



Midpeninsula Regional
Open Space District

Board Meeting 15-19

REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

330 Distel Circle
Los Altos, CA 94022

Wednesday, July 22, 2015

DRAFT MINUTES

REGULAR MEETING

CALL TO ORDER

President Siemens called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:00 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Yoriko Kishimoto, and Pete Siemens

Members Absent: Curt Riffle

Staff Present: General Manager Steve Abbors, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Real Property Manager Mike Williams, Real Property Specialist Elish Ryan, Human Resources Supervisor Candice Basnight, Operations Manager Michael Newburn, and District Clerk Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present

ADOPTION OF AGENDA

Motion: Director Cyr moved, and Director Kishimoto seconded the motion to adopt the agenda.

VOTE: 6-0-0 (Director Riffle absent.)

SPECIAL ORDERS OF THE DAY

Planning Manager Jane Mark introduced the new Capital Project Manager Dale Grogan.

Sean Sears of the Vida Verde organization provided information and showed a video about his organization, which provides outdoor educational opportunities for students to experience environmental outdoor education.

CONSENT CALENDAR

1. **Approve July 8, 2015 Board Meeting Minutes.**
2. **Approve Claims Report**
3. **Grant Funding Agreement with the County of San Mateo to Complete the San Francisco Bay Trail Connection Project at Ravenswood Open Space Preserve (R-15-105)**

General Manager's Recommendation: Adopt a resolution authorizing the General Manager to execute a funding agreement with the County of San Mateo to implement the San Francisco Bay Trail connection project at Ravenswood Open Space Preserve.

4. **Grant Funding Agreement with the Santa Clara Valley Water District for Hendrys Creek Stream Channel Restoration Project at Sierra Azul Open Space Preserve (R-15-108)**

General Manager's Recommendation: Adopt a resolution authorizing the General Manager to execute a funding agreement with the Santa Clara Valley Water District to implement the Hendrys Creek Stream Channel Restoration Project at Sierra Azul Open Space Preserve.

5. **Change to the District's Fiscal Year (R-15-104)**

General Manager's Recommendation:

1. Adopt a resolution to reset the District's annual fiscal year to begin July 1 and end June 30.
2. Move appointment of the Action Plan and Budget Committee members to the second regular Board meeting in January, consistent with other Committee appointments.
3. Extend Fiscal Year 2015-16 by three months to end on June 30, 2016

6. **Establishing Fiscal Year 2015-2016 Tax Levy for the Midpeninsula Regional Open Space District's General Obligation Bonds - Series 2015A and Series 2015B (R-15-109)**

General Manager's Recommendation: Adopt Resolutions of the Board of Directors of the Midpeninsula Regional Open Space District for each of San Mateo, Santa Clara and Santa Cruz Counties to establish an ad valorem property tax levy of \$1.10 per \$100,000 (or \$0.0011 per \$100) in assessed value for the District's General Obligation Bonds – Series 2015A and Series 2015B (Measure AA)

Motion: Director Kishimoto moved and Director Hassett seconded the motion to adopt the Consent Calendar.

VOTE: 6-0-0 (Director Riffle absent.)

BOARD BUSINESS

7. **Proposed Purchase of Peninsula Open Space Trust Apple Orchard and Event Center properties located at 6635 La Honda Road, 5711 La Honda Road, and 5460 La Honda Road in the Town of La Honda, in unincorporated San Mateo County (San Mateo County Assessor's Parcel Numbers 082-130-130, 082-140-010, 082-150-030, 082-150-040, 083-361-040, 083-361-100), and a Conservation Easement over San Gregorio Creek across portions of San Mateo County Assessor's Parcel Numbers 82-130-110 and 82-130-120 as additions to La Honda Creek Open Space Preserve. (R-15-101)**

Senior Planner Elish Ryan provided the staff presentation describing the property's location and existing site structures, the site's history, and its resource values including spawning habits for coho salmon and steelhead trout.

Real Property Manager Mike Williams explained that the District would be purchasing several parcels and a riparian conservation easement along the San Gregorio Creek. Under its management agreement with Peninsula Open Space Trust (POST), several infrastructure improvements have already been completed, including construction of a fence to protect the riparian corridor, improved water infrastructure, and road improvements. Mr. Williams described the Facilities Use Agreement for the Event Center and potential uses for the site, including a potential District office site and grazing. Finally, Mr. Williams outlined the purchase terms of the properties and the next steps of the purchase process.

Director Hassett inquired regarding the ongoing maintenance costs of using the Event Center facility, including District staff seeking partners to help cover these costs.

Mr. Williams described the various maintenance costs associated with Event Center use.

Director Hanko provided comments in support of partnerships, including a potential partnership with Vida Verde.

Directors Harris and Kishimoto provided comments supporting potential uses of the cabin on the Event Center property as a hikers hut or potentially for ongoing habitation.

Senior Real Property Agent Elaina Cuzick described various access issues hindering habitation of the cabin, including its remote location requiring a stream crossing, fire protection dangers, etc. associated with the building.

Director Cyr commented that the high cost of maintaining buildings in remote locations should be balanced against other District needs.

Mr. Williams stated that if directed by the Board, staff can further evaluate the building for potential future uses.

Director Kishimoto suggested water rights be addressed in future Use and Management Plans. Public comments opened at 8:27 p.m.

Mike Bushue member of Equestrian Trail Riders' Action Committee provided comments regarding the proposed fee schedule including requesting two clarifications for small events of six horses or less related to the refundable of cleaning and damage deposit and facility use fee to be listed as zero in the fee schedule.

Tricia Suvari, Vice President of Land Transactions at POST, provided comments regarding the stewardship projects completed during the time POST owned the property. POST is also grateful for its strong partnership in these projects. Finally, Ms. Suvari spoke in favor of the legacy the Driscoll family left for grazing this property.

Public comments closed at 8:32 p.m.

Director Hassett provided comments regarding the cost both financially and the cost to the environment of potentially restoring and providing access to the remote cabin.

Directors Kishimoto and Hanco requested staff meet with potential partner Vida Verde to evaluate if the organization would have any need for the cabin.

Motion: Director Hassett moved, and Director Hanco seconded the motion to.

1. Determine that the recommended actions as set out in the staff report are categorically exempt from the California Environmental Quality Act.
2. Adopt a resolution authorizing the purchase of the Apple Orchard and Event Center properties and the San Gregorio Creek Conservation Easement from Peninsula Open Space Trust.
3. Accept the continued use of the Event Center Facilities Use Agreement and associated fee schedule until such time as preferred long term uses of the Event Center are identified and either a Site Plan is adopted and/or the La Honda Creek Open Space Preserve Master Plan is amended to fully integrate the subject properties into the Preserve. The fee schedule will be modified as suggested by Mike Bushue.
4. Adopt the Amended Preliminary Use and Management Plan for the Apple Orchard and Event Center properties, and the Conservation Easement.
5. Authorize the General Manager to execute a Grazing Lease with Wilson Cattle Company for the Apple Orchard Grazing Unit of La Honda Creek Open Space Preserve.
6. Indicate the intention to withhold dedication of the Apple Orchard and Event Center Properties as public open space at this time.

VOTE: 6-0-0 (Director Riffle absent.)

8. Approval of Memorandum of Understanding with Midpeninsula Regional Open Space District Field Employees Association and Approval of Salary and Benefits for the Office, Supervisory, and Management Employees (R-15-110)

Assistant General Manager Kevin provided comments regarding the cooperative, amicable, and productive negotiation process engaged in by the Field Employees Association and District negotiators.

Field Employees Association President Grant Kern provided comments regarding the positive atmosphere and collaborative approach of the negotiation process.

Human Resources Supervisor Candice Basnight summarized various sections of the Memorandum of Understanding (MOU) with the Field Employees Association and the salary and benefits for the Office, Supervisory, and Management Employees. Ms. Basnight described the negotiated salary increases for the duration of the negotiated MOU as tied to the San Francisco Area Consumer Price Index. Ms. Basnight explained additional salary changes including the Equipment Maintenance Operators and creation of the Lead Ranger position.

Operations Manager Michael Newburn provided additional clarification and information regarding the duties of the proposed Lead Ranger position.

Public comments opened at 9:07 p.m.

No speakers present.

Public comments closed at 9:07 p.m.

Motion: Director Cyr moved, and Director Hanko seconded the motion to:

1. Adopt a resolution approving the Memorandum of Understanding with the Midpeninsula Regional Open Space District Field Employees Association, for a term of July 1, 2015, through June 30, 2018.
2. Adopt a resolution approving the Salary and Benefits for the Office, Supervisory, and Management employees, effective July 1, 2015.
3. Approve an update to the District's Fiscal Year 2015-16 Classification and Compensation Plan.
4. Approve the new "Lead Ranger" classification and modification to the Open Space Technician classification.

VOTE: 6-0-0 (Director Riffle absent.)

9. Overview of the Seasonal Ranger Program and Approval of the Ranger Aide and Seasonal Ranger Job Classifications (R-15-106)

Operations Manager Michael Newburn described the proposed Seasonal Ranger Program and its purpose in helping potential rangers gain understanding and experience at the District. The program will also help increase the presence of uniformed staff throughout District preserves enhancing public outreach and provide backfill for vacant positions. Finally, Mr. Newburn described the next steps in implementing the proposed Seasonal Ranger Program.

Public comments opened at 9:21 p.m.

No speakers present.

Public comments closed at 9:21 p.m.

Motion: Director Kishimoto moved, and Director Harris seconded the motion to:

1. Approve the new job classifications for Ranger Aide and Seasonal Ranger

2. Adopt a resolution amending the Classification and Compensation Plan to add the two new job classifications.

VOTE: 6-0-0 (Director Riffle absent.)

INFORMATIONAL REPORTS

A. Committee Reports

No Committee reports.

B. Staff Reports

Assistant General Manager Kevin Woodhouse reported that District staff has moved over to the new AO3 facility. As part of the move and continued implementation of the Financial and Operational Sustainability Model, the Volunteer and Docent programs have been moved to the Operations department and Project Manager Aaron Hebert is temporarily assigned to the Planning department. Mr. Woodhouse also reported on the creation of an Innovation Team to work on designing and implementing innovative ideas in the district the first of which is fog harvesting.

General Manager Steve Abbors reported on the credit ratings awarded by Standard and Poors and Fitch for the District's general obligation bonds and promissory notes rating to AAA and the lease notes to AA+. Mr. Abbors reported he and other staff members visited Mt. Umunhum with members of the Santa Clara County Historic Heritage Commission.

General Counsel Sheryl Schaffner reported her attendance at the CalJPIA Annual Board of Directors meetings to represent the District.

C. Director Reports

The Board members submitted their compensatory reports.

Director Kishimoto reported she attended a meeting of the Santa Clara Valley Water District Water Commission and discussed stream restoration, especially in times of drought.

ADJOURNMENT

President Siemens adjourned the regular meeting at 9:39 p.m.

Jennifer Woodworth, CMC
District Clerk