



County of Sonoma

State of California

Date: August 25, 2026

Item Number: _____

Resolution Number: _____

☒ 4/5 Vote Required

Resolution of the Board Of Directors of the Sonoma County Agricultural Preservation and Open Space District Updating Existing Delegations of Specified Contracting and Real Property Authority Vested in the General Manager Consistent with Public Resources Code 5549.

Whereas, it is the desire of this Board to promote efficient and effective use of resources with respect to preparation and review of routine contracts and real property instruments necessary to operate the District for the benefit of Sonoma County taxpayers;

Whereas, this Board has previously delegated various authorities to the General Manager to purchase goods and services and to enter into specified real property contracts as allowed by Public Resources Code section 5549, as follows:

- 1) This Board adopted Resolution 92-1417, dated September 22, 1992, to establish delegated authority for the District General Manager to purchase goods and services, and enter into related contracts therefore, in an amount not to exceed \$10,000;
- 2) This Board adopted Resolution 97-0947, dated July 8, 1997, to establish delegated authority for the District General Manager to enter into revocable license agreements for the maintenance and protection of District properties;
- 3) This Board adopted Resolution 01-0087, dated January 23, 2001, to establish delegated authority for the District General Manager to enter into real property purchase contracts subject to certain contingencies;
- 4) This Board adopted Resolution 02-0405, dated April 23, 2002, to increase the delegated authority for the District General Manager to purchase goods and services, and enter into related contracts therefore, in an amount not to exceed \$25,000;

- 5) This Board adopted concurrent Resolution 16-0102 dated March 15, 2016, to increase the delegated authority for the District General Manager for services contracts, to an amount not to exceed a total contract amount of \$50,000 per year for the life of the contract;

Whereas, it furthers effective and efficient government operations and management to increase the amounts of delegated authority of the General Manager to enter into contracts for goods, equipment, supplies and professional services, and to confirm other authorities maintained by the General Manager to enter into leases, licenses, and purchase agreements, as further specified herein.

1. All of the above recitals are true and correct.
2. *Purchase of Services with Annual Increase to Authority.* The General Manager is hereby delegated the authority to enter into services agreements in amounts not to exceed fifty one thousand dollars (\$51,000), effective as of the date this Resolution is adopted and increasing by 2% per year on July 1 each year, as authorized by Public Resources Code section 5549.
3. *Purchase of Supplies and Equipment.* The General Manager is hereby delegated the authority to purchase supplies, equipment and materials (excluding labor and services), provided such purchases do not to exceed an annual aggregate of \$150,000, as authorized by Public Resources Code section 5549.
4. *Purchase of Open Space Interests Subject to Subsequent Board Approval.* The General Manager's existing authority to enter into contracts for the purchase of open space interests in real property is affirmed, and subject to the following contingencies and limitations:
 - a. The approval of the proposed purchase by this Board;
 - b. The determination by this Board that the proposed purchase is consistent with the operative Sonoma County General Plan;
 - c. The determination by this Board that the proposed purchase is consistent the District's voter approved Expenditure Plan;
 - d. The determination by the District's Fiscal Oversight Commission that the proposed purchase price is not more than fair market value for the open space interest being acquired and is supported by the opinion of a qualified real estate appraiser in a manner that meets the District's appraisal standards;
 - e. That the deposit not exceed \$50,000;

- f. That the contract is in a form approved by District Counsel and contains such other contingencies as the District's Counsel deems prudent.
5. *Leases and Licenses of District Property.* The General Manager is authorized to enter into leases and revocable license agreements for the protection, maintenance or use of District real property, provided that the lease or license agreement is consistent with the conservation purpose for which the property was purchased and the term of such agreement does not exceed 5 years. Any lease or license executed pursuant this authority shall be in a form approved by District Counsel.
6. *Competitive Solicitation Threshold.* This Board hereby directs that for purchases of products and services via contracts in which payment is specified at less than \$75,000 per year, competitive solicitation processes shall be used as the General Manager shall direct to ensure competition, transparency, public confidence in the District. For contracts in which payment is specified at greater than \$75,000 per year, this Board hereby directs that formal competitive procurements are required, except as the General Manager is satisfied, in their discretion, that a formal competitive process will not result in an advantage to the District. The General Manager shall develop and enforce policies and procedures to ensure and document compliance with these competitive solicitation requirements.
7. *Limited Delegation by General Manager Permitted.* This Board hereby resolves that, except as to the authority vested in the General Manager to execute real property purchase contracts, the contracting authorities delegated herein shall be delegable to subordinate management personnel, as may be designated by the General Manager in writing and as otherwise consistent with applicable job classification duties and other applicable policies and procedures.
8. *Effect on Prior Resolutions.* This Resolution expressly amends and supercedes all prior resolutions adopted by the District Board of Directors with respect to the subject matter herein, including Resolution 92-1417, dated September 22, 1992, Resolution 97-0947, dated July 8, 1997, Resolution 01-0087, dated January 23, 2001, Resolution 02-0405, dated April 23, 2002, and Resolution 16-0102, dated March 15, 2016.
9. *Effective Date.* This resolution shall become operative on the date of its adoption.

Resolution #26-

Date:

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Supervisors:

Rabbitt:

Coursey:

Gore:

Hopkins:

Hermosillo:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.