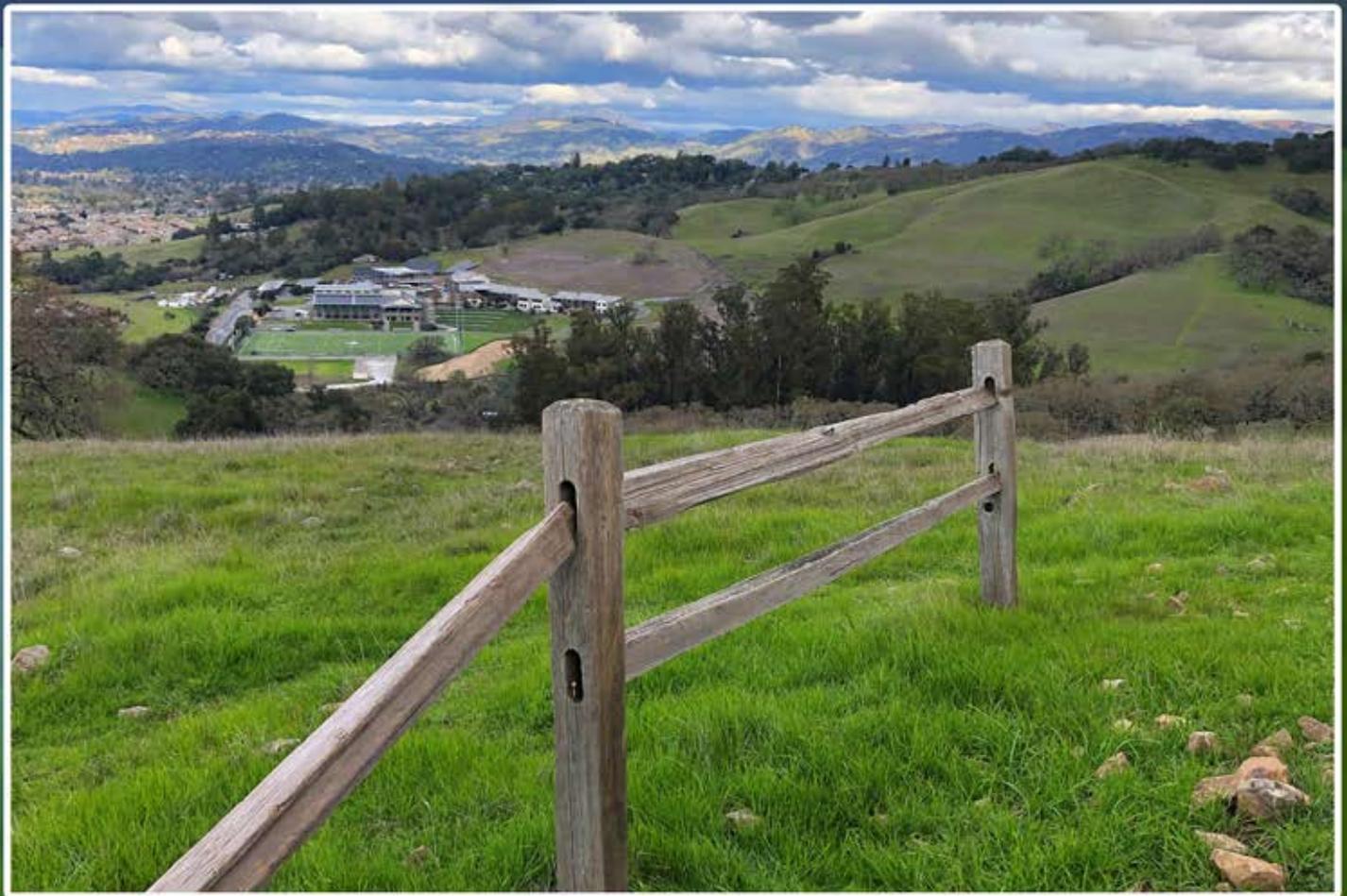


# **Adopted Budget Fiscal Year 2023-2024**



**Sonoma County California**

### **Cover Photo**

Taylor Mountain Regional Park  
and Open Space Preserve

Taylor Mountain Regional Park and Open Space Preserve is a prominent Santa Rosa landmark, providing panoramic views of the city and distant peaks. The park's 1,100 acres include sweeping grasslands, oak woodlands, several creeks, and habitat for a variety of wildlife. The park property historically was used for ranching, and cattle grazing continues in the park.

The park has approximately 7 miles of unpaved trails for hiking, biking, and horseback riding, 18-hole disc golf course and an accessible natural play area.

### **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, 2022**

*Christopher P. Morill*

**Executive Director**

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Sonoma County, California, for its Annual Budget for the fiscal year beginning July 01, 2022. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

**COUNTY OF SONOMA**

**ADOPTED BUDGET  
FISCAL YEAR 2023-24**

---

Presented in June 2023 to the

Board of Supervisors

Chris Coursey, Chair, Third District Supervisor  
Susan Gorin, First District Supervisor  
David Rabbitt, Second District Supervisor  
James Gore, Fourth District Supervisor  
Lynda Hopkins, Fifth District Supervisor

By

M. Christina Rivera  
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

Supervisor, District Two

Supervisor, District Three

Supervisor, District Four

Supervisor, District Five

Auditor-Controller-Treasurer-Tax Collector

County Clerk-Recorder-Assessor

District Attorney

Sheriff-Coroner

Susan Gorin

David Rabbitt

Chris Coursey

James Gore

Lynda Hopkins

Erick Roeser

Deva Marie Proto

Carla Rodriguez

Eddie Engram

#### Appointed Officers & Department Heads

Agricultural Commissioner-Sealer of Weights & Measures

Agricultural Preservation and Open Space District General Manager

Child Support Services Director

Community Development Commission Executive Director

County Administrator

County Counsel

Economic Development Director

Emergency Management Director

Health Services Director

Human Resources Director (Interim)

Human Services Director

Independent Office – Law Enf. Review/Outreach Director

Information Systems Director

Office of Equity

Permit Sonoma Director

Chief Probation Officer

Public Defender

Regional Parks Director

Sonoma County Public Infrastructure

Sonoma Water General Manager

U.C. Cooperative Extension Director

Andrew Smith

Misti Arias

Janeene de Martinez

Michelle Whitman

M. Christina Rivera

Robert Pittman

Ethan Brown

Jeff Duvall

Tina Rivera

Janell Crane

Angela Struckmann

John Alden

Dan Fruchey

Alegria De La Cruz

Tennis Wick

Vanessa Fuchs

Brian Morris

Bert Whitaker

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Grant Davis

Stephanie Larson

# ACKNOWLEDGMENTS

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

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# ABOUT THE BUDGET

Welcome to the budget for the Fiscal Year (FY) 2023-24 which begins July 1, 2023. 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 2023-24 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 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), 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. Second quarter budget adjustments are presented and adopted as needed.
- April: Annual Budget Workshops include department presentations on their preliminary budgets for early information to the Board.  
  
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.
- 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.  
  
Third quarter budget adjustments are presented and adopted, as needed.
- 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, 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 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.

<b>Capital Projects</b>	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.
<b>Position Listing</b>	This section contains a list of full time equivalent (FTE) permanent positions by department.
<b>Glossary</b>	This section defines various terms utilized throughout the budget document.

# EXECUTIVE SUMMARY

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## OFFICE OF THE COUNTY ADMINISTRATOR

### County of Sonoma

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

**p:** (707) 565-2241

**f:** (707) 565-3778

### MEMBERS OF THE BOARD

**CHRIS COURSEY**  
Chair/District 3

**David Rabbitt**  
Vice Chair/District 2

**SUSAN GORIN**  
District 1

**JAMES GORE**  
District 4

**LYNDA HOPKINS**  
District 5

Dear Neighbors,

I am pleased to present the Fiscal Year 2023-24 Adopted Budget. This \$2.24 billion budget includes key investments in our county and in the employees who allow our operations to run. The past years have been a trying time for all Sonoma County residents. The COVID pandemic has ended, only to be replaced by COVID as an endemic disease. The economy has proven more resilient than many had predicted, and yet inflation put pressure on all our residents over this last year. A housing shortage decades in the making has contributed both to high housing costs and to our ongoing problem with homelessness.

Among the key investments made at Budget Hearings, the County committed an additional \$7.7 million to help bring the long-awaited Tierra de Rosas project closer to reality. This investment will help create hundreds of units of much-needed housing, while providing a central plaza and gathering space in the heart of Roseland.

Additionally, this year we renewed our commitment to the employees who provide services to this county by reaching agreements for new three-year contracts that ensure fair and competitive compensation and benefits for all our employees,

We also made key moves to improve the services we provide to the residents of Sonoma County, including:

- Renewed our commitment to roads with an additional \$5 million of General Fund and a change to policy that will now increase the General Fund Roads contribution, already the highest local contribution among California counties, by 5% annually in order to better meet escalating costs.
- Strengthened the Registrar of Voters by adding three new positions to ensure secure and efficient elections in an increasingly challenging time.
- Added six staff members and committed more than \$4 million over three years to Permit Sonoma to make County permitting more user-friendly, quicker, and ultimately more efficient.
- Added support to the Economic Development Board to complete the scoping of EDB 2.0 and ensure that County is working for the economic vitality of all Sonoma County.
- Continued our commitment to keeping Sonoma County safe and accountable by adding two patrol sergeants and two correctional sergeants to the Sheriff's Office to ensure proper leadership and supervision and to enhance training and capacity for investigations of complaints.

[SonomaCounty.ca.gov](http://SonomaCounty.ca.gov)

- Worked to ensure that our justice system is fair to all residents by adding three public defenders and provided funding for a bi-lingual legal support caseworker in the District Attorney's office.
- Supported residents threatened with deportation by continuing funding for the Secure Families initiative.
- Increased the budgets for the Commission on Human Rights and the Commission on the Status of Women.

These investments show the Board's commitment to address the problems that continue to plague our county and our state. They show our support for hard-working county employees, who have endured so much to provide service to our residents.. And they show our ongoing commitment to ensure that all residents who come in contact with the County receive high-quality, equitable services.

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,



**Chris Coursey**

**Chair and Third District Supervisor**



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[SonomaCounty.ca.gov](https://SonomaCounty.ca.gov)

# SONOMA COUNTY FY 2023-24 RECOMMENDED BUDGET

## COUNTY ADMINISTRATOR'S MESSAGE

---

Dear Board of Supervisors,

I am very pleased to present you with my first budget as the County Administrator. The FY 2023-24 budget contains \$2.19 billion. It is a budget that reflects the County's values and your Board's Strategic Plan priorities.

Over the past several years we have faced unprecedented challenges, from fires to floods to drought and most especially to a multi-year pandemic that has not fully subsided. The county employees have risen to these challenges and your Board promptly committed local discretionary and programmed available funds from 2017 wildfires PG&E settlement and federal grants, including American Rescue Plan Act (ARPA), to address our community needs.

Given our employees are also members of the community, they too have struggled with the same disaster and pandemic impacts their fellow County residents have experienced even as they have been called upon to respond as disaster service workers. We have employees who have lost homes to fires and family members to the pandemic. Sonoma County employees have kept our regular services up and running, helping connect people to benefits, protect our most vulnerable, issue permits, assess properties and collect taxes, and perform all the other functions that keep our County functioning.

We, like employers across the country, are seeing high vacancy rates. The Great Reshuffle has resulted in County Team members deciding to retire, reduce their schedule, or move to a different type of job. Also, many have left Sonoma County in search of lower housing costs. The County's ability to deliver continuity of services depends on keeping our employees engaged and recruiting new ones into our vacant positions. Because of this, the primary investment we are looking at in this budget is in our employees. As I write this letter, your Board has ratified a new memorandum of understanding (MOU) with our largest labor group, the Service Employees International Union Local 1021. I am optimistic that we will reach agreements with our other units by the early part of FY 2023-24.

You know that I am one to speak plainly, so I want to highlight that we find ourselves again in a moment of fiscal uncertainty. This time is combination of inflation and the recent significant rise of interest rates. Already these interest rates have hit the volume of housing sales transaction that inform a large part of our General Fund General Purpose revenues. Additionally, as of the time of writing, Congress is refusing to raise the debt ceiling, which is needed to cover spending. Lawmakers' impasse may mean the U. S government could default on its debt as soon as June 1, including Social Security and Medicare benefits obligations.

Closer to home, in large part, thanks to the Board's focus in long term fiscal sustainability, we are again presenting a balanced budget. One that gets back to basics with an intent to deliver core services while investing in the employees that we need to deliver those services.

## **Supporting Our Workers**

Budget workshops once again highlighted the recruitment and retention challenges faced by the County and the corresponding burden that places on the remaining workforce. Like many jurisdictions, Sonoma County has been affected by the “Great Reshuffle” as millions of Americans have re-evaluated their priorities post-COVID, resulting in more people leaving County service. The strains of repeated disasters have exacerbated that trend here. A tight job market has made recruitment of replacements difficult, resulting in high vacancy rates. Echoing nationwide trends, positions in health care and law enforcement have been particularly difficult to fill, adding to the stress on existing employees in an unsustainable cycle.

Your Board has taken action to help address these challenges. In December of 2022 you approved hiring incentives for some positions in the Sheriff’s office, including correctional deputies, deputy sheriffs, and dispatch personnel. In April this pilot program was expanded to other hard to fill positions across the organization. Yet incentives for new employees can only be a portion of the picture.

Between February 2023 and July 2023, under the Board’s guidance, staff have been engaged in negotiations with all labor units. In reaching agreement with SEIU, more than half of all County employees now have a new MOU. Two smaller units have also reached tentative agreement as of this writing, and others may have by the time that hearings come around. These agreements represent the most significant investment in our workforce in the last two decades, and possibly ever. Additionally, under the County’s compensation philosophy, many positions will be brought up to the average market value of comparator counties. While many positions are already at or above the market rate, some positions will see increases of 10% or more, and total increases across the County will be about 2.6%. There are also improvements to health care benefits and additional provisions that will benefit the County’s seasonal and other extra help employees.

These agreements are possible because of the Board’s restraint and planning, limiting prior years’ expenditures of ongoing funds to ensure that capacity exists for these agreements. As such, the County can accommodate these contracts with minimal impact to service levels. But it does not leave much capacity to spare, particularly as the County faces an uncertain economic future.

## **Economic Uncertainty**

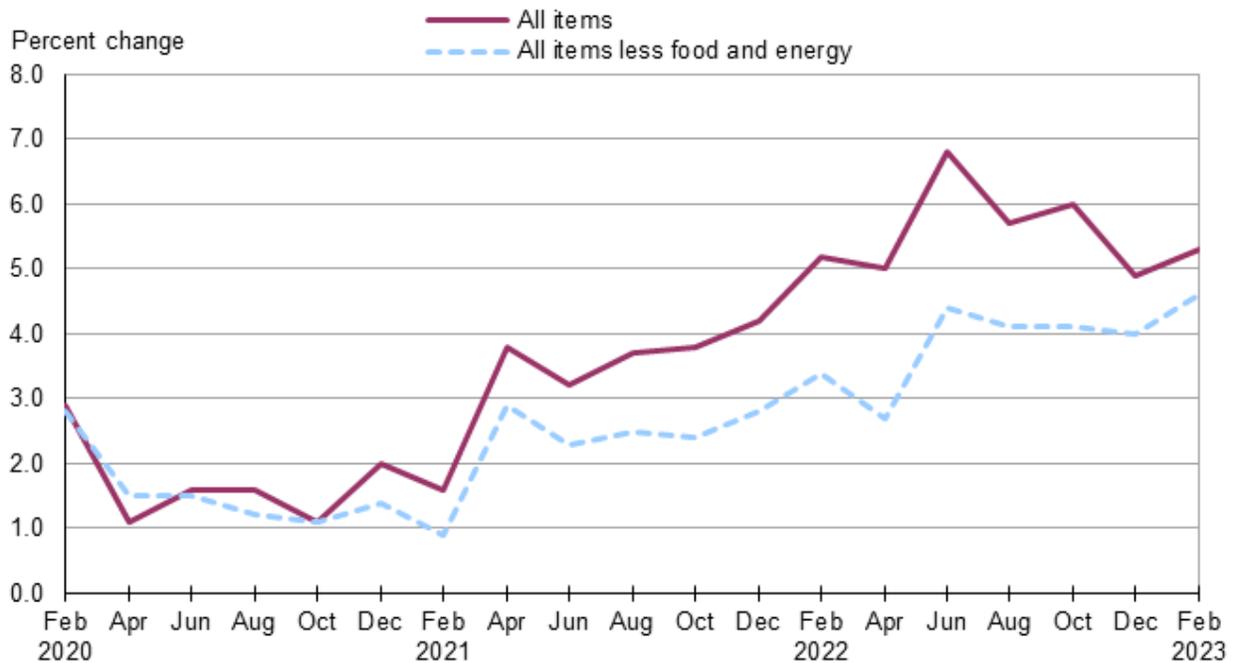
Since the start of COVID, the economy has been on a roller coaster. The first great scourge (aside from shortages of toilet paper) was unemployment, which surged in 2020, but returned to normal rates nearly as quickly. With significant infusions of federal aid in the form of enhanced unemployment benefits, paycheck protection loans, and local government assistance, this first wave was weathered much better than could have been initially predicted.

Unfortunately, that led to the second threat – inflation. As COVID-initiated supply chain bottlenecks persisted and consumers, flush with savings from staying at home, looked to spend, prices began to rise. Even as logistical bottlenecks eased, Russia’s invasion of Ukraine sent food and oil prices through the roof in early 2022. Meanwhile, costs of services had also begun to rise, an increase that has proven particularly stubborn and outlasted growth in other categories.<sup>1</sup> While inflation did not peak as high in the Bay Area, it has remained well above recent historical averages as laid out in Chart 1.

---

<sup>1</sup> <https://www.nytimes.com/2023/04/27/business/economy/what-causes-inflation.html?searchResultPosition=3>

**Chart 1. Over-the-year percent change in CPI-U, San Francisco-Oakland-Hayward, CA, February 2020–February 2023**



Source: U.S. Bureau of Labor Statistics.

The Federal Reserve has not remained quiet in the face of high inflation. At each meeting since March of 2022, they have raised interest rates from near 0 to a current level of 5%-5.25%. This movement is designed to cool the economy, and Chairman Powell has made it clear that he sees persistent inflation, not a recession, as the greatest threat to the economy in the long term. So far, the economy has remained stubbornly resistant to this tampering. Inflation, as noted in the chart above, has dipped, but is still high by historical standards. Meanwhile the April jobs report showed an economy adding a robust 253,000 jobs, with employment staying high. The Federal Reserve has indicated that it may pause rate increases to allow the economy to catch up with the changes. But even if rising interest rates do not drive the economy into a recession, it has already had a significant impact on the County’s medium-term fiscal future by reducing the volume and slowing the average price of property sales.

The state has begun to see the impacts of these changes. The Governor’s May revised budget included sharp spending cuts, primarily to one-time programs, and a \$31.5 billion projected shortfall in FY 2023-24, with ongoing deficits beyond. This is driven by declining revenues, particularly income tax, and is \$9.0 billion below projections in January. Income tax remains a particular unknown, as the state has delayed filing deadlines for residents impacted by the winter floods.

Based on the May revised budget, major reductions in ongoing state funding to the County are not expected. Most reductions at the state level occurred in one-time programs rather than ongoing transfers. Additionally, sales tax, which drives much of the realignment revenue that passes through to counties, has remained robust, with statewide receipts through March slightly above projections, even as total collections have lagged projections by 3.7%.<sup>2</sup> The May revised budget calls for 1991 and 2011

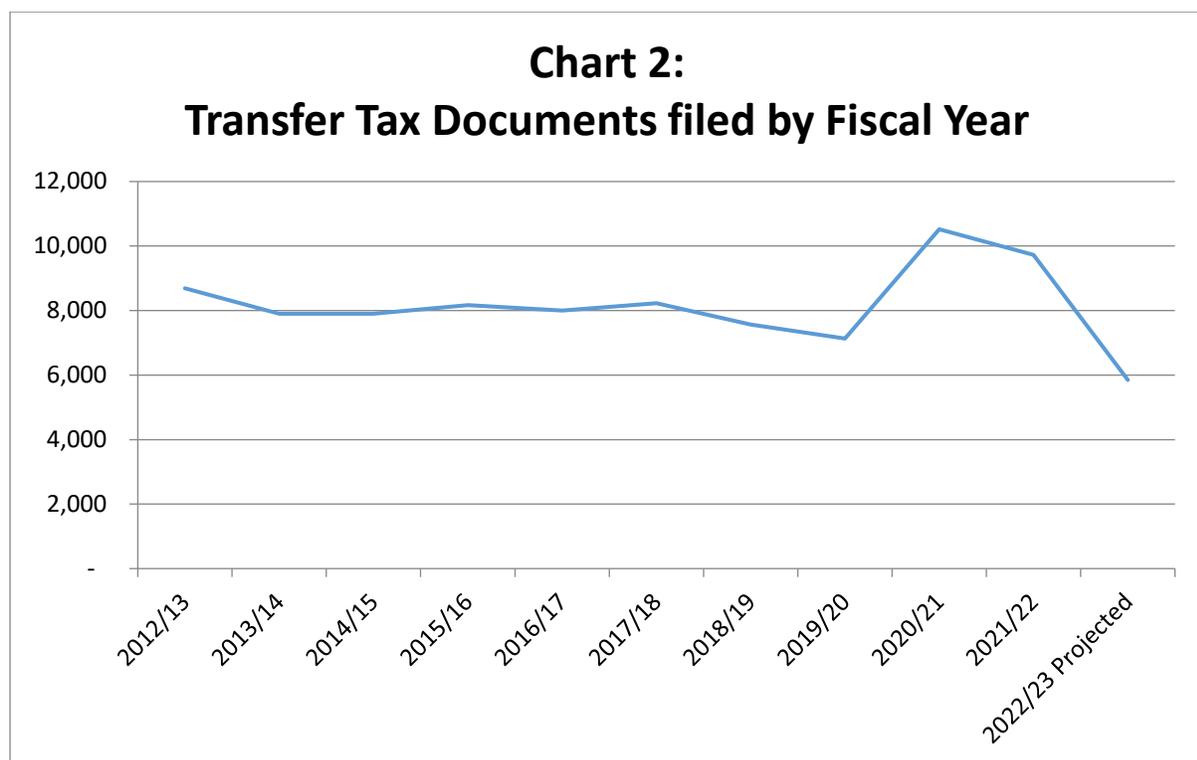
<sup>2</sup> <https://dof.ca.gov/wp-content/uploads/sites/352/2023/04/Finance-Bulletin-April-2023.pdf>

realignment funding to hit their baseline, although with little growth, which would line up with County budget projections.

### Property Tax

As mentioned above, however, the County is beginning to see the impact of economic changes in its property tax. Property tax represents nearly 80% of the County’s discretionary general fund revenue. Based on changes to the roll through April, secured property tax growth for FY 2023-24 is projected with a 4.25% increase, though down from the 6.4% growth seen in 2022-23. This is because property tax growth tends to lag other economic trends due to delays in assessments and the fact that the role is finalized based on numbers from the end of the prior calendar year. Leading indicators show that there will be a significant slowdown in the future.

Driven, we estimate, by higher interest rates, the County Recorder’s Office is seeing the lowest number of recorded documents (such as records of property sales) since 2005 (see Chart 2). While the sales home price has remained relatively high, there is still a significant drop in documentary transfer tax collected as a result of the low volume of transactions. Given the low level of sales, it is likely that property tax growth in 2024-25 will be low and will not keep up with rising costs. Current county forecasts include the reduced growth assumption and shows a \$11.1 million projected deficit in FY 2024-25, which will need to be solved in the coming fiscal year.



## Sales Tax

While both County and state projections are based on assumptions of some slowing revenues based on current trends, neither account for the impacts that would be seen under a significant recession. These impacts would go far beyond the General Fund, impacting the safety net departments, and others that rely on state and federal funding sources. Additionally, revenues driven by sales tax could fall sharply. The Recommended Budget includes \$27.3 million in General Fund sales tax, \$74.5 million in special transaction and use taxes, \$116.0 million in state realignment funding, and \$59.9 million in Proposition 172 Public Safety Funding.

## Reserves

While much of the current economic peril is driven by macroeconomic trends that seem abstract and impersonal, there is also the possibility of a purely political recession. As noted, congress seems unwilling to increase the debt ceiling, which may be reached as early as June. The White House Council of Economic Advisors has projected that a prolonged default could lead to the loss of more than 8 million jobs and plunge the economy into a severe recession, which would be made worse precisely because, as per the nature of the crisis, the Federal Government would be reducing spending rather than increasing spending as it usually would do to fight a recession.<sup>3</sup>

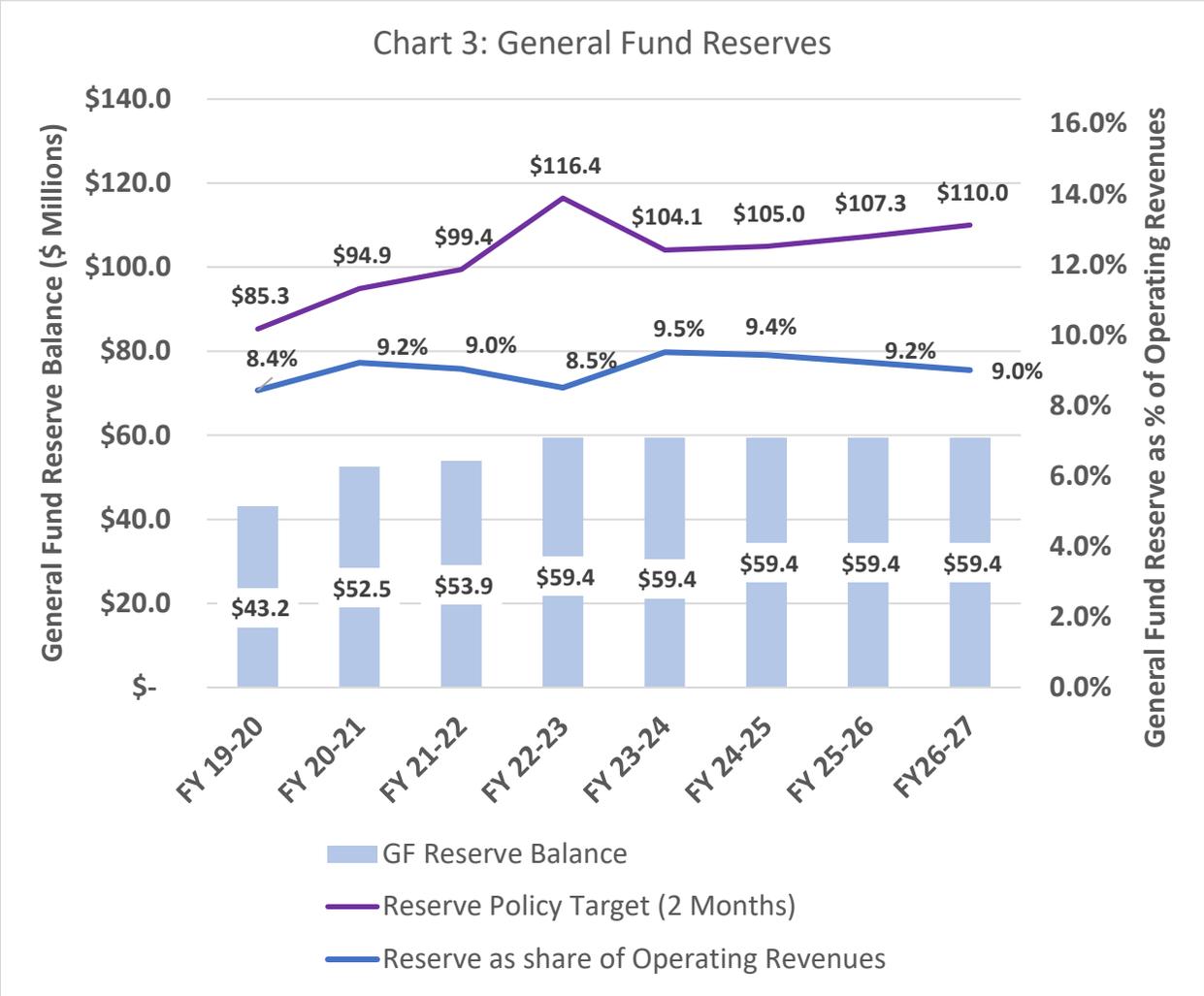
In this scenario, not only would local revenues fall, but state and federal funding for safety net programs might be slashed even as needs expand.

As in the past, the economic uncertainty highlights the importance of maintaining reserves to help mitigate the impacts of a downturn. After all, there is no harm in hoping for the best if we are prepared for the worst.

Following the 2017 Wildfires, reserves were drawn down. Since then, your Board has steadily worked to increase reserves, including the addition of \$5.5 million during FY 2022-23 budget hearings, bringing the total to \$59.4 million, which is projected at 9.5% of operating revenues for FY 2023-24 (see Chart 3).

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<sup>3</sup> <https://www.whitehouse.gov/cea/written-materials/2023/05/03/debt-ceiling-scenarios/>



This level is above the Board’s minimum of one month (8.3%), but well below the target of two months (16.7%). Absent additional funding, reserves will gradually fall as a share of the total county sources.

**2023-24 Recommended Budget**

The recommended budget for FY 2023-24 includes \$2.19 billion in total uses, a 2.2% decrease from the FY 2022-23 Adopted Budget, and 4,284.13 full time equivalent positions, a 0.3% increase. The executive summary that follows provides additional information on the revenue sources and expenditures in this budget. Details on the budgets of each department are provided in their respective functional area section.

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 department-submitted Program Change Requests, Board Budget Requests, and

County Administrator's recommendations will appear in the Budget Binder, which will be published in advance of budget hearings.

It is worth noting couple of changes in this budget book:

- This year's departmental budgets are focused on representing the actual funding available to provide services. As such, internal transfers and reimbursements that might make a budget appear larger are removed at the service area level to focus on the net budget.
- The former Transportation and Public Works Department and the General Services Department have been combined at Board direction. The new department, Sonoma Public Infrastructure, combines the provision and maintenance of most county infrastructure into a single department to improve efficiency and service delivery.

### **Conclusion**

The outlook is not clear. The economic picture for the nation is cloudy, and the state continues to impose new requirements on local governments in the way we conduct elections, manage the criminal justice system, and deliver safety net programs to our most vulnerable. I encourage the Board to limit additional resources programming to efforts that maintain core county services and, where possible, pause the number of new projects and/or initiatives, so that staff can concentrate on delivering critical services to our community and where possible implement program efficiencies.



# EXECUTIVE SUMMARY

## BUDGET OVERVIEW

The total Adopted uses (less operating transfers) for FY 2023-24 is \$2.24 billion. This is financed by \$1.98 billion in sources and \$259 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 costs, and total use of fund balance is decreasing from the FY 2022-23 adopted budget.

Table 1 provides a comparison of total expenditure and revenue appropriations between the FY 2022-23 Adopted Budget and the FY 2023-24 Adopted Budget.

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

Description	FY 2022-23 Adopted	FY 2023-24 Recommended	FY2023-24 Adopted	Change from Adopted to Adopted	Percent Change
Revenues	\$ 1,951,590,843	\$ 1,966,152,905	\$ 1,979,115,385	\$ 27,524,542	1.4%
<i>Net Cost/Use of Fund Balance</i>	\$ 288,381,100	\$ 225,485,849	\$ 259,081,346	\$ (29,299,754)	(10.2%)
<b>Total Sources</b>	<b>\$ 2,239,971,943</b>	<b>\$ 2,191,638,754</b>	<b>\$ 2,238,196,731</b>	<b>\$ (1,775,212)</b>	<b>(0.1%)</b>
<b>Total Uses</b>	<b>\$ 2,239,971,943</b>	<b>\$ 2,191,638,754</b>	<b>\$ 2,238,196,731</b>	<b>\$ (1,775,212)</b>	<b>(0.1%)</b>
Total Permanent Positions	4,271.93	4,285.13	4,387.03	115.10	2.7%

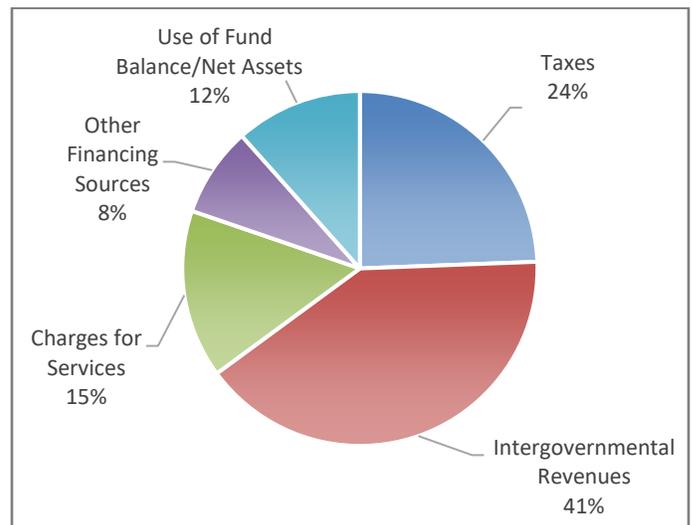
### A Look at Total Sources

Anticipated financing sources in the countywide Adopted Budget for FY 2023-24 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 \$453 million in General Fund general purpose revenues and \$1.79 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.

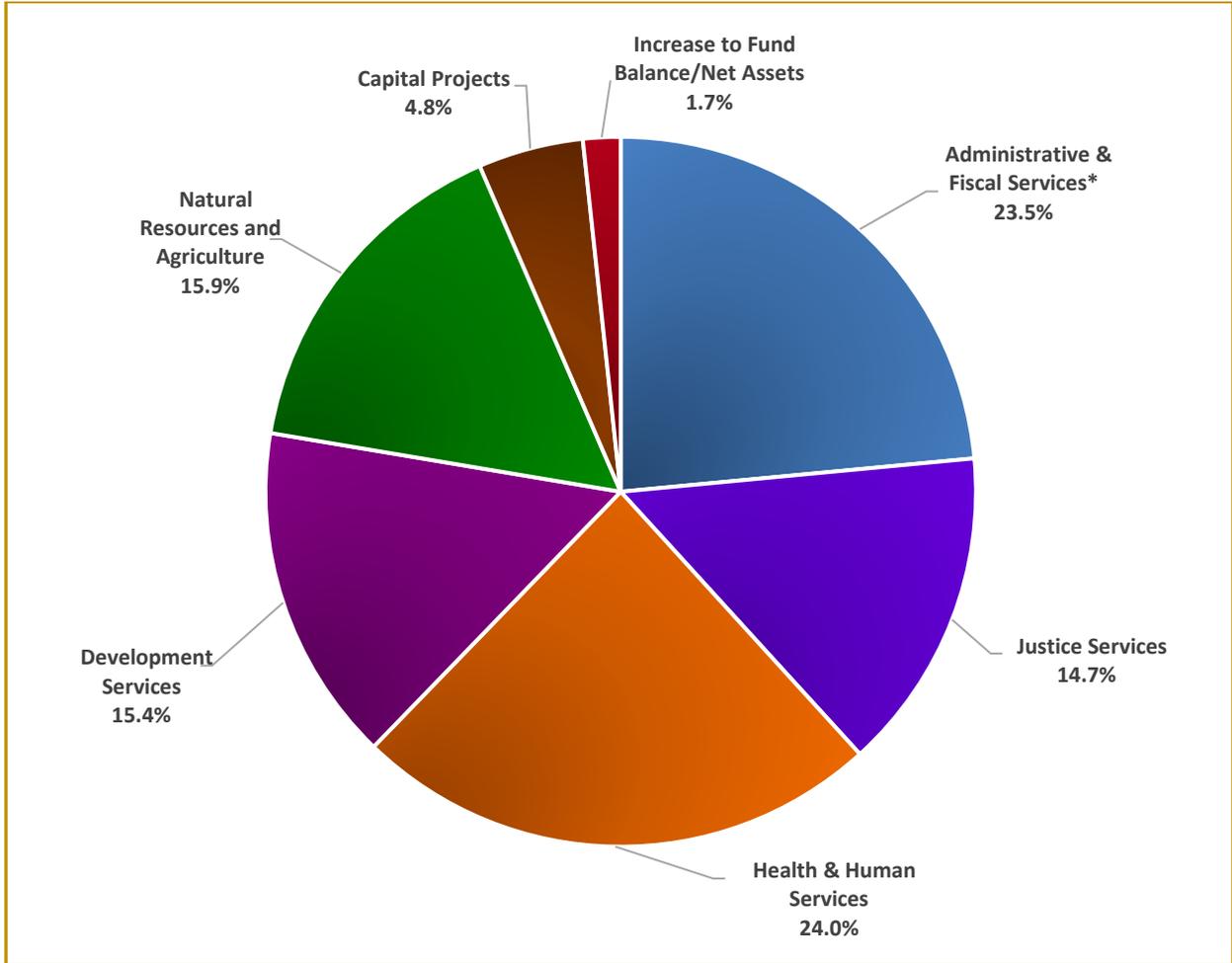
**Chart 1. FY 2023-24 Total Sources: All Funds; \$2.24 Billion**



**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; \$2.24 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.

**General Fund General Purpose Revenues and Uses**

General purpose revenues total \$453 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 receive the remaining general purpose revenue. Table 2 provides details on the sources of General Fund, and general purpose revenue. It does not include \$20.3 million of Transient Occupancy Tax (TOT) revenue segregated by Board policy to the Community Investment Fund Program Special Revenue fund, and as directed by Measure L voter approved measure.

**Chart 3. General Fund General Purpose Revenues; \$453 Million**

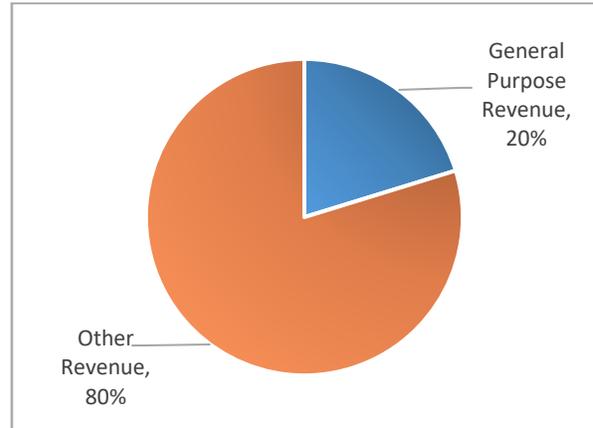


Table 2 shows how the \$453 million of general purpose revenues, or 20% of total countywide budget sources, will be spent in FY 2023-24.

**Table 2. General Fund General Purpose Revenues**

Description	FY 2022-23 Adopted	FY2023-24 Adopted	\$ Change from FY 2022-23	% Change from FY 2022-23	% Share of Budget
Property Tax	\$ 294,578,277	\$ 314,405,973	\$ 19,827,696	6.7%	69.4%
Sales Tax	\$ 25,723,283	\$ 27,318,019	\$ 1,594,736	6.2%	6.0%
County Cost Plan Reimbursements from Departments and Agencies	\$ 12,571,809	\$ 15,387,476	\$ 2,815,667	22.4%	3.4%
Former Redevelopment Agency Residual	\$ 10,000,000	\$ 12,580,902	\$ 2,580,902	25.8%	2.8%
Teeter Prop Tax Penalties	\$ 7,607,587	\$ 5,646,079	\$ (1,961,508)	(25.8%)	1.2%
Interest Earnings	\$ 3,167,330	\$ 3,450,000	\$ 282,670	8.9%	0.8%
Transient Occupancy Tax	\$ 6,072,275	\$ 6,762,034	\$ 689,759	11.4%	1.5%
Doc Transfer Tax	\$ 7,973,454	\$ 4,800,000	\$ (3,173,454)	(39.8%)	1.1%
Utilities Franchise Fees	\$ 3,400,000	\$ 3,680,000	\$ 280,000	8.2%	0.8%
Prop Tax Admin Fees	\$ 2,850,000	\$ 2,850,000	\$ 0	0.0%	0.6%
Reinvestment and Revitalization Fund	\$ 8,482,877	\$ 13,303,011	\$ 4,820,134	56.8%	2.9%
Tribal Mitigation Reimbursement	\$ 1,485,262	\$ 2,235,262	\$ 750,000	50.5%	0.5%
Federal Geothermal	\$ 1,800,000	\$ 1,800,000	\$ 0	0.0%	0.4%
State Homeowners Property Tax Relief	\$ 1,205,706	\$ 1,000,000	\$ (205,706)	(17.1%)	0.2%
Other Taxes & Revenue	\$ 550,703	\$ 587,708	\$ 37,005	6.7%	0.1%
Other Govt Agencies	\$ 354,000	\$ 371,000	\$ 17,000	4.8%	0.1%
Transfers in from Other Funds	\$ 16,990,157	\$ 7,520,647	\$ (9,469,510)	(55.7%)	1.7%
Release of One-Time Fund Balance	\$ 34,804,651	\$ 29,425,078	\$ (5,379,573)	(15.5%)	6.5%
<b>Total General Purpose Sources</b>	<b>\$ 439,617,372</b>	<b>\$ 453,123,188</b>	<b>\$ 13,505,816</b>	<b>3.1%</b>	<b>100.0%</b>

Table 3 shows that approximately \$315 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 Revenues**

Department	FY 2022-23 Adopted	FY2023-24 Adopted	\$ Change from FY 2022-23	% Change from FY 2022-23	% Share of Budget
Agricultural Commissioner	\$ 2,362,106	\$ 2,353,751	\$ (8,355)	(0.4%)	0.5%
Auditor-Controller-Treasurer-Tax Coll.	\$ 6,421,842	\$ 6,319,003	\$ (102,839)	(1.6%)	1.4%
Clerk Recorder Assessor	\$ 14,801,496	\$ 15,321,879	\$ 520,383	3.5%	3.4%
County Administrator/Board of Supervisors	\$ 10,868,868	\$ 12,632,584	\$ 1,763,716	16.2%	2.8%
County Counsel	\$ 1,050	\$ 1,031	\$ (19)	(1.8%)	0.0%
Court Support/Grand Jury	\$ 9,118,429	\$ 9,403,987	\$ 285,558	3.1%	2.1%
Department of Health Services	\$ 8,532,651	\$ 8,983,872	\$ 451,221	5.3%	2.0%
District Attorney's Office	\$ 19,642,153	\$ 19,929,244	\$ 287,091	1.5%	4.4%
Emergency Management	\$ 2,691,759	\$ 2,626,283	\$ (65,476)	(2.4%)	0.6%
General Services	\$ 19,876,505	\$ 20,998,892	\$ 1,122,387	5.6%	4.6%
Human Resources	\$ 10,338,776	\$ 11,309,260	\$ 970,484	9.4%	2.5%
Human Services	\$ 27,923,634	\$ 28,273,513	\$ 349,879	1.3%	6.2%
Independent Office of Law Enf Review	\$ 2,020,415	\$ 2,089,498	\$ 69,083	3.4%	0.5%
Information Systems	\$ 1,553,883	\$ 1,526,700	\$ (27,183)	(1.7%)	0.3%
Office of Equity	\$ 958,318	\$ 1,375,890	\$ 417,572	43.6%	0.3%
Permit Sonoma	\$ 4,660,645	\$ 5,709,401	\$ 1,048,756	22.5%	1.3%
Probation	\$ 36,226,832	\$ 36,531,514	\$ 304,682	0.8%	8.1%
Public Defender	\$ 12,888,613	\$ 14,224,625	\$ 1,336,012	10.4%	3.1%
Regional Parks	\$ 4,786,172	\$ 4,828,111	\$ 41,939	0.9%	1.1%
Sheriff's Office	\$ 103,660,198	\$ 109,051,188	\$ 5,390,990	5.2%	24.1%
Transportation & Public Works	\$ 23,320	\$ 26,879	\$ 3,559	15.3%	0.0%
UC Cooperative Extension	\$ 1,206,214	\$ 1,308,710	\$ 102,496	8.5%	0.3%
<b>Sub-Total for Departments (Net Cost)</b>	<b>\$ 300,563,880</b>	<b>\$ 314,825,815</b>	<b>\$ 14,261,935</b>	<b>4.7%</b>	<b>69.5%</b>

Program/Initiative	FY 2022-23 Adopted	FY2023-24 Adopted	\$ Change from FY 2022-23	% Change from FY 2022-23	% Share of Budget
Board General Fund Contingency	\$ 4,583,709	\$ 5,000,000	\$ 416,291	9.1%	1.1%
Funding for Specific Programs	\$ 12,002,556	\$ 11,208,206	\$ (794,350)	(6.6%)	2.5%
Set Asides for Future Needs	\$ 19,782,416	\$ 13,491,804	\$ (6,290,612)	(31.8%)	3.0%
Funding for Anticipated Cost Increases	\$ 6,711,276	\$ 12,875,000	\$ 6,163,724	91.8%	2.8%
Fire Services	\$ 1,500,000	\$ 1,500,000	\$ 0	0.0%	0.3%
Capital Project Plan Contribution	\$ 5,500,000	\$ 5,500,000	\$ 0	0.0%	1.2%
Deferred Maintenance Fund	\$ 22,233,597	\$ 14,820,780	\$ (7,412,817)	(33.3%)	3.3%
City of Santa Rosa Annexation	\$ 1,462,000	\$ 1,462,000	\$ 0	0.0%	0.3%
Community Development Commission	\$ 4,225,119	\$ 1,659,438	\$ (2,565,681)	(60.7%)	0.4%

<b>Program/Initiative</b>	<b>FY 2022-23 Adopted</b>	<b>FY2023-24 Adopted</b>	<b>\$ Change from FY 2022-23</b>	<b>% Change from FY 2022-23</b>	<b>% Share of Budget</b>
Employee Programs	\$ 4,753,048	\$ 4,538,048	\$ (215,000)	(4.5%)	1.0%
Non-Departmental County Expenses	\$ 10,174,635	\$ 3,029,384	\$ (7,145,251)	(70.2%)	0.7%
Pension Obligation Bond 2003B Interest	\$ 537,600	\$ 0	\$ (537,600)	(100.0%)	0.0%
Increase to reserves	\$ 5,475,000	\$ 5,005,357	\$ (469,643)	(8.6%)	1.1%
FEMA Audit Reserve	\$ 0	\$ 1,319,000	\$ 1,319,000	100.0%	0.3%
Community Infrastructure Project Fund	\$ 10,000,000	\$ 23,678,011	\$ 13,678,011	136.8%	5.2%
Water Security Fund	\$ 5,000,000	\$ 0	\$ (5,000,000)	(100.0%)	0.0%
Reinvestment & Revitalization Fund	\$ 10,000,000	\$ 12,580,902	\$ 2,580,902	25.8%	2.8%
Roads: Operations MOE	\$ 5,436,365	\$ 5,436,365	\$ 0	0.0%	1.2%
Roads: Pavement Preservation	\$ 9,676,171	\$ 10,193,079	\$ 516,908	5.3%	2.2%
Roads: One-Time contribution	\$ 0	\$ 5,000,000	\$ 5,000,000	100.0%	1.1%
<b>Sub-Total for Programs/Initiatives</b>	<b>\$ 139,053,492</b>	<b>\$ 138,297,374</b>	<b>\$ (756,119)</b>	<b>(0.5%)</b>	<b>30.5%</b>
<b>Total</b>	<b>\$ 439,617,372</b>	<b>\$ 453,123,188</b>	<b>\$ 13,505,816</b>	<b>3.1%</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 78.65 from the FY 2022-23 revised positions.

**Table 4. Position Summary**

Department*	FY 2022-23 Adopted	FY 2022-23 Revised	FY 2023-24 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 2023-24 Final Adopted*
Auditor-Controller-Treasurer-Tax Collector	107.00	107.00	107.00	0.00	107.00	0.00	107.00
Ag Pres/Open Space District	34.00	34.00	34.00	0.00	34.00	1.00	35.00
Agricultural Commissioner	38.50	38.50	38.50	0.00	38.50	0.00	38.50
Board of Supervisors/County Administrator	71.70	80.70	79.70	3.00	82.70	-2.70	80.00
Child Support Services	66.00	66.00	65.00	0.00	65.00	0.00	65.00
Clerk-Recorder-Assessor	111.80	111.80	111.80	0.00	111.80	4.20	116.00
Community Development	62.00	52.50	52.50	0.00	52.50	2.00	54.50
County Counsel	41.25	41.25	41.25	0.00	41.25	0.00	41.25
District Attorney	128.75	130.00	130.00	1.00	131.00	0.00	131.00
Emergency Management	13.00	15.00	15.00	0.00	15.00	0.00	15.00
Economic Develop Board	14.00	14.00	13.00	1.00	14.00	2.00	16.00
Health Services	620.13	639.33	634.33	22.40	656.73	21.00	677.73
Human Resources	65.00	65.00	64.00	0.00	64.00	1.50	65.50
Human Services	972.55	981.55	973.55	9.00	982.55	7.00	989.55
IHSS Public Authority	1.00	1.00	1.00	0.00	1.00	0.00	1.00
Ind Office Law Enf & Out	6.00	6.00	6.00	0.00	6.00	0.00	6.00
Information Systems	117.50	117.50	117.50	0.00	117.50	0.00	117.50
Office of Equity	5.00	6.00	6.00	3.00	9.00	0.00	9.00
Permit and Resource Mgmt	167.00	167.00	167.00	0.00	167.00	14.50	181.50
Probation	271.00	271.00	267.00	0.00	267.00	3.00	270.00
Public Defender	56.00	56.00	56.00	0.00	56.00	3.00	59.00
Public Infrastructure**	281.50	272.00	271.50	0.00	271.50	-1.00	270.50
Regional Parks	136.00	139.00	139.00	0.00	139.00	2.00	141.00
Sheriff/Adult Detention	628.50	629.50	629.50	0.00	629.50	4.00	633.50
UC Cooperative Extension	6.75	6.75	5.00	0.00	5.00	1.00	6.00
Water Agency	250.00	260.00	260.00	0.00	260.00	0.00	260.00
<b>TOTALS (FTE)</b>	<b>4,271.93</b>	<b>4,308.38</b>	<b>4,285.13</b>	<b>39.40</b>	<b>4,324.53</b>	<b>62.50</b>	<b>4,387.03</b>

\*The FY 2023-24 Recommended column reflects departments' allocation totals effective as of March 6, 2023, which include the deletion of vacant allocations effective July 1, 2023, and the deletion of filled allocations effective October 3, 2023. Position changes made between March 7, 2023 and May 9, 2023 will appear as part of Supplemental Adjustments.

\*\*Public Infrastructure contains allocation information for General Services and Transportation and Public Works.

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.

# FINANCIAL POLICIES

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# FINANCIAL POLICIES FOR FY 2023-24 BUDGET DEVELOPMENT

Annually, the Board of Supervisors/Board of Directors provide policy direction to guide the County Administrator in the development of the Recommended Budget. The policy document is organized into basic fiscal principles and general government accounting standards.

## Basic Fiscal Principles

### Balanced Budget and Fiscal Discipline

- The budget must balance resources with expenditure appropriations. The County must live within its own means and avoid disturbing other local jurisdictions' revenue sources to resolve its deficiencies. Furthermore, any deviation from a balanced budget is not permitted by the California State Government Code, which states: "In the recommended, adopted, and final budgets the funding sources shall equal the financing uses." (Government Code §29009).
- Per the State's County Budget Act, the Board of Supervisors must adopt a "statutorily" balanced budget; however, to ensure ongoing sustainability, the County of Sonoma should strive to adopt a "structurally" balanced budget. A budget is statutorily balanced when total estimated financing sources (beginning fund balance plus revenues) equal the total appropriation (expenditures plus ending fund balance). At no time shall spending in a given year exceed total current revenues plus any fund balance carryover from the prior year. A statutorily balanced budget utilizes beginning fund balance as a financing source. In contrast, a structurally balanced budget matches total ongoing expenditures to the annual estimated revenues. In a structurally balanced budget, beginning fund balance may not be used as a financing source for ongoing expenditures. As noted in the Long Range Planning section below, the County's goals are to maintain annual expenditure increases at a conservative growth rate, and to limit expenditures to anticipated annual revenues. Ongoing expenditures shall be provided based on sound anticipated ongoing revenue and not include "one-time" items such as capital outlay, projects, or temporary program funding. Sound anticipated ongoing revenue is recurring revenue, such as, taxes and fees. As part of the FY 2017-18 Budget Adoption, the Board established a new fiscal objective of reducing reliance on fund balance for operating purposes. Therefore, the FY 2023-24 recommended budget aligns annual operating expenditures with annual operating revenues.
- All County departments/agencies must, when directed by the County Administrator, submit recommended options for reducing their net county costs and/or other discretionary county revenue sources as part of their annual budget submittal. These reduction options will be the primary source for balancing the County Administrator's recommended budget as submitted to the Board of Supervisors during difficult financial times. Reduction options will be accompanied by each department's analysis of the impact on services. Depending upon state budgetary impacts on Sonoma County, additional reductions may be requested from the County departments.
- Mid-year and third quarter reports of actual revenues and expenditures, with projections for the remainder of the year compared to revised budget, will be submitted by departments to the County Administrator, and on to the Board of Supervisors with recommendations, if necessary, for current year budget adjustments.
- All positions held vacant for 12 months or more will be reviewed by the County Administrator and deleted as part of the annual recommended budget unless maintaining allocation is justified.

### Long Range Planning

- Recognizing cyclical economic downturns will occur in the future, and to maintain fiscal sustainability, program budgets will not be automatically restored as a result of fiscal recovery and/or discretionary revenue growth. Instead, a review of the current public needs compared to efficiencies implemented must be completed before program and/or service restoration or expansion is considered. Departments may make restoration requests through the “add-back” process, and service/program expansion requests are made through the “program change request” process.
- Annual budgets will not be increased or changed to the point that ongoing operating costs become overly reliant on one-time or cyclical, unreliable revenues.
- Annual budgets will be compiled with long-term sustainability in mind to operate within available ongoing revenues, except as part of a Board of Supervisors approved plan in response to unilateral state budgeting actions that may include reducing costs over a specified number of years.
- Proposed new services, public facilities, significant infrastructure and system changes, and major strategy changes should/will be analyzed for their long term impacts on operations, funding, liability and maintenance before seeking Board of Supervisors approval. New programs or services will generally not be recommended unless they further Strategic Plan goals, objectives, or strategies; are provided with a reliable funding stream sufficient to finance their costs; and the Board of Supervisors can be assured the County can control both the quality and level of services provided.
- The County Administrator, in conjunction with the County Auditor-Controller, will submit a 5 year, multi-year financial projection and solicit budget policy direction prior to compiling the recommended budget.
- One-time funding sources (i.e. fund balance, cyclical increases to revenues, grants) will be used to fund one-time expenditures (i.e. fixed assets, infrastructure, grant programs, Economic Uncertainty Reserves, and special one-time needs programs). An exception to this policy will be that, if it is necessary to reduce ongoing costs in accordance with a Board of Supervisors approved multi-year plan to reach a new reduced ongoing financing base, one-time sources may be used to more gradually right size the organization’s budget to the new, reduced funding available.. This plan will be called out separately in the budget message.
- The County and other Government Agencies governed by the Board of Supervisors support the funding of the employee retirement system each year at a ratio of between 95%-105% actuarial assets to liabilities. The County Administrator shall work with the Retirement System Administrator to develop a forecast of financing required for the County (and other Government Agencies governed by the Board of Supervisors) and will include options to achieve the desired funding levels along with each recommended budget.
- In order to further the Board’s pension reform goals, the County will implement an ongoing, structured approach for pre-paying unfunded pension liabilities on an annual basis. Effective Fiscal Year 2019-20 a baseline annual pre-payment contribution equivalent to 0.5% of pensionable payroll will be made (above and beyond the required employer contribution rate). In order to maximize employer cost avoidance as a result of pension discount costs, the pre-payment will be applied to the longest outstanding layers of the County’s share of Unfunded Actuarial Accrued Liability, as determined by annual actuarial valuations of the Sonoma County Employees’ Retirement Association. In addition, the Board will consider use of available one-time funding to make additional pre-payments as funding is available.
- In order to avoid significant increases in deferred maintenance costs for County facilities, the Board of Supervisors will appropriate, forty percent (40%) of all new property tax growth, which is above the percentage growth assumed in the Adopted budget — to the Capital Projects Budget to be used towards addressing deferred maintenance of County facilities.
- In order to keep pace with County Road Network construction cost increases, the General Fund contribution to the Pavement Preservation Program shall be increased by up to 5% annually after considering economic uncertainties and based on financial factors such as the annual projected property tax growth rate and the average annual Consumer Price Index.

### Expenditure Management and Control

- Sonoma County, in conjunction with employee groups, will consider temporary salary and benefit cost saving programs (e.g. Mandatory Time Off, Voluntary Time Off) in lieu of service reductions or layoffs when the fiscal problem is of a temporary nature where one can reasonably predict when the fiscal problem will end.

- Federal and state program reductions will not be backfilled with County discretionary revenues except by Board of Supervisors direction. The Board of Supervisors typically does not backfill these programs due to their sheer size and magnitude on the County's financial position.
- Board policy direction is required prior to changing one-time expenses into ongoing expenses. In addition, departments will not engage in internal cost shifting to the County General Fund.

### Treasury Management

- Other than amounts held with trustees under bond indenture or other restrictive agreements, the County's cash and investments shall be invested by the County Treasurer. The Treasury Oversight Committee has regulatory oversight for all monies deposited in the Treasury Pool. Such amounts are invested in accordance with investment policy guidelines established by the County Treasurer and reviewed by the Board of Supervisors. The objectives of the policy are, in order of priority, safety of principal, liquidity, and yield. The policy addresses the soundness of financial institutions in which the County will deposit funds, types of investment instruments as permitted by the California Government Code, and the percentage of the portfolio that may be invested in certain instruments with longer terms to maturity.
- Debt is incurred for the purpose of spreading capital project costs to the years in which the improvement will benefit. Debt is also incurred to reduce future costs such as refinancing (pension obligation bonds, general obligation bonds, certificates of participation) at lower interest rates.
- Sonoma County will not exceed its legal maximum debt amount. This amount is calculated annually based on 2% of the County's total assessed valuation. Sonoma County currently has no debt applicable to the legal maximum debt, leaving a 100% debt margin.
- Debt issuance and management is also subject to a separate set of policies established by the Board of Supervisors and available from the Auditor-Controller-Treasurer-Tax Collector's office.

### Revenue Management

- Sonoma County will continue to advocate for more discretion over its revenue sources and to diversify and maximize discretionary revenue sources in order to resist state erosion to local revenues and improve the County's ability to manage individual revenue fluctuations.
- Programs financed by charges for services, fees, grants, and special revenue fund sources shall pay their full and fair share of all direct and indirect costs to the extent feasible and legally permitted which will include cost recovery towards future assets and/or system replacement.
- Departments requesting new or increased revenues from fees, permits and user charges shall submit these requests to the Board of Supervisors for consideration during the Board's annual fee hearing process or at a separate hearing. Requested fee increases shall include annual service improvement plans to identify efficiency and productivity measures taken or planned to minimize the level of rate increases, while improving customer service. If permissible by law, fees and charges should cover all costs of the services provided, unless otherwise directed by the Board of Supervisors, to provide for public benefit.
- Staff will use conservative but defensible estimates for major revenue sources and not unduly anticipate changes in revenue trends.
- Proposition 172 Public Safety Distribution – Annually, the baseline growth shall be determined as the Consumer Price Index for All Urban Consumers-San Francisco-Oakland-San Jose for the 12-month period ending the previous December 31. This will be applied to the prior year budget for each department that received funds in the previous fiscal year, to establish the new adjusted base. Growth will be any funds projected or received that exceed the adjusted base. Growth shall be split 50% fire services and 50% law enforcement, until the point in time that fire services is receiving 8% of the funding. At that point in time, the Board may consider, via Board action, allocating growth in a similar manner until Probation reaches a desired share. Otherwise and thereafter, growth will be provided on a proportional basis and become the annual adjusted base. If there is a decline in funding (negative growth), this will be allocated proportionally using the current year adjusted base allocation ratios.
- Shared service contracts with other political jurisdictions should include full cost recovery for any portion of services provided by the County, including recovery of full future retirement costs of County employees who act as employees for the other jurisdiction, unless otherwise directed by the Board of Supervisors. Any

contract being brought to the Board that does not achieve full cost recovery should be accompanied by specific information about what level of subsidy is being provided and a justification for doing so.

- Community Investment Fund policies – Community Investment Fund Policies are approved by the Board of Supervisors and are available online at this website: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrators-office/community-investment-fund-program/community-investment-program-policy>.

#### Minimum Fund Balance Policies

- Sonoma County will create and maintain a prudent level of financial resources to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. Funds will be assigned and balances will be maintained to finance anticipated future one-time expenditure needs and to allow time for the County to respond to major actions of the State of California, the Federal government, economic downturns or emergencies that materially affect the County's financial position. The County Administrator, Auditor-Controller-Treasurer-Tax Collector and department staff will review fund balances annually as part of the budget development process. This review will include evaluating projected growth of each Governmental fund. In cases where uses exceed growth, staff will determine when fund balances are projected to be exhausted and plan accordingly.
- **General Fund Reserve** – The Board will maintain a minimum level of unassigned General Fund Reserve balance equal to 1/12 (8.3%) or 1 month of annual General Fund revenues. Consistent with best practice recommendations from the Government Finance Officers Association of the United States and Canada, the County will strive to maintain a total unassigned General Fund Reserve balance equal to 1/6 or 2 months of annual General Fund operating revenues.
- **Replenishing General Fund Reserve**- Anytime the Board authorizes drawdown of Reserves, staff will present a re-payment schedule which shall include the amount of state/federal reimbursements expected to be received.
- **FEMA Audit Reserve** - To ensure that the County has adequate resources set aside to pay for any claims that are deemed ineligible by the Office of Inspector General. Based on a preliminary risk assessment, staff recommends a reserve equal to 20% of total FEMA reimbursements. The FEMA Audit Reserve will be categorized as assigned fund balance for the funding source of each project. Annually the County Administrator and Auditor-Controller-Treasurer-Tax Collector will review FEMA reimbursements received and calculate the necessary reserve, including increases due to new funding received or decreases if funding is no longer at risk of being deemed ineligible. At budget hearings, staff will present the reserve adjustments to the Board of Supervisors and receive direction on the use of funds available due to a net decrease in the calculated reserve, if any.
- **Fund balance**, created as a result of actual revenue and expenditure deviations from the budget, will be used to achieve and maintain the County's fiscal goals.
- **Tax Loss Reserve Fund (TLRF)/"Teeter" Fund** - The County's annual budget will program \$3,404,148 from this source as a general purpose revenue. In addition, this fund shall maintain as a restricted reserve an amount equal to 1.5% of the levy. The County Administrator in conjunction with the Auditor-Controller-Treasurer-Tax Collector may recommend the use of funds in excess of the established reserve to the Board of Supervisors for purposes approved by the Board during annual Budget Hearings.
- **Tobacco Securitization** proceeds shall be maintained in two separate funds. The first shall contain the portion of the proceeds to be used only for capital improvements and shall be used for those improvements that exceed the normal level of repair and replacement needed to maintain County facilities with priority funding for improvements to the Veteran's Memorial Buildings and the completion of the Americans with Disabilities Act Transition projects. On the latter, funding will be available only AFTER all other funding sources have been exhausted. The second shall contain the portion of the proceeds that, once de-allocated, can be used for general government purposes. Given the one-time nature of these funds, the latter shall only be used for one-time investments as opposed to financing any on-going operating costs.
- **Refuse Franchise Fees** shall be accounted for in the same manner as other franchise fees in the County General Fund revenues. They shall be recorded in a separate account in order to ensure that any fund balance does not roll into County General Fund carryover balance at year-end so that the County can designate use of the funds for solid waste obligations, roads infrastructure preservation, and other Board of Supervisors

priorities. If used for road infrastructure preservation, these funds are not intended to supplant on-going County General Fund contributions nor are they intended to increase any external maintenance of effort requirements imposed by outside funding sources, but may be used to satisfy previously established maintenance of effort levels.

- **Tribal Development Impact Mitigation** funds shall be accounted for separately, so that when budgeting, only those monies received in the current year shall be relied upon for financing costs in the coming budget. The Board of Supervisors shall make a determination, as new tribal developments occur, on the best uses of these funds to mitigate impacts and maintain the high quality of life in surrounding or affected communities.
- **Health Services-Medical System Expansion** funds minimum reserve level is established at \$1 million. The Board of Supervisors recognized and confirmed the remainder of the fund balance will be spent in accordance with the Partnership Health Plan of California Memorandum of Understanding spending plan agreement. Health Services staff will coordinate with the County Administrator's Office and the Partnership Health Plan to review and update the spending plan as a part of the annual budget.
- **County Health Plan-Economic Uncertainty Reserve** is established based on actuarial valuation to cover unforeseen changes in expenditures and/or revenues, Human Resources staff will provide fund balance use recommendations as part of the annual recommended budget while maintaining a minimum level of economic uncertainty reserve consistent with Actuary's valuation and as recommended by the County Administrator.
- **Water Agency - Flood Zone 2A** (Petaluma) will maintain a minimum of 6 months of operating expenditures. Funds in excess of the minimum required may accumulate to address future capital needs as approved by the Board of Directors in the annual Capital Project Plan.
- **Water Agency - Water Transmission System** is to maintain a minimum of 3-4 months of operating expenditures. Funds in excess of the minimum required may accumulate to address future capital needs as approved by the Board of Directors in the annual Capital Project Plan.
- **Reinvest and Revitalization** funds accumulated from dissolved redevelopment project areas residual funds and asset liquidation distribution proceeds are segregated into a separate committed fund . Accumulated use of resources will be presented as part of the annual recommended budget. Funding should be considered first to continue or complete the public benefit originally intended by the former redevelopment project, second to benefit the community where the former project area was located, and third for economic development investments or other County needs as directed by the Board of Supervisors.
- **Roads** – One of the program's main sources of funding for maintenance services comes from gas tax. As a result of the frequent state formula allocation changes over the last five years, and to protect the County's General Fund resources, an operating reserve by way of year-end unrestricted fund balance equivalent to a minimum of 3 to 4 months of baseline operating expenses will be maintained within the Roads special revenue fund. The amount for FY 2014-15 was established at \$5,000,000 which will be reviewed periodically against annual baseline operating budget.

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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.

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## **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 of 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

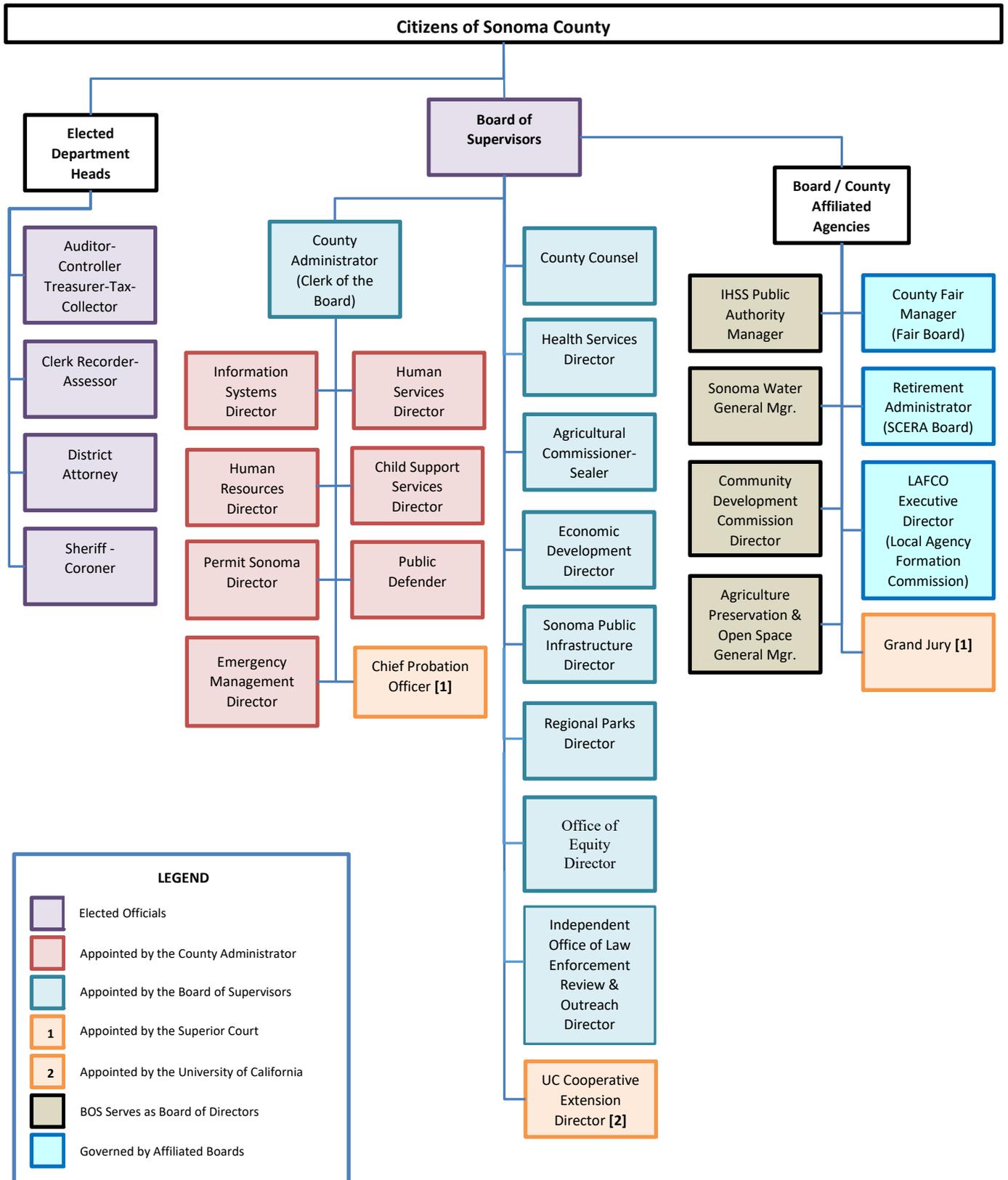
#### Board of Supervisors

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	Carla Rodriguez
Sheriff-Coroner	Eddie Engram

### 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	Michelle Whitman
County Administrator	M. Christina Rivera
County Counsel	Robert Pittman
Economic Development Director	Ethan Brown
Emergency Management Director	Jeff DuVall
Health Services Director	Tina Rivera
Human Resources Director	Janelle Crane
Human Services Director	Angela Struckmann
Independent Office of Law Enforcement Review & Outreach Director	John Alden
Information Systems Director	Dan Fruchey
Office of Equity	Alegria De La Cruz
Permit Sonoma Director	Tennis Wick
Chief Probation Officer	Vanessa Fuchs
Public Defender	Brian Morris
Regional Parks Director	Bert Whitaker
Sonoma Public Infrastructure	Johannes J. Hovertsz
U.C. Cooperative Extension Director	Stephanie Larson
Sonoma Water General Manager	Grant Davis

# COUNTY ORGANIZATIONAL CHART



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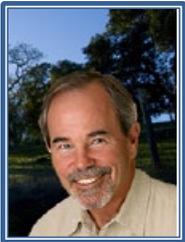
# BOARD OF SUPERVISORS



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

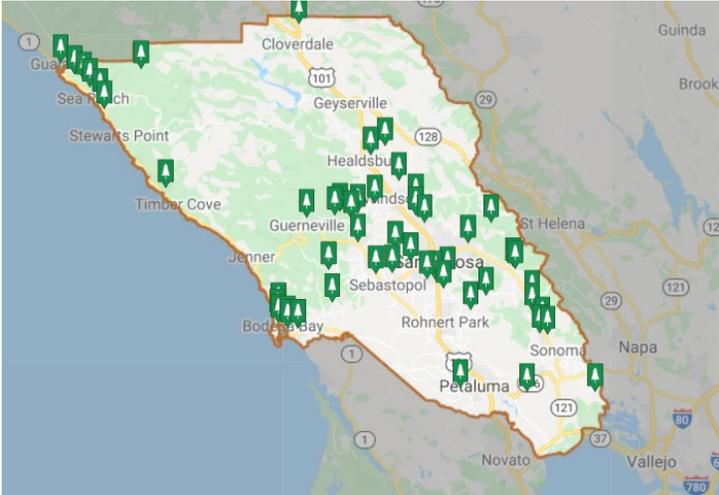
## SONOMA COUNTY, CALIFORNIA



# 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/>

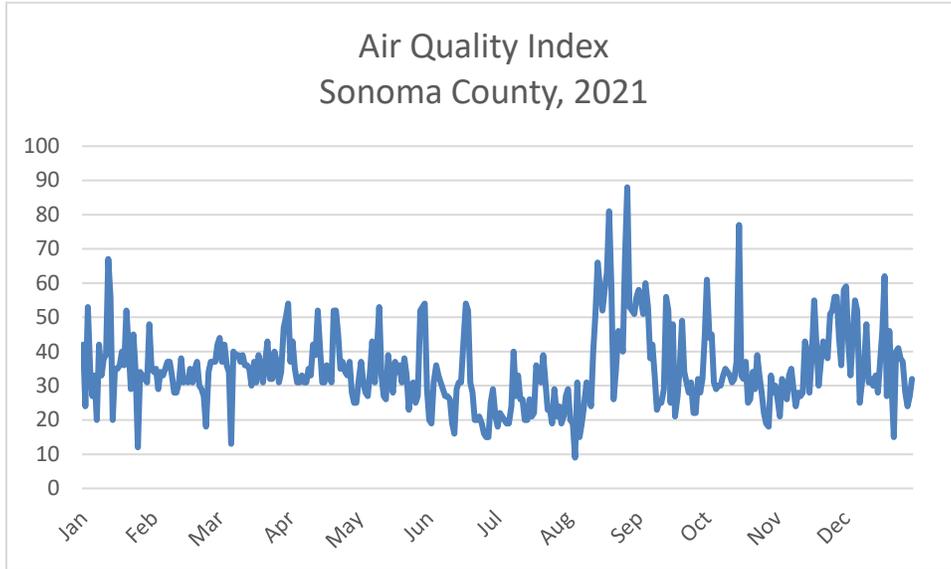
# ROADWAYS IN SONOMA COUNTY

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.



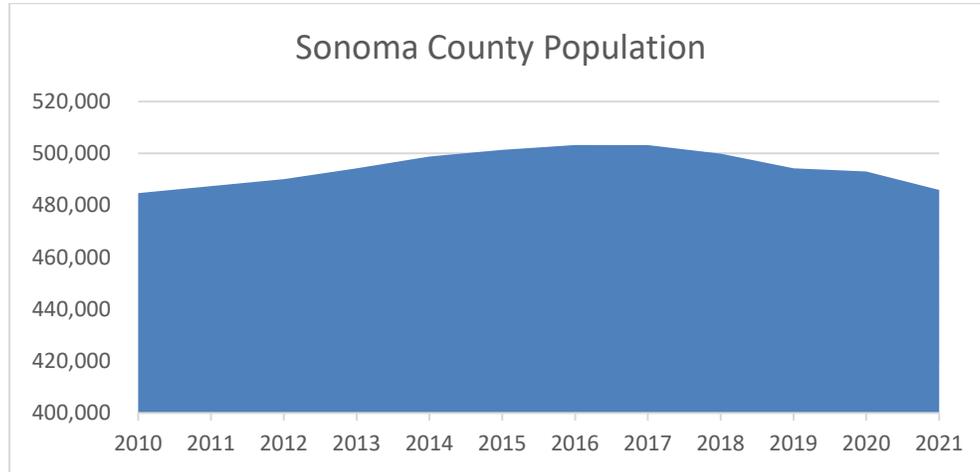
Source: [Environmental Protection Agency](#); [Sonoma County Economic Development Board](#)



# DEMOGRAPHIC PROFILE

## POPULATION

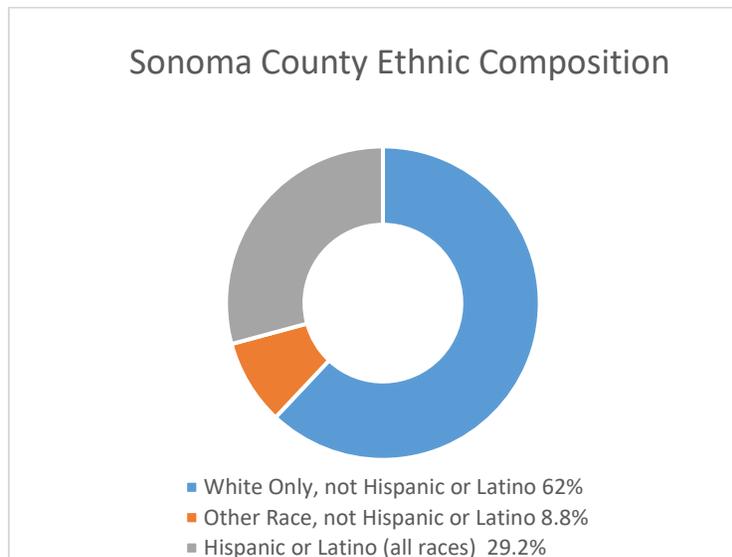
Sonoma County's populations continues to shrink, marking the fourth year of decline in a row. In 2022, Sonoma County was home to an estimated 487,721 residents, which is 17,362 less than in 2016. Prior to 2016 Sonoma County had experienced continuous population growth; devastating wildfires and rising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



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

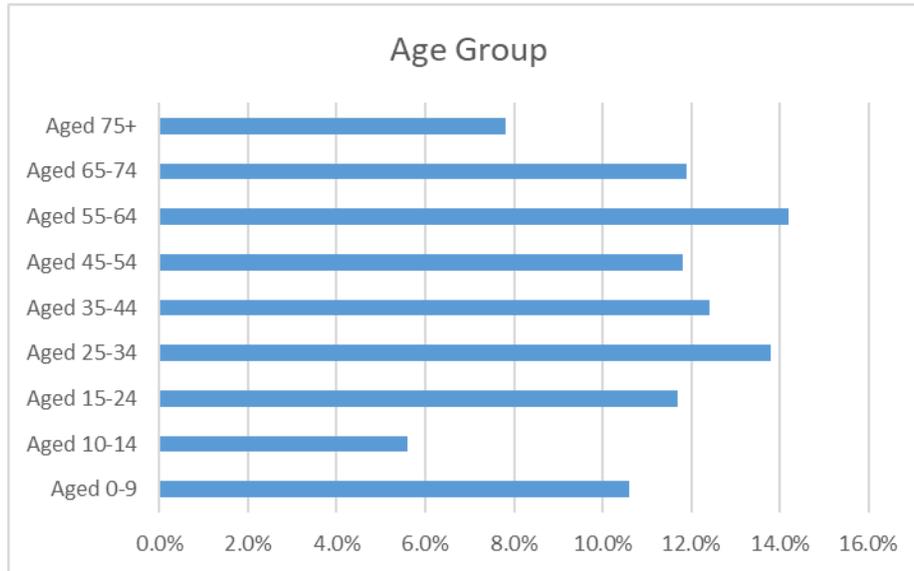
## POPULATION CHARACTERISTICS

**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.



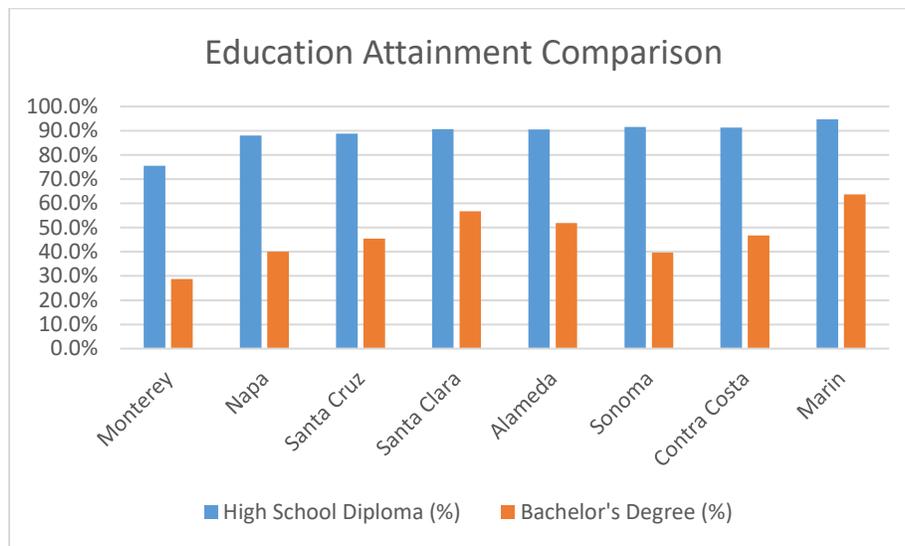
Source: [Sonoma County Economic Development Board](#)

**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

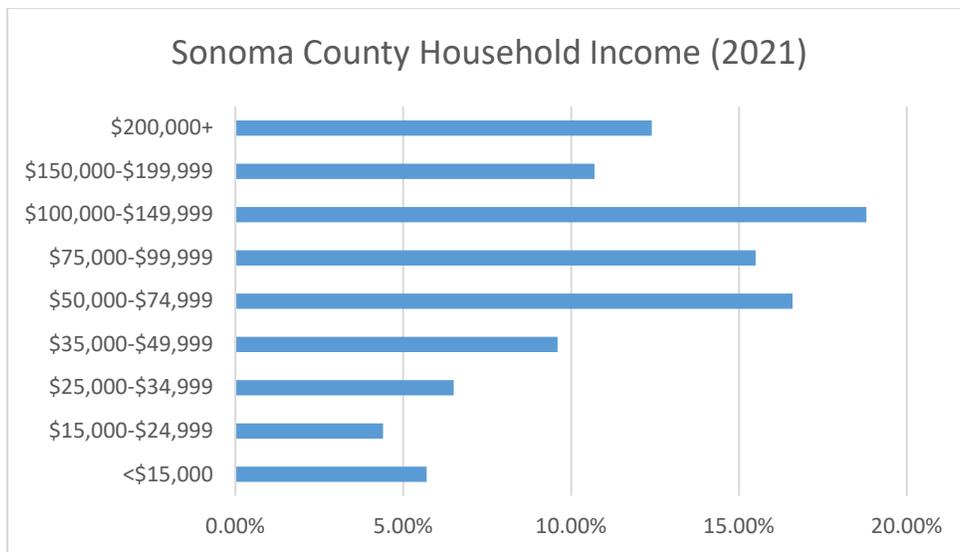
# ECONOMICS

## MEDIAN HOUSEHOLD INCOME

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

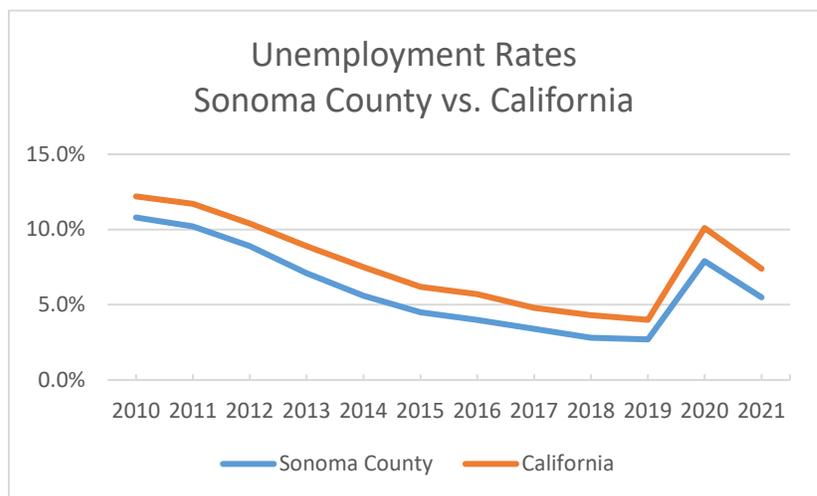
## HOUSEHOLDS BY INCOME

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

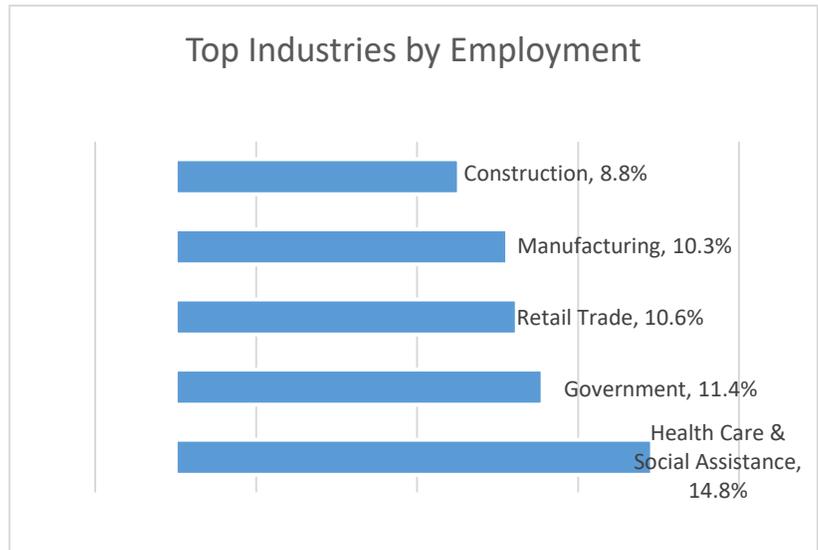
In 2021, the top private employers were dominated by Healthcare, Technology, and the Food & Beverage industries. In sum, the top employers in healthcare, Kaiser Permanente, Providence, and Sutter Santa Rosa Regional Hospital, employ 5,691 workers. Within the Food & Beverage industry, Jackson Family Wines, 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

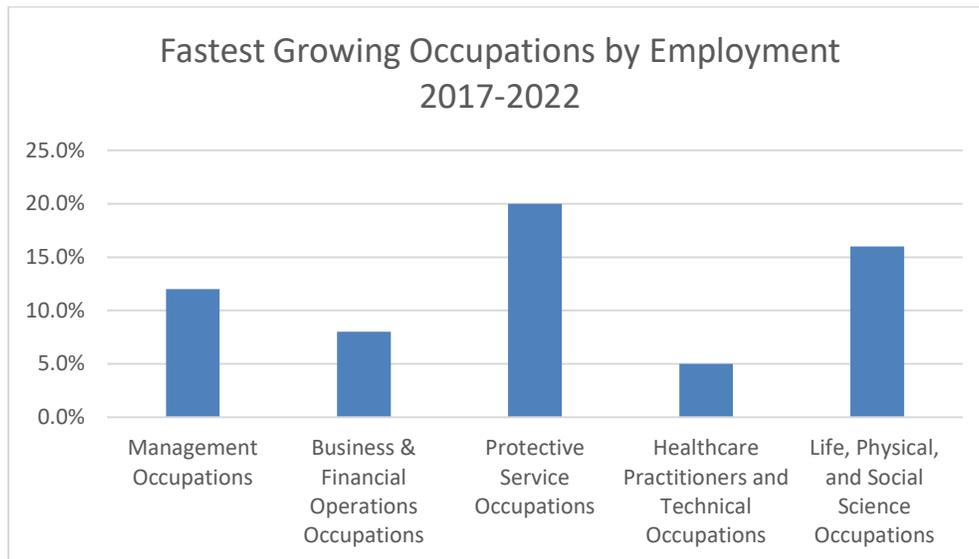
In 2021, Sonoma County's top five industries by employment were Healthcare & Social Assistance (14.8%), Government (11.4%), Retail Trade (10.6%), Manufacturing (10.3%), and Construction (8.8%). From 2016 to 2021, the Construction industry has grown by 22%, and added 3,642 jobs, alongside Professional, 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/>

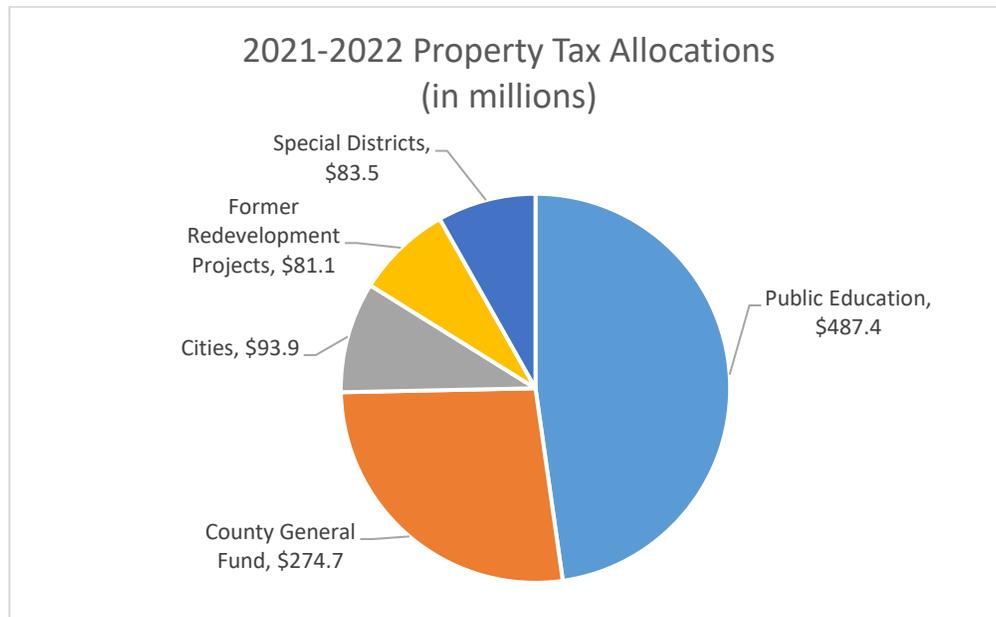
Type	Revenue
Winegrapes - All	\$357,511,500
Market Milk	\$157,776,800
Miscellaneous Livestock and Poultry	\$43,446,100
Miscellaneous Livestock and Poultry Products	\$33,133,600
Cattle and Calves	\$20,512,600
Nursery - Ornamentals	\$19,477,600
Nursery - Miscellaneous	\$15,031,600
Nursery - Bedding Plants	\$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

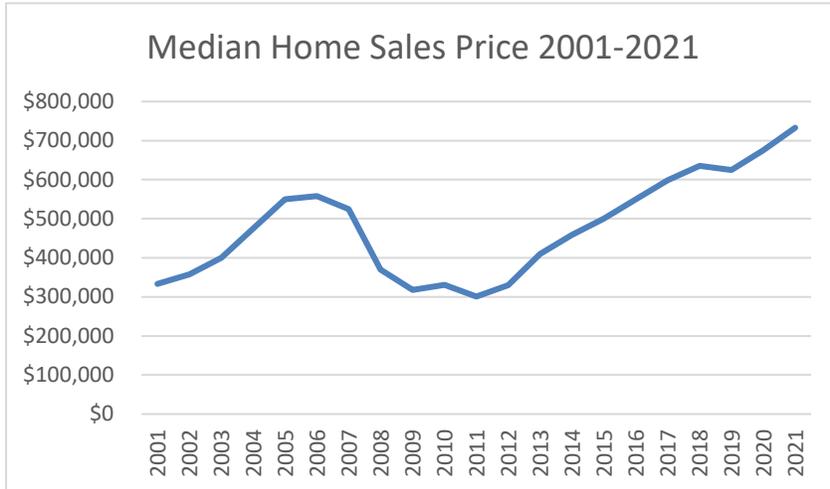
(Dollar Amounts in Thousands)

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

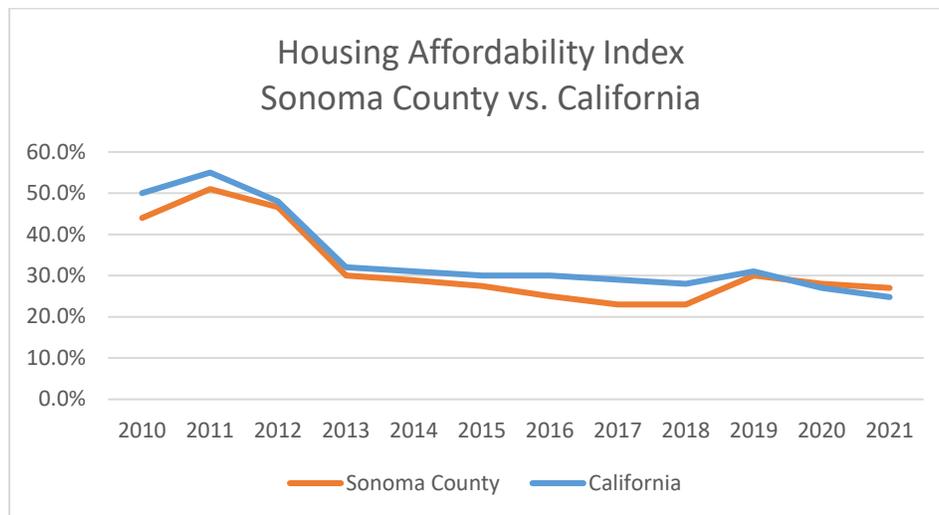


The median home sales price for Sonoma County in 2021 was \$733,000. This is approximately an 8.6% increase from the previous year. Apart from the 43% dip in median home sales price during the recession years of 2006-2009 and a slight drop in price from 2018 to 2019 (-1.7%), Sonoma County has seen a 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 2021-22 THROUGH FY 2023-24

### Financing Sources

Description	Actual 2021-22	Estimated 2022-23	Recommended 2023-24	Adopted 2023-24
Taxes	\$ 520,174,778	\$ 524,717,707	\$ 543,495,254	\$ 546,076,156
Licenses/Permits/Franchises	\$ 34,456,738	\$ 35,898,188	\$ 36,175,494	\$ 36,355,801
Fines/Forfeitures/Penalties	\$ 13,900,959	\$ 18,841,556	\$ 15,393,997	\$ 17,635,928
Use of Money/Property	\$ (5,165,489)	\$ 41,799,707	\$ 40,265,960	\$ 40,279,228
Intergovernmental Revenues	\$ 816,696,321	\$ 878,250,421	\$ 899,717,606	\$ 906,940,516
Charges for Services	\$ 336,280,272	\$ 322,502,386	\$ 342,584,776	\$ 343,307,938
Miscellaneous Revenues	\$ 88,015,214	\$ 91,428,863	\$ 40,353,351	\$ 40,353,351
Other Financing Sources	\$ 88,261,826	\$ 81,348,446	\$ 48,166,467	\$ 48,166,467
Use of Fund Balance/Net Assets	\$ 132,340,265	\$ 195,630,707	\$ 225,485,849	\$ 259,081,346
<b>Total Financing Sources</b>	<b>\$ 2,024,960,884</b>	<b>\$ 2,190,417,981</b>	<b>\$ 2,191,638,754</b>	<b>\$ 2,238,196,731</b>

### Use of Financing by Function

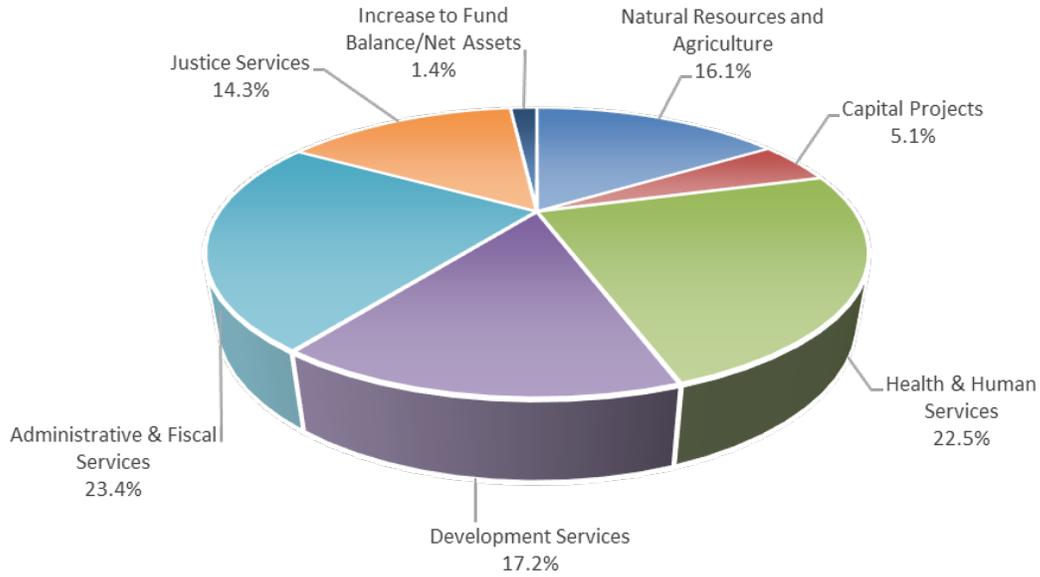
Description	Actual 2021-22	Estimated 2022-23	Recommended 2023-24	Adopted 2023-24
Administrative & Fiscal Services	\$ 307,999,077	\$ 442,208,127	\$ 529,351,147	\$ 525,932,415
Justice Services	\$ 281,921,401	\$ 294,927,476	\$ 323,395,901	\$ 330,031,399
Health & Human Services	\$ 496,665,375	\$ 499,300,861	\$ 524,124,120	\$ 537,048,396
Development Services	\$ 302,484,120	\$ 325,651,203	\$ 333,863,610	\$ 344,901,431
Natural Resources and Agriculture	\$ 267,400,812	\$ 378,097,459	\$ 354,796,600	\$ 354,907,592
Capital Projects	\$ 19,512,714	\$ 102,666,581	\$ 107,192,978	\$ 107,193,455
Increase to Fund Balance/Net Assets	\$ 348,977,385	\$ 147,566,274	\$ 18,914,398	\$ 38,182,043
<b>Total Financing Uses</b>	<b>\$ 2,024,960,884</b>	<b>\$ 2,190,417,981</b>	<b>\$ 2,191,638,754</b>	<b>\$ 2,238,196,731</b>

## Use of Financing by Function

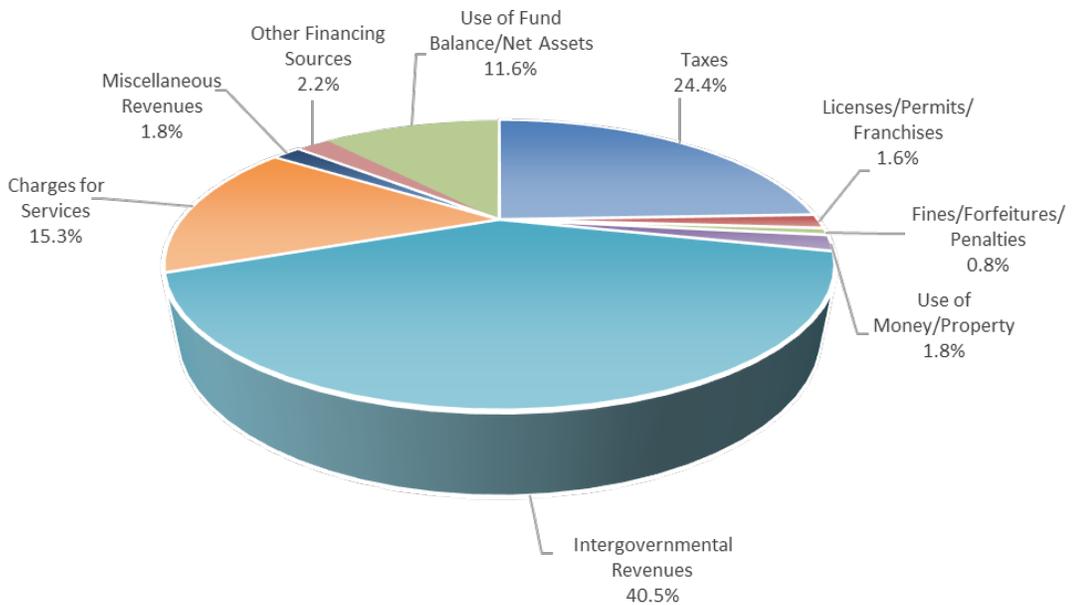
<b>Description</b>	<b>Actual 2021-22</b>	<b>Estimated 2022-23</b>	<b>Recommended 2023-24</b>	<b>Adopted 2023-24</b>
Salaries & Benefits*	\$ 606,124,133	\$ 738,181,515	\$ 824,552,077	\$ 846,631,498
Services & Supplies	\$ 654,334,693	\$ 755,562,441	\$ 773,170,854	\$ 781,299,569
Other Charges	\$ 593,641,199	\$ 588,516,210	\$ 687,758,802	\$ 695,095,528
Fixed Assets	\$ 115,153,329	\$ 276,148,587	\$ 263,178,112	\$ 269,052,261
Operating Transfers	\$ 69,746,581	\$ 80,258,774	\$ 77,221,957	\$ 71,719,572
Reimbursements	\$ (363,016,436)	\$ (400,815,820)	\$ (458,157,446)	\$ (468,783,740)
Appropriations for Contingencies	\$ -	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Increase to Fund Balance/Net Assets	\$ 348,977,385	\$ 147,566,274	\$ 18,914,398	\$ 38,182,043
<b>Total Financing Uses</b>	<b>\$ 2,024,960,884</b>	<b>\$ 2,190,417,981</b>	<b>\$ 2,191,638,754</b>	<b>\$ 2,238,196,731</b>
<b>Total Permanent Positions (FTE)</b>	<b>4155.73</b>	<b>4,271.93</b>	<b>4,285.13</b>	<b>4,390.73</b>

# COUNTY BUDGET – ALL FUNDS

## FY 2023-24 \$2.24 Billion Uses - All Funds

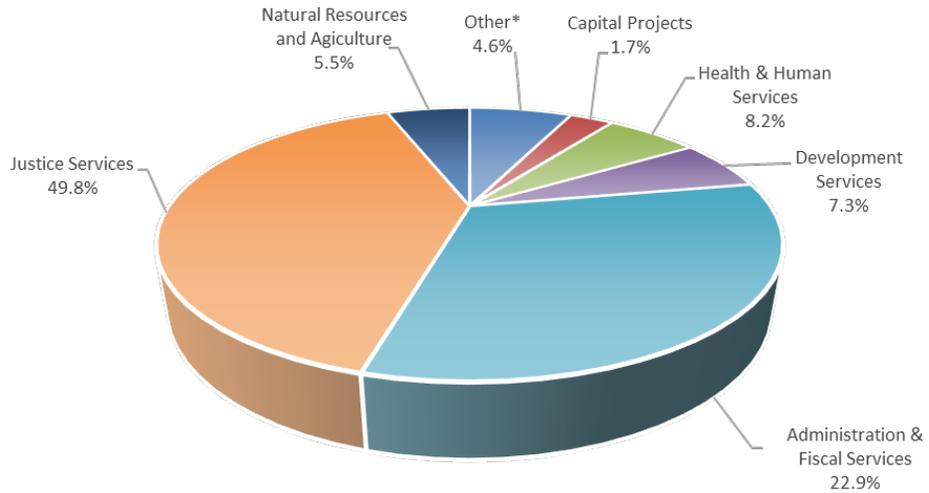


## FY 2023-24 \$2.24 Billion Sources - All Funds



# GENERAL FUND

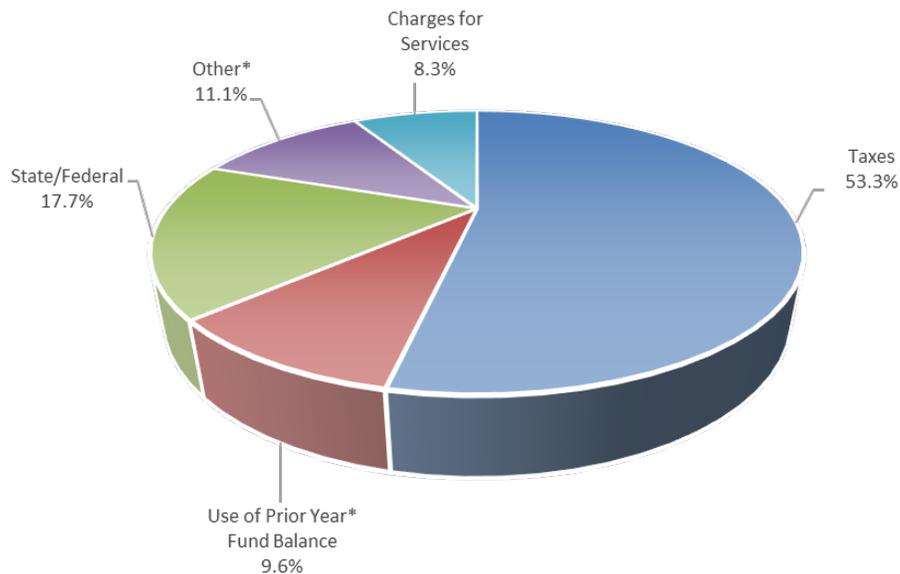
## FY 2023-24 \$690.3 Million Uses – General Fund



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

\*Other - Includes General Government Transfers (\$31.0 million), and Increases to Fund Balance (\$16.9 million)

## FY 2023-24 \$690.3 Million Sources – General Fund



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

\*Other - Includes Licenses/Permits/Franchises (\$25.0 million), Fines/Forfeitures/Penalties (\$13.0 million), Use of Money/Property (\$5.0 million), Miscellaneous Revenues (\$4.2 million), and Other Financing Sources (\$29.1 million).

\*\*Use of Prior Year Fund Balance - Includes \$66.5 million carryover fund balance.



# ADMINISTRATIVE SUPPORT & FISCAL SERVICES

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Board of Supervisors / County Administrator

County Counsel

Human Resources

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

## M. Christina Rivera County Administrator

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

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$18,823,871
Internal Transfers	\$496,000
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$6,687,286
Total General Fund Contribution	\$12,632,585
% Funded by General Fund	65.39%
Total Staff	83.70

## 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 <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/county-administrator>.

### Service 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, data research, 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 provides assistance to 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. Operations & Budgets staff oversees Non-Departmental, Court Support Operations, and Capital Project budgets, which are included in separate sections of the budget document.

**Central Communications** brings a cohesive outreach strategy and voice in order to enhance and improve the flow of information to the community. Central Communications provides a platform for two-way communication 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 programs and residents. In coordination with state and federal advocacy consultants, staff tracks and monitors all state and federal legislation. Legislative and Intergovernmental Affairs staff also serve as the County's liaison to local, state, tribal and federal offices, and other governmental agencies. Staff is also responsible for administering the County's Tribal Mitigation Agreements.

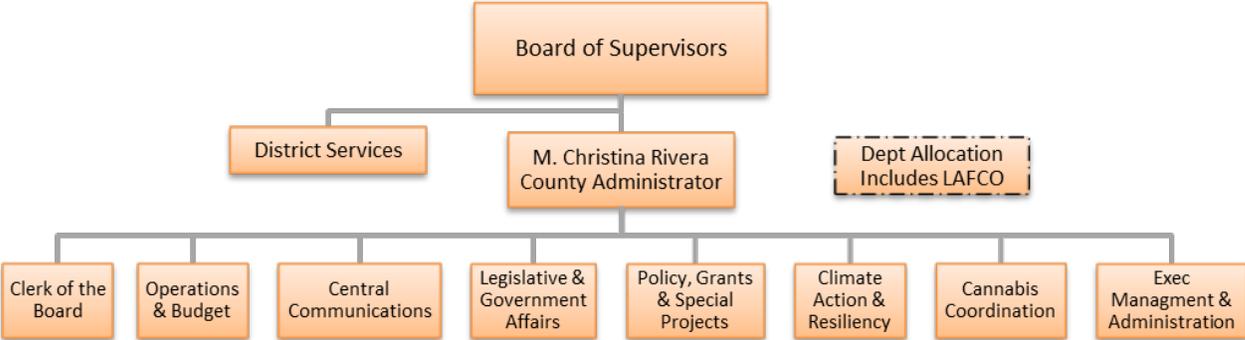
**Policy, Grants & Special Projects** researches and evaluates existing and new policies that are of priority interest to the Board of Supervisors. Staff provides project management for Board established priority projects, provides support for most Ad-Hocs, and facilitates cross-departmental coordination. 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, County Counsel, 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 Management & 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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
District Services	22	22	0.00	0.0
Clerk of the Board	7	7	0.00	0.0
Operations & Budget	7	7	0.00	0.0
LAFCO*	3.7	3.7	0.00	0.0
Central Communications	10	10	0.00	0.0
Legislative & Government Affairs	2	2	0.00	0.0
Policy, Grants & Special Projects	8	7	(1.00)	(12.5)
Climate Action & Resiliency	5	14	9.00	180.0
Cannabis Coordination	1	1	0.00	0.0
Executive Management & Administration	6	6	0.00	0.0
<b>Total Permanent Positions**</b>	<b>71.70</b>	<b>79.70</b>	<b>8.00</b>	<b>11.2</b>

\*LAFCO positions will be moved out of this budget through a budget hearing action.

\*\*One time limited position being deleted in Policy, Grants and Special Projects; and 9.0 positions being added in Climate Action and Resiliency to the integration of Energy and Sustainability within the department.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
District Services	\$4,816,013	\$4,911,720	\$95,707	2.0
Clerk of the Board	\$1,997,509	\$2,027,957	\$30,448	1.5
Operations & Budget	\$2,656,670	\$2,371,332	(\$285,338)	(10.7)
LAFCO	\$741,796	\$0	(\$741,796)	(100.0)
Central Communications	\$2,122,768	\$2,127,787	\$5,019	0.2
Legislative & Government Affairs	\$500,355	\$593,573	\$93,218	18.6
Policy, Grants & Special Projects	\$2,188,160	\$1,670,194	(\$517,966)	(23.7)
Climate Action & Resiliency	\$1,622,291	\$2,729,461	\$1,107,169	68.2
Cannabis Coordination	\$175,390	\$189,873	\$14,483	8.3
Executive Management & Administration	\$1,310,642	\$1,709,750	\$399,108	30.5
<b>Departmental Operating Expenditures*</b>	<b>\$18,131,592</b>	<b>\$18,331,647</b>	<b>\$200,054</b>	<b>1.1</b>
<i>Internal Departmental Transfers</i>	<i>\$0</i>	<i>\$496,000</i>	<i>\$496,000</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$18,131,592</b>	<b>\$18,827,647</b>	<b>\$696,054</b>	<b>3.8</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$13,986,465	\$14,832,610	\$846,145	6.0
Services and Supplies	\$4,019,763	\$3,514,476	(\$505,287)	(12.6)
Other Expenses*	\$75,000	\$428,000	\$353,000	470.7
Transfers within the County**	\$50,366	\$52,561	\$2,195	4.4
<b>Total Expenditures by Character</b>	<b>\$18,131,594</b>	<b>\$18,827,647</b>	<b>\$696,053</b>	<b>3.8</b>

\*Other Expenses reflect community grants issued under the Community Investment Fund by Board Districts.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Contribution	\$10,868,870	\$12,140,361	\$1,271,491	11.7
Fees and Charges for Services	\$684,425	\$702,469	\$18,044	2.6
State, Federal, & Other Govt. Revenue	\$930,734	\$219,742	(\$710,992)	(76.4)
Other Departmental Revenue*	\$12,300	\$1,393,300	\$1,381,000	11,227.6
Transfers & Reimbursements within the County**	\$5,635,265	\$4,371,775	(\$1,263,490)	(22.4)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$18,131,594</b>	<b>\$18,827,647</b>	<b>\$696,053</b>	<b>3.8</b>

\*Other Departmental Revenue reflects revenues received in the Energy and Sustainability unit and the PG&E Local Government Partnership, which was not a part of this department in FY 2022-23.

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

The recommended FY 2023-24 budget of \$18.8 million is supported by a \$12.1 million General Fund contribution, which is about \$1.3 million, or about 12%, greater than the FY 2022-23 adopted budget. The change is attributed to converting \$1.3 million of General Fund reimbursements into departmental general fund net cost to accurately represent the total General Fund departmental demand. FY 2023-24 recommended uses include:

- **Operations & Budgets:** this Service Area is decreasing by \$285,000 largely due to reallocation of various departmental operational expenses, including internal service costs to other budget units to better represent the cost of delivering budget development and operations consulting service.
- **Local Agency Formation Commission:** The budget appropriations for the Local Agency Formation Commission (LAFCO), have been allocated to a separate budget outside of the Board of Supervisors/County Administrator's Office budget. LAFCO is a separate entity under state law, and reports to its own Board of Commissioners. For transparency and clarity, LAFCO's costs, which have been traditionally included in the department's budget as a part of the Budget Hearing Actions and not yet reflected in the recommended budget, will be moved into its own budget unit including position allocations.
- **Legislative & Intergovernmental Affairs:** The 18.6% increase in this Service Area is due to updated outside professional services agreements, and for Internal service cost allocation that was previously combined within the Central Communications Service Area.
- **Policy, Grants & Special Projects:** The \$513,000, or 24%, decrease is due to three main factors: 1) Unclaimable Legal Services fees that had previously been recorded in this Service Area will be consolidated and distributed to the department's two divisions during FY 2023-24 (Board of Supervisors, County Administrator); and 2) one Project term limited position, which supported the Strategic Plan Healthy and Safe Communities Pillar, is set to expire at the end of FY 2022-23. Appropriations for contract services were also significantly decreased, and this Service Area will utilize Strategic Plan funding awards to cover these costs.
- **Climate Action & Resiliency:** This Service Area is increasing by \$1.1 million due to the integration of the Energy and Sustainability Division, which had previously been a part of the General Services Department and includes the transfer of 9.0 FTEs.

- **Executive Leadership & Administration:** The \$400,000, or 30.5%, increase is because in FY 2023-24 this unit will now record service costs previously included in the Operations & Budgets Service Area and as well as legal costs previously included in the Policy, Grants & Special Projects Service Area budget. Because these costs benefit the department as a whole rather than a specific service area, they are being centralized here.

### Key Issues

- **Clerk of the Board:** Technological support is a key challenge as Clerk of the Board staff are the primary providers of countywide systems that support the various Boards' legislative process, such as the agenda management system, audio/visual equipment, and technology for hybrid public meetings. Augmenting and up-leveling staff skills to support the changing platforms compete with recurring agenda management and weekly facilitation of public meetings.
- **Climate Action & Resiliency:** This division was created in May, 2021 with 2017 PG&E Wildfire Settlement funds to provide leadership of County-wide climate and resiliency initiatives and develop climate policies that align with the County's Strategic Plan Climate Action and Resiliency Pillar. Three out of the four positions in this unit were established as time-limited for three years. Over the course of FY 2022-23, this Service Area more than doubled when the Energy and Sustainability Division, previously in the General Services Department, was integrated into the County Administrator's Office. In addition, another permanent position was added to address clean water issues and serve as the County's Ombudsman for a new state water program. As a result of the new and changing structure of this Service Area, key issues have arisen, including defining a clear scope for its work, aligning that scope with staff resources, and integrating staff from different functional areas and disciplines into a cohesive team. Uncertainties related to the structure and function in this Service Area due to the time-limited funding, make long-term strategic planning challenging.
- **Central Communications:** proactively providing communication and county information to the community using multiple conventional and digital platforms on such issues as homeless services, mental health, infrastructure, climate resiliency, racial equity and disaster response, while simultaneously building a cohesive County brand and voice is a real time competing demand staff is accommodating for. In addition, creating culturally competent Spanish-language messaging with current resources is expected to continue to be a challenge into FY 2023-24.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Clerk of the Board** completed upgrades to Board Chambers technology. Improvements can be seen in the camera operations and video quality. The Chambers are also now more versatile and accessible to the public and can accommodate additional staff or supplemental members at the dais.
- **Climate Action & Resiliency** collaborated with the Ag + Open Space District to develop the Countywide Climate Resilient Lands Strategy. The Division is using the Strategy as a platform to build partnerships and seek resilience funding.
- **Climate Action & Resiliency** secured \$10 million in federal grant funding to build climate resilience in working lands, was awarded \$791,000 for renewable electric vehicle charging infrastructure, and assisted the Board with the allocation of \$3.7 million from the Climate Resilience Fund for eight projects led by various County departments and agencies. In addition, released educational resource materials and conducted forums in both English and Spanish to increase residents' education on how to accomplish resiliency to their properties. Efforts included assisting over 400 residents and businesses to secure rebates and financing.

- **Central Communications:** Participated in regional emergency response exercise, Golden Eagle 2022, to develop improved messaging coordination among County departments and neighboring jurisdictions. Will also participate in the 2023 exercise. Continue to facilitate weekly regional Public Information Officer (PIO) calls to address on-going communications challenges related to COVID-19, power shutoffs, freeze and heat alerts and homelessness.
- **Policy, Grants and Special Projects** led the implementation of the first iteration of the County Strategic Plan dashboard available at <https://performance.envisio.com/dashboard/sonomacounty2284>.
- **Operations and Budgets:** in collaboration with Human Resources, supported negotiations for successor labor agreements. Negotiations focused on multi-year contracts designed to address recruitment and retention issues and inflationary pressures affecting the workforce, while keeping fiscal sustainability in focus. A successor agreement with the County's largest union, SEIU 1021, was ratified in April and approved by the Board in May 2023. The County hopes to complete all negotiations by early FY 2023-24.

### FY 2023-24 Objectives

- **Climate Action & Resiliency:** Complete the carbon sequestration study, zero-waste report, and an energy master plan. Together these efforts will result in developing a comprehensive climate action and resilience plan designed to achieve the Board's Strategic Plan goal to make the County carbon neutral, zero waste, and resilient by 2030. The plan is estimated to be presented for Board approval during the second half of FY23-24. Develop a one stop portal for property owners to access information for funding from FEMA grants, SCEIP and other information and incentives.
- **Central Communications:** Continued expansion of accessible proactive communications on multiple platforms with an emphasis on video and other visual communications. Including development of two-way communication opportunities for the public, particularly through management and implementation of Public Input, the public engagement software interface for County's new Constituent Relations Management system, with a focus on creating culturally competent Spanish-language messaging. Also, revise the Communications Strategy in alignment with the Language Access Policy upon Board direction and approval in 2023-24. Produce a series of videos featuring the work of the Sheriff's Office, Independent Office of Law Enforcement Review and Outreach (IOLERO), and the Public Defender, and highlights their commitment to the community.

**Policy, Grants and Special Projects:** Support and track Strategic Plan implementation to ensure desired outcomes are achieved; implementation of the County Grant program to support departments in proactively seeking grant funding; effectively staff several Ad Hoc Committees of the Board.

**Executive Management and Administration:** Support application of the Racial Equity Analysis Tool as part of programs and policy recommendations.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Increase district budgets by \$20,000 each, providing districts with on-going funding for interpretation services (\$10,000) and hybrid meeting support (\$10,000). Net cost increase is offset with a reduction in the Non-Departmental Supplemental Budget Adjustments. This is an administrative change to allow for easier management of available funds for these purposes.	0.00	\$0	\$100,000	\$100,000
Add a 1.0 Administrative Aide to the Energy and Sustainability Division for FY 2023-24 associated with Round 2 Strategic Plan funding awards. There is no financial change with this adjustment because this is a one-time award and all one-time funds associated with the Strategic Plan will be included in the FY 2023-24 budget by way of a Board item to be presented in September, 2023. (2/27/23, item #18).	1.00	\$0	\$0	\$0
Add 1.0 Principal Analyst to the Clerk of the Board as approved in April, 2023 (BOS approved on 4/4/23, Item #16). There is no financial adjustment as the cost of position is offset with existing departmental resources.	1.00	\$0	\$0	\$0
Add \$247,651 as a net cost increase to provide on-going support of a 1.0 Climate Grants Analyst, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, Item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments.	1.00	\$0	\$247,651	\$247,651

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Transfer a 1.0 Executive Secretary from the former General Services Department to the County Administrator's Office.	0.00	\$144,573	\$0	\$144,573

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$13,986,465	\$14,832,610	\$15,224,834	\$1,238,369	8.9
Services and Supplies	\$4,019,763	\$3,514,476	\$3,614,476	(\$405,287)	(10.1)
Other Expenses*	\$75,000	\$428,000	\$428,000	\$353,000	470.7
Transfers within the County**	\$50,366	\$52,561	\$52,561	\$2,195	4.4
<b>Total Expenditures by Character</b>	<b>\$18,131,594</b>	<b>\$18,827,647</b>	<b>\$19,319,871</b>	<b>\$1,188,277</b>	<b>6.6</b>

\*Other Expenses reflect community grants issued under the Community Investment Fund by Board Districts.

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

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$10,868,870	\$12,140,361	\$12,632,585	\$1,763,715	16.2
Fees and Charges for Services	\$684,425	\$702,469	\$702,469	\$18,044	2.6
State, Federal, & Other Govt. Revenue	\$930,734	\$219,742	\$219,742	(\$710,992)	(76.4)
Other Departmental Revenue*	\$12,300	\$1,393,300	\$1,393,300	\$1,381,000	11,227.6
Transfers & Reimbursements within the County**	\$5,635,265	\$4,371,775	\$4,371,775	(\$1,263,490)	(22.4)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$18,131,594</b>	<b>\$18,827,647</b>	<b>\$19,319,871</b>	<b>\$1,188,277</b>	<b>6.6</b>

<b>Total Permanent Positions</b>	<b>71.70</b>	<b>79.70</b>	<b>83.70</b>	<b>12.00</b>	<b>16.7</b>
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\*Other Departmental Revenue reflects revenues received in the Energy and Sustainability unit and the PG&E Local Government Partnership, which was not a part of this department in FY 2022-23.

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

# 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.**

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$11,728,518
Internal Transfers	\$1,371,731
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$13,099,218
Total General Fund Contribution	\$1,031
% Funded by General Fund	0.01%
Total Staff	41.25

## DEPARTMENT OVERVIEW

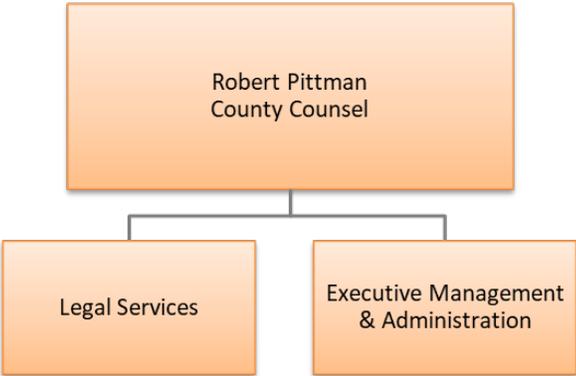
The Sonoma County Counsel’s Office is the primary provider of legal services to County departments and over 25 special districts, including the Board of Supervisors, Grand Jury, Agricultural Preservation and Open Space District, Community Development Commission, Sonoma County Water Agency, Local Agency 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 the legal services area.

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

### Service Area Description

County Counsel performs legal services related to contracting, real property transactions, public works, fiscal services, while also providing 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. Attorneys also perform a variety of legal services in connection with trial and appellate litigation in state and federal courts, coordination with outside counsel, administrative hearings, ordinance and policy drafting and adoptions, and labor and employment issues. The Office oversees 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. Counsel also handles legal matters related to Climate Action, resilience, natural resources management, and the County’s Debris Insurance Collection Program.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Legal Services	41.25	36.25	(5.00)	(12.1)
Executive Management & Administration*	0.00	5.00	5.00	0.0
<b>Total Permanent Positions</b>	<b>41.25</b>	<b>41.25</b>	<b>0.00</b>	<b>0.0</b>

\*Executive Management and Administration positions are centrally budgeted and assist in providing all services. As such, costs are allocated on the Expenditures table and Executive Management and Administration is not reflected as a service. Because positions support multiple services and cannot easily be divided, Executive Management and Administration is included on this table.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Legal Services	\$11,390,630	\$11,728,518	\$337,888	3.0
<b>Departmental Operating Expenditures*</b>	<b>\$11,390,630</b>	<b>\$11,728,518</b>	<b>\$337,888</b>	<b>3.0</b>
<i>Internal Departmental Transfers**</i>	<i>\$0</i>	<i>\$1,371,731</i>	<i>\$1,371,731</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$11,390,630</b>	<b>\$13,100,249</b>	<b>\$1,709,619</b>	<b>15.0</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.

\*\*Executive Management and Administration costs are allocated in the Legal Services Service Area. The FY 2023-24 Executive Management & Administration cost totaling \$1.3 million is programmed as an internal reimbursement in the Administration Services section and reflected in this table as an Internal Department Transfer.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$10,540,910	\$10,966,267	\$425,357	4.0
Services and Supplies	\$826,116	\$2,110,112	\$1,283,996	155.4
Transfers within the County*	\$23,604	\$23,870	\$266	1.1
<b>Total Expenditures by Character</b>	<b>\$11,390,630</b>	<b>\$13,100,249</b>	<b>\$1,709,619</b>	<b>15.0</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$1,050	\$1,031	(\$19)	(1.8)
Fees and Charges for Services	\$4,332,930	\$4,672,647	\$339,717	7.8
Other Departmental Revenue	\$99,760	\$0	(\$99,760)	(100.0)
Transfers & Reimbursements within the County**	\$6,956,890	\$8,426,571	\$1,469,681	21.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,390,630</b>	<b>\$13,100,249</b>	<b>\$1,709,619</b>	<b>15.0</b>

\*\*Reimbursements within the County include \$7.05 million in payments from County client departments for legal services and \$1.37 million intra departmental reimbursement for Administration Services.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

**Legal Services:** The service area budget is increasing by \$337,888 from the prior year primarily due to increased labor expense, offset by a commensurate increase in charges for services and reimbursements from an increase in County Counsel's hourly rate by \$2 from \$282 to \$284 effective in FY 2023-24.

The department's gross departmental expenditures see a larger increase of \$1.7 million, or 15%, due to a budgeting change that will standardize how the department captures administration and executive management support costs. Starting in FY 2023-24, executive management and general administration costs will be programmed in a separate newly created budget section with expenses fully reimbursed by the **Legal Services** budget. As a result, the bulk of the increase in the department's services and supplies of \$1.2 million is attributed to the inclusion of administration costs in the Legal Services budget offset by a corresponding increase in internal reimbursements in the Administration Services section.

### Key Issues

- Recruitment and retention of experienced public law attorneys and paralegals.
- 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.
- Identifying legal software and technology options for a case management system to streamline and support the office's current workload.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- Provided legal leadership on several high profile County infrastructure projects, including: (i) finalized and executed Ground Lease and financing instruments with the State for new Behavioral Health Housing Unit at Main Adult Detention Facility; (ii) assisted Sonoma County Community Development Commission negotiate and acquire George's Hideaway under Project Homekey 2 and provided legal assistance in the development and conversion of George's Hideaway to permanent supportive housing; (iii) 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 (PVP) during PG&E's license surrender process and to secure grant funding from the Department of Water Resources to: (1) establish the Russian River Water Forum for stakeholders of the Russian River and Eel Watersheds, (2) conduct a water availability analysis in Potter Valley to determine options for water supply resiliency and (3) conduct a facilities assessment of the PVP in order to explore potential options for future operations; (iv) completed the biennial conflict of interest code update to amend the County's conflict of interest and approximately 25 non-County agency codes; (v) advised County and assisted with issuance of Emergency Medical Services (EMS) Request for Proposal (RFP) to extend new agreement for emergency medical services; successfully settled challenge to said RFP; and (vi) successfully defended a cannabis business tax appeal at the Office of Administrative Hearings.
- Successfully defended or advocated on behalf of the County in numerous litigation matters, including: (i) the County's cannabis ordinance against a 2<sup>nd</sup> Amendment challenge to the prohibition of firearms at cultivation sites; (ii) continued to advocate before the California Public Utilities Commission on a variety of issues

including wildfire mitigation and power shutoffs; (iii) handled voluminous multi-department PRA requests; (iv) created policies and procedures, with both the Sheriff's Office and the Courts, to start filing Gun Violence Restraining Order (GVRO) petitions and successfully filed and obtained restraining orders entered in 10 cases; (v) continued to handle the majority of County litigation in-house; (vi) vigorously pursued code enforcement cases, including of receiverships where appropriate, successfully resolving 19 cases in the past 12 months; (vii) handled numerous Lanterman-Petris-Short (LPS) Act matters, which governs the involuntary conservatorship for persons with mental health disorders, including filing 88 petitions for reappointment and representing the County in 339 conservatorship hearings, and Child Protective Services matters (including 142 detention hearings, 80 contested hearings, 685 review hearings, 151 Jurisdictional/Disposition hearings, 75 settlement conferences, and 9 appeals of which 3 were handled inhouse).

- Provided legal leadership and supported numerous comprehensive planning policies and initiatives and significant projects, including: (i) proposed in progress updates to: Well Ordinance; Local Coastal Plan, and Housing Element and related Environmental Impact Report (EIR), Timeshare regulations, Tree Ordinance, and Vacation Rental Program; (ii) support for in progress initiatives: Public Safety Element, Environmental Justice Element/framework, Springs Specific Plan, and Airport Specific Plan; (iii) adoption of: Triennial Uniform Code Update, Temporary Tiny Homes Ordinance, Zoning Code Corrections, Sonoma Development Center (SDC) Specific Plan, Special Events in the Right of Way Ordinance, Gas Station Ban Ordinance, and Winery Events Ordinance; (iv) preparation of Certified Unified Program Agency and Final Inspection and Enforcement Plan (for Toxic and Hazardous Materials); successful negotiation of Tolay Park Co-management agreement and related Historic Property Treatment Plan Implementing Memorandum of Agreement with Federated Indians of Graton Rancheria, and a restated Agreement with the Dry Creek Rancheria Band of Pomo Indians.
- Provided legal advice and leadership to advance the County's aggressive climate action and resiliency policies and programs. Some accomplishments included: (i) *Climate Action, Resiliency and Equity (CARE) Framework*: Reviewed framework created to objectively review projects across a wide spectrum of program areas, and to guide development and implementation of climate and resiliency actions by grounding decision-making in science and metrics around expected impacts, including equity; (ii) *Climate Resiliency Fund*: Assisted staff in finalizing \$5 million in Round 2 project recommendations approved by the Board in February 2022; (iii) *Vegetation Management Grant Program*: Provided ongoing legal support and significant legal oversight and advice in the \$3.2 million of funding agreements for Round 2, and upcoming approved \$3 million for Round 3; and (iv) *Ongoing legislative support/advocacy on climate and water issues*: Successfully worked with Senator Dodd's office to include the Regional Climate Protection Authority (RCPA) in SB 852 providing RCPA with additional revenue tools for climate action and resiliency programs and projects.

#### FY 2023-24 Objectives

- Provide legal leadership and strategic advice on several high profile County Infrastructure Projects, including: **Potter Valley Project**: Provide ongoing 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 (PVP); **New County Government Center**: Continue to provide legal support for County activities associated with a potential new County Government Center; **Project Labor Agreements**: Provide legal advice and leadership to facilitate potential adoption of a revised Project Labor Agreement policy; and **Great Redwood Trail**: Continue to work with the Great Redwood Trail Agency (GRTA) to navigate its new structure and mission, including assisting GRTA with retirement of old liabilities, reformation of the Board of Directors, modernization of its processes, and advancing the master planning process and further steps to secure the future of the southern segment of the old rail line for future rail use.
- Continue to maintain and develop internal capacity and expertise to meet the County's legal needs, including: continuing to successfully handle the majority of County litigation in-house; supporting the County's efforts to combat the homelessness crisis in a legally defensible manner; advising the County's Threat Assessment Team to keep County employees safe from targeted violence; vigorously pursuing code enforcement cases, including use of receiverships where appropriate; and building capacity for in-house Child Protective Services appellate briefing.

- Provide legal leadership and advice to advance County's Comprehensive Planning Priorities, including: providing legal support for implementation of the updated well ordinance; providing legal leadership, implementation of the updated Vacation Rental Ordinance, and the General Plan Scoping Workshop kick-off and related hearings; successfully defend legal challenges to the SDC Specific Plan in coordination with outside counsel; and provide continued legal support for long range planning efforts leading to adoption of Airport Specific Plan, Housing Element and related EIR, a tree ordinance, a revised Cannabis Ordinance and small cannabis operator permitting options, the Public Safety Element Update, the Environmental Justice Element/framework, and the Winery Events ordinance, and Gas Station Ban Ordinance.
- Provide legal counsel and support to the County's safety net departments, including: coordinating with justice partners regarding Incompetent to Stand Trial (IST) growth cap; preparing for implementation of Care Court; implementing a new Exclusive Operating Area - 1 contract for emergency medical services; and drafting revisions to various provisions of the Sonoma County Code for consideration by the Board, including Chapter 28 (EMS), Chapter 32A (Tobacco Retail Licenses), Chapter 5 (Animal Services), Chapter 14 (to permit indoor cannabis use lounges within cities that want to permit such lounges and to enact potential regulations to permit home kitchens and street food vending as a result of new state legislation).
- Continue to provide legal counsel and support to the County's aggressive Strategic Plan Climate Action and Resiliency Pillar goal of carbon neutral by 2030, and work with the Climate Action Workshop Ad Hoc and staff to plan two Board workshops in the summer and fall 2023.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$10,540,910	\$10,966,267	\$10,966,267	\$425,357	4.0
Services and Supplies	\$826,116	\$2,110,112	\$2,110,112	\$1,283,996	155.4
Transfers within the County*	\$23,604	\$23,870	\$23,870	\$266	1.1
<b>Total Expenditures by Character</b>	<b>\$11,390,630</b>	<b>\$13,100,249</b>	<b>\$13,100,249</b>	<b>\$1,709,619</b>	<b>15.0</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$1,050	\$1,031	\$1,031	(\$19)	(1.8)
Fees and Charges for Services	\$4,332,930	\$4,672,647	\$4,672,647	\$339,717	7.8
Other Departmental Revenue*	\$99,760	\$0	\$0	(\$99,760)	(100.0)
Internal County Reimbursements & Transfers**	\$6,956,890	\$8,426,571	\$8,426,571	\$1,469,681	21.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,390,630</b>	<b>\$13,100,249</b>	<b>\$13,100,249</b>	<b>\$1,709,619</b>	<b>15.0</b>

<b>Total Permanent Positions</b>	<b>41.25</b>	<b>41.25</b>	<b>41.25</b>	<b>0.00</b>	<b>0.0</b>
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# HUMAN RESOURCES

**Janell Crane**  
Director

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

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><i>Expenditures</i></b>	
Departmental Operating Expenditures	\$135,261,162
Internal Transfers	\$3,160,324
<b><i>Funding Sources</i></b>	
Total Revenues/Use of Fund Balance	\$127,112,226
Total General Fund Contribution	\$11,309,260
% Funded by General Fund	8.17%
Total Staff	65.50

## DEPARTMENT OVERVIEW

Human Resources provides four Service Areas: Human Resource Services, Employee Benefits, Risk Services and Executive Management and Administration.

For more information, call (707) 565-2331, or visit <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/human-resources>.

### Service Area Description

**Human Resource Services** includes a range of services associated with core Human Resources functions for the County, including:

- **Recruitment and Classification** which 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** which 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 administers the County’s Salary Resolution for non-represented employees; and advises County departments on employee performance management.
- **Workforce Development** which administers County-wide employee development training, administers the County’s learning management system, and advises departments on organizational development.
- **Equal Employment Opportunity** which 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)** which provides County-wide system resources through the County’s Human Resources Information System (HRIS).

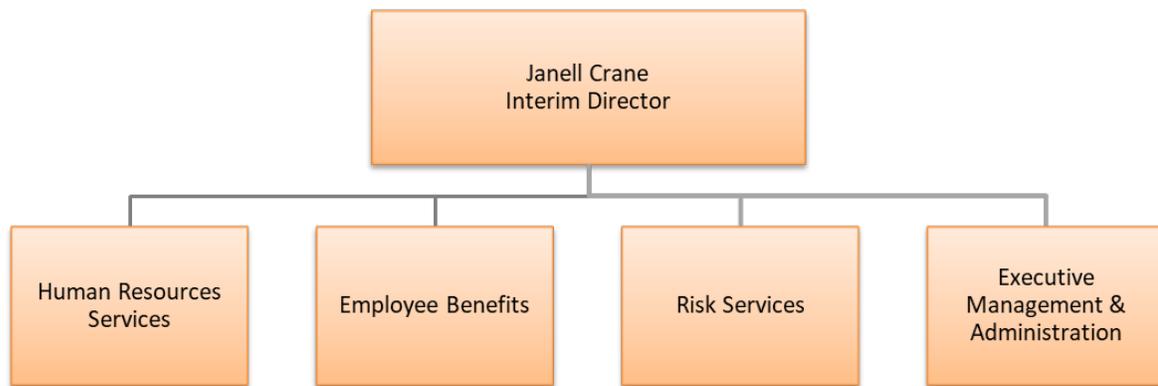
**Employee Benefits** is responsible for managing employee benefits programs and non-pension retiree benefit programs. This program area includes managing Internal Service Funds (ISF), which are used to track services provided to other departments.

**Risk Services** support the County through two primary ways:

- **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.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Human Resource Services	29	31	2.00	6.9
Employee Benefits	8	8	0.00	0.0
Risk Services	17	16	(1.00)	(5.9)
Executive Management & Administration	11	9	(2)	(18.2)
<b>Total Permanent Positions</b>	<b>65.00</b>	<b>64.00</b>	<b>(1.00)</b>	<b>(17.2)</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

# FINANCIAL SUMMARIES

## Expenditures by Program Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Human Resource Services	\$6,004,904	\$6,648,548	\$643,644	10.7
Employee Benefits	\$50,846,921	\$52,763,665	\$1,916,744	3.8
Risk Services	\$60,667,103	\$72,210,656	\$11,543,553	19.0
Executive Management & Administration	\$3,153,784	\$3,322,343	\$168,559	5.3
<b>Departmental Operating Expenditures*</b>	<b>\$120,672,711</b>	<b>\$134,945,212</b>	<b>\$14,272,501</b>	<b>11.8</b>
<i>Internal Departmental Transfers</i>	<i>\$3,026,937</i>	<i>\$3,160,324</i>	<i>\$133,387</i>	<i>4.4</i>
<b>Gross Departmental Expenditures</b>	<b>\$123,699,648</b>	<b>\$138,105,536</b>	<b>\$14,405,888</b>	<b>11.6</b>

*\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers increase the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.*

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$12,008,842	\$12,227,281	\$218,439	1.8
Services and Supplies	\$76,833,082	\$86,079,974	\$9,246,892	12.0
Other Expenses*	\$34,437,709	\$39,207,941	\$4,770,232	13.9
Transfers within the County**	\$420,017	\$590,340	\$170,323	40.6
<b>Total Expenditures by Character</b>	<b>\$123,699,650</b>	<b>\$138,105,536</b>	<b>\$14,405,886</b>	<b>11.6</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 funds that are transferred within this department and between departments.*

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$10,338,777	\$11,263,260	\$924,483	8.9
Fees and Charges for Services	\$81,032,528	\$89,907,808	\$8,875,280	11.0
State, Federal, & Other Govt. Revenue	\$440,200	\$518,100	\$77,900	17.7
Other Departmental Revenue*	\$2,530,800	\$3,161,600	\$630,800	24.9
Use of Fund Balance	\$24,477,852	\$28,356,374	\$3,878,522	15.8
Transfers & Reimbursements within the County**	\$4,879,493	\$4,898,394	\$18,901	0.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$123,699,650</b>	<b>\$138,105,536</b>	<b>\$14,405,886</b>	<b>11.6</b>

\*Other Departmental Revenue includes interest revenue on fund balances managed by the department and miscellaneous revenue including refunds associated with County Health Plan.

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Human Resource Services Area** – Human Resources is increasing by 10.7%, due to the transition of two positions that had formerly been included in Executive Management and Administration Service Area in order to better reflect the services that these positions are performing. In addition, Human Resources has identified funding within the department to increase advertisement contract expenditures in FY 2023-24 in order to help attract qualified candidates.
- **Employee Benefits Services Area** -- Employee Benefits is increasing by 3.8% due to the OPEB cost increases of \$500,000 toward retiree insurance premiums and \$300,000 expense increase toward the Public Agency Retirement Services (PARS) Trust contribution, which is used to provide funding for future OPEB benefits, similar to a pension fund. In addition, there is a \$900,000 increase in County Health Plan insurance claims and excess premium increases, which are increasing in line with other insurance premiums.
- **Risk Services** are increasing 19.0% due to a combination of factors related to the County’s property, general liability, and workers compensation insurance, all of which are centrally budgeted in Human Resources:
  - Rising insurance premium costs due to general hardening in insurance markets, which account for approximately \$4 million of the change;
  - Increases to budgeting for claims based on actuarial analysis of \$1.1 million;
  - Non-cash adjustments of \$5 million to account for actuarially-determined liability;
  - Other increases to costs of administering these programs account for \$1.4 million and are driven in large part by increased costs of County Counsel and outside counsel due to an increasingly litigious environment.
- General Fund Net Cost in the Human Resources Department is increasing by 8.9% primarily due to increases in property insurance costs, which are included in Human Resources **Risk Services** budget but support all County facilities.

### Key Issues

- **Workforce Stability** – The U.S. labor market is undergoing a major shift that has been coined “The Great Reshuffle.” Since the fall of 2021, millions of Americans have reevaluated their priorities and financial situations and either left the workforce or found new jobs that were more in alignment with their current interests, whether that be related to pay, benefits, flexibility, or work-life balance.

The recruitment and hiring challenges the County is facing are not unique. The Great Reshuffle is impacting many employers locally, regionally, and across the state and the nation. Like other jurisdictions, the County is experiencing difficulty recruiting for positions in several areas, namely health care, corrections, 911 dispatch, and licensed professionals.

As a result, the County vacancy rate has been higher than past years, even with competitive salary and benefits. These challenges have necessitated most recruitments to have an open-ended filing period, increased recruitment advertising and more aggressive recruiting strategies, and County departments becoming more efficient in their 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.

- **Hard Insurance Market** – The increase in the number and size of claims continues to create difficult insurance market conditions. This is a nationwide issue that particularly impacts public entities. As a result, premiums for excess insurance coverage also continue to increase.

To address these increased costs, the County must reaffirm its commitment to loss control strategies, such as enhanced training and safety programs – with the goal of reducing the number of claims and claims costs experienced by departments.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Successor MOU negotiations** – The Memorandums of Understanding (MOU) with employee group Unions/Associations expired between February 28, 2023, and July 2023. Negotiations for successor MOUs started in October 2022, focused on multi-year contracts designed to address recruitment and retention issues and inflationary pressures affecting the workforce, while maintaining fiscal sustainability. A successor agreement with the County's largest union, SEIU 1021, was ratified in April and approved by the Board in May 2023. The County hopes to complete all negotiations by early FY 2023-24.
- **Developed and launched the "Emerging Leader" training program (Strategic Plan Alignment: Organizational Excellence #OE3-3)** – Designed and implemented a comprehensive employee development program focused on preparing employees for promotional opportunities at the supervisor and mid-manager level of the County that is congruent with the existing executive leadership program.
- **Completed Request for Proposal for the County's Workers' Compensation Program** – Completed a Request for Proposal (RFP) for workers' compensation third party claims administration to meet service expectations. Included representatives from the Sheriff's Office and Human Resources in the vendor selection process to ensure stakeholder representation in the process. To further strengthen communication and improve service with our workers' compensation vendor, Sheriff's Office and Human Resources management meet every 60 days to review service issues, train management in various areas of workers' compensation claims, and to strengthen communication and relationships between vendor and Sheriff's management team. Additional resources have been provided by Human Resources and the vendor to meet the County's service expectations.
- **Lactation Policy** – A County-wide Lactation Policy has been adopted as required by state law, to help ensure that our workplace is accommodating to new mother employees.
- **Developed additional strategies to address the challenging labor market** – To improve the County's ability to attract and retain a high performing workforce, Human Resources implemented recruitment and retention

bonuses and other incentive options and strategies for hard-to-fill positions in light of current labor market conditions.

- **Launched Employee Demographic Dashboard on the County website (Strategic Plan Alignment: Racial Equity and Social Justice #RESJ2-2)** – In December 2022, Human Resources launched the first phase of the [Employee Demographic Dashboard](#). In alignment with the Racial Equity and Social Justice Pillar, the dashboard provides public data to make the County of Sonoma's efforts to advance racial equity more transparent, to provide a baseline from which to measure future racial equity efforts and to inform future policy and actions, and to hold the County accountable in this work.
- **Amended the Civil Service Ordinance** – In conjunction with an Ad Hoc of the Civil Service Commission, Human Resources reviewed the Civil Service Ordinance with the purpose of reconciling the Ordinance with the Civil Service Rules and Human Resources' practices. Several edits were identified to bring sections of the Ordinance in compliance with current law, which were approved by the Board of Supervisors after meeting and conferring with labor organizations.
- **Countywide Exit Interview Survey Program** – Launched an online countywide exit interview program. This program will enable the County to collect metrics, assess the overall employee experience within our organization, and identify opportunities to improve retention and engagement.

### FY 2023-24 Objectives

- **Offer Additional Racial Equity and Belonging Trainings (Strategic Plan Alignment: Racial Equity and Social Justice #RESJ2-1)** – Human Resources will make available additional trainings to supplement the Office of Equity's learning program with a focus on skills that support racial equity and belonging in employee hiring and retention including topics such as recognizing bias, micro aggressions, cultural humility, and cultural intelligence and appreciation.
- **Continue monitoring the labor market and develop additional strategies to fill County positions** – To improve the County's ability to attract and retain a high performing workforce, Human Resources will continue assessing the need for and feasibility of implementing strategies for hard-to-fill positions considering current labor market conditions.
- **Conduct an employee engagement survey, and based on survey data, develop and implement strategies to incorporate survey outcomes into future operational planning (Strategic Plan Alignment: Organizational Excellence #OE3-2)** – Human Resources will work with a vendor to conduct an employee engagement survey. This survey will provide the baseline data needed to assess the current work culture and to identify opportunities for improvement. A cross-county working group will be established to review survey results and develop strategies to address outcomes.
- **Evaluate the Civil Service Rules and Recruitment Examination Processes** – Human Resources will conduct an evaluation of the Civil Service Rules and recruitment examination processes to identify and remove barriers that may be adversely impacting applicants and candidates in underrepresented demographic groups.
- **Evaluate additional loss control services offered through the County's coverage pool (PRISM - Public Risk Innovation, Solutions, and Management)** - Human Resources – Risk Management will conduct a complete evaluation of the loss control tools and resources available through PRISM and engage departments to participate in an effort to prevent or reduce claims.
- **Earthquake insurance review** – Implement a collaborative process that includes department stakeholders and expertise, to vet and potentially improve earthquake insurance coverage decision making, thereby reducing the County's seismic risk exposure.

- **County EEO Policy & Complaint Procedure** – Review and update the County-wide Equal Employment Opportunity (EEO) Policy to incorporate recent changes to laws and implement industry best standards.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add \$30,000 as a net cost increase to provide on-going funding for a mid-manager training academy, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments. Related to NDOTHGF-SUP-03.	0.00	\$30,000	\$0	\$30,000

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Increase operating budgets for the Commission for the Status of Women and the Commission for Human Rights by \$8,000 each, to a new total of \$20,000 each.	0.00	\$16,000	\$0	\$16,000
Add 1.0 FTE Human Resource Analyst III to support the increasing recruitment needs of the Department of Health Services. Position is funded by a reimbursement from the Department of Health Services.	1.00	\$200,300	\$200,300	\$0
Adjust appropriations to increase funding for centralized job advertisement services, utilizing existing funding.	0.00	\$0	\$0	\$0

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 0.5 FTE Human Resources Technician, Confidential, to provide coverage for lobby reception front desk, funded from existing funding in the Employee Benefits ISF.	0.50	\$69,950	\$0	\$69,650

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$12,008,842	\$12,227,281	\$12,497,231	\$488,389	4.1
Services and Supplies	\$76,833,082	\$86,079,974	\$86,125,974	\$9,292,892	12.1
Other Expenses	\$34,437,709	\$39,207,941	\$39,207,941	\$4,770,232	13.9
Transfers within the County	\$420,017	\$590,340	\$590,340	\$170,323	40.6
<b>Total Expenditures by Character</b>	<b>\$123,699,650</b>	<b>\$138,105,536</b>	<b>\$138,421,486</b>	<b>\$14,721,836</b>	<b>11.9</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
General Fund Contribution	\$10,338,777	\$11,263,260	\$11,309,260	\$970,483	9.4
Fees and Charges for Services	\$81,032,528	\$89,907,808	\$89,907,808	\$8,875,280	11.0
State, Federal, & Other Govt. Revenue	\$440,200	\$518,100	\$518,100	\$77,900	17.7
Other Departmental Revenue	\$2,530,800	\$3,161,600	\$3,161,600	\$630,800	24.9
Use of Fund Balance	\$24,477,852	\$28,356,374	\$28,426,024	\$3,948,172	16.1
Internal County Reimbursements & Transfers	\$4,879,493	\$4,898,394	\$5,098,694	\$219,201	4.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$123,699,650</b>	<b>\$138,105,536</b>	<b>\$138,421,486</b>	<b>\$14,721,836</b>	<b>11.9</b>

<b>Total Permanent Positions</b>	<b>64.00</b>	<b>64.00</b>	<b>65.50</b>	<b>1.50</b>	<b>2.3</b>
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# INFORMATION SYSTEMS

**Dan Fruchey**  
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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$48,667,957
Internal Transfers	\$12,628,848
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$59,770,105
Total General Fund Contribution	\$1,526,700
% Funded by General Fund	2.49%
Total Staff	117.50

## 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 <http://sonomacounty.ca.gov/ISD>.

### Service 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.

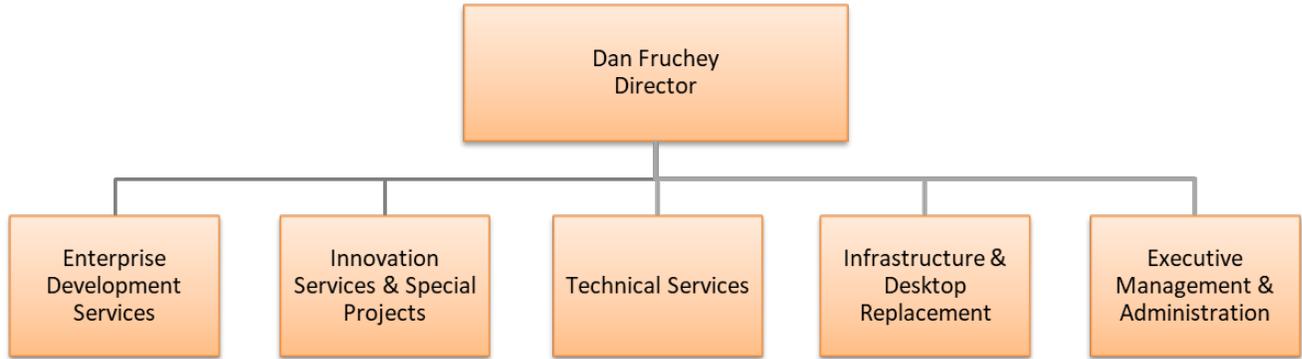
**Innovation Services & Special Projects** - Delivers a rapid and flexible response for introducing new and emerging technologies. Partners with Sonoma County leadership to stimulate an environment for system innovation while developing business strategies that serve the growing technology needs of the County. This Service Area also oversees enterprise cybersecurity and associated risk reduction services.

**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. Provides asset management services, including development and implementation of an annual technology lifecycle replacement strategy, to ensure a secure, reliable, and sustainable technology foundation. 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 clients such as the multi-agency public safety consortium.

**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.

**Executive Management & Administration** - Performs internal administrative, policy, and compliance functions. Activities support operational and project budgeting, procurement and expense management, fair and equitable cost recovery, and human resource functions, as well as providing overall leadership for the Department.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Enterprise Development Services	49.50	46.50	(3.00)	(6.1)
Innovation Services & Special Projects	4.00	7.00	3.00	75.0
Technical Services	47.00	45.00	(2.00)	(4.3)
Infrastructure and Desktop Replacement	0.00	0.00	0.00	0.0
Executive Management & Administration*	17.00	19.00	2.00	11.8
<b>Total Permanent Positions</b>	<b>117.50</b>	<b>117.50</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Enterprise Development Services	\$14,862,625	\$16,502,672	\$1,640,047	11.0
Innovation Services & Special Projects	\$2,522,296	\$3,987,176	\$1,464,880	58.1
Technical Services	\$26,325,807	\$25,983,426	(\$342,381)	(1.3)
Infrastructure and Desktop Replacement	\$2,054,900	\$1,520,140	(\$534,760)	(26.0)
Executive Management & Administration*	\$764,772	\$674,543	(\$90,229)	(11.8)
<b>Departmental Operating Expenditures**</b>	<b>\$46,530,400</b>	<b>\$48,667,957</b>	<b>\$2,137,557</b>	<b>4.6</b>
<i>Internal Departmental Transfers</i>	<i>\$13,345,471</i>	<i>\$12,628,848</i>	<i>(\$716,623)</i>	<i>(5.4)</i>
<b>Gross Departmental Expenditures</b>	<b>\$59,875,871</b>	<b>\$61,296,805</b>	<b>\$1,420,934</b>	<b>2.4</b>

\*Executive Management and Administration assists in providing all services and as such, costs are primarily allocated to the other Service Areas. The FY 2023-24 Executive Management & Administration costs total \$3,723,948, with \$674,543 of this amount reflected in the table funded by baseline rates for procurement team services.

\*\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$22,851,277	\$23,498,388	\$647,111	2.8
Services and Supplies	\$21,333,720	\$25,897,247	\$4,563,527	21.4
Capital Expenditures	\$3,652,980	\$625,000	(\$3,027,980)	(82.9)
Other Expenses	\$82,000	\$0	(\$82,000)	(100.0)
Transfers within the County*	\$11,955,900	\$11,276,170	(\$679,730)	(5.7)
<b>Total Expenditures by Character</b>	<b>\$59,875,877</b>	<b>\$61,296,805</b>	<b>\$1,420,928</b>	<b>2.4</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$1,553,889	\$1,526,700	(\$27,189)	(1.7)
Fees and Charges for Services	\$10,567,060	\$12,052,950	\$1,485,890	14.1
Other Departmental Revenue*	\$24,000	\$24,000	\$0	0.0
Use of Fund Balance	\$4,942,191	\$5,591,901	\$649,710	13.1
Transfers & Reimbursements within the County**	\$42,788,737	\$42,101,254	(\$687,483)	(1.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$59,875,877</b>	<b>\$61,296,805</b>	<b>\$1,420,928</b>	<b>2.4</b>

\*Other Department Revenue includes interest earnings on department managed 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

- Enterprise Development Services:** For FY 2023-24, expenditures in this Service Area are increasing by \$1,640,047 primarily due to contract costs associated with the replacement/modernization planning assessment of the Integrated Justice System (IJS), a centralized enterprise system that is used by the County and its justice partners, and increased labor expenses. Other increases are due to the Geographic Information Systems (GIS) orthophotography mapping project designed to produce the base data set utilized by all County departments, and contract costs associated with Report2Web application for point-in-time labor reporting and manual check printing for supplier payments (CalWin and payroll). These expenses are primarily financed through a combination of existing fund balance sourced from accumulated infrastructure replacement funds and fees and charges for services from department clients.
- Innovation Services & Special Projects:** Expenditures in this Service Area are increasing by \$1,464,880 from the prior year, primarily due to the reallocation of expenses from other Service Areas to better align the budget with Innovation & Special Projects services. This includes expenses associated with three positions moving from Enterprise Development Service Area to provide increased support for the digitization program and training and communications for the deployment of enterprise and special department projects across the County. In addition, Cybersecurity program expenses will be reallocated to this Service Area from Executive Management & Administration beginning in FY 2023-24.
- Technical Services:** For FY 2023-24, expenditures in this Service Area are decreasing by \$324,381, primarily due to a Project Manager moving to the Enterprise Development Service Area to provide increased database services support. Additionally, there is a decrease in *Capital Expenditures* when compared to the prior year in this Service Area by \$2.6 million as a result of decrease in planned infrastructure equipment purchases for data and network operation center as the County transitions to software/cloud-based services.
- Infrastructure and Desktop Replacement:** Expenditures in this Service Area are decreasing by \$534,760 due to fewer desktop devices being planned for replacement in FY2023-24 as part of the regular replacement cycle. 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.
- Executive Management & Administration:** There are no significant changes to this Service Area for FY 2023-24.

## Key Issues

- **Technical Services** - Significant effort is being invested in cloud-based technologies that improve remote communications and collaboration. Associated services are also being redesigned to better assist the County's highly mobile and remote workforce. As resources are being reallocated to focus on these programs and shift from older technologies, considerable time and effort is invested in retraining staff in these technologies in order to deliver greater value for County staff and residents. This effort includes technologies essential to preparations for the new County Government Center that are consistent with the County's Five-Year Strategic Plan initiatives.
- **Innovation Services & Special Projects** - Protecting County data and assets from cybercrime is a constant challenge. The volume, sophistication, and frequency of cybersecurity attacks against County systems is rising and requires significant levels of resource. Risks cannot be entirely anticipated or mitigated but are being managed.
- **Enterprise Development** - Legacy technologies relied upon by justice clients need to be modernized and/or replaced. An assessment is currently underway to evaluate service needs for County justice partners and suggest alternatives. However, financing will need to be pursued once the overall commitment is better understood. ISD will partner with the County Administrator's Office and justice partners on alternatives for meeting this need.
- **Enterprise Development and Technical Services** - Significant supply chain constraints have limited the number and type of electric delivery vehicles available for purchase, delaying the conversion of the existing service vehicle fleet, consistent with the County's Five-Year Strategic Plan Climate Action and Resiliency Pillar. The process for installing charging stations is also delaying rollout. One charging location and one vehicle will be in place this fiscal year. In partnership with Public Infrastructure, work is ongoing to procure additional vehicles and install infrastructure.
- Succession planning and recruiting remain priorities in **all Service Areas**. 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 high. Last year ISD recruited for 25 positions (approximately 21% turnover rate), but with better overall recruitment results than the prior year.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Strategic Plan Alignment: Resilient Infrastructure Goal 1, Objective 3; Goal 2, Objective 1**  
Transitioned remaining Information Systems department clients to cloud based Microsoft office suite 365 technologies and trained 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.
- **Strategic Plan Alignment: Resilient Infrastructure Goal 2, Objective 1**  
Expanded cybersecurity protections by seeking external source for independent network monitoring of the County enterprise and selected vendors to assist County in evaluating and responding to security incidents.
- Completed 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.

- Assessed alternatives for introducing a secure new enterprise intranet platform and prepared a design proposal for implementation. The Department will be moving forward with implementing SharePoint Online which is a Microsoft Office Suite 365 service included in the County’s subscription fees.

### **FY 2023-24 Objectives**

- **Cybersecurity** - Development of standards for evaluating security risks for technologies and vendor hosted platforms, including cloud services, to ensure that their design complies with established security standards to reduce cyber risk for the County. Once formal standards are established, processes will be put in place to evaluate new technologies that are proposed for adoption.
- **Strategic Plan Alignment: Resilient Infrastructure - Goal 1, Objective 3**
  - Modern Workplace – Pilot project to introduce workspace technologies that support co-working spaces for our County’s mobile and teleworking staff. This effort includes an online space reservation system, hot desk/hoteling configurations, remote reception, hybrid conferencing systems, and related technologies essential to the future County Government Center.
- **Strategic Plan Alignment: Resilient Infrastructure - Goal 2, Objective 1**
  - Relocation of Disaster Recovery Site – Replication of mission critical systems and data at alternate locations, including physical and/or cloud-based alternatives architected to best meet the service needs of County organizations.
- **Strategic Plan Alignment: Organizational Excellence - Goal 1, Objective 2**
  - Master Software Inventory Web Application – Enhance the recently completed master list of technology needs by developing a web-based application designed to allow County departments and agencies to enter and maintain information about future technologies they are interested in procuring and capture metadata to help inform budgetary planning.
- **Strategic Plan Alignment: Resilient Infrastructure Goal 1, Objective 3; Goal 2, Objective1**
  - Continue multi-year funding support efforts – 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.
- **Justice System Modernization** – Evaluate alternatives for replacing or modernizing current legacy justice software systems and develop a roadmap for implementation that includes a phased approach and proposed costs for the effort.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Adjustment to correct an operating transfer for Desktop Modernization Program funds to Health Services - Animal Services to correct the section that will receive the transfer. This is a net zero change. Adjustment has a corresponding entry in the Health Services Supplemental adjustments.	0.00	\$0	\$0	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$22,851,277	\$23,498,388	\$23,498,388	\$647,111	2.8
Services and Supplies	\$21,333,720	\$25,897,247	\$25,897,247	\$4,563,527	21.4
Capital Expenditures	\$3,652,980	\$625,000	\$625,000	(\$3,027,980)	(82.9)
Other Expenses	\$82,000	\$0	\$0	(\$82,000)	(100.0)
Transfers within the County*	\$11,955,900	\$11,276,170	\$11,276,170	(\$679,730)	(5.7)
<b>Total Expenditures by Character</b>	<b>\$59,875,877</b>	<b>\$61,296,805</b>	<b>\$61,296,805</b>	<b>\$1,420,928</b>	<b>2.4</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$1,553,889	\$1,526,700	\$1,526,700	(\$27,189)	(1.7)
Fees and Charges for Services	\$10,567,060	\$12,052,950	\$12,052,950	\$1,485,890	14.1
Other Departmental Revenue**	\$24,000	\$24,000	\$24,000	\$0	0.0
Use of Fund Balance	\$4,942,191	\$5,591,901	\$5,591,901	\$649,710	13.1
Internal County Reimbursements & Transfers***	\$42,788,737	\$42,101,254	\$42,101,254	(\$687,483)	(1.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$59,875,877</b>	<b>\$61,296,805</b>	<b>\$61,296,805</b>	<b>\$1,420,928</b>	<b>2.4</b>

<b>Total Permanent Positions</b>	<b>117.50</b>	<b>117.50</b>	<b>117.50</b>	<b>0.00</b>	<b>0.0</b>
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\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments.

\*\*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

## M. Christina Rivera County Administrator

The Non-Departmental budget is managed by the County Administrator's Office. 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.

BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
General Fund Expenditures	\$90,921,045
General Fund Contribution to Departments	\$314,825,815
Other Fund Expenditures	\$126,309,357
Internal Transfers	\$74,386,982
<b><u>Funding Sources</u></b>	
General Fund Revenues	\$365,941,928
Other Fund Revenues/Use of Fund Balance	\$240,501,271

## DEPARTMENT OVERVIEW

### Service 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.

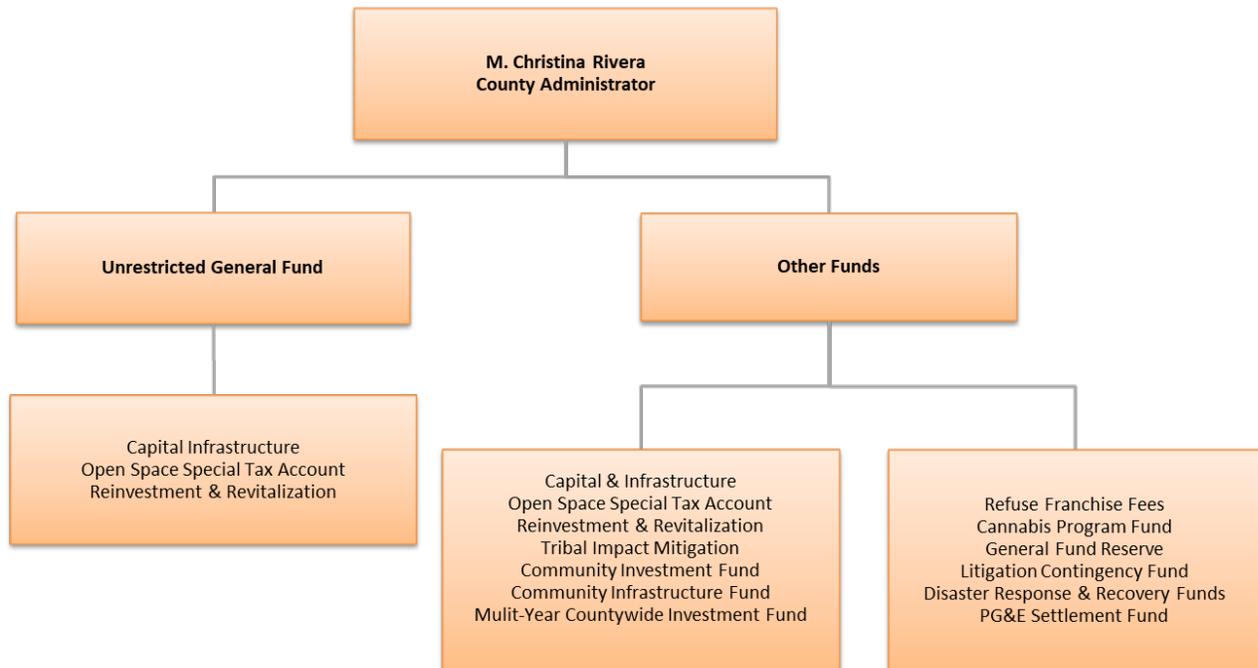
**Other Funds** includes the following non-General Fund special programs and projects: (1) **Capital and Infrastructure** includes tobacco settlement fund contributions towards the Capital Improvement Plan, as well as refuse franchise fees allocated to the Roads Pavement Preservation program; (2) **Open 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 **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; (9) 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; (10) the **American Rescue Plan Act** fund was established to track funds specifically related to the \$96 million in federal

funds received for this purpose; (11) 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; (12) **Community Infrastructure Projects Fund**, which was established during FY 2022-23 Budget Hearings and provides funding for infrastructure projects within each Board district; (13) **Multi-Year County-wide Investments Fund** which is where funds are held for various multi-year projects approved by the Board of Supervisors; examples of this include Strategic Plan investments that may be spent over multiple fiscal years; and (14) the County’s accumulated **General Fund Reserve**, which protects against temporary revenue shortfalls or unpredicted expenditures

**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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Unrestricted General Fund</b>				
General Government	\$57,640,678	\$44,170,091	(\$13,470,587)	(23.4)
Capital and Infrastructure	\$44,829,105	\$37,956,776	(\$6,872,329)	(15.3)
General Fund Contingencies	\$4,583,709	\$5,000,000	\$416,291	9.1
<b>Sub-Total Unrestricted General Fund</b>	<b>\$107,053,492</b>	<b>\$87,126,867</b>	<b>(\$19,926,625)</b>	<b>(18.6)</b>

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Other Funds</b>				
Capital and Infrastructure	\$5,928,375	\$5,761,990	(\$166,385)	(2.8)
Open Space Debt and Purchases	\$48,266,850	\$53,788,465	\$5,521,615	11.4
Reinvestment and Revitalization	\$3,304,876	\$3,257,172	(\$47,704)	(1.4)
Tribal Impact Mitigation	\$9,107,941	\$9,484,750	\$376,809	4.1
Community Investment Fund	\$9,567,184	\$9,925,857	\$358,673	3.7
Refuse Franchise Fees	\$3,375,589	\$4,513,027	\$1,137,438	33.7
Cannabis Program	\$3,153,861	\$3,613,707	\$459,846	14.6
Litigation Contingency	\$1,846,000	\$1,952,000	\$106,000	5.7
Disaster Response and Recovery Funds	\$4,021,000	\$891,000	(\$3,130,000)	(77.8)
American Rescue Plan Act	\$45,903,106	\$3,496,055	(\$42,407,051)	(92.4)
2017 PG&E Settlement	\$4,292,679	\$8,557,046	\$4,264,367	99.3
Community Infrastructure Projects	\$10,000,000	\$4,100,000	(\$5,900,000)	(59.0)
Multi-Year County-wide Investments	\$75,000	\$12,109,502	\$12,034,502	16,046.0
<b>Sub-Total Other Funds</b>	<b>\$148,842,461</b>	<b>\$121,450,571</b>	<b>(\$27,391,890)</b>	<b>(18.4)</b>
<i>Internal Departmental Transfers*</i>	<i>\$62,553,279</i>	<i>\$25,186,995</i>	<i>(\$37,366,284)</i>	<i>(59.7)</i>
<b>Gross Departmental Expenditures</b>	<b>\$318,449,233</b>	<b>\$233,764,433</b>	<b>(\$84,684,800)</b>	<b>(26.6)</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$1,331,000	\$991,958	(\$339,042)	(25.5)
Services and Supplies	\$54,684,752	\$10,526,311	(\$44,158,441)	(80.8)
Other Expenses*	\$98,073,032	\$109,801,541	\$11,728,509	12.0
Transfers within the County**	\$164,360,448	\$112,444,623	\$(51,915,825)	(31.6)
<b>Total Expenditures by Character</b>	<b>\$318,449,232</b>	<b>\$233,764,433</b>	<b>\$(84,684,800)</b>	<b>(26.6)</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.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Tax Revenue	\$344,422,289	\$363,361,026	\$18,938,736	5.5
Transient Occupancy Tax (incl. Measure L)	\$19,217,020	\$20,286,100	\$1,069,080	5.6
Other Tax Revenue*	\$33,565,220	\$34,370,959	\$805,739	2.4
Fees and Charges for Services	\$13,059,260	\$13,895,663	\$836,403	6.4
State, Federal, & Other Govt. Revenue	\$18,111,769	\$17,967,626	(\$144,143)	(0.8)
Other Departmental Revenue**	\$10,874,917	\$6,974,148	(\$3,900,769)	(35.9)
Internal County Reimbursements and Transfers	\$68,920,737	\$33,739,357	(\$35,181,380)	(51.0)
Use of Fund Balance	\$110,841,899	\$50,094,307	(\$60,747,592)	(54.8)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$619,013,113</b>	<b>\$540,689,186</b>	<b>(\$78,323,927)</b>	<b>(12.7)</b>
<b>General Fund Contribution to Other Depts***</b>	<b>(\$300,563,881)</b>	<b>(\$306,924,753)</b>	<b>(\$6,360,872)</b>	<b>2.1</b>

\*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

The Non-Departmental budget includes a significant amount of funding for Board projects as well as funding for disaster response and one-time funding sources such as ARPA and PG&E settlement funds that are deposited for future use. As such it experiences greater swings in expenditures from year to year than would be expected in a Departmental Budget. Some major variances are described below.

### Unrestricted General Fund

- **General Government Expenditures** is decreasing by \$13.6 million, or 23.5%, largely due to the inclusion of one-time fund balances for a number of Board priorities in the FY 2022-23 Adopted Budget, including:
  - \$2.5 million for homeless-related costs at the Community Development Commission;
  - \$1.5 million for replacing the Sheriff's Dispatch System;
  - \$1.5 million to support Health Action 2.0 for 3 years;
  - \$1.5 million to support Ground Water Sustainability Agencies;
  - \$1.4 million for Maxwell Park Redevelopment;
  - \$885,000 to support a number of community organizations that provide critical services;
  - \$645,000 for investments in food distribution programs.
- **Capital and Infrastructure** spending from the General Fund is decreasing by \$6.9 million. This is because the FY 2022-23 Adopted Budget included a one-time commitment of \$11.3 million to the Deferred Maintenance/County Center Fund. The reduction of this one-time contribution is partially offset by an increase of \$3.9 million towards this fund, based on the Board's adopted fiscal policy to program 40% of FY 2022-23 property tax growth beyond what was programmed at Budget hearings to this fund.
- **Contingency Funds:** \$416,291 of contingency funds were utilized as part of the FY 2022-23 Adopted Budget; these funds were later restored using FY 2021-22 year end savings, and the FY 2023-24 Recommended Budget again returns this fund to the standard level of \$5 million.

### Other Funds

- **Open Space Debt and Purchases** are projected to increase by \$5.5 million due primarily to the fact that the Ag + Open Space District is anticipating having more acquisitions close during FY 2023-24, which is further described under the Natural Resources tab in that department's budget.
- **Refuse Franchise Fees** expenditures include annual allocations to Department of Public Infrastructure (SoCoPi) primarily for the Pavement Preservation Program, former rural landfill monitoring activities, and expanded street sweeping and animal pick up programs pursuant to the Franchise Agreement, which have remained relatively flat from FY 2022-23 to FY 2023-24. The \$1.1 million increase is associated with expanding the central landfill capacity and developing a plan for a viable county compost facility, which are described in further detail under the Development Services tab in the Sonoma County Public Infrastructure budget.
- **Cannabis** program expenditures reflect funding needed to support cannabis program implementation more than revenues generated by fees to cover costs and are paid from Cannabis Tax revenue. Expenditures in FY 2023-24 are increasing by \$450,000, primarily to offset expected revenue declines in the Department of Agriculture/Weights and Measures due to the moratorium of multi-tenant permits and to expected increases in salary and benefits costs of existing positions.
- **Disaster Response and Recovery** the FY 2022-23 Adopted Budget included programing of \$2.0 million to fund the community disaster immediate needs and \$1.0 million towards advocacy for a low wage worker disaster

pay program, as approved during FY 2022-23 Budget Hearings. \$1.0 million was utilized to provide emergency financial assistance in response to the 2023 January storms. Uses of the \$2.0 million balance will be discussed in October 2023. Budget adjustments will be made at that time to reflect Board direction.

- **American Rescue Plan Act (ARPA)** fund was established to track revenues and expenditures associated with this federal program. The FY 2022-23 Adopted Budget included approximately \$46 million in appropriations for the first year of the Community Resiliency Grant Program, managed by the Human Services Department, as well as administrative costs and COVID responses costs. For FY 2023-24, the recommended budget includes approximately \$3.5 million, which is only funding needed to administer the program. Funding for the Community Resiliency Grant Program is primarily encumbered in existing contracts and any unspent amounts will automatically roll into FY 2023-24.
- **2017 PG&E Settlement Funds** are increasing by \$2.0 million primarily due to programming of funds that have been awarded under the Vegetation Management program during FY 2022-23.

### Revenues

- **General Fund Tax Revenue** increases by \$18.9 million, or 5.5%, due primarily to anticipated increases in property taxes as assessed values catch up with the post-COVID growth. The FY 2023-24 recommended budget assumes core property tax growth at 4.25% over the FY 2022-23 estimated level.
- **Transient Occupancy Tax (including Measure L)** increases by \$1.1 million, or 5.6%. Revenues are anticipated to increase based on an analysis of revenue trends over the course of FY 2022-23.
- **Fees and Charges for Services** are increasing by about \$836,000, or 6.4%. This is primarily driven by increases in support service charges to various special districts and enterprise funds, such as the Water Agency and Airport, which are charges for centralized services costs that are allocated proportionally to departments in accordance with state guidelines. These payments occur on a lag, and the increase largely reflects a restoration of normal cost levels following a period in which central service departments were providing disaster response, and thus not performing work applicable to departments. Most support service charges appear as reimbursements (where increases are also being seen and are described below) rather than charges for services, but accounting requires funding moved from these enterprise-type departments to appear as a revenue rather than as a reimbursement. There is also an increase in franchise fees (\$280,000), primarily related to PG&E electrical and gas transmission lines that utilize county property, and to refuse franchise fees (\$165,000), in accordance with the current service agreement.
- **Other Departmental Revenue** is decreasing by almost \$4.0 million because the FY 2022-23 Adopted Budget included a transfer of one-time available fund balance from the Tax Loss Reserve Fund (“Teeter” fund) to be utilized for various purposes as approved during the FY 2022-23 Budget Hearings. The FY 2023-24 Recommended Budget returns revenues from this source to the baseline level.
- **Internal County Reimbursements and Transfers** are decreasing by \$35 million, or 51% due to one-time funding that was programmed during FY 2022-23 Budget Hearings. This included \$18.0 million in one-time fund balances within Non-Departmental non-General Fund budgets which were moved to the General Fund including:
  - \$9.6 million from the Community Investment Fund
  - \$2.9 million From Refuse Franchise Fund
  - \$2.2 million from the Infrastructure Sinking Fund
  - \$2.2 million from 2017 PG&E Settlement Fund
  - \$1.0 million from the Reinvestment and Revitalization Fund

These sources, along with General Fund available balance, funded transfers from the General Fund for one-time uses as documented in the Resolution Adopting the FY 2022-23 budget, including:

- \$5.5 million contribution to General Fund Reserves;

- \$5.0 million to establish a Water Security Fund;
- \$10 million to establish a Community Infrastructure Fund.

These reductions in one-time transfers are offset by growth in reimbursements associated with support service charges to County departments, which are charges for centralized services costs that are allocated proportionally to departments in accordance with state guidelines. These reimbursements are for the same purpose as the revenues for cost plan charges described in the fee revenue section above, however, they are captured as reimbursements due to the fund classification of reimbursing departments and accounting rules. As described in the fee revenue change, these reimbursements occur on a lag, and the increase largely reflects a restoration of normal cost levels following a period in which central service departments were providing disaster response, and thus not performing work applicable to departments.

- **Use of Fund Balance** The Non-Departmental budget includes many funds, some of which utilize and some of which accrue fund balance in any given year. The net use of fund balance is decreasing by \$61 million primarily due to three factors:
  - The General Fund portion of this is \$34.8 million and was because the FY 2022-23 Adopted Budget included programing \$11.3 million in available FY 2021-22 fund balances as well as \$23.4 million in projected FY 2022-23 fund balances from year-end savings.
  - In other funds, the use of ARPA fund balance is decreasing by approximately \$42.4 million as described in the ARPA section above.
  - The ARPA decreased use of fund balance is offset by an increase of approximately \$17 million in multi-year investments for various programs previously approved by the Board of Supervisors. This includes initiatives such as year two costs for the Sheriff's Helicopter, support of the Ground Water Sustainability Agencies, support of Health Action 2.0, and investments in a food insecurity program.

### 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 2023, approximate FEMA-reimbursable emergency response costs have totaled nearly \$85 million. 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 2022-23 and FY 2023-24 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.
- Growth in property tax, which makes up the largest source of County discretionary revenue, is limited by the California Constitution. With higher interest rates leading to declining property sales, growth will likely slow over the coming years. In addition, external state and federal ongoing sources tend to remain flat year over year. Over the coming years, overall operating revenues trends will likely not keep up with upcoming cost of doing business increases, which may require future adjustments to service levels.
- Considering economic uncertainties, the County's experience with costly disasters, the significant delays in securing FEMA reimbursements, and significant economic uncertainty, continuing to maintain and, when possible, increase General Fund Reserves toward the target level of 16.6% of annual General Fund revenues is critical.

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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

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
This adjustment reduces the transfer from the General Fund to Animal Services for the fee subsidy amount that was approved by the Board in FY21-22 and converts this level of support to a general fund net cost contribution. The net cost decrease seen in this transaction is offset with a net cost increase in the Animal Services budget in the Department of Health Services. This change is occurring due to the fact that Animal Services is now a General Fund department, so the on-going support should be managed as part of their net cost as opposed to a transfer of funds. Related to DHS-SUP-16. (3/21/22; Item # 21)	0.00	(\$233,380)	\$0	(\$233,380)
Reduce Non-Departmental net cost by \$100,000 to offset the increase in net cost in the Board of Supervisors/County Administrator's Budget to providing funding for each district budget to include \$10,000 for interpretation services and \$10,000 for hybrid meeting support. This is adjustment will allow for easier management of available funds for these purposes. Related to CAO-SUP-01.	0.00	(\$100,000)	\$0	(\$100,000)
Decrease net cost to offset net cost increases associated with on-going support of Strategic Plan projects in the County Administrator, Human Resources and Office of Equity's budgets. Related to CAO-SUP-04, HR-SUP-01 and EO-SUP-01. (2/7/23, item #18).	0.00	(\$667,661)	\$0	(\$667,661)
Decrease net cost to offset increase in IOLERO's net cost. IOLERO's net cost is increasing to be 1% of the Sheriff's Office FY23-24 recommended budget pursuant to Measure P. Related to IOLERO-SUP-01.	0.00	(\$36,278)	\$0	(\$36,278)
Re-direct General Fund contribution to capital projects from a general holding fund to the MADF Secure Loading Doc, Juvenile Hall Fencing and the Los Guillicos Switch Gear. Related to CAP-SUP-01, 02, 03 and 04.	0.00	\$0	\$0	\$0

<b>Other Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Increase on-going Redevelopment revenues to align with on-going expenditures.	0.00	\$604,876	\$0	(\$604,876)
Transfer American Rescue Plan Act (ARPA) funds to the Economic Development Board for an Administrative Aide to support Broadband work, as approved by the Board of Supervisors (5/9/23, Item #28). Related to EDB-SUP-01.	0.00	\$0	\$150,000	\$150,000

### Budget Hearing Actions

<b>General Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
One-time increase in revenues from Teeter Fund.	0.00	\$0	\$2,241,931	(\$2,241,931)
One-time transfer of 2017 PG&E Settlement Fund Balance to the General Fund.	0.00	\$0	\$1,546,993	(\$1,546,993)
One-time transfer of available balance from the Community Investment Fund to the General Fund.	0.00	\$0	\$5,623,117	(\$5,623,117)
Increase FY23-24 Projected Revenues in the Community Investment Fund.	0.00	\$0	\$350,537	(\$350,537)
One-time transfer of Reinvestment and Revitalization to the General Fund (General Fund Available Source).	0.00	\$0	\$3,826,985	(\$3,826,985)
Increase FY23-24 Projected Revenues in the Reinvestment and Revitalization Fund.	0.00	\$2,580,902	\$4,556,928	(\$1,976,026)
Decrease appropriations held in the recommended budget for Budget Hearing programming.	0.00	(\$4,767,445)	\$0	(\$4,767,445)
Request of General Fund for Child Support Services Community Engagement and Outreach Materials to engage and inform members of the public of potential program eligibility.	0.00	\$5,000	\$0	\$5,000
Provide up to 3 years of funding to allow a contracted bi-lingual legal support caseworker to be funded full-time, predicated on other source providing funding for the other portion of the position.	0.00	\$90,000	\$0	\$90,000
Sonoma County Museum: Sonoma County Stories.	0.00	\$150,000	\$0	\$150,000
Request of \$186,054 for operational costs of the site manager at Los Guillicos Village.	0.00	\$186,054	\$0	\$186,054
Secure Families	0.00	\$200,000	\$0	\$200,000
Emergency Operations Training & Staffing Master Services Agreement	0.00	\$200,000	\$0	\$200,000
One-time funds needed to provide deputy sheriffs with an updated primary duty firearm (to replace the outdated model currently being used).	0.00	\$250,000	\$0	\$250,000
Creative Sonoma Department Analyst - 2 year extension	0.00	\$300,000	\$0	\$300,000
Increase Pavement Preservation contribution to 5%.	0.00	\$310,145	\$0	\$310,145

<b>General Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Addback Henry 1 funding for critical maintenance needed to continue operating the helicopter.	0.00	\$336,881	\$0	\$336,881
Provide one-time funding for one year to purchase personal protective equipment and COVID tests required to meet Cal-OSHA and CDC guidelines for operating detention facilities (previously funded by Federal disaster relief sources that are no longer available).	0.00	\$397,929	\$0	\$397,929
Transfer funding for 1.0 FTE Permit Technician I/II for Building, Well and Septic, and Engineering Permit Intake and Review for 3 years (Management Review Implementation).	0.00	\$468,368	\$0	\$468,368
Transfer funding for 1.0 FTE Engineering Technician III for Engineering Plan Review and Inspections for 3 years (Management Review Implementation).	0.00	\$524,938	\$0	\$524,938
Transfer funding for 1.0 FTE Planner I/II/III for 3 years (Management Review Implementation).	0.00	\$556,648	\$0	\$556,648
Transfer funding for 1.0 FTE Engineer for Well and Septic Plan Review and Inspection for 3 years (Management Review Implementation).	0.00	\$648,599	\$0	\$648,599
Allocate funding for continuation of the existing Sheriff's Office Hiring Incentive Pilot Program for 12 additional months.	0.00	\$950,000	\$0	\$950,000
Public Health Lab & Morgue Relocation	0.00	\$1,152,319	\$0	\$1,152,319
Third Party Contract Support for Two Years (Management Review Implementation)	0.00	\$1,250,000	\$0	\$1,250,000
Increase FEMA Audit Reserves	0.00	\$1,319,000	\$0	\$1,319,000
Roads Infrastructure Investment	0.00	\$5,000,000	\$0	\$5,000,000
Increase General Fund Reserves.	0.00	\$5,005,357	\$0	\$5,005,357
Roseland/ Tierra de Rosas	0.00	\$7,678,011	\$0	\$7,678,011
\$4 Million/District for Infrastructure Projects (Districts 1, 2, 4 and 5)	0.00	\$16,000,000	\$0	\$16,000,000

<b>Other Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
One-time transfer of 2017 PG&E Settlement Fund Balance to the General Fund (General Fund Available Source).	0.00	\$1,546,993	\$0	\$1,546,993
One-time transfer of available balance from the Community Investment Fund to the General Fund (General Fund Available Source).	0.00	\$5,623,117	\$0	\$5,623,117
One-time transfer of Reinvestment and Revitalization to the General Fund (General Fund Available Source).	0.00	\$3,826,985	\$0	\$3,826,985
Ongoing Reinvestment and Revitalization Funds transferred to General Fund.	0.00	\$1,976,026	\$1,976,026	\$0
One-time transfer of the American Rescue Plan Act to the General Fund Public Health Lab and Morgue Capital project.	0.00	\$4,027,681	\$0	\$4,027,681

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	1,331,000	991,958	991,958	(339,042)	(0.3)
Services and Supplies	54,684,752	10,526,311	10,426,311	(44,258,441)	(0.8)
Other Expenses*	98,073,032	109,801,541	104,563,277	6,490,245	0.1
Transfers within the County**	164,360,448	112,444,623	175,635,838	11,275,390	0.1
<b>Total Expenditures by Character</b>	<b>318,449,232</b>	<b>233,764,433</b>	<b>291,617,384</b>	<b>(26,831,848)</b>	<b>(0.1)</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.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Tax Revenue	344,422,289	363,361,026	365,941,928	21,519,638	0.1
Transient Occupancy Tax (incl. Measure L)	19,217,020	20,286,100	20,286,100	1,069,080	0.1
Other Tax Revenue*	33,565,220	34,370,959	34,370,959	805,739	0.0
Fees and Charges for Services	13,059,260	13,895,663	13,895,663	836,403	0.1
State, Federal, & Other Govt. Revenue	18,111,769	17,967,626	17,967,626	(144,143)	(0.0)
Other Departmental Revenue**	10,874,917	6,974,148	9,216,079	(1,658,838)	(0.2)
Internal County Reimbursements and Transfers	68,920,737	33,739,357	82,939,344	14,018,607	0.2
Use of Fund Balance	110,841,899	50,094,307	61,825,500	(49,016,399)	(0.4)
<b>Total Revenues/Use of Fund Balance</b>	<b>619,013,113</b>	<b>540,689,186</b>	<b>606,443,199</b>	<b>(12,569,914)</b>	<b>(0.0)</b>
<b>General Fund Contribution to Other Depts***</b>	<b>(\$300,563,881)</b>	<b>(\$306,924,753)</b>	<b>(\$314,825,815)</b>	<b>(\$14,261,934)</b>	<b>4.7</b>

\*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.

# 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$159,970,774
Internal Transfers	\$2,889,299
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$156,541,070
Total General Fund Contribution	\$6,319,003
% Funded by General Fund	3.88%
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.

**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.

**Enterprise Resource Planning Systems** provides operational support and administration for the County's Enterprise Financial System (EFS) and Human Resource Information System (HRIS); with support from Human Resources and Information Systems (ISD) departments.

**Executive Management and Administration** oversees the department and performs administrative duties including budget development, human resources, procurement, accounts payable, and other general office operations.

**Retirement and POB includes** administration of funds to account for contributions to employee retirement and debt servicing of Pension Obligation Bonds (POB).

**SCAPOSD and Tobacco Bonds includes** management of debt servicing for Sonoma County Agricultural Preservation and Open Space District (SCAPOSD) and Tobacco settlement bonds.

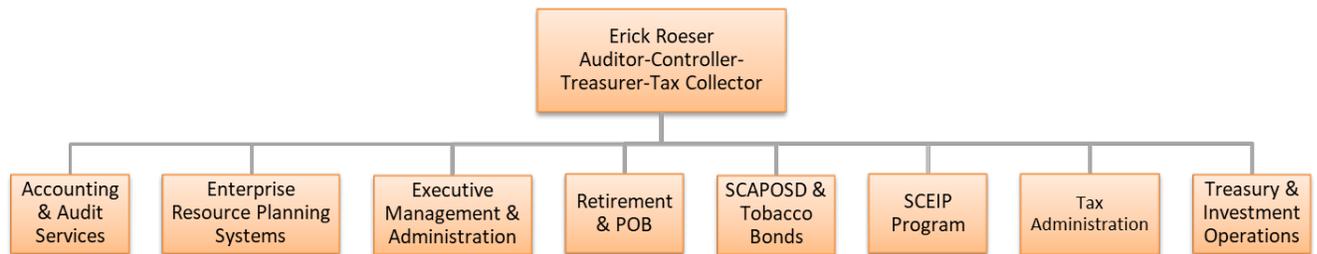
**SCEIP Program** includes program financial administration, bond issuance, and financing support for the Sonoma County Energy Independence Program (SCEIP). Operational costs related to the SCEIP program such as staffing and marketing are included in the Climate Action & Resiliency service in the County Administrator's Office budget.

**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 daily cash flow needs and safe investment of public funds within the Pooled Investment Fund on behalf of 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.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Accounting and Audit Services	56	56	0.00	0.0
Enterprise Resource Planning Systems	11	11	0.00	0.0
Executive Leadership and Administration	8	8	0.00	0.0
Retirement and POB Debt Service	0	0	0.00	0.0
SCAPOSD and Tobacco Bonds	0	0	0.00	0.0
SCEIP Program	0	0	0.00	0.0
Tax Administration	26	26	0.00	0.0
Treasury and Investment Operations	6	6	0.00	0.0
<b>Total Permanent Positions</b>	<b>107.00</b>	<b>107.00</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Accounting and Audit Services	\$10,323,278	\$10,119,956	(\$203,322)	(2.0)
Enterprise Resource Planning Systems	\$13,186,896	\$12,250,355	(\$936,541)	(7.1)
Executive Leadership and Administration*	\$207,911	\$228,347	\$20,436	9.8
Retirement and POB	\$117,456,800	\$116,664,750	(\$792,050)	(0.7)
SCAPOSD and Tobacco Bonds	\$12,020,250	\$11,055,250	(\$965,000)	(8.0)
SCEIP Program	\$1,487,556	\$1,558,109	\$70,553	4.7
Tax Administration	\$5,995,154	\$6,050,133	\$54,979	0.9
Treasury and Investment Operations	\$1,924,579	\$2,043,874	\$119,295	6.2
<b>Departmental Operating Expenditures**</b>	<b>\$162,602,425</b>	<b>\$159,970,774</b>	<b>(\$2,631,651)</b>	<b>(1.6)</b>
<i>Internal Departmental Transfers &amp; Reimbursements</i>	<i>\$23,595,148</i>	<i>\$2,889,299</i>	<i>(\$20,705,849)</i>	<i>(87.8)</i>
<b>Gross Departmental Expenditures</b>	<b>\$186,197,573</b>	<b>\$162,860,073</b>	<b>(\$23,337,500)</b>	<b>(12.5)</b>

\*The dollars in Executive Leadership and Administration represents direct revenues received to offset a portion of the Auditor-Controller-Treasurer-Tax Collector position, the remainder of expenses are allocated to other Service Areas.

\*\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These transfers and reimbursements will make expenditures appear to be overstated, as they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). In order to accurately illustrate the operating costs within each Service Area, expenditures associated with the movement of funds are removed from the appropriate Service Area expenditure line item above.

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$52,662,275	\$52,838,261	\$175,986	0.3
Services and Supplies	\$15,679,943	\$15,095,731	(\$584,212)	(3.7)
Capital Expenditures	\$150,000	\$0	(\$150,000)	(100.0)
Other Expenses*	\$96,138,900	\$94,381,850	(\$1,757,050)	(1.8)
Transfers within the County**	\$21,566,455	\$544,231	(\$21,022,224)	(97.5)
<b>Total Expenditures by Character</b>	<b>\$186,197,573</b>	<b>\$162,860,073</b>	<b>(\$23,337,500)</b>	<b>(12.5)</b>

\*Other Expenses largely represents Internal Service Fund appropriations necessary to execute transfers to the retirement system and Debt Service payments for POB, SCAPOSD, and Tobacco Bonds.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$6,421,842	\$6,319,003	(\$102,839)	(1.6)
Fees and Charges for Services	\$124,475,792	\$123,425,112	(\$1,050,680)	(0.8)
State, Federal, & Other Govt. Revenue	\$50,000	\$50,000	\$0	0.0
Other Departmental Revenue*	\$6,325,009	\$6,664,753	\$339,744	5.4
Use of Fund Balance	\$13,548,732	\$13,518,238	(\$30,494)	(0.2)
Transfers & Reimbursements within the County	\$35,376,198	\$12,882,967	(\$22,493,231)	(63.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$186,197,573</b>	<b>\$162,860,073</b>	<b>(\$23,337,500)</b>	<b>(12.5)</b>

\*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, refunds, and interest on pooled cash.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- Enterprise Resource Planning Systems: the decrease of \$936,541, or 7.1%, is primarily due to FY 2022-23 being the final year of amortization of the HRIS system implementation combined with decreases in ISD and consultant expenses within both HRIS and EFS to better align costs with historical actuals.
- Retirement and POB: decrease of \$792,050, or 0.7% due primarily to the completion of the 2003A and 2003B POBs, which were fully paid off in December 2022. As part of the payment of 2003B POBs in FY 2022-23, \$21 million dollar was transferred from the SCERA retirement ISF to the 2003B ISF to pay of principal on that bond. This accounts for the decrease in internal transfers and reimbursements noted in the tables above. The internal transfer did not affect the net budget for FY 2022-23 as they were utilized to pay principal owed on the Bonds, and as such were not recorded as an expenditure in the budget but in a balance sheet transaction to reduce debt obligations.
- SCAPOSD and Tobacco Bonds: reduction of \$965,000, or 8%, due primarily to lower debt service payment expense within SCAPOSD; FY 2023-24 will be final payment on the 2015 SCAPOSD bond.
- Treasury and Investment Operations: increase of \$119,295, or 6.2%, primarily associated with increased labor expenses, administrative costs, and increases to premiums for fiduciary liability insurance, which protects the treasury against legal claims related to management of funds.

### Key Issues

- Finding ways to adapt traditional ways of communicating and interacting to ensure connectedness, cohesiveness, and accountability in the modern hybrid work environment.
- Staff turnover due to retirements and external opportunities; overall morale and burnout/fatigue due to external factors like the economy, natural disasters, and other local/global concerns.

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# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

- Completed analysis and provided recommendation to the Board of Supervisors on options for modifying the existing cannabis tax assessments, including evaluating the pros/cons of gross receipts versus square footage as related to tax assessment of cannabis. Recommendations led to a modification of cultivation square footage tax rates that allows for better alignment with market conditions without creating significant new administrative burdens on taxpayers or the County.
- Collected approximately \$1.4 billion in property taxes and apportioned to local governments including the County, cities, special districts, and school districts.
- Managed the Sonoma County Pooled Investment Fund, including cash management and prudent investment and reinvestment of funds, on behalf of the County, special districts, and school districts, while navigating rapidly changing market and interest rate environments. The value of the Pool, which averages around \$3.6 billion, reached an all-time high of \$4.0 billion in April of 2023.
- Completed upgrade of outdated payment processing software to current version to ensure ongoing technical support and availability of relevant training.

## FY 2023-24 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.
- Provide efficient and effective tax collection services to taxpayers and for recipient taxing agencies.
- Maintain high level of cybersecurity to safeguard County Treasury assets.
- 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 with the following changes:

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE Senior Business System Analyst Confidential and delete 1.0 FTE Supervising Accountant within the Enterprise Financial System Support Team to align job class with duties. Additional costs of approximately \$15,000 are absorbed within the existing budget of the EFS ISF.	0.00	\$0	\$0	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$52,662,275	\$52,838,261	\$52,838,261	\$175,986	0.3
Services and Supplies	\$15,679,943	\$15,095,731	\$15,095,731	(\$584,212)	(3.7)
Capital Expenditures	\$150,000	\$0	\$0	(\$150,000)	(100.0)
Other Expenses*	\$96,138,900	\$94,381,850	\$94,381,850	(\$1,757,050)	(1.8)
Transfers within the County	\$21,566,455	\$544,231	\$544,231	(\$21,022,224)	(97.5)
<b>Total Expenditures by Character</b>	<b>\$186,197,573</b>	<b>\$162,860,073</b>	<b>\$162,860,073</b>	<b>(\$23,337,500)</b>	<b>(12.5)</b>

\*Other Expenses largely represents Internal Service Fund appropriations necessary to execute transfers to the retirement system and Debt Service payments for POB, SCAPOSD, and Tobacco Bonds.

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

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$6,421,842	\$6,319,003	\$6,319,003	(\$102,839)	(1.6)
Fees and Charges for Services	\$124,475,792	\$123,425,112	\$123,425,112	(\$1,050,680)	(0.8)
State, Federal, & Other Govt. Revenue	\$50,000	\$50,000	\$50,000	\$0	0.0
Other Departmental Revenue*	\$6,325,009	\$6,664,753	\$6,664,753	\$339,744	5.4
Use of Fund Balance	\$13,548,732	\$13,518,238	\$13,518,238	(\$30,494)	(0.2)
Internal County Reimbursements & Transfers	\$35,376,198	\$12,882,967	\$12,882,967	(\$22,493,231)	(63.6)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$186,197,573</b>	<b>\$162,860,073</b>	<b>\$162,860,073</b>	<b>(\$23,337,500)</b>	<b>(12.5)</b>

<b>Total Permanent Positions</b>	<b>107.00</b>	<b>107.00</b>	<b>107.00</b>	<b>0.00</b>	<b>0.0</b>
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\*Other Department Revenue is mainly comprised of Tobacco Settlement repayment/interest earnings annual allocation of Teeter Tax Loss Penalties payments/interest earnings within SCEIP program, 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$24,953,067
Internal Transfers	\$2,184,177
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$11,815,365
Total General Fund Contribution	\$15,321,879
% Funded by General Fund	56%
Total Staff	116.00

## 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.

**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.

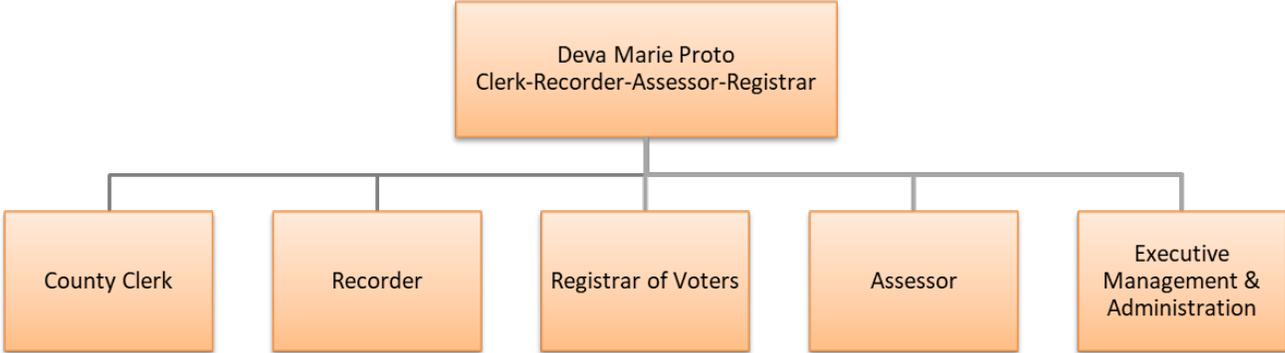
**Registrar of Voters** conducts federal, state, and local elections; files candidate statements; registers voters; and maintains the voter registration file.

**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.

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

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

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
County Clerk	5.0	5.0	0.00	0.0
Recorder	11.0	11.0	0.00	0.0
Registrar of Voters	15.0	15.0	0.00	0.0
Assessor	72.8	72.8	0.00	0.0
Executive Management & Administration**	8.0	8.0	0.00	0.0
<b>Total Permanent Positions</b>	<b>111.80</b>	<b>111.80</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

\*\*Executive Management and Administration positions are centrally budgeted and assist in providing all services. As such, costs are allocated on the Expenditures table and Executive Management and Administration is not reflected as a service. The FY 2023-24 Administration Services costs total \$1,551,292.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Assessor	\$12,926,177	\$12,324,109	(\$602,068)	(4.7)
County Clerk	\$978,919	\$896,608	(\$82,311)	(8.4)
Recorder	\$3,548,992	\$3,884,700	\$335,708	9.5
Registrar of Voters	\$5,608,412	\$7,135,586	\$1,527,174	27.2
<b>Departmental Operating Expenditures*</b>	<b>\$22,899,770</b>	<b>\$24,241,003</b>	<b>\$1,341,233</b>	<b>5.9</b>
<i>Internal Departmental Transfers</i>	<i>\$2,445,041</i>	<i>\$2,184,177</i>	<i>(\$260,864)</i>	<i>(10.7)</i>
<b>Gross Departmental Expenditures</b>	<b>\$25,344,811</b>	<b>\$26,425,180</b>	<b>\$1,080,369</b>	<b>4.3</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$15,946,723	\$16,067,869	\$121,146	0.8
Services and Supplies	\$8,270,240	\$9,728,594	\$1,458,354	17.6
Capital Expenditures	\$413,718	\$240,000	(\$173,718)	(42.0)
Transfers within the County*	\$714,130	\$388,717	(\$325,413)	(45.6)
<b>Total Expenditures by Character</b>	<b>\$25,344,811</b>	<b>\$26,425,180</b>	<b>\$1,080,369</b>	<b>4.3</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$14,801,497	\$14,609,815	(\$191,682)	(1.3)
Fees and Charges for Services	\$7,022,063	\$7,143,744	\$121,681	1.7
State, Federal, & Other Govt. Revenue	\$98,782	\$34,782	(\$64,000)	(64.8)
Other Departmental Revenue**	\$227,651	\$318,835	\$91,184	40.1
Use of Fund Balance	\$15,160	\$1,255,212	\$1,240,052	8,179.8
Transfers & Reimbursements within the County**	\$3,179,658	\$3,062,792	(\$116,866)	(3.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$25,344,811</b>	<b>\$26,425,180</b>	<b>\$1,080,369</b>	<b>4.3</b>

\*Other Departmental Revenue includes sales of non-confidential property data such as parcel maps and property characteristics information, 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.

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Assessor** – This Service Area budget is decreasing by \$602,068 in FY 2023-24 due to project expenses in the prior year associated with data migration for 40-50 antiquated Assessor Microsoft Access databases to modern platforms and development of a database for Proposition 19 tracking and reporting requirements. Decreased costs are offset by a commensurate decrease in operating transfers from one-time General Fund allocated to these projects.
- **Clerk** – There are no significant changes to the budget in this Service Area for FY 2023-24.
- **Recorder** – In FY 2023-24 this Service Area budget is increasing by \$335,708 from the prior year primarily due to increased administration support services expenses and vendor costs associated with implementation of the Restrictive Covenant Modification Program. The Recorder will rely on an increased use of Recorder Operations fund balance as compared to the prior year due to a significant decrease in recording fee revenues as a result of slowed recordings that may be due to high interest rates and prices impacting the housing market.
- **Registrar of Voters** – In FY 2023-24, the Service Area budget is increasing by \$1,527,174 due to increased election expenses associated with the November 2023 Consolidated election and March 2024 Presidential Primary election, offset by a decrease in capital expenditures associated with acquisition of the voting ballot counting system and mobile ballot printers in the prior year. Election revenue reimbursements are increasing by a proportional amount of increased expenses.

## Key Issues

- **Assessor** – The Assessor’s Office continues to experience a significant backlog in ongoing assessments related to calamity events and increases in property transfers and construction of new buildings over the last few years. In April 2022, the Board approved staffing additions of four permanent and two time-limited positions to address the backlog of work resulting from multiple disaster events coupled with increased workload due to a strong real estate market. However, the training program required to allow new hires to fully assume job responsibilities can range from several months to a year depending on the position. Progress in backlog is expected to see improvement beginning in FY 2023-24 as newly trained staff are able to contribute to work production increases and as rising interest rates have reduced the number of property sales.
- **Assessor** – Implementation of Proposition 19, The Home Protection for Seniors, Severely Disabled, Families and Victims of Wildfire or Natural Disasters Act, has contributed to increase workload. Proposition 19, which was approved by voters in November 2022, increased the ability of homeowners to transfer their property tax base year of their primary home to a newly purchased or constructed home. Since the implementation of this provision in April 2021, annual submissions of base year value claim forms have increased from 100 to approximately 450 annually. Proposition 19 also limited the ability of children and grandchildren to assume the existing assessed values of family homes transferred from parents and grandparents. The office processes approximately 350 intergenerational forms annually, all of which require an appraisal to be completed prior to the close of the assessment roll. Prior to the implementation of this provision, almost none of these transfers required an assessment. In 2021, the board approved addition of two time-limited positions to address increased workload resulting from Proposition 19, however long training leads and staffing issues means that these positions have not been able to fully support this initiative.
- **Registrar of Voters** – The Voter’s Choice Act (VCA) requires that all VCA counties update their Election Administration Plan (EAP) every two years. The EAP describes how the county will administer elections and includes plans to educate and outreach to the public. This process will require holding public meetings to seek

feedback on the plan, reconsidering the placement of vote center locations and ballot drop boxes, as well as advertising, outreach and public communications and engagement. Sonoma County is required to have a new EAP approved by the Secretary of State by September 7, 2023. The Registrar of Voters (ROV) will also need to continue bilingual poll worker recruitment efforts to ensure that all 31 vote centers are staffed with at least one bilingual Spanish-speaking worker, and 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.

- **Registrar of Voters** – The nationwide increase in election skepticism continues to impact the number of people visiting the Registrar of Voters to observe processes throughout each election cycle, including during the post-election canvass. This requires a knowledgeable staff member to be available to answer questions and provide an escort around the office in restricted areas, to ensure the individuals observing do not have unrestricted access to sensitive areas or materials. It also places additional stress on staff who may have to deal with hostile individuals.
- **Recorder** – The Recorder is currently experiencing the lowest levels of recorded documents since 2005 and low levels of sales, similar to 2007-2008. It is likely that the low levels of recordings are affected by current high property values and interest rates. The Recorder’s Office is self-funded with revenues primarily generated by recording fees, so a decrease in recordings will impact revenues for the office increasing reliance on fund balance. Mandates that specify minimum time deadlines related to recording times and indexing require the Recorder to have trained staff to record documents if recordings increase sharply in the future, as they have done in the past.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Assessor** – Staff completed approximately 15,000 work items, including reappraisal events, annual appraisal events, and appeals. The Assessor staff annually completes a large volume of work needed to successfully close the assessment roll despite challenges discussed earlier.
- **Registrar of Voters** – Safely and successfully conducted the November 8, 2022, General Election and the March 7, 2023, Special Election for Schell-Vista and Timber Cove Fire Protection Districts utilizing the Voter’s Choice Act model. Ensured that all voting locations meet Federal Americans with Disabilities Act regulations. Completed the redistricting project for schools and special districts which had later deadlines than counties for redistricting and assigned voters to proper districts and precincts.
- **Recorder** – Implemented a [Recording Fee Calculator](#) on the Recorder’s website in conjunction with the Information Systems Department. This new tool will assist customers calculating recording fees for a selection of over 20 recordable document types and information required based on the document.
- **County Clerk** – Implemented manual procedures for administration of 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. Work is ongoing with the Clerk-Recorder system to automate the process.
- **Clerk-Recorder** – Initiated cross training focused on integrating job duties between the County Clerk and Recorder Micrographics divisions. This will allow staff from both divisions to learn multiple services offered by the County Clerk-Recorder, increase customer service response, and reduce repetitive movement strain on staff. Cross training includes marriage licenses, marriage ceremonies, vital records, Fictitious Business Name statements, Professional Registrations such as Notary Public, Legal Document Assistant, Professional

Photocopier, Unlawful Detainer Assistant, and California Environmental Quality Act (CEQA) filings and legal postings, and other various County Clerk functions and filings, assisting the public with recorded document research, scanning and performing quality control on recorded documents and subsequent microfilm, and related duties.

### FY 2023-24 Objectives

- **Assessor** – Reduce or eliminate the backlog of assessments by increasing productivity and working to fill vacant positions. The Assessor’s office has begun updating processes and procedures, training programs and systems, and will continue to do so in the next year to decrease the current backlog. The Assessor will also continue to work with Information Systems Department on rebuilding 40-50 internal databases to improve productivity over the next few years, as staff and resources allow. Additionally, the Assessor is working with other counties to develop a Proposition 19 module within the existing Megabyte property tax system for tracking, valuing, and reporting requirements through a recent Joint Powers Agreement for the California County Assessors’ Information Technology Authority with other counties throughout the state.
- **Registrar of Voters** – Continue making improvements to processes in elections administration to ensure successful elections are conducted under the Voter’s Choice Act (VCA) election model to include updating the Election Administration Plan to continue to conduct elections under the VCA model, as required by law every two years. The Registrar of Voters will continue to update training documents, and cross-train staff to provide increased flexibility for staff scheduling, and coverage of assignments to ensure readiness for March 2024 Presidential Primary Election as well as develop procedures to notify persons who have been released from imprisonment that their voting rights have been restored, pursuant to SB 504.
- **Recorder** – Import pre-1963 recorded document images, currently stored in a 3<sup>rd</sup> party database as imaged microfilm, into the current recording system in order to make records more accessible to the public. While a separate project, this is closely tied with the [Restrictive Covenant Modification Program](#) since these will be the same document images that will need to be reviewed for possible identification of unlawfully restrictive covenants, which is intended to spotlight the inequities of the past. Additionally, the office will be importing the images of the 1830-1963 Grantor/Grantee indices, which are handwritten indexes referencing the book and page of a recording. Having this in the same recording system will allow customers the ability to search and purchase online all recorded documents since 1830. In addition, continue the implementation of the Restrictive Covenant Modification Program upon securing a vendor to automate the process.
- **Recorder** – Continue working on the Restrictive Covenant Modification Program as authorized by AB 1466 to provide state mandated inspection and audit services to remove unlawful and discriminatory language from recorded documents. A Request for Proposal was issued for a vendor to automate the identification and re-recording of documents containing illegal restrictive language. Once a vendor is secured, the review of all prior-recorded documents for illegal restrictive language will begin, which is approximately 24 million images. The Program work will be done by Recorder and County Counsel staff, as well as a vendor.
- **Clerk** – Reinstate the Deputy Marriage Commissioner for a Day program which was eliminated during the pandemic due to in-person restrictions. This program consists of training members of the public looking to perform a ceremony on a specified date for a specified couple on the requirements of a marriage ceremony and how to properly complete the marriage license.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 Registrar of Voters Election Specialist II bi-lingual to assist in election materials translations, proofing, outreach and communications to voters, as well as provide increased support to the public needing assistance in Spanish.	1.00	\$133,796	0	\$133,796
Add 1.0 Registrar of Voters Elections Services Supervisor to provide increased capacity to support elections activities to include candidate filing, campaign finance, and petitions, Vote-by-Mail and voter registration.	1.00	\$165,535	0	\$165,535
Add 1.0 Registrar of Voters Program Development Manager, working title of Elections Manager to provide increased capacity needed to comply with growing outreach requirements, Public Records Act requests, as well as legislative changes requiring new program development and process changes.	1.00	\$230,930	0	\$230,930
Add 1.0 Auditor-Appraiser II position in the Assessor Division to support mandated audit services required by Revenue and Taxation Code Section 469(a).	1.00	\$181,803	0	\$181,803
Add 0.2 Appraiser III in the Assessor Division to increase an existing .80 allocation to full time and support increased workload resulting from multiple calamity events and the passage of Proposition 19. Funding for this position will be covered with existing resources in the department's FY 2023-24 Recommended budget.	0.20	0	0	0

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$15,946,723	\$16,067,869	\$16,757,489	\$810,766	5.1
Services and Supplies	\$8,270,240	\$9,728,594	\$9,751,038	\$1,480,798	17.9
Capital Expenditures	\$413,718	\$240,000	\$240,000	(\$173,718)	(42.0)
Transfers within the County*	\$714,130	\$388,717	\$388,717	(\$325,413)	(45.6)
<b>Total Expenditures by Character</b>	<b>\$25,344,811</b>	<b>\$26,425,180</b>	<b>\$27,137,244</b>	<b>\$1,792,433</b>	<b>7.1</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
General Fund Contribution	\$14,801,497	\$14,609,815	\$15,321,879	\$520,382	3.5
Fees and Charges for Services	\$7,022,063	\$7,143,744	\$7,143,744	\$121,681	1.7
State, Federal, & Other Govt. Revenue	\$98,782	\$34,782	\$34,782	(\$64,000)	(64.8)
Other Departmental Revenue**	\$227,651	\$318,835	\$318,835	\$91,184	40.1
Use of Fund Balance	\$15,160	\$1,255,212	\$1,255,212	\$1,240,052	8,179.8
Internal County Reimbursements & Transfers***	\$3,179,658	\$3,062,792	\$3,062,792	(\$116,866)	(3.7)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$25,344,811</b>	<b>\$26,425,180</b>	<b>\$27,137,244</b>	<b>\$1,792,433</b>	<b>7.1</b>

<b>Total Permanent Positions</b>	<b>111.80</b>	<b>111.80</b>	<b>116.00</b>	<b>4.20</b>	<b>3.8</b>
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# INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW AND OUTREACH (IOLERO)

**John Alden**  
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; investigating Whistleblower complaints, in-custody deaths, and fatal uses of force; outreach; policy recommendations; and the promotion of greater transparency of law enforcement operations.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$2,089,498
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$0
Total General Fund Contribution	\$2,089,498
% Funded by General Fund	100%
Total Staff	6.00

## DEPARTMENT OVERVIEW

IOLERO is responsible for providing objective, independent audit of the findings of administrative investigations conducted by the Sheriff's Office internal affairs unit related to civilian complaints to ensure adherence to policies and procedures. IOLERO also directly investigates whistleblower complaints, in-custody deaths, and fatal uses of force. IOLERO also makes recommendations for discipline both in its audits and investigations and offers policy recommendations for institutional improvement. Finally, IOLERO conducts outreach to the community, and provides administrative support to the Community Advisory Council (CAC).

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

### Service Area Description

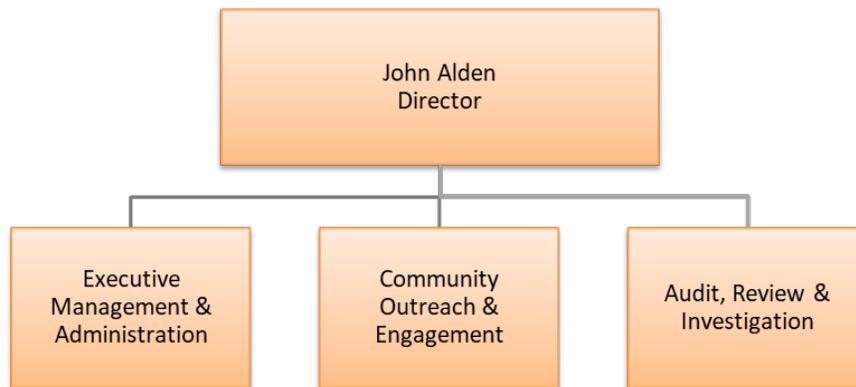
**Executive Management and Administration** handles the day-to-day department operations and functions such as the intake and tracking of complaints, budget, recruitment and training, media appearances, Public Records Act requests, and report writing including IOLERO's annual report. Other functions may include researching legislation, ensuring IOLERO's compliance with County policies, identifying additional sources of income such as grants and collaborations with other departments to further the mission of IOLERO. This area also includes the executive leadership of the agency, which oversees all areas as well as directly assisting in work related to other service areas.

**Audit, Review and Investigation** provides objective and independent auditing of law enforcement administrative investigations by the Sonoma County Sheriff's Office to ensure there have been no violations of policy or procedure, that investigations are complete, and that the conclusions reached are appropriate. IOLERO directly investigates whistleblower complaints, in-custody deaths, and fatal uses of force and is charged with auditing civil cases brought against Sheriff personnel for alleged use of force violations. Under the Evelyn Cheatham Effective IOLERO Ordinance (Measure P), IOLERO will begin making recommendations for discipline both in its audits and

investigations. Finally, this unit increases transparency and accountability by memorializing the outcomes of audits and investigations in IOLERO’s annual report.

**Community Outreach & 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 and meetings, and makes presentations to local colleges, including the Public Safety Training Center, and leadership organizations. This work also includes collaboration and participation in the meetings and activities of the Community Advisory Council (CAC). IOLERO coordinates with the CAC to explore issues related to police reform, engage the community to create policy recommendations for the Sheriff, and generally create dialogue between the Community and the Sheriff’s Office around community partnership in shaping law enforcement operations. This unit also provides administrative support to the CAC.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	2.25	3.00	0.75	33.3
Community Outreach & Engagement	1.50	1.00	(0.50)	(33.3)
Audit, Review & Investigation	2.25	2.00	(0.25)	(11.1)
<b>Total Permanent Positions</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	\$619,430	\$1,049,658	\$430,228	69.5
Community Outreach & Engagement	\$605,826	\$289,920	(\$315,906)	(52.1)
Audit, Review & Investigation	\$795,159	\$713,642	(\$81,517)	(10.3)
<b>Departmental Operating Expenditures</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$32,805</b>	<b>1.6</b>
<i>Internal Departmental Transfers</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$32,805</b>	<b>1.6</b>

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$1,406,258	\$1,465,086	\$58,828	4.2
Services and Supplies	\$610,893	\$584,870	(\$26,023)	(4.3)
Transfers within the County	\$3,264	\$3,264	\$0	0.0
<b>Total Expenditures by Character</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$32,805</b>	<b>1.6</b>

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution*	\$2,020,415	\$2,053,220	\$32,805	1.6
<b>Total Revenues/Use of Fund Balance</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$32,805</b>	<b>1.6</b>

\*IOLERO's General Fund Contribution will be true-up to represent 1% of the Sheriff's Office final operating expenditures, if needed, as part of FY 2023-24 budget hearings.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Executive Management & Administration:** This Service Area budget is increasing by \$430,228 from the prior year as a result of a budgeting change to reflect a move to standardize budgeting across the County by including centralized costs, such as Executive Management and department-wide administrative support in a single service area. Previously, the IOLERO Director position costs and services and supplies expenses associated with general administration were allocated under Community Outreach and Engagement. The newly aligned budget better reflects costs that go to support the entire agency and does not reflect a change to the work that the department performs or the way that work is accomplished. As IOLERO is a small department, a significant share of the work performed by the Director goes to directly support other service areas.
- **Community Outreach and Engagement:** The decrease in this Service Area from the prior year by \$315,906 is due to standardization of executive management and administration costs as described above. This includes the reallocation of a portion of the IOLERO Director position costs and services and supplies expenses associated with general administration to the Administration Service Area.
- **Audit, Review & Investigation:** There are no significant changes to the budget in this Service Area for FY 2023-24.

### Key Issues

- 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. The **Audit, Review & Investigation** unit continues to build out several key programs under Measure P: a whistleblower complaint and investigation process; a civil claim audit process; disciplinary recommendations in disciplinary cases; and independent investigations of in-custody deaths and fatal uses of force. Development of these systems is IOLERO's largest new project moving forward.
- Implementing responsibilities required by Measure P may present some temporary and ongoing challenges for **Executive Management & Administration** and **Audit, Review & Investigations**. These challenges include: construction of a private interview room within the department's office to enable IOLERO to complete confidential interviews as required by the Government Code, purchase and implementation of case management and whistleblower software, developing and documenting protocols that define and specify the scope for IOLERO's process for receiving, reviewing, processing and auditing complaints and investigations, and the training of new hires and building of internal policies in support of Measure P requirements.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

- After a period of high vacancies dating to July 2021, IOLERO is on track to reach full staffing by the end of the fiscal year. This transition has improved the heavy workload for employees covering multiple vacant positions, slowly increased staff capacity to fully support the CAC, develop, and document administrative policies and procedures, and expand the community engagement program.
- Resolved the audit backlog from pre-2019 at the beginning of FY 2022-23. The department has remained current on the audit caseload since then. This is a first for IOLERO since its inception.
- Worked with the CAC, with input from the Chair of the Board of Supervisors and the Sheriff, to create a CAC FY 2023-24 Workplan and launched an annual CAC retreat to standardize the development of an annual work plan for the CAC moving forward.
- Engaged the Sheriff's Office in constructive, ongoing communications about auditing standards for investigations and the new investigative functions under Measure P.
- Initiated several new processes to implement provisions of Measure P, including civil case auditing, launching a whistleblower program, and direct investigations of certain cases.

## FY 2023-24 Objectives

- Completion of the launch of duties necessary to carryout Measure P provisions, including beginning IOLERO's first independent investigations, making disciplinary recommendations, and reporting to the public on the results of civil case auditing and the whistleblower program. This includes training new hires and building internal policies in support of Measure P duties.
- Supporting CAC work to create policy recommendations for the Sheriff's Office to: reduce the racial disparities in law enforcement stops, facilitate recruitment and hiring practices, set processes for evictions, achieve law enforcement culture change, and other policy priorities identified in the CAC annual plan.
- Strategic Plan Alignment – Healthy and Safe Communities: Goal 5, Objective 1: Collaborating with the Sheriff's Office on developing the next steps of the Community Oriented Policing Program, including surveys of specific communities that have frequent contacts with Sheriff's patrol services, and Sheriff's Deputies, on specific community policing needs, strategies, and goals. The consultant report on the survey and data collection results will be completed in early FY 2024-25.
- Strategic Plan Alignment – Healthy and Safe Communities: Goal 5, Objective 1: Supporting the CAC and the Sheriff's Office on the implementation of training and policy changes relating to Use of Force, especially De-Escalation.
- The most recent Racial and Identity Profiling Act (RIPA) report corroborates the community's longstanding concern that Latino and Black residents are disproportionately the subject of law enforcement stops in Sonoma County. IOLERO and the CAC have prioritized this issue in their workplan for the upcoming fiscal year. Learning how we can change this disparate impact is an important part of Sonoma County's goal of achieving racial equity in the provision of County services.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Increase appropriations to true-up IOLERO's FY2023-24 recommended budget to 1% of the Sheriff's Office FY2023-24 budget. Measure P - Evelyn Cheatham IOLERO Ordinance approved by the voters on 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 in the Ordinance. The net cost increase is offset with a decrease in the Non-Departmental Budget.	0.00	\$36,278	\$0	\$36,278

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$1,406,258	\$1,465,086	\$1,465,086	\$58,828	4.2
Services and Supplies	\$610,893	\$584,870	\$621,148	\$10,255	1.7
Transfers within the County	\$3,264	\$3,264	\$3,264	\$0	0.0
<b>Total Expenditures by Character</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$2,089,498</b>	<b>\$69,083</b>	<b>3.4</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$2,020,415	\$2,053,220	\$2,089,498	\$69,083	3.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$2,020,415</b>	<b>\$2,053,220</b>	<b>\$2,089,498</b>	<b>\$69,083</b>	<b>3.4</b>

<b>Total Permanent Positions</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.0</b>
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# OFFICE OF EQUITY

**Alegría De La Cruz**  
**Director**

**Our mission is to work in authentic and collaborative partnerships within County government; with Black, Indigenous, and communities of color; and with community members who are disproportionately impacted by systemic inequities to:**

- **Recognize and disrupt systemic harm,**
- **Redesign structures and direct resources towards healing, liberation, and belonging,**
- **Build transparency and accountability in County institutions, policies, and culture.**

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><i>Expenditures</i></b>	
Departmental Operating Expenditures	\$2,089,071
Internal Transfers	\$0
<b><i>Funding Sources</i></b>	
Total Revenues/Use of Fund Balance	\$713,180
Total General Fund Contribution	\$1,375,891
% Funded by General Fund	65.86%
Total Staff	9.00

## DEPARTMENT OVERVIEW

In the summer of 2020, the Sonoma County Board of Supervisors created the Sonoma County Office of Equity and took a meaningful step to recognize and celebrate its role in unseating racial inequity in our communities.

In January 2021, the Board approved a 5-year strategic plan, which includes a [Racial Equity and Social Justice pillar](#). The pillar is made up of specific goals and objectives that will lead to normalizing, organizing, and operationalizing a new way of seeing our challenges, conducting analysis, and implementing new policies to ensure a workforce reflective of the community we serve and to achieve racial equity in County service provision.

In December 2022, the Board approved the Office’s [Vision, Mission, and Values](#).

For more information, call 707-565-8980, or visit the <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/office-of-equity>.

### Service Area Description

The **Executive Management and Administration** Service Area consists of all the tasks and responsibilities necessary for a County Department to function, including fiscal and administrative management, as well as providing overall leadership to the department. Staff in this section also engage directly in provision of other services.

The **Racial Equity Technical Assistance** Service Area, formerly known as ARPA Efforts in FY2022-23, recognizes the importance of supporting early adopter departments in their race equity work in two ways:

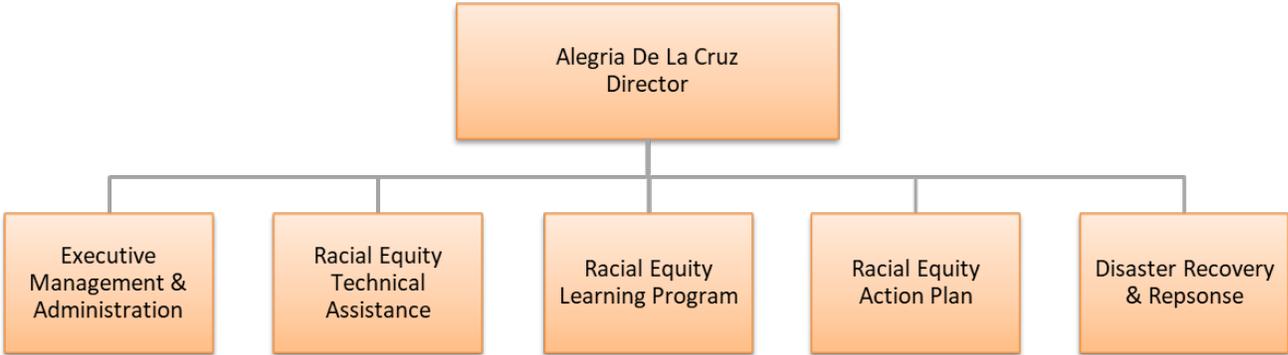
- Through embedding Office of Equity staff and leadership with multi-departmental teams, as with Upstream Investments in our implementation of distribution of American Rescue Plan Act (ARPA) funds;
- Through high-level consultation and through partnerships with other County departments requesting guidance, assistance, and collaboration as they work to implement racial equity practices in their work and in alignment with the County’s Strategic Plan. This includes creation and delivery of race equity toolkit trainings, evaluation and tracking of plans to apply the toolkit, assistance with race equity data collection, analysis, and reporting.

The **Racial Equity Learning Program** is designed to provide learning and healing spaces for County employees participating in the Racial Equity Core Team. In FY 2022-23, this service area was combined with the Racial Equity Action Plan under the Equitable Organization program area. Since the program was launched in the Spring of 2021, the program focused on healing (Race Affinity Series) and shared learning and understanding of racial equity foundational concepts (Racial Equity Foundation Series). Additionally, through the program, the Office of Equity has offered additional pieces of training to develop technical expertise in Anti-Racist Results-Based Accountability (AR RBA) and/or to develop facilitation expertise in conversations about race equity (Train the Trainer Series) depending on the Core Team member's interests and capacity. The program supports Core Team members to further develop their expertise and knowledge and bring it into their own department's work. Core Team members who are working in alignment with the Office of Equity also serve as a resource and equity champions in their own departments when called into the development of different initiatives. The Office of Equity is working with its trained Core Team facilitators to develop a Racial Equity Foundational training for all County employees that will be launched on the County's online learning platform.

The main charge of the Core Team Steering Committee will be to co-develop and present a County-wide **Racial Equity Action Plan** (REAP) to the Board of Supervisors by the end of FY 2023-24. Steering Committee members have a demonstrated commitment to and investment in equity work, the capacity to dedicate time to the work, and the ability to connect their role in the Steering Committee to the responsibilities of their day-to-day work in their departments. The REAP will create a roadmap to achieving "meaningful and measurable results" as stated in the Racial Equity and Social Justice pillar of the County's Strategic Plan. The creation of a REAP, with the leadership of the Core Team Steering Committee and the support and involvement of all County departments and agencies, is critical to ensuring that the responsibilities to embed racial equity across our government process and actions are clearly articulated and shared across all departments and agencies to positively impact communities of color across County service provision and employment opportunities.

The main objective of the **Disaster Recovery & Response** Service Area is to engage in continuing to develop the capacity of the County of Sonoma to address the disproportionate impact of disasters on low-income and communities of color by recognizing, activating, and valuing the power of robust, well-resourced, and connective culturally responsive community institutions. During disasters, the Office of Equity also plays a key role in emergency operations, ensuring the provision of culturally responsive language access, assistance with race equity data collection and analysis, and identification of specific communities who are experiencing unique needs. In this way, we work to ensure that existing inequities and resulting trauma are not continually exacerbated during ongoing disaster response and recovery efforts.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted**	% Change from FY 2022-23 Adopted
Executive Management & Administration*	1.2	2	0.80	66.7
Racial Equity Technical Assistance	2.4	2	(0.40)	(16.7)
Racial Equity Learning Program	1.4	0.5	(0.90)	(64.3)
Racial Equity Action Plan	0	0.5	0.50	0.0
Disaster Recover & Response	0	1	1.00	0.0
<b>Total Permanent Positions</b>	<b>5.00</b>	<b>6.00</b>	<b>1.00</b>	<b>20.0</b>

\*Executive Management and Administration positions are centrally budgeted and assist in providing all services whereas in previous fiscal years the cost of the Director was spread between the program areas.

\*\*Changes reflect position allocation updates approved by the Board of Supervisors from July 1, 2022 through March 1, 2023.

# FINANCIAL SUMMARIES

## Expenditures by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	\$388,855	\$740,957	\$352,102	90.5
Racial Equity Technical Assistance	\$416,779	\$398,271	(\$18,508)	(4.4)
Racial Equity Learning Program	\$569,463	\$144,241	(\$425,222)	(74.7)
Racial Equity Action Plan	\$0	\$121,176	\$121,176	0.0
Disaster Recover Response	\$0	\$294,415	\$294,415	0.0
<b>Departmental Operating Expenditures</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$323,964</b>	<b>23.6</b>
<i>Internal Departmental Transfers</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$323,964</b>	<b>23.6</b>

\*New services areas were created to better define the increasing scope of work. Equitable Organization program area in FY 2022-23 is now known as Racial Equity Action Plan and Racial Equity Learning Program and the APRA Efforts program area is now known as Racial Equity Technical Assistance.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$984,201	\$1,237,784	\$253,583	25.8
Services and Supplies	\$390,896	\$461,277	\$70,381	18.0
<b>Total Expenditures by Character</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$323,964</b>	<b>23.6</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$958,318	\$985,881	\$27,563	2.9
Transfers & Reimbursements within the County*	\$416,779	\$713,180	\$296,401	71.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$323,964</b>	<b>23.6</b>

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

# DEPARTMENT HIGHLIGHTS

## Major Variances

In FY 2022-23, the Office of Equity introduced three main service areas: 1) Administration; 2) ARPA Efforts; and 3) Equitable Organization. The service areas have been better defined to reflect the increasing scope of work and new service areas have been created, as well as to standardize capture of centralized management and administrative costs with other departments. The variances for each service area are outlined below.

- **Executive Management & Administration:** This service area is increasing by \$352,102, or 90.5%. In order to better reflect positions and other costs that serve the entire Office, and to standardize capture of these costs with other departments, the salary, benefit, and associated administrative costs for the Director and Administrative Aide are being recorded in this service area. Last year these costs were largely allocated out to other service areas, as these positions both indirectly support and directly perform work related to all service areas. To minimize administrative burden, however, costs are not being spread, which leads to an increase in apparent costs to the Executive Management and Administration area.
- **Racial Equity Learning Program:** The Equity Learning Program is a foundational service area that was previously reflected in the Equitable Organization service area combined with the **Racial Equity Action Plan** and known as the Equitable Organization service area in FY 2022-23. The program area and program manager's time was divided to better align with the services being provided. When combined with Racial Equity Action Plan, a decrease in the amount of \$304,046, or 53%, is largely due to the salary, benefit, and associated administrative costs for the Director and Administrative Aide, that were previously distributed throughout multiple programs, being reappropriated to the Executive Management & Administration service area and the loss of facilitator contracts for Affinity spaces and other Core Team activities.

## Key Issues

- Office of Equity has limited administrative support: one full-time Administrative Aide and a shared Administrative Service Officer (ASO), who also supports two other departments. The County Equity Program Manager requires significant administrative support and additional program capacity to manage the full portfolio of the Racial Equity Learning Program, which includes the Anti-racist Results-Based Accountability, the Facilitators Cohort, the Steering Committee, and the full Core Team Group. It is not anticipated that the addition of a secretary for the full office and its staff members will fulfill the need for additional administrative support for scheduling, resourcing, finding meeting spaces, and tracking the work and requests for support of the 60+ members of the Core Team. Additionally, the Program Manager has an added responsibility to replace the capacity that consultants brought facilitating the Racial Equity Learning Program without any additional support. Having a Department Analyst or a fully dedicated Administrative Aide dedicated to the program would free the Program Manager's capacity to focus on the program issues and strategy, as opposed to spending time fulfilling administrative needs. An assessment of existing allocations and job classifications will be conducted to maximize administrative capacity.
- **Racial Equity Learning Program:** The main operational challenge for the Racial Equity Learning Program is the lack of consistent funding for its different learning areas (Anti-Racist Results-Based Accountability and Facilitators Cohorts as well as the Steering Committee) and the lack of capacity in the form of staff. For it to be possible to "achieve racial equity in County service provision and ensure a workforce reflective of the community we serve" as stated in the Racial Equity and Social Justice Pillar of the County's Strategic Plan, the Office of Equity needs to have consistent funding and support to develop and set the learning foundation that will lead to the achievement of this goal. The Office of Equity is not funded to extend the contract with the Anti-Racist Result-Based Accountability consultant, Equity & Results, through FY 2023-24. This lack of funding prevents the Office of Equity from continuing to train new employee cohorts on this methodology across the County. With additional funding, the Office of Equity would be able to extend their working scope with the Anti-Racist Results-Based Accountability consultant to further support staff in becoming proficient in the use

of this methodology and eventually work with those trained staff members to begin training additional employees in the use and implementation of this data-driven approach in departments across the County. No funding request is made this budget cycle due to lack of availability however funding requests will likely be made in subsequent years.

- The size of the Core Team is dwindling. Unfortunately, the Core Team has lost 19 members and now consists of 60+ members. Some of the most common reasons for attrition in the Core Team include obtaining support from their supervisors in freeing their capacity for participation in Core Team learning, leaving the County for other employment, and retirement.
- The Office has not received additional funds or have the capacity to launch a second Countywide learning cohort that replicates and enhances the learning experience of existing Core Team members with new employees. With additional funding, the Office of Equity would be able to convene another racial equity foundational learning cohort and deliver additional training to employees who could not join the first cohort and are interested in developing their skills in racial equity as public servants.
- The Office of Equity remains unfunded and lacks capacity to continue to provide facilitated Affinity spaces, which have been elevated by Core Team members as a critical component of their learning and healing as County staff.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Administration:**
  - The Office's Mission, Vision and Values were approved by the Board of Supervisors, setting the Office of Equity's north star and general scope of work.
- **Racial Equity Technical Assistance:**
  - In alignment with the County's **Strategic Plan Racial Equity and Social Justice Pillar (Goal 4, Objective 1 and 4)**, the Office of Equity launched the ARPA-funded Language Access and Community Engagement Planning processes.
  - In alignment with the **Strategic Plan Healthy and Safe Communities Pillar (Goal 2, Objective 1)**, the Office of Equity worked with the Human Services Department's Upstream Investments in their transition to an Anti-Racist approach to their Results Based Accountability work and collaborated in the facilitations of the ARPA Community Resilience Programs Learning Community, including providing training on the newly launched Anti-Racist Results Based Accountability approach to grant performance and Equity in Data Collection.
  - In alignment with the **Strategic Plan Healthy and Safe Communities Pillar (Goal 2, Objective 1)**, the Office of Equity worked closely with the Human Services Department in the process of implementing the distribution mechanism for American Rescue Plan Act (ARPA) funds. This included the creation of a representative ARPA proposal review committee, the collaborative implementation and creative program evaluation and monitoring of the funded projects with the ARPA grantees, and the evolving data collection system to shift how we collect, analyze and report on data.
  - In alignment with the **Strategic Plan Healthy and Safe Communities Pillar (Goal 2, Objective 1)**, the Office of Equity worked to transform the County's data collection and reporting tools with community voice and guidance, to account for the many populations who are typically deemed "statistically insignificant" so that more people can see themselves reflected in the data.
- **Disaster Recovery & Response**
  - **Strategic Plan Racial Equity and Social Justice (Goal 4, Objective 2) and Healthy and Safe Communities (Goal 2, Objective 1) Pillars**, created a new role for the Office of Equity in the Emergency Operations Center, in conjunction with the Department of Emergency Management. This included the development

of an immediate response to economic and other impacts from the 2023 Winter Storm by identifying and utilizing new data sources and conducting community engagement with underserved and disproportionately impacted communities to understand how they were impacted by the disaster and how to best assist them. This work led to the creating and implementation of a new intake questionnaire and emergency financial assistance program directing over \$600,000 out in the community, housed in a new service delivery model, the Recovery Support Center.

- **Racial Equity Learning Program**

- In alignment with the County's **Strategic Plan Racial Equity and Social Justice Pillar (Goal 1, Objectives 1 and 2)**, the Office of Equity trained 31 Core Team members representing 12 departments and agencies in the implementation of Anti-Racist Results-Based Accountability. Participants worked on identifying the roots of inequities pertaining to their departments or agencies, visualizing strategic solutions to those inequities, and developed action commitments as a result of their months-long and deep exploration of root causes of inequities in their area of service and expertise.
- In alignment with the County's **Strategic Plan Racial Equity and Social Justice Pillar (Goal 1, Objectives 1 and 2)**, 20 Core Team members representing 9 departments/agencies completed the Train the Trainer Sessions offered by the Office of Equity. The Core Team facilitators participated in the creation and delivery of a Racial Equity Training for County Department Heads and leadership in October 2022. Nineteen (19) Department and Agency Heads attended the day-long training in which newly trained facilitators showcased their skills and continued to expand their comfort in leading conversations and teaching concepts about race.
- Through surveys conducted at various key stages of the Racial Equity Learning Program, the Office of Equity learned that the organization is experiencing positive impacts from these early efforts.
  - 74% Core Team survey respondents "agreed" or "strongly agreed" that their learning in the Affinity Sessions was applicable to their day-to-day work.
  - 70% of responding participants "agreed" or "strongly agreed" that they acquired skills and built relationships that helped them discuss and implement Racial Equity principles relevant to their work.
  - 87.5% of Department/Agency Heads responding to the Office's post-training survey found the content of the training "very relevant," and 75% reported being "very" (5 -max score) satisfied with the overall training.

- **Racial Equity Action Plan (REAP):**

- Convened the Steering Committee and launched the Race Equity Action Planning Process.
- The Steering Committee began their work together in February 2023 through intentional community building guided by anti-racist principles and will continue to work together through FY 2023-24 to complete a REAP that will be presented to the Board of Supervisors for approval.

### **FY 2023-24 Objectives**

- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 1, Objective 3):** Conduct a baseline assessment of racial equity awareness and understanding among County staff and develop a process to assess progress annually. With Core Team facilitators and the Human Resources Department, develop a Racial Equity Foundational training for all County employees that will be launched on the County's online learning platform.
- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 3, Objective 1, 2):** The objectives under this goal are the establishment of a racial equity analysis tool for departments to use and regular reports that are publicly available on racial equity in County policies, programs, and services. The Office of Equity is set to achieve these objectives through the development of a Race Equity Action Plan to be presented to the Board of Supervisors for approval by the end of FY 2023-24.
- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 4, Objective 1):** Establish a process for engagement and collaboration with community members and stakeholder groups, and launch a community engagement strategy with a focus on racial equity by the end of FY 2023-24.

- **Strategic Plan Alignment: Racial Equity and 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 by the end of FY 2023-24.
- **Strategic Plan Alignment: Racial Equity and Social Justice Pillar (Goal 4, Objective 4):** Develop and establish a language access policy for the County of Sonoma by the end of FY 2023-24.
- **Strategic Plan Alignment: Healthy and Safe Communities Pillar (Goal 2, Objective 3):** Identify and eliminate data gaps for underrepresented groups, and collaborate with the community to implement measures to mitigate the negative impacts caused by the lack of access to services by racial and ethnic groups that are disproportionately under-served. This includes rolling out lessons learned from the Anti-Racist Results Based Accountability work with ARPA funds into additional County program and funds.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add \$390,010, as a net cost increase to provide on-going support of a 1.0 Secretary; 2.0 Program Planning and Evaluation Analysts and \$50,000 for Core Team facilitation support, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments. Related to NDOTHGF-SUP-03.	3.00	\$390,010	\$0	\$390,010

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$984,201	\$1,237,784	\$1,577,794	\$593,593	60.3
Services and Supplies	\$390,896	\$461,277	\$511,277	\$120,381	30.8
<b>Total Expenditures by Character</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$2,089,071</b>	<b>\$713,974</b>	<b>51.9</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$958,318	\$985,881	\$1,375,891	\$417,573	43.6
Transfers & Reimbursements within the County*	\$416,779	\$713,180	\$713,180	\$296,401	71.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,375,097</b>	<b>\$1,699,061</b>	<b>\$2,089,071</b>	<b>\$713,974</b>	<b>51.9</b>

<b>Total Permanent Positions</b>	<b>5.00</b>	<b>6.00</b>	<b>9.00</b>	<b>4.00</b>	<b>80.0</b>
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# EMERGENCY MANAGEMENT

**Jeffrey DuVall**  
**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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$8,378,545
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$5,752,261
Total General Fund Contribution	\$2,626,284
% Funded by General Fund	31.35%
Total Staff	15.00

## DEPARTMENT OVERVIEW

The Department of Emergency Management leads and coordinates major countywide programs including community disaster preparedness, public education, government staff development, response planning, alert and warning, incident response management, continuity of operations, and short-term recovery, and serves as the lead agency on behalf of the Sonoma County Operational Area, which includes cities, special districts, tribal nations, and unincorporated areas of the County. The Department develops and sustains effective relationships with residents, County departments, cities, special districts, state and federal agencies, educational partners, community-based organizations and other allied stakeholder agencies.

The Department has six functional Service Areas:

**Executive Management and Administration** is responsible for leadership, management and coordination of internal administrative functions for the Department including collaboration with County departments, other municipalities and federal agencies regarding comprehensive emergency management efforts affecting Sonoma County. The Administrative Service Area develops and administers the annual budget, human resources and payroll, accounting, records management, department operations and ISD logistics, oversees Grant Administration, Departmental Special Programs, and acts as administrative support to department staff and the Operational Area Emergency Council.

**Emergency Coordination and Operations** includes functions of emergency coordination and management of emergency operations resources. Functions in this Service Area include: conducting threat and hazard assessments, developing emergency response plans, delivering training for County staff and Operational Area jurisdictions, facilitating exercises to validate plans and training, staffing the 24/7 Staff Duty Officer program, coordinating the County’s Continuity of Operations Plan (COOP) program and department safety program, and supports development of hazard mitigation strategies. This Service Area also manages Emergency Operations Resources which maintains the County’s Emergency Operations Center (EOC) facility, alternate EOC locations and systems, maintains multiple emergency supply warehouse spaces, response fleet vehicles, and response trailers for the Operational Area.

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

**Community Alert & Warning** maintains the 24/7 communications technology, develops policies and training and leads multi-jurisdictional coordination that enables delivery of public warnings via the SoCoAlert, Wireless

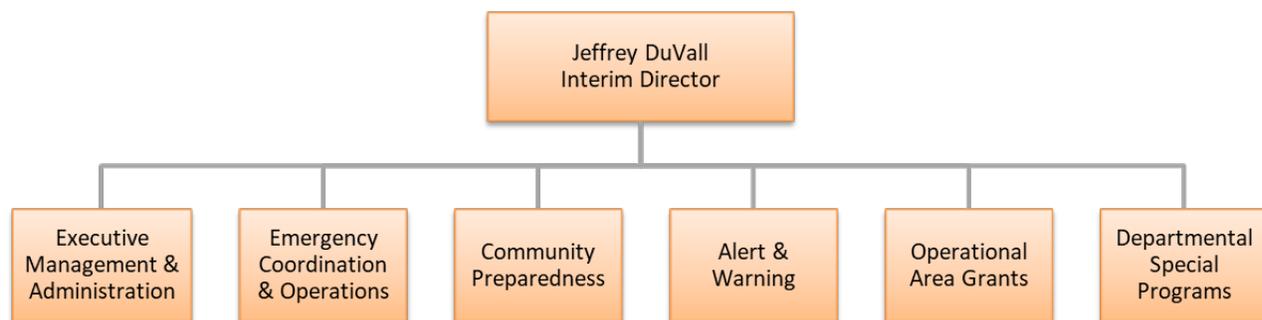
Emergency Alert, Emergency Alert System, and NOAA weather radio systems. This Service Area also manages the County’s network of wildfire monitoring cameras and supervises the Auxiliary Communications System volunteer program.

**Grant Administration** is responsible for applying for and administering multiple Department of Homeland Security (DHS), Federal Emergency Management Administration (FEMA) grants and California Department of Housing and Community Development (HCD) Community Development Block Grants (CDB Grants) on behalf of the County and Operational Area. The significant majority of funding in this section is federal passthrough for grant acquired equipment, programs and projects.

**Departmental Special Programs** is responsible for fiscal and administrative oversight of special projects as directed by the Board of Supervisors. Examples of this include the Sonoma County Unified Community Preparedness and Long-Term Disaster Recovery Project funded by the American Rescue Plan Act (ARPA) and Sonoma County Water Security Fund Climate and Drought Resilience Project.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	4	5	1.00	25.0
Emergency Coordination and Operations	4	4	0.00	0.0
Community Preparedness	1	1	0.00	0.0
Alert & Warning	2	2	0.00	0.0
Operational Area Grants	2	2	0.00	0.0
Departmental Special Programs	0	1	1.00	100.0
<b>Total Permanent Positions*</b>	<b>13.00</b>	<b>15.00</b>	<b>2.00</b>	<b>15.4</b>

\*FTE changes reflect position allocation updates approved by the Board of Supervisors from July 1, 2022 through March 1, 2023 and are described in the Major Variances for the relevant Service Areas below.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	\$1,459,353	\$1,290,353	(\$169,000)	(11.6)
Emergency Coordination and Operations	\$1,136,197	\$1,338,973	\$202,776	17.8
Community Preparedness	\$267,322	\$257,839	(\$9,483)	(3.5)
Alert & Warning	\$490,061	\$480,966	(\$9,095)	(1.9)
Operational Area Grants	\$4,949,272	\$3,757,288	(\$1,191,984)	(24.1)
Departmental Special Programs	\$0	\$1,053,125	\$1,053,125	0.0
<b>Departmental Operating Expenditures</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>(\$123,660)</b>	<b>(1.5)</b>
<i>Internal Departmental Transfers</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>(\$123,660)</b>	<b>(1.5)</b>

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$2,631,021	\$2,783,317	\$152,296	5.8
Services and Supplies	\$4,983,654	\$4,256,843	(\$726,811)	(14.6)
Capital Expenditures	\$656,795	\$947,528	\$290,733	44.3
Transfers within the County*	\$30,735	\$190,857	\$160,122	521.0
<b>Total Expenditures by Character</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>(\$123,660)</b>	<b>(1.5)</b>

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

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$2,691,759	\$2,626,284	(\$65,475)	(2.4)
State, Federal, & Other Govt. Revenue	\$4,916,364	\$3,800,753	(\$1,115,611)	(22.7)
Transfers & Reimbursements within the County*	\$694,082	\$1,751,508	\$1,057,426	152.3
<b>Total Revenues/Use of Fund Balance</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>(\$123,660)</b>	<b>(1.5)</b>

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Executive Management & Administration** – A 1.0 time-limited Department Analyst was added to this Service Area during FY 2022-23; this position is fully funded with the American Rescue Plan Act funds to assist with the administration of the Sonoma County Unified Community Preparedness and Long-Term Disaster Recovery Project. The year over year change associated with the added position is largely offset by the transfer of many service and supply costs to the Emergency Coordination and Operations Service Area for better budget tracking and management. In addition, there is a reduction of approximately \$100,000 in this Service Area due to the fact that the FY 2022-23 Adopted Budget included one-time funds for the purchase of an emergency response vehicle.
- **Emergency Coordination and Operations** – The increase of 17.8% and approximately \$203,000 is due to the movement of many services and supplies costs from the Executive Management & Administration Service Area to this Service Area to more accurately reflect the use of these expenses.
- **Operational Area Grants** – The 24.1% decrease reflects a reduction associated with the multi-year Community Development Block Grants (CDB Grants). Current CDB Grants include the development of three Community Emergency Resource Centers storage facilities, disaster response capabilities gap analysis, Sonoma Ready program development, a brick-and-mortar Community Resource Center needs assessment and development of a Sonoma County Community Emergency Response Team program. In developing the FY 2022-23 budget, the Department expected expenditures to occur more rapidly in the earlier years of the award periods for these projects; however, based on updated information, expenditures will actually occur more evenly over multiple fiscal years, which is why the FY 2023-24 Recommended Budget is so much lower than the FY 2022-23 Adopted Budget. The projects are still anticipated to be completed within the grant timelines. Apart from allocated staff costs, the expenses in this Service Area are fully offset with passthrough grant revenue.
- **Departmental Special Programs** – This is a new limited funding Service Area in the Department. It was added to manage special projects established by the Board of Supervisors. The FY 2023-24 budget includes funding for:
  - The "Sonoma County Unified Community Preparedness and Long-Term Disaster Recovery Project" that will develop an equitable, sustainable, unified, community-based disaster preparedness, response, and recovery platform. This three-year project was approved by the Board of Supervisors on May 24, 2022 and is funded with American Rescue Plan Act funds.
  - The Climate and Drought Resilience Project, which was established with Board of Supervisors direction on July 12, 2022. This two-year project is co-led with Sonoma County Water and is funded by the Water Security Fund. Funding includes support of a 1.0 FTE time-limited Climate Resiliency Program Manager to develop planning and response capabilities for extreme heat and catastrophic drought conditions and create a more defined flood coordination framework.

### Key Issues

- With the winter storms and snow event of early 2023, the County has experienced 14 locally-proclaimed disasters in just the last four years. The repeated response effort has created significant fatigue in staff and across the community. Approximately 40% of staff assigned to various roles in the Emergency Operations Center have turned over in the past year, which puts a significant strain on response activities. Continuous collaboration with other department heads and the County Administrator will be required to maintain progress in general preparedness and response.

- Federal disaster grants are increasingly complex to administer. Additional record keeping requirements have significantly increased the administrative workload required to remain compliant. Since 2019, the Department has gone from overseeing 4 grants totaling \$1.3 million to 14 grants totaling \$15 million. While this is a positive result for the County, capacity is challenged to manage the increased number of procurements, contracts, projects and reporting deadlines. These challenges correlate to delays in project implementation, as described with the CDB Grants above, and the need to request time extensions on other grants.
- The State of California continues to adopt new legislation that increases the responsibilities of counties in the areas of disaster preparedness and response without providing additional funding streams. Examples include SB 160 which integrates cultural competency in developing the County’s new Emergency Operations Plan (EOP) and AB 1108 which, if passed, would require counties to update EOP every two years as opposed to every four years.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Emergency Coordination and Operations** developed and implemented key emergency response planning documents including the Sonoma County Operational Area Annexes for Extreme Weather, Earthquake, Tsunami, and Active Shooter Incident/Terrorism.
- Coordinated and supported responses to extreme heat and cold weather events in September and December 2022 as well as winter storm and flooding incidents from January through March 2023.
- **Strategic Plan Alignment: Racial Equity and 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.”** During the 2023 January storm, Emergency Management leadership, through the Emergency Operations Center, guided and coordinated two Recovery Support Centers aimed at an equitable recovery for community members who were disproportionately impacted by economic loss from the storms. In partnership with the Office of Equity and Community Organizations Active in Disaster (COAD), the County implemented a pilot program to provide emergency financial assistance to impacted residents through these centers. Funding for the emergency financial assistance, totaling \$1 million, came from the \$2 million allocated for the Disaster Immediate Needs fund established during FY 2022-23 Budget Hearings. The plan for the remaining funds will be addressed in Fall, 2023 and is described as an objective below.
- **Strategic Plan Alignment: Organizational Excellence Pillar 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.”** Enhanced and expanded the County’s Emergency Staff Development Program, including awareness and operational-level training courses made available for staff assigned to various emergency response roles. A total of 3,400 County staff have reviewed the basic Disaster Service Worker (DSW) orientation video and 85 staff have completed Emergency Operations Center orientation and team training courses.

### FY 2023-24 Objectives

- **Strategic Plan Alignment: Organizational Excellence Pillar 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.”** Expand efforts to staff the Emergency Operations Center by exploring options for contracting for staff services as well as working closely with other County departments/agencies to identify potential staff and addressing funding for non-General Fund departments.

- **Strategic Plan Alignment: Resilient Infrastructure Pillar, Goal 2, Objective 3 - “Design and build a new, resilient Emergency Operations Center (EOC).”** Support the initial scoping and planning for the Emergency Coordination Center (ECC) element of the County’s Government Center Project.
- Implement the first phases of two new Community Preparedness projects funded by CDB Grants: a countywide Community Emergency Response Team (CERT) program and the Sonoma Ready program.
- **Strategic Plan Alignment: Racial Equity and 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.”** Working with the Office of Equity, the department will complete two specific efforts to support this objective in FY 2023-24:
  - Continue implementation of a project funded with American Rescue Plan Act funds to analyze the County’s disaster response/recovery capabilities and create a comprehensive Disaster Recovery Framework to guide recovery efforts with a focus on racial equity in future disasters. ARPA projects will concluded by December 31,2024. The Board will receive a report on this, and all other, community projects that received ARPA funding following the end of the project period.
  - In Fall, 2023, present a scoping project to the Board of Supervisors related to the remaining \$1 million in the Disaster Immediate Needs Fund and the \$1 million set aside for the Low Wage Worker Disaster Pay Program; both of these one-time funds were established during the FY 2022-23 Budget Hearings. As noted under Accomplishments, \$1 million of the Disaster Immediate Needs funds were utilized to provide emergency financial assistance in response to the January 2023 storms.
- Complete design and construction of three (3) Community Emergency Resilience Centers (CERC) in Sonoma, Forestville, and the County Administrative Center funded through a CDB Grant.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Emergency Operations Training & Staffing Master Services Agreement	0.00	\$200,000	\$0	\$200,000

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$2,631,021	\$2,783,317	\$2,783,316	\$152,295	5.8
Services and Supplies	\$4,983,654	\$4,256,843	\$4,456,843	(\$526,811)	(10.6)
Capital Expenditures	\$656,795	\$947,528	\$947,528	\$290,733	44.3
Transfers within the County*	\$30,735	\$190,857	\$190,857	\$160,122	521.0
<b>Total Expenditures by Character</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>\$8,378,544</b>	<b>\$76,339</b>	<b>0.9</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$2,691,759	\$2,626,284	\$2,626,284	(\$65,475)	(2.4)
State, Federal, & Other Govt. Revenue	\$4,916,364	\$3,800,753	\$3,800,753	(\$1,115,611)	(22.7)
Transfers & Reimbursements within the County**	\$694,082	\$1,751,508	\$1,951,508	\$1,257,426	181.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$8,302,205</b>	<b>\$8,178,545</b>	<b>\$8,378,545</b>	<b>\$76,340</b>	<b>0.9</b>

<b>Total Permanent Positions</b>	<b>13.00</b>	<b>15.00</b>	<b>15.00</b>	<b>2.00</b>	<b>15.4</b>
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# FIRE SERVICES FUNDS

**M. Christina Rivea**  
**County Administrator**

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

BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$11,236,672
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$11,236,672
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 since 2015 for enhancing fire services within Sonoma County via the Fire Services Project. This initiative focuses on facilitating efficient, effective, and sustainable fire services by facilitating fire agency consolidations. A key County goal is to identify professional partnerships for the County’s Volunteer Fire Companies supported by County Service Area (CSA) 40. Two different budget units are reflected in this narrative and represent the source of funds used to support consolidation efforts.

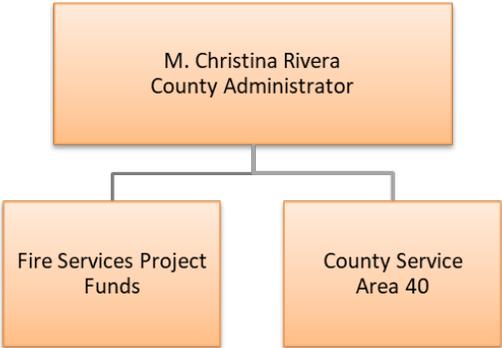
For more information, call (707) 565-2431, or visit [Fire Services Project](#).

### Service Area Description

**Fire Services Project Funds** are allocated by the Board of Supervisors to support fire agency consolidation efforts. The Board of Supervisors began dedicating funds in 2015, including a portion of the County's Proposition 172 Public Safety funds, Transient Occupancy Tax (TOT) revenue, and other discretionary funding sources, totaling \$10,974,316 for FY 2023-24. These funds have facilitated the consolidation of the CSA 40 Volunteer Fire Companies into existing fire protection districts and other key fire agency consolidations using revenue sharing agreements that provide additional sources of revenue to stabilize the newly consolidated districts. As a result of consolidations efforts, the number of fire agencies serving Sonoma County has decreased from 43 to 23, improving efficiency and effectiveness in fire service provision.

**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. As a result of consolidation efforts undertaken via the Fire Services Project, the remaining Volunteer Fire Companies that provided fire services under CSA 40 were consolidated with the Gold Ridge Fire Protection District in FY 2022-23. The territories remaining within CSA 40 include Incident Response Program (IRP) areas 51, 56, and 71. The County has an agreement with the Sonoma County Fire District to annex IRP 51 and 56 and will begin the annexation process with the Local Agency Formation Commission (LAFCO) in FY 2023-24. The City of Santa Rosa provides fire services for IRP 71, and the County has begun discussions on the annexation of this territory. Once these remaining territories are annexed, CSA 40 will be dissolved.

# DEPARTMENT ORGANIZATIONAL CHART



# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Fire Services Project	\$8,332,120	\$10,974,316	\$2,642,196	31.7
County Service Area 40	\$2,333,000	\$262,356	(\$2,070,644)	(88.8)
Mello Roos Community Facilities Districts*	\$245,000	\$0	(\$245,000)	(100.0)
<b>Gross Departmental Expenditures</b>	<b>\$10,910,120</b>	<b>\$11,236,672</b>	<b>\$571,552</b>	<b>5.2</b>
<i>Internal Departmental Transfers</i>	\$0	\$0	\$0	0.0
<b>Departmental Operating Expenditures</b>	<b>\$10,910,120</b>	<b>\$11,236,672</b>	<b>\$571,552</b>	<b>5.2</b>

\*The Dry Creek and Wilmar Mello Roos Community Facilities District territories were annexed to the Northern Sonoma County and Gold Ridge Fire Protection Districts and will no longer be reflected as a budget unit within the Fire Services Funds.

## Fire Services Project Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Services and Supplies	\$7,782,120	\$10,974,316	\$3,192,196	41.0
Transfers within the County	\$550,000	\$0	(\$550,000)	(100.0)
<b>Total Expenditures by Character</b>	<b>\$8,332,120</b>	<b>\$10,974,316</b>	<b>\$2,642,196</b>	<b>31.7</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
State, Federal, & Other Govt. Revenue*	\$4,657,937	\$4,793,890	\$135,953	2.9
Use of Fund Balance	(\$1,445,800)	\$728,693	\$2,174,493	(150.4)
Transfers & Reimbursements within the County**	\$5,119,983	\$5,451,733	\$331,750	6.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$8,332,120</b>	<b>\$10,974,316</b>	<b>\$2,642,196</b>	<b>31.7</b>

\*Proposition 172 Funding

\*\*Includes on-going funding from both the Transient Occupancy Tax (\$3,951,733) and \$1,500,000 in General Fund Support.

## County Service Area 40 Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Services and Supplies	\$2,333,000	\$262,356	(\$2,070,644)	(88.8)
<b>Total Expenditures by Character</b>	<b>\$2,333,000</b>	<b>\$262,356</b>	<b>(\$2,070,644)</b>	<b>(88.8)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Fee Charges for Services	\$35,000	\$0	(\$35,000)	(100.0)
State, Federal, & Other Govt. Revenue	\$0	\$222,056	\$222,056	
Other Departmental Revenue**	\$851,546	\$40,300	(\$811,246)	(95.3)
Use of Fund Balance	\$896,454	\$0	(\$896,454)	(100.0)
Transfers & Reimbursements within the County	\$550,000	\$0	(\$550,000)	(100.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$2,333,000</b>	<b>\$262,356</b>	<b>(\$2,070,644)</b>	<b>(88.8)</b>

\*\*Other Departmental Revenue is made up property tax revenue and Intergovernmental Revenue derived from the agreement with the Northern Sonoma County Fire District.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- The primary driver of expenditure variances within the **Fire Services Project Fund** is due to the anticipated annexation of several areas within CSA 40 to the Gold Ridge Fire District, scheduled to be heard by the Local Agency Formation Commission (LAFCO) on June 7, 2023. The launch of this agreement increased expenditures by \$2.48 million. Increased costs of agreements with other districts due to negotiated growth rates accounts for the remaining expenditure increase in these funds. The use of approximately \$729,000 in fund balance was approved by the Board as a part of the actions taken on January 25, 2022 (Item #34).
- The decreased expenditures reflected in **County Services Area (CSA 40)** are due to the annexation of CSA 40 territory to the Gold Ridge and Northern Sonoma County Fire Protection Districts. The revenue and expenditures associated with these territories have ended following the approval of annexation proceedings by the Sonoma County LAFCO. Incident Response Program (IRP) areas 51 (north west of Guerneville), 56 (north east of Guerneville), and 71 (unincorporated islands in Santa Rosa) are the only territories remaining in CSA 40. The County has an agreement with the Sonoma County Fire District to annex IRP 51 and 56 and will begin the annexation process with LAFCO in FY 2023-24. The City of Santa Rosa provides fire services for IRP 71, and the County has initiated preliminary discussions regarding this territory. Once these remaining territories are annexed, CSA 40 will be dissolved.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- Facilitated LAFCO annexation proceedings for the following territories:
  - The northern portion of CSA 40 broadly encompassing the areas of Dry Creek and the Geysers with the Northern Sonoma County Fire District.
  - The western portion of CSA 40 broadly encompassing the areas of Ft. Ross to the north down to Wilmar to the south, with the Gold Ridge Fire District.
- Issued revenue sharing payments to the following Fire Districts to support fire agency consolidations previously approved by the Board of Supervisors as follows:
  - \$5,083,720 to the Sonoma County Fire District for the consolidation of the Bodega Bay, Windsor, Rincon Valley, and Bennett Valley Fire Protection Districts.
  - \$140,650 to the Sonoma Valley Fire District for the annexation of the Mayacamas Volunteer Fire Company territory.
  - \$187,560 to the Kenwood Fire District and \$120,000 in stabilization funding.

### FY 2023-24 Objectives

- Coordinate with Sonoma County Fire to complete the annexation process for IRP 51 (north west of Guerneville) and IRP 56 (north east of Guerneville).
- Coordinate with the City of Santa Rosa and Sonoma County LAFCO on solutions to facilitate the annexation of IRP 71, located within the City of Santa Rosa.
- Continue to make revenue sharing payments per the terms of the agreements approved by the Board on January 25, 2022.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

### Fire Services Project Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Services and Supplies	\$7,782,120	\$10,974,316	\$10,974,316	\$3,192,196	41.0
Transfers within the County	\$550,000	\$0	\$0	(\$550,000)	(100.0)
<b>Total Expenditures by Character</b>	<b>\$8,332,120</b>	<b>\$10,974,316</b>	<b>\$10,974,316</b>	<b>\$2,642,196</b>	<b>31.7</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
State, Federal, & Other Govt. Revenue <sup>1</sup>	\$4,657,937	\$4,793,890	\$4,793,890	\$135,953	2.9
Use of Fund Balance	(\$1,445,800)	\$728,693	\$728,693	\$2,174,493	(150.4)
Transfers & Reimbursements within the County**	\$5,119,983	\$5,451,733	\$5,451,733	\$331,750	6.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$8,332,120</b>	<b>\$10,974,316</b>	<b>\$10,974,316</b>	<b>\$2,642,196</b>	<b>31.7</b>

### County Service Area 40 Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Services and Supplies	\$2,333,000	\$262,356	\$262,356	(\$2,070,644)	(88.8)
<b>Total Expenditures by Character</b>	<b>\$2,333,000</b>	<b>\$262,356</b>	<b>\$262,356</b>	<b>(\$2,070,644)</b>	<b>(88.8)</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Fee Charges for Services	\$35,000	\$0	\$0	(\$35,000)	(100.0)
State, Federal, & Other Govt. Revenue	\$0	\$222,056	\$222,056	\$222,056	
Other Departmental Revenue*	\$851,546	\$40,300	\$40,300	(\$811,246)	(95.3)
Use of Fund Balance	\$896,454	\$0	\$0	(\$896,454)	(100.0)
Transfers & Reimbursements within the County	\$550,000	\$0	\$0	(\$550,000)	(100.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$2,333,000</b>	<b>\$262,356</b>	<b>\$262,356</b>	<b>(\$2,070,644)</b>	<b>(88.8)</b>



# COURT SUPPORT AND GRAND JURY

## M. Christina Rivera 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b>Expenditures</b>	
Departmental Operating Expenditures	\$12,624,566
Internal Transfers	\$0
<b>Funding Sources</b>	
Total Revenues/Use of Fund Balance	\$3,220,579
Total General Fund Contribution	\$9,403,987
% Funded by General Fund	74.49%
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/>

### Service Area Description

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.

**Court Support Operations** include 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.

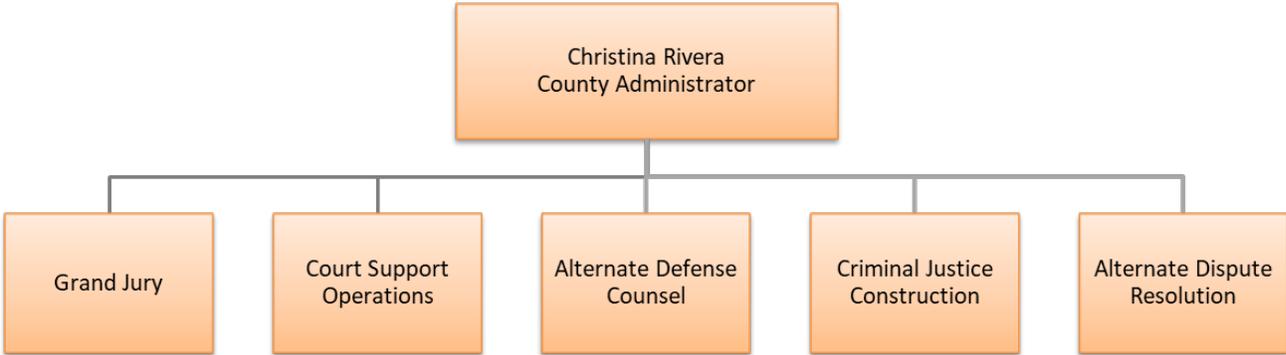
The **Alternate Defense Counsel** budget accounts for all costs associated with indigent defense when the Public Defender is unable to provide representation due to a conflict, such as when there are multiple defendants involved in a case. The program is managed by County Counsel.

The **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.

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.

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# DEPARTMENT ORGANIZATIONAL CHART



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## Permanent Positions by Service Area

There are no positions in this department.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Grand Jury	\$104,344	\$104,044	(\$300)	(0.3)
Court Support Operations	\$8,525,103	\$8,525,103	\$0	0.0
Alternate Defense Counsel	\$2,665,132	\$2,873,300	\$208,168	7.8
Criminal Justice Construction	\$1,069,733	\$1,057,119	(\$12,614)	(1.2)
Alternate Dispute Resolution	\$65,000	\$65,000	\$0	0.0
<b>Departmental Operating Expenditures</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</b>
<i>Internal Departmental Transfers</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</b>

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Services and Supplies	\$2,862,132	\$3,070,000	\$207,868	7.3
Other Expenses*	\$8,496,903	\$8,496,903	\$0	0.0
Transfers within the County**	\$1,070,277	\$1,057,663	(\$12,614)	(1.2)
<b>Total Expenditures by Character</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</b>

\*Other Expenses is for 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.

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

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$9,118,429	\$9,403,987	\$285,558	3.1
Fees and Charges for Services	786,150	494,086	(292,064)	(37.2)
Other Departmental Revenue*	2,120,000	2,334,374	214,374	10.1
Use of Fund Balance	404,733	392,119	(12,614)	(3.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</b>

\*In this budget, "Other Departmental Revenue" refers to revenues generated from court fines and penalties.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

The total budget for Court Support in FY 2023-24 is \$12,624,566, which is an increase of \$195,254. The County is required to make a mandated contribution for the services provided in this department. However, as described in the Key Issues section, there is little we can do to control costs and fee revenue is declining outside of our control. As a result, the County's General Fund contribution is increasing faster than costs are escalating, going up by \$285,558 in FY 2023-24 to continue funding mandated services.

- **Grand Jury:** There are no significant changes to the budget in this Service Area for FY 2023-24.
- **Court Support Operations:** There are no significant changes to the budget in this Service Area for FY 2023-24.
- **Alternate Defense Counsel:** 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.
- **Criminal Justice Construction Fund:** There are no significant changes to the budget in this Service Area for FY 2023-24.
- **Alternate Dispute Resolution:** There are no significant changes to the budget in this Service Area for FY 2023-24.

### 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. While recent trends show a slight uptick in fines as court operations return to normal following COVID, these nominal increases are offset by a reduction in fees. These revenue streams have been declining for several years and are not expected to fully recover. There have been several pieces of legislation introduced that will continue to negatively impact revenues. The County recognizes that these changes reduce inequity in the criminal justice system, but as the County's funding obligation is not similarly reduced it places the burden on local governments to make up the difference. 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 Defense Counsel 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 2022-23 Accomplishments

- Grand Jury continued to expand outreach in Grand Jury recruitments and the publishing of the Grand Jury report through County of Sonoma social media channels to broaden diversity.
- Worked with County Counsel to ensure continuity of Alternate Public Defender Services beyond the expiration of current contract expiration on June 30, 2023.

- Bring an updated memorandum of understanding (MOU) with the Superior Court of California, County of Sonoma to the Board for approval by June 30, 2023.

#### **FY 2023-24 Objectives**

- Monitor ongoing court fines and fees.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Services and Supplies	\$2,862,132	\$3,070,000	\$3,070,000	\$207,868	7.3
Other Expenses*	\$8,496,903	\$8,496,903	\$8,496,903	\$0	0.0
Transfers within the County**	\$1,070,277	\$1,057,663	\$1,057,663	(\$12,614)	(1.2)
<b>Total Expenditures by Character</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$9,118,429	\$9,403,987	\$9,403,987	\$285,558	3.1
Fees and Charges for Services	\$786,150	\$494,086	\$494,086	(\$292,064)	(37.2)
Other Departmental Revenue***	\$2,120,000	\$2,334,374	\$2,334,374	\$214,374	10.1
Use of Fund Balance	\$404,733	\$392,119	\$392,119	(\$12,614)	(3.1)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$12,429,312</b>	<b>\$12,624,566</b>	<b>\$12,624,566</b>	<b>\$195,254</b>	<b>1.6</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>
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\*Other Expenses is for 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.

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

\*\*\*In this budget, "Other Departmental Revenue" refers to revenues generated from court fines and penalties.



# JUSTICE SERVICES

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Probation

District Attorney

Public Defender

Sheriff



# PROBATION

**Vanessa Fuchs**  
**Chief Probation Officer**

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

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$77,306,921
Internal Transfers	\$23,916,950
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$64,692,357
Total General Fund Contribution	\$36,531,514
% Funded by General Fund	36.09%
Total Staff	270.00

## DEPARTMENT OVERVIEW

The Probation Department is responsible for enhancing community safety. Probation brings together many facets to best address the behavior of the individual through supervision, and linkages to programs and services that create positive behavior change. These services often include workforce development, substance use treatment, mental health services, family engagement, and education among others. Probation’s multi-dimensional approach to community safety includes:

- Holding clients accountable through community supervision.
- Preventing crime by changing criminal thinking.
- Objectively assessing the law and facts for individuals coming before the Court.
- Restoring victims and preventing future victimization.
- Rehabilitating clients with evidence-based strategies that change their behavior.

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

### Service Area Description

**Adult Probation Services** provides court services, community supervision, and referrals to appropriate therapeutic services for adult clients. Adult Services includes specialty units for specific populations, such as AB 109 realigned clients, gang involved clients, people convicted of sex offenses or domestic violence, those with a high risk to reoffend, and clients with a diagnosed mental illness. The Day Reporting Center serves high risk clients, many of whom are released from prison/jail to community supervision, and offers a variety of cognitive behavioral interventions (delivered primarily by Probation employees), substance use treatment, job readiness/search assistance through Job Link, benefit eligibility determinations, and continuing education options.

**Pretrial Services** uses validated assessments to determine the risk of a person committing a new crime or not returning to court if released to the community pre-adjudication. In the community, Pretrial staff promote public safety by monitoring client behavior and providing referrals to supportive services such as housing or mental health and substance use treatment, while awaiting subsequent court appearances.

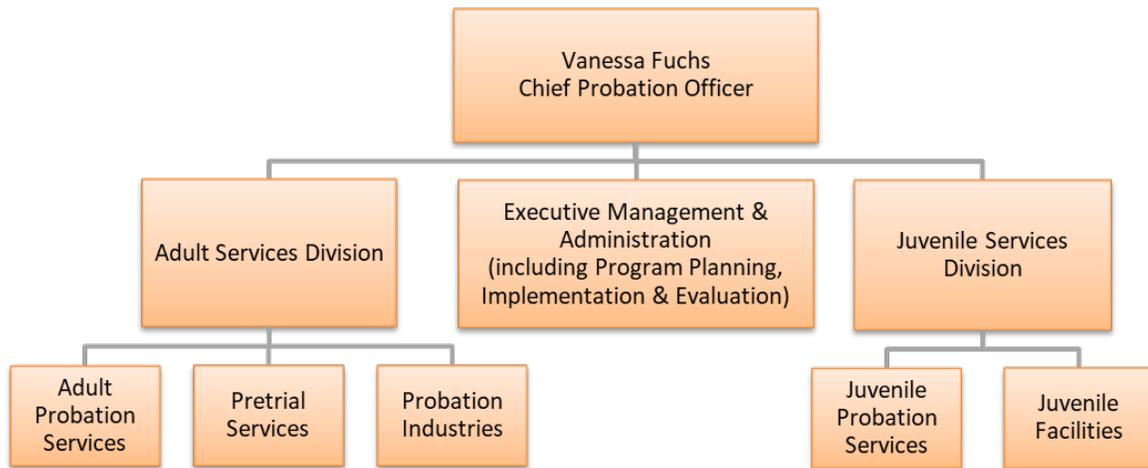
**Probation Industries** is an alternative work program primarily for adults, but including juveniles, assigned to work crews to complete meaningful projects throughout the county and to fabricate outdoor products for sale.

**Juvenile Facilities** provide safe and secure detention for youth in need of structured supervision and rehabilitation in a controlled environment.

**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, juveniles who have committed sexual offenses, youth with diagnosed mental illness and gang impacted youth and their families.

**Executive Management and Administration** provides fiscal, human resources, training, grant management, information technology and workplace safety support for operations. The Program Planning Implementation and Evaluation team provides vital research, planning, implementation, and evaluation of evidence-based programs throughout all program areas.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget*	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management and Administration	27.0	26.0	(1.0)	(3.7)
Adult Probation Services	95.0	93.0	(2.0)	(2.1)
Pretrial Services	13.0	14.0	1.0	7.7
Juvenile Probation Services	37.0	35.0	(2.0)	(5.4)
Probation Industries	11.0	11.0	0.0	0.0
Juvenile Facilities	88.0	88.0	0.0	0.0
<b>Total Permanent Positions</b>	<b>271.0</b>	<b>267.0</b>	<b>(4.0)</b>	<b>(1.5)</b>

\*The FY 2023-24 Recommended column reflects Department's allocation totals after vacant allocations have been deleted effective July 1, 2023 in order to balance the Department's budget due to a reduction in its General Fund contribution. Refer to the Key Issues section for additional details.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management and Administration	\$6,201,829	\$6,064,162	(\$137,667)	(2.2)
Adult Probation Services	\$28,811,927	\$30,994,992	\$2,183,065	7.6
Pretrial Services	\$3,766,586	\$4,229,981	\$463,395	12.3
Probation Industries	\$3,886,867	\$3,461,750	(\$425,117)	(10.9)
Juvenile Probation Services	\$10,885,387	\$11,023,192	\$137,805	1.3
Juvenile Facilities	\$19,664,403	\$21,026,951	\$1,362,548	6.9
<b>Departmental Operating Expenditures</b>	<b>\$73,216,999</b>	<b>\$76,801,028</b>	<b>\$3,584,029</b>	<b>4.9</b>
<i>Internal Departmental Transfers*</i>	<i>\$19,192,709</i>	<i>\$23,916,950</i>	<i>\$4,724,241</i>	<i>24.6</i>
<b>Gross Departmental Expenditures</b>	<b>\$92,409,708</b>	<b>\$100,717,978</b>	<b>\$8,308,270</b>	<b>9.0</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 overstated 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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$46,904,588	\$47,364,556	\$459,968	1.0
Services and Supplies	\$40,420,958	\$46,477,479	\$6,056,521	15.0
Capital Expenditures	\$300,000	\$1,981,966	\$1,681,966	560.7
Other Expenses*	\$4,636,067	\$4,758,500	\$122,433	2.6
Transfers within the County**	\$148,095	\$135,477	(\$12,618)	(8.5)
<b>Total Expenditures by Character</b>	<b>\$92,409,708</b>	<b>\$100,717,978</b>	<b>\$8,308,270</b>	<b>9.0</b>

\*Other Expenses include grant-funded transitional housing services for unsheltered adult probation clients and support services for youth at Juvenile Hall.

\*\*Transfers within the County reflect all operating transfers originating from this department.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$36,226,832	\$36,025,621	(\$201,211)	(0.6)
Fees and Charges for Services	\$1,917,800	\$2,592,389	\$674,589	35.2
State, Federal, & Other Govt. Revenue	\$24,736,503	\$27,197,988	\$2,461,485	10.0
Other Departmental Revenue*	\$3,298,601	\$3,226,321	(\$72,280)	(2.2)
Use of Fund Balance	\$3,241,976	\$5,414,561	\$2,172,585	67.0
Transfers & Reimbursements within the County**	\$22,987,996	\$26,261,098	\$3,273,102	14.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$92,409,708</b>	<b>\$100,717,978</b>	<b>\$8,308,270</b>	<b>9.0</b>

\*Other Departmental Revenue includes interest earnings on accumulated fund balances, and state realignment growth revenue from FY 2022-23 resulting from higher statewide sales tax, which will be received in FY 2023-24 according to the state's annual payment schedules.

\*\*Includes transfers and reimbursements received by this department: internal reimbursements from the department's Special Revenue Funds to its operating sections; transfers received from the Graton Tribal Mitigation Fund to pay for Adult Probation Services probation officers; and transfers from the Human Services Department for youth programming.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Executive Management and Administration** decrease is primarily due to the deletion of 1.0 FTE vacant Account Clerk II necessary to meet departmental General Fund net cost contribution. The deleted allocation is requested for restoration, as noted in the Key issues section below.
- **Adult Probation Services** This Service Area includes expenditures from the AB 109 Public Safety Realignment Special Revenue Fund to reimburse multiple departments (Sheriff's Office, Department of Health Services, District Attorney, Public Defender, etc.) beyond Probation in the amount of \$10.7 million, categorized as Services and Supplies in the Expenditure by Character table above. The increase of \$2.1 million is primarily attributed to increased AB 109 reimbursements to these other departments to fund existing programs and enhanced substance use treatment provided by Behavioral Health to Probation clients in the community and at the Adult Day Reporting Center, along with expected salary and benefit increases. Sonoma County's AB 109 Public Safety Realignment state revenue fund balance will cover the cost increases. The year-over-year change in this Service Area factors the deletion of two vacant Probation Officer I/II positions to accommodate the reduced General Fund contribution and balance the budget. The deleted allocations are requested for restoration, as noted in the Key Issues section below.
- **Pretrial Services** increase of \$463,000, or 12%, from prior year adopted budget reflects the transfer of an existing 1.0 FTE Probation Officer from Juvenile Probation Services to expand community monitoring of Pretrial clients, and scheduled salary and benefit increases.
- **Juvenile Probation Services** \$138,000, or 1%, change is due to one-time expenditures related to the Youth Program and Facility Grant to address the needs of youth under Juvenile Justice Realignment (SB 823). SB 823 closes the State's Division of Juvenile Justice youth detention centers effective June 30, 2023, and will increase the population of youth in detention and increase Juvenile Probation Services caseloads.
- **Probation Industries** \$425,000, or 11%, decrease due to a restructuring of revenues and expenditures between the Supervised Work Crew/Camp Operations enterprise fund and the General Fund operational sections, partially due to the budgetary consolidation of the Camp Products program with the Supervised Work Crews program. One Division Director II is deleted based on the organizational restructuring. The Department is not requesting restoration of this position.

- **Juvenile Facilities** \$1.36 million, or 6.9%, increase primarily reflects expenditures for facility improvements, funded by a one-time allocation of \$1.5 million from AB 178 grant received in FY 2022-23, which is also driving the \$2.2 million year-over-year increase in Use of Fund Balance. Increase in revenues are resulting from housing youth from other Northern California counties that are unable to meet the needs of the realigned population.

### Key Issues

- **Juvenile Facilities and Juvenile Services** continues to adjust to the impact of the state closing all Division of Juvenile Justice secure detention centers effective June 30, 2023, while also managing an increase to the juvenile hall population which has more than doubled since this time last year. While state funding has been allocated toward the realignment of services, it is not clear how much Sonoma County will receive over the long term or if funding will be sufficient to meet increased costs. The Governor and the Legislature will work with stakeholders to establish a distribution methodology for allocating ongoing SB 823 funding to counties by January 10, 2024.
- **Pretrial Services** continues to be a vital program for reducing jail populations, connecting clients to supportive services while maintaining public safety. However, adjustments are still being made to staffing and service levels and the program currently relies primarily on an annual allocation from AB 109 Realignment which may not be sustainable nor appropriate over the long term, given caseload growth and the volatility of the funding source.
- The Department is struggling with retaining and recruiting a qualified workforce across all service areas. High turnover, a stringent required background check process, and housing costs, have contributed to a vacancy rate as of May 2, 2023 at 13% Department-wide, and 26% in Juvenile Correctional Counselor positions. Additionally, despite the Department’s efforts, barriers persist in promotions for staff from historically marginalized racial groups. The Department remains committed to improving opportunities for all through increased staff engagement and mentoring (see FY 2023-24 Objectives below), and accelerating the hiring process.
- The Department is requesting restorations, also known as Add Backs, due to the reduction of General Fund allocation. The vacant Account Clerk II eliminated in **Executive Management and Administration** negatively impacts the Department’s ability to collect victim restitution and provide other general accounting support to clients and staff. The two vacant Probation Officer I/II allocations eliminated in **Adult Probation Services** due to General Fund reductions hamper the Department’s ability to provide timely investigative reports to the Superior Court, appropriately staff specialty courts, and provide adequate client-to-officer supervision ratios. The Department is requesting restoration of these three positions.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Adult Probation Services** fully implemented an integrated, structured decision-making tool for probation officers to respond to technical violations and positive behaviors of clients during their supervision periods (**Strategic Plan Alignment: Health and Safe Communities, Goal 5, Objective 4**). Similar to the system implemented in Juvenile Services a few years ago, the Adult Behavior Response System guides officers regarding factors to consider in determining the most appropriate responses to client behavior. Data will be used to continuously measure and improve the effectiveness of the incentives or sanctions used by officers.
- **Juvenile Facilities** implemented multiple facility and program improvements to effectively support youth in the Secure Youth Treatment Facility program at Juvenile Hall. This includes providing hands-on career technical training like “Intro to Welding” and exposure to other vocational careers, a Higher Education Unit

connecting youth to online courses beyond high school, and expanding the existing partnership with the Sonoma County Library. Additionally, treatment options were enhanced including treatment for Juveniles with sex offenses, Cognitive Behavioral Interventions Core Youth targeting criminogenic needs in an age-appropriate way, and gang intervention curriculum.

- **Executive Management and Administration** – The Planning Implementation & Evaluation team leveraged new and highly complex data extracts to complete the first ever comprehensive Juvenile Recidivism Analysis and is on track to complete the first-ever Juvenile Racial and Ethnic Disparities analysis in early FY 2023-24, which will determine where and to what extent disparities exist within Sonoma County’s juvenile justice system, informing community conversations on root causes and ways to reduce disparities experienced by Black, Indigenous and other People of Color. Probation’s three Equity Office Core Team members completed the 16-week Antiracist Results Based Accountability training and are working with department leadership on related action for contracting and budget prioritization in future years (**Strategic Plan Alignment: Health and Safe Communities, Goal 2, Objective 1**).
- Representatives from all levels and facets of the organization developed a structured paid internship program designed to provide hands-on educational opportunities for college students interested in serving their community and creating positive behavior change. This program removes financial barriers to participation which existed in previous unpaid intern programs and creates meaningful planned learning activities throughout the full array of Adult and Juvenile services.
- The Department, in partnership with Human Resources, completed a comprehensive job class study of the Probation Officer series in order to align specifications with modern professional practices. Additionally, the Department partnered with an outside evaluator on a Probation Officer Workload Study. The goal of the study is for officers, supervisors, and managers to have a shared understanding of what it takes to do the work, and where to refocus priorities so that safe operations, behavior change, staff and client wellbeing, and responsibilities to the Court are properly balanced.

### FY 2023-24 Objectives

- **Adult Probation Services** – Collaborate with justice and other system partners on improving system supports for Transitional Aged Youth (TAY) aged 18-24. This includes exploring the implementation of a TAY Court, supported by dedicated probation officers specifically trained to supervise the young adult population in the criminal justice system, and collaborating to expand programs available in the community to serve this vulnerable segment of the community.
- **Juvenile Probation Services** – Identify or develop appropriate program options within the community to serve higher risk youth/Transitional Aged Youth as they re-enter the community following an extended period of detention.
- **Juvenile Facilities** – Complete grant-funded capital improvement projects to enhance capacity for career technical education, including horticulture and culinary training. Integrate a dedicated Sonoma County Librarian and implement music appreciation and production programming. Additionally, complete projects to enhance individual and group therapy spaces, living areas, and family engagement rooms to prepare youth for successful re-entry after periods of detention.
- In support of the Department’s commitment to adopt and implement an anti-racist organizational culture, position anti-discrimination statements in all lobbies, as well as client bills of rights for the various divisions within the Department. Develop and implement a department mentoring program for all staff to harness organizational knowledge and experience and reduce barriers to advancement.
- Implement the recommendations from the Probation Officer Workload Study and update job class specifications, and focus attention on a similar analysis of the Juvenile Correctional Counselors job class series and responsibilities.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Restore 1.0 FTE vacant Account Clerk II responsible for collecting victim restitution and Court fines and fees, funded by ongoing General Fund contribution.	1.00	\$131,107	\$0	\$131,107
Restore 1.0 FTE vacant Probation Officer II supporting the Adult Investigations Unit, funded by ongoing General Fund contribution.	1.00	\$187,393	\$0	\$187,393
Restore 1.0 FTE vacant Probation Officer II supporting the Adult Supervision Unit, funded by ongoing General Fund contribution.	1.00	\$187,393	\$0	\$187,393

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$46,904,588	\$47,364,556	\$47,872,719	\$968,131	2.1
Services and Supplies	\$40,420,958	\$46,477,479	\$46,475,209	\$6,054,251	15.0
Capital Expenditures	\$300,000	\$1,981,966	\$1,981,966	\$1,681,966	560.7
Other Expenses	\$4,636,067	\$4,758,500	\$4,758,500	\$122,433	2.6
Transfers within the County	\$148,095	\$135,477	\$135,477	(\$12,618)	(8.5)
<b>Total Expenditures by Character</b>	<b>\$92,409,708</b>	<b>\$100,717,978</b>	<b>\$101,223,871</b>	<b>\$8,814,163</b>	<b>9.5</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$36,226,832	\$36,025,621	\$36,531,514	\$304,682	0.8
Fees and Charges for Services	\$1,917,800	\$2,592,389	\$2,592,389	\$674,589	35.2
State, Federal, & Other Govt. Revenue	\$24,736,503	\$27,197,988	\$27,197,988	\$2,461,485	10.0
Other Departmental Revenue	\$3,298,601	\$3,226,321	\$3,226,321	(\$72,280)	(2.2)
Use of Fund Balance	\$3,241,976	\$5,414,561	\$5,414,561	\$2,172,585	67.0
Internal County Reimbursements & Transfers	\$22,987,996	\$26,261,098	\$26,261,098	\$3,273,102	14.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$92,409,708</b>	<b>\$100,717,978</b>	<b>\$101,223,871</b>	<b>\$8,814,163</b>	<b>9.5</b>

<b>Total Permanent Positions</b>	<b>271.00</b>	<b>267.00</b>	<b>270.00</b>	<b>(1.00)</b>	<b>(0.4)</b>
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# DISTRICT ATTORNEY

**Carla Rodriguez**  
District Attorney

The Sonoma County District Attorney’s Office is dedicated to serving the members of our community through responsible and equitable prosecution. We promote public safety by holding criminal offenders accountable and in turn, helping crime victims move forward with dignity and strength.

We shall seek truth and justice in a professional and ethical manner, considering racial equity and fundamental fairness in every decision.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$33,768,868
Internal Transfers	\$3,003,689
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$16,843,313
Total General Fund Contribution	\$19,929,244
% Funded by General Fund	54.20%
Total Staff	131.00

## DEPARTMENT OVERVIEW

### Service Area Description

The **Criminal service area** consists of three units. The **Prosecution Unit** represents the People’s interests in prosecuting criminal cases and seeking justice for victims of crime. The unit partners with local, state, and federal law enforcement agencies to help address, reduce and prevent crime in our community. Within the prosecution unit, there are several specialized vertical prosecution teams designed to fully support crime victims and/or address complex legal issues, including but not limited to: the Domestic Violence Unit, the Sexual Assault Unit, the Elder Protection Unit, the Writs and Appeals Unit, the Narcotics Unit, the Vertical Driving Under the Influence Unit, and the Juvenile Justice team. The **Environmental and Consumer Fraud Division** handles both criminal and civil actions involving a wide variety of unlawful activity. The unit address crimes that threaten our community’s natural resources, crimes that negatively affect consumers such as fraud or unlawful business practices, and civil actions against businesses whose practices harm our community. The **Investigations Bureau** investigates all types of crime under the District Attorney’s jurisdiction including elections fraud, Brown Act violations, wage theft, price gouging, and witness intimidation. The Bureau also assists prosecutors in preparing and organizing cases for court, which includes locating witnesses, organizing evidence for presentation at trial, and conducting pre-trial investigations.

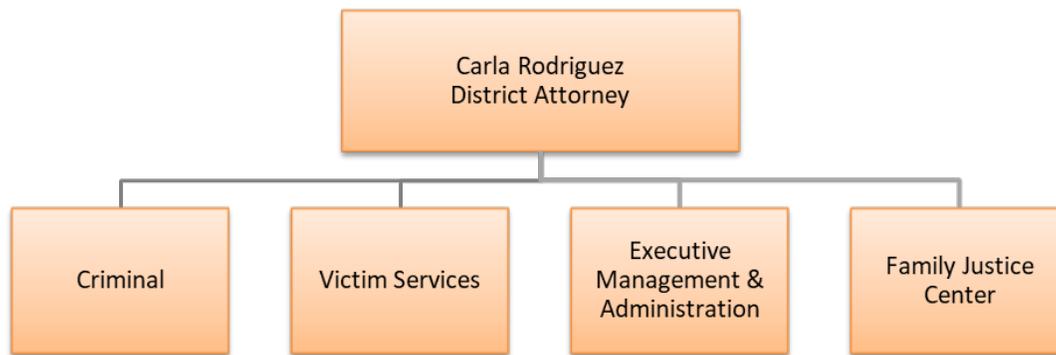
**Victim Services** provides crisis intervention; emergency assistance; referral assistance; orientation to the Criminal Justice System; court escort/court support; case status and case disposition information; and victim-of-crime claims assistance. Advocates seek to make the justice system more understandable,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

**Executive Management and Administration** provides Information Technology (IT) support, and administrative and fiscal oversight.

The **Family Justice Center of Sonoma County** (<https://www.fjcsc.org/>) supports adult and child victims of family violence by providing wrap-around services through a single access point. Co-located in the Family Justice Center of Sonoma County are the following partners: District Attorney’s Sexual Assault Unit and Elder Protection Unit, the Sonoma County Sheriff’s Domestic Violence and Sexual Assault Team, and Santa Rosa Police Department’s domestic violence and sexual assault detectives. The Redwood Children’s Center and several community-based direct service providers (Verity, Council on Aging, Legal Aid, and YWCA to name a few) 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, and elder abuse who need varying wraparound services. Through these providers, victims can receive mental health services, legal assistance such as obtaining restraining orders and/or temporary legal status documentation, housing assistance, and other amenities.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted*	% Change from FY 2022-23 Adopted
Criminal*	100.00	101.00	1.00	1.0
Victim Services	15.00	15.00	0.00	0.0
Executive Management & Administration	10.00	10.00	0.00	0.0
Family Justice Center	3.75	4.00	0.25	6.7
<b>Total Permanent Positions</b>	<b>128.75</b>	<b>130.00</b>	<b>1.25</b>	<b>1.0</b>

\*All position changes in the Recommended budget reflect prior Board actions. The position change in Criminal reflects the addition of 1.0 FTE Deputy District Attorney IV funded by the Community Corrections Partnership, and conversion of the Family Justice Center Secretary from part-time 0.75 FTE to full-time 1.00 FTE.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Criminal	\$26,306,077	\$27,934,646	\$1,628,569	6.2
Victim Services	\$2,631,774	\$2,504,830	(\$126,944)	(4.8)
Executive Management & Administration	\$2,033,871	\$2,181,870	\$147,999	7.3
Family Justice Center	\$1,073,195	\$888,048	(\$185,147)	(17.3)
<b>Departmental Operating Expenditures*</b>	<b>\$32,044,917</b>	<b>33,509,394</b>	<b>\$1,464,477</b>	<b>4.6</b>
<i>Internal Departmental Transfers**</i>	<i>\$2,360,844</i>	<i>\$3,003,689</i>	<i>\$642,845</i>	<i>27.2</i>
<b>Gross Departmental Expenditures</b>	<b>\$34,405,761</b>	<b>\$36,513,083</b>	<b>\$2,107,322</b>	<b>6.1</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 overstate 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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$27,948,420	\$29,404,952	\$1,456,532	5.2
Services and Supplies	\$6,357,765	\$7,025,963	\$668,198	10.5
Transfers within the County*	\$99,576	\$82,168	(\$17,408)	(17.5)
<b>Total Expenditures by Character</b>	<b>\$34,405,761</b>	<b>\$36,513,083</b>	<b>\$2,107,322</b>	<b>6.1</b>

\*Transfers within the County reflect all operating transfers originating from this department.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$19,642,153	\$19,929,244	\$287,091	1.5
Fees and Charges for Services	\$9,000	\$20,000	\$11,000	122.2
State, Federal, & Other Govt. Revenue	\$8,675,151	\$8,818,079	\$142,928	1.6
Other Departmental Revenue*	\$1,420,892	\$3,181,612	\$1,760,720	123.9
Use of Fund Balance	\$557,526	(\$456,150)	(\$1,013,676)	(181.8)
Transfers & Reimbursements within the County**	\$4,101,039	\$5,020,298	\$919,259	22.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$34,405,761</b>	<b>\$36,513,083</b>	<b>\$2,107,322</b>	<b>6.1</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 \$3,003,689 from the Department's Special Revenue Funds to its operating sections; \$205,286 General Fund contribution to the Family Justice Center; \$578,415 transfer from the Graton Tribal Mitigation Fund for an Attorney and FJC Director; \$1,232,908 from other departments' funds to cover staffing costs and device replacement, including 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

### Expenditures by Service Area

- **Criminal:** The increase in expenditures of \$1,628,569 is primarily attributable to anticipated adjustments to salaries and benefits. In addition, the Department added 1.0 Deputy District Attorney IV funded by the Community Corrections Partnership. The Services and Supplies budget is also increasing due to significant community outreach funded by the Department Justice (“DOJ”) Innovative Prosecution Solutions grant regarding the dangers of fentanyl, implementation and compliance with the Racial Justice Act, and data transparency including data dashboards.
- **Executive Management and Administration:** The increase in expenditures of \$147,999 is attributable to anticipated adjustments to salary and benefits.
- **Family Justice Center:** The reduction in expenditures of \$185,147 is a result of decreased funding from grant providers, including the DOJ Office for Victims of Crime-Polyvictimization Program and the DOJ Office on Violence Against Woman-Improving Criminal Justice Responses Program. The grants terminate in early FY 2023-24 and primarily affect support to vendors and Community-Based Organizations, including Catholic Charities, Council on Aging, Legal Aid, Verity, and YWCA. In addition, to meet the growing demand for services from survivors at the Family Justice Center, in September 2022 the Board approved conversion of the secretary from part-time to full-time, an increase of 0.25 FTE, which will improve the center's ability to address the needs of its clients.

### Funding Sources

- **Other Departmental Revenue:** The increase in Other Departmental Revenue of \$1,760,720 is primarily driven by the annual Kincade Fire PG&E Settlement payments of \$1.5 million.
- **Use of Fund Balance:** The negative Use of Fund balance in FY 2023-24 represents an accumulation of funds, as anticipated revenues exceed planned expenditures. The decrease in the Use of Fund Balance of \$1,013,676 is primarily driven by the annual Kincade PG&E settlement payment of \$1.5 million, offset by increased Use of Fund Balance with Family Justice Center and Local Law Enforcement Services. As an outcome of the April 2022 stipulated judgement that settled the District Attorney’s criminal complaint against PG&E for causing the 2019 Kincade Fire, PG&E is mandated to make five annual payments totaling \$7,500,000 in civil penalties to the District Attorney’s Office as punishment. The PG&E Settlement funds are assumed as revenue in the Department’s FY 2023-24 Recommended Budget, but no planned expenditures have been programmed, resulting in an expected accumulation of fund balance. In early FY 2023-24, the Department will bring forward a plan for the Board’s consideration to expend these settlement funds over the next several fiscal years.
- **Transfers & Reimbursements within the County:** The increase of \$919,259 includes increased reimbursements from the Environmental and Consumer Fund, Local Law Enforcement Services, and Community Corrections Partnership to cover staffing and operational costs.

## Key Issues

- Commitment to identifying and addressing any systemic inequities within the criminal justice system, by assigning several attorneys to handle Racial Justice Act litigation, requests for resentencing, and other motions based on new legislation enacted to address implicit or explicit bias at all levels of criminal prosecution, has dramatically increased the Department’s post-conviction workload (**Criminal**).
- Significant workload resulting from several serious and/or complicated jury trials that have been on hold due to the pandemic. The attorneys, support staff, and legal secretaries are doing the necessary work to ensure

that these cases are prepared for trial, so that crime victims and justice are served as soon as possible **(Criminal, Victim Services)**.

- 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 **(All Service Areas)**.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- Initiated and led a countywide ad campaign with law enforcement partners utilizing billboards and bus ads to inform the public about the dangers of fentanyl and other opioids as well as successfully prosecuted an individual for unlawfully providing fentanyl leading to another's death **(Criminal)**.
- Victim Services assisted 2,485 individuals, including 1,220 victims of domestic violence through February 2023 **(Victim Services)**.
- Supported 1,720 survivors (through mid-March 2023) at the Family Justice Center **(Family Justice Center)**.
- Victim Services coordinated Homeless Outreach Services with the Family Justice Center and local non-profits to assist 211 unsheltered victims of crime, with many experiencing domestic violence, and provided 135 nights of emergency hotel accommodations through February 2023 **(Victim Services, Family Justice Center)**.
- **Strategic Plan Alignment - Racial Equity and Social Justice, Goal 1, Objective 2:** Conducted in-house trainings relating to implicit bias within the criminal justice system and new laws addressing implicit bias to improve the lives of communities of color who are disproportionately impacted by systemic inequities **(All Service Areas)**.
- Worked continuously with existing Case Management System provider with the goal of developing a “data dashboard” to provide increased transparency and to ensure fair and equitable prosecution to all members of our community **(Executive Management and Administration)**.

### FY 2023-24 Objectives

- Increase transparency and promote racial equity by finalizing the Department's “data dashboard” which will provide detailed information about police referrals, filing decisions, and convictions, broken down by race, ethnicity, gender, and other categories **(Executive Management and Administration)**.
- Enhance the Family Justice Center of Sonoma County's relationships with community partners to provide a wide variety of services to victims of domestic violence, elder abuse, sexual assault, and child abuse in a centralized, convenient location **(Family Justice Center)**.
- Continue collaboration with Safety Net Partners to address challenges of homelessness and mental health problems and the impacts on the criminal justice system, and to prepare for the implementation of the [Community Assistance, Recovery & Empowerment Act \(“CARE”\) Court](#), which will mandate county services to this most severely impaired population experiencing complex behavioral health conditions **(Criminal)**.
- Create a “Wage Theft” vertical prosecution unit to prosecute offenders who fail to pay wages, overtime, tips, or gratuities to employees who are often systemically disadvantaged or in fear of deportation **(Criminal)**.

- Increase public outreach through the Innovative Prosecution Grant received from the DOJ Bureau of Justice Assistance in April 2021 to inform the public, including students, teachers, healthcare professionals, and community members about the inherent dangers of fentanyl and other addictive opioids (**Criminal**).

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add appropriations for continuation of the California Governor's Office of Emergency Services grant program, which provides for advocacy, case management, and prosecution to homeless victims of crime who may suffer from a disabling condition. This true-up adjustment is needed to align revenue and expenditure appropriations in the Department's FY 2023-24 budget with the final grant award amount (1/31/2023, Item #10).	0.00	\$32,568	\$32,568	\$0
Add appropriations for the California Governor's Office of Emergency Services Unserved/Underserved Victim Advocacy and Outreach Program which will provide culturally appropriate direct services to victims of crime who are immigrants, increase outreach and education to immigrant communities, raise awareness of available services and strengthen understanding of the criminal justice system. This grant will fund 1.0 FTE time-limited Victim Witness Advocate supporting the program through March 2024 (3/14/2023, Item #9).	1.00	\$196,906	\$196,906	\$0

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Provide up to three years of one-time discretionary funding to allow a contracted bilingual legal support caseworker supporting the Family Justice Center to be funded full-time, predicated on other sources providing funding for the other portion of the position.	0.00	\$30,000	\$30,000	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$27,948,420	\$29,404,952	\$29,564,140	\$1,615,720	5.8
Services and Supplies	\$6,357,765	\$7,025,963	\$7,126,249	\$768,484	12.1
Transfers within the County	\$99,576	\$82,168	\$82,168	(\$17,408)	(17.5)
<b>Total Expenditures by Character</b>	<b>\$34,405,761</b>	<b>\$36,513,083</b>	<b>\$36,772,557</b>	<b>\$2,366,796</b>	<b>6.9</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
General Fund Contribution	\$19,642,153	\$19,929,244	\$19,929,244	\$287,091	1.5
Fees and Charges for Services	\$9,000	\$20,000	\$20,000	\$11,000	122.2
State, Federal, & Other Govt. Revenue	\$8,675,151	\$8,818,079	\$9,047,553	\$372,402	4.3
Other Departmental Revenue	\$1,420,892	\$3,181,612	\$3,181,612	\$1,760,720	123.9
Use of Fund Balance	\$557,526	(\$456,150)	(\$456,150)	(\$1,013,676)	(181.8)
Internal County Reimbursements & Transfers	\$4,101,039	\$5,020,298	\$5,050,298	\$949,259	23.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$34,405,761</b>	<b>\$36,513,083</b>	<b>\$36,772,557</b>	<b>\$2,366,796</b>	<b>6.9</b>

<b>Total Permanent Positions</b>	<b>128.75</b>	<b>130.00</b>	<b>131.00</b>	<b>2.25</b>	<b>1.7</b>
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# PUBLIC DEFENDER

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

**The Sonoma County Public Defender's Office protects the liberty and constitutional rights of clients and works towards an unbiased justice system.**

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b>Expenditures</b>	
Departmental Operating Expenditures	\$16,115,283
Internal Transfers	\$1,150,854
<b>Funding Sources</b>	
Total Revenues/Use of Fund Balance	\$3,041,512
Total General Fund Contribution	\$14,224,625
% Funded by General Fund	82.38%
Total Staff	59.00

## 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, persons 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 <https://sonomacounty.ca.gov/public-defender/>

### Service Area Description

The Public Defender's Office consists of five service 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 most of the clients represented by our office, including specialty courts designed to help clients experiencing mental health issues, veterans, and clients who have drug and/or alcohol issues.

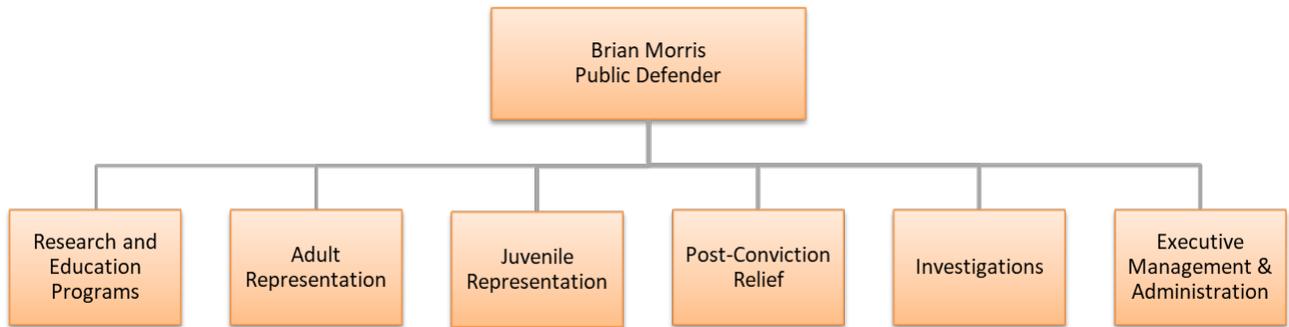
**Juvenile Representation** provides legal services to juvenile indigent clients and works with County justice partners to improve clients' lives.

**Post-Conviction Relief** focuses on clearing our clients' records to help them obtain jobs. This unit also seeks relief for statutorily eligible clients currently serving prison sentences and clients convicted of certain crimes.

**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 our clients.

**Executive Management and 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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Adult Representation	36.00	36.00	0.00	0.0
Juvenile Representation	2.00	2.00	0.00	0.0
Post-Conviction Relief	3.00	3.00	0.00	0.0
Investigation	10.00	10.00	0.00	0.0
Executive Management and Administration	5.00	5.00	0.00	0.0
<b>Total Permanent Positions</b>	<b>56.00</b>	<b>56.00</b>	<b>0.00</b>	<b>0.0</b>

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Adult Representation	\$9,105,308	\$9,379,392	\$274,084	3.0
Juvenile Representation	\$405,437	\$471,152	\$65,715	16.2
Investigation	\$1,900,931	\$2,007,391	\$106,460	5.6
Post-Conviction Relief	\$751,104	\$766,552	\$15,448	2.1
Executive Management and Administration	\$2,418,339	\$2,454,291	\$35,952	1.5
<b>Departmental Operating Expenditures</b>	<b>\$14,581,119</b>	<b>\$15,078,778</b>	<b>\$497,659</b>	<b>3.4</b>
<i>Internal Departmental Transfers*</i>	<i>\$1,364,921</i>	<i>\$1,150,854</i>	<i>(\$214,067)</i>	<i>(15.7)</i>
<b>Gross Departmental Expenditures</b>	<b>\$15,946,040</b>	<b>\$16,229,632</b>	<b>\$283,592</b>	<b>1.8</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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
Salaries and Benefits	\$13,215,765	\$13,734,603	\$518,838	3.9
Services and Supplies	\$2,685,614	\$2,447,241	(\$238,373)	(8.9)
Transfers within the County*	\$44,661	\$47,788	\$3,127	7.0
<b>Total Expenditures by Character</b>	<b>\$15,946,040</b>	<b>\$16,229,632</b>	<b>\$283,592</b>	<b>1.8</b>

\*Transfers within the County reflect all operating transfers originating from this department.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Contribution	\$12,888,613	\$13,188,120	\$299,507	2.3
State, Federal, & Other Govt. Revenue	\$959,436	\$1,141,935	\$182,499	19.0
Other Departmental Revenue*	\$0	\$5,469	\$5,469	0.0
Use of Fund Balance	\$425,962	\$124,056	(\$301,906)	(70.9)
Transfers & Reimbursements within the County**	\$1,672,029	\$1,770,052	\$98,023	5.9
<b>Total Revenues/Use of Fund Balance</b>	<b>\$15,946,040</b>	<b>\$16,229,632</b>	<b>\$283,592</b>	<b>1.8</b>

\*Other Departmental Revenue includes interest earned on accumulated special revenue fund balances.

\*\*Includes transfers and reimbursements received by this department, such as internal reimbursements from the department's Realignment and grant program special revenue funds to its operating sections, and a reimbursement received from the Graton Tribal Mitigation Fund to pay for 1.0 FTE attorney.

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Adult Representation** – The Department’s two-year Indigent Defense grant program ends in June 2023, and the social service worker and expungement post-conviction relief attorney that were originally funded by this grant will transition to be financed with Public Safety Realignment funding, as approved by the Community Corrections Partnership (“CCP”) and the Board of Supervisors on October 25, 2022. While this transition does not show as a significant change to expenditures or positions, it does result in a year-over-year decrease in use of fund balance as a funding source, because grant funds will no longer be expended from the Special Revenue Fund after FY 2022-23. State and Federal Revenue is also increasing \$182,499, or 19.0%, primarily due to inclusion of anticipated reimbursements for SB 90 state-mandated work.
- **Juvenile Representation** – There are no significant changes to the budget in this service area for FY 2023-24.
- **Post-Conviction Relief** – There are no significant changes to the budget in this service area for FY 2023-24.
- **Investigations** – There are no significant changes to the budget in this service area for FY 2023-24.
- **Executive Management and Administration** – There are no significant changes to the budget in this service area for FY 2023-24.

### Key Issues

- **Adult Representation** – Due to large caseloads, deputy public defenders do not currently have the time necessary to spend with each client to ensure excellent service. The Department has been supplementing capacity with two grant-funded extra-help attorneys, funded by the Board of State and Community Corrections (“BSCC”) Indigent Defense Grant and one General Fund extra-help attorney. However, the grant funding is set to expire in June 2023. All extra-help employees are utilized in accordance with County rules and regulations.

In addition, the State’s Community Assistance, Recovery & Empowerment Act (“CARE”) Court mental health program will likely require additional work from the Public Defender’s Office. The clients will appear in civil court and may be referred to the court by family members, first responders, and others. Some of these clients will have justice involvement and many will not. As this program will not begin in Sonoma County until late 2024, and the total number of new cases is unknown at this time, it is difficult to determine the workload and fiscal impact it will have on the department. The California State Association of Counties is advocating for state funding so counties can deliver the program outcomes.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Social Worker.** The Department’s social worker has created a new “door” through which 108 clients connected to necessary County and community services. The social worker is a fluent Spanish speaker who is integrated into the County’s Interdepartmental Multidisciplinary Team (“IMDT”). The IMDT fills current gaps in service for vulnerable residents and further assists public defender clients to obtain necessary services such as housing assistance, drug and alcohol treatment, and mental health treatment. Because this service is so integral to our clients, the local Community Corrections Partnership agreed to fund this social worker position as a full-time position using realignment funds after grant funding expires in June 2023.

- *Post-Conviction Relief.* The Department used Public Defense Pilot Program grant funding from BSCC to expand its post-conviction relief unit by adding two attorneys and is working with a mitigation specialist and a data consultant. This unit seeks 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 the handling of the original case. The two attorneys have identified and contacted incarcerated individuals who are entitled to such relief. They are working directly with these individuals and will prepare the necessary petitions and/or motions for relief. Ultimately, the attorneys will prepare for and appear at the court hearings on those petitions and motions. The mitigation specialist will perform investigation into the social and psychological history of individuals who are seeking reduced sentences, and the data consultant will provide necessary data and analysis to support Penal Code section 1473.7 Racial Justice Act motions. Since June of 2022, this unit has been fully staffed. They are currently working with 80 clients who qualify for such post-conviction relief.
- *Spanish-Speaking Interpreter.* The Department recognized that monolingual Spanish-speaking clients sometimes had to wait for an extended period to speak to their attorney, because a Spanish-speaking public defender employee was not readily available to interpret. To address this racial inequity, the Department obtained realignment funding through the CCP in March 2022 and hired an extra-help Spanish-speaking Interpreter/Translator Spanish-speaking interpreter.

### **FY 2023-24 Objectives**

- *Expanding holistic representation services.* Many of the Department’s clients need mental health treatment. For instance, in the Sonoma County Jail, approximately 50% of the incarcerated persons are “mental health involved” and approximately 33% of incarcerated persons suffer “serious mental illness.” To help clients connect with necessary services such as mental health treatment, housing assistance, and substance abuse treatment, the Department will create a Holistic Defense Unit. Staff for this unit will include a behavioral health specialist and an attorney focused on mental health representation. Both positions will be funded by a recently awarded BSCC grant.
- *Improving client representation.* The Department strives to provide the same level of legal representation as a private attorney. To accomplish this, the Department will provide a new structured training program for attorneys utilizing existing General Fund resources. With a highly trained staff, the Department will provide better representation and improve coordinated responses of attorneys to emerging legal issues that affect clients.
- *Addressing racial inequity.* Through the Racial Justice Act (California Penal Code section 745), the Department intends to file motions challenging the disproportionate charging and sentencing of Black, Indigenous and People of Color (BIPOC) individuals. The Department also will work with criminal justice leaders to address any systemic racism in the Sonoma County Justice System. Finally, the Department will continue to recruit diverse candidates to join its team and better reflect the community and clients being served.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 2.0 FTE Deputy Public Defender IV positions, funded by ongoing General Fund, to increase capacity of the Department's misdemeanor courtroom team and improve client representation.	2.00	\$682,975	\$0	\$682,975
Add 1.0 FTE Chief Deputy Public Defender, funded by ongoing General Fund, to improve span of control, management oversight, mentoring, long-term planning, processes, and systems.	1.00	\$353,530	\$0	\$353,530

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$13,215,765	\$13,734,603	\$14,755,554	\$1,539,789	11.7
Services and Supplies	\$2,685,614	\$2,447,241	\$2,462,795	(\$222,819)	(8.3)
Transfers within the County	\$44,661	\$47,788	\$47,788	\$3,127	7.0
<b>Total Expenditures by Character</b>	<b>\$15,946,040</b>	<b>\$16,229,632</b>	<b>\$17,266,137</b>	<b>\$1,320,097</b>	<b>8.3</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$12,888,613	\$13,188,120	\$14,224,625	\$1,336,012	10.4
State, Federal, & Other Govt. Revenue	\$959,436	\$1,141,935	\$1,141,935	\$182,499	19.0
Other Departmental Revenue	\$0	\$5,469	\$5,469	\$5,469	0.0
Use of Fund Balance	\$425,962	\$124,056	\$124,056	(\$301,906)	(70.9)
Internal County Reimbursements & Transfers	\$1,672,029	\$1,770,052	\$1,770,052	\$98,023	5.9
<b>Total Revenues/Use of Fund Balance</b>	<b>\$15,946,040</b>	<b>\$16,229,632</b>	<b>\$17,266,137</b>	<b>\$1,320,097</b>	<b>8.3</b>

<b>Total Permanent Positions</b>	<b>56.00</b>	<b>56.00</b>	<b>59.00</b>	<b>3.00</b>	<b>5.4</b>
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# SHERIFF'S OFFICE

**Eddie Engram**  
**Sheriff – Coroner**

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

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$213,783,404
Internal Transfers	\$15,173,446
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$119,905,661
Total General Fund Contribution	\$109,051,189
% Funded by General Fund	47.63%
Total Staff	633.50

## 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 Executive Management and Administration** 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>.

### Service Area Description

**Executive Management and 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 law enforcement and detention 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.

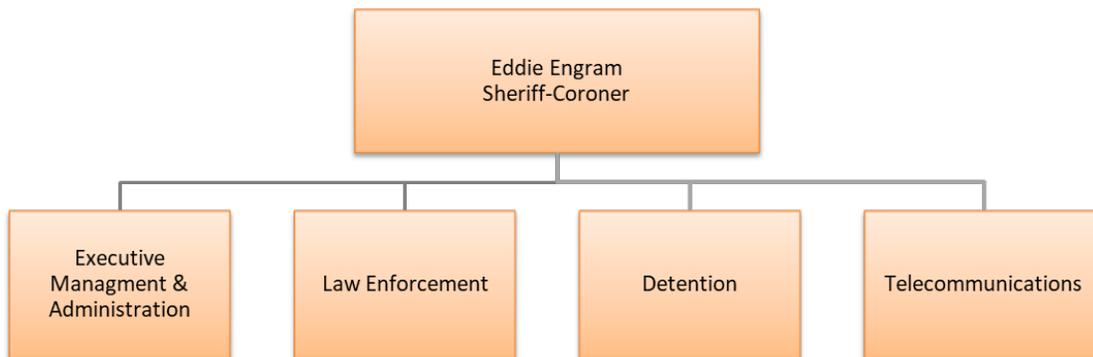
**Law Enforcement** contains several sections, bureaus, and units that provide direct law enforcement and emergency services to the citizens of Sonoma County. Field Services includes Patrol, which is directly responsible for responding to emergency calls for services, Dispatch Bureau, Helicopter Unit, 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 Executive Management and Administration is part of the Law Enforcement Division and is discussed separately in the previous paragraph.

**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.

When open, the North County Detention Facility (NCDF) houses both pre-trial and sentenced males, most of whom are low to medium risk offenders. NCDF is currently closed due to lower incarcerated person population, and all incarcerated persons are housed at the MADF. Should the adult detention population increase, the NCDF could be reopened. 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, General Educational Development (GED) classes, and some college courses provided by Santa Rosa Junior College.

**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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management and Administration	46.50	48.50	2.00	4.3
Law Enforcement	297.00	296.00	(1.00)	(0.3)
Detention	280.00	280.00	0.00	0.0
Telecommunications	5.00	5.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>628.50</b>	<b>629.50</b>	<b>1.00</b>	<b>0.2</b>

\*Position allocation changes approved by the Board during FY 2022-23 are discussed in the major variances section.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management and Administration	\$13,359,308	\$14,529,389	\$1,170,081	8.8
Law Enforcement	\$102,195,832	\$107,035,203	\$4,839,371	4.7
Detention	\$84,502,883	\$84,521,637	\$18,754	0.0
Telecommunications	\$3,500,731	\$2,863,549	(\$637,182)	(18.2)
<b>Departmental Operating Expenditures*</b>	<b>\$203,558,754</b>	<b>\$208,949,778</b>	<b>\$5,391,024</b>	<b>2.6</b>
<i>Internal Departmental Transfers</i>	<i>\$14,812,611</i>	<i>\$15,173,446</i>	<i>\$360,835</i>	<i>2.4</i>
<b>Gross Departmental Expenditures</b>	<b>\$218,371,365</b>	<b>\$224,123,224</b>	<b>\$5,751,859</b>	<b>2.6</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 as reflected in this row.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$149,542,003	\$152,573,758	\$3,031,755	2.0
Services and Supplies	\$54,518,939	\$57,812,253	\$3,293,314	6.0
Capital Expenditures	\$2,067,665	\$1,516,795	(\$550,870)	(26.6)
Other Expenses*	\$9,213,118	\$9,359,606	\$146,488	1.6
Transfers within the County**	\$3,029,640	\$2,860,812	(\$168,828)	(5.6)
<b>Total Expenditures by Character</b>	<b>\$218,371,365</b>	<b>\$224,123,224</b>	<b>\$5,751,859</b>	<b>2.6</b>

\*Other Expenses include expenses specific to the support and care of incarcerated persons including medical, dental, and lab services.

\*\*Transfers within the County reflect all operating transfers originating from this department.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$103,660,198	\$105,202,373	\$1,542,175	1.5
Fees and Charges for Services	\$1,134,572	\$1,250,535	\$115,963	10.2
State, Federal, & Other Govt. Revenue	\$77,229,889	\$81,289,607	\$4,059,718	5.3
Other Departmental Revenue*	\$1,403,644	\$943,518	(\$460,126)	(32.8)
Use of Fund Balance	\$6,181,228	\$7,120,529	\$939,301	15.2
Transfers & Reimbursements within the County**	\$28,761,834	\$28,316,662	(\$445,172)	(1.5)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$218,371,365</b>	<b>\$224,123,224</b>	<b>\$5,751,859</b>	<b>2.6</b>

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

\*\*Includes \$2,559,798 from the Graton Mitigation Fund for law enforcement support; \$7,804,973 from Probation's 2011 State Realignment Fund for jail staffing and in-custody programming; \$2,177,907 from Non-Departmental for the second year of Helicopter Unit bridge funding; and internal transfers from the Sheriff's Special Revenue Funds to its operating sections.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Executive Management and Administration** – Expenditures are increasing year-over-year by \$1,170,081, or 8.8%. Of the total change, \$287,000 is associated with a new employee mental health and wellness program which are offset by state grant revenue. The FY 2023-24 Recommended Budget includes \$330,135 for one new account clerk position added in mid FY 2022-23 and one reassigned position from Law Enforcement, both with offsetting decreased expenditures in the Law Enforcement service area.
- **Law Enforcement** – Costs are increasing in the Law Enforcement service area by \$4,839,371, or 4.7%. A significant portion (\$1.7 million) of this is being driven by increases in liability insurance. Other contributing factors include assuming fewer vacancies in Sheriff's Dispatch (\$377,013), sending additional deputy sheriffs to the law enforcement academy (\$404,218), additional investigative work including cold cases which requires increased extra help and overtime expenditures and expanded use of the Sheriff's DNA contractor (\$632,143), and routine replacement of major helicopter parts (\$318,608) as part of the regular maintenance schedule. The remaining increases (\$1,407,389) can be attributed to cost of living adjustments in salary and benefits and increases in workers compensation.
- **Detention** – There are no significant changes to the budget in this Service Area for FY 2023-24.
- **Telecommunications** – The FY 2022-23 Adopted Budget included capital improvement projects that are not included in the FY 2023-24 Recommended Budget, leading to a decline of 18.2%. Any unspent funding from FY 2022-23 will be re-budgeted in early FY 2023-24 to continue work on these multi-year capital projects.
- **Funding Sources** – Increases in Proposition 172 public safety sales tax revenue of \$1,418,861 which finances expenditures in **all program areas**, increased city contract **law enforcement** services revenue of \$590,021 to maintain existing service levels, a \$884,344 in increased state revenue for the expanded **Detention** Jail Based Competency Treatment Program, additional State Criminal Alien Assistance Program in **Detention** funding of \$89,283, and \$327,236 in **law enforcement** Trial Court Security sales tax revenue, all of which are recorded under **State, Federal, and Other Govt Revenues**, account for the majority of the variance in Sheriff's Office non-General Fund revenue increases. **Other Departmental Revenue** is significantly decreasing year-over-year primarily due to calibrating revenue estimates based on prior year actuals in **all program areas**, and changes in

**Detention** commissary which have reduced expenses for incarcerated persons and their friends and families, but decreased revenue to the County. The Use of Fund Balance increase is mainly attributable to planned expenditure of unspent one-time funding for the **law enforcement** Dispatch system replacement, which was appropriated by the Board of Supervisors as part of the FY 2022-23 budget adoption and is included in the FY 2023-24 Recommended Budget to complete the project.

## Key Issues

- The staffing crisis in **Law Enforcement** and **Detention** Divisions continues to be the greatest issue facing the Sheriff's Office. Critical public safety positions continue to go unfilled due to recruitment and retention difficulties. Staffing challenges include 37% of correctional deputies being unavailable (unable to fill shifts) including 40 vacancies, 23% of deputy sheriff allocations being unavailable, including 15 vacancies, and 30% of dispatcher allocations being unavailable, including 5.5 vacancies. The high level of unavailability is resulting in unprecedented overtime requirements for staff delivering direct public safety services. Correctional deputies are required to work an average of 46 hours of overtime during every two-week pay period, deputies are working an average of 35 overtime hours every two weeks, and dispatchers are working an average of 40 hours of overtime every two weeks. Additionally, Deputy Sheriffs working Patrol have been on an emergency 12-hour shift schedule since August of 2021. Due to Correctional Deputies staffing shortages, the Main Adult Detention Facility has been operating with a reduced staffing model since July 1, 2022, which requires that the facility be locked down at nights and weekends resulting in reduced services for incarcerated persons, including reduced visiting opportunities, recreation, and programming. In addition, this model creates delays in booking arrestees into the facility resulting in long waits for law enforcement prolonging their return to the field. These working conditions are not sustainable and take a direct toll on our employees, incarcerated persons, and the community as well as perpetuating the cycle of unavailable staff. In December 2022, the Board of Supervisors approved hiring incentives for critical positions including deputy sheriffs, correctional deputies, and dispatchers to help address the crisis.
- 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. The Sheriff's Office Recommended Budget has been balanced using salary savings, which are contingent on continued high levels of vacancies that require emergency schedules and excessive overtime. Should positions be filled, the Sheriff's Office may exceed its General Fund allocation in FY 2023-24 and reductions may be necessary to balance the budget in future years. 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.
- The need for resolution on whether the County is going to continue to pursue the Sheriff's Adult **Detention** Behavioral Health Housing Unit (SADBHHU) including the future hiring of new correctional positions. The future of the SADBHHU construction continues to be unknown as escalating construction costs have well exceeded the original project budget.
- 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 2023-24.
- In part due to the continued impact of the COVID-19 pandemic and sentencing reform, 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 NCDF. NCDF remains closed as of March 2023 and will only be reopened in the future if the jail population exceeds the capacity of the Main Adult Detention Facility. The Sheriff's Office FY 2023-24 Recommend Budget does not include funding to support the opening of NCDF. Given the inability to accurately predict if and/or when NCDF will need to be reopened, it would be prudent for the County to set aside contingency funding to cover this additional expense if it becomes necessary during FY 2023-24.

- The Sheriff's Office is requesting Add Backs because the **Law Enforcement** helicopter requires routine maintenance, and funds must be taken from operational resources to provide this, the continued challenges with filling critical public safety vacancies in **Law Enforcement** and **Detention**, as well as the uncertainty surrounding the opening of the North County **Detention** Facility; these can be found in the Budget Binders.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Strategic Plan Alignment: Resilient Infrastructure RI 2-1, Objective 1:** Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disaster. Completed two funded **Telecommunications** projects: the network management system replacement, and the purchase and installation of emergency base station radios.
- Expanded the Sheriff's **Administration** Professional Standards Unit by reassigning a Detention Division sergeant to conduct internal investigations. Although the reassignment puts an additional strain on Detention operations, it was believed that detention specific expertise was needed to both improve the quality and the speed at which certain internal investigations can be completed.
- Achieved National Commission on Correctional Health Care (NCCHC) accreditation of the medical services provided to the Sheriff's **Detention** Division adult incarcerated population.
- With \$1.5 million one-time funding from the Board of Supervisors, the Sheriff's Office was able to execute a contract to upgrade **Law Enforcement** 911 Dispatch by replacing aging technology.
- Implemented improvements to a multitude of services provided for **Detention** incarcerated persons including adding beds to the Sheriff's Jail Based Competency Treatment Program, shifting the mental health population to a housing module that allows for enhanced programming opportunities, completing the request for proposal process to solicit providers of incarcerated person programming including substance use disorder services, and transitioned to a new provider for food services and the provision of commissary.

### FY 2023-24 Objectives

- Overcome staffing crisis across **all program areas** by continuing to implement the contracted recruitment marketing strategies, upstaffing the Sheriff's Personnel Unit with reassigned staff and extra help and seeking the continuance of the Hiring Incentive Pilot Program past the current December 2023 end date for critical front-line public safety positions.
- Complete preliminary scoping and needs assessment to procure and begin implementation of a new Jail Management System (JMS) within the **Detention** Division, utilizing asset forfeiture funding allocated by the Board of Supervisors during the FY 2022-23 Budget Hearings. A new JMS will improve tracking and reporting of inmate related information and better service the needs of inmates, staff, and criminal justice partners. Dating back to 2006, the need for a new JMS was identified. A business case developed in 2009 for the replacement of the now 39-year-old system determined that continuing to rely upon the old system carried significant operational and financial risk.
- Expand employee wellness resources throughout **all program areas** by providing a robust Sheriff's Employee Mental Health and Wellness Program funded in part by a state grant award.
- Pursue and receive accreditation from the National Commission on Correctional Health Care (NCCHC) for adult incarcerated persons behavioral health services within the Sheriff's **Detention** facilities.

- Extend **Detention** Division's Medication Assisted Treatment (MAT) Program to include initial treatment in order to open the program up to incarcerated persons who have not, before incarceration, benefited from this type of addiction treatment.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Adjust the Sheriff's Detention Administration budget to correct an administrative error and ensure ISD desktop modernization transfers and expenditures are aligned. Refer to the Non-Departmental budget for net cost offset.	0.00	\$62,247	\$0	\$62,247

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Restore funding for critical staffing in law enforcement field services and detention, based on anticipated success in filling vacant positions.	0.00	\$2,287,206	\$0	\$2,287,206
Enhance patrol leadership and supervision for deputy sheriffs during the night shift by adding two new sergeant fixed-post positions to the staffing plan.	2.00	\$965,391	\$0	\$965,391
Add 1.0 FTE Correctional Sergeant to the Sheriff's Professional Standards Bureau to ensure timely and accurate completion of mandated investigations of complaints regarding conduct and behavior, which are of critical importance to the Sheriff's Office, Independent Office of Law Enforcement Review and Outreach, the County, and the community.	1.00	\$266,986	\$0	\$266,986
Add 1.0 FTE Correctional Sergeant to provide supervision to the Detention Division's Training and Compliance staff, to better meet requirements for increased mandated state inspections and audits required for operating Adult Detention facilities.	1.00	\$266,986	\$0	\$266,986
Provide one-time funding for one year to purchase personal protective equipment and COVID tests required to meet Cal-OSHA and CDC guidelines for operating detention facilities (previously funded by Federal disaster relief sources that are no longer available).	0.00	\$397,929	\$397,929	\$0

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Addback funding for critical maintenance needed to continue operating the Henry 1 helicopter.	0.00	\$336,881	\$336,881	\$0
One-time funds needed to provide deputy sheriffs with an updated primary duty firearm to replace the outdated model currently being used.	0.00	\$250,000	\$250,000	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$149,542,003	\$152,573,758	\$156,203,232	\$6,661,229	4.5
Services and Supplies	\$54,518,939	\$57,812,253	\$58,679,524	\$4,160,585	7.6
Capital Expenditures	\$2,067,665	\$1,516,795	\$1,853,676	(\$213,989)	(10.3)
Other Expenses	\$9,213,118	\$9,359,606	\$9,359,606	\$146,488	1.6
Transfers within the County	\$3,029,640	\$2,860,812	\$2,860,812	(\$168,828)	(5.6)
<b>Total Expenditures by Character</b>	<b>\$218,371,365</b>	<b>\$224,123,224</b>	<b>\$228,956,850</b>	<b>\$10,585,485</b>	<b>4.8</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$103,660,198	\$105,202,373	\$109,051,189	\$5,390,991	5.2
Fees and Charges for Services	\$1,134,572	\$1,250,535	\$1,250,535	\$115,963	10.2
State, Federal, & Other Govt. Revenue	\$77,229,889	\$81,289,607	\$81,289,607	\$4,059,718	5.3
Other Departmental Revenue	\$1,403,644	\$943,518	\$943,518	(\$460,126)	(32.8)
Use of Fund Balance	\$6,181,228	\$7,120,529	\$7,120,529	\$939,301	15.2
Internal County Reimbursements & Transfers	\$28,761,834	\$28,316,662	\$29,301,472	\$539,638	1.9
<b>Total Revenues/Use of Fund Balance</b>	<b>\$218,371,365</b>	<b>\$224,123,224</b>	<b>\$228,956,850</b>	<b>\$10,585,485</b>	<b>4.8</b>

<b>Total Permanent Positions</b>	<b>628.50</b>	<b>629.50</b>	<b>633.50</b>	<b>5.00</b>	<b>0.8</b>
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# 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$240,584,170
Internal Transfers	\$156,650,043
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$388,250,341
Total General Fund Contribution	\$8,983,872
% Funded by General Fund	2.26%
Total Staff	677.73

## DEPARTMENT OVERVIEW

The Department of Health’s divisions--Public Health, Behavioral Health, and Homelessness Services--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/>

### Service Area Description

**Acute/Forensic Services** - Provides mobile crisis supports and services, psychiatric inpatient services, crisis residential services, coordination of long-term care placements for Lanterman-Petris-Short (LPS) Act clients, in-custody competency placement recommendations, mental health pre-trial diversions, and forensic treatment plans.

**Adult Behavioral Services** - Provides adult outpatient and crisis mental health services, case management, medication support and monitoring, mental health residential services, older adult services, recovery care management, telecare community support, employment services, transportation, and supportive housing services.

**Emergency Medical Services** - Provides oversight of ambulance service provider within Exclusive Operating Areas, oversight of air ambulance providers, trauma system coordination, certification and accreditation of pre-hospital personnel, and disaster-specific support.

**Public Health Laboratory** - Provides specimen testing services to individuals, physicians, clinics and agencies in the counties of Sonoma, Mendocino, Lake and Humboldt. Also, screens for toxic agents, including ricin from clinical and environmental samples.

**Community & Family Health** - Includes Public Health Division services of: Women Infants & Children (WIC) services, healthy communities, family health, and special clinical services such as teen pregnancy.

**Disease Control** - Provides surveillance of communicable diseases, tracks cases and outbreaks, epidemiological analysis, and implement methods to prevent the spread if diseases including quarantine and other prophylactic measures.

**Environmental Health** - Environmental Health regulates the following programs: retail food safety; public swimming pools; recreational water; emergency response; leaking underground storage tank cleanup; medical waste and body art. Provides review and monitor environmental test drilling to ensure compliance with appropriate laws, encourage best practices and protect public health. Also provides dairy, water quality and shellfish specimen testing services to individuals and agencies in the counties of Sonoma, Mendocino, and Lake Sonoma.

**Health Disaster Preparedness** - Emergency planning for Health Department response in an unusual event or emergency system activation, Medical Health Operational Area Coordination (MHOAC) Program, and coordination with local healthcare system.

**Executive Management & Administration** – Provides leadership and administrative support for the entire department. Comprised of Administrative Program Support Services, Compliance, Contracts & Board Item Development, Executive team, Finance, Facilities, the Health Policy Planning & Equity unit including the Legislative Policy & External Affairs team, Health Data & Epidemiology Human Resources, Information Technology, and Privacy & Security.

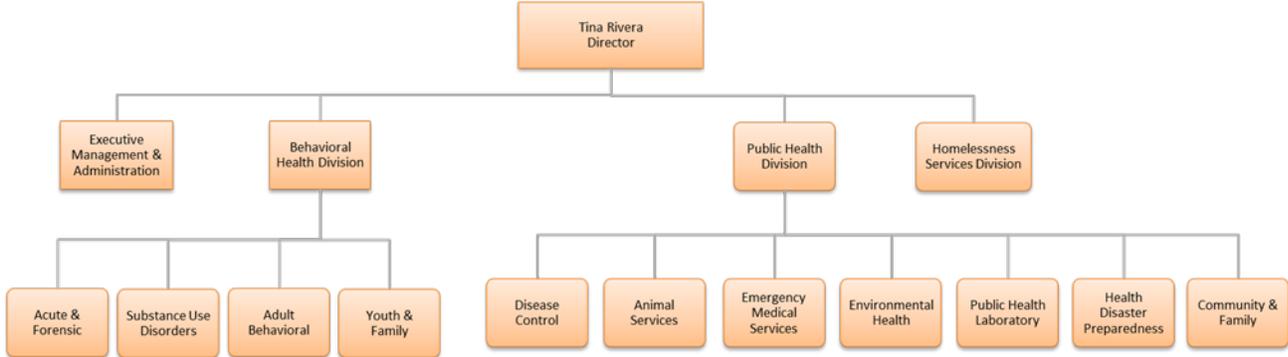
**Homelessness Services** - Provides policy and funding guidance and staff support to the Sonoma County Continuum of Care (and its service providers and other local government) as its Lead Agency. Provides care and outreach services to sheltered and unsheltered homeless in unincorporated areas as well as in interim housing locations across the Sonoma County region.

**Sonoma County Animal Services** - Sonoma County Animal Services provides animal control services for the unincorporated areas of Sonoma County, and the City of Santa Rosa. Services include pet adoptions, spay/neuter, dog licensing, Countywide rabies control, animal cruelty and neglect investigations, dangerous animal investigations, microchipping, medical care for stray and abandoned animals, emergency boarding, pet reunification, and emergency/disaster response.

**Substance Use Disorders & Community Recovery Services** - Provides addiction treatment and crisis intervention services, substance use disorder court programs, driving under the influence (DUI) programs, and substance use disorder services for youth to age 18 and families with young children. Drug Medi-Cal Organized Delivery System will provide opportunity to increase services to include expanded narcotic treatment programs, withdrawal management, options for partial hospitalization and additional medication assisted treatment.

**Youth & Family Services** - Coordinates collaboration with other youth serving agencies and organizations like local schools and Human Services Department and Juvenile Probation. Provides outpatient and crisis mental health services to youth and families. While there is flexibility in the provision and structure of services, contract with the state requires access to needed mental health services.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted**	% Change from FY 2022-23 Adopted
Acute/Forensic Services	49.1	49.1	0.00	0.0
Adult Behavioral Services	9.0	9.0	0.00	0.0
Emergency Medical Services	6.0	6.0	0.00	0.0
Public Health Laboratory	7.3	7.3	0.00	0.0
Community Health	109.1	109.1	0.00	0.0
Disease Control	14.4	14.4	0.00	0.0
Environmental Health	37.5	37.5	0.00	0.0
Health Disaster Preparedness	6.5	6.5	0.00	0.0
Executive Management & Administration***	141.8	139.8	(2.00)	(1.4)
Homelessness Services	11.0	29.0	18.00	163.6
Sonoma County Animal Services	31.0	31.0	0.00	0.0
Substance Use Disorders	43.1	43.1	0.00	0.0
Youth & Family Services	154.5	157.7	3.20	2.1
<b>Total Permanent Positions</b>	<b>620.13</b>	<b>639.33</b>	<b>19.20</b>	<b>3.1</b>

\*Positions are shown in the service area in which they are budgeted. In some cases, positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

\*\*FTE changes reflect position allocation updates approved by the Board of Supervisors from July 1, 2022, through March 1, 2023.

\*\*\*Executive Management and Administration positions are centrally budgeted and assist in providing all services.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Acute/Forensic Services	\$17,575,086	\$20,588,887	\$3,013,801	17.1
Adult Behavioral Services	\$32,080,925	\$24,530,389	(\$7,550,536)	(23.5)
Emergency Medical Services	\$1,597,279	\$1,889,834	\$292,555	18.3
Public Health Laboratory	\$2,018,356	\$2,043,459	\$25,103	1.2
Community Health	\$25,524,233	\$28,063,045	\$2,538,812	9.9
Disease Control	\$8,901,020	\$4,016,732	(\$4,884,288)	(54.9)
Environmental Health	\$7,863,914	\$8,592,403	\$728,489	9.3
Health Disaster Preparedness	\$1,581,600	\$1,994,593	\$412,993	26.1
Executive Management & Administration	\$25,329,466	\$28,272,871	\$2,943,405	11.6
Homelessness Services	\$2,986,084	\$16,554,282	\$13,568,198	454.4
Sonoma County Animal Services	\$6,730,793	\$7,198,925	\$468,132	7.0
Substance Use Disorders	\$21,663,804	\$22,465,762	\$801,958	3.7
Youth & Family Services	\$58,406,151	\$63,712,462	\$5,306,311	9.1
<b>Departmental Operating Expenditures*</b>	<b>\$212,258,711</b>	<b>\$229,923,644</b>	<b>\$17,664,933</b>	<b>8.3</b>
<i>Internal Departmental Transfers</i>	<i>\$128,073,422</i>	<i>\$148,295,199</i>	<i>\$20,221,777</i>	<i>15.8</i>
<b>Gross Departmental Expenditures</b>	<b>\$340,332,133</b>	<b>\$378,218,843</b>	<b>\$37,886,710</b>	<b>11.1</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$107,608,317	\$112,568,346	\$4,960,029	4.6
Services and Supplies	\$54,936,774	\$60,801,418	\$5,864,644	10.7
Capital Expenditures	\$280,679	\$10,000	\$(270,679)	(96.4)
Other Expenses*	\$166,950,303	\$197,283,206	\$30,332,903	18.2
Transfers within the County**	\$10,556,061	\$7,555,873	\$(3,000,188)	(28.4)
<b>Total Expenditures by Character</b>	<b>340,332,134</b>	<b>\$378,218,843</b>	<b>\$37,886,709</b>	<b>11.1</b>

\*Other Expenses includes Support and Care of Persons and Intradepartmental Expenses.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$8,532,651	\$8,750,492	\$217,841	2.6
Fees and Charges for Services	\$11,615,263	\$11,602,372	\$(12,891)	(0.1)
State, Federal, & Other Govt. Revenue	\$150,555,628	\$147,593,134	\$(2,962,494)	(2.0)
Other Departmental Revenue*	\$26,492,229	\$32,118,577	\$5,626,348	21.2
Use of Fund Balance	\$(8,555,405)	\$12,643,163	\$21,198,568	(247.8)
Transfers & Reimbursements within the County**	\$151,691,768	\$165,511,105	\$13,819,337	9.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$340,332,134</b>	<b>\$378,218,843</b>	<b>\$37,886,709</b>	<b>11.1</b>

\*Other Departmental Revenue is primarily derived from Sales and Use Tax.

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Acute/Forensic Services** – Year-over-year increase between FY 2022-23 and FY 2023-24 of 17.1%, or \$3,013,801. This was due to an increase of 6.61 position from the Adult Behavioral Services service area (5.73 positions in the Transition Recovery Services unit plus 0.88 FTE in the Transportation unit) with a cost of \$1.2 million and increased contract costs over adopted budget by \$1.3 million in addition to moving contracts between service areas to better reflect service provision.
- **Adult Behavioral Services** – Year-over-year decrease of 23.5% of \$7.5 million. Decrease of \$1.0 million due to movement of 6.61 positions to the Acute & Forensic Service Area with \$448,000 of Service and Supply costs as well. Reduction of \$6 million in contract expenditures for Residential Care Facilities and Long-Term Care Services to align with historical actual costs.
- **Emergency Medical Services** - Year-over-year change indicates an 18.3% increase, or \$292,555, due to projected legal expenses increasing.
- **Community & Family Health** -- Year-over-year change indicates an 9.9% increase of \$2.5 million from an increase of \$1.1 million for a grant added to FY 2022-23 after adopted budget to train, deploy and engage Community Health Workers to reach the priority population in the community. Additionally, change is also related to the salaries and benefit expected increases.
- **Disease Control** - Year-over-year change indicates a decrease of 54.9% of \$4.8 million. The decrease is primarily due to the demobilization of COVID-19 pandemic operations. COVID-19 mitigation has been integrated into the normal course of business within the Public Health Division.
- **Environmental Health** -- Year-over-year change indicates a 9.3% increase of \$728,489 from an increase related to salaries and benefit cost of living adjustment and associated cost increases. FY 2022-23 Adopted Budget included \$525,000 of salary savings that are not included in FY 2023-24 due to expected reduced vacancy rate.
- **Health Disaster Preparedness** - Year-over-year change indicates a 26.1% increase, or \$412,993, due to the addition of 1.0 Section Manager, as well as salary and benefits changes for existing staff.

- **Executive Management & Administration** – Year-over-year change indicates an 11% increase of \$2.9 million. This is due to \$900,000 of new Homelessness Division program support costs and increased Public Health support costs. The increase is also due to contract costs associated with Health Action 2.0 in the Health Policy, Planning and Evaluation Unit.
- **Homelessness Services** – During FY 2022-23, the Ending Homelessness program at the Community Development Commission was transferred to DHS to consolidate more county Homeless Services under one roof and thus increase efficiency and quality of service provision. This involved transferring 11 positions, and the associated contracts. The Board added an additional 7 positions during FY 2022-23 to further enhance services.
- **Youth & Family Services** -- Year-over-year change indicates an 9.1% increase of \$5.3 million. Children’s mental health services program, funded by the Mental Health Services Act (MHSA), fueled the increase of \$3 million in contractual expenses plus an increase in salary & benefits in addition to the additional payroll of 4.5 positions.
- Other Expenses is increasing by \$30 million, or 18.2%, and the Use of Fund Balance variance of \$22 million, or 247%, due to the use of the special revenue funds: 1991 Mental Health Realignment, Intergovernmental Transfer, 2011 Behavioral Health Realignment, and MHSA for the above mentioned increases in services. Other Expenses also includes the additional \$13.5 million of expenses for the Homelessness Services Division.

### Key Issues

- **Department-Wide:** Workforce capacity issues, driven in part by high vacancy rates, remain a major challenge for the Department. The Department’s vacancy rate is around 21%. Medi-Cal provider network adequacy standards, for example, recommend that caseloads for Adult Service Teams be at 35 patients, but Department of Health Services teams manage an average of 63 patients per team. The Collaborate Treatment Recovery Team should have an average caseload of 35, but it handles 53. Transitional Recovery clinicians should handle a caseload of 35, but the average caseload is 60. At these rates, clinicians would be barely able to recommend treatment plans for patients, let alone possess the time to monitor the patients for improvement. The department is addressing workforce capacity challenges through legislative advocacy and support; coordinating work schedules; hiring incentives; supporting gaps via service contracts; implementing peer services; and other unconventional methods to address capacity concerns which have reached very concerning levels in Sonoma County’s behavioral health continuum of care.
- **Acute/Forensics Services:** The Mental Health Diversion program administered by counties under guidance from the California Department of State Hospitals (DSH) per Penal Code 1001.36 and Welfare and Institutions Code 4361 allows felony defendants who are Incompetent to Stand Trial (IST) to participate in intensive community-based mental health treatment in lieu of inpatient competency restoration treatment. There is potential for sanctions imposed should the County’s determinations of those incompetent to stand trial exceeds the number of those determinations from the baseline year of FY 2021-22. A baseline number of IST felons per county is prescribed by DSH in order to safeguard against clogging up the behavioral health continuum of care.
- **Homelessness Services:** Addressing encampment responses with the ACCESS initiative & Interdepartmental Multidisciplinary Teams and Homeless Encampment Access & Resource Team given the shortages in housing. Locating a site for the planning and development of an Indoor/Outdoor Shelter.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

- **Service Areas within the Public Health Division:** Received approval of \$2 million annually from the California Department of Public Health and the County Board of Supervisors for the “Future of Public Health” (FoPH) that will pay for clinical and administrative staff to bolster public health staffing infrastructure to remedy staffing shortages and address services gap uncovered as a result of the COVID-19 Pandemic. 11.2 positions were added throughout the Public Health Division’s programmatic and administrative staff.
- **Acute/Forensic Services within the Behavioral Health Division:** Department of Health Services (DHS) successfully applied for a Substance Abuse & Mental Health Services Act grant awarded by the U.S. Department of Health & Human Services in the amount of \$1.6 million. Proceeds of the grant will fund DHS’ joint program with other county safety net agencies known as Accessing Coordinated Care & Empowering Self-Sufficiency (ACCESS) Sonoma. This new funding source will implement Phase 6 for further improvements to the ACCESS Sonoma system with the addition of a Transitional Age Youth cohort, 2-1-1 Data Extract, and further computerized automation in the treatment plans for the Mental Health Diversion cohort through an addendum of International Business Machines (IBM) Corporation’s contract.
- **Homelessness Services:** Establishment of the new Homelessness Services Division within the DHS organizational structure after acquiring it from the Community Development Commission (CDC). Establishing the new DHS division required the transfer of 11 positions from the CDC and the creation of 7 new positions including a new division director for the Homelessness Services Division. Contracts and programs concerned with “Ending Homelessness” also transferred to DHS in order to provide a “wraparound” service model for unsheltered clients.

## FY 2023-24 Objectives

- **Public Health Service Areas:** Completion of a Community Health Assessment (CHA) and the implementation of the Community Health Improvement Plan (CHIP) to meet requirements set forth by the Future of Public Health funds. The CHA and CHIP, through the collaboration with stakeholders and community engagement, will identify relevant community health issues to protect and improve the health of residents; both are due December 31st, 2023.
- **Behavioral Health Service Areas:** Several components of CalAIM are scheduled to start on July 1, 2023 in accordance with project timelines set at the state level by Department of Health Care Services (DHCS) and California Mental Health Services Authority. CalAIM is a multi-year initiative to improve the quality of life and health outcomes of our population by implementing broad delivery system, program, and payment reform across the Medi-Cal program. Health Services will be making process and procedural changes as a result of the CalAIM commencement.
  - a) **E.H.R. Implementation:** The two (2) Electronic Health Record (EHR) systems currently in use for Behavioral Health division clients will be replaced by the newly developed SmartCare EHR by Streamline. This new EHR will standardize billing and claiming, records management, and more efficient for policy implementation.
  - b) **Payment Reform:** DHCS is rolling out a new payment reform to move away from cost-based reimbursement to enable value-based reimbursement structures that reward better care and quality of life for Medi-Cal beneficiaries. The newly agreed-upon mechanism of using Intergovernmental Transfers (IGT’s), or DHS match for state cost participation, and implementing Current Procedural Terminology (CPT) codes are 2 initiatives of CalAIM that will start in the new fiscal year, as well. Both initiatives will require a change in policies and procedures that will affect the way DHS currently operates its mental health programs and substance use disorder programs. DHS will put up the cash-match up front first before reimbursement from the state or federal entity.

- **Strategic Plan Alignment: Healthy & Safe Communities**
  - a) **Goal 4 Objective 4:** Create a housing resource software tool for Safety Net department to efficiently assist residents with accessing available housing by creating a database of all beds with availability. This project will allow community partners and outreach teams to identify availability of beds in shelters county-wide. The tool will be developed in collaboration with the Information Systems Department staff.
  - b) **Goal 4 Objective 3:** Increase investment in programs that treat underlying causes of homelessness, including substance abuse, mental illness, poverty, and lack of affordable housing. DHS intends to invest in contracts that partner with both other county agencies and community-based organizations. Some of these major projects include expansion in the following areas: Residential Care Facilities, Crisis Stabilization Unit, Residential Crisis Services, Inpatient Hospital Services, Mental Health Services at Children’s Shelters, etc.
  - c) **Goal 1 Objective 3:** Create a "no wrong door" approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system. This approach will consist of providing training, education and resources to County front line and lobby intake staff to raise their awareness about available County services and programs and ensure understanding of basic eligibility requirements of the most utilized programs across the safety net departments. In partnership with the Human Services Department and other Safety Net departments, service delivery will be made more accessible to the most vulnerable populations in the county.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

General Fund	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
This adjustment reduces the transfer from the General Fund to Animal Services for the fee subsidy amount that was approved by the Board in FY21-22 and converts this level of support to a general fund net cost contribution. The net cost increase seen in this transaction is offset with a net cost decrease in the Non-Departmental adjustments (NDOTHGS-SUP-01). This change is occurring due to the fact that Animal Services is now a General Fund department, so the on-going support should be managed as part of their net cost. Related to NDOTHGF-SUP-01. (3/21/22; Item # 21)	0.00	\$0	(\$233,380)	\$233,380
Adjustment to Public Health Sonoma County Animal Control to correct the transfer of funds to and from ISD to place them in the correct section. Related to ISD-SUP-01.	0.00	\$	(\$22,633)	(\$22,633)

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Adjustment to the Department of Health Services (DHS) Administration Division Human Resources Unit with the addition of 1.0 FTE Senior Office Assistant and in the Health Data and Epidemiology Unit with the addition of .2 FTE Department Analyst, both positions funded through the administration allocation. (4/4/2023; Item #20)	1.20	\$302,456	\$151,228	\$151,228
This adjustment is to add revenue and expenditure appropriations to the DHS Administration and Public Health Division to carryout the Future of Public Health Grant for additional staffing to remedy staffing shortages and service gaps. This is a grant program the state initiated in FY2022-23 and is expected to be on-going. (4/4/23; Item #19)	11.20	\$2,601,851	\$2,551,478	\$50,373

<b>Other Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Adjustment to staffing the Homelessness Division to convert time limited positions to on-going for the Interdisciplinary Multi-Department Team, and provide funding to add staff to Human Services to respond to homeless encampments. Related to HSD-SUP-03. (5/9/2023; Item #30)	6.00	\$5,273,316	\$3,515,544	\$1,757,772
Adjustment for the addition of the Behavioral Health School Partnership program including 4.0 FTE to provide school-based behavioral health support and interventions to schools. (4/18/23; Item #60)	4.00	\$2,540,093	\$1,385,578	\$1,154,515
Adjustment to the Public Health Department for the Infectious Disease Prevention and Control Local Infrastructure grant funding extended to FY2023-24 to complete the purchase of a mass spectrometry instrument for the clinical microbiology laboratory, the MALDI Biotyper sirius one CA System.	0.00	\$226,646	\$226,646	\$0
Adjustments to the Public Health Disease Control Section for the California Department of Public Health grant award period of May 1, 2023 to May 31, 2024 for the California Nursing Home and Long-Term Care Infrastructure and Preparedness Project. (9/20/2022; Item #12)	0.00	\$708,686	\$708,686	\$0

### Budget Hearing Actions

<b>Other Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Add 2.0 FTE Program Planning and Evaluation Analysts for Behavioral Health and Public Health APSS Support in order to augment infrastructural capacity required to meet both operational and risk-mitigation needs. These positions will be funded with 1991 Mental Health Realignment Behavioral Health and 1991 Health Realignment Public Health.	2.00	\$745,400	\$745,400	\$0
Add 1.0 FTE Department Analyst in the Contracts & Board Item Development unit to assist in augmenting infrastructural capacity to be funded through the administration allocation.	1.00	\$332,400	\$332,400	\$0

<b>Other Funds</b>	<b>FTE</b>	<b>Gross Expenditures</b>	<b>Revenue and Reimbursements</b>	<b>Net Cost</b>
Add 1.0 FTE Department Information Systems Manager in administration for implementing CalAim Protocols for the Electronic Health Record system and to oversee various technical initiatives funded by CalAim and administration allocation.	1.0	\$511,400	\$511,400	\$0
The Finance unit is requesting to add 5.0 FTEs; 1.0 FTE Accountant III, 2.0 FTEs Department Analysts, 1.0 FTE Accountant II, and 1.0 FTE Senior Account Clerk. These positions are requested in order to augment infrastructural capacity required to meet both operational and risk-mitigation needs. They will be funded through a mixture of sources 1991 Health Realignment, administrative allocation, 1991 Mental Health Realignment, and Homeless Housing Assistance & Prevention (HHAP).	5.0	\$1,652,800	\$1,652,800	\$0
Add 1.0 Time Limited FTE Senior Office Assistant position to provide support to 4 Behavioral Health Section Managers responsible for management oversight of Behavioral Health Sections: Adult Services, Youth and Family Services, Acute and Forensic Services, and Quality Management. This position will provide needed administrative supports with the goal of streamlining work and creating efficiencies. This position will be funded by 50% IGT and 50 % MHSA.	1.0	\$250,000	\$250,000	\$0
Add a 1.0 Administrative Services Officer I (Recruitment and Payroll Manager), 1.0 Payroll Clerk, 1.0 Department Analyst, and 1.0 Administrative Aide to support the Human Resources Department within the Administrative Unit. These positions will support the recruitment, retention, and payroll functions to address vacancy and hiring issues. Staff will direct charge to division that they support and funding will be a mix of Local 1991 Health/Mental Health Realignment, 2011 Realignment, Measure O, Federal Financial Participation and grant funding.	4.0	\$1,352,244	\$1,352,244	\$0
Add 5.0 FTE Community Health Worker Specialists to the Health Policy, Planning and Equity Unit in Administration to create a permanent field services team entitled "Health Services, Outreach, and Engagement Team." The positions will be funded with 1991 Health Realignment.	5.0	\$1,511,910	\$1,511,910	\$0

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE Senior Office Assistant to support the Facilities Unit within the Administrative Division funded with a mix of Local 1991 Health/Mental Health Realignment, 2011 Realignment, Measure O, Federal Financial Participation, and grant funding.	1.0	\$246,632	\$246,632	\$0
Add a 1.0 FTE Department Information Systems Specialist II to the Information Technology Unit to perform security-related monitoring, auditing, reporting, response, mitigation, and prevention tasks on an ongoing basis to ensure compliance with HIPAA and other information privacy & security regulations. Funding will be a mix of Local 1991 Health/Mental Health Realignment, 2011 Realignment, Measure O, Federal Financial Participation, and grant funding.	1.0	\$373,182	\$373,182	\$0
Funding for HR-PCR-02 to add 1.0 Human Resources Analyst to support recruitment workload.	0.00	\$200,300	\$200,300	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$107,608,317	\$112,568,346	\$120,939,311	\$13,330,994	12.4
Services and Supplies	\$54,936,774	\$60,801,418	\$64,232,451	\$9,295,677	16.9
Capital Expenditures	\$280,679	\$10,000	\$236,646	(\$44,033)	(15.7)
Other Expenses	\$166,950,303	\$197,283,206	\$204,269,932	\$37,319,629	22.4
Transfers within the County	\$10,556,061	\$7,555,873	\$7,555,873	(\$3,000,188)	(28.4)
<b>Total Expenditures by Character</b>	<b>\$340,332,134</b>	<b>\$378,218,843</b>	<b>\$397,234,213</b>	<b>\$56,902,079</b>	<b>16.7</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$8,532,651	\$8,750,492	\$8,983,872	\$451,221	5.3
Fees and Charges for Services	\$11,615,263	\$11,602,372	\$11,602,372	(\$12,891)	(0.1)
State, Federal, & Other Govt. Revenue	\$150,555,628	\$147,593,134	\$151,263,634	\$708,006	0.5
Other Departmental Revenue	\$26,492,229	\$32,118,577	\$32,118,577	\$5,626,348	21.2
Use of Fund Balance	(\$8,555,405)	\$12,643,163	\$19,447,135	\$28,002,540	(327.3)
Transfers & Reimbursements within the County	\$151,691,768	\$165,511,105	\$173,818,623	\$22,126,855	14.6
<b>Total Revenues/Use of Fund Balance</b>	<b>\$340,332,134</b>	<b>\$378,218,843</b>	<b>\$397,234,213</b>	<b>\$56,902,079</b>	<b>16.7</b>

<b>Total Permanent Positions</b>	<b>620.13</b>	<b>639.33</b>	<b>677.73</b>	<b>57.60</b>	<b>9.3</b>
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# HUMAN SERVICES DEPARTMENT

**Angela Struckmann**  
Director

**Vision:** People in our community live freely chosen lives up to their full potential throughout their lifespan.

**Mission:** Building upon strengths, we bridge people to opportunity through responsive safety net services.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$298,102,099
Internal Transfers	\$108,816,526
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$378,645,112
Total General Fund Contribution	\$28,273,513
% Funded by General Fund	6.95%
Total Staff	989.55

## DEPARTMENT OVERVIEW

The Human Services Department (HSD) provides safety net services to the community to support the health, safety, and well-being of over 100,000 individuals and families. Direct services are delivered through five Service Areas, with support from administrative services.

### Service Area Description

**Adult and Aging** helps to ensure the safety, independence and well-being of older adults, people with disabilities, caregivers, veterans, and their families. Staff provides protective and supportive social services as well as community education and service coordination. 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.

- In-Home Supportive Services (IHSS) Care Providers:** Over 6,000 IHSS care providers support more than 7,000 recipients of supportive services. The in-home care provided by IHSS providers supports older adults and people with disabilities to live safely and independently in their own homes. The IHSS Public Authority manages the state required orientation for new IHSS providers and is the employer of record for collective bargaining purposes. Although part of the HSD system of care, IHSS care providers are employed by the IHSS recipients they work for and are not county employees.

**Employment and Training** 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 support for youth and adults to achieve income and social mobility. 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.

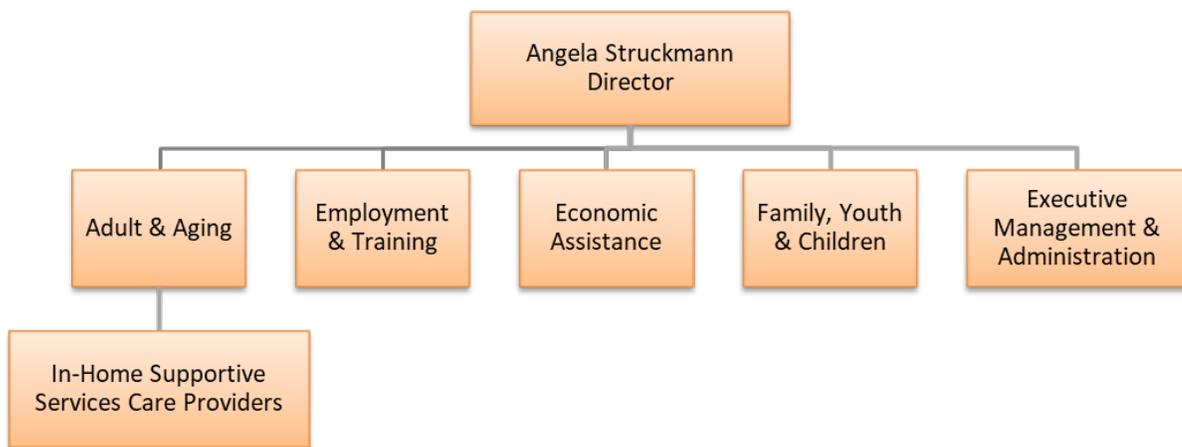
**Economic Assistance** helps low-income individuals and families access medical and dental insurance benefits, and provides money for food, shelter, and other necessities to meet basic needs. Staff determines initial and ongoing eligibility for public benefits for individuals and families, people with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

**Family Youth and Children** 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. Programs include Valley of the Moon Children’s Home, child abuse prevention, child protective services, foster care eligibility and placements, and adoptions.

**Executive Management and Administration** provides support for the Service Areas and the community in the areas of finance, human resources, information technology, program planning and evaluation, contracting, facilities, and special investigations.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Adult and Aging	175.00	175.00	0.00	0.0
Employment and Training	137.50	134.50	(3.00)	(2.2)
Economic Assistance	279.00	280.00	1.00	0.4
Family Youth and Children	229.50	229.50	0.00	0.0
Executive Management and Administration	151.55	154.55	3.00	2.0
In Home Support Services Care Providers	0.00	0.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>972.55</b>	<b>973.55</b>	<b>1.00</b>	<b>0.1</b>

\*Change reflects Board-approved addition of 9.0 FTE during FY 2022-23 supporting Adult & Aging, CalSAWS, and ARPA programs, less deletion of 8.0 FTE vacant time-limited positions expiring 6/30/23.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Adult and Aging	\$40,119,347	\$42,404,700	\$2,285,353	5.7
Employment and Training	\$40,152,718	\$40,015,017	(\$137,701)	(0.3)
Economic Assistance	\$38,184,635	\$38,695,602	\$510,967	1.3
Family Youth and Children	\$90,404,383	\$92,446,235	\$2,041,852	2.3
Executive Management and Administration	\$42,175,808	\$43,676,504	\$1,500,696	3.6
In Home Support Services Care Providers	\$32,107,174	\$37,941,516	\$5,834,342	18.2
<b>Departmental Operating Expenditures*</b>	<b>\$283,144,065</b>	<b>\$295,179,574</b>	<b>\$12,035,509</b>	<b>4.3</b>
<i>Internal Departmental Transfers</i>	<i>\$99,209,506</i>	<i>\$107,860,876</i>	<i>\$8,651,370</i>	<i>8.7</i>
<b>Gross Departmental Expenditures</b>	<b>\$382,353,571</b>	<b>\$403,040,450</b>	<b>\$20,686,879</b>	<b>5.4</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
Salaries and Benefits	\$142,738,923	\$145,513,064	\$2,774,141	1.9
Services and Supplies	\$108,548,523	\$116,437,644	\$7,889,121	7.3
Capital Expenditures	\$762,050	\$712,050	(\$50,000)	(6.6)
Other Expenses*	\$101,978,848	\$111,132,004	\$9,153,156	9.0
Transfers within the County**	\$28,325,227	\$29,245,688	\$920,461	3.2
<b>Total Expenditures by Character</b>	<b>\$382,353,571</b>	<b>\$403,040,450</b>	<b>\$20,686,879</b>	<b>5.4</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.

\*\*Transfers within the County reflect all operating transfers originating from this department.

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Contribution	\$27,923,634	\$28,273,513	\$349,879	1.3
Fees and Charges for Services	\$1,326,873	\$1,531,571	\$204,698	15.4
State, Federal, & Other Govt. Revenue	\$241,409,747	\$258,208,494	\$16,798,747	7.0
Other Departmental Revenue*	\$5,654,981	\$3,423,388	(\$2,231,593)	(39.5)
Use of Fund Balance	(\$16,700)	\$0	\$16,700	(100.0)
Transfers & Reimbursements within the County**	\$106,055,036	\$111,603,484	\$5,548,448	5.2
<b>Total Revenues/Use of Fund Balance</b>	<b>\$382,353,571</b>	<b>\$403,040,450</b>	<b>\$20,686,879</b>	<b>5.4</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.

\*\*Includes internal transfers of \$107.5 million from the Department's Special Revenue Funds to its operating sections and \$3.2 million combined reimbursements from Probation, Department of Health Services, and a transfer of American Rescue Plan Act funds for administrative staff supporting the County's community grants program.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Adult and Aging** has received an additional \$3 million in funding through the American Rescue Plan Act (ARPA), Older Adults Recovery & Resilience (OARR) Senior Nutrition Infrastructure, and Older Americans Act funding in FY 2023-24, with the vast majority of that funding being allocated to community partners serving older adults and people with disabilities, which is a main driver of the year-over-year increase in the Department's **Services and Supplies** expenditures. All of this new ARPA funding is one-time only funding received from the California Department of Aging and is not part of the County's \$96 million ARPA allocation. ARPA and OARR funding was in response to pandemic recovery efforts and services for older adults and people with disabilities.
- **Employment and Training** has no major cost variances. The number of allocated positions is decreasing by 3.0 due to the elimination of time-limited positions supporting the County's Inter-Departmental Multi-Disciplinary Team (IMDT). The proposed extension of these expiring allocations will be presented to the Board for consideration in May 2023.
- **Economic Assistance** has no major cost variances. The FY 2023-24 budget for this service area reflects addition of two time-limited eligibility specialists approved by the Board in December 2022 to support local implementation of the California Statewide Welfare System, offset by expiration of a time-limited position assigned to the IMDT.
- **Family Youth and Children** has no major cost variances.
- **Executive Management and Administration** has no major cost variances. The FY 2023-24 budget for this service area reflects addition of three time-limited positions during FY 2022-23 to support CalSAWS implementation and the local American Rescue Plan Act community grants program.
- Maintenance of Effort (MOE) costs established by the California Department of Social Services (CDSS) for **IHSS Care Providers'** wages and benefits have a cost increase of \$5.8 million due to the increased number of clients eligible for IHSS services with the expansion of Medi-Cal benefits. With more clients eligible there are more hours worked by care providers, the cost to administer the program has increased. The IHSS MOE cost is the main driver of the year-over-year increase in the Department's Other Expenses category.

- **State, Federal, and Other Governmental Revenues** is projected to increase by \$16.8 million, or 7.0%. As described above, **Adult and Aging** has received an additional \$3 million in one-time funding from ARPA, OARR Senior Nutrition Infrastructure, and Older Americans Act. **Economic Assistance** received an increase of \$1.2 million for the administration of the Medi-Cal program for upcoming Medi-Cal redeterminations at the end of the Public Health Emergency. Also, \$2.8 million of the increase is due to Adult Protective Services expansion ongoing revenue from CDSS that in FY 2022-23 was budgeted under **Other Departmental Revenue**, but now budgeted as **State, Federal, and Other Governmental Revenues** in FY 2023-24. Lastly, HSD has refined its forecasts to better align revenues with state projections and historical actuals based on the latest available resources, resulting in a \$7 million year-over-year projected increase. This updated revenue forecast will allow HSD to absorb the **IHSS Care Provider** Maintenance of Effort (MOE) cost increase noted above. In recent fiscal years, the IHSS MOE has been funded by 50% County General Fund and 50% 1991 realignment. Due to the delayed available information from the California Department of Social Services, HSD's General Fund Contribution for FY 2023-24 was allocated based on prior year MOE costs; therefore, FY 2023-24 MOE costs will be funded 52% by 1991 realignment and 48% by County General Fund. The increased state revenues that are received in special revenue funds and passed through to the Department's operating sections also results in a year-over-year increase in **Transfers & Reimbursements** within the County.

### Key Issues

- In May of 2022, the state expanded the Medi-Cal program to give full scope benefits to eligible adults 50 years and older, regardless of citizenship or immigration status. In addition, Medi-Cal asset limits were significantly increased in July, allowing more older adults and people with disabilities to qualify for coverage. Due to the expansion of eligibility for Medi-Cal, IHSS recipient numbers have grown by 7% (a typical year is 5%). The impact of this expansion increases IHSS costs due to more clients being eligible for the program and utilizing services, and the program may potentially not have enough registry providers to match with new clients if they do not already have a provider. The Department constantly strives to have a sufficient number of registry providers to meet client demand.
- After a long-term trend in declining cash assistance, job training, and job placement caseloads in **Employment and Training**, 2022 experienced an increase across all programs, rebounding to pre-pandemic levels. SonomaWORKS caseloads increased by 15%, General Assistance by 154%, and Job Link by 16%. Despite these increases, local, state and federal funding for these programs remains flat.
- There have been significant expansions in the Adult Protective Services program, Multipurpose Senior Services Program, and Home and Community Based Alternatives program. Adult & Aging has experienced a more than 100% increase in calls to the Information & Assistance program. These increases in demand for services mirror the demographic shifts happening in Sonoma County with an increasing older adult population.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Strategic Plan Alignment – Healthy and Safe Communities, Goal 1, Objective 3:** Create a “no wrong door” approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system. HSD created a resource brochure containing information on the most sought-after services, which public facing staff will use to assist individuals no matter where they show up in the County system. Staff training will be developed in 2023-24.
- **Adult and Aging** is spearheading a communitywide effort to create a seamless and coordinated model of services for older adults and people with disabilities that will better connect the aging and disability network. The [Sonoma County Aging and Disability Resource Hub](#) was fully designated by the California Department of Aging on January 1, 2023, and is now receiving ongoing state funding for this effort.

- **Economic Assistance** served over 100,000 people between the Paulin lobby and the call center. Increased application volumes demonstrated the continued need for CalFresh and Medi-Cal programs in Sonoma County. The successful processing of these applications resulted in caseload growth of 18% for CalFresh and 6.5% for Medi-Cal.
- The General Assistance (GA) Program was physically and programmatically moved from **Economic Assistance** to **Employment and Training** to better coordinate cash aid, housing, and employment services for individuals, often unhoused, receiving GA services. The program caseload tripled in 2022 and has been successful in assisting GA participants with disabilities to access transitional and permanent housing through the Housing & Disability Advocacy Program and long-term Supplemental Security Income (SSI). **Employment and Training** also streamlined business processes to improve application processing times.
- **Employment and Training** opened a second transitional house in partnership with Interfaith Shelter Network, which provides supportive services for individuals and families, along with long term case management until placement in permanent housing is secured.
- **Family, Youth and Children** reached a new record high of 285 approved Resource Family Homes in our community. In addition, there are currently 52 additional families in an 'Applying Status.' These families include relatives, non-related extended family members, and community members who are making themselves and their homes available to care for children in foster care.

### FY 2023-24 Objectives

- **Strategic Plan Alignment – Healthy and Safe Communities, Goal 1, Objective 3:** Create a “no wrong door” approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system. HSD will be working with a consultant to create and deliver training for public facing staff to create a no wrong door culture across the safety net departments to best serve individuals at any entrance into County services.
- **Strategic Plan Alignment – Healthy and Safe Communities, Goal 2, Objective 1:** Safety Net departments will begin tracking data using Results-Based Accountability (RBA) for key programs to establish common outcome measures, such as increased service access and utilization by communities of color or decreased homelessness and poverty rates across the County. HSD will start to transition current RBA projects to Anti-Racist Results-Based Accountability, adding in an anti-racist focus for data collection and analysis. The ARPA team will work with community partners who received ARPA Community Resilience Program funding to apply Anti-Racist RBA to measure the outcomes and impacts of the ARPA CRP investments in our community. The Anti-Racist RBA public facing dashboard will also be launched to transparently share outcome data with community.
- **Strategic Plan Alignment – Resilient Infrastructure, Goal 1, Objective 4:** Establish resilient neighborhood/regional and satellite service centers with access to transportation systems in West County, Cloverdale, and Sonoma Valley by 2023 in order to improve equitable public access to services. HSD, along with Department of Child Support Services and Department of Health Services, continues to pursue the goal of purchasing an outreach vehicle to take services into the community and better reach the underserved areas of the county.
- With the leadership of a local steering committee that includes a representative of the Board of Supervisors, and a contracted consultant, **Adult and Aging** will develop a local plan to mirror the State of California’s Master Plan for Aging in Sonoma County. The local plan will guide services and resources for older adults and people with disabilities in future fiscal years.
- HSD will make the transition to the California Statewide Automated Welfare System in September 2023. All counties in California are required to move to the new system, which will allow for better coordination of public benefits programs across the state and more seamless service to program recipients.

- Job Link will expand employment services to unhoused individuals through the Homeless Employment Program, a partnership of ten organizations and businesses, providing skill building, job search assistance and subsidized on-the-job training to individuals as they transition from temporary shelter to transitional and permanent housing. Job Link will also expand employment services to disconnected young people through paid internships in County departments, community organizations, and private businesses. **Employment and Training's** housing services will open a third transitional house for individuals with disabilities experiencing homelessness.
- HSD will continue preparations to present a proposal for Board of Supervisors consideration to open a new Short-Term Residential Therapeutic Program (STRTP) at Valley of the Moon Children's Center, which will serve high acuity hard-to-place foster children who currently must be placed in STRTP's outside of the county due to a lack of local resources.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add appropriations to convert 1.0 FTE Public Assistant Systems Specialist to 1.0 FTE Program, Planning and Evaluation Analyst allocation. This position will be allocated to the Human Services Department's Planning, Research, Evaluation and Engagement Unit and will manage the Upstream Investments Shared Outcomes Measurement System. The cost difference will be funded by the County Expense Claim and 1991 Realignment (4/4/23, Item #23).	0.00	\$20,000	\$20,000	\$0
Add appropriations for 3.0 FTE new positions and converting 2.0 FTE existing time-limited positions to permanent in the Human Services Department to provide services to individuals who are receiving General Assistance benefits and are without housing. These position costs will be funded by state allocations from the Housing and Disability Advocacy Program, CalWORKS, CalFresh Employment and Training, and the state's American Rescue Plan Act pass-through allocation to the County for Adult Protective Services (4/4/23, Item #24).	5.00	\$792,600	\$792,600	\$0
Add appropriations to convert 4.0 FTE time-limited positions set to expire 6/30/23 to ongoing allocations to continue supporting the Interdepartmental Multi-Disciplinary Team, Intensive Care Team, to respond to homeless encampments. These four positions will be fully reimbursed by the Department of Health Services using local sales tax Measure O funds (5/9/23, Item #30).	4.00	\$663,775	\$663,775	\$0

## Budget Hearing Actions

<b>Other Funds</b>	<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 (Permanent) at the Family, Youth and Children's Division specifically to support grant-funded housing programs for families with child welfare cases and foster youth, funded by the State's Bringing Families Home program.	1.00	\$189,800	\$189,800	\$0
Add 1.0 FTE Adult and Aging Supervisor position to support HSD Adult & Aging's Aging and Disability Resource Program, funded by California Department of Aging allocations.	1.00	\$198,600	\$198,600	\$0
Add 1.0 FTE Senior Office Assistant to manage the Adult and Aging Division's Purchase of Service procurement process to purchase vital health and safety items for clients, funded by HSD's County Expense Claim and State Realignment.	1.00	\$122,100	\$122,100	\$0
Convert 2.0 FTE existing time-limited Adult and Aging Social Work Supervisor positions set to expire 12/31/23 to permanent allocations to provide ongoing support for the Adult Protective Services Program, funded by 2011 Realignment.	0.00	\$397,400	\$397,400	\$0
Convert 1.0 FTE existing time-limited Adult and Aging Social Worker to permanent and add 1.0 FTE new permanent Adult and Aging Social Worker to support the Adult Protective Services Program, funded by 2011 Realignment.	1.00	\$542,700	\$542,700	\$0
Convert 1.0 FTE existing time-limited Social Services Worker III position to permanent to continue supporting Adult and Aging's In-Home Supportive Services (IHSS) program, funded by 1991 Realignment.	1.00	\$327,400	\$327,400	\$0
Add 1.0 FTE Program Planning and Evaluation Analyst (PPEA) in HSD's Contracts & Procurement Unit (CPU) in order to ensure compliance with local, state, and federal contracting and procurement rules and regulations, funded by 1991 Realignment.	1.00	\$379,600	\$379,600	\$0
Add 1.0 FTE Senior Office Assistant to support HSD's Human Resources Recruitment and Leave Management Unit, funded by 1991 Realignment.	1.00	\$244,200	\$244,200	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$142,738,923	\$145,513,064	\$148,435,589	\$5,696,666	4.0
Services and Supplies	\$108,548,523	\$116,437,644	\$117,393,294	\$8,844,771	8.1
Capital Expenditures	\$762,050	\$712,050	\$712,050	(\$50,000)	(6.6)
Other Expenses	\$101,978,848	\$111,132,004	\$111,132,004	\$9,153,156	9.0
Transfers within the County	\$28,325,227	\$29,245,688	\$29,245,688	\$920,461	3.2
<b>Total Expenditures by Character</b>	<b>\$382,353,571</b>	<b>\$403,040,450</b>	<b>\$406,918,625</b>	<b>\$24,565,054</b>	<b>6.4</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
General Fund Contribution	\$27,923,634	\$28,273,513	\$28,273,513	\$349,879	1.3
Fees and Charges for Services	\$1,326,873	\$1,531,571	\$1,531,571	\$204,698	15.4
State, Federal, & Other Govt. Revenue	\$241,409,747	\$258,208,494	\$260,467,244	\$19,057,497	7.9
Other Departmental Revenue	\$5,654,981	\$3,423,388	\$3,423,388	(\$2,231,593)	(39.5)
Use of Fund Balance	(\$16,700)	\$0	\$0	\$16,700	(100.0)
Internal County Reimbursements & Transfers	\$106,055,036	\$111,603,484	\$113,222,909	\$7,167,873	6.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$382,353,571</b>	<b>\$403,040,450</b>	<b>\$406,918,625</b>	<b>\$24,565,054</b>	<b>6.4</b>

<b>Total Permanent Positions</b>	<b>972.55</b>	<b>973.55</b>	<b>989.55</b>	<b>17.00</b>	<b>1.7</b>
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# 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 supports to enhance quality caregiving.**

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$1,227,976
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$1,227,976
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 IHSS Public Authority (PA) as an independent entity in 2001, with the Board Members serving as the Public Authority’s Board of Directors. The Board of Directors designated the Human Services Department (HSD) to manage the day-to-day operations of the PA.

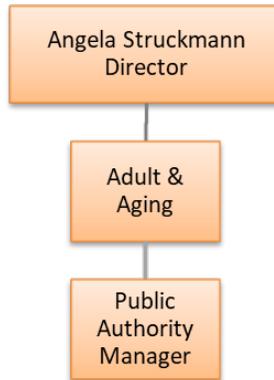
### **IHSS Public Authority**

The IHSS program assists low-income older adults and people with disabilities to maintain independence by supporting them to live safely in their own homes. IHSS caregivers provide direct support, including shopping, cooking, housekeeping, and personal care for IHSS recipients. Over 6,000 IHSS care providers support more than 7,000 recipients of IHSS.

The PA Manager works to ensure that IHSS recipients have access to state-mandated IHSS services through caregiver recruitment and background checks, and maintenance of the provider registry. The IHSS PA manages the state required orientation for new IHSS providers and is the employer of record for collective bargaining purposes. Although part of the HSD system of care, IHSS care providers are employed by the IHSS recipients they work for and are not County employees. Labor costs for IHSS care providers and County staff responsible for IHSS eligibility determinations and care management are budgeted in the Human Services Department.

For more information, call (707) 565-5700 or visit <http://sonoma-county.org/human/ihss>.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
IHSS Public Authority	\$1,171,377	\$1,227,976	\$56,599	4.8
<b>Departmental Operating Expenditures</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</b>
<i>Internal Departmental Transfers*</i>	\$0	\$0	\$0	0.0
<b>Gross Departmental Expenditures</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$249,437	\$260,696	\$11,259	4.5
Services and Supplies	\$921,940	\$967,280	\$45,340	5
<b>Total Expenditures by Character</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</b>

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
State, Federal, & Other Govt. Revenue	\$796,277	\$1,225,476	\$429,199	53.9
Other Departmental Revenue*	\$2,500	\$2,500	\$0	0.0
Transfers & Reimbursements within the County**	\$372,600	\$0	(\$372,600)	(100.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</b>

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

*\*\*Includes transfers and reimbursements received by this department.*

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## DEPARTMENT HIGHLIGHTS

### Major Variances

- **IHSS Public Authority** – There are no major expenditure variances in this service area; however, revenue sources have been re-aligned in the FY 2023-24 budget. Estimated revenue has been increased compared to the FY 2022-23 budget to more accurately account for the anticipated federal share of revenue for this program, consistent with historical actuals. After correcting for increased federal revenue, the pass-through operating transfer of General Fund from the Human Services Department budget to the IHSS Public Authority has been eliminated. The General Fund contribution will instead remain in the Human Services Department budget and redirected to help cover the local share for increasing Maintenance of Effort costs to pay for IHSS care providers.

### Key Issues

- During the COVID-19 pandemic, older adults and health-compromised IHSS recipients were hesitant to receive visitors into their homes, including IHSS care providers, which led to a decline in matching up recipients with registry providers. The PA will work to rebuild the number of caregivers on the registry to meet the increasing needs of recipients.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

From July 2022 - January 2023:

- 895 individuals completed state eligibility requirements to become IHSS care providers. Requirements include passing a Department of Justice background check and completing both an online and in-person orientation prior to starting work with IHSS recipients.
- 42 new caregivers were added to the PA provider registry to be available to work for IHSS recipients. New caregiver requirements include completing state eligibility requirements listed above, completing an additional application and reference check process, and attending an in-person registry orientation.
- 295 IHSS recipients were matched with a registry provider. In this same period, 629 requests for new providers were received from IHSS clients. Clients who are not matched with a registry provider are provided support on actions they can take to identify potential providers independent from the registry.

### FY 2023-24 Objectives

- IHSS PA staff has been conducting regular outreach and engagement activities to educate the community on the work of IHSS providers and to enroll additional providers to the registry. Through partnerships with other government, non-profit, and community agencies, the Department hopes to significantly increase the number of new caregivers added to the registry over the next year.
  - 1,200 individuals will complete the state eligibility requirements to become IHSS care providers.
  - 120 new caregivers will be added to the provider registry.
  - 500 IHSS recipients will be matched with a registry provider.
- The IHSS PA Manager will engage with SEIU 2015 to complete the bargaining process for a new labor contract for IHSS care providers. The current contract expires September 30, 2023.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$249,437	\$260,696	\$260,696	\$11,259	4.5
Services and Supplies	\$921,940	\$967,280	\$967,280	\$45,340	4.9
<b>Total Expenditures by Character</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
State, Federal, & Other Govt. Revenue	\$796,277	\$1,225,476	\$1,225,476	\$429,199	53.9
Other Departmental Revenue	\$2,500	\$2,500	\$2,500	\$0	0.0
Internal County Reimbursements & Transfers	\$372,600	\$0	\$0	(\$372,600)	(100.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,171,377</b>	<b>\$1,227,976</b>	<b>\$1,227,976</b>	<b>\$56,599</b>	<b>4.8</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>
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# 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 qualify child support services.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$11,735,006
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$11,735,006
Total General Fund Contribution	\$0
% Funded by General Fund	0.00%
Total Staff	65.00

## 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.

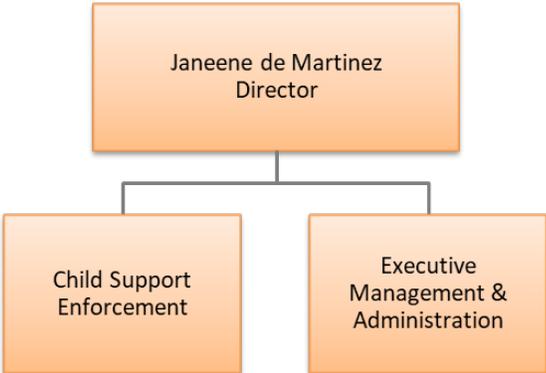
For more information, call Sonoma County Department of Child Support Services at (866) 901-3212 or visit <http://sonomacounty.ca.gov/Child-Support-Services/>.

### Service 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, technology, 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, and building and equipment maintenance.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Child Support Enforcement	61	60	(1.00)	(1.6)
Executive Management & Administration*	5	5	0.00	0.0
<b>Total Permanent Positions</b>	<b>66.00</b>	<b>65.00</b>	<b>(1.00)</b>	<b>(1.5)</b>

*\*Executive Management and Administration positions are centrally budgeted and assist in providing all services. As such, costs are allocated on the Expenditures table and Executive Management and Administration is not reflected as a service. Because positions support multiple services and cannot easily be divided, Executive Management and Administration is included on this table.*

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Child Support Enforcement	\$11,804,351	\$11,730,006	(\$74,345)	(0.6)
<b>Departmental Operating Expenditures</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>(\$74,345)</b>	<b>(0.6)</b>
<i>Internal Departmental Transfers</i>	\$0	\$0	\$0	0.0
<b>Gross Departmental Expenditures</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>(\$74,345)</b>	<b>(0.6)</b>

## Department Budget Details

<b>Expenditures by Character</b>	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$9,927,111	\$9,839,005	(\$88,106)	(0.9)
Services and Supplies	\$1,877,240	\$1,891,001	\$13,761	0.7
<b>Total Expenditures by Character</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>(\$74,345)</b>	<b>(0.6)</b>

<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
State, Federal, & Other Govt. Revenue	\$11,800,001	\$11,725,956	(\$74,045)	(0.6)
Other Departmental Revenue*	\$2,400	\$2,400	\$0	0.0
Transfers & Reimbursements within the County	\$1,950	\$1,650	(\$300)	(15.4)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>(\$74,345)</b>	<b>(0.6)</b>

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

# DEPARTMENT HIGHLIGHTS

## Major Variances

- There are no significant changes to the budget for FY 2023-24. The Department is reducing expenses to increase its cost effectiveness and absorb salary and benefit cost increases, including deleting one vacant position.
- The Department is also holding three positions vacant until the allocations to the County are finalized, which should occur when the State budget is approved in June. Consistent with prior practice, the proposed budget assumes that several of the vacancies will result in sufficient savings to substantially offset increases in salaries and benefit costs. In addition, the department continues to implement cost savings measures and operational efficiencies to further mitigate annual cost increases.

## Key Issues

- **Cumulative Impact of Flat Funding** - Beginning in FY 2002-03, local child support agencies (LCSAs) were flat funded for over 15 years and have received no cost-of-living increases. A Level of Effort (LOE) study was completed in 2018 by State DCSS; the study identified appropriate resource levels for each LCSA with the intention of providing adequate funding to LCSAs over a three-year period. Due to several factors, the total amount of funding identified as necessary in the LOE study has not been provided, and LCSAs continue to be underfunded. After years of flat funding, Sonoma DCSS has experienced a significant loss of caseworkers and other vital staff, including a 15% decrease in staffing since FY2021-22. The Department has been able to absorb resource reductions through increased automation, business process redesign, and curtailing of nonessential functions. However, the Department may request funding in future budget requests to ensure compliance with new unfunded mandates.
- **Child Support Legislation** - With full implementation of the FEM Final rule in 2024, LCSAs will experience a significant increase in workload as they prepare to meet new federal program requirements contained in the Act. Additional unfunded mandates were enacted in 2022, creating unfunded workloads for LCSAs. The new regulations consider that each family's circumstances are unique and require a more comprehensive assessment of individual needs. The changes are also deemed 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 increase both the skillset needs and workload demands of child support employees.
  - **AB207 – Former Assistance Arrears Pass Through** – Provides for full pass-through of child support for formerly assisted families in the CalWORKs program.
  - **AB 135 Uncollectible Debt** – Requires child support agencies to cease enforcement of child support arrearages and otherwise past due amounts owed to the State that the department or local child support agency has determined to be uncollectible.
  - **The federal Final Rule: Flexibility, Efficiency, and Modernization in Child Support Enforcement Programs** updates guidelines for setting child support and the establishment of child support, with the goal of increasing reliable child support for children by setting child support orders based on the noncustodial parent's earnings, income, or other evidence of ability to pay.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

- Increased collections for families by 1.8% per family, over \$30.5 million total collections.
- Outperformed state averages for all five federal performance measures.
- Increased community program knowledge by participating in 29 community and business events. The ongoing community and partner outreach is a key component to reaching the underserved and hard-to-reach communities in Sonoma County.
- Collaborated with Safety Net Team to deliver services and focus on the County's most vulnerable residents/families through ACCESS Sonoma. The Department 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 - 22 of those were parents owing support and 4 were parents receiving support. Of the 26, two are no longer homeless and ten began making child support payments after receiving services through ACCESS.
- Participated in the Bay Area Equity Collaborative to research data across the Bay Area region and improve equity for our employees and customers. Employees responded to a regional survey, which will guide future outreach efforts and internal business practices. Also established a DCSS Equity Team focused on employee awareness by delivering trainings, a monthly newsletter, and presentations from other departments, including the Sonoma County Office of Equity.

## FY 2023-24 Objectives

- Ensure Sonoma County families in need of child support receive services by improving accessibility, expanding public information, and increasing outreach to underserved residents.
- Maintain current performance standings and compliance with federal and state mandated performance standards, despite holding positions vacant to operate within reduced state allocation limits.
- Strengthen collaborative partnerships by participating in County initiatives, including No Wrong Door, Upstream Investments, Job Link, ACCESS Sonoma, Interdepartmental Multidisciplinary Team (IMDT), and by coordinating services with Sonoma County Courts, Probation Department, District Attorney's Office, Public Defender, and Family Justice Center to provide comprehensive services to children and families.
- Conduct planning necessary to fully integrate California Statewide Automated Welfare System (CalSAWS) into the Child Support Enforcement (CSE) system. Analyze and adopt business practices and train staff as required for conversion.
- Advance Equity, Diversity, Inclusion, and Belonging efforts by piloting extended office hours for enhanced customer access and conducting a department assessment, followed by equity training for anti-racism, equity, and inclusion.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

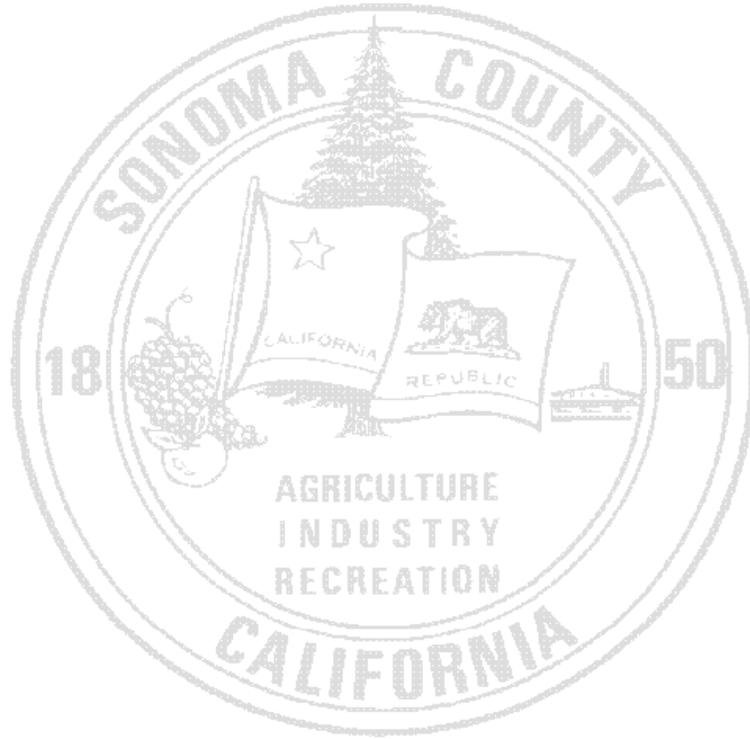
General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Request of General Fund for Child Support Services Community Engagement and Outreach Materials to engage and inform members of the public of potential program eligibility.	0.00	\$5,000	\$0	\$5,000

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$9,927,111	\$9,839,005	\$9,839,005	(\$88,106)	(0.9)
Services and Supplies	\$1,877,240	\$1,891,001	\$1,896,001	\$18,761	1.0
<b>Total Expenditures by Character</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>\$11,735,006</b>	<b>(\$69,345)</b>	<b>(0.6)</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
State, Federal, & Other Govt. Revenue	\$11,800,001	\$11,725,956	\$11,725,956	(\$74,045)	(0.6)
Other Departmental Revenue*	\$2,400	\$2,400	\$2,400	\$0	0.0
Internal County Reimbursements & Transfers	\$1,950	\$1,650	\$6,650	\$4,700	241.0
<b>Total Revenues/Use of Fund Balance</b>	<b>\$11,804,351</b>	<b>\$11,730,006</b>	<b>\$11,735,006</b>	<b>(\$69,345)</b>	<b>(0.6)</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

Public Infrastructure

Community Development Commission

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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$49,506,997
Internal Transfers	\$13,203,055
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$57,000,651
Total General Fund Contribution	\$5,709,400
% Funded by General Fund	9.10%
Total Staff	181.50

## DEPARTMENT OVERVIEW

Permit Sonoma balances environmental protection with sustainable development. The Department includes six divisions: Building, Engineering and Construction, Code Enforcement, Planning, Natural Resources, Fire Prevention & Hazardous Materials, and Administration. Supporting these divisions are two managers: the **Ombudsperson** 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.

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

### Service Area Description

**Building, 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, LAFCO support).

**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.

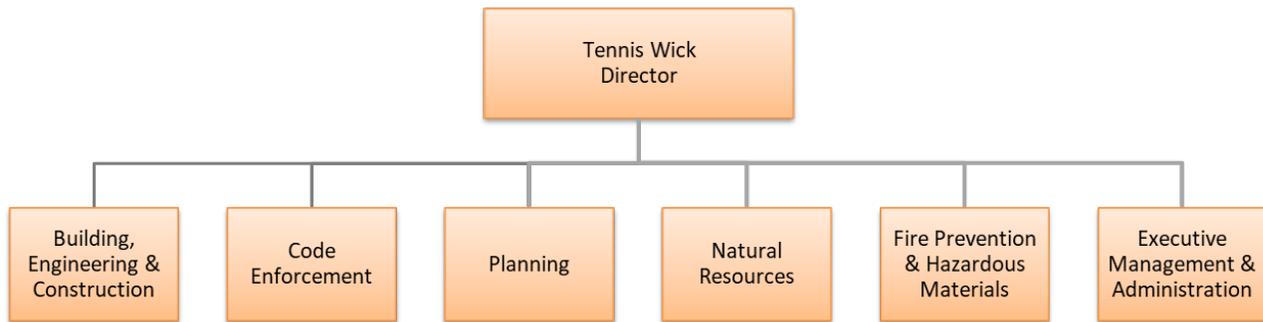
**Planning Division** comprises two sections: Comprehensive Planning creates, maintains and implements the General Plan, specific plans, and other policy initiatives; and Project Review analyzes permit applications and conducts environmental review.

**Natural Resources Division** regulates mines, storm and ground water, conducts environmental review on public and private projects, and manages resilience and climate action programs, including the FEMA Hazard Mitigation and Building Resilient Infrastructure Communities grant programs.

**Fire Prevention & Hazardous Materials 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.

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

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Building, Engineering, and Construction	51.5	56.5	5.0	9.7
Code Enforcement	12.0	13.0	1.0	8.3
Planning	34.0	34.0	0.0	0.0
Natural Resources	11.0	11.0	0.0	0.0
Fire Prevention & Hazardous materials	14.5	14.5	0.0	0.0
Executive Management & Administration	33.0	38.0	5.0	15.2
<b>Total Permanent Positions**</b>	<b>156.0</b>	<b>167.0</b>	<b>11.0</b>	<b>7.1</b>

\*Positions are shown in the service area in which they are budgeted. In some cases, positions may be budgeted in one area but provide services to multiple areas.

\*\*Position allocation changes reflect positions approved by the Board of Supervisors between July 1, 2022 and March 1, 2023.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Building, Engineering, and Construction	15,801,078	17,826,105	2,025,027	12.8
Code Enforcement	3,515,246	4,825,743	1,310,497	37.3
Planning	10,050,119	10,388,297	338,177	3.4
Natural Resources	4,792,129	4,500,980	(291,149)	(6.1)
Fire Prevention and Hazardous Materials	5,030,763	5,983,542	952,779	18.9
Executive Management & Administration*	4,960,495	1,630,669	(3,329,826)	(67.1)
<b>Departmental Operating Expenditures</b>	<b>44,149,831</b>	<b>45,155,336</b>	<b>1,005,505</b>	<b>2.3</b>
<i>Internal Departmental Transfers**</i>	<i>2,331,744</i>	<i>12,998,055</i>	<i>10,666,311</i>	<i>457.4</i>
<b>Gross Departmental Expenditures</b>	<b>46,481,575</b>	<b>58,153,391</b>	<b>11,671,816</b>	<b>25.1</b>

\*Changes were made in treatment of administrative overhead and support costs that are allocated across department service areas from FY 2022-23 resulting in a decrease of expenditures allocated to Executive Management and Administration in FY 2023-24. The \$1.6 million remaining is for centralized, unallocated overhead and support costs, including countywide cost plan and grant matching funds.

\*\*Changes in service area organization resulted in a change in how internal reimbursements are handled for administrative overhead and support costs. In FY 2022-23, all allocatable administrative expenses were treated like credits in an expenditure account, thus reducing both total expenditures and internal reimbursements. But in FY 2023-24, these costs were moved back into reimbursement accounts to demonstrate administrative support costs in each service area more accurately.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	28,942,992	30,418,111	1,475,119	5.1
Services and Supplies	16,945,438	26,898,384	9,952,946	58.7
Capital Expenditures	39,458	250,000	210,542	533.6
Transfers within the County*	553,690	586,896	33,206	6.0
<b>Total Expenditures by Character</b>	<b>46,481,578</b>	<b>58,153,391</b>	<b>11,671,813</b>	<b>25.1</b>

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	4,660,649	5,098,561	437,912	9.4
Fees and Charges for Services	25,661,667	25,625,447	(36,220)	(0.1)
State, Federal, & Other Govt. Revenue	2,723,310	2,951,168	227,858	8.4
Other Departmental Revenue**	3,856,100	4,809,000	952,900	24.7
Use of Fund Balance	2,211,485	881,960	(1,329,525)	(60.1)
Transfers & Reimbursements within the County*	7,368,367	18,787,255	11,418,888	155.0
<b>Total Revenues/Use of Fund Balance</b>	<b>46,481,578</b>	<b>58,153,391</b>	<b>11,671,813</b>	<b>25.1</b>

\*Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Includes internal overhead and support cost allocation, plus other General Fund support, including vegetation management TOT funds, Measure L funding for housing element and comp planning, vacation rental, code enforcement inspector, cannabis funding for project review, and local matching funds for HMGP grants.

\*\*Other Departmental Revenue includes fines, forfeitures and penalties, Sea Ranch Tax Roll payments, Interest on Pooled Cash, and Miscellaneous revenues.

## DEPARTMENT HIGHLIGHTS

### Major Variances

Departmental Operating Expenditures, which provide the best indicator of the actual cost of providing services, are increasing by \$1 million, or 2.3%, compared to the FY 2022-23 Adopted Budget. Gross Departmental Expenditures for FY 2023-24 show a significantly larger increase, to \$58.2 million. The difference is related to a change in reporting of administrative overhead and support costs that are allocated across department Service Areas for FY 2023-24 to reflect the costs of providing the individual services more accurately.

- **Building, Engineering, and Construction:** Increase of 12.8%, \$2 million, due to the change in reporting of allocated administrative overhead and support costs, \$1,698,700, and operating increases related to labor and other costs, \$326,327. Current fee structure incorporates the allocated overhead costs.
- **Code Enforcement:** Increase of 37.3%, or \$1.3 million, because administrative hearing legal service costs previously budgeted in both Permit Sonoma and County Counsel will now be 100% budgeted in Permit Sonoma. This results in an increase in expenditures of \$723,000. The assumption is that the County will be successful in the proceeding and that the violating party will be required to reimburse the County for legal costs incurred. Therefore, an equal increase in code enforcement fines and fee revenues is assumed, included in Other Departmental Revenue on the table above. In addition, the Department is changing its reporting of administrative and support costs to better reflect the actual costs of providing services, leading to an increase of \$346,000 in Code Enforcement. The remaining increase is associated with labor cost increases \$129,400, and technology and other costs increases of \$112,097.
- **Planning:** Net increase of 3.4%, \$338,177, due to change in reporting of allocated administrative overhead, to better reflect actual costs of providing services and support, \$1,169,800, legal and internal service cost increases, \$234,200, which are partially offset by reductions in expenditures largely due to the projected completion for the Sonoma Development Center, which is included as \$1,018,100 in FY 2022-23 Adopted Budget, and other minor reductions, \$1,065,825.
- **Natural Resources:** Net decrease of 6.1% or \$291,149 due to a reduction in contract and legal costs of \$526,800. These reductions are partially offset by increases in labor costs, \$108,600, administrative overhead

and support costs, based on the changed allocation methodology to better reflect costs of providing the services, \$87,392, and other expenses, \$39,659.

- **Executive Management and Administration:** Decrease of 67.1% primarily due to change in allocation of administrative overhead and support costs, to better reflect the actual cost of providing services by the department. The remaining service area expenditures of \$1,630,669 for FY2023-24 represent costs that are funded by sources other than internal reimbursements, including transfers from other departments of \$1,316,464 for additional general fund support for county-wide cost plan, and funding from the resiliency set aside fund for Hazard Mitigation Grant Program (HMGP) grant activity, grant revenue of \$211,756 associated with HMGP grant, and other miscellaneous revenues combined totaling \$102,449.
- **Fire Prevention and Hazardous Materials:** Increase of 18.9% or \$952,779 due to increases in secured federal HMGP activity and state grant activity for hazardous tree roadside clearing and vegetation management activity funded with budgeted Transient Occupancy Tax (TOT).

### Key Issues

- Meeting state housing mandates requires adoption of new Housing, Environmental Justice, and Public Safety General Plan Elements. These efforts have aggressive windows for adoption that must be balanced with the opportunity for public engagement. While a greater level of engagement can facilitate a better planning outcome, it also can lead to a slowdown of approvals and potential cost increases for developers due to price escalation, making it more difficult to reach state mandates for number of new units created.
- Expanding Fire and Vegetation Management activities through FEMA Hazard Mitigation Grant Program (HMGP) and Building Resilient Infrastructure and Communities (BRIC) grants involves a great deal of staff time and coordination.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Strategic Plan Alignment – Healthy and Safe Communities HSC-3.1:** Completed Sonoma Developmental Center Specific Plan, Local Coastal Plan Update, Vacation Rental Ordinance, Winery Events Guidelines, adopted the three-year cycle Building Code, and began Environmental Impact Report (EIR) on Comprehensive Cannabis Ordinance Update.
- **Strategic Plan Alignment – Climate Action and Resiliency CAR-1.1, CAR-1.2:** Completed Community Wildfire Protection Plan; completed and improved the vegetation management defensible space and inspection program. Completed a CEQA review for a Cal Fire sponsored multi-agency defensible space and fuel reduction project.
- Implemented defensible space/structural hardening and hazardous fuels Hazard Mitigation Grant Program (HMGP) grants; accepted Phase I of FEMA Building Resilient Infrastructure and Communities (BRIC) grant; and began work on the Phase 1 of Habitat Conservation Plan (HCP) grant. Completed over 600 residential Chipper program applications supporting individual and community-based projects.

### FY 2023-24 Objectives

- Implement Management Review recommendations including, but not limited to, improvements to Accela workflow management system to make the permitting process more transparent and efficient, implementation of over-the-counter and express permits, establishing contracts with third-party plan reviewers, establishing a customer service framework, and developing standard operating procedures and training materials.

- **Planning** Adopt General Plan updates for the Housing, Environmental Justice, and Public Safety Elements and adopt Springs Specific Plan.
- **Natural Resources and Fire Prevention and Hazardous Materials** will implement Phase 1 of FEMA BRIC - Wildfire Resilience Sonoma County Program. Phase 1 activities will include public engagement and stakeholder coordination, defensible space assessments, structural hardening assessments, planning and design for a rebate program to incentivize homeowners to do defensible space and structure hardening actions, site identification vegetation management projects, and environmental and historic preservation review for selected projects.
- Begin **Fire Prevention and Hazardous Materials** update of Sonoma County Hazmat Ordinance; complete all objectives in State Cal Environmental Protection Agency Evaluation; and engage Fire Districts in updating services contracts for prevention program work as result of state mandated inspection programs.
- **Fire Prevention and Hazardous Materials** and **Natural Resources** will begin FEMA HMGP Hazardous Fuels project in the field to implement vegetation management (roadside vegetation management and shaded fuel breaks) and will start the FEMA HMGP Wildfire Adapted cost share program to assist property owners in creating defensible space and structure hardening to reduce the risk of loss from wildfires. Property owners will be reimbursed a maximum of 75% of eligible work.

Link to Hazardous Fuels project map:

<https://permitsonoma.org/hazfuelsreduction>.

Link to Wildfire Adapted map:

<https://sonomacounty.maps.arcgis.com/apps/webappviewer/index.html?id=cfa554ccc6d1438485570c5950afed74>.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 6.0 Grant Reimbursable Time-Limited FTEs to Support FEMA Wildfire Resilient BRIC Grant and one-time funding from available balance in the Resiliency Set Aside Fund, established by the Board in 2018, for non-reimbursable Phase 1 Indirect Costs.	6.00	\$1,505,165	\$1,505,165	\$0
Add 1.0 FTE Fire Inspector II to Fire Prevention and Hazardous Materials Division funded with fee revenue.	1.00	\$264,292	\$264,292	\$0
Add 0.5 FTE Maintenance Worker to Support Year-Round Chipper Program funded with existing TOT Vegetation Management funding.	0.50	\$205,000	\$205,000	\$0
Add 1.0 FTE Senior Environmental Specialist for Aggregate Resource and Mining Program (ARM) funded with fee revenue.	1.00	\$237,914	\$237,914	\$0
Add 1.0 FTE Permit Sonoma Assistant Director and 1.0 FTE Department Analyst with ongoing General Fund to support Management Review Implementation.	2.0	\$610,840	\$0	\$610,840
Third Party Contract Support with one-time General Fund transferred from Non-Departmental for two years to support Management Review Implementation.	0.00	\$800,000	\$800,000	\$0
Add 1.0 FTE Engineer, 1.0 FTE Planner I/II/III, 1.0 FTE Permit Technician I/II, and 1.0 FTE Engineering Technician III with one-time General Fund transferred from Non-Departmental for three years to support Management Review Implementation.	4.00	\$933,449	\$933,449	0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$28,942,992	\$30,418,111	\$33,258,318	\$4,315,326	14.9
Services and Supplies	\$16,945,438	\$26,898,384	\$28,409,837	\$11,464,399	67.7
Capital Expenditures	\$39,458	\$250,000	\$250,000	\$210,542	533.6
Transfers within the County	\$553,690	\$586,896	\$791,896	\$238,206	43.0
<b>Total Expenditures by Character</b>	<b>\$46,481,578</b>	<b>\$58,153,391</b>	<b>\$62,710,051</b>	<b>\$16,228,473</b>	<b>34.9</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$4,660,649	\$5,098,561	\$5,709,400	\$1,048,751	22.5
Fees and Charges for Services	\$25,661,667	\$25,625,447	\$26,523,609	\$861,942	3.4
State, Federal, & Other Govt. Revenue	\$2,723,310	\$2,951,168	\$3,775,228	\$1,051,918	38.6
Other Departmental Revenue*	\$3,856,100	\$4,809,000	\$4,809,000	\$952,900	24.7
Use of Fund Balance	\$2,211,485	\$881,960	\$881,960	(\$1,329,525)	(60.1)
Internal County Reimbursements & Transfers**	\$7,368,367	\$18,787,255	\$21,010,854	\$13,642,487	185.1
<b>Total Revenues/Use of Fund Balance</b>	<b>\$46,481,578</b>	<b>\$58,153,391</b>	<b>\$62,710,051</b>	<b>\$16,228,473</b>	<b>34.9</b>

<b>Total Permanent Positions</b>	<b>156.00</b>	<b>167.00</b>	<b>181.50</b>	<b>25.50</b>	<b>16.3</b>
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\* Other Departmental Revenue includes fines, forfeitures and penalties, Sea Ranch Tax Roll payments, Interest on Pooled Cash, and Miscellaneous revenues.

\*\* Transfers within the County reflect all funds that are transferred both within this department as well as between departments. Includes internal overhead and support cost allocation, plus other General Fund support, including vegetation management TOT funds, Measure L funding for housing element and comp planning, vacation rental, code enforcement inspector, cannabis funding for project review, and local matching funds for HMGP grants.

# PUBLIC INFRASTRUCTURE

**Johannes J. Hovertsz**  
**Director**

The mission of Sonoma County Public Infrastructure Department (formerly Transportation and Public Works and General Services) is to efficiently plan, build, maintain, and manage a resilient transportation infrastructure network, as well as County owned facilities, vehicles, and equipment. In addition, Public Infrastructure supports the goals and objectives of Sonoma County departments and agencies through the procurement and maintenance of quality, cost effective facilities, vehicles, equipment, goods and services.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$222,650,741
Internal Transfers	\$28,409,015
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$207,087,844
Total General Fund Contribution	\$43,971,912
% Funded by General Fund	17.51%
Total Staff	270.50

## DEPARTMENT OVERVIEW

Sonoma County's Public Infrastructure Department plans, builds, and maintains County-owned infrastructure. This includes critical transportation infrastructure, including over 1,300 miles of roads, bridges, and traffic signals, the Charles M. Schultz, Sonoma County Airport, and County-owned facilities, including the Veterans Memorial Buildings. The Department also operates countywide bus and paratransit services, eight solid waste disposal sites, and numerous, community owned street lighting, permanent roads, and community water districts. In addition, the Department provides a variety of internal service functions supporting all County departments, including Fleet Operations, Purchasing, and Facilities Development and Management.

For more information, call (707) 565-2550, or visit [https://sonomacounty.ca.gov/development-services/sonoma-public-infrastructure-\(formerly-tpw\)](https://sonomacounty.ca.gov/development-services/sonoma-public-infrastructure-(formerly-tpw))

### Service Area Description

**Executive Management & Administration** provides administrative, fiscal, and human resources support for 271.50 department employees across the nine service areas of Public Infrastructure.

**Airport Division** operates and maintains the Charles M. Schulz - Sonoma County Airport, a full service, commercial 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.

**Facilities Development and Management** manages and performs capital improvements, maintenance, janitorial services, parking enforcement, and security services at County owned facilities and Veterans Memorial Buildings. In addition to facilities management, this Division also oversees acquisition and sale of real property, county lease agreements, and architectural and project management services associated with County capital projects, such as construction of new facilities.

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

**Integrated Solid Waste Management Division** provides systematic services for the Central Landfill in Petaluma as well as 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 through the Roads Division of Public Infrastructure for the purchase and maintenance of a heavy equipment fleet used in the construction and maintenance of road infrastructure (pavement, bridges, culverts, signage, guardrails, and signals) within the county right of way.

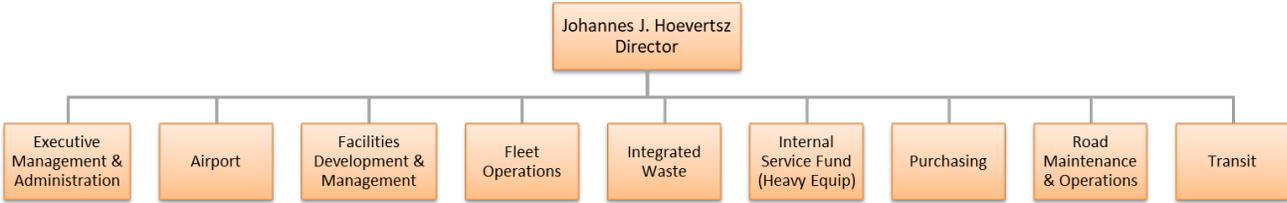
**Other Services** includes administration of several small districts including street lighting, permanent roads, water, and assessment districts. This section also includes a Special Projects Division, which includes district formation, Public Educational, and Governmental Access fund, Cal American Water Company Franchise Fee fund, and maintenance for small water systems.

**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.

**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).

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
Executive Management & Administration	12.50	25.00	12.50	100.0
Airport	21.00	21.00	0.00	0.0
Facilities Development and Management	63.00	53.50	(9.50)	(15.1)
Fleet Operations	23.00	23.00	0.00	0.0
Integrated Waste	13.00	13.00	0.00	0.0
Internal Service Fund (Heavy Equipment)	0.00	0.00	0.00	0.0
Other Services	0.00	0.00	0.00	0.0
Purchasing	8.00	8.00	0.00	0.0
Road Maintenance & Operations	135.00	122.00	(13.00)	(9.6)
Transit	6.00	6.00	0.00	0.0
<b>Total Permanent Positions*</b>	<b>281.50</b>	<b>271.50</b>	<b>(10.00)</b>	<b>(3.6)</b>

\*The FY 2023-24 Recommended column reflects departments’ allocation totals effective as of March 1, 2023, including the deletion of a .50 filled time-limited Parking and Facility Officer allocation that will be deleted effective October 2, 2023, and the reduction of 9.0 Energy and Sustainability Division position allocations that are permanently moving the County Administrator’s Office Climate Action and Resiliency Division effective July 1, 2023.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	\$1,056,297	\$3,175,614	\$2,119,317	200.6
Airport	\$30,093,085	\$22,858,476	(\$7,234,609)	(24.0)
Facilities Development and Management	\$27,657,086	\$26,356,326	(\$1,300,760)	(4.7)
Fleet Operations	\$15,120,375	\$12,208,342	(\$2,912,033)	(19.3)
Integrated Waste	\$11,928,426	\$15,472,370	\$3,543,944	29.7
Internal Service Fund (Heavy Equipment)	\$3,617,949	\$4,150,623	\$532,674	14.7
Other Services	\$5,179,910	\$4,277,495	(\$902,415)	(17.4)
Purchasing	\$1,565,210	\$1,596,531	\$31,321	2.0
Road Maintenance & Operations	\$110,684,896	\$93,629,512	(\$17,055,384)	(15.4)
Transit	\$33,860,567	\$33,444,171	(\$416,396)	(1.2)
<b>Departmental Operating Expenditures*</b>	<b>\$240,763,801</b>	<b>\$217,169,460</b>	<b>(\$23,594,341)</b>	<b>(9.8)</b>
<i>Internal Departmental Transfers</i>	<i>\$24,315,208</i>	<i>\$28,409,015</i>	<i>\$4,093,807</i>	<i>16.8</i>
<b>Gross Departmental Expenditures</b>	<b>\$265,079,009</b>	<b>\$245,578,475</b>	<b>(\$19,500,534)</b>	<b>(7.4)</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
Salaries and Benefits	\$44,345,965	\$43,931,043	(\$414,922)	(0.9)
Services and Supplies	\$90,411,689	\$95,103,681	\$4,691,992	5.2
Capital Expenditures*	\$107,204,323	\$83,323,201	(\$23,881,122)	(22.3)
Other Expenses**	\$14,870,394	\$15,029,644	\$159,250	1.1
Transfers within the County***	\$8,246,638	\$8,190,906	(\$55,732)	(0.7)
<b>Total Expenditures by Character</b>	<b>\$265,079,009</b>	<b>\$245,578,475</b>	<b>(\$19,500,534)</b>	<b>(7.4)</b>

\*Capital Expenditures include transportation and solid waste. General government facilities investments are separately budgeted in Capital Projects under a different tab in this book.

\*\*Other Expenses include long term debt installment payments, and depreciation expense.

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

## Department Budget Details

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget*	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Contribution	\$36,995,335	\$38,806,340	\$1,811,005	4.9
Fees and Charges for Services	\$13,173,502	\$12,289,159	(\$884,343)	(6.7)
State, Federal, & Other Govt. Revenue	\$71,255,717	\$90,794,005	\$19,538,288	27.4
Other Departmental Revenue**	\$54,246,207	\$41,472,389	(\$12,773,818)	(23.5)
Use of Fund Balance	\$45,418,804	\$13,648,165	(\$31,770,639)	(70.0)
Transfers & Reimbursements within the County***	\$43,989,444	\$48,568,417	\$4,578,973	10.4
<b>Total Revenues/Use of Fund Balance</b>	<b>\$265,079,009</b>	<b>\$245,578,475</b>	<b>(\$19,500,534)</b>	<b>(7.4)</b>

\*The FY 2022-23 column combines the adopted budgets of the Transportation and Public Works and General Services departments.

\*\*Other Departmental Revenue includes building and telecommunication site rentals, parking tickets, solid waste concession fees, Transportation Development Act funds, interest earned on pooled cash, use of money and property.

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- Executive Management & Administration** – In August 2022, the Department of Transportation and Public (TPW) works and General Services (GS) were merged into a newly formed Department of Public Infrastructure. As a result, in FY 2023-24 the administration sections of both departments will be consolidated into a single unit. This newly established Service Area will standardize departmentwide central administration and executive management support costs for 25 positions, which include general administration staffing and services and supplies costs. TPW department-wide administration expenses including 13 positions, which prior to the merger were programmed into the Road Maintenance and Operations budget section will now be captured in this Service Area. The result will be an increase in expenditures allocated to Executive Management and Administration of \$2,119,317 in FY 2023-24 over the prior year.
- Airport Division** – Expenditures are decreasing by \$7,234,609 in this Service Area due to the completion of a new 33,000 square foot commercial air passenger terminal in FY 2022-23. This will result in a substantial decrease in *capital expenditures*. As a result, *Other Departmental Revenue* total decrease includes \$6.8 million of Coronavirus Aid, Relief and Economic Security (CARES) Act capital project funding. This is in addition to \$9 million in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) that supported airport operations during the pandemic. On the other hand, with COVID era travel restrictions fully rescinded, staff anticipates a continued increase in demand for air travel services in FY 2023-24 resulting in increased operating revenues (parking, landing, fuel, concession, and terminal fees) of approximately \$2.4 million.
- Facilities Development and Management** – The \$1,300,760 decrease in this Service Area budget results from three factors. First, is the termination of COVID enhanced cleaning protocols for the County facilities. This will result in a (\$410,119) reduction in overall janitorial expenses for the County and a corresponding decrease in American Rescue Plan Act (ARPA) funding used for this work. Second, in FY 2022-23, a one-time \$674,506 contribution from County Facilities Accumulated Capital Outlay to the Department of Health Services was completed for Animal Services facility improvements for the replacement of the chiller system and kennel fencing. Finally, the Energy and Sustainability Division budget of \$1.35 million is permanently moving from Public Infrastructure to the County Administrator’s Office Climate Action and Resiliency Division consistent

with the Board of Supervisors direction as part of the consolidation of Transportation and Public Works and General Services Departments on August 2, 2022. These decreases are partially offset by significant increases of \$1.8 million in utility costs at County facilities, primarily electricity, because utilities benefit the entire organization, but are budgeted in Sonoma Public Infrastructure and funded with the *General Fund contribution* to the department.

- **Fleet Operations** – This Service Area budget is projected to decrease by \$2,912,033 from the prior year driven primarily by a decrease in new vehicle purchases in FY 2023-24 in conformity with vehicle replacement schedules, as well as the installation of new equipment at the County Center carwash facility in the prior year which was a one-time expense.
- **Integrated Waste** – Integrated Waste Operating Expenses are budgeted to increase by \$3,543,944 in FY 2023-24 due to costs associated with expansion of the central landfill capacity and development of a countywide composting facility. In addition to increased operating expenses, capital project expenses are also increasing due to the planned purchase and installation of six new leachate tanks at the Roblar, Sonoma, and Guerneville closed landfills.
- **Internal Service Fund (Heavy Equipment)** – The Heavy Equipment Fund is budgeted to increase by \$532,674 in FY 2023-24 due to a combination of supply chain constraints and inflationary pressures impacting equipment maintenance costs (\$137,950), fuel costs (\$150,000), and increases in cost of equipment ordered but not delivered (\$110,000).
- **Other Services** – This Service Area is decreasing by \$902,415 from the prior year due to new water tanks purchased for the Fitch Mountain Water system in the prior year, \$320,634; and decreased district formation expenses based on activities planned in the coming year, \$160,000. In addition, the reduction represents the Sonoma County Energy Watch \$293,000 Special Fund expenditure programming which is moving with the Energy and Sustainability Division to the County Administrator’s Office Climate Action and Resiliency Division.
- **Purchasing** – There are no significant changes to the budget in this Service Area for FY 2023-24
- **Road Maintenance and Operations** – This Service Area budget is decreasing by \$17,055,384 from the prior year primarily driven by a decrease in *capital expenditures* of \$15.5 million as a result of the completion of the Infrastructure Resiliency Investment Plan Tier 1 private property debris removal damaged roads projects as well as several Tier 2 generational projects that were completed and initiated in the prior year. There is a commensurate decrease in Use of Fund Balance sourced from PG&E 2017 Fire Settlement funds associated with the Tier 1 and Tier 2 construction projects. Additionally, the decrease includes \$1.1 million due to the reallocation of central administration and executive management support costs to the newly established Executive Management & Administration Service Area.
- **Transit** – There are no significant changes to the overall budget in this Service Area for FY 2023-24; however, there are noteworthy variances in state and federal grant revenue and use of fund balance due to the delivery of new electric buses in FY 2023-24 that were purchased in prior fiscal years. Specifically, capital grant funding from the Federal Transit Administration and CalTrans is increasing by \$9.8 million within *State, Federal, & Other Governmental Revenue* for previous purchases of electric buses. As a result, Transit’s FY 2023-24 *Use of Fund Balance* is decreasing by \$11.5 million from the prior year due to receipt of the Federal grant reimbursements. Finally, Transit’s recommended budget includes an increase of \$2.4 million due to combination of increased costs for fuel and purchased transportation costs, as well as an increase in overall transit services resulting from an end of COVID era restrictions.

## Key Issues

- **Road Maintenance and Operations** continues to prioritize delivery of 2019 Flood and 2023 Winter Storm disaster projects utilizing all available federal, state, and local funding sources. The Department will be challenged to fully fund all open disaster projects due to cash flow issues associated with the cumulative volume of recent disaster projects and the difficulty in receiving timely reimbursements from the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (Cal OES). While the Board approved an intradepartmental revolving credit in 2021 to supplement cash reserves in the Road Fund to complete open FEMA projects within mandated timelines in order to remain eligible for reimbursement, delays in receiving FEMA reimbursement for the 2017 Flood and Fire disaster projects have increased reliance on use of the revolving credit line.
- On August 2, 2022, the Board approved permanent consolidation of the General Services and Transportation and Public Works departments, now named Sonoma County Public Infrastructure. Since then, all administrative functions (human resources, fiscal and accounting, payroll, information technology and County Purchasing) moved under a new Administrative Services section, with parking enforcement/campus security and Veterans Memorial Building management moving under Facilities Operations. In FY 2023-24, the Department will continue efforts to fully integrate and finalize the organizational and budget structure of **all Service Areas** within Public Infrastructure. In addition, leadership will focus on streamlining the Executive Management & Administrative functions of the consolidated department, identify synergies between operating divisions, and prioritize opportunities to foster and improve successful facilitation of change management throughout the department.
- With direction provided by the Board of Supervisors in January 2023, **Facilities Development and Management** will be challenged to present a project plan and financial proposal for a new County Government Center at the current County Administration Center site to the Board of Supervisors in FY 2023-24. While work has already begun, navigating the CEQA approval process in conjunction with the City of Santa Rosa, relevant permitting agencies, and community stakeholders will require substantial resources and technical expertise of County staff and engineering consultants. In addition, financial planning will be impacted by uncertainty regarding borrowing costs and general economic conditions including ongoing inflationary pressures.
- In FY 2023-24, **Integrated Waste** will continue work on expanding the Central Disposal Site's capacity, developing a plan for a viable county compost facility, and establishing a mitigation bank project to serve future County and departmental needs. The expansion of the landfill and compost facility is crucial to meeting future disposal capacity needs, considering factors such as disaster debris, population, and zero waste goals, while maximizing the use of renewable energy and reducing greenhouse gas emissions while also minimizing the County's carbon footprint. Providing the necessary project-level leadership and technical expertise required to execute all three projects in a timely manner is the primary challenge in the coming year, and Integrated Waste is exploring options for resources with the right skills, knowledge, and experience to move these large-scale capital projects forward.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Strategic Plan Alignment: Resilient Infrastructure 3-3:** Secured primary grant funding from Federal Highway Administration (88.53%) as well as local match funding from the Metropolitan Transportation Commission in Roads for the construction of the Crocker Road Pedestrian Bridge in Cloverdale. Construction is scheduled to begin in 2023 and will be complete by the end of calendar year 2024.

- Completed construction of a new terminal at the Charles M. Schulz – Sonoma County Airport. The modernized terminal building offers more than 27,000 additional square feet of space including a renovated ticketing lobby, improved double-lane security lanes, a large main lobby with four additional boarding gates and dedicated concessionaires, an outdoor seating area, a new baggage claim area equipped with two baggage carousels, improved public viewing areas and car rental areas.
- Completed construction of the Wohler Road Bridge at Mark West Creek in December 2022.
- **Strategic Plan Alignment: Resilient Infrastructure 3-1:** Completed \$40 million of capital road repair work including the annual Roads Pavement Preservation Program, repair of roads damaged during the 2017 Sonoma County Complex Fires (PG&E Tier 1 Projects) and tangible progress on multiple PG&E Tier 2 Projects such as Hwy 121 at 8th Street East intersection, Asti Bridge environmental, Mark West Springs sidewalk project, and Summerhome Park Road retaining walls Tier 1 private property debris removal.
- **Strategic Plan Alignment: Resilient Infrastructure 1-1:** Moved the County Center Project forward by receiving tentative Board approval for the new County Government Center project to be located on the existing County Administration Center campus for purposes of conducting further analysis and other pre-project planning, feasibility, and development plan efforts.
- **Strategic Plan Alignment: Climate Action and Resiliency Goal 4, Objectives 1 and 3:** During FY 2022-23, Fleet Operations completed replacement of existing, non-functional charging stations at four locations with plans to add new charging stations at a fifth location. In addition, a phase two analysis is underway to determine the future infrastructure upgrades necessary to the electrification of the County’s light vehicle fleet.
- **Strategic Plan Alignment: Organizational Excellence Goal 1 Objective 5:** In conjunction with the County Administrator’s Office, hired a consultant and initiated a comprehensive review of Purchasing 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.

### FY 2023-24 Objectives

- Present a project plan and financial proposal for a new County Government Center at the current County Administration Center site to the Board of Supervisors
- **Strategic Plan Alignment: Resilient Infrastructure 3-3:** Begin construction of pedestrian improvements on the Crocker Bridge in Cloverdale and complete California Environmental Quality Act review for the Asti Bridge project.
- **Strategic Plan Alignment: Resilient Infrastructure 3-1:** Complete design, environmental permitting, and right of way acquisition of 2019 Roads flood damage projects and move them into construction.
- **Strategic Plan Alignment: Climate Action and Resiliency 4-1:** Complete acquisition of ten (10) electric buses to the Sonoma County Transit fleet.
- **Strategic Plan Alignment: Organizational Excellence 1-4:** Review and update County Purchasing policies and procedures to better serve departments and facilitate more efficient procurement of goods and services.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Delete 1.0 General Services Director position and add 1.0 Deputy Director of Public Infrastructure Administration position. There are no fiscal impacts associated with this position allocation change (May 9, 2023, Item #43).	0.00	\$0	\$0	\$0
Increase expenditure appropriations in the Cal-Am Franchise Fee Fund from available fund balance to use as a match for a grant proposal to the Sonoma County Agricultural Preservation and Open Space District Matching Grant program. If awarded, grant proceeds will be used to acquire a one-acre vacant lot in the Mark West area which is intended to be used for neighborhood improvement projects (April 18, 2023, Item #14).	0.00	\$250,000	\$0	\$250,000
Add \$32,000 in EV Charging Stations as an on-going transfer from the General Fund for Electric Vehicle Infrastructure - Maintenance & Repair, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). This transfer has a corresponding entry in the Non-Departmental Supplemental adjustments.	0.00	\$32,000	\$32,000	\$0

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Transfer a 1.0 Executive Secretary from the former General Services Department to the County Administrator's Office.	-1.00	(\$144,573)	\$0	(\$144,573)
Delete 1.0 FTE Capital Project Manager position and add 1.0 Special Projects Director-Project position for a term of five years in the Capital Project Management unit to manage and oversee the new County Government Center capital project.	0.00	\$33,709	\$33,709	\$0

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Increase appropriations in Roads Capital Improvements for the increase to the Pavement Preservation Program General Fund base contribution annual adjustment factor from 2% to 5%. The increased appropriations represent additional General Fund above the 2% index included in the FY 2023-24 Recommended Budget.	0.00	\$310,145	\$310,145	\$0
Increase appropriations in Roads Capital Improvements for a one-time General Fund contribution for pavement preservation activities for critical 2023 Winter Storm damaged roads.	0.00	\$5,000,000	\$5,000,000	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$44,345,965	\$43,931,043	\$43,820,179	(\$525,786)	(1.2)
Services and Supplies	\$90,411,689	\$95,103,681	\$95,385,681	\$4,973,992	5.5
Capital Expenditures	\$107,204,323	\$83,323,201	\$88,633,346	(\$18,570,977)	(17.3)
Other Expenses*	\$14,870,394	\$15,029,644	\$15,029,644	\$159,250	1.1
Transfers within the County	\$8,246,638	\$8,190,906	\$8,190,906	(\$55,732)	(0.7)
<b>Total Expenditures by Character</b>	<b>\$265,079,009</b>	<b>\$245,578,475</b>	<b>\$251,059,756</b>	<b>(\$14,019,253)</b>	<b>(5.3)</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$36,995,335	\$38,806,340	\$43,971,912	\$6,976,577	18.9
Fees and Charges for Services	\$45,418,804	\$13,648,165	\$13,898,165	(\$31,520,639)	(69.4)
State, Federal, & Other Govt. Revenue	\$13,173,502	\$12,289,159	\$12,289,159	(\$884,343)	(6.7)
Other Departmental Revenue***	\$71,255,717	\$90,794,005	\$90,794,005	\$19,538,288	27.4
Use of Fund Balance	\$54,246,207	\$41,472,389	\$41,472,389	(\$12,773,818)	(23.5)
Internal County Reimbursements & Transfers****	\$43,989,444	\$48,568,417	\$48,634,126	\$4,644,682	10.6
<b>Total Revenues/Use of Fund Balance</b>	<b>\$265,079,009</b>	<b>\$245,578,475</b>	<b>\$251,059,756</b>	<b>(\$14,019,253)</b>	<b>(5.3)</b>

\*Other Expenses include long term debt installment payments, and penalties and fees.

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

\*\*\*Other Departmental Revenue includes building and telecommunication site rentals, parking tickets, interest earned on pooled cash, 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.

# COMMUNITY DEVELOPMENT COMMISSION

**Michelle Whitman**  
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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$97,145,173
Internal Transfers	\$12,424,205
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$107,909,940
Total General Fund Contribution	\$1,659,438
% Funded by General Fund	1.51%
Total Staff	54.50

## DEPARTMENT OVERVIEW

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

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

### Service Area Description

**Rental Assistance (via the Sonoma County Housing Authority)** is the Commission’s largest program. It includes administering over 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** administers federal, state, and local grant and funding programs to provide gap-financing to eligible developers to create new affordable rental housing; preserve 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.

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

**Ending Homelessness** has been moved to the Department of Health Services in FY 2022-23 but is still included in the Commission’s budget to facilitate any final clean-up or revenue received after June 30, 2023.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted**	% Change from FY 2022-23 Adopted
Ending Homelessness	11	0	(11.00)	(100.0)
Housing & Neighborhood Investments	12	14	2.00	16.7
Rental Assistance	22	23	1.00	4.5
Executive Management & Administration	17	15.5	(1.50)	(8.8)
<b>Total Permanent Positions</b>	<b>62.00</b>	<b>52.50</b>	<b>(9.50)</b>	<b>(15.3)</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

\*\*The Recommended Budget includes position changes approved by the Board from July 1, 2022 through February 28, 2023.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Ending Homelessness	\$15,183,396	\$555,521	(\$14,627,875)	(96.3)
Housing & Neighborhood Investments	\$49,423,765	\$37,854,378	(\$11,569,387)	(23.4)
Rental Assistance	\$53,964,762	\$57,930,168	\$3,965,406	7.3
Executive Management & Administration	\$74,240	\$387,090	\$312,850	421.4
<b>Departmental Operating Expenditures*</b>	<b>\$118,646,163</b>	<b>\$96,727,157</b>	<b>(\$21,919,006)</b>	<b>(18.5)</b>
<i>Internal Departmental Transfers</i>	<i>\$12,736,000</i>	<i>\$12,006,189</i>	<i>(\$729,811)</i>	<i>(5.7)</i>
<b>Gross Departmental Expenditures</b>	<b>\$131,382,163</b>	<b>\$108,733,346</b>	<b>(\$22,648,817)</b>	<b>(17.2)</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 overstated 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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$9,625,640	\$7,529,593	(\$2,096,047)	(21.8)
Services and Supplies	\$16,834,346	\$13,287,412	(\$3,546,934)	(21.1)
Other Expenses*	\$103,056,257	\$84,373,440	(\$18,682,817)	(18.1)
Transfers within the County**	\$1,865,920	\$3,542,901	\$1,676,981	89.9
<b>Total Expenditures by Character</b>	<b>\$131,382,163</b>	<b>\$108,733,346</b>	<b>(\$22,648,817)</b>	<b>(17.2)</b>

\*Other Expenses include Direct Client Assistance and Construction Project Costs.

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

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Revenues/Reimbursements/ Use of Fund Balance (Sources)</b>				
General Fund Contribution	\$1,719,119	\$1,659,438	(\$59,681)	(3.5)
Fees and Charges for Services	\$295,715	\$236,986	(\$58,729)	(19.9)
State, Federal, & Other Govt. Revenue	\$110,646,160	\$85,954,649	(\$24,691,511)	(22.3)
Other Departmental Revenue***	\$4,597,002	\$325,100	(\$4,271,902)	(92.9)
Use of Fund Balance	\$1,315,402	\$8,420,344	\$7,104,942	540.1
Transfers & Reimbursements within the County****	\$12,808,765	\$12,136,829	(\$671,936)	(5.2)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$131,382,163</b>	<b>\$108,733,346</b>	<b>(\$22,648,817)</b>	<b>(17.2)</b>

\*\*\*Other Department Revenue includes Sales and Use Tax, Other Interest Earnings, and Real Estate Rent.

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

# DEPARTMENT HIGHLIGHTS

## Major Variances

- **Ending Homelessness** decreased 96.3% or \$14.6 million due to Board direction to improve overall operational efficiencies, effectiveness, and delivery of homeless services across the County by consolidating the Ending Homelessness Program with Department of Health Services homelessness programs. Eleven full time employees transferred out with the program, and this also resulted in an adjustment of state, federal, and other government revenue consistent with overall operational expense reductions in both Salaries and Benefits, and Services and Supplies. This change took effect on March 7, 2023. A small budget remains at the Community Development Commission to facilitate any final clean-up or revenue received after June 30, 2023. One time funding allocated during FY 2023 Budget Hearings to cover FY 2021-22 Los Guilicos operational costs was received in Other Department Revenue resulting in a decrease in FY 2023-24.
- **Housing and Neighborhood Investments** decreased 23.4% or \$11.5 million due to the ending of state and federal funding associated with the Coronavirus Pandemic. The Emergency Rental Assistance Program (ERAP), housed in this service area to utilize the Neighborly software for efficiency, will spend down the remaining fund balance and close the program. End of ERAP contributes \$6.4 million to this Service Area decline. In addition, the Community Development Block Grant – Coronavirus (CDBG-CV) adds a \$4.1 million decline as the final project will be completed in FY 2023-24. Finally, the Federal Emergency Solutions Grant – Coronavirus (ESG-CV) \$1.7 million as the Coronavirus funding will end in FY 2023-24. Use of Fund Balance is increasing primarily due \$6 million in costs for the rehabilitation of Project Homekey sites, including Azura Inn, Elderberry Commons, and George’s Hideaway.
- **Rental Assistance** increased 7.3% or \$3.9 million as a result of available Federal Funding for the Housing Choice Voucher, Emergency Voucher, and Mainstream Voucher programs.
- **Executive Management and Administration** increased \$312,800 due to Government Accounting Standards Board (GASB) implementation of GASB Statement 87. GASB 87 requires that the lease of the Main Office be capitalized and recorded through a lease amortization expense account which will require budgetary appropriations to execute. The non-cash transaction, at year-end, closes into the Balance Sheet under a Lease Liability Account. The majority of Executive Management and Administration costs are distributed to service areas to reflect the full cost of providing services.

## Key Issues

- There are currently 283 Sonoma County Housing Authority voucher holders looking for housing. The Housing Authority is continuing its efforts to identify new landlords and available units to effectively utilize all available vouchers including newly awarded Emergency Housing and Mainstream Vouchers.
- Long-term operational funding for Project Homekey’s interim and permanent supportive housing needs to be identified. The projects include Azura Inn and George’s Hideaway. A \$3-4 million construction budget deficit was identified to convert George’s Hideaway into permanent supportive housing. The deficit is attributed to substantial sewer and utility upgrades required and the increased costs of the modular housing units. Staff has been working with West County Community Services to support them in applying for grant funding to help cover the construction deficit, however, grant funding has not yet been committed. Hotel Azura operating costs expenses are approximately \$600,000 per year based on the current use. Operation funds need to be identified to continue the current use as interim housing/non congregate shelter.

- Roseland Village infrastructure project is still facing a financial gap, as well as legal challenges and timing of funding. The Commission is waiting for determinations from local partners' project and permitting support, as well as potential federal and state funding opportunities.
- In 2018, HUD Fair Housing/Equal Opportunity conducted an audit of the Commission's rental assistance programs. The audit determined the facilities were not fully accessible, which impedes the CDC's service to the community. The cost of making necessary repairs to the space has been determined to exceed the benefit of remaining in place. To that end, it is necessary for the Commission to move to a new, fully accessible location by the end of 2024.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Housing & Neighborhood Investments** – This division distributed a total of \$35 million in federal and state Emergency Rental Assistance (rent and utility assistance) to over 2,580 households to prevent eviction and to enhance basic housing security in response to the COVID-19 pandemic in fiscal years 2021-22 and 2022-23.
- **Housing & Neighborhood Investments** – This division administered \$1.7 million in state and local grant and loan funds for the construction and development of 183 new affordable rental units and 24 new permanent supportive housing units. The division also administered over \$5.1 million in federal grants to support affordable housing pre-development, accessibility improvements, supportive services for homeless and homelessness prevention. Additionally, the Commission was awarded \$6,300,784 of Project Homekey grant funds and completed the purchase of George's Hideaway in Guerneville for conversion to 21 units of permanent supportive housing. Finally, staff administered several affordable housing rehabilitation and preservation programs serving 60 lower income households including the Earthquake-Resistant Bracing System Program, the Housing Rehabilitation Loan Program, and the Flood Elevation Program.
- **Rental Assistance (Housing Authority)** – In November 2021, conducted a successful opening of the Housing Voucher Wait List, in compliance with HUD-approved processes. The Housing Authority (HA) received 30 Mainstream Vouchers to serve non-elderly disabled persons who are homeless or at risk of homelessness; 5 Veterans Affairs Supportive Housing Vouchers (VASH) serving homeless veterans in partnership with the VA; 16 new Housing Choice Vouchers; 20 new Foster Youth Initiative Vouchers serving foster youth exiting out of foster care program in partnership with Human Services Department Family Youth and Children Services. The Family Self-Sufficiency Program grew to 45 active participants, 6 participants graduated from the program having completed their goals and significantly increased their household income.
- **Rental Assistance/Housing Authority** – In FY 2022-23, 97 Project Based Voucher units came into service, 68 of which will be dedicated to individuals experiencing homelessness.
- **Rental Assistance/Housing Authority** – The Housing Authority (HA) launched a Housing Heroes campaign in September 2022, using American Rescue Act Funds awarded by the Sonoma County Board of Supervisors. The initial outreach was aimed at attracting property managers and owners who have not participated with the HA and during the initial three months of the campaign, 38 new property managers and owners became Housing Authority partners.

## FY 2023-24 Objectives

- **Rental Assistance/Housing Authority** – Administer 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.
- **Rental Assistance/Housing Authority** – Collaborate with community-based partners including Fair Housing Advocates of Northern California to host landlord and tenant trainings with particular focus on new laws related to source of income protections for voucher holders, race discrimination in housing, and providing reasonable accommodations to rental applicants (such as making exceptions for applicants who have spotty credit or rental histories related to disability).
- **Housing & Neighborhood Investments** – Complete the conversion of George’s Hideaway in Guerneville into 21 units of permanent supportive housing.
- **Housing & Neighborhood Investments** – Successfully access and administer federal, state, and local funding to support the development of affordable housing, including permanent supportive housing.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE Community Development Specialist I/II in the Housing Choice Voucher Program funded by deleting a 1.0 FTE Office Assistant II and administrative fees from Rental Assistance programs.	0.00	\$41,362	\$41,362	\$0
Add 1.0 FTE Housing Negotiator Inspector in the Housing Connector Program, time limited through June 30, 2025, funded through Sonoma County ARPA funding previously allocated to CDC.	1.00	\$318,630	\$318,630	\$0
Add 1.0 FTE Senior Community Development Specialist in the Family-Self Sufficiency Program funded with a Housing and Urban Development grant specifically for a program coordinator.	1.00	\$328,152	\$328,152	\$0
Add 1.0 FTE Community Development Associate to the intake team and manage the Housing Authority's waitlists funded by deleting a Senior Community Development Specialist and with administrative fees from the Housing Choice Voucher and Mainstream Voucher programs.	0.00	\$62,976	\$62,976	\$0
Add 1.0 FTE Community Development Associate for managing special development projects funded by deleting a Senior Community Development Specialist and Project Homekey, Mobile Home Fees, and Property Rental Income.	0.00	\$84,912	\$84,912	\$0

## Additional Directions to Staff

\$7,678,011 of General Fund will be held in Reserves for the Tierra de Rosas Housing project for when it is fully funded and construction begins.

## DEPARTMENT ADOPTED BUDGET DETAILS

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>					
Salaries and Benefits	\$9,625,640	\$7,529,593	\$7,947,609	(\$1,678,031)	(17.4)
Services and Supplies	\$16,834,346	\$13,287,412	\$13,705,428	(\$3,128,918)	(18.6)
Capital Expenditures	\$0	\$0	\$0	\$0	0.0
Other Expenses*	\$103,056,257	\$84,373,440	\$84,373,440	(\$18,682,817)	(18.1)
Transfers within the County	\$1,865,920	\$3,542,901	\$3,542,901	\$1,676,981	89.9
<b>Total Expenditures by Character</b>	<b>\$131,382,163</b>	<b>\$108,733,346</b>	<b>\$109,569,378</b>	<b>(\$21,812,785)</b>	<b>(16.6)</b>
<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>					
General Fund Contribution	\$1,719,119	\$1,659,438	\$1,659,438	(\$59,681)	(3.5)
Fees and Charges for Services	\$295,715	\$236,986	\$242,293	(\$53,422)	(18.1)
State, Federal, & Other Govt. Revenue	\$110,646,160	\$85,954,649	\$86,194,775	(\$24,451,385)	(22.1)
Other Departmental Revenue*	\$4,597,002	\$325,100	\$338,368	(\$4,258,634)	(92.6)
Use of Fund Balance	\$1,315,402	\$8,420,344	\$8,579,659	\$7,264,257	552.2
Internal County Reimbursements & Transfers**	\$12,808,765	\$12,136,829	\$12,554,845	(\$253,920)	(2.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$131,382,163</b>	<b>\$108,733,346</b>	<b>\$109,569,378</b>	<b>(\$21,812,785)</b>	<b>(16.6)</b>
<b>Total Permanent Positions</b>	<b>62.00</b>	<b>52.50</b>	<b>54.50</b>	<b>(7.50)</b>	<b>(12.1)</b>

\*Other Expenses include Direct Client Assistance and Construction Project Costs.

\*\*Other Department Revenue includes Sales and Use Tax, Other Interest Earnings, and Real Estate Rent.

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

# ECONOMIC DEVELOPMENT DEPARTMENT

**Ethan Brown**  
Executive Director

The Economic Development Department’s mission is to foster a healthy business environment and provide services that promote the local economy.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$9,202,515
Internal Transfers	\$1,585,495
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$9,202,515
Total General Fund Contribution	\$0
% Funded by General Fund	0.00%
Total Staff	16.00

## 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 (SCT) and visitor centers.

For more information, call (707) 565-7170, or visit <http://sonomacounty.ca.gov/Economic-Development-Board/>.

### Service 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.

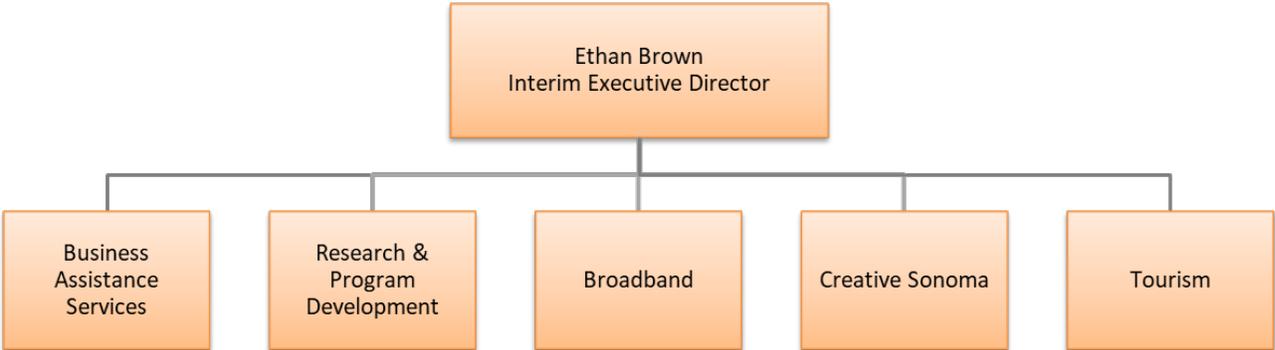
**Research and Program Development** has the primary functions of Workforce Development, Research Reports, and Workshops.

**Broadband** seeks to leverage existing infrastructure, as well as funding and grant 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.

**Tourism** partners with organizations and entities that provide services and programs promoting tourism in Sonoma County.

# DEPARTMENT ORGANIZATIONAL CHART



## Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Business Assistance	6	4	(2.00)	(33.3)
Research & Program Development	3	1	(2.00)	(66.7)
Broadband	1	1	0.00	0.0
Creative Sonoma**	4	3	(1.00)	(25.0)
Sonoma County Tourism	0	0	0.00	0.0
Executive Management & Administration***	0	4	4.00	400.0
<b>Total Permanent Positions</b>	<b>14.00</b>	<b>13.00</b>	<b>(1.00)</b>	<b>(7.1)</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

\*\*Creative Sonoma staff will be reduced to 3.0 FTE (13.0 FTE for department overall) in FY 2023-24 due to the expiration of a time-limited position.

\*\*\*Executive Management & Administration positions are centrally budgeted and assist in providing all services. As such, costs are allocated on the Expenditures table and Executive Management & Administration is not reflected as a service. Because positions support multiple services and cannot easily be divided, Executive Management & Administration is included on this table.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Business Assistance	\$1,320,656	\$1,397,446	\$76,790	5.8
Research & Program Development	\$1,182,919	\$726,413	(\$456,506)	(38.6)
Broadband	\$428,000	\$1,138,683	\$710,683	166.0
Creative Sonoma	\$1,226,664	\$1,117,947	(\$108,717)	(8.9)
Sonoma County Tourism	\$3,028,531	\$2,528,531	(\$500,000)	(16.5)
<b>Departmental Operating Expenditures*</b>	<b>\$7,186,770</b>	<b>\$6,909,020</b>	<b>(\$277,750)</b>	<b>(3.9)</b>
<i>Internal Departmental Transfers</i>	<i>\$158,000</i>	<i>\$1,585,495</i>	<i>\$1,427,495</i>	<i>903.5</i>
<b>Gross Departmental Expenditures</b>	<b>\$7,344,770</b>	<b>\$8,494,515</b>	<b>\$1,149,745</b>	<b>15.7</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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$2,620,942	\$2,587,166	(\$33,776)	(1.3)
Services and Supplies	\$3,904,094	\$5,360,597	\$1,456,503	37.3
Other Expenses*	\$650,000	\$152,625	(\$497,375)	(76.5)
Transfers within the County**	\$169,734	\$394,127	\$224,393	132.2
<b>Total Expenditures by Character</b>	<b>\$7,344,770</b>	<b>\$8,494,515</b>	<b>\$1,149,745</b>	<b>15.7</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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
State, Federal, & Other Govt. Revenue	\$64,750	\$574,000	\$509,250	786.5
Other Departmental Revenue*	0	191,265	191,265	0.0
Use of Fund Balance**	6,023,531	5,935,820	(87,711)	(1.5)
Transfers & Reimbursements within the County***	1,256,489	1,793,430	536,941	42.7
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,344,770</b>	<b>\$8,494,515</b>	<b>\$1,149,745</b>	<b>15.7</b>

\*Other Departmental Revenue includes the contribution from the Economic Development Board Foundation.

\*\*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.

\*\*\*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, the Sonoma Mendocino Economic Development District, and American Rescue Plan Act funding.

## DEPARTMENT HIGHLIGHTS

### Major Variances

- Changes to all service areas are due in part to changes in the allocation method of administrative costs. In FY 2022-23, executive management and administrative staffing costs were split between only two service areas: Business Assistance and Research & Program Development. In FY 2023-24, administrative expenses are split across all service areas, except Tourism, to better represent the ways in which central staff support the entire organization. Four positions (Executive Director, 1.0 Business Development Manager, 1.0 Department Analyst, and 1.0 Administrative Aide) formerly split between Business Assistance and Research & Development have been moved to the Executive Management and Administration area.
- Increases to **Business Assistance** are due to a change in the allocation method of administrative costs. Half each of four positions and related services and supplies costs formerly allocated to Business Assistance were moved to the new Executive Management and Administration area in order to better reflect the centralized support they perform for the entire department.
- Decreases to **Research & Program Development** of approximately \$450,000 are due to the change in the allocation method of administrative costs. Half each of four positions and related services and supplies formerly allocated to Research & Program Development were moved to the new Executive Management and Administration area in order to better reflect the centralized support they perform for the entire department.
- The increases to **Broadband** are due to one-time grant funding from the California Public Utilities Commission in the amount of \$574,000 received from two grants: Local Agency Technical Assistance (LATA) and California Advanced Services Fund (CASF); and the change in the allocation method of administrative costs, which now allocate a proportionate share of the Executive Management and Administration costs to each service in order to reflect the support provided by central staff. The LATA grant is intended to fund refined high-level designs for unserved and underserved areas in the unincorporated county, and low-level designs for select priority areas. The CASF grant is intended to fund multi-jurisdictional activities that will lead to the deployment programs created under 2021 legislation designed to spur broadband deployment (Senate Bill 156).
- Overall decreases to **Creative Sonoma** are due to a decrease in Salaries and Benefits due to a time-limited position set to expire in October 2023, which was supporting Transitional Kindergarten – 12<sup>th</sup> grade arts education programs in and after school and one-time funding of \$250,000 awarded during the FY 2022-23

budget hearings for the Fire Memorial Project, offset by one-time funding of \$94,000 in FY 2023-24 from the EDB Foundation for operational costs as well as the change in the allocation method of administrative costs.

- The decrease to **Tourism** is due to one-time grant funding of \$500,000 allocated in FY 2022-23 to Visitors Centers and Chambers of Commerce. The EDB Tourism service area serves as the pass-thru for the Sonoma County Tourism (SCT) portion of Transient Occupancy Tax (TOT) collections. As laid out in the Board's Community Investment Fund Policy ([Policy](#)), SCT receives a share of TOT collected that is equivalent to 13.89 percentage points of total tax collected. In other words, 1.25 percent of the first 9 percent non-Measure L unincorporated TOT rate represents the County's contribution to SCT set by the Board's Policy.

### Key Issues

- Adapt to better serve existing and emerging needs of an increasingly diverse community and to consider interests beyond a traditional business and tourism-focused approach including an expanded focus on education and housing, especially in areas of racial and social equity.
- **Broadband:** EDB staff will continue to manage, track, and leverage the funding from various state and federal sources including previously Board allocated \$3 million American Rescue Plan Act funding, which includes funding for increased staffing capacity to support the program.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **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. Received \$899,554 in grant funding to facilitate infrastructure planning and engineering, digital equity, and affordable connectivity. Developed an initial high-level design for broadband infrastructure to close the digital divide. Executed a Memorandum of Understanding with Golden State Connect Authority to manage refinement of the design, as well as low-level design and engineering to produce shovel-ready projects in high-priority areas (yet to be selected) of the county.
- **Increase participation in long-term planning and development projects, and in addressing issues that present barriers to economic and community development (EDB 3.0):** Created a new strategic vision for collaborative economic development (EDB 3.0 Action Plan) that will guide partnerships among public and private sector organizations countywide in three specific and interrelated domains; 1) education and workforce development; 2) jobs and business development; and 3) housing and community development.
- **Increase access to EDB programming:** Staff provided business assistance to more than 500 businesses this fiscal year. Top services provided include, but are not limited to, technical assistance with local license and permitting requirements, economic and demographic report inquiries as well as assistance with workforce resources.
- **Creative Sonoma:** Completed the pilot year of the Creative Sonoma Arts & Cultural Equity Fellowship with the distribution of six grants to build capacity among a cohort of emerging and mid-career cultural leaders.

### FY 2023-24 Objectives

- Continue EDB 3.0 Action Plan objectives and presentation of the revised work plan to the Board of Supervisors, including staffing and resource needs, prospective oversight/collaborative structure, and updated timeline.

- **Strategic Plan Alignment: Implement countywide technological solutions to promote resiliency and expand community access.** Identify priority areas and undertake a high-level planning process to position the County and partners for incoming broadband infrastructure and equity funding from state and federal sources.
- **Business Assistance:** Utilize American Rescue Plan Act funding for Small Business Economic Recovery in partnership with Santa Rosa Metro Chamber to develop an action plan to bolster business technical assistance to underserved, BIPOC and women-owned businesses county-wide.
- **Creative Sonoma:** Under the guidance of the Public Art Policy Review Ad Hoc, staff will finalize a new Public Art Policy and Master Plan cited as a key initiative of Creative Sonoma in the 2014 Arts Action Plan establishing Creative Sonoma ([6/24/2014 Item 47](#)). The Master Plan and policy are on target to be presented to the full board before the end of the calendar year and manage the first significant countywide public art project – a memorial honoring the victims of the 2017 Sonoma Complex Fires.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Program funding for one full-time (1.0 FTE) Administrative Aide-Project for Broadband, funded fully by an existing department allocation of American Rescue Plan Act (ARPA) funds. (5/9/2023, Item #28)	1.00	\$150,000	\$150,000	\$0

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Increase appropriations for contracted services.	0.00	\$180,000	\$180,000	\$0
Program funding for one full-time (1.0 FTE) Business Development Manager to scope EDB 3.0 Action Plan.	1.00	\$250,000	\$250,000	\$0
Program one-time funding to extend one full-time (1.0 FTE) Department Analyst for Creative Sonoma through June 30, 2025. Funding for FY23-24 is \$128,000; funding for FY24-25 is \$172,000.	1.00	\$128,000	\$128,000	\$0

# DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$2,620,942	\$2,587,166	\$3,105,166	\$484,224	18.5
Services and Supplies	\$3,904,094	\$5,360,597	\$5,550,597	\$1,646,503	42.2
Capital Expenditures	N/A	N/A	N/A	N/A	0.0
Other Expenses*	\$650,000	\$152,625	\$152,625	(\$497,375)	(76.5)
Transfers within the County**	\$169,734	\$394,127	\$394,127	\$224,393	132.2
<b>Total Expenditures by Character</b>	<b>\$7,344,770</b>	<b>\$8,494,515</b>	<b>\$9,202,515</b>	<b>\$1,857,745</b>	<b>25.3</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.

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$0	\$0	\$0	\$0	0.0
State, Federal, & Other Govt. Revenue	\$64,750	\$574,000	\$574,000	\$509,250	786.5
Other Departmental Revenue***	\$0	\$191,265	\$191,265	\$191,265	0.0
Use of Fund Balance****	\$6,023,531	\$5,935,820	\$6,365,820	\$342,289	5.7
Internal County Reimbursements & Transfers*****	\$1,256,489	\$1,793,430	\$2,071,430	\$814,941	64.9
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,344,770</b>	<b>\$8,494,515</b>	<b>\$9,202,515</b>	<b>\$1,857,745</b>	<b>25.3</b>
<b>Total Permanent Positions</b>	<b>14.00</b>	<b>13.00</b>	<b>16.00</b>	<b>2.00</b>	<b>14.3</b>

\*\*\*Other Departmental Revenue includes the contribution from the Economic Development Board Foundation.

\*\*\*\*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.

\*\*\*\*\*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, the Sonoma Mendocino Economic Development District, and American Rescue Plan Act funding.

# NATURAL RESOURCES & AGRICULTURE

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Sonoma Water

Regional Parks

Agricultural 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 provide reliable water supply, wastewater management, and flood protection - essential services for a thriving community and a healthy environment.**

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><i>Expenditures</i></b>	
Departmental Operating Expenditures	\$225,968,695
Internal Transfers	\$80,228,637
<b><i>Funding Sources</i></b>	
Total Revenues/Use of Fund Balance	\$306,197,332
Total General Fund Contribution	\$0
% Funded by General Fund	0.00%
Total Staff	260.00

## 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, rights for drawing water, 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>

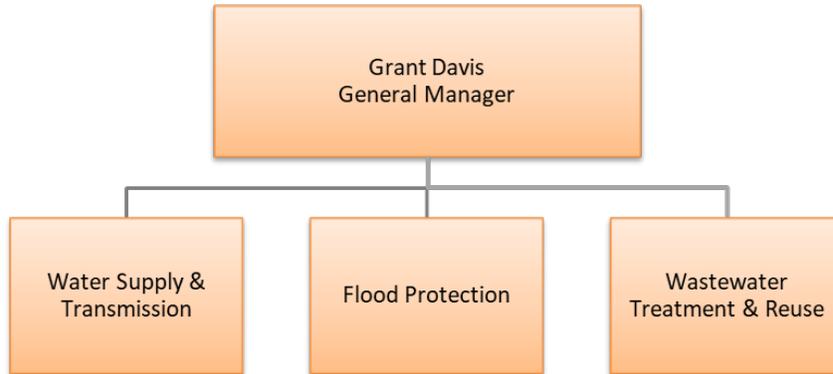
### Service Area Description

Sonoma Water’s **water supply and 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 treatment and reuse** 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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted**	% Change from FY 2022-23 Adopted
Water Supply & Transmission	146	151	5.00	3.4
Flood Protection	23	23	0.00	0.0
Wastewater Treatment & Reuse	81	86	5.00	6.2
<b>Total Permanent Positions*</b>	<b>250.00</b>	<b>260.00</b>	<b>10.00</b>	<b>4.0</b>

\*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.

\*\*Positions increased to support Sonoma Water’s emergency management and security initiatives, Asset Management System/Computerized Maintenance Management System, finance, fleet services, and water resource planning to address ongoing and increasing threats to its operations caused by changing climate and seismic vulnerabilities.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Water Supply & Transmission	\$128,704,608	\$126,728,361	(\$1,976,248)	(1.5)
Flood Protection	\$19,345,956	\$19,221,008	(\$124,948)	(0.6)
Wastewater Treatment & Reuse	\$74,281,450	\$80,019,326	\$5,737,876	7.7
<b>Sonoma Water Operating Expenditures</b>	<b>\$222,332,015</b>	<b>\$225,968,695</b>	<b>\$3,636,680</b>	<b>1.6</b>
<i>Internal Sonoma Water Transfers*</i>	<i>\$78,168,393</i>	<i>\$80,228,637</i>	<i>\$2,060,244</i>	<i>2.6</i>
<b>Sonoma Water Gross Expenditures</b>	<b>\$300,500,408</b>	<b>\$306,197,332</b>	<b>\$5,696,924</b>	<b>1.9</b>

*\*Sonoma Water transfers 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 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$54,222,475	\$55,958,764	\$1,736,289	3.2
Services and Supplies	\$136,361,918	\$138,154,550	\$1,792,632	1.3
Capital Expenditures	\$30,476,356	\$36,473,493	\$5,997,137	19.7
Other Expenses*	\$43,271,266	\$42,281,888	(\$989,378)	(2.3)
Transfers within Sonoma Water	\$36,168,393	\$33,328,637	(\$2,839,756)	(7.9)
<b>Total Expenditures by Character</b>	<b>\$300,500,408</b>	<b>\$306,197,332</b>	<b>\$5,696,924</b>	<b>1.9</b>

*\*Other Expenses include payment on long-term debt, depreciation expenses on capital infrastructure, and payments to Regional Parks to operate Spring Lake Park.*

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Fees and Charges for Services*	\$64,614,712	\$60,684,374	(\$3,930,338)	(6.1)
State, Federal, & Other Govt. Revenue	\$31,709,702	\$30,228,514	(\$1,481,188)	(4.7)
Other Revenue**	\$87,012,305	\$91,480,910	\$4,468,605	5.1
Use of Fund Balance	\$38,995,296	\$43,574,897	\$4,579,601	11.7
Transfers & Reimbursements within Sonoma Water***	\$78,168,393	\$80,228,637	\$2,060,244	2.6
<b>Total Revenues/Use of Fund Balance</b>	<b>\$300,500,408</b>	<b>\$306,197,332</b>	<b>\$5,696,924</b>	<b>1.9</b>

\*Charges for Services includes sale of water and power, sewer/recycled water/water usage and hookup fees, and hauler/disposal fees.

\*\*Other 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 \$80 million in FY 2023-24, resulting in a net budget of \$226 million.

## SONOMA WATER HIGHLIGHTS

### Major Variances

- **Water Supply and Transmission** expenditures are decreasing \$2 million, or 1.5%, to align with expected lower revenues associated with reduced deliveries as a result of multiple years of historic drought and successful water conservation measures by the community. Expenditure reductions are also attributable to spreading costs for transmission system master planning, hydrogeologic and groundwater studies to assess water supply reliability, emergency inventory procurement, and an electrical upgrade project out over several years instead of budgeting the total project cost annually; coupled with reduced expenditures for Russian River Biological Opinion Compliance projects as the Biological term ends in September 2023.
- **Flood Protection** has no significant variances.
- **Wastewater Treatment and Reuse** capital expenditures are expected to grow by \$5.7 million, or 7.7%, due to an increase in construction projects including Sonoma Valley sewer creek crossing seismic hazard mitigation, Sonoma Valley trunk main replacements, Sonoma Valley pumping and piping upgrades, pre-construction activities related to the Occidental-Graton pipeline, and Russian River force main replacement and underground storage tank removal.
- **Revenues** overall are increasing 1.9%. Other Revenue is increasing by \$4.5 million due primarily to a \$2.5 million (7.5%) increase in sewer service charges used to pay for operations and capital needs. Additionally, property tax is expected to increase by \$1.1 million (approximately \$360,000 attributable to Administrative Functions, \$450,000 in Flood Protection, and \$330,000 in Water Supply) and interest earnings across service areas are expected to increase due to higher interest rates. Use of fund balance increases by 12% to finance additional wastewater capital projects. Revenue increases are offset by a \$3.9 million reduction in fees and charges for services due to reduced internal charges for communications and control systems for the water transmission system and reduced charges for technical services provided to the Groundwater Sustainability Agencies due to completion of the Groundwater Sustainability Plans.

### Key Issues

- [Sonoma Water's Strategic Plan](#), which was presented to the Board of Directors on February 27, 2023, highlights investing in **water supply and transmission, flood protection, and wastewater** infrastructure as a

top priority to address aging infrastructure that is at or approaching end-of-life and protect against natural disaster events, including floods, wildfires, and severe earthquakes. Risk reduction projects in the budget include our highest priority seismic and flood infrastructure hazard mitigation projects, drought resiliency projects, cathodic protection projects to protect aqueducts from corrosion, and storage tank recoat projects. Sonoma Water will also implement a comprehensive asset management program to track assets and prioritize preventive maintenance and improvement projects.

- Climate change and increasing weather extremes pose one of the most significant challenges to Sonoma Water and the community. To respond to the challenge, Sonoma Water will continue to implement its Climate Adaptation Plan that identifies threats to **water supply and transmission, flood protection, and wastewater** operations and infrastructure, and develop adaptation strategies to reduce vulnerabilities to climate change. Examples of these measures include: a) securing additional funding 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 National Oceanic and Atmospheric Administration (NOAA) to improve sub seasonal 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); e) continued efforts to secure a two basin solution for the Potter Valley Project and water supply reliability in the Russian River watershed; and f) federal and state 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. Traditionally, there has been low public support for increased taxes or assessments to fund flood control projects. Therefore, to implement flood projects, Sonoma Water will increasingly need to rely on grants and other outside funding sources. One significant federally funded project is addressing an urgent flood control capacity project. 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 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 service charge 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.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- With input from our employees, stakeholders, and Water Contractors, Sonoma Water finalized its 2023 Strategic Plan. The Strategic Plan focuses on our core functions of **water supply and transmission, wastewater, and flood protection** and articulates our view of the future of Sonoma Water over the next five years—including the opportunities to invest in critical infrastructure, improve resilience to climate change and to promote environmental equity. The plan includes strategies and action items related to our six goals of organizational excellence, planning and infrastructure, environmental stewardship, emergency preparedness, climate change, and community engagement.

- Sonoma Water Strategic Plan, Planning and Infrastructure Goals 2.1 and 2.3: In response to a severe multi-year drought, Sonoma Water implemented measures to build **Water Supply and Transmission** reliability. This included a) conducting a Regional Water Supply Resiliency Study to develop model scenarios and identify projects to improve the region's water supply reliability during periods of drought; b) completing two FEMA-funded hazard mitigation projects to stabilize a potable water aqueduct in the Russian River liquefaction zone and provide a more reliable water supply in the event of a major earthquake; c) completing construction of the Todd Road production well with \$400,000 in offsetting County funds, for resiliency in the face of exceptional drought; and d) collaborating with the Sonoma-Marín Saving Water Partnership to promote water use efficiency allowing the region to meet state-mandated water saving requirements.
- Sonoma Water Strategic Plan, Organizational Excellence Goal 1.3: Leveraged state and federal funds to construct **Wastewater Treatment and Reuse** infrastructure seismic and flood hazard mitigation projects and completed construction of Phase 4C of the Sonoma Valley County Sanitation Districts Trunk Main Replacement Project. In addition, implemented financial relief passthrough programs to eligible wastewater customers who fell behind on their utility bill payments because of the COVID-19 pandemic.
- Sonoma Water Strategic Plan, Planning and Infrastructure Goal 2.1; County Strategic Plan Alignment: Climate Action and Resiliency Goal 5.1, Resilient Infrastructure 5.3: Collaborated with Natural Resources Conservation Service on a NRCS-funded Watershed Plan to upgrade Central Sonoma Watershed Project's **Flood Protection** facilities for flooding and seismic risk, and initiated a Flood Risk Assessment for Alexander Valley with funding from the County Climate Resiliency Fund.
- Sonoma Water Strategic Plan, Climate Change Goal 5.1: Initiated four priority projects related to **water supply** and **flood protection** with funding from the Sonoma County Climate Resilience Fund including evaluation of a comprehensive flood risk management plan, drought resiliency planning, rainwater catchment, and Flood Managed Aquifer Recharge planning in Alexander Valley in collaboration with the Dry Creek Rancheria Band of Pomo Indians (separately awarded \$7 million in state funding).

### **FY 2023-24 Objectives**

- Sonoma Water Strategic Plan, Planning and Infrastructure Goal 2.3: Provide drinking **water supply and transmission** system resiliency and infrastructure improvements by a) rehabilitating two of eighteen water storage tanks as part of a comprehensive 10-year tank maintenance and recoating program, b) implementing an aqueduct cathodic protection project to prevent corrosion and extend the life of critical water supply aqueduct infrastructure, c) 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, d) continuing the assessment and evaluation of FIRO operations on Lake Mendocino to improve reservoir operations which has allowed storage of more than 11,000 acre-feet of additional water supply, and expanding the program to determine the viability of FIRO applications at Lake Sonoma.
- Sonoma Water Strategic Plan, Environmental Stewardship Goal 3.1: In conjunction with the U.S. Army Corp of Engineers, complete Phase IV and initiate construction of Phase V of the Dry Creek Habitat Enhancement Project to improve in-stream conditions for protected salmon and steelhead while protecting **water supply**. With U.S. Army Corp of Engineer funding passed through the University of California (Regents), Sonoma Water will expand its roll in fisheries monitoring, a program aimed at aiding the recovery of endangered coho salmon in the Russian River watershed. The data collected through this monitoring will facilitate evaluation of the Russian River Coho Salmon Captive Broodstock Program.
- Sonoma Water Strategic Plan, Emergency Preparedness Goal 4.1: Advance planning and implementation projects including investing in emergency planning and training, equipment inventory procurement, and enhanced security measures to strengthen emergency preparedness ensuring effective emergency response to extreme weather events, disasters, and security risks for **water supply and transmission, wastewater treatment and reuse, and flood protection**.

- Sonoma Water Strategic Plan, Planning and Infrastructure Goal 2.1; County Strategic Plan Alignment: Resilient Infrastructure 5.3: Complete NRCS-funded Watershed Plan and Environmental Assessment and initiate design of modifications to the Matanzas Creek Reservoir to upgrade Central Sonoma Watershed Project's **flood** management facilities and secure federal funding for future implementation phases, conduct a countywide flood risk assessment, and design a pilot Alexander Valley Flood Managed Aquifer Recharge Project that recharges groundwater aquifers with excess flood waters, utilizing \$675,000 in County climate resiliency funds.
- Sonoma Water Strategic Plan, Planning and Infrastructure Goal 2.3: Invest in **wastewater** infrastructure by advancing design and pre-construction activities for the Occidental County Sanitation District to Graton Community Services District pipeline project, utilizing \$1.45 million in EPA State Revolving Funds, completing replacement of 3,200 feet of trunk main and FEMA funded seismic retrofits to clarifiers in the Sonoma Valley County Sanitation District, and replacing up to 1,000 feet of force main in the Russian River County Sanitation District utilizing \$1.68 million in EPA State Revolving Funds.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Salaries and Benefits	\$54,222,475	\$55,958,764	\$55,958,764	\$1,736,289	3.2
Services and Supplies	\$136,361,918	\$138,154,550	\$138,154,550	\$1,792,632	1.3
Capital Expenditures	\$30,476,356	\$36,473,493	\$36,473,493	\$5,997,137	19.7
Other Expenses	\$43,271,266	\$42,281,888	\$42,281,888	(\$989,378)	(2.3)
Transfers within Sonoma Water	\$36,168,393	\$33,328,637	\$33,328,637	(\$2,839,756)	(7.9)
<b>Total Expenditures by Character</b>	<b>\$300,500,408</b>	<b>\$306,197,332</b>	<b>\$306,197,332</b>	<b>\$5,696,924</b>	<b>1.9</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Fees and Charges for Services	\$64,614,712	\$60,684,374	\$60,684,374	(\$3,930,338)	(6.1)
State, Federal, & Other Govt. Revenue	\$31,709,702	\$30,228,514	\$30,228,514	(\$1,481,188)	(4.7)
Other Sonoma Water Revenue	\$87,012,305	\$91,480,910	\$91,480,910	\$4,468,605	5.1
Use of Fund Balance	\$38,995,296	\$43,574,897	\$43,574,897	\$4,579,601	11.7
Transfers & Reimbursements within Sonoma Water	\$78,168,393	\$80,228,637	\$80,228,637	\$2,060,244	2.6
<b>Total Revenues/Use of Fund Balance</b>	<b>\$300,500,408</b>	<b>\$306,197,332</b>	<b>\$306,197,332</b>	<b>\$5,696,924</b>	<b>1.9</b>

<b>Total Permanent Positions</b>	<b>250.00</b>	<b>260.00</b>	<b>260.00</b>	<b>10.00</b>	<b>4.0</b>
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# REGIONAL PARKS

**Bert Whitaker**  
Director

Sonoma County Regional Parks continues to grow the parks system to provide essential opportunities for people to connect with nature. We contribute to the vibrancy and well-being of our community by expanding access to recreation experiences, serving as responsible stewards of cultural and natural resources, and ensuring that our parks are clean, safe, and welcoming.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$41,267,436
Internal Transfers	\$13,158,970
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$49,598,295
Total General Fund Contribution	\$4,828,111
% Funded by General Fund	8.87%
Total Staff	141.00

## DEPARTMENT OVERVIEW

Regional Parks operates 58 facilities including parks, beaches, marinas, and trails encompassing approximately 16,237 acres. Many locations 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.

Post-pandemic, parks continue to experience record levels of visitation lending to essential physical and mental health and providing safe places to recreate, quiet places to reflect, and new outdoor experiences. Regional Parks has implemented a “climate durable” approach investing in infrastructure that can better withstand future wildfires. The Department continues to prioritize 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.

The need for parks and open space preserves, trails, bike paths, playgrounds, and picnic areas, is as high as it has ever been, and we are dedicated to meeting that demand while stewarding these places that define the county.

For more information, call (707) 565-2041, or visit <http://sonomacounty.ca.gov/Regional-Parks/>

### Service Area Description

The Department has nine major operational service areas:

**Executive Management & Administration** manages the core financial, human resources, and customer service functions with a focus on equity and inclusion.

**Community Engagement** contributes to community well-being by providing health, wellness, environmental education, recreation, and cultural experiences for a wide diversity of park users.

**Marketing and Communications** handles business development, marketing, and the internal/external communications functions of the Department.

**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.

**Park Operations and Maintenance** ensures the safety and security of park visitors by providing adequate ranger patrols and well-maintained facilities.

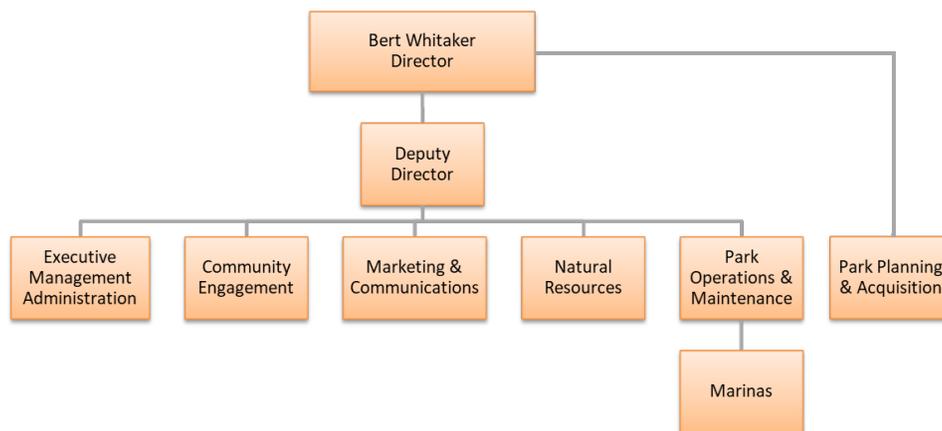
**Park Planning and Acquisition** oversees the build-out of our park system by leveraging grants to acquire land and easements as well as plan for and build park infrastructure.

**Marinas** oversees three Bodega Bay marinas that support commercial and recreational fishing.

**Capital Project Development** while not in itself a Service Area, accounts for the disbursement of special revenue funds to capital projects and associated operational costs.

**Measure M Implementation** sales tax revenue dedicated to funding staffing and projects associated with Category 2 projects – Maintenance, Safety & Recreation, Category 3 projects – Improve Access, and Category 4 projects – Natural Resources.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	19	20	1.00	5.3
Community Engagement	16	16	0.00	0.0
Marketing and Communications	5	5	0.00	0.0
Natural Resources	8	8	0.00	0.0
Park Operations and Maintenance	74	73	(1.00)	(1.4)
Park Planning and Acquisition	12	12	0.00	0.0
Marinas	5	5	0.00	0.0
<b>Total Permanent Positions</b>	<b>139.00</b>	<b>139.00</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. In some cases positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Executive Management & Administration	\$3,826,026	\$4,148,466	\$322,440	8.4
Community Engagement	\$3,655,257	\$3,650,802	(\$4,455)	(0.1)
Marketing and Communications	\$1,282,970	\$1,331,692	\$48,722	3.8
Natural Resources	\$2,539,662	\$3,181,772	\$642,110	25.3
Park Operations and Maintenance	\$17,046,214	\$16,552,560	(\$493,654)	(2.9)
Park Planning and Acquisition	\$2,103,087	\$2,393,002	\$289,916	13.8
Marinas	\$3,450,822	\$3,365,764	(\$85,058)	(2.5)
Capital Project Development	\$1,791,730	\$2,278,378	\$486,648	27.2
Measure M Implementation	\$3,859,000	\$4,365,000	\$506,000	13.1
<b>Departmental Operating Expenditures*</b>	<b>\$39,554,767</b>	<b>\$41,267,436</b>	<b>\$1,712,669</b>	<b>4.3</b>
<i>Internal Departmental Transfers</i>	<i>\$11,349,700</i>	<i>\$13,158,970</i>	<i>\$1,809,270</i>	<i>15.9</i>
<b>Gross Departmental Expenditures</b>	<b>\$50,904,467</b>	<b>\$54,426,406</b>	<b>\$3,521,939</b>	<b>6.9</b>

Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$21,221,541	\$21,823,611	\$602,070	2.8
Services and Supplies	\$13,704,051	\$15,249,326	\$1,545,275	11.3
Capital Expenditures	\$605,366	\$222,000	(\$383,366)	(63.3)
Other Expenses	\$506,856	\$155,581	(\$351,275)	(69.3)
Transfers within the County*	\$14,866,655	\$16,975,888	\$2,109,233	14.2
<b>Total Expenditures by Character</b>	<b>\$50,904,469</b>	<b>\$54,426,406</b>	<b>\$3,521,937</b>	<b>6.9</b>

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

## Department Budget Details

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$4,786,173	\$4,828,111	\$41,938	0.9
Fees and Charges for Services	\$8,758,770	\$9,027,242	\$268,472	3.1
State, Federal, & Other Govt. Revenue	\$4,629,867	\$4,912,740	\$282,873	6.1
Other Departmental Revenue*	\$13,201,769	\$14,151,386	\$949,617	7.2
Use of Fund Balance	\$3,909,474	\$4,559,735	\$650,261	16.6
Transfers & Reimbursements within the County**	\$15,618,416	\$16,947,192	\$1,328,776	8.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$50,904,469</b>	<b>\$54,426,406</b>	<b>\$3,521,937</b>	<b>6.9</b>

\*Other Department Revenues is primarily comprised of anticipated revenue from Measure M sales tax (\$10.9 million), Regional Parks Foundation (\$983,500) and Marina Revenue (\$2.282 million).

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Management & Administration** – Increase of 8.4%, \$322,440, anticipating baseline staffing cost adjustments and due to transferring one vacant, unused Department Program Manager (referred to as an Accessibility and Inclusivity Manager) to Parks Administration mid-year in FY 2022-23.
- **Natural Resource Management** – Increase of 25.3%, \$642,110, primarily due to grant funds from State Coastal Conservancy and Sonoma Land Trust, \$400K, and County climate funding placed into a restricted donation fund to be used this year, \$273K. The recommended budget includes increased Services & Supplies programming for upcoming vegetation management and other natural resource projects in FY 2023-24.
- **Park Operations and Maintenance** – Decrease of 2.9%, \$493,654, due to reduction in capital expenditures compared to prior year, which included funds for machinery and mobile equipment replacement.
- **Planning and Acquisition** – Increase of 13.8%, \$289,916, due to salary and benefit costs for FY 2023-24.
- **Capital Project Development** – Increase of 27.2%, \$486,648, for project costs related to capital improvement projects in several divisions (Operations and Maintenance, Park Planning and Acquisitions, and Natural Resources). Funding for this work comes primarily from Parks Mitigation Fees, collaborations with Ag + Open Space to provide Initial Public Access, other restricted revenues, and will be used to develop park facilities, leverage grants and the acquisition of land and easements.
- **Measure M Implementation** – Increase of 13.1%, \$506,000, in Measure M sales tax revenues based on current trends and forecasting. Expenditures that are captured in this service area primarily reflect fund transfers to the Capital Projects Budget included under a separate tab. Funding is for the three Measure M Expenditure Plan categories: Maintenance, Safety and Recreation, Improve Access and Natural Resources. The transfers total \$7.9 million in FY 2022-23 and \$8.2 million in FY 2023-24 and are included in Internal Transfers and Reimbursements.

## Key Issues

- The impacts of countywide workforce recruitment and retention issues on daily operational services, routine maintenance tasks and the management of capital projects.
- The issue of homelessness and its impact on facilities, park visitors, neighbors, and the environment.
- Climate change is increasing challenges with coastal infrastructure and existing facilities, including near-term damage and medium- to long-term threats to key parks and infrastructure.
- Post-COVID levels of visitation for parks on the river and coast resulting in overcrowding.

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# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

- Finalized the Regional Parks Strategic Priorities 2022-2025, in support of the County's strategic priorities, that includes investments in a climate-adapted parks system; a commitment to making parks more equitable and accessible; reduction of the impacts of visitors on facilities; a commitment to financial and organizational stability; and enhancing the visitor experience.
- Finalized and executed the co-management agreement with the Federated Indians of the Graton Rancheria to co-manage Tolay Lake Regional Park.
- Burned hundreds of vegetation piles in partnership with CAL FIRE and local fire agencies over 6 days at Shiloh Ranch, Foothill, Gualala Point and Cloverdale River Park to reduce the risk of catastrophic wildfires by eliminating potential fuels.
- Amplified Leave No Trace messaging to encourage visitors to protect park resources. Activities included a week-long trash cleanup and public education campaign at Steelhead Beach, placing Leave No Trace messaging in regional media, promoting Regional Parks' River Shuttle ridership and advancing collaboration with Leave No Trace (<https://lnt.org/>) for the Mendocino/Sonoma/Marin coastlines.
- Delivered over 520 recreation, park interpretation, outreach, and other programs to over 8,000 community members of all ages and backgrounds and connected approximately 10,000 students to the outdoors via school fieldtrips providing environmental education aligned with Common Core and Next Generation Science Standards.

## FY 2023-24 Objectives

- Completion of Spring Lake 50<sup>th</sup> Anniversary renovations including repairs and re-paving bike paths and parking lots, installing wildlife friendly food lockers in the campground, extensive cleaning, painting, and updating the restrooms, entry stations, and replacing park information and wayfinding signs with re-branded signage.
- Continue to implement strategies to help accelerate the creation of Class I bike trails used for commuting, recreation, health, and environmentally friendly tourism by acquiring easements or ownership of land for trail development, increasing staffing for project management, and developing informational materials to assist in landowner outreach.
- Continue the redevelopment and renovations of aging park facilities where deferred maintenance combined with new park elements and amenities can be leveraged to increase public benefits while decreasing maintenance costs. Active projects include Maxwell Farms Redevelopment Phase 1 and 2, Larson Park

Renovation Phase 1, Healdsburg Veteran Memorial Beach, Hood Mountain, Taylor Mountain, Sonoma Valley, Spring Lake, Ragle Ranch and Helen Putnam Regional Parks.

- Develop an Accessibility and Inclusivity Framework with community representation from community benefit organizations, advocates, and other community leaders with a timeline for high priority Accessibility and Inclusivity initiatives for internal and external implementation.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE Administrative Aide to Park Planning Division. Appropriations included in the FY 2023-24 Recommended Budget.	1.00	\$0	\$0	\$0
Add 1.0 FTE Senior Park Planner. Appropriations included in the FY 2023-24 Recommended Budget.	1.00	\$0	\$0	\$0

# DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$21,221,541	\$21,823,611	\$21,823,611	\$602,070	2.8
Services and Supplies	\$13,704,051	\$15,249,326	\$15,249,326	\$1,545,275	11.3
Capital Expenditures	\$605,366	\$222,000	\$222,000	(\$383,366)	(63.3)
Other Expenses*	\$506,856	\$155,581	\$155,581	(\$351,275)	(69.3)
Transfers within the County	\$14,866,655	\$16,975,888	\$16,975,888	\$2,109,233	14.2
<b>Total Expenditures by Character</b>	<b>\$50,904,469</b>	<b>\$54,426,406</b>	<b>\$54,426,406</b>	<b>\$3,521,937</b>	<b>6.9</b>

\*Other expenses include depreciation expenses for the Marinas

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$4,786,173	\$4,828,111	\$4,828,111	\$41,938	0.9
Fees and Charges for Services	\$8,758,770	\$9,027,242	\$9,027,242	\$268,472	3.1
State, Federal, & Other Govt. Revenue	\$4,629,867	\$4,912,740	\$4,912,740	\$282,873	6.1
Other Departmental Revenue	\$13,201,769	\$14,151,386	\$14,151,386	\$949,617	7.2
Use of Fund Balance	\$3,909,474	\$4,559,735	\$4,559,735	\$650,261	16.6
Internal County Reimbursements & Transfers	\$15,618,416	\$16,947,192	\$16,947,192	\$1,328,776	8.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$50,904,469</b>	<b>\$54,426,406</b>	<b>\$54,426,406</b>	<b>\$3,521,937</b>	<b>6.9</b>

<b>Total Permanent Positions</b>	<b>139.00</b>	<b>139.00</b>	<b>141.00</b>	<b>2.00</b>	<b>1.4</b>
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\*Other Department Revenues is primarily comprised of anticipated revenue from Measure M sales tax (\$10.9 million), Regional Parks Foundation (\$983,500) and Marina Revenue (\$2.282 million).

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



# 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$52,592,152
Internal Transfers	\$943,507
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$20,964,700
Total General Fund Contribution	\$0
% Funded by General Fund	0.00%
Total Staff	35.00

## 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 actions are guided by the 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 also committed to ensuring that our work benefits everyone in our community and we are actively pursuing ways to incorporate tenants of diversity, equity and inclusion into every aspect of our conservation work.

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 <http://sonomaopenspace.org/>

### Service Area Description

The **Community Resources Program** provides outreach and communication, outings and education, government relations, grant funding, and technical expertise to increase resilience of natural and human communities.

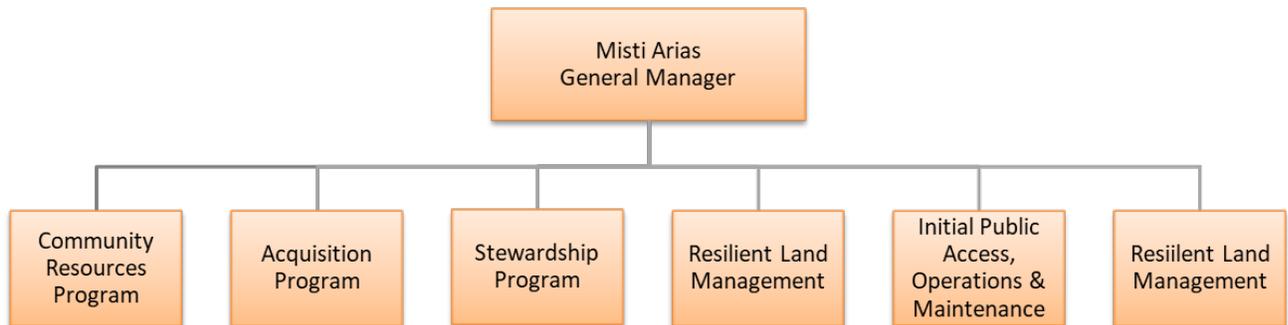
The **Acquisition Program** leads the purchase of conservation easements and land to protect farmland, greenbelts, natural resource areas, and recreational lands.

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.

**Initial Public Access, Operation and Maintenance** (IPAOM) reflects eligible expenditures by Ag + Open Space to other agencies to accelerate initial public access on protected properties intended for public recreational use.

**Resilient Land Management** provides technical and financial support to landowners to enhance land management efforts the minimize risk from extreme events and increase resilience of our natural and human communities.

## DEPARTMENT CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Community Resources	9.5	8.5	(1.00)	(10.5)
Acquisition	11.0	11.0	0.00	0.0
Stewardship	12.5	13.5	1.00	8.0
Resilient Land Management	1.0	1.0	0.00	0.0
Initial Public Access, Operations and Maintenance	0	0	0.00	0.0
<b>Total Permanent Positions</b>	<b>34.00</b>	<b>34.00</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. Executive Management and Administration FTE and costs associated with them are proportionally allocated to the Community Resources, Acquisition, and Stewardship service areas based on the size of their budget.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Community Resources	\$3,342,881	\$2,237,379	(\$1,105,502)	(33.1)
Acquisition	\$36,919,009	\$43,424,696	\$6,505,687	17.6
Stewardship	\$3,459,818	\$3,243,434	(\$216,384)	(6.3)
Resilient Land Management	\$250,000	\$304,007	\$54,007	21.6
Initial Public Access, Operations and Maintenance	\$2,541,640	\$3,382,636	\$840,996	33.1
<b>Departmental Operating Expenditures*</b>	<b>\$46,513,348</b>	<b>\$52,592,152</b>	<b>\$6,078,804</b>	<b>13.1</b>
<i>Internal Departmental Transfers</i>	<i>\$629,640</i>	<i>\$943,507</i>	<i>\$313,867</i>	<i>49.8</i>
<b>Gross Departmental Expenditures</b>	<b>\$47,142,988</b>	<b>\$53,535,659</b>	<b>\$6,392,671</b>	<b>13.6</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department's gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

\* Executive Management and Administration costs are proportionally allocated to the Community Resources, Acquisition, and Stewardship service areas.

## Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Salaries and Benefits	\$6,652,471	\$6,930,065	\$277,594	4.2
Services and Supplies	\$8,752,161	\$7,563,334	(\$1,188,827)	(13.6)
Capital Expenditures	\$28,415,000	\$32,485,000	\$4,070,000	14.3
Other Expenses*	\$2,676,943	\$5,594,443	\$2,917,500	109.0
Transfers within the County**	\$646,413	\$962,817	\$316,404	48.9
<b>Total Expenditures by Character</b>	<b>\$47,142,988</b>	<b>\$53,535,659</b>	<b>\$6,392,671</b>	<b>13.6</b>

\*Project accepted into the Matching Grant Program.

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Open Space District Sales Tax Revenue*	\$40,772,000	\$32,570,959	(\$8,201,041)	(20.1)
State, Federal, & Other Govt. Revenue	\$5,084,700	\$4,864,000	(\$220,700)	(4.3)
Other Department Revenue**	\$635,300	\$2,029,000	\$1,393,700	219.4
Use of Fund Balance***	\$0	\$13,077,803	\$13,077,803	0.0
Transfers & Reimbursements within the County****	\$650,988	\$993,897	\$342,909	52.7
<b>Total Revenues/Use of Fund Balance</b>	<b>\$47,142,988</b>	<b>\$53,535,659</b>	<b>\$6,392,671</b>	<b>13.6</b>

\*Open Space District Sales Tax Revenue includes \$32,570,959 in anticipated FY 2023-24 sales tax revenue.

\*\*Other Department Revenue includes \$145,000 in use of money and property and \$1,884,000 in donations and contributions.

\*\*\*Reflects use of allocation from the PG&E settlement fund in FY21-22 to support the time-limited Vegetation Management Program, accumulated IPAOM revenue from prior years, and \$12,648,256 accumulated sales tax revenue from prior years.

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

## DEPARTMENT HIGHLIGHTS

### Major Variances

- **Community Resources** had a minor reorganization, which moved staff associated with Planning and Geographic Information Systems from Community Resources to Acquisition to increase overall capacity, and moved a program manager from Community Resources to Resilient Land Management to reflect a separate services area, resulting in a net staffing and services and supplies cost reduction of 33.1% (\$1.1 million).
- **Acquisition** expenditures increased by 17.6% (\$6.5million) for FY 2023-24 primarily due to an increase in potential acquisitions that could close in the year and staffing and acquisition costs related to the Matching Grant Program.
- **Stewardship** expenditures decreased by 6.3% (\$216,000) for FY 2023-24 due to the decreased maintenance cost on recreation properties due to the transfer of fee lands to Regional Parks and the completion of a riparian restoration project on an agricultural greenbelt property.
- **Initial Public Access, Operation & Maintenance** expenditures increased by 33.1% (\$841,000) due to an encumbrance of remaining contract balances for Regional Parks transfer agreements to ensure adequate appropriations exist for Initial Public Access activity at Calabazas Creek Regional Park and Open Space Preserve, Carrington Coast Ranch Regional Park and Open Space Preserve, Kashia and Stewarts Point Coastal Trails, Estero Americano Coast Preserve, Mark West Regional Park and Open Space Preserve, Torr West and Wright Hill Ranch Regional Park and Open Space Preserve.
- **Resilient Land Management** expenditures increased by 21.6% (\$54,000) due to additional administrative support needs associated with Vegetation Management Program.

### Key Issues

- Ag + Open Space is tasked with preserving productive agricultural lands, but local producers are facing many challenges which puts agricultural lands at greater risk of conversion to non-agricultural uses.
- Climate change is significantly increasing the threat to our natural and human communities. Protecting the land from subdivision and development is not sufficient to address and mitigate the impacts of climate change. Enhanced land management on protected lands is needed to achieve climate resilience.

- The community at large does not have a thorough understanding of Ag + Open Space’s mission and work, opportunities to engage, and the benefits they receive as a result of their investment.
- Ag + Open Space has a perpetual obligation to monitor public investments but has a time limited funding source. Therefore, Ag + Open Space needs a perpetual funding source to support ongoing land and easement stewardship activities.
- Lack of ongoing funding and technical assistance for landowners to implement land management practices that enhance ecological health and agricultural production.
- Acquisition project delays caused by the limited pool of appraisers that can appraise properties and conservation easements in a timely and effective manner.

## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- **Acquisition** acquired four conservation easements or properties from the coast to the Mayacamas Mountains that protect vital agricultural resources including prime grazing lands, water resources such as vernal pools, and key wildlife corridors; as well as properties that maintain community identity and create expanded recreational opportunities.
- **Community Resources** initiated the Farmland for All program to increase conservation of and equitable access to agricultural lands. Completed the sale of Haroutunian North to an agricultural buyer, Tierra Vegetables.
- Conducted the 2023 **Vegetation Management** Grant program to select projects to receive up to \$3 million in PG&E settlement funds. These projects will add to the over \$8.3 million that was previously awarded to 46 projects resulting in vegetation management treatments on 3,125 acres of land.
- **Stewardship** completed riparian restoration work at Oken Property near Rohnert Park, fuels reduction projects at various Ag + Open Space-owned properties, including forest management at Saddle Mountain Open Space Preserve, and invasive species management, mowing and livestock grazing at several other properties.
- Conducted the 2022 **Matching Grant Program** and accepted two new projects for funding in Petaluma and Southeast Santa Rosa. Reopened the 2022 cycle to encourage additional applications with increased support and received an additional 6 applications.
- **Community Resources** released a Request for Proposals to solicit partnership proposals for our Public Outings & Youth Education and Workforce Development Program with increased effort for diversity, equity and inclusion and public exposure to private protected lands.

### FY 2023-24 Objectives

- **Strategic Plan Alignment: Climate Action and Resiliency Goal 5, Objective 2** – Outreach directly to owners of high priority agricultural and natural lands identified by the Vital Lands Initiative to increase and accelerate protection of these lands.
- Work with the Board of Directors to scope, create, and initiate funding of the Ag + Open Space Endowment to ensure that our agency can meet its perpetual obligation to steward lands and conservation easements.

- **Strategic Plan Alignment: Climate Action and Resiliency Goal 1, Objectives 2 and 3 and Goal 5, Objective 2 -** Provide technical and financial support to increase land management practices on public and private lands that enhance the health and function of protected lands through stewardship of conservation easements, technical support, and funding.
- Conduct a pilot Buy, Protect, Sell project(s) to increase protection of agricultural lands and help to facilitate equitable, affordable access to land for diverse farmers and ranchers.
- Expand opportunities for all members of the community to connect with protected lands through new Outings and Education contracts and revised Matching Grant Program Guidelines.
- Work with our recreational partners to identify how we can support their efforts to open parks and preserves acquired with Ag + Open Space funds and provided with Initial Public Access Operations and Maintenance funds to the public within Fiscal Year 2023-24.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Add 1.0 FTE APOSD Geographic Information Systems Analyst. Appropriations included in the FY 2023-24 Recommended Budget.	1.0	\$0	\$0	\$0

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$6,652,471	\$6,930,065	\$6,930,065	\$277,594	4.2
Services and Supplies	\$8,752,161	\$7,563,334	\$7,563,334	(\$1,188,827)	(13.6)
Capital Expenditures	\$28,415,000	\$32,485,000	\$32,485,000	\$4,070,000	14.3
Other Expenses	\$2,676,943	\$5,594,443	\$5,594,443	\$2,917,500	109.0
Transfers within the County	\$646,413	\$962,817	\$962,817	\$316,404	48.9
<b>Total Expenditures by Character</b>	<b>\$47,142,988</b>	<b>\$53,535,659</b>	<b>\$53,535,659</b>	<b>\$6,392,671</b>	<b>13.6</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Open Space District Sales Tax Revenue	\$40,772,000	\$32,570,959	\$32,570,959	(\$8,201,041)	(20.1)
State, Federal, & Other Govt. Revenue	\$5,084,700	\$4,864,000	\$4,864,000	(\$220,700)	(4.3)
Other Departmental Revenue	\$635,300	\$2,029,000	\$2,029,000	\$1,393,700	219.4
Use of Fund Balance	\$0	\$13,077,803	\$13,077,803	\$13,077,803	0.0
Internal County Reimbursements & Transfers	\$650,988	\$993,897	\$993,897	\$342,909	52.7
<b>Total Revenues/Use of Fund Balance</b>	<b>\$47,142,988</b>	<b>\$53,535,659</b>	<b>\$53,535,659</b>	<b>\$6,392,671</b>	<b>13.6</b>

<b>Total Permanent Positions</b>	<b>34.00</b>	<b>34.00</b>	<b>35.00</b>	<b>1</b>	<b>2.9</b>
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# 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, environment and the economy through education and the enforcement of laws and regulations.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$8,173,582
Internal Transfers	\$0
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$5,819,830
Total General Fund Contribution	\$2,353,752
% Funded by General Fund	28.80%
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, which are aligned with its core service areas: Agriculture, Weights & Measures, and Land Stewardship.

For more information, call (707) 565-2371, or visit <http://sonomacounty.ca.gov/AWM/>.

### Service Area Description

**Agriculture Regulation and Enforcement** 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.

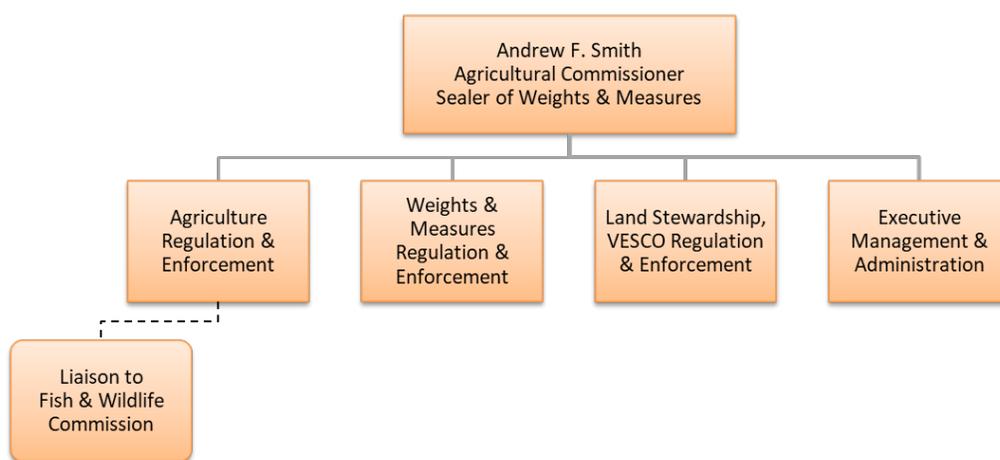
**Weights & Measures Regulation and Enforcement** protects the economy and consumers by ensuring fair and equitable business practices. The Weights & Measures Division accomplishes this by testing the accuracy of commercial weighing and measuring devices and checking the quantity of packaged commodities 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.

**Land Stewardship Regulation and Enforcement** is in charge of protecting the environment and promoting 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 experts for input on non-department projects through the County’s project review advisory committee.

**Executive Management & Administration Division** provides budget, accounting, customer service, contract management, human resource, and information services in support of the other service areas/divisions. This Service Area’s workload has previously been distributed proportionately across other service areas, and a large proportion of this work supports the Agriculture Division and Maintenance of Effort with Food and Agricultural Code obligations. This breakout of Executive and Administration service area work will serve to identify the actual costs of this service area to the department.

## DEPARTMENT ORGANIZATIONAL CHART



### Permanent Positions by Service Area\*

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Agriculture Regulation & Enforcement	29.5	18.7	(10.80)	(36.6)
Weights & Measures Regulation & Enforcement	6	6	0.00	0.0
Land Stewardship, VESCO Regulation, & Enforcement	3	3	0.00	0.0
Executive Management & Administration**	0	10.8	10.80	0.0
<b>Total Permanent Positions</b>	<b>38.5</b>	<b>38.5</b>	<b>0.00</b>	<b>0.0</b>

\*Positions are shown in the service area in which they are budgeted. In some cases, positions may be budgeted in one area but provide services to multiple areas, and costs may be spread in the table above.

\*\*Executive Management and Administration positions were moved out of Agriculture Regulation and Enforcement to better track administrative overhead costs, but the positions continue to support all service areas.

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Agriculture Regulation & Enforcement	\$5,664,038	\$4,465,076	(\$1,198,962)	(21.2)
Weights & Measures Regulation & Enforcement	\$1,084,399	\$1,197,313	\$112,914	10.4
Land Stewardship, VESCO Regulation, & Enforcement	\$873,773	\$917,055	\$43,282	5.0
Executive Management & Administration	\$0	\$1,594,138	\$1,594,138	N/A
<b>Departmental Operating Expenditures*</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</b>
<i>Internal Departmental Transfers</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0</i>
<b>Gross Departmental Expenditures</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</b>

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$5,875,954	\$6,392,132	\$516,178	8.8
Services and Supplies	\$1,689,226	\$1,749,242	\$60,016	3.6
Capital Expenditures	\$31,000	\$5,000	(\$26,000)	(83.9)
Transfers within the County*	\$26,030	\$27,208	\$1,178	4.5
<b>Total Expenditures by Character</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$2,362,107	\$2,353,752	(\$8,355)	(0.4)
Fees and Charges for Services	\$1,619,474	\$1,605,716	(\$13,758)	(0.8)
State, Federal, & Other Govt. Revenue	\$2,969,500	\$3,213,293	\$243,793	8.2
Other Departmental Revenue*	\$326,000	\$452,500	\$126,500	38.8
Use of Fund Balance	\$1,430	\$0	(\$1,430)	N/A
Transfers & Reimbursements within the County**	\$343,699	\$548,321	\$204,622	59.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</b>

\*Other Departmental Revenue includes fine revenues for noncompliance and/or settlements.

\*\*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

- **Agriculture Regulation and Enforcement:** Net decrease in expenditures by 21% (\$1.2 million) due to the move of Executive Leadership staffing costs of roughly \$1.6 million to new Administration section, to better show staffing costs that support all services rather than including the entire amount within one service area. There is also an estimated increase in state revenue and fees of \$393,000, which will help offset increased salary and benefit costs.
- **Weights & Measures Regulation and Enforcement:** Increase of 10.4% (\$112,914) is due to expected increases to salary and benefit costs due to equity adjustments and cost of living increases in service area.
- **Land Stewardship VESCO Regulation and Enforcement:** No significant changes.
- **Executive Management & Administration:** This is a new identified Service Area for FY 2023-24. 10.8 FTE position allocations were moved from Agriculture Regulation and Enforcement to more accurately differentiate costs that support all departmental services from those associated with specific Service Area costs.

### Key Issues

- Challenges with recruitment and retention of permanent and extra help staff in the Administration and Agriculture Divisions make it difficult to maintain a high level of customer service, maximize state contract revenue, and create efficiencies, as well as to update web presence and implement language access and community engagement efforts.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- Completed organizational development activities, including 4 workshops, with all department staff. Due to relatively high turnover and retirements in recent years, there was a collective desire to reset expectations, reassess collective values, and open the door for departmentwide experiences that prioritize communication and effective trainings. This has resulted in better customer service to the public and improved workflows.
- Collaborated with the Department of Emergency Management, Sheriff's Office, Office of Equity, and the University of California Cooperative Extension to implement the County's new Agriculture Access Verification Card program and process. The Department is actively verifying commercial agricultural practitioners for this effort.
- Collaborated with the agricultural community, University of California Cooperative Extension, Sonoma County Ag + Open Space District, resource conservation districts, United States Department of Agriculture, and Marin County Agriculture, Weights & Measures to develop drought solution resources for agricultural practitioners, including <https://ucanr.edu/sites/SoCo/files/350468.pdf> and [https://cesonoma.ucanr.edu/Disaster\\_Resources/Drought/](https://cesonoma.ucanr.edu/Disaster_Resources/Drought/). The Department will continue to participate in the Water Agency's Inter-agency drought taskforce in FY 2023-24.
- Assisted in the development of the new Permit Sonoma well ordinance adopted in FY 2022-23 by participating in the Technical Working Group.

### FY 2023-24 Objectives

- Improve external communication, community engagement, and language access by updating Department website and developing an inquiry portal to handle inquiries and complaints.
- Continue building efficiencies in compliance and enforcement for an effective County cannabis program in collaboration with Permit Sonoma, the County Administrator's Office, Auditor Controller-Treasurer-Tax Assessor, and County Counsel.
- Collaborate with the Agricultural Commissioner's Offices of Marin and Napa counties to hold a legacy pesticide take back event. Apply for and obtain a grant from the California Department of Pesticide Regulation through the California Agricultural Commissioners and Sealers Association to fund this event, which is part of the larger effort to improve health and safety in our communities. This event will allow local agricultural businesses and practitioners to safely and appropriately dispose of old, unwanted, or obsolete pesticides.
- Restore **Weights and Measures** inspection services across all programs to pre-pandemic inspection levels due to increased access to commercial operators.
- Enhance public education and outreach to consumer groups and business groups to improve public understanding of the **Weights and Measures division** services and goals. This will include inspection work at weekend farm markets, outreach to senior groups in mobile home parks and consumer information to be offered on the Department website.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended.

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$5,875,954	\$6,392,132	\$6,392,132	\$516,178	8.8
Services and Supplies	\$1,689,226	\$1,749,242	\$1,749,242	\$60,016	3.6
Capital Expenditures	\$31,000	\$5,000	\$5,000	(\$26,000)	(83.9)
Other Expenses*	\$0	\$0	\$0	\$0	0.0
Transfers within the County	\$26,030	\$27,208	\$27,208	\$1,178	4.5
<b>Total Expenditures by Character</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$2,362,107	\$2,353,752	\$2,353,752	(\$8,355)	(0.4)
Fees and Charges for Services	\$1,619,474	\$1,605,716	\$1,605,716	(\$13,758)	(0.8)
State, Federal, & Other Govt. Revenue	\$2,969,500	\$3,213,293	\$3,213,293	\$243,793	8.2
Other Departmental Revenue*	\$326,000	\$452,500	\$452,500	\$126,500	38.8
Use of Fund Balance	\$1,430	\$0	\$0	(\$1,430)	(100.0)
Internal County Reimbursements & Transfers**	\$343,699	\$548,321	\$548,321	\$204,622	59.5
<b>Total Revenues/Use of Fund Balance</b>	<b>\$7,622,210</b>	<b>\$8,173,582</b>	<b>\$8,173,582</b>	<b>\$551,372</b>	<b>7.2</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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\*Other Departmental Revenue includes fine revenues for noncompliance and/or settlements.

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



# 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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b>Expenditures</b>	
Departmental Operating Expenditures	\$1,313,700
Internal Transfers	\$0
<b>Funding Sources</b>	
Total Revenues/Use of Fund Balance	\$4,990
Total General Fund Contribution	\$1,308,710
% Funded by General Fund	99.62%
Total Staff	6.00

## DEPARTMENT OVERVIEW

Through a collaborative agreement between the University of California, Division of Agriculture and Natural Resources (UC ANR) and the County of Sonoma, 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 \$2.3 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 [cesonoma.ucanr.edu](https://cesonoma.ucanr.edu).

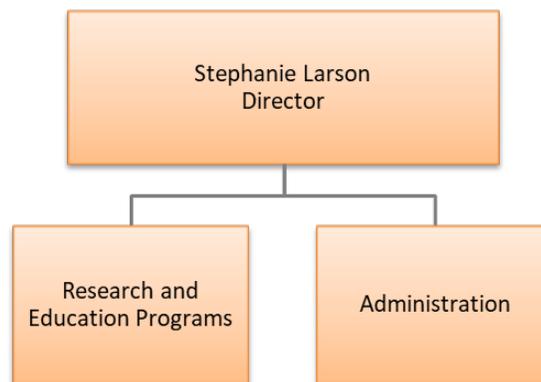
### Service Area Description

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 provides educational and research-based information, assisting local agriculture producers in maintaining economic viability. Within the Research and Education service area, the department manages a number of programs in conjunction with University of California staff. The **Livestock and Rangeland Management** program supports local livestock and grazing industries, promoting rangeland management for increased ecosystem services, habitat conservation, and fire fuel reduction. The **Dairy** program serves to encourage environmentally sound dairy management and greater implementation of climate smart agriculture practices. Both the Livestock and Dairy programs are assisted by UCCE to adopt climate smart practices through the UCCE **Healthy Soils Initiative** and **AMMP** (Alternative Manure Management Program) which assist agriculture to implement practices that will reduce greenhouse gases. 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 that addresses climate-resilient practices, such as planting drought resistant varieties, that will require less water for production. 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. **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 is fortunate to have recently hired a **Specialty Crops** Advisor focusing on underserved agriculture producers and the barriers to increasing opportunities for local food production. The specialty crops program will address soil management, irrigation systems, integrated pest management, nutrient management, crop selection and crop production techniques favorable to this region. **Environmental Horticulture** program promotes sound plant health care in our urbanized County, with an emphasis on Integrated Pest Management (IPM) principles. **Sonoma County 4-H Youth Development** provides volunteer training and oversight of the program that 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. The **Agriculture Ombudsman** program works across all areas of agriculture production, providing service to small scale, niche farmers and ranchers, especially underserved and women, addressing the barriers to agriculture, especially as it relates to land access. Additionally, the **UC Master Gardener Program** leads community efforts to address community food production, 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 Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Research and Education Programs	5.00	4.00	(1.00)	(20.0)
Administration	1.75	1.00	(0.75)	(42.9)
<b>Total Permanent Positions</b>	<b>6.75</b>	<b>5.00</b>	<b>(1.75)</b>	<b>(25.9)</b>

*\*Position reductions in FY 2023-24 result from a 1.0 FTE time-limited Department Program Manager, funded with PG&E Settlement Funds, expiring on June 30, 2023 and a 0.75 FTE Administrative Aide layoff due to General Fund contribution not keeping pace with cost increases.*

# FINANCIAL SUMMARIES

## Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Research and Education Programs	\$969,581	\$922,431	(\$47,150)	(4.9)
Administration	\$263,903	\$280,277	\$16,374	6.2
<b>Departmental Operating Expenditures*</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>(\$30,776)</b>	<b>(2.5)</b>
<i>Internal Departmental Transfers</i>	\$0	\$0	\$0	0.0
<b>Gross Departmental Expenditures</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>(\$30,776)</b>	<b>(2.5)</b>

## Department Budget Details

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$902,770	\$813,792	(\$88,978)	(9.9)
Services and Supplies	\$326,722	\$382,978	\$56,256	17.2
Transfers within the County*	\$3,992	\$5,938	\$1,946	48.7
<b>Total Expenditures by Character</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>(\$30,776)</b>	<b>(2.5)</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022- 23 Adopted
General Fund Contribution	\$1,206,214	\$1,197,718	(\$8,496)	(0.7)
State, Federal, & Other Govt. Revenue	\$25,000	\$0	(\$25,000)	(100.0)
Transfers & Reimbursements within the County*	\$2,270	\$4,990	\$2,720	119.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>(\$30,776)</b>	<b>(2.5)</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

- **Research and Education Programs:** There is a reduction of 4.9% or \$47,150 due to a \$25,000 USDA/Forest Service grant that will be administered by the University of California instead of the County in FY 2023-24, and the remaining \$22,150 from a net reduction in salary and benefit costs to meet General Fund contribution.
- **Administration:** Increase of 6.2% or \$16,374 due to anticipated salary and benefit cost adjustments.

### Key Issues

- University of California Cooperative Extension (UCCE) department added three additional farm advisors in FY 2022-23: 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 agricultural economic viability and the protection of natural resources. Per the agreement between the County and the University of California, UCCE is responsible for providing all administrative staffing and support for these new advisors.

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## ACCOMPLISHMENTS AND OBJECTIVES

### FY 2022-23 Accomplishments

- Reached a milestone of over 1,500 Garden Sense program visits. Garden Sense is a nine-year partnership between the UCCE and Sonoma Water and has conservatively resulted in a savings of over 7.5 million gallons of water.
- Secured \$1 million USDA Regional Food Systems Partnership grant with a \$250,000 local match from the Sonoma County Board of Supervisors (Climate Resiliency Fund) to build a 6-county North Coast emergency food system that strengthens community resilience to climate change, enhances community level emergency food system planning and preparedness, and expands sales for local food producers. Sonoma County Human Services Department will be collaborating on the goals of this grant.
- Partnered with Zero Waste Sonoma and Petaluma Bounty to secure a nearly \$300,000 USDA carbon sequestration and food recovery grant to expand existing collaborations with Zero Foodprint to scale, coordinate, and optimize scaling carbon sequestration projects in coordination with SB 1383 implementation strategy, including an expected increase of 10,000 tons of compost created per year.
- Developed new demonstration gardens with local community non-profits (Petaluma Bounty and Sebastopol Center for the Arts) and secured a license agreement with the County of Sonoma to launch a youth educational outreach program on the Los Guilicos campus in the coming year. The new demonstration garden will serve as a central location for events for families and youth to learn about growing food and school garden coordinators to convene to learn program best practices.
- Partnered with Ag + Open Space to conduct a survey to collect information about the goals, barriers, and needs of farmers and ranchers with limited resources. The goal of the survey was to determine the barriers to increasing the economic viability of small-scale livestock and specialty crop production in Sonoma County.

### FY 2023-24 Objectives

- Expand the recently launched UCCE community prescribed grazing program, with the objective of having at least one grazing collaborator in each of the five districts, to reduce fire fuels and create community resiliency.
- Continue to innovate with community partners, including Fire Safe Sonoma, Habitat Corridor Project, and Sonoma Ecology Center on educational outreach to support increased preparedness of home landscapes in the face of future wildfires and increasing droughts, with a focus on outreach in Spanish and in more urban areas of the County.
- Quantify efficiencies of installed California Department of Food and Agriculture's Alternative Manure Management Program technologies to better inform other dairy producers interested in implementing climate smart agricultural practices.
- Conduct a needs assessment for specialty crop growers with the goal of ensuring the new UCCE Sonoma Specialty Crops program is oriented to support growers' core priorities. Subsequent research and education projects will be focused on the areas that are most relevant based on the needs assessment.
- 
- Support innovative community efforts to make farmers markets in Sonoma County more accessible to CalFresh and Latinx customers, including expanding awareness of CalFresh and Market Match and promoting a newly launched website, [nuestrosmercados.org](https://nuestrosmercados.org), in collaboration with Farmers Market LIFE and the Sonoma County Department of Health Services.



# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Budget Hearing Actions

General Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Restore 0.75 FTE 4-H Program Administrative Aide (Bilingual) that was reduced to balance the FY 2023-24 Recommended Budget.	0.75	\$80,952	\$0	\$80,952
Add 0.25 FTE to current 0.75 FTE Sr. Office Assistant allocation to make position full time.	0.25	\$30,040	\$0	\$30,040

## DEPARTMENT ADOPTED BUDGET DETAILS

Expenditures by Character	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
Salaries and Benefits	\$902,770	\$813,792	\$924,784	\$22,014	2.4
Services and Supplies	\$326,722	\$382,978	\$382,978	\$56,256	17.2
Capital Expenditures	\$0	\$0	\$0	\$0	0.0
Transfers within the County	\$3,992	\$5,938	\$5,938	\$1,946	48.7
<b>Total Expenditures by Character</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>\$1,313,700</b>	<b>\$80,216</b>	<b>6.5</b>

Revenues/Reimbursements/Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	FY 2023-24 Adopted Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	\$1,206,214	\$1,197,718	\$1,308,710	\$102,496	8.5
State, Federal, & Other Govt. Revenue	\$25,000	\$0	\$0	(\$25,000)	(100.0)
Internal County Reimbursements & Transfers	\$2,270	\$4,990	\$4,990	\$2,720	119.8
<b>Total Revenues/Use of Fund Balance</b>	<b>\$1,233,484</b>	<b>\$1,202,708</b>	<b>\$1,313,700</b>	<b>\$80,216</b>	<b>6.5</b>

<b>Total Permanent Positions</b>	<b>6.75</b>	<b>5.00</b>	<b>6.00</b>	<b>(0.75)</b>	<b>(11.1)</b>
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# CAPITAL PROJECTS

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## Capital Projects Financing Table & Status Report



# CAPITAL PROJECTS

**M. Christina Rivera**  
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.

ADOPTED BUDGET AT A GLANCE	ADOPTED FY 2023-24
<b><u>Expenditures</u></b>	
Departmental Operating Expenditures	\$108,424,853
Internal Transfers	\$3,423,280
<b><u>Funding Sources</u></b>	
Total Revenues/Use of Fund Balance	\$104,548,133
Total General Fund Contribution	\$7,300,000
% Funded by General Fund	6.53%
Total Staff	0.00

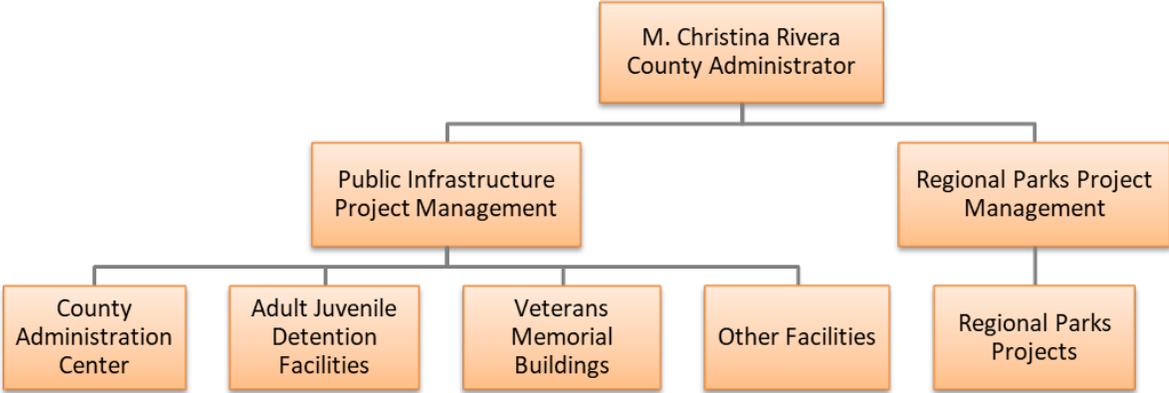
## OVERVIEW

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 Public Infrastructure and Regional Parks Departments. Staffing associated with project management are housed in those departments and included in the departmental budgets.

**Public Infrastructure 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, Los Guilicos, and Public Infrastructure. **Regional Parks** includes 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/administrative-support-and-fiscal-services/sonoma-public-infrastructure>-(formerly-gs)

# DEPARTMENT ORGANIZATIONAL CHART



## FINANCIAL SUMMARIES

### Expenditures by Service Area

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Government Capital Projects	\$74,432,168	\$71,956,396	(\$2,475,772)	(3.3)
Regional Parks Capital Projects	\$38,492,769	\$36,467,980	(\$2,024,789)	(5.3)
<b>Departmental Operating Expenditures*</b>	<b>\$112,924,937</b>	<b>\$108,424,376</b>	<b>(\$4,500,561)</b>	<b>(4.0)</b>
<i>Internal Departmental Transfers</i>	<i>\$855,000</i>	<i>\$3,423,280</i>	<i>\$2,568,280</i>	<i>300.4</i>
<b>Gross Departmental Expenditures</b>	<b>\$113,779,937</b>	<b>\$111,847,656</b>	<b>(\$1,932,281)</b>	<b>(1.7)</b>

\*Departments often need to transfer funds within or between Service Areas for a variety of reasons. These internal transfers overstate the Department’s gross expenditures, because they are recorded both on the sending side (for the movement of funds) and the receiving side (where funds are utilized). Expenditures associated with these internal transfers are excluded from the above Service Area budgets to more accurately illustrate operating costs.

### Department Budget Details

	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
<b>Expenditures by Character</b>				
Services and Supplies	\$2,769,743	\$2,998,964	\$229,221	8.3
Capital Expenditures	\$108,713,824	\$104,386,079	(\$4,327,745)	(4.0)
Transfers within the County*	\$2,296,370	\$4,462,613	\$2,166,243	94.3
<b>Total Expenditures by Character</b>	<b>\$113,779,937</b>	<b>\$111,847,656</b>	<b>(\$1,932,281)</b>	<b>(1.7)</b>

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

Revenues/Reimbursements/ Use of Fund Balance (Sources)	FY 2022-23 Adopted Budget	FY 2023-24 Recommended Budget	Change from FY 2022-23 Adopted	% Change from FY 2022-23 Adopted
General Fund Contribution	7,020,000	5,500,000	(1,520,000)	(21.7)
State, Federal, & Other Govt. Revenue	66,661,403	64,538,966	(2,122,437)	(3.2)
Other Departmental Revenue	4,285,220	3,300,832	(984,388)	(23.0)
Use of Fund Balance	(2,834,859)	4,401,222	7,236,081	(255.3)
Transfers & Reimbursements within the County**	38,648,173	34,106,636	(4,541,537)	(11.8)
<b>Total Revenues/Use of Fund Balance</b>	<b>113,779,937</b>	<b>111,847,656</b>	<b>(1,932,281)</b>	<b>(1.7)</b>

\*\*Transfers within County reflect all funds that are transferred both within this department as well as between departments. Includes transfers from Other General Government, Tobacco Securitization Fund, Tobacco De-Allocated Funds, Criminal Justice Construction Funds, and Community Investment Funds from Transient Occupancy Tax -Measure L Funds.

## PROJECT DESCRIPTIONS

The FY 2023-24 capital projects represent 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. The FY 2023-24 Recommended budget totaling \$111.85 million is comprised of \$99 million in existing funds reprogrammed for ongoing projects, and \$12.8 million in new funding allocations for new and existing projects, including \$4.3 million of Regional Parks managed funds, \$423,136 Transient Occupancy Tax Measure L funding, \$758,500 programmed from the Deferred Maintenance fund balance, and the \$5.5 million annual General Fund.

All new facility projects are a collaborative effort between the Public Infrastructure design, maintenance, and operating department and County departments 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 Public Infrastructure’s 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 GOVERNMENT CAPITAL PROJECTS – Managed by Public Infrastructure**

#### **County Administration Center:**

There is one (1) project receiving new funding in the FY 2023-24 budget, as described below:

- Central Mechanical Plant Replacement of High Efficiency Boilers: \$372,266 from the General Fund to replace two high efficiency boilers with a solitary, larger boiler model. The total project cost of \$509,000 will be partially funded with \$174,800 in General Fund allocated in the FY 2022-23 budget for the replacement of one of the two high efficiency boilers. Delivery of this project was delayed as the second boiler began to fail and a determination was made to install a more reliable single larger boiler rather than replacing the two smaller boilers.

#### **Adult and Juvenile Detention Facilities:**

Funding for two (2) new projects is included in the FY 2023-24 budget, as described below:

- Juvenile Hall Fencing: \$782,000 from the General Fund for the installation of security fencing to ensure controlled access to employee parking areas.
- Main Adult Detention Facility Security Fence: \$450,000 from the General Fund for the installation of fencing leading to the loading dock and vehicle sally port to increase security and establish a secure boundary that can serve as a temporary refuge area for inmates during emergency evacuations.

### **Veterans Memorial Buildings:**

There are two (2) projects recommended for funding, as described below:

- Petaluma Veterans Memorial Hall Seismic Retrofitting: \$700,000 (\$124,687 from General Fund, and \$575,313 from Transit Occupancy Tax – Measure L (3% of the Transit Occupancy Collection) to continue seismic safety construction for the Petaluma Veterans Building. The Transit Occupancy Tax Measure L allocation consists of \$423,136 in new funding for FY 2023-24 and \$152,177 in existing available funds.
- Cloverdale Veterans Memorial Hall Pool Cover: \$40,000 from existing available Transit Occupancy Tax – Measure L funds to install a pool cover. The pool cover will support sustainability by preventing water loss through evaporation and reduce heating costs by maintaining water temperatures when the pool is not in use.

### **Other Facilities and Programs:**

Funding for fourteen (14) projects are included in the FY 2023-24 budget, as described below:

- Los Guilicos Switchgear Replacement: \$350,000 from the General Fund for assessment, design and installation of new breakers and switchgear along with the 12 KV loop microgrid system.
- Sonoma Mt. Tower Refurbishment: \$717,000 from the General Fund to improve the structural integrity of the communications tower including replacement of the guidewires and application of anti-corrosive coatings.
- Public Health Lab and Morgue Relocation: \$1,124,327 from the General Fund to contribute to the project budget and help close the projected funding gap of approximately \$6.3 million as estimated costs have increased primarily due to the change in project delivery method as well as other costs not accounted for in the initial estimates presented in January 2022. This allocation consists of \$624,047 from FY 2023-24 \$5.5 million General Fund contribution to capital projects, and \$500,280 in General Fund from two closed capital projects with residual balances available (\$208,773 from ISD Data Center Power Improvements and \$291,507 from Hall of Justice Underground Roof Drain). The Board has approved funding allocations totaling \$28.2 million which include: \$8 million of American Rescue Plan Act (ARPA) funds approved December 14, 2021; \$9.76 million in FY 2020-21 available Year End General Fund savings; \$10.2 million from the Chanate demolition set aside; and \$200,000 included in the FY 2021-22 Capital Projects Budget.
- County Americans with Disabilities Act (ADA) Barrier Removal: New funding of \$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:
  - Maxwell Farms Regional Park accessible improvements to parking, paths of travel, picnic sites, baseball and soccer viewing areas, drinking fountains, and restrooms, \$200,000.
  - Gualala Regional Park accessible improvements to campsites, picnic sites, parking, paths of travel, drinking fountains, and restrooms, \$50,000.
  - Doran Regional Park accessible improvements to campsites, restrooms and showers, and paths of travel, \$100,000.
  - Fairgrounds and Entertainment Center installation of ADA compliant auto door opener at the main entry to the building, \$50,000.
  - Public Infrastructure Signalized Intersections – Install new curb ramps, replace out of compliance curb ramps, update electronic pedestrian signal systems, and refresh pavement markings as needed, \$250,000.
  - Main Adult Detention Facility F-Mod Barrier Removal; Additional funding required to address inflationary cost increases, \$50,000.
  - Sonoma Veterans Building barrier removal for parking, front door, restrooms, and replacement of door hardware and drinking fountains, \$300,000.

- Santa Rosa Veterans Building barrier removal for parking, front door, restrooms, and replacement of door hardware and drinking fountains, \$300,000.
- Sebastopol Veterans Building barrier removal for parking, front door, restrooms, and replacement of door hardware and drinking fountains, \$300,000.
- Main Adult Detention Facility Paulin Loop –Install two ADA compliant parking stalls on the Paulin Loop in front of the jail, \$300,000.
- Communication Towers: \$180,000 from General Fund will be provided to support the microwave system as part of an annual contribution to the radio communications program.
- Deferred Maintenance Fund: A total allocation of \$758,500 in new funding will be used to continue to finance 2.0 time-limited positions in the Information Systems Department approved by the Board on January 5, 2021 as part of the new County Government Center project to manage the digitization project which will help reduce redundancy in processes across departments, expand mobile accessibility, and reduce paper storage needs, \$408,500; and expenses associated with Small Local Projects for department facilities consisting of small scale general security upgrades, paint and carpet repairs performed by Public Infrastructure Facilities Operations, \$350,000.

### **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 2023-24 budget, with 65 projects receiving new funding. Projects receiving less than \$25,000 each of new funding include Coastal Trail Kashia Pomo, Crane Creek Park Expansion, Foothill Park Phase 4 and 5, Geyserville River Access, Gleason Beach Access Improvements, Helen Putnam Kelly Creek Trail, Helen Putnam Renovation, Hood Lawson Phase 2, Monte Rio Redwoods East Slope, Monte Rio Redwoods West Slope, Mark West Creek Fisheries Enhancement, North Slope Sonoma Mountain Access, Odd Fellows River Access, Petaluma to Sebastopol Trail, Russian River Bike Trail Lower Reach, San Francisco Bay Trail Sonoma, Shiloh Ranch Phase 4, Sonoma Mountain Acquisition & Planning, Sonoma Valley Regional Park Expansion, Taylor Mountain Cooper Creek Phase 1, Taylor Mountain Phase 3, Timber Cove Coastal Trail, Tolay Gathering Area, Tolay Lake Regional Park Phase 1, Wohler Beach Improvements.

Projects receiving \$25,000 or more of new funding are described below.

#### **Bodega Bay Bicycle Trail Coastal Harbor North: New funding of \$250,000**

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 2023.

#### **Bodega Bay Bicycle Trail Smith Brothers: New funding of \$125,408**

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.

**Bodega Harbor East Water Access: New funding of \$50,000**

This project includes improvements and new facilities to accommodate public water access adjacent to the Yacht Club in Bodega Bay. Public access to Bodega Harbor at this location is a longstanding requirement in the Local Coastal Plan. The dock and water access facility is currently in disrepair. Improvements included resolving access issues and constructing parking, pathway, dock and launch improvements supporting water access including universal access. This site is a popular destination to launch kayaks, paddleboards, sailboards, foil boards, and hydrofoils and is also used for fishing. The windsurfing community considers this as one of the best and safest locations for launching because of wind direction and water depths. This is also as a preferred area for beginners.

**Carrington Coast Ranch: New funding of \$105,000**

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.

**Chanslor Ranch: New funding of \$30,000**

This project includes acquisition, planning, and construction of new coastal-area access adjacent to Carrington Ranch. This project is in partnership with the Ag + Open Space District.

**Cloverdale River Park Expansion: New funding of \$65,000**

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.

**Copeland Creek Trail: New Funding of \$154,000**

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.

**Doran Park – Disabled Access Improvements: New funding of \$100,000**

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 \$38,000**

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.

**Dutch Bill Creek Bikeway: New funding of \$150,000**

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.

**Gualala Point Park Disabled Access Improvements: New funding of \$50,000**

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. The project has received environmental clearance and is in final design. Bidding is anticipated in 2023 with construction in spring 2024. Funding source is County ADA Program funding.

**Guerneville River Park: New funding of \$38,000**

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 \$142,000**

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.

**Hood Mountain – McCormick: New funding of \$65,000**

Project includes the acquisition of approximately 244 acres to expand trails and to create a trekking circuit between Hood Mountain Regional Park and Sugarloaf Ridge State Park. The project includes protecting critical watershed and habitat. The acquisition connects existing public parks, offers 360-degree stunning vistas, and will support a premier section of the Bay Area Ridge Trail. The Sonoma Land Trust is leading the multi-million-dollar acquisition with Regional Parks assisting with grant fundraising, due diligence, and leading the future park planning. Planning and community engagement will begin following acquisition in 2023.

**Hood Mountain Expansion: New funding of \$205,000**

Project includes feasibility studies, acquisition, planning, and development of park expansion and trail linkages to Sugarloaf Ridge State Park, the Los Guilicos 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 \$110,000**

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 \$1,015,000**

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.

**Matanzas Creek Park: New funding of 40,000**

The funding is for negotiating an operations and maintenance agreement with Sonoma Water to improve and open the Matanzas Creek property for low-intensity multi-use trails.

**Maxwell Farms Disabled Access Improvements: New funding of \$200,000**

Disabled Access Improvements at Maxwell Farms Regional Park are based on the Sonoma County Self Evaluation & Transition Plan and are designed to provide and enhance access to our facilities for persons of all abilities. This project involves barrier removal work including accessible parking, path of travel, renovations to an existing restroom, accessible tables, benches, and installation of high-low drinking fountains. Funding source is County ADA Program funding.

**Maxwell Farms Redevelopment: New funding of \$165,000**

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.

**Maxwell Regional Park Phase 2: New funding of \$95,000**

This second phase of Maxwell Farms redevelopment will continue to renovate and improve active recreation facilities at a heavily used regional park located in the densest urbanized unincorporated area in the county. This project includes installing four new pickleball courts, a new bike pump track, enhancing the skatepark with expansion and renovation of the existing facility. This phase also includes a new restroom and a new gathering area. Design is underway and construction could begin as soon as 2025 as additional funding is secured. Work is guided by the Master Plan, updated in 2019.

**North Sonoma Mountain Park and Preserve: New funding of \$105,000**

North Sonoma Mountain Regional Park & Preserve is a collection of five properties transferred from the Sonoma County Ag + Open Space District in 2014 and one property owned by Sonoma County Regional Parks. Initial public access to all but one of the properties has been provided. Natural and cultural resource management and stewardship activities are underway. Master Planning for the entire property including environmental compliance for initial public access to the final property, Sonoma Mountain Ranch, is planned for completion in 2023. Trail construction will begin shortly after completing the master plan and will include a premier section of the Bay Area Ridge Trail to the summit of Sonoma Mountain. Funding for initial public access is provided by the Ag + Open Space District and other revenues.

**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.

**Poff Ranch (Wright Hill): New funding of \$60,000**

This project includes master planning and developing public access of the stunning 1,235-acre Wright Hill Regional Park & Open Space Preserve 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 property's adopted 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 \$145,000**

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.

**San Francisco Bay Water Trail: New funding of \$25,000**

This water trail is a growing network of designated launching and landing sites, or "trailheads," around San Francisco Bay. Each trailhead enables non-motorized small boat users to enjoy the historic, scenic, cultural, and environmental richness of San Francisco Bay and its nearby tributary waters. The Water Trail promotes safe and responsible use of the Bay while protecting and increasing appreciation of its environmental resources through education and strategic planning. The Water Trail's network of sites encourages people to explore the Bay in different boat types and in a variety of settings through single- and multi-day trips. This project includes trailhead acquisition, planning, and construction for launching and landing sites on San Pablo Bay, Petaluma River, Sonoma Creek Estuary and surrounding navigable tidal waterways.

**Schopflin Fields Phase 3: New funding of \$50,000**

This project includes the development of the final athletic field and parking as shown on the approved master plan. The project also includes a walking path around the perimeter of the park to serve the public and provide additional recreational opportunities. Regional Parks is working with non-profit sports organizations to complete field development. Field use revenues and Park Mitigation Fees are proposed to leverage grant funds and private donations. The final field will be constructed with these accumulated funds. Local non-profit sports organizations completed renovating the existing turf field in 2020, depleting their financial resources. The new field will be installed in partnership with the non-profits after they secure new funding.

**Sea Ranch Coastal Access Trails: New funding of \$100,000**

Regional Parks manages six public access trails in The Sea Ranch. This current project includes design, engineering and construction of replacement staircase leading to the beach on the 0.12-mile Stengel Beach Trail. This project will restore coastal access to this part of the California Coastal Access Trail.

**Shiloh Ranch Renovation: New funding of \$48,000**

This project includes enhancing the park's pond, improving public access, and addressing deferred site stewardship. Work includes improving a damaged creek crossing, restoring eroded creek channels, re-establishing shaded fuel breaks along trails, trail renovation, and reconditioning roads and trails used for emergency access. This will decrease ongoing maintenance costs, improve visitor experience and emergency access, reduce sediment discharge into the park pond and surrounding drainages, and restore grass and oak woodland habitat. Grant funding is being sought to complete this renovation work.

**Sonoma Schellville Trail: New funding of \$270,000**

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 Trail: New funding of \$70,000**

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, securing an MOU with Caltrans, and negotiating right-of-way acquisitions for the trail with numerous private landowners.

**Spring Lake Park Campground - Disabled Access Improvements: New funding of \$25,000**

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.

**Spring Lake Park Renovation: New funding of \$75,000**

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.

**Taylor Mountain Phase 2 Trails: New funding of \$100,000**

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 construction started in the summer of 2021 and completion is anticipated in 2023.

**West County Trail – Green Valley Road: New funding of \$320,000**

Planning and construction to close gaps in the West County Trail. This project is for a 0.26-mile trail paralleling Green Valley Road between Ross Road and Atascadero Creek. This trail segment will close the gap between the trail north to Forestville and the trail south to Graton, increasing safety and improving trail user experience.

**Wohler Road Maintenance Facility: New funding of \$50,000**

This project includes planning and design, and construction of a new maintenance facility on Wohler Road.

# ACCOMPLISHMENTS AND OBJECTIVES

## FY 2022-23 Accomplishments

### Public Infrastructure

- Completed three ADA Projects to include:
  - ADA Unincorporated Areas Self-Evaluation and Transition Plan Project surveying ADA barriers at County owned facilities and sites in the County of Sonoma.
  - Completion of ADA upgrade projects at the Fairgrounds including RV utility facilities, Administration Building, and Grace Pavilion.
  - Completion of parking area accessibility improvements at the Petaluma Veterans Memorial Hall.
- Completion of upgrades to County Fleet fuel station including replacement of four fuel dispensers and the fuel/leak monitoring detection system, along with associated sensors and alarms.
- Completed installation of a generator at the Charles M. Schulz, Sonoma County Airport, to provide emergency back-up power and ensure continuity of operations to the Airport during a power shut down.
- Completed installation of artwork at the Meredith Pier in Bodega Bay, recognizing the heritage and historical contributions of early settlers. The sculpture celebrates the significance of the local fishing communities, and was a successful partnership between the local community, the art community, and government.
- Renovation and repair of a heated outdoor pool located adjacent to the Cloverdale Veterans Memorial Hall. This project was a partnership between the County, Veterans Service Organization, City of Cloverdale, and Cloverdale School District.
- Installation of an emergency power transfer switch for continuity of operations at Registrar of Voters office by transferring power in the event of a power outage.
- Remodeled park entry station at Spring Lake Regional Park.

### Regional Parks

- Began \$7.2 million Maxwell Farms Regional Park Renovation Phase 1 and completed majority of construction.
- Completed Larson Park Renovation Phase 1 Construction Plans.
- Completed construction of 4 additional miles of new trails at Taylor Mountain Regional Park and Open Space Preserve.
- Secured Purchase Agreement with Union Pacific to acquire 3.9 miles of right of way to develop a Class 1 Bikeway in Sonoma Valley
- Completed construction plans for 3 sections of the California Coastal Trail at the Kashia Coastal Reserve and Stewarts Point and the Bodega Bay North Harbor Trail.

## FY 2023-24 Objectives

### Public Infrastructure

- Replace two high efficiency boilers at the central mechanical plant.
- Sonoma Mountain communications tower rehabilitation. (Strategic Plan: Resilient Infrastructure, Goal 2, Objective 1).
- Seismic retrofit of Petaluma Veteran’s Memorial Hall.
- Install security fencing at the Main Adult Detention Facility loading dock and vehicle sally port.
- Complete initial project feasibility and planning for the Public Health Lab and Morgue Relocation project, including developing initial and preliminary design.

### Regional Parks

- Complete Maxwell Farms Renovation Project including soccer field, baseball, two new restrooms, parking, universal trail and access upgrades.
- Complete construction of 4 additional miles of new trail including 6 bridges, 0.75-mile universal access trail at Taylor Mountain Regional Park and Open Space Preserve.
- Initiate Tolay Lake Gathering Area construction in partnership with Federated Indians of Graton Rancheria.
- Finalize funding plan and begin Larson Park Renovation Construction.
- Begin developing two new river access parking areas with restrooms to support popular and a heavily used area at Preston adjacent to Cloverdale.
- Acquire Chanslor Ranch for a new regional park and preserve to support youth education, healthy nature based coastal recreation, and other outdoor experiences.

# BUDGET HEARING CHANGES AND ACTIONS

Adopted as recommended with the following changes:

## Supplemental Changes

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
County Facilities Resource Fund – Redirect General Fund contribution recorded in this holding fund to the capital projects listed below.	0.00	(\$1,582,000)	(\$1,582,000)	\$0
Main Adult Detention Facility - Secure Loading Dock - New funding from General Fund for the installation of fencing leading to the loading dock and vehicle sally port to increase security, and establish a secure boundary that can serve as a temporary refuge area for inmates during emergency evacuations.	0.00	\$450,000	\$450,000	\$0
Juvenile Hall Fencing - New funding from General Fund for the installation of security fencing to ensure controlled access to employee parking areas.	0.00	\$782,000	\$782,000	\$0
Los Guilicos Switchgear Replacement- New funding from General Fund for assessment, design, and installation of new breakers and switchgear along with the 12 KV loop microgrid system.	0.00	\$350,000	\$350,000	\$0

## Budget Hearing Actions

Other Funds	FTE	Gross Expenditures	Revenue and Reimbursements	Net Cost
Program operating transfer to the Public Health Lab and Morgue Relocation Capital Project to help close a projected funding gap that resulted from cost increases associated with the change in project delivery method as well as other costs not accounted for in the initial estimates. Funded with \$4,027,681 million in American Rescue Plan Act (ARPA) funds and \$1,152,319 million in discretionary General Fund.	0.00	\$0	\$5,180,000	(\$5,180,000)

## Additional Directions to Staff

Board of Supervisors directed FY 2022-23 year-end fund balance in excess of the amounts programmed at Budget Hearings be distributed equally between priorities: pay down unfunded pension liabilities; increase General Fund Reserves; and additional funding to the County Center Replacement project/Deferred Maintenance Fund.

## DEPARTMENT ADOPTED BUDGET DETAILS

<b>Expenditures by Character</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
Services and Supplies	\$2,769,743	\$2,998,964	\$2,998,964	\$229,221	8.3
Capital Expenditures	\$108,713,824	\$104,386,556	\$104,386,556	(\$4,327,268)	(4.0)
Transfers within the County	\$2,296,370	\$4,462,613	\$4,462,613	\$2,166,243	94.3
<b>Total Expenditures by Character</b>	<b>\$113,779,937</b>	<b>\$111,848,133</b>	<b>\$111,848,133</b>	<b>(\$1,931,804)</b>	<b>(1.7)</b>

<b>Revenues/Reimbursements/Use of Fund Balance (Sources)</b>	<b>FY 2022-23 Adopted Budget</b>	<b>FY 2023-24 Recommended Budget</b>	<b>FY 2023-24 Adopted Budget</b>	<b>Change from FY 2022-23 Adopted</b>	<b>% Change from FY 2022-23 Adopted</b>
General Fund Contribution*	\$7,020,000	\$5,500,000	\$7,300,000	\$280,000	4.0
State, Federal, & Other Govt. Revenue	\$66,661,403	\$64,538,966	\$64,538,966	(\$2,122,437)	(3.2)
Other Departmental Revenue	\$4,285,220	\$3,300,832	\$3,300,832	(\$984,388)	(23.0)
Use of Fund Balance	(\$2,834,859)	\$4,401,699	(\$778,301)	\$2,056,558	(72.5)
Internal County Reimbursements & Transfers**	\$38,648,173	\$34,106,636	\$37,486,636	(\$1,161,537)	(3.0)
<b>Total Revenues/Use of Fund Balance</b>	<b>\$113,779,937</b>	<b>\$111,848,133</b>	<b>\$111,848,133</b>	<b>(\$1,931,804)</b>	<b>(1.7)</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>
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\*General Fund Contribution includes annual \$5.5 million allocation and \$1.8 million Board Hearing Action for the Public Health Lab and Morgue Relocation Capital Project.

\*\*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, Community Investment Funds, and American Rescue Plan Act (ARPA) funds.

Capital Projects Status Report  
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Public Infrastructure Projects

County Administration Center

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
County Facilities Resource Fund	General Fund funds held in this account include \$1.58 million for new projects not yet established in Oracle Planning System. New projects include: Juvenile Hall Fencing \$782,000, Main Adult Detention Facility Security Fencing \$450,000, and Los Guillicos Switchgear Replacement \$350,000. The balance of \$1.84 million in funds are programmed as transfers to existing capital project budgets: CMP High Efficiency Boiler Replacement \$372,266, Vets Buildings Repairs \$124,687, Communications Towers for Sonoma Mt. Tower Refurbishment \$717,000, and Public Health Lab & Morgue Relocation \$624,047.	\$0	\$0	\$3,420,000	\$3,420,000
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.	\$4,320,778	\$3,842,033	\$0	\$3,842,033
ISD Data Center Power Improvements	Closed capital project. \$208,773 of the residual funds from this project are programmed as a transfer to the Public Health Lab & Morgue Relocation project.	\$142,394	\$321,605	\$0	\$321,605
Sheriff's Office and CMP Generators	To ensure continuance of operations during an emergency.	\$578,056	\$2,396,994	\$0	\$2,396,994
Parking Improvements	Design and construction of two ADA compliant cross walks and striped parking along County Center Drive.	\$1,086,526	\$5,235	\$0	\$5,235
REDCOM Expansion	Design and construct an expansion of the emergency call center operations for cities and unincorporated communities of Sonoma County.	\$21,689	\$47,110	\$0	\$47,110
Andover Controls	Upgrade Andover control equipment used to monitor air flow in County Administration Offices.	\$46,262	\$584,506	\$0	\$584,506
Sheriff's Office HVAC Upgrade	To ensure continuance of operations during an emergency: replace existing, aged emergency generator at the Sheriff's Office.	\$338,071	\$680,278	\$0	\$680,278
County Center Microgrid	Install a local energy grid with control capacity which can be disconnected from the traditional grid and operate autonomously.	\$22,798	\$127,202	\$0	\$127,202
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.	\$0	\$95,000	\$0	\$95,000
CMP High Efficiency Boiler Replacement	Replace two high efficiency boilers at the Central Mechanical Plant.	\$21,846	\$152,954	\$372,266	\$525,220
EOC Cooling System Repair	Replace air handler mechanical system at the Emergency Operations Center.	\$3,171	\$196,177	\$0	\$196,177
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.	\$2,677,311	\$130,502	\$0	\$130,502
HOJ Underground Roof Drain	Closed capital project. The residual funds from this project are programmed as a transfer to the Public Health Lab & Morgue Relocation project.	\$107,533	\$292,467	\$0	\$292,467
<b>Subtotal County Administration Center</b>		<b>\$9,366,435</b>	<b>\$8,872,063</b>	<b>\$3,792,266</b>	<b>\$12,664,329</b>

**Capital Projects Status Report**  
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**Adult Detention and Juvenile Detention Facilities**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Main Adult Detention Facility Roof	Re-roof older Main Adult Detention Facility critical-condition roof area (phased replacement).	\$3,974,493	\$33,806	\$0	\$33,806
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.	\$268,522	\$131,478	\$0	\$131,478
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.	\$982,007	\$325,382	\$0	\$325,382
Behavioral Health Housing Unit	Construction of Behavioral Health Housing Unit at the Main Adult Detention Facility utilizing SB 863 funding awarded in November 2015.	\$4,515,780	\$41,695,828	\$0	\$41,695,828
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.	\$13,164,252	\$101,162	\$0	\$101,162
MADF Tempered Water System	Replacement of leaking boilers, which provide tempered water to showers and sinks for inmates. Existing boilers are at the end of their servicable life and replacement parts are difficult to find.	\$36,965	\$438,835	\$0	\$438,835
MADF Expansion Wing Cell Repair	Install impact resistant sheetrock.	\$12,779	\$523,225	\$0	\$523,225
NCDF Bldg #500 Roof Replacement	Replace roof that is at the end of its servicable life.	\$57,750	\$429,749	\$0	\$429,749
JJC Roof Cap and Gutter Replacement	Replace all metal parapet flashing, gutters, and downspouts with powder-coated products.	\$13,212	\$267,868	\$0	\$267,868
<b>Subtotal Adult Detention &amp; Juvenile Detention Facilities</b>		<b>\$23,025,760</b>	<b>\$43,947,333</b>	<b>\$0</b>	<b>\$43,947,333</b>

**Capital Projects Status Report**  
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**Veterans' Memorial/Community Svc. Bldgs.**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Vets Buildings Repairs	Petaluma Veterans Building seismic retrofitting and emergency generators, Guerneville HVAC repairs, Cloverdale auditorium upgrades, Cloverdale Pool Cover, Petaluma Driveway refurbishment and kitchen renovations at various locations.	\$11,408,813	\$3,203,693	\$547,823	\$3,751,516
<b>Subtotal Memorial Buildings</b>		<b>\$11,408,813</b>	<b>\$3,203,693</b>	<b>\$547,823</b>	<b>\$3,751,516</b>

**Other Facilities**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
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.	\$16,233,627	\$4,196,894	\$1,900,000	\$6,096,894
Redevelopment Improvements	Roseland property maintenance of groundwater monitoring well, and ongoing sampling and test result reporting to the State Water Quality Board.	\$6,807,970	\$2,437,001	\$0	\$2,437,001
Communications-Towers	Complete construction at Mt. Jackson and Pine Mountain, and annual contribution to Sheriff Communication Towers.	\$8,355,148	\$937,283	\$897,000	\$1,834,283
Human Services Improvement Projects	Improvements in Human Services facilities to be identified.	\$6,151,520	\$104,224	\$0	\$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).	\$141,246	\$652,651	\$0	\$652,651
Deferred Maintenance	Complete PG&E Self-Generation Incentive Program (SGIP) Application, replace MADF Grinder Pump, repair MADF Bolier, and complete work at at Bodega Bay Cannery demolition. New allocation of funds will continue to finance 2.0 time-limited positions in the Information Systems Department to manage the digitization project to reduce paper storage needs, and department facilities small scale general security upgrades, paint and carpet repairs performed by Public Infrastructure Facilities Operations.	\$4,299,533	\$735,597	\$758,500	\$1,494,097
Crestwood-Los Guilicos	Design, construction and project management of a new DHS Psychiatric Health Facility at 7440 Rancho Los Guilicos, Santa Rosa.	\$4,622,899	\$2,701	\$0	\$2,701
Tidelands - Cannery Demo	Demolish and remove existing Bodega Bay Cannery Pier.	\$1,137,333	\$2,667	\$0	\$2,667
Los Guilicos Microgrid	Install a local energy grid with control capacity which can be disconnected from the traditional grid and operate autonomously.	\$9,836	\$120,164	\$0	\$120,164
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).	\$304,166	\$568,334	\$0	\$568,334
Public Health Lab & Morgue Relocation	Design of new County Public Health Lab and Morgue facility.	\$256,139	\$126,861	\$624,047	\$750,908
Mt. St. Helena -Telecom Site	Construction of a new 20' monopole tower with supporting concrete pad.	\$63,176	\$62,497	\$0	\$62,497
Guerneville Satellite Site	Acquisition of real property located at 16390 Main Street, Guerneville California which will assure continuity of County services and other community services in the West County.	\$2,835,792	\$269,579	\$0	\$269,579
<b>Subtotal Other Facilities</b>		<b>\$51,728,544</b>	<b>\$10,621,613</b>	<b>\$4,179,547</b>	<b>\$14,801,160</b>
			ADD: Los Guilicos Archives (not a Capital Project)	\$5,833	\$5,833
			ADD: JRT Housing/Shelter (not a Capital Project)	\$62,941	\$62,941
			ADD: Glass Fire Repairs (not a Capital Project)	\$146,564	\$146,564
<b>TOTAL GENERAL GOVERNMENT PROJECTS</b>		<b>\$95,529,552</b>	<b>\$66,860,040</b>	<b>\$8,519,636</b>	<b>\$75,379,676</b>

**Capital Projects Status Report**  
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**Regional Parks Projects**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
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.	\$124,168	\$6,213	\$0	\$6,213
Arnold Field	This project includes replacing lights on existing poles with LED lights.	\$360,945	\$24,055	\$0	\$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.	\$30,735	\$40,265	-\$2,000	\$38,265
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	\$0	\$0	\$0
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.	\$7,804	\$2,196	\$0	\$2,196
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.	\$256,773	\$1,894,720	\$250,000	\$2,144,720
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.	\$253,395	\$120,723	\$125,408	\$246,131
Bodega Bay Sport Fishing Center	Design and engineering to replace the main docks, second gangway and break wall.	\$0	\$464,133	\$0	\$464,133
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.	\$876	\$14,124	\$50,000	\$64,124
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.	\$189,139	\$853,948	\$0	\$843,948
California Coastal Trail	This project includes the acquisition and development of Sonoma County's portion of the continuous 1200 mile California Coastal Trail.	\$22,738	\$15,499	\$1,000	\$16,499
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.	\$281,448	\$1,235,942	\$105,000	\$1,340,942
Central Sonoma Valley Trail	Planning and construction of Class I trail parallel to Highway 12 connecting schools and parks.	\$1,090,510	\$44,333	\$0	\$44,333
Chanslor Ranch	Acquisition, planning, and construction of new coastal-area access adjacent to Carrington Ranch.	\$0	\$0	\$30,000	\$30,000
Cloverdale River Park Phase 4	Construction of a new permanent restroom, group picnic facilities, and other park amenities to better serve park visitors.	\$159,260	\$48,015	\$0	\$48,015
Cloverdale River Park Expansion	Acquisition, planning, and construction of a new Russian River access and park expansion to Cloverdale River Park.	\$1,261	\$83,739	\$65,000	\$148,739
Coastal Trail Kashia Pomo	Planning and development of approximately 1 mile of California Coastal Trail including staging area with restroom and parking.	\$164,770	\$486,531	\$4,000	\$490,531
Copeland Creek Trail	Design and construction of a 2.6 mile Class 1 trail connecting Sonoma State University to Crane Creek Regional Park.	\$74,679	\$611,321	\$154,000	\$765,321
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.	\$82,428	\$247,994	\$15,000	\$262,994
Del Rio Woods	Construct disabled access improvements and minor renovation of park facilities to support ongoing day-use.	\$286,529	\$13,471	\$0	\$13,471
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.	\$0	\$120,000	\$100,000	\$220,000
Doran Boat Launch	Redevelopment of the boat launch facilities at Doran Park including replacing aging structures and improving disabled access.	\$1,542,071	\$31	\$0	\$31

**Capital Projects Status Report**  
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Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
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.	\$253	\$62,747	\$38,000	\$100,747
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.	\$0	\$378,720	\$0	\$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.	\$1,817,455	\$226,678	\$150,000	\$376,678
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.	\$600	\$59,400	\$0	\$59,400
Estero Trail	Planning for a trail connection on the SCAPOSD's conservation easement on Bordessa Ranch.	\$126,915	\$14,732	\$0	\$14,732
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.	\$267,358	\$37,642	\$0	\$37,642
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	\$0	\$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.	\$688,626	\$279,157	-\$180,397	\$98,760
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.	\$210,328	\$294,925	\$10,000	\$304,925
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.	\$3,500	\$5,000	\$10,000	\$15,000
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.	\$107,265	\$1,038,835	\$8,592	\$1,047,427
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 Road.	\$1,560	\$843	\$0	\$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.	\$62,681	\$2,040	\$0	\$2,040
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.	\$9,959	\$335,040	\$50,000	\$385,040
Gualala Point Major Maintenance	Replace potable water supply for the campground area.	\$70,736	\$29,264	\$0	\$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.	\$190	\$94,810	\$0	\$94,810
Guerneville River Park	Construct a new access from Highway 116, boat launch, parking, picnic area, and pathway.	\$1,671,428	\$12,577	\$38,000	\$50,577
Hanson Russian River Access Trail	Investigating public access and related park development opportunities in partnership with Endangered Habitats Conservancy and multiple agencies.	\$94,139	\$7,361	\$0	\$7,361
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.	\$366	\$12,101	\$0	\$12,101
Healdsburg Veterans Memorial Beach Redevelopment	Develop Master Plan and construct improvements for expanded uses, amenities, and revenue generation opportunities.	\$551,849	\$312,165	\$142,000	\$454,165

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**Fiscal Year 2023-24**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
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.	\$29,212	\$788	\$10,000	\$10,788
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.	\$431,764	\$220,236	\$10,000	\$230,236
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.	\$334,020	\$113,908	\$0	\$113,908
Hood - Graywood Trail	Planning, permitting, and developing a trail and trailhead on an existing easement on the former Graywood Ranch property.	\$864	\$25,136	\$0	\$25,136
Hood - McCormick	This project includes acquisition of approximately 244 acres adjacent to Sugar Loaf Ridge State Park and Hood Mountain Regional Park.	\$50,825	\$239,175	\$65,000	\$304,175
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 Guillicos county facility.	\$1,193,921	\$211,138	\$205,000	\$416,138
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	\$0	\$0	\$0
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.	\$1,666	\$221,334	\$15,000	\$236,334
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.	\$754,826	\$248,224	\$110,000	\$358,224
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	\$0	\$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	\$263,173	\$0	\$263,173
Hudeman Slough Boat Launch	Planning and construction for boat launch redevelopment and disabled access improvements.	\$474,456	\$1,502,902	\$0	\$1,502,902
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	-\$5,000	\$4,497
Kenwood Plaza	Fabricate and install interpretive signs.	\$107,692	\$11,914	\$0	\$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	\$0	\$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	\$0	\$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.	\$32,391	\$277,610	\$0	\$277,610
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	\$19,812	\$0	\$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.	\$350,735	\$627,254	\$1,015,000	\$1,642,254
Los Guillicos - 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	\$0	\$1,597
Los Guillicos Master Plan (Los Guillicos Upland Trails)	Master planning approximately 85 acres of the Los Guillicos county complex for public use. Proposed facility may include trails and picnic facilities.	\$27,437	\$124,083	\$0	\$124,083
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.	\$1,731	\$253,269	\$0	\$253,269
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.	\$6,488	\$559,444	\$0	\$559,444

**Capital Projects Status Report  
Fiscal Year 2023-24**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Mark West Creek Fisheries Enhancement	This project is to enhance fish habitat on Mark West Creek within Mark West Creek Parks & Preserve.	\$0	\$5,000	\$20,000	\$25,000
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.	\$56,757	\$364,417	\$0	\$364,417
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.	\$816,306	\$1,161,091	\$0	\$1,161,091
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		\$0	\$0
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.	\$41,931	\$163,069	\$0	\$163,069
Matanzas Creek Park	This project includes acquiring, planning, and developing two connected facilities: Matanzas Creek Regional Park and the Taylor Mountain Trail.	\$0	\$0	\$40,000	\$40,000
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.	\$17,818	\$205,260	\$200,000	\$405,260
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.	\$5,733,658	\$3,875,616	\$165,000	\$4,040,616
Maxwell Phase 2	This project will continue to renovate and improve active recreation facilities. This includes new pickleball courts, new bike pump track, expand and renovate the skatepark, a new restroom and gathering area.			\$95,000	\$95,000
Monte Rio Redwoods East Slope	This project is the repair and stabilization of land on park property.	\$2,333	\$22,667	\$10,000	\$32,667
Monte Rio Redwoods West Slope	This project is the repair, cleanup, and resolution of encroachment on public land.	\$4,930	\$20,070	\$10,000	\$30,070
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.	\$2,468,530	\$134,493	\$105,000	\$239,493
North Sonoma Mountain Access	This project includes design, engineering, and construction to improve the North Sonoma Mountain Park & Preserve access road.	\$26,757	\$53,243	\$10,000	\$63,243
Occidental Community Center	Replace gym floor and install new outdoor signboard.	\$72,676	\$9,638	\$0	\$9,638
Occidental to Coast Trail	Planning for a future trail including accepting existing trail easements between Occidental and the Coast.	\$1,916	\$6,084	\$0	\$6,084
Odd Fellows River Access	Acquisition, planning, and construction of a new Russian River access by the Odd Fellows Park Road summer crossing.	\$0	\$0	\$5,000	\$5,000
Park Access Improvements	System-wide accessibility improvements, including assessing and prioritizing facility accessibility improvements to provide universal access to park trails, facilities, signage and interpretive amenities.	\$34,506	\$103,790	\$25,000	\$128,790
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.	\$325,963	\$138,443	\$10,000	\$148,443
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.	\$121,988	\$559,959	\$60,000	\$619,959
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.	\$430,077	\$1,006,777	\$145,000	\$1,151,777
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.	\$26,573	\$13,427	\$0	\$13,427
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.	\$989,931	\$961,449	\$1,700	\$963,149

**Capital Projects Status Report**  
**Fiscal Year 2023-24**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Roseland Village JRT Linear Park	Prepared a conceptual plan, with community input, for a linear park to integrate the Joe Rodota Trail with the Roseland Village Park Plaza.	\$1,902	\$1,098	\$0	\$1,098
Russian River Bike Trail Lower	Planning and design for a 19 mile multiuse trail paralleling the Russian River from Forestville to Jenner.	\$624,310	\$129,342	\$20,000	\$149,342
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.	\$77,942	\$47,058	-\$25,000	\$22,058
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.	\$21,784	\$49,470	\$0	\$49,470
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.	\$17,383	\$2,402	\$0	\$2,402
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.	\$84,707	\$24,295	\$0	\$24,295
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.	\$146,302	\$45,202	\$0	\$45,202
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.	\$94,627	\$2,842	\$5,000	\$7,842
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.	\$47,156	\$93,844	\$25,000	\$118,844
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	\$0	\$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.	\$6,431	\$8,568	\$20,000	\$28,568
Schopflin Fields Phase 3	Construct the final athletic field and parking as shown in the approved master plan and renovate the two existing fields.	\$34,646	\$22,525	\$50,000	\$72,525
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	\$100,000	\$111,076
Shiloh Ranch Major Maintenance (Shiloh Ranch Renovation)	Rehabilitating the park's pond, improving public access, and addressing deferred site stewardship.	\$17,879	\$42,621	\$48,000	\$90,621
Shiloh Ranch Phase 4	Planning and construction of the 4 mile unpaved North Loop Trail.	\$28,557	\$51,306	\$5,000	\$56,306
Sonoma County Integrated Parks Plan	System-wide strategic plan to integrate parks, programs, and open spaces with regional economic, environmental, and community initiatives.	\$246,560	\$32,638	\$0	\$32,638
Sonoma Mountain Environs	Acquisition and planning for parks and trail connections identified in the General Plan in the Sonoma Mountain environs.	\$22,710	\$9,456	\$10,000	\$19,456
Sonoma Schellville Trail	Planning, acquisition and construction for 4.8-mile trail between Sonoma and Schellville.	\$337,863	\$762,724	\$270,000	\$1,032,724
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.	\$456,111	\$330,624	\$20,000	\$350,624
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.	\$635,214	\$451,467	\$70,000	\$521,467
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.	\$1,529	\$203,457	\$25,000	\$228,457

**Capital Projects Status Report**  
**Fiscal Year 2023-24**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Spring Lake 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.	\$201,325	\$1,373,675	\$75,000	\$1,448,675
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.	\$241,281	\$188,856	\$0	\$188,856
Stewarts Point Trail	This project includes acquisition, planning, and development of approximately 0.9 miles of California Coastal Trail including staging area with parking.	\$184,635	\$316,473	\$0	\$316,473
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	\$116,897	\$0	\$116,897
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.	\$136,199	\$88,802	\$0	\$88,802
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.	\$90,226	\$363,154	\$5,000	\$368,154
Taylor Mountain Expansion	The project includes acquisition of the Cooper Creek corridor and adjacent uplands. Future work will include trailhead and trail planning.	\$144,128	\$75,523	-\$76,000	-\$477
Taylor Mountain Phase 1	Complete Phase 1 improvements including trails and natural play area construction.	\$2,309,309		\$0	\$0
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.	\$1,377,520	\$738,612	\$100,000	\$838,612
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.	\$829	\$174,171	\$15,000	\$189,171
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	\$4,399	\$5,000	\$9,399
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.	\$436,779	\$122,212	\$10,000	\$132,212
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.	\$114,210	\$799,303	\$10,000	\$809,303
Tolay Shop Replacement	Replacement of the shop which was destroyed by fire in 2013.	\$988,895	\$27,605	\$0	\$27,605
Watson School	Building restoration and access improvements of an early one-room schoolhouse for interpretation and public use.	\$426,900	\$10,607	\$0	\$10,607
West County Trail Forestville Trailhead (West County Trail-Forestville Trails)	Planning, acquisition, and construction of Class 1 trail connections and a trailhead in downtown Forestville.	\$678,104	\$46,895	\$0	\$46,895
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.	\$1,498	\$54,501	\$1,000	\$55,501
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.	\$36,080	\$15,920	\$320,000	\$335,920
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.	\$268,624	\$603,375	\$0	\$603,375
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.	\$190,555	\$555,959	-\$346,000	\$209,959
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	\$0	\$4,190

**Capital Projects Status Report**  
**Fiscal Year 2023-24**

Project Title	Project Description	Total Expenditures To Date	FY 2023-24 Rollover Budget	FY 2023-24 New Funding	Total FY 2023-24 Budget
Willow Creek	This project focuses on collaborating with public and private partners for planning public access to Willow Creek environs including SCAPOSD protected lands.	\$13,817	\$5,468	\$0	\$5,468
Wohler Beach Improvements	Planning and design, environmental review, permitting, and construction of a new multi-use trail connecting to Riverfront Regional Park. The project includes a section of trail to be constructed through Sonoma Water property, requiring new security measures to protect the public water system. The project also includes a new restroom, parking area, possible staff / caretaker housing, picnic sites and trail signs, and related amenities.	\$2,330,328	\$359,673	\$20,000	\$379,673
Wohler Maintenance Facility	Planning, design and construction of new maintenance facility on Wohler Road.	\$0	\$0	\$50,000	\$50,000
<b>TOTAL REGIONAL PARKS</b>		<b>\$45,412,516</b>	<b>\$32,155,677</b>	<b>\$4,322,303</b>	<b>\$36,467,980</b>
<b>PUBLIC INFRASTRUCTURE CAPITAL PROJECTS</b>		\$95,529,552	\$66,860,040	\$8,519,636	\$75,379,676
<b>REGIONAL PARKS CAPITAL PROJECTS</b>		\$45,412,516	\$32,155,677	\$4,322,303	\$36,467,980
<b>GRAND TOTAL CAPITAL PROJECTS</b>		<b>\$140,942,068</b>	<b>\$99,015,717</b>	<b>\$12,841,939</b>	<b>\$111,847,656</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 2023-24.

# 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, 2023:

Long Term Debt	Fund	Maturity	Interest through Maturity	Principal through Maturity
2010 Administration Building COP	General Fund	2024	\$1,350	\$71,069
2017 General Services Energy COP	General Fund	2026	334,295	6,975,000
2015 Agricultural Preservation and Open Space Bonds	Open Space Bonds	2024	159,750	6,390,000
2020 Tobacco Securitization Bonds	Tobacco Settlement Bonds	2049	37,508,456	57,485,609
2010 Pension Obligation Bonds	2010 POB	2030	46,827,450	204,945,000
Other Financed Purchases	Various	2029	253,031	2,352,423
<b>Total</b>			<b>\$ 85,084,332</b>	<b>\$278,219,101</b>

\*\*\* Does not include GABS 87 Long Term Lease Liabilities

## ESTIMATED CERTIFICATES OF PARTICIPATION:

### \$7,046,069

### 2010 Certificates - \$71,069

A total of \$1,475,000 was issued to finance the acquisition, construction, rehabilitation, and installation of certain improvements to the County's 370 Administration 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 - \$6,975,000**

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 OTHER FINANCED PURCHASES**

### **\$271,173,032**

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, 2023 totals \$6,390,000.

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, 2023 totals \$57,485,609.

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, 2023 totals \$204,945,000.

Estimated Other Financed Purchase obligations for building and equipment, as of June 30, 2023 total \$2,352,423.

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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 \$2,240,332,214.

## Legal Debt Margin Available June 30, 2023

### Assessed Valuations:

Estimated Assessed Value of Property	<u>\$ 112,016,610,717</u>
Estimate Legal Debt Limitation – 2% of total assessed value	2,240,332,214
Total Debt Applicable to Limit	<u>0</u>
Legal Debt Margin Available	<u>\$ 2,240,332,214</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 30,2023 (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	67,000,550	630,120,884	697,121,434	674,865,762	22,255,672	697,121,434
Special Revenue Funds	0	95,104,323	717,746,795	812,851,118	801,569,367	11,281,751	812,851,118
Capital Project Funds	0	0	109,011,089	109,011,089	108,232,788	778,301	109,011,089
Debt Service Funds	0	0	11,055,250	11,055,250	11,055,250	0	11,055,250
Subtotals - Governmental Funds	0	162,104,873	1,467,934,018	1,630,038,891	1,595,723,167	34,315,724	1,630,038,891
Less: Operating Transfers	0	0	(153,536,491)	(153,536,491)	(153,536,491)	0	(153,536,491)
Total Governmental Funds	0	162,104,873	1,314,397,527	1,476,502,400	1,442,186,676	34,315,724	1,476,502,400
Enterprise Funds	0		87,593,878	87,593,878	83,727,559	3,866,319	87,593,878
Internal Service Funds	0	42,462,256	212,204,399	254,666,655	254,666,655	0	254,666,655
Special Districts & Other Agencies	0	54,514,217	364,919,581	419,433,798	419,433,798	0	419,433,798
Total Other Funds	0	96,976,473	664,717,858	761,694,331	757,828,012	3,866,319	761,694,331
Total All Funds	0	259,081,346	1,979,115,385	2,238,196,731	2,200,014,688	38,182,043	2,238,196,731

County of Sonoma  
State of California  
Governmental Funds Summary  
Fiscal Year 2023-24 (Adopted Budget)

Fund Name (1)	Total Financing Sources				Total Financing Uses		
	Fund Balance Available June 30,2023 (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	66,547,359	623,755,590	690,302,949	673,423,126	16,879,823	690,302,949
10200 General Reserve	0	0	5,005,357	5,005,357	0	5,005,357	5,005,357
10500 ACO Funds	0	453,191	1,359,937	1,813,128	1,442,636	370,492	1,813,128
10002 General Fund	0	67,000,550	630,120,884	697,121,434	674,865,762	22,255,672	697,121,434
11010 Community Investment Fund	0	5,623,117	20,960,220	26,583,337	26,361,974	221,363	26,583,337
11050 Road Fund	0	15,686,293	85,816,467	101,502,760	100,952,260	550,500	101,502,760
11100 Other Special Revenue Funds	0	39,055,285	63,157,612	102,212,897	100,986,495	1,226,402	102,212,897
11300 2011 Public Safety Realignment	0	9,444,352	83,768,872	93,213,224	92,369,131	844,093	93,213,224
11400 Human Services Realignment	0	0	48,180,946	48,180,946	48,180,946	0	48,180,946
11500 Human Services Dept	0	0	216,897,910	216,897,910	216,897,910	0	216,897,910
11550 DCSS - Child Support Enforcement	0	0	11,735,006	11,735,006	11,735,006	0	11,735,006
11600 Dept of Health Services	0	6,959,322	80,627,089	87,586,411	87,586,411	0	87,586,411
11700 Public Health Funds	0	737,369	7,861,964	8,599,333	8,527,948	71,385	8,599,333
11800 Behavioral Health Funds	0	8,406,178	65,098,357	73,504,535	65,136,527	8,368,008	73,504,535
11990 1991 Realignment Funds	0	9,192,407	33,642,352	42,834,759	42,834,759	0	42,834,759
11001 Special Revenue Funds	0	95,104,323	717,746,795	812,851,118	801,569,367	11,281,751	812,851,118
21000 Capital Projects	0	0	109,011,089	109,011,089	108,232,788	778,301	109,011,089
31000 Debt Service	0	0	11,055,250	11,055,250	11,055,250	0	11,055,250
Subtotal	0	162,104,873	1,467,934,018	1,630,038,891	1,595,723,167	34,315,724	1,630,038,891
Operating Transfers*			(153,536,491)	(153,536,491)	(153,536,491)		(153,536,491)
Total Governmental Funds	0	162,104,873	1,314,397,527	1,476,502,400	1,442,186,676	34,315,724	1,476,502,400

\*Transfers within a fund totalling \$97,208,291 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, 2023 (2)	Less: Obligated Fund Balance				Less: Unassigned Fund Balance (7)	Total Fund Balance Available June 30, 2023 (8)
		Nonspendable (3)	Restricted (4)	Committed (5)	Assigned (6)		
10003 General	255,365,163	13,682,709		329,485	243,913,471	(2,560,502)	0
10200 General Reserve	59,413,008				10,936,241	48,476,767	0
10500 ACO Funds	8,506,890				8,507,549	(659)	0
10002 Total General	323,285,062	13,682,709	0	329,485	263,357,262	45,915,606	0
11010 Community Investment Fund	12,117,882	44,310		12,073,572			0
11050 Road	36,384,174	754,511	14,898,748	2,964,941	17,765,973		0
11100 Other Special Revenue Funds	161,927,162	404,273	161,771,318			(248,428)	0
11300 Public Safety Realignment	91,382,773		91,382,773				0
11400 Human Services Realignment	14,956,076		14,956,076				0
11500 Human Services Dept	29,600,859	3,906,103	25,694,756				0
11550 DCSS - Child Support Enforc.	92,860	275	92,585				0
11600 Dept of Health Services	20,060,811	160,178	21,841,169			(1,940,537)	0
11700 Public Health Funds	5,805,170		5,805,170				0
11800 Behavioral Health Funds	96,466,008		96,466,008				0
11991 Health Realignment Funds 1991	37,167,848		37,167,848				0
11992 Mental Health Realignment 1991	24,934,414		24,934,414				0
11001 Total Special Revenue	530,896,037	5,269,649	495,010,867	15,038,513	17,765,973	(2,188,965)	0
21000 Total Capital Projects	86,845,358				86,845,358		0
31000 Total Debt Service	10,112,527		10,112,527				0
	951,138,984	18,952,358	505,123,394	15,367,998	367,968,592	43,726,641	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 30,2023 (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)	
<b>General Fund - Nonspendable:</b>						
10005 General Fund - Inventory	127,008					127,008
10005 General Fund - Prepaid Expenses	8,349,120					8,349,120
10005 General Fund - Advances	100,000					100,000
10010 ADA Program Fund - Prepaid Exp	1,135					1,135
10040 PGE Local Gov't Partnership	995					995
10060 PW Small Water Systems - Advances	42,265					42,265
10075 Sheriff Radio Infrastructure	222,923					222,923
10105 Tobacco Deallocation - Advances	2,203,032					2,203,032
10111 SoCo Cannabis Program Fund - Prepaid Exp	1,710					1,710
10137 PG&E 2017 Fire Settlement	2,634,522					2,634,522
Subtotal General Fund - Nonspendable	13,682,709	0	0	0	0	13,682,709
<b>General Fund - Assigned:</b>						
10005 Tech Enhancement Fee	50,000					50,000
10005 OPEB	1,000,000					1,000,000
10005 State Mandates	43,465					43,465
10005 JMS System	500,000					500,000
10005 ISD Proj Rebudget	1,105,260					1,105,260
10005 Proj Budg Deficit	29,425,081		29,425,081			0
10005 St Flood Relf	1,120,000					1,120,000
10005 PRMD SMIP&CA Building Standards	83,814					83,814
10011 FEMA Audit Reserve	10,630,000				1,319,000	11,949,000
10012 Employer Health Contributions	12,121,988					12,121,988
10015 ISD Replacement Fund A	13,998,920	6,005,791	5,983,158			8,015,762
10020 ISD Replacement Fund B	2,129,367			529,355	506,722	2,636,089
10025 Technology Investment Fund	188,153					188,153
10026 Broadband Project	203,454	182,290	182,290			21,164
10035 County Ctr Parking Enforcement	120,666	14,386	14,386			106,280
10040 PG&E Local Gov't Partnership	334,889					334,889
10044 Permit Sonoma Bond Deposit	66,856					66,856
10047 Permit Sonoma - PRMD - General	2,800,000					2,800,000
10050 Equipmt Replacem. Fund - Regional Pks	120,780			1,000	1,000	121,780
10055 PW District Formation	782,725	23,500	23,500			759,225
10056 Cal-Am Franchise Fees	348,270	24,300	274,300			73,970
10060 PW Small Water Systems	501,987	7,427	7,427			494,560
10065 PW Road Maint. District Form.	1,369			6	6	1,375
10070 Sheriff Radio Replacement	149,157	127,000	127,000			22,157
10075 Sheriff Radio Infrastructure	1,126,241	775,000	775,000			351,241
10076 Sheriff Helicopter Repair	198,661	27,435	27,435			171,226
10077 Sheriff Donations-Escheated	980,050	450,000	450,000			530,050
10078 DSA/DSLEM Physical Fitness	45,439					45,439
10079 SCLEA/SCLEAMA Physical Fitness	95,920					95,920
10080 Probation Radio/Equip Replace	416,050	73,500	73,500			342,550
10085 Probation SAC Ops. and Maint.	825,378	241,677	241,677			583,701
10090 RDA Dissolution Distributions	8,664,199	707,172	3,929,281			4,734,918
10095 Graton Casino Mitigation	29,325,811			2,461,826	2,461,826	31,787,637
10098 Tribal Mitigation - Lytton	4,665,964			75,350	75,350	4,741,314
10100 Tribal Development Impact Mitigation	750,666	65,000	65,000			685,666
10105 Tobacco Deallocation	2,489,098	640,050	640,050			1,849,048
10110 Refuse Franchise Fees	269,656			609,627	609,627	879,283
10111 So Co Cannabis Program Fund	6,179,665	1,813,707	1,813,707			4,365,958
10130 Del Rio Woods	257,887			6,292	6,292	264,179
10135 DR - October Fires 17-18	34,702	625	625			34,077
10137 PG&E 2017 Fire Settlement	27,377,659	8,557,046	10,104,039			17,273,620

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2023 (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.)						
10138 Infrastructure Sinking Fund	8,495,422	4,100,000			11,900,000	20,395,422
10139 Kincade Settlement	313,315					313,315
10140 DR-4301 January 2017 Storms	15,594					15,594
10141 Disaster Response Fund	2,099,144					2,099,144
10145 DR-4308 February 2017 Storms	185,268					185,268
10146 Fire Services	11,764,335	728,693	728,693			11,035,642
10147 General Disaster Fund	625	625	625			0
10148 Legal Contingency Fund	4,560,251	1,952,000	1,952,000			2,608,251
10149 2019 Kincade Fire Disaster Fund	15,650	625	625			15,025
10151 2020 LNU Fires Disaster	53,125	53,125	53,125			0
10152 2020 Glass Fire Disaster	158,125	158,125	158,125			0
10154 Water Security Fund	2,019,355	355,000	355,000			1,664,355
10155 Reserve Purposes Fund	52,701,954	11,754,502	1,464,537			51,237,417
10156 2023 Jan Severe Winter Storm	2,063	937	937			1,126
Subtotal General Fund - Assigned	243,913,471	38,839,538	58,871,123	3,683,456	16,879,823	201,922,171
General Fund - Committed:						
10045 ARM Mitigation Fund	329,485					329,485
General Fund - Unassigned:						
10005 General Fund	10,574,127					10,574,127
10010 ADA Program Fund	(840)					(840)
10150 2020 Covid-19 Disaster Fund	(499,089)	2,500	2,500			(501,589)
10153 American Rescue Plan SLRFR	(12,634,701)	3,496,055	7,673,736			(20,308,437)
Subtotal General Fund - Unassigned	(2,560,502)	3,498,555	7,676,236	0	0	(10,236,738)
Total General Fund	255,365,163	42,338,093	66,547,359	3,683,456	16,879,823	205,697,627
General Reserve Funds						
10205 General Reserve - Unassigned	48,476,767				5,005,357	53,482,124
10205 Gen Res-Assgn - FEMA Audit Reserve	10,630,000					10,630,000
10205 Gen Res- Assgn-Resiliency	306,241					306,241
Total General Reserve Funds	59,413,008	0	0	0	5,005,357	64,418,365
ACO Funds - Assigned:						
10505 Fleet ACO	3,697,504			222,016	222,016	3,919,520
10510 Communications ACO	2,087,439	165,191	165,191			1,922,248
10515 County Facilities ACO	527,429			98,750	98,750	626,179
10520 Reprographics ACO	2,212					2,212
10530 Registrar of Voters ACO	2,192,965	288,000	288,000			1,904,965
Subtotal ACO Funds - Assigned:	8,507,549	453,191	453,191	320,766	320,766	8,375,124
ACO Funds - Unassigned:						
10525 Records ACO	(659)			49,726	49,726	49,067
Total ACO Funds	8,506,890	453,191	453,191	370,492	370,492	8,424,191
10002 Total General Fund	323,285,062	42,791,284	67,000,550	4,053,948	22,255,672	278,540,184

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2023 (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)	
Community Investment Fund - Nonspendable 11015 Community Investment Fund	44,310					44,310
Community Investment Fund - Committed 11015 Community Investment Fund	7,256,079		5,623,117	780,537		1,632,962
11015 Economic Uncertainties	1,032,201					1,032,201
11016 Community Investment	1,382,246					1,382,246
11016 Community Investment Measure L	2,403,046			221,363	221,363	2,624,409
Subtotal Community Invest - Committed	12,073,572	0	5,623,117	1,001,900	221,363	6,671,818
Total Community Investment Fund	12,117,882	0	5,623,117	1,001,900	221,363	6,716,128
Road Fund - Nonspendable:						
11051 Roads Fund - Inventory	740,403					740,403
11051 Roads Fund - Prepaid Expenses	14,108					14,108
Subtotal Roads - Nonspendable	754,511	0	0	0	0	754,511
Road Fund - Restricted/Committed/Assigned:						
11051 Roads Fund - Restricted	1,572,445					1,572,445
11051 Roads Fund - Committed	2,964,941					2,964,941
11051 Roads Fund - Assigned	17,765,973	15,615,893	15,615,893			2,150,080
11052 State Tribal Casino Fund - Restricted	101,585			1,000	1,000	102,585
11053 Sonoma Valley Development Fee - Restr	317,017	70,400	70,400			246,617
11054 Countywide Development Fee - Restr	12,907,701			549,500	549,500	13,457,201
Subtotal Roads - Restr/Committed/Assigned	35,629,663	15,686,293	15,686,293	550,500	550,500	20,493,870
Total Road Fund	36,384,174	15,686,293	15,686,293	550,500	550,500	21,248,381
Other Special Rev Funds - Nonspendable						
11104 Recorder-Modernization	349,725					349,725
11107 Social Security Truncation	8,297					8,297
11108 Recorder Operations Fund	10,295					10,295
11137 Recorder-eRecording	12,906					12,906
11156 PRMD - Hazardous Materials	20,101					20,101
11166 CA Vehicle Code Sect 9250.14	2,950					2,950
Subtotal Other Special Rev - Nonspendable	404,273	0	0	0	0	404,273
Other Special Rev Funds - Restricted:						
11101 Tidelands Leases Fund	374,693	10,302	10,302			364,391
11102 Assessor-Property Char Data	663,795	72,819	72,819			590,976
11104 Recorder-Modernization	7,938,392	605,749	605,749			7,332,643
11105 Recorder-Micrographics	1,185,642	84,718	84,718			1,100,924
11106 Clerk/Recorder VRIP	804,728			18,503	18,503	823,231
11107 Social Security Truncation	433,895	2,689	2,689			431,206
11108 Recorder Operations Fund	2,059,286	304,317	304,317			1,754,969
11109 Survey Monument Preservation	337,268					337,268
11110 PRMD Planning	910,603	138,560	138,560			772,043
11111 Regional Parks Rstrd Donations	2,363,850	1,428,114	1,428,114			935,736
11112 Sonoma Coast Park Mit	95,089	53,937	53,937			41,152
11113 Cloverdale/Healdsburg Park Mit	28,618	49,565	49,565			(20,947)
11114 Russian Riv/Sebastopol Park Mit	45,697	155,497	155,497			(109,800)
11115 Santa Rosa Park Mit	650,050	375,056	375,056			274,994
11116 Petaluma/Rohnert PK/Cotati Park Mit	59,228	161,788	161,788			(102,560)
11117 Sonoma Valley Park Mit	130,789	241,004	241,004			(110,216)
11118 Larkfield/Wikiup Park Mit	405,923	314,274	314,274			91,649
11119 PEG Access Fees	3,622,561	187,000	187,000			3,435,561
11120 Sheriff-AB1109 Fees	126,697	54,222	54,222			72,475
11121 Sheriff-AB709 Fees	271,219	23,004	23,004			248,215

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2023 (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.)						
11122 Sheriff-Federal Forf-DOJ	774,297	670,000	670,000			104,297
11123 Sheriff-Fed Forf-US Treas	35,084					35,084
11124 Sheriff-DMV ID Fee	2,842,770	1,983,394	1,983,394			859,376
11125 Asset Forfeiture Fund	1,453,459	1,308,000	1,308,000			145,459
11126 JAG - Justice Assistance Grant	99					99
11127 Detention-Jail Industries	17,068					17,068
11129 DA-Consumer Protection	8,278,592			810,848	810,848	9,089,440
11131 DA-Family Justice Center	594,332	144,198	144,198			450,134
11132 DA-Asset Forfeiture - Justice	7,802	7,500	7,500			302
11134 DA-Treasury Forfeiture Fund	3,288	3,000	3,000			288
11136 Probation-CCPIF	1,718,065	282,578	282,578			1,435,487
11138 Courthouse Construction	793,823			200,000	200,000	993,823
11139 Criminal Justice Construction	2,656,729	607,119	607,119			2,049,610
11140 DA-Victim Services Fund	91,440					91,440
11142 Alternate Dispute Resolution	169,981			15,000	15,000	184,981
11144 Tobacco Securitization/Endowment A	11,378,972	5,121,940	5,121,940			6,257,032
11145 Open Space Spec Tax Account-Meas F	87,303,793	21,217,506	21,217,506			66,086,287
11146 Hazardous Material Fund	4,510					4,510
11147 Fish and Wildlife	305,263					305,263
11149 2019 Youth Reinvestment	15,485					15,485
11153 Communication Tower Leases	176,288	127,073	127,073			49,215
11154 Probation Trans Housing Grant	1,948,918	498,775	498,775			1,450,143
11155 PRMD - Fire Prevention	277,086					277,086
11156 PRMD - Hazardous Materials	496,190					496,190
11161 Measure M - Maint, Safety, Rec	1,285,058	213,970	213,970			1,071,088
11162 Measure M - Access	2,207,613	843,445	843,445			1,364,168
11163 Measure M - Natural Resources	2,863,036	600,244	600,244			2,262,792
11165 PRMD Sonoma Development Center	1,135,254					1,135,254
11166 CA Vehicle Code Sect 9250.14	1,523,511	339,286	339,286			1,184,225
11167 West Water Co. Ops & Maint.	12					12
11168 PRMD Gleason Beach Project	5,030,164	743,400	743,400			4,286,764
11169 Indigent Defense Grant	62,446	73,242	73,242			(10,796)
11170 Juvenile Designated Purpose	224,300	8,000	8,000			216,300
11171 Public Defense Pilot Program	273,504			84,974	84,974	358,478
11172 Restrictive CovenantFeeAB 1466	75,187			78,600	78,600	153,787
11173 Opioid Settlement Fund	2,950,946					2,950,946
11175 Sheriff - Grant Funds	288,935					288,935
Subtotal Other Special Rev Funds - Restrict.	161,771,318	39,055,285	39,055,285	1,207,925	1,207,925	123,923,958
Other Special Rev Funds - Unassigned:						
11152 EV Charging Stations	(225,917)			12,500	12,500	(213,417)
11137 Recorder-eRecording	(22,512)			5,977	5,977	(16,535)
Subtotal Other Special Rev Funds - Unassign.	(248,428)	0	0	18,477	18,477	(229,951)
Total Other Special Revenue Funds	161,927,162	39,055,285	39,055,285	1,226,402	1,226,402	124,098,279
2011 Public Safety Realign - Restricted:						
11304 Probation - YOBG	4,614,904			256,756	256,756	4,871,660
11306 Probation - Juv. Prob & Camp	7,511,951	774,372	774,372			6,737,579
11307 Probation - Facilities AB 178	1,553,983	1,511,966	1,511,966			42,017
11308 Probation - JJCPA	7,162,272	890,771	890,771			6,271,501
11309 Local Innovation Subaccount	1,355,287					1,355,287
11310 AB109 Contingency	17,176,950	1,855,015	1,855,015			15,321,935
11312 Human Services AB 118	22,005,070					22,005,070
11313 SB823 Juvenile Realignment	544,468			465,337	465,337	1,009,805
11314 District Attorney Revocation	25,353					25,353
11316 District Attorney LLES	500,183	200,000	200,000			300,183

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2023 (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)	
2011 Public Safety Realign - Restricted (cont.):						
11318 Public Defender Revocation	112,107	135,788	135,788			(23,681)
11320 Sheriff Trial Court Security	9,768,226	1,485,188	1,485,188			8,283,038
11322 Shf Local Law Enf Svc - Booking Fees	51,601					51,601
11324 Shf Local Law Enf Svc - ST COPS (LED)	322,901			122,000	122,000	444,901
11326 Shf Local Law Enf Svc - ST COPS (DD)	54,050					54,050
11328 Shf Local Law Enf Svc - CAL-EMA	2,830					2,830
11334 Behavioral Health	18,620,637	2,591,252	2,591,252			16,029,385
<b>Total 2011 Public Safety Realignment</b>	<b>91,382,773</b>	<b>9,444,352</b>	<b>9,444,352</b>	<b>844,093</b>	<b>844,093</b>	<b>82,782,514</b>
Human Svcs Realign - Restricted:						
11405 Human Svcs Realignment	13,496,947					13,496,947
11410 Human Services CalWorks	89,355					89,355
11415 AB 85 Family Support Fund	1,369,774					1,369,774
<b>Total Human Svcs Realignment</b>	<b>14,956,076</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,956,076</b>
Human Services Dept - Nonspendable:						
11505 Human Services - Prepaid Expenses	3,905,604					3,905,604
11520 Dependent Child Fund - Prepaid Expenses	499					499
Subtotal Human Services Dept - Nonspend.	3,906,103	0	0	0	0	3,906,103
Human Services Dept - Restricted:						
11505 Human Services Dept	14,122,993					14,122,993
11510 WP-Federal Assistance Res.	176,331					176,331
11515 WP-Wraparound	3,714,034					3,714,034
11520 Dependent Child Fund	68,232					68,232
11525 Children's Fund	224,616					224,616
11530 Title IVe Waiver Fund	7,387,550					7,387,550
11540 Domestic Violence	999					999
Subtotal Human Services Dept - Restricted	25,694,756	0	0	0	0	25,694,756
<b>Total Human Services Dept</b>	<b>29,600,859</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29,600,859</b>
Child Support Services:						
11555 DCSS - Child Support - Restricted	92,585					92,585
11555 DCSS - Child Support - Prepaid Exp	275					275
<b>Total Child Support Services</b>	<b>92,860</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>92,860</b>
Dept of Health Services: Nonspendable						
11605 Dept of Health Services - Prepaid	5,918					5,918
11625 Homeless Coordination - Prepaid Exp	154,261					154,261
Subtotal Dept of Health Services - Nonspend.	160,178	0	0	0	0	160,178
Dept of Health Services - Restricted						
11605 Dept of Health Services - Restricted	5,708,165	2,148,765	2,329,432			3,378,733
11610 Intergovernmental Transfer - Restricted	12,302,030	4,429,007	4,476,380			7,825,650
11615 Audit Reserve - Restricted	3,830,974	153,510	153,510			3,677,464
Subtotal Dept of Health Services - Restricted	21,841,169	6,731,282	6,959,322	0	0	14,881,847
Dept of Health Services - Unassigned						
11625 Homeless Coordination - Unassigned	(1,940,537)					(1,940,537)
<b>Total Dept of Health Services</b>	<b>20,060,811</b>	<b>6,731,282</b>	<b>6,959,322</b>	<b>0</b>	<b>0</b>	<b>13,101,489</b>
Public Health Funds - Restricted:						
11705 Animal Welfare Fund	1,242,615	82,633	82,633			1,159,982

Fund Name and Fund Balance Description (1)	Obligated Fund Balances June 30,2023 (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)	
<b>Public Health Funds - Restricted (cont.):</b>						
11710 Public Health Fee Stabilization Fund	2,045,824	619,241	619,241			1,426,583
11720 Maddy Fund	3,776					3,776
11725 Maddy/Richie Fund	199					199
11730 Tobacco Tax - Education	37,899			536	536	38,435
11745 Vital Statistics Fund	234,603	35,495	35,495			199,108
11750 Solid Waste - EAG	2,145,750			70,522	70,522	2,216,272
11760 Child Safety Seats	9,576					9,576
11765 Tobacco Tax - Prop 56 Funds	84,929			327	327	85,256
<b>Total Public Health Funds</b>	<b>5,805,170</b>	<b>737,369</b>	<b>737,369</b>	<b>71,385</b>	<b>71,385</b>	<b>5,139,186</b>
<b>Behavioral Health Funds - Restricted:</b>						
11805 Driving Under The Influence	131,106					131,106
11810 Substance Use Memorial Fund	16,286	655	655			15,631
11815 Conditional Release Int. Fund	34,922	32,076	32,076			2,846
11820 Residential Trtmt & Detox	62,221					62,221
11825 Alcohol Abuse Educ/Prevention	32,380					32,380
11830 Drug Abuse Educ/Prevention	3,341					3,341
11840 MHSA-Community Services & Support	25,023,772	5,520,276	5,720,276			19,303,496
11845 MHSA-Capital	1,104					1,104
11850 MHSA-Early Intervention	7,828,810			575,807	575,807	8,404,617
11855 MHSA-Innovation	3,190,914	1,096,436	1,096,436			2,094,478
11860 MHSA-Prudent Reserve	944,981					944,981
11870 BH Stabilization Fund	27,428,642	1,556,735	1,556,735			25,871,907
11875 Measure O BH Facilities	2,896,185			1,327,070	1,327,070	4,223,255
11876 Measure O Crisis Services	13,521,557			5,932,261	4,977,746	18,499,303
11877 Measure O MH SUD Otpt	8,542,777			884,304	884,304	9,427,081
11878 Measure O Homeless Care Coordination	6,660,099			2,360,853	603,081	7,263,180
11879 MO Transitional PSH	146,910					146,910
<b>Total Behavioral Health Funds</b>	<b>96,466,008</b>	<b>8,206,178</b>	<b>8,406,178</b>	<b>11,080,295</b>	<b>8,368,008</b>	<b>96,427,838</b>
<b>1991 Realignment Funds - Restricted:</b>						
11991 Health Realignment Fund 1991	37,167,848	2,471,471	5,926,133			31,241,715
11992 Mental Health Realignment 1991	24,934,414	3,079,924	3,266,274			21,668,140
<b>Total 1991 Realignment Funds</b>	<b>62,102,262</b>	<b>5,551,395</b>	<b>9,192,407</b>	<b>0</b>	<b>0</b>	<b>52,909,855</b>
11001 Total Special Revenue Funds	530,896,037	85,412,154	95,104,323	14,774,575	11,281,751	447,073,465
21000 Capital Projects (Assigned)	86,845,358	4,401,699			778,301	87,623,659
31000 Debt Service (Restricted)	10,112,527					10,112,527
<b>Total Governmental Funds</b>	<b>951,138,984</b>	<b>132,605,137</b>	<b>162,104,873</b>	<b>18,828,523</b>	<b>34,315,724</b>	<b>823,349,835</b>

County of Sonoma  
State of California  
Summary of Additional Financing Sources by Source and Fund  
Governmental Funds  
Fiscal Year 2023-24

Description (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b>Summarization By Source:</b>				
40000 Taxes:				
Property Taxes-CY Secured	286,717,044	303,832,452	311,279,435	313,860,337
Property Taxes-CY Unsecured	7,649,678	8,296,090	8,596,800	8,596,800
Property Taxes-CY Supplemental	5,578,951	4,960,258	4,647,495	4,647,495
Property Taxes-PY Secured	5,069	642	0	0
Property Taxes-PY Unsecured	155,305	0	0	0
Property Taxes-PY Supplemental	(6,714)	0	0	0
Sales and Use Tax	93,832,725	95,646,358	101,822,608	101,822,608
Other Taxes	44,178,876	33,991,273	33,723,134	33,723,134
	438,110,934	446,727,073	460,069,472	462,650,374
41000 Licenses, Permits and Franchises	34,331,889	35,882,964	36,125,494	36,300,494
42000 Intergovernmental Revenues:				
Intergovernmental-State	400,380,921	451,454,049	477,415,976	481,809,040
Intergovernmental-Federal	204,586,657	162,135,995	156,230,185	158,819,905
Intergovernmental-Other	49,337,842	56,791,043	60,995,341	60,995,341
	654,305,420	670,381,087	694,641,502	701,624,286
43000 Fines, Forfeitures and Penalties	13,865,733	18,814,104	15,368,397	17,610,328
44000 Revenue From Use of Money and Property	(18,523,068)	11,357,993	7,264,852	7,264,852
45000 Charges for Current Services	62,930,310	61,841,514	68,815,213	69,538,375
46000 Miscellaneous Revenues	49,679,038	55,356,075	18,473,983	18,473,983
47000 Other Financing Sources*	18,418,202	1,066,966	934,835	934,835
48000 Special Items	437	216,988	0	0
<b>Total Summarization by Source</b>	<b>1,253,118,895</b>	<b>1,301,644,764</b>	<b>1,301,693,748</b>	<b>1,314,397,527</b>

\*Excludes 2021-22 Actual transfers totalling \$369,266,072, 2022-23 Estimated transfers totalling \$298,388,148, 2023-24 Recommended transfers totalling \$187,348,567 and 2023-24 Adopted transfers totalling \$250,744,782.

County of Sonoma  
State of California  
Summary of Additional Financing Sources by Source and Fund  
Governmental Funds  
Fiscal Year 2023-24

Description (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b>Summarization by Fund:</b>				
10003 General	645,939,794	638,394,991	611,565,568	623,755,590
10200 Reserve	816,650	5,475,000	0	5,005,357
10500 Accumulated Capital Outlay	2,398,693	1,928,916	1,359,937	1,359,937
10002 General Fund	649,155,137	645,798,907	612,925,505	630,120,884
11010 Community Investment Grant Pgm	25,953,274	23,274,786	20,832,220	20,960,220
11050 Roads	114,164,652	61,043,940	80,506,322	85,816,467
11100 Other Special Revenue Funds	60,936,215	63,208,657	62,199,365	63,157,612
11300 Public Safety Realignment	85,019,429	94,515,157	83,298,822	83,768,872
11400 Human Services Realignment	50,892,426	49,362,357	47,695,346	48,180,946
11500 Human Services Department	186,655,384	195,719,505	215,594,810	216,897,910
11550 DCSS - Child Support Enforcement	11,893,195	10,658,218	11,730,006	11,735,006
11600 Department of Health Services	97,262,494	100,664,942	76,772,805	80,627,089
11700 Public Health Funds	10,143,835	7,757,760	7,861,964	7,861,964
11800 Behavioral Health Funds	68,439,145	70,176,743	65,098,357	65,098,357
11900 Health Policy, Plan & Eval	(158)	0	0	0
11990 1991 Realignment Funds	39,762,055	39,081,437	33,642,352	33,642,352
11001 Special Revenue Funds	751,121,946	715,463,502	705,232,369	717,746,795
20000 Capital Projects	71,318,411	109,187,920	103,831,089	109,011,089
31000 Debt Service	12,941,567	12,020,250	11,055,250	11,055,250
Subtotal	1,484,537,061	1,482,470,579	1,433,044,213	1,467,934,018
XX Transfers*	(231,418,166)	(180,825,815)	(131,350,465)	(153,536,491)
Total Summarization by Fund	1,253,118,895	1,301,644,764	1,301,693,748	1,314,397,527

\*The following transfers within a fund have been eliminated from the above fund totals: 2021-22 Actuals - \$137,847,906, 2022-23 Estimated - \$117,562,333, 2023-24 Recommended - \$55,998,102, and 2023-24 Adopted - \$97,208,291. Transfers between funds are included within the above funds and eliminated here before consolidating General County totals.

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
40000 <u>Taxes:</u>				
40001 Property Taxes-CY Secured	286,717,044	303,832,452	311,279,435	313,860,337
40100 Property Taxes-CY Unsecured	7,649,678	8,296,090	8,596,800	8,596,800
40110 Property Taxes-CY Supplemental	5,578,951	4,960,258	4,647,495	4,647,495
40200 Property Taxes-PY Secured	5,069	642	0	0
40210 Property Taxes-PY Unsecured	155,305	0	0	0
40220 Property Taxes-PY Supplemental	(6,714)	0	0	0
40300 Sales/Use Taxes:				
10003 General Fund	26,922,050	26,716,253	27,318,019	27,318,019
11100 Other Special Revenue Funds	41,812,314	42,465,436	43,455,706	43,455,706
11800 Behavioral Health Funds	25,098,361	26,464,669	31,048,883	31,048,883
	93,832,725	95,646,358	101,822,608	101,822,608
40400 Other Taxes:				
10003 General Fund	19,556,136	13,705,173	13,437,034	13,437,034
11010 Community Investment Fund	24,622,740	20,286,100	20,286,100	20,286,100
	44,178,876	33,991,273	33,723,134	33,723,134
40000 Total Taxes	438,110,934	446,727,073	460,069,472	462,650,374
41000 <u>Licenses, Permits and Franchises:</u>				
41010 Animal Licenses:				
10003 General Fund	0	0	544,305	544,305
11600 Department of Health Services	375,778	544,305	0	0
	375,778	544,305	544,305	544,305
41020 Business Licenses:				
10003 General Fund	1,786	1,700	8,327	8,327
11600 Department of Health Services	9,237	9,200	0	0
11700 Public Health Funds	4,474,141	4,465,870	4,453,478	4,453,478
	4,485,164	4,476,770	4,461,805	4,461,805
41050 Construction Permits:				
10003 General Fund	11,957,650	12,573,558	13,418,640	13,593,640
11050 Roads Fund	78,009	75,500	100,000	100,000
	12,035,659	12,649,058	13,518,640	13,693,640

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
41000 <u>Licenses, Permits and Franchises (cont.)</u>				
41080 Road Privileges/Permits	33,330	32,939	36,200	36,200
41100 Franchises:				
10003 General Fund	8,873,162	9,255,393	8,835,654	8,835,654
11100 Other Special Revenue Funds	332,666	300,000	300,000	300,000
11600 Department of Health Services	301,608	301,608	322,151	322,151
11700 Public Health Funds	600,554	383,614	480,744	480,744
	10,107,990	10,240,615	9,938,549	9,938,549
41130 Other Licenses/Permits:				
10003 General Fund	1,537,482	1,303,677	2,057,611	2,057,611
11050 Roads Fund	1,140,190	1,924,685	1,290,600	1,290,600
11100 Other Special Revenue Funds	2,714,814	2,831,681	2,650,189	2,650,189
11500 Human Services Department	68,770	60,000	100,000	100,000
11600 Department of Health Services	423,182	424,893	101,487	101,487
11700 Public Health Funds	1,409,530	1,394,341	1,426,108	1,426,108
	7,293,968	7,939,277	7,625,995	7,625,995
41000 Total Licenses, Permits and Franchises	34,331,889	35,882,964	36,125,494	36,300,494
42000 <u>Intergovernmental Revenues:</u>				
42010 State-Highway Users Tax:				
11050 Roads Fund	13,336,606	14,468,480	16,067,885	16,067,885
	13,336,606	14,468,480	16,067,885	16,067,885
42100 Vehicle Lic. Fees, In-Lieu Tax:				
10003 General Fund	468,431	418,826	367,000	367,000
11300 2011 Public Safety Realignment	4,989,448	4,994,386	5,289,812	5,289,812
11400 Human Services Realignment	6,753,266	6,682,504	7,094,166	7,094,166
11990 1991 Realignment Funds	20,184,206	17,207,409	14,887,429	14,887,429
	32,395,351	29,303,125	27,638,407	27,638,407
42110 State-Other In-Lieu Tax	4,419	5,002	4,000	4,000
42120 State-Public Assist Admin:				
11500 Human Services Department	26,185,835	29,184,941	39,599,024	39,952,524
11550 DCSS-Child Support Enforcement	4,298,419	3,581,957	3,928,195	3,928,195
11600 Department of Health Services	199,203	553,503	71,681	71,681
	30,683,457	33,320,401	43,598,900	43,952,400
42130 State-Public Assist Programs:				
11500 Human Services Department	7,417,463	8,530,992	8,747,378	8,747,378
	7,417,463	8,530,992	8,747,378	8,747,378

County of Sonoma  
State of California  
Detail of Additional Financing Sources by Account and Fund  
Governmental Funds  
Fiscal Year 2023-24

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
42000 Intergovernmental Revenues (cont.)				
42140 State-Health Administration:				
11500 Human Services Department	0	0	26,120	26,120
	0	0	26,120	26,120
42150 State-Mental Health:				
11600 Department of Health Services	364,128	411,564	0	0
11990 1991 Realignment Funds	15,505,331	13,197,344	14,052,563	14,052,563
	15,869,459	13,608,908	14,052,563	14,052,563
42160 State-CA Children Services:				
11600 Department of Health Services	723,833	713,116	740,379	740,379
	723,833	713,116	740,379	740,379
42170 State-Other Health:				
10003 General Fund	400,000	0	0	0
11400 Human Services Realignment	39,880,239	41,284,430	40,601,180	41,086,780
11500 Human Services Department	45,633,014	48,443,520	54,377,101	54,377,101
11600 Department of Health Services	6,055,853	4,119,670	8,812,923	11,108,200
11700 Public Health Funds	537,192	470,475	422,429	422,429
11990 1991 Realignment Funds	4,237,557	5,049,345	1,200,000	1,200,000
	96,743,855	99,367,440	105,413,633	108,194,510
42200 State-Agriculture	2,866,833	3,065,200	3,213,293	3,213,293
42260 State-Construction:				
11050 Roads Fund	372,521	0	0	0
	372,521	0	0	0
42270 State-Corrections	293,252	269,724	271,700	271,700
42280 State-Disaster Relief:				
10003 General Fund	872,109	2,297	80,188	80,188
11050 Roads Fund	242,838	741,059	2,062,500	2,062,500
	1,114,947	743,356	2,142,688	2,142,688
42285 State-Veterans Affairs:				
11500 Human Services Department	289,742	280,000	165,000	165,000
	289,742	280,000	165,000	165,000
42290 State-Homeowners Prop Tax Relf	1,157,106	1,103,277	1,000,500	1,000,500
42300 State-Prop 172 Public Safety	60,126,675	60,581,767	59,923,624	59,923,624
42310 State-Trial Courts	603,819	542,308	712,940	712,940

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
42000 <u>Intergovernmental Revenues (cont.)</u>				
42350 State-Other:				
10003 General Fund	8,968,836	8,299,924	8,047,904	8,047,904
10500 Accumulated Capital Outlay	913,934	0	0	0
11010 Community Investment Fund	643,055	246,250	0	0
11050 Roads Fund	11,149,784	12,267,976	13,754,692	13,754,692
11100 Other Special Revenue Funds	8,399,418	3,849,245	3,712,092	3,712,092
11300 2011 Public Safety Realignment	67,654,255	78,081,239	75,655,616	76,125,666
11500 Human Services Department	2,673,671	1,555,332	4,150,924	4,273,024
11550 DCSS-Child Support Enforcement	2,066	0	0	0
11600 Department of Health Services	2,018,730	6,182,732	6,566,701	7,233,238
11700 Public Health Funds	24,305	25,652	26,165	26,165
11800 Behavioral Health Funds	33,844,829	25,718,046	31,064,585	31,064,585
21600 Main Adult Detention Facility	0	40,000,000	40,000,000	40,000,000
23000 Miscellaneous Capital Projects	0	299,141	0	0
24000 Regional Parks	88,700	9,025,416	10,718,287	10,718,287
	136,381,583	185,550,953	193,696,966	194,955,653
Total State Revenue	400,380,921	451,454,049	477,415,976	481,809,040
42400 Federal-Public Assistance Admin:				
10003 General Fund	142,076	60,307	56,705	56,705
11500 Human Services Department	40,643,904	48,196,297	45,638,684	46,267,584
	40,785,980	48,256,604	45,695,389	46,324,289
42410 Federal-Public Assistance Program:				
10003 General Fund	51,068	70,000	20,000	20,000
11500 Human Services Department	17,919,472	17,100,351	18,370,033	18,370,033
	17,970,540	17,170,351	18,390,033	18,390,033
42420 Federal-Health Admin:				
11600 Department of Health Services	3,032,772	0	0	0
11800 Behavioral Health Funds	886,256	0	0	0
	3,919,028	0	0	0
42430 Federal-Construction:				
11050 Roads Fund	5,040,164	586,542	10,531,207	10,531,207
24000 Regional Parks	271,149	(71,149)	0	0
	5,311,313	515,393	10,531,207	10,531,207
42440 Federal-Disaster Relief:				
10003 General Fund	57,308,327	18,037,867	715,392	715,392
11050 Roads Fund	1,324,375	2,328,134	8,750,000	8,750,000
11600 Department of Health Services	828,096	2,057,785	2,000,000	2,000,000
24000 Regional Parks	0	565,932	565,932	565,932
	59,460,798	22,989,718	12,031,324	12,031,324
42450 Federal-In-Lieu Taxes	71,415	0	0	0

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
42000 <u>Intergovernmental Revenues (cont.)</u>				
42460 Federal-Other:				
10003 General Fund	14,874,860	8,048,729	9,080,132	9,659,700
11010 Community Investment fund	65,634	59,366	0	0
11050 Roads Fund	15,913	17,902	0	0
11100 Other Special Revenue Funds	708,923	633,271	1,060,616	1,534,582
11500 Human Services Department	7,016,901	6,584,107	9,537,181	9,735,781
11550 DCSS-Child Support Enforcement	7,450,570	6,953,212	7,797,761	7,797,761
11600 Department of Health Services	43,170,266	47,972,766	41,769,604	42,478,290
11700 Public Health Funds	13,080	13,080	13,080	13,080
11800 Behavioral Health Funds	2,797,408	2,597,638	0	0
24000 Regional Parks	954,028	323,858	323,858	323,858
	<b>77,067,583</b>	<b>73,203,929</b>	<b>69,582,232</b>	<b>71,543,052</b>
<b>Total Federal Revenue</b>	<b>204,586,657</b>	<b>162,135,995</b>	<b>156,230,185</b>	<b>158,819,905</b>
42600 Other Government Agencies:				
10003 General Fund	33,788,648	31,184,226	37,820,848	37,820,848
10500 Accumulated Capital Outlay	72,986	80,686	85,550	85,550
11010 Community Investment Fund	91,978	0	0	0
11050 Roads Fund	2,774,568	2,890,431	3,017,827	3,017,827
11100 Other Special Revenue Funds	90,561	91	0	0
11500 Human Services Department	599,273	243,239	30,000	30,000
11600 Department of Health Services	6,900,799	6,231,641	4,711,452	4,711,452
11700 Public Health Funds	11,727	12,916	12,916	12,916
11990 1991 Realignment Funds	2,146,621	2,385,858	2,385,859	2,385,859
22300 Memorial Buildings	44,000	0	0	0
23000 Miscellaneous Capital Projects	1,609,528	2,839,097	2,705,137	2,705,137
24000 Regional Parks	958,221	10,922,858	10,225,752	10,225,752
<b>Total Other Revenue</b>	<b>49,088,910</b>	<b>56,791,043</b>	<b>60,995,341</b>	<b>60,995,341</b>
42700 Prior Year Intergovernmental Revenues	248,932	0	0	0
<b>42000 Total Intergovernmental Revenues</b>	<b>654,305,420</b>	<b>670,381,087</b>	<b>694,641,502</b>	<b>701,624,286</b>
43000 <u>Fines, Forfeitures and Penalties:</u>				
43001 Vehicle Code Fines:				
10003 General Fund	225,120	289,394	282,228	282,228
11050 Roads Fund	249,943	266,438	339,461	339,461
11700 Public Health Funds	568	426	746	746
	<b>475,631</b>	<b>556,258</b>	<b>622,435</b>	<b>622,435</b>
43100 Other Court Fines:				
10003 General Fund	2,296,752	3,372,409	1,803,860	1,803,860
11050 Roads Fund	0	1,656	0	0
11100 Other Special Revenue Funds	731,310	476,620	451,000	451,000
11500 Human Services Department	48,525	40,000	0	0

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b>43000 Fines, Forfeitures and Penalties (cont.)</b>				
11700 Public Health Funds	437,632	490,842	518,592	518,592
11800 Behavioral Health Funds	55,131	61,762	0	0
	<b>3,569,350</b>	<b>4,443,289</b>	<b>2,773,452</b>	<b>2,773,452</b>
<b>43200 Forfeitures and Penalties:</b>				
10003 General Fund	2,703,700	2,944,936	4,997,500	4,997,500
11050 Roads Fund	567,500	0	0	0
11100 Other Special Revenue Funds	2,414,345	2,699,513	3,236,000	3,236,000
11600 Department of Health Services	382,314	209,286	0	0
11700 Public Health Funds	8,079	14,810	0	0
11800 Behavioral Health Funds	5,804	3,563	0	0
	<b>6,081,742</b>	<b>5,872,108</b>	<b>8,233,500</b>	<b>8,233,500</b>
<b>43300 Penalties/Costs on Taxes:</b>				
10003 General Fund	3,739,010	7,942,449	3,739,010	5,980,941
<b>43000 Total Fines, Forfeitures and Penalties</b>	<b>13,865,733</b>	<b>18,814,104</b>	<b>15,368,397</b>	<b>17,610,328</b>
<b>44000 Revenue From Use of Money and Property:</b>				
<b>44001 Investment Income:</b>				
10003 General Fund	(2,066,126)	5,313,190	3,631,481	3,631,481
10200 General Reserve	(2,344,620)	0	0	0
10500 Accumulated Capital Outlay	(401,795)	108,267	123,823	123,823
11010 Community Investment Fund	(740,771)	134,128	0	0
11050 Roads Fund	(2,143,106)	514,930	514,500	514,500
11100 Other Special Revenue Funds	(4,128,337)	1,131,464	497,164	497,164
11300 2011 Public Safety Realignment	(2,243,149)	839,631	388,950	388,950
11400 Human Services Realignment	(528,044)	181,000	0	0
11500 Human Services Department	(459,941)	130,022	58,000	58,000
11550 DCSS-Child Support Enforcement	(6,272)	5,224	2,400	2,400
11600 Department of Health Services	463,752	(127,272)	20,008	20,008
11700 Public Health Funds	(116,405)	73,135	67,454	67,454
11800 Behavioral Health Funds	(2,788,408)	1,128,453	90,568	90,568
11900 Health Policy, Plan & Eval	(158)	0	0	0
11990 1991 Realignment Funds	(1,051,604)	242,994	118,014	118,014
21100 Administration Center	(187,366)	0	0	0
21500 Hall of Justice	(2,241)	0	0	0
21600 Main Adult Detention Facility	(79,669)	0	0	0
22300 Memorial Buildings	(58,367)	0	0	0
23000 Miscellaneous Capital Projects	(916,682)	0	0	0
24000 Regional Parks	(82,933)	689	0	0
31100 Special Assessments	(63)	0	0	0
31300 Bonds Debt Service	2,545	0	0	0
31400 Tobacco Settlement Bonds	2,538	2,500	0	0
	<b>(19,877,222)</b>	<b>9,678,355</b>	<b>5,512,362</b>	<b>5,512,362</b>

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
44000 <u>Rev. From Use of Money and Property (cont)</u>				
44100 Rents/Concessions:				
10003 General Fund	904,992	1,309,939	1,444,846	1,444,846
11050 Roads Fund	9,147	9,150	9,500	9,500
11100 Other Special Revenue Funds	440,015	358,160	295,755	295,755
23000 Miscellaneous Capital Projects	0	2,389	2,389	2,389
	1,354,154	1,679,638	1,752,490	1,752,490
44000 Total Rev. From Use of Money and Property	(18,523,068)	11,357,993	7,264,852	7,264,852
45000 <u>Charges for Current Services:</u>				
45001 Assessment & Tax Collect Fees:				
10003 General Fund	9,270,373	8,782,030	8,868,242	8,868,242
11100 Other Special Revenue Funds	28,131	18,119	18,750	18,750
	9,298,504	8,800,149	8,886,992	8,886,992
45020 Auditing & Accounting Fees	72,800	73,500	28,500	28,500
45030 Communication Services	48,845	300	45,000	45,000
45040 Election Services	1,988,926	1,620,616	2,649,841	2,649,841
45050 Legal Services	65,499	35,833	32,250	32,250
45060 Planning & Engineering Services:				
10003 General Fund	2,116,024	2,428,537	2,727,220	2,727,220
11050 Roads Fund	75,596	73,072	81,046	81,046
11100 Other Special Revenue Funds	450,134	297,303	516,000	516,000
11700 Public Health Funds	14,664	12,392	12,392	12,392
	2,656,418	2,811,304	3,336,658	3,336,658
45070 Agricultural Services:				
10003 General Fund	902,053	937,200	992,645	992,645
11600 Department of Health Services	9,793	11,000	0	0
	911,846	948,200	992,645	992,645
45080 Civil Process Service:				
10003 General Fund	54,500	82,618	83,439	83,439
11100 Other Special Revenue Funds	61,486	70,071	69,506	69,506
	115,986	152,689	152,945	152,945
45090 Court Fees and Costs:				
10003 General Fund	182,148	250,100	179,423	179,423
11100 Other Special Revenue Funds	74,849	80,000	80,000	80,000
	256,997	330,100	259,423	259,423

County of Sonoma  
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Detail of Additional Financing Sources by Account and Fund  
Governmental Funds  
Fiscal Year 2023-24

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
45000 <u>Charges for Current Services (cont.)</u>				
45100 Estate Fees:				
11500 Human Services Department	211,000	100,000	100,000	100,000
	211,000	100,000	100,000	100,000
45120 Humane Services:				
10003 General Fund	0	0	24,560	24,560
11600 Department of Health Services	92,079	94,336	0	0
	92,079	94,336	24,560	24,560
45130 Law Enforcement Services	558,804	574,754	589,305	589,305
45150 Recording Fees:				
10003 General Fund	544,405	516,843	303,945	303,945
11100 Other Special Revenue Funds	2,368,994	1,320,519	2,038,260	2,038,260
11500 Human Services Department	97,734	78,000	100,689	100,689
11600 Department of Health Services	24,226	37,045	24,553	24,553
11700 Public Health Funds	9,304	18,142	9,114	9,114
	3,044,663	1,970,549	2,476,561	2,476,561
45170 Road and Street Services:				
10003 General Fund	617,372	564,939	652,000	652,000
11050 Roads Fund	2,887,013	1,845,121	1,866,676	1,866,676
	3,504,385	2,410,060	2,518,676	2,518,676
45180 Health Fees:				
10003 General Fund	68,772	71,628	78,169	78,169
11600 Department of Health Services	222,694	171,919	309,460	309,460
11800 Behavioral Health Funds	1,882,281	1,732,685	2,175,174	2,175,174
	2,173,747	1,976,232	2,562,803	2,562,803
45190 Mental Health Services:				
11600 Department of Health Services	429,205	369,894	250,000	250,000
	429,205	369,894	250,000	250,000
45200 California Childrens Services:				
11600 Department of Health Services	60	0	0	0
	60	0	0	0
45250 Institutional Care and Services	127,990	785,247	1,318,053	1,318,053
45270 Educational Services	4,060	8,300	8,712	8,712
45290 Park and Recreation Services:				
10003 General Fund	6,197,322	6,362,545	6,603,793	6,603,793
11100 Other Special Revenue Funds	53,470	55,012	43,349	43,349
	6,250,792	6,417,557	6,647,142	6,647,142

Financing Source Category, Account and Fund (General Fund Unless Otherwise Indicated) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
45000 <u>Charges for Current Services (cont.)</u>				
45300 Other Charges for Services:				
10003 General Fund	9,343,037	9,319,856	10,384,005	10,842,875
10500 Accumulated Capital Outlay	118,966	142,986	110,000	110,000
11100 Other Special Revenue Funds	1,583,576	1,370,140	1,641,400	1,905,692
11500 Human Services Department	1,191,625	1,016,007	1,230,882	1,230,882
11600 Department of Health Services	872,446	1,040,341	931,881	931,881
11700 Public Health Funds	113,933	74,637	93,881	93,881
	13,223,583	12,963,967	14,392,049	15,115,211
45400 Prior Year Revenue	0	81,724	0	0
45500 Interfund Revenue:				
10003 General Fund	17,667,915	19,103,181	21,415,098	21,415,098
10500 Accumulated Capital Outlay	79,314	86,981	0	0
11100 Other Special Revenue Funds	146,542	126,041	128,000	128,000
11500 Human Services Department	350	0	0	0
	17,894,121	19,316,203	21,543,098	21,543,098
45000 Total Charges for Current Services	62,930,310	61,841,514	68,815,213	69,538,375
46000 <u>Miscellaneous Revenues:</u>				
46001 Other Sales Revenue:				
10003 General Fund	766,526	694,952	823,985	823,985
11050 Roads Fund	2,550	516	0	0
11100 Other Special Revenue Funds	140,858	67,674	33,020	33,020
11600 Department of Health Services	14,767	0	0	0
	924,701	763,142	857,005	857,005
46010 Tobacco Settlement:				
31400 Tobacco Settlement Bonds	5,256,676	4,512,500	4,505,000	4,505,000
	5,256,676	4,512,500	4,505,000	4,505,000
46020 Miscellaneous Revenues:				
10003 General Fund	5,502,969	7,091,482	3,383,775	3,383,775
10500 Accumulated Capital Outlay	264,187	110,607	158,029	158,029
11010 Community Investment Fund	723,519	1,455,032	191,265	191,265
11050 Roads Fund	540,701	1,003,448	256,385	256,385
11100 Other Special Revenue Funds	908,592	3,030,965	358,637	358,637
11300 2011 Public Safety Realignment	14,618,875	10,599,901	1,964,444	1,964,444
11400 Human Services Realignment	4,786,965	1,214,423	0	0
11500 Human Services Department	8,569,332	4,865,050	3,365,388	3,365,388
11550 DCSS-Child Support Enforcement	18,032	115,875	0	0
11600 Department of Health Services	3,180,718	6,204,708	32,000	32,000
11700 Public Health Funds	(313,698)	61,859	103,412	103,412
11800 Behavioral Health Funds	5,761,924	11,213,473	200	200
11990 1991 Realignment Funds	(2,258,543)	0	0	0
21600 Main Adult Detention Facility	250	0	0	0
24000 Regional Parks	1,192,009	3,113,610	3,298,443	3,298,443



County of Sonoma  
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Summary of Financing Uses by Function and Fund  
Governmental Funds  
Fiscal Year 2023-24

Description (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b>Summarization By Function:</b>				
General/Capital Projects	198,367,113	265,956,521	289,323,878	286,221,339
Public Protection	366,923,764	392,454,471	424,185,706	435,414,142
Public Ways/Facilities	73,668,105	96,876,832	96,416,836	101,976,981
Health/Sanitation	221,727,906	215,945,932	218,131,248	228,791,774
Public Assistance	256,373,640	265,424,134	292,842,257	295,101,007
Education	1,314,438	1,988,068	1,196,770	1,307,762
Recreation/Cultural Services	38,387,256	40,094,912	77,318,421	77,318,421
Debt Service	12,814,697	12,019,750	11,055,250	11,055,250
<b>Total Financing Uses by Function</b>	<b>1,169,576,919</b>	<b>1,290,760,620</b>	<b>1,410,470,366</b>	<b>1,437,186,676</b>
<b>Appropriations for Contingencies:</b>				
10003 General	0	5,000,000	5,000,000	5,000,000
<b>Subtotal Financing Uses</b>	<b>1,169,576,919</b>	<b>1,295,760,620</b>	<b>1,415,470,366</b>	<b>1,442,186,676</b>
<b>Increases to Fund Balance:</b>				
10003 General			3,683,456	16,879,823
10200 General Reserve - County			0	5,005,357
10500 ACO Funds			370,492	370,492
11010 Community Investment Fund			1,001,900	221,363
11050 Road			550,500	550,500
11100 Other Special Revenue Funds			1,226,402	1,226,402
11300 2011 Public Safety Realignment			844,093	844,093
11700 Public Health Funds			71,385	71,385
11800 Behavioral Health Funds			11,080,295	8,368,008
21000 Capital Projects			0	778,301
<b>Total Increases to Fund Balance</b>	<b>0</b>	<b>0</b>	<b>18,828,523</b>	<b>34,315,724</b>
<b>Total Financing Uses</b>	<b>1,169,576,919</b>	<b>1,295,760,620</b>	<b>1,434,298,889</b>	<b>1,476,502,400</b>

County of Sonoma  
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Summary of Financing Uses by Function and Fund  
Governmental Funds  
Fiscal Year 2023-24

Description (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b>Summarization By Fund:</b>				
10003 General	744,112,549	627,403,255	653,903,665	690,302,949
10200 General Reserve	90,048	15,014,475	0	5,005,357
10500 Accumulated Capital Outlay	1,084,305	3,746,213	888,128	1,813,128
<b>10002 Total General</b>	<b>745,286,902</b>	<b>646,163,943</b>	<b>654,791,793</b>	<b>697,121,434</b>
11010 Community Investment Fund	17,949,399	33,806,726	20,832,220	26,583,337
11050 Roads	73,908,091	96,846,397	97,117,615	101,502,760
11100 Other Special Revenue Funds	47,154,849	50,999,594	101,254,650	102,212,897
11300 2011 Public Safety Realignment	68,906,663	73,643,734	92,743,174	93,213,224
11400 Human Services Realignment	44,490,723	44,851,073	47,695,346	48,180,946
11500 Human Services Department	184,164,323	194,478,452	215,594,810	216,897,910
11550 DCSS-Child Support Enforcement	11,624,914	10,658,218	11,730,006	11,735,006
11600 Department of Health Services	94,202,354	108,303,968	83,504,087	87,586,411
11700 Public Health Funds	11,174,944	8,050,498	8,599,333	8,599,333
11800 Behavioral Health Funds	44,397,758	56,174,144	73,304,535	73,504,535
11990 1991 Realignment Funds	23,687,639	36,544,722	39,193,747	42,834,759
<b>11001 Total Special Revenue</b>	<b>621,661,657</b>	<b>714,357,526</b>	<b>791,569,523</b>	<b>812,851,118</b>
<b>21000 Total Capital Projects</b>	<b>21,231,829</b>	<b>104,045,216</b>	<b>108,232,788</b>	<b>109,011,089</b>
<b>31000 Total Debt Service</b>	<b>12,814,697</b>	<b>12,019,750</b>	<b>11,055,250</b>	<b>11,055,250</b>
<b>Subtotals</b>	<b>1,400,995,085</b>	<b>1,476,586,435</b>	<b>1,565,649,354</b>	<b>1,630,038,891</b>
<b>XX Operating Transfers*</b>	<b>(231,418,166)</b>	<b>(180,825,815)</b>	<b>(131,350,465)</b>	<b>(153,536,491)</b>
<b>Total Financing Uses</b>	<b>1,169,576,919</b>	<b>1,295,760,620</b>	<b>1,434,298,889</b>	<b>1,476,502,400</b>

\*The following transfers within a fund have been eliminated from the above fund totals: 2021-22 Actuals -\$137,847,906, 2022-23 Estimated - \$117,562,333, 2023-24 Recommended - \$55,998,102 and 2023-24 Adopted - \$97,208,291. 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 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>General:</u>				
<u>Legislative/Administrative</u>				
Board of Supervisors 150101XX	6,005,095	6,540,052	6,551,288	6,651,288
Assessment Appeals Board 15010200	14,034	12,690	20,100	20,100
County Administrator 1502010X	7,086,528	7,519,989	8,349,469	8,597,120
Exec Leadership & Admin OH 15020200	760,568	1,314,333	1,709,750	1,854,323
PGE Local Gov't Partner 15020301	0	0	496,000	496,000
Policy, Grants, & Special Proj 15990600	69,695	0	0	0
General Services Admin 210101XX	1,215,654	979,973	1,037,491	892,918
Office of Equity 39010100	1,399,878	2,795,081	1,699,061	2,089,071
Total Legislative/Administrative	16,551,452	19,162,118	19,863,159	20,600,820
<u>Finance</u>				
Auditor-Controller 110101XX	7,863,260	7,847,803	8,439,011	8,439,011
Treasurer-Tax Collector 110102XX	5,657,168	5,465,151	5,860,218	5,860,218
ACTTC-Audit 11010300	1,220,870	1,102,387	1,129,385	1,129,385
ACTTC-Administration 11010400	384,065	203,527	214,583	214,583
County Disaster Finance 11010500	0	201,874	70,827	70,827
Assessor 13020100	11,230,321	12,570,926	12,146,249	12,328,052
Administrative Services 13020200	329	0	0	0
Assessor-Prop Character Data 13020300	34,215	113,421	114,819	114,819
Purchasing 21030100	1,236,367	1,570,686	1,605,749	1,605,749
Total Finance	27,626,595	29,075,775	29,580,841	29,762,644
<u>Counsel</u>				
County Counsel 17010100	4,947,184	4,406,154	4,654,348	4,654,348
Total Counsel	4,947,184	4,406,154	4,654,348	4,654,348
<u>Human Resources</u>				
Human Resources 230101XX	4,968,691	5,305,869	5,966,600	6,012,600
Total Human Resources	4,968,691	5,305,869	5,966,600	6,012,600
<u>Elections</u>				
Registrar of Voters 13030100	6,597,111	6,334,095	6,798,519	7,328,780
Registrar of Voters ACO 13030200	94,941	300,000	300,000	300,000
Total Elections	6,692,052	6,634,095	7,098,519	7,628,780
<u>Communications</u>				
Communications-Telephone 25010134	(170,158)	(797,384)	618,858	618,858
Total Communications	(170,158)	(797,384)	618,858	618,858
<u>Property Management</u>				
Real Estate 21020300	2,771,237	1,772,579	1,874,794	1,874,794
Facilities Operations 21020400	9,238,425	8,682,812	8,303,247	8,303,247
Energy 21030300	9,675,851	10,956,263	10,381,557	10,381,557
SCEW-Administration 21040301	323,223	312,591	0	0
Tidelands Leases Fund 21040500	96,837	76,994	83,902	83,902
EV Charging Stations 21040601	10,030	349,724	0	32,000

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Property Management (cont.)</u>				
Communication Towers - Lease 21040700	15,077	62,633	180,000	180,000
Total Property Management	22,130,680	22,213,596	20,823,500	20,855,500
<u>Capital Improvements</u>				
Capital Improvements 40000000	19,512,714	102,666,581	107,193,455	107,193,455
Total Capital Improvements	19,512,714	102,666,581	107,193,455	107,193,455
<u>Promotion</u>				
Community Investment Fund 16030100	228,775	599,119	565,000	565,000
Community Investment Measure L 16030200	1,957,995	2,283,618	1,707,867	1,707,867
Economic Development Board 19010100	2,795,525	2,293,070	1,307,888	1,672,888
Tourism Council 19010200	3,012,833	4,670,990	2,528,531	2,528,531
Creative Sonoma 19010300	1,020,948	1,551,073	1,115,771	1,243,771
Research & Program Development 19010500	0	0	606,413	671,413
Broadband Project 19020100	23,547	153,242	1,138,683	1,288,683
Total Promotion	9,039,623	11,551,112	8,970,153	9,678,153
<u>Other General</u>				
Employee Benefits 16020100	3,980,398	4,592,098	4,491,556	4,491,556
Other General Government 16020200	(1,192,701)	(5,695,207)	(10,843,775)	(10,843,775)
Refuse Franchise Fees 16020400	1,462,927	1,075,589	2,213,027	2,213,027
Tribal Mitigation - Graton 16020800	9,824,712	4,576,602	4,697,843	4,697,843
Tribal Mitigation - Dry Creek 16020900	330,145	70,000	65,000	65,000
RDA Dissolution Distributions 16021100	1,690,744	0	830,336	830,336
Other Financing Sources/Uses 16021200	7,554,180	4,927,259	30,106,735	24,768,471
So Co Cannabis Program Fund 16021400	288,230	903,685	177,000	177,000
DR - October Fires 17-18 16021500	0	3,241,636	0	0
Litigation Contingency 16021901	207,833	846,000	852,000	852,000
Code Enforcement 16021902	1,274,102	1,000,000	1,100,000	1,100,000
Tribal Mitigation - Lytton 16022000	33,008	60,000	60,000	60,000
PGE2017 160221XX	18,433,520	3,755,930	7,223,539	7,223,539
D1-D5 CommInfrastructureProjects 160222XX	0	0	4,100,000	4,100,000
Disaster Response Fund 16022400	0	1,000,000	0	0
Special Projects 16022501	0	0	430,296	430,296
Clerk of the Board Projects 16022502	0	300,000	400,000	400,000
Water Security Project Area 16022601	0	185,645	0	0
Reserved Purposes Fund 160227XX	0	2,223,468	8,780,023	8,780,023
2019 Late Feb. Flood 16060100	21,300	1,065,150	89,000	89,000
2019 Kincade Fire Disaster 16060200	73,305	1,154,212	49,000	49,000
2020 COVID-19 Disaster Response 160603XX	21,770,252	6,060,859	222,000	222,000
2020 LNU Fires Disaster 16060400	191,309	1,648,285	89,000	89,000
2020 Glass Fire Complex 16060500	103,459	32,514	89,000	89,000
ARPA Projects 160606XX	2,129,175	8,047,362	0	0
2023 January Severe Winter Storms 160607XX	0	0	94,000	94,000
2017 Fire - FEMA/OES Reimburs 16990200	25,320	0	49,000	49,000
Capital Project Management 21020100	463,754	718,671	(44,952)	(44,952)
Local Projects 21020200	3,528	77,560	77,560	77,560
Fleet Operations 210304XX	2,683,504	2,752,940	2,507,448	2,507,448
Fleet ACO 21040200	66,496	2,867,591	642,636	642,636
County Ctr Parking Enforcement 21040400	62,124	52,935	102,771	102,771
Insurance 23010500	3,417,884	4,299,896	5,355,765	5,355,765

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>General (cont.)</u>				
ADA Program 23011000	245,691	301,004	250,000	250,000
Information Systems Section 250101XX	11,854,205	13,362,623	20,165,760	20,165,760
IS Replacement A 25011001	0	0	45,400	45,400
IS Replacement B 25011100	69,876	234,298	87,477	87,477
Total Other General	87,068,280	65,738,605	84,554,445	79,216,181
Total General	198,367,113	265,956,521	289,323,878	286,221,339
<u>Public Protection:</u>				
<u>Judicial</u>				
DA - Criminal 18010101	25,330,391	25,137,817	23,938,492	23,938,492
DA - Victim Witness 18010102	2,263,798	2,260,529	2,235,559	2,465,033
DA - Administration 18010103	0	0	2,181,870	2,181,870
DA - Consumer Protection Fund 18010400	155,055	400,785	2,234,152	2,234,152
DA - SCATT 18010500	437	0	0	0
DA - Family Justice Center 18010600	753,397	706,107	681,310	711,310
DA - Asset Forfeiture-Justice 18010800	0	0	7,500	7,500
DA - Treasury Forfeiture Fund 18010900	0	0	3,000	3,000
PSR - DA Revocation 18013000	320,779	421,857	370,699	370,699
PSR - DA Local Law Enforcement Service 18013500	205,000	222,600	444,000	444,000
Public Defender 28010100	12,860,515	13,273,604	13,510,508	14,547,013
PSR - Public Defender Revocation 28010200	310,974	399,668	505,986	505,986
Indigent Defense Grant Program 28010400	197,860	483,957	73,242	73,242
Public Defense Pilot Program 28010500	0	402,088	571,627	571,627
Sheriff-Court Security 30014700	475,073	452,208	630,877	630,877
Grand Jury 36010100	82,812	103,800	103,500	103,500
Court Support Operations 36010200	8,501,993	8,525,103	8,525,103	8,525,103
Alternate Defense Counsel 36010300	2,605,516	2,665,132	2,873,300	2,873,300
Courts-Alternate Dispute Resolution 36020100	48,750	65,000	65,000	65,000
Total Judicial	54,112,350	55,520,255	58,955,725	60,251,704
<u>Police Protection</u>				
Sheriff Administration Section 30010100	12,376,235	13,901,625	14,204,569	14,471,555
Law Enforcement Section 30010200	8,617,192	9,301,288	11,943,025	11,943,025
Sheriff-Training 30010300	1,140,852	2,294,929	2,347,968	2,347,968
Sheriff-Dispatch 30012000	4,324,854	4,373,886	5,244,631	5,244,631
Sheriff-Civil Bureau 30012100	876,392	822,055	1,004,999	1,004,999
Sheriff-Records 30012200	2,113,122	2,153,972	2,687,136	2,687,136
Sheriff-Telecommunication 30012300	1,524,367	1,694,033	1,704,058	1,704,058
Sheriff-Patrol 30014000	38,543,649	38,494,122	39,198,215	41,663,606
Sheriff-Windsor 30014100	6,533,199	5,855,352	7,295,062	7,295,062
Sheriff-Sonoma 30014200	3,885,083	3,911,091	4,210,126	4,210,126
Sheriff-Helicopter 30014300	1,860,609	2,178,040	2,303,439	2,303,439
Sheriff-Marine Unit 30014400	1,325,124	1,514,026	1,277,666	1,277,666
Sheriff-Investigations Section 30014500	7,939,426	8,344,125	7,973,483	7,973,483
PSR-Trial Court Security 30016400	8,540,577	8,138,628	10,551,638	10,551,638
PSR-Local Law Enf-ST COPS (LED) 30016500	385,000	400,000	400,000	400,000
PSR-Local Law Enf-CAL-EMA 30016600	225,815	225,815	225,815	225,815

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Police Protection (cont).</u>				
Justice Assistance Grant 30016800	41,206	41,305	0	0
Helicopter - Major Repair 30016900	0	606,305	186,119	523,000
Equipment Replacement 30017000	0	0	127,000	377,000
Telecommunications Capital 30017100	289,997	2,336,999	1,095,000	1,095,000
DMV Fee/CAL ID 30017400	496,239	1,122,255	2,305,900	2,305,900
CA Vehicle Code Sect 9250.14 30017500	1,109,139	1,372,788	1,356,312	1,356,312
DSA/DSLEM Physical Fitness 30017600	(7,630)	1,604	0	0
Sheriff - Donations/Escheated 30017700	1,000	0	500,000	500,000
<b>Total Police Protection</b>	<b>102,141,447</b>	<b>109,084,243</b>	<b>118,142,161</b>	<b>121,461,419</b>
<u>Detention &amp; Correction</u>				
Probation-Administration Section 27010100	4,881,823	5,605,036	5,392,060	5,523,167
Adult Investigations Section 27011000	2,911,577	2,928,502	3,017,937	3,205,330
Adult Supervision Section 27011100	9,439,728	9,668,809	10,363,700	10,551,093
Adult Realignment Section 27011200	87,981	735	0	0
Adult Grant Funds 27011300	332,457	0	0	0
Adult Pretrial Services 27011400	806,987	605,128	671,174	671,174
Juvenile Investigations Section 27012000	1,904,200	1,833,865	2,077,065	2,077,065
Probation-Juvenile Supervision Section 27012100	2,331,817	2,500,131	2,389,514	2,389,514
Probation-Juvenile Justice Crime Prev 27012200	9,718	5,561	0	0
Probation-Juvenile Grant Funds 27012300	329,223	822,745	700,000	700,000
Juvenile Designated Purpose 27012400	3,622	6,329	10,575	10,575
Probation Industries 27013000	1,429,527	1,659,923	884,219	884,219
Juvenile Hall Section 27014000	14,751,895	14,939,866	15,913,082	15,913,082
Probation Camp Section 27014500	463,505	71,865	2,270	2,270
Probation Replacement Fund 27016000	42,608	0	75,000	75,000
SAC/Camp Ops & Replacement 27016300	1,255,710	1,181,380	2,002,077	2,002,077
Probation-CCPIF 27017000	2,295,120	1,531,803	1,483,649	1,483,649
CCP (AB109) Special Revenue Fund 27017200	12,995,426	15,004,716	18,978,219	18,978,219
Probation Trans Housing Grant 27017300	412,851	478,961	514,673	514,673
SB823 Juvenile Realignment 27017400	147,256	725,000	1,000,000	1,000,000
YOBG Section 27017500	1,449,624	1,603,824	1,667,481	1,667,481
Probation JJCPA 27017600	1,064,670	1,198,129	3,109,252	3,109,252
Probation JPCF 27017700	4,239,291	4,759,089	3,854,822	3,854,822
2019 Youth Reinvestment Grant 27017900	279,688	178,268	0	0
Probation - Facilities AB 178 27018000	0	0	1,531,966	1,531,966
Sheriff-Transportation 30014800	1,634,993	1,904,777	1,983,894	1,983,894
Detention-Administration 30020100	23,568,244	25,564,677	27,486,560	28,213,722
Detention-Training 30020200	1,323,332	2,156,377	1,864,620	1,864,620
Detention-Main Adult Detention Facility 30020300	41,558,519	40,208,318	46,523,055	47,310,261
Detention-North County Detention Facility 30020400	93,443	93,458	106,787	106,787
Detention-Jail Industries 30020500	180,404	30,024	0	0
PSR-Local Law Enf-Booking Fees 30026000	791,066	791,066	791,066	791,066
PSR-Local Law Enf-ST COPS (DD) 30026100	300,000	300,000	215,000	215,000
SCLEA/SCLEMA Physical Fitness 30026300	(42,739)	156	0	0
<b>Total Detention &amp; Correction</b>	<b>133,273,566</b>	<b>138,358,518</b>	<b>154,609,717</b>	<b>156,629,978</b>

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Public Protection (cont.)</u>				
<u>Protection Inspection</u>				
Agricultural Commissioner 10010100	5,441,571	6,273,665	4,365,083	4,365,083
Weights & Measures 10010200	956,346	1,113,459	1,194,594	1,194,594
Land Stewardship Division 10010600	832,131	843,733	915,059	915,059
AGC - Administration 10010700	0	0	1,594,138	1,594,138
PRMD - General 260101XX	26,783,630	31,471,307	34,749,625	38,205,038
Resiliency Center 26990400	1,419,326	1,576,392	1,312,972	1,312,972
Total Protection Inspection	35,433,004	41,278,556	44,131,471	47,586,884
<u>County Clerk</u>				
County Clerk Operations 13010800	835,887	891,271	897,729	897,729
Total County Clerk	835,887	891,271	897,729	897,729
<u>District Attorney</u>				
Child Support Services 120101XX	11,624,914	10,658,218	11,730,006	11,735,006
<u>Fire Services</u>				
Fire Services 16021800	6,877,060	8,951,075	10,974,316	10,974,316
<u>Other Protection</u>				
Fish and Wildlife 10010400	40,252	0	77,500	77,500
Recorder Operations 13010100	2,099,105	2,228,803	2,425,495	2,425,495
Recorder Modernization 13010300	462,068	844,963	1,107,598	1,107,598
Recorder Micrographics 13010400	57,801	82,656	117,552	117,552
VRIP Program 13010500	12,613	41,192	51,078	51,078
Social Security Truncation Prg 13010600	8,390	8,656	9,089	9,089
Recorder - eRecording 13010700	133,822	113,822	82,169	82,169
PH So County Animal Services 22020106	5,508,767	6,097,584	0	0
PH Animal Welfare Fund 22020200	47,643	20,835	192,633	192,633
Survey Monument Preservation 26010300	16,910	26,175	45,610	45,610
PRMD Planning Admin. Fund 26010400	469,185	481,013	602,660	602,660
PRMD Sonoma Development Center 26010510	715,743	1,411,508	0	0
PRMD Gleason Beach Project 26010600	32,831	303,364	761,800	761,800
PRMD - Fire Prevention 26030100	1,943,619	2,477,784	3,483,445	4,174,692
PRMD - Hazardous Materials 26030200	1,572,460	2,043,083	2,325,108	2,325,108
PRMD - Chipper 26030300	293,895	310,434	170,000	375,000
Coroner 30014600	3,633,109	3,323,495	3,255,201	3,255,201
IOLERO 3201XXXX	1,479,910	1,368,662	2,049,956	2,086,234
Emergency Management 20010100	251	0	0	0
Administration 38010100	1,931,173	1,690,304	1,286,361	1,286,361
Emergency Coordination 38010200	452,750	821,970	842,256	842,256
Community Preparedness/Engagmt 38010300	269,651	278,223	257,295	257,295
Community Alert and Warning 38010400	447,384	400,604	479,878	479,878
Operational Area Grant 380105XX	722,381	2,440,258	3,756,744	3,756,744
Emergency Operations Resources 38010600	273,823	450,828	470,428	670,428
ARPA Program 38010701	0	446,119	554,872	554,872
Climate Resilience Project 38010702	0	0	339,853	339,853
Total Other Protection	22,625,536	27,712,335	24,744,581	25,877,106
Total Public Protection	366,923,764	392,454,471	424,185,706	435,414,142

Detail of Financing Uses by Function, Activity, and Budget Unit  
Governmental Funds  
Fiscal Year 2023-24

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Public Ways/Facilities:</u>				
<u>Public Ways</u>				
Road Administration 340101XX	73,418,143	96,036,277	95,580,930	100,891,075
PW Special Projects 34020100	159,446	17,991	26,879	26,879
PW District Formation 34020200	13,188	150,000	200,000	200,000
PW Small Water Systems 34020300	20,345	10,127	10,127	10,127
PW PEG Fund 34020500	36,350	500,000	500,000	500,000
Cal-Am Franchise Fees 34020600	13,137	58,300	58,300	308,300
West Water Co Ops & Maint 34200100	7,496	104,137	40,600	40,600
<b>Total Public Ways</b>	<b>73,668,105</b>	<b>96,876,832</b>	<b>96,416,836</b>	<b>101,976,981</b>
<b>Total Public Ways/Facilities</b>	<b>73,668,105</b>	<b>96,876,832</b>	<b>96,416,836</b>	<b>101,976,981</b>
<u>Health/Sanitation:</u>				
<u>Public Health</u>				
Health Services Administration 22010101	1,822,892	1,632,911	5,573,283	5,965,282
Health Policy Planning and Equity 22010102	205,272	2,846,445	1,942,393	2,186,168
ACCESS Sonoma Initiative 22010400	3,983,518	742,970	0	0
COVID-19 Response Unit 22020113	10,535,364	6,932,556	0	0
Healthy Communities 22020112	2,359,569	3,103,014	3,121,665	3,312,024
PH Clinical Laboratory 22020110	2,238,139	652,000	323,304	555,139
PH Disease Control 22020107	4,929,032	2,630,900	1,510,741	2,892,171
PH Emergency Medical Services 22020109	1,424,888	2,189,057	1,764,782	2,104,288
PH Environmental Health 22020102	444,266	541,442	826,977	826,977
PH Family Health 22020103	5,050,635	2,044,045	1,908,431	1,908,431
PH Health Care Coordination 22020105	6,280,944	4,986,348	5,507,615	5,668,661
PH Preparedness 22020111	1,798,967	1,896,260	1,105,617	1,460,107
PH Program Support 22020101	(8,595,643)	38,502	277,405	625,702
PH Special Clinical Services 22020108	304,018	183,192	251,336	251,336
PH Women Infants & Children 22020104	2,795,038	2,294,362	2,369,623	2,369,623
PH Fee Stabilization Fund 22020400	9,820,672	6,719,774	7,218,916	7,218,916
PH Maddy Fund 22020500	134,662	195,455	202,952	202,952
PH Maddy/Richie Fund 22020600	173,177	306,006	322,040	322,040
Child Safety Seats 22020800	10,000	1,916	2,813	2,813
Health Realignment 1991 22050100	13,780,804	21,118,414	20,299,891	23,754,553
MAA/TCM Audit Reserve 22050400	0	632,553	500,000	500,000
Intergovernmental Transfer 22050500	1,760,183	13,083,883	7,119,007	7,166,380
Tobacco Tax-Education 22050600	162,732	150,000	150,000	150,000
Vital Statistics Fund 22050900	135,121	128,100	140,000	140,000
Solid Waste Enforcement 22051000	51,558	341,622	26,165	26,165
Tobacco Tax - Prop 56 Funds 22052200	639,379	186,790	272,429	272,429
Health Services General Fund 220601XX	0	0	6,981,389	6,981,389
Homelessness Section 220701XX	0	3,532,432	9,116,721	9,302,775
COVID-19 DHS Response Unit 22990300	46,631,204	0	0	0
<b>Total Public Health</b>	<b>108,876,391</b>	<b>79,110,949</b>	<b>78,835,495</b>	<b>86,166,321</b>

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<b><u>Mental Health</u></b>				
BH Program Support 22030101	3,730,892	1,755,398	3,528,514	3,528,514
BH Acute/Forensic Services 22030102	1,660,998	2,896,802	547,543	547,543
BH Adult Contracted Services 22030103	6,303,977	8,216,745	4,862,429	4,862,429
BH Youth & Family Services 22030104	7,322,890	6,506,640	6,377,086	6,377,086
BH Mental Health Services Act 22030105	11,007,006	12,235,193	11,230,026	11,230,026
BH-MO BH Facilities 22030107	2,500,229	5,347,565	3,574,385	3,574,385
BH-MO Emerg Psych/Crisis Svce 22030108	4,435,965	3,310,618	3,726,409	3,957,472
BH-MO MH&SUDS Opt Svc 22030109	18,907	780,875	663,627	663,627
BH-MO Homeless/Care Coord 22030110	0	1,500,181	(2,690)	(2,690)
BH Memorial Fund 22030300	0	0	1,000	1,000
BH Interim Fund 22030400	0	0	33,000	33,000
Behavioral Health Account 2011 22050200	10,363,452	13,514,429	18,381,434	18,381,434
Mental Health Realignment 1991 22050300	9,906,835	15,426,308	18,893,856	19,080,206
MHSA-Community Srvs & Supp 22051600	17,667,142	21,633,176	28,714,882	28,914,882
MHSA-Early Intervention 22051800	3,926,309	3,518,614	5,222,844	5,222,844
MHSA-Innovation 22051900	987,000	2,977,289	2,625,406	2,625,406
BH Stabilization Fund 22052300	2,975,853	1,544,595	1,556,735	1,556,735
MO BH Facilities 22052400	4,917,925	7,787,371	5,643,087	5,643,087
MO Crisis Services 22052500	8,702,049	7,807,892	8,008,054	8,962,569
MO MH SUD Opt 22052600	1,342,965	4,869,202	4,818,552	4,818,552
MO BH Homeless-Care Coord 22052700	964,639	2,998,540	2,708,353	4,466,125
<b>Total Mental Health</b>	<b>98,735,033</b>	<b>124,627,433</b>	<b>131,114,532</b>	<b>134,444,232</b>
<b><u>Drug &amp; Alcohol Abuse Services</u></b>				
BH Substance Use Disorders 22030106	11,202,606	9,170,085	5,288,894	5,288,894
BH Driving Under the Influence 22030200	2,913,876	2,972,575	2,892,327	2,892,327
Residential Tx & Detox 22051200	0	36,951	0	0
Alcohol Abuse Educ/Prev 22051300	0	27,124	0	0
Drug Abuse Educ/Prev 22051400	0	815	0	0
<b>Total Drug &amp; Alcohol Abuse Services</b>	<b>14,116,482</b>	<b>12,207,550</b>	<b>8,181,221</b>	<b>8,181,221</b>
<b>Total Health/Sanitation</b>	<b>221,727,906</b>	<b>215,945,932</b>	<b>218,131,248</b>	<b>228,791,774</b>
<b><u>Public Assistance:</u></b>				
<b><u>Welfare</u></b>				
<b><u>Administration</u></b>				
County Mandated MOE 24010200	361,674	372,600	0	0
HS Realignment Operating 24020100	35,937,962	35,061,606	37,666,637	38,152,237
WP IHSS & PA Program 24030651	22,377,071	23,404,775	21,856,808	21,856,808
Human Services - Program Administration 240301XX	113,184,346	114,633,944	131,791,418	132,610,118
<b>Total Administration</b>	<b>171,861,053</b>	<b>173,472,925</b>	<b>191,314,863</b>	<b>192,619,163</b>

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Public Assistance (cont.)</u>				
<u>Aid Programs</u>				
Discretionary General Fund 24010300	355,364	352,500	274,950	274,950
Pub Safety Realign AB 118 - HS 24020200	27,567,733	25,799,482	29,707,051	30,177,101
AB 85 Family Support Fund 24020300	2,392,920	3,628,643	3,613,589	3,613,589
CalWorks MOE 24020400	5,593,664	5,730,851	5,985,220	5,985,220
Title IVe Waiver Fund 24020700	0	750,000	750,000	750,000
WP Refugees 24030621	41,391	0	0	0
WP Temp Assist Needy Families 24030630	4,696,397	6,621,878	844,156	844,156
WP Aid to Adoption 24030640	5,181,220	6,707,752	7,293,686	7,293,686
WP Children's Case Services 24030641	1,072,494	1,966,090	4,779,283	4,779,283
WP Foster Care 24030642	5,570,724	4,639,571	6,685,172	6,685,172
WP Adult Other Case Services 24030650	177,458	286,048	286,048	286,048
WP Wraparound Services 24039100	445,450	469,130	750,000	750,000
<b>Total Aid Programs</b>	<b>53,094,815</b>	<b>56,951,945</b>	<b>60,969,155</b>	<b>61,439,205</b>
<u>Social Services Administration</u>				
VOM Children's Home 24030142	4,784,789	5,125,830	4,811,656	4,811,656
A & A Administration 24030150	(128,687)	(107,061)	899	899
IHSS Non Public Authority 24030151	11,305,609	11,892,913	13,979,854	13,979,854
Adult Protective Service 24030152	6,742,357	7,793,147	8,875,179	9,038,879
<b>Total Administration</b>	<b>22,704,068</b>	<b>24,704,829</b>	<b>27,667,588</b>	<b>27,831,288</b>
<u>Other Social Services</u>				
WP General Assistance 24030622	174,859	413,474	530,000	530,000
<u>Veterans Services</u>				
Veterans Services 24030155	31,648	59,451	108,144	108,144
<u>Other Public Assistance</u>				
Dependent Child Fund 24020500	22,088	22,200	50,000	50,000
Domestic Violence 24020900	118,721	100,100	100,000	100,000
Area Agency on Aging 24030153	4,466,365	4,438,325	6,479,291	6,799,991
MSSP-Senior Services 24030154	2,525,803	2,897,751	3,034,511	3,034,511
PA/PG/PC 24030156	594,129	1,024,454	1,455,643	1,455,643
Adults Grants 24030157	723,956	1,186,768	941,070	941,070
Senior Safety 24030158	56,135	151,912	191,992	191,992
<b>Total Other Assistance</b>	<b>8,507,197</b>	<b>9,821,510</b>	<b>12,252,507</b>	<b>12,573,207</b>
<b>Total Public Assistance</b>	<b>256,373,640</b>	<b>265,424,134</b>	<b>292,842,257</b>	<b>295,101,007</b>
<u>Education:</u>				
<u>Agricultural Education</u>				
UC Cooperative Extension Div 35010100	1,314,438	1,988,068	1,196,770	1,307,762
<b>Total Agricultural Education</b>	<b>1,314,438</b>	<b>1,988,068</b>	<b>1,196,770</b>	<b>1,307,762</b>
<b>Total Education</b>	<b>1,314,438</b>	<b>1,988,068</b>	<b>1,196,770</b>	<b>1,307,762</b>

Description (Function, Activity and Budget Unit) (1)	Actual 2021-22 (2)	Estimated 2022-23 (3)	Recommended 2023-24 (4)	Adopted by the Board of Supervisors 2023-24 (5)
<u>Recreation/Cultural Services:</u>				
<u>Recreation Facilities</u>				
Regional Parks Ops & Maintenance 290101XX	14,637,131	15,143,898	15,252,534	15,252,534
Park Planning 29010200	899,919	1,028,922	1,283,840	1,283,840
Community Engagement 290103XX	2,622,942	2,711,581	2,703,400	2,703,400
Parks Administration 29010400	531,180	746,265	711,032	711,032
Spring Lake Park 290105XX	3,419,774	3,222,588	3,765,018	3,765,018
Natural Resource Management 29011500	2,712,977	2,389,787	3,484,242	3,484,242
Marketing and Communications 29011900	1,198,407	1,480,971	1,551,135	1,551,135
Equipment Replacement Fund 29010600	0	0	155,000	155,000
Open Space Special Tax Acct 16040400	11,198,157	12,000,000	47,238,215	47,238,215
Total Recreation Facilities	37,220,487	38,724,012	76,144,416	76,144,416
<u>Veterans Memorial Buildings</u>				
Veterans Buildings 21030200	1,166,769	1,370,900	1,174,005	1,174,005
Total Veterans Memorial Buildings	1,166,769	1,370,900	1,174,005	1,174,005
Total Recreation/Cultural Services	38,387,256	40,094,912	77,318,421	77,318,421
<u>Debt Service:</u>				
<u>Retirement of Long-Term Debt</u>				
Retirement of Long-Term Debt 42000000	12,814,697	12,019,750	11,055,250	11,055,250
Total Retirement of Long-Term Debt	12,814,697	12,019,750	11,055,250	11,055,250
Total Debt Service	12,814,697	12,019,750	11,055,250	11,055,250
Grand Total Financing Uses by Function	1,169,576,919	1,290,760,620	1,410,470,366	1,437,186,676

\*Excludes 2021-22 Actual transfers totaling \$369,266,069, 2022-23 Estimated transfers totaling \$298,388,148, 2023-24 Recommended transfers totaling \$187,348,567 and 2023-24 Adopted transfers totaling \$250,744,782.

County of Sonoma  
State of California  
Special Districts and Other Agencies Summary - Non Enterprise  
Fiscal Year 2023-24 (Adopted Budget)

District Name (1)	Total Financing Sources				Total Financing Uses		
	Fund Balance Available June 30,2023 (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	0	262,356	262,356	262,356	0	262,356
15XXX #41-Lighting	0	190,977	0	190,977	190,977	0	190,977
15XXX #41-Parks	0	1,131,635	1,354,283	2,485,918	2,272,479	213,439	2,485,918
Total County Service Areas	0	1,322,612	1,616,639	2,939,251	2,725,812	213,439	2,939,251
13015 Rio Nido GHAD	0	9,500	500	10,000	10,000	0	10,000
13335-13360 Permanent Road Districts	0	145,185	75,069	220,254	220,254	0	220,254
<u>Sonoma County Water Agency:</u>							
14015 General Fund	0	0	29,739,787	29,739,787	29,357,868	381,919	29,739,787
14020 Spring Lake Park	0	899,312	3,567,617	4,466,929	4,466,929	0	4,466,929
14030 Sustainable/Renewable Energy	0	54,925	1,185,000	1,239,925	1,239,925	0	1,239,925
14105-14135 Special Revenue Funds	0	3,993,123	25,496,500	29,489,623	29,061,253	428,370	29,489,623
34105 Warm Springs Dam Debt Serv.	0	0	6,969,500	6,969,500	6,285,573	683,927	6,969,500
Total Sonoma County Water Agency	0	4,947,360	66,958,404	71,905,764	70,411,548	1,494,216	71,905,764
13395 IHSS Public Authority	0	0	1,227,976	1,227,976	1,227,976	0	1,227,976
13605-13645 Open Space District	0	429,547	53,106,112	53,535,659	53,535,659	0	53,535,659
Total Special Districts & Other Agencies	0	6,854,204	122,984,700	129,838,904	128,131,249	1,707,655	129,838,904

District/Agency Name (1)	Total Fund Balance June 30, 2023 (2)	Less: Obligated Fund Balance				Less: Unassigned Fund Balance (7)	Total Fund Balance Available June 30, 2023 (8)
		Nonspendable (3)	Restricted (4)	Committed (5)	Assigned (6)		
<u>County Service Areas:</u>							
131XX #40-Fire Services	1,838,013		1,838,013				0
15XXX #41-Lighting	11,816,165		11,816,165				0
15XXX #41-Parks	424,603		424,603				0
Total County Service Areas	14,078,781	0	14,078,781				
13015 Rio Nido GHAD	118,504		118,504				0
13305- Community Facilities	296,270		296,270				0
13325							
13335- Permanent Road Districts	1,028,278		1,028,278				0
13360							
<u>Sonoma County Water Agency:</u>							
14015 General Fund	6,948,341		6,948,341				0
14020 Spring Lake Park	3,978,276		3,978,276				0
14025 Waste/Recycled Water	655,000		655,000				0
14030 Sustainable/Renewable Energy	532,209		532,209				0
14105-14135 Special Revenue Funds	39,735,948		39,735,948				0
34105 Warm Springs Dam Debt Serv.	15,576,097		15,576,097				0
Total Sonoma County Water Agency	67,425,871	0	67,425,871	0	0	0	0
13395 IHSS Public Authority	1,747,280		1,747,280				0
13605- Open Space District	13,776,796		13,776,796				0
13635							
Total Special Districts & Other Agencies	98,471,780	0	98,471,780	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 30,2023 (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	1,838,013					1,838,013
Subtotal CSA #40	1,838,013	0	0	0	0	1,838,013
15025 #41-Lighting - Meadowlark	20,553	10,000	10,000			10,553
15035 #41-Lighting - ALW Zone 5	10,651	10,415	10,415			236
15045 #41-Parks-Sonoma Valley	424,603	182,446	182,446			242,157
15065 #41-Airport Center Light	59,890	58,562	58,562			1,328
15101-15201 #41-Lighting Services	11,725,071	1,061,189	1,061,189	213,439	213,439	10,877,321
Subtotal CSA #41	12,240,768	1,322,612	1,322,612	213,439	213,439	11,131,595
Total County Service Areas	14,078,781	1,322,612	1,322,612	213,439	213,439	12,969,608
<u>Hazardous Abatement:</u>						
13015 Rio Nido GHAD	118,504	9,500	9,500			109,004
Total Hazardous Abatement	118,504	9,500	9,500	0	0	109,004
<u>Community Facilities:</u>						
13305 #4 Wilmar	67,753					67,753
13315 #5 Dry Creek	228,505					228,505
13325 #7 Mayacamas	12					12
Total Community Facilities	296,270	0	0	0	0	296,270
<u>Permanent Roads:</u>						
13335-13355 Permanent Roads	348,164	44,616	44,616			303,548
13360 Canon Manor Maint. Ops	680,114	100,569	100,569			579,545
Total Permanent Roads	1,028,278	145,185	145,185	0	0	883,093

County of Sonoma  
State of California  
Special Districts and Other Agencies  
Nonenterprise-Obligated Fund Balances  
Fiscal Year 2023-2024

District/Agency Name (1)	Obligated Fund Balances June 30,2023 (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	6,633,478			381,919	381,919	7,015,397
14015 General-Restricted Assets	314,863					314,863
14020 Spring Lake Park	3,978,276	899,312	899,312			3,078,964
14025 Waste/Recycled Water Loan	655,000					655,000
14030 Sustainable/Renewable Energy	532,209	54,925	54,925			477,284
14105 Laguna Mark (1A)	8,973,050	829,956	829,956			8,143,094
14110 Petaluma (2A)	9,607,393	976,750	976,750			8,630,643
14115 Valley of the Moon (3A)	6,738,510			332,900	332,900	7,071,410
14120 Lower Russian River (5A)	1,336,361	140,342	140,342			1,196,019
14125 North Coast (7A)	81,730	8,250	8,250			73,480
14130 South Coast (8A)	3,448,646			95,470	95,470	3,544,116
14135 Warm Springs Dam	9,550,258	2,037,825	2,037,825			7,512,433
34105 Warm Springs Dam Debt Serv.	15,576,097			683,927	683,927	16,260,024
Total Sonoma County Water Agency	67,425,871	4,947,360	4,947,360	1,494,216	1,494,216	63,972,727
<u>IHSS Public Authority:</u>						
13395 IHSS Public Authority	1,747,280					1,747,280
Total IHSS Public Authority	1,747,280	0	0	0	0	1,747,280
<u>Open Space District:</u>						
13605 SCAPOSD-Unassigned	(100,154)					(100,154)
13605 SCAPOSD-Prepaid Exp	33,372					33,372
13620 SCAPOSD-Cooley Reserve	159,965					159,965
13635 SCAPOSD-O & M - Reserved	13,330,673	125,540	125,540			13,205,133
13645 SCAPOSD Non- Measure F	352,940	304,007	304,007			48,933
Total Open Space District	13,776,796	429,547	429,547	0	0	13,347,249
<b>Total Special Districts &amp; Other Agencies</b>						
	98,471,780	6,854,204	6,854,204	1,707,655	1,707,655	93,325,231

**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 2022-23 Adopted	FY 2022-23 Revised	FY 2023-24 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 2023-24 Final Adopted*
Auditor-Controller-Treasurer-Tax Collector	107.00	107.00	107.00	0.00	107.00	0.00	107.00
Ag Pres/Open Space District	34.00	34.00	34.00	0.00	34.00	1.00	35.00
Agricultural Commissioner	38.50	38.50	38.50	0.00	38.50	0.00	38.50
Board of Supervisors/County Administrator	71.70	80.70	79.70	3.00	82.70	-2.70	80.00
Child Support Services	66.00	66.00	65.00	0.00	65.00	0.00	65.00
Clerk-Recorder-Assessor	111.80	111.80	111.80	0.00	111.80	4.20	116.00
Community Development	62.00	52.50	52.50	0.00	52.50	2.00	54.50
County Counsel	41.25	41.25	41.25	0.00	41.25	0.00	41.25
District Attorney	128.75	130.00	130.00	1.00	131.00	0.00	131.00
Emergency Management	13.00	15.00	15.00	0.00	15.00	0.00	15.00
Economic Develop Board	14.00	14.00	13.00	1.00	14.00	2.00	16.00
Health Services	620.13	639.33	634.33	22.40	656.73	21.00	677.73
Human Resources	65.00	65.00	64.00	0.00	64.00	1.50	65.50
Human Services	972.55	981.55	973.55	9.00	982.55	7.00	989.55
IHSS Public Authority	1.00	1.00	1.00	0.00	1.00	0.00	1.00
Ind Office Law Enf & Out	6.00	6.00	6.00	0.00	6.00	0.00	6.00
Information Systems	117.50	117.50	117.50	0.00	117.50	0.00	117.50
Office of Equity	5.00	6.00	6.00	3.00	9.00	0.00	9.00
Permit and Resource Mgmt	167.00	167.00	167.00	0.00	167.00	14.50	181.50
Probation	271.00	271.00	267.00	0.00	267.00	3.00	270.00
Public Defender	56.00	56.00	56.00	0.00	56.00	3.00	59.00
Public Infrastructure**	281.50	272.00	271.50	0.00	271.50	-1.00	270.50
Regional Parks	136.00	139.00	139.00	0.00	139.00	2.00	141.00
Sheriff/Adult Detention	628.50	629.50	629.50	0.00	629.50	4.00	633.50
UC Cooperative Extension	6.75	6.75	5.00	0.00	5.00	1.00	6.00
Water Agency	250.00	260.00	260.00	0.00	260.00	0.00	260.00
<b>TOTALS (FTE)</b>	<b>4,271.93</b>	<b>4,308.38</b>	<b>4,285.13</b>	<b>39.40</b>	<b>4,324.53</b>	<b>62.50</b>	<b>4,387.03</b>

\*The FY 2023-24 Recommended column reflects departments' allocation totals effective as of March 6, 2023, which include the deletion of vacant allocations effective July 1, 2023, and the deletion of filled allocations effective October 3, 2023. Position changes made between March 7, 2023 and May 9, 2023 will appear as part of Supplemental Adjustments.

\*\*Public Infrastructure contains allocation information for General Services and Transportation and Public Works.

# 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

## AGRICULTURAL COMMISSIONER'S OFFICE

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
100101	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	38.21	46.45	9.70		9.70	-	9.70
100101	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	40.01	48.64	3.00		3.00	-	3.00
100101	1137	DEPUTY AGRICULTURAL COMMISSIONER	43.76	53.19	4.00	(1.00)	3.00	-	3.00
100101	1138	CHIEF DEPUTY AGRICULTURAL COMMISSIONER	42.24	51.35	1.00		1.00	-	1.00
100101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	-	1.00	1.00	-	1.00
100101	4320	WILDLIFE SPECIALIST	29.23	35.52	1.00		1.00	-	1.00
<b>100101 Total</b>					<b>18.70</b>	<b>-</b>	<b>18.70</b>	<b>-</b>	<b>18.70</b>
100102	1108	CHIEF DEPUTY SEALER	42.24	51.35	1.00		1.00	-	1.00
100102	1125	AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST III	38.21	46.45	4.00		4.00	-	4.00
100102	1126	SENIOR AGRICULTURAL BIOLOGIST-STANDARD SPECIALIST	40.01	48.64	1.00		1.00	-	1.00
<b>100102 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
100106	0988	ENVIRONMENTAL SPECIALIST	43.44	52.79	1.00		1.00	-	1.00
100106	1008	ENGINEERING TECHNICIAN IV	49.62	60.32	1.00		1.00	-	1.00
100106	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00	-	1.00
<b>100106 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>
100107	0002	OFFICE ASSISTANT II	23.75	28.87	0.80		0.80	-	0.80
100107	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
100107	0100	RECEPTIONIST	26.65	32.39	1.00		1.00	-	1.00
100107	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
100107	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
100107	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
100107	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
100107	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
100107	1140	ASSISTANT AGRICULTURAL COMMISSIONER	48.60	59.07	1.00		1.00	-	1.00
100107	1142	AG COMMI/SEALER OF WEIGHTS AND MEASURES	76.94	93.52	1.00		1.00	-	1.00
<b>100107 Total</b>					<b>10.80</b>	<b>-</b>	<b>10.80</b>	<b>-</b>	<b>10.80</b>
<b>AGRICULTURAL COMMISSIONER'S OFFICE TOTAL</b>					<b>38.50</b>	<b>-</b>	<b>38.50</b>	<b>-</b>	<b>38.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
110101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	4.00		4.00	-	4.00
110101	0405	ACCOUNTING ASSISTANT	31.79	38.64	4.00		4.00	-	4.00
110101	0416	ACCOUNTANT II	38.68	47.01	3.00		3.00	-	3.00
110101	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00	-	1.00
110101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00	-	2.00
110101	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	4.00		4.00	-	4.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00	-	1.00
110101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
110101	0405	ACCOUNTING ASSISTANT	31.79	38.64	2.00		2.00	-	2.00
110101	0416	ACCOUNTANT II	38.68	47.01	5.00		5.00	-	5.00
110101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00	-	2.00
110101	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	2.00		2.00	-	2.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00	-	1.00
110101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
110101	0405	ACCOUNTING ASSISTANT	31.79	38.64	1.00		1.00	-	1.00
110101	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
110101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
110101	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00	-	1.00
110101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
110101	0405	ACCOUNTING ASSISTANT	31.79	38.64	1.00		1.00	-	1.00
110101	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
110101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
110101	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110101	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00	-	1.00
110101	7384	AUDITORS PAYROLL TECHNICIAN CONFIDENTIAL	28.13	34.20	6.00		6.00	-	6.00
110101	7416	ACCOUNTANT II CONFIDENTIAL	35.15	42.74	2.00		2.00	-	2.00
<b>110101 Total</b>					<b>50.00</b>	<b>-</b>	<b>50.00</b>	<b>-</b>	<b>50.00</b>
110102	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
110102	0405	ACCOUNTING ASSISTANT	31.79	38.64	1.00		1.00	-	1.00
110102	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110102	0426	INVESTMENT AND DEBT OFFICER	54.77	66.58	1.00		1.00	-	1.00
110102	0429	TREASURY MANAGER	50.37	61.23	1.00		1.00	-	1.00
110102	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
110102	0403	SENIOR ACCOUNT CLERK	28.52	34.67	6.00		6.00	-	6.00
110102	0405	ACCOUNTING ASSISTANT	31.79	38.64	2.00		2.00	-	2.00
110102	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
110102	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110102	0438	ACCOUNTING MANAGER AUDITOR CONTROLLER'S OFFICE	54.76	66.57	1.00		1.00	-	1.00
110102	0498	CENTRAL COLLECTION MANAGER	45.45	55.25	1.00		1.00	-	1.00
110102	0403	SENIOR ACCOUNT CLERK	28.52	34.67	3.00		3.00	-	3.00
110102	0416	ACCOUNTANT II	38.68	47.01	2.00		2.00	-	2.00
110102	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
110102	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110102	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
<b>110102 Total</b>					<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>-</b>	<b>26.00</b>
110103	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
110103	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	4.00		4.00	-	4.00
110103	0427	AUDIT MANAGER	54.76	66.57	1.00		1.00	-	1.00
<b>110103 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
110104	0440	ASSISTANT AUDITOR-CONTROLLER	66.35	80.65	3.00		3.00	-	3.00
110104	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
110104	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
110104	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
110104	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
110104	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>-</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
110105	0403	SENIOR ACCOUNT CLERK	28.52	34.67	3.00		3.00	-	3.00
110105	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
110105	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
110105	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
<b>110105 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
110201	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
110201	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>-</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>
110202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
110202	0409	ENTERPRISE FINANCIAL SYSTEM MANAGER	61.52	74.78	1.00		1.00	-	1.00
110202	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	(1.00)	-
110202	0421	ACCOUNTANT-AUDITOR II	39.14	47.59	1.00		1.00	-	1.00
110202	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
110202	7156	BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	38.93	47.32	1.00		1.00	-	1.00
110202	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	40.71	49.49	1.00		1.00	-	1.00
110202	7163	SENIOR BUSINESS SYSTEMS ANALYST - CONFIDENTIAL	46.55	56.58	1.00		1.00	1.00	2.00
<b>110202 Total</b>					<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
<b>AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR TOTAL</b>					<b>107.00</b>	<b>-</b>	<b>107.00</b>	<b>-</b>	<b>107.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

# POSITION ALLOCATION

## DEPARTMENT OF CHILD SUPPORT SERVICES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
120101	0021	LEGAL SECRETARY II	30.07	36.55	1.00		1.00	-	1.00
120101	0049	LEGAL PROCESSOR II	26.59	32.33	7.00		7.00	-	7.00
120101	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	5.00		5.00	-	5.00
120101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	2.00		2.00	-	2.00
120101	0412	CHILD SUPPORT FINANCIAL WORKER II	28.52	34.67	3.00		3.00	-	3.00
120101	0413	SENIOR CHILD SUPPORT FINANCIAL WORKER	30.56	37.14	1.00		1.00	-	1.00
120101	0584	CHILD SUPPORT OFFICER II	31.62	38.43	18.00		18.00	-	18.00
120101	0586	CHILD SUPPORT OFFICER III	33.71	40.98	10.00		10.00	-	10.00
120101	0588	CHILD SUPPORT SERVICES SUPERVISOR	39.24	47.69	7.00		7.00	-	7.00
120101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
120101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
120101	0875	ASSISTANT DIRECTOR CHILD SUPPORT SERVICES	57.05	69.35	1.00		1.00	-	1.00
120101	0876	DIRECTOR OF CHILD SUPPORT SERVICES	77.13	93.75	1.00		1.00	-	1.00
120101	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
120101	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00		2.00	-	2.00
120101	4044	CHILD SUPPORT ATTORNEY IV	81.68	99.28	2.00		2.00	-	2.00
120101	4046	CHIEF CHILD SUPPORT ATTORNEY	78.27	95.13	1.00		1.00	-	1.00
120101	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	29.74	36.15	1.00		1.00	-	1.00
<b>120101 Total</b>					<b>65.00</b>	-	<b>65.00</b>	-	<b>65.00</b>
<b>DEPARTMENT OF CHILD SUPPORT SERVICES TOTAL</b>					<b>65.00</b>	-	<b>65.00</b>	-	<b>65.00</b>

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## CLERK-RECORDER-ASSESSOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
130101	0100	RECEPTIONIST	26.65	32.39	1.00		1.00	-	1.00
130101	0217	CHIEF DEPUTY COUNTY CLERK-RECORDER	48.33	58.75	1.00		1.00	-	1.00
130101	0387	CLERK RECORDER ASSESSOR SPECIALIST II	26.87	32.65	3.00		3.00	-	3.00
130101	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	29.29	35.59	4.00		4.00	-	4.00
130101	0389	CLERK RECORDER ASSESSOR SUPERVISOR	32.44	39.43	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	26.87	32.65	4.00		4.00	-	4.00
130108	0389	CLERK RECORDER ASSESSOR SUPERVISOR	32.44	39.43	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	44.34	53.90	3.00		3.00	-	3.00
130201	0387	CLERK RECORDER ASSESSOR SPECIALIST II	26.87	32.65	9.00		9.00	-	9.00
130201	0388	SENIOR CLERK RECORDER ASSESSOR SPECIALIST	29.29	35.59	3.00		3.00	-	3.00
130201	0395	ASSESSMENT SPECIALIST	32.93	40.04	10.00		10.00	-	10.00
130201	0396	ASSESSMENT PROCESS MANAGER	48.91	59.46	1.00		1.00	-	1.00
130201	0397	SUPERVISING ASSESSMENT SPECIALIST	39.09	47.50	3.00		3.00	-	3.00
130201	0457	AUDITOR-APPRAISER II	40.12	48.77	4.00		4.00	1.00	5.00
130201	0458	SENIOR AUDITOR APPRAISER	42.90	52.13	2.00		2.00	-	2.00
130201	0460	SUPERVISING AUDITOR-APPRAISER	47.90	58.22	1.00		1.00	-	1.00
130201	1506	APPRAISER AIDE	28.93	35.18	4.00		4.00	-	4.00
130201	1512	APPRAISER III	41.38	50.29	21.80		21.80	0.20	22.00
130201	1513	APPRAISER IV	47.27	57.46	4.00		4.00	-	4.00
130201	1520	CHIEF APPRAISER	53.78	65.36	1.00		1.00	-	1.00
130201	1522	CHIEF OF ASSESSMENT STANDARDS	53.78	65.36	1.00		1.00	-	1.00
130201	1525	CHIEF DEPUTY ASSESSOR	66.39	80.70	1.00		1.00	-	1.00
130201	1531	CADASTRAL MAPPING TECHNICIAN II	34.61	42.07	3.00		3.00	-	3.00
130201	1533	CADASTRAL MAPPING SUPERVISOR	40.17	48.82	1.00		1.00	-	1.00
<b>130201 Total</b>					<b>72.80</b>	-	<b>72.80</b>	<b>1.20</b>	<b>74.00</b>
130202	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
130202	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
130202	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
130202	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00	-	2.00
130202	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
130202	7416	ACCOUNTANT II CONFIDENTIAL	35.15	42.74	1.00		1.00	-	1.00
130202	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
130301	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	36.72	44.64	1.00		1.00	-	1.00
130301	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
130301	0263	ELECTION SPECIALIST II	27.96	32.89	5.00		5.00	1.00	6.00
130301	0264	SENIOR ELECTION SPECIALIST	29.47	35.82	3.00		3.00	-	3.00
130301	0287	ELECTION SERVICES SUPERVISOR	35.90	43.65	1.00		1.00	1.00	2.00
130301	0311	STOREKEEPER	26.35	32.03	1.00		1.00	-	1.00
130301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
130301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	1.00	2.00
<b>130301 Total</b>					<b>15.00</b>	-	<b>15.00</b>	<b>3.00</b>	<b>18.00</b>
<b>CLERK-RECORDER-ASSESSOR TOTAL</b>					<b>111.80</b>	-	<b>111.80</b>	<b>4.20</b>	<b>116.00</b>

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## COMMUNITY DEVELOPMENT COMMISSION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
140101	0002	OFFICE ASSISTANT II	23.75	28.87	4.00		4.00	(1.00)	3.00
140101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	4.00		4.00	-	4.00
140101	0009	SENIOR OFFICE SUPPORT SUPERVISOR	33.98	41.18	1.00		1.00	-	1.00
140101	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
140101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
140101	0416	ACCOUNTANT II	38.68	47.01	2.00		2.00	-	2.00
140101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.50		1.50	-	1.50
140101	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00	-	3.00
140101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
140101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
140101	9101	EXECUTIVE DIRECTOR SONOMA COUNTY CDC	78.23	95.09	1.00		1.00	-	1.00
140101	9103	LEASED HOUSING MANAGER	57.01	69.29	1.00		1.00	-	1.00
140101	9105	CONTROLLER-CDC	54.76	66.57	1.00		1.00	-	1.00
140101	9112	HOUSING REHABILITATION SPECIAL	42.07	51.13	2.00		2.00	-	2.00
140101	9113	HOUSING NEGOTIATOR-INSPECTOR**	38.12	46.34	4.00		4.00	1.00	5.00
140101	9116	OCCUPANCY SPECIALIST II	33.31	40.50	-	9.00	9.00	-	9.00
140101	9117	LEAD OCCUPANCY SPECIALIST	39.46	47.96	-	1.00	1.00	-	1.00
140101	9118	HOUSING AUTHORITY COMPLIANCE COORDINATOR	48.83	59.35	-	1.00	1.00	-	1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
140101	9124	AFFORDABLE HOUSING ASSISTANT MANAGER	46.17	56.12	1.00		1.00	-	1.00
140101	9126	ASSISTANT EXECUTIVE DIRECTOR CDC	68.42	83.16	1.00		1.00	-	1.00
140101	9135	COMMUNITY DEVELOPMENT PROGRAM COORDINATOR	48.83	59.35	6.00		6.00	2.00	8.00
140101	9136	SUPERVISING COMMUNITY DEVELOPMENT SPECIALIST	38.99	44.96	1.00	(1.00)	-	-	1.00
140101	9137	COMMUNITY DEVELOPMENT PROGRAM SPECIALIST	39.46	47.96	5.00	(1.00)	4.00	(1.00)	3.00
140101	9138	COMMUNITY DEVELOPMENT PROGRAM TECHNICIAN II	33.31	40.50	10.00	(9.00)	1.00	1.00	2.00
<b>140101 Total</b>					<b>52.50</b>	<b>-</b>	<b>52.50</b>	<b>2.00</b>	<b>54.50</b>
<b>COMMUNITY DEVELOPMENT COMMISSION TOTAL</b>					<b>52.50</b>	<b>-</b>	<b>52.50</b>	<b>2.00</b>	<b>54.50</b>

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\*\*Some newly added allocations are for a time-limited duration. Please contact Human Resources Position Control for more specific information, as needed.

## BOARD OF SUPERVISORS & COUNTY ADMINISTRATOR

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
150101	0031	CHIEF DEPUTY CLERK OF THE BOARD	43.62	53.01	1.00		1.00	-	1.00
150101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	3.00		3.00	-	3.00
150101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
150101	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00	1.00	1.00	-	1.00
150101	7023	SECRETARY CONFIDENTIAL	25.04	30.43	2.00		2.00	-	2.00
150101	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	0.50		0.50	-	0.50
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	2.00		2.00	-	2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00	-	1.00
150101	8000	SUPERVISOR	83.07	83.07	1.00		1.00	-	1.00
150101	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	2.00		2.00	-	2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00	-	1.00
150101	8000	SUPERVISOR	83.07	83.07	1.00		1.00	-	1.00
150101	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	1.00		1.00	-	1.00
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	1.00		1.00	-	1.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00	-	1.00
150101	8000	SUPERVISOR	83.07	83.07	1.00		1.00	-	1.00
150101	0851	BOARD OF SUPERVISORS AIDE	28.40	34.52	0.50		0.50	-	0.50
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	2.00		2.00	-	2.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00	-	1.00
150101	8000	SUPERVISOR	83.07	83.07	1.00		1.00	-	1.00
150101	0861	BOARD OF SUPERVISORS' FIELD REPRESENTATIVE	33.51	40.74	3.00		3.00	-	3.00
150101	0862	BOARD OF SUPERVISOR'S STAFF ASSISTANT II	42.39	51.53	1.00		1.00	-	1.00
150101	8000	SUPERVISOR	83.07	83.07	1.00		1.00	-	1.00
<b>150101 Total</b>					<b>29.00</b>	<b>1.00</b>	<b>30.00</b>	<b>-</b>	<b>30.00</b>
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	1.00		1.00	-	1.00
150201	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	4.00		4.00	-	4.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00	-	1.00
150201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	(1.00)	-
150201	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	1.70		1.70	(1.70)	-
150201	0844	LAFCO EXECUTIVE OFFICER	61.61	74.89	1.00		1.00	(1.00)	-
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
150201	0905	COUNTY COMMUNICATIONS MANAGER	68.33	83.07	1.00		1.00	-	1.00
150201	0906	COUNTY COMMUNICATIONS SPECIALIST	43.12	52.42	7.00		7.00	-	7.00
150201	0907	SUPERVISING COUNTY COMMUNICATIONS SPECIALIST	48.72	59.23	1.00		1.00	-	1.00
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00	-	1.00
150201	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	2.00		2.00	-	2.00
150201	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	3.00		3.00	-	3.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00	-	1.00
150201	0856	ADMINISTRATIVE ANALYST III - PROJECT	48.72	59.23	-		-	-	-
150201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
150201	0837	DEPUTY COUNTY ADMINISTRATOR	68.33	83.07	1.00		1.00	-	1.00
150201	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	2.00		2.00	-	2.00
150201	0839	PRINCIPAL ADMINISTRATIVE ANALYST	58.06	70.57	1.00		1.00	-	1.00
150201	0826	DEPARTMENT ANALYST	35.94	43.69	-	1.00	1.00	-	1.00
150201	0838	ADMINISTRATIVE ANALYST III	48.72	59.23	1.00		1.00	-	1.00
150201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
150201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		3.00	-	3.00
150201	0826	DEPARTMENT ANALYST	35.94	43.69	3.00		3.00	-	3.00
150201	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
150201	5364	ENERGY & SUSTAINABILITY PROGRAM MANAGER	53.61	65.16	1.00		1.00	-	1.00
<b>150201 Total</b>					<b>44.70</b>	<b>2.00</b>	<b>46.70</b>	<b>(3.70)</b>	<b>43.00</b>
<b>BOARD OF SUPERVISORS &amp; COUNTY ADMINISTRATOR TOTAL</b>					<b>79.70</b>	<b>3.00</b>	<b>82.70</b>	<b>(2.70)</b>	<b>80.00</b>

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## COUNTY COUNSEL

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
170101	4028	CHIEF DEPUTY COUNTY COUNSEL	78.27	95.13	5.00		5.00	-	5.00
170101	4034	DEPUTY COUNTY COUNSEL IV	71.18	86.52	23.25		23.25	-	23.25
170101	7018	PARALEGAL CONFIDENTIAL	30.28	36.80	8.00		8.00	-	8.00
170101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	2.00		2.00	-	2.00
170101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
170101	4030	ASSISTANT COUNTY COUNSEL	86.12	104.69	1.00		1.00	-	1.00
170101	4035	COUNTY COUNSEL	119.08	144.73	1.00		1.00	-	1.00
<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>

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# POSITION ALLOCATION

## DISTRICT ATTORNEY'S OFFICE

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
180101	4025	CHIEF DEPUTY DISTRICT ATTORNEY	78.27	95.13	6.00		6.00	-	6.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	81.68	99.28	41.00		41.00	-	41.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	81.68	99.28	4.00		4.00	-	4.00
180101	0019	LEGAL ASSISTANT	32.20	39.13	1.00		1.00	-	1.00
180101	0021	LEGAL SECRETARY II	30.07	36.55	1.00		1.00	-	1.00
180101	0019	LEGAL ASSISTANT	32.20	39.13	1.00		1.00	-	1.00
180101	4212	DISTRICT ATTORNEY INVESTIGATOR II	52.05	63.26	12.00		12.00	-	12.00
180101	4215	SENIOR DISTRICT ATTORNEY INVESTIGATOR	59.12	71.86	1.00		1.00	-	1.00
180101	4225	CHIEF CRIMINAL INVESTIGATOR	71.93	87.44	1.00		1.00	-	1.00
180101	4020	DEPUTY DISTRICT ATTORNEY IV	81.68	99.28	1.00		1.00	-	1.00
180101	0021	LEGAL SECRETARY II	30.07	36.55	1.00		1.00	-	1.00
180101	0019	LEGAL ASSISTANT	32.20	39.13	1.00		1.00	-	1.00
180101	0021	LEGAL SECRETARY II	30.07	36.55	5.00		5.00	-	5.00
180101	0049	LEGAL PROCESSOR II	26.59	32.33	17.00		17.00	-	17.00
180101	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	4.00		4.00	-	4.00
180101	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	2.00		2.00	-	2.00
180101	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00	-	2.00
180101	0019	LEGAL ASSISTANT	32.20	39.13	2.00		2.00	-	2.00
180101	0049	LEGAL PROCESSOR II	26.59	32.33	1.00		1.00	-	1.00
180101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
180101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
180101	3219	SENIOR VICTIM WITNESS ADVOCATE	39.13	47.56	1.00		1.00	-	1.00
180101	3222	VICTIM WITNESS ADVOCATE II	35.83	43.54	9.00	1.00	10.00	-	10.00
180101	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	36.72	44.64	2.00		2.00	-	2.00
180101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
180101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
180101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
180101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
180101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
180101	4039	ASSISTANT DISTRICT ATTORNEY LIMITED TERM	86.11	104.67	1.00		1.00	-	1.00
180101	7404	ACCOUNTING TECHNICIAN CONFIDENTIAL	26.68	32.42	1.00		1.00	-	1.00
180101	8101	DISTRICT ATTORNEY	129.43	129.43	1.00		1.00	-	1.00
<b>180101 Total</b>					<b>126.00</b>	<b>1.00</b>	<b>127.00</b>	-	<b>127.00</b>
180106	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
180106	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
180106	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00	-	1.00
<b>180106 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	-	<b>4.00</b>
<b>DISTRICT ATTORNEY'S OFFICE TOTAL</b>					<b>130.00</b>	<b>1.00</b>	<b>131.00</b>	-	<b>131.00</b>

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## EMERGENCY MANAGEMENT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
380101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
380101	0774	DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT	61.22	74.40	1.00		1.00	-	1.00
380101	0775	DIRECTOR OF EMERGENCY MANAGEMENT	73.47	89.30	1.00		1.00	-	1.00
380101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
380101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
<b>380101 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	-	<b>5.00</b>
380102	0777	DEPUTY EMERGENCY SERVICES COORDINATOR	35.94	43.69	3.00		3.00	-	3.00
380102	0778	PRINCIPAL EMERGENCY SERVICES COORDINATOR	48.72	59.23	1.00		1.00	-	1.00
380102	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
<b>380102 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	-	<b>5.00</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>1.00</b>
380104	0776	COMMUNITY ALERT AND WARNING PROGRAM MANAGER	55.66	67.65	1.00		1.00	-	1.00
380104	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>2.00</b>
380105	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
380105	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
<b>380105 Total</b>					<b>2.00</b>	<b>-</b>	<b>2.00</b>	-	<b>2.00</b>
<b>EMERGENCY MANAGEMENT TOTAL</b>					<b>15.00</b>	<b>-</b>	<b>15.00</b>	-	<b>15.00</b>

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## ECONOMIC DEVELOPMENT BOARD

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
190101	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	-		-	1.00	1.00
190101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	4.00		4.00	-	4.00
<b>190101 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>1.00</b>	<b>5.00</b>
190103	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
190103	0826	DEPARTMENT ANALYST**	35.94	43.69	1.00		1.00	1.00	2.00
190103	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00	-	1.00
<b>190103 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>1.00</b>	<b>4.00</b>
190104	0741	EXECUTIVE DIRECTOR ECONOMIC DEVELOPMENT BOARD	73.47	89.30	1.00		1.00	-	1.00
190104	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
190104	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
190104	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00	-	1.00
<b>190104 Total</b>					<b>4.00</b>	<b>-</b>	<b>4.00</b>	-	<b>4.00</b>
190105	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
<b>190105 Total</b>					<b>1.00</b>	<b>-</b>	<b>1.00</b>	-	<b>1.00</b>
190201	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
190201	7823	ADMINISTRATIVE AIDE PROJECT	28.40	34.52	-	1.00	1.00	-	1.00
<b>190201 Total</b>					<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	-	<b>2.00</b>
<b>ECONOMIC DEVELOPMENT BOARD TOTAL</b>					<b>13.00</b>	<b>1.00</b>	<b>14.00</b>	<b>2.00</b>	<b>16.00</b>

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\*\*Some newly added allocations are for a time-limited duration. Please contact Human Resources Position Control for more specific information, as needed.

# POSITION ALLOCATION

## PUBLIC INFRASTRUCTURE-GENERAL SERVICES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
210101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
210101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
210101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
210101	0870	GENERAL SERVICES DIRECTOR	82.63	100.44	1.00	(1.00)	-	-	-
210101	1090	DEPUTY DIRECTOR OF PUBLIC INFRASTRUCTURE ADMIN	63.51	77.20	-	1.00	1.00	-	1.00
210101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
210101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	(1.00)	-
210101	0382	PAYROLL CLERK	30.11	36.60	1.00		1.00	-	1.00
210101	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
210101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
210101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
210101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
<b>210101 Total</b>					<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>(1.00)</b>	<b>10.00</b>
210201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
210201	0849	SPECIAL PROJECTS DIRECTOR PROJECT	60.82	73.92	-		-	1.00	1.00
210201	0868	GENERAL SERVICES DEPUTY DIRECTOR	63.51	77.20	1.00		1.00	-	1.00
210201	1036	PROJECT SPECIALIST	41.10	49.97	5.00		5.00	-	5.00
210201	1037	SENIOR PROJECT SPECIALIST	47.24	57.41	3.00		3.00	-	3.00
210201	1038	CAPITAL PROJECT MANAGER	51.97	63.18	2.00		2.00	(1.00)	1.00
210201	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
210203	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	26.65	32.39	3.00		3.00	-	3.00
210204	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	1.00		1.00	-	1.00
210204	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
210204	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
210204	1271	PARKING AND FACILITY OFFICER	28.51	34.66	1.00		1.00	-	1.00
210204	5327	JANITORIAL SERVICES SUPERVISOR	27.00	33.55	1.00		1.00	-	1.00
210204	5335	BUILDING MECHANIC II	36.24	44.05	22.00		22.00	-	22.00
210204	5361	ASSISTANT BUILDING SUPERINTENDENT	45.12	54.85	3.00		3.00	-	3.00
210204	5362	ASSISTANT FACILITY MANAGER	50.62	61.53	1.00		1.00	-	1.00
<b>210204 Total</b>					<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>-</b>	<b>34.00</b>
210301	0335	BUYER	35.53	43.20	4.00		4.00	-	4.00
210301	0337	ASSISTANT PURCHASING AGENT	42.37	51.50	2.00		2.00	-	2.00
210301	0339	PURCHASING AGENT	48.74	59.25	1.00		1.00	-	1.00
210301	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
<b>210301 Total</b>					<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
210302	1271	PARKING AND FACILITY OFFICER	28.51	34.66	1.00		1.00	-	1.00
210302	1275	EVENTS SERVICES SUPERVISOR	39.79	48.36	1.00		1.00	-	1.00
210302	1276	BOOKING & RESERVATION COORDINATOR	30.92	37.58	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>
210304	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
210304	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
210304	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
210304	5235	ASSISTANT FLEET MANAGER	45.54	55.36	1.00		1.00	-	1.00
210304	5240	FLEET MANAGER	52.96	64.38	1.00		1.00	-	1.00
210304	5213	MOTOR POOL ATTENDANT	22.41	27.25	1.00		1.00	-	1.00
210304	5223	AUTOMOTIVE TECHNICIAN	30.66	37.26	5.00		5.00	-	5.00
210304	5224	LEAD AUTOMOTIVE TECHNICIAN	33.44	40.65	1.00		1.00	-	1.00
210304	5230	AUTO FLEET MAINTENANCE SUPERVISOR	41.49	50.43	1.00		1.00	-	1.00
210304	5210	WELDER	32.75	39.82	1.00		1.00	-	1.00
210304	5226	HEAVY EQUIPMENT TECHNICIAN	33.07	40.19	6.00		6.00	-	6.00
210304	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	36.25	44.06	1.00		1.00	-	1.00
210304	5229	HEAVY EQUIPMENT FLEET MAINTENANCE SUPERVISOR	44.78	54.43	1.00		1.00	-	1.00
<b>210304 Total</b>					<b>23.00</b>	<b>-</b>	<b>23.00</b>	<b>(1.00)</b>	<b>22.00</b>
<b>PUBLIC INFRASTRUCTURE-GENERAL SERVICES TOTAL</b>					<b>96.50</b>	<b>-</b>	<b>96.50</b>	<b>(1.00)</b>	<b>95.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## DEPARTMENT OF HEALTH SERVICES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
220101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00	1.00	4.00	1.00	5.00
220101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
220101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	4.00		4.00	-	4.00
220101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	-		-	1.00	1.00
220101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	-		-	1.00	1.00
220101	0311	STOREKEEPER	26.35	32.03	2.00		2.00	-	2.00
220101	0312	SENIOR STOREKEEPER	28.92	35.15	1.00		1.00	-	1.00
220101	0382	PAYROLL CLERK	30.11	36.60	3.00		3.00	1.00	4.00
220101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	5.50		5.50	1.00	6.50
220101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	5.00		5.00	-	5.00
220101	0416	ACCOUNTANT II	38.68	47.01	10.00		10.00	1.00	11.00
220101	0417	ACCOUNTANT III	40.41	49.12	2.00		2.00	1.00	3.00
220101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	2.00		2.00	-	2.00
220101	0437	DEPARTMENT ACCOUNTING MANAGER	46.43	56.44	1.00		1.00	-	1.00
220101	0810	ADMINISTRATIVE AIDE	28.40	34.52	4.00	1.00	5.00	1.00	6.00
220101	0826	DEPARTMENT ANALYST	35.94	43.69	15.80	1.20	17.00	4.00	21.00
220101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	7.00		7.00	1.00	8.00
220101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	3.00		3.00	-	3.00
220101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00	-	1.00
220101	0848	HEALTH CARE COMPLIANCE/PRIVACY & SECURITY OFFICER	52.92	64.33	2.00		2.00	-	2.00
220101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00		3.00	-	3.00
220101	2420	PATIENT CARE ANALYST	49.62	60.32	3.00		3.00	-	3.00
220101	2630	BIostatistician	41.88	50.90	3.00	1.00	4.00	-	4.00
220101	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00	-	1.00
220101	2675	HEALTH OFFICER	114.38	139.04	1.00		1.00	-	1.00
220101	2676	ASSISTANT DIRECTOR OF HEALTH SERVICES	74.49	90.54	2.00		2.00	-	2.00
220101	2677	DIRECTOR OF HEALTH SERVICES	102.20	124.23	1.00		1.00	-	1.00
220101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	2.00		2.00	-	2.00
220101	3383	COMMUNITY HEALTH WORKER SPECIALIST	29.30	35.63	-		-	5.00	5.00
220101	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00		1.00	-	1.00
220101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
220101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
220101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
220101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00		3.00	-	3.00
220101	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00	-	1.00
220101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
<b>220101 Total</b>					<b>97.30</b>	<b>4.20</b>	<b>101.50</b>	<b>18.00</b>	<b>119.50</b>
220104	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00	(2.00)	-	-	-
220104	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	(1.00)	-	-	-
220104	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	3.00	(3.00)	-	-	-
220104	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	2.00	(2.00)	-	-	-

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
220104	2544	HOMELESSNESS SERVICES DIVISION DIRECTOR	70.75	86.00	1.00	(1.00)	-	-	-
220104	2605	PUBLIC HEALTH INVESTIGATOR	32.97	40.08	-	-	-	-	-
220104	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	(1.00)	-	-	-
220104	2683	ADD'S COUNSELOR II	34.51	41.95	3.00	(3.00)	-	-	-
<b>220104 Total</b>					<b>13.00</b>	<b>(13.00)</b>			
220201	0402	ACCOUNT CLERK II	26.12	31.75	3.50	-	3.50	-	3.50
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00	-	2.00	-	2.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	-	1.00	-	1.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220201	4301	ANIMAL CONTROL OFFICER II	29.23	35.52	10.00	-	10.00	-	10.00
220201	4303	ANIMAL HEALTH TECHNICIAN	27.99	34.02	4.50	-	4.50	-	4.50
220201	4304	ANIMAL CARE ASSISTANT	20.91	25.42	6.00	-	6.00	-	6.00
220201	4306	SUPERVISING ANIMAL CONTROL OFFICER	34.38	41.78	2.00	-	2.00	-	2.00
220201	4310	ANIMAL CARE AND CONTROL DIRECTOR	59.77	72.66	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	0.87	-	0.87	-	0.87
220201	0542	VITAL STATISTICS TECHNICIAN	28.41	34.53	3.50	0.40	3.90	-	3.90
220201	2564	PUBLIC HEALTH NURSE II	50.38	61.25	4.00	-	4.00	-	4.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	54.17	65.85	2.00	-	2.00	-	2.00
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	64.49	78.39	1.00	-	1.00	-	1.00
220201	2605	PUBLIC HEALTH INVESTIGATOR	32.97	40.08	2.00	-	2.00	-	2.00
220201	2673	DEPUTY PUBLIC HEALTH OFFICER	104.01	126.42	1.00	-	1.00	-	1.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220201	2662	EMERGENCY MEDICAL SERVICES COORDINATOR	40.19	48.86	3.00	1.40	4.40	-	4.40
220201	2663	ADVANCED LIFE SUPPORT COORDINATOR	38.29	46.54	1.00	-	1.00	-	1.00
220201	2665	REGIONAL EMERGENCY MEDICAL SERVICES MANAGER	53.09	64.53	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	0.80	0.20	1.00	-	1.00
220201	2105	PUBLIC HEALTH LABORATORY TECHNICIAN II	29.11	35.38	2.00	-	2.00	-	2.00
220201	2122	PUBLIC HEALTH MICROBIOLOGIST II	39.38	47.87	2.50	-	2.50	-	2.50
220201	2124	ASSISTANT PUBLIC HEALTH LABORATORY DIRECTOR	48.02	58.37	1.00	-	1.00	-	1.00
220201	2125	PUBLIC HEALTH LABORATORY DIRECTOR	56.50	68.69	1.00	-	1.00	-	1.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220201	0826	DEPARTMENT ANALYST	35.94	43.69	-	2.00	2.00	-	2.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	-	1.00	-	1.00
220201	2122	PUBLIC HEALTH MICROBIOLOGIST II	39.38	47.87	1.50	-	1.50	-	1.50
220201	2632	HEALTH INFORMATION SPECIALIST II	33.60	40.83	1.00	-	1.00	-	1.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220201	2671	HEALTHY COMMUNITIES SECTION MANAGER	53.09	64.53	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00	-	3.00	-	3.00
220201	0023	SECRETARY	28.78	34.99	1.00	-	1.00	-	1.00
220201	2307	OCCUP THERAPIST II CHILD THERAPY PROGRAM	41.30	50.21	5.70	0.20	5.90	-	5.90
220201	2317	PHYS THERAPIST II CHILD THERAPY PROGRAM	41.30	50.21	6.80	-	6.80	-	6.80
220201	2318	SUPERVISING PEDIATRIC THERAPIST	51.26	62.31	2.00	-	2.00	-	2.00
220201	2320	MEDICAL THERAPY PROGRAM MANAGER	51.89	63.06	1.00	-	1.00	-	1.00
220201	2535	PUBLIC HEALTH PHYSICIAN	93.62	113.80	0.70	-	0.70	-	0.70
220201	2564	PUBLIC HEALTH NURSE II	50.38	61.25	4.00	-	4.00	-	4.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	54.17	65.85	12.65	-	12.65	-	12.65
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	64.49	78.39	2.00	-	2.00	-	2.00
220201	2575	DIRECTOR OF PUBLIC HEALTH NURSING	64.66	78.58	1.00	-	1.00	-	1.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220201	3002	SOCIAL SERVICE WORKER II	35.61	43.28	1.00	-	1.00	-	1.00
220201	3010	SOCIAL SERVICE SUPERVISOR I	44.59	54.20	1.00	-	1.00	-	1.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	29.30	35.63	4.00	1.00	5.00	-	5.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00	-	2.00	-	2.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220201	2564	PUBLIC HEALTH NURSE II	50.38	61.25	11.00	-	11.00	-	11.00
220201	2565	SENIOR PUBLIC HEALTH NURSE	54.17	65.85	1.00	-	1.00	-	1.00
220201	2570	SUPERVISING PUBLIC HEALTH NURSE	64.49	78.39	3.00	-	3.00	-	3.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220201	3002	SOCIAL SERVICE WORKER II	35.61	43.28	1.00	-	1.00	-	1.00
220201	3003	SOCIAL SERVICE WORKER III	37.85	46.01	4.00	-	4.00	-	4.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	29.30	35.63	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	0.50	-	0.50	-	0.50
220201	2185	NUTRITIONIST	33.60	40.83	3.10	-	3.10	-	3.10
220201	2187	SUPERVISING NUTRITIONIST	41.73	50.73	1.00	-	1.00	-	1.00
220201	2629	SENIOR LACTATION CONSULTANT	37.94	46.12	0.90	-	0.90	-	0.90
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220201	3382	COMMUNITY HEALTH WORKER II	26.18	31.82	2.00	-	2.00	-	2.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	29.30	35.63	5.90	-	5.90	-	5.90
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00	-	1.00	-	1.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00	1.00	3.00	-	3.00
220201	2632	HEALTH INFORMATION SPECIALIST II	33.60	40.83	4.00	-	4.00	-	4.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	2.00	-	2.00	-	2.00
220201	2635	SENIOR HEALTH INFORMATION SPECIALIST	36.15	43.94	1.00	-	1.00	-	1.00
220201	2671	HEALTHY COMMUNITIES SECTION MANAGER	53.09	64.53	1.00	-	1.00	-	1.00
220201	3383	COMMUNITY HEALTH WORKER SPECIALIST	29.30	35.63	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00	-	3.00	-	3.00
220201	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00	-	1.00	-	1.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220201	0826	DEPARTMENT ANALYST	35.94	43.69	1.00	-	1.00	-	1.00
220201	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00	-	1.00	-	1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	-	1.00	-	1.00
220201	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	42.53	51.69	1.00	-	1.00	-	1.00
220201	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	51.26	62.31	1.00	-	1.00	-	1.00
220201	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	49.93	60.69	1.00	-	1.00	-	1.00
220201	2620	DIRECTOR OF ENVIRONMENTAL HEALTH	60.28	73.26	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00	-	1.00	-	1.00
220201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00	1.00	3.00	-	3.00
220201	0828	DEPARTMENT ANALYST	35.94	43.69	1.00	-	1.00	-	1.00
220201	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	-	1.00	1.00	-	1.00
220201	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00	-	1.00	-	1.00
220201	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	-	-	-	1.00	1.00
220201	2541	HEALTH SERVICES DIVISION DIRECTOR	74.49	90.54	1.00	-	1.00	-	1.00
220201	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00	-	1.00	-	1.00
220201	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	67.49	82.03	1.00	-	1.00	-	1.00
220201	2012	STAFF NURSE II	53.30	64.79	4.05	-	4.05	-	4.05
220201	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	3.00	-	3.00	-	3.00
220201	2634	HEALTH PROGRAM MANAGER	44.23	53.76	0.75	-	0.75	-	0.75
<b>220201 Total</b>					<b>191.22</b>	<b>8.20</b>	<b>199.42</b>	<b>1.00</b>	<b>200.42</b>
220204	2612	ENVIRONMENTAL HEALTH SPECIALIST II	39.87	48.46	14.00	-	14.00	-	14.00
220204	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	42.53	51.69	7.00	-	7.00	-	7.00
220204	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	51.26	62.31	2.00	-	2.00	-	2.00
220204	2616	ENVIRONMENTAL HEALTH PROGRAM MANAGER	49.93	60.69	1.00	-	1.00	-	1.00
220204	2625	DAIRY INSPECTOR	40.68	49.44	1.50	-	1.50	-	1.50
<b>220204 Total</b>					<b>25.50</b>	<b>-</b>	<b>25.50</b>	<b>-</b>	<b>25.50</b>
220301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
220301	2015	CLIENT CARE MANAGER	51.14	62.17	1.00	-	1.00	-	1.00
220301	2091	PSYCHIATRIC NURSE	55.25	67.16	0.20	-	0.20	-	0.20
220301	2466	CLIENT SUPPORT SPECIALIST	26.69	32.43	1.20	-	1.20	-	1.20
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	4.00	-	4.00	-	4.00
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	3.00	-	3.00	-	3.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	6.75	-	6.75	-	6.75
220301	2534	STAFF PSYCHIATRIST	111.46	135.47	0.20	-	0.20	-	0.20
220301	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00	-	1.00	-	1.00
220301	3002	SOCIAL SERVICE WORKER II	35.61	43.28	1.00	-	1.00	-	1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	4.00		4.00	-	4.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	2.00		2.00	-	2.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	1.00		1.00	-	1.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00	-	1.00
220301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	-	1.00	1.00	-	1.00
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	1.00		1.00	-	1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	8.80	1.00	9.80	-	9.80
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	2.00		2.00	-	2.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00	-	1.00
220301	2534	STAFF PSYCHIATRIST	111.46	135.47	1.30		1.30	-	1.30
220301	2634	HEALTH PROGRAM MANAGER	44.23	53.76	2.00	1.00	3.00	-	3.00
220301	2683	AODS COUNSELOR II	34.51	41.95	0.75	1.00	1.75	-	1.75
220301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	2.50	0.50	3.00	-	3.00
220301	2015	CLIENT CARE MANAGER	51.14	62.17	1.00		1.00	-	1.00
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	1.00		1.00	-	1.00
220301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00		3.00	-	3.00
220301	0505	MEDICAL UNIT CLERK	26.65	32.39	1.00		1.00	-	1.00
220301	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	67.49	82.03	0.50		0.50	-	0.50
220301	2007	LICENSED VOCATIONAL NURSE II	31.39	38.16	2.00		2.00	-	2.00
220301	2015	CLIENT CARE MANAGER	51.14	62.17	1.00		1.00	-	1.00
220301	2082	PSYCHIATRIC TECHNICIAN	35.85	43.58	2.00		2.00	-	2.00
220301	2091	PSYCHIATRIC NURSE	55.25	67.16	4.50		4.50	-	4.50
220301	2466	CLIENT SUPPORT SPECIALIST	26.69	32.43	2.00		2.00	-	2.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	14.23		14.23	-	14.23
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	1.00		1.00	-	1.00
220301	2532	ACUTE FORENSICS SECTION MANAGER	59.77	72.66	1.00		1.00	-	1.00
220301	2534	STAFF PSYCHIATRIST	111.46	135.47	0.50		0.50	-	0.50
220301	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
220301	2091	PSYCHIATRIC NURSE	55.25	67.16	1.00		1.00	-	1.00
220301	2420	PATIENT CARE ANALYST	49.62	60.32	1.00		1.00	-	1.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	1.00		1.00	-	1.00
220301	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00	-	1.00
220301	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00	-	1.00
220301	0003	SENIOR OFFICE ASSISTANT**	26.65	32.39	3.00		3.00	1.00	4.00
220301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
220301	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
220301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
220301	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
220301	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00	-	3.00
220301	0826	DEPARTMENT ANALYST	35.94	43.69	4.00		4.00	-	4.00
220301	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
220301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00	1.00	3.00
220301	2091	PSYCHIATRIC NURSE	55.25	67.16	1.00		1.00	-	1.00
220301	2263	MEDICAL RECORD CLERK III	29.11	35.38	1.00		1.00	-	1.00
220301	2420	PATIENT CARE ANALYST	49.62	60.32	5.00		5.00	-	5.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	2.00		2.00	-	2.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	5.00		5.00	-	5.00
220301	2530	ADULT YOUTH AND FAMILY SERVICES SECTION MANAGER	53.09	64.53	1.00		1.00	-	1.00
220301	2540	MENTAL HEALTH MEDICAL DIRECTOR	120.15	146.04	1.00		1.00	-	1.00
220301	2541	HEALTH SERVICES DIVISION DIRECTOR	74.49	90.54	1.00		1.00	-	1.00
220301	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
220301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.50		1.50	-	1.50
220301	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
220301	0002	OFFICE ASSISTANT II	23.75	28.87	1.00		1.00	-	1.00
220301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	17.30		17.30	-	17.30
220301	0810	ADMINISTRATIVE AIDE	28.40	34.52	0.25		0.25	-	0.25
220301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00	-	1.00
220301	1916	NURSE PRACTITIONER-PHYSICIAN'S ASSISTANT	67.49	82.03	0.80		0.80	-	0.80
220301	2007	LICENSED VOCATIONAL NURSE II	31.39	38.16	2.00		2.00	-	2.00
220301	2013	SUPERVISING STAFF NURSE	58.50	71.12	1.00		1.00	-	1.00
220301	2091	PSYCHIATRIC NURSE	55.25	67.16	7.60		7.60	-	7.60
220301	2420	PATIENT CARE ANALYST	49.62	60.32	2.00		2.00	-	2.00
220301	2466	CLIENT SUPPORT SPECIALIST	26.69	32.43	0.80		0.80	-	0.80
220301	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	15.00		15.00	-	15.00
220301	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	60.85	(0.50)	60.35	-	60.35
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	3.00		3.00	-	3.00
220301	2534	STAFF PSYCHIATRIST	111.46	135.47	4.48		4.48	-	4.48
220301	2634	HEALTH PROGRAM MANAGER	44.23	53.76	9.00		9.00	-	9.00
220301	2636	HEALTH SERVICES SECTION MANAGER	53.09	64.53	0.25		0.25	-	0.25
220301	2683	AODS COUNSELOR II	34.51	41.95	2.00		2.00	-	2.00
220301	2684	AODS SPECIALIST	37.10	45.11	1.00		1.00	-	1.00
220301	3002	SOCIAL SERVICE WORKER II	35.61	43.28	3.00		3.00	-	3.00
220301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
220301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
220301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
220301	2420	PATIENT CARE ANALYST	49.62	60.32	1.00		1.00	-	1.00
220301	2505	BEHAVIORAL HEALTH CLINICAL SPECIALIST	43.61	53.00	1.00		1.00	-	1.00
220301	2632	HEALTH INFORMATION SPECIALIST II	33.60	40.83	1.00		1.00	-	1.00
220301	2638	SUPERVISING HEALTH INFORMATION SPECIALIST	43.87	53.32	1.00		1.00	-	1.00
220301	2680	AODS ASSISTANT II	26.69	32.43	1.00		1.00	-	1.00
220301	2681	AODS ASSISTANT III	29.28	35.58	1.00		1.00	-	1.00
220301	2683	AODS COUNSELOR II	34.51	41.95	5.55		5.55	-	5.55
220301	2684	AODS SPECIALIST	37.10	45.11	5.00		5.00	-	5.00
220301	2694	SUBSTANCE USE DISORDER & COMM RECVRY SVCS SECT MGR	53.09	64.53	1.00		1.00	-	1.00
<b>220301 Total</b>					<b>280.81</b>	<b>4.00</b>	<b>284.81</b>	<b>2.00</b>	<b>286.81</b>
220302	0002	OFFICE ASSISTANT II	23.75	28.87	3.00		3.00	-	3.00
220302	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
220302	0402	ACCOUNT CLERK II	26.12	31.75	1.50		1.50	-	1.50
220302	2460	AODS INTAKE INTERVIEWER	26.69	32.43	2.00		2.00	-	2.00
220302	2634	HEALTH PROGRAM MANAGER	44.23	53.76	1.00		1.00	-	1.00
220302	2683	AODS COUNSELOR II	34.51	41.95	7.00		7.00	-	7.00
220302	2684	AODS SPECIALIST	37.10	45.11	1.00		1.00	-	1.00
<b>220302 Total</b>					<b>16.50</b>	<b>-</b>	<b>16.50</b>	<b>-</b>	<b>16.50</b>
220701	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	-	1.00	1.00	-	1.00
220701	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	-	1.00	1.00	-	1.00
220701	2544	HOMELESSNESS SERVICES DIVISION DIRECTOR	70.75	86.00	-	1.00	1.00	-	1.00
220701	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	36.72	44.64	1.00		1.00	-	1.00
220701	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	1.00		1.00	-	1.00
220701	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
220701	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
220701	9102	COMMUNITY DEVELOPMENT MANAGER	57.01	69.29	1.00		1.00	-	1.00
220701	9135	COMMUNITY DEVELOPMENT PROGRAM COORDINATOR	48.83	59.35	2.00		2.00	-	2.00
220701	9137	COMMUNITY DEVELOPMENT PROGRAM SPECIALIST	39.46	47.66	2.00		2.00	-	2.00
220701	9138	COMMUNITY DEVELOPMENT PROGRAM TECHNICIAN II	33.31	40.50	1.00		1.00	-	1.00
220701	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	-	1.00	1.00	-	1.00
220701	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	-	1.00	1.00	-	1.00
220701	2605	PUBLIC HEALTH INVESTIGATOR	32.97	40.08	-	1.00	1.00	-	1.00
220701	2634	HEALTH PROGRAM MANAGER	44.23	53.76	-	1.00	1.00	-	1.00
220701	2683	AODS COUNSELOR II	34.51	41.95	-	2.00	2.00	-	2.00
220701	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	-	1.00	1.00	-	1.00
220701	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	-	1.00	1.00	-	1.00
220701	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	-	1.00	1.00	-	1.00
220701	2634	HEALTH PROGRAM MANAGER	44.23	53.76	-	1.00	1.00	-	1.00
220701	2683	AODS COUNSELOR II	34.51	41.95	-	2.00	2.00	-	2.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
220701	2503	BEHAVIORAL HEALTH CLINICIAN	40.53	49.27	-	1.00	1.00	-	1.00
220701	2470	SENIOR CLIENT SUPPORT SPECIALIST	32.38	39.36	-	2.00	2.00	-	2.00
220701	2683	ADDS COUNSELOR II	34.51	41.95	-	1.00	1.00	-	1.00
<b>220701 Total</b>					<b>10.00</b>	<b>19.00</b>	<b>29.00</b>	-	<b>29.00</b>
<b>DEPARTMENT OF HEALTH SERVICES TOTAL</b>					<b>634.33</b>	<b>22.40</b>	<b>656.73</b>	<b>21.00</b>	<b>677.73</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

\*\*Some newly added allocations are for a time-limited duration. Please contact Human Resources Position Control for more specific information, as needed.

## HUMAN RESOURCES

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
230101	0801	DEPUTY HUMAN RESOURCES DIRECTOR	69.14	84.04	1.00	-	1.00	-	1.00
230101	0816	DIRECTOR HUMAN RESOURCES	84.79	103.06	1.00	-	1.00	-	1.00
230101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00	-	1.00	-	1.00
230101	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00	-	1.00	-	1.00
230101	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	7.00	-	7.00	1.00	8.00
230101	0808	SUPERVISING HUMAN RESOURCES ANALYST	43.67	53.16	2.00	-	2.00	-	2.00
230101	0813	RECRUITMENT & CLASSIFICATION MANAGER	55.97	68.04	1.00	-	1.00	-	1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	5.00	-	5.00	-	5.00
230101	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	1.00	-	1.00	-	1.00
230101	0809	TRAINING MANAGER	49.89	60.64	1.00	-	1.00	-	1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.00	-	1.00	-	1.00
230101	0164	HUMAN RESOURCES INFORMATION SYSTEMS MANAGER	59.73	72.61	1.00	-	1.00	-	1.00
230101	7159	DEPT INFO SYSTEMS SPECIALIST II CONFIDENTIAL	40.71	49.49	4.00	-	4.00	-	4.00
230101	0807	HUMAN RESOURCES ANALYST III	42.36	51.49	3.00	-	3.00	-	3.00
230101	0814	EMPLOYEE RELATIONS MANAGER	66.79	81.19	1.00	-	1.00	-	1.00
230101	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.00	-	1.00	-	1.00
230101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00	-	1.00	-	1.00
230101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00	-	1.00	-	1.00
<b>230101 Total</b>					<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>1.00</b>	<b>35.00</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
230201	0801	DEPUTY HUMAN RESOURCES DIRECTOR	69.14	84.04	1.00	-	1.00	-	1.00
230201	0826	DEPARTMENT ANALYST	35.94	43.69	1.00	-	1.00	-	1.00
230201	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
230205	0858	EMPLOYEE BENEFITS MANAGER	51.04	62.03	1.00	-	1.00	-	1.00
230205	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	4.00	-	4.00	-	4.00
230215	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00	-	1.00	-	1.00
230215	0770	RISK MANAGEMENT ANALYST II PROJECT	42.07	51.14	-	-	-	-	-
230215	7803	HUMAN RESOURCES TECHNICIAN CONFIDENTIAL	27.27	33.14	1.50	-	1.50	0.50	2.00
230215	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	2.00	-	2.00	-	2.00
230215	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00	-	1.00	-	1.00
230215	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>0.50</b>	<b>10.50</b>
230225	0765	RISK MANAGER	55.65	67.64	1.00	-	1.00	-	1.00
230225	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	2.00	-	2.00	-	2.00
230225	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00	-	1.00	-	1.00
230225	0811	EQUAL EMPLOYMENT OPPORTUNITY MANAGER	52.19	63.44	1.00	-	1.00	-	1.00
230225	7003	SENIOR OFFICE ASSISTANT CONFIDENTIAL	23.21	28.21	1.00	-	1.00	-	1.00
<b>230225 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
<b>HUMAN RESOURCES TOTAL</b>					<b>64.00</b>	<b>-</b>	<b>64.00</b>	<b>1.50</b>	<b>65.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## HUMAN SERVICES & IHHS

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00	-	1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00	-	3.00	-	3.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00	-	1.00	-	1.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	1.00	-	1.00	-	1.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00	-	1.00	-	1.00
240301	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00	-	1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00	-	2.00	-	2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	-	1.00	-	1.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	-	1.00	1.00	-	1.00
240301	3008	ADULT AND AGING SOCIAL WORKER	42.50	51.65	33.00	-	33.00	1.00	34.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	47.26	57.44	7.00	-	7.00	1.00	8.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00	-	2.00	-	2.00
240301	3353	SOCIAL WORK ASSISTANT	26.54	32.26	2.00	-	2.00	-	2.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	38.00	-	38.00	1.00	39.00
240301	3008	ADULT AND AGING SOCIAL WORKER	42.50	51.65	8.00	-	8.00	-	8.00
240301	3010	SOCIAL SERVICE SUPERVISOR I	44.59	54.20	6.00	-	6.00	-	6.00
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	47.26	57.44	1.00	-	1.00	-	1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00	-	1.00	-	1.00
240301	3348	HOME CARE SUPPORT ASSISTANT	26.11	31.74	2.00	-	2.00	-	2.00
240301	3350	HOME CARE SUPPORT SPECIALIST	28.16	34.23	5.00	-	5.00	-	5.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00	-	2.00	1.00	3.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00	-	1.00	-	1.00
240301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	3.80	-	3.80	-	3.80
240301	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00	-	1.00	-	1.00
240301	0417	ACCOUNTANT III	40.41	49.12	1.00	-	1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00	-	1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	6.00	-	6.00	-	6.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00	-	1.00	-	1.00
240301	0402	ACCOUNT CLERK II	26.12	31.75	7.00	-	7.00	-	7.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00	-	1.00	-	1.00
240301	3350	HOME CARE SUPPORT SPECIALIST	28.16	34.23	1.00	-	1.00	-	1.00
240301	3353	SOCIAL WORK ASSISTANT	26.54	32.26	2.00	-	2.00	-	2.00
240301	0402	ACCOUNT CLERK II	26.12	31.75	2.00	-	2.00	-	2.00
240301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	4.00	-	4.00	-	4.00
240301	0404	ACCOUNTING TECHNICIAN	30.56	37.14	3.00	-	3.00	-	3.00
240301	0416	ACCOUNTANT II	38.58	47.01	2.00	-	2.00	-	2.00
240301	0417	ACCOUNTANT III	40.41	49.12	2.00	-	2.00	-	2.00
240301	0419	SUPERVISING ACCOUNTANT	42.87	51.86	1.00	-	1.00	-	1.00
240301	0437	DEPARTMENT ACCOUNTING MANAGER	46.43	56.44	1.00	-	1.00	-	1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
240301	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20				1.00	1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	3.00		3.00	-	3.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00	-	2.00
240301	0404	ACCOUNTING TECHNICIAN	30.66	37.14	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00	1.00	3.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
240301	0382	PAYROLL CLERK	30.11	36.60	4.00		4.00	-	4.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	3.00		3.00	-	3.00
240301	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
240301	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
240301	0477	PROGRAM SPECIALIST	35.17	42.76	4.00		4.00	-	4.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	33.94	41.25	9.00		9.00	-	9.00
240301	0485	ELIGIBILITY SPECIALIST SUPERVISOR	37.06	45.05	2.00		2.00	-	2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	1.00		1.00	-	1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
240301	3088	ASSISTANT DIRECTOR HUMAN SERVICES	79.29	96.37	1.00		1.00	-	1.00
240301	3090	DIRECTOR OF HUMAN SERVICES	93.07	113.13	1.00		1.00	-	1.00
240301	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
240301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	-	1.00	1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	4.00		4.00	-	4.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	9.75	(1.00)	8.75	-	8.75
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00	-	2.00
240301	3088	ASSISTANT DIRECTOR HUMAN SERVICES	79.29	96.37	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	1.00	2.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
240301	0311	STOREKEEPER	26.35	32.03	1.00		1.00	-	1.00
240301	0312	SENIOR STOREKEEPER	28.92	35.15	1.00		1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	2.00		2.00	-	2.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00	-	2.00
240301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	7.00		7.00	-	7.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00	-	2.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	2.00		2.00	-	2.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00	-	1.00
240301	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00	-	1.00
240301	0002	OFFICE ASSISTANT II	23.75	28.87	4.00		4.00	-	4.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	6.00		6.00	-	6.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	2.00		2.00	-	2.00
240301	0402	ACCOUNT CLERK II	26.12	31.75	3.00		3.00	-	3.00
240301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
240301	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
240301	3038	EMPLOYMENT & TRAINING COORDINATOR	39.56	48.09	1.00		1.00	-	1.00
240301	3352	HUMAN SERVICES AIDE II	24.90	30.27	6.00		6.00	-	6.00
240301	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
240301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00	-	1.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	33.94	41.25	3.00		3.00	-	3.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	7.00		7.00	-	7.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	2.00		2.00	-	2.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	3.00		3.00	-	3.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00	-	1.00
240301	0482	ELIGIBILITY SPECIALIST II	31.66	38.47	147.00		147.00	-	147.00
240301	0484	SENIOR ELIGIBILITY SPECIALIST	33.94	41.25	34.00	1.00	35.00	-	35.00
240301	0485	ELIGIBILITY SPECIALIST SUPERVISOR	37.06	45.05	23.00		23.00	-	23.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	2.00		2.00	-	2.00
240301	0180	SUPERVISING ELIGIBILITY SYSTEMS SUPPORT TECHNICIAN	41.81	50.83	1.00		1.00	-	1.00
240301	0181	ELIGIBILITY SYSTEMS SUPPORT TECHNICIAN	38.26	46.50	3.00		3.00	-	3.00
240301	0002	OFFICE ASSISTANT II	23.75	28.87	19.00		19.00	-	19.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	16.00		16.00	-	16.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	6.00		6.00	-	6.00
240301	0310	MATERIALS HANDLER	25.31	30.78	2.00		2.00	-	2.00
240301	0311	STOREKEEPER	26.35	32.03	1.00		1.00	-	1.00
240301	3352	HUMAN SERVICES AIDE II	24.90	30.27	10.00		10.00	-	10.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	4.00		4.00	-	4.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
240301	0204	DOCUMENT IMAGING TECHNICIAN	24.43	29.69	4.00		4.00	-	4.00
240301	0205	MICROGRAPHIC TECHNICIAN II	26.65	32.39	5.00		5.00	-	5.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
240301	0174	COMPUTER LAB SUPPORT SPECIALIST	36.72	44.64	1.00		1.00	-	1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
240301	3002	SOCIAL SERVICE WORKER II	35.61	43.28	1.00		1.00	-	1.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	5.00		5.00	-	5.00
240301	3010	SOCIAL SERVICE SUPERVISOR I	44.59	54.20	1.00	4.00	5.00	-	5.00
240301	3030	EMPLOYMENT & TRAINING SPECIALIST	31.66	38.47	37.00	1.00	38.00	-	38.00
240301	3031	SENIOR EMPLOYMENT & TRAINING SPECIALIST	33.94	41.25	6.00		6.00	-	6.00
240301	3032	SUPERVISING EMPLOYMENT & TRAINING SPECIALIST	37.06	45.05	5.00	1.00	6.00	-	6.00
240301	3037	EMPLOYMENT & TRAINING COUNSELOR II	37.85	46.01	22.50		22.50	-	22.50
240301	3038	EMPLOYMENT & TRAINING COORDINATOR	39.56	48.09	9.00		9.00	-	9.00
240301	3039	SUPERVISING EMPLOYMENT & TRAINING COUNSELOR	44.59	54.20	5.00		5.00	-	5.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	4.00		4.00	-	4.00
240301	3002	SOCIAL SERVICE WORKER II	35.61	43.28	3.00		3.00	-	3.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	1.00		1.00	-	1.00
240301	3006	CHILD PROTECTIVE SERVICES SOCIAL WORKER	43.47	52.84	100.50		100.50	-	100.50
240301	3010	SOCIAL SERVICE SUPERVISOR I	44.59	54.20	1.00		1.00	-	1.00
240301	3012	CHILD PROTECTIVE SERVICES SOCIAL WORK SUPERVISOR	48.38	58.81	18.00		18.00	-	18.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	1.00		1.00	-	1.00
240301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
240301	0167	HUMAN SERVICES SYSTEM TECHNICIAN	39.79	48.36	1.00		1.00	-	1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	5.00		5.00	-	5.00
240301	3003	SOCIAL SERVICE WORKER III	37.85	46.01	2.00		2.00	-	2.00
240301	3087	HUMAN SERVICES SECTION MANAGER	50.05	60.84	4.00		4.00	-	4.00
240301	3089	HUMAN SERVICES DIVISION DIRECTOR	59.55	72.39	1.00		1.00	-	1.00
240301	0472	ELIGIBILITY WORKER II	29.39	35.72	4.00		4.00	-	4.00
240301	0476	ELIGIBILITY SUPERVISOR	35.41	43.04	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	21.00		21.00	-	21.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	2.00		2.00	-	2.00
240301	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	6.00		6.00	-	6.00
240301	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
240301	3353	SOCIAL WORK ASSISTANT	26.54	32.26	8.00		8.00	-	8.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
240301	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	36.72	44.64	1.00		1.00	-	1.00
240301	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	5.00		5.00	-	5.00
240301	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	4.00		4.00	-	4.00
240301	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	62.44	75.69	1.00		1.00	-	1.00
240301	0171	HUMAN SERVICES DATABASE ADMINISTRATOR	56.10	68.20	3.00		3.00	-	3.00
240301	0172	HUMAN SERVICES NETWORK ANALYST	50.15	60.95	4.00		4.00	-	4.00
240301	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	48.77	59.28	3.00		3.00	-	3.00
240301	0175	PUBLIC ASSISTANCE SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
240301	0176	PUBLIC ASSISTANCE SYSTEMS SPECIALIST	41.60	50.56	5.00		5.00	-	5.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
240301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
240301	3008	ADULT AND AGING SOCIAL WORKER	42.50	51.65	11.50		11.50	-	11.50
240301	3013	ADULT AND AGING SOCIAL WORK SUPERVISOR	47.26	57.44	2.00		2.00	-	2.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	0.50		0.50	-	0.50
240301	3008	ADULT AND AGING SOCIAL WORKER	42.50	51.65	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
240301	0069	DEPUTY PUBLIC ADMINISTRATOR-GUARDIAN-CONSERVATOR	37.70	45.83	6.00		6.00	-	6.00
240301	0070	SUPERVISING PUBLIC ADMIN-GUARDIAN-CONSERVATOR	44.24	53.77	1.00		1.00	-	1.00
240301	0071	CHIEF DEPUTY PUBLIC ADMIN-GUARDIAN-CONSERVATOR	43.62	53.01	1.00		1.00	-	1.00
240301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
240301	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
240301	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
240301	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	6.00		6.00	-	6.00
240301	0608	VETERANS SERVICE SPECIALIST III	32.39	39.38	5.00		5.00	-	5.00
240301	0610	VETERANS SERVICE OFFICER	44.36	53.93	1.00		1.00	-	1.00
240301	3021	CHILDREN'S RESIDENTIAL CARE COUNSELOR II	31.58	38.39	24.00		24.00	-	24.00
240301	3024	SUPERV CHILD RESIDENTIAL CARE COUNSELOR	40.24	48.91	7.00		7.00	-	7.00
240301	3026	VALLEY OF THE MOON CHILDREN'S HOME MANAGER	47.04	57.17	1.00		1.00	-	1.00
240301	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.58	38.39	1.00		1.00	-	1.00
240301	5370	RESIDENTIAL SERVICE WORKER	22.60	27.48	3.00		3.00	-	3.00
240301	6230	CHEF	29.24	35.54	1.00		1.00	-	1.00
240301	4246	WELFARE FRAUD INVESTIGATOR II	41.52	50.47	4.00		4.00	-	4.00
240301	4249	CHIEF WELFARE FRAUD INVESTIGATOR	53.03	64.45	1.00		1.00	-	1.00
240301	4251	SENIOR WELFARE FRAUD INVESTIGATOR	44.77	54.42	1.00		1.00	-	1.00
<b>240301 Total</b>					<b>973.55</b>	<b>9.00</b>	<b>982.55</b>	<b>7.00</b>	<b>989.55</b>
370101	9300	IHSS PUBLIC AUTHORITY MANAGER	52.55	63.88	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>974.55</b>	<b>9.00</b>	<b>983.55</b>	<b>7.00</b>	<b>990.55</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## INFORMATION SYSTEMS DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
250101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	2.00		2.00	-	2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0150	INFORMATION SYSTEM DIRECTOR	83.75	101.81	1.00		1.00	-	1.00
250101	0151	ASSISTANT INFORMATION SYSTEM DIRECTOR	74.15	90.13	1.00		1.00	-	1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	44.62	54.23	1.00		1.00	-	1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	54.24	65.93	1.00		1.00	-	1.00
250101	0810	ADMINISTRATIVE AIDE	28.40	34.52	7.00		7.00	-	7.00
250101	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00	-	2.00
250101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00	-	2.00
250101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	2.00		2.00	-	2.00
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	6.00		6.00	-	6.00
250101	0130	PROGRAMMER ANALYST	45.27	55.03	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	2.00		2.00	-	2.00
250101	0149	INFORMATION SYSTEM DIVISION DIRECTOR	66.98	81.42	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	44.62	54.23	12.00		12.00	-	12.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	54.24	65.93	3.00		3.00	-	3.00
250101	0318	MATERIALS EQUIPMENT SPECIALIST	31.35	38.11	2.00		2.00	-	2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	54.24	65.93	1.00		1.00	-	1.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	53.59	65.13	1.00		1.00	-	1.00
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	2.00		2.00	-	2.00
250101	0130	PROGRAMMER ANALYST	45.27	55.03	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	40.80	49.59	2.00		2.00	-	2.00
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0149	INFORMATION SYSTEM DIVISION DIRECTOR	66.98	81.42	1.00		1.00	-	1.00
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	6.50		6.50	-	6.50
250101	0130	PROGRAMMER ANALYST	45.27	55.03	2.00		2.00	-	2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	54.24	65.93	1.00		1.00	-	1.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	53.59	65.13	1.00	(1.00)	-	-	-
250101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	2.00		2.00	-	2.00
250101	0140	SENIOR NETWORK ANALYST	56.42	68.58	1.00		1.00	-	1.00
250101	0141	NETWORK ANALYST	52.70	64.05	1.00		1.00	-	1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST II	44.62	54.23	1.00		1.00	-	1.00
250101	1710	SENIOR COMMUNICATIONS TECHNICIAN	39.16	47.61	1.00		1.00	-	1.00
250101	0058	RECORDS AND INFORMATION MANAGER	41.31	50.22	1.00		1.00	-	1.00
250101	0155	BUSINESS SYSTEMS ANALYST	45.27	55.03	1.00		1.00	-	1.00
250101	0307	MAIL MATERIALS AND RECORDS HANDLER II	26.35	32.03	5.00		5.00	-	5.00
250101	0309	MAIL MATERIALS AND RECORDS SUPERVISOR	29.85	36.29	1.00		1.00	-	1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	2.00		2.00	-	2.00
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	1.00		1.00	-	1.00
250101	0130	PROGRAMMER ANALYST	45.27	55.03	1.00		1.00	-	1.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	40.80	49.59	1.00		1.00	-	1.00
250101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	6.00		6.00	-	6.00
250101	0140	SENIOR NETWORK ANALYST	56.42	68.58	2.00		2.00	-	2.00
250101	0141	NETWORK ANALYST	52.70	64.05	4.00		4.00	-	4.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0149	INFORMATION SYSTEMS DIVISION DIRECTOR	66.98	81.42	1.00		1.00	-	1.00
250101	0154	INFORMATION TECHNOLOGY ANALYST III	54.24	65.93	1.00	1.00	-	-	-
250101	0129	SENIOR PROGRAMMER ANALYST	53.59	65.13	1.00		1.00	-	1.00
250101	0130	PROGRAMMER ANALYST	45.27	55.03	2.00		2.00	-	2.00
250101	0143	INFORMATION SYSTEMS PROJECT MANAGER	58.26	70.81	1.00		1.00	-	1.00
250101	0152	INFORMATION TECHNOLOGY ANALYST II	44.62	54.23	3.00		3.00	-	3.00
250101	0163	SENIOR BUSINESS SYSTEMS ANALYST	53.59	65.13	1.00		1.00	-	1.00
250101	0232	GRAPHICS DESIGNER PHOTOGRAPHER	30.84	37.48	1.00		1.00	-	1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
<b>250101 Total</b>					<b>117.50</b>	-	<b>117.50</b>	-	<b>117.50</b>
<b>INFORMATION SYSTEMS DEPT TOTAL</b>					<b>117.50</b>	-	<b>117.50</b>	-	<b>117.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## PERMIT & RESOURCE MANAGEMENT DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
260101	0002	OFFICE ASSISTANT II	23.75	28.87	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
260101	0098	TELEPHONE OPERATOR	24.09	29.27	1.00		1.00	-	1.00
260101	0552	PERMIT TECHNICIAN II	33.75	41.02	7.00		7.00	1.00	8.00
260101	1240	CUSTOMER SERVICE SUPERVISOR	47.98	58.33	1.00		1.00	-	1.00
260101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	4.00		4.00	-	4.00
260101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
260101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	40.80	49.59	3.00		3.00	-	3.00
260101	1223	SENIOR GEOGRAPHIC INFORMATION TECHNICIAN	43.45	52.82	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
260101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
260101	0382	PAYROLL CLERK	30.11	36.60	1.00		1.00	-	1.00
260101	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
260101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
260101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
260101	0416	ACCOUNTANT II	38.88	47.01	2.00		2.00	-	2.00
260101	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00	-	1.00
260101	0810	ADMINISTRATIVE AIDE **	28.40	34.52	2.00		2.00	1.00	3.00
260101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	1.00	2.00
260101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
260101	0850	BUSINESS DEVELOPMENT MANAGER	52.16	63.41	1.00		1.00	-	1.00
260101	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00	-	1.00
260101	1214	ASSISTANT DIRECTOR OF PERMIT SONOMA	74.09	90.05	-		-	1.00	1.00
260101	1215	DIRECTOR PRMD	81.69	99.29	1.00		1.00	-	1.00
260101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
260101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
260101	1016	DEPUTY DIRECTOR ENGINEERING CONSTRUCTION	67.35	81.87	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
260101	1007	ENGINEERING TECHNICIAN III	41.81	50.83	4.00		4.00	1.00	5.00
260101	1008	ENGINEERING TECHNICIAN IV	49.82	60.32	1.00		1.00	-	1.00
260101	1012	ENGINEER	53.11	64.56	3.00		3.00	1.00	4.00
260101	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00	-	1.00
260101	1015	ENGINEERING DIVISION MANAGER	59.69	72.54	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
260101	1007	ENGINEERING TECHNICIAN III	41.81	50.83	2.00		2.00	-	2.00
260101	2612	ENVIRONMENTAL HEALTH SPECIALIST II	39.87	48.46	4.50		4.50	-	4.50
260101	2614	SENIOR ENVIRONMENTAL HEALTH SPECIALIST	42.53	51.69	5.00		5.00	-	5.00
260101	2615	SUPERVISING ENVIRONMENTAL HEALTH SPECIALIST	51.26	62.31	1.00		1.00	-	1.00
260101	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00	-	1.00
260101	1007	ENGINEERING TECHNICIAN III	41.81	50.83	2.00		2.00	-	2.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
260101	1012	ENGINEER	53.11	64.56	2.00		2.00	-	2.00
260101	1014	SENIOR ENGINEER	58.20	70.75	1.00		1.00	-	1.00
260101	1209	BUILDING DIVISION MANAGER	59.69	72.54	1.00		1.00	-	1.00
260101	1405	BUILDING INSPECTOR II	43.05	52.32	7.00		7.00	-	7.00
260101	1407	SENIOR BUILDING INSPECTOR	46.35	56.33	4.00		4.00	-	4.00
260101	1426	BUILDING PLANS EXAMINER II	42.61	51.80	5.00		5.00	-	5.00
260101	1428	SENIOR BUILDING PLANS EXAMINER	45.87	55.75	3.00		3.00	-	3.00
260101	1440	SUPERVISING BUILDING INSPECTOR	52.54	63.87	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
260101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
260101	1192	CODE ENFORCEMENT INSPECTOR II	45.09	54.81	6.00		6.00	-	6.00
260101	1193	SENIOR CODE ENFORCEMENT INSPECTOR	48.52	58.98	3.00		3.00	-	3.00
260101	1194	CODE ENFORCEMENT SUPERVISOR	53.09	64.53	1.00		1.00	-	1.00
260101	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00	-	1.00
260101	0023	SECRETARY	28.78	34.99	2.00		2.00	-	2.00
260101	1213	DEPUTY DIRECTOR-PLANNING	60.72	73.82	1.00		1.00	-	1.00
260101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
260101	0023	SECRETARY	28.78	34.99	2.00		2.00	-	2.00
260101	1200	PLANNING TECHNICIAN	30.77	37.41	1.00		1.00	-	1.00
260101	1203	PLANNER III	47.94	58.28	16.00		16.00	1.00	17.00
260101	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00	-	1.00
260101	1401	SUPERVISING PLANNER	52.48	63.78	3.00		3.00	-	3.00
260101	0810	ADMINISTRATIVE AIDE**	28.40	34.52	-		-	1.00	1.00
260101	0826	DEPARTMENT ANALYST**	35.94	43.69	-		-	1.00	1.00
260101	0990	SENIOR ENVIRONMENTAL SPECIALIST	46.45	56.46	8.00		8.00	1.00	9.00
260101	1081	PROFESSIONAL GEOLOGIST	53.11	64.56	1.00		1.00	-	1.00
260101	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00	-	1.00
260101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
260101	1203	PLANNER III	47.94	58.28	4.00		4.00	-	4.00
260101	1210	PRMD DIVISION MANAGER	52.76	64.13	1.00		1.00	-	1.00
260101	1401	SUPERVISING PLANNER	52.48	63.78	1.00		1.00	-	1.00
<b>260101 Total</b>					<b>152.50</b>	-	<b>152.50</b>	<b>10.00</b>	<b>162.50</b>
260301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
260301	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
260301	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
260301	0904	MARKETING SPECIALIST	37.67	45.79	1.00		1.00	-	1.00
260301	3085	DEPARTMENT PROGRAM MANAGER**	40.89	49.70	-		-	1.00	1.00
260301	4513	SENIOR FIRE INSPECTOR	48.78	59.29	1.00		1.00	-	1.00
260301	4518	FIRE WARDEN/FIRE MARSHAL	63.87	77.63	1.00		1.00	-	1.00
260301	4519	FIRE INSPECTOR II**	44.34	53.90	1.00		1.00	2.00	3.00
<b>260301 Total</b>					<b>7.00</b>	-	<b>7.00</b>	<b>3.00</b>	<b>10.00</b>
260302	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
260302	4516	FIRE SERVICES OFFICER	55.38	67.32	1.00		1.00	-	1.00
260302	4519	FIRE INSPECTOR II	44.34	53.90	4.00		4.00	1.00	5.00
<b>260302 Total</b>					<b>6.00</b>	-	<b>6.00</b>	<b>1.00</b>	<b>7.00</b>
260303	5015	MAINTENANCE WORKER II	29.69	36.09	1.50		1.50	0.50	2.00
<b>260303 Total</b>					<b>1.50</b>	-	<b>1.50</b>	<b>0.50</b>	<b>2.00</b>
<b>PERMIT &amp; RESOURCE MANAGEMENT DEPT TOTAL</b>					<b>167.00</b>	-	<b>167.00</b>	<b>14.50</b>	<b>181.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

\*\*Some newly added allocations are for a time-limited duration. Please contact Human Resources Position Control for more specific information, as needed.

# POSITION ALLOCATION

PROBATION DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
270101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
270101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
270101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	66.71	1.00		1.00	-	1.00
270101	3238	DEPUTY CHIEF PROBATION OFFICER	68.82	83.64	2.00		2.00	-	2.00
270101	3240	CHIEF PROBATION OFFICER	82.51	100.30	1.00		1.00	-	1.00
270101	7022	EXECUTIVE LEGAL SECRETARY CONFIDENTIAL	29.74	36.15	1.00		1.00	-	1.00
270101	0402	ACCOUNT CLERK II	26.12	31.75	2.00		2.00	1.00	3.00
270101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	3.00		3.00	-	3.00
270101	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
270101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
270101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
270101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
270101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
270101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
270101	0155	BUSINESS SYSTEMS ANALYST	45.27	55.03	1.00		1.00	-	1.00
270101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	2.00		2.00	-	2.00
270101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
270101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	3.00		3.00	-	3.00
270101	3084	PROGRAM DEVELOPMENT MANAGER	47.04	57.17	1.00		1.00	-	1.00
<b>270101 Total</b>					<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>1.00</b>	<b>27.00</b>
270110	3225	PROBATION OFFICER II	36.16	43.95	3.00		3.00	-	3.00
270110	3227	PROBATION OFFICER III	41.39	50.31	4.00		4.00	-	4.00
270110	3229	PROBATION OFFICER IV	49.10	59.69	2.00		2.00	-	2.00
270110	3225	PROBATION OFFICER II	36.16	43.95	2.00		2.00	1.00	3.00
270110	3227	PROBATION OFFICER III	41.39	50.31	3.00		3.00	-	3.00
<b>270110 Total</b>					<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>1.00</b>	<b>15.00</b>
270111	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
270111	0049	LEGAL PROCESSOR II	26.59	32.33	1.00		1.00	-	1.00
270111	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	3.00	(1.00)	2.00	-	2.00
270111	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	1.00		1.00	-	1.00
270111	3220	PROBATION ASSISTANT	27.72	33.70	3.00	1.00	4.00	-	4.00
270111	3232	PROBATION DIVISION DIRECTOR I	50.73	61.67	1.00		1.00	-	1.00
270111	3234	PROBATION DIVISION DIRECTOR II	55.83	67.86	2.00		2.00	-	2.00
270111	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	1.00		1.00	-	1.00
270111	3220	PROBATION ASSISTANT	27.72	33.70	1.00		1.00	-	1.00
270111	3225	PROBATION OFFICER II	36.16	43.95	8.00		8.00	1.00	9.00
270111	3227	PROBATION OFFICER III	41.39	50.31	20.00		20.00	-	20.00
270111	3229	PROBATION OFFICER IV	49.10	59.69	4.00		4.00	-	4.00
270111	3220	PROBATION ASSISTANT	27.72	33.70	1.00		1.00	-	1.00
270111	3225	PROBATION OFFICER II	36.16	43.95	1.00		1.00	-	1.00
270111	3227	PROBATION OFFICER III	41.39	50.31	1.00		1.00	-	1.00
270111	3227	PROBATION OFFICER III	41.39	50.31	1.00		1.00	-	1.00
270111	3229	PROBATION OFFICER IV	49.10	59.69	1.00		1.00	-	1.00
<b>270111 Total</b>					<b>58.00</b>	<b>-</b>	<b>58.00</b>	<b>1.00</b>	<b>59.00</b>
270112	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
270112	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	1.00		1.00	-	1.00
270112	3227	PROBATION OFFICER III	41.39	50.31	9.00		9.00	-	9.00
270112	3229	PROBATION OFFICER IV	49.10	59.69	2.00		2.00	-	2.00
270112	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
270112	3220	PROBATION ASSISTANT	27.72	33.70	2.00		2.00	-	2.00
270112	3225	PROBATION OFFICER II	36.16	43.95	3.00		3.00	-	3.00
270112	3227	PROBATION OFFICER III	41.39	50.31	1.00		1.00	-	1.00
270112	3229	PROBATION OFFICER IV	49.10	59.69	1.00		1.00	-	1.00
<b>270112 Total</b>					<b>21.00</b>	<b>-</b>	<b>21.00</b>	<b>-</b>	<b>21.00</b>
270114	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	1.00		1.00	-	1.00
270114	3220	PROBATION ASSISTANT	27.72	33.70	1.00		1.00	-	1.00
270114	3225	PROBATION OFFICER II	36.16	43.95	4.00		4.00	-	4.00
270114	3227	PROBATION OFFICER III	41.39	50.31	5.00		5.00	-	5.00
270114	3229	PROBATION OFFICER IV	49.10	59.69	2.00		2.00	-	2.00
<b>270114 Total</b>					<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>
270120	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	1.00		1.00	-	1.00
270120	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	1.00		1.00	-	1.00
270120	3227	PROBATION OFFICER III	41.39	50.31	1.00		1.00	-	1.00
270120	3225	PROBATION OFFICER II	36.16	43.95	1.00		1.00	-	1.00
270120	3227	PROBATION OFFICER III	41.39	50.31	5.00		5.00	-	5.00
270120	3229	PROBATION OFFICER IV	49.10	59.69	1.00		1.00	-	1.00
270120	3227	PROBATION OFFICER III	41.39	50.31	1.00		1.00	-	1.00
<b>270120 Total</b>					<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>-</b>	<b>11.00</b>
270121	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	2.00		2.00	-	2.00
270121	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
270121	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
270121	3220	PROBATION ASSISTANT	27.72	33.70	1.00		1.00	-	1.00
270121	3232	PROBATION DIVISION DIRECTOR I	50.73	61.67	1.00	(1.00)	-	-	-
270121	3234	PROBATION DIVISION DIRECTOR II	55.83	67.86	-		-	-	-
270121	3227	PROBATION OFFICER III	41.39	50.31	8.00		8.00	-	8.00
270121	3229	PROBATION OFFICER IV	49.10	59.69	2.00		2.00	-	2.00
270121	3227	PROBATION OFFICER III	41.39	50.31	2.00		2.00	-	2.00
270121	3229	PROBATION OFFICER IV	49.10	59.69	1.00		1.00	-	1.00
<b>270121 Total</b>					<b>19.00</b>	<b>(1.00)</b>	<b>18.00</b>	<b>-</b>	<b>18.00</b>
270122	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
270122	3225	PROBATION OFFICER II	36.16	43.95	4.00		4.00	-	4.00
270122	3227	PROBATION OFFICER III	41.39	50.31	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	3232	PROBATION DIVISION DIRECTOR I	50.73	61.67	-	1.00	1.00	-	1.00
270130	3234	PROBATION DIVISION DIRECTOR II	55.83	67.86	1.00		1.00	-	1.00
270130	3106	PROBATION INDUSTRIES CREW SUPERVISOR	36.01	43.77	6.00		6.00	-	6.00
270130	3107	PROBATION INDUSTRIES FIELD SUPERVISOR	40.39	49.10	2.00		2.00	-	2.00
270130	3106	PROBATION INDUSTRIES CREW SUPERVISOR	36.01	43.77	2.00		2.00	-	2.00
<b>270130 Total</b>					<b>11.00</b>	<b>1.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>
270140	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
270140	3232	PROBATION DIVISION DIRECTOR I	50.73	61.67	2.00		2.00	-	2.00
270140	3234	PROBATION DIVISION DIRECTOR II	55.83	67.86	1.00		1.00	-	1.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.58	38.39	5.00		5.00	-	5.00
270140	3113	JUVENILE CORRECTIONAL COUNSELOR III	36.12	43.91	14.00		14.00	-	14.00
270140	3114	JUVENILE CORRECTIONAL COUNSELOR IV	40.24	48.91	2.00		2.00	-	2.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.58	38.39	29.50		29.50	-	29.50
270140	3114	JUVENILE CORRECTIONAL COUNSELOR IV	40.24	48.91	7.00		7.00	-	7.00
270140	3112	JUVENILE CORRECTIONAL COUNSELOR II	31.58	38.39	19.50		19.50	-	19.50
270140	5370	RESIDENTIAL SERVICE WORKER	22.60	27.48	1.00		1.00	-	1.00
270140	6228	COOK	25.14	30.57	4.00		4.00	-	4.00
270140	6230	CHEF	29.24	35.54	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>
<b>PROBATION DEPT TOTAL</b>					<b>267.00</b>	<b>-</b>	<b>267.00</b>	<b>3.00</b>	<b>270.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

# POSITION ALLOCATION

## PUBLIC DEFENDER

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
280101	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
280101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
280101	4048	CHIEF DEPUTY PUBLIC DEFENDER	78.27	95.13	1.00		1.00	1.00	2.00
280101	4049	ASSISTANT PUBLIC DEFENDER	86.12	104.69	1.00		1.00	-	1.00
280101	4050	PUBLIC DEFENDER	98.27	119.45	1.00		1.00	-	1.00
280101	0021	LEGAL SECRETARY II	30.07	36.55	4.00		4.00	-	4.00
280101	0049	LEGAL PROCESSOR II	26.59	32.33	3.00		3.00	-	3.00
280101	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	1.00		1.00	-	1.00
280101	3003	SOCIAL SERVICE WORKER III	37.85	46.01	1.00		1.00	-	1.00
280101	4054	DEPUTY PUBLIC DEFENDER IV	84.51	102.73	27.00		27.00	2.00	29.00
280101	0021	LEGAL SECRETARY II	30.07	36.55	1.00		1.00	-	1.00
280101	4054	DEPUTY PUBLIC DEFENDER IV	84.51	102.73	1.00		1.00	-	1.00
280101	4054	DEPUTY PUBLIC DEFENDER IV	84.51	102.73	3.00		3.00	-	3.00
280101	0021	LEGAL SECRETARY II	30.07	36.55	2.00		2.00	-	2.00
280101	4180	SENIOR PUBLIC DEFENDER INVESTIGATOR	56.85	69.09	1.00		1.00	-	1.00
280101	4196	PUBLIC DEFENDER INVESTIGATOR II	50.39	61.26	7.00		7.00	-	7.00
<b>280101 Total</b>					<b>56.00</b>	<b>-</b>	<b>56.00</b>	<b>3.00</b>	<b>59.00</b>
<b>PUBLIC DEFENDER TOTAL</b>					<b>56.00</b>	<b>-</b>	<b>56.00</b>	<b>3.00</b>	<b>59.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## REGIONAL PARKS

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
290101	5405	PARKS GROUNDS MAINTENANCE WORKER II	29.69	36.09	20.00		20.00	-	20.00
290101	5407	SENIOR PARKS GROUNDS MAINTENANCE WORKER	32.90	39.99	6.00		6.00	-	6.00
290101	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	40.19	48.86	2.00		2.00	-	2.00
290101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
290101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
290101	1267	PARK MANAGER	52.83	64.21	1.00		1.00	-	1.00
290101	1274	PARK PROGRAM ASSISTANT	30.19	36.69	3.00		3.00	-	3.00
290101	4401	PARK AIDE	20.95	25.46	6.00		6.00	-	6.00
290101	4402	PARK RANGER ASSISTANT	26.37	32.05	6.00		6.00	-	6.00
290101	4406	PARK RANGER I	28.11	34.18	11.00		11.00	-	11.00
290101	4408	PARK RANGER II	30.85	37.50	4.00		4.00	-	4.00
290101	4410	PARK RANGER III	41.48	50.42	2.00		2.00	-	2.00
290101	4412	CHIEF PARK RANGER	46.33	56.31	1.00		1.00	-	1.00
<b>290101 Total</b>					<b>64.00</b>	<b>-</b>	<b>64.00</b>	<b>-</b>	<b>64.00</b>
290102	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
290102	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	1.00	1.00
290102	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
290102	1200	PLANNING TECHNICIAN	30.77	37.41	2.00		2.00	-	2.00
290102	1253	PARK PLANNER II	45.27	55.03	4.00		4.00	-	4.00
290102	1254	SENIOR PARK PLANNER	53.79	65.37	2.00		2.00	1.00	3.00
290102	1258	PARK PLANNING MANAGER	51.28	62.33	1.00		1.00	-	1.00
290102	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
<b>290102 Total</b>					<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>2.00</b>	<b>14.00</b>
290103	1036	PROJECT SPECIALIST	41.10	49.97	1.00		1.00	-	1.00
290103	1259	RECREATION AND EDUCATION SERVICES MANAGER	48.72	59.23	1.00		1.00	-	1.00
290103	1274	PARK PROGRAM ASSISTANT	30.19	36.69	6.00		6.00	-	6.00
290103	1279	PARK PROGRAM SUPERVISOR	39.25	47.70	2.00		2.00	-	2.00
290103	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
290103	5405	PARKS GROUNDS MAINTENANCE WORKER II	29.69	36.09	1.00		1.00	-	1.00
<b>290103 Total</b>					<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>
290104	0002	OFFICE ASSISTANT II	23.75	28.87	1.00		1.00	-	1.00
290104	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00		3.00	-	3.00
290104	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
290104	0025	EXECUTIVE SECRETARY	32.01	38.90	1.00		1.00	-	1.00
290104	0382	PAYROLL CLERK	30.11	36.60	1.00		1.00	-	1.00
290104	0402	ACCOUNT CLERK II	26.12	31.75	1.00		1.00	-	1.00
290104	0403	SENIOR ACCOUNT CLERK	28.52	34.67	2.00		2.00	-	2.00
290104	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
290104	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00	-	1.00
290104	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
290104	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
290104	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
290104	1268	DEPUTY DIRECTOR REGIONAL PARKS	61.83	75.16	1.00		1.00	-	1.00
290104	1270	DIRECTOR OF REGIONAL PARKS	77.31	93.98	1.00		1.00	-	1.00
290104	1276	BOOKING & RESERVATION COORDINATOR	30.92	37.58	1.00		1.00	-	1.00
290104	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
<b>290104 Total</b>					<b>20.00</b>	<b>-</b>	<b>20.00</b>	<b>-</b>	<b>20.00</b>
290105	5405	PARKS GROUNDS MAINTENANCE WORKER II	29.69	36.09	2.00		2.00	-	2.00
290105	5412	PARKS GROUNDS MAINTENANCE SUPERVISOR	40.19	48.86	1.00		1.00	-	1.00
290105	4401	PARK AIDE	20.95	25.46	1.00		1.00	-	1.00
290105	4406	PARK RANGER I	28.11	34.18	3.00		3.00	-	3.00
290105	4408	PARK RANGER II	30.85	37.50	1.00		1.00	-	1.00
290105	4410	PARK RANGER III	41.48	50.42	1.00		1.00	-	1.00
290105	1274	PARK PROGRAM ASSISTANT	30.19	36.69	1.00		1.00	-	1.00
290105	1279	PARK PROGRAM SUPERVISOR	39.25	47.70	2.00		2.00	-	2.00
290105	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
290115	1274	PARK PROGRAM ASSISTANT	30.19	36.69	3.00		3.00	-	3.00
290115	1279	PARK PROGRAM SUPERVISOR	39.25	47.70	3.00		3.00	-	3.00
290115	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
290119	0904	MARKETING SPECIALIST	37.67	45.79	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	28.78	34.99	1.00		1.00	-	1.00
290301	5335	BUILDING MECHANIC II	36.24	44.05	1.00		1.00	-	1.00
290301	5506	MARINA ATTENDANT	29.69	36.09	1.00		1.00	-	1.00
290301	5507	SENIOR MARINA ATTENDANT	31.56	38.37	1.00		1.00	-	1.00
290301	5510	MARINA SUPERVISOR	44.99	54.68	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>139.00</b>	<b>-</b>	<b>139.00</b>	<b>2.00</b>	<b>141.00</b>

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# POSITION ALLOCATION

SHERIFF DEPT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
300101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
300101	0027	EXECUTIVE ASST TO SHERIFF	29.73	36.14	1.00		1.00	-	1.00
300101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	4.00		4.00	-	4.00
300101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
300101	0170	SENIOR DEPARTMENT INFORMATION SYSTEMS MANAGER	62.44	75.89	1.00		1.00	-	1.00
300101	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	48.77	59.28	1.00		1.00	-	1.00
300101	0312	SENIOR STOREKEEPER	28.92	35.15	1.00		1.00	-	1.00
300101	0382	PAYROLL CLERK	30.11	36.60	2.00		2.00	-	2.00
300101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	4.00		4.00	-	4.00
300101	0416	ACCOUNTANT II	38.68	47.01	1.00		1.00	-	1.00
300101	0419	SUPERVISING ACCOUNTANT	42.67	51.86	1.00		1.00	-	1.00
300101	0810	ADMINISTRATIVE AIDE	28.40	34.52	4.00		4.00	-	4.00
300101	0826	DEPARTMENT ANALYST	35.94	43.69	7.50		7.50	-	7.50
300101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	2.00		2.00	-	2.00
300101	0842	DEPARTMENT ADMINISTRATIVE SERVICES DIRECTOR	54.88	68.71	1.00		1.00	-	1.00
300101	0847	SHERIFFS CHIEF OF FINANCIAL AND ADMINISTRATIVE SERVICES	63.09	78.68	1.00		1.00	-	1.00
300101	0908	WATER AGENCY PUBLIC INFORMATION OFFICER	46.49	56.50	1.00		1.00	-	1.00
300101	4081	DEPUTY SHERIFF II	49.79	60.51	3.00		3.00	-	3.00
300101	4095	SHERIFFS SERGEANT	58.11	70.63	3.00		3.00	-	3.00
300101	4114	SHERIFFS LIEUTENANT	70.04	85.13	2.00	(1.00)	1.00	-	1.00
300101	4120	SHERIFFS CAPTAIN	80.38	97.70	1.00		1.00	-	1.00
300101	4154	CORRECTIONAL DEPUTY II	40.71	49.49	2.00		2.00	-	2.00
300101	4157	CORRECTIONAL SERGEANT	51.41	62.49	1.00		1.00	1.00	2.00
300101	7023	SECRETARY CONFIDENTIAL	25.04	30.43	1.00		1.00	-	1.00
300101	8103	SHERIFF-CORONER	122.07	122.07	1.00		1.00	-	1.00
<b>300101 Total</b>					<b>48.50</b>	<b>(1.00)</b>	<b>47.50</b>	<b>1.00</b>	<b>48.50</b>
300102	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	1.00		1.00	-	1.00
300102	4124	ASSISTANT SHERIFF	91.21	110.87	1.00		1.00	-	1.00
<b>300102 Total</b>					<b>2.00</b>		<b>2.00</b>		<b>2.00</b>
300120	1692	COMMUNICATIONS DISPATCHER II	33.69	40.95	17.00		17.00	-	17.00
300120	1694	SENIOR COMMUNICATIONS DISPATCHER	37.05	45.03	4.00		4.00	-	4.00
300120	1696	SUPERVISING COMMUNICATIONS DISPATCHER	42.04	51.10	4.00		4.00	-	4.00
300120	1698	COMMUNICATIONS DISPATCH MANAGER	50.05	60.84	1.00		1.00	-	1.00
<b>300120 Total</b>					<b>26.00</b>		<b>26.00</b>		<b>26.00</b>
300121	0028	CIVIL BUREAU SPECIALIST	33.81	41.09	1.00		1.00	-	1.00
300121	0049	LEGAL PROCESSOR II	26.59	32.33	2.00		2.00	-	2.00
300121	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
300121	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	1.00		1.00	-	1.00
<b>300121 Total</b>					<b>5.00</b>		<b>5.00</b>		<b>5.00</b>
300122	0049	LEGAL PROCESSOR II	26.59	32.33	6.00		6.00	-	6.00
300122	0050	SENIOR LEGAL PROCESSOR	28.95	35.20	4.00		4.00	-	4.00
300122	0052	LEGAL STAFF SUPERVISOR	33.37	40.56	4.00		4.00	-	4.00
300122	0060	SHERIFFS INFORMATION BUREAU MANAGER	42.36	51.49	1.00		1.00	-	1.00
300122	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	6.00		6.00	-	6.00
<b>300122 Total</b>					<b>21.00</b>		<b>21.00</b>		<b>21.00</b>
300123	1705	COMMUNICATIONS TECHNICIAN II	35.61	43.28	3.00		3.00	-	3.00
300123	1710	SENIOR COMMUNICATIONS TECHNICIAN	39.16	47.61	1.00		1.00	-	1.00
300123	1715	COMMUNICATIONS MANAGER	55.65	67.64	1.00		1.00	-	1.00
<b>300123 Total</b>					<b>5.00</b>		<b>5.00</b>		<b>5.00</b>
300140	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	3.00		3.00	-	3.00
300140	4081	DEPUTY SHERIFF II	49.79	60.51	98.00		98.00	-	98.00
300140	4095	SHERIFFS SERGEANT	58.11	70.63	11.00		11.00	2.00	13.00
300140	4095	SHERIFFS SERGEANT	58.11	70.63	-		-	-	-
300140	4114	SHERIFFS LIEUTENANT	70.04	85.13	4.00	1.00	5.00	-	5.00
300140	4120	SHERIFFS CAPTAIN	80.38	97.70	1.00		1.00	-	1.00
<b>300140 Total</b>					<b>117.00</b>	<b>1.00</b>	<b>118.00</b>	<b>2.00</b>	<b>120.00</b>
300141	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
300141	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
300141	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	1.00		1.00	-	1.00
300141	4081	DEPUTY SHERIFF II	49.79	60.51	17.00		17.00	-	17.00
300141	4095	SHERIFFS SERGEANT	58.11	70.63	3.00		3.00	-	3.00
300141	4114	SHERIFFS LIEUTENANT	70.04	85.13	1.00		1.00	-	1.00
<b>300141 Total</b>					<b>24.00</b>		<b>24.00</b>		<b>24.00</b>
300142	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
300142	3397	COMMUNITY SERVICES OFFICER II	28.51	34.66	2.00		2.00	-	2.00
300142	4081	DEPUTY SHERIFF II	49.79	60.51	10.00		10.00	-	10.00
300142	4095	SHERIFFS SERGEANT	58.11	70.63	2.00		2.00	-	2.00
300142	4114	SHERIFFS LIEUTENANT	70.04	85.13	1.00		1.00	-	1.00
<b>300142 Total</b>					<b>16.00</b>		<b>16.00</b>		<b>16.00</b>
300143	0701	HELICOPTER PILOT	54.02	65.67	2.00		2.00	-	2.00
300143	4081	DEPUTY SHERIFF II	49.79	60.51	1.00		1.00	-	1.00
300143	4095	SHERIFFS SERGEANT	58.11	70.63	1.00		1.00	-	1.00
<b>300143 Total</b>					<b>4.00</b>		<b>4.00</b>		<b>4.00</b>
300144	4081	DEPUTY SHERIFF II	49.79	60.51	2.00		2.00	-	2.00
300144	4095	SHERIFFS SERGEANT	58.11	70.63	1.00		1.00	-	1.00
<b>300144 Total</b>					<b>3.00</b>		<b>3.00</b>		<b>3.00</b>
300145	0023	SECRETARY	28.78	34.99	2.00		2.00	-	2.00
300145	4081	DEPUTY SHERIFF II	49.79	60.51	20.00		20.00	-	20.00
300145	4095	SHERIFFS SERGEANT	58.11	70.63	4.00		4.00	-	4.00
300145	4114	SHERIFFS LIEUTENANT	70.04	85.13	1.00		1.00	-	1.00
<b>300145 Total</b>					<b>27.00</b>		<b>27.00</b>		<b>27.00</b>
300146	2103	FORENSIC ASSISTANT	29.84	36.28	2.00		2.00	-	2.00
300146	4081	DEPUTY SHERIFF II	49.79	60.51	4.00		4.00	-	4.00
300146	4095	SHERIFFS SERGEANT	58.11	70.63	1.00		1.00	-	1.00
<b>300146 Total</b>					<b>7.00</b>		<b>7.00</b>		<b>7.00</b>
300147	4081	DEPUTY SHERIFF II	49.79	60.51	29.00		29.00	-	29.00
300147	4095	SHERIFFS SERGEANT	58.11	70.63	2.00		2.00	-	2.00
300147	4114	SHERIFFS LIEUTENANT	70.04	85.13	1.00		1.00	-	1.00
300147	4154	CORRECTIONAL DEPUTY II	40.71	49.49	6.00		6.00	-	6.00
<b>300147 Total</b>					<b>38.00</b>		<b>38.00</b>		<b>38.00</b>
300148	4081	DEPUTY SHERIFF II	49.79	60.51	5.00		5.00	-	5.00
300148	4095	SHERIFFS SERGEANT	58.11	70.63	1.00		1.00	-	1.00
<b>300148 Total</b>					<b>6.00</b>		<b>6.00</b>		<b>6.00</b>
300201	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
300201	0060	SHERIFFS INFORMATION BUREAU MANAGER	42.36	51.49	1.00		1.00	-	1.00
300201	0325	INSTITUTIONAL SERVICES MANAGER	42.36	51.49	1.00		1.00	-	1.00
300201	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
300201	3388	DETENTION SPECIALIST II	28.51	34.66	2.00		2.00	-	2.00
300201	3391	DETENTION ASSISTANT	27.81	33.56	15.00		15.00	-	15.00
300201	3392	SUPERVISING DETENTION ASSISTANT	30.67	37.27	2.00		2.00	-	2.00
300201	4124	ASSISTANT SHERIFF	91.21	110.87	1.00		1.00	-	1.00
300201	4130	SHERIFFS CAPTAIN CORRECTIONS	75.86	92.20	1.00		1.00	-	1.00
300201	4154	CORRECTIONAL DEPUTY II	40.71	49.49	15.00		15.00	-	15.00
300201	4157	CORRECTIONAL SERGEANT	51.41	62.49	2.00		2.00	1.00	3.00
300201	4164	CORRECTIONAL LIEUTENANT	64.04	77.84	3.00		3.00	-	3.00
300201	5320	JANITOR	22.99	27.95	5.00		5.00	-	5.00
300201	6228	COOK	25.14	30.57	12.00		12.00	-	12.00
300201	6230	CHEF	29.24	35.54	2.00		2.00	-	2.00
<b>300201 Total</b>					<b>65.00</b>		<b>65.00</b>	<b>1.00</b>	<b>66.00</b>
300203	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
300203	3388	DETENTION SPECIALIST II	28.51	34.66	20.60		20.60	-	20.60

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
300203	3389	SENIOR DETENTION SPECIALIST	31.07	37.76	5.00		5.00	-	5.00
300203	3390	DETENTION SPECIALIST SUPERVISOR	35.89	43.62	4.00		4.00	-	4.00
300203	4130	SHERIFFS CAPTAIN CORRECTIONS	75.86	92.20	1.00		1.00	-	1.00
300203	4154	CORRECTIONAL DEPUTY II	40.71	49.49	133.00		133.00	-	133.00
300203	4157	CORRECTIONAL SERGEANT	51.41	62.49	15.00		15.00	-	15.00
300203	4164	CORRECTIONAL LIEUTENANT	64.04	77.84	4.00		4.00	-	4.00
<b>300203 Total</b>					<b>183.60</b>	<b>-</b>	<b>183.60</b>		<b>183.60</b>
300204	3388	DETENTION SPECIALIST II	28.51	34.66	3.40		3.40	-	3.40
300204	3389	SENIOR DETENTION SPECIALIST	31.07	37.76	1.00		1.00	-	1.00
300204	4154	CORRECTIONAL DEPUTY II	40.71	49.49	23.00		23.00	-	23.00
300204	4157	CORRECTIONAL SERGEANT	51.41	62.49	4.00		4.00	-	4.00
<b>300204 Total</b>					<b>31.40</b>	<b>-</b>	<b>31.40</b>		<b>31.40</b>
<b>SHERIFF DEPT TOTAL</b>					<b>629.50</b>	<b>-</b>	<b>629.50</b>	<b>4.00</b>	<b>633.50</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## AG PRESERVATION/OPEN SPACE DISTRICT

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
310101	1281	APOSD SENIOR PLANNER	53.79	65.37	1.00		1.00	-	1.00
310101	1292	APOSD GEOGRAPHIC INFORMATION SYSTEMS ANALYST	45.88	55.77	-		-	1.00	1.00
310101	1294	APOSD ACQUISITIONS SPECIALIST	49.10	59.69	3.00		3.00	-	3.00
310101	1295	APOSD SENIOR ACQUISITIONS SPECIALIST	56.49	68.66	1.00		1.00	-	1.00
310101	1298	APOSD ACQUISITION ASSISTANT	41.24	50.13	1.00		1.00	-	1.00
310101	1304	APOSD ACQUISITIONS MANAGER	55.70	67.70	1.00		1.00	-	1.00
310101	1305	APOSD GEOGRAPHIC INFORMATION SYSTEMS COORDINATOR	50.19	61.02	1.00		1.00	-	1.00
310101	1285	APOSD PLANNER	45.27	55.03	1.00		1.00	-	1.00
310101	1287	APOSD COMMUNITY RELATIONS ASSISTANT	42.16	51.24	2.00		2.00	-	2.00
310101	1297	APOSD COMMUNITY RELATIONS SPECIALIST	49.31	59.94	1.00		1.00	-	1.00
310101	1302	APOSD CONSERVATION PLANNING MANAGER	55.70	67.70	1.00		1.00	-	1.00
310101	0023	OSD SECRETARY	28.78	34.99	1.00		1.00	-	1.00
310101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
310101	0810	ADMINISTRATIVE AIDE	28.40	34.52	2.00		2.00	-	2.00
310101	1285	APOSD PLANNER	45.27	55.03	1.00		1.00	-	1.00
310101	1289	OSD ASSISTANT GENERAL MANAGER	65.73	79.89	1.00		1.00	-	1.00
310101	1290	OSD GENERAL MANAGER	77.31	93.98	1.00		1.00	-	1.00
310101	1299	APOSD PROGRAM MANAGER	53.03	64.45	1.00		1.00	-	1.00
310101	1301	APOSD ADMINISTRATIVE AND FISCAL SERVICES MANAGER	54.76	66.57	1.00		1.00	-	1.00
310101	7025	OSD EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
310101	1281	APOSD SENIOR PLANNER	53.79	65.37	1.00		1.00	-	1.00
310101	1283	APOSD ASSISTANT PLANNER	40.00	48.62	1.00		1.00	-	1.00
310101	1284	APOSD TECHNICIAN	35.28	42.87	3.00		3.00	-	3.00
310101	1285	APOSD PLANNER	45.27	55.03	4.00		4.00	-	4.00
310101	1286	APOSD STEWARDSHIP SUPERVISOR	58.92	71.62	1.00		1.00	-	1.00
310101	1303	APOSD STEWARDSHIP MANAGER	55.70	67.70	1.00		1.00	-	1.00
<b>310101 Total</b>					<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>1.00</b>	<b>35.00</b>
<b>AG PRESERVATION/OPEN SPACE DISTRICT TOTAL</b>					<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>1.00</b>	<b>35.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW & OUTREACH

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
320101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
320101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
320101	4600	DIRECTOR INDEPENDENT OFF OF LAW ENF REV & OUTREA	78.27	95.13	1.00		1.00	-	1.00
<b>320101 Total</b>					<b>3.00</b>	<b>-</b>	<b>3.00</b>		<b>3.00</b>
320102	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
<b>320102 Total</b>					<b>1.00</b>	<b>-</b>	<b>1.00</b>		<b>1.00</b>
320103	4605	LAW ENFORCEMENT AUDITOR III	63.20	76.82	2.00		2.00	-	2.00
<b>320103 Total</b>					<b>2.00</b>	<b>-</b>	<b>2.00</b>		<b>2.00</b>
<b>INDEPENDENT OFFICE OF LAW ENFORCEMENT REVIEW &amp; OUTREACH TOTAL</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>		<b>6.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## WATER AGENCY

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
330101	0402	ACCOUNT CLERK II	26.12	31.75	2.00		2.00	-	2.00
330101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
330101	0417	ACCOUNTANT III	40.41	49.12	1.00		1.00	-	1.00
330101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
330101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	2.00		2.00	-	2.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	47.22	57.39	1.00		1.00	-	1.00
330101	0404	ACCOUNTING TECHNICIAN	30.56	37.14	1.00		1.00	-	1.00
330101	0416	ACCOUNTANT II	38.68	47.01	2.00		2.00	-	2.00
330101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00	-	2.00
330101	0985	TECHNICAL WRITING SPECIALIST	46.04	55.96	4.00		4.00	-	4.00
330101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
330101	0382	PAYROLL CLERK	30.11	36.60	1.00		1.00	-	1.00
330101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
330101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	6.00		6.00	-	6.00
330101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
330101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
330101	0767	RISK MANAGEMENT ANALYST II	42.07	51.14	1.00		1.00	-	1.00
330101	0768	RISK MANAGEMENT ANALYST III	48.40	58.83	1.00		1.00	-	1.00
330101	0914	WATER AGENCY RESOURCE PROGRAMS TECHNICIAN II	37.00	44.97	4.00		4.00	-	4.00
330101	0917	WATER AGENCY ENVIRONMENTAL SPECIALIST II	45.05	54.76	6.00		6.00	-	6.00
330101	0918	WATER AGENCY SENIOR ENVIRONMENTAL SPECIALIST	49.29	59.91	7.00		7.00	-	7.00
330101	0919	WATER AGENCY PRINCIPAL ENVIRONMENTAL SPECIALIST	54.60	66.37	4.00		4.00	-	4.00
330101	0996	WATER AGENCY ENVIRONMENTAL RESOURCES MANAGER	66.31	80.61	2.00		2.00	-	2.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00		1.00	-	1.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00	-	1.00
330101	1036	PROJECT SPECIALIST	41.10	49.97	1.00		1.00	-	1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	42.91	52.16	2.00		2.00	-	2.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00		1.00	-	1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	5.00		5.00	-	5.00
330101	1008	ENGINEERING TECHNICIAN IV	49.62	60.32	1.00		1.00	-	1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	42.91	52.16	2.00		2.00	-	2.00
330101	1219	WATER AGENCY CAD-GIS COORDINATOR	48.80	59.31	1.00		1.00	-	1.00
330101	1224	WATER AGENCY GEOGRAPHIC INFO SYSTEMS ANALYST	46.90	57.01	3.00		3.00	-	3.00
330101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
330101	0023	SECRETARY	28.78	34.99	1.00		1.00	-	1.00
330101	0826	DEPARTMENT ANALYST	35.94	43.69	2.00		2.00	-	2.00
330101	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
330101	1017	DEPUTY CHIEF ENGINEER	84.68	102.93	2.00		2.00	-	2.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	2.00		2.00	-	2.00
330101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00	-	1.00
330101	1045	WATER AGENCY PRINCIPAL HYDROGEOLOGIST	75.36	91.60	1.00		1.00	-	1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	6.00		6.00	-	6.00
330101	1033	WATER AGENCY HYDROGEOLOGIST IV	73.62	89.49	1.00		1.00	-	1.00
330101	0999	WATER AGENCY LAND SURVEYOR	68.04	82.70	1.00		1.00	-	1.00
330101	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00	-	1.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	42.91	52.16	3.00		3.00	-	3.00
330101	1052	RIGHT OF WAY AGENT II	46.87	56.96	1.00		1.00	-	1.00
330101	1056	SUPERVISING RIGHT OF WAY AGENT	52.56	63.89	1.00		1.00	-	1.00
330101	0985	TECHNICAL WRITING SPECIALIST	46.04	56.96	4.00		4.00	-	4.00
330101	0986	TECHNICAL WRITING MANAGER	51.17	62.20	1.00		1.00	-	1.00
330101	0987	WATER AGENCY SENIOR TECHNICAL WRITING SPECIALIST	50.35	61.20	2.00		2.00	-	2.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	43.15	52.46	2.00		2.00	-	2.00
330101	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00	-	1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	47.22	57.39	2.00		2.00	-	2.00
330101	0823	ADMINISTRATIVE AIDE CONFIDENTIAL	28.40	34.52	1.00		1.00	-	1.00
330101	0910	WATER AGENCY DIVISION MGR ADMINISTRATIVE SERVICES	66.35	80.65	1.00		1.00	-	1.00
330101	1018	WATER AGENCY CHIEF ENGINEER DIR OF GRNDWATER MGT	95.67	116.28	1.00		1.00	-	1.00
330101	1020	WATER AGENCY GENERAL MANAGER	115.97	140.96	1.00		1.00	-	1.00
330101	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	89.71	109.05	2.00		2.00	-	2.00
330101	0912	WATER AGENCY ASSISTANT GENERAL MANAGER	89.71	109.05	1.00		1.00	-	1.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00	-	1.00
330101	5086	WATER AGENCY MAINTENANCE WORKER III	37.11	45.12	4.00		4.00	-	4.00
330101	5087	WATER AGENCY LEAD MAINTENANCE WORKER	41.57	50.53	1.00		1.00	-	1.00
330101	5097	WATER AGENCY ENVIRONMENTAL COMPLIANCE TECHNICIAN	38.37	46.64	1.00		1.00	-	1.00
330101	5098	WATER AGENCY ENVIRONMENTAL COMPLIANCE INSPECTOR	53.31	64.81	2.00		2.00	-	2.00
330101	5335	BUILDING MECHANIC II	36.24	44.05	2.00		2.00	-	2.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	31.65	38.46	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	1.00		1.00	-	1.00
330101	5032	VEGETATION CONTROL ADVISOR	40.18	48.84	1.00		1.00	-	1.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00	-	1.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	31.65	38.46	1.00		1.00	-	1.00
330101	5086	WATER AGENCY MAINTENANCE WORKER III	37.11	45.12	10.00		10.00	-	10.00
330101	5087	WATER AGENCY LEAD MAINTENANCE WORKER	41.57	50.53	2.00		2.00	-	2.00
330101	5129	WATER AGENCY MECHANIC	45.85	55.73	1.00		1.00	-	1.00
330101	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
330101	5056	WATER AGENCY OPERATIONS AND MAINTENANCE MANAGER	78.21	96.07	2.00		2.00	-	2.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00	-	1.00
330101	0318	MATERIALS EQUIPMENT SPECIALIST	31.35	38.11	1.00		1.00	-	1.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	3.00		3.00	-	3.00
330101	5082	WATER AGENCY MAINTENANCE WORKER II	31.65	38.46	1.00		1.00	-	1.00
330101	5087	WATER AGENCY LEAD MAINTENANCE WORKER	41.57	50.53	1.00		1.00	-	1.00
330101	5129	WATER AGENCY MECHANIC	45.85	55.73	20.00		20.00	-	20.00
330101	5132	WATER AGENCY LEAD MECHANIC	50.66	61.57	6.00		6.00	-	6.00
330101	5223	AUTOMOTIVE TECHNICIAN	30.66	37.26	2.00		2.00	-	2.00
330101	5226	HEAVY EQUIPMENT TECHNICIAN	33.07	40.19	1.00		1.00	-	1.00
330101	5228	LEAD HEAVY EQUIPMENT TECHNICIAN	36.25	44.06	1.00		1.00	-	1.00
330101	0994	WATER AGENCY DIV MGR - ENVIR RES & PUBLIC AFFAIRS	76.22	92.64	1.00		1.00	-	1.00
330101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	2.00		2.00	-	2.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	43.15	52.46	1.00		1.00	-	1.00
330101	0981	WATER AGENCY PROGRAMS SPECIALIST II	43.15	52.46	2.00		2.00	-	2.00
330101	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00	-	1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	47.22	57.39	2.00		2.00	-	2.00
330101	0911	WATER AGENCY GOVERNMENTAL AFFAIRS MANAGER	58.55	71.17	1.00		1.00	-	1.00
330101	0982	WATER AGENCY PRINCIPAL PROGRAM SPECIALIST	52.55	63.88	1.00		1.00	-	1.00
330101	0984	WATER AGENCY SENIOR PROGRAMS SPECIALIST	47.22	57.39	2.00		2.00	-	2.00
330101	0118	SYSTEMS SOFTWARE ANALYST	56.10	68.20	2.00		2.00	-	2.00
330101	0136	ENGINEERING PROGRAMMING MANAGER	62.20	75.61	1.00		1.00	-	1.00
330101	0157	DEPARTMENT INFORMATION SYSTEMS TECHNICIAN II	36.72	44.64	1.00		1.00	-	1.00
330101	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	2.00		2.00	-	2.00
330101	0161	DEPARTMENT INFORMATION SYSTEMS MANAGER	54.30	66.00	1.00		1.00	-	1.00
330101	0163	SENIOR BUSINESS SYSTEMS ANALYST	53.59	65.13	1.00		1.00	-	1.00
330101	0173	HUMAN SERVICES SYSTEMS & PROGRAMMING ANALYST	48.77	59.28	2.00		2.00	-	2.00
330101	1228	WATER AGENCY SCADA TECHNOLOGY ANALYST	56.10	68.20	3.00		3.00	-	3.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	5112	ELECTRICIAN-INSTRUMENTATION TECHNICIAN	49.63	60.33	4.00		4.00	-	4.00
330101	5113	WA SENIOR ELECTRICIAN-INSTRUMENTATION TECHNICIAN	54.61	66.38	3.00		3.00	-	3.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	42.91	52.16	1.00		1.00	-	1.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	1.00		1.00	-	1.00
330101	5142	WATER AGENCY CHEMIST	53.31	64.81	4.00		4.00	-	4.00
330101	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
330101	1024	WATER AGENCY PRINCIPAL ENGINEER	75.36	91.60	1.00		1.00	-	1.00
330101	1032	WATER AGENCY ENGINEER IV	73.62	89.49	5.00		5.00	-	5.00
330101	1045	WATER AGENCY ENGINEERING TECHNICIAN III	42.91	52.16	1.00		1.00	-	1.00
330101	5057	WATER AGENCY COORDINATOR	67.41	81.94	3.00		3.00	-	3.00
330101	5126	WATER AGENCY SENIOR PLANT OPERATOR	50.40	61.27	16.00		16.00	-	16.00
<b>330101 Total</b>					<b>260.00</b>	<b>-</b>	<b>260.00</b>	<b>-</b>	<b>260.00</b>
<b>WATER AGENCY TOTAL</b>					<b>260.00</b>	<b>-</b>	<b>260.00</b>	<b>-</b>	<b>260.00</b>

\*Salaries reflect market adjustments, cost of living adjustments, and cash allowance roll-in, as applicable, with an effective date of May 30, 2023, or before, for Bargaining Units' whose updated agreements were ratified by the Board of Supervisors on or before June 15, 2023.

## PUBLIC INFRASTRUCTURE-TRANSPORTATION & PUBLIC WORKS

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
340101	5015	MAINTENANCE WORKER II	29.69	36.09	1.00		1.00	-	1.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	0.50		0.50	-	0.50
340101	5061	BRIDGE WORKER	32.10	39.03	4.00		4.00	-	4.00
340101	5063	SENIOR BRIDGE WORKER	35.77	43.48	3.00		3.00	-	3.00

# POSITION ALLOCATION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
340101	5066	BRIDGE SUPERVISOR	43.03	52.30	1.00		1.00	-	1.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	6.00		6.00	-	6.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	4.00		4.00	-	4.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
340101	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
340101	0320	YARD CLERK	26.65	32.39	1.00		1.00	-	1.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	1.00		1.00	-	1.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	2.00		2.00	-	2.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	3.00		3.00	-	3.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	1.00		1.00	-	1.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	7.00	(1.00)	6.00	-	6.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	4.00		4.00	-	4.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	4.00	1.00	5.00	-	5.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	3.50		3.50	-	3.50
340101	5030	VEGETATION SPECIALIST	30.52	37.10	1.00		1.00	-	1.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	6.00		6.00	-	6.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	4.00		4.00	-	4.00
340101	5050	MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
340101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
340101	0318	MATERIALS EQUIPMENT SPECIALIST	31.35	38.11	1.00		1.00	-	1.00
340101	0403	SENIOR ACCOUNT CLERK	28.52	34.67	3.00		3.00	-	3.00
340101	0826	DEPARTMENT ANALYST	35.94	43.69	4.00		4.00	-	4.00
340101	0985	TECHNICAL WRITING SPECIALIST	46.04	55.96	1.00	(1.00)	-	-	-
340101	1000	LICENSED LAND SURVEYOR	50.15	60.95	1.00		1.00	-	1.00
340101	1004	ENGINEERING TECHNICAL WRITER	46.04	55.96	-	1.00	1.00	-	1.00
340101	1007	ENGINEERING TECHNICIAN III	41.81	50.83	11.00		11.00	-	11.00
340101	1008	ENGINEERING TECHNICIAN IV	49.62	60.32	4.00		4.00	-	4.00
340101	1009	TRAFFIC SIGNAL TECHNICIAN	43.59	52.98	2.00		2.00	-	2.00
340101	1012	ENGINEER	53.11	64.56	7.00		7.00	-	7.00
340101	1014	SENIOR ENGINEER	58.20	70.75	5.00		5.00	-	5.00
340101	1015	ENGINEERING DIVISION MANAGER	59.69	72.54	1.00		1.00	-	1.00
340101	1039	DEPUTY DIRECTOR TRANSPORTATION & OPERATIONS	76.38	92.84	1.00		1.00	-	1.00
340101	1041	DEPUTY DIRECTOR ENGINEERING & MAINTENANCE	76.38	92.84	1.00		1.00	-	1.00
340101	1222	GEOGRAPHIC INFORMATION TECHNICIAN II	40.80	49.59	1.00		1.00	-	1.00
340101	1373	ROAD OPERATIONS DIVISION MANAGER	54.10	65.76	1.00		1.00	-	1.00
340101	5055	PUBLIC WORKS FLEET EQUIPMENT MANAGER	39.82	48.41	1.00		1.00	-	1.00
340101	5058	PUBLIC WORKS OPERATIONS COORDINATOR	47.05	57.18	2.00		2.00	-	2.00
340101	5015	MAINTENANCE WORKER II	29.69	36.09	2.00		2.00	-	2.00
340101	5017	MAINTENANCE WORKER III	33.91	41.22	3.00		3.00	-	3.00
340101	5032	VEGETATION CONTROL ADVISOR	40.18	48.84	1.00		1.00	-	1.00
340101	5073	TRAFFIC PAINT & SIGN WORKER	33.91	41.22	4.00		4.00	-	4.00
340101	5076	TRAFFIC MAINTENANCE SUPERVISOR	40.77	49.56	1.00		1.00	-	1.00
<b>340101 Total</b>					<b>122.00</b>	<b>-</b>	<b>122.00</b>	<b>-</b>	<b>122.00</b>
340301	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	3.00		3.00	-	3.00
340301	0704	AIRPORT OPERATIONS SPECIALIST	32.37	39.34	8.00		8.00	-	8.00
340301	0705	SENIOR AIRPORT OPERATIONS SPECIALIST	34.55	41.99	1.00		1.00	-	1.00
340301	0712	AIRPORT OPERATIONS SUPERVISOR	37.70	45.83	1.00		1.00	-	1.00
340301	0713	ASSISTANT AIRPORT MANAGER	45.96	55.86	1.00		1.00	-	1.00
340301	0714	AIRPORT MANAGER	58.26	70.81	1.00		1.00	-	1.00
340301	0762	REAL ESTATE PROJECT SPECIALIST	41.26	50.15	1.00		1.00	-	1.00
340301	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
340301	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
340301	0904	MARKETING SPECIALIST	37.67	45.79	1.00		1.00	-	1.00
340301	5015	MAINTENANCE WORKER II	29.69	36.09	2.00		2.00	-	2.00
<b>340301 Total</b>					<b>21.00</b>	<b>-</b>	<b>21.00</b>	<b>-</b>	<b>21.00</b>
340401	0002	OFFICE ASSISTANT II	23.75	28.87	2.00		2.00	-	2.00
340401	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
340401	1374	TRANSIT SPECIALIST II	46.91	57.03	2.00		2.00	-	2.00
340401	1377	TRANSIT SYSTEMS MANAGER	55.45	67.40	1.00		1.00	-	1.00
<b>340401 Total</b>					<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>
340501	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	1.00		1.00	-	1.00
340501	0826	DEPARTMENT ANALYST	35.94	43.69	1.00		1.00	-	1.00
340501	1007	ENGINEERING TECHNICIAN III	41.81	50.83	2.00		2.00	-	2.00
340501	1081	PROFESSIONAL GEOLOGIST	53.11	64.56	1.00		1.00	-	1.00
340501	5179	INTEGRATED WASTE UTILITY & INFRASTRUCTURE COORD	45.06	54.77	1.00		1.00	-	1.00
340501	5180	INTEGRATED WASTE OPERATIONS DIVISION MGR	54.10	65.76	1.00		1.00	-	1.00
340501	5186	WASTE MANAGEMENT SPECIALIST II	42.28	51.39	5.00		5.00	-	5.00
340501	5191	WASTE MANAGEMENT AGENCY EXECUTIVE DIRECTOR	55.54	67.52	1.00		1.00	-	1.00
<b>340501 Total</b>					<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>
343001	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	2.00		2.00	-	2.00
343001	0007	OFFICE SUPPORT SUPERVISOR	31.03	37.72	1.00		1.00	-	1.00
343001	0159	DEPARTMENT INFORMATION SYSTEMS SPECIALIST II	44.34	53.90	1.00		1.00	-	1.00
343001	0160	DEPARTMENT INFORMATION SYSTEMS COORDINATOR	45.49	55.29	1.00		1.00	-	1.00
343001	0382	PAYROLL CLERK	30.11	36.60	1.00		1.00	-	1.00
343001	0403	SENIOR ACCOUNT CLERK	28.52	34.67	1.00		1.00	-	1.00
343001	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
343001	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
343001	0828	ADMINISTRATIVE SERVICES OFFICER II	48.72	59.23	1.00		1.00	-	1.00
343001	1042	DIRECTOR OF TRANSPORTATION & PUBLIC WORKS	88.70	107.82	1.00		1.00	-	1.00
343001	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	1.00		1.00	-	1.00
343001	7025	EXECUTIVE SECRETARY CONFIDENTIAL	28.13	34.20	1.00		1.00	-	1.00
<b>343001 Total</b>					<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>
<b>PUBLIC INFRASTRUCTURE-TRANSPORTATION &amp; PUBLIC WORKS TOTAL</b>					<b>175.00</b>	<b>-</b>	<b>175.00</b>	<b>-</b>	<b>175.00</b>

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## UCC COOPERATIVE EXTENSION

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023-2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
350101	0003	SENIOR OFFICE ASSISTANT	26.65	32.39	0.75		0.75	0.25	1.00
350101	0810	ADMINISTRATIVE AIDE	28.40	34.52	0.25		0.25	0.75	1.00
350101	0827	ADMINISTRATIVE SERVICES OFFICER I	42.36	51.49	1.00		1.00	-	1.00
350101	1122	SENIOR AGRICULTURAL PROGRAM ASSISTANT	30.06	36.54	1.00		1.00	-	1.00
350101	3085	DEPARTMENT PROGRAM MANAGER	40.89	49.70	2.00		2.00	-	2.00
<b>350101 Total</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>
<b>UCC COOPERATIVE EXTENSION TOTAL</b>					<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>

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# POSITION ALLOCATION

OFFICE OF EQUITY

EFS Section	Job Code	Job Classification	A STEP*	I STEP*	FY 2023- 2024 Recommended	Supplemental Changes	Total w/Supplemental	Hearing Actions	FY 23-24 Final Adopted
390101	0023	SECRETARY	28.78	34.99	-	1.00	1.00	-	1.00
390101	0810	ADMINISTRATIVE AIDE	28.40	34.52	1.00		1.00	-	1.00
390101	0826	DEPARTMENT ANALYST	35.94	43.69	3.00		3.00	-	3.00
390101	0880	PROGRAM PLANNING AND EVALUATION ANALYST	38.83	47.20	-	2.00	2.00	-	2.00
390101	4619	COUNTY EQUITY PROGRAM MANAGER	49.89	60.64	1.00		1.00	-	1.00
390101	4620	EQUITY OFFICER	73.47	89.30	1.00		1.00	-	1.00
<b>390101 Total</b>					<b>6.00</b>	<b>3.00</b>	<b>9.00</b>	-	<b>9.00</b>
<b>OFFICE OF EQUITY TOTAL</b>					<b>6.00</b>	<b>3.00</b>	<b>9.00</b>	-	<b>9.00</b>

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# 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.

	FY 20-21 Cost	FY 20-21 Hours	FY 21-22 Cost	FY 21-22 Hours	FY 22-23 Cost	FY 22-23 Hours
Agricultural Commissioner	\$426,452	17,513	\$384,413	14,397	\$358,321	13,848
Agricultural Preservation/Open Space Dist.	\$116,605	1,506	\$113,528	2,304	\$60,755	1,571
Auditor-Controller-Treasurer-Tax Collector	\$101,603	3,011	\$7,966	122	\$4,153	73
Board of Supervisors/County Administrator	\$184,202	3,780	\$283,749	5,419	\$199,971	3,710
Child Support Services	\$11,968	306	\$4,938	71	\$102,373	968
Clerk-Recorder-Assessor	\$378,326	14,666	\$277,992	8,971	\$286,232	9,403
Community Development Commission	\$263,470	5,977	\$666,259	13,381	\$479,182	9,045
County Counsel	\$214,358	3,625	\$19,113	414	\$29,674	393
District Attorney	\$280,678	7,430	\$412,134	8,827	\$330,886	6,513
Economic Development Board	\$126,364	4,819	\$91,315	3,293	\$93,386	3,349
Emergency Management	\$88,597	2,575	\$69,958	2,204	\$114,675	3,259
General Services	\$257,425	8,323	\$243,968	7,860	\$244,813	8,327
Health Services	\$5,659,087	171,647	\$7,363,607	203,143	\$3,204,180	80,193
Human Resources	\$93,764	1,993	\$55,504	1,038	\$170,751	3,385
Human Services	\$1,271,201	35,833	\$1,360,293	34,655	\$1,303,600	33,119
Independent Office of Law Enforcement Review and Outreach	\$5,724	80	\$196,433	2,310	\$47,823	515
Information Systems	\$115,871	4,695	\$306,625	8,064	\$211,325	5,169
Office of Equity	0	0	0	0	0	0
Permit Sonoma	\$826,177	24,484	\$895,760	24,398	\$893,750	23,254
Probation	\$910,368	23,187	\$939,903	20,527	\$875,916	18,193
Public Defender	\$346,142	8,107	\$358,985	7,060	\$720,904	13,102
Regional Parks	\$1,858,923	78,141	\$2,544,561	101,191	\$2,323,640	92,982
Sheriff	\$3,133,324	52,042	\$3,802,496	57,922	\$3,857,923	59,028
Transportation & Public Works	\$774,078	26,852	\$719,379	23,812	\$875,893	27,444
UC Cooperative Extension	\$40,007	1,463	\$34,838	1,051	\$17,930	542
Water Agency	\$2,743,588	83,600	\$3,216,034	89,986	\$2,813,545	78,271



# 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 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.

**SERVICE AREA** - Service areas of a department's budget that helps portray the services it provides.

**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.

