

# 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  
747 Mendocino Avenue – Suite 100, Santa Rosa, CA 95401  
July 19, 2018 5:00 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.**  
The Brown Act requires that time be set aside for public comment on items not agendized.
5. **Correspondence/Communication.**
6. **Approval of Commission Minutes.**  
Minutes of May 3, 2018 [Attachment 1]
7. **Financial Report.**  
Consolidated Financial Statements - April 2018, May 2018 [Attachment 2]
8. **Ad Hoc Committee Reports.**  
Annual Report/Audit Report Review (Anderson, Owen)  
Matching Grant Program (Koenigshofer/Owen)  
Stewardship Reserve and Finances (Mendoza, Sangiacomo)  
Real Estate Options (Mendoza/Owen)  
Fire Recovery Review (Anderson/Koenigshofer)
9. **“Possibilities & Challenges”**  
Presentation by Sonoma County Regional Parks  
Bert Whitaker, Director
10. **Closed Session.**  
**Conference with Real Property Negotiator** [Attachment 3]  
Property: Graton Community Park  
Address: 3000 Edison Street, Graton  
APNs: Portions of 130-150-005, -006

Owner: Orrin Thiessen

Negotiating Parties:

Owners' Representative: Orrin and Terri Thiessen

District's Representative: William J. Keene, General Manager

Under Negotiation:

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

**Conference with Real Property Negotiator**

Property: River Lane

[Attachment 4]

Address: 17448 River Lane, Guerneville

APN: 071-220-068

Owner: Sweetwater Springs Water District

Negotiating Parties:

Owners' Representative: Paige MacDonnell, Administrator, Russian River Recreation and Park District

District's Representative: William J. Keene, General Manager

Under Negotiation:

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

**Conference with Real Property Negotiator**

[Attachment 5]

Property: Donnell

Address: 26650 Arnold Drive, Sonoma

APNs: 068-070-006, 068-080-006, 128-451-010, 142-091-003 and 004, and 142-111-004 through -006

Owners: Bruce Donnell

Negotiating Parties:

Owners' Representative: Justin Faggioli

District's Representative: William J. Keene, General Manager

Under Negotiation:

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

11. **Report on Closed Session.**

12. **Suggested Next Meeting.** August 2, 2018

13. **Adjournment.**

**AGENDAS AND MATERIALS:** Agendas and most supporting materials are available on the District'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 are 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/Committee after distribution of the agenda packet are available for public inspection at the District office at 747 Mendocino Avenue, Santa Rosa, CA during normal business hours.

**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 Sue Jackson at 707-565-7346, as soon as possible to ensure arrangements for accommodation.

**SONOMA COUNTY OPEN SPACE  
FISCAL OVERSIGHT COMMISSION**

**COMMISSIONERS**

**Mike Sangiacomo (Sonoma)**  
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**Jeff Owen (Alternate)**

**UNAPPROVED**

**Minutes for the Meeting of May 3, 2018**

Commissioners Present: Mike Sangiacomo (Chair), Eric Koenigshofer (Chair Pro Tem), Bob Anderson, Regina De La Cruz, Jeff Owen (Alternate)

Staff Present: Bill Keene, General Manager; Mary Dodge, Administrative and Fiscal Services Manager; Stuart Martin, Land Acquisition Specialist; Lisa A. Pheatt, Counsel; Sue Jackson, Deputy Clerk.

1. **Call to Order.**

Commissioner Sangiacomo called the meeting to order at 5:03p.m.

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:

- McCullough Phase 2 Acquisition, Regional Conservation Partnership Program Grant Update, Cooley Ranch Conservation Easement Amendment, and NASA Rapid Response Grant will go before the Board of Directors for approval on May 22, 2018.
- Wendle Acquisition is scheduled to go before the Board of Directors for approval on July 10, 2018.
- "Open Road" with Doug McConnell will air on NBC Bay Area on May 6<sup>th</sup> at 6:30 pm. This episode features Calabazas Creek Open Space Preserve, the Cresta and McCullough properties and Glen Oaks Ranch. Monica Delmartini, Stewardship Planner and fire ecologist, will discuss the impact of the October 2017 Sonoma Complex Fires.

4. **Public Comment.**

There was none.

5. **Correspondence/Communication.**

There was none.

6. **Approval of Minutes.**

On a motion by Commissioner Anderson and second by Alternate Commissioner Owen, the March 22, 2018 minutes were approved as submitted, with Commissioner De La Cruz abstaining.

On a motion by Alternate Commissioner Owen and second by Commissioner Koenigshofer, the April 5, 2018 minutes were approved as submitted, with Commissioner De La Cruz abstaining.

7. **Financial Report.**

Mary Dodge reviewed the District and OSSTA Funds for March 31, 2018, as well as the Consolidated District and OSSTA Budget to Actual for the nine months ending March 31, 2018.

8. **Ad Hoc Committee Reports.**

- Annual Report/Audit Review (Anderson/Owen) – Nothing to report
- Matching Grant Program (Koenigshofer/Owen) – Nothing to report
- Stewardship Reserve and Finances (Mendoza/ Sangiacomo) – Nothing to report
- Real Estate Options (Mendoza/Owen) – Nothing to report
- Fire Recovery Review (Anderson/Koenigshofer) – Nothing to report

9. **Closed Session.**

The Commission adjourned to Closed Session at 5:26 p.m.

10. **Report on Closed Session.**

The Commission reconvened to Open Session at 6:35 p.m. and reported the following:

Mattos Dairy Property

**Resolution 2018-004**

On a motion by Commissioner Koenigshofer and second by Commissioner Anderson, the Commission determined that the acquisition price for the purchase of a conservation easement over the Mattos Dairy property does not exceed fair market value.

12. **Suggested Next Meeting.** June 7, 2018

11. **Adjournment.**

The meeting was adjourned at 6:38 p.m.

Respectfully submitted,

Sue Jackson

Deputy Clerk

FOC Unapproved Minutes 05-03-18

**ATTACHMENT 1**

Sonoma County Agricultural Preservation and Open Space District  
Consolidated Balance Sheet - District and OSSTA Funds  
April 30, 2018

<b>Assets</b>	
Cash and Investments	\$67,015,476
Accounts Receivable	
Prepaid Expenditures	
Other Current Assets	75,000
Intergovernmental Receivables	35,316
<b>Total Assets</b>	<u><u>\$67,125,792</u></u>
<b>Liabilities and Fund Balance</b>	
Current Payables	\$41,350
Customer Deposits	35,287
Long-Term Liabilities	30,000
<b>Total Liabilities</b>	<u><u>106,637</u></u>
<b>Fund Balance</b>	
Nonspendable - Prepaid Expenditures	
Restricted - District Activities	67,019,155
<b>Total Fund Balance</b>	<u><u>67,019,155</u></u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$67,125,792</u></u>

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<b>Cash by Fund</b>	
OSSTA - Measure F	\$58,165,449
Open Space District	3,833,800
Fiscal Oversight Commission	2,743
Stewardship Reserve*	
Cooley Reserve	151,183
Operations and Maintenance	4,862,301
<b>Total Cash by Fund</b>	<u><u>\$67,015,476</u></u>

\*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 recommended a funding strategy of using the seven year shortened bond term of \$7.5 million in debt service to fund the Stewardship Reserve beginning in FY2024-25. FOC Minute Order #13 dated May 14, 2015 reflects this recommendation.

Sonoma County Agricultural Preservation and Open Space District  
 Consolidated District and OSSTA Budget to Actual  
 For the ten months ended April 30, 2018  
 83% of Year Complete

	Budget	Actual	Encumbrances	Remaining	% of budget
	Final	Year to Date	Year to Date	Balance	Remainin g
<b>Revenues</b>					
Tax Revenue	\$23,043,630	\$16,179,752		\$6,863,878	29.79%
Intergovernmental	6,304,363	116,538		6,187,825	98.15%
Use of Money & Prop	390,000	865,141		(475,141)	-121.83%
Miscellaneous Revenues	750,000	95,282		654,718	
Other Financing Sources	685,980	85		685,895	99.99%
<b>Total Revenues</b>	<b>31,173,973</b>	<b>17,256,798</b>		<b>13,917,175</b>	<b>44.64%</b>
<b>Expenditures</b>					
Salaries and Benefits	4,298,999	3,084,158		1,214,841	28.26%
Services and Supplies	7,665,010	2,520,709	\$272,977	4,871,324	63.55%
Other Charges	4,353,724	145,110	2,503,832	1,704,782	39.16%
Capital Expenditures	25,366,642	1,899,591	388,728	23,078,323	90.98%
Other Financing Uses	8,186,190	6,302,590		1,883,600	23.01%
<b>Total Expenditures</b>	<b>49,870,565</b>	<b>13,952,158</b>	<b>3,165,537</b>	<b>32,752,870</b>	<b>65.68%</b>
<b>Net Earnings (Cost)</b>	<b>(\$18,696,592)</b>	<b>3,304,640</b>	<b>(\$3,165,537)</b>	<b>(\$18,835,695)</b>	
Beginning fund balance		63,714,515			
<b>Ending Fund Balance</b>		<b>\$67,019,155</b>			

Note: Sales tax collected as of April 30, 2017 was \$15,314,876. Current collections are 5.6% over the prior year.

Sonoma County Agricultural Preservation and Open Space District  
Consolidated Balance Sheet - District and OSSTA Funds  
May 30, 2018

<b>Assets</b>	
Cash and Investments	\$66,091,164
Accounts Receivable	
Prepaid Expenditures	
Other Current Assets	76,670
Intergovernmental Receivables	34,317
<b>Total Assets</b>	<u><u>\$66,202,151</u></u>
 <b>Liabilities and Fund Balance</b>	
Current Payables	\$15,983
Customer Deposits	34,085
Long-Term Liabilities	30,000
<b>Total Liabilities</b>	<u>80,068</u>
 <b>Fund Balance</b>	
Nonspendable - Prepaid Expenditures	
Restricted - District Activities	66,122,083
<b>Total Fund Balance</b>	<u>66,122,083</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$66,202,151</u></u>

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<b>Cash by Fund</b>	
OSSTA - Measure F	\$58,165,713
Open Space District	2,980,920
Fiscal Oversight Commission	1,469
Stewardship Reserve*	
Cooley Reserve	150,020
Operations and Maintenance	4,793,042
<b>Total Cash by Fund</b>	<u><u>\$66,091,164</u></u>

\*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 recommended a funding strategy of using the seven year shortened bond term of \$7.5 million in debt service to fund the Stewardship Reserve beginning in FY2024-25. FOC Minute Order #13 dated May 14, 2015 reflects this recommendation.

Sonoma County Agricultural Preservation and Open Space District  
Consolidated District and OSSTA Budget to Actual  
For the eleven months ended May 30, 2018  
92% of Year Complete

	Budget	Actual	Encumbrances	Remaining	% of budget
	Final	Year to Date	Year to Date	Balance	Remaining
<b>Revenues</b>					
Tax Revenue	\$23,043,630	\$16,180,016		\$6,863,614	29.79%
Intergovernmental	6,304,363	116,538		6,187,825	98.15%
Use of Money & Prop	390,000	865,141		(475,141)	-121.83%
Miscellaneous Revenues	750,000	109,747		640,253	
Other Financing Sources	685,980	85		685,895	99.99%
<b>Total Revenues</b>	<b>31,173,973</b>	<b>17,271,527</b>		<b>13,902,446</b>	<b>44.60%</b>
<b>Expenditures</b>					
Salaries and Benefits	4,298,999	3,520,761		778,238	18.10%
Services and Supplies	7,665,010	2,919,094	\$1,192,876	3,553,040	46.35%
Other Charges	4,353,724	180,736	2,468,206	1,704,782	39.16%
Capital Expenditures	25,366,642	1,940,779	342,402	23,083,461	91.00%
Other Financing Uses	8,186,190	6,302,589		1,883,601	23.01%
<b>Total Expenditures</b>	<b>49,870,565</b>	<b>14,863,959</b>	<b>4,003,484</b>	<b>31,003,122</b>	<b>62.17%</b>
<b>Net Earnings (Cost)</b>	<b>(\$18,696,592)</b>	<b>2,407,568</b>	<b>(\$4,003,484)</b>	<b>(\$17,100,676)</b>	
Beginning fund balance		63,714,515			
<b>Ending Fund Balance</b>		<b>\$66,122,083</b>			

Note: Due to the slowness of payment by the BOE and preparation for year end, no sales tax is recorded for May