

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
April 6, 2017 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.** [Attachment 1]
7. **Financial Report.** [Attachment 2]
8. **AdHoc Committee Reports.**
 - Audit Review (Anderson/Owen)
 - Finance/Investment (Sangiacomo/Owen)
 - Matching Grant Program (De La Cruz/Owen)
 - District Office Location Scenarios (Anderson/Koenigshofer)
9. **Founders Film.**
10. **Stewardship Reserve Fund Calculation.**
11. **Closed Session.** [Attachment 3]
Conference with Property Manager
Property: Lang Exchange
Address: 3115 Porter Creek Road, Santa Rosa
APNs: 079-020-048, 079-020-049
Owner: Safari West, Inc., Peter Lang and Nancy Anne Lang
Negotiating Parties:
Owners' Representative: Rob Schepergerdes
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*)

12. **Report on Closed Session.**
13. **Suggested Next Meeting.** May 4, 2017
14. **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 March 2, 2017

Commissioners Present: Todd Mendoza, Chair; Mike Sangiacomo, Chair Pro Tem; Bob Anderson, Eric Koenigshofer; Jeff Owen, Alternate.

Staff Present: Bill Keene, General Manager; Mary Dodge, Administrative & Fiscal Services Manager; Misti Arias, Acquisition Program Manager; Sheri Emerson, Stewardship Program Manager; Stuart Martin, Land Acquisition Specialist; Kathleen Marsh, Stewardship Coordinator; Lisa Pheatt, Deputy County Counsel; Sue Jackson, Deputy Clerk/Recorder.

1. **Call to Order.**

Commissioner Mendoza called the meeting to order at 5:00 pm.

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:

- Cresta Ranch - Staff discovered a cannabis grow in a remote area on the property. The District and Regional Parks is applying for grant funding to provide a portion of the cost of the clean-up. The clean-up is expected to occur this spring or summer.
- Howlett Forest Conservation Easement - The purchase was approved by the Board of Directors on February 21, 2017. The conservation easement is over a 1,380-acre property with significant stands of old growth redwood and Douglas fir, and over 5 miles of streams that are within the Gualala River Watershed.
- The Vital Lands Initiative - Community Meetings will be held throughout the County from 6:00 pm – 8:00 pm on the following dates, at the following locations:
 - March 14 – Healdsburg Community Center
 - March 15 – El Molino High School Library, Forestville
 - March 21 – Petaluma Community Center
 - March 29 – Santa Rosa Veterans Building
 - March 30 – Finnish American Heritage Hall, Sonoma
- Stewards Point Ranch Conservation Easement and Howlett Forest Conservation Easement - The Press Democrat published feature articles on these properties.

Fiscal Oversight Commission Unapproved Minutes 03.02.17

ATTACHMENT 1

- HDL (Hinderliter, deLlamas & Associates) – Our consultant reported that FY2016-2017 Q3 sales revenue is above estimates.
 - Upcoming Board of Directors items -
 - March 28 – Property Maintenance, Repair, and Management Services Agreement
 - April 25 – Recommendation for Audit Services and Contract
4. **Public Comment.**
There was none.
 5. **Correspondence/Communication.**
There was none.
 6. **Approval of Commission/Advisory Committee Joint Meeting Minutes.**
On a motion by Commissioner Anderson and second by Commissioner Sangiacomo, the minutes of January 26, 2017 were approved as submitted.
 7. **Approval of Commission Minutes.**
On a motion by Commissioner Anderson and second by Commissioner Sangiacomo, the minutes of the February 9, 2017, were approved as corrected.
 8. **Financial Report.**
Mr. Keene and Ms. Dodge presented (1) the Consolidated Balance Sheet – District and OSSTA Funds for January 31, 2017, and (2) the Preliminary Consolidated District and OSSTA Budget to Actual for the seven months ended January 31, 2017.
 9. **Mitigation Guidelines Review.** (continued from February 9, 2017 meeting)
Ms. Emerson summarized the discussions to date and the Commission continued discussion, with a focus on the criteria for evaluating mitigation proposals. Commissioner Anderson provided a revised version of the staff guidelines for consideration. The discussion concluded with the Commission’s recommendation that *Criterion #5. The proposed project must not present a risk to public support for the District* be eliminated because it is addressed in *Criterion 2. The proposed project must be aligned with the District’s objectives and goals.*
 10. **Closed Session.**
The Commission adjourned to closed session at 6.25 pm.
 11. **Report on Closed Session.**
The Commission reconvened to Open Session at 8:10 pm and reported the following:

Lang Exchange
The Commission requested that additional information be provided prior to making a decision on the item. No action was taken. The item was continued to April 6, 2017 for further discussion.

12. **Suggested Next Meeting.** April 6, 2017

13. **Adjournment.**

The meeting adjourned at 8:15 pm.

Respectfully submitted,

Sue Jackson
Deputy Clerk

Sonoma County Agricultural Preservation and Open Space District
 Consolidated Balance Sheet - District and OSSTA Funds
 February 28, 2017

Assets	
Cash and Investments	\$62,434,905
Unrealized Gains and Losses	
Prepaid Expenditures	949
Other Current Assets	25,000
Intergovernmental Receivables	25,626
Total Assets	<u><u>\$62,486,480</u></u>
 Liabilities and Fund Balance	
Current Payables	\$47,610
Accrued Exp/Other Current Liab	
Customer Deposits	50,000
Long-Term Liabilities	30,000
Total Liabilities	<u><u>127,610</u></u>
 Fund Balance	
Nonspendable - Prepaid Expenditures	
Restricted - District Activities	62,358,870
Total Fund Balance	62,358,870
Total Liabilities and Fund Balance	<u><u>\$62,486,480</u></u>

Cash by Fund	
OSSTA - Measure F	\$57,145,929
Open Space District	1,673,515
Fiscal Oversight Commission	23,687
Stewardship Reserve	
Cooley Reserve	148,922
Operations and Maintenance	3,442,852
Total Cash by Fund	<u><u>\$62,434,905</u></u>

Sonoma County Agricultural Preservation and Open Space District
 Consolidated District and OSSTA Budget to Actual
 For the eight months ended February 28, 2017
 66.7% of Year Complete

	Budget Final	Actual Year to Date	Encumbrances Year to Date	Remaining Balance	% of budget Remaining
Revenues					
Tax Revenue	\$21,320,000	\$11,910,028		\$9,409,972	44.14%
Intergovernmental Revenues	36,752,956	6,653,290		30,099,666	81.90%
Use of Money & Prop	495,000	208,164		286,836	57.95%
Miscellaneous Revenues		30,670		(30,670)	
Other Financing Sources	629,822	30,511		599,311	95.16%
Total Revenues	59,197,778	18,832,663		40,365,115	68.19%
Expenditures					
Salaries and Benefits	4,110,740	2,127,951		1,982,789	48.23%
Services and Supplies	7,222,727	1,856,938	\$224,856	5,140,933	71.18%
Other Charges	37,777,149	9,069,419	905,658	27,802,072	73.59%
Capital Expenditures	25,018,433	2,119,846	207,697	22,690,890	90.70%
Other Financing Uses	8,144,598	4,940,434		3,204,164	39.34%
Total Expenditures	82,273,647	20,114,588	1,338,211	60,820,848	73.93%
Net Earnings (Cost)	(\$23,075,869)	(1,281,925)	(\$1,338,211)	(\$20,455,733)	
Beginning fund balance		63,640,795			
Ending Fund Balance		\$62,358,870			

Note: Sales tax revenue is received approximately three months behind the date it is collected. Sales tax collected by February 2016 was \$11,604,909. Current collections are still a 2.7% increase from the prior year.