



Midpeninsula Regional
Open Space District

ACTION PLAN AND BUDGET COMMITTEE

Administrative Office – Board Room
330 Distel Circle
Los Altos, CA 94022

February 5, 2015

DRAFT MINUTES

I. ROLL CALL

Director Riffle called the Meeting to order at 2:10 p.m.

Members Present: Curt Riffle and Pete Siemens

Members Absent: Yoriko Kishimoto

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, District Controller Mike Foster, Assistant General Manager Ana Ruiz, Administrative Services Manager Kate Drayson, Real Property Manager Mike Williams, Natural Resources Manager Kirk Lenington, Public Affairs Manager Shelly Lewis, Planning Manager Jane Mark, Planner III Lisa Bankosh, and District Clerk Jennifer Woodworth

II. ORAL COMMUNICATIONS

No speakers present.

III. ADOPTION OF AGENDA

Motion: Director Siemens moved, and Director Riffle seconded the motion to adopt the agenda.

VOTE: 2-0-0

IV. COMMITTEE BUSINESS

1. Follow-up on the Proposed Fiscal Year 2015-2016 Action Plans and Budget

Planning Manager Jane Mark provided information in response to the Committee's direction from the previous Action Plan & Budget Committee (ABC) meeting describing Option E for opening the Bear Creek Redwoods Open Space Preserve on an accelerated schedule. Ms. Mark described a focused preserve plan to provide public access and stewardship actions. Work on the Alma College Site Rehabilitation Plan and focused Environmental Impact Report would be conducted as a separate but parallel process.

Planner III Lisa Bankosh presented a flow chart that displayed the parallel processes of completing the stables site plan, preserve plan, and Alma College site rehabilitation.

Director Siemens suggested that the CEQA scoping could be completed during the same public hearing to receive public comments on the site plan.

Ms. Mark explained that due to the length of since the last public meeting, she suggested that a meeting with neighbors and stakeholders would be helpful to reengage interest in the project. Ms. Mark also explained that there is a contract related to the Bear Creek Stables site plan, which could be increased to include an enlarged scope of work to assist with the preserve plan.

Director Riffle inquired as to the scope of the costs for accelerating the project including consultant costs and additional contract planner.

Ms. Mark responded that staff must do additional research to determine costs and can provide that information at the February 11, 2015 Board meeting.

Motion: Director Siemens moved, and Director Riffle seconded the motion to recommend approval of Option E for inclusion in the FY2015-16 Action Plan.

VOTE: 2-0-0

Director Riffle and General Manager Abbors provided comments on the potential impacts of the Financial and Operational Sustainability Model Study on FY2015-16 Action Plan projects and the ability of staff to complete the projects.

Director Riffle suggested using a modified midyear review of the Action Plan to evaluate progress on Action Plan projects. Director Riffle also suggested that the District begin to use various metrics to help measure staff and District efforts. Finally, Director Riffle provided comments related to the Controller's Report and its relation to the District's annual budget.

Motion: Director Siemens moved, and Director Riffle seconded the motion to recommend approval of the FY2015-16 Action Plan and Budget, as amended by the Action Plan and Budget Committee.

VOTE: 2-0-0

2. Discussion of Other General Issues Concerning Committee's Roles, Responsibilities, and Tasks for Fiscal Year 2015-2016 Action Plan and Budget Development

Director Riffle requested indication of the three parts of the mission on the Action Plan.

The Committee briefly discussed their recommendations to the Board for the February 25, 2015 budget hearing.

V. ADJOURNMENT

Director Riffle adjourned the meeting of the Action Plan and Budget Committee of the Midpeninsula Regional Open Space District at 3:23 p.m.

Jennifer Woodworth, CMC
District Clerk