



**AG + OPEN SPACE**  
SONOMA COUNTY

SONOMA COUNTY OPEN SPACE DISTRICT ADVISORY COMMITTEE

**REGULAR MEETING AGENDA**

**Online Meeting Due to Sonoma County's Shelter in Place Order**  
**December 8, 2022 | 5:00 pm**

MEMBERS PLEASE CALL IF UNABLE TO ATTEND

In accordance with AB 361, Governor Newsom's March 4, 2020 State of Emergency due to the COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconferenced Meetings, and the Sonoma County Board of Supervisors Resolution 21-0399, the December 8, 2022 Sonoma County Ag + Open Space Advisory Committee meeting will be held virtually.

**MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON**

**\*UPDATE REGARDING VIEWING AND PUBLIC PARTICIPATION IN  
December 8, 2022 ADVISORY COMMITTEE MEETING\***

December 8, 2022 Advisory Committee Meeting will be facilitated virtually through Zoom. There will be no option for attending in person. Members of the public can watch or listen to the meeting using one of the following methods:

Join the Zoom meeting on your computer, tablet or smartphone by clicking:

<https://sonomacounty.zoom.us/j/98316944769?pwd=MURud1o3TDVRWStOSEF5Z225MdElzdz09>

1. If you have the Zoom app or web client, join the meeting using the Password: 778144
2. Call-in and listen to the meeting: Dial 1 669 900 9128 Enter meeting ID: 983 1694 4769

**PUBLIC COMMENT DURING THE MEETING:** You may email public comment to [Mariah.Robson@sonoma-county.org](mailto:Mariah.Robson@sonoma-county.org). All emailed public comments will be forwarded to all Committee Members and read aloud for the benefit of the public. Please include your name and the relevant agenda item number to which your comment refers. In addition, if you have joined as a member of the public through the Zoom link or by calling in, there will be specific points throughout the meeting during which live public comment may be made via Zoom and phone.

**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please contact Mariah Robson by email to [Mariah.Robson@sonoma-county.org](mailto:Mariah.Robson@sonoma-county.org) by 12pm Wednesday, December 7, 2022 to ensure arrangements for accommodation.

1. Call to Order

2. Public Comment

Comments on items not listed on the agenda. Time is limited to 2 minutes per person/item.

3. Approval of Minutes from October 27, 2022 Attachment A

ACTION ITEM

4. General Manager's Report

5. Review of the Advisory Committee Rules and Procedures

INFORMATIONAL

Amy Ricard, Community Resources Manager Attachment B

6. Vegetation Management Program Update

INFORMATIONAL

Kim Batchelder, Vegetation Management Coordinator

7. Projects in Negotiations Attachment C

8. Announcements from Advisory Committee Members

9. Adjournment

Next Scheduled Meeting: January 26, 2023





**AG + OPEN SPACE**  
SONOMA COUNTY

SONOMA COUNTY OPEN SPACE DISTRICT ADVISORY COMMITTEE

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**UNAPPROVED MINUTES**

**Virtual Meeting Due to Sonoma County's Shelter in Place Order**  
**October 27, 2022 | 5:00 pm**

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**MEMBERS PRESENT:**

Don McEnhill	Wendy Eliot	Thembi Borrás
Michelle Whitman	Bill Smith	Cary Fargo
Steve Rabinowitsh	Jesús Guzmán	Curt Nichols

**MEMBERS ABSENT:**

Osvaldo Jimenez	Josh Proctor	Brian Barnacle
Tawny Tesconi	Neysa Hinton	Paul Martin
Kristina Tierney	Jan McFarland	Sue Conley

**STAFF PRESENT:**

Misti Arias, General Manager; Jennifer Kuszmar, Acquisition Manager; Amy Ricard, Community Resources Manager; Lauren Alpert, Community Relations Assistant; Lori MacNab, LS MacNab Consulting, 2022 Matching Grant Program Cycle Coordinator; Catherine Iantosca, Senior Stewardship Specialist; Verne Ball, County Counsel; Ciera McKetchnie-Stanley, Administrative Aide; Mariah Robson, Advisory Committee Clerk.

**Call to Order**

Chair Michelle Whitman called the meeting to order at 5:02 pm.

Chair Whitman took a roll call:

Jan McFarland, no; Sue Conley, no; Bill Smith, yes; Cary Fargo, yes; Wendy Eliot, yes; Thembi Borrás, yes; Steve Rabinowitsh, yes; Jesús Guzmán, yes; Kristina Tierney, no; Josh Proctor, no; Osvaldo Jimenez, no; Curt Nichols, yes; Brian Barnacle, no; Don McEnhill, yes; Tawny Tesconi, no; Neysa Hinton, no; Paul Martin, no; Michelle Whitman, yes.

**Public Comment**

Chair Whitman asked for any public comments on items not on the agenda and there were none.

### **Approval of Minutes from September 22, 2022**

Chair Whitman asked for any revisions on the September 22, 2022 minutes. There were none. Cary Fargo and Wendy Eliot motioned to approve the minutes. Bill Smith seconded the motion. A vote took place and all were in favor. Curt Nichols abstained as he was not present at the September meeting.

### **General Manager's Report**

- A workshop for Vital Lands Initiative Implementation is going to the Board on November 8, 2022.
- The Regional Conservation Partnership Program funding agreement for vital streams and forests is going to the Board on December 6, 2022.
- A Vegetation Management Program update on the proposed recommendations for the future PG&E settlement expenditures will go the Board on December 13, 2022.
- Matching Grant Program Recommendations will go to the Board on December 13, 2022.
- Sonoma Mountain Vernal Pools Fee Title and Conservation Easement Acquisitions will be scheduled to go to the Board on December 13, 2022.
- Ag + Open Space is currently conducting recruitments for a Stewardship Assistant and a Community Relations Specialist.
- Ms. Arias updated the Advisory Committee members on the Sonoma Developmental Center: Ag + Open Space is interested in the conservation of the open space lands and then transferring to different park entities at a later date. Ag + Open Space is happy to take the lead on this process and is in close contact with Regional Parks.

Chair Whitman opened the meeting for questions and comments from Advisory Committee members and members of the public. A discussion ensued and one member of the public, Teri Shore from Sonoma Valley, commented that she would like to see the SDC item be put on the next Advisory Committee agenda in December for a full briefing.

Chair Whitman suggested reviewing the Advisory Committee resolution and bylaws at the December meeting to provide clarity on the official duties of the committee. Steve Rabinowitch suggested including the Rules of Procedures as they could also be helpful to the committee members.

### **Matching Grant Program Project Recommendations**

Amy Ricard, Community Resources Manager, presented a PowerPoint presentation for the Matching Grant Program Project Recommendations. Lori MacNab from LS MacNab Consulting has been working on this year's MGP cycle. Ms. Ricard discussed the history of the program, the eligibility and requirements, the evaluation criteria, and the 2022 MGP process and outreach, which was very robust. In spite of that, only two applications were submitted for this cycle. The Lower Colgan Creek project submitted by the City of Santa Rosa, requesting \$1.5 million, and the Putnam Park Extension submitted by the Earth Island Institute, requesting \$450,000. The MGP Staff committee reviewed the applications and recommended full funding for both projects. The MGP Subcommittee, which consists of members of the Advisory Committee and Fiscal Oversight Commission, reviewed the applications and the Staff committee's funding recommendations and approved those recommendations. Ms. Ricard shared that staff will recommend to the Board of Directors opening



up a second round of the cycle to provide potential applicants with another chance to apply for the remaining \$2,050,000. The recommendations will go to the Board on December 13, 2022.

Staff will take the recommendations to the Fiscal Oversight Commission for approval on November 10 and then to the Board of Directors in December. Chair Whitman asked for vote to have the MGP recommendations go forward. Curt Nichols motioned to approve with full funding and Wendy Eliot seconded the motion. All in favor with one abstention from Steve Rabinowitsh.

For more information, please feel free to contact Ms. Ricard at Ag + Open Space. The PowerPoint presentation is available upon request.

#### **Landowner Outreach & Engagement**

Lauren Alpert, Community Relations Assistant, presented a PowerPoint presentation on Landowner Outreach and Engagement. She discussed a survey that went to 150 landowners and the results of the survey and actions being taken by Ag + Open Space from the results of the survey.

Chair Whitman opened the meeting to the committee members for a discussion. The meeting was also opened to the members of the public for comment, but there were none.

For more information, please feel free to contact Ms. Alpert at Ag + Open Space. The PowerPoint presentation is available upon request.

#### **Projects in Negotiations**

Jennifer Kuszmar, Acquisition Manager, said that the Soda Springs appraisal was taken to the Fiscal Oversight Commission last week and was approved. An offer was made to the landowner and staff are waiting to hear back.

Sonoma Mountain Vernal Pools is going to the Fiscal Oversight Commission in November.

Several projects in the appraisal phase will be going to the Fiscal Oversight Commission soon and more movement will be seen on the Active Projects spreadsheet.

#### **Announcements from Advisory Committee Members**

There were no announcements.

#### **Adjournment**

Chair Whitman adjourned the meeting at 6:16

Next Meeting: December 8, 2022

Respectfully submitted,

Mariah Robson  
*Advisory Committee Secretary*



**SONOMA COUNTY  
OPEN SPACE  
ADVISORY  
COMMITTEE**

**RULES OF PROCEDURE**

On July 20, 1999, by Resolution No. 99-0962, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District continued the existence of the Sonoma County Open Space Advisory Committee to render advice and make recommendations on certain matters, to participate in the processing of District real property transactions, and to provide broad based citizen input into the operations of the District.

On April 22, 2008 by Resolution No. 08-0374, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District amended the above resolution modifying Rule 8.

- RULE 1:** Regular meetings will be held monthly on the fourth Thursday at 5:00 p.m. at the District offices located at 747 Mendocino Avenue, Suite 100, Santa Rosa, California and announced by public notice outside the District office.
- RULE 2:** Meetings will be carried out under the terms of Resolution 99-0962 adopted by the District Board of Directors on July 20, 1999, attached to these rules as Exhibit "A".
- RULE 3:** The Committee shall elect a Chair, Vice Chair and Chair Pro-tem to serve at the will and pleasure of the Committee. These officers shall serve one year terms of office with elections held at the first meeting of the calendar year. When the Chair is absent, his/her duties shall be assumed by the Vice Chair. If both the Chair and Vice Chair are absent, the Chair Pro Tem shall perform the duties of the Chair.
- RULE 4:** Meetings will be conducted by the Chair. The Chair shall preserve order and decorum in accordance with these Rules. The Chair's decisions with respect to order shall be appealable by any member to the Committee and the decision of the Committee shall be final.
- RULE 5:** All questions of law shall be referred to the District's Counsel for an opinion.
- RULE 6:** District staff shall prepare an agenda and take minutes for each meeting of the Committee. Staff shall, at least 72 hours before a regular meeting, deliver the agenda to Committee members and post the agenda in a location that is freely accessible to members of the public during regular business hours. Staff will consult with the Chair of the Committee on the content of an agenda at least one week prior to the meeting.
- RULE 7:** Unless otherwise provided by law, the Committee may make any disposition of a matter properly before it that it deems advisable. Committee business will be carried out under the Ralph M. Brown Act.
- RULE 8:** A quorum shall consist of seven members, but no action of the Committee shall be taken without the concurrence of at least a majority of the quorum; provided, however, that the Committee's minutes may be approved by the Committee Chair after receiving any comments offered by the Committee's members.
- RULE 9:** A Committee member may initiate voting on a matter by requesting the Chair to call

for the question. Members may vote "aye", "no" or "abstain". A vote of "abstain" does not constitute concurrence and does not constitute a "no" vote.

- RULE 10:** Due to the importance of Committee business, Committee members should make every effort to attend regular and occasional special meetings. Committee members should contact the General Manager or designee if they are unable to attend. The Committee may report and recommend to the Board of Directors the removal of any member if, within any calendar year, (a) the member is absent from three or more regular or special meetings without prior notification to the General Manager, or (b) the member is absent from five or more regular or special meetings, with or without prior notification of the General Manager.
- RULE 11:** Each agenda shall provide an opportunity for members of the public to directly address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee. The Chair may limit the time of each such address.
- RULE 12:** Emergency meetings and special meetings shall be called as provided in Sections 54956 and 54956.5 of the Government Code (Attached as Exhibit "B"). Closed sessions of the full Committee shall not be scheduled nor conducted without prior consultation with the District's Counsel.
- RULE 13:** The Committee may, from time to time, create Standing or Ad Hoc Subcommittees or Working Groups to help carry out the Committee's business. No subcommittee or working group shall have more than six members. A Subcommittee/Working Group chairperson will be elected at the first meeting of the calendar year for each Subcommittee/Working Group. The duty of the Chair is to direct Subcommittee/Working Group business and report back to the full Committee. Membership modifications should be addressed to the Chairperson and/or General Manager. With staff's assistance every attempt should be made to balance Subcommittee/ Working Group membership by both geographic and subject-of-interest representation. Apart from Rule 13, the Rules of Procedure shall not apply to the Subcommittees/Working Groups.
- RULE 14:** It shall be understood by all Committee members that service on the Committee is voluntary and that no claims shall be made for expenses while traveling to and from or while serving on and carrying out Committee business.
- RULE 15:** These rules shall be reviewed by the Committee at the first meeting of each calendar year.
- RULE 16:** Presentations shall be made and any action taken by the Working Groups shall be reported at the Advisory Committee monthly meetings.



TEST: July 22, 1999

#29

EEVE T. LEWIS, County Clerk & ex-officio  
of the Board of Directors of the Sonoma  
County Agricultural Preservation and Open Space  
District

RESOLUTION NO. 99-0962

Dated: July 20, 1999

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY  
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT PROVIDING FOR  
CERTAIN CHANGES IN THE DUTIES OF THE DISTRICT'S ADVISORY COMMITTEE,  
AND RESCINDING RESOLUTION NO. 91-0219.

WHEREAS this Board of Directors did on February 5, 1991 by Resolution No. 91-0219 create the Sonoma County Open Space Advisory Committee ("the Committee") because of the need for a technical advisory committee to which District policy and program questions could be referred for advice and recommendations; and

WHEREAS such a committee provides broad based citizen input into the operations of the District; and

WHEREAS following a careful review of the conclusions reached in a management audit of the District and the recommendations of the Acting General Manager for improvement in the efficiency of the District's operations this Board of Directors has determined that certain changes need to be made in the duties and structure of the Committee;

NOW THEREFORE BE IT RESOLVED that this Board of Directors hereby finds, determines, declares and orders as follows:

1. Continuity of the Committee. The Sonoma County Open Space Advisory Committee ("the Committee") is hereby continued subject to the provisions of this resolution.

2. Membership of the Committee. The Committee consists of 17 members appointed by the Board of Directors of the District, as follows:

- (a) Two members from each Sonoma County Supervisorial District nominated by the Director representing that District,
- (b) One member representing the District's agricultural interests,
- (c) One member representing the District's environmental community,
- (d) One member representing the District's real estate or real property appraisal industry,



(e) One member representing the District's business community, and

(f) Three members nominated by the Sonoma County Mayor's and Council member's Association.

3. Nominations. Prior to appointment of Committee Members pursuant to Subparagraphs 2(b), (c), (d), and (e), the Board of Directors shall solicit from the community three or more nominations for each position.

4. Terms. Members of the Committee shall serve two year terms.

5. Duties. The Committee shall perform the following duties:

(a) The Committee shall render advice and make recommendations to this Board of Directors on matters that the Board or the General Manager may, from time to time, refer to the Committee for its consideration.

(b) The Committee shall participate in the processing of District real property transactions in the manner prescribed by the Board or the General Manager.

6. Open Meetings. The Committee shall conduct its meetings in accordance with the Ralph M. Brown Act.

7. Conflicts of Interest. The Committee is solely advisory and shall be exempt from the requirements of the Political Reform Act of 1974, but members of the Committee shall refrain from participating in any activities of the Committee in which the member has a material financial interest that would foreseeably be affected by Committee action.

8. Voting. A quorum shall consist of nine members, but no action of the Committee shall be taken without the concurrence of at least a majority of the quorum.

BE IT FURTHER RESOLVED that Resolution No. 91-0219, dated February 5, 1991, is hereby rescinded.

DIRECTORS:

KERNS \_\_\_\_\_ SMITH \_\_\_\_\_ KELLEY \_\_\_\_\_ REILLY \_\_\_\_\_ CALE \_\_\_\_\_

AYES 5 NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

SO ORDERED

[illegible]

			<div><div>Project Evaluation</div><div>Initiating Project</div><div>Due Dilligence</div><div>Project Structure</div><div>CE Negotiations</div><div>Appraisal Process</div><div>FOC</div><div>BOD</div><div>Escrow/Closing</div></div>									
Conservation Easement Project Name	Acreage (approx)	Sup. District	Step 1	Step 2				Step 3			Step 4	Comments
Soda Springs Ranch Open Space Preserve	209	4										FOC Date: 10/20/2022
Sonoma Developmental Center 5 (Transformation)	945	1										Project Structure - waiting for County process
Sonoma Mountain Vernal Pools	174	1								+		Approvals Phase - Going to BOD on 12/13
Spring Hill Ranch	642	2										Appraisal phase - seeking appraiser and final CE term
Starrett Hill	319	5										Project Structure - development
Triangle G Ranches	1,782	2										Initiating project
Witt Home Ranch	395	2										Initiating project
Wolf Creek Ranch	1,195	5										Initiating project
Total Acres	13,860											

+ indicates change in phase since last update (10/21/2022)

			<div>Project Evaluation</div> <div>Initiating Project</div> <div>Due Dilligence</div> <div>Project Structure</div> <div>CE Negotia-tions</div> <div>Appraisal Process</div> <div>FOC</div> <div>BOD</div> <div>Escrow/ Closing</div> <div>Implementation + Tracking Match</div>										
Matching Grant Project Name	Acreage (approx)	Sup. District	Step 1	Step 2				Step 3			Step 4	Step 5	Comments
A Place to Play	87	5											Initiating project
AmeriCorps Trail	12	5											Implementation - CE/RC will be recorded following trail construction.
Badger Park	20	4											On hold at applicant's request
Bayer Farm Development ***	6**	3			N/A	N/A	N/A	N/A	N/A	N/A	N/A		Reimbursement ongoing; Grant extended
Bodega Bay Trail	178	5											Initiating project
Colgan Creek Phase 3 MG***	7**	3			N/A	N/A	N/A	N/A	N/A	N/A	N/A		Restoration work complete
Crane Creek Regional Trail	75	1											Negotiating CE, Rec Covenant
Denman Reach	2	2											Negotiating CE
Falletti Ranch	4	2											Tracking match
Forever Forestville***	4	5											Tracking match
Graton Green	1	5											Completed
Healdsburg Montage Park	36	4											Initiating project
Helen Putnam Regional Park Extension	56	2											Initiating project
Keiser Park Expansion 2	2	4											Project Structure - development
Maxwell Farms	79	1											Drafting Documents
Paula Lane Open Space Preserve	11	2											Tracking match
Petaluma River Park	20	2											Letter of intent in negotiation
River Lane***	1	5											Finalizing docs; Grant extended to 10/25/24 - ON HOLD
Roseland Creek Community Park - Phase 1c	3	3											Negotiating CE, Rec Covenant
SMART Pathway - Payran to Southpoint	14	2											Negotiating CE, Rec Covenant
Southeast Santa Rosa Greenway***	61	1											Initiating project; extended to 10/25/24
Steamer Landing Park Development (McNear Peninsula)	27**	2											Initiating project
Taylor Mountain Regional Park & Open Space Preserve - Cooper Creek Addition	54	3											Closed 4/1/20. Tracking match
Tierra de Rosas***	1	3											Drafting documents
Total Acres	727												

\* District approved a 2-year extension

\*\* Restoration/Development Project on previous acquisition.

\*\*\* District approved 5-year extension (MGP 2 year, fire 3 year)

+ indicates change in phase since last update (10/21/2022)

					<div>Project Evaluation</div> <div>Initiating Project</div> <div>Due Dilligence</div> <div>Project Structure</div> <div>CE Negotiations + Transfer Agreement</div> <div>Appraisal Process</div> <div>FOC</div> <div>BOD</div> <div>Escrow/ Closing</div>								
Transfer Project Name	Acreage (approx)	Sup. District	Transaction Type	Step 1	Step 2				Step 3			Step 4	Comments
Saddle Mountain Open Space Preserve	960	1	Transfer										Initiating project
Tierra Vegetables	15	4	Resale										CE and Covenant negotiation
Young-Armos	56	5	Transfer/Sale										Initiating project
Total Acres	1,031												