



## SPECIAL MEETING

### BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Thursday, December 9, 2021

*The Board of Directors conducted this meeting in accordance with California Government Code section 54953(e) and Midpeninsula Regional Open Space District Resolution 21-33. All Board members and staff participated via teleconference.*

## DRAFT MINUTES

### SPECIAL MEETING

President Riffle called the special meeting of the Midpeninsula Regional Open Space District to order at 9:30 a.m.

### ROLL CALL

Members Present: Jed Cyr, Larry Hassett, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Assistant General Manager Brian Malone, Assistant General Manager Susanna Chan, District Clerk/Assistant to the General Manager Jennifer Woodworth, Controller Mike Foster, Budget & Analysis Manager Rafaela Duran, Finance Manager Andrew Taylor, Natural Resources Manager Kirk Lenington, Chief Ranger/Visitor Services Manager Matt Anderson, Planning Manager Jane Mark, Land & Facilities Manager Brandon Stewart, Engineering & Construction Manager Jay Lin, Human Resources Manager Candice Basnight, Information Systems & Technology Manager Casey Hiatt, Public Affairs Manager Kori Skinner, Real Property Manager Mike Williams, Budget Analyst I Lupe Hernandez, and Budget Analyst I Elissa Martinez

President Riffle announced this meeting is being held in accordance with Government Code section 54953(e) and Midpeninsula Regional Open Space District Resolution 21-33, allowing Board members to participate remotely. The District has done its best to conduct a meeting where everyone has an opportunity to listen to the meeting and to provide comment. The public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda,

which was physically posted at the District’s Administrative Office, and on the District website. President Riffle described the process and protocols for the meeting.

**ORAL COMMUNICATIONS**

Deputy District Clerk Maria Soria read the submitted public comments into the record.

Shani Kleinhaus suggested a criterion be added to the Measure AA prioritization Tier 1 criteria “Risk of Extirpation or Extinction” to help the District prioritize projects and funding that critical to protect at risk species.

Merav Vonshak urged the District prioritize funding for projects and actions to protect the newts along Alma Bridge Road.

**ADOPTION OF THE AGENDA**

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

**ROLL CALL VOTE: 7-0-0**

**BOARD BUSINESS**

**1. Measure AA Project List Prioritization (R-21-164)**

General Manager Ana Ruiz commented on the purpose and goals for the retreat and stated that as topics of interest by the Board are raised, staff will note these for additional discussion near the end of the day.

Assistant General Manager Susanna Chan provided the staff presentation summarizing the Vision Plan and Measure AA process. Ms. Chan summarized the prioritization criteria, described progress made to date on Measure AA portfolios and projects, and reviewed the proposed projects for each portfolio.

Director Kishimoto requested and received additional information regarding the District’s method of determining percentage complete for the Measure AA portfolios and projects.

The Board requested and received clarification and additional information regarding the various proposed Measure AA projects.

Director Holman suggested expanding the Tier 2 criteria “need for timely action” to include habitat and wildlife at risk, which would help the newt crossing project be prioritized to be on the upcoming five-year list of projects.

Ms. Chan reported the newt crossing project is on the proposed five-year project list.

Assistant General Manager Brian Malone stated staff views the need for timely action to protect at risk resources to include habitat and wildlife that are at risk.

President Riffle spoke in support of the progress made on Measure AA projects and portfolios.

Director Kishimoto spoke in support of protecting additional bayfront open space lands, specifically in the Cargill property area.

President Riffle commented the California Department of Fish and Wildlife may be a better agency to manage these lands.

The Board recessed at 10:32 a.m. and reconvened at 10:40 a.m. with all Directors present.

President Riffle spoke in support of additional land conservation opportunities to support public access at La Honda Creek Open Space Preserve (OSP).

Director Holman commented on the high cost for the completion of the trails included in Hawthorns Area Plan stating some of the funds could potentially be used for other projects.

Ms. Ruiz stated the funding also includes restoration and interpretation of historic structures, natural resource restoration, and potential protection of additional open space areas.

Public comment opened at 11:28 a.m.

Ms. Woodworth reported no public comments were submitted for this item.

Public comment closed at 11:28 a.m.

**Motion:** Director Holman moved, and Director Kishimoto seconded the motion to approve the Measure AA Five-Year Project List and Optional Project List for Fiscal Years 2023-24 through 2027-28.

**ROLL CALL VOTE: 7-0-0**

The Board recessed at 11:34 a.m. and reconvened at 12:16 p.m. with all Directors present.

**2. 2021 Environmental Scan and Fiscal Year 2022-23 Strategic Plan Goals and Objectives (R-21-165)**

Chief Financial Officer Stefan Jaskulak described the purpose and process used to develop the annual environmental scan. Mr. Jaskulak described key themes of the environmental scan, including the District's continued stable financial position, transition to a hybrid work environment, leadership changes at partner agencies, supply chain issues/labor shortages, and a growing challenge to balance resource protection with access to nature. Mr. Jaskulak presented both internal and external strengths, challenges & barriers, and opportunities for the District.

Director Hassett commented on the impact of the ongoing fuel reduction projects throughout the District.

Director Kishimoto commented on the implementation of SB9, which promotes higher densification of housing, and the increased importance of open space.

Director Kersteen-Tucker stated the District will face increased pressure on the San Mateo Coast to increase public outreach and gain support for the District's mission there, including preserving the rural character of the region. This will be increasingly important as the Board considers the Cloverdale Ranch acquisition.

Director Holman expressed support for prioritizing housing for staff, such as when the District acquires properties with existing structures.

President Riffle commented on the negative impacts of climate change, including the need for wildfire resiliency.

Board members also made suggestions for additional strengths, challenges & barriers, and opportunities.

The item was continued until after item 3.

The Board returned to this agenda item at 1:35 p.m. after agenda item 3.

Mr. Malone reviewed the process used to develop the District's strategic plan which guides the development of each year's budget and action plan. Mr. Malone reviewed the draft FY23 Strategic Plan Goals and Objectives and proposed edits.

The Board suggested edits to the FY23 Strategic Plan Goals and Objectives.

Public comment opened at 2:43 p.m.

Craig Gleason provided comments in support of providing access to open space and promoting the benefits of open space in order to engage the public, which will help them become more engaged in the stewardship of open spaces.

Public comment closed at 2:44 p.m.

The Board recessed at 2:45 p.m. and reconvened at 2:55 p.m. with all Directors present.

Ms. Woodworth reviewed the proposed edits to the FY23 Strategic Plan Goals and Objectives.

**Motion:** Director Holman moved, and Director Siemens seconded the motion to approve the FY23 Strategic Plan Goals and Objectives, as modified.

**ROLL CALL VOTE: 7-0-0**

**3. Recommendations to further Diversity, Equity, and Inclusion Policy Goals (R-21-166)**

Ms. Ruiz provided the staff presentation summarizing recommended strategies and implementation action items to further Diversity, Equity, and Inclusion (DEI) Policy Goals. Strategies were developed by staff teams and include connecting more intentionally with DEI organizations and programs, expand District programs (grantmaking, docent/volunteer, junior ranger, etc.), improve outreach strategies to reach all communities, update the Board policy on

equality, diversity, and inclusion, provide cultural competency training to staff, consider hiring a recruitment specialist focused on DEI, etc. The various strategies will be implemented in phases and will be brought to the Board as part of the annual budget process.

The members of the Board praised staff for their work to develop the DEI strategies.

Director Kishimoto commented on the importance of DEI initiatives and bringing in staff and preserve visitors from all communities.

President Riffle inquired how progress will be made implementing the DEI strategies.

Ms. Ruiz stated initial progress will be measured by implementing the proposed strategies, and additional metrics are needed and will be developed.

No Board action required.

The Board recessed at 1:25 p.m. and reconvened at 1:35 p.m. with all Directors present.

#### **4. Review of Next Steps, including Future Board Topics for Discussion**

Ms. Woodworth reviewed the topics suggested by the board for future discussion at an upcoming retreat.

The Board members suggested additional topics for discussion.

Director Kersteen-Tucker suggested an ad hoc committee to plan the upcoming retreat may be helpful.

Director Holman suggested the ad hoc committee can narrow the list and help determine the length of the retreat.

Director Siemens stated the Board should focus on policy-level decisions and not on detailed decisions.

Director Kersteen-Tucker stated the Board should consider what it expects the outcome of the retreat to be when it reviewed the list of potential topics.

President Riffle agreed the Board should stay at the policy level and provide direction to staff.

Director Kersteen-Tucker suggested soliciting staff feedback on the list of topics after the list has been consolidated.

Ms. Ruiz agreed and stated staff may also suggest topics that are timely and critical to the District.

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

1. Authorize formation of an ad hoc committee to work with the General Manager to refine the list of suggested topics for Board discussion and to plan an upcoming Board retreat.

2. Authorize the Board President to appoint three Board members to serve on the ad hoc committee.

**ROLL CALL VOTE: 7-0-0**

President Riffle appointed Directors Cyr and Siemens and himself to serve on the ad hoc committee.

**INFORMATIONAL MEMORANDUM**

- Progress Update on Measure AA Commitments

**ADJOURNMENT**

President Riffle adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 3:42 p.m.

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Jennifer Woodworth, MMC  
District Clerk