



**SPECIAL AND REGULAR MEETING**

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

Administrative Office  
330 Distel Circle  
Los Altos, CA 94022

**November 9, 2016**

**DRAFT MINUTES**

**REGULAR MEETING**

President Kishimoto called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:02 p.m.

**ROLL CALL**

Members Present: Jed Cyr, Nonette Hanko, Larry Hassett, Yoriko Kishimoto and Curt Riffle

Members Absent: Cecily Harris and Pete Siemens

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, District Clerk/Assistant to the General Manager Jennifer Woodworth, Nicole Gonzales, Finance & Budget Analyst II, Planning Manager Jane Mark, Senior Planner Tina Hugg, Planner I Alicia Halpern, Real Property Manager Mike Williams, Land and Facilities Manager Brian Malone, Visitor Services Manager Michael Newburn, Engineering and Construction Manager Jay Lin, Natural Resources Manager Kirk Lenington, Information Systems and Technology Manager Garrett Dunwoody, Integrated Pest Management Coordinator Coty Sifuentes-Winter

**ORAL COMMUNICATIONS**

No speakers.

**SPECIAL ORDERS OF THE DAY**

- Introduction of Staff
  - Matt Brunnings, Capital Project Manager III
  - Janine Ward, Procurement and Contract Specialist

Director Siemens arrived at 7:08 p.m.

**ADOPTION OF AGENDA**

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

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

**CONSENT CALENDAR**

Public comment opened at 7:09 p.m.

No speakers.

Public comment closed at 7:09 p.m.

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

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

- 1. Approve October 26, 2016 Minutes**
- 2. Approve Claims Report**
- 3. Use and Management Plan Amendment for Fremont Older Open Space Preserve and Award of Contract to West Coast Netting Construction Services to install the Prospect Road Parking Area Safety Structure for a Base Amount Not-to-Exceed \$46,500 and a Separate 15% Contingency (R-16-132)**

**General Manager's Recommendation:**

1. Approve a Use and Management Amendment to allow for the construction of a net canopy safety structure at Fremont Older Open Space Preserve.
2. Authorize the General Manager to enter into a contract with West Coast Netting Construction Services of Kingman, Arizona for an amount not to exceed \$46,500.
3. Authorize a 15% construction contract contingency in the amount of \$6,975 to be reserved for unanticipated issues, thus allowing a total contract amount not-to-exceed \$53,475.

**4. Resolution and Approval of Caltrans Cooperative Agreement for Highway 17 Wildlife Passage and Bay Area Ridge Trail Crossing Project (R-16-147)**

**General Manager's Recommendation:** Adopt a Resolution approving the Caltrans Cooperative Agreement and authorizing the General Manager to enter into the Agreement for a not-to-exceed amount of \$165,000 to fund Caltrans' oversight of the development of a Project Initiation Document for the Highway 17 Wildlife Passage and Bay Area Ridge Trail Crossing Project.

**BOARD BUSINESS**

## 5. Proposed Expansion of Dogs On-Leash Access on All Trails at El Sereno Open Space Preserve (R-16-148)

Assistant General Manager Ana Ruiz spoke regarding previous meetings and workshops related to opening all current trails in the El Sereno Open Space Preserve to on-leash dogs. The project was discussed as part of the District's Vision Plan process and included as a Measure AA project.

Planner I Alicia Halpern provided an overview of the El Sereno Open Space Preserve, current limited and full dog access in the District's preserves, and the regulations included in the District's ordinance related to dogs. Ms. Halpern described the dog access site evaluation criteria, which guide when areas are opened to dog access, and applied these criteria to the trail system within the El Sereno trail system. All of the trails currently in El Sereno are proposed to be opened for on-leash dog access, except for San Jose Water Company property. At a recent neighborhood meeting, neighbors expressed concern regarding limited parking along Sheldon Rd. Since then, District staff has met with these neighbors and will continue to look for solutions. District staff has proposed additional signage to educate visitors regarding compliance with District regulations. Finally, Ms. Halpern discussed the next steps of the process, including environmental review and continuing negotiations with the San Jose Water Company.

Director Hassett requested additional information regarding the portion of land owned by the San Jose Water Company.

Real Property Manager Mike Williams reported staff is currently in discussions with San Jose Water Company regarding this property.

President Kishimoto reported she has also spoken with the Chief Operating Officer of the San Jose Water Company about the District acquiring access to this portion of land.

Public comment opened at 7:37 p.m.

Maria Ristow spoke in favor of opening of the El Sereno trail system to dogs.

Public comment closed at 7:38 p.m.

Director Riffle spoke in favor of opening of the El Sereno trail system to dogs.

Director Siemens spoke in favor of the process being used by staff to consider opening the El Sereno trail system to dogs.

President Kishimoto suggested staff consider long term permitting options for dog walkers to help encourage dog walkers to clean up dog waste.

Director Hassett commented on the "Dog Access Site Evaluation Criteria" stating they should allow for partial openings of preserves to dog access rather than an all or nothing approach.

**Motion:** Director Siemens moved, and Director Hanko seconded the motion to:

1. Approve the proposed project description for the El Sereno Dog Access Project, as set out in this report, to proceed with the required environmental review in accordance with the California Environmental Quality Act.
2. Approve the above project description for a future Use and Management Plan Amendment for El Sereno Open Space Preserve, excluding trail segment over San Jose Water Company Property, pending formalized access rights.

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

**6. Year-End Review of the Fiscal Year 2015-16 District Budget and Action Plan (R-16-118)**

Chief Financial Officer/Administrative Services Director Stefan Jaskulak provided the staff report describing significant FY2014-15 Action Plan accomplishments. Mr. Jaskulak summarized the FY2014-15 revenues and budget performance, including expenditures and savings, and compared FY2014-15 to past District budget performances. Finally, Mr. Jaskulak described FY2016-17 budget expenditure trending through the first quarter.

Public comment opened at 8:11 p.m.

No speakers.

Public comment closed at 8:11 p.m.

**7. Annual Integrated Pest Management Report, 2015 (R-16-120)**

Integrated Pest Management Coordinator Coty Sifuentes-Winter presented the first year of pest management activities for the first complete year of the Integrated Pest Management Program (IPM). IPM is defined by the adaptive management cycle: assessing the problem, designing a solution, implementing the treatment, monitoring and evaluating the progress, and adjusting our treatment. The District uses cloud-based Calflora to assess pest problems and develop an annual work plan, which is then implemented by District staff, contractors, and tenants. Mr. Sifuentes-Winter summarized pest problems currently identified on District lands and several pest control treatments utilized by the District in 2015, including herbicide use and public notifications associated with herbicide application. Finally, Mr. Sifuentes-Winter described updates to the best management practices included in the IPM guidance manual and new District forms developed to assist the IPM program.

President Kishimoto commented on potentially using drone technology to monitor pests on District lands.

President Kishimoto requested additional information related to prevention.

Mr. Sifuentes-Winter explained prevention practices are included as part of the implementation plan for year three.

Public comment opened at 8:45 p.m.

No speakers.

Public comment closed at 8:45 p.m.

No Board action required.

**INFORMATIONAL MEMORANDUM**

• Summary of the 10/17/16 Facilities Ad Hoc Committee Meeting  
**INFORMATIONAL REPORTS**

A. Committee Reports

Director Cyr reported the Legislative, Funding, and Public Affairs Committee meeting yesterday to receive a legislative briefing and a report on applicants for the ombudsperson position.

B. Staff Reports

Assistant General Manager Ana Ruiz provided an update on the parking lot design for the Alma College parking lot.

Assistant General Manager Kevin Woodhouse reported on the District's recent graduates from the Santa Clara County Leadership Academy and provided an update on the public meetings related to Santa Clara Valley Water District's Permanente Creek flood prevention project at Rancho San Antonio.

Mr. Jaskulak provided an update on the Measure AA Bond Oversight Committee and the District's efforts to convert the year-end report into a Comprehensive Annual Financial Report.

Mr. Williams reported on the upcoming Vida Verde event in East Palo Alto.

General Counsel provided an update on release of selenium by the East Materials Storage Area at Lehigh Quarry and enforcement by the State Water Resources Control Board.

General Manager Steve Abbors reported his attendance at Monday's meeting of the San Mateo County Farm Bureau.

C. Director Reports

The Board members submitted their compensatory reports.

Director Hassett commented on signage prohibiting drone use near national parks in Utah.

Director Cyr commented on work currently being done at Mt. Umunhum and suggested the District may consider pursuing press coverage for the work.

President Kishimoto reported she will be attending the Bay Area Confluence tomorrow related to regional water resilience.

**ADJOURNMENT**

President Kishimoto adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:27 p.m.

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Jennifer Woodworth, MMC  
District Clerk