



SPECIAL AND REGULAR MEETING

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

La Honda Elementary School
450 Sears Ranch Rd.
La Honda, CA 94020

Wednesday, June 14, 2017

DRAFT MINUTES

SPECIAL MEETING – CLOSED SESSION

President Hassett called the special meeting to order at 5:01 p.m.

ROLL CALL

Members Present: Jed Cyr, Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Nonette Hanko

Staff Present: General Manager Steve Abbors, Assistant General Counsel Hilary Stevenson, Assistant General Manager Ana Ruiz, Real Property Manager Mike Williams, Planner III Elish Ryan

Public comments opened at 5:01 p.m.

No speakers present.

Public comments closed at 5:01 p.m.

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: Santa Clara County Assessor's Parcel Number 562-08-003

Agency Negotiator: Michael Williams, Real Property Manager

Negotiating Party: Val Lopez, Amah Mutsun Land Trust

Under Negotiation: Conservation Easement

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: San Mateo County Assessor's Parcel Numbers 056-410-010, 020 & 120, 056-420-020, 056-430-020 & 030, 056-440-020 & 030

Agency Negotiator: Michael Williams, Real Property Manager

Negotiating Party: Zion Half Moon Land Limited
Under Negotiation: Purchase Terms and Conditions

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:47 p.m.

REGULAR MEETING

President Hassett called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:00 p.m.

President Hassett reported the Board met in closed session, and no reportable action was taken.

ROLL CALL

Members Present: Jed Cyr, Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Nonette Hanko

Staff Present: General Manager Steve Abbors, Assistant General Counsel Hilary Stevenson, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, District Clerk/Assistant to the General Manager Jennifer Woodworth, Natural Resources Manager Kirk Lenington, Land & Facilities Manager Brian Malone, Planning Manager Jane Mark, Engineering & Construction Manager Jay Lin, Senior Property Management Specialist Elaina Cuzick, Planner III Lisa Bankosh, Grants Specialist Melanie Askay

ORAL COMMUNICATIONS

Barbara Hooper resident of La Honda spoke expressed her concerns regarding the proposed public access plan to the Red Barn Area, including preserving the rural character of the area and ensuring safety for visitors due to increased traffic in the area.

Bo Meehan requested clarification regarding horse access to the Driscoll Ranch and La Honda area.

ADOPTION OF AGENDA

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

VOTE: 6-0-0 (Director Hanko absent)

CONSENT CALENDAR

Public comment opened at 7:10 p.m.

No speakers.

Public comment closed at 7:10 p.m.

Motion: Director Cyr moved, and Director Harris seconded the motion to approve the Consent Calendar, with the exception of Items 8, 9, and 10.

VOTE: 6-0-0 (Director Hanko absent)

1. **Approve May 24, 2017, June 6, 2017, and June 14, 2017 Minutes**
2. **Claims Report**
3. **Agreement with Oregon State University to Test Revegetation Sites for Soil Diseases (R-17-85)**

General Manager's Recommendation:

1. Authorize the General Manager to approve an agreement with Oregon State University for an amount not-to-exceed \$90,000 to test revegetation sites in District preserves for soil diseases and develop any recommended remedial actions.
2. Determine that the recommended action is categorically exempt from the California Environmental Quality Act.

4. Agreement to Manage Slender False Brome on Private Properties near District Preserves (R-17-78)

General Manager's Recommendation: Authorize the General Manager to:

1. Approve a cooperative agreement with the San Mateo County Resource Conservation District for a total of \$100,000 in Fiscal Year 2017-18 to treat slender false brome on private properties near District preserves.
2. Exercise the option to extend the agreement for a second and third year if the program is successful for a total not-to-exceed amount of \$300,000 over the three-year term.

5. Authorization to Purchase Capital Equipment for Fiscal Year 2017-18 (R-17-83)

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 and nine maintenance vehicles, for a total cost not-to-exceed \$740,000.
2. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for one aerial lift truck, one tracked chipper, and one mini-excavator, for a total cost not-to-exceed \$330,000.

6. Contract amendment with H.T. Harvey & Associates for Bat Relocation and Habitat Replacement at the former Alma College site at Bear Creek Redwoods Open Space Preserve (R-17-77)

General Manager's Recommendation: Amend a contract with H.T. Harvey & Associates for the Alma College Bat Relocation and Habitat Replacement Project in an amount of \$71,432, and allocate a separate contingency of \$9,473, for a total not-to-exceed contract amount of \$104,207.

Director Harris requested a future staff report on the status of this bat relocation after future monitoring.

7. Agreement with City of Mountain View to Provide District Radio Dispatch Services (R-17-84)

General Manager's Recommendation: Authorize the General Manager to execute a one-year agreement with the City of Mountain View to provide the District 24-hour radio dispatch service, with the option to extend the agreement for one additional year, in an amount not-to-exceed \$197,800 in Fiscal Year 2017–18 and an amount not-to-exceed \$217,810 for Fiscal Year 2018–19.

8. Structure Demolition at 1150 Sears Ranch Road in La Honda Creek Open Space Preserve (R-17-74)

Director Riffle pulled Item 8.

Director Riffle expressed his concern that the house being demolished was being replaced. That explanation was provided as part of Item 14.

Public comment opened at 8:33 p.m.

No speakers.

Public comment closed at 8:33 p.m.

Director Riffle commented on the District's need to be part of a solution for a housing shortage in San Mateo County and suggested a future Board discussion on the topic.

Director Siemens suggested the District may consider leasing District land in the future to be used by other agencies to build agricultural workforce housing.

Motion: Director Harris moved, and Director Riffle seconded the motion:

General Manager's Recommendation: Approve the demolition of an unoccupied residence structure that lacks a foundation and has other structural issues and an associated shed located at 1150 Sears Ranch Road in La Honda Creek Open Space Preserve.

VOTE: 6-0-0 (Director Hanks absent)

9. Award of Contract to GradeTech Inc., for construction of the Sears Ranch Road Parking Area and Driveway Improvements, and site cleanup work at La Honda Creek Open Space Preserve for a Base Amount Not-to-Exceed \$678,888 and a Separate 15% Contingency of \$101,833. (R-17-60)

Item 9 was pulled due to its connection to Item 8.

Public comment opened at 8:39 p.m.

No speakers.

Public comment closed at 8:39 p.m.

Motion: Director Riffle moved, and Director Cyr seconded the motion:

General Manager's Recommendation:

1. Authorize the General Manager to enter into contract with GradeTech Inc., of San Ramon, California for a not-to-exceed base contract amount of \$678,888.
2. Authorize a 15% construction contract contingency of \$101,833 to be reserved for unanticipated issues, thus allowing the total contract amount not-to-exceed \$780,721.

VOTE: 6-0-0 (Director Hanko absent)

10. Contract authorization with Santa Clara County FireSafe Council for removal of eucalyptus trees in Los Trancos Open Space Preserve (R-17-73)

Director Kishimoto pulled Item 10.

Director Kishimoto spoke regarding the community's support to remove the eucalyptus trees and inquired regarding the replacement plan for the trees and the need for neighbor involvement in the decision. Director Kishimoto asked staff to return to the Board with the proposed replacement plan.

Area Manager Craig Beckman reported he met with Palo Alto city staff, who were interested in a replacement plan, but the details have not been determined.

Public comment opened at 8:46 p.m.

No speakers.

Public comment closed at 8:46 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion:

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Santa Clara County FireSafe Council for the removal of eucalyptus trees in Los Trancos Open Space Preserve for fire safety and appropriate mitigation plan, in an amount not to exceed \$276,000, for a period from the date of execution through November 30, 2020 with options to extend the length of the contract for an additional two years.

Director Harris suggested a separate recommendation related to the mitigation plan.

Ms. Askay explained the District will be providing matching funds to support the FireSafe Council's grant application. The District already intended to enter into a contract with the FireSafe Council to remove the trees.

Land and Facilities Manager Brian Malone explained the scope of the contract would not be altered by the Director Kishimoto's motion because mitigation is already included in the contract.

VOTE: 5-0-1 (Director Hanko absent; Director Harris abstained)

Mr. Abbors commented on the need for the Board to examine policies separate from the decisions that are before them, so policy decisions are not made on a case-by-case basis.

11. Contract Amendment with MKThink for Basic Programming for the Administrative Office Project (R-17-54)

General Manager's Recommendation: Authorize the General Manager to execute a contract amendment with MKThink to complete basic programming services for the Administrative Office Project in an amount of \$48,000, for a total not-to-exceed contract amount of \$117,000.

12. Award of Contract with PGA Design, Inc., to provide design and engineering services for the Alma College Cultural Landscape Rehabilitation Project at Bear Creek Redwoods Open Space Preserve (R-17-86)

General Manager's Recommendation:

1. Authorize the General Manager to enter into a contract with PGA Design, Inc., to provide design and engineering services, complete construction plans, and provide permitting support for the Alma College Cultural Landscape Rehabilitation Project at Bear Creek Redwoods Open Space Preserve for a not-to-exceed amount of \$472,008.
2. Authorize a separate contract allowance of \$47,200 specifically for additional permitting, design, and public meeting preparation and attendance related to the Santa Clara County Historical Heritage Commission permitting process that are beyond the current scope of work to avoid potential implementation delays.
3. Authorize a 15% contingency of \$70,800 to cover potential unforeseen design requirements.

BOARD BUSINESS

13. Memorandum of Understanding with Santa Clara Valley Water District for riparian invasive species removal in Bear Creek Redwoods Open Space Preserve (R-17-79)

Grants Specialist Melanie Askay provided the staff presentation describing the District's goals for seeking grants, including offsetting and leveraging existing funds, increasing District impact, and expanding the District's responsiveness to current conservation challenges. Ms. Askay outlined the District's grant-seeking principles, techniques for leveraging District funds, and near-term grants program priorities. Currently, she is working to identify and apply for grants, build relationships, develop a grants workflow, build a grants database, etc.

Integrated Pest Management Coordinator Coty Sifuentes-Winter explained staff has pursued a Measure B grant from the Santa Clara Valley Water District for invasive species removal in the Bear Creek Redwoods Open Space Preserve. The current funding is for Bear Creek Redwoods, but additional funds could be pursued for other District preserves in the watershed. Funds would be used to implement the District' Integrated Pest Management program along roads and trail,

remove invasive species, and for fire protection tasks along Highway 17 and near Bear Creek Stables. Mr. Sifuentes-Winter described the various task orders to be funded by the grant.

Public comment opened at 7:22 p.m.

No speakers present.

Public comment closed at 7:22 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to:

1. Authorize the General Manager to enter into a Memorandum of Understanding (MOU) with Santa Clara Valley Water District to receive \$200,000 per year for up to five years, to implement invasive species removal in Bear Creek Redwoods Open Space Preserve; authorize the General Manager to approve subsequent Task Orders resulting from the MOU.
2. Adopt a resolution approving the proposed Budget Amendment, adding \$200,000 to the Bear Creek Redwoods Invasive Weed Treatment budget (MAA21-007).
3. Authorize the General Manager to amend a contract with Ecological Concerns of Santa Cruz, CA, adding \$200,000, for a total not-to-exceed amount of \$573,483, to perform work associated with the MOU. The contract amendment would be funded through funds secured under the MOU.

VOTE: 6-0-0 (Director Hanko absent)

14. Construction of Agricultural Workforce Housing in the Former Driscoll Ranch Area of La Honda Creek Open Space Preserve (R-17-75)

Senior Property Management Specialist Elaina Cuzick provided the staff report describing the Driscoll Ranch grazing lease and its inclusion of agricultural workforce housing. Ms. Cuzick described San Mateo County's set aside of Measure A funds to support a variety of initiatives related to agricultural workforce housing. Various phases have included a needs assessment, replacement and rehabilitation projects, study of regulatory barriers to agricultural workforce housing, etc. Ms. Cuzick summarized the District's Farmworker Housing Rehabilitation Pilot Program; the determination that the Sears house was inhabitable; and relocation of the ranch worker living at the Sears house. Ms. Cuzick described the two proposed locations and cost estimates for the agricultural workforce housing pending water assessment at each site location for well development. Ms. Cuzick reviewed the District's factors to consider for structures disposition related to the proposed agricultural workforce housing. To receive Measure A funding, San Mateo County requires the home to remain agricultural workforce housing for the life of the unit or repay the funding.

San Mateo County Supervisor Don Horsley spoke regarding the proposed agricultural workforce housing project and thanked the District for its commitment to the project.

Director Riffle inquired regarding agricultural workforce housing shortage in San Mateo County.

Supervisor Horsley described the County's needs assessment and spoke regarding the need to labor in the area to support the agricultural industry in the County.

Director Kishimoto inquired if the County looked at how other areas in California address this problem.

Supervisor Horsley explained that he visited agricultural workforce housing in Napa County where many laborers are migrant workers and live in dormitory style housing. However, many of the agricultural laborers in San Mateo County live here with their families.

Director Kishimoto inquired regarding the lifecycle cost of the modular housing as opposed to traditional homes.

Ms. Cuzick reported staff did not study lifecycle costs for the housing, but modular homes are built to the same code requirements as stick frame homes.

Engineering and Construction Manager Jay Lin explained that many modular homes carry a warranty, which would cover maintenance. The initial cost for the site preparation is approximately \$8,000 for a modular home or approximately \$23,000 for traditional housing.

Director Siemens expressed concern regarding the type of home being proposed stating his belief that it should be a quality product.

General Manager Steve Abbors described the modular home proposed for this project and suggested staff can return with additional information describing the type of home proposed for installation.

Director Hassett also requested a lifecycle analysis for the proposed home style.

Public comment opened at 8:05 p.m.

Bob Meehan spoke in favor of keeping homes in the area instead of demolishing them and suggested the District could offer its housing the agricultural workers rather than District employees.

Doniga Markegard suggested that if a home is demolished that it should be replaced. Additionally, the home should be available to agricultural workers throughout the County. Ms. Markegard spoke regarding the District's past mistakes of demolishing homes in the area and spoke in favor building agricultural workforce housing in the area. Ms. Markegard requested a meeting with the District to discuss the need for agricultural workforce housing in the area.

Randy Vail employee of the La Honda Unified School District spoke regarding the poor condition of housing that many of his students live in. Mr. Vail spoke in favor of building homes in the areas that will last for several generations. Mr. Vail thanked the District for its work on the project.

Public comment closed at 8:13 p.m.

Motion: Director Kishimoto moved, and Director Siemens seconded the motion to:

1. Approve construction of agricultural workforce housing at either 900 Sears Ranch Road or 1150 Sears Ranch Road in La Honda Creek Open Space Preserve to serve the conservation grazing program.

2. Adopt a resolution authorizing the General Manger to enter into a partnership agreement with San Mateo County for a forgivable fifteen-year, no-interest Farmworker Housing Pilot Program Phase III loan for \$150,000 and permanently designate the residence as agricultural workforce housing.
3. Authorize the General Manager to amend the lease with AGCO Hay LLC, the onsite conservation-grazing tenant, to formalize the requirements of the Farmworker Housing Pilot Program Phase III between the District and the grazing tenant.
4. Direct staff to confirm construction of proposed modular unit and a life cycle analysis of the proposed construction and return to the Board if staff finds that the proposed home style is different than the modular homes described to the Board or has an unfavorable result to the lifecycle analysis.

VOTE: 6-0-0 (Director Hanco absent)

15. Amendment to the La Honda Creek Open Space Preserve Master Plan to include One Proposed New Trail Loop and New Trail Names for the Preserve (R-17-76)

Planner III Lisa Bankosh described the phased implementation of the La Honda Creek Master Plan, including the Phase I Trails Plan, including equestrian access to the preserve. The proposed Master Plan amendment would provide a 1.3 mile loop for trail users that would be connected to a future trail. Ms. Bankosh described the proposed Harrington Creek Trail, Folder Ranch Loop Trail, Cielo Trail, and Coho Vista Trail.

Director Riffle inquired regarding when the trails would be open to the public.

The trail would be open depending on the trail conditions.

Public comment opened at 8:30 p.m.

No speakers present.

Public comment closed at 8:30p.m.

Motion: Director Riffle moved, and Director Cyr seconded the motion to:

1. Approve an amendment to the La Honda Creek Open Space Preserve Master Plan to add a one-mile trail loop;
2. Approve the following trail names: “Harrington Creek Trail” for the main ranch road in lower La Honda Creek Open Space Preserve; “Folger Ranch Loop Trail” for a new loop trail off the main ranch road; “Coho Vista Trail” for the existing trail to the vista point in upper La Honda Creek; and “Cielo Trail” for an existing trail leading to the Redwood Cabin area.

VOTE: 6-0-0 (Director Hanco absent)

INFORMATIONAL REPORTS

A. Committee Reports

Director Cyr reported on the June 27, 2017 Legislative, Funding, & Public Affairs Committee meeting.

Mr. Abbors provided additional information regarding SB482.

Director Riffle reported on the June 20, 2017 Board Appointee Evaluation Committee meeting.

B. Staff Reports

Mr. Abbors provided a brief update on various district projects, including Mt. Umunhum, state legislation, and the Hayes House demolition.

C. Director Reports

The Board members submitted their compensatory reports.

Director Harris reported she met Mr. Kahn whom the District recently purchased property from and who spoke highly of District staff.

Directors Riffle and Kishimoto reported on their attendance at a stakeholders meeting regarding Rancho San Antonio access concerns.

ADJOURNMENT

President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:08 p.m.

Jennifer Woodworth, MMC
District Clerk