

**SONOMA COUNTY OPEN SPACE  
FISCAL OVERSIGHT COMMISSION**

**COMMISSIONERS**

Mike Sangiacomo (Sonoma)  
Todd Mendoza (Petaluma)  
Regina De La Cruz (Rohnert Park)

Bob Anderson (Healdsburg)  
Eric Koenigshofer (Occidental)  
Jeff Owen (Alternate)

**Regular Meeting  
747 Mendocino Avenue – Suite 100, Santa Rosa, CA 95401  
May 3, 2018 5:00 pm**

**AGENDA**

1. **Call to Order.**
2. **Agenda Items to be Held or Taken Out of Order; Off-Agenda Items.**
3. **General Announcements Not Requiring Deliberation or Decision.**
4. **Public Comment.**  
The Brown Act requires that time be set aside for public comment on items not agendized.
5. **Correspondence/Communication.**
6. **Approval of Commission Minutes.**  
Minutes of March 22, 2018 [Attachment 1]  
Minutes of April 5, 2018 [Attachment 2]
7. **Financial Report.**  
Consolidated Balance Sheet – District and OSSTA Funds as of 3/31/18 [Attachment 3]  
Consolidated District and OSSTA Budget to Actual 9 months < 3/31/18
8. **Ad Hoc Committee Reports.**  
Annual Report/Audit Report Review (Anderson, Owen)  
Matching Grant Program (Koenigshofer/Owen)  
Stewardship Reserve and Finances (Mendoza, Sangiacomo)  
Real Estate Options (Mendoza/Owen)  
Fire Recovery Review (Anderson/Koenigshofer)
9. **Closed Session.** [Attachment 4]  
**Conference with Real Property Negotiator**  
Property: Mattos Dairy  
Address: 602 Hammel Road and 1795 Pepper Road, Petaluma  
APN: 022-020-001, 002, 004, 022, 040-021  
Owners: John A. Mattos and Joni E. Mattos

Negotiating Parties:

Owners' Representative: John A. Mattos

District's Representative: William J. Keene, General Manager

Under Negotiation:

Acquisition of Interest in Real Property by the Open Space District. The Commission will give instruction to its negotiator(s) on the price. (*Government Code Section 54956.8*)

10. **Report on Closed Session.**
11. **Suggested Next Meeting.** May 17, 2018
12. **Adjournment.**

**AGENDAS AND MATERIALS:** Agendas and most supporting materials are available on the District's website at [sonomaopenspace.org](http://sonomaopenspace.org). Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 747 Mendocino Avenue, Santa Rosa, CA.

**SUPPLEMENTAL MATERIALS:** Materials related to an item on this agenda submitted to the Commission/Committee after distribution of the agenda packet are available for public inspection at the District office at 747 Mendocino Avenue, Santa Rosa, CA during normal business hours.

**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact Sue Jackson at 707-565-7346, as soon as possible to ensure arrangements for accommodation.

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**UNAPPROVED**

**Minutes for the Special Joint Meeting of the Advisory Committee  
and the Fiscal Oversight Commission  
March 22, 2018**

Commissioners Present: Bob Anderson, Eric Koenigshofer, Jeff Owen (Alternate)

Advisory Committee Members Present:

Don McEnhill, Bill Smith, Curt Nichols, David Cook, Doug Lipton, John Nagle, Halei Trowbridge, Steve Rabinowitch, John Dell'Osso, Jan McFarland

Staff Present: Bill Keene, General Manager; Misti Arias, Acquisition Program Manager; Sheri Emerson, Stewardship Program Manager; Karen Gaffney, Conservation Planning Program Manager; Alex Roa, Conservation Planning Special Projects Planner; Indigo Bannister, Conservation Planning Technician; Amy Ricard, Community Relations Specialist; Kim Batchelder, Conservation Planning Associate Planner; Allison Schichtel, Conservation Planning GIS Analyst; Bob Pittman, County Counsel; Mariah Robson, Advisory Committee Clerk; Sue Jackson, Fiscal Oversight Commission Deputy Clerk

1. **Call to Order.**

Advisory Committee Chair Dell'Osso called the meeting to order at 5:06 p.m. He opened the meeting by stating the Ag + Open Space Mission, and emphasized the importance of the Vital Lands Initiative in future activities of the Ag + Open Space to achieving the mission.

2. **Public Comment.**

Duane DeWitt, representing Roseland Action, thanked the Advisory Committee and the Fiscal Oversight Commission for its collective work in saving natural resource areas and urban green spaces. He spoke in support of maintaining the natural landscape and conditions in an urban park under consideration in the Roseland neighborhood.

3. **Vital Lands Initiative Presentation & Discussion.**

Bill Keene made welcoming remarks and outlined the process for the discussion. Karen Gaffney gave a summary of the District's work, its history and guiding principles, and an overview of the draft Vital Lands Initiative.

4. **Public Comment on the Sonoma County Ag + Open Space Vital Lands Initiative.**

Amy Ricard facilitated the discussion, which was designed to capture public opinion, suggestions, concerns, and other matters of interest to those in attendance. Public comment was captured by three note takers and, once assimilated, will be available on the website for public viewing. Upon completion of the public review meetings, the District will present an updated draft to the Board of Directors, and eventually, a final Vital Lands Initiative to the Board of Directors for approval.

5. **Adjournment.** The meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Sue Jackson  
Deputy Clerk

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**UNAPPROVED**

**Minutes for the Meeting of April 5, 2018**

Commissioners Present: Mike Sangiacomo (Chair), Eric Koenigshofer (Chair Pro Tem), Bob Anderson (5:45 pm arrival), Jeff Owen (Alternate)

Staff Present: Bill Keene, General Manager; Mary Dodge, Administrative and Fiscal Services Manager; Stuart Martin, Land Acquisition Specialist; Lisa A. Pheatt, Counsel; Aldo Mercado, Counsel; Sue Jackson, Deputy Clerk.

Also Present: Bert Whitaker, Director – Sonoma County Regional Parks; Todd McMahon, Vice President - North Coast Resource Management; Bill Cresta; Jane Haught.

1. **Call to Order.**

Commissioner Sangiacomo called the meeting to order at 5:05 p.m.

2. **Agenda Items to be Held or Taken Out of Order; Off Agenda Items.**

There were none.

3. **General Announcements Not Requiring Deliberation or Decision.**

Mr. Keene made the following announcement:

- Vital Lands Initiative - District Staff have compiled comments received during the second series of public meetings, and where applicable, have incorporated them into the draft document. The draft Initiative is scheduled to go before the Board of Directors on May 22, 2018; the final version scheduled to go late summer or early fall, 2018.

4. **Public Comment.**

Bert Whitaker, Director of Regional Parks, spoke in support of the both the Cresta and Wendle acquisitions and subsequent transfers to Regional Parks.

Bill Cresta thanked District staff for its work in bringing the potential Cresta acquisition to fruition, and encouraged the Commission to move the project forward for approval by the Board of Directors.

5. **Correspondence/Communication.**

There was none.

6. **Approval of Minutes.**

On a motion by Commissioner Koenigshofer and second by Alternate Commissioner Owen, the March 8, 2018 minutes were approved as submitted.

7. **Financial Report.**

Mary Dodge reviewed the District and OSSTA Funds for February 2018, as well as the Consolidated District and OSSTA Budget to Actual for the seven months ended February 28, 2018.

8. **Ad Hoc Committee Reports.**

- Annual Report/Audit Review (Anderson/Owen) – Nothing to report
- Matching Grant Program (Koenigshofer/Owen) – Nothing to report
- Stewardship Reserve and Finances (Mendoza/ Sangiacomo) – Nothing to report
- Real Estate Options (Mendoza/Owen) – The committee met on April 4, 2018 and discussed several scenarios for District office locations, and weighed the financial benefits and disadvantages of each.
- Fire Recovery Review (Anderson/Koenigshofer) – Nothing to report  
*Note:* Jamie Bloom, Analyst with Sonoma County Risk Management, accepted the District's invitation to provide an update on the cost and the status of financial recovery resulting from the October fires at a future meeting. No date has been set.

9. **Closed Session.**

The Commission adjourned to Closed Session at 5:17 p.m.

10. **Report on Closed Session.**

The Commission reconvened to Open Session at 6:25 p.m. and reported the following:

Wendle Property

**Resolution 2018-002**

On a motion by Commissioner Koenigshofer and second by Commissioner Anderson, the Commission determined that the acquisition price for the Purchase of Fee Title to the Wendle Property does not exceed fair market value.

Cresta 3 Property

**Resolution 2018-003**

On a motion by Commissioner Koenigshofer and second by Commissioner Anderson, the Commission determined that the acquisition price for the Purchase of a Fee Interest in the Cresta 3 property does not exceed fair market value.

New Facility

Due to unexpected developments, the subject property related to this item was eliminated from consideration of the Commission, and no discussion occurred nor was any action taken.

11. **Adjournment.**

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Sue Jackson  
Deputy Clerk

Sonoma County Agricultural Preservation and Open Space District  
 Consolidated Balance Sheet - District and OSSTA Funds  
 March 31, 2018

<b>Assets</b>	
Cash and Investments	\$66,471,773
Accounts Receivable	
Prepaid Expenditures	
Other Current Assets	75,000
Intergovernmental Receivables	35,316
<b>Total Assets</b>	<b>\$66,582,089</b>
 <b>Liabilities and Fund Balance</b>	
Current Payables	\$50,740
Customer Deposits	38,985
Long-Term Liabilities	30,000
<b>Total Liabilities</b>	<b>119,725</b>
 <b>Fund Balance</b>	
Nonspendable - Prepaid Expenditures	
Restricted - District Activities	66,462,364
<b>Total Fund Balance</b>	<b>66,462,364</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$66,582,089</b>

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<b>Cash by Fund</b>	
OSSTA - Measure F	\$57,176,287
Open Space District	4,301,401
Fiscal Oversight Commission	5,750
Stewardship Reserve*	
Cooley Reserve	150,650
Operations and Maintenance	4,837,685
<b>Total Cash by Fund</b>	<b>\$66,471,773</b>

\*On July 1, 2015 the County of Sonoma Measure F Sales Tax Refunding Bonds, Series 2015 were issued. The transaction provided a savings of \$13.6 million, in part by following the Commission's recommendation of paying down \$30 million in principal, as well as obtaining a lower interest rate. The Commission recommended using the \$10 million in the Stewardship Reserve Fund as part of the \$30 million paydown. Additionally the Commission recommended a funding strategy of using the seven year shortened bond term of \$7.5 million in debt service to fund the Stewardship Reserve beginning in FY2024-25. FOC Minute Order #13 dated May 14, 2015 reflects this recommendation.



Sonoma County Agricultural Preservation and Open Space District  
 Consolidated District and OSSTA Budget to Actual  
 For the nine months ended March 31, 2018  
 75% of Year Complete

	Budget	Actual	Encumbrances	Remaining	% of budget
	Final	Year to Date	Year to Date	Balance	Remainin g
<b>Revenues</b>					
Tax Revenue	\$23,043,630	\$14,758,852		\$8,284,778	35.95%
Intergovernmental	6,304,363	116,537		6,187,826	98.15%
Use of Money & Prop	390,000	637,291		(247,291)	-63.41%
Miscellaneous Revenues	750,000	59,881		690,119	
Other Financing Sources	685,980			685,980	100.00%
<b>Total Revenues</b>	<b>31,173,973</b>	<b>15,572,561</b>		<b>15,601,412</b>	<b>50.05%</b>
<b>Expenditures</b>					
Salaries and Benefits	4,298,999	2,778,120		1,520,879	35.38%
Services and Supplies	7,665,010	2,345,750	\$2,839,109	2,480,151	32.36%
Other Charges	4,353,724	141,215	2,507,318	1,705,191	39.17%
Capital Expenditures	25,366,642	1,894,453	396,204	23,075,985	90.97%
Other Financing Uses	8,186,190	5,665,174		2,521,016	30.80%
<b>Total Expenditures</b>	<b>49,870,565</b>	<b>12,824,712</b>	<b>5,742,631</b>	<b>31,303,222</b>	<b>62.77%</b>
<b>Net Earnings (Cost)</b>	<b>(\$18,696,592)</b>	<b>2,747,849</b>	<b>(\$5,742,631)</b>	<b>(\$15,701,810)</b>	
Beginning fund balance		63,714,515			
<b>Ending Fund Balance</b>		<b>\$66,462,364</b>			

Note: Sales tax collected as of March 31, 2017 was \$13,969,976. Current collections are 5.6% over the prior year.