



Midpeninsula Regional
Open Space District

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
LEGISLATIVE, FUNDING, AND PUBLIC AFFAIRS COMMITTEE

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Tuesday, November 15, 2016

DRAFT MINUTES

CALL TO ORDER

Director Cyr called the meeting of the Legislative, Funding and Public Affairs Committee to order at 2:01 p.m.

ROLL CALL

Members present Jed Cyr, Nonette Hanco, and Curt Riffle

Members absent: None

Staff present: General Manager Steve Abbors, Assistant General Manager Kevin Woodhouse, Assistant General Manager Ana Ruiz, General Counsel Sheryl Schaffner, Land and Facilities Manager Brian Malone. Senior Property Management Specialist Elaina Cuzick, and District Clerk Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

Motion: Director Riffle moved and Director Hanco seconded to adopt the agenda.

VOTE: 3-0-0

COMMITTEE BUSINESS

1. Approve the November 8, 2016 Legislative, Funding, & Public Affairs Committee Meeting Minutes.

Motion: Director Hanko moved, and Director Cyr seconded the motion to approve the November 8, 2016 Legislative, Funding, and Public Affairs committee meeting minutes.

VOTE: 3-0-0

2. New Board Policy Titled Housing Policy (R-16-152)

Assistant General Manager Kevin Woodhouse provided introductory comments related to the proposed housing policy and the cost of housing in the District.

Senior Property Management Specialist Elaina Cuzick provided the staff presentation summarizing the process of developing the proposed policy, including creation of a multi-departmental team to study policies at similar public agencies, prioritize tenant classifications, and provide guidelines for potential rental discounts for each tenant classification. Ms. Cuzick described the potential fiscal impact of transitioning market rate housing to employee residences.

Director Riffle suggested including a complete inventory of the District's housing stock and inquired regarding current demand for District housing.

Ms. Cuzick explained there is a pent-up demand for District housing, especially among new members of District staff who provide a persistent demand for District housing. For agricultural housing, there is also demand from District tenants for farm labor housing. For general public housing, the District receives one to two inquiries per month with several people currently on the waiting list. Finally, for other public agencies, there are ongoing requests for District housing.

Director Riffle requested additional information related to the prioritized tenant classifications.

Ms. Cuzick explained where there is an identified agricultural need it may be prioritized above staff requests.

Director Riffle requested additional information regarding the definition of "other agencies" and whether staff considered offering a rental discount.

Ms. Cuzick explained employees from other public agencies would take priority, but the District would consider employees from other nonprofits, etc. that provide a benefit from site presence. A discounted rental rate was considered and rejected by the staff committee, but the Board may direct staff to include a discounted rate in the proposed policy.

Public comment opened at 2:39 p.m.

Sarah Rosendahl, representing San Mateo County Supervisor Don Horsley, spoke in favor of the proposed policy and expansion of farm labor housing on the San Mateo Coast and affordable housing throughout San Mateo County. Ms. Rosendahl provided to the Committee a report completed by the Home for All San Mateo County task force related to affordable housing in San Mateo County. Additionally, Ms. Rosendahl commented on the negative effect limited housing availability has on agricultural production on the San Mateo Coast.

Director Riffle inquired if the County will be able to assist with grants, permitting process, etc. to help the District invest in farm labor housing.

Ms. Rosendahl reported on grant funds available for farm labor housing rehabilitation and efforts to streamline the farm labor housing permit process.

Public comment closed at 2:51 p.m.

Director Hanko inquired if the District has considered making farm labor housing on District properties not located near the San Mateo Coast.

Land and Facilities Manager Brian Malone explained District residences throughout the District would be available for farm labor housing and are not limited to the San Mateo Coast.

Ms. Cuzick explained however farm labor housing is most useful when it is located close to agricultural lands.

Director Riffle commented on the importance of attracting exceptional employees to work at the District, and providing housing options may help. Additionally, the District may want to explore proactively providing housing options for employees, other public agencies, and non-profits, through building new structures and/or rehabilitating existing structures. Finally, Director Riffle commented on various operational aspects to be determined if the Board adopted the proposed housing policy.

Mr. Malone explained District staff will draft administrative policies and procedures to help administer the program similar to Director Riffle's suggestions.

Motion: Director Riffle moved, and Director Hanko seconded the motion to recommend approval of the new draft Board Housing Policy to the Board of Directors.

VOTE: 3-0-0

3. Revision of Board Policy 4.02, Improvements on District Lands and Board Policy 4.09, Factors to Consider for Structures Disposition (R-16-153)

Senior Property Management Specialist Elaina Cuzick explained several revisions are being proposed to the two policies describing how the District manages District residences and structures based on the proposed housing policy, including direction on what uses the District makes of improvements and what factors should be taken into account when making decisions on the disposition of District improvements. Proposed revisions include:

- Incorporating the need for agricultural housing.
- Language changed to allow for the maintenance of structures that are compatible with the open space character solely for the purpose of revenue generation.
- Allow retention and maintenance of structures for revenue generation that do not serve a District purpose
- Language was added so that the criteria could be used to evaluate constructing new structures as well as determining the disposition of existing structures.

Director Hanko suggested keeping structures if they serve a purpose as a wildlife habitat.

Ms. Cuzick explained District staff evaluates District structures before there are considered for demolition, including biological surveys and monitoring and/or providing an alternate habitat.

The Committee recessed at 3:35 p.m. and reconvened at 3:38 p.m. with all Committee members present.

Director Riffle requested clarification regarding several aspects of the revised policies and suggested removing language from Board policy 4.09 (G) and combine the section with 4.09 (H). Additionally, Director Riffle suggested including creating a factor specific to agricultural uses in Board policy 4.09, including farm labor housing and associated agricultural infrastructure.

Public comment opened at 4:04 p.m.

No speakers present.

Public comment closed at 4:04 p.m.

Motion: Director Riffle moved, and Director Hanco seconded the motion to recommend approval of the amendments to the *Improvements on District Lands* and *Factors to Consider for Structures Disposition* Board policies to the Board of Directors, as amended.

VOTE: 3-0-0

ADJOURNMENT

Director Cyr adjourned the meeting of the Legislative, Funding and Public Affairs Committee at 4:05 p.m.

Jennifer Woodworth, MMC
District Clerk