



Midpeninsula Regional  
Open Space District

July 13, 2016  
Board Meeting 16-16

## REGULAR MEETING

### BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office  
330 Distel Circle  
Los Altos, CA 94022

July 13, 2016

## DRAFT MINUTES

### REGULAR MEETING – BOARD MEETING

Vice-President Hassett 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, Curt Riffle, and Pete Siemens

Members Absent: Yoriko Kishimoto

Staff Present: Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Public Affairs Manager Shelly Lewis, GIS Administrator Casey Hiatt, and District Clerk Jennifer Woodworth

### ORAL COMMUNICATIONS

No speakers present.

### ADOPTION OF AGENDA

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

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

### CONSENT CALENDAR

1. Approve the Minutes for the June 22, 2016 Board meeting
2. Approve Claims Report

**3. Authorization to Purchase Capital Equipment for a Total Cost Not to Exceed \$1,088,700 (R-16-85)**

General Manager's Recommendation:

1. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for five patrol vehicles, two administrative vehicles, and five maintenance vehicles, for a total cost not to exceed \$798,700.
2. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for one replacement and one additional tractor for a total cost not to exceed \$290,000.

**4. Award of Contracts to Three Firms for Printing and Mailing Services (R-16-86)**

General Manager's Recommendation: Authorize the General Manager to enter into contracts for printing and mailing services with Dakota Press, ImageX, and Patsons Press for amounts not-to-exceed \$100,000 (each) for Fiscal Year (FY) 2016-17 with the option to extend contracts to FY2017-18, and FY2018-19 subject to further Board approval.

Public comment opened at 7:03 p.m.

No speakers present.

Public comment closed at 7:03 p.m.

**Motion:** Director Hanko moved, and Director Cyr seconded the motion to approve the Consent Calendar.

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

**BOARD BUSINESS**

**5. Presentation of New GeoPDF Trail Maps (R-16-87)**

Public Affairs Specialist Peggy Gibbons presented the staff report describing the District's rollout of the GeoPDF trail maps for mobile devices. GeoPDFs allow users to view their location in real-time using only a GPS signal, without needing cellular service.

GIS Administrator Casey Hiatt, provided an overview of the process used to redesign and update all of the District's trail maps which allowed for the creation of the GeoPDF maps. Redesign elements included increasing elevation detail, more accurate trail alignments, and increased operational efficiencies to the map process. All maps are now GIS data driven increasing accuracy and consistency among the District's many maps.

Ms. Gibbons described the rollout of the new GeoPDF maps to the public and demonstrated the mobile phone application and its features, including location tagging and issue reporting.

The members of the Board expressed their appreciation for staff's working in completing the project and their excitement regarding the new application.

Public comment opened at 7:27 p.m.

No speakers present.

Public comment closed at 7:27 p.m.

No Board action required.

**INFORMATIONAL MEMORANDA**

- Highway 17 Wildlife Passage and Bay Area Ridge Trail Crossing Project Update

**INFORMATIONAL REPORTS**

A. Committee Reports

Director Harris reported the Planning and Natural Resources Committee met on Monday to discuss the proposed protective netting structure at the Fremont Older parking lot.

Director Cyr reported the Legislative, Funding, and Public Affairs Committee met on Tuesday to discuss a proposed Board policy related to reporting tickets and a proposed logo for use for Measure AA funding projects.

B. Staff Reports

District Clerk Jennifer Woodworth reported the nomination period for the November 8, 2016 election begins on Monday and runs through August 12, 2016. Wards 3, 4, and 7 are on the ballot for the November election.

Assistant General Manager Ana Ruiz reported the departments are compiling their year-end accomplishments list to be included in the year-end review. Ms. Ruiz reported she and Real Property Manager Mike Williams met with members of East Palo Alto city staff to discuss the Ravenswood Bay Trail. Staff also recently gave a tour of the La Honda Open Space Preserve to members of the San Mateo Farm Bureau.

Chief Financial Officer/Administrative Services Director Stefan Jaskulak reported the payroll process has completely been brought in-house as an increased function of IAFS. Mr. Jaskulak provided additional information related to the refinancing of the 2007 and 2011 bonds.

C. Director Reports

The Board members submitted their compensatory reports.

Director Riffle spoke regarding the District's recent Legislative Lunch and thanked staff for their efforts in organizing it.

Director Harris spoke regarding recent hikes she attended with the Sierra Club and questions she received related to camping on District preserves.

**ADJOURNMENT**

Vice-President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 7:50 p.m.

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Jennifer Woodworth, MMC  
District Clerk