

**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)

Minutes for the Meeting of January 17, 2019

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

Staff Present: Bill Keene, General Manager; Lisa Pheatt, Counsel; Mary Dodge, Administrative and Fiscal Services Manager; Sheri Emerson, Program Manager – Stewardship; Misti Arias, Program Manager – Acquisition; Seamus Rafferty, Technician – Stewardship; Sara Ortiz, Administrative Aide; Indigo Bannister, Extra Help – Technician.

Also Present: David Ross, Mack 5; Sue Jackson

1. **Call to Order.**

Commissioner Koenigshofer called the meeting to order at 5:11 p.m.

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

- Commissioner Koenigshofer requested that Item 3-Agenda Items Taken Out of Order precede Item 2-Election of Officers.
- Bill Keene requested that Item 14- Stewardship Policy precede Item 12-Closed Session.

3. **Election of Officers.** (Commission Rules of Governance – Rule 12) **[Minute Order 17]**

On a nomination by Commissioner Anderson, Commissioner De La Cruz was elected Chair. On a nomination by Commissioner Owen, Commissioner Anderson was elected Vice Chair. On a nomination by Commissioner Anderson, Commissioner Koenigshofer was elected Chair Pro Tempore. Following the election, Commissioner Koenigshofer chaired the meeting.

4. **General Announcements Not Requiring Deliberation or Decision.** **[Resolution 2019-001]**

The Commission acknowledged Sue Jackson, retired Deputy Clerk, for her service over the past 10 years with **Resolution 2019-001.**

Bill Keene made the following announcements:

- Sara Ortiz was introduced as the recently hired Administrative Aide, who will succeed Sue Jackson as the Deputy Clerk for the Commission.
- Healdsburg Ridge Open Space Preserve Transfer is expected to go before the Board of Directors on March 12, 2019.

5. **Public Comment.**
There was none.
6. **Correspondence/Communication.**
Mary Dodge distributed the Basic Financial Statements for the Fiscal Year Ended June 30, 2018, the Memorandum on Internal Control, and the Independent Accountants Report on Applying Agreed Upon Procedures related to IPAOM.
7. **Approval of Minutes.** Approval of the December 6, 2018 minutes was held over to the next meeting.
8. **Financial Report.**
Mary Dodge reviewed the monthly financial statements for November 2018.
9. **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) – Nothing to report
 - Fire Recovery Policy and Review (Anderson/Koenigshofer) – Nothing to report
10. **Creation of Ad Hoc Committees for 2019 and Assignment of Commissioners.**
This item was held over to the February meeting.
11. **Review of Rules of Governance.**
On a motion by Commissioner Anderson and second by Alternate Commissioner Owen, the Commission requested two typographical corrections to the Rules of Governance. (Vote 3-0, 3 Absent)
12. **Stewardship Policy.**
The Commission will review and provide input on the Stewardship Policy updates over the next few regular meetings of the Fiscal Oversight Commission, and will discuss the Policy updates further at the March meeting.
13. **Closed Session.**
The Commission adjourned to Closed Session at 5:55 p.m.
14. **Report on Closed Session.**
The Commission reconvened to Open Session at 7:28 p.m. and reported the following:

Conference with Real Property Negotiator – 747 Mendocino Avenue, Santa Rosa
The Commission took no action. The item will be continued at the February 2019 regular meeting.
15. **Suggested Next Meeting.** February 7, 2019

16. **Adjournment.**

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Indigo Bannister
Interim Deputy Clerk