



Midpeninsula Regional
Open Space District

Board Meeting 18-11

SPECIAL MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Mitchell Park Community Center – El Palo Alto Room
3700 Middlefield Rd.
Palo Alto, CA 94303

**Thursday, March 15, 2018
10:00 AM**

DRAFT MINUTES

CALL TO ORDER

President Cyr called the special meeting of the Midpeninsula Regional Open Space District to order at 10:03 a.m.

ROLL CALL

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

Members Absent: Nonette Hanko

Staff Present: Acting General Manager Ana Ruiz, Acting Assistant General Manager Brian Malone, Acting Assistant General Manager Christine Butterfield, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Controller Mike Foster, Acting General Counsel Hilary Stevenson, District Clerk/Assistant to the General Manager Jennifer Woodworth, Planning Manager Jane Mark, Interim Public Affairs Manager Cydney Bieber, Engineering and Construction Manager Jay Lin, Human Resources Manager Candice Basnight, Information Systems Technology Manager Garrett Dunwoody, Acting Visitor Services Manager Chris Barresi, Acting Land and Facilities Manager Elaina Cuzick, Natural Resources Manager Kirk Lenington, Real Property Manager Mike Williams, Finance Manager Andrew Taylor

ORAL COMMUNICATIONS

No speakers present.

BOARD BUSINESS

Acting General Manager Ana Ruiz provided opening comments summarizing the agenda topics for the retreat.

Acting Assistant General Manager Christine Butterfield reviewed various key themes and District accomplishments for Fiscal Year 2017-18 (FY2017-18) suggested by the Board at the February 1, 2018 retreat. Ms. Butterfield asked the Board to share their comments regarding an overall direction and focus for fiscal year 2018-19.

Director Riffle emphasized a balanced delivery of the District's mission and meeting commitments to the San Mateo coastal area. Additionally, the District should continue to show progress on projects, including public access. As staff vacancies are filled, additional project work will be able move forward.

Director Harris suggested a further emphasis on reaching out to non-visitors to make them aware of the District and its preserves.

Director Kishimoto urged a continuing emphasis on diversity and outreach and expressed her concerns that the District should continue to monitor the costs of Measure AA projects to ensure funds are allocated in accordance with Measure AA voter language.

Controller Mike Foster provided additional information regarding the Measure AA portfolio estimate to account for time between voter passage of Measure AA and project completion, explaining the estimates did account for potential inflation..

Director Harris would like to continue seeking support from partners and grant funding to bring in additional funds to complete projects.

Director Hassett encouraged progress on public access projects, including potential transit options to aid preserve visitors.

Director Siemens requested a summary of projects completed within each portfolio.

President Cyr would like to continue communicating with the public information that demonstrates progress on projects.

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak provided an overview of the budget process and consolidation of the Capital Improvement and Action Plan program categories.

The Board reviewed the four programs of the draft Capital Improvement and Action Plan, requested, and received clarification regarding the projects included. The Board also requested edits to various project descriptions.

The Board recessed at 11:17 a.m. and reconvened at 11:26 a.m. with Directors Cyr, Harris, Hassett, Kishimoto, Riffle, and Siemens present.

Director Harris requested a change to the name of the Livestock Protection Policy stating predators must also be protected in open space lands.

Director Riffle commented on the need to look at regional efforts to combat climate change.

The Board recessed at 12:05 p.m. and reconvened at 12:22 p.m. with Directors Cyr, Harris, Hassett, Kishimoto, Riffle, and Siemens present.

Director Kishimoto requested information related to the new water system proposed for Bear Creek Redwoods.

Engineering and Construction Manager Jay Lin explained approximately \$40,000 has been spent to date to bring a water line to gate 1 for the preserve. Additional funds would be needed to install a water system on the site.

Director Hassett inquired whether long-term tree farm leases were in line with the La Honda Creek Master Plan to restore the land.

Acting Land and Facilities Manager Elaina Cuzick explained that longer-term leases encourage tree farm tenants to invest in the property.

By consensus, the Board directed staff to enter into a short-term lease for the Skyline Christmas tree farm.

Director Kishimoto requested clarification regarding the District Strategic Communications Plan and requested a separate Public Engagement Plan.

Director Kishimoto requested an update on the staff directory project.

Mr. Jaskulak reported staff is currently working to develop an electronic directory for SharePoint.

District Clerk/Assistant to the General Manager Jennifer Woodworth stated a training session can be scheduled to help orient Board members to SharePoint and Microsoft Office 365.

Mr. Malone reported staff recommends removal of the apartment redesign and permitting of 4150 Sears Ranch Road and include the water system and driveway projects for the location.

Director Riffle requested establishment of a restoration forestry program to evaluate the effectiveness of treatments.

Director Harris requested “Miramontes Ridge- Pursue Public Access Partnerships” be added to the list of land acquisition operating projects.

The Board recessed at 1:25 p.m. and reconvened at 1:36 p.m. with Directors Cyr, Harris, Hassett, Kishimoto, Riffle, and Siemens present.

Mr. Malone reviewed the process used by staff to include projects on the Measure AA Five-Year Project List, including projects that are underway, address a public safety concern, fulfill a legal or formal commitment, or have a deadline within five years.

Board members requested and received additional information regarding several Measure AA projects.

Mr. Malone reviewed the top four ranked optional Measure AA projects.

Director Riffle recused himself from the meeting and discussion of proposed projects due to a perceived conflict of interest related to his employment at POST and left the room at 2:07 p.m.

The Board of Directors discussed the Johnston and Cloverdale Ranch projects.

Director Kishimoto requested additional clarification regarding the Cloverdale water system.

Mr. Malone provided additional information regarding the management of the water rights for the Cloverdale property and reported the water is only used for agricultural purposes.

Public comments opened at 2:25 p.m.

Daniel Olstein, Director of Land Programs and Stewardship at Peninsula Open Space Trust (POST), explained the project included in the Measure AA Optional Projects list would provide groundwork to prepare for a future acquisition. Mr. Olstein encouraged the Board to move forward with purchasing Cloverdale Ranch in the next five years.

Public comments opened at 2:28 p.m.

Motion: Director Siemens moved, and Director Kishimoto the motion to prioritize the top four projects included in the Measure AA Optional Project List.

VOTE: 5-0-0 (Directors Hanco and Riffle absent.)

Director Riffle returned to the dais at 2:30 p.m.

Mr. Malone reviewed the various projects from the Measure AA Optional Project List that are currently included in the FY2018-19 CIAP.

Director Kishimoto suggested swapping the prioritization of the Meadow Trail rerouting and Stevens Creek tidal wetland restoration in order to prioritize climate change resiliency.

By consensus, the Board decided against changing the prioritization of these two projects.

Motion: Director Siemens moved, and Director Harris the motion to approve the Measure AA Five-Year Project List and Measure AA Optional Project List

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

ADJOURNMENT

President Cyr adjourned the Special Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 2:56 p.m.

Jennifer Woodworth, MMC
District Clerk

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