

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)

SPECIAL MEETING

747 Mendocino Avenue – Suite 100, Santa Rosa, CA 95401

June 2, 2016 4:00 pm – 6:00 pm

AGENDA

1. Call to Order.
2. Agenda Items to be Held or Taken Out of Order; Off-Agenda Items.
3. General Announcements Not Requiring Deliberation or Decision.
4. Public Comment.
5. Correspondence/Communication.
6. Approval of Commission Minutes. Attachment 1
7. Financial Report. Attachment 2
8. Commission Study Session on 2016 Priorities.
9. Suggested Next Regular Meeting. July 7, 2016
10. Adjournment.

In compliance with Government Code §54954.2(a), the Sonoma County Open Space Fiscal Oversight Commission will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the ADA of 1990 (42 U.S.C. §12132), and the Federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in another format or need a disability-related modification or accommodation should contact Sue Jackson at 707.565.7346 at least 72 hours prior to the meeting to ensure arrangements for accommodation. Pursuant to Government Code § 54957.5, a copy of all documents related to an item on this agenda submitted to the Fiscal Oversight Commission may be obtained from the Fiscal Oversight Commission office, 747 Mendocino Avenue, Santa Rosa, CA 95401.

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UNAPPROVED

Minutes for the Meeting of May 5, 2016

Commissioners Present: Bob Anderson, Chair; Dee Swanhuysen, Chair Pro Tem; Jeff Owen, Alternate.

Staff Present: Bill Keene, General Manager; Misti Arias, Program Manager – Acquisition; Mary Dodge, Administrative & Fiscal Services Manager; Sara Press, Land Acquisition Associate; Curtis Kendall, Acquisition Assistant; Robert Pittman, Counsel; Christine Minkel, Administrative Aide to the Commission; Karina Chilcott, Administrative Aide; Sue Jackson, Deputy Clerk/Recorder.

1. **Call to Order.**

Commissioner Anderson called the meeting to order at 5:06 pm.

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

Ms. Arias announced that the Bell Item (Closed Session) was pulled from the agenda.

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

Mr. Keene made the following announcements:

- Farming for the Future – Stories of Agriculture, Environment, and Community, a special promotional insert, was carried by the North Bay Business Journal on April 18th, and by the Press Democrat on April 24th. It featured stories of local landowners and organizations practicing exemplary agricultural stewardship throughout the County. The publication was a collaborative effort by the District and the Gold Ridge Resource Conservation District, Sonoma County Farm Bureau, Sonoma County Winegrowers, Sonoma Resource Conservation District, USDA Natural Resources Conservation Service, and University of California Cooperative Extension.
- On May 6th, the District will participate in hosting a reception and field tour for the USDA's Natural Resources Conservation Service Chief Jason Weller, and USDA-NRCS State Conservationist Carlos Suarez. The event will showcase the County's approach to land conservation in the face of drought and climate change that resulted in an \$8 million grant in federal funding. FOC Chair Bob Anderson and several District staff members will participate.

- Ms. Dodge and Mr. Keene are in discussions with NBS Government Finance Group to consider options for recovering costs related to stewardship activities on certain District-owned lands.
- On May 10th, the District will hold a Conservation Easement Workshop with the Board of Directors.
- Karina Chilcott was introduced to the Commission. Recently transferred from the County's Solid Waste Management Agency, she is working for the District as an administrative aide.

4. **Public Comment.**

There was none.

5. **Correspondence/Communication.**

There was none.

6. **Approval of Commission Minutes.**

On a motion by Commissioner Swanhuysen and second by Commissioner Anderson, the minutes of April 7, 2016 were approved, with Alternate Commissioner Owen abstaining.

7. **Financial Report.**

The commissioners reviewed the financial report prepared by Mary Dodge, Administrative and Fiscal Services Manager. The Commission requested that a discussion about the Cooley Endowment Fund be agendaized for the July 2016 meeting.

8. **Ad Hoc Committee Reports.**

No meetings were held in the previous month.

9. **Irwin Creek Restoration Matching Grant Agreement.**

Mr. Kendall provided an overview of the Irwin Creek Restoration Matching Grant Agreement. The project was accepted into the District's Matching Grant Program by the Board of Directors on September 18, 2012, with funding of up to \$107,290. The final matching grant amount was reduced to \$105,040 as a result of a project design change prior to drafting the matching grant agreement. The matching funds were realized through a Coastal Conservancy Grant, (\$91,000) and a commitment from the City of Santa Rosa for up to \$35,000.

10. **Closed Session.**

The Commission adjourned to closed session at 5:40 pm.

11. **Report on Closed Session.**

The Commission reconvened to Open Session at 5:55 pm and reported the following:

Mitchell

Resolution No. 2016-006

On a motion by Commissioner Swanhuysen and second by Alternate Commissioner Owen, the Commission determined that the District's contribution for the proposed acquisition does not exceed the fair market value of open space interests being acquired by the District.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

12. **Suggested Next Meeting.** Special Meeting to be held on June 2, 2016 @ 4:00 pm.
13. **Adjournment.**
On a motion by Commissioner Swanhuysen and second by Alternate Commissioner Owen, meeting was adjourned at 6:58 pm.

Respectfully submitted,

Sue Jackson
Deputy Clerk

Sonoma County Agricultural Preservation and Open Space District
 Consolidated Balance Sheet - District and OSSTA Funds
 April 30, 2016

Assets

Cash and Investments	\$59,452,614
Accounts Receivable	10,000
Other Current Assets	900
Intergovernmental Receivables	86,867
Total Assets	\$59,550,381

Liabilities and Fund Balance

Current Payables	\$3,394
Accrued Exp/Other Current Liab	2,596
Long-Term Liabilities	30,000
Total Liabilities	35,990

Fund Balance

Nonspendable - Prepaid Expenditures	900
Restricted - District Activities	59,513,491
Total Fund Balance	59,514,391
Total Liabilities and Fund Balance	\$59,550,381

Cash by Fund

OSSTA - Measure F	\$54,994,927
Open Space District	2,376,641
Fiscal Oversight Commission	32,869
Stewardship Reserve	
Cooley Reserve	161,445
Moore Grant Conservation Ben.	75,196
Operations and Maint. Res.	1,811,536
Total Cash by Fund	\$59,452,614

Sonoma County Agricultural Preservation and Open Space District
 Consolidated District and OSSTA Budget to Actual
 For the ten months ended April 30, 2016

	Budget Final	Actual Year to Date	Encumbrances Year to Date	Remaining Balance	25% of year Remaining
Revenues					
Tax Revenue	\$22,880,000	\$14,275,232	-	\$8,604,768	58.48%
Intergovernmental Revenues	33,019,884	8,005,470	-	25,014,414	84.01%
Use of Money & Prop	475,000	102,407	-	372,593	103.34%
Miscellaneous Revenues	0	64,739	-	(64,739)	0.00%
Other Financing Sources	11,993,342	10,421,562	-	1,571,780	13.11%
Total Revenues	68,368,226	32,869,410	-	35,498,816	63.07%
Expenditures					
Salaries and Benefits	4,106,741	2,543,821	-	1,562,920	56.24%
Services and Supplies	8,789,954	2,865,777	\$2,470,767	3,453,410	30.61%
Other Charges	39,886,692	8,173,979	33,054	31,679,659	87.45%
Capital Expenditures	23,194,705	5,656,934	414,889	17,122,882	75.05%
Other Financing Uses	49,513,935	47,580,660	-	1,933,275	6.40%
Total Expenditures	125,492,027	66,821,171	2,918,710	55,752,146	48.27%
Net Earnings (Cost)	(\$57,123,801)	(33,951,761)	(\$2,918,710)	(\$20,253,330)	
Beginning fund balance		93,466,152			
Ending Fund Balance		\$59,514,391			

Note: Sales tax received by April 30, 2015 was \$14,387,617. Revenue through April 30, 2016 should be \$14,878,087, but due to an accounting issue with OSSTA, all of the revenue has not been posted. Compared to prior years revenue this is an increase of 3.4% over the prior year. The \$602,855 adjustment will be recorded in May.