

**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)**

**UNAPPROVED**

**Minutes for Meeting of August 20, 2015**

Commissioners Present: Koenigshofer (Chair, arrived at 5:20 pm), Anderson (Vice Chair), Sangiacomo, Owen.

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

Also Attending: Geoff Hornsby, State of California Certified General Real Property Appraiser

1. **Call to Order.**

Commissioner Anderson called the meeting to order at 5:10 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.**

Mr. Keene made the following announcements:

- The District expects to present the Stewardship Reserve Requirement calculation model, developed by the Center for Natural Lands Management (CNLM), to the Board of Directors in the next few months. He asked that Commissioners review the report prior to Board review. The FOC Stewardship Subcommittee will meet with CNLM representatives prior to either Fiscal Oversight Commission or Board of Directors review.

*Note: Commissioner Koenigshofer resumed the Chair at 5:25 pm.*

4. **Public Comment.**

There was none.

5. **Correspondence/Communication.**

There was none.

6. **Approval of Commission Minutes.**

On a motion by Commissioner Anderson and second by Commissioner Sangiacomo, the minutes of July 9, 2015 were approved as submitted.

7. **Ad Hoc Committee Reports.**

- **Annual Report/Audit Report Review** (Anderson, Swanhuysen)  
Commissioner Anderson reported that the committee will ask Maze and Associates to provide additional services to their original engagement letter dated June 8, 2015. The requested services are:
  - To review FY 14/15 Operations and Maintenance expenses for certain properties for the period April 1 to June 30, 2015;
  - To test compliance with Measure F (2006) and the most recent Board-approved policy;
  - To issue a letter of findings and recommendations.

Maze and Associates will be compensated \$3,400 for the additional work.

Commissioner Koenigshofer requested (1) detail related to the process Maze will use to measure compliance and (2) that Maze meet with the Commission prior to the release of their findings.

- **Investment** (Swanhuysen, Owen) – nothing to report.
- **Review of County Services** (Mendoza, Koenigshofer)  
Commissioner Koenigshofer reported on the outcome of a meeting held August 6, 2015; that certain expense categories are being researched to determine whether or not the District is receiving the most efficient and cost-effective service(s).
- **Stewardship** (Mendoza, Sangiacomo) – nothing to report.
- **Operation and Maintenance Transaction Review** (Anderson, Koenigshofer) – nothing to report.

*Note: On August 26, 2014, Commissioners Anderson and Koenigshofer determined that the committee task specific to transaction review would be better served by the Annual Report/Audit Review Committee (Anderson and Swanhuysen). Thus, the O&M transaction review report is addressed above. Commissioners Anderson and Koenigshofer will continue to assist District staff with the development of the policies related to defining initial public access.*

- **Matching Grant Program** (Koenigshofer, Owen) – nothing to report.
- **Management Review Recommendations** (Koenigshofer, Anderson) – nothing to report.

8. **Closed Session.**

The Commission adjourned to Closed Session at 5:30 pm.

9. **Report on Closed Session.**

The Commission reconvened to Open Session at 6:20 pm and reported the following:

Richardson-Kashia Appraisal Review

**Resolution No. 2015-003**

On a motion by Commissioner Anderson and second by Commissioner Sangiacomo, the Commission determined that the acquisition price for the conservation easement over the Richardson-Kashia property does not exceed fair market value.

Ayes:   4   Noes:   0   Abstain:   0   Absent:   2  

10. **Suggested Next Meeting.** September 10, 2015

11. **Adjournment.**

Commissioner Koenigshofer adjourned the meeting at 6:28 pm.

Respectfully submitted,

Sue Jackson  
Deputy Clerk