



SONOMA COUNTY OPEN SPACE FISCAL OVERSIGHT COMMISSION  
**COMMISSIONERS**

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

Bob Anderson (Healdsburg)  
Jorge Inocencio (Santa Rosa)  
Jeff Owen (Alternate)

**REGULAR MEETING AGENDA**

Virtual Meeting Due to Sonoma County's Shelter in Place Order  
July 15, 2021 | 5:00 p.m.

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**In accordance with Executive Order N-29-20, the July 15, 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  
July 15, 2021 FISCAL OVERSIGHT COMMISSION MEETING\***

The July 15, 2021 Fiscal Oversight Commission Meeting will be facilitated virtually through Zoom. Members of the public can watch or listen to the meeting using one of the three following methods:

1. Join the Zoom webinar on your computer, tablet or smartphone by clicking <https://sonomacounty.zoom.us/j/99948719920?pwd=OHdlR2lEVEVDdERyTnZzcVJsSXk3dz09> password: cows707
2. If you have a Zoom account, click Join Meeting by number: 999 4871 9920 password: cows707
3. Call-in and listen to the meeting: Dial (669) 900-9128 Enter meeting ID: 999 4871 9920

**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 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 Zoom app or by calling in, there will be specific points throughout the meeting during which live public comment may be made via Zoom 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](mailto:Sara.Ortiz@sonoma-county.org). by 12 p.m. Wednesday, July 14, 2021 to ensure arrangements for accommodation.

**\*END OF UPDATE\***

1. **Call to Order**
2. **Election of Officers**
3. **Agenda Items to be Held or Taken Out of Order; Off- Agenda Items**
4. **General Announcements Not Requiring Deliberation or Decision**
5. **Public Comment**  
The Brown Act requires that time be set aside for public comment on items not agendized.
6. **Correspondence/ Communications**
7. **General Manager Report**  
Misti Arias | General Manager
8. **Approval of Commission Minutes Attachment 1 Attachment 2**  
April 15, 2021 | May 20, 2021
9. **Financial Report Attachment 3**  
Julie Mefferd | Administrative & Fiscal Services Manager
10. **FOC Fund**  
Julie Mefferd | Administrative & Fiscal Services Manager
11. **Review of Current Ad Hoc Committees and Assignment of Commissioners**  
Annual Report/Audit Report Review (Anderson, Owen)  
Matching Grant Program (Anderson/Sangiaco)  
ASAP Matching Grant Program (De La Cruz)  
Real Estate Options (Owen)  
Fire Recovery Review (Anderson)
12. **Suggested Next Meeting**  
August 5, 2021
13. **Adjournment**

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**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](mailto:Sara.Ortiz@sonoma-county.org) for materials.

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## ATTACHMENT 1



### 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)

## UNAPPROVED MINUTES

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

April 15, 2021 | 5 : 0 0 pm

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**COMMISSIONERS PRESENT:** Eric Koenigshofer (Chair), Mike Sangiacomo (Vice Chair), Todd Mendoza (Chair Pro Tempore), Bob Anderson

**STAFF PRESENT:** Caryl Hart, Interim General Manager; Misti Arias, Interim Assistant General Manager; Jennifer Kuszmar, Interim Acquisition Manager; Julie Mefferd, Administrative and Fiscal Services Manager; Sara Ortiz, Administrative Aide; Sheri Emerson, Stewardship Manager; Jacob Newell, Stewardship Specialist; Louisa Morris, Acquisition Specialist; Lisa Pheatt, Deputy County Counsel.

**PUBLIC PRESENT:** Bert Whitaker, Steve Ehret, Amy Chesnut, Elizabeth Tyree – all from Regional Parks

**1. Call to Order**

Commissioner Koenigshofer called the meeting to order at 5:02 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**

Caryl Hart announced that California Coastal Conservancy is offering grants for vegetation management for CEQA compliant or exempt projects.

**4. Public Comment**

There was none.

**5. Correspondence/ Communications**

There was none.

**6. General Manager Report Out**

Caryl Hart and Misti Arias announced that there will be no ASAP Matching Grant Program Round 2. The Vegetation Management position will be going to the board June 8<sup>th</sup> for a position within Ag + Open Space funded by PG&E settlement. Chair Koenigshofer asked for a Kincadee fire update.

**7. Approval of Commission Minutes**

On a motion by Commissioner Anderson and a second by Commissioner Owen, the March 4, 2021 minutes were approved with the correction that Misti Arias gave the General Manager's report and not Caryl Hart.

**8. Financial Report**

Julie Mefferd reviewed the monthly financial statements for February 2021 and will look into liabilities to other governments (\$8).

**9. Ad Hoc Committee Reports**

No reports this month.

**10. Wright Hill Ranch Initial Public Access, Operation and Maintenance**

Louisa Morris gave an IPAOM presentation regarding Wright Hill Ranch. The Commissioners had questions regarding parking, camping, and how the public will access the property. Bert Whitaker, Regional Parks Director, answered questions.

**11. Calabazas Creek Open Space Preserve Public Access, Operation and Maintenance**

Louisa Morris gave an IPAOM presentation regarding Calabazas Creek. The Commissioners had questions regarding camping and how many people will be allowed on the property for special events. Bert Whitaker answered that this property offers a low-cost opportunity to spend the evening in the Sonoma Valley. There is no connection to Sugarloaf State Park, interested parties are waiting on a willing seller to connect the properties. There will be 4 total campsites, not determined where on the property yet or how big the camping envelope is. The quarry will be a site for parking and 6 acre building envelope.

**12. Closed Session**

The Commission adjourned to Closed Session at 6:22 pm.

**13. Report Out of Closed Session**

The Commission reconvened to Open Session at 7:14 p.m. and reported the following:

**Resolution 2021-001**

On a motion by Commissioner Anderson and second by Commissioner Mendoza the Commission determined that the value to be received by the District for the conveyance of the fee interest in the Calabazas Creek Open Space Preserve to the County of Sonoma satisfies the fair market value standard.

**Resolution 2021-002**

On a motion by Commissioner Anderson and second by Commissioner Sangiacomo the Commission determined that the value to be received by the District for the conveyance of the fee interest in the Wright Hill Ranch to the County of Sonoma satisfies the fair market value standard.

**Resolution 2021-003**

On a motion by Commissioner Anderson and second by Commissioner Sangiacomo the Commission determined that the value to be received by the District for its agreement to subordinate its conservation easement interest to a slope and drainage easement needed by the County of Sonoma to conduct emergency repairs to Pine Flat Road satisfies the fair market value standard.

**14. Suggested Next Meeting**

May 6, 2021

**15. Adjournment**

The meeting was adjourned at 7:57 p.m.



## ATTACHMENT 1



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## ATTACHMENT 2



### 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)

## UNAPPROVED MINUTES

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

May 20, 2021 | 5 : 0 0 pm

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

**STAFF PRESENT:** Misti Arias, General Manager; Julie Mefferd, Administrative and Fiscal Services Manager; Sara Ortiz, Administrative Aide; Sheri Emerson, Stewardship Manager; Jennifer Kuszmar, Interim Acquisition Manager; Lisa Pheatt, Deputy County Counsel.

**PUBLIC PRESENT:** Steve Rabinowitsh, Advisory Committee; Neysa Hinton, Advisory Committee

**1. Call to Order**

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

**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**

Misti Arias | General Manager

**7. Resolution of Appreciation for Eric Koenigshofer**

**Resolution 2021-004**

Vice Chair Sangiacomo read the resolution of appreciation. Each Commissioner spoke in praise of Commissioner Koenigshofer, especially pointing out his addition to the Commission as a former County Supervisor and as a practicing attorney, dedication to open space and the people of West County, and insight into County government. Staff also thanked Commissioner Koenigshofer for his service.

**8. Suggested Next Meeting**

June 3, 2021

**9. Adjournment**

The meeting was adjourned at 5:28 pm.

## ATTACHMENT 2

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### ATTACHMENT 3

Sonoma County Agricultural Preservation and Open Space District  
Consolidated Balance Sheet - District and OSSTA Funds  
May 31, 2021

**Assets**

Cash and Investments	\$69,631,659
Accounts Receivable	0
Other Current Assets	525
Intergovernmental Receivables	0

<b>Total Assets</b>	<u><u>\$69,632,184</u></u>
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**Liabilities and Fund Balance**

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

<b>Total Liabilities</b>	<u><u>76,599</u></u>
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**Fund Balance**

Nonspendable - Prepaid Expenditures	1,988
Restricted - District Activities	69,553,597
Total Fund Balance	69,555,585

<b>Total Liabilities and Fund Balance</b>	<u><u>\$69,632,184</u></u>
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**Cash by Fund**

OSSTA - Measure F	\$56,841,938
Open Space District	3,836,661
Fiscal Oversight Commission	6,836
Stewardship Reserve*	0
Cooley Reserve	156,215
Operations and Maintenance	8,789,859

<b>Total Cash by Fund</b>	<u><u>\$69,631,509</u></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 3

Sonoma County Agricultural Preservation and Open Space District  
Consolidated District and OSSTA Budget to Actual  
For the one month ended May 31, 2021  
92% of Year Complete

	Budget Final	Actual Year to Date	Encumbrances Year to Date	Remaining Balance	% of Budget Remaining
<b>Revenues</b>					
Tax Revenue *	\$25,893,797	\$21,095,490		\$4,798,307	18.53%
Intergovernmental	5,375,000	207,398		5,167,602	96.14%
Use of Money & Prop	345,000	62,804		282,196	81.80%
Miscellaneous Revenues	2,255,500	37,044		2,218,456	
Other Financing Sources	1,131,297	23,077		1,108,220	97.96%
<b>Total Revenues</b>	<b>35,000,594</b>	<b>21,425,813</b>		<b>13,574,781</b>	<b>38.78%</b>
<b>Expenditures</b>					
Salaries and Benefits	5,233,016	4,260,376		972,640	18.59%
Services and Supplies	12,108,847	2,425,261	\$4,555,726	5,127,860	42.35%
Other Charges	5,132,772	277,128	1,772,140	3,083,505	60.07%
Capital Expenditures**	30,457,039	4,664,447	212,096	25,580,496	83.99%
Other Financing Uses	8,647,974	6,429,599		2,218,375	25.65%
<b>Total Expenditures</b>	<b>61,579,648</b>	<b>18,056,810</b>	<b>6,539,961</b>	<b>36,982,877</b>	<b>60.06%</b>
<b>Net Earnings (Cost)</b>	<b>(\$26,579,054)</b>	<b>3,369,003</b>	<b>(\$6,539,961)</b>	<b>(\$23,408,095)</b>	
Beginning fund balance		66,186,583			
<b>Ending Fund Balance</b>		<b>69,555,585</b>			

Note: Sales tax collected as of May 31, 2020 was \$19,115,404. Current collections are 10.36% 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
Mattos Dairy	\$2,468,758
CIP	\$88,002
	<u>\$4,664,447</u>