

**SONOMA COUNTY OPEN SPACE  
FISCAL OVERSIGHT COMMISSION**

**COMMISSIONERS**

**Mike Sangiacomo (Sonoma)  
Todd Mendoza (Petaluma)  
Jean Kapolchok (Santa Rosa)**

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

**APPROVED**

**Minutes for Meeting of February 6, 2014**

Commissioner Mendoza called the meeting to order at 5:00 pm.

Commissioners Present: Anderson, Kapolchok, Mendoza, Owen.

Staff Present: Bill Keene, General Manager; Mary Dodge, Administrative & Fiscal Services Manager; Misti Arias, Program Manager - Acquisition; James Botz, District Special Counsel; Sue Jackson, Deputy Clerk.

Others Present: Christine Williams, Analyst - Office of the County Administrator

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

There were none.

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

General Manager Bill Keene made the following announcements:

- The Cresta II acquisition went before the Board of Directors on January 28<sup>th</sup> and was approved.
- East Slope Trail Sonoma Mountain: Construction of the East Slope segment of the Sonoma Ridge trail is scheduled for the Board of Directors meeting on March 11<sup>th</sup>. Construction is scheduled to begin in Spring 2014.
- Wright Preservation Bank (Cramer) Property Transfer: The property will be transferred to California Fish & Wildlife. The transfer will avail the District's Acquisition Fund of approximately \$1.4 million for wetlands and habitat protection.
- Stewardship Reserve: A Request for Proposal has been released for consultants to assist the District in determining if the Stewardship Reserve Fund, currently maintained at \$32 million, is sufficient. The bid period closes on February 7, 2014.

Commissioner Kapolchok announced that her term as commissioner expires on February 23, 2014, and that she was notified by Supervisor Shirlee Zane on the previous day that she would not be reappointed to the position.

3. **Public Comment.**

There was none.

4. **Correspondence/Communication.**

There was none.

5. **Approval of Commission Minutes.**

On a motion by Commissioner Kapolchok and second by Commissioner Owen, the minutes of January 9, 2014 were approved as submitted.

6. **Ad Hoc Committee Reports.**

Investment and Long Term Planning (Mendoza/Owen)

The committee met and reviewed the planning tool scheduled for presentation at tonight's meeting.

Review of County Services (Mendoza/Kapolchok)

Nothing to report.

Stewardship (Mendoza/Sangiaco)

Nothing to report.

Initial Public Access/Operations and Maintenance (Anderson, Koenigshofer)

Nothing to report.

Annual Report/Audit Report Review (Anderson, Kapolchok)

The committee and District Counsel Botz held three meetings to prepare the Commission's Third Annual Report, scheduled for review by the Commission on December 13<sup>th</sup> and will present a report to the Commission at the February or March meeting.

Matching Grant Program (Koenigshofer/Owen)

Ms. Arias, in referring to the minutes of the January 9, 2014 meeting, clarified the commissioner assignments, i.e., Commissioner Owen will collaborate with members of the Advisory Committee to evaluate matching grant applications received for the current grant cycle. Commissioners Owen and Koenigshofer will participate in the ad hoc committee to evaluate the role of the Fiscal Oversight Commission in considering restoration and development projects that are accepted through the Matching Grant Program.

7. **Long-Range Financial Model.**

Ms. Dodge presented the District's long-range financial model. This management tool is designed to estimate costs of the Districts responsibilities and goals based on changing variables which are funded by estimated sales tax and other revenue, to determine the amount of funds available for acquisitions.

8. **Suggested Next Meeting.**                    **April 3, 2014**

9. **Adjournment.**

Commissioner Mendoza adjourned the meeting at 5:55 pm. In closing, he thanked Commissioner Kapolchok for her years of work on the Commission. Staff expressed appreciation for her diligence in reviewing projects, her in-depth knowledge and background on issues. All who were present joined in thanking her and wished her the best.

Respectfully submitted,  
Sue Jackson  
Deputy Clerk