



Midpeninsula Regional  
Open Space District

October 25, 2017  
Board Meeting 17-26

## **SPECIAL AND REGULAR MEETING**

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

Administrative Office  
330 Distel Circle  
Los Altos, CA 94022

**Wednesday, October 25, 2017**

### **DRAFT MINUTES**

#### **SPECIAL MEETING – STUDY SESSION**

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

#### **ROLL CALL**

Members Present: Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Jed Cyr, Nonette Hanko, Cecily Harris

Staff Present: Chief Financial Officer/Administrative Services Director Stefan Jaskulak, General Counsel Sheryl Schaffner, Assistant General Manager Ana Ruiz, District Clerk/Assistant to the General Manager Jennifer Woodworth, Acting Assistant General Manager Christine Butterfield, Planning Manager Jane Mark, Senior Planner Tina Hugg, Planner III Leslie Chan, Senior Capital Project Manager Jessica Hoshen, Engineering & Construction Manager Jay Lin

#### **1. Board and Public Space Needs in the New Administrative Office (R-17-116)**

Director Hanko arrived at 5:02 p.m.

Director Harris arrived at 5:03 p.m.

Senior Planner Tina Hugg introduced Chloe Lauer and Rachel Bramwell from MKThink, who will be facilitating the discussion and presentation during the meeting.

Ms. Lauer outlined the project's guiding principles and boundaries, summarized staff's feedback provided to date, and described the mapping exercise to be used help gather feedback from the Board.

Director Riffle suggested the term sustainable should be defined to include energy efficiency and the materials used for the building as well as sustainable disposal of any materials removed from the building.

Director Kishimoto spoke in favor of promoting sustainable transportation options including mass transit and cycling options to access the building.

Director Hanko spoke in favor accessibility and maintaining the quietude of the building.

The Board members participated in an activity to identify aspects of the building that may be improved, introduced, etc. in the new administrative office building.

Board members provided additional feedback regarding Board and public spaces in the future administrative office.

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:57 p.m.

**REGULAR MEETING**

President Hassett called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:01 p.m.

**ROLL CALL**

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

Members Absent: Jed Cyr

Staff Present: Chief Financial Officer/Administrative Services Director Stefan Jaskulak, General Counsel Sheryl Schaffner, Assistant General Manager Ana Ruiz, Acting Assistant General Manager Christine Butterfield, District Clerk/Assistant to the General Manager Jennifer Woodworth, Planning Manager Jane Mark, Planner III Lisa Bankosh, Planner II Bryan Apple

**ORAL COMMUNICATIONS**

No speakers present.

**ADOPTION OF AGENDA**

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

**VOTE: 6-0-0** (Director Cyr absent)

**CONSENT CALENDAR**

Public comment opened at 7:03 p.m.

No speakers present.

Public comment closed at 7:03 p.m.

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

**VOTE:** 6-0-0 (Director Cyr absent)

1. **Approve October 11, 2017 Minutes**

2. **Claims Report**

**BOARD BUSINESS**

3. **Final Design Approval of the Alma College Parking Area and Trail Crossing (R-17-117)**

Planner II Bryan Apple presented the staff report summarizing the project's goals and project site constraints. Mr. Apple described the proposed parking lot, at-grade crossing across Bear Creek Road, restroom location, and future location for a Phase II undercrossing.

Director Kishimoto expressed concern regarding the location of the large parking area stating it was not well incorporated into the site's original spoke design.

Directors Harris and Hassett suggested including additional ADA accessible parking spaces.

Mr. Apple reported an ADA consultant would be reviewing the design as well.

Directors Riffle and Siemens spoke in favor of maximizing parking in the current proposed parking area. The parking lot could be restriped in the future if needed to accommodate additional ADA parking spots.

Directors Harris and Siemens suggested removing the installation of a cross from the design.

Planner III Lisa Bankosh explained the cross installation would be considered as part of a future Alma College Rehabilitation Plan.

The Board by consensus decided to strike the cross element from the design plans.

Mr. Apple described the engineer's estimate for the Phase I project and the planned handoff of the project to the Engineering and Construction Department.

Director Kishimoto requested clarification regarding the county's listing of the historic cultural landscape and inquired whether the county will need to approve the parking lot design.

Ms. Bankosh explained that the five buildings included in the Alma College complex are included in the historical cultural landscape, but the parking area is not included. The Alma College Rehabilitation Plan will be reviewed by the Santa Clara County Historical Heritage

Commission. The parking lot design was also reviewed by the District's consultant who helped draft the Alma College Rehabilitation Plan.

Public comment opened at 7:42 p.m.

Melany Moore, President of the Summit Riders, spoke in favor of the proposed parking lot design.

Public comment closed at 7:43 p.m.

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

1. Approve the Alma College Parking Area and Trail Crossing Project Design with the removal of the cross element.
2. Delegate to the General Manager the authority to approve any necessary changes to the Project Design and Plans, and direct that the "As Built" designs come back to the Board for final approval.

**VOTE: 4-2-0** (Directors Hanko and Kishimoto opposed; Director Cyr absent)

Director Kishimoto spoke regarding her opposition vote stating it was due to the parking lot design not fitting the historic spoke design.

Bill Harris from Harris Design spoke regarding the parking lot design.

## **INFORMATIONAL REPORTS**

### A. Committee Reports

Director Harris reported the Legislative, Funding, and Public Affairs Committee met on October 24, 2017 to discuss the draft 2018 Legislative Program.

Director Riffle reported the Board Appointee Evaluation Committee met with Controller Mike Foster and General Counsel Sheryl Schaffner on October 24, 2017. The Committee will meet with General Manager Steve Abbors upon his return.

### B. Staff Reports

Assistant General Manager Ana Ruiz reported the tennis courts at Rancho San Antonio will be removed starting October 30, 2017, and the land will be reseeded and restored.

Acting Assistant General Manager Christine Butterfield reported the District will be holding a limited time sale of Mount Umunhum Grand Opening merchandise, starting November 1, 2017.

Chief Financial Officer Stefan Jaskulak reported the Bond Oversight Committee went on a field trip of Measure AA funded projects on October 20, 2017.

### C. Director Reports

The Board members submitted their compensatory reports.

Director Kishimoto reported her attendance at a meeting of the Santa Clara County Water District’s Water Commission.

Directors Siemens and Hassett reported on their attendance at the groundbreaking for the Saratoga Quarry Trail.

Director Harris spoke regarding the federal government’s proposal to raise entrance fees to several national parks. The Board by consensus directed staff to draft a letter opposing this proposed fee hike. Director Harris encouraged the other Board members to attend a meeting regarding the Harbor View project in Redwood City.

President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District into closed session at 8:16 p.m.

**CLOSED SESSION**

**1. CLOSED SESSION PUBLIC EMPLOYEE APPOINTMENT (GOVERNMENT CODE SECTION 54957)**

Title: Interim General Manager

**2. CLOSED SESSION PUBLIC EMPLOYEE APPOINTMENT (GOVERNMENT CODE SECTION 54957)**

Title: General Counsel

**3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION. GOVERNMENT CODE SECTION 54957(b)(1)**

Title of Employee: Controller  
General Counsel  
General Manager

**CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6**

Agency designated representatives: Board of Directors

Unrepresented Employees: Controller  
General Counsel  
General Manager

Public comment opened at 8:20 p.m.

No speakers present.

Public comment closed at 8:20 p.m.

The Board went into closed session at 8:20 p.m.

**ADJOURNMENT**

President Hassett adjourned the meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:17 p.m.

District Clerk