

**SONOMA COUNTY OPEN SPACE
FISCAL OVERSIGHT COMMISSION**

COMMISSIONERS

Mike Sangiacomo (Sonoma)
Todd Mendoza (Petaluma)
Dee Swanhuysen (Sebastopol)

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

APPROVED

Minutes for the Meeting of April 7, 2016

Commissioners Present: Bob Anderson, Chair; Todd Mendoza, Vice Chair (arrived at 5:03 pm); Dee Swanhuysen, Chair Pro Tem; Eric Koenigshofer; Jeff Owen, Alternate.

Staff Present: Bill Keene, General Manager; Misti Arias, Program Manager – Acquisition; Mary Dodge, Administrative & Fiscal Services Manager; Stuart Martin, Land Acquisition Specialist; Lisa Pheatt, Counsel; Robert Pittman, Counsel; Christine Minkel, Administrative Aide to the Commission; Sue Jackson, Deputy Clerk/Recorder.

Also Present: Erica Ahmann, City of Petaluma

1. **Call to Order.**
Commissioner Anderson called the meeting to order at 5:00 pm.
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.**
There were none.
4. **Public Comment.**
There was none.
5. **Correspondence/Communication.**
There was none.
6. **Approval of Commission Minutes.**
On a motion by Commissioner Koenigshofer and second by Commissioner Swanhuysen, the minutes of March 3, 2016 were approved, with Commissioner Sangiacomo abstaining.
7. **Financial Report.**
The commissioners reviewed the financial report prepared by Mary Dodge, Administrative and Fiscal Services Manager.

8. **Ad Hoc Committee Reports.**

- Annual Report/Audit Report Review (Anderson, Swanhuysen) – See #9.
- Investment (Swanhuysen, Owen) – Inactive
- Review of County Services (Mendoza, Koenigshofer) -Inactive
- Stewardship (Mendoza, Sangiacomo) – Inactive
- Operation and Maintenance Transaction Review (Anderson, Koenigshofer) – Inactive
- Matching Grant Program (Koenigshofer, Owen) – Inactive
- Management Review Recommendations (Koenigshofer, Anderson) – Inactive

9. **Commission’s Fifth Annual Report to the Board of Directors.**

(Continued from March 3, 2016)

The Commission reviewed the report and confirmed that the edits and suggestions resulting from their first review had been incorporated. Commissioner Anderson asked for comment on the report. Commissioner Swanhuysen requested that an overview/summary be included in future annual reports. Commissioner Koenigshofer recommended eliminating the background section on future annual reports.

On a motion by Commissioner Koenigshofer and second by Commissioner Swanhuysen, the Annual Report was approved for submission to the Board of Directors.

10. **Rules of Governance Update.**

Resolution No. 2016-003

Mr. Keene and Ms. Pheatt presented a proposed update to the Rules of Governance. The update reflects the Board-approved SCAPOSD Management Review Final Report’s recommendation that a Code of Conduct be developed for and adopted by the Commission. The Commission previously discussed a draft at its February 2, 2015 meeting. Based on the February discussion, County Counsel drafted a new document, wherein a code of conduct was incorporated into the Rules of Governance.

On a motion by Commissioner Mendoza and second by Commissioner Sangiacomo, the revised Rules of Governance were approved on a 4-1 vote.

Anderson: aye Koenigshofer: no Mendoza: aye Sangiacomo: aye Swanhuysen: aye

11. **East Washington Park Matching Grant Program.**

Resolution No. 2016-005

Mr. Martin presented a history to date of this matching grant program. Having been initially funded in 2007 by the District to develop urban open space and recreational opportunities, and progressing through a phased development, construction for the initial phase started in July 2014. The improvements associated with the District’s grant were completed in July, 2015. With completion of Phase one, the District will reimburse the cost of field turf for playing fields, an irrigation system, earthwork for the third field, and fencing. The District and the City will enter into a Conservation Easement and a Recreation Covenant.

Erica Ahmann, Project Manager, City of Petaluma, spoke in support of the grant, and affirmed that the park is well attended by those living in and visiting the area. She thanked the District for its support in contributing to and improving recreational opportunities in Petaluma.

On a motion by Commissioner Mendoza and second by Commissioner Koenigshofer, the resolution was adopted unanimously.

Alternate Commission Owen departed the meeting at 5:30.

12. **Closed Session.**

The Commission adjourned to closed session at 5:32 pm and returned to Open Session at 6:13 pm.

Open Session.

The Commission discussed permitted uses on coastal lands, including how existing buildings on coastal lands would or could be used. The Commission recommended that District staff have further conversations with other conservation entities, e.g., Save the Redwoods League, the Coastal Commission, etc., regarding prohibited and allowed uses of coastal lands.

Closed Session.

The Commission adjourned to closed session at 6:30 pm.

13. **Report on Closed Session.**

The Commission reconvened to Open Session at 6:40 pm and reported the following:

Stewarts Point

Resolution 2016-004

On a motion by Commissioner Mendoza and second by Commissioner Swanhuysen, the Commission determined that the acquisition price for a conservation easement over the Stewarts Point property does not exceed fair market value.

Ayes: 5 Noes: 0 Abstain: 0 Absent 0

14. **Suggested Next Meeting.** Special Meeting to be held on April 21, 2016 @ 4:00 pm.

15. **Adjournment.**

On a motion by Commissioner Swanhuysen and second by Commissioner Mendoza, the meeting was adjourned at 6:45 pm.

Respectfully submitted,

Sue Jackson
Deputy Clerk