

Thursday, June 25, 2009

REGULAR MEETING

***SONOMA COUNTY AGRICULTURAL PRESERVATION AND OPEN SPACE
DISTRICT ADVISORY COMMITTEE***

Meeting begins at 5:30 p.m.

MEMBERS PLEASE CALL IF UNABLE TO ATTEND

AGENDA

1. **Public Comment** - Comments on items not listed on the agenda
(Time is limited to 3 minutes per person/item)
2. **Announcements from Advisory Committee Members** ***INFORMATIONAL***
3. **Approval of Minutes** [Attachment "A"] ***ACTION***
4. **Interim General Manager's Report** ***INFORMATIONAL***
5. **District Program Activities – Update** ***INFORMATIONAL***
Report from Interim General Manager
6. **Matching Grant Program** [Attachment "B"] ***DISCUSSION/ACTION***
Revised Matching Grant Guidelines/Proposed Process
Report from District staff/subcommittee
7. **Other Projects in Negotiation** [Attachment "C"] ***INFORMATIONAL***
8. **Adjournment**
 - Next scheduled meeting: July 23, 2009

DISABLED ACCOMMODATION: If you have a disability which requires the agenda materials to be in an alternative format or requires an interpreter or other person to assist you while attending this meeting, please contact Janet Christensen at (707) 565-7363, at least 72 hours prior to the meeting to ensure arrangements for accommodation.



SONOMA COUNTY

AGRICULTURAL PRESERVATION
AND OPEN SPACE DISTRICT

Attachment "A"

**SONOMA COUNTY OPEN SPACE ADVISORY COMMITTEE
MAY 28, 2009 MINUTES**

5:30 p.m. Meeting convened at the District office, 747 Mendocino Avenue,
Suite 100, Santa Rosa, California

Members Present

Andy Rodgers	Dennis Murphy	Janet Orchard
Suzanne Doyle	Susan Kirks	Laurie Gallian
Steve Rabinowitsh	Cary Fargo	Douglas Hanford
Yancey Forest Knowles	John Nagle	

Members Absent

Paul Brophy Victoria Wikle

Staff Present

Bill Keene, Acting General Manager; Misti Arias, Conservation Program Manager; Peggy Flynn, Community Relations Manager; Sara Press, Associate Open Space Planner; DeAnna Kamber, Assistant Planner; Janet Christensen, Advisory Committee Clerk

District Staff Attendees: Sarah Bailly, Stewardship Technician

Other Attendees: Sue Gallagher, County Counsel, Steve Kokotas, Moore, Iacofano & Goltsman

Public Attendees Ken Wells, Marc Richardson, Kristin Thigpen

Public Comment

No comment

Announcement from Advisory Committee Members

Laurie Gallian:

- On Saturday, May 30 from 9-11:30 a.m. Assemblyperson Jared Huffman will be at the Petaluma Veterans Memorial Building for a meeting to assess the progress of the Dutra Asphalt Plant project. A letter from the City of Sonoma supports the position that the Board of Supervisors did consider an alternate location other than Haystack Landing.

Susan Kirks:

- Congressperson Woolsey and Senator Leno are expected to attend the meeting on May 30th in Petaluma regarding the Dutra Asphalt Plant.
- May 16th Riverkeepers Stewardship Park Community Day and District/LandPaths sponsored stewardship orientation for the volunteer patrol on Carrington Ranch.

- At their May 21 meeting the Bay Area Open Space Council held a memorial for Brian O'Neill, long-time Superintendent of the Golden Gate National Recreation Area. A celebration of Brian's life will be held at Chrissy Field on May 29 at 11 a.m.
- On Saturday, June 6 the Bodega Land Trust will hold a fund-raising event in Freestone.
- On Saturday, June 6 the Paula Lane Action Network will hold their annual fund-raising event in Petaluma.

Dennis Murphy:

- Initial stages of the stream gauges in the Russian River from Healdsburg North have been installed and some of them should be available in real time from the USGS soon. Last week the RCD approved an amendment to the Nathanson Creek project west of Highway 101 in southwest Santa Rosa for stream-way widening and a walking path.

Approval of Minutes

Chair Rodgers called for comments on the minutes of April 23, 2009. Susan Kirks requested slight editing of her comments. Motion by Susan Kirks and seconded by Janet Orchard to approve the minutes. Minutes approved.

General Manager's Report

- Acting General Manager Bill Keene stated that he recently met with Chair Andy Rodgers to discuss working together. Future meeting agendas will be formed jointly by District management and Advisory Chair and Vice Chair.
- Mr. Keene will put in a call to the District's liaison to the Board of Director's, Shirlee Zane, for an update on the general manager recruitment process and report back to the Advisory Committee.
- The District's budget was approved by the Open Space Authority at their May 21st meeting. Updated figures show an approximately 12% decline in sales tax revenue countywide. The District's revenue is projected to fall from \$19 million in FY 08/09 to \$17 million in FY 09/10. District staff will be looking at the acquisition program and operating budget to make cuts as well as streamline operating costs. They will bring recommendations to the Advisory Committee for their input.
- The Board of Directors recently approved a state legislative program for the District. A Request for Proposal is currently being prepared for a federal legislative program. The primary goal for these two programs is to leverage the District's funding.
- District management is working with an organizational developmental consultant to streamline processes such as decision making, creating business practices that are more efficient, and addressing long-term stewardship issues/costs.
- In the coming year District management will seek advice and input from the Advisory Committee on the implementation of the Strategic Plan, the Matching Grant Program – at the subcommittee level as well as the full committee, fee lands policy development for issues such as climate change, fire management, and general land resources management.

Advisory Committee members discussed the issue of subcommittee member assignments and offered suggestions and comments to staff.

Communications

Peggy Flynn, Community Relations Manager, discussed the committee's interest in sharing information electronically between committee members. Steve Kokotos of Moore, Iacofano & Goltsman (MIG), who developed the District's website and is currently assisting with site maintenance, gave Advisory Committee members two options for internal communications: use Google Groups to facilitate a file library, discussion forum, and a calendar which will be framed with the District's website, or adapt the content management system that is already part of the District's website.

Advisory Committee members discussed the two options and offered suggestions and comments to staff. Research is needed by staff and District Counsel regarding the Brown Act and subcommittee attendance.

Matching Grant Program – Draft revised guideline process

Misti Arias, Conservation Program Manager, gave the committee a brief history of the Matching Grant Program and announced that since the previous guideline revision in 2007, staff has identified key components in the guidelines evaluation process that can be improved.

Sara Press, Associate Open Space Planner, gave the committee an overview of the current guidelines: project evaluation process, program overview and program requirements, project evaluation criteria, project requirements and funding components.

DeAnna Kamber, Assistant Planner, outlined the principal revisions which include:

- The match should be at a one-to-one ratio
- No more than 50 percent of the match can be associated with operations and maintenance of the project into the future.
- Development of the property on all projects will be limited to a specific percentage of the land area.
- Certain recreational improvements will not be considered for funding.
- Acquisition projects require that the property be purchased within two years of the Board recommendation of the project.

Advisory Committee members discussed the draft revised guidelines and offered suggestions and comments to staff - written comments should be emailed to staff by Friday, June 5.

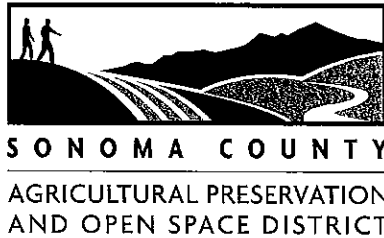
Other Projects in Negotiation

Adjournment: 7:30 p.m.

Next scheduled meeting date: June 25, 2009

Respectfully submitted,

Janet Christensen, Advisory Committee Clerk



DATE: June 19, 2009 (Meeting June 25, 2009) **ATTACHMENT "B"**

TO: Open Space Advisory Committee

FROM: DeAnna Kamber, Assistant Planner
Sara Press, Associate Planner

SUBJECT: Draft Revised Matching Grant Guidelines

Following the Advisory Committee's May 29, 2009 meeting, the Urban Open Space Subcommittee held its meeting on June 18, 2009. At that meeting, District staff and subcommittee members reviewed the draft revised Matching Grant Guidelines and summarized the sub-committee's role in the upcoming application evaluation process.

Revisions to Draft Guidelines

- The subcommittee supported the proposed revision pertaining to percentage limitation of development on properties, with the addition of language clarifying what is considered "development" (Section B, Program Overview and Project Requirements).
- The subcommittee supported the 50 percent limitation on using operations and maintenance (O&M) as a match, with the addition of language allowing some flexibility in this percentage (Section D, Program Requirements).
- The subcommittee supported language clarifying that applicants must acquire a property within two years from the date of the *initial* Board recommendation for inclusion into the program, not final Board approval (Implementation Timing in Section D, Program Requirements).

Application Evaluation Process and Subcommittee Role

Staff and the subcommittee proposed the following process:

- District staff reviews applications for completeness
- Applications made available to the subcommittee for review
- First subcommittee meeting, including a view of all eligible properties
- Second meeting to review and discuss applications
- Recommendations of subcommittee/District staff presented to full Advisory Committee

Recommendation

District staff requests that the Advisory Committee approve the revised guidelines for the 2009 Matching Grant Program, which reflect the subcommittee recommendations.

PROJECTS	GP Consistency	Acreage (approximate)	District	Project Process					Priority Designation	Comments
				Step 1: Project Evaluation	Step 2: Project Design	Step 3: Appraisal	Step 4: Approvals	Step 5: Escrow		
Chanslor Ranch		378	5						Sonoma Coast	Appraisal under review
Sullivan		279	4						Northern Mayacama Mountains	C.E. under negotiation
Cleland Ranch	✓	170	1						Calistoga Road	C.E. under negotiation
Date		469	4						East of Austin Creek	
Stewarts Point Ranch		971	5						South Fork of Gualala River	
Cooke Ranch	✓	235	1						Southern Mayacama Mountains	Escrow closed 6/2/09
Max		2300	4						Mill Creek Road	C.E. under negotiation
Peyor Ranch	✓	1,509	4						Sweetwater Springs Road	Appraisal accepted 5/7/09
Total Acres-Water, Wildlife & Natural Areas		6,311								

Carrrington Coast Ranch (Transfer)	✓	335	5						Sonoma Coast	Transfer to State Parks expected late Fall 2009
Fitch Mountain - Fee		251	4						Healdsburg	Negotiations
Jenner Headlands		5,630	5						Sonoma Coast	Appraisal accepted 7/31/08/Purchase contract
Weeks Ranch - Fee		311	1						Adj. to Hood Mtn. Park & O.S.	Negotiations
Total Acres - Recreation & Education		6,527								

Matching Grant Projects	Acreage (approximate)					District	Project Design	Appraisal	Approvals	CEQA/Escrow	Location	Comments
Bayer Farm Site Development*		5									West Avenue, Santa Rosa	Advisory Committee accepted project 7/24/08
Bayer Property	6	5									West Avenue, Santa Rosa	Authority approved expenditure 5/15/08
Burbank Avenue Acquisition -Phase I	7	5									Southwest Santa Rosa	Advisory Committee accepted project 7/24/08
Castagnasso Farm	2.72	1									Downtown Sonoma	C.E. under negotiation
Colgan Creek Park and Preserve	1.65	5									City of Santa Rosa	Board approved 1/29/08
Colgan Creek Park Restoration	5.45	5									City of Santa Rosa	Advisory Committee accepted project 6/28/07
Crane Creek Regional Trail	6	1 & 3									City of Rohnert Park	Advisory Committee accepted project 6/28/07
East Washington Park*	24.88	2									City of Petaluma	Negotiations
Giorgi Park Acquisition	1	4									University Street, Healdsburg	Appraisal under review
La Cresta Ridge and Ravine	13.6	2									City of Petaluma	Appraisal in process
Patterson Point Acquisition	1.8	5									Russian River	Authority approved expenditure 6/18/09
Paula Lane Open Space Preserve	11.2	2									Paula Lane, Petaluma	Appraisal under review
Riverfront Regional Park -Phase III*	1.5	4									Eastside Road, Windsor	Advisory Committee accepted project 7/24/08
Total Acres - MGP		82.8										

*Restoration/development Projects