



## SONOMA COUNTY OPEN SPACE FISCAL OVERSIGHT COMMISSION COMMISSIONERS

Mike Sangiacomo (First District)  
Todd Mendoza (Second District)  
Gary Wysocky (Third District)

Ariel Kelley (Fourth District)  
Jorge Inocencio (Fifth District)  
Jeff Owen (Alternate)

### REGULAR MEETING AGENDA

November 2, 2023 | 5:00 p.m.

#### MEMBERS OF THE PUBLIC MAY PARTICIPATE VIA ZOOM OR IN PERSON

The November 2, 2023 Fiscal Oversight Commission Meeting will be conducted in person at Ag + Open Space's office located at 747 Mendocino Avenue, Santa Rosa, CA. The public may also participate virtually through Zoom.

Members of the public can watch or listen to the meeting using one of the two following methods:

##### 1. JOIN THE ZOOM MEETING

On your computer, tablet or smartphone by clicking

<https://sonomacounty.zoom.us/j/94827319733?pwd=S3Jja1JneVE0ZHhMbHliZTZsMVB3QT09> password: cows707

If you have a Zoom account, click Join Meeting by number: 948 2731 9733 password: cows707

Call-in and listen to the meeting: Dial (669) 900-9128 Enter meeting ID: 948 2731 9733

##### 2. ATTEND IN PERSON:

Members of the public may attend in person at Ag + Open Space's office at 747 Mendocino Avenue, Santa Rosa, CA in the large conference room.

**Public Comment During the Meeting:** You may email public comment to [Sara.Ortiz@sonoma-county.org](mailto:Sara.Ortiz@sonoma-county.org). All emailed public comments will be forwarded to all Commissioners. Please include your name and the relevant agenda item number to which your comment refers. Public Comment may be made live during the Zoom meeting or live, in person, in the Ag + Open Space large conference room. Available time for comments is determined by the Commissioner Chair based on agenda scheduling demands and total number of speakers.

**Disability Accommodation:** If you have a disability which requires an accommodation or an alternative format to assist you in observing and submitting comments at this meeting, please contact Sara Ortiz by phone at (707) 565-7360 or by email to [Sara.Ortiz@sonoma-county.org](mailto:Sara.Ortiz@sonoma-county.org) by 12 p.m. Wednesday, November 1, 2023 to ensure arrangements for accommodation.

**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**

The Brown Act requires that time be set aside for public comment on items not agendized.

**5. Correspondence/ Communications**

**6. General Manager's Report**

Misti Arias | General Manager

**7. Approval of Commission Minutes Attachment 1**

**8. Financial Report Attachment 2**

Julie Mefferd | Administrative + Fiscal Manager

**9. Ad Hoc Committee Reports**

Annual Report/Audit Report Review (Owen, Sangiacomo)

Appraisal (Owen, Mendoza)

Matching Grant Program Application Evaluation (Sangiacomo, Wysocky)

Matching Grant Program Revision (Inocencio, Kelley)

Ag + Open Space Endowment (Wysocky, Owen)

**10. Projects in Negotiation Attachment 3**

**11. Closed Session (Real Property Negotiations - Government Code Section 54956.8)**

Project Name: McCormick Ranch Regional Park

Property APNs: 030-010-011 and -012; 030-040-003, -008, -009, and -010; 051-010-090; and 030-050-019

Property Owner: Sonoma Land Trust

Negotiating Parties: Ag + Open Space's Representative: Misti Arias, General Manager

Regional Parks (Buyer) Representative: Burt Whitaker, Director

Sonoma Land Trust (Landowner) Representative: Eamon O'Byrne, Executive Director

Under Negotiation:

Acquisition of Real Property by Ag + Open Space. The Commission will give instruction to its negotiator(s) on the price. (Government Code Section 54956.8)

**12. Closed Session (Real Property Negotiations - Government Code Section 54956.8)**

Project Name: Camp Meeker Forest Open Space Preserve (formerly known as Baumert Springs)

Property Address: no street address, Camp Meeker, CA

APNs: there are 66 APNs, but the largest are 075-040-015, 075-040-017, & 075-070-005

Owner: Episcopal Bishop of California / St. Dorothy's Rest Association

Negotiating Parties: Ag + Open Space's Representative: Misti Arias, General Manager

Conservation Buyer: Camp Meeker Recreation & Park District, John McDaniel & Gary Helfrich, BOD members

Owner's Representative: Michael Glass, Legal Counsel for the Episcopal Bishop of



Under Negotiation:

Acquisition of Real Property by Ag + Open Space. The Commission will give instruction to its negotiator(s) on the price. (Government Code Section 54956.8)

**13. Closed Session (Real Property Negotiations - Government Code Section 54956.8)**

Project Name: Weeks Ranch North (for the amendment) and Hood Mountain Regional Park & Open Space Preserve – Salt Creek Addition for the Acquisition.

Property Owners: John "Jack" Rasmason and Al & Barbara Mix

Property Addresses & APNs: 028-170-079 0 St Helena Rd, 030-090-004 2300 Weeks Ranch Rd, 030-050-014 1549 Timberline Dr

Negotiating Parties: Ag + Open Space's Representative: Misti Arias, General Manager  
Conservation Buyer: Sonoma County Regional Parks, Burt Whitaker, Director  
Landowners: John "Jack" Rasmason and Al & Barbara Mix

Under Negotiation:

Acquisition of Real Property by Ag + Open Space. The Commission will give instruction to its negotiator(s) on the price. (Government Code Section 54956.8)

**14. Reconvene to Open Session and Report out of Closed Session**

**15. Suggested Next Meeting**

December 7, 2023

**16. Adjournment**

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**AGENDAS AND MATERIALS:** Agendas and most supporting materials are available on Ag + Open Space's website at [sonomaopenspace.org](http://sonomaopenspace.org). Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted will be made available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 747 Mendocino Avenue, Santa Rosa, CA.

**SUPPLEMENTAL MATERIALS:** Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet will be made available for public inspection at Ag + Open Space's office at 747 Mendocino Avenue, Santa Rosa, CA during normal business hours. You may also email [Sara.Ortiz@sonoma-county.org](mailto:Sara.Ortiz@sonoma-county.org) for materials.

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## ATTACHMENT 1

### SONOMA COUNTY OPEN SPACE FISCAL OVERSIGHT COMMISSION

#### COMMISSIONERS

Mike Sangiacomo (First District)  
Todd Mendoza (Second District)  
Gary Wysocky (Third District)

Ariel Kelley (Fourth District)  
Jorge Inocencio (Fifth District)  
Jeff Owen (Alternate)

#### UNAPPROVED MINUTES

October 5, 2023 | 5:00 pm

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**COMMISSIONERS PRESENT:** Jorge Inocencio, Gary Wysocky, Jeff Owen, Todd Mendoza

**STAFF PRESENT:** Misti Arias, General Manager; Lisa Pheatt, County Counsel; Amy Ricard, Community Resources Manager; Pamela Swan, Grants Coordinator; Sara Ortiz; FOC Clerk.

**PUBLIC PRESENT:** Duane Dewitt

**1. Call to Order**

Chair Inocencio called the meeting to order at 5:01 p.m.

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

There was none.

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

There was none.

**4. Public Comment**

Duane Dewitt gave public comment regarding cities' responsibilities to open and maintain public parks.

**5. Correspondence/Communications**

No correspondence or communications.

**6. General Manager's Report**

- The Matching Grant Program revisions, being discussed tonight, are going to the Board 10/24/23
- Environmental Services Contracts are going to the Board 11/7/23
- For Vegetation Management, the next round of funding grants, revisions to the program, and addition of a 0.5 time Admin Aide is going to the Board 11/7/23
- Gillis Ranch is supposed to close the week of 10/9/23\
- There is a potential new project, the Russian River Redwoods project, working in partnership with Save the Redwoods League, that will ideally be owned by a County entity and Ag + Open Space will purchase a conservation easement.
- The Ag + Open Space Endowment and Stewardship Update went before the Board on 9/24/23 and the Board was in support of the endowment.

**7. Approval of Commission Minutes**

On a motion by Commissioner Owen and a second by Commissioner Mendoza, the September 7, 2023 minutes were approved.

**8. Financial Report**

Misti Arias gave the financial report.

**9. Projects in Negotiation**

Misti Arias presented the projects in negotiation, noting that Acquisition news was relayed in the General Manager's report out.

**10. Ad Hoc Committee Reports**

Chair Inocencio reported that the Matching Grant Program Revision Committee met 9/5/23 and reviewed the changes that will be presented later in this regular meeting.

**11. Matching Grant Program Revision**

Amy Ricard and Pamela Swan presented the possible revisions to the Matching Grant Program, including rolling applications, technical assistance, budget, and more. Feedback was solicited from the Fiscal Oversight Commissioners.

**12. Suggested Next Meeting**

November 2, 2023

**13. Adjournment**

The meeting was adjourned at 7:04 pm.

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**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact Julie Mefferd at 707-565-7368, as soon as possible to ensure arrangements for accommodation.

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## ATTACHMENT 2

Sonoma County Agricultural Preservation and Open Space District  
Consolidated Balance Sheet - District and OSSTA Funds  
August 31, 2023

### Assets

Cash and Investments	\$99,312,919
Accounts Receivable	559,125
Other Current Assets	33,373
Intergovernmental Receivables	126,100

<b>Total Assets</b>	<b><u>\$100,031,517</u></b>
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### Liabilities and Fund Balance

Current Payables	\$125,069
Other Current Liabilities	4,520
Due to Other Governments	18
Deferred Revenue	0
Long-Term Liabilities	0

<b>Total Liabilities</b>	<b><u>129,607</u></b>
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### Fund Balance

Nonspendable	33,373
Restricted - District Activities	99,868,537
Total Fund Balance	99,901,910

<b>Total Liabilities and Fund Balance</b>	<b><u>\$100,031,517</u></b>
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### Cash by Fund

OSSTA - Measure F	\$84,088,216
Open Space District	106,140
Stewardship Reserve*	0
Cooley Reserve	154,516
Operations and Maintenance	14,964,048

<b>Total Cash by Fund</b>	<b><u>\$99,312,919</u></b>
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\*On July 1, 2015 the County of Sonoma Measure F Sales Tax Refunding Bonds, Series 2015 were issued. The transaction provided a savings of \$13.6 million, in part by following the Commission's recommendation of paying down \$30 million in principal, as well as obtaining a lower interest rate. The Commission recommended using the \$10 million in the Stewardship Reserve Fund as part of the \$30 million paydown. Additionally, the Commission directed use of the \$7.5 million annual savings resulting from the shortened term to fund the Stewardship Reserve beginning in the fiscal year 2024-2025. FOC Minute Order #13 dated May 14, 2015 reflects this direction.

## ATTACHMENT 2

Sonoma County Agricultural Preservation and Open Space District  
Consolidated District and OSSTA Budget to Actual  
For the Two months ended August 31, 2023  
16% of Year Complete

	Budget Final	Actual Year to Date	Encumbrances Year to Date	Remaining Balance	% of Budget Remaining
<b>Revenues</b>					
Tax Revenue *	\$32,570,959	\$820,256		\$31,750,703	97.48%
Intergovernmental	2,845,000	0		2,845,000	100.00%
Use of Money & Prop	155,000	0		155,000	100.00%
Miscellaneous Revenues	1,874,000	4,954		1,869,046	
Other Financing Sources	993,897	0		993,897	100.00%
<b>Total Revenues</b>	<b>38,438,856</b>	<b>825,209</b>		<b>37,613,647</b>	<b>97.85%</b>
<b>Expenditures</b>					
Salaries and Benefits	6,931,408	814,378	\$0	6,117,029	88.25%
Services and Supplies	12,926,151	264,323	8,814,618	3,847,210	29.76%
Other Charges	5,651,318	-	159,875	5,491,443	97.17%
Capital Expenditures**	32,621,989	2,103,352	136,989	30,381,648	93.13%
Other Financing Uses	7,209,060	559,125		6,649,935	92.24%
<b>Total Expenditures</b>	<b>65,339,925</b>	<b>3,741,178</b>	<b>9,111,482</b>	<b>52,487,266</b>	<b>80.33%</b>
<b>Net Earnings (Cost)</b>	<b>(\$26,901,069)</b>	<b>(2,915,969)</b>	<b>(\$9,111,482)</b>	<b>(\$14,873,619)</b>	
Beginning fund balance		102,817,879			
<b>Ending Fund Balance</b>		<b>99,901,910</b>			

Note: Sales tax collected as of August 31, 2022 was \$865,015. Current collections are -5.17% below the prior year. There continue to be collection and timing issues with CDTFA.

(California Department of Tax and Fee Administration)

\*\*Capital expenditure breakdown

Soda Springs Ranch	\$	2,103,352
	\$	<u>2,103,352</u>

			Project Evaluation	Initiating Project	Due Dilligence	Project Structure	CE Negotiations	Appraisal Process	FOC	BOD	Escrow/Closing		
Conservation Easement Project Name	Acreage (approx)	Sup. District	Step 1	Step 2				Step 3			Step 4	Status	Comments
Abril Ranch	1,929	4										On-Hold	Stalled due to federal mineral rights ownership
Armstrong Redwoods State Natural Reserve - Ayers Addition	320	5										Approvals/Baseline	Anticipated BOD date: 12/5
Baumert Springs	372	5										Negotiating CE	FOC date 11/2 anticipated BOD date 12/12
Bavarian Lion Vineyards	1,858	4										Initiating Project	Initiaiting Project
Bianchi Family	633	5										Initiating Project	Initiating Project
Big Sulphur Creek (Krasilsa)	507	4										Initiating Project	Initiating Project
Blucher Creek Headwaters	212	5										Initiating Project	Project back to active - initiating project structure
Chanslor Ranch (fee acquisition)	378	5									+	Approvals/Baseline	Final negotiation
Crawford Gulch	92	5										Initiating Project	Project Structure - development
Deniz Ernest & Beverly Trust	217	2										Initiating Project	Project Structure - development
Deniz Family Farm	315	2										Initiating Project	Project Structure - development
Denner Ranches	489	5										Approvals/Baseline	Finalizing baseline and escrow instructions
Diamond W Ranch	849	2										Negotiating CE	Project Structure - CE drafting
Gillis Ranch Preserve	139	2 & 5										Escrow/Closing	Estimated closing date: 10/20
Hood Mountain Regional Park & Open Space Preserve - Salt Creek Addition	989	1										Appraisal Process	FOC date 11/2 anticipated BOD date 12/12
Lafranchi (Laguna)	127	5										Approvals/Baseline	Anticipated BOD date: 12/5
Limping Turkey Ranch	158	2										Initiating Project	Initiating project
Lobban – Creekside Addition	3	1										Appraisal Process	Working on project structure
Lobban – Mark West Creek	266	1										Appraisal Process	Working on project structure
Lobban – Miyashiro Addition	5	1										Appraisal Process	Appraisal phase - appraisal under review
Mark West Wikiup Preserve	31	4										Negotiating CE	Draft Purchase and Sale (PSA) out, CE out negotiations +
McClelland Dairy	348	2										Negotiating CE	Project Structure -- negotiating CE language
McCormick Ranch - Regional Parks	253	1							+			Approvals/Baseline	FOC date 11/2 anticipated BOD date 12/12
Nolan Creek 1	317	5				+						Initiating Project	Project Structure - development
Nolan Creek 2	171	5				+						Initiating Project	Project Structure - development
Nolan Creek 3	49	5				+						Initiating Project	Project Structure - development
Peters Ranch	278	2										Initiating Project	Project Structure - development
Preston Farm	133	4										Negotiating CE	Project Structure - development and CE negotiations
Rincon Hills	218	1										Initiating Project	Project Structure - development
Rowland Mack	168	1					+					Negotiating CE	Project Structure - development and CE negotiations
Russian River Redwoods	394	5			+	+						Initiating Project	Project Structure - development
Spring Hill Ranch	579	2						+				Appraisal Process	Appraisal update. Landowner seeking ACCs.
Starrett Hill	319	5										Initiating Project	Project Structure - development
South Sonoma Mountain - Grove	369	2										Initiating Project	Initiating project



		<div><div>Project Evaluation</div><div>Initiating Project</div><div>Due Dilligence</div><div>Project Structure</div><div>CE Negotiations</div><div>Appraisal Process</div><div>FOC</div><div>BOD</div><div>Escrow/Closing</div></div>											
Conservation Easement Project Name	Acreage (approx)	Sup. District	Step 1	Step 2				Step 3			Step 4	Status	Comments
South Sonoma Mountain - Skyline	492	2				+						Initiating Project	Project Structure - development
South Sonoma Mountain - Rodgers Creek	798	1 & 2				+						Initiating Project	Project Structure - development
Willow Avenue Farm	8	2			+	+						Initiating Project	Project Structure - development
Witt Home Ranch	395	2										Initiating Project	Initiating project
Wolf Creek Ranch	1,195	5										Initiating Project	Initiating project
Total Acres		16,645											

+ indicates change in phase since last update (September 2023)

			<div>Project Evaluation</div> <div>Initiating Project</div> <div>Due Diligence</div> <div>Project Structure</div> <div>CE Negotiations</div> <div>Appraisal Process</div> <div>FOC</div> <div>BOD</div> <div>Escrow/ Closing</div> <div>Implementation + Tracking Match</div>											
Matching Grant Project Name	Acreage (approx)	Sup. District	Step 1	Step 2				Step 3			Step 4	Step 5	Status	Comments
A Place to Play	87	5											Initiating Project	Initiating project
AmeriCorps Trail	12	5											Other	Implementation - CE/RC will be recorded following trail construction.
Badger Park	20	4											Initiating Project	Site Assessment in process for project documentation
Bayer Farm Development ***	6**	3		N/A	N/A	N/A	N/A	N/A	N/A	N/A			Completed Project & Tracking Match	Reimbursement ongoing; Grant extended
Bodega Bay Trail	178	5											Initiating Project	Site Assessment in process for project documentation
Colgan Creek Phase 4 MG	4	3											Initiating Project	Accepted into program during 2022 MGP funding cycle
Crane Creek Regional Trail	75	1											Negotiating CE	Negotiating CE, Rec Covenant, Mtg to align around MGA agreement
Denman Reach	2	2											Negotiating CE	Negotiating CE
Geyserville Community Plaza	1	4		+									Initiating Project	Board approved 8/22/2023
Healdsburg Montage Park	36	4			+								Initiating Project	Getting out LOI / MGA
Helen Putnam Regional Park Extension	56	2				+							Negotiating CE	Revised LOI under review by landowner
Helen Putnam Regional Park Extension Phase 2	47	2											Negotiating CE	LOI under review by landowner
Keiser Park Expansion 2	2	4					+						Appraisal Process	Initiating appraisal review
Mark West Community Park	1	4		+									Initiating Project	Board approved 8/22/2023
Maxwell Farms	79	1											Initiating Project	Drafting Documents
Petaluma Bounty Community Farm	3	2		+									Initiating Project	Board approved 8/22/2023
Petaluma River Park	20	2											Initiating Project	Letter of intent in negotiation
River Lane***	1	5											Escrow/Closing	Moving toward close;complaintant issues; 10/25/24 extension
Roseland Creek Community Park - Phase 1c	3	3											Negotiating CE	Negotiating CE, Rec Covenant
Sonoma Schellville Trail	21	1											Initiating Project	Board approved 8/22/2023
Southeast Santa Rosa Greenway***	61	1				+							Negotiating CE	Appraisal done. Mtg w City to align docs and timeline
Steamer Landing Park Development (McNear Peninsula)	27**	2			+								Initiating Project	Initiating project
Tierra de Rosas Plaza	1	3		+									Initiating Project	Board approved 8/22/2023
Total Acres	710													

\* District approved a 2-year extension

\*\* Restoration/Development Project on previous acquisition.

\*\*\* District approved 5-year extension (MGP 2 year, fire 3 year)

+ indicates change in phase since last update (September 2023)

