



Midpeninsula Regional
Open Space District

July 26, 2017
Board Meeting 17-17

SPECIAL AND REGULAR MEETING

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

**SPECIAL MEETING
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
FINANCING AUTHORITY**

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Wednesday, July 26, 2017

DRAFT MINUTES

SPECIAL MEETING – CLOSED SESSION

President Hassett called the special meeting to order at 5:00 p.m.

ROLL CALL

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

Members Absent: None

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Counsel Hilary Stevenson, Real Property Manager Mike Williams, Senior Real Property Agent Allen Ishibashi, Planning Manager Jane Mark, Senior Planner Tina Hugg

Public comments opened at 5:00 p.m.

No speakers present.

Public comments closed at 5:00 p.m.

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code Section 54957(b)(1)

Title of Employee: General Counsel

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

Property: Santa Clara County APN: 170-04-054
Agency Negotiator: Allen Ishibashi, Senior Real Property Agent
Negotiating Party: Pearlman Properties
Under Negotiation: Purchase Terms

**3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.
(Government Code Section 54956.9(d)(1))**

Name of Case: *In the Matter of the Staples Family Trust*; San Mateo County Superior Court Case Number 17PR000671

President Hassett continued the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:43 p.m. and announced the Board would reconvene in closed session after the regular meeting adjourned.

**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT FINANCING AUTHORITY
SPECIAL MEETING**

Chairperson Hassett called the special meeting of the Midpeninsula Regional Open Space District Financing Authority to order at 6:45 p.m.

ROLL CALL

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

Members Absent: Joseph Simitian

Staff Present: Executive Director Steve Abbors, General Counsel Sheryl Schaffner, Controller Mike Foster, and Secretary Jennifer Woodworth

AUTHORITY BUSINESS

1. Acceptance of the Controller’s Annual Financial Report of the Midpeninsula Regional Open Space District Financing Authority for Fiscal Year Ending June 30, 2016 (R-17-96)

Controller Mike Foster presented the Annual Financial Report for the year ending June 30, 2016 of the Midpeninsula Regional Open Space District Financing Authority. Mr. Foster reported on the status of the bonds issued by the Financing Authority and planned refinancing of the bonds in future years.

Director Kishimoto commented on the CalPERS investment earnings rate and the need to keep these numbers in mind for retirees and the District’s unfunded liability.

Mr. Foster commented on the information provided annually by CalPERS.

Director Riffle inquired regarding the continued need for the Financing Authority.

Mr. Foster reported there is still an outstanding \$1 million in bonds from 2011, which will be fully refunded in 2020.

Public hearing opened at 6:50 p.m.

No speakers.

Public hearing closed at 6:50 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to accept the Annual Financial Report of the Midpeninsula Regional Open Space District Financing Authority for Fiscal Year Ending June 30, 2016.

VOTE: 4-0-0 (Supervisor Simitian absent)

Chairperson Hassett adjourned the meeting of the Board of Directors of the Midpeninsula Regional Open Space District Financing Authority at 6:53 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. The Board will reconvene into closed session after the adjournment of the regular meeting.

General Counsel Sheryl Schaffner reported that as a result of the closed session of February 8, 2017, the District has entered into a Stipulated Judgement and Order for Mount Umunhum Road rights as a result of the District's eminent domain case. Staff will return with additional information regarding implementation of the judgment at the August 9, 2017 regular Board meeting.

ROLL CALL

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

Members Absent: None

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Manager Kevin Woodhouse, Chief Financial Officer Stefan Jaskulak, District Controller Mike Foster, District Clerk/Assistant to the General Manager Jennifer Woodworth, Real Property Manager Mike Williams, Senior Real Property Agent Allen Ishibashi, Land & Facilities Manager Brian Malone, Planning Manager Jane Mark, Accountant Andrew Taylor, Engineering & Construction Manager Jay Lin, Natural Resources Manager Kirk Lenington, Water Resources Specialist Aaron Hebert,

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to adopt the agenda.

VOTE: 7-0-0

SPECIAL ORDERS OF THE DAY

- Introduction of staff
 - Joe MacKessy – Open Space Technician
 - Megan Scott-Sofia – Open Space Technician
 - Marion Shaw – Management Analyst II
 - Elissa Martinez – Management Analyst I
 - Debbie Ledger – Senior Accounting Technician
 - Amudha Sankar – Senior Accounting Technician

CONSENT CALENDAR

Public comment opened at 7:15 p.m.

No speakers present.

Public comment closed at 7:15 p.m.

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

VOTE: 7-0-0

1. **Approve July 12, 2017 Minutes**
2. **Claims Report**
3. **Grant funding agreement from the County of Santa Clara for San Francisco Bay Trail Connection Project at Ravenswood Open Space Preserve (R-17-94)**

General Manager’s Recommendation: Authorize the General Manager to enter into a \$400,000 grant agreement with the County of Santa Clara to receive funds for the Bay Trail connection at Ravenswood Open Space Preserve.

BOARD BUSINESS

4. **Award of Contract for Sediment Survey at El Corte de Madera Open Space Preserve (R-17-93)**

Water Resources Specialist Aaron Hébert summarized the history of the project, including identification and assessment of sediment sources from the El Corte de Madera Open Space Preserve (ECdM); implementation of the Watershed Protection Program; and monitoring and reassessment of sites. The goals of the sediment reassessment include fulfilling a regulatory requirement; repeat the previous study’s methodologies using new technologies; and creation of

reports that can be shared with the public, and management, and scientific communities. Finally, Mr. Hébert described the procurement process used by staff to encourage qualified consultants to submit proposals and summarized the next steps of the project.

Director Riffle spoke in favor of informing the public of the work being done by the District on this project. Additionally, Director Riffle inquired if similar work is being done at other District preserves.

Mr. Hébert commented on the work done by staff and consultants to inventory District roads and trails for future work, as needed.

Director Kishimoto inquired regarding the District's understanding the effect of geology on the District's trails and roads.

Mr. Hébert reported staff does monitor the effects of geology on its roads and trails and takes this information into account when designing and building trails.

Director Siemens commented on the District's current practice of waiting to open preserves to the public until the District has evaluated and corrected any problems with existing roads and trails, which previously led to sedimentation. By doing the restoration work ahead of opening, the District has helped keep sediment out of the creeks.

Public comment opened at 7:42 p.m.

No speakers present.

Public comment closed at 7:42 p.m.

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

1. Authorize the General Manager to enter into a multi-year professional services contract with Balance Hydrologics, Inc. to conduct a sediment study at El Corte de Madera Open Space Preserve for a base contract amount of \$146,907.50.
2. Authorize a 10% contingency of \$14,691.50 to be expended only if necessary to cover unforeseen conditions, for a not-to-exceed total contract amount of \$161,598.

VOTE: 7-0-0

INFORMATIONAL MEMORANDUM

- July 2017 Santa Cruz Mountains Stewardship Network Update
- Minor Revision to Wording on the Save the Redwoods League Partner Signboard to be placed at Purisima Creek Redwoods Open Space Preserve
- Approval of District and Mount Umunhum Logo Trademarks
- Housing Construction Options

INFORMATIONAL REPORTS

- A. Committee Reports

No Committee reports.

B. Staff Reports

Chief Financial Officer/Administrative Services Manager Stefan Jaskulak announced Candice Basnight has accepted the position of Human Resources Manager and additional job offers have been made for three open administrative assistant positions.

Assistant General Manager Kevin Woodhouse provided an update on a recent fire at Skyline Ridge and District rangers' work to contain the fire. District staff recently met with representatives of Portola Valley to discuss trail usage and monitoring of parking areas.

Director Harris spoke regarding a recent trip to Windy Hill where the parking lot was full in the early morning.

Public Affairs Manager Christine Butterfield provided an update on legislation being sponsored by the District.

Mr. Abbors reported his recent meeting with Jay Thorwaldson and the District's efforts to work with SamTrans, which has proposed removing bicycle access on the Dumbarton Rail Corridor.

C. Director Reports

The Board members submitted their compensatory reports.

Director Kishimoto reported on a recent meeting of the Santa Clara Valley Water District's Water Commission and a meeting with Assemblymember Marc Berman.

Director Hanko commented on her recent meeting with Jay Thorwaldson and his offer to compile information regarding the history of Mount Umunhum.

Director Riffle reported his planned attendance at the La Honda Creek groundbreaking ceremony and Ohlone/Portola Trail reception being held by San Mateo County Parks.

Director Harris reported her planned attendance at the City Park Alliance Conference.

Director Hassett reported on recent police activity near Skyline Ridge.

ADJOURNMENT

President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District into closed session at 8:11 p.m.

President Hassett adjourned the meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:15 p.m.