




DATE: June 8, 2016

MEMO TO: Board of Directors

THROUGH: Stephen E. Abbors, General Manager 

FROM: Allen Ishibashi, Senior Real Property Agent and Bryan Apple, Planner II

SUBJECT: Status of Activities at the Hawthorn Property

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This FYI memorandum has been prepared in response to the Board President's request on May 12, 2016 for an update on activities at the Hawthorn Property.

#### Hawthorns Historic Complex Partnership

On April 8, 2015, the Board approved a partnership for the rehabilitation, reuse, and maintenance of the Hawthorn Historic Complex with Richard and Ann Crevelt (Crevelts) for use of the site as a private residence (R-15-49). As part of this partnership the Board approved a phased approach in which the Crevelts would first be issued a one (1) year access license to allow for initial planning and design work, with a long term agreement to follow once the terms in the access license were successfully completed.

The original intention was to execute the access license directly with the Crevelts while they concurrently worked to obtain non-profit status for the new non-profit that would be dedicated to rehabilitating and maintaining the Hawthorns Historic Complex. Later, the Crevelts requested that the access license be executed directly with the new, non-profit Hawthorns Preservation Trust Foundation (Foundation). This request delayed the execution of the access license until the 501c(3) was approved for the new Foundation.

The access license agreement was finalized on May 12, 2016 and sent to the Foundation for review and execution. To date the District has not received a signed copy of the access license. Per the terms of the access license, the Foundation must accomplish the following tasks before a long term agreement with the District would be discussed:

1. Finalize the non-profit, tax-exempt status for the entity that would enter into a long-term lease;
2. Develop and implement a fundraising plan and submit this to the District for approval;
3. Raise at least \$1,000,000 for the rehabilitation, reuse, and maintenance of the site;
4. Solicit and identify potential "pro-bono" providers for design, engineering, and interior finishes; and
5. Confirm permitting requirements with the town of Portola Valley.

The General Manager will keep the Board updated on the status of this item if and when the license is executed.

#### Realignment of Alpine Road Trail (roadside trail along property frontage)

On April 27, 2016, the Town of Portola Valley's new Town Manager Jeremy Dennis met with General Manager Steve Abbors, Assistant General Manager Ana Ruiz, and Planning Manager Jane Mark to discuss the Town's continued interest in realigning the Alpine Road trail that fronts the Hawthorn Property, from Corte Madera School to Los Trancos Road. The Town had deferred this item during the departure of the former Town Manager. Recognizing that the Action Plan for Fiscal Year (FY) 2016-17 has been already developed and reviewed by the Action Plan and Budget Committee, which includes numerous major and high priority projects for the Board, many that are underway, the General Manager advised Town Manager Dennis to formally submit the Town's request to the Board in November, to be included very early in the Board's Priority Setting Process for the subsequent fiscal year. This request has also been noted by staff and will be included with the various projects that the Board will consider for FY2017-18.

#### Nature Center Request from Yvonne Tryce

As part of the Request for Letters of Interest (RLOI) for Rehabilitation, Reuse, and Maintenance of the Hawthorn Historic Complex, the District received a proposal from Yvonne Tryce for a nature center. This proposal was not selected as it did not meet the intent and goals of the RLOI. However, it did merit further consideration as part of a future overall Public Access Site Plan for the Hawthorn Property. As such, on April 8, 2015, the Board of Directors approved the deferral of the nature center proposal until the Public Access Plan for the Hawthorn Property is initiated, which at that time was envisioned to be initiated within the next 5 years (2015-2020).

#### Future Public Access Site Plan for the Hawthorn Property

Dependent on staff capacity and the progress of current Action Plan Projects come this fall, the General Manager will consider recommending the initiation of the Public Access Site Plan for the Hawthorn Property as part of the FY2017-18 Action Plan. If so, the Public Access Site Plan would incorporate both the Town's request for the Alpine Road Trail realignment and Ms. Tryce's proposal for a nature center. Other elements that would be included as part of this Public Access Site Plan would include interior trails, connections to Town trails, signage, and parking.