



SONOMA COUNTY OPEN SPACE FISCAL OVERSIGHT COMMISSION

COMMISSIONERS

Mike Sangiacomo (District 1)
Todd Mendoza (District 2)
Jean Kapolchok (District 3)

Bob Anderson (District 4)
Eric Koenigshofer (District 5)
Jeff Owen (Alternate)

APPROVED

Minutes for Meeting of July 11, 2013

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

Commissioners Present: Jean Kapolchok, Eric Koenigshofer, Todd Mendoza, Mike Sangiacomo.

Staff Present: Bill Keene, General Manager; Mary Dodge, Administrative & Fiscal Services Manager; Sheri Emerson, Program Manager – Stewardship; Sue Jackson, Deputy Clerk.

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 District is embarking on the next audit in September. Maze and Associates will perform the audit.
- McCullough Phase 2: A Letter of Intent will be sent to the landowner.
- Cresta Phase 2: The District has a signed purchase agreement from the landowner.
- The District Budget 2013-2014 has been approved by the Board of Directors. The District, at the request of the Board of Directors, will conduct a workshop at the Board, with a focus on Operations and Maintenance expenditures and how the District has expended the funds to date. The workshop will include a review of the O&M policy.
- Regional Parks has expressed a strong interest in receiving lands currently held in fee by the District. The Board has directed Regional Parks and the District to present a joint plan for determining which properties should be transitioned and the process for so doing.

3. **Public Comment.**

There was none.

4. **Correspondence/Communication.**

There was none.

5. **Approval of Commission Minutes.**

On a motion by Commissioner Mendoza and second by Commissioner Koenigshofer, the minutes of June 6, 2013 meeting were approved as submitted, with Commissioner Kapolchok abstaining.

6. **Ad Hoc Committee Reports.**

- **Investment** (Mendoza)
Mary Dodge, Administrative and Fiscal Services Manager, reported researching the opportunity for utilizing a product offering through JP Morgan Chase and Co. that would achieve interest earnings. Ms Dodge is in discussions with the County's ACTTC regarding this.
- **Review of County Services** (Mendoza)
Nothing to report.
- **Stewardship** (Mendoza, Sangiacomo)
Nothing to report.
- **Initial Public Access/Operations and Maintenance** (Anderson, Koenigshofer)
Commissioner Koenigshofer requested that time be allotted at the August and September regular meetings to study the Operations and Maintenance expenditures, including a review of the policy as written under Measure F. He requested also that the ad hoc committee meet prior to the August and prior to the September regular meetings to examine the issues currently under discussion that pertain to O&M funding, and the activities that should or should not be considered under "operations and maintenance."

7. **Operating Budget Report.**

Ms Dodge provided an overview of the FY 2013-14 Operating Budget. The Report included a financial summary, supplemental detail of projected and historical sales tax revenues and line item details. She included summary data related to information recently requested by Supervisor Zane. The Report included a recommendation from County Administrator Veronica Ferguson that certain funds currently in the Open Space Special Tax Account be set aside for possible funding of future O&M requirements. Finally, the Report included recommended updates to the District's Fee Lands Strategy.

The Commissioners discussed the role and responsibilities of the Fiscal Oversight Commission as it relates to budgetary options as described in Measure F. The Commission stated that its responsibility is to the citizens of the County of Sonoma, and as such, is responsible for ensuring that the District be fiscally responsible at every level of its operation.

8. **Suggested Next Meeting.** August 1, 2013

9. **Adjournment.**

Commissioner Sangiacomo adjourned the meeting at 6:20 pm.

Respectfully submitted,

Sue Jackson
Deputy Clerk