INFORMATION SYSTEM DIVISION DIRECTOR	66.98	81.42	1.00		1.00		1.00
	0152	INFORMATION TECHNOLOGY ANALYST II	37.47	45.55	1.00		1.00		1.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	1.00		1.00		1.00
	0140	SENIOR NETWORK ANALYST	51.04	62.03	1.00		1.00		1.00
	0141	NETWORK ANALYST	47.48	57.71	3.00		3.00		3.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0152	INFORMATION TECHNOLOGY ANALYST II	37.47	45.55	11.00		11.00		11.00
	0154	INFORMATION TECHNOLOGY ANALYST III	46.09	56.02	3.00		3.00		3.00
	0318	MATERIALS EQUIPMENT SPECIALIST	26.75	32.51	2.00		2.00		2.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	2.00		2.00		2.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	1.00		1.00		1.00
	0130	PROGRAMMER ANALYST	38.93	47.32	1.00		1.00		1.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	34.04	41.38	1.00		1.00		1.00
	0129	SENIOR PROGRAMMER ANALYST	46.55	56.58	1.00		1.00		1.00
	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00		1.00
	0154	INFORMATION TECHNOLOGY ANALYST III	46.09	56.02	1.00		1.00		1.00
	0155	BUSINESS SYSTEMS ANALYST	38.93	47.32	1.00		1.00		1.00
	0058	RECORDS AND INFORMATION MANAGER	41.31	50.22	0.00		-	1.00	1.00
	0155	BUSINESS SYSTEMS ANALYST	38.93	47.32	1.00		1.00		1.00
	0307	MAIL MATERIALS AND RECORDS HANDLER II	22.06	26.82	5.00		5.00		5.00
	0309	MAIL MATERIALS AND RECORDS SUPERVISOR	25.35	30.82	1.00		1.00		1.00
	1710	SENIOR COMMUNICATIONS TECHNICIAN	38.12	46.34	1.00		1.00		1.00
	0149	INFORMATION SYSTEM DIVISION DIRECTOR	66.98	81.42	1.00		1.00		1.00
<b>250101 Total</b>					<b>116.50</b>	<b>-</b>	<b>116.50</b>	<b>1.00</b>	<b>117.50</b>
<b>INFORMATION SYSTEMS DEPT TOTAL</b>					<b>116.50</b>	<b>-</b>	<b>116.50</b>	<b>1.00</b>	<b>117.50</b>
<b>PERMIT &amp; RESOURCE MANAGEMENT DEPT</b>									
260101	0002	OFFICE ASSISTANT II	19.77	24.03	1.00		1.00		1.00
	0098	TELEPHONE OPERATOR	20.09	24.41	1.00		1.00		1.00
	0552	PERMIT TECHNICIAN II	28.86	35.08	6.00		6.00	1.00	7.00
	1240	CUSTOMER SERVICE SUPERVISOR	42.16	51.24	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	4.00		4.00		4.00
	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	34.04	41.38	2.00	1.00	3.00		3.00
	1223	SENIOR GEOGRAPHIC INFORMATION TECHNICIAN	36.43	44.28	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0382	PAYROLL CLERK	25.98	31.57	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0416	ACCOUNTANT II	34.13	41.49	1.00	1.00	2.00		2.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00		1.00
	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00		1.00
	1215	DIRECTOR PRMD	81.69	99.29	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	1016	DEPUTY DIRECTOR ENGINEERING CONSTRUCTION	67.35	81.87	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	1007	ENGINEERING TECHNICIAN III	35.24	42.83	3.50		3.50	0.50	4.00
	1008	ENGINEERING TECHNICIAN IV	42.31	51.43	1.00		1.00		1.00
	1012	ENGINEER	53.11	64.56	3.00		3.00		3.00
	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00		1.00
	1015	ENGINEERING DIVISION MANAGER	59.69	72.54	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	1007	ENGINEERING TECHNICIAN III	35.24	42.83	2.00		2.00		2.00
	2612	ENVIRONMENTAL HEALTH SPECIALIST II	37.86	46.02	4.00		4.00	0.50	4.50
	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	40.39	49.10	5.00		5.00		5.00
	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	43.66	53.07	1.00		1.00		1.00
	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00		1.00
	1007	ENGINEERING TECHNICIAN III	35.24	42.83	2.00		2.00		2.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	1012	ENGINEER	53.11	64.56	2.00		2.00		2.00
	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00		1.00
	1209	BUILDING DIVISION MANAGER	59.69	72.54	1.00		1.00		1.00
	1405	BUILDING INSPECTOR II	36.16	43.95	7.00		7.00		7.00
	1407	SENIOR BUILDING INSPECTOR	39.12	47.55	3.00		3.00	1.00	4.00
	1426	BUILDING PLANS EXAMINER II	37.15	45.16	3.00		3.00	2.00	5.00
	1428	SENIOR BUILDING PLANS EXAMINER	40.18	48.85	3.00		3.00		3.00
	1440	SUPERVISING BUILDING INSPECTOR	44.69	54.32	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	1192	CODE ENFORCEMENT INSPECTOR II	38.00	46.20	5.00	1.00	6.00		6.00
	1193	SENIOR CODE ENFORCEMENT INSPECTOR	41.09	49.95	3.00		3.00		3.00
	1194	CODE ENFORCEMENT SUPERVISOR	45.19	54.93	1.00		1.00		1.00
	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	2.00		2.00		2.00
	1213	DEPUTY DIRECTOR-PLANNING	60.72	73.82	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	2.00		2.00		2.00
	0023	SECRETARY	24.30	29.55	2.00		2.00		2.00
	1200	PLANNING TECHNICIAN	25.65	31.17	1.00		1.00		1.00
	1203	PLANNER III	41.42	50.34	16.00		16.00		16.00
	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00		1.00
	1401	SUPERVISING PLANNER	45.58	55.40	3.00		3.00		3.00
	0990	SENIOR ENVIRONMENTAL SPECIALIST	40.06	48.69	6.00	2.00	8.00		8.00
	1081	PROFESSIONAL GEOLOGIST	53.11	64.56	1.00		1.00		1.00
	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	1203	PLANNER III	41.42	50.34	4.00		4.00		4.00
	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00		1.00
	1401	SUPERVISING PLANNER	45.58	55.40	1.00		1.00		1.00
<b>260101 Total</b>					<b>142.50</b>	<b>5.00</b>	<b>147.50</b>	<b>5.00</b>	<b>152.50</b>
260301	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0023	SECRETARY	24.30	29.55	-	1.00	1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0904	MARKETING SPECIALIST	31.50	38.29	1.00		1.00		1.00
	4513	SENIOR FIRE INSPECTOR	48.78	59.29	1.00		1.00		1.00
	4518	FIRE WARDEN/FIRE MARSHAL	63.87	77.63	1.00		1.00		1.00
	4519	FIRE INSPECTOR II	44.34	53.90	1.00		1.00		1.00
<b>260301 Total</b>					<b>6.00</b>	<b>1.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>
260302	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	4516	FIRE SERVICES OFFICER	55.38	67.32	1.00		1.00		1.00
	4519	FIRE INSPECTOR II	44.34	53.90	4.00		4.00		4.00
<b>260302 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
260303	5015	MAINTENANCE WORKER II	25.53	31.04	1.50		1.50		1.50
<b>260303 Total</b>					<b>1.50</b>	<b>-</b>	<b>1.50</b>	<b>-</b>	<b>1.50</b>
<b>PERMIT &amp; RESOURCE MANAGEMENT DEPT TOTAL</b>					<b>156.00</b>	<b>6.00</b>	<b>162.00</b>	<b>5.00</b>	<b>167.00</b>
<b>PROBATION DEPT</b>									
270101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00		1.00
	3238	DEPUTY CHIEF PROBATION OFFICER	65.16	79.20	2.00		2.00		2.00
	3240	CHIEF PROBATION OFFICER	82.51	100.30	1.00		1.00		1.00
	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	29.74	36.15	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	3.00		3.00		3.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	3.00		3.00		3.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	-		-	1.00	1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0155	BUSINESS SYSTEMS ANALYST	38.93	47.32	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	1.00		1.00	1.00	2.00
	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00		3.00		3.00
	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00		1.00
<b>270101 Total</b>					<b>24.00</b>	<b>-</b>	<b>24.00</b>	<b>2.00</b>	<b>26.00</b>
270110	3225	PROBATION OFFICER II	35.14	42.72	3.00		3.00		3.00
	3227	PROBATION OFFICER III	40.22	48.89	4.00		4.00		4.00
	3229	PROBATION OFFICER IV	47.72	58.01	2.00		2.00		2.00
	3225	PROBATION OFFICER II	35.14	42.72	3.00		3.00		3.00
	3227	PROBATION OFFICER III	40.22	48.89	3.00		3.00		3.00
<b>270110 Total</b>					<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
270111	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0049	LEGAL PROCESSOR II	22.18	26.95	0.00				-
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	4.00		4.00		4.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	1.00		1.00		1.00
	3220	PROBATION ASSISTANT	23.24	28.25	3.00		3.00		3.00
	3232	PROBATION DIVISION DIRECTOR I	49.38	60.02	1.00		1.00		1.00
	3234	PROBATION DIVISION DIRECTOR II	54.34	66.06	2.00		2.00		2.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	1.00		1.00		1.00
	3220	PROBATION ASSISTANT	23.24	28.25	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	9.00		9.00		9.00
	3227	PROBATION OFFICER III	40.22	48.89	19.00		19.00		19.00
	3229	PROBATION OFFICER IV	47.72	58.01	4.00		4.00		4.00
	3220	PROBATION ASSISTANT	23.24	28.25	2.00		2.00		2.00
	3225	PROBATION OFFICER II	35.14	42.72	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	3.00		3.00		3.00
	3227	PROBATION OFFICER III	40.22	48.89	4.00		4.00		4.00
	3229	PROBATION OFFICER IV	47.72	58.01	1.00		1.00		1.00
<b>270111 Total</b>					<b>59.00</b>	<b>-</b>	<b>59.00</b>	<b>-</b>	<b>59.00</b>
270112	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	9.00		9.00		9.00
	3229	PROBATION OFFICER IV	47.72	58.01	2.00		2.00		2.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3220	PROBATION ASSISTANT	23.24	28.25	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	3.00		3.00		3.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
	3229	PROBATION OFFICER IV	47.72	58.01	1.00		1.00		1.00
<b>270112 Total</b>					<b>20.00</b>	<b>-</b>	<b>20.00</b>	<b>-</b>	<b>20.00</b>
270114	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	1.00		1.00		1.00
	3220	PROBATION ASSISTANT	23.24	28.25	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	2.00	1.00	3.00		3.00
	3227	PROBATION OFFICER III	40.22	48.89	4.00	1.00	5.00		5.00
	3229	PROBATION OFFICER IV	47.72	58.01	2.00		2.00		2.00
<b>270114 Total</b>					<b>10.00</b>	<b>2.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>
270120	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	1.00		1.00		1.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	2.00		2.00		2.00
	3227	PROBATION OFFICER III	40.22	48.89	5.00		5.00		5.00
	3229	PROBATION OFFICER IV	47.72	58.01	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
<b>270120 Total</b>					<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>
270121	0049	LEGAL PROCESSOR II	22.18	26.95	2.00		2.00	(1.00)	1.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	2.00		2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	3234	PROBATION DIVISION DIRECTOR II	54.34	66.06	1.00		1.00		1.00
	3227	PROBATION OFFICER III	40.22	48.89	9.00		9.00	(1.00)	8.00
	3229	PROBATION OFFICER IV	47.72	58.01	2.00		2.00		2.00
	3227	PROBATION OFFICER III	40.22	48.89	5.00		5.00	(2.00)	3.00
	3229	PROBATION OFFICER IV	47.72	58.01	1.00		1.00		1.00
<b>270121 Total</b>					<b>24.00</b>	<b>-</b>	<b>24.00</b>	<b>(4.00)</b>	<b>20.00</b>
270122	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3225	PROBATION OFFICER II	35.14	42.72	4.00		4.00		4.00
	3227	PROBATION OFFICER III	40.22	48.89	1.00		1.00		1.00
<b>270122 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
270130	3106	PROBATION INDUSTRIES CREW SUPERVISOR	35.44	43.07	6.00		6.00		6.00
	3107	PROBATION INDUSTRIES FIELD SUPERVISOR	39.75	48.32	2.00		2.00		2.00
	3234	PROBATION DIVISION DIRECTOR II	54.34	66.06	1.00		1.00		1.00
<b>270130 Total</b>					<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>
270140	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	3232	PROBATION DIVISION DIRECTOR I	49.38	60.02	2.00		2.00		2.00
	3234	PROBATION DIVISION DIRECTOR II	54.34	66.06	1.00		1.00		1.00
	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.08	37.77	5.00		5.00		5.00
	3113	JUVENILE CORRECTIONAL COUNSELOR III	35.55	43.22	14.00		14.00		14.00
	3114	JUVENILE CORRECTIONAL COUNSELOR IV	39.61	48.14	2.00		2.00		2.00
	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.08	37.77	29.50		29.50		29.50
	3114	JUVENILE CORRECTIONAL COUNSELOR IV	39.61	48.14	7.00		7.00		7.00
	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.08	37.77	19.50		19.50		19.50
	5370	RESIDENTIAL SERVICE WORKER	18.83	22.89	1.00		1.00		1.00
	6228	COOK	21.25	25.83	4.00		4.00		4.00
	6230	CHEF	25.13	30.56	2.00		2.00		2.00
<b>270140 Total</b>					<b>88.00</b>	<b>-</b>	<b>88.00</b>	<b>-</b>	<b>88.00</b>
270145	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3232	PROBATION DIVISION DIRECTOR I	49.38	60.02	1.00		1.00		1.00
	3106	PROBATION INDUSTRIES CREW SUPERVISOR	35.44	43.07	2.00		2.00		2.00
<b>270145 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>
<b>PROBATION DEPT TOTAL</b>					<b>271.00</b>	<b>2.00</b>	<b>273.00</b>	<b>(2.00)</b>	<b>271.00</b>
<b>PUBLIC DEFENDER</b>									
280101	0021	LEGAL SECRETARY II	25.50	31.01	1.00		1.00		1.00
	4054	DEPUTY PUBLIC DEFENDER IV	74.83	90.96	2.00		2.00		2.00
	0021	LEGAL SECRETARY II	25.50	31.01	6.00		6.00		6.00
	0049	LEGAL PROCESSOR II	22.18	26.95	3.00		3.00		3.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	3003	SOCIAL SERVICE WORKER III	31.36	38.13	1.00		1.00		1.00
	4048	CHIEF DEPUTY PUBLIC DEFENDER	78.27	95.13	1.00		1.00		1.00
	4049	ASSISTANT PUBLIC DEFENDER	86.12	104.69	1.00		1.00		1.00
	4050	PUBLIC DEFENDER	98.27	119.45	1.00		1.00		1.00
	4054	DEPUTY PUBLIC DEFENDER IV	74.83	90.96	27.00	2.00	29.00		29.00
	4180	SENIOR PUBLIC DEFENDER INVESTIGATOR	56.85	69.09	1.00		1.00		1.00
	4196	PUBLIC DEFENDER INVESTIGATOR II	50.39	61.26	7.00		7.00		7.00
<b>280101 Total</b>					<b>54.00</b>	<b>2.00</b>	<b>56.00</b>	<b>-</b>	<b>56.00</b>
<b>PUBLIC DEFENDER TOTAL</b>					<b>54.00</b>	<b>2.00</b>	<b>56.00</b>	<b>-</b>	<b>56.00</b>
<b>REGIONAL PARKS</b>									
290101	0810	ADMINISTRATIVE AIDE	28.40	34.52	-	1.00	1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	1267	PARK MANAGER	52.83	64.21	1.00		1.00		1.00
	1274	PARK PROGRAM ASSISTANT	25.11	30.52	-		-	3.00	3.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00	(1.00)	-		-
	4401	PARK AIDE	17.21	20.92	5.00		5.00	1.00	6.00
	4402	PARK RANGER ASSISTANT	22.36	27.17	6.00		6.00		6.00
	4406	PARK RANGER I	26.05	31.67	11.00		11.00		11.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	4408	PARK RANGER II	28.59	34.76	4.00		4.00		4.00
	4410	PARK RANGER III	33.91	41.22	2.00		2.00		2.00
	4412	CHIEF PARK RANGER	41.79	50.79	1.00		1.00		1.00
	5405	PARKS GROUNDS MAINTENANCE WORKER II	25.53	31.04	22.00		22.00	1.00	23.00
	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	29.54	35.91	2.00		2.00		2.00
<b>290101 Total</b>					<b>56.00</b>	<b>-</b>	<b>56.00</b>	<b>5.00</b>	<b>61.00</b>
290102	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	1200	PLANNING TECHNICIAN	25.65	31.17	1.00		1.00	1.00	2.00
	1253	PARK PLANNER II	38.97	47.38	4.00		4.00		4.00
	1254	SENIOR PARK PLANNER	46.78	56.87	2.00		2.00		2.00
	1258	PARK PLANNING MANAGER	51.28	62.33	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
<b>290102 Total</b>					<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>1.00</b>	<b>12.00</b>
290103	1036	PROJECT SPECIALIST	41.10	49.97	1.00		1.00		1.00
	1259	RECREATION AND EDUCATION SERVICES MANAGER	48.72	59.23	1.00		1.00		1.00
	1274	PARK PROGRAM ASSISTANT	25.11	30.52	5.00		5.00	1.00	6.00
	1279	PARK PROGRAM SUPERVISOR	34.43	41.85	2.00		2.00		2.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	5405	PARKS GROUNDS MAINTENANCE WORKER II	25.53	31.04	1.00		1.00		1.00
<b>290103 Total</b>					<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>1.00</b>	<b>12.00</b>
290104	0002	OFFICE ASSISTANT II	19.77	24.03	-		-	1.00	1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0025	EXECUTIVE SECRETARY	27.31	33.20	1.00		1.00		1.00
	0382	PAYROLL CLERK	25.98	31.57	1.00		1.00		1.00
	0402	ACCOUNT CLERK II	22.18	26.95	2.00		2.00	(1.00)	1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	2.00		2.00		2.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	-		-	1.00	1.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00	(1.00)	-		-
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	1268	DEPUTY DIRECTOR REGIONAL PARKS	61.83	75.16	1.00		1.00		1.00
	1270	DIRECTOR OF REGIONAL PARKS	77.31	93.98	1.00		1.00		1.00
	1276	BOOKING & RESERVATION COORDINATOR	26.69	32.43	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	-	1.00	1.00		1.00
<b>290104 Total</b>					<b>19.00</b>	<b>-</b>	<b>19.00</b>	<b>1.00</b>	<b>20.00</b>
290105	4401	PARK AIDE	17.21	20.92	1.00		1.00		1.00
	4406	PARK RANGER I	26.05	31.67	3.00		3.00		3.00
	4408	PARK RANGER II	28.59	34.76	1.00		1.00		1.00
	4410	PARK RANGER III	33.91	41.22	1.00		1.00		1.00
	5405	PARKS GROUNDS MAINTENANCE WORKER II	25.53	31.04	2.00		2.00		2.00
	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	29.54	35.91	1.00		1.00		1.00
	1274	PARK PROGRAM ASSISTANT	25.11	30.52	1.00		1.00		1.00
	1279	PARK PROGRAM SUPERVISOR	34.43	41.85	2.00		2.00		2.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
<b>290105 Total</b>					<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>
290115	1260	NATURAL RESOURCES MANAGER	48.72	59.23	1.00		1.00		1.00
	1274	PARK PROGRAM ASSISTANT	25.11	30.52	3.00		3.00		3.00
	1279	PARK PROGRAM SUPERVISOR	34.43	41.85	3.00		3.00		3.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
<b>290115 Total</b>					<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
290119	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00		1.00
	0904	MARKETING SPECIALIST	31.50	38.29	4.00		4.00		4.00
<b>290119 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
290301	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	5335	BUILDING MECHANIC II	35.27	42.86	1.00		1.00		1.00
	5506	MARINA ATTENDANT	25.53	31.04	1.00		1.00		1.00
	5507	SENIOR MARINA ATTENDANT	27.31	33.20	1.00		1.00		1.00
	5510	MARINA SUPERVISOR	40.06	48.69	1.00		1.00		1.00
<b>290301 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
<b>REGIONAL PARKS TOTAL</b>					<b>128.00</b>	<b>-</b>	<b>128.00</b>	<b>8.00</b>	<b>136.00</b>
<b>SHERIFF DEPT</b>									
300101	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0027	EXECUTIVE ASST TO SHERIFF	29.73	36.14	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	5.00		5.00	(1.00)	4.00
	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	-		-	1.00	1.00
	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	62.44	75.89	1.00		1.00		1.00
	0312	SENIOR STOREKEEPER	24.47	29.74	1.00		1.00		1.00
	0382	PAYROLL CLERK	25.98	31.57	2.00		2.00		2.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	3.00		3.00		3.00
	0416	ACCOUNTANT II	34.13	41.49	1.00		1.00		1.00
	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	4.00		4.00		4.00
	0826	DEPARTMENT ANALYST	35.94	43.69	7.00	0.50	7.50		7.50
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	2.00		2.00		2.00
	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00		1.00
	0847	SHERIFFS CHIEF OF FINANCIAL AND ADMINISTRATIVE SERVICES	63.09	76.68	1.00		1.00		1.00
	0908	WATER AGENCY PUBLIC INFORMATION OFFICER	46.49	56.50	1.00		1.00		1.00
	4081	DEPUTY SHERIFF II	47.42	57.63	2.00		2.00		2.00
	4095	SHERIFFS SERGEANT	55.34	67.27	4.00		4.00		4.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	2.00		2.00		2.00
	4120	SHERIFFS CAPTAIN	76.55	93.05	1.00		1.00		1.00
	4154	CORRECTIONAL DEPUTY II	37.52	45.61	2.00		2.00		2.00
	4157	CORRECTIONAL SERGEANT	49.62	60.32	1.00		1.00		1.00
	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00		1.00		1.00
	8103	SHERIFF-CORONER	122.07	122.07	1.00		1.00		1.00
<b>300101 Total</b>					<b>46.00</b>	<b>0.50</b>	<b>46.50</b>	<b>-</b>	<b>46.50</b>
300102	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	1.00		1.00		1.00
	4124	ASSISTANT SHERIFF	86.87	105.59	1.00		1.00		1.00
<b>300102 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>
300120	1692	COMMUNICATIONS DISPATCHER II	32.84	39.91	17.00		17.00		17.00
	1694	SENIOR COMMUNICATIONS DISPATCHER	36.11	43.90	4.00		4.00		4.00
	1696	SUPERVISING COMMUNICATIONS DISPATCHER	40.97	49.80	4.00		4.00		4.00
	1698	COMMUNICATIONS DISPATCH MANAGER	48.72	59.23	1.00		1.00		1.00
<b>300120 Total</b>					<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>-</b>	<b>26.00</b>
300121	0028	CIVIL BUREAU SPECIALIST	28.91	35.14	1.00		1.00		1.00
	0049	LEGAL PROCESSOR II	22.18	26.95	2.00		2.00		2.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	1.00		1.00		1.00
<b>300121 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
300122	0049	LEGAL PROCESSOR II	22.18	26.95	6.00		6.00		6.00
	0050	SENIOR LEGAL PROCESSOR	24.39	29.64	4.00		4.00		4.00
	0052	LEGAL STAFF SUPERVISOR	28.51	34.66	4.00		4.00		4.00



# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	0060	SHERIFFS INFORMATION BUREAU MANAGER	42.36	51.49	1.00		1.00		1.00
	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	6.00		6.00		6.00
<b>300122 Total</b>					<b>21.00</b>	<b>-</b>	<b>21.00</b>	<b>-</b>	<b>21.00</b>
300123	1705	COMMUNICATIONS TECHNICIAN II	34.66	42.13	3.00		3.00		3.00
	1710	SENIOR COMMUNICATIONS TECHNICIAN	38.12	46.34	1.00		1.00		1.00
	1715	COMMUNICATIONS MANAGER	55.65	67.64	1.00		1.00		1.00
<b>300123 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
300140	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	3.00		3.00		3.00
	4081	DEPUTY SHERIFF II	47.42	57.63	99.00		99.00		99.00
	4095	SHERIFFS SERGEANT	55.34	67.27	10.00		10.00		10.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	4.00		4.00		4.00
	4120	SHERIFFS CAPTAIN	76.55	93.05	1.00		1.00		1.00
<b>300140 Total</b>					<b>117.00</b>	<b>-</b>	<b>117.00</b>	<b>-</b>	<b>117.00</b>
300141	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	1.00		1.00		1.00
	4081	DEPUTY SHERIFF II	47.42	57.63	17.00		17.00		17.00
	4095	SHERIFFS SERGEANT	55.34	67.27	3.00		3.00		3.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	1.00		1.00		1.00
<b>300141 Total</b>					<b>24.00</b>	<b>-</b>	<b>24.00</b>	<b>-</b>	<b>24.00</b>
300142	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	3397	COMMUNITY SERVICES OFFICER II	23.97	29.14	2.00		2.00		2.00
	4081	DEPUTY SHERIFF II	47.42	57.63	10.00		10.00		10.00
	4095	SHERIFFS SERGEANT	55.34	67.27	2.00		2.00		2.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	1.00		1.00		1.00
<b>300142 Total</b>					<b>16.00</b>	<b>-</b>	<b>16.00</b>	<b>-</b>	<b>16.00</b>
300143	0701	HELICOPTER PILOT	49.90	60.66	2.00		2.00		2.00
	4081	DEPUTY SHERIFF II	47.42	57.63	1.00		1.00		1.00
	4095	SHERIFFS SERGEANT	55.34	67.27	1.00		1.00		1.00
<b>300143 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>
300144	4081	DEPUTY SHERIFF II	47.42	57.63	2.00		2.00		2.00
	4095	SHERIFFS SERGEANT	55.34	67.27	1.00		1.00		1.00
<b>300144 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>
300145	0023	SECRETARY	24.30	29.55	2.00		2.00		2.00
	4081	DEPUTY SHERIFF II	47.42	57.63	20.00		20.00		20.00
	4095	SHERIFFS SERGEANT	55.34	67.27	4.00		4.00		4.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	1.00		1.00		1.00
<b>300145 Total</b>					<b>27.00</b>	<b>-</b>	<b>27.00</b>	<b>-</b>	<b>27.00</b>
300146	2103	FORENSIC ASSISTANT	25.72	31.27	2.00		2.00		2.00
	4081	DEPUTY SHERIFF II	47.42	57.63	4.00		4.00		4.00
	4095	SHERIFFS SERGEANT	55.34	67.27	1.00		1.00		1.00
<b>300146 Total</b>					<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>
300147	4081	DEPUTY SHERIFF II	47.42	57.63	29.00		29.00		29.00
	4095	SHERIFFS SERGEANT	55.34	67.27	2.00		2.00		2.00
	4114	SHERIFFS LIEUTENANT	66.70	81.08	1.00		1.00		1.00
	4154	CORRECTIONAL DEPUTY II	37.52	45.61	6.00		6.00		6.00
<b>300147 Total</b>					<b>38.00</b>	<b>-</b>	<b>38.00</b>	<b>-</b>	<b>38.00</b>
300148	4081	DEPUTY SHERIFF II	47.42	57.63	5.00		5.00		5.00
	4095	SHERIFFS SERGEANT	55.34	67.27	1.00		1.00		1.00
<b>300148 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
300201	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0060	SHERIFFS INFORMATION BUREAU MANAGER	42.36	51.49	1.00		1.00		1.00
	0325	INSTITUTIONAL SERVICES MANAGER	42.36	51.49	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	3388	DETENTION SPECIALIST II	23.97	29.14	2.00		2.00		2.00
	3391	DETENTION ASSISTANT	23.24	28.25	15.00		15.00		15.00
	3392	SUPERVISING DETENTION ASSISTANT	26.11	31.74	2.00		2.00		2.00
	4124	ASSISTANT SHERIFF	86.87	105.59	1.00		1.00		1.00
	4130	SHERIFFS CAPTAIN CORRECTIONS	71.41	86.80	1.00		1.00		1.00
	4154	CORRECTIONAL DEPUTY II	37.52	45.61	16.00		16.00		16.00
	4157	CORRECTIONAL SERGEANT	49.62	60.32	3.00		3.00		3.00
	4164	CORRECTIONAL LIEUTENANT	62.33	75.77	3.00		3.00		3.00
	5320	JANITOR	19.19	23.33	5.00		5.00		5.00
	6228	COOK	21.25	25.83	12.00		12.00		12.00
	6230	CHEF	25.13	30.56	2.00		2.00		2.00
<b>300201 Total</b>					<b>67.00</b>	<b>-</b>	<b>67.00</b>	<b>-</b>	<b>67.00</b>
300203	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	3388	DETENTION SPECIALIST II	23.97	29.14	20.60		20.60		20.60
	3389	SENIOR DETENTION SPECIALIST	26.36	32.04	5.00		5.00		5.00
	3390	DETENTION SPECIALIST SUPERVISOR	30.86	37.51	4.00		4.00		4.00
	4130	SHERIFFS CAPTAIN CORRECTIONS	71.41	86.80	1.00		1.00		1.00
	4154	CORRECTIONAL DEPUTY II	37.52	45.61	133.00		133.00		133.00
	4157	CORRECTIONAL SERGEANT	49.62	60.32	14.00		14.00		14.00
	4164	CORRECTIONAL LIEUTENANT	62.33	75.77	4.00		4.00		4.00
<b>300203 Total</b>					<b>182.60</b>	<b>-</b>	<b>182.60</b>	<b>-</b>	<b>182.60</b>
300204	3388	DETENTION SPECIALIST II	23.97	29.14	3.40		3.40		3.40
	3389	SENIOR DETENTION SPECIALIST	26.36	32.04	1.00		1.00		1.00
	4154	CORRECTIONAL DEPUTY II	37.52	45.61	22.00		22.00		22.00
	4157	CORRECTIONAL SERGEANT	49.62	60.32	4.00		4.00		4.00
<b>300204 Total</b>					<b>30.40</b>	<b>-</b>	<b>30.40</b>	<b>-</b>	<b>30.40</b>
<b>SHERIFF DEPT TOTAL</b>					<b>628.00</b>	<b>0.50</b>	<b>628.50</b>	<b>-</b>	<b>628.50</b>
<b>AG PRESERVATION/OPEN SPACE DISTRICT</b>									
310101	0023	OSD SECRETARY	24.30	29.55	1.00		1.00		1.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00		2.00
	1285	APOSD PLANNER	38.97	47.38	1.00		1.00		1.00
	1289	OSD ASSISTANT GENERAL MANAGER	65.73	79.89	1.00		1.00		1.00
	1290	OSD GENERAL MANAGER	77.31	93.98	1.00		1.00		1.00
	1299	APOSD PROGRAM MANAGER	53.03	64.45	1.00		1.00		1.00
	1301	APOSD ADMINISTRATIVE AND FISCAL SERVICES MANAGER	54.76	66.57	1.00		1.00		1.00
	7025	OSD EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	1281	APOSD SENIOR PLANNER	46.78	56.87	1.00		1.00		1.00
	1285	APOSD PLANNER	38.97	47.38	-	1.00	1.00		1.00
	1287	APOSD COMMUNITY RELATIONS ASSISTANT	36.10	43.89	1.00		2.00		2.00
	1297	APOSD COMMUNITY RELATIONS SPECIALIST	42.69	51.88	1.00		1.00		1.00
	1302	APOSD CONSERVATION PLANNING MANAGER	55.70	67.70	1.00		1.00		1.00
	1305	APOSD GEOGRAPHIC INFORMATION SYSTEMS COORDINATOR	42.47	51.62	1.00		1.00		1.00
	1294	APOSD ACQUISITIONS SPECIALIST	42.50	51.66	3.00		3.00		3.00
	1295	APOSD SENIOR ACQUISITIONS SPECIALIST	49.27	59.89	1.00		1.00		1.00
	1298	APOSD ACQUISITION ASSISTANT	35.27	42.86	1.00		1.00		1.00
	1304	APOSD ACQUISITIONS MANAGER	55.70	67.70	1.00		1.00		1.00
	1281	APOSD SENIOR PLANNER	46.78	56.87	-	1.00	1.00		1.00
	1283	APOSD ASSISTANT PLANNER	34.13	41.49	-	1.00	1.00		1.00
	1284	APOSD TECHNICIAN	29.79	36.20	4.00	(1.00)	3.00		3.00
	1285	APOSD PLANNER	38.97	47.38	3.50	0.50	4.00		4.00
	1286	APOSD STEWARDSHIP SUPERVISOR	51.51	62.61	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022-2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	1303	APOSD STEWARDSHIP MANAGER	55.70	67.70	1.00		1.00		1.00
<b>310101 Total</b>					<b>30.50</b>	<b>3.50</b>	<b>34.00</b>	<b>-</b>	<b>34.00</b>
<b>AG PRESERVATION/OPEN SPACE DISTRICT TOTAL</b>					<b>30.50</b>	<b>3.50</b>	<b>34.00</b>	<b>-</b>	<b>34.00</b>
<b>INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW &amp; OUTREACH</b>									
320101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	1.00	2.00
	4600	DIRECTOR INDEPENDENT OFF OF LAW ENF REV & OUTREA	78.27	95.13	1.00		1.00		1.00
	4605	LAW ENFORCEMENT AUDITOR III	63.20	76.82	2.00		2.00		2.00
<b>320101 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>
<b>INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW &amp; OUTREACH TOTAL</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>
<b>WATER AGENCY</b>									
330101	0402	ACCOUNT CLERK II	22.18	26.95	2.00		2.00		2.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	1.00		1.00		1.00
	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	2.00		2.00		2.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	40.75	49.54	1.00		1.00		1.00
	0404	ACCOUNTING TECHNICIAN	25.90	31.49	1.00		1.00		1.00
	0416	ACCOUNTANT II	34.13	41.49	1.00	1.00	2.00		2.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00		2.00
	0985	TECHNICAL WRITING SPECIALIST	39.07	47.48	4.00		4.00		4.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0382	PAYROLL CLERK	25.98	31.57	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	6.00		6.00		6.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	1.00		1.00		1.00
	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00		1.00		1.00
	0914	WATER AGENCY RESOURCE PROGRAMS TECHNICIAN II	31.37	38.14	3.00		3.00		3.00
	0917	WATER AGENCY ENVIRONMENTAL SPECIALIST II	38.77	47.13	6.00		6.00		6.00
	0918	WATER AGENCY SENIOR ENVIRONMENTAL SPECIALIST	42.66	51.85	7.00		7.00		7.00
	0919	WATER AGENCY PRINCIPAL ENVIRONMENTAL SPECIALIST	54.60	66.37	4.00		4.00		4.00
	0996	WATER AGENCY ENVIRONMENTAL RESOURCES MANAGER	66.31	80.61	2.00		2.00		2.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00		1.00		1.00
	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00		1.00
	1036	PROJECT SPECIALIST	41.10	49.97	2.00	(1.00)	1.00		1.00
	1045	WATER AGENCY ENGINEERING TECHNICIAN III	36.25	44.06	2.00		2.00		2.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	-	1.00	1.00		1.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	5.00		5.00		5.00
	1036	PROJECT SPECIALIST	41.10	49.97	1.00	(1.00)	-		-
	1008	ENGINEERING TECHNICIAN IV	42.31	51.43	1.00		1.00		1.00
	1045	WATER AGENCY ENGINEERING TECHNICIAN III	36.25	44.06	2.00		2.00		2.00
	1219	WATER AGENCY CAD-GIS COORDINATOR	48.80	59.31	1.00		1.00		1.00
	1224	WATER AGENCY GEOGRAPHIC INFO SYSTEMS ANALYST	39.52	48.05	3.00		3.00		3.00
	0023	SECRETARY	24.30	29.55	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	1017	DEPUTY CHIEF ENGINEER	84.68	102.93	1.00		1.00		1.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00	1.00	2.00		2.00
	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00		1.00
	1074	WATER AGENCY PRINCIPAL HYDROGEOLOGIST	75.36	91.60	1.00		1.00		1.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	6.00		6.00		6.00
	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00		1.00
	0999	WATER AGENCY LAND SURVEYOR	68.04	82.70	1.00		1.00		1.00
	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00		1.00
	1045	WATER AGENCY ENGINEERING TECHNICIAN III	36.25	44.06	3.00		3.00		3.00
	1052	RIGHT OF WAY AGENT II	39.81	48.38	1.00		1.00		1.00
	1056	SUPERVISING RIGHT OF WAY AGENT	44.97	54.66	1.00		1.00		1.00
	0985	TECHNICAL WRITING SPECIALIST	39.07	47.48	4.00		4.00		4.00
	0986	TECHNICAL WRITING MANAGER	51.17	62.20	1.00		1.00		1.00
	0987	WATER AGENCY SENIOR TECHNICAL WRITING SPECIALIST	42.97	52.24	2.00		2.00		2.00
	0981	WATER AGENCY PROGRAMS SPECIALIST II	37.03	45.00	2.00		2.00		2.00
	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00		1.00
	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	40.75	49.54	2.00		2.00		2.00
	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00		1.00
	0910	WATER AGENCY DIVISION MGR ADMINISTRATIVE SERVICES	66.35	80.65	1.00		1.00		1.00
	1019	WATER AGENCY CHIEF ENGINEER-DIR OF GRNDWATER MGT	95.67	116.28	1.00		1.00		1.00
	1020	WATER AGENCY GENERAL MANAGER	115.97	140.96	1.00		1.00		1.00
	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	89.71	109.05	2.00		2.00		2.00
	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	89.71	109.05	1.00		1.00		1.00
	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00		1.00
	5086	WATER AGENCY MAINTENANCE WORKER III	32.59	39.62	4.00		4.00		4.00
	5087	WATER AGENCY LEAD MAINTENANCE WORKER	36.82	44.75	1.00		1.00		1.00
	5097	WATER AGENCY ENVIRONMENTAL COMPLIANCE TECHNICIAN	37.35	45.40	1.00		1.00		1.00
	5098	WATER AGENCY ENVIRONMENTAL COMPLIANCE INSPECTOR	51.89	63.06	2.00		2.00		2.00
	5335	BUILDING MECHANIC II	35.27	42.86	-	1.00	1.00		1.00
	5082	WATER AGENCY MAINTENANCE WORKER II	27.38	33.29	2.00		2.00		2.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00		1.00		1.00
	5032	VEGETATION CONTROL ADVISOR	35.49	43.13	1.00		1.00		1.00
	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00		1.00
	5082	WATER AGENCY MAINTENANCE WORKER II	27.38	33.29	1.00		1.00		1.00
	5086	WATER AGENCY MAINTENANCE WORKER III	32.59	39.62	10.00		10.00		10.00
	5087	WATER AGENCY LEAD MAINTENANCE WORKER	36.82	44.75	2.00		2.00		2.00
	5129	WATER AGENCY MECHANIC	44.63	54.24	1.00		1.00		1.00
	5056	WATER AGENCY OPERATIONS AND MAINTENANCE MANAGER	78.21	95.07	2.00		2.00		2.00
	0318	MATERIALS EQUIPMENT SPECIALIST	26.75	32.51	1.00		1.00		1.00
	5057	WATER AGENCY COORDINATOR	67.41	81.94	3.00		3.00		3.00
	5082	WATER AGENCY MAINTENANCE WORKER II	27.38	33.29	1.00		1.00		1.00
	5087	WATER AGENCY LEAD MAINTENANCE WORKER	36.82	44.75	1.00		1.00		1.00
	5129	WATER AGENCY MECHANIC	44.63	54.24	20.00		20.00		20.00
	5132	WATER AGENCY LEAD MECHANIC	49.31	59.94	6.00		6.00		6.00
	5223	AUTOMOTIVE TECHNICIAN	29.84	36.28	1.00		1.00		1.00
	5226	HEAVY EQUIPMENT TECHNICIAN	32.19	39.12	1.00		1.00		1.00
	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	35.28	42.87	1.00		1.00		1.00
	0994	WATER AGENCY DIV MGR - ENVIR RES & PUBLIC AFFAIRS	76.22	92.64	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0981	WATER AGENCY PROGRAMS SPECIALIST II	37.03	45.00	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	0981	WATER AGENCY PROGRAMS SPECIALIST II	37.03	45.00	2.00		2.00		2.00
	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00		1.00
	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	40.75	49.54	2.00		2.00		2.00
	0911	WATER AGENCY GOVERNMENTAL AFFAIRS MANAGER	58.55	71.17	1.00		1.00		1.00
	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00		1.00
	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	40.75	49.54	2.00		2.00		2.00
	0118	SYSTEMS SOFTWARE ANALYST	48.87	59.40	1.00	1.00	2.00		2.00
	0136	ENGINEERING PROGRAMMING MANAGER	62.20	75.61	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	2.00		2.00		2.00
	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00		1.00
	0163	SENIOR BUSINESS SYSTEMS ANALYST	46.55	56.58	1.00		1.00		1.00
	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	43.74	53.17	2.00		2.00		2.00
	1228	WATER AGENCY SCADA TECHNOLOGY ANALYST	48.87	59.40	3.00		3.00		3.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	5112	ELECTRICIAN-INSTRUMENTATION TECHNICIAN	48.31	58.73	4.00		4.00		4.00
	5113	WA SENIOR ELECTRICIAN-INSTRUMENTATION TECHNICIAN	53.15	64.61	3.00		3.00		3.00
	1045	WATER AGENCY ENGINEERING TECHNICIAN III	36.25	44.06	1.00		1.00		1.00
	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00		1.00
	5142	WATER AGENCY CHEMIST	51.89	63.06	4.00		4.00		4.00
	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00		1.00
	1032	WATER AGENCY ENGINEER IV	73.62	89.49	5.00		5.00		5.00
	1045	WATER AGENCY ENGINEERING TECHNICIAN III	36.25	44.06	1.00		1.00		1.00
	5057	WATER AGENCY COORDINATOR	67.41	81.94	3.00		3.00		3.00
	5126	WATER AGENCY SENIOR PLANT OPERATOR	49.06	59.63	16.00		16.00		16.00
<b>330101 Total</b>					<b>247.00</b>	<b>3.00</b>	<b>250.00</b>	-	<b>250.00</b>
<b>WATER AGENCY TOTAL</b>					<b>247.00</b>	<b>3.00</b>	<b>250.00</b>	-	<b>250.00</b>
<b>TRANSPORTATION &amp; PUBLIC WORKS</b>									
340101	5050	MAINTENANCE SUPERVISOR	36.05	43.82	0.50		0.50		0.50
	5061	BRIDGE WORKER	27.83	33.82	4.00		4.00		4.00
	5063	SENIOR BRIDGE WORKER	31.29	38.02	3.00		3.00		3.00
	5066	BRIDGE SUPERVISOR	38.19	46.43	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	6.00		6.00		6.00
	5017	MAINTENANCE WORKER III	29.54	35.91	4.00		4.00		4.00
	5050	MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0320	YARD CLERK	22.52	27.37	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	1.00		1.00		1.00
	5017	MAINTENANCE WORKER III	29.54	35.91	2.00		2.00		2.00
	5015	MAINTENANCE WORKER II	25.53	31.04	3.00		3.00		3.00
	5017	MAINTENANCE WORKER III	29.54	35.91	1.00		1.00		1.00
	5050	MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	6.00		6.00		6.00
	5017	MAINTENANCE WORKER III	29.54	35.91	4.00		4.00		4.00
	5050	MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	6.00		6.00		6.00
	5017	MAINTENANCE WORKER III	29.54	35.91	3.50		3.50		3.50
	5030	VEGETATION SPECIALIST	26.32	31.99	1.00		1.00		1.00
	5050	MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	6.00		6.00		6.00
	5017	MAINTENANCE WORKER III	29.54	35.91	4.00		4.00		4.00
	5050	MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0007	OFFICE SUPPORT SUPERVISOR	26.67	32.41	1.00		1.00		1.00
	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	39.52	48.05	-	1.00	1.00		1.00
	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00		1.00
	0318	MATERIALS EQUIPMENT SPECIALIST	26.75	32.51	1.00		1.00		1.00
	0382	PAYROLL CLERK	25.98	31.57	1.00		1.00		1.00
	0403	SENIOR ACCOUNT CLERK	24.46	29.73	4.00		4.00		4.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	4.00		4.00		4.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00		1.00
	0985	TECHNICAL WRITING SPECIALIST	39.07	47.48	1.00		1.00		1.00
	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00		1.00
	1007	ENGINEERING TECHNICIAN III	35.24	42.83	11.00		11.00		11.00
	1008	ENGINEERING TECHNICIAN IV	42.31	51.43	4.00		4.00		4.00
	1009	TRAFFIC SIGNAL TECHNICIAN	36.85	44.78	2.00		2.00		2.00
	1012	ENGINEER	53.11	64.56	7.00		7.00		7.00
	1014	SENIOR ENGINEER	58.20	70.75	5.00		5.00		5.00
	1015	ENGINEERING DIVISION MANAGER	59.69	72.54	1.00		1.00		1.00
	1039	DEPUTY DIRECTOR TRANSPORTATION & OPERATIONS	76.38	92.84	1.00		1.00		1.00
	1041	DEPUTY DIRECTOR ENGINEERING & MAINTENANCE	76.38	92.84	1.00		1.00		1.00
	1042	DIRECTOR OF TRANSPORTATION & PUBLIC WORKS	88.70	107.82	1.00		1.00		1.00
	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	34.04	41.38	1.00		1.00		1.00
	1373	ROAD OPERATIONS DIVISION MANAGER	54.10	65.76	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00		1.00
	5055	PUBLIC WORKS FLEET EQUIPMENT MANAGER	39.82	48.41	1.00		1.00		1.00
	5058	PUBLIC WORKS OPERATIONS COORDINATOR	47.05	57.18	2.00		2.00		2.00
	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	2.00		2.00		2.00
	5017	MAINTENANCE WORKER III	29.54	35.91	3.00		3.00		3.00
	5032	VEGETATION CONTROL ADVISOR	35.49	43.13	1.00		1.00		1.00
	5073	TRAFFIC PAINT & SIGN WORKER	29.54	35.91	4.00		4.00		4.00
	5076	TRAFFIC MAINTENANCE SUPERVISOR	36.05	43.82	1.00		1.00		1.00
<b>340101 Total</b>					<b>134.00</b>	<b>1.00</b>	<b>135.00</b>	-	<b>135.00</b>
340301	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	3.00		3.00		3.00
	0704	AIRPORT OPERATIONS SPECIALIST	28.05	34.09	7.00	1.00	8.00		8.00
	0705	SENIOR AIRPORT OPERATIONS SPECIALIST	30.13	36.62	1.00		1.00		1.00
	0712	AIRPORT OPERATIONS SUPERVISOR	33.14	40.29	1.00		1.00		1.00
	0713	ASSISTANT AIRPORT MANAGER	45.96	55.86	1.00		1.00		1.00
	0714	AIRPORT MANAGER	58.26	70.81	1.00		1.00		1.00
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	0904	MARKETING SPECIALIST	31.50	38.29	1.00		1.00		1.00
	1052	RIGHT OF WAY AGENT II	39.81	48.38	1.00		1.00		1.00
	5015	MAINTENANCE WORKER II	25.53	31.04	2.00		2.00		2.00
<b>340301 Total</b>					<b>20.00</b>	<b>1.00</b>	<b>21.00</b>	-	<b>21.00</b>
340401	0002	OFFICE ASSISTANT II	19.77	24.03	2.00		2.00		2.00
	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	1374	TRANSIT SPECIALIST II	39.88	48.47	2.00		2.00		2.00
	1377	TRANSIT SYSTEMS MANAGER	55.45	67.40	1.00		1.00		1.00
<b>340401 Total</b>					<b>6.00</b>	-	<b>6.00</b>	-	<b>6.00</b>
340501	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00		1.00
	1007	ENGINEERING TECHNICIAN III	35.24	42.83	1.00		1.00	1.00	2.00
	1081	PROFESSIONAL GEOLOGIST	53.11	64.56	1.00		1.00		1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2022- 2023 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 22-23 Final Adopted
	5179	INTEGRATED WASTE UTILITY & INFRASTRUCTURE COORD	45.06	54.77	1.00		1.00		1.00
	5180	INTEGRATED WASTE OPERATIONS DIVISION MGR	54.10	65.76	1.00		1.00		1.00
	5186	WASTE MANAGEMENT SPECIALIST II	35.68	43.37	5.00		5.00		5.00
	5191	WASTE MANAGEMENT AGENCY EXECUTIVE DIRECTOR	55.54	67.52	1.00		1.00		1.00
	5340	LANDFILL FACILITIES SPECIALIST	39.45	47.94	1.00		1.00	(1.00)	-
<b>340501 Total</b>					<b>13.00</b>	<b>-</b>	<b>13.00</b>		<b>13.00</b>
<b>TRANSPORTATION &amp; PUBLIC WORKS TOTAL</b>					<b>173.00</b>	<b>2.00</b>	<b>175.00</b>	<b>-</b>	<b>175.00</b>
<b>UCC COOPERATIVE EXTENSION</b>									
350101	0003	SENIOR OFFICE ASSISTANT	22.52	27.37	0.75		0.75		0.75
	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00		1.00
	1122	SENIOR AGRICULTURAL PROGRAM ASSISTANT	23.91	29.07	1.00		1.00		1.00
	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	3.00		3.00		3.00
<b>350101 Total</b>					<b>6.75</b>	<b>-</b>	<b>6.75</b>	<b>-</b>	<b>6.75</b>
<b>UCC COOPERATIVE EXTENSION TOTAL</b>					<b>6.75</b>	<b>-</b>	<b>6.75</b>	<b>-</b>	<b>6.75</b>
<b>OFFICE OF EQUITY</b>									
390101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00		1.00
	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00		2.00
	0906	COUNTY COMMUNICATIONS SPECIALIST	43.12	52.42	1.00	(1.00)	-		-
	4619	COUNTY EQUITY PROGRAM MANAGER	49.89	60.64	-	1.00	1.00		1.00
	4620	EQUITY OFFICER	73.47	89.30	1.00		1.00		1.00
<b>390101 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
<b>OFFICE OF EQUITY TOTAL</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
<b>Grand Total</b>					<b>4,182.23</b>	<b>40.20</b>	<b>4,222.43</b>	<b>49.50</b>	<b>4,271.93</b>

# EXTRA-HELP STAFFING

The following information is provided pursuant to an agreement made in 2019 between the County of Sonoma and Service Employees International Union (SEIU) regarding extra-help usage. Data has been updated for FY 19-20 and FY 20-21 due to a change in reporting methodology.

Department	FY 19-20 Cost	FY 19-20 Hours	FY 20-21 Cost	FY 20-21 Hours	FY 21-22 Cost	FY 21-22 Hours
Agricultural Commissioner	\$415,879	17,957	\$426,452	17,513	\$384,413	14,397
Agricultural Preservation/Open Space Dist.	\$141,193	3,465	\$116,605	1,506	\$113,528	2,304
Auditor-Controller-Treasurer-Tax Collector	\$65,213	1,740	\$101,603	3,011	\$7,966	122
Board of Supervisors/County Administrator	\$282,363	6,136	\$184,202	3,780	\$283,749	5,419
Child Support Services	\$105,078	2,852	\$11,968	306	\$4,938	71
Clerk-Recorder-Assessor	\$166,913	7,210	\$378,326	14,666	\$277,992	8,971
Community Development Commission	\$154,153	3,734	\$263,470	5,977	\$666,259	13,381
County Counsel	\$277,403	5,372	\$214,358	3,625	\$19,113	414
District Attorney	\$218,393	6,451	\$280,678	7,430	\$412,134	8,827
Economic Development Board	\$312,127	10,950	\$126,364	4,819	\$91,315	3,293
Emergency Management	\$127,941	3,322	\$88,597	2,575	\$69,958	2,204
Fire and Emergency Services	\$11,895	311	N/A	N/A	N/A	N/A
General Services	\$391,499	14,609	\$257,425	8,323	\$243,968	7,860
Health Services	\$2,008,090	49,379	\$5,659,087	171,647	\$7,363,607	203,143
Human Resources	\$76,832	1,571	\$93,764	1,993	\$55,504	1,038
Human Services	\$1,423,453	44,179	\$1,271,201	35,833	\$1,360,293	34,655
Independent Office of Law Enforcement Review and Outreach	0	0	\$5,724	80	\$196,433	2,310
Information Systems	\$168,113	5,456	\$115,871	4,695	\$306,625	8,064
Office of Equity	N/A	N/A	0	0	0	0
Permit Sonoma	\$ 1,044,314	31,659	\$826,177	24,484	\$895,760	24,398
Probation	\$1,156,486	32,258	\$910,368	23,187	\$939,903	20,527
Public Defender	\$290,782	7,629	\$346,142	8,107	\$358,985	7,060
Regional Parks	\$2,090,742	92,201	\$1,858,923	78,141	\$2,544,561	101,191
Sheriff	\$3,526,282	64,775	\$3,133,324	52,042	\$3,802,496	57,922
Transportation & Public Works	\$846,842	29,405	\$774,078	26,852	\$719,379	23,812
UC Cooperative Extension	\$28,727	1,002	\$40,007	1,463	\$34,838	1,051
Water Agency	\$2,912,136	93,245	\$2,743,588	83,600	\$3,216,034	89,986



# GLOSSARY

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# BUDGET TERMS

**ADD-BACK** - Existing program services, supplies, or positions that are being reduced in the baseline Recommended Budget, which the department is requesting for consideration for restoration.

**ADOPTED BUDGET** - The budget approved by the Board of Supervisors as the spending plan for the year. According to the State Budget Act legislation the Board must approve the Adopted Budget by October 2 each year.

**ACCRUAL BASIS** – A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**APPROPRIATION** - An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

**APPROPRIATION LIMITS** - Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot), which imposed limits on the allowable annual appropriations of tax revenue of the state, schools, and most local agencies; limit is generally prior year appropriations factored by per capita cost increases and population changes.

**APPROPRIATIONS FOR CONTINGENCIES** - A budgetary amount, not to exceed 15% of specified appropriations of the fund in which it is appropriated, which is set aside to meet unforeseen expenditure requirements.

**ASSESSED VALUATION** - A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

**ASSET** - Resource owned or held by the County, which has monetary value.

**BASELINE BUDGET** - Baseline is generally considered to be the financial and staff resources needed to provide a level of service provided in the prior year's accomplishments less any one-time sources and uses.

**BUDGET HEARINGS** - Annual multi-day board meeting, generally held in June, when the Board of Supervisors evaluates and ultimately adopts the Recommended Budget, Supplemental Budget Adjustments and the overall budget for the coming Fiscal Year as the Adopted Budget.

**CAPITAL EXPENDITURES** - Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

**CAPITAL IMPROVEMENT PLAN (CIP)** - A multi-year plan for expenditures related to acquisition, expansion or rehabilitation to meet capital asset needs (e.g., land, buildings, and equipment related to construction).

**CAPITAL PROJECTS FUND** - Funds that account for the financial resources used for the acquisition or construction of major capital facilities.

**CASH BASIS** - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

**CERTIFICATES OF PARTICIPATION (COP)** – Certificates issued for the financing of capital assets. COPs represent undivided interests in the rental payments under a tax-exempt lease.

**CHARACTER** – A grouping of expenditure or revenue accounts by like source or purpose. For example “Salaries and Benefits”, or “Tax Revenue”, etc.

**COMMUNITY FACILITIES DISTRICT (CFD)** – A special financing entity through which a local government is empowered to levy special taxes and issue bonds when authorized by a 2/3 vote.

**CONTINGENCY** - Appropriation for unforeseen program expenditure requirements.

**CONTRACTED SERVICES** - Expense of services rendered under contract by professionals who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

**COST ACCOUNTING** - The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

**COST ALLOCATION PLAN** - This plan, established under Federal guidelines, identifies, distributes, and allows the County to be reimbursed for the costs of services by support groups (such as Purchasing, Human Resources, County Administrator's Office, County Counsel) to those departments performing functions supported by federal/state funds.

**COST-OF-LIVING ADJUSTMENT (COLA)** - An increase in salaries to offset the adverse effect of inflation on compensation.

**DEBT SERVICE FUND** - A fund established to finance and account for the payment of interest and principal on all general obligation debt, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise.

**DEPARTMENT** – The portion of the total county organization reporting to one individual who has overall management, appointing authority, and budgetary responsibility for a specified group of programs and services.

**DEPARTMENTAL OPERATING EXPENDITURES** - The total expenditures a department uses to provide services. This figure removes internal transfers or reimbursements within the department which are required for accounting purposes (for example to move funds from one fund to another), but which overstate the true cost of providing the service. Departmental Operating Expenditures are calculated by deducting transfers and reimbursements that are made within a department from Gross Departmental Expenditures. Transfers of funds to other departments are included in Departmental Operating Expenditures as these represent net use of departmental resources. See also "Gross Departmental Expenditures" and "Internal Departmental Transfers/Reimbursements".

**DEPRECIATION** – A reduction in value over time of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

**DESIGNATION** - For governmental fund types, a segregation of a portion of the fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

**DISCRETIONARY REVENUE** - Monies that are not legally earmarked by the state or federal government for a specified program or use. Included in this category are sales and use taxes, business license and utility user taxes, and property taxes.

**DIVISION** – As used in the County budget, the division is a subset of a department's or agency's budget that is comprised of activities, programs, and services with common objectives but as a whole are distinct from other groups of activities, programs, and services that the department or agency provides. Movement of appropriations at the division level during the year requires Board approval.

**EMPLOYEE BENEFITS** - Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments and, while not paid directly to employees, they are nevertheless a part of the cost of salaries and benefits. Examples are employer payments toward group health or life insurance, contributions to employee retirement, Social Security taxes, workers' compensation payments, and unemployment insurance payments.

**ENCUMBRANCES** - An obligation in the form of a purchase order, contract, or other commitment that is chargeable to an appropriation. Available appropriations and fund balance are reduced by the amount of outstanding encumbrances.

**ENTERPRISE FUND** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.

**FEES AND CHARGES FOR SERVICES** - Revenues gathered from fees paid for permits and services provided to customers. May include both charges to external customers, such as the public or other governmental entities, and charges to internal customers such as other departments.

**FISCAL YEAR** - Twelve month period for which a budget is applied. The County's fiscal year is July 1 to June 30.

**FIXED ASSETS** - Long-lived tangible assets obtained or controlled as a result of past transactions, events, or circumstances. Fixed assets include land, buildings, improvements, and equipment.

**FULL-TIME EQUIVALENT POSITION (FTE)** - A full-time equivalent is equal to 2,080 hours over a fiscal year, the equivalent of a full-time schedule.

**FUNCTION/FUNCTIONAL AREAS** - A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. Example: "Public Protection" and "Health and Human Services" are examples of functions or functional areas in our state reporting and budget groupings, respectively.

**FUND** - A legal entity that provides for the segregation of monies or other revenue sources for specific restrictions, or limitations. A separate set of accounts must be maintained for each fund to show its assets, liabilities, reserves, and surplus (fund balance), as well as its income and expenditures. The assets of a fund may also be placed into separate accounts to provide for limitations on specified fund income or expenditures. Discussion on the different types of funds can be found in the Financial Policies tab.

**FUND BALANCE** - The excess of fund assets over its liabilities. A portion of this balance may be available to finance the succeeding year's budget, see "Fund Balance Available for Budgeting".

**FUND BALANCE AVAILABLE FOR BUDGETING** - The amount of funding available at year-end after deducting encumbrances, reserves, liabilities, and certain assets (e.g. fixed assets).

**FUNDING SOURCES** - The major categories of financing necessary to fund departmental activities and operations or Capital needs. Funding sources can include revenues (charges for services, tax receipts, grants, and other state and federal subventions), reimbursements, and internal transfers (generally represents movement of funds internal to the department's budget unit), use of fund balance and General Fund Contribution that combined together provide financing of the cost of individual departmental budget activities.

**FUNDING USES** - Combined together the departmental costs for operations and some capital expenditures. The budget narratives show these funding uses in categories or major program activities.

**GAAP (Generally Accepted Accounting Principles)** - Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**GASB (Governmental Accounting Standards Board)** - The authoritative accounting and financial reporting standard-setting body for government entities.

**GENERAL FUND** - The fund used to account for all countywide operations except those required to be accounted for in another fund.

**GENERAL FUND CONTRIBUTION** - The amount of funding needed to finance the gap between departmental expenditures and all other funding sources (revenues, reimbursements and use of other funds' available balances), also referred to as General Fund Net Cost. Balances at year end are swept back to the General Fund balance.

**GENERAL FUND GENERAL PURPOSE REVENUES** - Revenues available for the Board of Supervisors to use at their discretion; sources are predominantly property and sales taxes.

**GENERAL OBLIGATION BONDS** - A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full faith and credit bonds.

**GOVERNMENT FINANCE OFFICER ASSOCIATION (GFOA)** - A non-profit organization that represents public finance officials throughout the United States and Canada. The association's members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA's mission is to promote excellence in state and local government financial management. The organization provides best practice guidance, consulting, networking opportunities,

publications including books, e-books, and periodicals, recognition programs, research, and training opportunities for those in the profession.

**GOVERNMENTAL FUND TYPES** - Funds used to account for acquisitions and other uses of balances of expendable financial resources and related current liabilities, except for transactions and accounted for in proprietary and fiduciary funds. Under current GAAP, there are four governmental fund types: general, special revenue, debt service, and capital projects.

**GRANT** - A contribution of funding from one entity to another, usually made for a specific purpose and time period.

**GROSS DEPARTMENTAL EXPENDITURES** - The total expenditures in a department's budget, including internal transfers and reimbursements. This includes internal transfers within the department which are required for accounting purposes (for example to move funds from one fund to another), but which overstate the true cost of providing the service. See also "Departmental Operating Expenditures" and "Internal Departmental Transfers/Reimbursements".

**INDIRECT COST** - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service. Includes support services like Budget Preparation, Accounting, Payroll Preparation, Treasury Management, Legal Services, and Human Resources (Personnel). See Cost Allocation Plan for further discussion.

**INFRASTRUCTURE** - The physical assets of the County (e.g., street, water, sewer, public buildings and parks).

**INTERGOVERNMENTAL REVENUE** - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**INTERNAL DEPARTMENTAL TRANSFERS/REIMBURSEMENTS** - Appropriations and revenues necessary to move from one budget unit to another (within a department) to properly account for revenues and expenditures. Similar to operating transfers within a department. See also "Departmental Operating Expenditures" and "Gross Departmental Expenditures".

**INTERNAL SERVICE FUND** - A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a government.

**LONG-TERM DEBT** - Debt with a maturity of more than one year after the date of issuance.

**MAINTENANCE OF EFFORT (MOE)** - A requirement that a county use a specific amount of its General Fund in order to receive funding from specific state or federal sources.

**MANDATED PROGRAMS** - Mandated programs are those programs and services that the County is required to provide by specific state and/or federal law.

**MATCH** - The term "match" refers to the percentage of local discretionary County monies in the General Fund which, by law, must be used to match a certain amount of state and/or federal funds. For example, for the majority of welfare aid payments, the County must match every 95 state dollars they receive with 5 dollars from the County's General Fund.

**MISSION STATEMENT** - Depicts the department's main public service objective.

**NET COUNTY COST** - The amount of the operation financed by discretionary sources, principally property taxes, (also referred to as General Fund Contribution).

**OBJECTIVE** - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

**OBLIGATIONS** - Amounts that the County may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

**OPERATING TRANSFERS** - Used to describe flows of assets (such as cash or goods) without equivalent flows of assets in return and without a requirement for repayment. Regular operating subsidies are one common example. Operating transfers are strictly limited to activities within the primary government. Equivalent situations involving outside parties, including legally separated units included within the government's financial reporting entity, but not part of the primary government (discretely presented component units) are transactions rather than inter-fund activity, and therefore should be reported as revenues and expenditures/expense rather than as transfers.

**OTHER DEPARTMENTAL REVENUE/OTHER REVENUE SOURCES** - Revenues that are not included in primary revenue categories. Examples include penalties, fines, interest revenue, donations and contributions.

**OTHER FINANCING USES** - Operating transfers out from one governmental fund to another.

**OTHER POST EMPLOYMENT BENEFITS (OPEB)** - Non-pension benefits, such as contributions toward medical insurance that the employer may offer retirees.

**POSITION** - A position is an employment slot, an approved job for a person or persons working full-time or part-time. A position is usually listed in terms of its classification.

**POSITION ALLOCATION** - Documentation depicting the number and classification of regular full-time, regular part-time, and limited term positions in the County, by department, as authorized by the Board of Supervisors.

**PRIOR-YEAR ENCUMBRANCES** - Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**PROGRAM AREA** - Programmatic areas of a department's budget that helps portray the services it provides.

**PROGRAM CHANGE REQUESTS** - Department requests for additional resources or new programs.

**PROPOSITION 13** - A tax limitation initiative approved by the voters in 1978. Proposition 13 provided for: 1) a 1% tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness, 2) assessment restrictions establishing 1975 level values for all property with allowable increase of 2% annually and reappraisal to current value upon change in ownership and new construction, 3) a two-thirds vote requirement to increase state taxes, and 4) a two-thirds vote of the electorate for local agencies to impose "special taxes."

**REALIGNMENT** - Refers to 1991 and 2011 transfer of program funding between the state and the counties to more accurately reflect responsibilities. Realigned programs include mental health, indigent health, foster care, welfare services, In-Home Supportive Services, certain juvenile justice programs, jail inmate housing and programs, and other miscellaneous programs.

**RECOMMENDED BUDGET** - The budget recommended by the County Administrator to the Board of Supervisors for the coming fiscal year, which is then evaluated for budget adoption during the annual budget hearings.

**REIMBURSEMENT** - Payment of expenses incurred by an agency/budget unit which are paid by a different agency/budget unit. Reimbursements are recorded as a negative expenditure in the agency/budget unit that initially incurred the positive expense so that the total expenditure reported is not overstated by counting the same expense in both units.

**RESOLUTION** - An order by the Board of Supervisors requiring less legal formality than an ordinance or statute.

**REVENUE** - Money received to finance County services, may be ongoing or one-time. Examples: property taxes, sales taxes, fees, and state and federal grants.

**SALES TAX** - A tax levied on the sale of goods or services to the consumer.

**SALARY SAVINGS** - The dollar amount of salaries that can be expected to be saved due to vacancies and turnover of employees.

**SCHEDULE** - A listing of financial data in a form and manner prescribed by the state.

**SECURED ROLL** - Assessed value of real property, such as land, buildings, secured personal property, or anything permanently attached to land as determined by each County Assessor.

**SECURED TAXES** - Taxes levied on real properties in the county, which are "secured" by a lien on the properties.

**SERVICES AND SUPPLIES** - The portion of expenditures reflecting the County's costs for non-salary, capital, debt, and other financing related expenses necessary for the operations of County departments and programs.

**SOURCE OF REVENUE** - Revenues are classified according to their source or point of origin.

**SPECIAL ASSESSMENTS** - Fees that are charged to property owners in certain geographical areas for public improvements. A fee is levied only to those property owners who receive a direct benefit.

**SPECIAL DISTRICTS** - An independent unit of local government established to perform a single specified service. The Special Districts listed in this document are governed by the Board of Supervisors, with the exception of the Sonoma Valley County Sanitation District, which is managed by the Sonoma County Water Agency (Sonoma Water) and governed by a Board of Directors consisting of two County Supervisors and the Mayor of the City of Sonoma.

**SPECIAL REVENUE FUND** - A revenue fund used to account for the proceeds of specific revenue sources (other than special assessments, or for major capital projects) that are legally restricted to expenditures for specified purposes. The Community Investment Grant Program Fund and Road Fund are examples of special revenue funds.

**STATE, FEDERAL AND OTHER GOVERNMENTAL REVENUE** - Revenues received from other governmental entities, including the state, federal, cities, special districts, and tribal governments.

**SUBVENTION** - Payments by an outside agency (usually from a higher governmental unit) for costs that originate in the County (i.e., federal/state payments to the County to offset the cost of providing health and welfare services).

**SUPPLEMENTAL BUDGET ADJUSTMENTS** - Supplemental Budget Adjustments (often referred to as "Supplementals") allows for changes to the Recommended Budget due to late information that does not involve significant policy decisions or that are reflective of prior Board direction. The Board considers and approves supplemental adjustments as part of the annual budget hearings.

**SUPPLEMENTAL TAX ROLL** - The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when change to the status of the property occurs, rather than once a year, as was previously the case.

**TAXES** - Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

**TAX LEVY** - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

**TEETER PLAN** - A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes that have been collected. This allows the County to finance all delinquent property taxes.

**TRANSFERS IN/OUT** - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**TRANSFERS AND REIMBURSEMENTS WITHIN THE COUNTY** - Transfers and reimbursements either within budget units of a single department or between departments within the County.

**TRANSIENT OCCUPANCY TAX (TOT)** - A tax collected by a motel/hotel operator or the operator of a vacation rental for a percentage of the room rent paid by each transient (hotel guest), which is then due the County. This is sometimes referred to as TOT.

**TRUST FUND** - Used to account for money or other property received by the County in its capacity as trustee or agent to be distributed in accordance with the conditions of the trust.

**UNINCORPORATED AREA** - The areas of the county outside the city boundaries.

**UNSECURED TAX** - A tax on properties such as office furniture, equipment, and boats that are not secured by real property owned by the assessee.

**USE OF FUND BALANCE** - Fund balance available for budgeting used by departments to finance expenses within their departmental budget.

