



SONOMA COUNTY OPEN SPACE FISCAL OVERSIGHT COMMISSION
COMMISSIONERS

Mike Sangiacomo (Sonoma)
Todd Mendoza (Petaluma)
Regina De La Cruz (Rohnert Park)

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

REGULAR MEETING AGENDA

Virtual Meeting Due to Sonoma County's Shelter in Place Order
February 4, 2021 | 5:00 p.m.

In accordance with Executive Order N-29-20, the February 4, 2021 Fiscal Oversight Commission Meeting will be held virtually.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

***UPDATE REGARDING VIEWING AND PUBLIC PARTICIPATION IN
February 4, 2021 FISCAL OVERSIGHT COMMISSION MEETING***

The February 4, 2021 Fiscal Oversight Commission Meeting will be facilitated virtually through WebEx. Members of the public can watch or listen to the meeting using one of the three following methods:

1. Join the WebEx meeting on your computer, tablet or smartphone by clicking <https://sonomacounty.webex.com/sonomacounty/onstage/g.php?MTID=ec980305a3ea8567261deecc617aa95ea>
2. If you have a WebEx account, click Join Meeting by number: 146 279 9510 password: cows707
3. Call-in and listen to the meeting: Dial 1-844-992-4726 Enter meeting ID: 146 279 9510

Public Comment During the Meeting: You may email public comment to Sara.Ortiz@sonoma-county.org. All emailed public comments will be forwarded to all Commissioners and read aloud for the benefit of the public. Please include your name and the relevant agenda item number to which your comment refers. In addition, if you have joined as a member of the public through the WebEx app or by calling in, there will be specific points throughout the meeting during which live public comment may be made via WebEx and phone.

DISABILITY ACCOMMODATION: If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please contact Sara Ortiz by phone at (707)565-7346 or by email to Sara.Ortiz@sonoma-county.org by 12 p.m. Wednesday, February 3, 2021 to ensure arrangements for accommodation.

END OF UPDATE

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 Report

Caryl Hart | Interim General Manager

7. Approval of Commission Minutes Attachment 1

January 7, 2021

8. Financial Report Attachment 2

Julie Mefferd | Administrative & Fiscal Services Manager

9. Vital Lands Initiative Acquisition Update

Misti Arias | Acquisiton Program Manager

10. Ad Hoc Committee Reports

Annual Report/Audit Report Review (Anderson, Owen)

Matching Grant Program (Anderson/Sangiacomo)

ASAP Matching Grant Program (De La Cruz/ Koenigshofer)

Real Estate Options (Koenigshofer /Owen)

Fire Recovery Review (Anderson/Koenigshofer)

11. Suggested Next Meeting

March 4, 2021

12. Adjournment

AGENDAS AND MATERIALS: Agendas and most supporting materials are available on the District's website at 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 after Sonoma County health officials lift the Shelter in Place order.

SUPPLEMENTAL MATERIALS: Materials related to an item on this agenda submitted to the Commission/Committee after distribution of the agenda packet will be posted on the District's website and made available for public inspection at the District office at 747 Mendocino Avenue, Santa Rosa, CA during normal business hours after Sonoma County health officials lift the Shelter in Place order. You may also email Sara.Ortiz@sonoma-county.org for materials.





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UNAPPROVED MINUTES

Virtual Meeting Due to Sonoma County's Shelter in Place Order

January 7, 2021 | 5:00 pm

COMMISSIONERS PRESENT: Eric Koenigshofer (Chair), Mike Sangiacomo (Vice Chair), Regina de la Cruz, Jeff Owen, Todd Mendoza (Chair Pro Tempore), Bob Anderson

STAFF PRESENT: Caryl Hart, Interim General Manager; Lisa Pheatt, County Counsel; Julie Mefferd, Administrative and Fiscal Services Manager; Sara Ortiz, Administrative Aide.

PUBLIC PRESENT:

1. Call to Order

Commissioner Anderson called the meeting to order at 5:05 p.m.

2. Election of Officers

Commissioner Koenigshofer was elected Chair.

Commissioner Sangiacomo was elected Vice Chair.

Commissioner Mendoza was elected Chair Pro Tempore.

Following the election, Commissioner Koenigshofer chaired the meeting.

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

There was none.

4. General Announcements Not Requiring Deliberation or Decision

Caryl announced that the Vital Lands Initiative will go before the Board of Directors on January 26, 2021 for approval. The Estero Americano Preserve IPAOM funding request will go before the Board of Directors on February 9, 2021 for approval.

5. Public Comment

6. Correspondence/Communications

Fiscal Oversight Commission will sign a joint resolution with the Advisory Committee recognizing Bill Keene's work, to be presented at the January 28, 2021 meeting of the Advisory Committee.

7. Approval of Commission Minutes

On a motion by Anderson and a second by Commissioner De La Cruz, the December 10, 2020 minutes were approved.

8. Financial Report

Julie Mefferd reviewed the monthly financial statements for November 2020.

9. Ad Hoc Committee Reports

Commissioner De La Cruz reported that the ASAP Matching Grant Program subcommittee has met. There are 13 applications, with 4 non-responsive proposals that are outside the scope of the application.

10. Creation of Ad Hoc Committees for 2021 and Assignment of Commissioners

Annual Report/Audit Report Review (Anderson, Owen)

Matching Grant Program (Anderson/Sangiacomo)

ASAP Matching Grant Program (De La Cruz/ Koenigshofer)

Real Estate Options (Koenigshofer /Owen)

Fire Recovery Review (Anderson/Koenigshofer)

11. Review of Rules of Governance

Non-substantive edits made to Rule 16.

12. Suggested Next Meeting

February 4, 2021

13. Adjournment

The meeting was adjourned at 7:28 p.m.

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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 Mary Dodge at 707-565-7349, as soon as possible to ensure arrangements for accommodation.



Attachment 2

Sonoma County Agricultural Preservation and Open Space District
Consolidated Balance Sheet - District and OSSTA Funds
December 31, 2020

Assets

Cash and Investments	\$67,000,181
Accounts Receivable	900
Other Current Assets	0
Intergovernmental Receivables	10,000

Total Assets	<u>\$67,011,082</u>
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Liabilities and Fund Balance

Current Payables	\$2,420
Other Current Liabilities	76,599
Due to Other Governments	0
Deferred Revenue	10,000
Long-Term Liabilities	0

Total Liabilities	<u>89,019</u>
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Fund Balance

Nonspendable - Prepaid Expenditures	1,988
Restricted - District Activities	66,920,075
Total Fund Balance	66,922,063

Total Liabilities and Fund Balance	<u>\$67,011,082</u>
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Cash by Fund

OSSTA - Measure F	\$53,939,127
Open Space District	3,990,687
Fiscal Oversight Commission	10,561
Stewardship Reserve*	0
Cooley Reserve	155,661
Operations and Maintenance	8,903,994

Total Cash by Fund	<u>\$67,000,031</u>
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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 one month ended December 31, 2020
50% of Year Complete

	Budget Final	Actual Year to Date	Encumbrances Year to Date	Remaining Balance	% of Budget Remaining
Revenues					
Tax Revenue *	\$25,893,797	\$9,722,184		\$16,171,613	62.45%
Intergovernmental	5,375,000	109,891		5,265,109	97.96%
Use of Money & Prop	345,000	(176,517)		521,517	151.16%
Miscellaneous Revenues	2,255,500	26,443		2,229,057	
Other Financing Sources	1,131,297	23,077		1,108,220	97.96%
Total Revenues	35,000,594	9,705,078		25,295,516	72.27%
Expenditures					
Salaries and Benefits	5,233,016	2,179,471		3,053,545	58.35%
Services and Supplies	12,108,847	1,285,251	\$6,062,523	4,761,072	39.32%
Other Charges	5,132,772	126,657	1,757,262	3,248,853	63.30%
Capital Expenditures**	30,457,039	2,161,371	225,102	28,070,567	92.16%
Other Financing Uses	8,647,974	3,216,848		5,431,126	62.80%
Total Expenditures	61,579,648	8,969,598	8,044,887	44,565,164	72.37%
Net Earnings (Cost)	(\$26,579,054)	735,481	(\$8,044,887)	(\$19,269,648)	
Beginning fund balance		66,186,583			
Ending Fund Balance		66,922,063			

Note: Sales tax collected as of December, 2019 was \$8,340,514. Current collections are 16.57% over the prior year. There continue to be collection and timing issues with CDTFA and COVID relief programs.

(California Department of Tax and Fee Administration)

Note: Negative Use of Money and Property relates to the amortization of gains and losses of investments, not the rate of return.

** Capital expenditure breakdown

Torr	\$2,107,687
CIP	\$53,684
	<u>\$2,161,371</u>