



SPECIAL AND REGULAR MEETING

**BOARD OF DIRECTORS
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Administrative Office
330 Distel Circle
Los Altos, CA 94022

March 23, 2016

DRAFT MINUTES

SPECIAL MEETING

CALL TO ORDER

Vice-President Hassett called the special meeting of the Midpeninsula Regional Open Space District to order at 6:00 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Curt Riffle, and Pete Siemens

Members Absent: Yoriko Kishimoto

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Planning Manager Jane Mark, Planner III Lisa Bankosh, and District Clerk Jennifer Woodworth

1. Alma College Cultural Landscape Rehabilitation Plan Informational Presentation and Tentative Approval (R-16-33)

Director Siemens inquired if a decision regarding the rehabilitation of Alma College could delay the opening of the Bear Creek Redwoods Open Space Preserve.

Planner III Lisa Bankosh explained that the Rehabilitation Plan is part of the Preserve Plan and will be going to the Board in summer 2016, and the parking lot is planned for completion in 2018. The proposed Rehabilitation Plan is in response to the Board direction from June 2015 to apply a minimal approach to Alma College.

Ms. Bankosh provided the staff presentation and explained that while Alma College is not a historic listing, it is registered for preservation as a cultural landscape, which includes requirements related to the buildings in their current arrangement. As a result, the Rehabilitation Plan must meet specific guidelines, including assessing features as they relate to the property as a whole. Ms. Bankosh described the various structures on the site and displayed photographs of their original condition and their current state. Finally, Ms. Bankosh outlined the proposed Rehabilitation Plan vision and goals, which reflect the guidelines for historic culture landscape and the language included in Measure AA related to the rehabilitation of Alma College. Ms. Bankosh described the three phases of the Rehabilitation Plan including proposed funding for the rehabilitation.

Capital Project Manager Aaron Hebert outlined the potential phasing for implementation and estimated costs associated with the Rehabilitation Plan. Mr. Hebert described possible funding sources for implementation, including Measure AA, District general funds, and potential funds from grants or partners, explaining which aspects of the projects were eligible for Measure AA funds according to the approved Expenditure Plan. Finally, Mr. Hebert described a cost reduction strategy to help lower costs to the District, such as grant funds, packaging construction actions under fewer contracts, and phasing the rehabilitation of the cultural landscape.

Ms. Bankosh outlined the next steps and tentative schedule for implementation of the proposed Rehabilitation Plan and site opening.

Director Riffle inquired where the proposed fencing would be placed before the preserve opens.

Ms. Bankosh explained that when the parking lots open in 2018, the new fencing would largely be placed where the current fencing already is. This will allow for preserve visitors to be able to park and access the western portion of the Bear Creek Redwoods Preserve.

Director Hanko expressed her concerns regarding the expenses associated with implementation of the Rehabilitation Plan and requested a tour of the site.

Director Harris expressed her support of the project and thanked staff for their efforts.

Director Siemens expressed his concerns regarding the level of funding being required of the District. He also expressed his concern that the project would not delay the opening of the rest of the Bear Creek Redwoods preserve.

Public comments opened at 7:01 p.m.

No speakers present.

Public comments closed at 7:01 p.m.

Director Riffle inquired regarding the maintenance costs for the site once it is opened to the public and requested an estimate of the maintenance costs at a future meeting.

Ms. Bankosh explained the landscaping being proposed are native species and requires little maintenance.

Director Siemens inquired regarding the costs for the minimal stabilizations.

Ms. Bankosh explained that the minimal stabilizations are needed to bring the structures up to minimum safety standards.

Mr. Hebert explained that the minimal stabilizations include structural work, safety work, and site preparation to be funded by Measure AA and partially by the District's general fund.

Motion: Director Hanko moved, and Director Harris seconded a motion to continue the item until a later Board meeting date after she and any other interested Board members may tour the site.

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

Vice-President Hassett adjourned the special meeting at 7:16 p.m.

REGULAR MEETING – BOARD MEETING

Vice-President Hassett called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:16 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Curt Riffle, and Pete Siemens

Members Absent: Yoriko Kishimoto

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, Chief Financial Officer/Administrative Services Director Stefan Jaskulak, General Counsel Sheryl Schaffner, Operations Manager Michael Newburn, Foothills Area Superintendent Tom Lausten, Ranger Tyler Barshow, Management Analyst II Gordon Baillie, and District Clerk Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

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

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

SPECIAL ORDERS OF THE DAY

- Informational Presentation regarding the Farmland Futures Initiative by Walter Moore, President of the Peninsula Open Space Trust

Peninsula Open Space Trust (POST) President Walter Moore described the Farmland Futures Initiative which seeks to protect farmland acreage by tripling the amount of protected farmland acreage and triple the number of protected farms on the San Mateo Coast.

Noelle Thurlow, Director of Land Transactions for POST, described agricultural conservation easements, which protect the land and can require the landowner to keep the land as agricultural in perpetuity. Additionally, Ms Thurlow reported POST seeks to invest in infrastructure, increase partnerships, and help farmers build equity in and eventually own the farms. Ms. Thurlow described several farmland properties acquired by POST or properties for which POST has purchased an agricultural easement. Both methods seek to preserve the farmland as agricultural property in perpetuity.

Director Hanko inquired if houses would also be allowed on the property.

Mr. Moore explained that a housing center is allowed on each property to allow for a home, barn, etc., which helps address San Mateo County’s concerns regarding a lack of farm labor housing.

The Board meeting recessed at 7:38 p.m. reconvened at 7:44 with Directors Cyr, Hanko, Harris, Hassett, Riffle and Siemens present.

CONSENT CALENDAR

Director Harris pulled Item 3 from the Consent Calendar.

- 1. Approve Board Meeting Minutes:
March 9, 2016**
- 2. Approve Claims Report**
- 3. Revisions to Board Policy 4.02 Titled “Improvements on District Lands” (R-16-34)**

Item 3 was heard after Item 7.

General Manager’s Recommendation: Adopt a Resolution Amending Board Policy 4.02, “Improvements on District Lands”.

Director Harris requested clarification for several of the changes to Board Policy 4.02.

Motion: Director Cyr moved, and Director Siemens seconded the motion to strike “youth hostels” from paragraph C(2) of Board Policy 4.02.

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

Motion: Director Cyr moved, and Director Riffle seconded the motion to adopt a Resolution Amending Board Policy 4.02, “Improvements on District Lands”, as amended.

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

- 4. Board Policy Titled “Equality, Diversity, and Inclusion” (R-16-35)**

General Manager's Recommendation: Approve the "Equality, Diversity, and Inclusion" policy for inclusion in the Board Policy Manual.

Motion: Director Riffle moved, and Director Hanko seconded the motion to approve the Consent Calendar, as amended, with the exception of Item 3.

Public comment opened at 7:48 p.m.

No speakers present.

Public comment closed at 7:48 p.m.

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

BOARD BUSINESS

5. Appointment of Tyler Barshow as a Peace Officer (R-16-28)

Operations Manager Michael Newburn presented the staff report and introduced new ranger Tyler Barshow.

Public comment opened at 7:50 p.m.

No speakers present.

Public comment closed at 7:50 p.m.

Motion: Director Siemens moved, and Director Hanko seconded the motion to adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District appointing Tyler Barshow as a Peace Officer.

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

Ranger Tyler Barshow was sworn in as a peace officer and received his badge.

6. Calendar Year 2015 Field Enforcement Activity Report and Ten-Year Field Activity Summary (R-16-23)

Management Analyst II Gordon C. Baillie presented the staff report describing the trends for various violations of the District's Ordinance seen in the previous ten years and highlighted areas of drastic changes, including off leash dog and after hours violations. Mr. Baillie reported on the number of times District rangers responded to emergency situations, including fires, vehicle accidents, and medical incidents.

No Board action required.

7. Information Services and Technology - Philosophies, Strategies and Tactics for Delivering Value (R-16-32)

Information Services and Technology Department Manager Garrett Dunwoody presented the staff report described the focus for the new Information Services and Technology Division for the rest of the current fiscal year and FY2016-17. Mr. Dunwoody described upcoming projects, including moving to cloud computing, software and hardware upgrades, GIS upgrades, and Microsoft upgrade. Finally, Mr. Dunwoody described the value to the District that each of these projects will provide.

Directors Hassett and Siemens expressed a desire to better understand how to use technology to support the District and continue to add value.

No Board action required.

INFORMATIONAL REPORTS

A. Committee Reports

Director Cyr reported on the March 15, 2016 Legislative, Funding, and Public Affairs Committee meeting

Director Hassett reported on the March 22, 2016 Real Property Committee meeting.

B. Staff Reports

Assistant General Manager Ana Ruiz reported the Engineering and Construction Manager will start on March 28, 2016. Ms. Ruiz reported on several upcoming staff training sessions related to the project delivery process and contracts. Finally, Ms. Ruiz provided an update on the Mt. Umunhum road design and Santa Clara Valley Water District's improvements to the Bay Trail, which was led by Google.

Assistant General Manager Kevin Woodhouse reported he has been working on the Operations department transition into the Visitor Services and Land and Facilities departments. Mr. Woodhouse provided an update on the Highway 17 wildlife crossing feasibility study.

Chief Financial Officer Stefan Jaskulak described upcoming training courses related to the rolling out new computer software and implementation of the change to the fiscal year and bringing the payroll system in house. Mr. Jaskulak reported that four RFPs related to the District's bond program were recently issued, and staff plans to bring forward contracts to the Board for approval early this summer.

General Manager Steve Abbors reported on his recent presentation at the California Land Trust conference. Mr. Abbors has recently met with Santa Clara County Supervisor Joe Simitian and Monterey County Supervisor Mark Stone to discuss Mt. Umunhum. Finally, Mr. Abbors also reported the District has received a request for endorsement for Santa Clara County Parks Measure A Park Charter Fund Amendment.

The Board directed staff by consensus to analyze Measure A and return to the Board of Directors with an analysis of the measure.

Director Hanko spoke regarding the proposed charter amendment.

C. Director Reports

The Board members submitted their compensatory reports.

Directors Harris reported she attended the Bay Nature Event on Sunday

Directors Riffle and Siemens reported their attendance at the Santa Clara Open Space Authority Coyote Valley opening on Saturday.

ADJOURNMENT

Vice President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:38 p.m.

Jennifer Woodworth, MMC
District Clerk