

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: February 5, 2019
To: Honorable Mayor and City Councilmembers
From: City Administration
Subject: Discussion of Information/Request from Sonoma County Parks for Applications for Formation of the Park's Measure Oversight Committee

Recommendation : That the City Council Receive the Information and Provide Direction to Staff
Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost:
Amount: \$

INTRODUCTION: This item is to request that the City Council Receive the Information Information/Request from Sonoma County Parks for Applications for Formation of the Park's Measure Oversight Committee and Provide Direction to Staff.

BACKGROUND:
Sonoma County voters on Nov. 6, 2018 approved Measure M, a one-eighth cent sales tax that will support Sonoma County's regional and city parks. Approved by 72.6 percent of voters, the "Sonoma County Parks Improvement, Water Quality and Fire Safety Measure" goes into effect in April 2019 and will provide dedicated funding for parks for 10 years.

Measure M will support Sonoma County and its cities with their long-term needs to maintain, protect and operate parks. The tax will generate an estimated \$11.5 million annually, with an estimated \$7.6 million a year going to Sonoma County Regional Parks and an estimated \$3.8 million a year total going to the nine cities. Measure M funds can be used to: Invest in maintenance of parks, trails, signs, buildings and other infrastructure; Improve playgrounds, sports fields, restrooms, picnic areas, and visitor centers; Improve access to parks by extending or building regional trails, bike paths, coastal trails, and river trails; Reduce wildfire risks through vegetation management; Open publicly owned parkland that is currently not accessible; Protect natural resources, including waterways and wildlife habitat; Offer recreation, education, and health programs in parks.

DISCUSSION:
An integral part of the proposed measure is its expenditure plan, which details how the revenue can be spent. The county and cities will individually determine how best to prioritize their funding projects, and a citizen oversight committee will be established to ensure funds are used as intended. The Measure's legal language establishes a citizens oversight committee to provide transparency and ensure fiscal accountability. The committee will review the receipt and expenditures of revenue generated by the parks measure and will do so in conjunction with Sonoma County's budget process. The committee will produce annual reports and present them to the Board of Supervisors at public meetings. The committee can make budget recommendations to the Board of Supervisors and city councils regarding expenditures from the parks measure. All written committee reports will be public records.

In January 2018, the City of Sebastopol received the attached letter requesting applications from the Cities for the Park's Measure Oversight Committee. Due to short deadline (February 28th), City staff reached out to Sonoma County Parks and discussed the City's concern with the deadline. County Parks provided the attached amended timeline. Although not all cities have weighed in on the timeline as of the writing of this staff report, County staff has stated that the amended timeline (as attached) will be the deadline for submission of applications (April 10th).

As per the language of Measure M, "a minimum of two of Committee members will be selected from a list of names submitted by the Mayors of Sonoma County Cities, provided such suggested names are submitted." The County Regional Parks will be using the attached application to assist the Board of Supervisors in appointing the county's five committee members. It is suggested that the cities nominate either a Councilmember or member of the public for the Oversight Committee from your city. Per the County Parks letter, they were originally requesting that those nominations be sent to Melanie Parker, Deputy Director of Regional Parks at 2300 County Center Drive Suite 120A, Santa Rosa, Ca. 95403 by February 28, 2019; however, per the Amended timeline, the deadline will be April 10th.

At tonight's meeting, the City Council should:

Determine if it is the Council's preference to have the submittal of applications be Councilmember only; or
Determine if it is the Council's preference to open the applications to the public; and if so, to direct staff to Notice the Request for Applications to the Community for Receipt of Applications for the Parks Oversight Committee with a March 5th deadline (this would allow the Council to extend the notice if needed by two weeks if applications were not received and to schedule interviews of applicants at the April 2nd City Council Meeting and provide a recommendation to the County by the April 10th deadline).

RECOMMENDATION:

That the City Council Receive the Information Information/Request from Sonoma County Parks for Applications for Formation of the Park's Measure Oversight Committee and Provide Direction to Staff whether to recommend a City Councilmember to the Oversight Committee or open the recruitment to the public and conduct interviews at a later Council meeting.

Attachment:

Letter from Sonoma County Regional Parks
Application
Amended Timeline



SONOMA
COUNTY
REGIONAL
PARKS

Bert Whitaker
DIRECTOR

January 4, 2019

Dear Colleagues:

As you know, voters approved the Parks Measure "M" this past November with 72.6% support. The resulting 1/8% sales tax will become effective April 1, 2019. The Board of Supervisors will be taking the required action to implement the measure at their January 8, 2019 meeting. Our thanks to all the cities and the elected City Council members who supported Measure M!

The purpose of this communication is to share our preliminary thoughts about our implementation of this tax measure. We look forward to your feedback in the coming weeks.

1. Formation of the Park's Measure Oversight Committee

As per the language of Measure M, "a minimum of two of Committee members will be selected from list of names submitted by the Mayors of Sonoma County Cities, provided such suggested names are submitted."

Regional Parks will be developing applications and recruitment materials to assist the Board of Supervisors in appointing the county's five committee members. We will share that material with each city should you find it helpful in selecting the person to nominate for the Oversight Committee from your city. We are requesting that those nominations be sent to Melanie Parker, Deputy Director of Regional Parks at 2300 County Center Drive Suite 120A, Santa Rosa, Ca. 95403 by February 28, 2019.

2. Establishing the Base Year General Fund Amount

As per the language of Measure M "Other than during times of financial downturn or other unexpected event, General Fund contributions, adjusted for onetime funding, should not be less than allocated for the previous fiscal year."

In the next 60 days, we will be sending a format for submittal of your base year funding for Fiscal Year 2018-2019. We anticipate asking for copies of each city's adopted budget for 2018-2019. The form will also ask for your base year general fund contribution for parks and recreation, the onetime general fund contribution for capital projects and any other onetime contributions from General Fund for parks and recreation.

3. Distribution of the Parks Measure Funds

In conversations with the Sonoma County Auditor, Controller, Treasure, Tax Collector it is our understanding that they intend to make quarterly payments to each city, based on the sales tax actual receipts for the prior quarter and based on the most current population figures available from the State Department of Finance as of July 1 each year. Since the 1/8 % additional sales tax will begin

2300

County Center Drive

Suite 120A

Santa Rosa

CA 95403

Tel: 707 5652041

Fax: 707 579 8247

www.sonomacountyparks.org

being collected on April 1, 2019, we anticipate a distribution to the cities and County Parks in the first quarter of the 2019-2020 fiscal year.

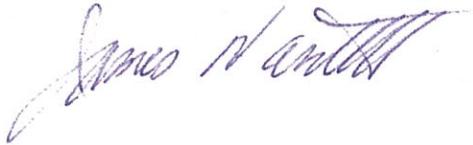
4. Maintenance of Effort

Our current thinking is that we would be contacting all cities in the first quarter of each fiscal year requesting copies of your adopted budget for that fiscal year. Again, we would be asking for information on the general fund contribution for parks and recreation, the onetime general fund contribution for capital projects and any other onetime contributions from General Fund for parks and recreation. At this time, we will also be asking for how you plan to use the Measure M funds for that new fiscal year. Although you would not be required to use the funds for those planned purposes, this would give the oversight committee an opportunity to provide feedback if they are concerned about whether any of those planned uses are consistent with purposes allowed under the Measure M language.

We would appreciate any feedback you might have on the above. Additionally, please let us know who your key contact person will be for all future communications related to Measure M.

Looking forward to working together to invest in the parks!

Sincerely,

A handwritten signature in blue ink, appearing to read "James Nantell".

James Nantell, Retired Deputy Director

A handwritten signature in blue ink, appearing to read "Melanie Parker".

Melanie Parker, Deputy Director
melanie.parker@sonoma-county.org
707-565-2355

County of Sonoma
Board of Supervisors
Boards/Commissions/Committees Application

Return Completed Application to:
575 Administration Drive, Rm. 100A
Santa Rosa, CA 95403
(707) 565-2241
(707) 565-3778 FAX

BOARD/COMMISSION/COMMITTEE OF INTEREST _____

HAVE YOU EVER ATTENDED A MEETING OF THIS BOARD/COMMISSION/COMMITTEE? YES NO

IF SO, HOW MANY? _____

NAME _____

ADDRESS _____

MAILING ADDRESS _____

HOME PHONE _____ CELL PHONE _____

BUSINESS PHONE _____ EMAIL _____

HOW MANY YEARS HAVE YOU RESIDED IN SONOMA COUNTY? _____

PRESENT OCCUPATION _____

EDUCATION:		
SCHOOL	MAJOR	GRADUATION DATE/DEGREE

COMMUNITY SERVICE EXPERIENCE:		
ORGANIZATION	DATES SERVED	POSITION

OTHER RELEVANT EXPERIENCE/EXPERTISE:

WHAT IS YOUR UNDERSTANDING OF THE ROLE AND RESPONSIBILITY OF THIS BOARD/COMMISSION/COMMITTEE?

WHICH ACTIVITIES OF THIS BOARD/COMMISSION/COMMITTEE INTEREST YOU THE MOST?

WHICH ACTIVITIES INTEREST YOU THE LEAST?

WHAT WOULD BE YOUR GOAL AS A BOARD BOARD/COMMISSION/COMMITTEE MEMBER?

WHAT DO YOU FEEL YOU COULD CONTRIBUTE TO SEE THESE GOALS REALIZED?

USE ADDITIONAL PAPER IF NECESSARY

PLEASE LIST TWO LOCAL REFERENCES AND THEIR PHONE NUMBERS:

Appointees will be required to take an Oath of Office & may be subject to filing an annual Statement of Economic Interest.

SIGNATURE

DATE

Applications will be kept on file for two years. All applications are available to the public.



Parks Measure “M” Citizen’s Oversight Committee – DRAFT Timeline

January 2019 – Circulate information to BOS and all 9 cities on the process for nominations.

April 10, 2019 – Nominations received from mayors and BOS

April, 20019 – Board item appointing all seven members, one from each district and two from the pool of nominations from the cities

May 2019 – First Meeting to adopt bylaws and conflict of interest code and review role

September 2019 – Fall committee meeting

- Review base year allocation FY 2018-19
- Compare adopted budgets for FY 2019-20 to assure Maintenance of Effort
- Review project lists for FY 2019-20 projected “M” spending

March 2020 - Spring committee meeting

- Site visit to select projects

September 2020 – Fall committee meeting

- Compare adopted budgets for FY2020-21 to base year for MOE compliance
- Review actual expenditures for FY 2019-20 and affirm compliance with “M” intent
- Review project lists for upcoming FY 2020-21

January 2021 - Winter committee meeting

- Review and adopt Annual report for FY 2019-20 Accomplishments

March 2021 – Spring committee meeting

- Site visit to select projects

Future years

Fall, Winter, Spring meetings in this manner

- Fall = Approve MOE compliance; Approve actual expenditures; preview upcoming projects
- Winter=Annual Report on previous year’s accomplishments
- Spring=Site visits and other business as needed